

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS November 9, 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): 2550 758 9272; (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**
 - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. 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 October 26, 2021 to November 8, 2021**
 - B) **Approve October 26, 2021 County Board Minutes**
 - C) **Approve Electronic Funds Transfers**
 - D) **Approve Commissioner Vouchers**
 - E) **Approve Auditor's Vouchers – R&B Contracts**
 - F) **Approve Auditor's Vouchers – School Advance**
 - G) **Approve Auditor's Vouchers – R&B Contracts, HR and IT**
 - H) **Approve Manual Warrants/Voids/Corrections – Camping Refund**
 - I) **Approve Manual Warrants/Voids/Corrections – State General Tax & Participant Fees October**
 - J) **Approve Manual Warrants/Voids/Corrections – Returned Check, Unable to Locate Account**
 - K) **Approve Manual Warrants/Voids/Corrections – Elan Paid 10/14/2021**
 - L) **Approve Manual Warrants/Voids/Corrections – Elan Statement, MN Care Tax, Returned Checks**
 - M) **Approve Manual Warrants/Voids/Corrections – Returned Checks**
 - N) **Approve 2022-2027 Economic Development Strategic Plan**
 - O) **Adopt Resolution: LG230 Off-Site Gambling-Minnewawa Sportsmen's Club**
 - P) **Adopt Resolution: Benson Repurchase**
 - Q) **Adopt Resolution: Utility Easement**
 - R) **Adopt Resolution: Conant Repurchase**
 - S) **Adopt Resolution: STS Donation McGregor Lions Club**

- 9:05 3) Chairman Mark Wedel- Aitkin County Employee Veteran's Recognition**
- 9:10 4) Bobbie Danielson-HR Director**
A) Ratify L49 Agreement 2022-2024
- 9:15 5) Mark Jeffers-Economic Development Coordinator**
A) Introduction to Stan Gustafson, Executive Director, Growth Innovation
B) Adopt Community Development Block Grant CARE-21-0011-O-FY21
C) Fiscal Recovery Funds Request
- 9:45 6) John Welle- County Engineer**
A) Award Contract No. 20221
B) Award Contract No. 20222
- 10:05 7) Kirk Peysar-County Auditor**
A) University of MN Extension Agreement and MOA
- 10:15 8) Jessica Seibert – County Administrator**
A) Adopt Legislative Priorities
B) Administrator Updates
- 10:35 9) Committee Updates**
- 11:05 Adjourn**

<p>The Aitkin County Board of Commissioners met this 26th day of October, 2021 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Donald Niemi, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Brittany Searle.</p> <p>Motion made by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all voting yes to approve the October 26, 2021 agenda.</p> <p style="text-align: center;">AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING</p> <p>Attendance</p> <p>The Aitkin County Board of Commissioners met this 26th day of October 2021, at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Don Niemi and Laurie Westerlund. Others present included: Health & Human Services Director Cynthia Bennett, Administrative Assistant to the H&HS Director Paula Arimborgo, Accounting Supervisor Carli Goble, County Administrator Jessica Seibert, Assistant to the County Administrator Brittany Searle, Public Health Supervisor Erin Melz and Paul Vold, Jennifer Eisenbart, Child Support Supervisor Jessie Goble, Economic Development Coordinator Mark Jeffers (VIA WEBEX).</p> <p>Agenda</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the October 26, 2021 Health & Human Services Board agenda as presented.</p> <p>Minutes</p> <p>Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voting yes to approve the September 28, 2021 Health & Human Services Board minutes.</p> <p>Bills</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the bills.</p> <p>Director Update</p> <p>Cynthia noted that effective October 18th the U.S. Department of Health and Human Services (HHS) extended the Federal COVID-19 public health emergency. This allows continuation of some of the HHS waivers including but not limited to targeted case management, WIC remote or virtual abilities, MA will remain open for anyone that is validly enrolled with no renewal requirement and E-SNAP can continue as long as the PH emergency is in place. Cynthia relayed that HHS departments continue to work on fine-tuning the legislative positions for the upcoming 2022 session. Lastly, she reported that Carli, Jim Bright and she</p>	<p>Call to Order</p> <p>Approved Agenda</p> <p>Health & Human Services</p>
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met with the architect last week to discuss concepts of interest in the physical space and should have a preliminary draft with budget estimates in a couple of weeks. Some discussion ensued regarding specifics of remote work.

Carli Goble

Carli presented the Q3 2021 Fiscal Report with discussion regarding ICWA costs, cost differences between placements for adults, and where homeless were sheltered during COVID. Commissioner Wedel praised Carli for a job well done with her excellent report and synopsis.

Contract

Aitkin Transportation Agreement

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voting yes to approve contract.

DHS Service Agreement Plan

MFIP BSA Plan

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the plan.

Committee Updates

H&HS Advisory Committee – Commissioner Wedel, did not meet in September. Next meeting is Nov 4 via WebEx

CHS Joint Powers Board Update – Commissioner Westerlund acknowledge Erin and her staff for the reward they received. Meeting consisted of routine business and discussion regarding activities each county PH department is conducting in their communities.

AEOA Committee Update – Commissioner Westerlund stated they have 6 retirements coming up, they purchased a couple new buses, went through annual reports with head start person Skip Harris, covered CNA board training and election of officers – there was no change.

CARE Board – Commissioner Westerlund stated Lynn was doing a fabulous job. It would be nice if she could do a presentation at an upcoming County Board. Cynthia will coordinate with Lynn about presenting at the Board. Commissioner Wedel would like an update with an all-encompassing presentation.

Children’s Justice Initiative – Commissioner Westerlund, no update

NEMOJT Committee Update- Commissioner Niemi, no update, did not meet Lakes & Pines Update. – Commissioner Niemi, no update, did not meet

Open Discussion included conversation around housing and job availability in AC, updates from the recent AMC Meeting, Tribal Relations Meeting, and ICWA.

The meeting was adjourned at 9:55 a.m.

Next Meeting – November 23, 2021

<p>Public comment was given by Jon Eisele and Bruce Ahlgren, Enbridge introduced themselves as contacts for any questions.</p>	<p>Citizens' Public Comment</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows.</p> <p>A) Correspondence File October 12, 2021 to October 25, 2021; B) Approve October 12, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$1,053,477.00; D) Approve Commissioner Vouchers: General Fund \$120,956.24, Reserves \$1,648.00, Road & Bridge \$177,925.39, Health & Human Services \$6,727.59, State \$8,924.50, Trust \$58,634.07, Forest Development \$33,036.18, Long Lake Conservation Center \$3,201.31, Parks \$6,016.22 for a total of \$417,069.50; E) Approve Auditor's Vouchers – R&B: General Fund \$95.00, Road & Bridge \$468,960.59, for a total of \$469,055.59; F) Approve Auditor's Vouchers – Sales/Use Tax and Diesel Tax: General Fund \$501.56, Road and Bridge \$1,620.39, LLCC \$19.89, Parks \$293.97 for a total of \$2,435.81; G) Approve Auditor's Vouchers – R&B Contract: Road & Bridge \$198,301.55, for a total of \$198,301.55; H) Approve Manual Warrants/Voids/Corrections – Elan paid through 10/1/21: General Fund \$-806.04, HHS \$498.88, LLCC \$307.16 for a total of \$0.00; I) Approve Manual Warrants/Voids/Corrections – Camping Refund: Parks \$20.00, for a total of \$20.00; J) Approve Manual Warrants/Voids/Corrections – NSF Check/ FSA Claims 2021 #39987192: General Fund \$775.02, for a total of \$775.02; K) Approve Manual Warrants/Voids/Corrections – FSA Claims 2021 #39993682: General Fund \$434.07, for a total of \$434.07;</p>	<p>Consent Agenda</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Neimi and carried, all members present voted to approve Land Department Strategic Plan and Tactical Plan Public hearing date to be set for December 14, 2021 at 5:00 p.m.</p>	<p>Land Department- Public Hearing Request</p>
<p>Jessica Seibert, County Administrator discussed 2021 3rd Quarter Budget Review</p>	<p>2021 3rd Quarter Budget Review</p>
<p>Jessica Seibert, County Administrator updated the Board on the following:</p> <ul style="list-style-type: none">• Registered on National OPIOD website• District 1 Meetings• Congressionally Directed Spending-Sheriff's Office \$305,000 for Radios• NACO FRF Update• Judicial Center Mask Policy• Bill Brendel: LEAN, Strategic Planning, Innovation• Staff Tours• Aitkin Age Article• HR Open Enrollment Meetings Held• ACAT	<p>Administrator Updates</p>

AITKIN COUNTY BOARD

October 26, 2021

- LLCC: Capital Plan
- HR 4601

At 11:00 a.m. a public hearing was held for a Zoning Ordinance Classification Change. No comments written or verbal comments received.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad to adopt resolution – Zoning Ordinance Classification Change. Roll call vote. Resolution passed all members voting yes.

The Board discussed: AMC, Aitkin Airport Commission, Arrowhead Regional Development Council, Historical Society, and Mille Lacs Watershed

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 11:52 a.m. until Tuesday, November 9, 2021 at the Aitkin County Government Center.

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator

**Public Hearing for
Zoning
Classification
Change**

**Resolution
#20211026-129
Zoning Ordinance
Classification
Change**

Board Discussion

Adjourn



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 11/09/2021

Title of Item: Electronic Funds Transfer

<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 type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 11/1/2021		
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>		

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

ELECTRONIC FUNDS TRANSFER

Thru November 1, 2021 Board Meeting November 9, 2021

<u>Abstract Number</u>	<u>Date</u>	<u>Amount</u>	<u>Reason</u>
21122	10/20/21	\$434.07	Manual Abstract
21123	10/21/21	\$40.00	Manual Abstract
21124	10/22/21	\$5,619.32	Auditor Abstract
21126	10/22/21	\$585,462.73	Payroll Abstract
21127	10/25/21	\$1,397,443.42	Auditor Abstract
21128	10/22/21	\$882,853.93	Manual Abstract
21129	10/26/21	\$12,320.31	Commissioner Abstract
21132	10/29/21	\$148,917.48	Commissioner Abstract
21133	10/29/21	\$251,133.57	Auditor Abstract
21134	10/29/21	\$6,118.16	Auditor Abstract
21135	10/28/21	\$7,331.00	Manual Abstract

\$0

Voids/No ACH

21121

21125

21130

21131

21136

\$3,297,673.99

WLC1
10/26/21

4:33PM

Aitkin County

2D



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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	Rpt Accr	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		156.66	09.28 SYNOPSIS 10/20/2021	859411	Printing, Publishing & Adv	Y
				10/27/2021			
86222	Aitkin Independent Age		156.66	1 Transactions			
9718	Jeffers/Mark R 01-001-000-0000-6405		37.75	MAGNETIC POSTER FOR BOARD ROOM 09/16/2021	6191402	Office Supplies	N
				09/16/2021			
9718	Jeffers/Mark R		37.75	1 Transactions			
6097	Verizon Wireless 01-001-000-0000-6250		35.01	WEDEL CELLPHONE 09/01/2021	9889921884	Telephone	N
				09/30/2021			
6097	Verizon Wireless		35.01	1 Transactions			
1	DEPT Total:		229.42	Commissioners	3 Vendors	3 Transactions	
12	DEPT			Court Administration			
9323	Avery/Jill 01-012-000-0000-6232		86.25	01-P4-99-194		Attorney Services	Y
9323	Avery/Jill		86.25	1 Transactions			
11634	Gammello & Pearson PLLC 01-012-000-0000-6232		90.00	01-PR-21-199	82456	Attorney Services	Y
	01-012-000-0000-6232		112.50	01-PR-21-261	82457	Attorney Services	Y
	01-012-000-0000-6232		15.00	01-PR-21-152	82458	Attorney Services	Y
	01-012-000-0000-6232		435.00	01-JV-21-323	82459	Attorney Services	Y
	01-012-000-0000-6232		340.32	01-CR-19-898/01-CR-20-14	82460	Attorney Services	Y
	01-012-000-0000-6232		172.50	01-JV-21-413	82461	Attorney Services	Y
	01-012-000-0000-6232		15.00	01-JV-21-669	82462	Attorney Services	Y
	01-012-000-0000-6232		22.50	01-JV-20-757	82463	Attorney Services	Y
	01-012-000-0000-6232		15.00	01-PR-21-746	82464	Attorney Services	Y
	01-012-000-0000-6232		135.00	01-JV-21-801	82466	Attorney Services	Y
	01-012-000-0000-6232		112.50	01-PR-21-900	82467	Attorney Services	Y
11634	Gammello & Pearson PLLC		1,465.32	11 Transactions			
5176	Wetzel Law Firm 01-012-000-0000-6232		30.00	01-PX-99-99	16210	Attorney Services	Y

Aitkin County



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

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
5176	Wetzel Law Firm		30.00		1 Transactions		
12	DEPT Total:		1,581.57	Court Administration	3 Vendors	13 Transactions	
40	DEPT			Auditor			
9594	MACATFO						
	01-040-000-0000-6208		50.00	MACATFO REGIONAL-PEYSAR		Training/Education	N
	01-040-000-0000-6208		50.00	MACATFO REGIONAL-RYAN		Training/Education	N
9594	MACATFO		100.00		2 Transactions		
7910	MINNCORIndustries						
	01-040-021-0000-6405		35.00	MV TITLE APPS	SOI-098381	Office Supplies	N
7910	MINNCORIndustries		35.00		1 Transactions		
40	DEPT Total:		135.00	Auditor	2 Vendors	3 Transactions	
42	DEPT			Treasurer			
14330	US Bank						
	01-042-000-0000-6231		117.53	Ricoh MP Copier	454896010	Services, Labor, Contracts	N
14330	US Bank		117.53		1 Transactions		
42	DEPT Total:		117.53	Treasurer	1 Vendors	1 Transactions	
43	DEPT			Assessor			
4641	Holiday Credit Office						
	01-043-000-0000-6511		308.65	FUEL THROUGH 9-20-21	1400X147-443	Gas And Oil	N
				09/01/2021	09/20/2021		
4641	Holiday Credit Office		308.65		1 Transactions		
3951	Pro West & Associates, Inc						
	01-043-000-0000-6231		110.97	TECHNICAL SUPPORT	005772	Services, Labor, Contracts	N
				08/28/2021	10/02/2021		
3951	Pro West & Associates, Inc		110.97		1 Transactions		
6097	Verizon Wireless						
	01-043-000-0000-6250		35.01	WIRELESS BILL	9889661229	Telephone	N
				09/02/2021	10/01/2021		

Aitkin County



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

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
6097	Verizon Wireless		35.01		1 Transactions		
43	DEPT Total:		454.63	Assessor	3 Vendors	3 Transactions	
44	DEPT			Central Services			
783	Canon Financial Services, Inc 01-044-000-0000-6231		248.78	CANON OCTOBER RENT 10/01/2021 10/31/2021	27485466	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		248.78		1 Transactions		
1010	City Of Aitkin 01-044-100-0000-6800		8,245.50	2021 TAX ABATEMENT	56-0-181801	Tax Abatements	N
1010	City Of Aitkin		8,245.50		1 Transactions		
8691	Northland Hydraulic Service 01-044-100-0000-6800		850.00	2021 TAX ABATEMENT	57-0-002903	Tax Abatements	Y
8691	Northland Hydraulic Service		850.00		1 Transactions		
3336	Office Of MN. IT Services 01-044-000-0000-6231		1,338.65	WAN MONTHLY INVOICE 09/01/2021 09/30/2021	DV21090315	Services, Labor, Contracts	N
3336	Office Of MN. IT Services		1,338.65		1 Transactions		
44	DEPT Total:		10,682.93	Central Services	4 Vendors	4 Transactions	
52	DEPT			Administration			
248	Association of Mn Counties 01-052-000-0000-6241		175.00	JESSICA-FALL MCHRMA 10/06/2021 10/06/2021	59973	Registration Fee	N
248	Association of Mn Counties		175.00		1 Transactions		
4641	Holiday Credit Office 01-052-000-0000-6330		15.75	DULUTH-GAS 09/30/2021 09/30/2021	1400-X-135-194	Transportation/Travel/Parking	N
4641	Holiday Credit Office		15.75		1 Transactions		
52	DEPT Total:		190.75	Administration	2 Vendors	2 Transactions	

Aitkin County



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
53	DEPT			Human Resources			
86222	Aitkin Independent Age 01-053-000-0000-6230		827.33	PRINTING, PUBLISHING & ADV 08/04/2021 09/29/2021	ACCT 483648	Printing, Publishing & Adv	Y
	86222 Aitkin Independent Age		827.33	1 Transactions			
248	Association of Mn Counties 01-053-000-0000-6241		200.00	BOBBIE-MCHRMA 10/06/2021 10/06/2021	59973	Registration Fee	N
	248 Association of Mn Counties		200.00	1 Transactions			
3334	MCIT 01-053-000-0000-6241		110.00	MANAGING HUMAN RESOURCES 10/13/2021 10/14/2021	SEM1003	Registration Fee	N
	3334 MCIT		110.00	1 Transactions			
13243	Shred-N-Go, Inc 01-053-000-0000-6231		80.35	SERVICES THROUGH 10/9/21 09/01/2021 09/30/2021	125504	Services, Labor, Contracts	N
	13243 Shred-N-Go, Inc		80.35	1 Transactions			
53	DEPT Total:		1,217.68	Human Resources	4 Vendors	4 Transactions	
60	DEPT			Elections			
9243	Command Central, LLC 01-060-000-0000-6406		1,160.59	ICE INK CARTRIDGES (50)	29260	Ballots & Programming	Y
	01-060-000-0000-6406		517.28	ISD #2 - BALLOTS	29260	Ballots & Programming	Y
	01-060-000-0000-6406		255.00	ISD #2 - CODING	29260	Ballots & Programming	Y
	01-060-000-0000-6406		3,463.29	ISD #1 - BALLOTS	29260	Ballots & Programming	Y
	01-060-000-0000-6406		1,470.00	ISD #1 - CODING	29260	Ballots & Programming	Y
	9243 Command Central, LLC		6,866.16	5 Transactions			
11051	Department of Human Services 01-060-000-0000-6231		1,302.39	SEPT2021 MAIL SERVICES	A300IC01224I	Services, Labor, Contracts	N
	11051 Department of Human Services		1,302.39	1 Transactions			
60	DEPT Total:		8,168.55	Elections	2 Vendors	6 Transactions	

Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula					Service Dates	Paid On Bhf #	On Behalf of Name	
90	DEPT					Attorney			
783	Canon Financial Services, Inc	01-090-000-0000-6625			326.99	MONTHLY COPIER CHARGE 10/01/2021 10/31/2021	27485467	Capital - Office & Other Equipment	N
783	Canon Financial Services, Inc				326.99	1 Transactions			
10879	Shred-It	01-090-000-0000-6231			348.39	ON-SITE SERVICE	8000081163	Services, Labor, Contracts	N
10879	Shred-It				348.39	1 Transactions			
90	DEPT Total:				675.38	Attorney	2 Vendors	2 Transactions	
100	DEPT					Recorder			
2386	Information Systems Corp	01-100-195-0000-6231			2,265.00	KIP-MAINTENANCE AGMT 01/19/2022 01/19/2023	M30215	Services, Labor, Contracts-Land Records	N
2386	Information Systems Corp				2,265.00	1 Transactions			
100	DEPT Total:				2,265.00	Recorder	1 Vendors	1 Transactions	
110	DEPT					Courthouse Maintenance			
9561	Amazon Business	01-110-000-0000-6422			61.18	PLUG SOCKETS	1KL7-QTV9-PNGD	Janitorial Supplies	N
		01-110-000-0000-6422			219.99	BATTERIES	1WV4-HX94-V4M4	Janitorial Supplies	N
9561	Amazon Business				281.17	2 Transactions			
10698	Stericycle, Inc	01-110-000-0000-6255			30.10	Sterisafe	4010410043	Garbage	6
10698	Stericycle, Inc				30.10	1 Transactions			
110	DEPT Total:				311.27	Courthouse Maintenance	2 Vendors	3 Transactions	
120	DEPT					Service Officer			
86222	Aitkin Independent Age	01-120-000-0000-6230			65.00	PRINTING, PUBLISHING & ADV 09/08/2021 09/08/2021	1165271	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age				65.00	1 Transactions			

Aitkin County



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

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
240	American Legion 01-120-000-0000-6340		575.00	VAN DRIVERS DINNER 10/11/2021 10/11/2021	10112021	Meals (Overnight)	N
240	American Legion		575.00	1 Transactions			
10452	AT&T Mobility 01-120-000-0000-6250		99.84	FIRSTNET SEP 08/26/2021 09/25/2021	287298585696	Telephone	N
10452	AT&T Mobility		99.84	1 Transactions			
10981	Bakken/Glen A.J. 01-120-000-0000-6350		50.00	GLEN SEP 09/23/2021 09/23/2021	101221	Per Diem	Y
10981	Bakken/Glen A.J.		50.00	1 Transactions			
4641	Holiday Credit Office 01-120-000-0000-6511		73.85	GAS SEP 09/01/2021 09/30/2021	140000013603	Gas And Oil	N
4641	Holiday Credit Office		73.85	1 Transactions			
15126	Timinski/Matt 01-120-000-0000-6511		10.01	MATT PD FOR GAS 10/05/2021 10/05/2021	038756	Gas And Oil	Y
	01-120-000-0000-6350		50.00	MATT SEP 09/22/2021 09/22/2021	101221	Per Diem	Y
15126	Timinski/Matt		60.01	2 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230		100.00	VOYPRESS OCT 10/19/2021 10/19/2021	44045	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		100.00	1 Transactions			
11970	Wikelius/Charles 01-120-000-0000-6350		150.00	CHARLIE SEP 09/07/2021 09/30/2021	101221	Per Diem	Y
11970	Wikelius/Charles		150.00	1 Transactions			
9255	Witt/Warren 01-120-000-0000-6350		100.00	WARREN SEP	101221	Per Diem	Y

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

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
9255	Witt/Warren		100.00	09/14/2021 09/29/2021	1 Transactions		
120	DEPT Total:		1,273.70	Service Officer	9 Vendors	10 Transactions	
121	DEPT 15266 Emanuel/Laura 01-121-000-0000-6350		70.00	Housing & Redevelopment HRA 8/25, 9/22 08/25/2021 09/22/2021	10/19/2021	Per Diem	Y
	15266 Emanuel/Laura		70.00	1 Transactions			
121	DEPT Total:		70.00	Housing & Redevelopment	1 Vendors	1 Transactions	
122	DEPT 10452 AT&T Mobility 01-122-000-0000-6250		87.18	Planning & Zoning MONTHLY CELLULAR CHARGES 08/26/2021 09/25/2021	287301120814	Telephone	N
	10452 AT&T Mobility		87.18	1 Transactions			
	14320 Benson/Lin 01-122-000-0000-6350 01-122-038-0000-6330		110.00 126.00	OCT BOA MTG OCT BOA MTG	102121 102121	Per Diem BOA/PC Mileage	Y Y
	14320 Benson/Lin		236.00	2 Transactions			
	15142 Christensen/Charles 01-122-000-0000-6350 01-122-000-0000-6350 01-122-038-0000-6330 01-122-038-0000-6330		120.00 80.00 110.88 84.00	OCT BOA MTG OCT PC MTG OCT BOA MTG OCT PC MTG	102121 102121 102121 102121	Per Diem Per Diem BOA/PC Mileage BOA/PC Mileage	Y Y Y Y
	15142 Christensen/Charles		394.88	4 Transactions			
	13066 Hargrave/Bryan 01-122-000-0000-6231		3,750.00	CONTRACT LABOR 10/11-10/22/21 10/11/2021 10/22/2021	102221	Services, Labor, Contracts, Programming	Y
	13066 Hargrave/Bryan		3,750.00	1 Transactions			
	4641 Holiday Credit Office 01-122-000-0000-6511		25.02	MONTHLY FUEL CHARGES	1400-X-135-321	Gas And Oil	N

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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
4641	Holiday Credit Office		25.02	09/01/2021 09/30/2021	1 Transactions		
5516	Paquette/Jeremy M						
	01-122-000-0000-6350		90.00	OCT BOA MTG	102121	Per Diem	Y
	01-122-038-0000-6330		98.56	OCT BOA MTG	102121	BOA/PC Mileage	Y
5516	Paquette/Jeremy M		188.56	2 Transactions			
4010	Rasley Oil Company						
	01-122-000-0000-6511		29.87	MONTHLY FUEL CHARGES	093021	Gas And Oil	N
				09/01/2021 09/30/2021	1 Transactions		
4010	Rasley Oil Company		29.87	1 Transactions			
13424	Sonnee/Dennise J						
	01-122-000-0000-6350		80.00	OCT PC MTG	102121	Per Diem	Y
	01-122-038-0000-6330		61.60	OCT PC MTG	102121	BOA/PC Mileage	Y
13424	Sonnee/Dennise J		141.60	2 Transactions			
12077	Stromberg/Kevin						
	01-122-000-0000-6350		120.00	OCT BOA MTG	102121	Per Diem	Y
	01-122-038-0000-6330		128.80	OCT BOA MTG	102121	BOA/PC Mileage	Y
12077	Stromberg/Kevin		248.80	2 Transactions			
8612	Veenker/Thomas H						
	01-122-000-0000-6350		120.00	OCT BOA MTG	102121	Per Diem	N
	01-122-038-0000-6330		107.52	OCT BOA MTG	102121	BOA/PC Mileage	N
8612	Veenker/Thomas H		227.52	2 Transactions			
122	DEPT Total:		5,329.43	Planning & Zoning	10 Vendors	18 Transactions	
123	DEPT			Coroner			
	3987 Ramsey County Medical Examiner						
	01-123-000-0000-6260		1,400.00	ME 21-2735, Medex 030628	09/23/2021	Autopsies--Pathologist, Xrays, Etc	N
	3987 Ramsey County Medical Examiner		1,400.00	1 Transactions			
123	DEPT Total:		1,400.00	Coroner	1 Vendors	1 Transactions	
200	DEPT			Enforcement			

