

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS February 23, 2021 – BOARD AGENDA

Government Center Board Room

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code): 182 151 5229; (meeting password): 7282.

- 9:00** 1) **J. Mark Wedel, County Board Chair**
- A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
- 9:05** E) **Health & Human Services (see separate HHS agenda)**
- 10:00** Break
- 10:10** F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrator's office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File February 9, 2021 to February 22, 2021
 - B) Approve February 9, 2021 County Board Minutes
 - C) Approve Electronic Funds Transfers
 - D) Approve Commissioner's Vouchers
 - E) Approve Auditor's Vouchers – Contegrity, Road & Bridge
 - F) Approve Auditor's Vouchers – Sales, Use & Diesel Tax Jan 2021
 - G) Approve Auditor's Vouchers – Road & Bridge
 - H) Approve Auditor's Vouchers – Land Dept
 - I) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees
 - J) Approve Manual Warrants/Voids/Corrections – Elan paid 2/4/21
 - K) Approve Manual Warrants/Voids/Corrections – Mtg Reg & Deed Tax Jan 2021
 - L) Approve Manual Warrants/Voids/Corrections – FSA Claims 2020 & 2021
 - M) Approve Manual Warrants/Voids/Corrections – Elan paid 2/4/21 Allocated
 - N) Approve Fire Protection Contract with City of Palisade
 - O) Approve Affidavit for Duplicate of Lost Warrant – Aitkin County Abstract (2), Reinhart Foodservice
 - P) Adopt Resolution: LG214 Premises Permit – Mille Lacs Trails, Inc.

- Q) Adopt Resolution: Approve MnDOT Agreement No. 1045717
- R) Adopt Resolution: Approve MnDOT Agreement No. 1045718
- S) Information Only: Closing of Fund 17

- 10:15 3) Jessica Seibert – County Administrator
 - A) Peggy Jones - American Peat Technology & Brother Justus Whiskey Company Presentation
 - B) Jessica Johnson - Talon Metal Presentation
- 10:45 4) Terry Neff – Environmental Services Director
 - A) Approve Recycling Agreement/Contract
- 10:55 5) Kirk Peysar – Auditor
 - A) Adopt Resolution: On, Off & Sunday Liquor License – Sheryl Ruhnke, dba Prairie River Retreat
- 11:00 6) Bobbie Danielson – HR Director
 - A) Personnel Committee Recommendations
 - a. Approve Hiring a Full-Time LLCC Manager
- 11:15 7) John Welle – County Engineer
 - A) Resolutions – LRIP Grant Applications
 - a. Adopt Resolution: LRIP Grant Application – S.A.P. 001-617-004
 - b. Adopt Resolution: LRIP Grant Application – S.A.P. 001-611-003
 - c. Adopt Resolution: LRIP Grant Application – City of Aitkin – Bunker Hill Drive Project
 - d. Adopt Resolution: LRIP Grant Application – Fleming Township – 328th Avenue Project
 - e. Adopt Resolution: LRIP Grant Application – Shamrock Township – Long Point Place / Bridge Road Project
 - B) Approve Letters of Support
 - a. Approve Letter of Support – City of Aitkin – Bunker Hill Drive Project
 - b. Approve Letter of Support – Fleming Township – 328th Avenue Project
 - c. Approve Letter of Support – Shamrock Township – Long Point Place / Bridge Road Project
- 11:25 8) Jessica Seibert – County Administrator
 - A) Approve Aitkin Co. COVID Business Relief Grant Awards
 - B) Approve County Participation in Blandin Broadband Program
 - C) Administrator Updates
- 11:45 9) Committee Updates
- 12:15 Break
- 12:25 10) Jessica Seibert – County Administrator / Bobbie Danielson – HR Director
 - A) Closed Session Under MN Statute 13D.03 Subd. 1(b) – Labor Negotiations
- 12:55 Adjourn

2B

AITKIN COUNTY BOARD

February 9, 2021

<p>The Aitkin County Board of Commissioners met this 9th day of February, 2021 at 9:00 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Donald Niemi, Anne Marcotte, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.</p>	<p>Call to Order</p>
<p>Motion made by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all voting yes to approve the February 9, 2021 amended agenda. Item 6A is being renamed from "Approve Recycling Contract" to "Approve Bid Award to Waste Management Contingent on Contract Approval".</p>	<p>Approved Agenda</p>
<p>There was no Citizens' Public Comment</p>	<p>Citizens' Public Comment</p>
<p>Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows.</p>	<p>Consent Agenda</p>
<p>A) Correspondence File January 26, 2021 to February 8, 2021; B) Approve January 26, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$1,517,168.96; D) Approve Commissioner Vouchers: General Fund \$110,119.58, Road & Bridge \$34,919.27, Special Revenue (Unorg R&B, Fire) \$610.94; Health & Human Services \$9,501.43, Trust \$3,732.19, Forest Development \$1,109.78, Capital Project \$4,245.60, Long Lake Conservation Center \$18,200.06, Parks \$29,925.86 for a total of \$212,364.71; E) Approve Auditor's Vouchers – Garage Sale Start Up Cash: General Fund \$499.00; F) Approve Auditor's Vouchers – MCIT: General Fund \$199,304.03, Road & Bridge \$102,047.01, Health & Human Services \$30,787.00, Trust \$15,238.67, Forest Development \$5,678.29, Long Lake Conservation Center \$18,115.00, Parks \$4,299.00, for a total of \$375,469.00; G) Approve Manual Warrants/Voids/Corrections – Elan, FSA Claims: General Fund \$5,694.43; H) Approve Manual Warrants/Voids/Corrections – Elan paid 1/6/21 - Allocated: General Fund -\$2,613.85, Health & Human Services \$2,219.64, Trust \$394.21, for a total of \$0.00; I) Approve Manual Warrants/Voids/Corrections – MN Care Tax: Health & Human Services \$247.99; J) Approve Manual Warrants/Voids/Corrections – FSA Claims 2020 & 2021: General Fund \$900.42; K) Approve Manual Warrants/Voids/Corrections – Elan paid 1/21/21 - Allocated: General Fund -\$2,007.51, Road & Bridge \$610.00, Health & Human Services \$1,089.37, Trust \$233.14, Long Lake Conservation Center \$75.00, for a total of \$0.00; L) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$1,430.97; M) Approve County Administrator Performance Evaluation Summary; N) Approve Consumption & Display Permit – Hidden Meadows; O) Approve Consumption & Display Permit – Larson's Barn; P) Approve Consumption & Display Permit – 202 Tavern; Q) Approve Affidavit for Duplicate of Lost Warrant; R) Adopt Resolution: Set Public Hearing Date for Land Classification April 13, 2021; S) Adopt Resolution: Permanent Right-of-Way Easement Grant, MN-AI-089.000;</p>	<p>County Administrator Performance Evaluation Summary</p>
<p>Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – County Administrator Performance Evaluation Summary.</p>	

AITKIN COUNTY BOARD

February 9, 2021

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – Consumption & Display Permit – Hidden Meadows.

Consumption & Display Permit – Hidden Meadows

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – Consumption & Display Permit – Larson’s Barn.

Consumption & Display Permit – Larson’s Barn

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – Consumption & Display Permit – 202 Tavern.

Consumption & Display Permit – 202 Tavern

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – Affidavit for Duplicate of Lost Warrant.

Affidavit for Duplicate of Lost Warrant

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Set Public Hearing Date for Land Classification April 13, 2021.

Resolution #20210209-015 Set Public Hearing Date for Land Classification April 13, 2021

WHEREAS, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

WHEREAS, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners hereby sets a public hearing for April 13, 2021 at 10:00 AM at the Aitkin County Board of Commissioners Meeting to be held at the Government Center Board Meeting for the classification of the following parcels of tax-forfeited lands.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Permanent Right-of-Way Easement Grant, MN-AI-089.000.

Resolution #20210209-016 Permanent Right-of-Way Easement Grant, MN-AI-089-000

WHEREAS, On December 11, 2018, the Aitkin County Board of Commissioners granted a utility easement, temporary work space, and temporary road access (20181211-081) to Enbridge Energy, Limited Partnership, with an office at 4602 Grand Avenue, Suite #900, Duluth, MN 55807 (Enbridge) for a right-of-way easement to survey, locate, construct, install, operate, maintain (including cathodic protection systems), clear, inspect (including aerial patrol and subsurface digging), reclaim, remove, protect, idle in place, repair, replace, relocate, change the size of and reconstruct a single pipeline, together with any associated valves, fittings, location markers and signs, communication systems and lines, utility lines, safety and protective apparatus, and all other equipment and appurtenances, whether above or below grade across the Aitkin County managed lands,

WHEREAS, Enbridge requests an additional 6.25 acres of permanent Easement in Section 23, Township, 51N, Range 23W (PIN 06-0-036200), with the legal descriptions as:

Commencing at the southwest corner of said Section 23; thence North 00 degrees 21 minutes 59 seconds East, along the west line of said Section 23, a distance of 57.23 feet to the point of beginning; thence continue North 00 degrees 21 minutes 59 seconds East, along said west line, 54.93 feet; thence North 65 degrees 54 minutes 50 seconds East 2876.16 feet; thence North 71 degrees 13 minutes 07 seconds East 77.71 feet; thence North 81 degrees 13 minutes 07 seconds East 294.95 feet; thence South 88 degrees 47 minutes 14 seconds East 157.40 feet; thence South 01 degrees 13 minutes 07 seconds West 7.97 feet; thence South 88 degrees 46 minutes 53 seconds East 236.77 feet; thence North 00 degrees 03 minutes 42 seconds West 8.00 feet; thence South 88 degrees 47 minutes 14 seconds East 57.66 feet; thence South 78 degrees 50 minutes 33 seconds East 220.18 feet; thence South 88 degrees 46 minutes 53 seconds East 1564.94 feet to the east line of said Section 23; thence South 00 degrees 23 minutes 06 seconds West, along said east line, 50.01 feet; thence North 88 degrees 46 minutes 53 seconds West 1570.01 feet; thence North 78 degrees 50 minutes 33 seconds West 220.18 feet; thence North 88 degrees 47 minutes 14 seconds West 442.93 feet; thence South 81 degrees 13 minutes 07 seconds West 286.20 feet; thence South 71 degrees 13 minutes 07 seconds West 71.02 feet; thence South 65 degrees 54 minutes 50 seconds West 2896.58 feet to the point of beginning.

WHEREAS, said applicant will be charged right-of-way costs of \$15,895.00, as appraised by the County Land Commissioner,

WHEREAS, the Department of Natural Resources has requested that the permanent right-of-way be moved to this location to minimize impacts to the stream bed of the West Savanna River,

WHEREAS, Enbridge has agreed to vacate the unused portion of the permanent right-of-way crossing the West Savanna River,

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement,

WHEREAS, the Aitkin County Board of Commissioners resolved its support for Enbridge's proposed Line 3 Replacement Project, their preferred route, and their plan for deactivating the existing Line 3 (20170926-073),

WHEREAS, the Aitkin County Board of Commissioners recognized Enbridge for its longstanding performance and continual efforts to protect the environment, wildlife and habitats, as well as the people who live in the communities in which it operates (20170926-073),

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Enbridge Energy, Limited Partnership, with an office located at 4602 Grand Avenue, Suite #900, Duluth, MN 55807, an easement to use said described land, if consistent with the law, as in the special conditions set forth herein,

BE IT FURTHER RESOLVED, that said easement be granted, subject to the following terms, and conditions:

1. The utility infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc., and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.

9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

Jessica Seibert – County Administrator presented Brian Martinson from AMC to brief the Board on the MPCA Clean Cars emission standards.

Jessica Seibert – County Administrator presented Susanne Hinrichs, University of Minnesota Extension to introduce Shawn Pagnucci the Interim 4-H Educator to give an update on the 4-H program.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – On, Off & Sunday Liquor License – Minnesota National Golf Club & Resort;

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2021:

“ON”, “OFF” and “SUNDAY” Sale:

Minnesota National Golf Club & Resort, LLC., d/b/a Minnesota National Golf Club & Resort – Workman Township

This establishment has an address of 23247 480th Street, McGregor, MN 55760

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – Award Contract No. 20212;

WHEREAS, Contract No. 20212 is for construction of S.A.P 001-598-014 and S.A.P. 001-612-023, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, January 25, 2021 with a total of three bids received, and

WHEREAS, S & R Reinforcing, Aitkin, MN was the lowest responsible bidder in the amount of \$1,504,920.84.

THEREFORE, BE IT RESOLVED, that S & R Reinforcing is awarded Contract No. 20212.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Clean Car Standards Discussion

4-H Program Update

Resolution #20210209-017 On, Off & Sunday Liquor License – Minnesota National Golf Club & Resort

Resolution #20210209-018 Award Contract No. 20212

AITKIN COUNTY BOARD

February 9, 2021

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – Trunk Highway 2 Detour Agreement;

BE IT RESOLVED, that Aitkin County enter into MnDOT Agreement No. 1045890 with the State of Minnesota, Department of Transportation for the following purposes:
To provide for payment by the State to the County for the use and maintenance of County State-Aid Highway No. 10 as a detour route during the construction to be performed upon, along and adjacent to Trunk Highway No. 2 from 0.4 miles east of Bridge #31032 over the Prairie River to 1.97 miles east of Trunk Highway 65, except the limits of the City of Warba, under State Project No. 3104-60 (T.H. 2=008).

BE IT FURTHER RESOLVED, that the Aitkin County Engineer is hereby authorized to execute the Agreement and any amendments to the Agreement.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voted to approve Authorize Aitkin County to enter into Lease No. LEAR010050.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voted to approve to Continue 130% Royalty Fee for Lease No. LEAR010050.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voted to approve Office Furniture Purchase.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members present voted to approve Bid Award to Waste Management Contingent on Contract Approval.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members present voted to approve Residential Waste Electronics Collection.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voted to approve Request to Remove Land from the "Restricted" District.

Rich Courtemanche – Lane Commissioner discussed with the Board - Great River Energy Land Sale.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve Rum River Joint Powers Agreement Content & Structure.

**Resolution
#20210209-019
Trunk Highway 2
Detour Agreement**

**Authorize Aitkin
County to Enter
Into Lease No.
LEAR010050**

**Approve to
Continue 130%
Royalty Fee for
Lease No.
LEAR010050**

**Office Furniture
Purchase**

**Approve Bid
Award to Waste
Management
Contingent on
Contract Approval**

**Residential Waste
Electronics
Collection**

**Remove Lane
from the
"Restricted"
District**

**Great River
Energy Land Sale**

**Rum River Joint
Powers
Agreement
Content &**

AITKIN COUNTY BOARD

February 9, 2021

Jessica Seibert, County Administrator updated the Board on the following:

- AMC Legislative Conference Feb 18th
- CLA Call & CARES Audit
- MACA Meeting
- Merit System
- Policy Fellows
- Lockridge Grindal
- House & Senate Files
- Covid Business Relief Grants

The Board discussed: NClub, Mississippi Headwaters, Natural Resource Advisory, McGregor Airport, Arrowhead Regional Development Council, MN Rural Caucus, Aitkin Airport.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 12:22 p.m. until Tuesday, February 23, 2021 at the Aitkin County Government Center.

**Structure
Administrator
Updates**

Board Discussion

Adjourn

J Mark Wedel, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 02/23/2021

Title of Item: Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Lori Grams	Department: County Treasurer
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Presenter (Name and Title): N/A	Estimated Time Needed:
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Summary of Issue:

Electronic Funds Transfer thru 2/15/2021

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

ELECTRONIC FUNDS TRANSFER**Thru February 15, 2021 Board Meeting February 23, 2021**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>	<u>Abstract Number</u>
2/3/21	\$1,430.97	Manual Abstract	20837
2/3/21	\$53.15	Manual Abstract	20839
2/4/21	\$3,309.95	Manual Abstract	20840
2/4/21	\$104,589.30	Manual Abstract	20844
2/5/21	\$78,210.59	Commissioner Warrants	20838
2/5/21	\$7,423.06	Auditor Warrants	20843
2/10/21	\$1,506.68	Auditor Warrants	20841
2/10/21	\$15,191.47	Commissioner Warrants	20845
2/10/21	\$3,825.99	Manual Abstract	20847
2/12/21	\$570,633.32	Payroll Abstract	20848
2/12/21	\$2,641.13	Auditor Warrants	20849

\$788,815.61

WLC1
2/16/21 11:28AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Print List in Order By: 2
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT				Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230			173.45	Synopsis 1/5	818673	Printing, Publishing & Adv	N
86222	Aitkin Independent Age			173.45		1 Transactions		
6097	Verizon Wireless 01-001-000-0000-6250			35.01	Niemi Mifi 02/02/2021	9872377690	Telephone	N
	01-001-000-0000-6250			35.01	Marcotte Mifi 02/05/2021	9872687870	Telephone	N
6097	Verizon Wireless			70.02		2 Transactions		
1	DEPT Total:			243.47	Commissioners	2 Vendors	3 Transactions	
12	DEPT				Court Administration			
9323	Avery/Jill 01-012-000-0000-6232			382.50	01-P4-99-194		Attorney Services	Y
9323	Avery/Jill			382.50		1 Transactions		
1976	Haberkorn Law Offices,Ltd 01-012-000-0000-6232	AP		1,312.50	Dec Services 12/01/2020	12/31/2020	Attorney Services	Y
1976	Haberkorn Law Offices,Ltd			1,312.50		1 Transactions		
9046	Loffler Companies 01-012-000-0000-6250			26.56	Jan phone bill 01/01/2021	1085	Telephone	N
9046	Loffler Companies			26.56		1 Transactions		
12	DEPT Total:			1,721.56	Court Administration	3 Vendors	3 Transactions	
40	DEPT				Auditor			
86222	Aitkin Independent Age 01-040-000-0000-6230			138.75	2021 SUMMARY BUDGET 02/03/2021	818674	Printing, Publishing & Adv	N
86222	Aitkin Independent Age			138.75		1 Transactions		
9046	Loffler Companies							

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
2/16/21 11:28AM

1 General Fund

Page 3

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-040-000-0000-6250			31.87	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
	01-040-021-0000-6250			26.56	Jan phone bill 01/01/2021 01/31/2021	1085	License Center-Phone	N
9046	Loffler Companies			58.43	2 Transactions			
86235	The Office Shop Inc							
	01-040-021-0000-6405			374.98	TONER CARTRIDGES (2)	1091132-1	Office & Computer Supplies	G
	01-040-000-0000-6405			30.99	FILE FOLDERS & BINDERS	1091418-0	Office & Computer Supplies	G
	01-040-021-0000-6405			21.18	6X9 ENVELOPES	1091960-0	Office & Computer Supplies	G
	01-040-000-0000-6405			0.72	CORRECTION FLUID	1091963-0	Office & Computer Supplies	G
86235	The Office Shop Inc			427.87	4 Transactions			
40	DEPT Total:			625.05	Auditor	3 Vendors	7 Transactions	
41	DEPT				Internal Audit			
	12780 CliftonLarsonAllen LLP							
	01-041-000-0000-6231			6,300.00	PROGRESS BILLING #2-2020 AUDIT	2726914	Services, Labor, Etc	Y
	12780 CliftonLarsonAllen LLP			6,300.00	1 Transactions			
41	DEPT Total:			6,300.00	Internal Audit	1 Vendors	1 Transactions	
42	DEPT				Treasurer			
	9046 Loffler Companies							
	01-042-000-0000-6250			15.94	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
	9046 Loffler Companies			15.94	1 Transactions			
	14330 US Bank							
	01-042-000-0000-6231			117.53	Copier Contract	435282819	Services, Labor, Contracts	N
	14330 US Bank			117.53	1 Transactions			
42	DEPT Total:			133.47	Treasurer	2 Vendors	2 Transactions	
43	DEPT				Assessor			
	170 Aitkin Motor Company							
	01-043-000-0000-6302			219.98	Cruise Control 2016 Escape	31893	Car Maintenance	N

Aitkin County



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
170	Aitkin Motor Company			219.98				
					1 Transactions			
10452	AT&T Mobility							
	01-043-000-0000-6250			386.33	Wireless bill	287298660812	Telephone	N
					12/26/2021	01/25/2021		
10452	AT&T Mobility			386.33				
					1 Transactions			
9046	Loffler Companies							
	01-043-000-0000-6250			63.75	Jan phone bill	1085	Telephone	N
					01/01/2021	01/31/2021		
9046	Loffler Companies			63.75				
					1 Transactions			
9165	Mello/Sean							
	01-043-000-0000-6405			134.95	Work Boot Reimbursement		Office, Film & Computer Supplies	N
9165	Mello/Sean			134.95				
					1 Transactions			
9115	Region IV MAAO							
	01-043-000-0000-6240			100.00	2021 MAAO Region IV Dues		Dues & License Renewal	N
9115	Region IV MAAO			100.00				
					1 Transactions			
43	DEPT Total:			905.01	Assessor	5 Vendors	5 Transactions	
44	DEPT				Central Services			
9046	Loffler Companies							
	01-044-000-0000-6250			26.56	Jan phone bill	1085	Telephone	N
					01/01/2021	01/31/2021		
9046	Loffler Companies			26.56				
					1 Transactions			
89081	North Ambulance Brainerd							
	01-044-000-0000-6841			1,755.00	Jan 2021 Amb subsidy		Ambulance Appropriations	N
89081	North Ambulance Brainerd			1,755.00				
					1 Transactions			
3336	Office Of MN. IT Services							
	01-044-000-0000-6231			1,300.00	WAN services Jan 2021	DV21010324	Services, Labor, Contracts	N
3336	Office Of MN. IT Services			1,300.00				
					1 Transactions			
44	DEPT Total:			3,081.56	Central Services	3 Vendors	3 Transactions	

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
45	DEPT		Motor Pool			
86467	Auto Value Aitkin					
	01-045-000-0000-6302		Car Battery	40173519	Car Maintenance	N
		150.99	02/04/2021			
	86467	Auto Value Aitkin				
		150.99		1 Transactions		
45	DEPT Total:		150.99	Motor Pool	1 Vendors	1 Transactions
49	DEPT		Information Technologies			
9046	Loffler Companies					
	01-049-000-0000-6250		Jan phone bill	1085	Telephone	N
		31.87	01/01/2021	01/31/2021		
	9046	Loffler Companies		1 Transactions		
		31.87				
49	DEPT Total:		31.87	Information Technologies	1 Vendors	1 Transactions
52	DEPT		Administration			
9046	Loffler Companies					
	01-052-000-0000-6250		Jan phone bill	1085	Telephone	N
		37.19	01/01/2021	01/31/2021		
	9046	Loffler Companies		1 Transactions		
		37.19				
	10722	Visnovec/Nicole				
	01-052-000-0000-6405		Coffee		Office & Computer Supplies	N
		7.59				
	10722	Visnovec/Nicole		1 Transactions		
		7.59				
52	DEPT Total:		44.78	Administration	2 Vendors	2 Transactions
53	DEPT		Human Resources			
86222	Aitkin Independent Age					
	01-053-000-0000-6230		Help wanted 1/27-1/30	812092	Printing, Publishing & Adv	N
		57.00				
	01-053-000-0000-6230		Help wanted 1/2	813359	Printing, Publishing & Adv	N
		20.00				
	01-053-000-0000-6230		Help Wanted 1/6-1/9	814173	Printing, Publishing & Adv	N
		74.00				
	01-053-000-0000-6230		Help Wanted 1/13-1/16	815083	Printing, Publishing & Adv	N
		74.00				
	86222	Aitkin Independent Age		4 Transactions		
		225.00				
	15240	AT&T Mobility				
	01-053-000-0000-6250		Wireless bill	287299383308	Telephone	N
		99.86				