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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
86359	Aitkin Co Attorney 01-200-039-0000-6425		1,275.00	3rd Quarter Consultations		Gun Permit Expenses	N
86359	Aitkin Co Attorney		1,275.00	1 Transactions			
9138	ASAP Towing 01-200-000-0000-6359		232.50	21002825 recovered stolen	8617	Wrecker Service	Y
9138	ASAP Towing		232.50	1 Transactions			
4641	Holiday Credit Office 01-200-000-0000-6511		18.89	#221 gas	1400000288942	Gas And Oil	N
4641	Holiday Credit Office		18.89	1 Transactions			
999999000	Pasche/Shayne Scott 01-200-039-0000-6425		297.00	Court Ordered Fee Reimb	01-CV-21-837	Gun Permit Expenses	N
999999000	Pasche/Shayne Scott		297.00	1 Transactions			
86235	The Office Shop Inc 01-200-000-0000-6405		72.87	office supplies	1102496-0	Office Supplies	N
	01-200-000-0000-6405		12.48	gel pens	1102496-1	Office Supplies	N
86235	The Office Shop Inc		85.35	2 Transactions			
13934	The Tire Barn 01-200-000-0000-6302		48.68	oil change #204	59854	Vehicle Maintenance	N
	01-200-000-0000-6302		883.00	oil change, 4 tires old #222	59873	Vehicle Maintenance	N
13934	The Tire Barn		931.68	2 Transactions			
200	DEPT Total:		2,840.42	Enforcement	6 Vendors	8 Transactions	
202	DEPT			Boat & Water			
393	ISD 1 Aitkin-Treasurer 01-202-000-0000-6410		108.00	B&W T-shirts/The Coop	10/14/21	Clothing Allowance	N
393	ISD 1 Aitkin-Treasurer		108.00	1 Transactions			
3950	Public Utilities 01-202-000-0000-6254		35.41	BOAT & WATER	1345-00	Utilities-Gas and Electric	N
3950	Public Utilities		35.41	1 Transactions			

Aitkin County



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
202	DEPT Total:		143.41	Boat & Water	2 Vendors	2 Transactions	
252	DEPT			Corrections			
1775	Galls LLC						
	01-252-000-0000-6410		69.90	#316 pants	019423505	Clothing Allowance	N
1775	Galls LLC		69.90		1 Transactions		
15362	GuidePoint Pharmacy #114 Aitkin						
	01-252-000-0000-6262		28.54	inmate meds	Acct #167	Medical Expenses & Supplies - Inmates	N
	01-252-000-0000-6262		1,994.63	inmate meds	Acct #30	Medical Expenses & Supplies - Inmates	N
15362	GuidePoint Pharmacy #114 Aitkin		2,023.17		2 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea						
	01-252-000-0000-6254		402.29	shelter/tower	34-54-015-01	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		402.29		1 Transactions		
3789	Pan-O-Gold Baking Company						
	01-252-000-0000-6418		58.86	groceries	10002421280008	Groceries	N
	01-252-000-0000-6418		113.02	groceries	10002421287009	Groceries	N
3789	Pan-O-Gold Baking Company		171.88		2 Transactions		
11947	Phoenix Supply						
	01-252-000-0000-6424		568.00	inmate clothing	23375	Inmate Supplies	N
	01-252-000-0000-6424		324.75	sheets	23398	Inmate Supplies	N
11947	Phoenix Supply		892.75		2 Transactions		
3950	Public Utilities						
	01-252-000-0000-6254		8,222.82	NEW JAIL 2	1431-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254		122.84	STS UTILITIES	50109-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254		63.36	EMERG STORAGE UTILITIES	507-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254		1,229.52	NEW JAIL	512-00	Utilities-Gas and Electric	N
3950	Public Utilities		9,638.54		4 Transactions		
4010	Rasley Oil Company						
	01-252-000-0000-6330		192.32	transport gas	September	Prisoner Transportation & Travel	N
4010	Rasley Oil Company		192.32		1 Transactions		
9295	Reinhart Foodservice						
	01-252-000-0000-6418		2,858.07	groceries	781880	Groceries	N

Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
		01-252-000-0000-6418			60.56	chicken, pepper	781881	Groceries	N
		01-252-000-0000-6420			26.16	hooked handle spoon	784128	Food Service Supplies	N
		01-252-000-0000-6418			2,705.38	groceries	790774	Groceries	N
9295	Reinhart Foodservice				5,650.17				
						4 Transactions			
84172	Riverwood Healthcare Center								
		01-252-000-0000-6262			2,138.50	B.A.L. xray, em room 05/14/21	RHH11818758700	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			466.20	B.A.L. PT 05/19/21	RHH11835055702	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			2,047.99	B.A.L. em room 06/08/2021	RHH11909811700	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			51.80	B.A.L. 06/03/21	RHP10004101881	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			88.20	B.A.L. 06/25/21	RHP10004101891	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			88.20	B.A.L. 05/19/21	RHP10004101931	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			320.25	B.A.L. xray 05/19/21	RHP10004105951	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			282.10	B.A.L. xray 06/03/21	RHP10004105981	Medical Expenses & Supplies - Inmates	6
		01-252-000-0000-6262			547.40	B.A.L. 06/25/21 xray	RHP10004106001	Medical Expenses & Supplies - Inmates	6
84172	Riverwood Healthcare Center				6,030.64				
						9 Transactions			
86235	The Office Shop Inc								
		01-252-000-0000-6405			72.88	office supplies	1102496-0	Office Supplies	N
86235	The Office Shop Inc				72.88				
						1 Transactions			
10005	Watson/Linda								
		01-252-000-0000-6231			30.00	indigent haircuts	10/12/2021	Services, Labor, Contracts	Y
10005	Watson/Linda				30.00				
						1 Transactions			
252	DEPT Total:				25,174.54	Corrections	11 Vendors	28 Transactions	
253	DEPT					Sentence to Serve			
	2925	L & M Supply, Inc.							
		01-253-000-0000-6405			79.99	chest waders	10517190	Operating Supplies	N
2925	L & M Supply, Inc.				79.99				
						1 Transactions			
4010	Rasley Oil Company								
		01-253-000-0000-6511			121.38	STS gas	September	Gas And Oil	N
4010	Rasley Oil Company				121.38				
						1 Transactions			
253	DEPT Total:				201.37	Sentence to Serve	2 Vendors	2 Transactions	

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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
257	DEPT			Community Corrections			
9720	Anderson/Samantha A 01-257-251-0000-6330		106.72	MILEAGE TO/FROM TRAINING 10/12/2021 10/13/2021	.	Mileage	N
	01-257-251-0000-6339		37.82	OVERNIGHT MEALS FROM TRAINING 10/12/2021 10/13/2021	.	Meals (Overnight)	N
9720	Anderson/Samantha A		144.54	2 Transactions			
11997	Minnesota Monitoring, Inc 01-257-258-0000-6342		284.00	EHM COSTS SOBRIETY COURT 09/01/2021 09/30/2021	13394	Equipment Rental/Contracts-Home Moni	N
11997	Minnesota Monitoring, Inc		284.00	1 Transactions			
257	DEPT Total:		428.54	Community Corrections	2 Vendors	3 Transactions	
280	DEPT			Emergency Management			
201	Amem 01-280-003-0000-6241		300.00	2021 AMEM Conference	C-2021740	Registration Fee	N
201	Amem		300.00	1 Transactions			
280	DEPT Total:		300.00	Emergency Management	1 Vendors	1 Transactions	
390	DEPT			Environmental Health (FBL)			
4010	Rasley Oil Company 01-390-000-0000-6511		49.76	MONTHLY FUEL CHARGES 09/01/2021 09/30/2021	093021	Gas And Oil	N
4010	Rasley Oil Company		49.76	1 Transactions			
390	DEPT Total:		49.76	Environmental Health (FBL)	1 Vendors	1 Transactions	
391	DEPT			Solid Waste			
10452	AT&T Mobility 01-391-000-0000-6250		44.89	MONTHLY CELLULAR CHARGES 08/26/2021 09/25/2021	287301120814	Telephone	N
10452	AT&T Mobility		44.89	1 Transactions			
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360		13,078.50	MONTHLY RECYCLING CONTRACT	008631728089	Recycling Contract	N

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Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
11507	Waste Management of Minnesota, Inc		13,078.50	09/01/2021 09/30/2021 1 Transactions		
391	DEPT Total:		13,123.39	Solid Waste	2 Vendors	2 Transactions
601	DEPT			Extension		
11187	Regents Of The University of Minnesota 01-601-000-0000-6231		300.00	2022 FAIRENTRY SUBSCRIPTION	0300028322	Services, Labor, Contracts
11187	Regents Of The University of Minnesota		300.00	1 Transactions		N
601	DEPT Total:		300.00	Extension	1 Vendors	1 Transactions
1	Fund Total:		76,664.27	General Fund		123 Transactions

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
9722	FAHRENHOLZ/JIM 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9722	FAHRENHOLZ/JIM		500.00	1 Transactions			
9721	JORGENSEN/ADAM & BRITTANY 03-000-000-0000-5855		30.00	E911 SIGN REFUND		Charges-Individuals	N
9721	JORGENSEN/ADAM & BRITTANY		30.00	1 Transactions			
9723	LARSON/DAVID 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9723	LARSON/DAVID		500.00	1 Transactions			
0	DEPT Total:		1,030.00	Undesignated	3 Vendors	3 Transactions	
301	DEPT			R&B Administration			
783	Canon Financial Services, Inc 03-301-000-0000-6300		162.82	CONTRACT CHARGE	27485472	Maintenance/Service Contracts	N
783	Canon Financial Services, Inc		162.82	1 Transactions			
11406	Innovative Office Solutions, LLC 03-301-000-0000-6400		107.77	OFFICE SUPPLIES	IN3521965	Supplies And Materials	N
11406	Innovative Office Solutions, LLC		107.77	1 Transactions			
13611	Johnson/Carol 03-301-000-0000-6205		50.96	POST OFFICE POSTAGE	260070-0431	Postage	N
13611	Johnson/Carol		50.96	1 Transactions			
8238	Minnesota Pollution Control Agency 03-301-000-0000-6241		1,240.00	GUN LAKE PIT		Meeting/Conference Registration Fee	N
8238	Minnesota Pollution Control Agency		1,240.00	1 Transactions			
9671	Pitney Bowes 03-301-000-0000-6400		169.56	POSTAGE INK	1019214136	Supplies And Materials	N
9671	Pitney Bowes		169.56	1 Transactions			
13037	Reserve Account 03-301-000-0000-6205		500.00	POSTAGE	5	Postage	N

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13037	Reserve Account		500.00		1 Transactions		
301	DEPT Total:		2,231.11	R&B Administration	6 Vendors	6 Transactions	
303	DEPT			R&B Highway Maintenance			
195	Aitkin Tire Shop						
	03-303-000-0000-6590		60.00	REPAIR LABOR	0-061118	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		540.00	TIRES	0-061135	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		25.00	REPAIR LABOR	0-061142	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		840.00	TIRES	0-061145	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		3,150.00	TIRES	0-061157	Repair & Maintenance Supplies	N
195	Aitkin Tire Shop		4,615.00		5 Transactions		
10452	AT&T Mobility						
	03-303-000-0000-6254		38.23	CAROL LAPTOP SERVICE	287303768387X1	Utilities-Gas and Electric	N
	03-303-000-0000-6254		38.23	MIKE LAPTOP SERVICE	287303768387X1	Utilities-Gas and Electric	N
10452	AT&T Mobility		76.46		2 Transactions		
14887	Cintas Corporation						
	03-303-000-0000-6298		13.07	SHOP LAUNDRY	4097634323	Shop Maintenance	N
	03-303-000-0000-6298		13.07	SHOP LAUNDRY	4098326609	Shop Maintenance	N
	03-303-000-0000-6298		13.07	SHOP LAUNDRY	4098973813	Shop Maintenance	N
14887	Cintas Corporation		39.21		3 Transactions		
5893	Consolidated Telecommunications Co.						
	03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	20956383	Utilities-Gas and Electric	N
5893	Consolidated Telecommunications Co.		150.00		1 Transactions		
7920	Dixon Mechanical Electric, LLP						
	03-303-000-0000-6590		425.00	REPAIR PARTS	5258	Repair & Maintenance Supplies	N
7920	Dixon Mechanical Electric, LLP		425.00		1 Transactions		
11180	Fastenal Company						
	03-303-000-0000-6298		248.71	AITKIN SHOP SUPPLIES	MNBAX249038	Shop Maintenance	N
11180	Fastenal Company		248.71		1 Transactions		
13910	FLIER/RICK						
	03-303-000-0000-6411		145.00	WORK BOOTS REIMBURSEMENT	BERMELS	Safety Footwear	N

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13910	FLIER/RICK		145.00		1 Transactions		
1959	H & L Mesabi Inc 03-303-000-0000-6298		288.40	AITKIN SHOP SUPPLIES	41462	Shop Maintenance	N
1959	H & L Mesabi Inc		288.40		1 Transactions		
8844	H & R Construction Co 03-303-000-0000-6521		4,432.67	GUARDRAIL REPAIR-PIPELINE	19597	Maintenance Supplies	N
8844	H & R Construction Co		4,432.67		1 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		75.51	SEPT JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		81.08	SEPT SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		52.00	SEPT CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power		208.59		3 Transactions		
5917	Mike's Bobcat Service, Inc. 03-303-000-0000-6521		39,500.00	CONTINUOUS GRAVEL		Maintenance Supplies	N
5917	Mike's Bobcat Service, Inc.		39,500.00		1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 03-303-000-0000-6254		173.99	POWER: PALISADE	18-52-026-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.63	169 & CSAH 3	19-23-00-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.00	CSAH 5	27-35-015-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		92.84	POWER: MCGREGOR	29-53-003-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.00	CSAH 8	30-06-012-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.00	CSAH 4	32-32-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		721.77	POWER: AITKIN	33-52-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		57.39	169 & CSAH 28	39-62-022-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.55	CSAH 12	40-06-000-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.00	CSAH 12	46-56-023-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 11	48-09-009-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.97	47 & CSAH 2	54-51-104-01	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		1,434.14		12 Transactions		
9179	NORTH CENTRAL INTERNATIONAL, LLC 03-303-000-0000-6590		372.58	REPAIR PARTS	X220020888:01	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC		372.58		1 Transactions		

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10720	Nuss Truck Group Inc						
	03-303-000-0000-6590		290.10	REPAIR PARTS	6142280P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		228.46	REPAIR PARTS	6142304P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		290.10	REPAIR PARTS	6142318P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		808.66		3 Transactions		
10412	O'Reilly Auto Parts						
	03-303-000-0000-6298		47.76	AITKIN SHOP SUPPLIES	1878-100258	Shop Maintenance	N
	03-303-000-0000-6298		39.99	AITKIN SHOP SUPPLIES	1878-101369	Shop Maintenance	N
	03-303-000-0000-6590		38.05	REPAIR PARTS	1878-101370	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		17.18	REPAIR PARTS	1878-102038	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		59.99	REPAIR PARTS	1878-102483	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		61.35	REPAIR PARTS	1878-103120	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts		264.32		6 Transactions		
3760	Palisade Cooperative Oil Assoc						
	03-303-000-0000-6513		48.60	GASOLINE	465014	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		62.22	GASOLINE	468029	Motor Fuel & Lubricants	N
3760	Palisade Cooperative Oil Assoc		110.82		2 Transactions		
9176	SPARKY'S TOOLS, LLC						
	03-303-000-0000-6298		24.99	AITKIN SHOP SUPPLIES	D 93391	Shop Maintenance	N
9176	SPARKY'S TOOLS, LLC		24.99		1 Transactions		
6097	Verizon Wireless						
	03-303-000-0000-6254		442.20	DEPT CELL PHONES	9889699606	Utilities-Gas and Electric	N
6097	Verizon Wireless		442.20		1 Transactions		
5295	Ziegler Inc						
	03-303-000-0000-6590		1,000.10	REPAIR PARTS	IN000269183	Repair & Maintenance Supplies	N
5295	Ziegler Inc		1,000.10		1 Transactions		
303	DEPT Total:		54,586.85	R&B Highway Maintenance	19 Vendors	47 Transactions	
307	DEPT			R&B Capital Infrastructure			
8694	Department of Transportation						
	03-307-000-0000-6260		2,746.43	JOB COST TRANSFERS	P00014094	Professional Services	N
8694	Department of Transportation		2,746.43		1 Transactions		

Aitkin County



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

	<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>	
307	DEPT Total:		2,746.43	R&B Capital Infrastructure	1 Vendors	1 Transactions	
308	DEPT			R&B Equipment & Facilities			
	11692 Oberg Fence						
	03-308-000-0000-6600		17,000.00	FENCING/GATES-AITKIN SHOP	4468	Capital Outlay-Facilities	Y
	11692 Oberg Fence		17,000.00	1 Transactions			
308	DEPT Total:		17,000.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:		77,594.39	Road & Bridge		58 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
783	Canon Financial Services, Inc 05-400-440-0410-6301		23.74	OSS Contract Charge-Sept '21 10/01/2021 10/31/2021	27485463	Equipment Lease/Space Rental	N
	05-400-440-0410-6301		265.77	PH Contract Charge-Sept '21 10/01/2021 10/31/2021	27485465	Equipment Lease/Space Rental	N
	05-400-440-0410-6301		38.75	Mailroom Contract Charge-Sept 10/01/2021 10/31/2021	27485470	Equipment Lease/Space Rental	N
783	Canon Financial Services, Inc		328.26	3 Transactions			
10698	Stericycle, Inc 05-400-440-0410-6231		16.86	Sterisafe	4010410043	Services, Labor, Contracts	6
10698	Stericycle, Inc		16.86	1 Transactions			
400	DEPT Total:		345.12	Public Health Department	2 Vendors	4 Transactions	
420	DEPT			Income Maintenance			
783	Canon Financial Services, Inc 05-420-600-4800-6301		55.97	OSS Contract Charge-Sept '21 10/01/2021 10/31/2021	27485463	Equipment Lease/Space Rental	N
	05-420-640-4800-6301		120.14	CS Contract Charge-Sept '21 10/01/2021 10/31/2021	27485469	Equipment Lease/Space Rental	N
	05-420-600-4800-6301		91.34	Mailroom Contract Charge-Sept 10/01/2021 10/31/2021	27485470	Equipment Lease/Space Rental	N
783	Canon Financial Services, Inc		267.45	3 Transactions			
10698	Stericycle, Inc 05-420-600-4800-6231		39.73	Sterisafe	4010410043	Services, Labor, Contracts	6
10698	Stericycle, Inc		39.73	1 Transactions			
420	DEPT Total:		307.18	Income Maintenance	2 Vendors	4 Transactions	
430	DEPT			Social Services			
783	Canon Financial Services, Inc 05-430-700-4800-6301		89.89	OSS Contract Charge-Sept '21 10/01/2021 10/31/2021	27485463	Equipment Lease/Space Rental	N
	05-430-700-4800-6301		146.70	Mailroom Contract Charge-Sept 10/01/2021 10/31/2021	27485470	Equipment Lease/Space Rental	N

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

5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc		236.59	2 Transactions		
10698	Stericycle, Inc					
	05-430-700-4800-6231		63.81	Sterisafe	4010410043	Services, Labor, Contracts
10698	Stericycle, Inc		63.81	1 Transactions		6
430	DEPT Total:		300.40	Social Services	2 Vendors	3 Transactions
5	Fund Total:		952.70	Health & Human Services		11 Transactions

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Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
4580	Mn Dept Of Finance						
	09-000-000-0000-2022		388.00	May 2021		Birth/Death Surcharges	N
	09-000-000-0000-2024		120.00	May 2021		St Share Of Birth Cert.-Children	N
	09-000-000-0000-2031		12.00	May 2021		Real Estate Assurance (Was 5874 And 6	N
	09-000-000-0000-2036		6,700.00	May 2021		Recording Surcharges (Was 5871 & 6281)	N
4580	Mn Dept Of Finance		7,220.00		4	Transactions	
3375	Mn Dept Of Health						
	09-000-000-0000-2027		1,105.00	May 2021		State Well Cert Fees (Was 5097 & 6203)	N
3375	Mn Dept Of Health		1,105.00		1	Transactions	
0	DEPT Total:		8,325.00	Undesignated	2	Vendors	5 Transactions
9	Fund Total:		8,325.00	State			5 Transactions

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
11252	Benson/John 10-900-000-0000-2300		866.32	BOND REFUND	14161	Timber Permit Bonds	N
11252	Benson/John		866.32	1 Transactions			
5791	Sappi 10-900-000-0000-2300		1,938.60	BOND REFUND	14117	Timber Permit Bonds	N
5791	Sappi		1,938.60	1 Transactions			
900	DEPT Total:		2,804.92	Timber Permit Bonds	2 Vendors	2 Transactions	
921	DEPT			Co. Development			
5889	USDA, APHIS, General 10-921-000-0000-6231		2,962.46	BEAVER CONTROL	6018146	Services, Labor, Contracts	N
5889	USDA, APHIS, General		2,962.46	1 Transactions			
921	DEPT Total:		2,962.46	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
170	Aitkin Motor Company 10-923-000-0000-6590		55.06	2019 FORD #046 09/25/2021 09/25/2021	1012	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		51.81	2020 FORD F350 38361 09/02/2021 09/02/2021	1012	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		1,293.92	2011 FORD #303 08/30/2021 09/01/2021	1012	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		1,400.79	3 Transactions			
195	Aitkin Tire Shop 10-923-000-0000-6590		2,000.00	TIRES	61127 / 61128	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		2,000.00	1 Transactions			
783	Canon Financial Services, Inc 10-923-000-0000-6231		158.21	COPIER CONTRACT	27485468	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		158.21	1 Transactions			
1025	City Of McGrath-Treasurer 10-923-000-0000-5258		2,455.40	Assessments - unpaid utilities	58-1-020100	FTS-Land	N

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1025	City Of McGrath-Treasurer		2,455.40		1 Transactions		
10720	Nuss Truck Group Inc 10-923-000-0000-6231		36,288.74	GRADER REPAIR	36880B	Services, Labor, Contracts	N
10720	Nuss Truck Group Inc		36,288.74		1 Transactions		
4010	Rasley Oil Company 10-923-000-0000-6511		612.74	FUEL 09/01/2021	AITCOL&PS 09/30/2021	Gas And Oil	N
4010	Rasley Oil Company		612.74		1 Transactions		
5791	Sappi 10-923-000-0000-6820		2,140.29	OVERAPPRAISAL	14117	Refunds & Reimbursements	N
5791	Sappi		2,140.29		1 Transactions		
12788	Timmer Implement of Aitkin 10-923-000-0000-6590		420.14	T250 WINDOW	03688	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		420.14		1 Transactions		
9642	WEX BANK 10-923-000-0000-6511		2,428.82	GAS 09/08/2021	74898274 10/07/2021	Gas And Oil	N
9642	WEX BANK		2,428.82		1 Transactions		
923	DEPT Total:		47,905.13	Forfeited Tax Sales	9 Vendors	11 Transactions	
926	DEPT			Law Library			
5173	Thomson Reuters-West Publishing 10-926-000-0000-6408		1,472.99	West Info Charges	844928272	Law Books	N
	10-926-000-0000-6408		981.66	West Library Subs	845018252	Law Books	N
	10-926-000-0000-6408		1,472.99	West Info Charges	845093529	Law Books	N
	10-926-000-0000-6408		981.66	West Library Subs	845186172	Law Books	N
5173	Thomson Reuters-West Publishing		4,909.30		4 Transactions		
926	DEPT Total:		4,909.30	Law Library	1 Vendors	4 Transactions	
10	Fund Total:		58,581.81	Trust		18 Transactions	

Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
12526	Bixby/James						
	11-925-000-0000-6330		41.44	MILEAGE TO NRAC TOUR	101321	Transportation/Travel/Parking	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	101321	Per Diem	Y
12526	Bixby/James		76.44	2 Transactions			
10890	Insley/Kevin						
	11-925-000-0000-6330		1.12	MILEAGE - NRAC TOUR	101321	Transportation/Travel/Parking	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	101321	Per Diem	Y
10890	Insley/Kevin		36.12	2 Transactions			
2448	Janzen/Carroll Mark						
	11-925-000-0000-6330		31.36	NRAC TOUR MILEAGE	102021	Transportation/Travel/Parking	Y
	11-925-000-0000-6350		35.00	NRAC TOUR PER DIEM	102021	Per Diem	Y
2448	Janzen/Carroll Mark		66.36	2 Transactions			
5511	Milbradt/Kris						
	11-925-000-0000-6231		2,595.50	HAND RELEASE ASPEN	102021	Services, Labor, Contracts	Y
5511	Milbradt/Kris		2,595.50	1 Transactions			
15229	Thompson/Dennis J						
	11-925-000-0000-6330		27.44	MILEAGE FOR NRAC TOUR	101321	Transportation/Travel/Parking	N
15229	Thompson/Dennis J		27.44	1 Transactions			
4927	Turnock/Franklin Allen						
	11-925-000-0000-6330		50.40	NRAC TOUR MILEAGE	102021	Transportation/Travel/Parking	Y
	11-925-000-0000-6350		35.00	NRAC TOUR PER DIEM	102021	Per Diem	Y
4927	Turnock/Franklin Allen		85.40	2 Transactions			
925	DEPT Total:		2,887.26	Resource Management	6 Vendors	10 Transactions	
11	Fund Total:		2,887.26	Forest Development		10 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
3160	Mille Lacs Energy Coop-Albert Lea						
	19-521-000-0000-6254		294.71	ELEC-ENERGY CTR 09/01/2021 09/30/2021	27-13-005-02	Utilities-Gas and Electric	N
	19-521-000-0000-6254		593.42	ELEC-DINING HALL 09/01/2021 09/30/2021	27-13-006-01	Utilities-Gas and Electric	N
	19-521-000-0000-6254		404.01	ELEC-DORM 09/01/2021 09/30/2021	27-13-007-03	Utilities-Gas and Electric	N
	19-521-000-0000-6254		42.77	ELEC-PARKING LOT 09/01/2021 09/30/2021	27-13-008-01	Utilities-Gas and Electric	N
	19-521-000-0000-6254		107.11	ELEC-STAFF RES 09/01/2021 09/30/2021	27-13-009-01	Utilities-Gas and Electric	N
	3160 Mille Lacs Energy Coop-Albert Lea		1,442.02	5 Transactions			
11574	Timber Transport-Curt Raveill						
	19-521-000-0000-6254		3,500.00	FIREWOOD PROCESSOR 11/01/2020 03/31/2021	100621LONGL	Utilities-Gas and Electric	N
	11574 Timber Transport-Curt Raveill		3,500.00	1 Transactions			
521	DEPT Total:		4,942.02	LLCC Administration	2 Vendors	6 Transactions	
523	DEPT			LLCC Food			
9658	McMillan/Dave						
	19-523-000-0000-6420		36.89	FOOD FOR AMER. PEAT GROUP 09/11/2021 09/11/2021		Food Service Supplies	N
	9658 McMillan/Dave		36.89	1 Transactions			
3810	Paulbeck's County Market						
	19-523-000-0000-6420		140.31	FOOD PURCHASE 10/07/2021 10/07/2021	0107	Food Service Supplies	N
	3810 Paulbeck's County Market		140.31	1 Transactions			
4761	Sysco Minnesota Inc						
	19-523-000-0000-6420		1,508.59	FOOD PURCHASE 10/07/2021 10/07/2021	253015050	Food Service Supplies	N
	19-523-000-0000-6420		608.27	FOOD PURCHASE 10/14/2021 10/14/2021	253019884	Food Service Supplies	N
	4761 Sysco Minnesota Inc		2,116.86	2 Transactions			

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 19 Long Lake Conservation Cen

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4968	Upper Lakes Foods, Inc 19-523-000-0000-6420		660.18	FOOD PURCHASE 10/12/2021 10/12/2021	894395-00	Food Service Supplies N
4968	Upper Lakes Foods, Inc		660.18	1 Transactions		
523	DEPT Total:		2,954.24	LLCC Food	4 Vendors	5 Transactions
19	Fund Total:		7,896.26	Long Lake Conservation Center		11 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
13725	Beartooth True Value 21-520-000-0000-6590		154.93	SUPPLIES 09/07/2021 09/30/2021	1009	Repair & Maintenance Supplies	N
13725	Beartooth True Value		154.93	1 Transactions			
10618	Erik's Lawn Service 21-520-000-0000-6231		2,650.00	PARKS - MOWING 08/31/2021 09/30/2021	7946	Services, Labor, Contracts	Y
10618	Erik's Lawn Service		2,650.00	1 Transactions			
9354	Kangas Enterprise, Inc 21-520-000-0000-6231	Q	125.00	SEPTIC PUMPING 09/14/2021 09/14/2021	20753	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		125.00	1 Transactions			
3024	Kingsley/Russell Lee 21-520-000-0000-6802	Q	4,690.00	RABEY LINE TRAIL REPAIR 09/30/2021 10/05/2021	265438	Trail Grants-State	Y
	21-520-000-0000-6802	Q	8,120.00	ATV TRAIL REPAIR 10/11/2021 10/19/2021	265439	Trail Grants-State	Y
3024	Kingsley/Russell Lee		12,810.00	2 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 21-520-000-0000-6254	Q	177.64	ELECTRICITY - BERGLUND PARK 09/01/2021 09/30/2021	18-51-106-02	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		177.64	1 Transactions			
9075	On Site Companies, Inc. 21-520-000-0000-6231	Q	174.00	SATELLITE - ROUND LK 09/01/2021 09/30/2021	1211042	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	112.00	SATELLITE - BLIND LK 09/01/2021 09/30/2021	1211043	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	112.00	SATELLITE - SOO LINE NORTH ATV 09/01/2021 09/30/2021	1211044	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	303.00	SATELLITE - LONE LK 09/01/2021 09/30/2021	1211045	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	112.00	SATELLITE - LAWLER 09/01/2021 09/30/2021	1211046	Services, Labor, Contracts	N

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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	21-520-000-0000-6231	Q	112.00	SATELLITE - MCGREGOR TRAILHEAD 09/01/2021 09/30/2021	1211047	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	112.00	SATELLITE - MCGRATH SOO LINE 09/01/2021 09/30/2021	1211048	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	112.00	SATELLITE - AXTELL RIDING AREA 09/01/2021 09/30/2021	1211049	Services, Labor, Contracts	N
9075	On Site Companies, Inc.		1,149.00	8 Transactions			
3950	Public Utilities						
	21-520-000-0000-6254		104.58	MISS ACCESS PARK	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254		164.24	MISS SHOWER HOUSE	1671-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254		225.61	ACLD	348-00	Utilities-Gas and Electric	N
3950	Public Utilities		494.43	3 Transactions			
9617	Timber Lakes Septic Service, Inc.						
	21-520-000-0000-6231		120.00	SEPTIC PUMPING - AITKIN CAMP	26013	Services, Labor, Contracts	N
	21-520-000-0000-6231	Q	120.00	SEPTIC PUMPING - BERGLUND	26014	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.		240.00	2 Transactions			
11507	Waste Management of Minnesota, Inc						
	21-520-000-0000-6231		91.26	GARBAGE SERVICE - AITKIN CAMP 09/01/2021 09/30/2021	6717022-1767-8	Services, Labor, Contracts	N
	21-520-000-0000-6231		91.26	GARBAGE SERVICE - JACOBSON CAM 09/01/2021 09/30/2021	6856169-0412-2	Services, Labor, Contracts	N
11507	Waste Management of Minnesota, Inc		182.52	2 Transactions			
520	DEPT Total:		17,983.52	Parks	9 Vendors	21 Transactions	
21	Fund Total:		17,983.52	Parks		21 Transactions	
	Final Total:		250,885.21	150 Vendors	257 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	76,664.27	General Fund
3	77,594.39	Road & Bridge
5	952.70	Health & Human Services
9	8,325.00	State
10	58,581.81	Trust
11	2,887.26	Forest Development
19	7,896.26	Long Lake Conservation Center
21	17,983.52	Parks
All Funds	250,885.21	Total

Approved by,
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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

R&B Contracts

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
303	DEPT			R&B Highway Maintenance			
9347	NORTHWEST ASPHALT & MAINTENANCE 03-303-000-0000-6521		3,742.22	Partial Payment #2 09/25/2021 10/17/2021	20214	Maintenance Supplies	N
	9347 NORTHWEST ASPHALT & MAINTENANCE		3,742.22	1 Transactions			
303	DEPT Total:		3,742.22	R&B Highway Maintenance	1 Vendors	1 Transactions	
307	DEPT			R&B Capital Infrastructure			
8194	Gladen Construction Inc 03-307-000-0000-6262		23,327.47	Partial Payment #4 09/20/2021 10/17/2021	20216	Contract Payments	N
	8194 Gladen Construction Inc		23,327.47	1 Transactions			
9707	Night Train Trucking, Inc. 03-307-000-0000-6262		3,719.96	Partial Payment #2 09/25/2021 10/17/2021	20218	Contract Payments	N
	9707 Night Train Trucking, Inc.		3,719.96	1 Transactions			
307	DEPT Total:		27,047.43	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:		30,789.65	Road & Bridge		3 Transactions	
	Final Total:		30,789.65	3 Vendors	3 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	30,789.65	Road & Bridge
All Funds		30,789.65	Total

Approved by,

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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

School Advance

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
932	DEPT			Schools			
393	ISD 1 Aitkin-Treasurer 12-932-000-0000-6801		582,027.68	Oct 2021 Advance		Appropriations	N
393	ISD 1 Aitkin-Treasurer		582,027.68		1 Transactions		
1985	ISD 182 Crosby-Treasurer 12-932-000-0000-6801		15.73	Oct 2021 Advance		Appropriations	N
1985	ISD 182 Crosby-Treasurer		15.73		1 Transactions		
392	ISD 2 Hill City-Treasurer 12-932-000-0000-6801		163,194.17	Oct 2021 Advance		Appropriations	N
392	ISD 2 Hill City-Treasurer		163,194.17		1 Transactions		
1983	ISD 2165 Hinckley Finlayson-Treasurer 12-932-000-0000-6801		65,012.94	Oct 2021 Advance		Appropriations	N
1983	ISD 2165 Hinckley Finlayson-Treasurer		65,012.94		1 Transactions		
1979	ISD 2580 East Central-Treasurer 12-932-000-0000-6801		14,161.86	Oct 2021 Advance		Appropriations	N
1979	ISD 2580 East Central-Treasurer		14,161.86		1 Transactions		
395	ISD 4 McGregor-Treasurer 12-932-000-0000-6801		493,972.41	Oct 2021 Advance		Appropriations	N
395	ISD 4 McGregor-Treasurer		493,972.41		1 Transactions		
1982	ISD 473 Isle-Treasurer 12-932-000-0000-6801		71,752.58	Oct 2021 Advance		Appropriations	N
1982	ISD 473 Isle-Treasurer		71,752.58		1 Transactions		
1981	ISD 577 Willow River-Treasurer 12-932-000-0000-6801		2,226.13	Oct 2021 Advance		Appropriations	N
1981	ISD 577 Willow River-Treasurer		2,226.13		1 Transactions		
394	ISD 698 Floodwood-Treasurer 12-932-000-0000-6801		4,926.33	Oct 2021 Advance		Appropriations	N
394	ISD 698 Floodwood-Treasurer		4,926.33		1 Transactions		
1984	ISD 95 Cromwell-Wright-Treasurer 12-932-000-0000-6801		153.59	Oct 2021 Advance		Appropriations	N

WLC1
 10/21/21 2:23PM
 12 Townships/Cities/ARDC/Amt

Aitkin County



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

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1984	ISD 95 Cromwell-Wright-Treasurer		153.59		1 Transactions		
932	DEPT Total:		1,397,443.42	Schools	10 Vendors		10 Transactions
12	Fund Total:		1,397,443.42	Townships/Cities/ARDC/Ambulan			10 Transactions
	Final Total:		1,397,443.42	10 Vendors	10 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	12	1,397,443.42	Townships/Cities/ARDC/Ambulan
All Funds		1,397,443.42	Total

Approved by,

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WLC1
10/28/21 9:19AM



Audit List for Board

AUDITOR'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

R&B Contracts, HR and IT

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formola	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
49	DEPT 14989 CIT 01-049-000-0000-6231		26,417.00	Information Technologies YEAR 2 BARRACUDA SUBSCRIPTION	122213	Programming, Services, Contracts	N
	14989 CIT		26,417.00	1 Transactions			
49	DEPT Total:		26,417.00	Information Technologies	1 Vendors	1 Transactions	
200	DEPT 4812 JC32 Teamsters H&W Fund 01-200-000-0000-6101		5,491.00	Enforcement EE HEALTH INSURANCE	202110	Salaries-Full Time	N
	01-200-000-0000-6150		20,400.00	ER HEALTH INSURANCE	202110	Health Insurance-Employer	N
	4812 JC32 Teamsters H&W Fund		25,891.00	2 Transactions			
200	DEPT Total:		25,891.00	Enforcement	1 Vendors	2 Transactions	
204	DEPT 4812 JC32 Teamsters H&W Fund 01-204-000-0000-6101		323.00	ATV EE HEALTH INSURANCE	202110	Salaries-Full Time	N
	01-204-000-0000-6150		1,200.00	ER HEALTH INSURNACE	202110	Health Insurance-Employer	N
	4812 JC32 Teamsters H&W Fund		1,523.00	2 Transactions			
204	DEPT Total:		1,523.00	ATV	1 Vendors	2 Transactions	
252	DEPT 4812 JC32 Teamsters H&W Fund 01-252-000-0000-6101		6,460.00	Corrections EE HEATLH INSURANCE	202110	Salaries-Full Time	N
	01-252-000-0000-6150		24,000.00	ER HEALTH INSURANCE	202110	Health Insurance-Employer	N
	4812 JC32 Teamsters H&W Fund		30,460.00	2 Transactions			
252	DEPT Total:		30,460.00	Corrections	1 Vendors	2 Transactions	

Aitkin County



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

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	
253	DEPT		Sentence to Serve			
	4812 JC32 Teamsters H&W Fund					
	01-253-000-0000-6101		EE HEALTH INSURANCE	202110	Salaries-Full Time	N
			10/01/2021 10/31/2021			
	01-253-000-0000-6150		ER HEALTH INSURANCE	202110	Health Insurance-Employer	N
			10/01/2021 10/31/2021			
	4812 JC32 Teamsters H&W Fund		1,523.00		2 Transactions	
253	DEPT Total:		1,523.00	Sentence to Serve	1 Vendors	2 Transactions
1	Fund Total:		85,814.00	General Fund		9 Transactions

Aitkin County



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

Vendor		<u>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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>		
307	DEPT				R&B Capital Infrastructure			
	10295	Knife River Corporation						
		03-307-000-0000-6262		103,507.71	Partial Payment #3	20217	Contract Payments	N
					10/04/2021	10/26/2021		
	10295	Knife River Corporation		103,507.71		1	Transactions	
	8499	R.C. Habeck Excavating, LLC						
		03-307-000-0000-6262		165,319.57	Partial Payment #6	20219	Contract Payments	N
					10/04/2021	10/24/2021		
	8499	R.C. Habeck Excavating, LLC		165,319.57		1	Transactions	
307	DEPT Total:			268,827.28	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:			268,827.28	Road & Bridge		2 Transactions	
	Final Total:			354,641.28	7 Vendors	11 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	85,814.00	General Fund
	3	268,827.28	Road & Bridge
All Funds		354,641.28	Total

Approved by,

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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

Camping Refund

KMR1
 10/21/21 1:26PM
 21 Parks

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2	8410 Bremer Bank 21-520-000-0000-5510		30.00	Camping Refund	5016 Harren	Co. Parks Campground Fees	N
1	21-520-000-0000-5510		10.00	Camping Refund	5021 Spanier	Co. Parks Campground Fees	N
	8410 Bremer Bank		40.00		2 Transactions		
21 Fund Total:			40.00	Parks	1 Vendors	2 Transactions	
Final Total:			40.00	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	40.00	Parks
All Funds		40.00	Total

Approved by,

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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

State General Tax Participant Fees October

KMR1
10/22/21 4:07PM

Aitkin County



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

Page 2

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
3	8410 Bremer Bank 01-044-904-0000-6231		702.85	Participant Fees - October	15851763	Flex Services, Labor, Etc	N
	8410 Bremer Bank		702.85	1 Transactions			
1 Fund Total:			702.85	General Fund	1 Vendors	1 Transactions	

KMR1
10/22/21 4:07PM

Aitkin County



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

9 State

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	8410 Bremer Bank 09-000-000-0000-2058			441,075.54	State General Tax	1st Advance	State General Tax-Education	N
2	09-000-000-0000-2058			441,075.54	State General Tax	2nd Advance	State General Tax-Education	N
	8410 Bremer Bank			882,151.08		2 Transactions		
9 Fund Total:				882,151.08	State	1 Vendors	2 Transactions	
Final Total:				882,853.93	2 Vendors	3 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	702.85	General Fund
9	882,151.08	State
All Funds	882,853.93	Total

Approved by,

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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

Returned Check Unable to Locate Account

KMR1
 10/25/21 3:27PM

Aitkin County



13 Taxes & Penalties

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

Page 2

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 13-943-000-0000-2001		1,841.00	Check Returned	01-1-118900	Cur - Property Taxes	N
	8410 Bremer Bank		1,841.00	1 Transactions			
13 Fund Total:			1,841.00	Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:			1,841.00	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,841.00	Taxes & Penalties
All Funds	1,841.00	Total

Approved by,

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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 10/14/2021

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/CORRECTIONS**

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
5462 Bremer Bank (Elan ACH)							
47	01-044-000-0000-6800		6,960.92-	ELAN - Paid 10/14/21 Allocated		ELAN - Statement Payment	N
12	01-049-000-0000-6205		9.30	Mailed phone to Loffler		Postage	N
13	01-049-000-0000-6208		195.00	Nessus Fundamentals CBT		Training/Education	N
14	01-049-000-0000-6332		372.84	MNCITLA Conference - Lodging 09/21/2021 09/24/2021		Hotel / Motel Lodging	N
17	01-053-000-0000-6231		62.81	Toner and Stamp		Services, Labor, Contracts	N
44	01-090-000-0000-6625		22.98	Wireless Door Bell		Capital - Office & Other Equipment	N
29	01-120-000-0000-6511		12.00	Car Wash-Vet Van		Gas And Oil	N
30	01-200-000-0000-6409		131.20	Cell Phone Cases		Deputy Supplies	N
31	01-200-000-0000-6409		48.47	Batteries, Lithium Batteries		Deputy Supplies	N
32	01-200-019-0000-6231		68.84	Nationwide - K9 Insurance Loki		Services, Labor, Contracts	N
36	01-252-000-0000-6590		53.07	Amana - Dryer Parts		Repair & Maintenance Supplies	N
46	01-253-003-0000-6241		110.00	MSA - MJPS Conference		Registration Fee	N
34	01-257-251-0000-6241		100.00	MACPO - Registration SA 10/13/2021 10/13/2021	03887	Registration Fee	N
33	01-044-000-0000-6231		16.03	Webex 10/06/2021 11/05/2021	161-00423812	Services, Labor, Contracts	N
43	01-043-000-0000-6332		255.56	MAAO Fall Conf. Lodging 09/26/2021 09/29/2021	L. Tibbetts	Hotel / Motel Lodging	N
15	01-001-000-0000-6332		415.14	MACCAC Conference - Lodging 09/22/2021 09/24/2021	Marcotte	Hotel / Motel Lodging	N
16	01-053-000-0000-6199		75.00	Employee Recognition	Math	Employee Recognition	N
45	01-043-000-0000-6405		450.74	Leica Disto E7500i Laser Measu	S. Parenteau	Office Supplies	N
5462 Bremer Bank (Elan ACH)			4,561.94-	18 Transactions			
1 Fund Total:			4,561.94-	General Fund	1 Vendors	18 Transactions	

Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5462	Bremer Bank (Elan ACH)						
18	03-301-000-0000-6400		77.83	Magnetic Label Holders	14055009	Supplies And Materials	N
24	03-302-000-0000-6296		575.00	Bituminous Street Inspector -	340123	Meeting Expense/Physicals	N
23	03-302-000-0000-6296		575.00	Concrete Field Inspector - BT	340125	Meeting Expense/Physicals	N
25	03-302-000-0000-6296		250.00	Concrete Plant Tester Recert -	340130	Meeting Expense/Physicals	N
26	03-302-000-0000-6296		250.00	Grading & Base Tester Recert -	340130	Meeting Expense/Physicals	N
27	03-302-000-0000-6296		250.00	Bridge Const. Inspector Recert	340261	Meeting Expense/Physicals	N
22	03-302-000-0000-6296		155.00	Construction SWPPP Recert - MQ	585311	Meeting Expense/Physicals	N
20	03-302-000-0000-6296		120.00	Construction Site Mgr Recert -	585318	Meeting Expense/Physicals	N
21	03-302-000-0000-6296		120.00	Construction Site Mgr Recert -	585319	Meeting Expense/Physicals	N
19	03-301-000-0000-6296		155.00	Construction SWPPP Recert - PK	585322	Meeting Expense/Physicals	N
28	03-302-000-0000-6296		310.00	Design of Const. SWPPP - AD	586181	Meeting Expense/Physicals	N
5462	Bremer Bank (Elan ACH)		2,837.83	11 Transactions			
3 Fund Total:			2,837.83	Road & Bridge	1 Vendors	11 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	5462 Bremer Bank (Elan ACH) 05-400-430-0408-6406		24.63	MECSH - SBS Sticker/Cards 09/30/2021 09/30/2021	0037703	PH Program Related Supplies	N
5	05-430-710-3190-6020		58.41	Court Related - Phone Card 09/24/2021 09/24/2021	63799759	Court Related Services & Activities	N
4	05-430-710-3190-6020		58.41	Court Related - Phone Card 09/24/2021 09/24/2021	63809818	Court Related Services & Activities	N
3	05-430-700-4800-6805		102.47	MH INIT Moving Transportation 10/06/2021 10/06/2021	64806983	Mh Init - Transportation	N
9	05-430-710-3670-6020		83.66	PSOP - Clothing 09/29/2021 09/29/2021	67128471	PSOP - Parent Support Outreach Servi	N
11	05-430-710-3670-6020		234.84	PSOP - Clothing 10/01/2021 10/01/2021	67128475	PSOP - Parent Support Outreach Servi	N
8	05-430-710-3670-6020		17.52	PSOP - Clothing 09/28/2021 09/28/2021	67134494	PSOP - Parent Support Outreach Servi	N
10	05-430-710-3670-6020		59.54	PSOP - Clothing 09/28/2021 09/28/2021	67134499	PSOP - Parent Support Outreach Servi	N
2	05-430-700-4800-6810		356.00	MH INIT Flex Storage Rental 10/01/2021 10/01/2021	68081086	Mh Init - Flex	N
7	05-400-450-0451-6231		6.99	SHIP HC - WIX 09/26/2021 09/26/2021	958142235	Services, Labor, Contracts	N
6	05-400-440-0410-6239		2.80	Availity - September '21 09/01/2021 09/30/2021	INV00714594	Software Fees/License Fees	N
6	05-420-600-4800-6239		6.60	Availity - September '21 09/01/2021 09/30/2021	INV00714594	Software Fees/License Fees	N
6	05-430-700-4800-6239		10.60	Availity - September '21 09/01/2021 09/30/2021	INV00714594	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		1,022.47	13 Transactions			
5 Fund Total:			1,022.47	Health & Human Services	1 Vendors	13 Transactions	

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10/29/21 9:35AM

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
35	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6254		194.98	Spectrum Internet 09/20/2021 10/19/2021	45857052021	Utilities-Gas and Electric	N
	5462 Bremer Bank (Elan ACH)		194.98	1 Transactions			
10 Fund Total:			194.98	Trust	1 Vendors	1 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5462	Bremer Bank (Elan ACH)						
37	19-521-000-0000-6230		5.70	Facebook - LLCC Acct		Printing, Publishing & Adv	N
39	19-522-000-0000-6416		24.18	Sheer Strip Bandages		Education Supplies	N
40	19-522-000-0000-6416		21.99	LED Black Light Kit		Education Supplies	N
41	19-522-000-0000-6416		419.79	Bulk Blank Sketchbooks		Education Supplies	N
42	19-522-000-0000-6416		21.23	Herschner's Yarn for Wood Co		Education Supplies	N
38	19-524-000-0000-6590		13.77	Vacuum Cleaner Bags		Repair & Maintenance Supplies	N
5462	Bremer Bank (Elan ACH)		506.66	6 Transactions			
19 Fund Total:			506.66	Long Lake Conservation Center	1 Vendors	6 Transactions	
Final Total:			0.00	5 Vendors	49 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	-4,561.94	General Fund
	3	2,837.83	Road & Bridge
	5	1,022.47	Health & Human Services
	10	194.98	Trust
	19	506.66	Long Lake Conservation Center
All Funds		0.00	Total

Approved by,

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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 Statement MN Care Tax Returned Checks

KMR1
 10/29/21 9:58AM

Aitkin County



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

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	5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800			3,408.60	ELAN - Paid 10/28/2021		ELAN - Statement Payment	N
	5462 Bremer Bank (Elan ACH)			3,408.60	1 Transactions			
1 Fund Total:				3,408.60	General Fund	1 Vendors	1 Transactions	

KMR1
 10/29/21 9:58AM
 5 Health & Human Services

Aitkin County



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

Page 3

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2	90465 Bremer Bank, N.A. 05-400-400-0402-6231		185.40	2021 Est Qtrly MN Care Tax 10/01/2021 12/31/2021		Services, Labor, Contracts	N
	90465 Bremer Bank, N.A.		185.40	1 Transactions			
5 Fund Total:			185.40	Health & Human Services	1 Vendors	1 Transactions	

KMR1
 10/29/21 9:58AM

Aitkin County



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

13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	8410 Bremer Bank					
4	13-943-000-0000-2001		1,237.00	Returned Checks - Period 3	100051003	Cur - Property Taxes N
3	13-943-000-0000-2001		2,500.00	Returned Checks - Period 3	291507700	Cur - Property Taxes N
	8410 Bremer Bank		3,737.00	2 Transactions		
13 Fund Total:			3,737.00	Taxes & Penalties	1 Vendors	2 Transactions
Final Total:			7,331.00	3 Vendors	4 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,408.60	General Fund
5	185.40	Health & Human Services
13	3,737.00	Taxes & Penalties
All Funds	7,331.00	Total

Approved by,

.....

.....

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

Returned Checks

KMR1
11/2/21 4:04PM

Aitkin County



13 Taxes & Penalties

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

Page 2

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	8410 Bremer Bank					
1	13-943-000-0000-2001		800.00	Returned Check	140035400	Cur - Property Taxes N
2	13-943-000-0000-2001		541.00	Returned Check	291409600	Cur - Property Taxes N
	8410 Bremer Bank		1,341.00	2 Transactions		
13 Fund Total:			1,341.00	Taxes & Penalties	1 Vendors	2 Transactions
Final Total:			1,341.00	1 Vendors	2 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,341.00	Taxes & Penalties
All Funds	1,341.00	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: 2022-2027 Strategic Plan for Economic Development-Adopt the Plan

<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: Mark Jeffers	Department: Administration
--------------------------------------	--------------------------------------

Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed:
--	-------------------------------

Summary of Issue:

On October 12, 2021, Mark Jeffers, Economic Development Coordinator presented the 2022-2027 Strategic Plan for Economic Development. The Board of Commissioners were requested to review and provide any additional feedback prior to request for adoption of this plan.

The Aitkin County Economic Development Committee recommends adoption of this Strategic Plan.

Staff is requesting adoption of the 2022-2027 Strategic Plan for Economic Development.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Staff requests adoption of the 2022-2027 Strategic Plan for Economic Development.