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
15240	AT&T Mobility			99.86	12/26/2021	01/25/2021 1 Transactions		
10629	Ergometrics Inc 01-053-000-0000-6231			212.60	ECOMM Video Test 49775	139533	Services, Labor, Contracts	N
10629	Ergometrics Inc			212.60		1 Transactions		
6121	Identisys 01-053-000-0000-6405			330.00	iClass Smart Card (100)	511816	Office & Computer Supplies	N
6121	Identisys			330.00		1 Transactions		
9046	Loffler Companies 01-053-000-0000-6250			15.94	Jan phone bill	1085	Telephone	N
9046	Loffler Companies			15.94	01/01/2021	01/31/2021 1 Transactions		
12048	McDowell Agency, Inc./The 01-053-000-0000-6234			67.50	Background-Carlstrom	128465	Background Check Fees	N
12048	McDowell Agency, Inc./The			67.50		1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLP 01-053-000-0000-6232			55.50	County Law	73	Attorney Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP			55.50		1 Transactions		
13243	Shred-N-Go, Inc 01-053-000-0000-6231			58.29	1 Console	114568	Services, Labor, Contracts	N
13243	Shred-N-Go, Inc			58.29		1 Transactions		
10722	Visnovec/Nicole 01-053-000-0000-6405			7.59	Coffee		Office & Computer Supplies	N
10722	Visnovec/Nicole			7.59		1 Transactions		
53	DEPT Total:			1,072.28	Human Resources	9 Vendors	12 Transactions	
60	DEPT				Elections			
9243	Command Central, LLC 01-060-000-0000-6406			790.00	3/9/21 TOWNSHIP PROGRAMMING	28862	Ballots & Programming	Y
9243	Command Central, LLC			790.00		1 Transactions		

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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13129	SeaChange Printing & Marketing Serv LLC		187.70	3/9/21 TOWNSHIP BALLOTS	35575	Services, Labor, Contracts	N
	01-060-000-0000-6231						
13129	SeaChange Printing & Marketing Serv LLC		187.70	1 Transactions			
60	DEPT Total:		977.70	Elections	2 Vendors	2 Transactions	
90	DEPT			Attorney			
160	Cass County Sheriffs Office		75.00	Subpoena Service	2100157	Co Sheriff Services	N
	01-090-000-0000-6234						
160	Cass County Sheriffs Office		75.00	1 Transactions			
1180	Crow Wing Co Sheriff's Office		75.00	Subpoena Service	8862	Co Sheriff Services	N
	01-090-000-0000-6234						
1180	Crow Wing Co Sheriff's Office		75.00	1 Transactions			
10855	Culligan		51.80	Monthly water supplies	150x01191907	Drug & Forfeiture Ms387.213	N
	01-090-000-0000-6213						
10855	Culligan		51.80	1 Transactions			
2140	Hennepin County Sheriff's Office		80.00	Subpoena Service	85518	Co Sheriff Services	N
	01-090-000-0000-6234						
2140	Hennepin County Sheriff's Office		80.00	1 Transactions			
9046	Loffler Companies		69.07	Jan phone bill	1085	Telephone	N
	01-090-000-0000-6250			01/01/2021 01/31/2021			
9046	Loffler Companies		69.07	1 Transactions			
10879	Shred-It		189.77	On-Site reg service	8181338094	Services, Labor, Contracts	N
	01-090-000-0000-6231						
10879	Shred-It		189.77	1 Transactions			
11949	Swanson/Sondra		7.50	Certified copy of conviction	3699	Co Sheriff Services	N
	01-090-000-0000-6234						
11949	Swanson/Sondra		7.50	1 Transactions			
86235	The Office Shop Inc		322.33	Office Supplies	1090985-0	Office & Computer Supplies	G
	01-090-000-0000-6405						
	01-090-000-0000-6405		15.66	Office Supplies	1090985-1	Office & Computer Supplies	G

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-090-000-0000-6405		151.08	Office Supplies	1090985-2	Office & Computer Supplies	G
	01-090-000-0000-6405		23.52	Office Supplies	1091263-0	Office & Computer Supplies	G
	01-090-000-0000-6405		181.68	Office Supplies	1091711-0	Office & Computer Supplies	G
	01-090-000-0000-6405		12.97	Office Supplies	1091711-1	Office & Computer Supplies	G
	01-090-000-0000-6405		48.80	Office Supplies	1091744-0	Office & Computer Supplies	G
86235	The Office Shop Inc		756.04				
				7 Transactions			
5173	Thomson Reuters-West Publishing						
	01-090-000-0000-6239		1,507.15	West Info charges 01/01/2021 01/31/2021	843759913	Computer Research	N
	01-090-000-0000-6239		333.26	West Subscr 02/01/2021 02/28/2021	843879870	Computer Research	N
5173	Thomson Reuters-West Publishing		1,840.41				
				2 Transactions			
90	DEPT Total:		3,144.59	Attorney			
					9 Vendors		16 Transactions
100	DEPT			Recorder			
999999000	Indecomm						
	01-100-000-0000-5840		621.00	Overpayment of Recording Fee	Pkg 69977	Misc Receipts	N
999999000	Indecomm		621.00				
				1 Transactions			
9046	Loffler Companies						
	01-100-000-0000-6250		15.94	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
9046	Loffler Companies		15.94				
				1 Transactions			
86235	The Office Shop Inc						
	01-100-000-0000-6405		32.75	Office Supplies	1091043-0	Office & Computer Supplies	G
	01-100-000-0000-6405		10.96	Office Supplies	1091043-1	Office & Computer Supplies	G
86235	The Office Shop Inc		43.71				
				2 Transactions			
6101	West Central Indexing						
	01-100-195-0000-6231		144.96	ICRS-Jan 2021 01/01/2021 01/31/2021	1634	Services, Labor, Contracts-Land Records	N
6101	West Central Indexing		144.96				
				1 Transactions			
100	DEPT Total:		825.61	Recorder			
					4 Vendors		5 Transactions

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
110	DEPT		Courthouse Maintenance			
1754	Garrison Disposal Company, Inc 01-110-000-0000-6255		MONTHLY GARBAGE	156307	Garbage	N
1754	Garrison Disposal Company, Inc		648.85	1 Transactions		
14559	Goodin Company 01-110-000-0000-6422		TEFLON TAPE	6582037	Janitorial Supplies	N
14559	Goodin Company		5.41	1 Transactions		
2340	Hyytinen Hardware Hank 01-110-000-0000-6422		SCREWS AND BOLTS	1624771	Janitorial Supplies	N
2340	Hyytinen Hardware Hank		14.97	1 Transactions		
9046	Loffler Companies 01-110-000-0000-6250		Jan phone bill 01/01/2021	1085	Phone	N
9046	Loffler Companies		10.62	1 Transactions		
89765	Minnesota Elevator, Inc 01-110-000-0000-6231		MONTHLY ELEVATOR	894285	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		160.48	1 Transactions		
15205	Nelson Excavating & Landscaping 01-110-000-0000-6231		PLOWING	1807	Services, Labor, Contracts	Y
15205	Nelson Excavating & Landscaping		2,257.50	1 Transactions		
86235	The Office Shop Inc 01-110-000-0000-6422		POSTER BOARD FOR SALE	314612-0	Janitorial Supplies	G
86235	The Office Shop Inc		3.38	1 Transactions		
13934	The Tire Barn 01-110-000-0000-6231		FIX SWEEPER TIRE	21933	Services, Labor, Contracts	N
13934	The Tire Barn		36.99	1 Transactions		
110	DEPT Total:		3,138.20	8 Vendors	8 Transactions	
120	DEPT		Service Officer			
10452	AT&T Mobility 01-120-000-0000-6250		Wireless bill	287298585696	Telephone	N
			99.86			

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10452 AT&T Mobility		99.86	12/26/2020 01/25/2021 1 Transactions		
4641 Holiday Credit Office 01-120-000-0000-6511		91.86	Fuel charges 01/01/2021 01/31/2021 1 Transactions	1400000136034	Gas And Oil N
4641 Holiday Credit Office		91.86			
13602 Hughley/Josh 01-120-000-0000-6330		128.80	St Cloud VAMC mileage 1 Transactions		Transportation & Travel Y
13602 Hughley/Josh		128.80			
5767 Lamke/Dennis C. 01-120-000-0000-6350		50.00	Vet Van Driver 1 Transactions		Per Diem Y
5767 Lamke/Dennis C.		50.00			
9046 Loffler Companies 01-120-000-0000-6250		15.94	Jan phone bill 01/01/2021 01/31/2021 1 Transactions	1085	Telephone N
9046 Loffler Companies		15.94			
11362 Roscoe/Bernie 01-120-000-0000-6350		50.00	Vet Van Driver 1 Transactions		Per Diem Y
11362 Roscoe/Bernie		50.00			
6097 Verizon Wireless 01-120-000-0000-6250		13.56	Vet Van Wireless 01/21/2021 02/20/2021 1 Transactions	9871704669	Telephone N
6097 Verizon Wireless		13.56			
3518 Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6405		37.00	Subscription 1 Transactions	42711	Office & Computer Supplies G
3518 Voyageur Press Of Mcgregor, Inc		37.00			
11970 Wikelius/Charles 01-120-000-0000-6350		100.00	Vet Van Driver 1/5, 1/21 1 Transactions		Per Diem Y
11970 Wikelius/Charles		100.00			
9255 Witt/Warren					

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-120-000-0000-6350		Vet Van Driver 1/12		Per Diem	Y
9255	Witt/Warren					
				1 Transactions		
120	DEPT Total:		637.02	Service Officer	10 Vendors	10 Transactions
122	DEPT		Planning & Zoning			
111	Aitkin Co Soil & Water					
	01-122-000-0000-5305	DTG	2020 RIPARIAN PROJECT AID		Riparian Project Aid	N
	01-122-000-0000-5305	DTG	2019 RIPARIAN PROJECT AID		Riparian Project Aid	N
111	Aitkin Co Soil & Water		60,000.00	2 Transactions		
86222	Aitkin Independent Age					
	01-122-000-0000-6230		Notice of Hrg 2/22	818676	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		128.50	1 Transactions		
9138	ASAP Towing					
	01-122-000-0000-6231		Vehicle Recovery	951	Services, Labor, Contracts, Programming	Y
9138	ASAP Towing		127.50	1 Transactions		
14320	Benson/Lin					
	01-122-000-0000-6350		BOA per diem		Per Diem	Y
	01-122-038-0000-6330		BOA mileage		Boa/Pc Mileage	N
14320	Benson/Lin		202.08	2 Transactions		
15142	Christensen/Charles					
	01-122-000-0000-6350		BOA per diem		Per Diem	Y
	01-122-038-0000-6330		BOA mileage		Boa/Pc Mileage	N
15142	Christensen/Charles		167.36	2 Transactions		
4641	Holiday Credit Office					
	01-122-000-0000-6511		Fuel charges	1400000135321	Gas And Oil	N
			01/01/2021	01/31/2021		
4641	Holiday Credit Office		38.96	1 Transactions		
9046	Loffler Companies					
	01-122-000-0000-6250		Jan phone bill	1085	Telephone	N
			01/01/2021	01/31/2021		
9046	Loffler Companies		26.56	1 Transactions		

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
5516	Paquette/Jeremy M			80.00	BOA per diem		Per Diem	Y
	01-122-000-0000-6350							
	01-122-038-0000-6330			91.84	BOA mileage		Boa/Pc Mileage	N
5516	Paquette/Jeremy M			171.84		2	Transactions	
4010	Rasley Oil Company			16.60	Jan Fuel	63350	Gas And Oil	N
	01-122-000-0000-6511				01/01/2021	01/31/2021		
4010	Rasley Oil Company			16.60		1	Transactions	
9261	RTVision, Inc.			4,370.91	OneGov Sofware/Maint	2021-101374	Services, Labor, Contracts, Programming	N
	01-122-000-0000-6231				04/01/2021	03/31/2022		
9261	RTVision, Inc.			4,370.91		1	Transactions	
12077	Stromberg/Kevin			50.00	BOA per diem		Per Diem	Y
	01-122-000-0000-6350							
12077	Stromberg/Kevin			50.00		1	Transactions	
122	DEPT Total:			65,300.31	Planning & Zoning	11	Vendors	15 Transactions
200	DEPT				Enforcement			
117	Aitkin County Sheriff			120.00	Twombly Notary Application	02/05/2021	Services & Labor (Incl Contracts)	N
	01-200-000-0000-6231							
117	Aitkin County Sheriff			120.00		1	Transactions	
657	Aitkin Glass Service			547.83	#218 windshield	18991	Car Maintenance	N
	01-200-000-0000-6302							
	01-200-000-0000-6302			1,000.51	#208 windshield	18993	Car Maintenance	N
657	Aitkin Glass Service			1,548.34		2	Transactions	
170	Aitkin Motor Company			202.76	oil change, battery #217	32125	Car Maintenance	N
	01-200-000-0000-6302							
	01-200-000-0000-6302			625.91	window switch, wire asbly #224	32154	Car Maintenance	N
170	Aitkin Motor Company			828.67		2	Transactions	
9203	AT&T Mobility			881.98	deputy cell phones	287297906116	Telephone	N
	01-200-000-0000-6250							

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9203	AT&T Mobility		881.98	1 Transactions		
15239	AT&T Mobility 01-200-000-0000-6250		643.42	deputy squad pcs	287258495419	Telephone N
15239	AT&T Mobility		643.42	1 Transactions		
3393	Bruss/Cheryl 01-200-000-0000-6231		25.00	replace deputy jacket zipper	509800	Services & Labor (Incl Contracts) Y
3393	Bruss/Cheryl		25.00	1 Transactions		
783	Canon Financial Services, Inc 01-200-000-0000-6231		164.95	admin copier lease	26178285	Services & Labor (Incl Contracts) N
783	Canon Financial Services, Inc		164.95	1 Transactions		
1777	Grand Rapids Veterinary Clinic 01-200-019-0000-6231		54.40	dasuquin, heartworm	315982	Services, Labor, Contracts Y
1777	Grand Rapids Veterinary Clinic		54.40	1 Transactions		
11715	Granite Electronics 01-200-000-0000-6409		216.00	label mics #226 & #227	150008706-1	Deputy Supplies N
	01-200-000-0000-6610		73.00	radio holster #226	150008756-1	Equipment & Radios N
11715	Granite Electronics		289.00	2 Transactions		
4641	Holiday Credit Office 01-200-000-0000-6511		94.03	#221 gas	1400000288942	Gas And Oil N
4641	Holiday Credit Office		94.03	1 Transactions		
2340	Hyytinen Hardware Hank 01-200-201-0000-6610		35.70	keys	1623450	Equipment N
	01-200-201-0000-6610		23.80	keys	1623456	Equipment N
	01-200-201-0000-6610		54.98	bolt cutter, pipe	1623507	Equipment N
2340	Hyytinen Hardware Hank		114.48	3 Transactions		
9046	Loffler Companies 01-200-000-0000-6250		154.07	Jan phone bill 01/01/2021	1085	Telephone N
9046	Loffler Companies		154.07	01/31/2021 1 Transactions		
252	Lynn Peavey Company					

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1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-200-000-0000-6405			107.00	evidence gathering supplies	376727	Office Supplies	N
	01-200-000-0000-6405			69.40	evidence gathering supplies	376758	Office Supplies	N
	01-200-000-0000-6405			53.00	Meth NIK kits	376898	Office Supplies	N
252	Lynn Peavey Company			229.40	3 Transactions			
3371	Minnesota Sheriffs' Association							
	01-200-039-0000-6425			120.00	Permits to Acquire	226920	Gun Permit Expenses	N
3371	Minnesota Sheriffs' Association			120.00	1 Transactions			
10412	O'Reilly Auto Parts							
	01-200-000-0000-6302			41.82	light capsules	1878-479178	Car Maintenance	N
10412	O'Reilly Auto Parts			41.82	1 Transactions			
10085	Payment/Greg							
	01-200-201-0000-6610			33.27	command center supplies	122074	Equipment	N
10085	Payment/Greg			33.27	1 Transactions			
4010	Rasley Oil Company							
	01-200-000-0000-6511			62.34	#217 gas	December	Gas And Oil	N
	01-200-201-0000-6610			90.23	L3 gas	December	Equipment	N
4010	Rasley Oil Company			152.57	2 Transactions			
4681	Streichers							
	01-200-201-0000-6610			259.89	hard knuckle gloves	11479622	Equipment	N
	01-200-201-0000-6610			204.00	helmet sz small	11479955	Equipment	N
4681	Streichers			463.89	2 Transactions			
86235	The Office Shop Inc							
	01-200-000-0000-6405			13.53	perm markers	1091360-0	Office Supplies	G
	01-200-000-0000-6405			9.38	perm marker	1091360-1	Office Supplies	G
	01-200-000-0000-6405			9.75	sheet protectors	1091785-0	Office Supplies	G
86235	The Office Shop Inc			32.66	3 Transactions			
3518	Voyageur Press Of Mcgregor, Inc							
	01-200-000-0000-6405			37.00	admin subscription	42731	Office Supplies	G
3518	Voyageur Press Of Mcgregor, Inc			37.00	1 Transactions			
13848	WYATT'S TOWING							
	01-200-000-0000-6359			220.00	21-0143 forfeiture	01/20/21	Wrecker Service	Y

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1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-200-000-0000-6359			370.00	21-0148 forfeiture	01/21/21	Wrecker Service	Y
13848	WYATT'S TOWING			590.00		2 Transactions		
200	DEPT Total:			6,618.95	Enforcement	21 Vendors	33 Transactions	
203	DEPT				Snowmobile			
9203	AT&T Mobility							
	01-203-000-0000-6250			49.96	#208 cell phone	287297906116	Telephone	N
9203	AT&T Mobility			49.96		1 Transactions		
15239	AT&T Mobility							
	01-203-000-0000-6250			32.98	#208 squad pc	287258495419	Telephone	N
15239	AT&T Mobility			32.98		1 Transactions		
13934	The Tire Barn							
	01-203-000-0000-6302			69.46	oil change, rotate tires #208	56470	Car Maintenance	N
13934	The Tire Barn			69.46		1 Transactions		
203	DEPT Total:			152.40	Snowmobile	3 Vendors	3 Transactions	
252	DEPT				Corrections			
14005	American Tower Corporation							
	01-252-000-0000-6231	AP		356.44	November Jacobson Twr Lease	407708237	Services & Labor (Incl Contracts)	N
	01-252-000-0000-6231	AP		367.13	December Jacobson Twr Lease	407785133	Services & Labor (Incl Contracts)	N
	01-252-000-0000-6231			367.13	January Jacobson Twr Lease	407880026	Services & Labor (Incl Contracts)	N
	01-252-000-0000-6231			367.13	February Jacobson Twr Lease	407965112	Services & Labor (Incl Contracts)	N
14005	American Tower Corporation			1,457.83		4 Transactions		
9203	AT&T Mobility							
	01-252-000-0000-6250			99.86	dispatch, xport cell phone	287297906116	Telephone	N
9203	AT&T Mobility			99.86		1 Transactions		
456	Bob Barker Company, Inc.							
	01-252-000-0000-6409			106.25	fastening tool for clincher	UT1000553886	Jail Supplies	N
456	Bob Barker Company, Inc.			106.25		1 Transactions		
163	Charter Communications							
	01-252-252-0000-6405			211.10	inmate cable	6081012821	Prisoner Welfare	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
163	Charter Communications		211.10	1 Transactions		
5583	Crawford Supply Company					
	01-252-252-0000-6405		219.24	commissary supplies	1399808	Prisoner Welfare N
5583	Crawford Supply Company		219.24	1 Transactions		
88628	Dalco Enterprises, Inc.					
	01-252-000-0000-6422		794.28	janitorial supplies	3732993	Janitorial Supplies N
	01-252-000-0000-6422		101.87	gloves XL	3736105	Janitorial Supplies N
	01-252-000-0000-6422		53.91	aerosol	3736117	Janitorial Supplies N
	01-252-000-0000-6422		454.21	janitorial supplies	3739161	Janitorial Supplies N
88628	Dalco Enterprises, Inc.		1,404.27	4 Transactions		
1775	Galls LLC					
	01-252-000-0000-6410		177.37	2 uniform shirts Krista	17562480	Clothing Allowance N
1775	Galls LLC		177.37	1 Transactions		
14559	Goodin Company					
	01-252-000-0000-6605		7,495.23	100 gallon heater	06580201-00	Building & Structures N
	01-252-000-0000-6605		117.05	parts for heater installation	06582037-00	Building & Structures N
14559	Goodin Company		7,612.28	2 Transactions		
11715	Granite Electronics					
	01-252-000-0000-6610		50.00	2 radio holsters	150008707-1	Equipment N
	01-252-000-0000-6231		60.00	renew call sign WNSX209	150008730-1	Services & Labor (Incl Contracts) N
	01-252-000-0000-6231		60.00	renew call sign KVJ693	150008738-1	Services & Labor (Incl Contracts) N
11715	Granite Electronics		170.00	3 Transactions		
15362	GuidePoint Pharmacy #114 Aitkin					
	01-252-000-0000-6262		917.60	inmate meds	Acct #167	Medical Expenses & Supplies - Inmates N
	01-252-000-0000-6262		1,783.04	inmate meds	Acct #30	Medical Expenses & Supplies - Inmates N
15362	GuidePoint Pharmacy #114 Aitkin		2,700.64	2 Transactions		
2340	Hyytinen Hardware Hank					
	01-252-000-0000-6405		1.19	key for kitchen	1626379	Office & Computer Supplies N
2340	Hyytinen Hardware Hank		1.19	1 Transactions		
5503	Keefe Supply Company					
	01-252-252-0000-6405		515.10	commissary supplies	1399807	Prisoner Welfare N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5503	Keefe Supply Company		515.10				
				1 Transactions			
9046	Loffler Companies						
	01-252-000-0000-6250		74.37	Jan phone bill	1085	Telephone	N
				01/01/2021 01/31/2021			
9046	Loffler Companies		74.37				
				1 Transactions			
13844	McKesson Medical Surgical						
	01-252-000-0000-6262		6.24	decorel forte	20291170	Medical Expenses & Supplies - Inmates	N
	01-252-000-0000-6262		7.52	diamode	20365712	Medical Expenses & Supplies - Inmates	N
13844	McKesson Medical Surgical		13.76				
				2 Transactions			
13691	MEnd Correctional Care, PLLC						
	01-252-000-0000-6262		7,668.85	February healthcare services	5439	Medical Expenses & Supplies - Inmates	6
	01-252-000-0000-6262		2,250.00	February add'l nursing service	5439	Medical Expenses & Supplies - Inmates	6
13691	MEnd Correctional Care, PLLC		9,918.85				
				2 Transactions			
89765	Minnesota Elevator, Inc						
	01-252-000-0000-6231		191.91	February monthly service	893678	Services & Labor (Incl Contracts)	N
89765	Minnesota Elevator, Inc		191.91				
				1 Transactions			
10948	MN Dept of Labor & Industry						
	01-252-000-0000-6231		10.00	Jail Boiler	ABR0254223X	Services & Labor (Incl Contracts)	N
10948	MN Dept of Labor & Industry		10.00				
				1 Transactions			
3789	Pan-O-Gold Baking Company						
	01-252-000-0000-6418		93.68	groceries	10002421028013	Groceries	N
	01-252-000-0000-6418		120.42	groceries	10002421035011	Groceries	N
3789	Pan-O-Gold Baking Company		214.10				
				2 Transactions			
4010	Rasley Oil Company						
	01-252-000-0000-6330		39.89	transports		Prisoner Transportation & Travel	N
	01-252-201-0000-6610		24.89	TAC trailer	63314	Equipment	N
	01-252-201-0000-6610		27.40	transport	63318	Equipment	N
	01-252-201-0000-6610		33.55		63885	Equipment	N
4010	Rasley Oil Company		125.73				
				4 Transactions			
11538	RCB Collections Range Credit Bureau Inc						
	01-252-000-0000-6231		45.39	employment backgrounds	January 2021	Services & Labor (Incl Contracts)	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
11538	RCB Collections Range Credit Bureau Inc		45.39				
				1 Transactions			
9295	Reinhart Foodservice						
	01-252-000-0000-6418		1,794.64	groceries	490193	Groceries	N
	01-252-000-0000-6418		35.59	return cinnamon roll dough	494084	Groceries	N
	01-252-000-0000-6418		2,206.99	groceries	497101	Groceries	N
	01-252-000-0000-6418		40.16	return pork pty	499657	Groceries	N
	01-252-000-0000-6418		37.17	return buttermilk biscuit	499840	Groceries	N
9295	Reinhart Foodservice		3,888.71	5 Transactions			
86235	The Office Shop Inc						
	01-252-000-0000-6405		5.75	scissors	1091360-2	Office & Computer Supplies	G
	01-252-000-0000-6405		12.63	index tabs	1091785-0	Office & Computer Supplies	G
	01-252-201-0000-6610		43.87	easel Jacobson command ctr	1091785-0	Equipment	G
86235	The Office Shop Inc		62.25	3 Transactions			
10005	Watson/Linda						
	01-252-000-0000-6231		30.00	indigent hair cuts	02/08/2021	Services & Labor (Incl Contracts)	Y
10005	Watson/Linda		30.00	1 Transactions			
252	DEPT Total:		29,250.20	Corrections	23 Vendors	45 Transactions	
253	DEPT			Sentence to Serve			
15239	AT&T Mobility						
	01-253-000-0000-6250		32.98	STS air card	257258495419	Telephone	N
15239	AT&T Mobility		32.98	1 Transactions			
2340	Hyytinen Hardware Hank						
	01-253-000-0000-6405		33.98	torch head, lock de-icer	1625420	Operating Supplies	N
	01-253-000-0000-6405		25.96	filter pleat	1626292	Operating Supplies	N
	01-253-000-0000-6405		26.92	corner brace, screws	1626314	Operating Supplies	N
2340	Hyytinen Hardware Hank		86.86	3 Transactions			
9046	Loffler Companies						
	01-253-000-0000-6250		5.31	Jan phone bill	1085	Telephone	N
				01/01/2021	01/31/2021		
9046	Loffler Companies		5.31	1 Transactions			
4010	Rasley Oil Company						