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

20
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: LG230 Off-Site Gambling - Minnewawa Sportsmen's Club

<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: <p style="text-align: center;">Sally M. Huhta</p>		Department: <p style="text-align: center;">Auditor's</p>
Presenter (Name and Title): <p style="text-align: center;">N/A</p>		Estimated Time Needed: <p style="text-align: center;">N/A</p>
Summary of Issue:		
Alternatives, Options, Effects on Others/Comments: <p style="text-align: center;">See attached Proposed Resolution</p>		
Recommended Action/Motion:		
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 November 9, 2021

By Commissioner:

20211109-xxx

LG230 Off-Site Gambling-Minnewawa Sportsmen's Club

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Minnewawa Sportsmen's Club at the following location – North of McGregor, MN on Hwy 65 and 5 miles East on Goshawk St. on Lake Minnewawa, McGregor, MN 56431– Shamrock Township. (Note: Date of activity for Raffle – February 12, 2022)

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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Application to repurchase tax-forfeited property

<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: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Assistant Land Commissioner		Estimated Time Needed: NA
Summary of Issue: <p>S 282.241 allows application to repurchase tax-forfeited property by the former purchaser on Contract for Deed.</p> <p>Dennis M. Benson, owner at the time of forfeiture, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcels of tax-forfeited land:</p> <p>Parcel #45-0-010700, Section 6, Township 47, Range 24 NE NW Lot 11 Less Plat of Felknor's Shores and Less BN RR ROW as in Doc 365292</p> <p>Property will revert to the owner at the time of Forfeiture.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 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>		

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

RESOLUTION

WHEREAS, Dennis M. Benson, taxpayer at the time of forfeiture.
(Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Parcel #45-0-010700, Section 6, Township 47, Range 24
NE NW Lot 11 Less Plat of Felknor's Shores and Less BN RR ROW as in Doc 365292

and WHEREAS, said Applicant has set forth in his application that:

- A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

I lost all my hunting land.

and WHEREAS, the Applicants have made payment of all delinquent taxes of properties

and WHEREAS, this board is of the opinion that said applications should be granted for such reasons,

NOW, THEREFORE BE IT RESOLVED, That the application of Dennis M. Benson for the purchase of the above described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Aitkin, Minnesota, this 9th day of November 2021.

Chairman, Board of County Commissioners
Aitkin County, Minnesota

Attest:

County Auditor

A-1182/1183 T-46806/46809/46816

RECEIPT DATE 10/19/2021 No. 467009

RECEIVED FROM [Crossed out] \$ 705.00

[Crossed out] DOLLARS

FOR RENT
 FOR Special Use permit # 10-48-25

ACCOUNT [Crossed out] CASH
 PAYMENT 100 133 CHECK
 BAL. DUE [Crossed out] MONEY ORDER
 CREDIT CARD

FROM 10/14/21 TO 10/1/22

BY [Signature] 3-11

RECEIPT DATE 10-22-21 No. 467010

RECEIVED FROM [Crossed out] \$ 50.00

[Crossed out] DOLLARS

FOR RENT
 FOR Well Cut on Repurchase

ACCOUNT [Crossed out] CASH
 PAYMENT [Crossed out] CHECK
 BAL. DUE [Crossed out] MONEY ORDER
 CREDIT CARD

FROM [Crossed out] TO [Crossed out]

BY [Signature] 3-11

RECEIPT DATE 10-28-21 No. 467011

RECEIVED FROM [Crossed out] \$ 2280.93

[Crossed out] DOLLARS

FOR RENT
 FOR Repurchase App 450-010700

ACCOUNT [Crossed out] CASH
 PAYMENT [Crossed out] CHECK
 BAL. DUE [Crossed out] MONEY ORDER
 CREDIT CARD

FROM [Crossed out] TO [Crossed out]

BY [Signature] 3-11

RECEIPT DATE _____ No. 467012

RECEIVED FROM _____ \$ _____

_____ DOLLARS

FOR RENT
 FOR _____

ACCOUNT _____ CASH
 PAYMENT _____ CHECK
 BAL. DUE _____ MONEY ORDER
 CREDIT CARD

FROM _____ TO _____

BY _____ 3-11

September 17, 2021
45-0-010700

Interest calc October 31, 2021
(Subject to change)

<u>Year</u>	<u>Tax</u>	<u>Cost</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>	
2017	\$ 286.00	\$ 20.00	\$ 131.58	\$ 37.24	\$ 474.82	0.383333
2018	\$ 272.00		\$ 86.70	\$ 34.00	\$ 392.70	0.283333
2019	\$ 318.00		\$ 63.26	\$ 27.03	\$ 408.29	0.183333
2020	\$ 300.00		\$ 27.12	\$ 25.50	\$ 352.62	0.083333
2021	\$ 284.00		\$ -	\$ 14.20	\$ 298.20	0
Total:	\$ 1,460.00	\$ 20.00	\$ 308.66	\$ 137.97	\$ 1,926.63	
Total:		1926.63				
St Deed Tax		16.50				
Forf Proc Cost		100.00				
Sheriff Cost		40.00				
Deed		25.00				
Land Dept Cost		100.00				
Rec Fee		46.00				
Crt Letter Fee-Auditor		6.80				
<u>Insurance</u>		<u>20.00</u>				
Total:		\$ 2,280.93				



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acd@co.aitkin.mn.us
phone: 218-927-7364

September 14, 2021

Re: (NE NW) LOT 11 LESS PLAT OF FELKNOR'S SHORES & LESS BN RR ROW AS IN DOC 365292 Section 6 Township 47 Range 24

To whom it may concern,

The above described property forfeited to Aitkin County on August 16, 2021 for the non-payment of real estate taxes. This property is now owned by Aitkin County and is the responsibility of the Aitkin County Land Department.

Any personal property located on this land or in the buildings on this land must be removed prior to October 25, 2021 or it will be treated as abandoned personal property.

Any personal use of this property without the written permission of this department will be treated as a "trespass". However, a person with a vested interest in this property at the time of forfeiture, may have the right to make application to repurchase this property. If you are interested in learning more about making an application to repurchase this land, please contact this office regarding the amount you would need to pay, and the repurchase application process. If a repurchase is approved by the County Board, it will return to the same status it was before it forfeited. If it remains county property it may be offered for public auction.

For information about these parcels, please go to our website <http://www.co.aitkin.mn.us> look down the right hand side menu for "Parcel Search" this will bring you to the Aitkin County Interactive Map. Once here, find and click the "Search" button at the top and then click "PIN" (parcel id number). The PIN for the property is: 45-0-010700.

If you have any questions, please feel free to contact this office at 218-927-7364.

Sincerely,

Rich Courtemanche
Aitkin County Land Commissioner



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acld@co.aitkin.mn.us
phone: 218-927-7364

9/17/2021

Dennis Benson
7902 County Rd 78
Lakeshore, MN 56468

RE: 45-0-010700

The above property forfeited to Aitkin County on 8/16/2021 for the nonpayment of real estate taxes. The property is now owned by Aitkin County and is the responsibility of this department.

You, as an **owner/heir/mortgagee/representative of heirs** of a vested interest in the property at the time of forfeiture, have the privilege to make written application to the Aitkin County Board **requesting to be allowed to repurchase** this property.

Prior to the County Board considering a repurchase request, the following must be received in this office:

1. A copy of any document, preferably the deed, that shows you have a legal interest in this property and what type of ownership you hold on the property, whether it be previous owner, mortgagee, heir or representative of heir. If you do not have title to the property, we will not be able to accept an application from you.
2. Original fully completed, notarized and signed repurchase application form (enclosed).
3. Certified check or money order for the full amount of the repurchase made payable to Aitkin County. The repurchase amount due on Parcel #45-0-010700 is **\$2280.93**. This amount includes the real estate taxes that have not been paid and all repurchase costs. These are due before 10/31/2021 to be eligible to put in a repurchase application for this amount. An application received after this date will need to be refigured for the cost.

FULLY complete the enclosed application. This is the only information the County Board of Commissioners has as to why they should approve the repurchase. The County Board can approve the repurchase only if it is determined that:

- An undue hardship or injustice resulting from the forfeiture will be corrected by the repurchase.
- The repurchase will promote the use of such lands that will best serve the public interest.

After the completed application and full payment of the repurchase amount has been received in this office, the application will be submitted to the Aitkin County Board for consideration. If the County Board approves the repurchase of the property, the property will go back into the same status as before any forfeiture. In other words, if there are any liens on the property they will all be reinstated. The fees that you are paying here cover only the forfeiture and real estate tax costs. The money that you send to us will be cashed if the County Board approves the repurchase. If they do not approve the repurchase, the money will be returned to you.

If you have any questions, please feel free to contact me.



Becky Roden
Lands Clerk
Aitkin County Land Department
502 Minnesota Ave North
Aitkin, MN 56431
acld@co.aitkin.mn.us
218-927-7364

To the Honorable Board of County Commissioners of

Aitkin

County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs Dennis Benson, at the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit:

(NE NW) Lot 11 Less Plat of Felknor shores + Less Bn RR Row 45 in Doc 365 292 Section 6 township 47

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

I Lost all my hunting Land

(b) That the repurchase of said land by me will promote and best serve the public interest, because

the place will be cleaned up

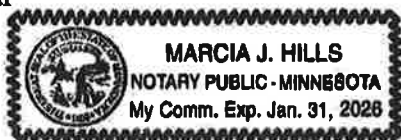
State of Minnesota Aitkin
County of

Dennis M Benson
Owner-Mortgagee-Heir-Representative of Heirs

The foregoing instrument was acknowledged before me this 28 day of 20 21 October, 1921, by Dennis M Benson

Notarial Seal

[Signature]
Signature of person taking acknowledgement



Individual(s) to Individual(s)

No delinquent taxes and transfer entered; Certificate of Real Estate Value (X) filed () not required
Certificate of Real Estate Value No. 35085
April 8, 2005
Karl Pearson
County Auditor
by Judith Bernberg
Deputy

365293

FILED APR 08 '05 AT AITKIN

Diane M. Lafferty, County Recorder

DEED TAX DUE: \$ 87.45
Date: May 30, 2003

(reserved for recording data)

FOR VALUABLE CONSIDERATION, PEGGY LORRAINE PADGET

single
(marital status)

Grantor, hereby conveys and warrants to DENNIS MICHAEL BENSON

Grantee, real property in AITKIN County, Minnesota, described as follows:
That part of Government Lots 10 and 11, Section 6, Township 47, Range 24, Aitkin County, Minnesota, lying Southeasterly of the Southeasterly right of way line of the Burlington Northern and Santa Fe Railway and lying Northwesterly of the Northwesterly line of Portage Lane, Felknors Shores, according to the plat thereof on file in the office of the County Recorder in and for said County; AND That part of said Government Lot 10, lying Southeasterly of said railroad right of way line and lying Northwesterly of the following described line: Beginning at the most Westerly corner of said Portage Lane, and assuming the Westerly line of Lot 1, Block 1, Felknors Shores bears South 19 degrees 16 minutes 29 seconds east; thence South 77 degrees 12 minutes 44 seconds West 272.00 feet; thence South 62 degrees, 42 minutes 23 seconds West to the Southeasterly line of said railroad right of way, and said line there ending; AND that part of said Government Lot 10 lying Northwesterly of the Northwesterly right of way line of said Burlington Northern and Santa Fe Railroad. SUBJECT to easements, restrictions and reservations of record, if any; SUBJECT to previous mineral reservations of record, if any. together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: NONE
This deed is given in full satisfaction of that certain contract for deed between the parties; grantor does not warrant title as against any liens, encumbrances, adverse claims or other matters which purchasers have created, suffered or permitted to accrue after the date of said contract.

Check box if applicable:
 The Seller certifies that the seller does not know of any wells on the described real property.
 A well disclosure certificate accompanies this document.
 I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

MINN. COUNTY DEED TAX
No 93 Date 6-13-03
87.45 Dollars Paid
Winn-Dixie
County Deed Tax Stamp Here

Peggy Lorraine Padget
PEGGY LORRAINE PADGET

STATE OF MINNESOTA }
COUNTY OF ST. LOUIS }

This instrument was acknowledged before me on May 30, 2003 Date

by PEGGY LORRAINE PADGET, single

MICHAEL J. PATCHIN
NOTARY PUBLIC - MINNESOTA
My Comm. Exp Jan 31, 2005

Michael J. Patchin
SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

Check here if part or all of the land is Registered (Torrens)
Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):
Michael J. Patchin
COLOSIMO, PATCHIN, KEARNEY,
LINDELL & BRUNFELT, LTD.
301 Chestnut St.
Virginia, MN 55792
MJP:ss:12,511
8430X

Dennis Michael Benson
27794 394th Lane
Aitkin, MN 56431

Well Disclosure of Grantee in Deed Pursuant to Contract for Deed

**WELL DISCLOSURE OF GRANTEE IN DEED
PURSUANT TO CONTRACT FOR DEED**

Check one:

- The Grantee certifies that the Grantee does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Dennis M. Benson
Dennis Michael Benson

This form cannot be recorded independently. It must be attached to a deed given pursuant to a contract for deed.

Dennis Benson
2775 4-3942 Lane
Oshtemo, MN 56113

RECORDED
TRACT INDEX
GRANTOR
GRANTEE
COMMENTS

OFFICE OF COUNTY RECORDER
AITKIN COUNTY, MN
WELL CERTIFICATE RECEIVED
WELL CERTIFICATE NOT REQUIRED

COUNTY RECORDER
AITKIN COUNTY, MINNESOTA
FILED
APR 08 2005PAM
Dennis M. Benson
As Doc. No.

365293

8/20/10
4-8-10

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

ADOPTED November 9, 2021

By Commissioner:

20211109-xxx

Benson Repurchase

WHEREAS, Dennis M. Benson, taxpayer at the time of forfeiture.
(Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Parcel #45-0-010700, Section 6, Township 47, Range 24
NE NW Lot 11 Less Plat of Felknor's Shores and Less BN RR ROW as in Doc 365292

and **WHEREAS**, said Applicants has set forth in his application that:

A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

I lost all my hunting land.

and **WHEREAS**, the Applicants have made payment of all delinquent taxes of properties

and **WHEREAS**, this board is of the opinion that said applications should be granted for such reasons,

NOW, THEREFORE BE IT RESOLVED, That the application of Dennis M. Benson for the purchase of the above described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Aitkin, Minnesota, this 9th day of November 2021.

Chairman, Board of County Commissioners
Aitkin County, Minnesota

Attest:

County Auditor

**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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Utility Easement

<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: Dennis Thompson	Department: Land
---	----------------------------

Presenter (Name and Title): Dennis Thompson, Assistant Land Commissioner	Estimated Time Needed: NA
--	-------------------------------------

Summary of Issue:

Lake Country Power of Cohasset, MN is requesting a forty foot (40') easement to reconstruct an existing single phase overhead power-line across 100 feet of tax-forfeited land (PID #12-0-006402) along the south side of West County Line Road. Section 4 Township 52 Range 26.

Aitkin County Surveyor has reviewed the attached survey and has no objections.

Average to be encumbered by the easement was determined to be .09 acres.

Easement at the rate of \$2,400 plus recording fee of \$46 = \$2,446. The applicant has paid \$400 application fee that will be credited to the assessment if approved.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve resolution for permanent utility easement.

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:*

By Commissioner:

20211109-xxx

EASEMENT

Pursuant to the authority given to the undersigned County Auditor of Aitkin County, by the County Board of said County of Aitkin, as set forth in their resolution adopted by the County on November 9, 2021 to Lake Country Power of 26039 Bear Ridge Drive, Cohasset, MN 55721, a perpetual easement to construct and maintain a single-phase overhead powerline utility easement across the following Aitkin County managed lands:

The easement is described as follows:

A 40-foot-wide easement for utility purposes over, under and across the South 40 feet of the North 55 feet of the West 100 feet of the East Half (E ½) of Government Lot Three (3), Section Four (4), Township Fifty-two (52) North, Range Twenty-six (26) West, of the Fourth Principal Meridian, according to the Government Survey thereof on file and of record in the office of the County Recorder, Aitkin County, Minnesota.

and,

WHEREAS, said applicant will be charged \$2,400 for the easement and timber charges as appraised by the County Land Commissioner, and

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,

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 Lake Country Power of 26039 Bear Ridge Drive, Cohasset, MN 55721, a perpetual easement to use said strips of 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 communication 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 within ROW 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 old railroad right of way for many purposes such as a motorized and non-motorized recreation trail, 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. During construction and/or laying of the fiber optics line, the lessee shall keep the traveled area of the old railroad grade clear of slash, trees, and dirt mounds. The lessee shall post and sign the area where constructing so that other users of this trail on the old railroad right of way are notified and aware of the construction work.
9. After construction, the lessee shall mark the location of the fiber optics line and shall return the land to the same condition as prior to issuing of the easement.
10. 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.

Dated at Aitkin, MN this 9th day of November,

Kirk Peysar, Aitkin County Auditor

**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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

**Jessica Seibert
County Administrator**



Request for Access Across Tax-Forfeited Lands In Aitkin County

August 29, 2006

Before completing this request, read the accompanying instructions to determine the type of easement that you are requesting. Please attach a map showing the proposed easement that you are requesting. A non-refundable application fee of \$400.00 must accompany this application. If approved, the application fee will be applied to the easement fee.

① Easement:

- Utility easement only
- Recreational road easement – no utilities are allowed, for recreation use only
- Residential road easement – includes utility easement, for year round use

See the instruction sheet for better definitions of the types of easements

② Applicant Information (please print or type)

Jeff Major	Lake Country Power
Name of applicant	Company name
26039 Bear Ridge Drive	Cohasset MN 55721
Mailing address	City State Zip Code
218-322-4539	jmajor@lcp.coop
Daytime phone number	E-mail address

③ Please answer the following with regards to **YOUR** parcel being accessed:

Tax Parcel Number _____ Acreage _____

Location of Parcel: Legal Description : _____

Section _____ Township _____ Range _____

Do you own the property? yes no fee owner contract for deed purchaser

Do you have any other access into this property? yes no

Will the proposed easement route cross property other than Aitkin County tax forfeited lands?: yes no

If yes, has legal access been acquired from these other properties? yes no

④ Please write a brief note on why you are requesting an easement:

Re-construction of existing single phase overhead power line.
The overhead line crosses 100 ft. of Tax Forfeit PID 12-0-006402
along the south side of West County Line Road.

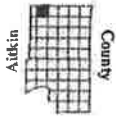
⑤ Signature of applicant or authorized representative

Jeffrey Major

10/11/2021
Date

⑥ Please return the completed form, and map along with the nonrefundable application fee of \$400.00 to:

Aitkin County Land Department
209 2nd St. NW Room 206
Aitkin, Mn. 56431
218-927-7364

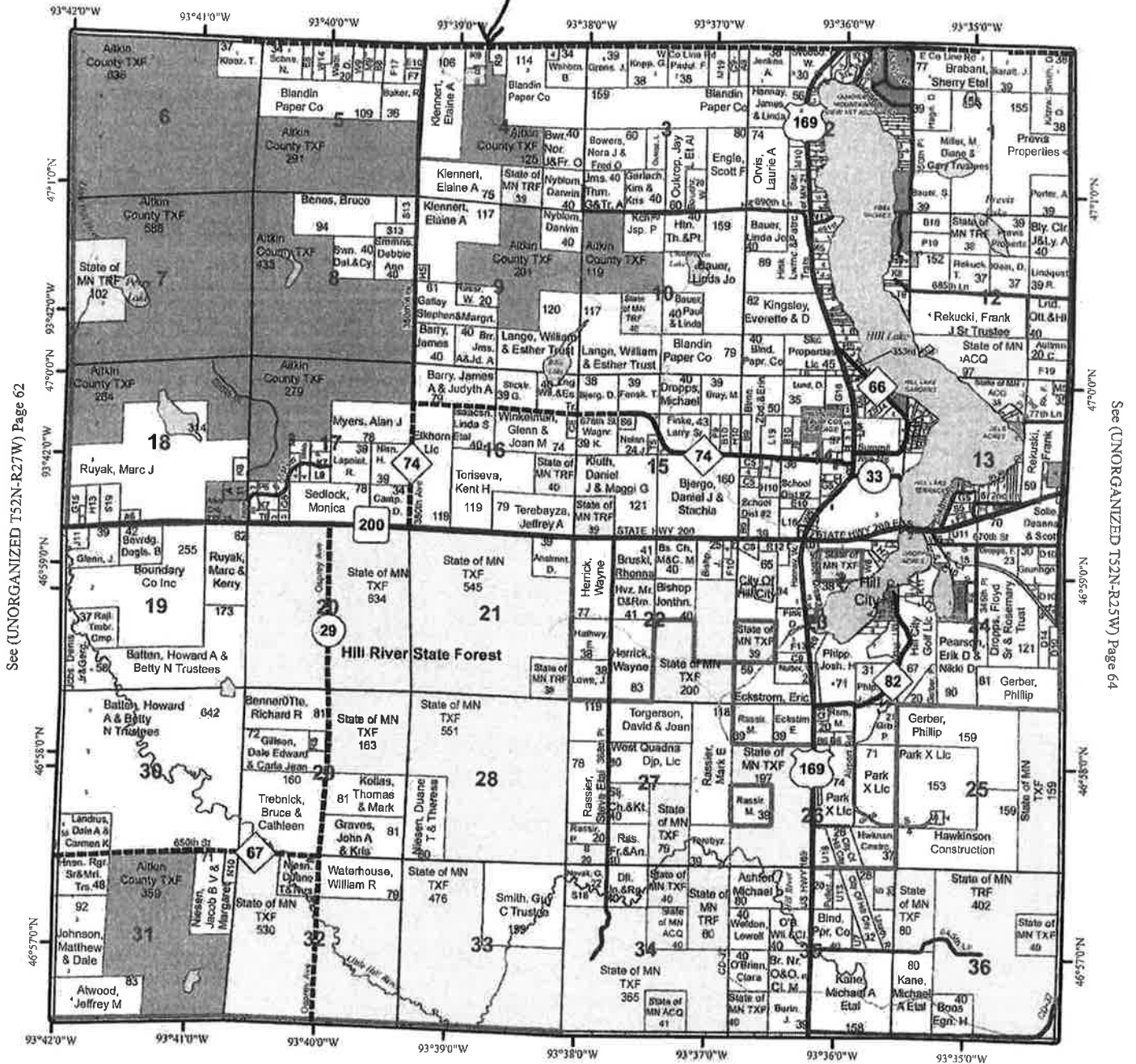


HILL LAKE T52N-R26W

Easement



Acres shown are approximate.
©2020, Regents of the University of Minnesota. All Rights Reserved.



See (UNORGANIZED T52N-R27W) Page 62

See (UNORGANIZED T52N-R25W) Page 64

See (MACVILLE T51N-R26W) Page 57

★ Josh Hughley
Assistant County Veterans Services Officer
AITKIN COUNTY
EST. 1857

Government Center • 307 2nd St. NW, Rm. 114 • Aitkin, MN 56431

☎ 218-927-7320
☒ 218-838-1528
☎ 218-927-7309

✉ josh.hughley@co.aitkin.mn.us 🌐 www.co.aitkin.mn.us/

ANNE MARCOTTE
ATTORNEY AT LAW

P.O. Box 192
HILL CITY, MN 55748

218.256.0277 FAX: 218.697.8129



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

12-0-006402

1:4,514

0 0.0225 0.045 mi 1 inch = 376 feet



Date: 10/26/2021

Exhibit A

Utility Easement Description:

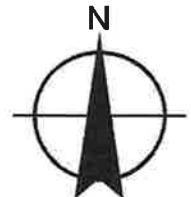
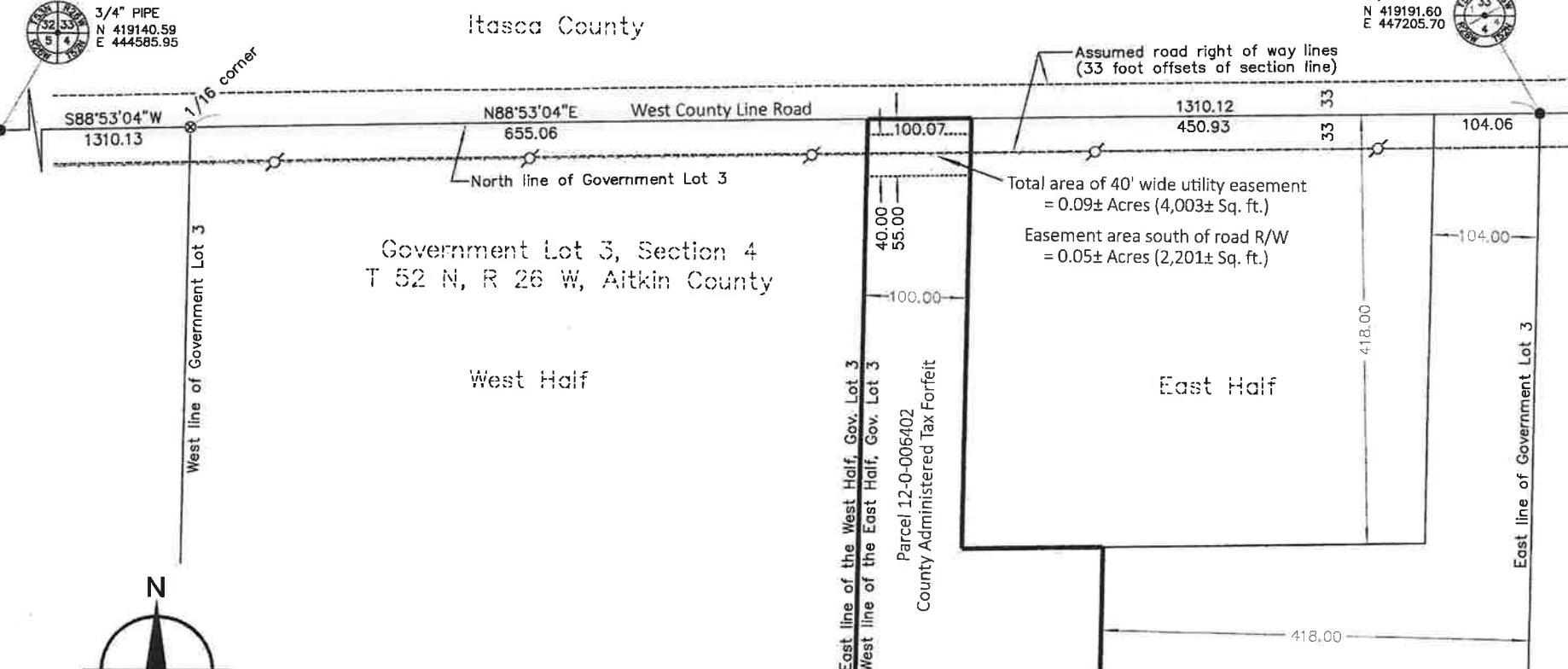
A 40 foot wide easement for utility purposes over, under and across the South 40 feet of the North 55 feet of the West 100 feet of the East Half (E1/2) of Government Lot Three (3), Section Four (4), Township Fifty-two (52) North, Range Twenty-six (26) West, of the Fourth Principal Meridian, according to the Government Survey thereof on file and of record in the office of the County Recorder, Aitkin County, Minnesota.