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
4010	Rasley Oil Company			81.57	STS gas	December	Gas And Oil	N
				81.57				
					1 Transactions			
5551	Unclaimed Freight North			65.99	magnet on sweeper wheels	02/09/2021	Operating Supplies	N
				65.99				
					1 Transactions			
253	DEPT Total:			272.71	Sentence to Serve			
						5 Vendors	7 Transactions	
255	DEPT				General Crime Victim Grant			
9046	Loffler Companies			5.31	Jan phone bill	1085	Telephone	N
					01/01/2021 01/31/2021			
				5.31				
					1 Transactions			
86235	The Office Shop Inc			35.96	Ink Cartridge	1090151-0	Office & Computer Supplies	G
				35.96				
					1 Transactions			
255	DEPT Total:			41.27	General Crime Victim Grant			
						2 Vendors	2 Transactions	
257	DEPT				Community Corrections			
783	Canon Financial Services, Inc			104.86	Contract Charge	26170411	Office Equipment Rental/Contracts	N
					01/20/2021 02/19/2021			
				104.86				
					1 Transactions			
4641	Holiday Credit Office			19.10	Fuel charges	1400000155373	Gas/Vehicle Fuel Charges	N
					01/01/2021 01/31/2021			
				83.55	Fuel charges	1400000155373	Gas/Vehicle Fuel Charges	N
					01/01/2021 01/31/2021			
				102.65				
					2 Transactions			
9046	Loffler Companies			53.12	Jan phone bill	1085	Telephone	N
					01/01/2021 01/31/2021			

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9046	Loffler Companies		53.12		1 Transactions		
87101	North Homes-Standard 01-257-255-0000-6204		6,322.20	Juv Det Fees 01/01/2021	258348 01/21/2021	Juvenile Detention	N
87101	North Homes-Standard		6,322.20		1 Transactions		
89269	Northwestern MN Juv Ctr-Primary Resident 01-257-255-0000-6204		3,885.00	Juv Det Fees 01/14/2021	214-89-1 01/28/2021	Juvenile Detention	N
89269	Northwestern MN Juv Ctr-Primary Resident		3,885.00		1 Transactions		
87300	Port Boy's Group Homes 01-257-255-0000-6204		506.34	Juv law enf hold 01/18/2021	1/31/2021 01/19/2021	Juvenile Detention	N
87300	Port Boy's Group Homes		506.34		1 Transactions		
257	DEPT Total:		10,974.17	Community Corrections	6 Vendors	7 Transactions	
280	DEPT			Emergency Management			
5961	Jacobson Community Center, Inc 01-280-201-0000-6610		1,550.00	February command center rent		Enbridge Pipeline - Equipment	N
5961	Jacobson Community Center, Inc		1,550.00		1 Transactions		
280	DEPT Total:		1,550.00	Emergency Management	1 Vendors	1 Transactions	
390	DEPT			Environmental Health (FBL)			
4641	Holiday Credit Office 01-390-000-0000-6511		25.21	Fuel charges 01/01/2021	1400000135321 01/31/2021	Gas And Oil	N
4641	Holiday Credit Office		25.21		1 Transactions		
9046	Loffler Companies 01-390-000-0000-6250		26.56	Jan phone bill 01/01/2021	1085 01/31/2021	Telephone	N
9046	Loffler Companies		26.56		1 Transactions		

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
390	DEPT Total:			51.77	Environmental Health (FBL)	2 Vendors	2 Transactions	
391	DEPT				Solid Waste			
	9046 Loffler Companies							
	01-391-000-0000-6250			10.62	Jan phone bill	1085	Telephone	N
					01/01/2021	01/31/2021		
	9046 Loffler Companies			10.62		1 Transactions		
391	DEPT Total:			10.62	Solid Waste	1 Vendors	1 Transactions	
601	DEPT				Extension			
	10850 Carlson/David L							
	01-601-000-0000-6350			35.00	Ext Per Diem		Per Diem	Y
	10850 Carlson/David L			35.00		1 Transactions		
	91345 Elvecrog/Roberta C							
	01-601-000-0000-6350			35.00	Ext Per Diem		Per Diem	Y
	91345 Elvecrog/Roberta C			35.00		1 Transactions		
	12045 Janzen/Joy							
	01-601-000-0000-6350			35.00	Ext Per Diem		Per Diem	Y
	12045 Janzen/Joy			35.00		1 Transactions		
	14813 Joerger, Rebecca							
	01-601-000-0000-6350			35.00	Ext Per Diem		Per Diem	Y
	14813 Joerger, Rebecca			35.00		1 Transactions		
	9046 Loffler Companies							
	01-601-000-0000-6250			5.31	Jan phone bill	1085	Telephone	N
					01/01/2021	01/31/2021		
	9046 Loffler Companies			5.31		1 Transactions		
	90853 Mickelson/Bonnie H							
	01-601-000-0000-6350			35.00	Ext Per Diem		Per Diem	Y
	90853 Mickelson/Bonnie H			35.00		1 Transactions		
	86235 The Office Shop Inc							
	01-601-000-0000-6405			52.86	Office Supplies	1090986-0	Office Supplies	G

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	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	86235 The Office Shop Inc		52.86		1 Transactions		
601	DEPT Total:		233.17	Extension	7 Vendors	7 Transactions	
711	DEPT			Economic Development			
	9046 Loffler Companies						
	01-711-000-0000-6250		5.31	Jan phone bill	1085	Telephone	N
				01/01/2021 01/31/2021			
	9046 Loffler Companies		5.31		1 Transactions		
711	DEPT Total:		5.31	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:		137,494.04	General Fund		205 Transactions	

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT				R&B Administration			
10855	Culligan							
	03-301-000-0000-6400			10.50	RENTAL-FEB	STMT	Supplies And Materials	N
10855	Culligan			10.50		1 Transactions		
86235	The Office Shop Inc							
	03-301-000-0000-6400			42.83	CARTER CORK BOARD	1091394-0	Supplies And Materials	N
86235	The Office Shop Inc			42.83		1 Transactions		
301	DEPT Total:			53.33	R&B Administration	2 Vendors	2 Transactions	
303	DEPT				R&B Highway Maintenance			
195	Aitkin Tire Shop							
	03-303-000-0000-6590			457.00	REPAIR PARTS	0-060423	Repair & Maintenance Supplies	N
195	Aitkin Tire Shop			457.00		1 Transactions		
8693	ASV, LLC							
	03-303-000-0000-6590			4,897.86	REPAIR PARTS	525967	Repair & Maintenance Supplies	N
8693	ASV, LLC			4,897.86		1 Transactions		
10452	AT&T Mobility							
	03-303-000-0000-6254			32.98	PAUL'S IPAD SVC	287266104878X0	Utilities	N
	03-303-000-0000-6254			34.73	MIKE LAPTOP SVC	287303768387X0	Utilities	N
	03-303-000-0000-6254			34.73	CAROL LAPTOP SVC	287303768387X0	Utilities	N
10452	AT&T Mobility			102.44		3 Transactions		
14887	Cintas Corporation							
	03-303-000-0000-6298			9.63	SHOP LAUNDRY	4073289843	Shop Maintenance	N
	03-303-000-0000-6298			9.63	SHOP LAUNDRY	4074553668	Shop Maintenance	N
	03-303-000-0000-6298			9.63	SHOP LAUNDRY	4075208811	Shop Maintenance	N
14887	Cintas Corporation			28.89		3 Transactions		
8618	Compass Minerals America							
	03-303-000-0000-6518			5,791.78	DEICING SALT	749594	De-icing Salt	N
	03-303-000-0000-6518			7,933.93	DEICING SALT	749595	De-icing Salt	N
8618	Compass Minerals America			13,725.71		2 Transactions		
2763	Countryside Sanitation							
	03-303-000-0000-6254			111.15	FEB MCGREGOR		Utilities	Y

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6254		JAN PALISADE		Utilities	Y
	03-303-000-0000-6254		JAN MCGREGOR		Utilities	Y
	03-303-000-0000-6254		FEB PALISADE		Utilities	Y
	03-303-000-0000-6521		FURNITURE/GARBAGE		Maintenance Supplies	Y
2763	Countryside Sanitation		424.40	5	Transactions	
5484	Darlow Excavating					
	03-303-000-0000-6521		JANUARY 2021 PLOWING	2/2	Maintenance Supplies	N
5484	Darlow Excavating		570.00	1	Transactions	
8500	Diamond Mowers, Inc					
	03-303-000-0000-6590		REPAIR PARTS	0192618-IN	Repair & Maintenance Supplies	N
8500	Diamond Mowers, Inc		1,934.96	1	Transactions	
1430	Dotzler Power Equipment					
	03-303-000-0000-6298		AITKIN SHOP SUPPLIES	19135	Shop Maintenance	N
	03-303-000-0000-6298		MCGREGOR SHOP SUPPLIES	19188	Shop Maintenance	N
1430	Dotzler Power Equipment		708.68	2	Transactions	
7060	Federated Co-Ops Inc.					
	03-303-000-0000-6297		MCGREGOR SHOP PROPANE	393495	Shop Fuel	N
	03-303-000-0000-6297		MCGREGOR SHOP PROPANE	441918	Shop Fuel	N
	03-303-000-0000-6297		MCGRATH SHOP PROPANE	456984	Shop Fuel	N
7060	Federated Co-Ops Inc.		1,823.93	3	Transactions	
9368	FirstSource					
	03-303-000-0000-6296		DRUG SCREEN	FL00423407	Meeting Expense/Physicals	Y
	03-303-000-0000-6296		ANNUAL SUBSCRIPTION FEE	FL00423407	Meeting Expense/Physicals	Y
9368	FirstSource		556.38	2	Transactions	
8622	Frontier					
	03-303-000-0000-6254		JACOBSON	218-752-6591	Utilities	N
	03-303-000-0000-6254		MCGREGOR	218-768-4481	Utilities	N
	03-303-000-0000-6254		PALISADE	218-845-2607	Utilities	N
	03-303-000-0000-6254		MCGRATH	320-592-3580	Utilities	N
8622	Frontier		316.04	4	Transactions	
1754	Garrison Disposal Company, Inc					
	03-303-000-0000-6254		AITKIN SHOP	156368	Utilities	N

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3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1754	Garrison Disposal Company, Inc		140.28				
				1 Transactions			
1880	Gravelle Plumbing & Heating, Inc						
	03-303-000-0000-6298		449.26	AITKIN SHOP	85473	Shop Maintenance	N
1880	Gravelle Plumbing & Heating, Inc		449.26	1 Transactions			
2340	Hyytinen Hardware Hank						
	03-303-000-0000-6521		32.99	MAILBOX REPAIR	1625172	Maintenance Supplies	N
	03-303-000-0000-6298		4.99	AITKIN SHOP SUPPLIES	1625349	Shop Maintenance	N
	03-303-000-0000-6298		145.98	AITKIN SHOP SUPPLIES	1625392	Shop Maintenance	N
	03-303-000-0000-6516		58.26	SIGN SUPPLIES	1625485	Signs & Posts	N
	03-303-000-0000-6298		70.49	AITKIN SHOP SUPPLIES	1625898	Shop Maintenance	N
	03-303-000-0000-6298		13.78	AITKIN SHOP SUPPLIES	1626530	Shop Maintenance	N
2340	Hyytinen Hardware Hank		326.49	6 Transactions			
8101	Kris Engineering Inc						
	03-303-000-0000-6590		2,483.60	REPAIR PARTS	34416	Repair & Maintenance Supplies	N
8101	Kris Engineering Inc		2,483.60	1 Transactions			
91187	Lake Country Power						
	03-303-000-0000-6254		57.20	DEC/JAN CSAH 14	141979801	Utilities	N
	03-303-000-0000-6254		49.54	DEC/JAN CSAH 6	141979901	Utilities	N
91187	Lake Country Power		106.74	2 Transactions			
9046	Loffler Companies						
	03-303-000-0000-6254		95.63	Jan phone bill	1085	Utilities	N
				01/01/2021			
				01/31/2021			
9046	Loffler Companies		95.63	1 Transactions			
2941	M R Sign Co Inc						
	03-303-000-0000-6516	AP	88.78	SPEED LIMIT SIGNS	210815	Signs & Posts	N
2941	M R Sign Co Inc		88.78	1 Transactions			
3100	McGregor Oil						
	03-303-000-0000-6513		1,236.96	PALISADE DIESEL	6962	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		643.57	JACOBSON DIESEL	6963	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		1,673.99	PALISADE DIESEL	7095	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		1,122.66	SWATARA DIESEL	7096	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		768.43	JACOBSON DIESEL	7103	Motor Fuel & Lubricants	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3100	McGregor Oil		5,445.61				
				5 Transactions			
12927	Midwest Machinery Co.						
	03-303-000-0000-6590		353.89	REPAIR PARTS	2323618	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		353.89				
				1 Transactions			
5917	Mike's Bobcat Service						
	03-303-000-0000-6521		200.00	PLOWING	2/4	Maintenance Supplies	N
5917	Mike's Bobcat Service		200.00				
				1 Transactions			
9692	Minnesota Energy Resources Corporation						
	03-303-000-0000-6297		909.93	NAT GAS: AITKIN SHOP	JAN	Shop Fuel	N
9692	Minnesota Energy Resources Corporation		909.93				
				1 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6590		679.81	REPAIR PARTS	X220000494:01	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC		679.81				
				1 Transactions			
8436	Northland Parts						
	03-303-000-0000-6590	AP	283.72	REPAIR PARTS	416895	Repair & Maintenance Supplies	N
	03-303-000-0000-6298		16.99	MCGREGOR SHOP SUPPLIES	417642	Shop Maintenance	N
	03-303-000-0000-6298		9.99	MCGREGOR SHOP SUPPLIES	418251	Shop Maintenance	N
	03-303-000-0000-6590		26.49	REPAIR PARTS	418316	Repair & Maintenance Supplies	N
8436	Northland Parts		337.19				
				4 Transactions			
4070	Riley Auto Supply						
	03-303-000-0000-6590		306.06	REPAIR PARTS	622219	Repair & Maintenance Supplies	N
	03-303-000-0000-6298		31.96	AITKIN SHOP SUPPLIES	622318	Shop Maintenance	N
	03-303-000-0000-6590		2.99	REPAIR PARTS	622383	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		41.99	REPAIR PARTS	622458	Repair & Maintenance Supplies	N
	03-303-000-0000-6298		35.16	AITKIN SHOP SUPPLIES	622503	Shop Maintenance	N
	03-303-000-0000-6590		199.99	REPAIR PARTS	622523	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		39.99	REPAIR PARTS	622588	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		69.98	REPAIR PARTS	622616	Repair & Maintenance Supplies	N
	03-303-000-0000-6298		60.99	MCGREGOR SHOP SUPPLIES	622654	Shop Maintenance	N
	03-303-000-0000-6298		64.77	PALISADE SHOP SUPPLIES	622661	Shop Maintenance	N
	03-303-000-0000-6590		23.98	REPAIR PARTS	622669	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		307.78	REPAIR PARTS	622674	Repair & Maintenance Supplies	N

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4070	Riley Auto Supply			1,185.64		12 Transactions		
4300	Sathers Gateway Lumber 03-303-000-0000-6521			72.93	BRIDGE REPAIR	126262	Maintenance Supplies	N
4300	Sathers Gateway Lumber			72.93		1 Transactions		
9176	SPARKY'S TOOLS, LLC 03-303-000-0000-6590			199.99	REPAIR PARTS	D 84975	Repair & Maintenance Supplies	N
9176	SPARKY'S TOOLS, LLC			199.99		1 Transactions		
12125	Titan Machinery 03-303-000-0000-6590			2,622.81	REPAIR PARTS	15089783 GP	Repair & Maintenance Supplies	N
12125	Titan Machinery			2,622.81		1 Transactions		
10431	Verizon Business 03-303-000-0000-6254	AP		13.72	DEC-HWY OFFICE	4227948182012	Utilities	N
	03-303-000-0000-6254			13.72	JAN-HWY OFFICE	4227948182101	Utilities	N
10431	Verizon Business			27.44		2 Transactions		
5295	Ziegler Inc 03-303-000-0000-6590			90.45	REPAIR PARTS	PC190101514	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			22.82	REPAIR PARTS	PC190101564	Repair & Maintenance Supplies	N
5295	Ziegler Inc			113.27		2 Transactions		
303	DEPT Total:			41,385.58	R&B Highway Maintenance	31 Vendors	73 Transactions	
307	DEPT				R&B Capital Infrastructure			
86222	Aitkin Independent Age 03-307-000-0000-6230			67.08	BILLED WRONG-OVERPAYMENT	1111695	Printing & Publishing	N
	03-307-000-0000-6230			139.50	AD FOR BID	1112316	Printing & Publishing	N
86222	Aitkin Independent Age			72.42		2 Transactions		
9239	Mn Dept Of Natural Resources-OMB 03-307-000-0000-6260	DTG		100.00	PUBLIC WATERS PERMIT	2020-0907	Professional Services	N
9239	Mn Dept Of Natural Resources-OMB			100.00		1 Transactions		
307	DEPT Total:			172.42	R&B Capital Infrastructure	2 Vendors	3 Transactions	

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
308	DEPT			R&B Equipment & Facilities			
9532	Independent Testing Technologies, Inc						
	03-308-000-0000-6600	AP	420.00	ACHD REMODEL	38488	Capital Outlay-Facilities	N
9532	Independent Testing Technologies, Inc		420.00	1 Transactions			
308	DEPT Total:		420.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:		42,031.33	Road & Bridge		79 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
400	DEPT		Public Health Department			
9553	Aramark Uniform & Career Apparel Group 05-400-440-0410-6422		4.74	Cleaning Supplies 01/26/2021	2201427337	Janitorial Services/Supplies N
9553	Aramark Uniform & Career Apparel Group		4.74	1 Transactions		
86467	Auto Value Aitkin 05-400-440-0410-6333		21.98	Car Battery 02/04/2021	40173519	Allocated Admin Mileage/Motorpool N
86467	Auto Value Aitkin		21.98	1 Transactions		
783	Canon Financial Services, Inc 05-400-440-0410-6301		23.74	OSS Contract Charge-Feb '21 02/01/2021 02/28/2021	26210281	Equipment Lease/Space Rental N
	05-400-440-0410-6301		265.77	PH Contract Charge-Feb '21 02/01/2021 02/28/2021	26210283	Equipment Lease/Space Rental N
	05-400-440-0410-6301		38.75	Mailroom Contract Charge-Feb ' 02/01/2021 02/28/2021	26210288	Equipment Lease/Space Rental N
783	Canon Financial Services, Inc		328.26	3 Transactions		
10855	Culligan 05-400-440-0410-6301		25.80	Cooler Rental Service 02/01/2021 02/28/2021	150-10016285-1	Equipment Lease/Space Rental N
10855	Culligan		25.80	1 Transactions		
9046	Loffler Companies 05-400-440-0410-6250		8.92	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone N
	05-400-440-0410-6250		2.23	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone N
	05-400-440-0410-6250		63.75	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone N
9046	Loffler Companies		74.90	3 Transactions		
89765	Minnesota Elevator, Inc 05-400-440-0410-6300		27.13	Elevator Service - Feb '21 02/01/2021 02/28/2021	894284	Maintenance/Service Contracts N
89765	Minnesota Elevator, Inc		27.13	1 Transactions		

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15331	RASINSKI TOTAL DOOR SERVICE LLC						
	05-400-440-0410-6605	AP	148.69	Repair Front Door Closer 12/19/2020	2367	Building & Structure Related Expenditure	N
15331	RASINSKI TOTAL DOOR SERVICE LLC		148.69				1 Transactions
86235	The Office Shop Inc						
	05-400-440-0410-6405		10.89	Pens 01/04/2021	1090157-0	Office Supplies	G
	05-400-440-0410-6405		4.28	Agency-Perm Adhesive 01/04/2021	1090157-0	Office Supplies	G
	05-400-440-0410-6405		4.26	Agency - Steno Books 01/15/2021	1090859-0	Office Supplies	G
	05-400-440-0410-6405		7.52	Agency - Sign here flags 01/27/2021	1091228-1	Office Supplies	G
	05-400-440-0410-6405		6.53	Agency - Glue/Post it flags 01/28/2021	1091485-0	Office Supplies	G
	05-400-440-0410-6405		0.31	Covid-19 Push Pins 01/14/2021	314543-0	Office Supplies	G
	05-400-440-0410-6405		3.99	Agency-AA Batteries 01/14/2021	314543-0	Office Supplies	G
	05-400-440-0410-6300		32.71	OSS-Copier Contract IRC5550I 01/26/2021	314750-0	Maintenance/Service Contracts	G
	05-400-440-0410-6402		5.19	Agency-Wireless Keyboard 01/29/2021	314851-0	Computer/Technology Supplies	G
	05-400-440-0410-6405		1.86	Agency-Markers/Cleaner 01/29/2021	314851-0	Office Supplies	G
86235	The Office Shop Inc		77.54				10 Transactions
10930	Tidholm Productions						
	05-400-440-0410-6405		26.32	Business Reply Envelopes 02/04/2021	1745-9584	Office Supplies	Y
10930	Tidholm Productions		26.32				1 Transactions
400	DEPT Total:		735.36	Public Health Department	9 Vendors	22 Transactions	
420	DEPT			Income Maintenance			
9553	Aramark Uniform & Career Apparel Group						
	05-420-600-4800-6422		11.17	Cleaning Supplies 01/26/2021	2201427337	Janitorial Services/Supplies	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9553	Aramark Uniform & Career Apparel Group		11.17				
				1 Transactions			
86467	Auto Value Aitkin						
	05-420-600-4800-6333		51.81	Car Battery	40173519	Allocated Admin Mileage/Motorpool	N
				02/04/2021			
86467	Auto Value Aitkin		51.81				
				1 Transactions			
783	Canon Financial Services, Inc						
	05-420-600-4800-6301		55.97	OSS Contract Charge-Feb '21	26210281	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
	05-420-640-4800-6301		120.14	CS Contract Charge-Feb '21	26210287	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
	05-420-600-4800-6301		91.34	Mailroom Contract Charge-Feb '	26210288	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
783	Canon Financial Services, Inc		267.45				
				3 Transactions			
10855	Culligan						
	05-420-600-4800-6301		60.84	Cooler Rental Service	150-10016285-1	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
10855	Culligan		60.84				
				1 Transactions			
11051	Department of Human Services						
	05-420-620-4400-6025	DTG	441.27	MCRE/GAMC/NONRES ESTATE-12/20	A300MM0G011	State Share-GAMC	N
				12/01/2020 12/31/2020			
	05-420-620-4400-6025	DTG	50.00	MCRE/GAMC/NONRES RECIP-12/20	A300MM0G011	State Share-GAMC	N
				12/01/2020 12/31/2020			
	05-420-650-4400-6025	DTG	2,382.07	MA LTC UN 65	A300MM0G011	State/Fed Share - MA	N
				12/01/2020 12/31/2020			
	05-420-650-4400-6025	DTG	157.58	G8LTC LT65 CY20	A300MM0G011	State/Fed Share - MA	N
				12/01/2020 12/31/2020			
	05-420-650-4400-6025	DTG	15,323.48	MA ESTATE COLLECTIONS-FED	A300MM0G011	State/Fed Share - MA	N
				12/01/2020 12/31/2020			
	05-420-650-4400-6025	DTG	7,661.73	MA ESTATE COLLECTIONS- STATE	A300MM0G011	State/Fed Share - MA	N
				12/01/2020 12/31/2020			
	05-420-610-4100-6011	DTG	15.00	MAXIS MFIP RECOV TANF	A300MX01214I	County Share-Afdc/Mfip	N
				12/01/2020 12/31/2020			
	05-420-610-4100-6011	DTG	18.75	MAXIS MFIP RECOV STATE	A300MX01214I	County Share-Afdc/Mfip	N
				12/01/2020 12/31/2020			
	05-420-620-4100-6011	DTG	203.00	MAXIS GA RECOVERIES	A300MX01214I	County Share - Ga	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-420-620-4100-6011	DTG	359.83	12/01/2020 12/31/2020 MAXIS GRH RECOVERIES	A300MX01214I	County Share - Ga	N
	05-420-630-4100-6011	DTG	82.44	12/01/2020 12/31/2020 MAXIS FS RECOVERIES	A300MX01214I	County Share-Food Support	N
	05-420-630-4100-6011	DTG	0.35	12/01/2020 12/31/2020 MAXIS MFIP FS RECOVERIES	A300MX01214I	County Share-Food Support	N
11051	Department of Human Services		26,695.50		12 Transactions		
9046	Loffler Companies						
	05-420-600-4800-6250		21.04	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
	05-420-600-4800-6250		5.26	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
	05-420-600-4800-6250		58.44	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
	05-420-640-4800-6250		31.87	Jan phone bill 01/01/2021 01/31/2021	1085	Telephone	N
9046	Loffler Companies		116.61		4 Transactions		
89765	Minnesota Elevator, Inc						
	05-420-600-4800-6300		63.95	Elevator Service - Feb '21 02/01/2021 02/28/2021	894284	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		63.95		1 Transactions		
14333	Northwoods Consulting Partners Inc						
	05-420-600-4800-6239		200.00	Compass - Forms Support 02/01/2021 01/31/2022	INV-102012	Software Fees/License Fees	N
14333	Northwoods Consulting Partners Inc		200.00		1 Transactions		
15331	RASINSKI TOTAL DOOR SERVICE LLC						
	05-420-600-4800-6605	AP	350.48	Repair Front Door Closer 12/19/2020	2367	Building & Structure Related Expenditure	N
15331	RASINSKI TOTAL DOOR SERVICE LLC		350.48		1 Transactions		
86235	The Office Shop Inc						
	05-420-600-4800-6405		28.75	5 in 1 Stamp (JT) 01/04/2021	1090157-0	Office Supplies	G
	05-420-600-4800-6405		10.10	Agency-Perm Adhesive	1090157-0	Office Supplies	G

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-420-600-4800-6405		27.99	01/04/2021 9x12 Envelopes (SNAP)	1090454-0	Office Supplies	G
	05-420-600-4800-6405		10.07	01/08/2021 Agency - Steno Books	1090859-0	Office Supplies	G
	05-420-600-4800-6405		17.74	01/15/2021 Agency - Sign here flags	1091228-1	Office Supplies	G
	05-420-600-4800-6405		15.40	01/27/2021 Agency - Glue/Post it flags	1091485-0	Office Supplies	G
	05-420-600-4800-6405		55.98	01/28/2021 9x12 Envelopes (SNAP)	1091485-0	Office Supplies	G
	05-420-600-4800-6405		0.73	01/28/2021 Covid-19 Push Pins	314543-0	Office Supplies	G
	05-420-600-4800-6405		9.39	01/14/2021 Agency-AA Batteries	314543-0	Office Supplies	G
	05-420-600-4800-6300		77.08	01/14/2021 OSS-Copier Contract IRC5550I	314750-0	Maintenance/Service Contracts	G
	05-420-600-4800-6402		12.22	01/26/2021 Agency-Wireless Keyboard	314851-0	Computer/Technology Supplies	G
	05-420-600-4800-6405		4.37	01/29/2021 Agency-Markers/Cleaner	314851-0	Office Supplies	G
				01/29/2021			
86235	The Office Shop Inc		269.82		12	Transactions	
10930	Tidholm Productions						
	05-420-600-4800-6405		62.04	Business Reply Envelopes	1745-9584	Office Supplies	Y
				02/04/2021			
10930	Tidholm Productions		62.04		1	Transactions	
420	DEPT Total:		28,149.67	Income Maintenance	11 Vendors	38 Transactions	
430	DEPT			Social Services			
9553	Aramark Uniform & Career Apparel Group						
	05-430-700-4800-6422		17.94	Cleaning Supplies	2201427337	Janitorial Services/Supplies	N
				01/26/2021			
9553	Aramark Uniform & Career Apparel Group		17.94		1	Transactions	
86467	Auto Value Aitkin						
	05-430-700-4800-6333		83.20	Car Battery	40173519	Allocated Admin Mileage/Motorpool	N
				02/04/2021			

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
86467	Auto Value Aitkin		83.20				
				1 Transactions			
783	Canon Financial Services, Inc						
	05-430-700-4800-6301		89.89	OSS Contract Charge-Feb '21	26210281	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
	05-430-700-4800-6301		146.70	Mailroom Contract Charge-Feb '	26210288	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
783	Canon Financial Services, Inc		236.59				
				2 Transactions			
10855	Culligan						
	05-430-700-4800-6301		97.71	Cooler Rental Service	150-10016285-1	Equipment Lease/Space Rental	N
				02/01/2021 02/28/2021			
10855	Culligan		97.71				
				1 Transactions			
11051	Department of Human Services						
	05-430-700-4800-6239		3,187.24	SSIS Fiscal Support - 2021	00000642387	Software Fees/License Fees	N
				01/01/2021 12/31/2021			
11051	Department of Human Services		3,187.24				
				1 Transactions			
9046	Loffler Companies						
	05-430-700-4800-6250		33.79	Jan phone bill	1085	Telephone	N
				01/01/2021 01/31/2021			
	05-430-700-4800-6250		8.45	Jan phone bill	1085	Telephone	N
				01/01/2021 01/31/2021			
	05-430-700-4800-6250		132.82	Jan phone bill	1085	Telephone	N
				01/01/2021 01/31/2021			
9046	Loffler Companies		175.06				
				3 Transactions			
89765	Minnesota Elevator, Inc						
	05-430-700-4800-6300		102.70	Elevator Service - Feb '21	894284	Maintenance/Service Contracts	N
				02/01/2021 02/28/2021			
89765	Minnesota Elevator, Inc		102.70				
				1 Transactions			
15331	RASINSKI TOTAL DOOR SERVICE LLC						
	05-430-700-4800-6605	AP	562.89	Repair Front Door Closer	2367	Building & Structure Related Expenditure	N
				12/19/2020			
15331	RASINSKI TOTAL DOOR SERVICE LLC		562.89				
				1 Transactions			
86235	The Office Shop Inc						

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	05-430-700-4800-6405		5 in 1 Stamp (BB) 01/04/2021	1090157-0	Office Supplies	G
	05-430-700-4800-6405		Agency-Perm Adhesive 01/04/2021	1090157-0	Office Supplies	G
	05-430-700-4800-6450		Bookcase (JA) 01/08/2021	1090453-0	Small Equipment: Telephones,Chairs, etc.G	
	05-430-700-4800-6450		Bookcase (JB) 01/11/2021	1090453-1	Small Equipment: Telephones,Chairs, etc.G	
	05-430-700-4800-6405		Agency - Steno Books 01/15/2021	1090859-0	Office Supplies	G
	05-430-700-4800-6405		HCBS - 6x9 Envelopes 01/26/2021	1091228-0	Office Supplies	G
	05-430-700-4800-6405		Agency - Sign here flags 01/27/2021	1091228-1	Office Supplies	G
	05-430-700-4800-6405		Agency - Glue/Post it flags 01/28/2021	1091485-0	Office Supplies	G
	05-430-700-4800-6405		Covid-19 Push Pins 01/14/2021	314543-0	Office Supplies	G
	05-430-700-4800-6405		Agency-AA Batteries 01/14/2021	314543-0	Office Supplies	G
	05-430-700-4800-6300		OSS-Copier Contract IRC5550I 01/26/2021	314750-0	Maintenance/Service Contracts	G
	05-430-700-4800-6402		Agency-Wireless Keyboard 01/29/2021	314851-0	Computer/Technology Supplies	G
	05-430-700-4800-6405		Agency-Markers/Cleaner 01/29/2021	314851-0	Office Supplies	G
86235	The Office Shop Inc		952.46		13 Transactions	
10930	Tidholm Productions					
	05-430-700-4800-6405		99.64 Business Reply Envelopes 02/04/2021	1745-9584	Office Supplies	Y
10930	Tidholm Productions		99.64		1 Transactions	
430	DEPT Total:		5,515.43	Social Services	10 Vendors	25 Transactions
5	Fund Total:		34,400.46	Health & Human Services		85 Transactions

Aitkin County



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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9 State

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
0	DEPT			Undesignated			
	4580 Mn Dept Of Finance		90.00	Marriage lic fees Jan 2021		State Fees, Assessments & Surcharges	N
	09-000-000-0000-2030						
	4580 Mn Dept Of Finance		90.00	1 Transactions			
0	DEPT Total:		90.00	Undesignated	1 Vendors	1 Transactions	
9	Fund Total:		90.00	State		1 Transactions	

Aitkin County



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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10 Trust

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT				Timber Permit Bonds			
11996	Nelson/Keith Earl 10-900-000-0000-2300			306.50	BOND REFUND	14074	Timber Permit Bonds	N
11996	Nelson/Keith Earl			306.50		1 Transactions		
3937	Potlatch Corporation 10-900-000-0000-2300			1,575.00	BOND REFUND	14140	Timber Permit Bonds	N
3937	Potlatch Corporation			1,575.00		1 Transactions		
14141	Wayrynen/Matt 10-900-000-0000-2300			778.00	REFUND BOND	14228	Timber Permit Bonds	N
14141	Wayrynen/Matt			778.00		1 Transactions		
900	DEPT Total:			2,659.50	Timber Permit Bonds	3 Vendors	3 Transactions	
921	DEPT				Co. Development			
9046	Loffler Companies 10-921-000-0000-6250			5.31	Jan phone bill 01/01/2021	1085	Telephone	N
	10-921-000-0000-6250			5.31	Jan phone bill 01/01/2021	1085	Telephone	N
9046	Loffler Companies			10.62		2 Transactions		
921	DEPT Total:			10.62	Co. Development	1 Vendors	2 Transactions	
923	DEPT				Forfeited Tax Sales			
10925	Aitkin Co Assessor's Office 10-923-000-0000-6231			50.00	PROPERTY VALUATION	PROPVAL	Services, Labor, Contracts	N
10925	Aitkin Co Assessor's Office			50.00		1 Transactions		
86222	Aitkin Independent Age 10-923-000-0000-6230			23.25	SNOWMOBILE BID	818675	Printing, Publishing & Adv	N
86222	Aitkin Independent Age			23.25		1 Transactions		
170	Aitkin Motor Company 10-923-000-0000-6590			45.81	LOF - #303	32071	Repair & Maintenance Supplies	N
170	Aitkin Motor Company			45.81		1 Transactions		

Aitkin County



Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10452	AT&T Mobility 10-923-000-0000-6250		619.68	WIRELESS SERVICE	287302631438X	Telephone	N
10452	AT&T Mobility		619.68	1 Transactions			
13725	Beartooth True Value 10-923-000-0000-6406		26.27	MAILBOX & BOLTS	B145779	Field Supplies	N
13725	Beartooth True Value		26.27	1 Transactions			
589	Blomberg/Judith 10-923-000-0000-6350		70.00	PER DIEM		Per Diem	Y
589	Blomberg/Judith		70.00	1 Transactions			
2340	Hyytinen Hardware Hank 10-923-000-0000-6406		100.59	BATTERIES, KEYS, BROOMS.	9277364	Field Supplies	N
2340	Hyytinen Hardware Hank		100.59	1 Transactions			
9046	Loffler Companies 10-923-000-0000-6250		74.37	Jan phone bill 01/01/2021	1085	Telephone	N
9046	Loffler Companies		74.37	1 Transactions			
12927	Midwest Machinery Co. 10-923-000-0000-6406		12.28	CHAIN LINK	2319511	Field Supplies	N
12927	Midwest Machinery Co.		12.28	1 Transactions			
9692	Minnesota Energy Resources Corporation 10-923-000-0000-6254		314.37	MONTHLY SERVICE	502544561	Utilities	N
9692	Minnesota Energy Resources Corporation		314.37	1 Transactions			
11996	Nelson/Keith Earl 10-923-000-0000-6820		800.00	OVERAPP	14074	Refunds & Reimbursements	N
11996	Nelson/Keith Earl		800.00	1 Transactions			
10720	Nuss Truck Group Inc 10-923-000-0000-6590		898.90	PARTS	6134941P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		898.90	1 Transactions			
3937	Potlatch Corporation 10-923-000-0000-6820		2,628.37	OVERAPP	14140	Refunds & Reimbursements	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
3937	Potlatch Corporation			2,628.37							
4010	Rasley Oil Company										
	10-923-000-0000-6511			344.76	GAS		013121		Gas And Oil		N
4010	Rasley Oil Company			344.76							
											1 Transactions
86235	The Office Shop Inc										
	10-923-000-0000-6231			436.97	COPIER CONTRACT		3314748		Services, Labor, Contracts		G
86235	The Office Shop Inc			436.97							
											1 Transactions
12788	Timmer Implement of Aitkin										
	10-923-000-0000-6590			9.95	OIL FILTER		IA19271		Repair & Maintenance Supplies		N
12788	Timmer Implement of Aitkin			9.95							
											1 Transactions
3518	Voyageur Press Of Mcgregor, Inc										
	10-923-000-0000-6208			37.00	1 YR SUBSCRIPTION		42732		Training/Education		G
3518	Voyageur Press Of Mcgregor, Inc			37.00							
											1 Transactions
14141	Wayrynen/Matt										
	10-923-000-0000-6820			667.13	OVERAPP		14228		Refunds & Reimbursements		N
14141	Wayrynen/Matt			667.13							
											1 Transactions
923	DEPT Total:			7,159.70	Forfeited Tax Sales			18 Vendors			18 Transactions
926	DEPT				Law Library						
5173	Thomson Reuters-West Publishing										
	10-926-000-0000-6408			1,430.09	West Info charges		843759914		Law Books		N
						01/01/2021					01/31/2021
	10-926-000-0000-6408			917.44	West Subscr		843842855		Law Books		N
						02/01/2021					02/28/2021
5173	Thomson Reuters-West Publishing			2,347.53							2 Transactions
926	DEPT Total:			2,347.53	Law Library			1 Vendors			2 Transactions
10	Fund Total:			12,177.35	Trust						25 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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11 Forest Development

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT				Resource Management			
14742	Berg/James M							
	11-925-000-0000-6330			46.48	NRAC MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			70.00	NRAC PER DIEM		Per Diem	Y
14742	Berg/James M			116.48		2 Transactions		
12526	Bixby/James							
	11-925-000-0000-6330			71.68	MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			70.00	PER DIEM		Per Diem	Y
12526	Bixby/James			141.68		2 Transactions		
2270	Hoppe/Russell Peter							
	11-925-000-0000-6330			67.20	MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			70.00	PER DIEM		Per Diem	Y
2270	Hoppe/Russell Peter			137.20		2 Transactions		
10890	Insley/Kevin							
	11-925-000-0000-6330			21.28	MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			35.00	PER DIEM		Per Diem	Y
10890	Insley/Kevin			56.28		2 Transactions		
2448	Janzen/Carroll Mark							
	11-925-000-0000-6330			31.36	MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			35.00	PER DIEM		Per Diem	Y
2448	Janzen/Carroll Mark			66.36		2 Transactions		
5784	Lake/Robert							
	11-925-000-0000-6330			31.36	NRAC MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			70.00	NRAC PER DIEM		Per Diem	Y
5784	Lake/Robert			101.36		2 Transactions		
11990	Lange/David							
	11-925-000-0000-6330			38.08	NRAC MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			35.00	NRAC PER DIEM		Per Diem	Y
11990	Lange/David			73.08		2 Transactions		
9575	Perrine/Jessica							
	11-925-000-0000-6330			52.64	NRAC MILEAGE		Transportation & Travel	N
	11-925-000-0000-6350			70.00	NRAC PER DIEM		Per Diem	Y

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9575	Perrine/Jessica		122.64	2 Transactions		
10906	Shipp/Dale					
	11-925-000-0000-6330		35.84	NRAC MILEAGE		Transportation & Travel N
	11-925-000-0000-6350		70.00	NRAC PER DIEM		Per Diem Y
10906	Shipp/Dale		105.84	2 Transactions		
4927	Turnock/Franklin Allen					
	11-925-000-0000-6330		50.40	NRAC MILEAGE		Transportation & Travel N
	11-925-000-0000-6350		70.00	NRAC PER DIEM		Per Diem Y
4927	Turnock/Franklin Allen		120.40	2 Transactions		
10017	Tveit/Galen					
	11-925-000-0000-6330		40.32	NRAC MILEAGE		Transportation & Travel N
	11-925-000-0000-6350		70.00	NRAC PER DIEM		Per Diem Y
10017	Tveit/Galen		110.32	2 Transactions		
925	DEPT Total:		1,151.64	Resource Management	11 Vendors	22 Transactions
939	DEPT			County Surveyor		
10452	AT&T Mobility					
	11-939-000-0000-6250		49.34	WIRELESS SERVICE	287302631438X	Telephone N
10452	AT&T Mobility		49.34	1 Transactions		
86467	Auto Value Aitkin					
	11-939-000-0000-6406		8.36	SPARK PLUG - SNOWMOBILE	40171876	Supplies N
86467	Auto Value Aitkin		8.36	1 Transactions		
15063	Chapter II MSPS					
	11-939-000-0000-6240		40.00	PLS	2021DUES	Dues/Assoc Fees N
				01/01/2021	12/31/2021	
15063	Chapter II MSPS		40.00	1 Transactions		
2340	Hyytinen Hardware Hank					
	11-939-000-0000-6406		29.97	METAL DETECTORS	9277364	Supplies N
2340	Hyytinen Hardware Hank		29.97	1 Transactions		

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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11 Forest Development

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
939	DEPT Total:		127.67	County Surveyor	4 Vendors	4 Transactions	
11	Fund Total:		1,279.31	Forest Development		26 Transactions	

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943	DEPT		Taxes And Penalties			
14463	Estate of Gloria Westerlund					
	13-943-000-0000-2001		116.00		Cur - Property Taxes	N
14463	Estate of Gloria Westerlund		116.00	1 Transactions		
943	DEPT Total:		116.00	Taxes And Penalties	1 Vendors	1 Transactions
13	Fund Total:		116.00	Taxes & Penalties		1 Transactions

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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19 Long Lake Conservation Cer

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
2763	Countryside Sanitation					
	19-521-000-0000-6255		MONTHLY SERVICE		Garbage	Y
2763	Countryside Sanitation		105.30			
			105.30	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	19-521-000-0000-6231		EXPANSION TANK	85494	Services, Labor, Contracts	N
1880	Gravelle Plumbing & Heating, Inc		106.78			
			106.78	1 Transactions		
521	DEPT Total:		212.08	LLCC Administration	2 Vendors	2 Transactions
524	DEPT		LLCC Maintenance			
2340	Hyytinen Hardware Hank					
	19-524-000-0000-6590		48.71	MAILBOX, TIRE REPAIR KIT	7684653	Repair & Maintenance Supplies
2340	Hyytinen Hardware Hank		48.71	1 Transactions		N
3760	Palisade Cooperative Oil Assoc					
	19-524-000-0000-6590		22.73	GAS & STARTER FLUID	459816	Repair & Maintenance Supplies
3760	Palisade Cooperative Oil Assoc		22.73	1 Transactions		N
524	DEPT Total:		71.44	LLCC Maintenance	2 Vendors	2 Transactions
19	Fund Total:		283.52	Long Lake Conservation Center		4 Transactions

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Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

WLC1
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21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
520	DEPT		Parks			
2340	Hyytinen Hardware Hank					
	21-520-000-0000-6523		9.78	HARDWARE	9277364	Misc Bldg & Bshop Supplies N
2340	Hyytinen Hardware Hank		9.78	1 Transactions		
9578	Kangas Concrete Coatings					
	21-520-000-0000-6523		11,065.67	LAND DEPT FLOORS	1079	Misc Bldg & Bshop Supplies N
9578	Kangas Concrete Coatings		11,065.67	1 Transactions		
8436	Northland Parts					
	21-520-000-0000-6590		100.70	MISC PARTS, WOOD PROCESSOR LLC	416736	Repair & Maintenance Supplies N
				12/28/2020 01/21/2021		
8436	Northland Parts		100.70	1 Transactions		
520	DEPT Total:		11,176.15	Parks	3 Vendors	3 Transactions
21	Fund Total:		11,176.15	Parks		3 Transactions
	Final Total:		239,048.16	261 Vendors	429 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	137,494.04	General Fund
	3	42,031.33	Road & Bridge
	5	34,400.46	Health & Human Services
	9	90.00	State
	10	12,177.35	Trust
	11	1,279.31	Forest Development
	13	116.00	Taxes & Penalties
	19	283.52	Long Lake Conservation Center
	21	11,176.15	Parks
	All Funds	239,048.16	Total

Approved by,
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Aitkin County

Audit List for Board **AUDITOR'S VOUCHERS ENTRIES**

Print List in Order By:	2	1 - Fund (Page Break by Fund)	Page Break By:	1	1 - Page Break by Fund
		2 - Department (Totals by Dept)			2 - Page Break by Dept
		3 - Vendor Number			
		4 - Vendor Name			