EXHIBIT A

Utility Easement across Aitkin County Administered Tax Forfeit land within the E 1/2 of Government Lot 3, Section 4, T 52 N, R 26 W, Aitkin County, Minnesota

3/4" PIPE
N 419140.59
E 444585.95

1/2" REBAR
N 419191.60
E 447205.70



The orientation of this survey is based on Grid North, Aitkin County Coordinate System

0 50 100 200
Scale in Feet

- ### Legend
- Denotes section corner monument in place
 - ⊗ Denotes calculated position
 - Denotes utility pole and overhead power line
 - Denotes gravel surface of road

East line of the West Half, Gov. Lot 3
West line of the East Half, Gov. Lot 3
Parcel 12-0-006402
County Administered Tax Forfeit

Total area of 40' wide utility easement = 0.09± Acres (4,003± Sq. ft.)
Easement area south of road R/W = 0.05± Acres (2,201± Sq. ft.)

Surveyor's Affidavit

I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Jeffrey P. Major
Jeffrey P. Major

Date: 10/11/2021 Registration No. 44902

A Touchstone Energy Cooperative

Hill City, Ckt 1	WO No. 35060
------------------	--------------



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Application to repurchase tax-forfeited property

<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>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Assistant Land Commissioner		Estimated Time Needed: NA
Summary of Issue: <p>S 282.241 allows application to repurchase tax-forfeited property by the former purchaser on Contract for Deed.</p> <p>Bryan Edward Conant et al, owner at the time of forfeiture, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcels of tax-forfeited land:</p> <p>A. UND 1/10 INT IN SE SW of Section 35 Township 48 Range 26. PID# 23-0-060900 B. UND 1/3 INT IN LOT 1 of Section 3 Township 47 Range 26. PID# 31-0-004100 C. UND 1/3 INT IN LOT 2 of Section 3 Township 47 Range 26. PID# 31-0-004600</p> <p>Property will revert to the owner at the time of Forfeiture.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution		
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.

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

ADOPTED November 9, 2021

By Commissioner:

20211109-xxx

Bryan Conant's Repurchase

WHEREAS, Bryan Edward Conant et al, taxpayer at the time of forfeiture.
(Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

- A. UND 1/10 INT IN SE SW of Section 35 Township 48 Range 26. PID# 23-0-060900
- B. UND 1/3 INT IN LOT 1 of Section 3 Township 47 Range 26. PID# 31-0-004100
- C. UND 1/3 INT IN LOT 2 of Section 3 Township 47 Range 26. PID# 31-0-004600

and **WHEREAS**, said Applicants has set forth in his application that:

- A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

Forfeiture of this land was the unfortunate result of miscommunication between our family with regards to who was responsible for paying the property tax.

- B. That the repurchase of said land will promote and best serve the public interest because:

Our land has been part of our family for over a century and we feel it is a vital part of our family heritage and connection with our ancestors.

and **WHEREAS**, the Applicants have made payment of all delinquent taxes of properties

and **WHEREAS**, this board is of the opinion that said applications should be granted for such reasons,

NOW, THEREFORE BE IT RESOLVED, That the application of Dennis M. Benson for the purchase of the above described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Dated at Aitkin, Minnesota, this 9th day of November 2021.

Chairman, Board of County Commissioners
Aitkin County, Minnesota

Attest:

County Auditor

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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acl@co.aitkin.mn.us
phone: 218-927-7364

A

September 10, 2021

CONANT, BRYAN EDWARD ETAL

Re: UND 1/10 INT IN SE SW Section 35 Township 48 Range 26

To whom it may concern,

The above described property forfeited to Aitkin County on August 16, 2021 for the non-payment of real estate taxes. This property is now owned by Aitkin County and is the responsibility of the Aitkin County Land Department.

Any personal property located on this land or in the buildings on this land must be removed prior to October 25, 2021 or it will be treated as abandoned personal property.

Any personal use of this property without the written permission of this department will be treated as a "trespass". However, a person with a vested interest in this property at the time of forfeiture, may have the right to make application to repurchase this property. If you are interested in learning more about making an application to repurchase this land, please contact this office regarding the amount you would need to pay, and the repurchase application process. If a repurchase is approved by the County Board, it will return to the same status it was before it forfeited. If it remains county property it may be offered for public auction.

For information about these parcels, please go to our website <http://www.co.aitkin.mn.us> look down the right hand side menu for "Parcel Search" this will bring you to the Aitkin County Interactive Map. Once here, find and click the "Search" button at the top and then click "PIN" (parcel id number). The PIN for the property is: 23-0-060900.

If you have any questions, please feel free to contact this office at 218-927-7364.

Sincerely,

Rich Courtemanche
Aitkin County Land Commissioner

To the Honorable Board of County Commissioners of
AITKIN County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs BRYAN EDUARDO CONANT ET AL at the time of forfeiture of the parcel of land situated in the County of Aitkin State of Minnesota, described as follows, to-wit:

PROPERTY ID: 23-0-060900
MORRISON TWP
SEC: 35 TWP: 48 RGE: 26 ACRES: 4.00
UND 1/10 INT IN SE SW

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

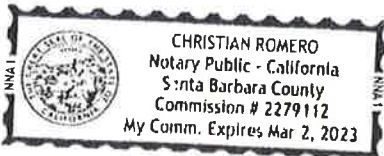
FORFEITURE OF THIS LAND WAS THE UNFORTUNATE RESULT OF MISCOMMUNICATION BETWEEN OUR FAMILY WITH REGARDS TO WHO WAS RESPONSIBLE FOR PAYING THE PROPERTY TAX.

(b) That the repurchase of said land by me will promote and best serve the public interest, because

OUR LAND HAS BEEN PART OF OUR FAMILY FOR OVER A CENTURY AND WE FEEL IT IS A VITAL PART OF OUR FAMILY HERITAGE AND CONNECTION WITH OUR ANCESTORS.

State of ~~Minnesota~~ ^{CA} California
County of Santa Barbara

Christian Romero
Notarial Seal



[Signature]
Owner-Mortgagee-Heir-Representative of Heirs

The foregoing instrument was acknowledged before me this 27th day of October, 2021 by

Christian Romero
Signature of person taking acknowledgement

Please see Attached CA Notary.

Filed in my office this _____
day of _____, 19 _____

County Auditor

Resolution authorizing repurchase adopted
this _____ day of _____, 19 _____

County Auditor

Repurchase made this _____ day of
_____, 19__.

County Auditor

Certificate of purchase forwarded to
Commissioner of Taxation this _____ day of
_____, 19__.

County Auditor

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

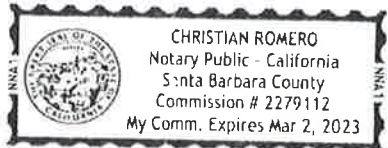
State of California
County of SANTA BARBARA)

On OCTOBER 27, 2021 before me, CHRISTIAN ROMERO, NOTARY PUBLIC
(insert name and title of the officer)

personally appeared BRYAN E. CONANT-----
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature *Christian Romero*

(Seal)

A

355075

FILED JAN 12 '04 AT 9:11 AM

Diane M. Lafferty, County Recorder

AITKIN COUNTY DEED TAX

No 42 Date 1-12-04
\$ 1.65 Dollars Paid
Dennis Nelson
County Treasurer

By _____ Deputy

No delinquent taxes and transfer entered; Certificate of Real Estate Value (_____) filed (X) not required Certificate of Real Estate Value No. _____ 9 _____

Kirk Pappas
County Auditor

By Judith Bernberg
Deputy

State Deed Tax due hereon: \$ 1.65
(OR EXEMPTION)

Date: January 12, 2004

QUITCLAIM DEED
TITLE OF DOCUMENT

FOR CONSIDERATION OF LESS THAN FIVE HUNDRED AND NO/100 DOLLARS (<\$500.00),
Jean Sink, a widow, and Lois Sandall, a married woman, each as to their undivided interest, GRANTOR

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

HEREBY conveys and quitclaims to
Bryan Edward Conant, a single man, and Camille Marie Conant Folster, a married woman, each as to
an undivided 1/2 share of an undivided 1/3 interest in parcels 1 and 2, and each as to an undivided
1/2 share of an undivided 1/10 interest in parcel 3, GRANTEE

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

REAL PROPERTY in Aitkin County, Minnesota, described as follows:

→ SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

AND more commonly known as: Vacant - no assigned address, Minnesota
Property Identification Number: 31-0-004100 and 31-0-004600 and 23-0-060900

Prior Recorded Doc. Ref.: Deed: Recorded: _____; BK _____, PG _____
Doc. No. _____

TOGETHER with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:
Restrictions, Conditions, Covenants, Rights, Rights of Way, and Easements now of record, if any.

THIS DEED IS INTENDED TO CONVEY AFTER ACQUIRED TITLE

A

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 1 - LOT 1	SECTION 3 <u>T. 47/ R. 26</u>	UNDIV. 1/3
PARCEL 2 - LOT 2	SECTION 3 <u>T. 47/ R. 26</u>	UNDIV. 1/3
PARCEL 3 - SE/4 OF SW/4	SECTION 35 <u>T. 48/ R. 26</u>	UNDIV. 1/10

A

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

When the context requires, singular nouns and pronouns, include the plural.

Jean Sink
Jean Sink

Affix Deed Tax Stamp Here

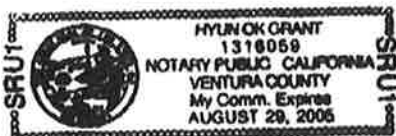
STATE OF CALIFORNIA
COUNTY OF VENTURA

The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Jean Sink, a widow, GRANTOR(S)
NOTARY STAMP/SEAL

Given under my hand and official seal of office this
26 day of DEC, A.D., 2003

Jean Grant
Signature of Person taking acknowledgment

JEAN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-29-2005



This Instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Richard Blanner
550 W. Cent.
Delta 1160
San Diego, CA
92101

RECORDED
TRACT INDEX
GRANTOR
GRANTEE
COMPARISON

OFFICE OF COUNTY RECORDER
AVIATION COUNTY, ILLINOIS
 WELL CERTIFICATE REQUIRED
 WELL CERTIFICATE NOT REQUIRED

COUNTY RECORDER
AVIATION COUNTY, ILLINOIS
FILED
JAN 12 2004 9 AM
Diana M. Steffens
As Doc. No.

355075

1-12-04
8

A

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

When the context requires, singular nouns and pronouns, include the plural.

Lois Sandall
Lois Sandall

Affix Deed Tax Stamp Here

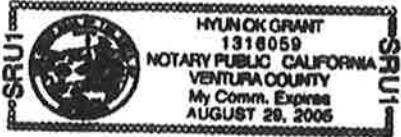
STATE OF CALIFORNIA
COUNTY OF VENTURA

The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Lois Sandall, a married woman, GRANTOR(S)

NOTARY STAMP/SEAL

Given under my hand and official seal of office this
26 day of DEC, A.D., 2003

Hyun Ok Grant
Signature of Person taking acknowledgment



HYUN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-28-2005

This Instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

September 21, 2021
23-0-060900

Interest calc October 31, 2021
(Subject to change)

Year	Tax	Cost	Interest	Penalty	Total	
2017	\$ 34.00	\$ 20.00	\$ 22.52	\$ 4.76	\$ 81.28	0.383333
2018	\$ 36.00		\$ 11.47	\$ 4.50	\$ 51.97	0.283333
2019	\$ 38.00		\$ 7.84	\$ 4.75	\$ 50.59	0.183333
2020	\$ 38.00		\$ 3.56	\$ 4.75	\$ 46.31	0.083333
2021	\$ 34.00		\$ -	\$ 4.08	\$ 38.08	0

Total: \$ 180.00 \$ 20.00 \$ 45.40 \$ 22.84 \$ 268.24

Total: 268.24
 St Deed Tax 16.50
 Forf Proc Cost 100.00
 Sheriff Cost 40.00
 Deed 25.00
 Land Dept Cost 100.00
 Rec Fee 46.00
 Crt Letter Fee-Auditor 6.80
Insurance 0.00
 Total: \$ 602.54

A

BANK OF AMERICA



Cashier's Check

Notice to Purchaser - In the event that this check is lost, stolen, or otherwise
voided, a sworn statement and 90-day waiting period will be required
prior to replacement. This check should be negotiated within 90 days.

Void After 90 Days

91-170/1221

Date 10/28/21 01:09:55 PM

NCA

GOLETA

718 0000416 002

Pay



****\$602.54****

****Six Hundred Two and 54/100 Dollars****

To The
Order Of AITKIN COUNTY

Remitter (Purchased By):

Bank of America, N.A.
PHOENIX, AZ

AUTHORIZED SIGNATURE

00-53-3304B 06-2019

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENTS.

A



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acd@co.aitkin.mn.us
phone: 218-927-7364

September 10, 2021

CONANT, BRYAN EDWARD ETAL

Re: UND 1/3 INT IN LOT 1 Section 3 Township 47 Range 26

To whom it may concern,

The above described property forfeited to Aitkin County on August 16, 2021 for the non-payment of real estate taxes. This property is now owned by Aitkin County and is the responsibility of the Aitkin County Land Department.

Any personal property located on this land or in the buildings on this land must be removed prior to October 25, 2021 or it will be treated as abandoned personal property.

Any personal use of this property without the written permission of this department will be treated as a "trespass". However, a person with a vested interest in this property at the time of forfeiture, may have the right to make application to repurchase this property. If you are interested in learning more about making an application to repurchase this land, please contact this office regarding the amount you would need to pay, and the repurchase application process. If a repurchase is approved by the County Board, it will return to the same status it was before it forfeited. If it remains county property it may be offered for public auction.

For information about these parcels, please go to our website <http://www.co.aitkin.mn.us> look down the right hand side menu for "Parcel Search" this will bring you to the Aitkin County Interactive Map. Once here, find and click the "Search" button at the top and then click "PIN" (parcel id number). The PIN for the property is: 31-0-004100.

If you have any questions, please feel free to contact this office at 218-927-7364.

Sincerely,

Rich Courtemanche
Aitkin County Land Commissioner

To the Honorable Board of County Commissioners of
AITKEN County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs BRYAN EDWARD CONANT ET AL at the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit:

PROPERTY ID: 31-0-004100
SPENCER TWP
SEC: 3 TWP: 47 RGE: 26 ACRES: 10.93
UND 1/3 INT IN LOT 1

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

FORFEITURE OF THIS LAND WAS THE UNFORTUNATE RESULT OF MISCOMMUNICATION BETWEEN OUR FAMILY WITH REGARD TO WHO WAS RESPONSIBLE FOR PAYING THE PROPERTY TAX.

(b) That the repurchase of said land by me will promote and best serve the public interest, because

OUR LAND HAS BEEN PART OF OUR FAMILY FOR OVER A CENTURY AND WE FEEL IT IS A VITAL PART OF OUR FAMILY HERITAGE AND CONNECTION WITH OUR ANCESTORS.

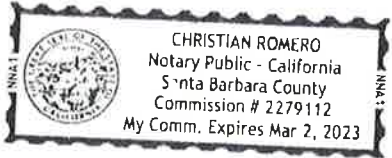
State of ~~Minnesota~~ California
County of Santa Barbara

[Signature]
Owner-Mortgagee-Heir-Representative of Heirs

The foregoing instrument was acknowledged before me this 27 day of October, 2021, by [Signature]

Notarial Seal

[Signature]
Signature of person taking acknowledgement



Please see Attached CA Notary

Filed in my office this _____

day of _____, 19 _____

County Auditor

Resolution authorizing repurchase adopted

this _____ day of _____, 19 _____

County Auditor

Repurchase made this _____ day of

_____, 19 _____

County Auditor

Certificate of purchase forwarded to

Commissioner of Taxation this _____ day of

_____, 19 _____

County Auditor

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

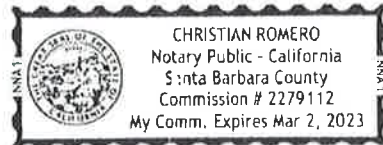
State of California
County of SANTA BARBARA)

On OCTOBER 27, 2021 before me, CHRISTIAN ROMERO, NOTARY PUBLIC
(insert name and title of the officer)

personally appeared BRYAN E. CONANT,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature *Christian Romero*

(Seal)

5

355075

FILED JAN 12 '04 AT 9:41 AM

Diane M. Lafferty, County Recorder

AITKIN COUNTY DEED TAX

No 42 Date 1-12-04
\$ 1.65 Dollars Paid
Dennis Nelson
County Treasurer

By _____ Deputy

No delinquent taxes and transfer entered; Certificate of Real Estate Value () filed (X) not required Certificate of Real Estate Value No. _____ 9

Kirk Pappas
County Auditor

By Judith Bernberg
Deputy

State Deed Tax due hereon: \$ 1.65
(OR EXEMPTION)

Date: January 12, 2004

QUITCLAIM DEED
TITLE OF DOCUMENT

FOR CONSIDERATION OF LESS THAN FIVE HUNDRED AND NO/100 DOLLARS (<\$500.00),
Jean Sink, a widow, and Lois Sandall, a married woman, each as to their undivided interest, GRANTOR

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

HEREBY conveys and quitclaims to
Bryan Edward Conant, a single man, and Camille Marie Conant Folster, a married woman, each as to
an undivided 1/2 share of an undivided 1/3 interest in parcels 1 and 2, and each as to an undivided
1/2 share of an undivided 1/10 interest in parcel 3, GRANTEE

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

REAL PROPERTY in Aitkin County, Minnesota, described as follows:

→ SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

AND more commonly known as: Vacant - no assigned address, Minnesota
Property Identification Number: 31-0-004100 and 31-0-004600 and 23-0-060900

Prior Recorded Doc. Ref.: Deed: Recorded: _____; BK _____, PG _____
Doc. No. _____

TOGETHER with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:
Restrictions, Conditions, Covenants, Rights, Rights of Way, and Easements now of record, if any.

THIS DEED IS INTENDED TO CONVEY AFTER ACQUIRED TITLE

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 1 - LOT 1	SECTION 3 <u>T. 47/ R. 26</u>	UNDIV. 1/3
PARCEL 2 - LOT 2	SECTION 3 <u>T. 47/ R. 26</u>	UNDIV. 1/3
PARCEL 3 - SE/4 OF SW/4	SECTION 35 <u>T. 48/ R. 26</u>	UNDIV. 1/10

8

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

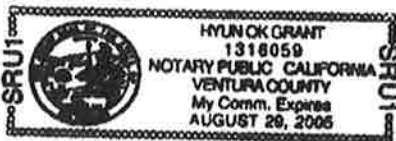
When the context requires, singular nouns and pronouns, include the plural.

Lois Sandall
Lois Sandall

Affix Deed Tax Stamp Here

STATE OF CALIFORNIA
COUNTY OF VENTURA as
The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Lois Sandall, a married woman, GRANTOR(S)
NOTARY STAMP/SEAL

Given under my hand and official seal of office this
26 day of DEC, A.D., 2003



Hyun Ok Grant
Signature of Person taking acknowledgment

HYUN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-29-2005

This Instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

5

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

When the context requires, singular nouns and pronouns, include the plural.

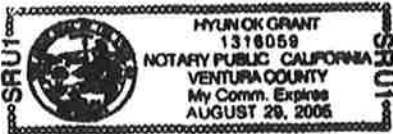
Jean Sink
Jean Sink

Affix Deed Tax Stamp Here

STATE OF CALIFORNIA
COUNTY OF VENTURA
The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Jean Sink, a widow, GRANTOR(S)
NOTARY STAMP/SEAL

Given under my hand and official seal of office this
26 day of DEC, A.D., 2003

Jean De Grant
Signature of Person taking acknowledgment



HYUN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-29-2005

This Instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Richard Blanner
550 W. Cent.
Suite 1160
San Diego, CA
92101

RECORDED
TRACT INDEX
GRANTOR
GRANTEE
COMPANION

OFFICE OF COUNTY CLERK
ADIRONDACK COUNTY, NY
WELL CERTIFICATE RECEIVED
WELL CERTIFICATE NOT INCLUDED

COUNTY RECORDER
ADIRONDACK COUNTY, NY
FILED
JAN 12 2004 AM

Diane M. Jeffrey
As Dec. No.

355075

September 21, 2021
31-0-004100

Interest calc October 31, 2021
(Subject to change)

Year	Tax	Cost	Interest	Penalty	Total	
2017	\$ 58.00	\$ 20.00	\$ 33.01	\$ 8.12	\$ 119.13	0.383333
2018	\$ 60.00		\$ 19.12	\$ 7.50	\$ 86.62	0.283333
2019	\$ 56.00		\$ 11.55	\$ 7.00	\$ 74.55	0.183333
2020	\$ 58.00		\$ 5.44	\$ 7.25	\$ 70.69	0.083333
2021	\$ 52.00		\$ -	\$ 6.24	\$ 58.24	0
Total:	\$ 284.00	\$ 20.00	\$ 69.13	\$ 36.11	\$ 409.24	
Total:		409.24				
St Deed Tax		16.50				
Forf Proc Cost		100.00				
Sheriff Cost		40.00				
Deed		25.00				
Land Dept Cost		100.00				
Rec Fee		46.00				
Crt Letter Fee-Auditor		6.80				
<u>Insurance</u>		<u>0.00</u>				
Total:		\$ 743.54				

BANK OF AMERICA

Cashier's Check

Once Purchaser, in the event that this check is lost, misplaced or stolen, a sworn statement and 90-day waiting period will be required prior to replacement. This check should be negotiated within 90 days.

VOID After 90 Days

91-170/1221

Date 10/28/21 01:09:55 PM

NCA

GOLETA

718 0000416 002

Pay



****\$743.54****

****Seven Hundred Forty Three and 54/100 Dollars****

To The Order Of AITKIN COUNTY

Remitter (Purchased By):

Bank of America, N.A.
PHOENIX, AZ

AUTHORIZED SIGNATURE

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENTS.

5



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acld@co.aitkin.mn.us
phone: 218-927-7364

September 10, 2021

CONANT, BRYAN EDWARD ETAL
3926 CRESTHAVEN DR
WESTLAKE VILLAGE, CA 91362

Re: UND 1/3 INT IN LOT 2 Section 3 Township 47 Range 26

To whom it may concern,

The above described property forfeited to Aitkin County on August 16, 2021 for the non-payment of real estate taxes. This property is now owned by Aitkin County and is the responsibility of the Aitkin County Land Department.

Any personal property located on this land or in the buildings on this land must be removed prior to October 25, 2021 or it will be treated as abandoned personal property.

Any personal use of this property without the written permission of this department will be treated as a "trespass". However, a person with a vested interest in this property at the time of forfeiture, may have the right to make application to repurchase this property. If you are interested in learning more about making an application to repurchase this land, please contact this office regarding the amount you would need to pay, and the repurchase application process. If a repurchase is approved by the County Board, it will return to the same status it was before it forfeited. If it remains county property it may be offered for public auction.

For information about these parcels, please go to our website <http://www.co.aitkin.mn.us> look down the right hand side menu for "Parcel Search" this will bring you to the Aitkin County Interactive Map. Once here, find and click the "Search" button at the top and then click "PIN" (parcel id number). The PIN for the property is: 31-0-004600.

If you have any questions, please feel free to contact this office at 218-927-7364.

Sincerely,

Rich Courtemanche
Aitkin County Land Commissioner

C

To the Honorable Board of County Commissioners of
AITKIN County, Minnesota.

I, the undersigned owner-mortgagee-heir-representative of heirs BRYAN CONANT ET AL, at the time of forfeiture of the parcel of land situated in the County of Aitkin, State of Minnesota, described as follows, to-wit:

PROPERTY ID: 31-0-004600
SPENCER TWP
SEC: 3 TWP: 47 RGE: 26 ACRES: 11.18
UND 1/3 INT IN LOT 2

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

FORFEITURE OF THIS LAND WAS THE UNFORTUNATE RESULT OF MISCOMMUNICATION BETWEEN OUR FAMILY WITH REGARDS TO WHO WAS RESPONSIBLE FOR PAYING THE PROPERTY TAX.

(b) That the repurchase of said land by me will promote and best serve the public interest, because

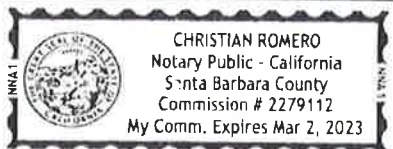
OUR LAND HAS BEEN PART OF OUR FAMILY FOR OVER A CENTURY AND WE FEEL IT IS A VETAL PART OF OUR FAMILY HERITAGE AND CONNECTION WITH OUR ANCESTORS.

State of ~~Minnesota~~ California
County of Santa Barbara

[Signature]
Owner-Mortgagee-Heir-Representative of Heirs

The foregoing instrument was acknowledged before me this 27th day of October, 2021, by

[Signature]
Notarial Seal



[Signature]
Signature of person taking acknowledgement

Please see Attached CA Notice

Filed in my office this _____
day of _____, 19 _____

County Auditor

Resolution authorizing repurchase adopted

this _____ day of _____, 19 _____

County Auditor

Repurchase made this _____ day of

_____, 19 _____

County Auditor

Certificate of purchase forwarded to

Commissioner of Taxation this _____ day of

_____, 19 _____

County Auditor

5

C

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

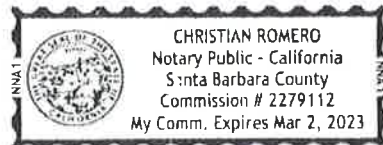
State of California
County of SANTA BARBARA

On OCTOBER 27, 2021 before me, CHRISTIAN ROMERO, NOTARY PUBLIC
(insert name and title of the officer)

personally appeared BRYAN E. CONANT
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature *Christian Romero* (Seal)

355075

FILED JAN 12 '04 AT 9AM

Diane M. Lafferty, County Recorder

AITKIN COUNTY DEED TAX

No 42 Date 1-12-04
165 Dollars Paid
Diane Nelson
County Treasurer

By _____ Deputy

No delinquent taxes and transfer entered; Certificate of Real Estate Value (_____) filed (X) not required Certificate of Real Estate Value No. _____ 9 _____

Kick Prepad
County Auditor

By Judith Bernberg
Deputy

State Deed Tax due hereon: \$ 1.65
(OR EXEMPTION)

Date: January 12, 2004

QUITCLAIM DEED
TITLE OF DOCUMENT

FOR CONSIDERATION OF LESS THAN FIVE HUNDRED AND NO/100 DOLLARS (<\$500.00),
Jean Sink, a widow, and Lois Sandall, a married woman, each as to their undivided interest, GRANTOR

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

HEREBY conveys and quitclaims to

Bryan Edward Conant, a single man, and Camille Marie Conant Folster, a married woman, each as to an undivided 1/2 share of an undivided 1/3 interest in parcels 1 and 2, and each as to an undivided 1/2 share of an undivided 1/10 interest in parcel 3, GRANTEE

Whose current mailing address is 441 Cambridge Drive, Arcadia, California 91007

REAL PROPERTY in Aitkin County, Minnesota, described as follows:

→ SEE EXHIBIT "A" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

AND more commonly known as: Vacant - no assigned address, Minnesota
Property Identification Number: 31-0-004100 and 31-0-004600 and 23-0-060900

Prior Recorded Doc. Ref.: Deed: Recorded: _____; BK _____, PG _____
Doc. No. _____

TOGETHER with all hereditaments and appurtenances belonging thereto, subject to the following exceptions: Restrictions, Conditions, Covenants, Rights, Rights of Way, and Easements now of record, if any.

THIS DEED IS INTENDED TO CONVEY AFTER ACQUIRED TITLE

C

EXHIBIT "A"
LEGAL DESCRIPTION

PARCEL 1 - LOT 1	SECTION 3 <u>T. 47 / R. 26</u>	UNDIV. 1/3
PARCEL 2 - LOT 2	SECTION 3 <u>T. 47 / R. 26</u>	UNDIV. 1/3
PARCEL 3 - SE/4 OF SW/4	SECTION 35 <u>T. 48 / R. 26</u>	UNDIV. 1/10

C

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

When the context requires, singular nouns and pronouns, include the plural.

Jean Sink
Jean Sink

Affix Deed Tax Stamp Here

STATE OF CALIFORNIA
COUNTY OF VENTURA
The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Jean Sink, a widow, GRANTOR(S)
NOTARY STAMP/SEAL

Given under my hand and official seal of office this 26 day of DEC, A.D., 2003

Jean O Grant
Signature of Person taking acknowledgment

HYUN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-29-2005



This instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Richard Blanton
550 W. C. Dr.
Suite 1160
San Diego, CA
92101

RECORDED
TRACT INDEX
GRANTOR
GRANTEE
COMBINED

GRANTEE CERTIFICATE REQUIRED
AFFIRM COUNTY, IAN
WELL CERTIFICATE RECEIVED
WELL CERTIFICATE NOT REQUIRED

COUNTY RECORDER
AFFIRM COUNTY, MINNESOTA
FILED
JAN 12 2004 AM
Diana M. Jeffrey
As Dec. No.

355075

1-12-9

C

THE SELLER CERTIFIES THAT THE SELLER (you must make a selection):

DOES NOT KNOW OF ANY WELLS ON THE DESCRIBED PROPERTY AND **NO WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED**

OR

KNOWS OF EXISTING WELLS ON THE DESCRIBED PROPERTY AND THE REQUIRED WELL DISCLOSURE CERTIFICATE IS INCLUDED WITH THIS DEED

When the context requires, singular nouns and pronouns, include the plural.

Lois Sandall
Lois Sandall

Affix Deed Tax Stamp Here

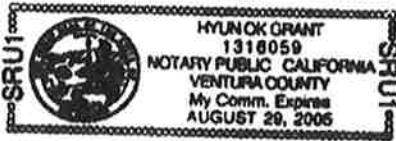
STATE OF CALIFORNIA
COUNTY OF VENTURA

The foregoing instrument was acknowledged before me this 26 day of DEC, 2003,
by Lois Sandall, a married woman, GRANTOR(S)

NOTARY STAMP/SEAL

Given under my hand and official seal of office this
26 day of DEC, A.D., 2003

Hyun Ok Grant
Signature of Person taking acknowledgment



HYUN OK GRANT
Printed Name of Person taking acknowledgment
Notary Commission Expires: 8-29-2005

This Instrument was Drafted By:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

Send Tax Statements To:
Bryan Conant
441 Cambridge Drive
Arcadia, CA 91007

After Recording Mail To:
U.S. Deeds
213 Brentshire Drive
Brandon, FL 33511

September 21, 2021
31-0-004600

Interest calc October 31, 2021
(Subject to change)

<u>Year</u>	<u>Tax</u>	<u>Cost</u>	<u>Interest</u>	<u>Penalty</u>	<u>Total</u>	
2017	\$ 78.00	\$ 20.00	\$ 41.75	\$ 10.92	\$ 150.67	0.383333
2018	\$ 84.00		\$ 26.77	\$ 10.50	\$ 121.27	0.283333
2019	\$ 78.00		\$ 16.09	\$ 9.75	\$ 103.84	0.183333
2020	\$ 80.00		\$ 7.50	\$ 10.00	\$ 97.50	0.083333
2021	\$ 74.00		\$ -	\$ 8.88	\$ 82.88	0
Total:	\$ 394.00	\$ 20.00	\$ 92.12	\$ 50.05	\$ 556.17	
Total:			556.17			
St Deed Tax			16.50			
Forf Proc Cost			100.00			
Sheriff Cost			40.00			
Deed			25.00			
Land Dept Cost			100.00			
Rec Fee			46.00			
Crt Letter Fee-Auditor			6.80			
<u>Insurance</u>			<u>0.00</u>			
Total:		\$	890.47			

BANK OF AMERICA

Cashier's Check

Notice to Purchaser - In the event that this check is lost, misplaced, stolen, a sworn statement and 90-day waiting period will be required prior to replacement. This check should be negotiated within 90 days.

Void After 90 Days

91-170/1221

Date 10/28/21 01:09:55 PM

GOLETA

718 0000416 002

NCA

Pay

BANK OF AMERICA **8904**

****\$890.47****

****Eight Hundred Ninety and 47/100 Dollars****

To The Order Of **AITKIN COUNTY**

Remitter (Purchased By):

Bank of America, N.A.
PHOENIX, AZ

[Handwritten Signature]
AUTHORIZED SIGNATURE

00-53-3364B 06-2019

THE ORIGINAL DOCUMENT HAS A WHITE REFLECTIVE WATERMARK ON THE BACK. HOLD AT AN ANGLE TO VIEW WHEN CHECKING THE ENDORSEMENTS.

7



Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: 11/09/2021

Title of Item: STS Donation

<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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: <p>In appreciation for their assistance during the Lions Corn Feed, the McGregor Area Lions Club has made a generous donation of \$1,000 to the Aitkin County STS Program.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
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.

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

ADOPTED November 9, 2021

By Commissioner:

20211109-xxx

Accept Donation

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

McGregor Area Lions Club, Inc.	\$1,000.00
--------------------------------	------------

WHEREAS, the terms or conditions of the donations, if any, are as follows:

McGregor Area Lions Club, Inc.	Aitkin County Sentence to Serve
--------------------------------	---------------------------------

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 11/9/2021

Title of Item: Ratify L49 Agreement 2022-2024

<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: Human Resources
--	---------------------------------------

Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 3 minutes
---	--

Summary of Issue:

The Local 49 union voted to ratify the 2022-2024 Agreement. Copy attached. If signed Agreements are received by the union by the 11/09/2021 board meeting, we will request Board ratification.

The agreement includes conversion to an open range scale on 1/1/2022 with 5% within range movement, not to exceed the scale maximum for 2022, 2023, and 2024. Also included - conversion from vacation/sick to a PTO model, increase comp time from 40 to 50 hours (consistent with Teamsters units), and increase employer's contribution towards health insurance. Redlined copy attached showing all changes.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to ratify the 2022-2024 Local 49 Agreement as presented.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

Draft following 9/9/2021 Negotiations Meeting
Union voted to ratify.

Agreement

between

Aitkin County and

The International Union of
Operating Engineers, Local #49

Road & Bridge Department

January 1, 20~~22~~23 – December 31, 20~~24~~23

Deleted: 19

Deleted: 1

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AGREEMENT

This Agreement, entered into on January 1, 2022, between Aitkin County Board, hereinafter referred to as the "Employer", and Local Union No. 49, International Union of Operating Engineers, hereinafter referred to as the "Union".

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ARTICLE 1 UNION RECOGNITION

Section 1.1 The Board hereby recognizes Local Union No. 49, International Union of Operating Engineers, as the exclusive representative of all employees of the Aitkin County Road & Bridge Department who are employed for fourteen (14) or more hours per week or for more than sixty-seven (67) working days per calendar year, excluding supervisory employees, confidential employees, and the County Engineer, for the purposes of collective bargaining with respect to rates of pay, hours of work, and other conditions of employment as per certification by the State Bureau of Mediation Services dated November 21, 1989 as defined in Case No. 90-PCL-3018.

Section 1.2 In recognition of the Union as the exclusive representative, the Employer shall deduct from the pay of all employees an amount sufficient to provide payment of dues established by the Union from the wages of all employees expressly authorizing, in writing, such a deduction. The Employer shall remit such deduction to the appropriate designated officers of the Union.

The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this section.

ARTICLE 2 DEFINITIONS

Section 2.1 Permanent Employee: For purposes of this Agreement "permanent employee" means an employee hired for a position other than temporary or seasonal.

Section 2.2 Employee: For purposes of this Agreement, "employee" means an employee considered as a public employee as defined by PELRA.

Section 2.3 Seasonal Employee: For purposes of this Agreement, "seasonal employee" means a temporary employee hired to cover increased workloads in the department due to peak business demands.

Section 2.4 Temporary Employee: For purposes of this Agreement, "temporary employee" means an employee hired for a pre-established period of time which may not exceed sixty-seven days in a one calendar year period or 100 days if a student as defined in PELRA. Temporary employees work standard hours but are not seasonal. Temporary and seasonal employees are not eligible for benefits as defined under this Agreement.

Section 2.5 Employer: Aitkin County Board of Commissioners

ARTICLE 3
MANAGEMENT RIGHTS

Section 3.1: The management of Aitkin County and the direction of working forces, including the right to direct, plan and control the County's operations, to hire, recall, transfer, promote, demote, suspend, discipline, and discharge employees for good and sufficient reason, to lay off employees because of lack of work or for other legitimate reasons, to introduce new and improved operating methods and/or facilities, to manage the County, and perform any inherent managerial functions not specifically limited by this agreement, are vested exclusively in the County Board of Commissioners. The Employer agrees that in the exercising of these rights, it will not alter this Agreement.

Section 3.2: Any term or condition of employment not specifically established or modified by this Agreement shall remain solely within the discretion of the Employer to modify, establish or eliminate.

ARTICLE 4
HOURS

Section 4.1 Normal Hours: The regular workday for employees shall be eight (8) hours. The regular workweek for employees shall be forty (40) hours, Monday through Friday.

Section 4.2 Summer Hours: Before May 15th of each year, the Employer will decide when members of the Road & Bridge Department will go to Summers Hours, which constitute ten (10) hours per day, Monday through Thursday, from approximately June 1st to September 30th. For those employees on Summer Hours, overtime is defined as all hours worked in excess of ten (10) hours per day, or forty (40) hours per week. Holidays are computed at ten (10) hours, and if a **Major Holiday** falls on a Friday or Saturday, the preceding Thursday shall be considered the holiday. **Major Holidays are defined in Section 5.2.**

The County Engineer will determine Summer Hours for any employee hired after January 1, 1999 within the Road & Bridge Department.

Section 4.3 Overtime Pay: Overtime is defined as all hours worked in excess of eight (8) hours per day or the employee's regular work day if other than eight (8) hours or forty (40) hours per week, and for all hours worked on Saturday, Sunday and legal Holidays, or days observed as Holidays.

Overtime for all employees shall be paid as it is earned at the rate of time and one-half (1-1/2) cash payment. An employee who works on the calendar day on which a Major Holiday falls shall be paid at double time rates. An employee who works on the day observed as a Major Holiday shall be paid at the rate of time and one-half (1-1/2) the employee's regular rate of pay.

Section 4.4 Call Back: A permanent employee called back to work after completing the regular work day, or called out on a day off, shall receive a minimum of four (4) hours compensation at the overtime rate.

Section 4.5 Overtime Distribution: Overtime assignments shall be distributed fairly by classification and shop location. Overtime status will be reviewed quarterly.

Section 4.6 Compensatory Time: An employee working overtime shall have the option of electing compensatory time off in lieu of overtime at the time and one-half (1-1/2) rate subject to the following conditions:

- A. Compensatory time can be accumulated up to a maximum of fifty (50) hours.
- B. Prior approval of the County Engineer shall be necessary before using compensatory time.
- C. Compensatory time off shall be taken consistent with the needs of the department.

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Section 4.7 Rest Periods: There shall be a fifteen (15) minute break in the a.m. and a fifteen (15) minute break in the p.m. of a working day for all employees covered under this Agreement.

Section 4.8 Work Location: The Employer may assign an employee to report in the employee's own vehicle to a shop location of equal or less distance than the employee's normal reporting shop location.

ARTICLE 5 **HOLIDAYS**

Section 5.1: All permanent employees shall be entitled to the following holidays (8-hour holidays, unless provided otherwise in Article 4, Section 4.2 or noted below):

New Year's Day	Independence Day	Friday after Thanksgiving
Martin Luther King Day	Labor Day	Christmas Day
President's Day	Veterans Day	
Memorial Day	Thanksgiving Day	
Christmas Eve	4 hours if the day falls on a Monday through Thursday	

Permanent part-time (probationary and non-probationary) employees shall be entitled to holiday pay on a pro-rated basis.

Section 5.2: If a major holiday falls upon a Saturday, the preceding Friday shall be considered a holiday for all employees. If a major holiday falls upon a Sunday, the following Monday will be considered a holiday for all employees. The remaining holidays will be observed only when they fall within the regular workweek. The term "major holiday" is defined to include New Year's Day, Memorial Day, Independence Day, Veterans Day and Christmas Day.

ARTICLE 6A
VACATIONS

This VACATIONS Article 6A will expire on 1/29/2022, end of day, when PTO is implemented. Employee vacation banks will be transferred to their PTO bank on 1/30/2022.

Section 6.1: Full-time (probationary and non-probationary) employees shall be granted the following vacation schedule:

Completed Years of Service:	Rates of Accumulation of Vacation Days Per Month of Work:	Working Days Employee May Earn as Vacation Per Year:
0 – 3	1	12
3 – 5	1 – 1/4	15
5 – 10	1 – 1/2	18
10 – 15	1 – 3/4	21
15+	2	24

Section 6.2: Any vacation not taken in accordance with the above schedule will be allowed to accumulate up to one and one-half (1-1/2) times the employee's yearly vacation earned.

Section 6.3: Employees shall be allowed to take their vacation in accordance with their position on the seniority list according to classification. Accumulated vacation shall be paid upon termination unless the employee is terminated for an illegal act committed against the employer, or in event of the death of the employee, it shall be paid to the beneficiary.

Section 6.4: Any vacation will be accrued and utilized by the hour.

Section 6.5: Vacation leave may be taken consistent with the needs of the Department subject to the prior approval of the County Engineer or designee.

ARTICLE 6B
PAID TIME OFF (PTO)

Section 6.1 Effective January 30, 2022 (reflected on the 2/25/2022 pay check), employees will receive PTO that will accrue on a per payroll period basis. Full-time (probationary and non-probationary) employees shall accrue PTO benefits based on the following table:

<u>Completed Years of Service:</u>	<u>Rates of Accumulation of PTO Days Per Month of Work:</u>	<u>Working Days Employee May Earn as PTO Per Year:</u>
<u>0 – 3</u>	<u>2.00 (16 hours)</u> <u>(New full-time employees will be provided with 40 hours of PTO at time of hire so their rate of accumulation for the first</u>	<u>24 (192 hours)</u>

	<u>year will be adjusted accordingly.)</u>	
<u>3 – 5</u>	<u>2.25 (18 hours)</u>	<u>27 (216 hours)</u>
<u>5 – 10</u>	<u>2.50 (20 hours)</u>	<u>30 (240 hours)</u>
<u>10 – 15</u>	<u>2.75 (22 hours)</u>	<u>33 (264 hours)</u>
<u>15+</u>	<u>3.00 (24 hours)</u>	<u>36 (288 hours)</u>

Effective January 1, 2023, employees who have used at least twelve (12) PTO days (96 hours) in the previous twelve-month period may elect pay in lieu of PTO for up to ten (10) days (80 hours) once in any calendar year. Such PTO cash out will not be counted as hours worked for the purpose of computing overtime.

Employees may accrue up to a maximum of 35 days (280 hours) PTO.

All PTO hours count as time worked for the purpose of overtime computation. (Holidays, comp time, personal leave, and extended sick bank hours do not count towards the computation of overtime, unless expressly provided otherwise in writing by this Agreement.)

Upon separation of service, the employee will be paid for any unused PTO, up to the maximum accrued amount, unless the employee is terminated for just cause. In the event of the death of an employee, the employee’s accumulated PTO credits shall be paid to the employee’s estate.

Employees are allowed to transfer any accrued PTO over the maximum accrual amount to the extended sick leave bank where there is no severance payment upon separation of service. At no time can the extended sick leave bank exceed 720 hours (90 working days)¹. PTO that has been transferred to the extended sick leave bank can only be used in accordance with the sick leave provisions in Article 6B, Section 6.2 (Extended Sick leave bank/Care of relatives).

¹Employees who have sick banks above 720 hours on January 1, 2022, will be allowed to use their sick leave bank until it falls below 720 hours, and then the 720 hour cap will apply. (Currently, Randy Thompson, Paul White, Florian Blaszak, and Carter Johnson’s sick banks are above 720 hours.)

Part-time employees shall be entitled to PTO benefits on a pro-rated basis, up to a total of 40 hours PTO per calendar year, in accordance with county policy. Seasonal and temporary employees are not eligible to accrue PTO benefits.

PTO benefits shall only accrue when an employee is in a paid status or on an approved military leave. PTO benefits shall not be earned by any employee during a leave of absence without pay, suspension without pay, or time otherwise not paid.

In order to assure the orderly performance and continuity of services provided, employees wishing to schedule a vacation should request PTO as far in advance as reasonably possible, but usually at least one (1) week in advance of the requested vacation period. Requests for PTO usage shall be granted by the Department Head or designee unless it is determined that such absence would adversely affect and interfere with the orderly performance and continuity of services. It may be

necessary to limit the number of employees taking vacation at the same time or during an event or particular period of time. Such requests, however, shall not arbitrarily be denied. Requests for vacation will be processed giving preference to the order in which the requests are received. In the event requests are received at the same time for the same vacation period, then time-in-department will be the determining factor.

Probationary employees may use accrued PTO with supervisory approval.

Section 6.2. Extended Sick Leave Bank / Care Of Relatives (Willie, we can move this section to Article 8 when the final copy is drafted.)

Accrued sick leave may be used when an employee cannot perform work duties due to but not limited to the following: personal illness or injury; necessity for medical or dental treatment or examination, where such treatment cannot be scheduled outside of working hours; emergency, illness or injury of the employee's immediate family member which requires the employee's attendance and care; quarantine directed by a medical physician; disability; pre and postnatal care. For the purpose of this paragraph, immediate family is defined as; spouse, child, step child, adult child, parent, step parent, mother-in-law, father-in-law, or grandchild. To the extent that state statute (§181.9413) or regulations change, this policy shall be construed as consistent with those changes.

Sick leave may be used because of illness of the employee's sibling or grandparent as well. For siblings and grandparents, use is limited to 160 hours all combined per calendar year.

An employee must notify the employee's supervisor of sick leave usage prior to the employee's starting time, unless an emergency prevents the employee from doing so. Failure to give such notice may be cause for disciplinary action.

The County reserves the right to require written medical certification from an employee.

In the event of three (3) consecutive days of absence or in cases of the repeated and systematic absence of an employee the Department Head or Supervisor may require a medical statement from an appropriate medical authority before granting sick leave, as well as verification that an employee is able to perform the duties of employment before the employee is allowed to return to work.

ARTICLE 7

HEALTH & WELFARE INSURANCE

Section 7.1 Health and Welfare: Aitkin County Road and Bridge Department employees will participate in the Operating Engineers Local #49 Health and Welfare Fund. Permanent employees eligible are those individuals who are members of the Operating Engineers Local #49 and fair share permanent employees, and all new probationary permanent employees who are and will be working 30 or more hours per week on average.

Since the eligibility for coverage of insurance in the benefit fund is on a quarterly basis beginning September 1, December 1, March 1 and June 1, Aitkin County may pro-rate the sum on a monthly basis required to acquire health insurance for the new employee entering into the bargaining unit of Local #49. Upon any employee in this unit terminating his/her employment or going into retirement, Aitkin County will pro-rate and withhold any monies that have been paid for his or her insurance coverage beyond employee termination or retirement date from their last payroll earnings including any fringe benefits due and owing said employee upon termination. The County will withhold the amount equal to the employee's cost share as per current agreement.

Coverage starts on the first of the month following date of hire.

The Employer's contribution toward the total premium for group insurance shall be as follows:

Effective January 1, 2019, \$1,100.00 per month
Effective January 1, 2020, \$1,110.00 per month
Effective January 1, 2021, \$1,120.00 per month
Effective January 1, 2022, \$1,130.00 per month
Effective January 1, 2023, \$1,140.00 per month
Effective January 1, 2024, \$1,150.00 per month

Any additional amount due shall be paid by the employee through payroll deduction.

In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid any penalties, taxes or fines for the Employer.

Section 7.2 Employee Contribution: In no event will the County's contribution exceed the actual cost of the coverage.

Section 7.3 Life Insurance:

The County Board agrees to provide and pay for a life insurance policy of \$25,000 for all permanent employees and to provide life insurance coverage in the amount of \$15,000 for their spouse and dependents to age 26, subject to carrier restrictions.

Section 7.4 LTD and Other Voluntary Benefits

The Employer shall provide Long Term Disability Insurance reimbursement for full-time permanent employees in accordance with the Personnel Policy. Part-time employees are not eligible for LTD.

Full-time permanent employees shall have the option to purchase other voluntary benefits as offered by the Employer at the employee's cost in accordance with the terms of the policy between the Employer and insurance carrier.

ARTICLE 8
SICK LEAVE BENEFITS / CARE OF RELATIVES

ARTICLE 8, Section 8.1 Sick Leave will expire on 1/29/2022, end of day, when PTO and extended sick leave is implemented. Employees sick leave banks will be transferred to their extended sick leave bank on 1/30/2022.

Section 8.1 Sick Leave: Full-time (probationary and non-probationary) employees shall be credited with one (1) day (8 hours) of sick leave for each month worked. Sick leave shall be accumulated to a maximum of one hundred twenty (120) days (960 hours).

Accrued sick leave may be used when an employee cannot perform work duties due to but not limited to the following: personal illness or injury; necessity for medical or dental treatment or examination, where such treatment cannot be scheduled outside of working hours; emergency, illness or injury of the employee's immediate family member which requires the employee's attendance and care; quarantine directed by a medical physician; disability; pre and postnatal care. For the purpose of this paragraph, immediate family is defined as; spouse, child, step child, adult child, parent, step parent, mother-in-law, father-in-law, or grandchild. The County Engineer, at his/her discretion, may require a doctor's certificate showing the nature of an injury of illness.

Sick leave may be used because of illness of the employee's sibling or grandparent as well. For siblings and grandparents, use is limited to 160 hours all combined per calendar year.

Part-time (probationary and non-probationary) employees shall be entitled to sick leave pay on a pro-rated basis, up to a maximum of 40 hours.

Sick leave will be accrued and utilized by the hour.

Section 8.2 Family and Medical Leave: Eligible employees will be granted FMLA in accordance with County policy.

Section 8.3 Bereavement Leave: Full-time (probationary and non-probationary) employees will be allowed a maximum of three (3) days (24 hours) leave without loss of pay when a death occurs in an employee's family, which shall be construed in this section to mean spouse, life partner, child, step child, parent, step parent, sibling, step sibling, father-in-law, mother-in-law, daughter-in-law, son-in-law, sister-in-law, brother-in-law, grandparents and grandchildren. Two (2) additional days (16 hours) may be allowed when extensive travel is necessary (greater than 250 miles one way), subject to the approval of the Employer. Additional time, if needed, may be allowed by the Employer, but such additional time in excess of the five (5) days (40 hours) provided above shall be charged against the employee's sick leave.

Part-time (probationary and non-probationary) employees employed 20 or more hours per week on average shall be entitled to bereavement leave on a pro-rated basis.

Temporary and seasonal employees shall not be eligible for bereavement leave benefits.

Commented [BJD1]: File note: Bereavement time is usually taken by an employee to grieve the loss of a close family member, prepare for and attend a funeral, and/or attend to any other immediate post-death matters.

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Section 8.4 Workers' Compensation: Worker's Compensation will be administered in accordance with county policy.

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ARTICLE 9 **PERSONAL LEAVE**

Full-time (probationary and non-probationary) employees shall be granted nine (9) hours of personal leave each quarter, and may accumulate up to 36 hours of personal leave at any given time. Personal leave may be taken consistent with the needs of the department subject to the prior approval of the County Engineer or designee. Personal leave is not paid out upon termination of employment or death.

Part-time (probationary and non-probationary) employees shall be entitled to personal leave on a pro-rated basis. Seasonal and temporary employees are not entitled to personal leave with pay.

ARTICLE 10 **SENIORITY**

Section10.1: A policy of Seniority shall be formulated that will give permanent employees with longer periods of service an opportunity for promotion and also give all employees a feeling of security.

- A. There shall be a seniority list established which shall include the Maintenance Department, based on the employee's original date of hire.
- B. There shall be a seniority list established which shall include the Engineering Department, based on the employee's original date of hire.
- C. There shall be a seniority list established which shall include all permanent employees of the Road and Bridge Department, based on the employees' original date of hire.

Section10.2: New employees shall be on a six (6) month probationary period.

Employees who transfer or promote to a new position would serve a three (3) month trial period. During the trial period, the employer can return the employee to their previous position and rate of pay. The trial period may be extended one additional month by mutual agreement.