Contegrity
R&B

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List:	D	D - Detailed Audit List
		S - Condensed Audit List

Save Report Options?: N

WLC1
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 3 Road & Bridge

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
307	DEPT			R&B Capital Infrastructure			
	8499 R.C. Habeck Excavating, LLC			Partial Payment #5	20197	Contract Payments	Y
	03-307-000-0000-6262		1,884.32	12/01/2020 02/03/2021			
	8499 R.C. Habeck Excavating, LLC		1,884.32	1 Transactions			
307	DEPT Total:		1,884.32	R&B Capital Infrastructure	1 Vendors	1 Transactions	
308	DEPT			R&B Equipment & Facilities			
	9549 PROJECT ONE CONSTRUCTION, INC.			Aitkin Co Hwy Addition/Renov	Contr Pymt 3	Capital Outlay- Facilities	Y
	03-308-000-0000-6600		69,302.50	1 Transactions			
	9549 PROJECT ONE CONSTRUCTION, INC.		69,302.50				
308	DEPT Total:		69,302.50	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:		71,186.82	Road & Bridge		2 Transactions	

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
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14 Capital Project

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	<u>Amount</u>	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	1099
949	DEPT			Courthouse Addition			
9447	Anderson Glass Co., Inc 14- 949- 000- 0000- 6231		16,995.50	Aitkin Co Gov't Center	10	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		16,249.00	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
9447	Anderson Glass Co., Inc		33,244.50		2 Transactions		
14959	Contract Tile and Carpeting, LLC 14- 949- 000- 0000- 6231		23,784.56	Aitkin Co Gov't Center	4	Services, Labor, Contracts	Y
14959	Contract Tile and Carpeting, LLC		23,784.56		1 Transactions		
11411	Dorholt Tile & Home Center 14- 949- 000- 0000- 6231		18,743.97	Aitkin Co Gov't Center	10	Services, Labor, Contracts	N
11411	Dorholt Tile & Home Center		18,743.97		1 Transactions		
9969	Fransen Decorating 14- 949- 000- 0000- 6231		782.35	Aitkin Co Gov't Center	10	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		8,439.53	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
9969	Fransen Decorating		9,221.88		2 Transactions		
14926	Masters Plumbing Heating & Cooling LLC 14- 949- 000- 0000- 6231		4,920.47	Aitkin Co Gov't Center	32	Services, Labor, Contracts	Y
	14- 949- 000- 0000- 6231		47,741.08	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	Y
14926	Masters Plumbing Heating & Cooling LLC		52,661.55		2 Transactions		
9191	Northwest Cabinets, Inc. 14- 949- 000- 0000- 6231		169,135.74	Aitkin Co Gov't Center	1	Services, Labor, Contracts	Y
	14- 949- 000- 0000- 6231		8,906.00	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	Y
9191	Northwest Cabinets, Inc.		178,041.74		2 Transactions		
14925	Olympic Companies, Inc. 14- 949- 000- 0000- 6231		48,561.95	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
14925	Olympic Companies, Inc.		48,561.95		1 Transactions		
9565	Performance Film 14- 949- 000- 0000- 6231		250.00	Aitkin Co Gov't Center	234	Services, Labor, Contracts	Y
9565	Performance Film		250.00		1 Transactions		
9274	Progressive Bldg Systems Ltd 14- 949- 000- 0000- 6231		3,054.00	Aitkin Co Gov't Center	Sub/Roden Iron	Services, Labor, Contracts	Y

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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14 Capital Project

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
9274 Progressive Bldg Systems Ltd		3,054.00		1 Transactions		
12758 Roden Iron Inc, 14- 949- 000- 0000- 6231		8,344.75	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
12758 Roden Iron Inc,		8,344.75		1 Transactions		
4399 Sell Hardware Inc 14- 949- 000- 0000- 6231		8,144.80	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
4399 Sell Hardware Inc		8,144.80		1 Transactions		
4777 Thelen Heating & Roofing Inc 14- 949- 000- 0000- 6231		42,194.80	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
4777 Thelen Heating & Roofing Inc		42,194.80		1 Transactions		
14927 Thurnbeck Steel Fabrication, Inc. 14- 949- 000- 0000- 6231		21,704.47	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
14927 Thurnbeck Steel Fabrication, Inc.		21,704.47		1 Transactions		
15292 Twin City Acoustics Inc. 14- 949- 000- 0000- 6231		1,331.33	Aitkin Co Gov't Center	10	Services, Labor, Contracts	N
15292 Twin City Acoustics Inc.		1,331.33		1 Transactions		
949 DEPT Total:		449,284.30	Courthouse Addition	14 Vendors	18 Transactions	
14 Fund Total:		449,284.30	Capital Project		18 Transactions	
Final Total:		520,471.12	16 Vendors	20 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	71,186.82	Road & Bridge
14	449,284.30	Capital Project
All Funds	520,471.12	Total

Approved by,

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KMR1
2/4/21 10:09AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Sales, Use & Diesel Tax January 2021

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
2/4/21 10:09AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
1 01-040-021-0000-5840		0.64	Receipt Nbr 15312 01/12/2021	Misc Receipts	N
2 01-040-021-0000-5840		0.32	Receipt Nbr 15412 01/28/2021	Misc Receipts	N
3 01-042-000-0000-5840		12.87	Receipt Nbr 15350 01/15/2021	Misc Receipts	N
4 01-042-000-0000-5840		12.87	Receipt Nbr 15378 01/22/2021	Misc Receipts	N
5 01-042-000-0000-5840		0.13	Receipt Nbr 15404 01/26/2021	Misc Receipts	N
6 01-043-000-0000-5840		0.51	Receipt Nbr 15259 01/04/2021	Misc Receipts	N
7 01-043-000-0000-5840		0.77	Receipt Nbr 15367 01/20/2021	Misc Receipts	N
8 01-043-000-0000-5840		0.26	Receipt Nbr 15410 01/28/2021	Misc Receipts	N
9 01-090-000-0000-5840		2.57	Receipt Nbr 15345 01/15/2021	Misc Receipts	N
10 01-090-000-0000-5840		1.93	Receipt Nbr 15345 01/15/2021	Misc Receipts	N
11 01-090-000-0000-5840		1.29	Receipt Nbr 15345 01/15/2021	Misc Receipts	N
12 01-090-000-0000-5840		1.61	Receipt Nbr 15368 01/20/2021	Misc Receipts	N
13 01-090-000-0000-5840		3.22	Receipt Nbr 15368 01/20/2021	Misc Receipts	N
14 01-090-000-0000-5840		1.29	Receipt Nbr 15368 01/20/2021	Misc Receipts	N
15 01-090-000-0000-5840		1.29	Receipt Nbr 15407 01/26/2021	Misc Receipts	N
16 01-090-000-0000-5840		1.93	Receipt Nbr 15407 01/26/2021	Misc Receipts	N
17 01-100-000-0000-5840		1.03	Receipt Nbr 1098 01/04/2021	Misc Receipts	N
18 01-100-000-0000-5840		7.14	Receipt Nbr 1127 01/06/2021	Misc Receipts	N
19 01-100-000-0000-5840		74.41	Receipt Nbr 1240 01/28/2021	Misc Receipts	N
20 01-252-252-0000-5872		65.72	Receipt Nbr 15326 01/14/2021	Phone Card Prisoner Welfare(Taxab	N
21 01-252-252-0000-5872		136.00	Receipt Nbr 15379 01/22/2021	Phone Card Prisoner Welfare(Taxab	N
22 01-252-252-0000-5885		22.10	Receipt Nbr 15289 01/07/2021	Commissary Sales Taxable	N
23 01-252-252-0000-5885		23.96	Receipt Nbr 15326 01/14/2021	Commissary Sales Taxable	N
24 01-252-252-0000-5885		19.19	Receipt Nbr 15379 01/22/2021	Commissary Sales Taxable	N
25 01-252-252-0000-5885		31.57	Receipt Nbr 15417 01/29/2021	Commissary Sales Taxable	N
89991 Bremer Bank		424.62	25 Transactions		
1 Fund Total:		424.62	General Fund	1 Vendors	25 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
2/4/21 10:09AM
3 Road & Bridge

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
89991 Bremer Bank						
26	03-000-000-0000-5855		1.93 Receipt Nbr 15291 01/08/2021		Charges- Individuals	N
27	03-000-000-0000-5855		3.41 Receipt Nbr 15318 01/13/2021		Charges- Individuals	N
28	03-000-000-0000-5855		5.79 Receipt Nbr 15339 01/15/2021		Charges- Individuals	N
29	03-000-000-0000-5855		3.44 Receipt Nbr 15339 01/15/2021		Charges- Individuals	N
30	03-000-000-0000-5855		1.93 Receipt Nbr 15380 01/22/2021		Charges- Individuals	N
31	03-000-000-0000-5855		1.93 Receipt Nbr 15382 01/22/2021		Charges- Individuals	N
32	03-000-000-0000-5855		1.93 Receipt Nbr 15402 01/26/2021		Charges- Individuals	N
33	03-000-000-0000-5855		5.79 Receipt Nbr 15423 01/29/2021		Charges- Individuals	N
34	03-000-000-0000-5855		3.44 Receipt Nbr 15423 01/29/2021		Charges- Individuals	N
43	03-303-000-0000-6513		982.68 Diesel Tax: January 2021		Motor Fuel & Lubricants	N
89991 Bremer Bank			1,012.27	10 Transactions		
3 Fund Total:			1,012.27	Road & Bridge	1 Vendors	10 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
2/4/21 10:09AM
21 Parks

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
89991 Bremer Bank						
35	21-520-000-0000-5510		7.72 Receipt Nbr 1949 01/11/2021		Co. Parks Campground Fees	N
36	21-520-000-0000-5510		9.01 Receipt Nbr 1952 01/12/2021		Co. Parks Campground Fees	N
37	21-520-000-0000-5510		5.79 Receipt Nbr 1959 01/14/2021		Co. Parks Campground Fees	N
38	21-520-000-0000-5510		15.44 Receipt Nbr 1962 01/15/2021		Co. Parks Campground Fees	N
39	21-520-000-0000-5510		10.29 Receipt Nbr 1963 01/19/2021		Co. Parks Campground Fees	N
40	21-520-000-0000-5510		2.57 Receipt Nbr 1963 01/19/2021		Co. Parks Campground Fees	N
41	21-520-000-0000-5510		10.29 Receipt Nbr 1981 01/26/2021		Co. Parks Campground Fees	N
42	21-520-000-0000-5510		8.68 Receipt Nbr 1981 01/26/2021		Co. Parks Campground Fees	N
89991 Bremer Bank			69.79	8 Transactions		
21 Fund Total:			69.79	Parks	1 Vendors	8 Transactions
Final Total:			1,506.68	3 Vendors	43 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	424.62	General Fund
3	1,012.27	Road & Bridge
21	69.79	Parks
All Funds	1,506.68	Total

Approved by,
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WLC1
2/11/21 10:51AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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4 - Vendor Name

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2 - Page Break by Dept

Explode Dist. Formulas N

Road & Bridge

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
2/11/21 10:51AM
3 Road & Bridge

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
303	DEPT			R&B Highway Maintenance			
	11185 Department Of Natural Resources						
	03- 303- 000- 0000- 6519		3,750.30	2021 Prepayment	LEAR010050	Gravel & Royalties	N
	11185 Department Of Natural Resources		3,750.30	1 Transactions			
303	DEPT Total:		3,750.30	R&B Highway Maintenance	1 Vendors	1 Transactions	
3	Fund Total:		3,750.30	Road & Bridge		1 Transactions	
	Final Total:		3,750.30	1 Vendors	1 Transactions		

WLC1
2/11/21

10:51AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	3,750.30	Road & Bridge
All Funds	3,750.30	Total

Approved by,

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WLC1
2/11/21 1:28PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2
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4 - Vendor Name

Page Break By: 1
1 - Page Break by Fund
2 - Page Break by Dept

Land Dept.

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
2/11/21 1:28PM
11 Forest Development

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
925	DEPT			Resource Management		
	9581 Moose Lake Implement					
	11- 925- 000- 0000- 6620		8,540.00	2021 Tundra Long Track 600 EFI	172128	Auto, Trailers, Snowmobiles Y
	9581 Moose Lake Implement		8,540.00	1 Transactions		
925	DEPT Total:		8,540.00	Resource Management	1 Vendors	1 Transactions
11	Fund Total:		8,540.00	Forest Development		1 Transactions
	Final Total:		8,540.00	1 Vendors	1 Transactions	

WLC1
2/11/21

1:28PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	11	8,540.00	Forest Development	
	All Funds	8,540.00	Total	Approved by,
			
			

21



Aitkin County

KMR1
2/3/21 1:51PM

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

LLCC Credit Card fees

Print List in Order By: 1
1 - Fund (Page Break by Fund)
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3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/3/21 1:51PM
19 Long Lake Conservation C

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8410 Bremer Bank					
1 19- 522- 000- 0000- 6217		LLCC Credit Card Fee	January 2021	Credit Card Fees	N
8410 Bremer Bank			1 Transactions		
19 Fund Total:		53.15	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:		53.15	1 Vendors	1 Transactions	

KMR1
2/3/21

1:51PM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	19	53.15	Long Lake Conservation Center
	All Funds	53.15	Total
			Approved by,
		
		

KMR1
2/4/21 9:02AM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Elan Paid 2/4/21

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

KMR1
2/4/21 9:02AM
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5462 Bremer Bank (Elan ACH)		3,309.95	ELAN - Paid 02/04/2021	ELAN - Statement Payment	N
1 01- 044- 000- 0000- 6800		3,309.95	1 Transactions		
5462 Bremer Bank (Elan ACH)		3,309.95			
1 Fund Total:		3,309.95	General Fund	1 Vendors	1 Transactions
Final Total:		3,309.95	1 Vendors	1 Transactions	

KMR1
2/4/21

9:02AM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 3

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	3,309.95	General Fund
All Funds		3,309.95	Total

Approved by,

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KMR1
2/5/21 1:51PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Mtg. Reg & Deed Tax January 2021

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/5/21 1:51PM
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
780 Bremer Bank					
3 01-040-000-0000-5081		0.03	Mtg Reg - January		Mortgage Registry- 3% N
4 01-042-000-0000-5079		0.02	Deed Tax - January		3% State Deed Tax N
780 Bremer Bank		0.05	2 Transactions		
1 Fund Total:		0.05	General Fund	1 Vendors	2 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/5/21 1:51PM
9 State

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
2	780 Bremer Bank 09-000-000-0000-2025		47,622.16	Deed Tax - January		State's Share Of Deed Tax (97%) N
1	09-000-000-0000-2026		56,967.09	Mtg Reg. - January		State Share Of Mortgage Registry (9 N
	780 Bremer Bank		104,589.25	2 Transactions		
9 Fund Total:			104,589.25	State	1 Vendors	2 Transactions
Final Total:			104,589.30	2 Vendors	4 Transactions	

KMR1
2/5/21

1:51PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	0.05	General Fund
	9	104,589.25	State
All Funds		104,589.30	Total

Approved by,

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Aitkin County

KMR1
2/10/21 4:11PM

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Print List in Order By: 1 1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

FSA Claims 2020 & 2021

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Aitkin County



KMR1
2/10/21 4:11PM
1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<u>No.</u>	<u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
	8410 Bremer Bank						
1	01-044-904-0000-6360		645.00	Dep Care FSA Claims 2021	39701467	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		3,095.99	Med FSA Claims 2021	39701467	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		85.00	Med FSA Claims 2020	39701467	Flex Plan Withdrawals	N
	8410 Bremer Bank		3,825.99	3 Transactions			
1 Fund Total:			3,825.99	General Fund	1 Vendors	3 Transactions	
Final Total:			3,825.99	1 Vendors	3 Transactions		

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	3,825.99	General Fund
	All Funds	3,825.99	Total

Approved by,
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KMR1
2/12/21 4:07PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Elan paid 2/4/21 Allocated

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/12/21 4:07PM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
15 01-001-000-0000-6405	21.98	Surface Case - Napstad		Office & Computer Supplies	N
24 01-043-000-0000-6230	149.00	MAAO - 30 Day Job Posting		Printing, Publishing & Adv	N
14 01-043-000-0000-6302	53.42	Wiper Blades		Car Maintenance	N
40 01-044-000-0000-6800	3,309.95-	ELAN Paid 02/04/21 Allocated		ELAN - Statement Payment	N
28 01-044-920-0000-6800	146.97	Face Masks - Jail		COVID Related Expenditures	N
16 01-049-000-0000-6405	28.24	Compressed Air		Office Supplies (Non Computer)	N
19 01-052-000-0000-6231	15.98	Webex Monthly Subscription		Services, Labor, Contracts	N
23 01-053-000-0000-6298	75.00	Gift Card - Employee Recogniti		Employee Recognition	N
20 01-053-000-0000-6405	105.87	W- 2 Perforated Paper		Office & Computer Supplies	N
37 01-090-000-0000-6625	66.47	Label Printer		Office Equipment	N
34 01-110-000-0000-6422	7.38	Nails for Brad Nailer		Janitorial Supplies	N
35 01-110-000-0000-6422	97.35	Face Masks		Janitorial Supplies	N
36 01-200-000-0000-6405	123.99	Bathroom Fan		Office Supplies	N
27 01-200-000-0000-6409	67.13	Luggage Tags Deputies		Deputy Supplies	N
30 01-200-019-0000-6231	68.49	Nationwide K- 9 Insurance		Services, Labor, Contracts	N
39 01-200-019-0000-6409	254.99	Ray Allen- Gen 2 Remote		Supplies	N
26 01-280-201-0000-6610	13.98	Tape Dispenser Line 3		Enbridge Pipeline - Equipment	N
18 01-053-000-0000-6231	225.00	ApplicantStack Recruit	132948	Services, Labor, Contracts	N
		01/01/2020 01/01/2021			
38 01-122-000-0000-6231	14.99	Zoom Montly Subscription	64422218	Services, Labor, Contracts, Program	N
		01/22/2021 02/21/2021			
31 01-257-000-0000-6231	14.99	Zoom Montly Subscription	64643027	Services & Contracts	N
		01/23/2021 02/22/2021			
22 01-053-000-0000-6298	75.00	Gift Card - Employee Recogniti	Courtemanche	Employee Recognition	N
21 01-053-000-0000-6298	75.00	Gift Card - Employee Recogniti	Laird	Employee Recognition	N
29 01-252-003-0000-6241	80.00	MSA Gun Laws	Pam	School Registration Fee	N
17 01-053-000-0000-6298	75.00	Gift Card - Employee Recogniti	Scollard	Employee Recognition	N
5462 Bremer Bank (Elan ACH)	1,453.73-	24 Transactions			
1 Fund Total:	1,453.73-	General Fund	1 Vendors	24 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/12/21 4:07PM
3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)		Quale - Const. Eng. Bridge Ove	300534	Meeting Expense/Physicals	N
25 03-301-000-0000-6296		02/16/2021 02/18/2021			
5462 Bremer Bank (Elan ACH)		1 Transactions			
3 Fund Total:		450.00		1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMRI
2/12/21 4:07PM
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5462	Bremer Bank (Elan ACH)					
13	05-400-440-0410-6402		24.99 Wireless Mouse (BH) 01/28/2021		Computer/Technology Supplies	N
3	05-400-440-0410-6405		8.99 Date Stamper (AB) 01/14/2021		Office Supplies	N
6	05-400-440-0410-6405		3.52 Agency- Mailroom Clock 01/21/2021		Office Supplies	N
7	05-400-440-0410-6405		10.64 Admin- Toner (CB) 01/21/2021		Office Supplies	N
10	05-400-440-0410-6405		20.84 Admin- Toner (SS) 01/25/2021		Office Supplies	N
11	05-400-440-0410-6405		69.95 Wall File Organizers 01/28/2021		Office Supplies	N
12	05-400-440-0410-6405		1.40 Admin- Planner (CB) 01/28/2021		Office Supplies	N
4	05-400-440-0410-6450		11.80 Acctg - Wall Hutch 01/19/2021		Small Equipment: Telephones,Chair	N
2	05-400-450-0451-6405		8.25 SHIP- HC Index Tabs 01/28/2021		Office Supplies	N
6	05-420-600-4800-6405		8.29 Agency- Mailroom Clock 01/21/2021		Office Supplies	N
7	05-420-600-4800-6405		25.08 Admin- Toner (CB) 01/21/2021		Office Supplies	N
10	05-420-600-4800-6405		49.14 Admin- Toner (SS) 01/25/2021		Office Supplies	N
12	05-420-600-4800-6405		3.30 Admin- Planner (CB) 01/28/2021		Office Supplies	N
4	05-420-600-4800-6450		27.82 Acctg - Wall Hutch 01/19/2021		Small Equipment: Telephones,Chair	N
9	05-430-700-4800-6402		24.99 Wireless Mouse (DF) 01/27/2021		Computer/Technology Supplies	N
6	05-430-700-4800-6405		13.31 Agency- Mailroom Clock 01/21/2021		Office Supplies	N
7	05-430-700-4800-6405		40.27 Admin- Toner (CB) 01/21/2021		Office Supplies	N
10	05-430-700-4800-6405		78.92 Admin- Toner (SS) 01/25/2021		Office Supplies	N
12	05-430-700-4800-6405		5.29 Admin- Planner (CB) 01/28/2021		Office Supplies	N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/12/21 4:07PM
5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
4 05- 430- 700- 4800- 6450		44.68	Acctg - Wall Hutch 01/19/2021	Small Equipment: Telephones,Chair	N
8 05- 430- 700- 4800- 6810		149.00	MH- Flex Meds Dispenser 01/21/2021	Mh Init - Flex	N
1 05- 430- 710- 3980- 6020		20.00	Bckgrd Check - Daycare 01/02/2021	License & Resource Development	N
5 05- 430- 760- 3040- 6020		64.98	APS Grant - iPad Stylus Pens 01/21/2021	APS Assessment/Investigation	N
5462 Bremer Bank (Elan ACH)		715.45	23 Transactions		
5 Fund Total:		715.45	Health & Human Services	1 Vendors	23 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/12/21 4:07PM
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
33	5462 Bremer Bank (Elan ACH) 10- 923- 000- 0000- 6254		Spectrum Internet 01/20/2021 02/19/2021	45857012021	Utilities	N
	5462 Bremer Bank (Elan ACH)		1 Transactions			
10 Fund Total:			194.98	Trust	1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
2/12/21 4:07PM
21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5462 Bremer Bank (Elan ACH)		93.30	Winch - Piston Bully	64952	Repair & Maintenance Supplies N
32 21- 520- 000- 0000- 6590					
5462 Bremer Bank (Elan ACH)		93.30	1 Transactions		
21 Fund Total:		93.30	Parks	1 Vendors	1 Transactions
Final Total:		0.00	5 Vendors	50 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-1,453.73	General Fund
3	450.00	Road & Bridge
5	715.45	Health & Human Services
10	194.98	Trust
21	93.30	Parks
All Funds	0.00	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Fire Protection Contract with City of Palisade

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kirk Peysar, County Auditor		Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Approve and authorize signatures to the 2022 Fire Protection Contract for the unorganized townships served by the Palisade Fire Department.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve and authorize signatures to the contract with City of Palisade for 2022		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.



CITY OF PALISADE

Palisade Fire Department Agreement of Fire Protection

This Agreement, Made and entered into this 7th day of December, 2020 by and between the City of Palisade, a Municipal corporation of Aitkin County, MN and the Unincorporated Townships of Aitkin County, MN.