Section10.3: In the event of lay off due to lack of work, employees with the least seniority shall be first to be laid off, then permanent employees with the least seniority shall be laid off, and in the event of rehire, the last permanent employee laid off shall be the first to be rehired. No permanent employee shall be laid off out of turn on the seniority list, according to classification.

Section10.4: In the event of a job opening, the job shall be announced by bulletin and the most senior permanent qualified employee shall be given first opportunity to step up for promotion.

Whenever employees are hired, comparable work experience and/or qualifications may be recognized in which the beginning wage may be set at the appropriate pay level allowing for the number of years experience and comparable employment.

Section 10.5: Seniority shall be deemed broken if an employee:

- A. Quits or is discharged.
- B. Is laid off for a period exceeding one year.
- C. Is on medical leave of absence for a period exceeding one (1) year, providing that a review will be made by the County at the end of that year.
- D. Fails to report for work at the end of a leave of absence.
- E. Fails to accept a recall from layoff.

Section 10.6: Seasonal employees will be used under the following conditions:

- A. Between the months of May 1 through December 1.
- B. Salaries for the first sixty-seven (67) days will be set by Board policy. Salaries after sixty –seven (67) days will be set out in Wage Appendix A.
- C. Seasonal employees will not displace permanent full time employees from their usual and customary work.

ARTICLE 11

GRIEVANCE PROCEDURE

Section 11.1 Definition of Grievance: A grievance is defined as a dispute or disagreement as to the interpretation or application of the specific terms and conditions of this Contract. It is specifically understood that any matters governed by statutory provisions shall not be considered grievances and subject to the grievance procedure hereinafter set forth.

Section 11.2 Organization Representatives: The Employer will recognize employee representatives designated by the exclusive representatives as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The exclusive representative shall notify the Employer in writing of the names of such employee representatives and of their successors when so designated.

Section 11.3 Processing of Grievance: It is recognized and accepted by the exclusive representative and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the employees and shall therefore be accomplished during normal working hours only when consistent with such employee duties and responsibilities.

The aggrieved employee and the employee representative shall be allowed a reasonable amount of time without loss of pay when a grievance is investigated and presented to the Employer during normal working hours, provided the employee and employee representative have notified and received the approval of the designated supervisor who has determined that such absence is reasonable and would not be detrimental to the work programs of the Employer.

Section 11.4 Procedure: Grievances, as defined by Section 1, shall be resolved in conformance with the following procedure:

Step 1. An employee claiming a violation concerning the interpretation or application of this Contract shall within twenty-one (21) calendar days after such alleged violation has occurred present such grievance to the employee's immediate supervisor. The immediate supervisor will meet and discuss the grievance within ten (10) working days and give an answer to such Step 1 grievance within ten (10) working days after the meeting. A grievance not resolved in Step 1 and appealed to Step 2 shall be placed in writing setting forth the nature of the grievance, the facts on which it is based, the provision or provisions of the contract allegedly violated, the remedy requested, and shall be appealed to Step 2 within ten (10) working days after the immediate supervisor's final answer in Step 1. Any grievance not appealed in writing to Step 2 by the union within ten (10) working days shall be considered waived.

Step 2. If appealed, the written grievance shall be presented to the Department Head and a meeting date set within ten (10) working days. The Department Head shall give the union the Employer's Step 2 answer in writing within ten (10) working days after meeting on such Step 2 grievance. A grievance not resolved by the final Step 2 answer shall be appealed to Step 3 by the union within ten (10) working days after the Department Head's final answer in Step 2. Any grievance not appealed to Step 3 by the union within ten (10) working days shall be considered waived.

Step 3. If appealed, the written grievance shall be presented to the Human Resources Manager and a meeting date set within ten (10) working days. The Human Resources Manager, in cooperation with the County Administrator, shall give the union the Employer's Step 3 answer in writing within ten (10) working days after meeting on such Step 3 grievance. A grievance not resolved by the final Step 3 answer may be appealed in writing to Step 4 by the union within ten (10) working days after the Employer's final answer in Step 3. Any grievance not appealed in writing to Step 4 by the union within ten (10) days shall be considered waived.

Step 3A. If the Employer and the Union mutually agree, a grievance unresolved in Step 3 and appealed to Step 4 may be submitted to the Minnesota Bureau of Mediation Services for mediation within ten (10) working days after receipt of the Employer's final answer in Step 3. If the grievance is submitted to mediation and is resolved, the settlement shall be reduced to writing and signed by both the Employer and the Union. If the grievance is submitted to mediation and is not resolved, it may be appealed to Step 4 within ten (10) working days of the date of the mediation meeting.

Step 4. A grievance unresolved in Step 3, or Step 3A if applicable, and appealed to Step 4 shall be submitted to arbitration subject to the provisions of the Public Employment Labor Relations Act of 1971, as amended. The selection of the Arbitrator shall be made in accordance with the "Rules Governing Arbitration of Grievance" as established by the Minnesota Bureau of Mediation Services.

Section 11.5 Arbitrator's Authority:

- A. The arbitrator shall have no right to amend, modify, nullify, ignore, add to or subtract from the terms and conditions of the contract. The arbitrator shall consider and decide only the specific issues submitted in writing by the Employer and the Employee, and shall have no authority to make a decision on any other issue not so submitted.
- B. The arbitrator shall be without power to make decisions contrary to or inconsistent with or modifying or varying in any of the applications of laws, rules or regulations having the force and effect of law. The arbitrator's decision shall be submitted in writing within thirty (30) days following the close of the hearing or the submission of briefs by the parties, whichever be later, unless the parties agree to an extension. The decision shall be based solely on the arbitrator's interpretation or application of the express terms of this Contract and to the facts of the grievance presented.
- C. The fees and expenses for the arbitrator's services and proceedings shall be borne equally by the Employer and the exclusive representative provided that each party shall be responsible for compensating its own representative and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

Section 11.6 Waiver: If a grievance is not presented within the time limits set forth above, it shall be considered "waived". If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof, within the specified time limits, the employee may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual agreement of the Employer and the employee in any step.

Section 11.7 Choice of Remedy: If as a result of the written Employer response in Step 3, the grievance remains unresolved and if the grievance involves the suspension, demotion or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 4 of this Article 11 or a procedure such as veterans preference or fair employment. If appealed to any procedure other than Step 4 of this Article 11, the Union and the aggrieved employee shall indicate in writing which procedure is to be utilized -- Step 4 of Article 11 or another appeal procedure -- and the employee shall sign a statement to the effect that the choice of any other hearing precludes any subsequent appeal through Step 4 of this Article 11, except that with respect to statutes under the jurisdiction of the United States Equal Employment Opportunity Commission, an employee pursuing a statutory remedy is not precluded from also pursuing an appeal under this grievance procedure.

ARTICLE 12
WAGES

Section 12.1 Rate of Pay:

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Effective January 1, 2022, employees covered by this Agreement shall be paid in accordance with Appendix A. Employees whose wage is below the maximum of the appropriate pay range will receive 5% within range movement, not to exceed the maximum.

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Effective January 1, 2023, employees covered by this Agreement shall be paid in accordance with Appendix A. Employees whose wage is below the maximum of the appropriate pay range will receive 5% within range movement, not to exceed the maximum.

Effective January 1, 2024, employees covered by this Agreement shall be paid in accordance with Appendix A. Employees whose wage is below the maximum of the appropriate pay range will receive 5% within range movement, not to exceed the maximum.

In no event shall an employee's wage be adjusted to exceed the maximum of the appropriate salary range.

All employees shall remain at their rate of pay at the expiration of this Agreement until a new Agreement is executed by the parties.

Employees who terminate employment prior to the date of County Board approval of this Agreement shall not be eligible for retroactive wage adjustments.

Section 12.2 Pay Period: All employees covered by this Agreement shall be paid according to county policy.

Section 12.3 Reclassification: A permanent employee who works 50% or more at a higher job classification in a calendar year shall be eligible for reclassification.

An employee whose job classification is upgraded will be placed on the step in the new pay range that results in at least a \$0.75 per hour increase.

Section 12.4: Permanent employees shall not be reduced in pay scale when assigned work of a lower classification. Employees performing work of a higher pay classification shall receive the wage scale prevailing for the higher classification.

Section 12.5: Insofar as seniority lists are established in the respective departments, so should the right to determine applicable contract clauses rest with those persons directly affected by said clauses; that is to say that personnel in the Road and Bridge Department and Engineering Department should exercise complete control insofar as approving those items in this contract which directly apply to them, that is wage rates. This clause in no way attempts to circumvent or subdivide the Local Union. It merely attempts to place responsibility directly on those individuals affected by the various clauses.

Section 12.6 Jury Duty: All permanent employees shall be paid full wages when called for jury duty. Permanent employees will reimburse to the County the amount of wages they receive as jury duty pay, not to exceed the employee's regular day's pay.

Deleted: 1/1/2019 One-half percent (½%) General Adjustment, plus employees whose wage is below the maximum of the appropriate wage scale will advance to the next step on January 1, 2019.¶
¶
(One-time special step adjustment on 3/18/2019: Adjust Jared Bobenmoyer, Mechanic, from Grade 4 Step F to Grade 4 Step G.)¶
¶
1/1/2020 1% General Adjustment, plus employees whose wage is below the maximum of the appropriate wage scale will advance to the next step on January 1, 2020.¶
¶
1/1/2021 One-half percent (½%) General Adjustment, plus employees whose wage is below the maximum of the appropriate wage scale will advance to the next step on January 1, 2021. ¶
¶
1/1/2021 A special one-time Lump Sum payment to employees named below who are at the wage scale maximum and not getting a step increase in 2021. (The combined value of the adjustments shall not exceed \$5,512. The dollars will be divided amongst the following active employees on January 1, 2021 - Florian Blaszak, Allen Lundquist, Paul White, Randy Flier, David Jackman, Duane Kraemer, Randy Thompson. For example, if there are 7 active employees, each will receive a one-time lump sum payment of \$787.42. Or, if there are 6 active employees, each will receive a one-time lump sum payment of \$918.66. Etc.)

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Section 12.7 Military Pay: Employees will receive military leave in accordance with state and federal statutes.

Section 12.8: For newly created job classifications, the County will notify the Union ten (10) days in advance of posting to negotiate a rate of pay for the new job classification.

ARTICLE 13
SAFETY

The County agrees to furnish all necessary safety equipment including, but not limited to, safety regulated and/or reflective outerwear, footwear^{1,2}, gloves and safety glasses for the protection of their employees, and the employees shall use the equipment when necessary.

¹Effective January 1, 2022, each member will receive an allowance of up to \$145.00 per calendar year to be used specifically towards safety footwear.

²Effective January 1, 2023, each member will receive an allowance of up to \$195.00 per calendar year to be used specifically towards safety footwear.

Commented [BJD2]: This amount also applies to 2024, for clarification per union.

ARTICLE 14
DISCIPLINE

Section 14.1 Disciplinary action, including oral reprimand, written reprimand, suspension without pay, demotion, or discharge, may be imposed upon an employee for just cause. Any disciplinary action imposed may be processed as a grievance through the grievance procedure outlined in Article 11. Oral reprimands may not be processed beyond Step 3 of the grievance procedure.

Section 14.2. Employees have a right to make a clear request for union representation before or during an investigatory interview if the discussion could in any way lead to their being disciplined or terminated.

ARTICLE 15
DISCHARGE AND LOUDERMILL HEARING

This Article 24 shall pertain to discharge cases only.

Section 15.1. An action to discharge an employee shall be taken by the appointing authority only after a Loudermill Hearing has been held between the designated Union representative and employee, and the County Administrator. The employee and the Union shall be given written notice of the charges against the employee and of the Loudermill Hearing date and time at least ten (10) calendar days prior to the meeting. The Union and the employee shall be present at the meeting, and the Union shall present information relevant to the proposed discharge and may present witnesses and evidence. The County Engineer and/or Human Resources Director shall

have the right to present information, witnesses and evidence at the meeting. This meeting shall be in lieu of Steps 1 and 2 of the Grievance Procedure set forth in Article 11 of this Agreement.

Section 15.2. In the event the appointing authority proceeds to discharge, then a grievance relating to discharge shall be filed at Step 3 of the Grievance Procedure within ten (10) working days of the date of the discharge action.

ARTICLE 16
SAVINGS CLAUSE

This Agreement is subject to the laws of the United States, the State of Minnesota, and the County. In the event any provision of this Agreement shall be held contrary to law by a court of competent jurisdiction from whose final judgment or decree no appeal has been taken within the time provided, or is contrary to an administrative ruling or is in violation of legislation or administrative regulations, such provision shall be voided. All other provisions of this Agreement shall continue in full force and effect. The voided provision may be renegotiated at the request of either party.

ARTICLE 17
DURATION

This Agreement shall be in effect from January 1, 2022, and shall continue in effect through December 31, 2024, and from year to year thereafter, unless notice of intention to change, modify, or terminate is given by either party one hundred twenty (120) days prior to December 31st of the year in which the change, modification or termination is to take place.

This Agreement between the County Board of Aitkin County and the International Union of Operating Engineers, Local No. 49, signed this _____ day of _____, 2024,

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Chairperson, Aitkin County Board of Commissioners

County Administrator

Human Resources Director

IUOE Local No. 49 Business Representative

IUOE Local No. 49 Business Manager

APPENDIX A
OPEN RANGE SCALES 2022, 2023, 2024

Deleted: WAGE SCHEDULES

OPEN RANGE SCALE FOR 2022			4% adjustment to MIN and 2% adjustment to MAX OPEN RANGE SCALE FOR 2023 DRAFT			4% adjustment to MIN and 2% adjustment to MAX OPEN RANGE SCALE FOR 2024 DRAFT		
Grade	MIN	MAX	Grade	MIN	MAX	Grade	MIN	MAX
20	\$ 46.18	\$ 68.96	20	\$ 48.02	\$ 70.34	20	\$ 49.95	\$ 71.75
19	\$ 44.47	\$ 66.40	19	\$ 46.25	\$ 67.73	19	\$ 48.10	\$ 69.08
18	\$ 42.77	\$ 63.84	18	\$ 44.48	\$ 65.12	18	\$ 46.26	\$ 66.42
17	\$ 41.06	\$ 61.28	17	\$ 42.70	\$ 62.51	17	\$ 44.41	\$ 63.76
16	\$ 39.36	\$ 58.73	16	\$ 40.93	\$ 59.90	16	\$ 42.57	\$ 61.10
15	\$ 37.65	\$ 56.17	15	\$ 39.16	\$ 57.29	15	\$ 40.72	\$ 58.44
14	\$ 35.94	\$ 53.61	14	\$ 37.38	\$ 54.68	14	\$ 38.88	\$ 55.78
13	\$ 34.24	\$ 51.05	13	\$ 35.61	\$ 52.07	13	\$ 37.03	\$ 53.11
12	\$ 32.53	\$ 48.49	12	\$ 33.83	\$ 49.46	12	\$ 35.19	\$ 50.45
11	\$ 30.83	\$ 45.94	11	\$ 32.06	\$ 46.85	11	\$ 33.34	\$ 47.79
10	\$ 29.12	\$ 43.38	10	\$ 30.29	\$ 44.24	10	\$ 31.50	\$ 45.13
9	\$ 27.42	\$ 40.82	9	\$ 28.51	\$ 41.64	9	\$ 29.65	\$ 42.47
8	\$ 25.71	\$ 38.26	8	\$ 26.74	\$ 39.03	8	\$ 27.81	\$ 39.81
7	\$ 24.01	\$ 35.70	7	\$ 24.97	\$ 36.42	7	\$ 25.96	\$ 37.14
6	\$ 22.30	\$ 33.14	6	\$ 23.19	\$ 33.81	6	\$ 24.12	\$ 34.48
5	\$ 20.59	\$ 30.59	5	\$ 21.42	\$ 31.20	5	\$ 22.27	\$ 31.82
4	\$ 18.89	\$ 28.03	4	\$ 19.64	\$ 28.59	4	\$ 20.43	\$ 29.16
3	\$ 17.18	\$ 25.47	3	\$ 17.87	\$ 25.98	3	\$ 18.59	\$ 26.50
2	\$ 15.48	\$ 22.91	2	\$ 16.10	\$ 23.37	2	\$ 16.74	\$ 23.84
1	\$ 13.77	\$ 20.35	1	\$ 14.32	\$ 20.76	1	\$ 14.90	\$ 21.17

Each employee receives 5% within range movement, not to exceed the scale maximum on 1/1/2022, 1/1/2023, and 1/1/2024
*Can provide a detailed chart showing how each member will increase from 2021-2022-2023-2024

LAST	FIRST	GRADE	2021 WAGE	5% within range movement 1/1/2022, not to exceed the Max	5% within range movement 1/1/2023, not to exceed the Max	5% within range movement 1/1/2024, not to exceed the Max
THOMPSON	RANDALL	8	\$ 32.680	\$ 34.31	\$ 36.03	\$ 37.83
BABCOCK	DAVID	8	\$ 31.750	\$ 33.34	\$ 35.00	\$ 36.75
KAZMERZAK	PAUL	8	\$ 31.750	\$ 33.34	\$ 35.00	\$ 36.75
JOHNSON	CARTER	6	\$ 29.150	\$ 30.61	\$ 32.14	\$ 33.74
THOMPSON	BRYCE	6	\$ 27.510	\$ 28.89	\$ 30.33	\$ 31.85
DIEDERICH	AUSTIN	6	\$ 23.830	\$ 25.02	\$ 26.27	\$ 27.59
BLASZAK	FLORIAN	5	\$ 27.690	\$ 29.07	\$ 30.53	\$ 31.82
FLIER	RANDY	5	\$ 27.690	\$ 29.07	\$ 30.53	\$ 31.82
JACKMAN	DAVID	5	\$ 27.690	\$ 29.07	\$ 30.53	\$ 31.82
LUNDQUIST	ALLEN	5	\$ 27.690	\$ 29.07	\$ 30.53	\$ 31.82
WHITE	PAUL	5	\$ 27.690	\$ 29.07	\$ 30.53	\$ 31.82
BLUNT	RANDALL	5	\$ 26.900	\$ 28.25	\$ 29.66	\$ 31.14
COURIER	DONALD	5	\$ 26.900	\$ 28.25	\$ 29.66	\$ 31.14
FLIER	RICHARD	5	\$ 26.900	\$ 28.25	\$ 29.66	\$ 31.14
MICKELSON	BENJAMIN	5	\$ 26.140	\$ 27.45	\$ 28.82	\$ 30.26
PYLVANEN	SCOTT	5	\$ 25.390	\$ 26.66	\$ 27.99	\$ 29.39
SMITH	GREG	5	\$ 25.390	\$ 26.66	\$ 27.99	\$ 29.39
WILKIE	GARY	5	\$ 25.390	\$ 26.66	\$ 27.99	\$ 29.39
JOHNSON	BRADLEY	5	\$ 24.670	\$ 25.90	\$ 27.20	\$ 28.56
BOBENMOYEI	JARED	5	\$ 23.300	\$ 24.47	\$ 25.69	\$ 26.97
JOERGER	JOSHUA	5	\$ 23.300	\$ 24.47	\$ 25.69	\$ 26.97
VANDERMEY	KYLE	5	\$ 23.300	\$ 24.47	\$ 25.69	\$ 26.97

Deleted: WAGE SCHEDULES

2019	One-half percent (0.5%) General Adjustment 1/1/2019				
Grade	Minimum/A	B	C	D	E
20	\$ 42.08	\$ 43.32	\$ 44.60	\$ 45.92	\$ 47.24
19	\$ 40.53	\$ 41.72	\$ 42.95	\$ 44.22	\$ 45.51
18	\$ 38.97	\$ 40.12	\$ 41.31	\$ 42.52	\$ 43.81
17	\$ 37.42	\$ 38.52	\$ 39.66	\$ 40.83	\$ 42.11
16	\$ 35.87	\$ 36.92	\$ 38.01	\$ 39.13	\$ 40.41
15	\$ 34.32	\$ 35.32	\$ 36.36	\$ 37.43	\$ 38.71
14	\$ 32.76	\$ 33.73	\$ 34.72	\$ 35.74	\$ 37.01
13	\$ 31.21	\$ 32.13	\$ 33.07	\$ 34.04	\$ 35.31
12	\$ 29.66	\$ 30.53	\$ 31.42	\$ 32.34	\$ 33.61
11	\$ 28.10	\$ 28.93	\$ 29.77	\$ 30.65	\$ 31.91
10	\$ 26.55	\$ 27.33	\$ 28.13	\$ 28.95	\$ 29.21
9	\$ 25.00	\$ 25.73	\$ 26.48	\$ 27.25	\$ 28.51
8	\$ 23.45	\$ 24.13	\$ 24.83	\$ 25.56	\$ 26.81
7	\$ 21.89	\$ 22.53	\$ 23.19	\$ 23.86	\$ 24.11
6	\$ 20.34	\$ 20.93	\$ 21.54	\$ 22.16	\$ 22.41
5	\$ 18.79	\$ 19.33	\$ 19.89	\$ 20.47	\$ 21.11
4	\$ 17.24	\$ 17.73	\$ 18.24	\$ 18.77	\$ 19.11
3	\$ 15.68	\$ 16.13	\$ 16.60	\$ 17.07	\$ 17.41
2	\$ 14.13	\$ 14.53	\$ 14.95	\$ 15.38	\$ 15.71
1	\$ 12.58	\$ 12.93	\$ 13.30	\$ 13.68	\$ 14.01

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2020	1% General Adjustment 1/1/2020					
Grade	Minimum/A	B	C	D	E	F
20	\$ 42.50	\$ 43.75	\$ 45.05	\$ 46.38	\$ 47.75	\$ 49.14
19	\$ 40.93	\$ 42.14	\$ 43.38	\$ 44.66	\$ 45.98	\$ 47.34
18	\$ 39.36	\$ 40.52	\$ 41.72	\$ 42.95	\$ 44.22	\$ 45.51
17	\$ 37.79	\$ 38.91	\$ 40.06	\$ 41.24	\$ 42.45	\$ 43.71
16	\$ 36.23	\$ 37.29	\$ 38.39	\$ 39.52	\$ 40.69	\$ 41.85
15	\$ 34.66	\$ 35.68	\$ 36.73	\$ 37.81	\$ 38.92	\$ 40.07
14	\$ 33.09	\$ 34.06	\$ 35.06	\$ 36.10	\$ 37.16	\$ 38.21
13	\$ 31.52	\$ 32.45	\$ 33.40	\$ 34.38	\$ 35.39	\$ 36.41
12	\$ 29.95	\$ 30.83	\$ 31.74	\$ 32.67	\$ 33.63	\$ 34.61
11	\$ 28.39	\$ 29.22	\$ 30.07	\$ 30.95	\$ 31.86	\$ 32.83
10	\$ 26.82	\$ 27.60	\$ 28.41	\$ 29.24	\$ 30.10	\$ 30.98
9	\$ 25.25	\$ 25.99	\$ 26.75	\$ 27.53	\$ 28.33	\$ 29.14
8	\$ 23.68	\$ 24.37	\$ 25.08	\$ 25.81	\$ 26.57	\$ 27.34
7	\$ 22.11	\$ 22.76	\$ 23.42	\$ 24.10	\$ 24.80	\$ 25.51
6	\$ 20.54	\$ 21.14	\$ 21.75	\$ 22.39	\$ 23.04	\$ 23.71
5	\$ 18.98	\$ 19.52	\$ 20.09	\$ 20.67	\$ 21.27	\$ 21.85
4	\$ 17.41	\$ 17.91	\$ 18.43	\$ 18.96	\$ 19.51	\$ 20.07
3	\$ 15.84	\$ 16.29	\$ 16.76	\$ 17.25	\$ 17.74	\$ 18.21
2	\$ 14.27	\$ 14.68	\$ 15.10	\$ 15.53	\$ 15.98	\$ 16.44
1	\$ 12.70	\$ 13.06	\$ 13.44	\$ 13.82	\$ 14.21	\$ 14.61

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2021	One-half percent (0.5%) General Adjustment 1/1/2021					
Grade	Minimum/A	B	C	D	E	F
20	\$ 42.71	\$ 43.97	\$ 45.27	\$ 46.61	\$ 47.99	\$ 49.41
19	\$ 41.14	\$ 42.35	\$ 43.60	\$ 44.89	\$ 46.21	\$ 47.58
18	\$ 39.56	\$ 40.73	\$ 41.93	\$ 43.16	\$ 44.44	\$ 45.75
17	\$ 37.98	\$ 39.10	\$ 40.26	\$ 41.44	\$ 42.67	\$ 43.92
16	\$ 36.41	\$ 37.48	\$ 38.58	\$ 39.72	\$ 40.89	\$ 42.10
15	\$ 34.83	\$ 35.86	\$ 36.91	\$ 38.00	\$ 39.12	\$ 40.27
14	\$ 33.26	\$ 34.23	\$ 35.24	\$ 36.28	\$ 37.34	\$ 38.44
13	\$ 31.68	\$ 32.61	\$ 33.57	\$ 34.55	\$ 35.57	\$ 36.62
12	\$ 30.10	\$ 30.99	\$ 31.90	\$ 32.83	\$ 33.80	\$ 34.79
11	\$ 28.53	\$ 29.36	\$ 30.22	\$ 31.11	\$ 32.02	\$ 32.96
10	\$ 26.95	\$ 27.74	\$ 28.55	\$ 29.39	\$ 30.25	\$ 31.14
9	\$ 25.38	\$ 26.12	\$ 26.88	\$ 27.66	\$ 28.47	\$ 29.31
8	\$ 23.80	\$ 24.49	\$ 25.21	\$ 25.94	\$ 26.70	\$ 27.48
7	\$ 22.22	\$ 22.87	\$ 23.53	\$ 24.22	\$ 24.93	\$ 25.65
6	\$ 20.65	\$ 21.25	\$ 21.86	\$ 22.50	\$ 23.15	\$ 23.83
5	\$ 19.07	\$ 19.62	\$ 20.19	\$ 20.78	\$ 21.38	\$ 22.00
4	\$ 17.49	\$ 18.00	\$ 18.52	\$ 19.05	\$ 19.60	\$ 20.17
3	\$ 15.92	\$ 16.38	\$ 16.85	\$ 17.33	\$ 17.83	\$ 18.35
2	\$ 14.34	\$ 14.75	\$ 15.17	\$ 15.61	\$ 16.06	\$ 16.52
1	\$ 12.77	\$ 13.13	\$ 13.50	\$ 13.89	\$ 14.28	\$ 14.69

APPENDIX B
MEMORANDUM OF AGREEMENT – YEAR ROUND SEASONAL EMPLOYEE

This Memorandum of Agreement is entered into between the County of Aitkin and the Road & Bridge Employees, International Union of Operating Engineers Local Union #49 as an addendum to the Aitkin County Road & Bridge Agreement dated January 1, 2022, through December 31, 2024,

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Whereas, the County is currently in need of a year round seasonal employee in order to meet the demands of their rigorous construction schedule, and

Whereas, the use of seasonal employees is limited as defined in Article 5 Seniority, Section 10.6 of the collective bargaining agreement between the parties,

Therefore, it is agreed that Aitkin County may employ a seasonal employee to perform seasonal work duties under the following conditions:

- A. From January 1st through December 31st as needed at the discretion of the County Engineer,
- B. Starting wage and subsequent pay increases in accordance with an Engineering Technician position classification,
- C. Paid time off benefits to include vacation/PTO, holidays, personal leave, and sick leave prorated according to compensated hours worked in the pay period and where full time equivalency is 2080 hours in the calendar year, and
- D. This employee will not receive any insurance benefits, and is not entitled to participate in any voluntary insurance plans, and
- E. This employee will not displace a permanent full time employee from their usual and customary work.
- F. The provision of the Aitkin County Road and Bridge Agreement do not apply to this seasonal employee other than as set forth in paragraphs B and C above.
- G. This Memorandum of Agreement shall in no way set any precedents.
- H. Limited until December 31, 2024, at which time the provisions of the MOA will be negotiated for 2025,
- I. ~~This employee will be a Union member or pay Fair Share.~~

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IN WITNESS WHEREOF, the parties have caused this MOA to be executed this _____ day of _____, 2021,

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For Aitkin County:

For I.U.O.E. Local No. 49:

Chairperson, Aitkin County Board

Area Business Representative

Dated: _____

Dated: _____

**APPENDIX C
MEMORANDUM OF AGREEMENT (EARLY RETIREMENT INCENTIVE)**

This Memorandum of Agreement is entered into between the County of Aitkin and the Road & Bridge Employees, International Union of Operating Engineers Local Union #49 as an addendum to the Aitkin County Road & Bridge Agreement dated January 1, 2022, through December 31, 2024,

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WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, during negotiations for the 2022-2024 collective bargaining agreement, the parties discussed early retirement incentives; and

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WHEREAS, the employer plans to incorporate an early retirement incentive provision into the Aitkin County Personnel Policy manual in January 2019.