WHEREAS, the second party, deeming it advisable to have available for the benefit of the residents said Township, service of the first parties Fire Department, and the Electors of said Town having pursuant to law, provided a fund for furnishing of said service and WHEREAS, the first party has by appropriate action authorized its Mayor and Council Members to enter into a contract with the second party for furnishing of said service. NOW, THEREFORE, it is mutually agreed between the parties hereto, that for a period of ONE YEAR from and after the date hereof, the FIRE DEPARTMENT of the first party will answer any and all fire calls of the residents in the following sections of Unorganized Townships and will respond to such calls with suitable firefighting apparatus manned by at least three members of the Palisade Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said service, second party agrees to pay as following: 50-26 \$1631.83; 51-25 \$296.38; 49-27 \$5295.18; 50-27 \$348.62; 50-25 \$1630.68 = \$9202.69. The amount of \$9202.69 is due and payable by July 1st, 2021.

It is understood and agreed however, that at times weather and road conditions through the various seasons of the year can and no doubt will interfere in the rendering of such service, in which event, failure to furnish the service herein agreed upon, shall not be taken to be a breach of this agreement.

It is further agreed that this contract shall continue to be in effect for a period of not more than ten years with the privilege of cancelling by either party with a written notice within 30 days. Late fees of 1.5% of total agreement will be assessed monthly after due date of July 1st.

CONTRACT DATE: JANUARY 1, 2022 to DECEMBER 31, 2022.

IN WITNESS, WHEREOF, the respective parties have caused this instrument to be executed by respective officers thereof and the respective seals of the parties to be affixed thereto.

CITY OF PALISADE, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN. IN PRESENCE OF:

Carmel Nordstrom
Paul Simon

Rodger Lundgren

UNORGANIZED TOWNSHIPS, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN



Board of County Commissioners Agenda Request



Requested Meeting Date: February 23 2021

Title of Item: Approve Affidavit for Duplicate of Lost Warrants

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Julie Hughes	Department: Treasurer	
Presenter (Name and Title): N/A	Estimated Time Needed: N/A	
Summary of Issue: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Aitkin County Abstract Co, Commissioner Warrant number 70445, dated March 17, 2017 in the amount of \$8.00 Aitkin County Abstract Co, Commissioner Warrant number 83996, dated December 18, 2020 in the amount of 259.00 Reinhart Foodservice, Commissioner Warrant number 83720, dated November 13, 2020 in the amount of 4455.74		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Aitkin County Abstract Co, Commissioner Warrants, 70445 dated 3-17-2017 in the amt of 8.00, 83996, dated 12-18-20 in the amt of 259.00. Reinhart FoodService Commissioner Warrant 83720, dated 11-13-20, in the amt of 4455.74		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.



Board of County Commissioners Agenda Request

29
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: LG214 Premises Permit / Mille Lacs Trails, Inc.

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Gambling Premises Permit - Mille Lacs Trails, Inc.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: See attached proposed Resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LG214 Premises Permit – Mille Lacs Trails, Inc.

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Mille Lacs Trails, Inc., at TJ's Liquor – Malmo Township. This establishment has an address of 22039 321st Ave., Isle, MN 56342.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 2-23-21

Title of Item: Approve MnDOT Agreement No. 1045717

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: John Welle	Department: Highway Department
------------------------------------	--

Presenter (Name and Title): NA	Estimated Time Needed: NA
--	-------------------------------------

Summary of Issue:
SAP 001-598-014, which is a bridge replacement project on County Road 62 over the Sandy River, was awarded as part of Contract 20212 at the January 26, 2021 Board Meeting.

This project was recently awarded a Local Bridge Replacement Program (LBRP) grant as part of the bonding bill passed during the 2020 legislative session. Attached is the MnDOT agreement needed to receive this grant. The amount of the LBRP grant is \$546,417.74, which represents 100% of the eligible bridge replacement costs for this project. By state policy, grant amounts for bridge replacement projects on county roads are typically 100% of eligible bridge costs. The remaining \$181,810.65 cost of this project will be paid using local levy budgeted through the Capital Infrastructure Budget.

Attached is a resolution authorizing the county engineer to execute this agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve attached resolution.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$
Is this budgeted? Yes No *Please Explain:*

**LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP)
 GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.50 and pursuant to Minn. Laws 2020, 5th Special Session, Chapter 3- H.F. 1. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431
 Contact: John Welle – 218-927-7469

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LBRP Funds	Amount of Required Matching Funds	Completion Date
SAP 001-598-014	\$546,417.74	\$181,810.65	June 30, 2022

3. Total Amount of LBRP Grant for all projects under this Agreement: \$ 546,417.74

4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

- Exhibit A Completed Sources and Uses of Funds Schedule
- Exhibit B Project Completion Schedule
- Exhibit C Bond Financed Property Certification
- Exhibit D Grant Application
- Exhibit E Grantee Resolution Approving Grant Agreement
- Exhibit F General Terms and Conditions

5. Additional requirements, if any:

6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
Approval and Certifying Encumbrance

By: _____

Title: State Aid Programs Engineer

Date: _____

Office of Financial Management, Grant Unit

By: _____

Agency Grant Supervisor

Date: _____

OFFICE OF CONTRACT MANAGEMENT

By: _____

Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LBRP	
LBRP Grant	\$546,417.74	Grant Funds:	
Other:		Bridge Construction	\$ 546,417.74
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$ 546,417.74	Subtotal	\$ 546,417.74
Public Entity Funds:		Items paid for with Non-LBRP Grant Funds:	
Matching Funds	\$181,810.65	Bridge removal	\$ 24,193.00
CSAH		Approach Grading	\$ 59,657.65
	\$	Approach Pavement	\$ 97,960.00
	\$		\$
	\$		
Subtotal	\$181,810.65	Subtotal	\$ 181,810.65
TOTAL FUNDS	\$ 728,228.39	TOTAL PROJECT COSTS	\$ 728,228.39

EXHIBIT B

PROJECT COMPLETION SCHEDULE

(Provide for enough time to final the project through the MnDOT state aid pay request process.)

Letting Date of SAP 001-612-023 & SAP 001-598-014 – January 25, 2021

Construction Completion Date of October 15, 2021

Project completion date of June 30, 2022.

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County of Aitkin, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the "Restricted Property") and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Bridge Replacement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20__; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: _____, 20__

Aitkin County Highway Department, a political
subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on Aitkin County Road 62 from the junction of TH 210 located at approximately 0.16 Ft. N and 16.21 Ft. W of the SE Cor. of Sec. 26, T48N, R24W and the intersection of Aitkin County Road 71 located at approximately the SW Cor. of Sec. 1, T48N, R24W.

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project



APPLICATION FOR BRIDGE FUNDS

State of Minnesota - Department of Transportation
State Aid for Local Transportation

Identification	Project Number	SAP 001-598-014	Old Bridge Number	01510
	New Bridge No.	01534	Over	Sandy River
	County of	Aitkin	Road or Street No.	County Road 62
	Township of	Jevne	Road or Street Name	230th Avenue
	Municipality of	NA	Proposed Const Year	2022
	Does the municipality have a population of 5,000 or less? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Eligibility	Local Bridge Planning Index (LPI) <u>53</u>			
	NBI Appraisal Ratings: Deck Geometry <u>7</u> Approach Roadway <u>7</u> Waterway Adequacy <u>8</u>			
	Date of Council/Board action prioritizing this bridge <u>November 26, 2019</u>			
Is this a road-in-lieu of bridge project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
Prioritization	How many people are affected by this deficiency? _____		What is the ADT on this bridge? <u>305</u>	
	Describe the economic importance of replacing this bridge.			
	This bridge is on a local county highway that connects Trunk Highway 210 to Aitkin County State Aid Highway 3 near McGregor. The route is used by the public to access private property and is an important route for the transport of agricultural, aggregate, and forest products.			
	Is the road designated or planned to be designated as a Minimum Maintenance road? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <small>(Attach additional sheets for explanation if necessary)</small>			
	Is the township net tax capacity less than \$300,000? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Is the bridge listed on the National Register of Historic Places or been determined to be eligible? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				
National Register of Historic Places link here: http://www.nps.gov/history/nr/research/				
Cost Estimate		Eligible Amount		Ineligible Amount
	Structure Costs	\$ 533,753		\$
	Approach Costs	\$		\$ 146,237
	Engineering Costs	\$		\$
	Total Costs	\$ 533,753		\$ 146,237
	Total Project Cost		\$ 679,990	
County/City Engineer		Date		
		September 9, 2020		
DSAE	DISTRICT STATE AID ENGINEER RECOMMENDATION			
	Replace <input checked="" type="checkbox"/>	Defer <input type="checkbox"/>	 District State Aid Engineer Signature	
				Date <u>9/14/20</u>
Approval	STATE AID USE ONLY		Federal-Aid	\$
			State-Aid	\$
			Local/Other	\$
			Town Bridge	\$
			Unallocated Town Bridge	\$
			State Bridge Funds	\$
		Total	\$	

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED November 26, 2019

By Commissioner: Westerlund

20191126-097

Bridge Priority

WHEREAS, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

WHEREAS, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Aitkin County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Existing Bridge Number	Road Number	Section/ Township/ Range	Project Cost	State-Aid Funds	Town Bridge Funds	Local Funds	Local Bridge Replacement Program Funds	Program Year
NA	CSAH 5	23-48N-25W	\$170,000	\$100,000			\$70,000	2020
01503	CSAH 14	19-50N-22W	\$284,000	\$184,000			\$100,000	2020
L2357	490 th Lane Waukenabo Twp	15-49N-26W	\$160,000		\$150,000	\$10,000		2020
NA	420 th Avenue Farm Island Twp	26-46N-27W	\$105,000		\$95,000	\$10,000		2021
1507	CSAH 12	16-46N-26W	\$600,000	\$365,000			\$235,000	2021
88100	CSAH 11	6-45N-27W	\$150,000	\$75,000			\$75,000	2022
01505	CSAH 18	7-50N-24W	\$975,000	\$565,000			\$410,000	2022
01510	CR 62	13-48N-24W	\$650,000			\$150,000	\$500,000	2022
01508	CSAH 5	14-47N-25W	\$735,000	\$415,000			\$320,000	2023
7375	CR 54	17-47N-26W	\$450,000			\$100,000	\$350,000	2023

FURTHERMORE, Aitkin County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Bridge Replacement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LBRP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LBRP Grant” - means a grant from MnDOT to the Public Entity under the LBRP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LBRP” - means the Local Bridge Replacement Program pursuant to Minn. Stat. Sec. 174.50 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LBRP Grant” - means the portion of the LBRP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LBRP grant.

“Public Entity” - means the grantee of the LBRP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II GRANT

Section 2.01 Grant of Monies. MnDOT shall make the LBRP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 Public Ownership, The Public Entity acknowledges and agrees that the LBRP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 Use of Grant Proceeds. The Public Entity shall use the LBRP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) constructing or reconstructing a bridge, (ii) preliminary engineering and environmental studies authorized under Minn. Stat. Sec. 174.50, subdiv. 6a, (iii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iv) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient. The Public Entity shall not use the LBRP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement. .

Section 2.04 Operation of the Real Property. The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LBRP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LBRP Grant or the disbursement of the LBRP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.

- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.
- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LBRP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 Event(s) of Default. The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LBRP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.

- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.
- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LBRP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LBRP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 **Remedies.** Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LBRP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LBRP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor

of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LBRP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LBRP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LBRP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LBRP Grant shall terminate. In such event, (i) if none of the LBRP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LBRP Grant and the Agreement will terminate, and (ii) if some but not all of the LBRP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LBRP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LBRP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

**Article III
COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER**

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LBRP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

A. It will not use the Real Property or use or invest the LBRP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.

- B. It will deposit and hold the LBRP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.
- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LBRP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 Changes to G.O. Compliance Legislation or the Commissioner’s Order. If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 The Advances. MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LBRP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LBRP Grant. If the amount of LBRP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LBRP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LBRP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LBRP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LBRP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section

5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 **Draw Requisitions.** Whenever the Public Entity desires a disbursement of a portion of the LBRP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 **Additional Funds.** If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LBRP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LBRP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the "Delegated Contract Process or State Aid Payment Request" as requested and approved by the appropriate district state aid engineer.

Section 4.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 Condemnation. If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by

any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 Choice of Law and Venue. All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 Severability. If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 Matching Funds. Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 Sources and Uses of Funds. The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 Project Completion Schedule. The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 Third-Party Beneficiary. The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 Public Entity Tasks. Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 Data Practices. The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 Non-Discrimination. The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 Worker's Compensation. The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 Antitrust Claims. The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 Prevailing Wages. The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 Entire Agreement. The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 E-Verification. The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Section 5.25 Telecommunications Certification. If federal funds are included in Exhibit A, by signing this agreement Public Entity certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), Public Entity does not and will not use any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Public Entity will include this certification as a flow down clause in any contract related to this agreement.

Section 5.26 Title VI/Non-discrimination Assurances. Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

Approve MnDOT Agreement No. 1045717

WHEREAS, the County of Aitkin has applied to the Commissioner of Transportation for a Grant from the Minnesota State Transportation Fund for construction of SAP 001-598-014, and

WHEREAS, the Commissioner of Transportation has given notice that funding for this local road improvement project is available, and

WHEREAS, the amount of the Grant has been determined to be \$546,417.74.

NOW, THEREFORE BE IT RESOLVED, that the County of Aitkin does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required.

BE IT FURTHER RESOLVED, that the Aitkin County Engineer is authorized to execute the Agreement and any amendments to the Agreement.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: 2-23-21

Title of Item: Approve MnDOT Agreement No. 1045718

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: <p>SAP 001-612-023, which is a bridge replacement project on County State-Aid Highway 12 over the Ripple River, was awarded as part of Contract 20212 at the January 26, 2021 Board Meeting.</p> <p>This project was recently awarded a Local Bridge Replacement Program (LBRP) grant as part of the bonding bill passed during the 2020 legislative session. Attached is the MnDOT agreement needed to receive this grant. The amount of the LBRP grant is \$327,155.68, which represents 50% of the eligible bridge replacement costs for this project. By state policy, grant amounts for bridge replacement projects on county state-aid highways are typically 50% of eligible bridge costs. The remaining \$449,536.78 cost of this project will be paid using county state-aid highway construction funds budgeted through the Capital Infrastructure Budget.</p> <p>Attached is a resolution authorizing the county engineer to execute this agreement.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve attached resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

**LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP)
 GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.50 and pursuant to Minn. Laws 2020, 5th Special Session, Chapter 3- H.F. 1. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431
 Contact: John Welle – 218-927-7469

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LBRP Funds	Amount of Required Matching Funds	Completion Date
SAP 001-612-023	\$327,155.68	\$449,536.78	June 30, 2022

3. Total Amount of LBRP Grant for all projects under this Agreement: \$ 327,155.68

4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

- Exhibit A Completed Sources and Uses of Funds Schedule
- Exhibit B Project Completion Schedule
- Exhibit C Bond Financed Property Certification
- Exhibit D Grant Application
- Exhibit E Grantee Resolution Approving Grant Agreement
- Exhibit F General Terms and Conditions

5. Additional requirements, if any:

6. Any modification of this Agreement must be in writing and signed by both parties.

(The remaining portion of this page was intentionally left blank.)

PUBLIC ENTITY (GRANTEE)

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
Approval and Certifying Encumbrance

By: _____

Title: State Aid Programs Engineer

Date: _____

Office of Financial Management, Grant Unit

By: _____
Agency Grant Supervisor

Date: _____

OFFICE OF CONTRACT MANAGEMENT

By: _____
Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LBRP	
LBRP Grant	\$327,155.68	Grant Funds:	
Other:		Bridge Construction	\$ 327,155.68
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$ 327,155.68	Subtotal	\$ 327,155.68
Public Entity Funds:		Items paid for with Non-LBRP Grant Funds:	
Matching Funds	\$449,536.78	Bridge Removal	\$ 17,421.00
CSAH		Approach Grading	\$ 36,945.10
	\$	Approach Pavement	\$ 68,015.00
	\$	Bridge Construction	\$ 327,155.68
	\$		
Subtotal	\$449,536.78	Subtotal	\$ 449,536.78
TOTAL FUNDS	\$ 776,692.45	TOTAL PROJECT COSTS	\$ 776,692.45

EXHIBIT B

PROJECT COMPLETION SCHEDULE

(Provide for enough time to final the project through the MnDOT state aid pay request process.)

Letting Date of SAP 001-612-023 & SAP 001-598-014 – January 25, 2021

Construction Completion Date of October 15, 2021

Project completion date of June 30, 2022.

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County of Aitkin, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the "Restricted Property") and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Bridge Replacement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20____; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: _____, 20____

Aitkin County Highway Department, a political
subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on Aitkin County State-Aid Highway 12 from the north junction of TH 47 located at approximately 1649.85 Ft. N and 524.31 Ft. E of the SW Cor. of Sec. 30, T47N, R26W and the south junction of TH 47 located at approximately 15 Ft. S of the SE Cor. of Sec. 32, T46N, R25W.

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project



APPLICATION FOR BRIDGE FUNDS

State of Minnesota - Department of Transportation
State Aid for Local Transportation

Identification

Project Number SAP 001-612-023 Old Bridge Number 01507
 New Bridge No. 01533 Over Ripple River
 County of Aitkin Road or Street No. CSAH 12
 Township of Nordland Road or Street Name Deer Street
 Municipality of _____ Proposed Const Year 2021
 Does the municipality have a population of 5,000 or less? Yes No

Eligibility

Bridge Sufficiency Rating 70.5 Is this bridge hydraulically deficient? Yes No
 Adequacy Status from Structure Inventory Structurally Deficient Functionally Obsolete Adequate
 Date of Council/Board action prioritizing this bridge Nov. 26, 2019
 Is this a road-in-lieu of bridge project? Yes No

Prioritization

How many people are affected by this deficiency? _____ What is the ADT on this bridge? 550
 Describe the economic importance of replacing this bridge.

This route is a major collector, is a primary route between Aitkin and Glen, and serves as access to several area lakes. The route is used by the public to access both private and public lands, buses and all types of trucking.

 Is the road designated or planned to be designated as a Minimum Maintenance road? Yes No
 (Attach additional sheets for explanation if necessary)
 Is the township net tax capacity less than \$300,000? Yes No
 Is the bridge listed on the National Register of Historic Places or been determined to be eligible? Yes No
 National Register of Historic Places link here: <http://www.nps.gov/history/nr/research/>

Cost Estimate

	Eligible Amount	Ineligible Amount
Structure Costs	\$ 609,810.00	\$
Approach Costs	\$	\$ 103,877.50
Engineering Costs	\$	\$
Total Costs	\$ 609,810.00	\$ 103,877.50
Total Project Cost	\$ 713,687.50	

County/City Engineer *Jahn Welle* Date 2-18-20

DSAE DISTRICT STATE AID ENGINEER RECOMMENDATION

Replace Defer _____
 District State Aid Engineer Signature *[Signature]* Date 3/13/20

Approval

STATE AID USE ONLY	Federal-Aid	\$
	State-Aid	\$
	Local/Other	\$
	Town Bridge	\$
	Unallocated Town Bridge	\$
	State Bridge Funds	\$
	Total	\$

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED November 26, 2019

By Commissioner: Westerlund

20191126-097

Bridge Priority

WHEREAS, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

WHEREAS, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Aitkin County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Existing Bridge Number	Road Number	Section/ Township/ Range	Project Cost	State-Aid Funds	Town Bridge Funds	Local Funds	Local Bridge Replacement Program Funds	Program Year
NA	CSAH 5	23-48N-25W	\$170,000	\$100,000			\$70,000	2020
01503	CSAH 14	19-50N-22W	\$284,000	\$184,000			\$100,000	2020
L2357	490 th Lane Waukenabo Twp	15-49N-26W	\$160,000		\$150,000	\$10,000		2020
NA	420 th Avenue Farm Island Twp	26-46N-27W	\$105,000		\$95,000	\$10,000		2021
1507	CSAH 12	16-46N-26W	\$600,000	\$365,000			\$235,000	2021
88100	CSAH 11	6-45N-27W	\$150,000	\$75,000			\$75,000	2022
01505	CSAH 18	7-50N-24W	\$975,000	\$565,000			\$410,000	2022
01510	CR 62	13-48N-24W	\$650,000			\$150,000	\$500,000	2022
01508	CSAH 5	14-47N-25W	\$735,000	\$415,000			\$320,000	2023
7375	CR 54	17-47N-26W	\$450,000			\$100,000	\$350,000	2023

FURTHERMORE, Aitkin County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Bridge Replacement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LBRP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LBRP Grant” - means a grant from MnDOT to the Public Entity under the LBRP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LBRP” - means the Local Bridge Replacement Program pursuant to Minn. Stat. Sec. 174.50 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LBRP Grant” - means the portion of the LBRP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LBRP grant.

“Public Entity” - means the grantee of the LBRP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II GRANT

Section 2.01 Grant of Monies. MnDOT shall make the LBRP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 Public Ownership, The Public Entity acknowledges and agrees that the LBRP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 Use of Grant Proceeds. The Public Entity shall use the LBRP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) constructing or reconstructing a bridge, (ii) preliminary engineering and environmental studies authorized under Minn. Stat. Sec. 174.50, subdiv. 6a, (iii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iv) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient. The Public Entity shall not use the LBRP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement. .

Section 2.04 Operation of the Real Property. The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LBRP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LBRP Grant or the disbursement of the LBRP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.

- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.
- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LBRP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 Event(s) of Default. The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LBRP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.

- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.
- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LBRP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LBRP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 Remedies. Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LBRP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LBRP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor

of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LBRP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LBRP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LBRP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LBRP Grant shall terminate. In such event, (i) if none of the LBRP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LBRP Grant and the Agreement will terminate, and (ii) if some but not all of the LBRP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LBRP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LBRP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

**Article III
COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER**

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LBRP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

A. It will not use the Real Property or use or invest the LBRP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.

- B. It will deposit and hold the LBRP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.
- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LBRP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 **Changes to G.O. Compliance Legislation or the Commissioner’s Order.** If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 **The Advances.** MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LBRP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LBRP Grant. If the amount of LBRP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LBRP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LBRP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LBRP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LBRP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section

5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 **Draw Requisitions.** Whenever the Public Entity desires a disbursement of a portion of the LBRP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 **Additional Funds.** If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LBRP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LBRP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 **Processing and Disbursement of Advances.** The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the "Delegated Contract Process or State Aid Payment Request" as requested and approved by the appropriate district state aid engineer.

Section 4.06 **Construction Inspections.** The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 **Insurance.** If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 Condemnation. If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by

any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 Choice of Law and Venue. All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 Severability. If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 Matching Funds. Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 Sources and Uses of Funds. The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 Project Completion Schedule. The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 Third-Party Beneficiary. The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 Public Entity Tasks. Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 Data Practices. The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 Non-Discrimination. The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Section 5.25 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this agreement Public Entity certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), Public Entity does not and will not use any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Public Entity will include this certification as a flow down clause in any contract related to this agreement.

Section 5.26 **Title VI/Non-discrimination Assurances.** Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

Approve MnDot Agreement No. 1045718

WHEREAS, the County of Aitkin has applied to the Commissioner of Transportation for a Grant from the Minnesota State Transportation Fund for construction of SAP 001-612-023, and

WHEREAS, the Commissioner of Transportation has given notice that funding for this local road improvement project is available, and

WHEREAS, the amount of the Grant has been determined to be \$327,155.68.

NOW, THEREFORE BE IT RESOLVED, That the County of Aitkin does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required.

BE IT FURTHER RESOLVED, That the Aitkin County Engineer is authorized to execute the Agreement and any amendments to the Agreement.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: February 23, 2021

Title of Item: Closing of FUND 17

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input checked="" type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*
<i>*provide copy of hearing notice that was published</i>		

Submitted by: Kathleen Ryan, CFO	Department: Auditor
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Presenter (Name and Title): Kathleen Ryan, CFO	Estimated Time Needed:
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Summary of Issue:
Closing of Fund 17 Act-Now Grant

Dear Commissioners,

I closed FUND 17 for year end 2020.

After review of the trial balance I discovered FUND 17 had balance sheet accounts with balances. However, the Act-Now Grant has been closed for over 10 years. Per discussion with the Auditors, it was decided the best action would be to zero out the accounts. The cash balance was transferred to the General Fund many years ago.

This is notice of the closing of FUND 17.

Thank you.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No Please Explain:



Board of County Commissioners Agenda Request

3A
 Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: American Peat Technology & Brother Justus Whiskey Company Presentation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Peggy Jones, American Peat Technology	Estimated Time Needed: 10 Minutes
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Summary of Issue:

American Peat Technology (APT) has entered into a supply agreement with Brother Justus Whiskey Company (BJWC) to provide granular peat for making distilled spirits. BJWC is a micro-distiller that has developed a process to make a cold-peated whiskey using Minnesota resources and innovation. One of those Minnesota resources is peat. The process of making the peated whiskey is called the Aitkin County Process, and it was developed through the use of APT's granular peat media. The cold-peating process is an entirely new way of making peated spirits, and has the potential to create an entirely new type of spirit worldwide. APT & BJWC would like to introduce the county audience to Brother Justice, the APT/BJWC partnership and the Aitkin County Process.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Discussion Only

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No Please Explain:



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Talon Metals Presentation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert	Department: Administration	
Presenter (Name and Title): Jessica Johnson		Estimated Time Needed: 20 min.
Summary of Issue: A presentation will be made updating the Board on Talon Metals activities.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Approve Recycling Agreement/Contract

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Terry Neff	Department: Environmental Services
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Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed: 10 minutes
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Summary of Issue:

On February 9, 2021, the Aitkin County Board of Commissioners accepted the Request for Proposal from Waste Management (WM) for operation of the Aitkin County Recycling Center and Unattended Recycling Drop off locations. The Board also approved of entering into a contract with WM (contract will be e-mail upon receipt).

Alternatives, Options, Effects on Others/Comments:

To deny the request would require Aitkin County to staff, purchase equipment and operate the recycling center and unattended recycling drop off locations.

Recommended Action/Motion:

Approve the Recycling Agreement/Contract with Waste Management and authorize the Board Chairs signature on the Recycling Agreement/Contract.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ \$150,000

Is this budgeted? Yes No *Please Explain:*

Recycling Agreement is budgeted for 2021. Any excess in costs can be used from the Solid Waste Reserve Account.



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: On, Off & Sunday Liquor License - Sheryl Ruhnke, dba Prairie River Retreat

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kirk Peysar		Department: Auditor
Presenter (Name and Title): Kirk Peysar, Auditor		Estimated Time Needed: 5 mins
Summary of Issue: <p style="text-align: center;">Application for County On, Off & Sunday Liquor License for 2021: Sheryl Marie Ruhnke, d/b/a Prairie River Retreat</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: <p style="text-align: center;">Proposed Resolution to approve Liquor License</p>		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

On, Off & Sunday Liquor License - Sheryl Ruhnke, dba Prairie River Retreat

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2021:

“ON”, “OFF” and “SUNDAY” Sale:

Sheryl Marie Ruhnke, d/b/a **Prairie River Retreat** – Shamrock Township
This establishment has an address of 51272 Lake Ave, McGregor, MN 55760

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: 2/23/2021

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: HR
Presenter (Name and Title): Bobbie Danielson, HR Director, and Rich Courtemanche, Land Commissioner		Estimated Time Needed: 15 minutes
Summary of Issue: The Personnel Committee unanimously recommends: 1. Authorize hiring a full-time LLCC Manager. This is a budgeted position. Reverting from co-management style (Land Cmsr, Business Mgr, and Education Mgr) back to one LLCC manager. Grade 12, \$64,450.88/year starting salary. Rich Courtemanche will be present to discuss departmental needs. Job description attached. Current LLCC staff include: Anthony Miller, FT Utility Maint Custodian Pam Brand, PT Instructor Naturalist (School Year Position, not required to live on site). On Furlough. Joel Hoppe, FT Food Service Coordinator. On Furlough. Connie Proctor, PT Office Assistant I. On Furlough, recalling for limited part-time work activities. Maitelyn Knudsen, PT Dishwasher/Housekeeper. Not scheduled to work at this time. Renee Gervais, PT Cook. Not scheduled to work at this time. Vacant: FT* Instructor Naturalist (School Year Position, not required to live on site). *Prior FT Naturalist/Program Mgr. Vacant: Substitute Instructor Naturalists (School Year Positions, not required to live on site) Vacant: Substitute Cook Vacant: Seasonal Naturalists (N.E.A.T. Summer Only Positions, is required to live on site) Vacant: FT Education Manager and FT Business Manager / proposing FT LLCC Manager w/rest to be determined.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to authorize hiring a full-time LLCC Manager.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Grade 12, \$64,450.88/year starting salary + benefits. Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Rich Courtemanche will be present to discuss in further detail with the Board.		



Position Description

LLCC MANAGER

Department Land Department
Location Long Lake Conservation Center
Grade Grade 12
Reports to Land Commissioner
FLSA Status Exempt
Union Status Non-union

Final Appointing Authority

This position shall not be filled until final approval of the County Administrator. All offers of employment are made in writing by the Human Resources Department.

Job Summary

To manage, plan, evaluate and supervise all functions of the Long Lake Conservation Center and to develop and implement all marketing and communication efforts conducted on behalf of the organization, consistent with its mission and goal of being a self funded organization.

Supervision Received

Employees working in this job class work under administrative direction and are free to plan, develop, and organize all phases of the work necessary for its completion within broad program guidance. Generally, they develop and utilize procedures and methods that do not conflict with major organization policies.

Supervision Exercised

Manages the Instruction Coordinator who oversees the LLCC Education Department and staff, the Food Service Coordinator who oversees the kitchen staff, and the Maintenance Coordinator who oversees the maintenance staff. Also directly supervises clerical support staff and volunteers.

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include planning, assigning, and directing work; appraising performance; addressing complaints; training and rewarding employees. Responsibilities also include, in collaboration with the Human Resources Department, interviewing, hiring, implementing performance improvement plans, disciplining employees, suspension, termination, and resolving grievances.

Essential Functions

This position description is not intended to be all-inclusive. Employee may perform other essential and nonessential functions as assigned or apparent to meet the ongoing needs of the department and organization. Regular attendance is an essential requirement of this position.

1. Marketing

- a. Creates a marketing plan to increase awareness, name recognition, brand recognition, and reputation in and out of the community. Defines and revitalizes the mission statement to



Position Description

more clearly reflect the activities, programming, and purpose of the facility, and to protect the current marketplace position and direction of the organization.

- b. Recruits schools and other client groups. Identifies and secures alternative programming and new client markets, including but not limited to school, summer camp, adult/family, and community education programming, and county park functions. Explores new programming opportunities to determine feasibility, develops contact information, secures training, assists in the implementation of new legislation, and identifies key partnerships that need to be cultivated and nourished for the good of LLCC now and in the future.
 - c. Employs bold marketing strategies to enhance the image of LLCC, assists in modernizing current programming and develops future programming to ensure future sustainability and profitability.
 - d. Unites LLCC foundation members, Natural Resource Advisory Committee members, County Commissioners, LLCC staff and management team, clients, business owners, volunteers, and the public who can promote and support the facility's goals and objectives. Solicits advertising distributed publications, links on the website, and other communication opportunities.
 - e. Creates an Awareness/Public Relations Campaign including research, adaptation, implementation, and evaluation. Includes identifying the target audience, consistent branding, and building relationships. Takes affordability into account.
 - f. Updates and maintains consistent branding on items that are sent out into the community from LLCC, including but not limited to brochures, rack cards, employee business cards and other printed materials. Utilizes added color, crisp photographs, and includes a clearly stated mission and logo. Utilizes volunteers and LLCC supporters to assist with distribution.
 - g. Maintains monthly contact with media outlets. Advertises and creates a consistent presence listing activities and happenings at LLCC, including in newspapers, on community calendars, website and social media outlets, and disperses to radio and television stations citing events at the facility. Speaks as a guest on KKin radio community connection show at least once per quarter, or as frequently allowed by KKin. May also speak on local radio and TV promoting events at the facility when the opportunity arises. Creates and distributes press releases describing the recaps of events and activities.
2. General Business Management
- a. Develops and recommends long- and short-range objectives, policies and plans designed to produce the most profitable results attainable.
 - b. Leads the organization and fulfills the goals which Aitkin County has set forth for LLCC.
 - c. Prepares for the future sustainability of the facility by creating a solid foundation for growth and continued success by exploring new markets, cultivating a more active Foundation to establish a sustainable base, researching grant and scholarship opportunities for new and existing clients, marketing to more schools, developing a strategic plan for the future, recommending additional staff to accommodate new programming, providing staff training in outreach/communications, social media, writing blogs, etc.
 - d. Coordinates activities in connection with renaming the facility so the name accurately describes what happens at LLCC, creating a new logo, and installing destination signage and billboard advertising.



Position Description

- e. Coordinates Web design and updates, creates brochures, promotes regular facility use, community involvement, and performs public relations activities, namely managing the flow of information between LLCC and the public. Improves LLCC's online presence, automates internal forms and processes, establishes online enrollments and registration, enhances technology, and coordinates staff technological training.
 - f. Utilizes multiple social media outlets (i.e., Facebook, Twitter, YouTube, Flickr, etc.) and the website to build awareness, strengthen relationships with clients, prospects, and influencers, better understand customers, improve customer service, identify new programming or service ideas, increase website traffic, improve search engine rankings, and generate organizational growth. Creates or coordinates preparation of online newsletters and blogs, videos, photos, and audio. Maintains current information on all sites.
 - g. Cultivates a strong relationship with the surrounding local communities to show a connection and willingness to be involved, and in turn creating an opportunity for the community to take ownership and pride in the facility. Increases LLCC visibility by speaking year round at civic organizations, town hall meetings, city meetings, county meetings, Chambers of Commerce functions, mayoral meetings, clubs, and community gatherings.
 - h. Establishes a volunteer pool that can be utilized for a variety of tasks, including support for family activities held at LLCC throughout the year.
 - i. Annually performs a competitive analysis to gather information about competitors and other RELC services and prices, as well as to assess LLCC's strengths and weaknesses in the market. Competes vigorously, but in a spirit of fair play, with respect for competitors. Performs research related facility improvements and other recreational offerings that may set LLCC apart from the competition at an advantage. Strives to meet the needs of the new generation of students, taking into consideration K-12, parents, teachers, as well as meeting, event, and special occasion planners. [Currently there are six Residential Environmental Learning Centers in Minnesota. Eagle Bluff, LLCC, Laurentian, Wolf Ridge, Osprey Wild, and Deep Portage.]
 - j. Oversees broad educational programming activities, ensuring fun, interactive, and challenging educational programs that incorporate the latest developments and trends intended to retain current student's focus and attention. Authorizes new recreational activities and programs focused on meeting educational standards set forth by law, focusing on curricular areas such as math, science, engineering, and technology, yielding greater potential for funding possibilities. Maintains LLCC's accreditation as a Special Purpose School.
 - k. Ensures operational efficiency of the building maintenance and food service programs to make certain safe, quality services and goods are provided at the lowest possible cost. Ensures all facilities meet applicable codes and safety requirements.
 - l. Strengthens the LLCF Foundation by recruiting board members with strong connections respective to their communities, both within Aitkin County and outside of the greater Aitkin County area who have a keen interest in environmental education, who are exceptional at asking people for support, and who have effective fundraising experience. Coordinates periodic board member training to ensure quality skill development over the long term.
3. Financial
- a. Strengthens future sustainability by securing additional and continual funding and support for the facility and develops a stronger and more active LLCF Foundation Board to support the



Position Description

mission, goals, and purpose of the facility. The LLCC Foundation is designated as a 501(c)3 nonprofit organization. Builds a strong relationship with grant writing and other foundations that support and help fund teachers and schools and outdoor learning.

- b. Submits realistic budgets, as required, reflecting the anticipated income and/or expenditures of the organization; administers activities within approved budgets. Provides a quarterly financial report and presentation to the County Board of Commissioners concerning programming, facilities, and general operations.
 - c. Organizes LLCC fundraising campaigns.
4. Personnel
- a. Assigns responsibility clearly so that staff know what they are expected to do, the extent of their authority, and the standards by which they will be evaluated; provides adequate guidance, counsel and supervision but gives staff sufficient authority to carry out their assignments and make decisions.
 - b. Establishes and maintains regular two-way communications with all staff on policies, procedures or changes; holds regular meetings with staff; keeps them informed and gives them an opportunity to bring up matters which concern them; serves as a good source of information about LLCC and a good listener when employees present questions, problems or ideas.
 - c. Adheres to collective bargaining agreements, county policies and procedures, and applicable laws, including timely/accurate reporting and consistent/uniform administration of EEO, FLSA, FMLA, ADA, Workers' Compensation and Return to Work programs, in close collaboration with the Human Resources Department. Completes departmental new hire orientations promptly and staff performance appraisals in accordance with county policy.
 - d. Conducts business in accordance with the Open Meeting law.
 - e. Serves as the Minnesota Government Data Practices Act Responsible Authority at LLCC. Appropriately responds to requests for government data. Maintains data in accordance with records retention schedules.
 - f. Coordinates annual fire, tornado, and emergency practice drills at LLCC.
 - g. Attend meetings, conferences, and continuing education courses as needed.
- Performs other related duties as assigned or apparent.



Position Description

Minimum Qualifications

Requires a Bachelor's degree in Marketing (preferred), Business Management, Communications, Environmental and Technological Studies, or a related field, plus three (3) or more years related experience; or an equivalent combination of education and experience sufficient to perform the essential functions of the position. Educational/teaching background beneficial. Valid Minnesota driver's license.

Superior oral and written communication skills, public speaking skills, advanced technology skills, and a very strong work ethic are required. Prior marketing and fundraising experience is beneficial. Must be able to work flexible hours, including some evenings and weekends.

Employment reference checks and a criminal background check, including fingerprinting, will be performed as part of the pre-employment process.

On-site housing is an option for incumbent, spouse, and child(ren), if desired. This is voluntary. If interested, candidates may inquire about details at time of interview.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. County and departmental policies, procedures, and practices.
2. Knowledge of Federal, State, and local laws, rules, and regulations relevant to the work performed in this position.
3. Considerable knowledge of current business management and marketing principles and practices, including advanced knowledge of technology and social media outlets used today.

Skill in:

1. Communication and interpersonal skills as applied to interaction with coworkers, supervisor, and the general public sufficient to exchange or convey information and to receive work direction.
2. Leadership skills that include communication, marketing, promotion, and accessibility.
3. Grant writing and fundraising skills and techniques sufficient to obtain revenue to supplement operations.
4. Superior oral and written communication skills.
5. Basic accounting skills sufficient to prepare and monitor the annual budget.
6. Preparing and making presentations to small and large groups.
7. Reading, writing, and speaking English proficiently.
8. Organizing and prioritizing work.
9. Typing skill sufficient to complete 35 net words per minute or higher. Up-to-date computer and technology skills sufficient to produce correspondence, create interactive forms, professional brochures, spreadsheets, perform internet research, efficiently utilize a variety of social media outlets for marketing purposes, teleconferencing, video conferencing, learn new software quickly and adapt to ever-evolving technology.



Position Description

Ability to:

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat all county staff and guests with respect, honesty, and consideration.
2. Establish and maintain effective working relationships with coworkers, supervisors, subordinates, and a willingness to get involved with the community and small businesses to work together for the benefit of all.
3. Must be able to travel and work in excess of standard hours when necessary, as well as be able to operate a vehicle safely in all types of weather.
4. Strong self-initiative and the ability to work independently.
5. Maintain confidentiality.

Language Skills

Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, financial reports, legal documents, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to respond to common inquiries or complaints from customers, regulatory agencies, or members of the business community. Ability to write speeches and articles for publication that conform to prescribed style and format. Ability to effectively present information to top management, public groups, and/or governing boards.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Ability to calculate figures and amounts such as discounts, interest, and volume.

Reasoning Skills

Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills

To perform this job successfully, an individual should be proficient at using the following:

County Payroll Software/E-time, Microsoft Word, Excel, Outlook, PowerPoint, Publisher, Internet, Facebook, Twitter, YouTube, Flickr, and other job-related programs and software.

Ability to Travel

Occasional travel in and out of Aitkin County is required for attending conferences, meetings, and when visiting other sites (schools, potential clients, etc.).

Competencies

To perform the job successfully, an individual should consistently demonstrate the following competencies (definitions attached or available upon request):



Position Description

Ethics, attendance/punctuality, safety and security, dependability, analytical, design, problem solving, project management, technical skills, customer service, interpersonal skills, oral communication, written communication, teamwork, change management, delegation, leadership, managing people, quality management, business acumen, cost consciousness, diversity, organizational support, judgment, motivation, planning/organizing, professionalism, quality, quantity, adaptability, initiative, strategic thinking, visionary leadership, innovation, flexibility, and crisis management.

Work Environment

The noise level in the work environment is usually quiet to moderate.

Equipment and Tools

Computer, copier, fax, telephone, printer, 10-key calculator, shredder, county-owned vehicles, and personal vehicle (requires proof of insurance on file). May also use a variety of recreational and educational tools and equipment.

Physical Activities/Requirements

Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, carrying, use of fingers, grasping, talking, hearing, seeing, and repetitive motions. Must have the ability to lift and/or carry up to 30 pounds.

While performing the duties of this job, the employee performs light work, exerting up to 30 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

Working safely is a condition of employment. Aitkin County is a drug-free workplace.

Disclaimer

The above statements are intended to describe the general nature and level of the work being performed by employees assigned to this job classification. This is not an exhaustive list of all duties and responsibilities. Aitkin County reserves the right to amend and change responsibilities to meet organizational needs as necessary. This job description does not constitute an employment agreement between the employer and employee.

Reasonable Accommodation Notice

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

02/08/2021

[insert mission statement]

ADS1
2/4/21 2:34PM

19 FUND Long Lake Conservation Center

Aitkin County

USER- SELECTED BUDGET REPORT



Report Basis: Cash

			ADOPTED
			<u>2021</u>
<u>Account Number</u>	<u>Account Description</u>		
521	DEPT	LLCC Administration	
19- 521- 000- 0000- 5751		Contributions- Unrestricted	1,000 -
19- 521- 000- 0000- 5840		Misc Receipts	75,000 -
19- 521- 000- 0000- 5861		Insurance Proceeds/Dividends	4,576 -
19- 521- 000- 0000- 6101		Salaries- Full Time	97,592
19- 521- 000- 0000- 6124		Medicare- Employer 1.45%	1,326
19- 521- 000- 0000- 6148		Employer Deduct Contribution- HS/	5,520
19- 521- 000- 0000- 6150		Health Insurance- Employer	25,749
19- 521- 000- 0000- 6152		Life Insurance- Employer	150
19- 521- 000- 0000- 6154		Long Term Disability- Employer	239
19- 521- 000- 0000- 6159		Pera Co- Or 7.25%	6,859
19- 521- 000- 0000- 6165		Fica- Employer 6.20%	5,670
19- 521- 000- 0000- 6231		Services, Labor, Contracts	11,460
19- 521- 000- 0000- 6240		Dues/Assoc Fees	1,240
19- 521- 000- 0000- 6250		Telephone	8,400
19- 521- 000- 0000- 6254		Utilities	32,900
19- 521- 000- 0000- 6255		Garbage	420
19- 521- 000- 0000- 6352		Insurance	10,440
19- 521- 000- 0000- 6374		Auto & Trailer License	100
DEPT	521	LLCC Administration	
		Revenue	80,576 -
		Expend.	208,065
		Net	127,489
524	DEPT	LLCC Maintenance	
19- 524- 000- 0000- 6302		Vehicle Maintenance	500
19- 524- 000- 0000- 6422		Janitorial Services/Supplies	11,105
19- 524- 000- 0000- 6511		Gas And Oil	900
19- 524- 000- 0000- 6590		Repair & Maintenance Supplies	11,000
DEPT	524	LLCC Maintenance	
		Revenue	0
		Expend.	23,505
		Net	23,505
525	DEPT	LLCC Capital Improvement	
19- 525- 000- 0000- 6601		Capital Outlay- Non Marcum House	5,000
19- 525- 085- 0000- 5867		Rental Income- Cap Improv.Resider	7,200 -
DEPT	525	LLCC Capital Improvement	
		Revenue	7,200 -
		Expend.	5,000
		Net	2,200 -

ADS1
2/4/21 2:34PM

Aitkin County

USER- SELECTED BUDGET REPORT



19 FUND Long Lake Conservation Center

Report Basis: Cash

			ADOPTED
			<u>2021</u>
<u>FUND</u>	<u>Account Number</u>	<u>Account Description</u>	
	19	Long Lake Conservation Center	Revenue 87,776 -
			Expend. 236,570
			Net 148,794



Board of County Commissioners Agenda Request

7A
 Agenda Item #

Requested Meeting Date: 2-23-21

Title of Item: Resolutions - LRIP Grant Applications

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 10 minutes
Summary of Issue: <p>The 2020 Legislature in the 5th Special Session appropriated \$75 million to the Local Road Improvement Program (LRIP) as part of the bonding bill. These funds are available to fund improvements on city, township, and county roads throughout Minnesota. Grant applications are currently being accepted by the Minnesota Department of Transportation for eligible local projects through March 3, 2021.</p> <p>Attached are resolutions supporting the application of LRIP grants for two projects that are currently in the Aitkin County Capital Road Improvement Plan. S.A.P 001-617-004 is a bituminous resurfacing project on CSAH 17 scheduled for 2022 and S.P. 001-611-003 is a shoulder widening/bituminous surfacing project on CSAH 11 scheduled for 2023.</p> <p>Also attached are project sponsor resolutions that have been requested by the following city/townships for their application for an LRIP grant on the following roads:</p> <ol style="list-style-type: none"> 1. City of Aitkin - Bunker Hill Drive project 2. Fleming Township - 328th Avenue project 3. Shamrock Township - Long Point Place/Bridge Road project <p>Additional requests may be received from other townships prior to next week's meeting, in which case those additional resolutions will also be requested.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt resolutions.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LRIP Grant Application – S.A.P. 001-617-004

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects for the Local Road Improvement Program, and

WHEREAS, State Aid Project (SAP) No. 001-617-004 is an eligible resurfacing project on Aitkin County State-Aid Highway No. 17.

THEREFORE BE IT RESOLVED, that Aitkin County hereby supports the application of SAP 001-617-004 for the Local Road Improvement Program.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LRIP Grant Application – S.A.P. 001-611-003

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects for the Local Road Improvement Program, and

WHEREAS, State Project (SP) No. 001-611-003 is an eligible reconstruction project on Aitkin County State-Aid Highway No. 11.

THEREFORE BE IT RESOLVED, that Aitkin County hereby supports the application of SP 001-611-003 for the Local Road Improvement Program.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LRIP Grant Application – City of Aitkin – Bunker Hill Drive Project

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects for the Local Road Improvement Program, and

WHEREAS, the City of Aitkin desires to submit a grant application for the Local Road Improvement Program for their Bunker Hill Drive project, and

WHEREAS, the Local Road Improvement Program requires that Aitkin County act as the sponsor for this project.

THEREFORE BE IT RESOLVED, that Aitkin County agrees to act as the sponsoring agency for the Bunker Hill Drive project to accept, on behalf of the City of Aitkin, the Local Road Improvement Program grant and to ensure that the project is performed in compliance with all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that John Welle, Aitkin County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LRIP Grant Application – Fleming Township – 328th Avenue Project

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects for the Local Road Improvement Program, and

WHEREAS, Fleming Township desires to submit a grant application for the Local Road Improvement Program for a bituminous resurfacing project on 328th Avenue, and

WHEREAS, the Local Road Improvement Program requires that Aitkin County act as the sponsor for this project.

THEREFORE BE IT RESOLVED, that Aitkin County agrees to act as the sponsoring agency for the 328th Avenue project to accept, on behalf of Fleming Township, the Local Road Improvement Program grant and to ensure that the project is performed in compliance with all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that John Welle, Aitkin County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 23, 2021

By Commissioner: xxxx

20210223-xxx

LRIP Grant Application – Shamrock Township – Long Point Place/Bridge Road Project

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects for the Local Road Improvement Program, and

WHEREAS, Shamrock Township desires to submit a grant application for the Local Road Improvement Program for an improvement project on Long Point Place/Bridge Road, and

WHEREAS, the Local Road Improvement Program requires that Aitkin County act as the sponsor for this project.

THEREFORE BE IT RESOLVED, that Aitkin County agrees to act as the sponsoring agency for the Long Point Place/Bridge Road project to accept, on behalf of Shamrock Township, the Local Road Improvement Program grant and to ensure that the project is performed in compliance with all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that John Welle, Aitkin County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Commissioner xxxx moved for adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of February, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of February, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Approve Letters of Support

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: Approve letters of support for the following projects (The letter for the Bunker Hill Drive Project is attached. The additional 2 will be handed out at the Board Meeting): <ol style="list-style-type: none"> 1. City of Aitkin - Bunker Hill Drive Project 2. Fleming Township - 328th Avenue Project 3. Shamrock Township - Long Point Place / Bridge Road Project 		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve letters of support.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.



AITKIN COUNTY ADMINISTRATION

Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 56431

jessica.seibert@co.aitkin.mn.us
Phone: 218-927-3093
Fax: 218-927-7374

February 23, 2021

Attn: Marc Briese
Minnesota Department of Transportation
395 John Ireland Boulevard
St. Paul, MN. 55155

Re: Bunker Hills Drive Improvement Project – MnDOT Local Road Improvement Program

Dear Mr. Briese,

As a local government unit in Aitkin, Minnesota, on behalf of the Aitkin County Board of Commissioners, I am pleased to express my support for the Bunker Hills Drive Improvement Project Department of Transportation Local Road Improvement Program application.

The project is led by the City of Aitkin to improve deteriorating pavement conditions and address storm system drainage deficiencies that have led to street damage and created heaved street sections that create safety concerns. The project improvements include addressing storm sewer system collection and discharge deficiencies as well as improvement of the pavement surface.

Bunker Hills Drive is a route of regional significance connecting MN Hwy 47 and Aitkin County Road 12. The street provides access to major traffic generators including the Riverwood Health Care Center.

Thank you for your time and consideration in reviewing the Bunker Hills Drive Improvements application.

Sincerely,

Mark J. Wedel
Board Chair
Aitkin County



Board of County Commissioners Agenda Request



Requested Meeting Date: February 23, 2021

Title of Item: Approve Aitkin Co. COVID Business Relief Grant Awards

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 min.
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Summary of Issue:

Aitkin County was awarded \$313,202.96 by the State of MN for business relief grants. 93 businesses/non-profits submitted grant requests totaling \$868,454.00. The Economic Development committee reviewed the requests using the priority system previously approved by the County Board. The Committee unanimously recommends the following award amounts based on eligibility, priority, and year-round status.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Aitkin County COVID Business Relief Grant Awards.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

Legally binding agreements must have County Attorney approval prior to submission.

RECOMMENDED GRANT AWARDS

		Grant Request Amount	Grant Award Amount
1	202 Tavern LLC	\$ 10,000	\$ 5,000
2	Bann's Bar & Café, Inc.	\$ 10,000	\$ 9,000
3	Barneveld Ent.	\$ 7,500	\$ 4,300
4	Big Sand Bar	\$ 10,000	\$ 9,000
5	Block North LLC / dba Block North Brew Pub	\$ 10,000	\$ 9,000
6	Brenda's Country House/School House Café	\$ 10,000	\$ 5,000
7	Chuhanic Inc. DBA The Joint	\$ 10,000	\$ 9,000
8	Corner Club LLC	\$ 10,000	\$ 9,000
9	Cory Eken dba Buckhorn Bar	\$ 10,000	\$ 9,000
10	Cory Eken dba Pour Leweys Saloon	\$ 10,000	\$ 9,000
11	D&G Markludc Inc. dba Pine Inn	\$ 10,000	\$ 9,000
12	Fireside Inn, Inc.	\$ 10,000	\$ 9,000
13	Forestry Station	\$ 10,000	\$ 9,000
14	Gabby's Eats & Treats	\$ 10,000	\$ 5,000
15	Grammas Pantry LLC dba The Beanery	\$ 10,000	\$ 9,000
16	Grill of Glen Inc. dba The Glen Store & Grill	\$ 10,000	\$ 5,000
17	Harion Hospitality LLC/Country Meadows Inn	\$ 10,000	\$ 4,300
18	Harion Management One LLC/Ripple River Motel	\$ 10,000	\$ 4,300
19	Harry's Midtown Liquor LLC	\$ 10,000	\$ 9,000
20	Hill Lake Café	\$ 10,000	\$ 4,000
21	Hillcrest Resort McGregor LLC	\$ 10,000	\$ 9,000
22	Horseshoe Lake Industries, LLC	\$ 10,000	\$ 9,000
23	Kathryn Eken dba Jacks Shack	\$ 10,000	\$ 9,000
24	KCG Liquor Inc. dba Riverside Pub	\$ 10,000	\$ 5,000
25	Knuckleheads Bar & Grill	\$ 10,000	\$ 9,000
26	MacDonald Enterprises DBA The Landing	\$ 10,000	\$ 9,000
27	MacDonald Enterprises of Malmo / Castaways Resort	\$ 10,000	\$ 9,000
28	McGregor Lanes	\$ 10,000	\$ 5,000
29	N5 Corporation DBA Fishermans Bay	\$ 10,000	\$ 9,000
30	Pepera Properties Inc / Jackson's Hole	\$ 10,000	\$ 9,000
31	Randall Landrus / dba Ruthies Restaurant	\$ 10,000	\$ 5,000
32	RD Experience LLC dba The Red Door Resort	\$ 10,000	\$ 9,000
33	Red Rock Bar & Grill	\$ 10,000	\$ 9,000
34	RJ & Scoobie dba Aitkin Lanes	\$ 10,000	\$ 5,000
35	Roadside Restaruants, Inc	\$ 10,000	\$ 5,000
36	Round Lake Resort & Bar, LLC	\$ 10,000	\$ 9,000
37	T&J Dagen Hospitality Inc. dba 40 Club Inn	\$ 10,000	\$ 4,300
38	T&J Dagen, Inc dba 40 Club Restuarant	\$ 10,000	\$ 9,000
39	The Rustic Trail Inc	\$ 10,000	\$ 5,000
40	Veterans of Foreign Wars Post 1727	\$ 3,000	\$ 3,000
41	Veterans of Foreign Wars Post 2747	\$ 7,500	\$ 5,000
42	Village Pump Saloon	\$ 10,000	\$ 9,000
43	Zorbaz of Big Sandy Lake, Inc	\$ 10,000	\$ 9,000

TOTALS: \$ 408,000 \$ 313,200

UNFUNDED GRANT REQUESTS

		Grant Request Amount	Grant Award Amount
44	A+ Auto Body	\$ 10,000	0
45	Aitkin Alano Society, Inc (501 © 3)	\$ 10,000	0
46	Aitkin County Historical Society	\$ 10,000	0
47	Aitkin Family Chiropractic	\$ 6,078	0
48	Big Sandy Cabin Rental	\$ 10,000	0
49	Big Sandy Conference Grounds / Big Sandy Camp	\$ 10,000	0
50	Blissful Backyards	\$ 7,492	0
51	Boser's Campground	\$ 10,000	0
52	Catholic Youth Group	\$ 10,000	0
53	Coombs Cuts	\$ 4,200	0
54	Dennis Ruschmeier DBA Denny's Detailing	\$ 10,000	0
55	Dougherty Properties LLC DBS Weathwoods Golf Course	\$ 10,000	0
56	Duffney Refrigeration	\$ 10,000	0
57	Eagle Point Inc.	\$ 10,000	0
58	Eye Care Centers of Aitkin and Mcgregor, Optometrists P.A.	\$ 10,000	0
59	Good Food Concessions Group, CinnieSmiths, Show Force	\$ 10,000	0
60	Hawkeyes Inc / dba Bette Maes	\$ 10,000	0
61	Heather Duffney / Lorries Hair Studio	\$ 10,000	0
62	Honey Bear Daycare	\$ 10,000	0
63	ICF Technology, Inc.	\$ 10,000	0
64	Jill Bober	\$ 10,000	0
65	Jim and Ann Millers, Inc dbs Mark's Bar	\$ 10,000	0
66	Kellie Klean	\$ 5,000	0
67	Lacey Spolarich / Lorries Hair	\$ 10,000	0
68	Lakes Area Home Investments LLC	\$ 10,000	0
69	Larson's Barn Dance	\$ 10,000	0
70	Log Home Wood Fired Pizza, LLC	\$ 10,000	0
71	Lori Brezinsky DBA Lorries	\$ 10,000	0
72	Lucy Rian / Lorries Hair	\$ 10,000	0
73	Lynn Anderson LLC	\$ 10,000	0
74	Mark Filas Inc	\$ 10,000	0
75	Mille Lacs Energy Cooperative	\$ 10,000	0
76	Minnesota Mobility Systems, Inc.	\$ 8,309	0
77	Minnesota National Golf Club & Resort, LLC	\$ 5,000	0
78	Minnewawa Sportsmen's Club	\$ 10,000	0
79	ML Gas Inc. DBA East Lake Convenience	\$ 10,000	0
80	NatureScape Ventures, Inc. dba NatureScape Tours	\$ 7,875	0
81	Northern Roots Salon	\$ 10,000	0
82	One Stop Mini Mart	\$ 10,000	0
83	Phil's Myr Mar Marina	\$ 10,000	0
84	Premier Pet Lodge	\$ 10,000	0
85	Rivers Edge Assisted Living	\$ 10,000	0
86	Sarahs Shining Stars Daycare	\$ 10,000	0
87	Shire in the Woods LLC	\$ 10,000	0
88	SUD's Laundromat	\$ 10,000	0
89	T&J Dagen, Inc dba 40 Club Banquet Center	\$ 10,000	0
90	The Office Shop Inc.	\$ 10,000	0
91	The Voyageur Press Inc	\$ 10,000	0
92	Trails Inn Quadna Mtn	\$ 10,000	0
93	Village Laundromat & Car Wash, Inc	\$ 10,000	0

TOTALS: \$ 473,954 0



Board of County Commissioners Agenda Request

86
Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Approve County Participation in Blandin Broadband Program

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 min.
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Summary of Issue:

Aitkin County has been invited to apply for the Blandin Foundation's Community Broadband Resources: Accelerate! program. Information is attached regarding the program. Staff will discuss with the Board and ask for support to participate. Discussion has been held with the Economic Development Committee who supports bringing the item to the Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve County participation in the Community Broadband Resources: Accelerate! program.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*



Community Broadband Resources: *Accelerate!*

Broadband plays an essential role in the growth of rural Minnesota people and communities. Businesses need it to connect to customers, students need it to participate fully in their education, and we all need it to access information and resources that impact our everyday life. But the benefits of being connected are not yet shared by all Minnesotans -- and there are a number of reasons why.

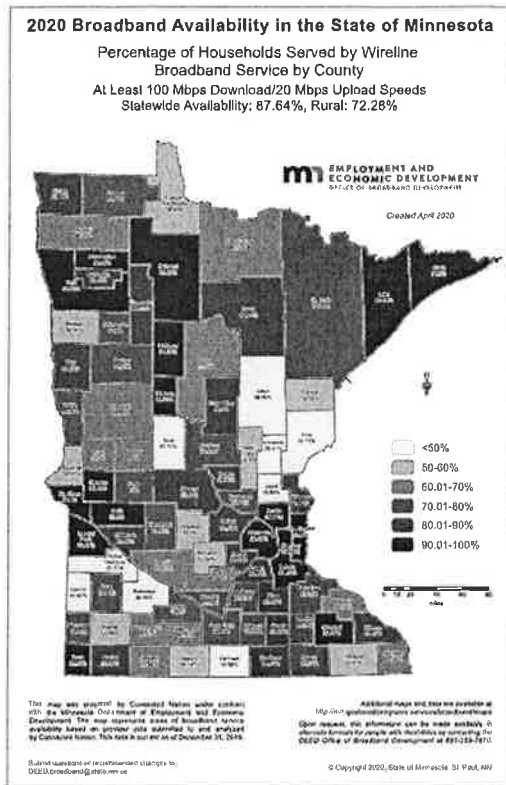
To stand alongside Minnesota's least-served counties and reservations, Blandin Foundation invites eligible communities to apply to an intensive program, **Community Broadband Resources (CBR): *Accelerate!***

Four communities will be selected to participate in the first cohort, which is expected to run mid-March through mid-June. The Foundation is prepared to select an additional 1-2 cohorts in 2021, based on interest levels. Communities will be selected based on preparedness as evidenced in their application materials, and level of need.

Application Timeline	
February 5	Application period opens
February 26	Applications due
March 5	Select and notify four cohort I communities

This virtual program will combine existing online content (webinar and conference recordings), cohort group learning opportunities, and individual county/tribal consultation. Participating communities will receive priority for Blandin Foundation's [Robust Network Feasibility Fund grants](#).

CBR: Accelerate! can only be effective if a dedicated leadership group commits to working on broadband access over a period of time. Likewise, feasibility studies have less value if local leaders do not have a plan to understand and follow through on the results. By empowering local leaders with knowledge, information, and a plan, communities will be well positioned to make progress on this significant challenge.



Eligible Communities:

The nine Minnesota counties where less than 50% of residents have access to internet service that meets the 2026 state broadband speed goal of 100 Mbps/20 Mbps are shown in yellow¹; the counties in light green have between 50-60% coverage. Several of Minnesota's Indian reservations that span multiple counties lack quality broadband.

https://mn.gov/deed/assets/county-wireline-only_tcm1045-255859.pdf

Highest Need (Less than 50 % coverage of 100/20 Mbps)

Kanabec	26.41%	Redwood	37.23%
Pine	39.17	Faribault	40.56
Yellow Medicine	46.22	Aitkin	46.32
Isanti	48.63	Todd	49.12

Next Highest Need (Between 50 and 60% coverage of 100/20 Mbps)

Traverse	50.97%	Carlton	52.46%
Fillmore	53.47	Murray	53.47
Lake of the Woods	54.66	Martin	55.46
Meeker	56.48	McLeod	57.82
Mille Lacs	59.40		

Highest Need Tribes

Leech Lake Band of Ojibwe	Mille Lacs Band of Ojibwe
White Earth Nation	Upper Sioux Community

Several of the eligible communities have worked with Blandin Foundation over the years and still face broadband challenges. For infrastructure this important to the growth of rural communities, a 2nd or even 3rd community effort is worth a try!

¹ Lincoln County will move off this list when a countywide fiber to the home project is completed in 2021.

Program Details

Each community will recruit a team of at least eight participants to actively engage in the intensive fifteen-week program. The team should include representatives of government, chambers of commerce, education, health care, and technology companies, including, if desirable, interested existing or prospective Internet Service Providers (ISPs).

Launch: Orientation Session

March 17, 1:00-3:00 pm, Zoom: The four selected communities will gather to discuss each community's current situation, assets and barriers, possible community roles and hear from Blandin Foundation staff on broadband technology basics.

Phase One: Leadership Education

Teams of community members will complete a broadband development curriculum to gain a better understanding of planning processes, technology options, and business and financial models that support successful community broadband development programs. Broadband funding programs will also be highlighted. Leaders commit to watch a set of archived online webinars and participate in weekly follow-up, interactive, cross-community discussions (Fridays at 9am). Each community will have some time to during these sessions to plan their next activities.

Phase Two: Information Gathering

With assistance from Blandin Foundation, each community will review existing broadband maps and interview existing and prospective ISPs to fully understand existing and planned broadband services. To the extent possible, Blandin will provide contact information for providers.

Communities will be required to conduct surveys of local residents, businesses, and key anchor institutions like schools and health care providers. Surveys will include participation in the statewide broadband speed test. Communities will be expected to obtain participation of a minimum of 400 survey respondents.

Blandin staff will provide the survey instrument and participation link. Local sponsors will complete any necessary data entry of printed surveys and be responsible for all costs associated with printing, distribution, and collection of any printed surveys. Communities will have full access to all the survey data. Upon agreement of all parties, prospective ISP partners may be engaged as survey partners.

Phase 3: Opportunity Analysis and Next Steps

Blandin Foundation will facilitate two meetings, one week apart, with each community team to review the collected information and process outcomes. Next steps will be determined, which may include:

1. Proceed to develop a partnership model and finalize project funding with an identified, preferred ISP.

2. Proceed to a more formal feasibility study phase with engineering alternatives, pro forma business case development, and partnership identification and formation activities.
3. Hold off on further action.

Program Closeout: Report to the Community

Each community will present their findings, strategies, and next steps to the other participating communities for peer review and comment, and will also be required to present their completed work and going forward strategy to an appropriate local audience.

Phases, as detailed above, will overlap as shown in the schedule below.

Program Timeline	Meetings (Friday Cohort Check-ins: 9 - 10am)	Community Activity
Week 1 March 15	Orientation Meeting 3/17, 1-3pm Introductions, Broadband 101, full group and community break-out room discussions	Attend orientation meeting
Week 2	Friday Cohort Check-in 3/26 Focus on webinar content, ad hoc discussion	- Watch <i>Community Broadband Survey</i> webinar - Create survey plan
Week 3	Friday Cohort Check-in 4/2 Focus on webinar content, ad hoc discussion	- Watch <i>Broadband Mapping</i> webinar - Launch Survey w/ Speed Test
Week 4	Friday Cohort Check-in 4/9 Focus on webinar content, ad hoc discussion	- Watch <i>Setting the Vision</i> webinar - Map analysis
Week 5	Friday Cohort Check-in 4/16 Focus on webinar content, ad hoc discussion	- Watch <i>Communicating to Achieve your Broadband Vision</i> webinar - Interview existing and prospective providers
Week 6	Friday Cohort Check-in 4/23 Focus on webinar content, ad hoc discussion	- Watch <i>Ownership and Partnership Models</i> webinar - Finalize community communications plan
Week 7	Friday Cohort Check-in 4/30 Ad hoc discussion	- Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications

Program Timeline	Meetings (Friday Cohort Check-ins: 9 - 10am)	Community Activity
Week 8	Friday Cohort Check-in 5/7 Ad hoc discussion	<ul style="list-style-type: none"> - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 9	Friday Cohort Check-in 5/14 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Feasibility Studies</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 10	Friday Cohort Check-in 5/21 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Federal and State Programs</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 11	Friday Cohort Check-in 5/28 Focus on webinar content, ad hoc discussion	<ul style="list-style-type: none"> - Watch <i>Local Broadband Finance Options</i> webinar - Complete: <ul style="list-style-type: none"> ▪ Survey ▪ map review ▪ provider interviews ▪ community communications
Week 12	No cohort meeting	"What does it all mean?" planning session
Week 13	No cohort meeting	"What do we plan to do?" planning session
Week 14	Friday Cohort Check-in 6/18 Community Presentations!	
Week 15		Community Presentations in Home Community

Application

Applications are due February 26. Applications should be submitted to Mary Magnuson at memagnuson@blandinfoundation.org. Blandin Foundation will select and notify up to four applicants by March 5. Additional cohorts may be held later in 2021.

Team Leader Contact Information:

Name
Title
Organization
Phone
Email

Team Members:

Please list your team members and identify their area affiliations/roles. Please submit their letters of commitment – sample template provided below.

Team Members (Minimum of 8, additional members welcome.)

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.

Application Questions:

1. Who will lead this effort? Who will provide staff support?
2. Please describe any previous broadband planning efforts. What was the result?
3. What affect is the lack of broadband having on your area?
4. Please describe how broadband is a community priority

Sample Letter of Commitment:

Dear Bernadine Joselyn,

Thank you for the opportunity to participate in the **CBR: Accelerate!**. As [name, affiliation/title, organization], I recognize the importance of improved broadband infrastructure to the future success of my organization and our area. I commit to personally investing several hours per week for approximately fifteen weeks in a concentrated effort to bring better broadband to our area. I also understand that this initial period may only be the beginning of this broadband initiative. After all, if it was easy, it would have been done by now.

[Name]

[Title]

[Date]



Aitkin County Board of Commissioners

Agenda Request Form

9
 Agenda Item #

Requested Meeting Date: February 23, 2021

Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Brian Napstad
Aitkin Airport Commission	Monthly	1 st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Napstad
Aitkin County CARE Board	Monthly	3 rd Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3 rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 rd Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	Monthly		Napstad and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Wednesday	Napstad, Alt. Marcotte
Budget Committee	Most months	1 st Tuesday	Marcotte and Napstad
Development Achievement Center	Monthly	3 rd or 4 th Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Napstad
Economic Development	Monthly	1 st Wednesday	Napstad and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Marcotte, Alt. Westerlund
Facilities/Technology	As needed		Wedel and Westerlund
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 th Monday	Napstad and Land Cmr Courtemanche
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Marcotte, Alt. Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Napstad
Mille Lacs Fisheries Input Group	8-10x year		Westerlund
Mille Lacs Watershed	10x year	3 rd Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 th Friday	Marcotte, Alt. Napstad
MN Rural Caucus	8x year	Varies	Niemi, Alt. Westerlund
Natural Resources Advisory Committee	8-10x year	2 nd Monday	Marcotte and Napstad
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Napstad and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 th Thursday	Napstad, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Napstad
Ordinance	As needed		Napstad and Marcotte
Personnel/Insurance	As needed	2 nd Tuesday	Westerlund and Wedel
Planning Commission	Monthly	3 rd Monday	Marcotte, Alt. Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 th Monday	Napstad, Alt. Niemi
Snake River 1W1P Policy			Napstad, Alt. Niemi
Sobriety Court	Bi-Monthly	3 rd Thursday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund



Board of County Commissioners Agenda Request



Requested Meeting Date: 2/23/2021

Title of Item: Closed Session under MN Statute 13D.03 Subd. 1(b) Labor Negotiations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: HR
Presenter (Name and Title): Jessica Seibert, County Administrator, and Bobbie Danielson, HR Director		Estimated Time Needed: 30 minutes
Summary of Issue: Last closed session 10/06/2020. Closed meeting to consider strategy for labor negotiations. Pattern settlement for 2021: One-half percent (1/2%) general adjustment, plus the value of 1/2% for lump sums (or other 'fixes' as identified by the union), plus a step increase not to exceed the applicable wage scale maximum. Units settled for 2021: Local 49, Afscome Courthouse, Afscome HHS, Non-union. Units not settled for 2021: Teamsters Licensed, Teamsters Non-licensed, Teamsters Supervisory Materials will be handed out at the meeting and collected at the end of the closed session.		
Alternatives, Options, Effects on Others/Comments: This meeting will be recorded.		
Recommended Action/Motion: Close meeting. Discussion and determine strategy for labor negotiations. Reopen meeting.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Legally binding agreements must have County Attorney approval prior to submission.