NOW, THEREFORE, the parties agree as follows:

1. Employees of this bargaining unit who meet the criteria defined in the Aitkin County Personnel Policy for participation in the early retirement incentive in 2022, 2023, and 2024 will have the opportunity to participate.
2. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

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IN WITNESS WHEREOF, the parties have caused this MOA to be executed this _____ day of _____, 2022,

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For Aitkin County:

For I.U.O.E. Local No. 49:

Chairperson, Aitkin County Board

Area Business Representative

Dated: _____

Dated: _____



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Introduction of Stan Gustafson, Executive Director, Growth Innovations

<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 type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: Staff would like to introduce the new Executive Director of Growth Innovations, Stan Gustafson.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
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

5B
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Accept Community Development Block Grant CARE-21-0011-O-FY21

<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*
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Submitted by: Mark Jeffers	Department: Administration
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Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed: 10 min.
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Summary of Issue:

Aitkin County has been awarded the Community Development Block Grant for Broadband Development. Aitkin County has been awarded \$4,823,654 from the State of Minnesota, acting through the Department of Employment and Economic Development, Business and Community Development Division.

Townships that are targeted in the project are Idun, Pliny, Rice River, Seavey, White Pine, Williams and the City of McGrath. The project is required to be completed by April 2024.

Project execution will begin immediately. More updates will be presented in future meetings.

Requesting approval of a resolution to accept the preliminary grant contract, contingent on approval by the County Attorney, and authorize the County Administrator to be the Aitkin County authorized representative for grant contract agreement # CARE-21-0011-O-FY21.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approval of a resolution to accept the preliminary grant contract, contingent on approval by the County Attorney, and authorize the County Administrator to be the Aitkin County authorized representative for grant contract agreement # CARE-21-0011-O-FY21.

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:*

Accept Community Development Block Grant

WHEREAS, Aitkin County has been awarded the Community Development Block Grant for Broadband Development. Aitkin County has been awarded \$4,823,654 from the State of Minnesota, acting through the Department of Employment and Economic Development, Business and Community Development Division AND

WHEREAS, Townships that are targeted in the project are Idun, Pliny, Rice River, Seavey, White Pine, Williams and the City of McGrath. The project is required to be completed by April 2024.

NOW, THEREFORE, BE IT RESOLVED, that Aitkin County approves acceptance of the Community Development Block Grant # CARE-21-0011-O-FY21 equaling \$4,823,654.

BE IT FURTHER RESOLVED, the County authorizes the County Administrator to be the Aitkin County authorized representative for grant contract agreement # CARE-21-0011-O-FY21.

Commissioner XXXXX 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 9th day of November, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator

STATE OF MINNESOTA
DUNS NO. 804832640
GRANT CONTRACT AGREEMENT NO. CARE-21-0011-O-FY21

This grant contract agreement is between the State of Minnesota, acting through the Department of Employment and Economic Development, Business and Community Development Division, (STATE) and Aitkin County, 307 2nd St., Aitkin, MN 56431, Federal Tax ID # 41-6005749 ("GRANTEE").

Recitals

1. Under Minn. Stat. 116J.401 the State is empowered to enter into this grant.
2. The State is in need of non-entitlement and entitlement units of local government to administer the Community Development Block Grant Coronavirus (CDBG-CV) grant.
3. The funds are intended to provide grant funds for eligible Community Development Block Grant Coronavirus (CDBG-CV) activities that assist communities, particularly low to moderate income communities, in preventing, preparing for, and responding to the coronavirus (COVID-19) pandemic.
4. The Grantee represents that it is duly qualified and agrees to perform all activities and duties described in this grant contract agreement to the satisfaction of the State.

Grant Contract Agreement

1 Terms of Grant Contract Agreement

1.1 Effective date: August 9, 2021, or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per Minn. Stat. §16B.98, Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Per 24 CFR 570.489 the Grantee may receive reimbursement for approved expenses that occurred prior to the execution of this grant contract agreement.

1.2 Expiration date: March 1, 2024, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 Survival of Terms. The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; 15. Data Disclosure; 16. Duplication of Benefits; 29. Program Income.

2 Grantee's Duties

2.1 Duties, Deliverables, and Completion Dates. The Grantee, who is not a state employee, will: Comply with required grants management policies and procedures set forth through [Minn. Stat. §16B.97](#), Subd. 4 (a) (1).

The Grantee has made application to the State for the purpose of administering CDBG-CV projects in the manner described in Grantee's "APPLICATION," which is incorporated into this grant contract agreement by reference.

The Grantee is awarded funds to provide financial assistance to prevent, prepare for, and respond to coronavirus. The activities must satisfy the benefit of low to moderate income households/persons or an urgent need national objective. These activities may include public service, retrofitting buildings, commercial rehabilitation, and broadband development.

Specific grantee activity will be detailed and set forth in Clause 4.1(a).

2.2 Provisions for Contracts and Sub-grants.

(a) Contract Provisions. The Grantee must include in any contract and sub-grant, in addition to provisions that define a sound and complete agreement, such provisions that require contractors and sub-grantees to comply with applicable state and federal laws. Along with such provisions, the Grantee must require that contractors performing work covered by this grant be in compliance with all applicable OSHA regulations, especially the federal Hazardous Waste Operations and Emergency Response Standards (29 CFR 1910.120 and 29 CFR 1926.65).

(b) Ineligible Use of Grant Funds. (Not applicable to CDBG-CV) The dollars awarded under this grant contract agreement are grant funds and shall only be used by Grantee or awarded by Grantee to third parties as grant funds and cannot take the form of a loan under any circumstance. Grantee shall not use, treat, or convert the grant funds into an interest-bearing loan, a non-interest-bearing loan, a deferred loan, a forgivable deferred loan or any other type of loan. Further, Grantee shall include in any contract or sub-grant awarding the grant funds to a third party all the provisions and requirements of this grant contract agreement, including the requirement that these dollars are grant funds only and cannot be used, treated or converted into any type of loan.

(c) Job Listing Agreements. Minn. Stat. § 116L.66, subd.1, requires a business or private enterprise to list any vacant or new positions with the state workforce center if it receives \$200,000 or more a year in grants from the State. If applicable, the business or private enterprise shall list any job vacancy in its personnel complement with MinnesotaWorks.net at www.minnesotaworks.net as soon as it occurs.

(d) Payment of Contractors and Subcontractors. The Grantee must ensure that all contractors and subcontractors performing work covered by this grant are paid for their work that is satisfactorily completed.

3 Time

The grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant, time is of the essence. Request for contract extension will not be permitted.

4 Compensation and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this grant contract agreement as follows:

(a) Compensation

Fed. Obj.	Activity Code	Activity Title	Unit Goal	Number of households/ persons served	Number of LMI households/ persons served	SCDP Funds	Other Funds	Total
LMA	03	Broadband Infrastructure	820	820	450	\$4,593,956.00	\$5,000.00	\$4,598,956.00
	21A	Administration				\$229,698.00		\$229,698.00
		Totals				\$4,823,654.00	\$5,000.00	\$4,828,654.00

(b) Travel Expense (does not apply to CDBG-CV)

Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee or the

project's designated administrative agency, if applicable as a result of this grant contract agreement will not exceed \$0.00; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) Total Obligation. The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed \$4,823,654.00.

(i) Pre-award Costs. Grantee may incur reimbursable administrative costs prior to the fully executed grant contract agreement, but only after the CDBG-CV award letter has been released. This would include work on the environmental clearance, producing rehabilitation policies and procedures, and costs associated with attending SCDP implementation training.

(ii) Eligible Costs. Eligible costs include the costs identified in the Section 4.1 (a) of this Grant Contract Agreement that are incurred during the contract period and are also eligible for the CDBG program.

4.2 Payment

(a) Invoices. The State will promptly pay the Grantee after the Grantee presents an acceptable itemized invoice for the services actually performed, and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Payment requests will be processed on a bi-weekly calendar basis with the calendar being provided by the State. The total amount of grant funds requested must be two thousand dollars (\$2,000) or more in each payment request. The final payment request, and payment requests made in the two-week periods prior to June 30 and September 30 of each year, may be under \$2,000.

The State has authority to withhold payment of administrative funds if adequate progress on contractual goals is not being met.

(b) Federal Funds. Payments under this grant contract agreement will be made from federal funds obtained by the State through CFDA number 14.228, Title 1 of the Housing and Urban Development Act of 1974 through a special allocation of Community Development Block Grant funds which was authorized by the Coronavirus Aid, Relief and Economy Security Act (CARES Act), Public Law 116-136. Federal Award number B-20-DW-27-0001. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

Funds made available pursuant to this grant contract agreement shall be used only for expenses incurred in performing and accomplishing such purposes and activities during the grant period described above. Notwithstanding all other provisions of this grant contract agreement, it is understood that any reduction or termination of Housing and Urban Development funds provided to the State may result in a reduction to the Grantee.

Where provisions of the Grantee's Application are inconsistent with other provisions of this grant contract agreement, the other provisions of this grant contract agreement shall take precedence over the provisions of the Application.

(c) Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements.

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.

(b) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals. In addition, for projects that include construction work of \$2,000 or more, Davis Bacon Act and Related Requirements noted in part 26 of this grant contract agreement will apply.

(c) The Grantee must not contract with vendors who are suspended or debarred in MN: <http://www.mmd.admin.state.mn.us/debarredreport.asp> and <https://www.sam.gov/SAM/>.

5 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Christian Nordeng, Grants Specialist, 1st National Bank Building, Suite E200, 332 Minnesota Street, St. Paul, MN 55101-1351, (651) 259-7455, christian.nordeng@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is The Honorable Mark Wedel, County Board Chairperson of Aitkin County, 307 2nd St, Aitkin, MN 56431, mark.wedel@co.aitkin.mn.us, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.

7.2 Amendments. Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver. If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Agreement Complete. This grant contract agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

9 State Audits

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, and the General Accounting Office of the

U.S. Department of Housing and Urban Development as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

Accounting methods must be in accordance with generally accepted accounting principles.

The Grantee shall comply with the requirements of the Single Audit Act Amendments of 1996 (P.L. 104-156). When a Grantee expends over \$750,000 in federal funds during their fiscal year, an A-133 audit is required to be submitted for that year.

10 Government Data Practices and Intellectual Property

10.1 Government Data Practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual Property Rights.

- a) The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents created and paid for under this Grant Contract Agreement. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Grant Contract Agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this Grant Contract Agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Grantee upon completion or cancellation of this Grant Contract Agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the works and the documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.
- b) Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee including its employees and subcontractors, in the performance of this Grant Contract Agreement, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.
- c) The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents created and paid for under this grant contract agreement are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the

infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with [Minn. Stat. §176.181](#), Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract agreement. All projects primarily funded by state grant appropriation must publicly credit the State of Minnesota, including on the grantee's website when practicable.

12.2 Endorsement. The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract agreement. Venue for all legal proceedings out of this grant contract agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 Termination by the State. The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed.

14.2 Termination for Cause. The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract agreement if:

- (a) Funding for Grant No. **CARE-21-0011-O-FY21** is withdrawn by United States Department of Housing and Urban Development.
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14.4 In the event of cancellation. In the event of any cancellation under this provision, the Grantee shall cooperate fully with the State and help facilitate any transition for the provision of services by a different vendor. Failure to cooperate with or withholding any information or records requested by the State or a different vendor that impairs in

any way the transition of the provision of services shall constitute a material breach of this grant contract agreement, subjecting Grantee to liability for all damages incurred by the State resulting from such breach.

15 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Duplication of Benefits, The Grantee must develop and maintain adequate procedures to prevent a duplication of benefits that address (individually or collectively) each activity. At a minimum the procedures must include a requirement that any person or entity receiving CDBG-CV that is determined duplicative will need to repay assistance with non-federal dollars, and include a method of accessing whether the use of CDBG-CV funds will duplicate financial assistance that is already received or is likely to be received by acting reasonably to evaluate need and the resources available to meet that need.

The CARES Act requires HUD to ensure that there are adequate procedures in place to prevent any duplication of benefits as required by section 312 of the Stafford Act, as amended by section 1210 of the Disaster Recovery Reform Act of 2018 (division D of Public Law 115-254; 42 U.S.C. 5121 et seq.). Duplication of benefits occurs when Federal financial assistance is provided to a person or entity through a program to address losses resulting from a Federally-declared emergency or disasters, and the person or entity has received (or would receive, by acting reasonably to obtain available assistance) financial assistance for the same costs from any other source (including insurance), and the total amount received exceeds the total need for those costs.

17 Conflicts of Interest-Application Submittal

The State will take steps to prevent individual and organizational conflicts of interest in reference to Grantees per [Minn.Stat. § 16B.98](#) and Department of Administration, Office of Grants Management, Policy Number 08-01 [Conflict of Interest Policy for State Grant-Making](#). When a conflict of interest concerning State grant-making is suspected, disclosed, or discovered, transparency shall be the guiding principle in addressing it.

In cases where a potential or actual individual or organizational conflict of interest is suspected, disclosed, or discovered by the Grantee throughout the life of the grant contract agreement, they must immediately notify the State for appropriate action steps to be taken, as defined above.

The Grantee must complete a Conflict of Interest Disclosure agreement and attach it to their proposal.

18 Debarment and Suspension Certification

(If applicable) The Grantee agrees to follow the President's Executive Order 12549 and the implementing regulation "Non-procurement Debarment and Suspension: Notice and Final Rule and Interim Final Rule," found at 53 FR 19189, May 26, 1988, as amended at 60 FR 33041, June 26, 1995, including Appendix B, "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions;" unless excluded by law or regulation. Evidence that contractors are not debarred will be maintained over the life of the grant.

Eligible Contractors: All Grantees are required to verify that all contractors, subcontractors, and sub-recipients are not listed on the Federal publication that lists debarred, suspended, and ineligible contractors. Evidence of this determination must be readily available to the State throughout the life of the project.

19 Conflict of Interest Screening

The Grantee must comply with the Conflict of Interest provisions of Minn. Stat. § 471.87 – 471.88 and Subpart K of 24 CFR, Part 570.611 of the Code of Federal Regulations. Grantee will screen for conflicts of interest in any activity that involves individual assistance and exceptions for participation for individual assistance must be approved by DEED.

20 Federal Environmental Standards

Unless the State indicates otherwise and prior to release of funds, the Grantee is required to conduct an environmental review on project activities to comply with the National Environmental Policy Act of 1969 (NEPA), as amended. Disbursement of funds from the State will not occur until State has issued an environmental clearance to the Grantee.

Grantee must maintain environmental review documentation and records and make them available to the public.

21 Drug-free Workplace/Drug-Free Workplace Awareness Program

The Grantee agrees to provide a drug free workplace by notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the Grantee's workplace and specifying actions that will be taken against employees for violation of such prohibition. The Grantee must have an Awareness Program, or establish a drug free workplace awareness program to inform employees about the dangers of drug abuse, the availability of drug counseling and penalties for violations of the drug free workplace policy. Prior to release of funds, Grantee will provide evidence of a drug-free workplace to the State. If applicable, all secondary communities involved with this project will adhere to this condition.

22 Prohibition of Excessive Force Policy

The Grantee agrees to adopt and enforce a policy to prohibit the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations (P.L. 101-144, Section 519). Prior to release of funds, Grantee will provide evidence of a Prohibition of Excessive Force Policy to the State. If applicable, all secondary communities involved with this project will adhere to this condition.

23 Residential Anti-displacement and Relocation Assistance Plan

The Grantee agrees to adopt, make public and follow a "residential anti-displacement and relocation assistance plan" in accordance with Section 104(d) of the Housing and Community Development Act of 1974, as amended. This plan must include steps to minimize displacement of residents caused by project activities. Prior to release of funds, Grantee will provide evidence of a Residential Anti-displacement and Relocation Assistance Plan to the State. If applicable, all secondary communities involved with this project will adhere to this condition.

24 Fair Housing

The Grantee agrees to abide by and promote all Fair Housing Regulations during the grant period, including conducting at least one unique activity to affirmatively further fair housing each year that the grant remains open. Activities must be reported via the State's Annual Report each year.

25 Policies and Procedures

Where applicable and prior to release of funds, the Grantee must approve and maintain policies and procedures which are consistent with the Application and consistent with current SCDP guidance and policy. All policies and procedures must adhere to federal and/or state requirements.

26 Federal Labor Standards

When applicable, the Grantee must comply with all federal Davis Bacon and Related Act requirements (DBRA). The Grantee must follow DEED's "12 Step Instructions" that are available on the SCDP portion of the DEED website in order to comply with DBRA. Grantee must submit the DEED "Notice of Contract Award" to DEED staff within 14 days of each contract award where DBRA applies and before using grant funds to pay contractors or subcontractors. For projects involving Broadband Development and Retrofitting building projects, copies of the first payroll for each contractor and/or subcontractor working on the project will be provided to DEED staff for review before any cash disbursements for the activity are issued by the State.

27 Use of Out of State Contractors

The Grantee must comply with Minnesota Statutes, Section 290.9705 by either:

- A. Depositing with the State, eight percent of every payment made to non-Minnesota construction contractors, where the contract exceeds \$50,000; or
- B. Receiving an exemption from this requirement from the Minnesota Department of Revenue.

28 Reporting

The Grantee shall submit reports annually during the grant period to the State by October 15, or the date designated by the State. In addition, recipients of \$150,000 or more of CDBG-CV funds must submit, no later than 7 days after the end of each calendar quarter a quarterly report to the State. Quarterly reports must be in accordance with the reporting requirements set forth in Section 15011 of the CARES Act. Grantee shall use the reporting forms provided by the State.

29 Program Income

Program income generated using CDBG-CV grants will be treated as annual formula CDBG Program Income. Program Income is defined as any income equal to or exceeding \$35,000 in a federal fiscal year (October 1-September 30) received by the Grantee from repayments on deferred or installment loans made from CDBG-CV grants. Any income received from these grants that total less than \$35,000 in a federal fiscal year, is not Program Income, but must be reused for a Small Cities Development Program (SCDP) approved purpose. Eligible activities funded by funds generated from CDBG-CV activities do not need to be used to prevent, prepare for, and respond to COVID-19. Total Program Income expenditures for the year must be reported on the expenditures section of the annual report. Program Income must all be used before SCDP will provide a payment request form, if applicable.

Grantee agrees to have a "SCDP Income Reuse Plan" on file that states how Program Income and other funds generated from the grant will be reused. This plan should prescribe that funds will be reused for an approved SCDP purpose and be consistent with the Grantee's Application. If the funds received by the Grantee cannot be utilized by the Grantee within a reasonable amount of time, the State may request the funds be returned.

Annual Post Closeout Program Income Reporting: Following grant closeout, the Grantee must report Program Income to the state by October 15 of each year. Reporting must include Program Income:

- Funds received during the federal fiscal year,
- Expended during the federal fiscal year, and the funds
- Balance at the end of the federal fiscal year.

This reporting will be completed online using the "[Post Closeout Online Reporting](#)" and if applicable the "Post Closeout Program Income Expenditure Reporting Form" located on the DEED/SCDP website. These forms can be found on this webpage: <http://mn.gov/deed/government/financial-assistance/community-funding/>.

Grantees should track Program Income (\$35,000 or more received in a fiscal year) and other income from CDBG-CV grants (under \$35,000 in a year) with separate accounts. These funds do not include Minnesota Investment Funds.

Refer to SCDP A-Z Guide for additional information.

30 Procurement

The Grantee must maintain documentation that shows that professional services were procured in accordance with 2 CFR Part 200, Uniform Administrative Requirements, Cost Principals, and Audit Requirements for Federal Awards. Services obtained from an HRA, RDC, or nonprofit organization do not have to be procured by competitive negotiation, but contracts for these services must only be on a cost reimbursement basis, accounted for in accordance with "The Common Rule."

All construction contracts will require competitive bidding, unless waived by the State.

31 Section 3 & Equal Opportunity

Grantee must adhere to the Subparts A, C and D of the Section 3 regulations at 24 CFR 75 if the financial assistance provided to the project exceeds a threshold of \$200,000 in HUD program funding. If the project is found to be a Section 3 project, requirements at 24 CFR 75.19 must be followed. The Grantee will report labor hours in the Annual Report as described in 24 CFR 75.25(a), provide the qualitative efforts to assist low and very low-income persons described at 24 CFR 75.25(b) if reporting benchmarks are not met, must include Section 3 requirements and language in bidding documents and contracts, and retain necessary Section 3 documentation as described in 24 CFR 75.31. Additionally, the Grantee will include The Standard Federal Equal Employment Opportunity Construction Contract Specifications (Executive Order 11246, as amended) in the bidding and contract documents. Grantees will

adopt an “Affirmative Contractor Outreach Plan – Section 3, MBE and WBE” which will outline how the Grantee will adhere to Section 3 requirements and will promote the use of Section 3 business concerns and Women- or Minority-Owned Businesses. The plan will include a requirement that contractors and subcontractors will complete the Section 3 and Women- or Minority-Owned Business Certification form.

32 Public Hearing

The Grantee will hold a second public hearing (first was held for submission of Application) that includes a citizen participation opportunity midway through the implementation period to solicit public feedback on grant progress and results. The public hearing must be publicly advertised and minutes from the hearing and evidence that the hearing was publicly advertised will be provided to the State, if requested. Documentation that the second public hearing was held will be made on the final report to DEED.

33 Record Retention

The Grantee will maintain all grant related records and files for six years after grant closeout.

34 Bid Specifications

For broadband development projects, the Grantee or administrating agency must provide the State with bid specifications (not maps or architectural drawings) for review and approval.

35 National Objectives

All activities outlined in the Grantee Application and table contained in 4.1(a) shall meet a National Objective as outlined by the CDBG-CV program.

36 Lead Based Paint

For activities that involves a building or space used for occupancy, the Grantee will follow the DEED lead policy.

37 Monitoring

The State shall monitor grantee performance as outlined in its Annual Action Plan to HUD. The Grantee will make all books, records, documents, and accounting procedures and practices accessible for any monitoring. Monitoring will be based on forms provided by the State. The monitor may be in person or a request for information at any time during the grant and any time after grant closeout as needed.

The Grantee will monitor the activities of the sub-recipient according to 2 CFR §200.303 and 2 CFR §200.331 as necessary to ensure that the sub-award is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the Sub-award; and that sub-award performance goals are achieved. Pass-through entity monitoring of the sub-recipient must include:

- (a) Reviewing financial and programmatic reports required by the pass-through entity.
- (b) Following-up and ensuring that the sub-recipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the sub-recipient from the pass-through entity detected through audits, on-site reviews, and other means.
- (c) Issuing a management decision for audit findings pertaining to the Federal award provided to the sub-recipient 2 CFR §200.332 from the pass-through entity as required by 2 CFR §200.521 management decision.

The State and Grantee acknowledge their assent to this grant contract agreement and agree to be bound by its terms through their signatures entered below.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. 16A.15.

Signed:  _____

Date: 10/26/2021

SWIFT Contract/PO No(s). 202839/3000452575/PR 65885

3. STATE AGENCY

By: _____

Title: _____

Date: _____

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative

**Minnesota Community Development Block Grant
COVID-19 (CDBG-CV)**

Broadband Development Application

Minnesota Community Development Block Grant COVID-19 (CDBG-CV) guidance is located on DEED website at <https://mn.gov/deed/government/financial-assistance/community-funding/small-cities.jsp>. This application packet is only for Broadband Development. Other eligible program component applications are available on the same website as the guidance.

The *Minnesota CDBG-CV* Program is designed to help non-entitlement and entitlement communities or counties to prepare, prevent, or respond to the health and economic impacts of COVID-19. The activities must be most critical to their locality and primarily for their low-and moderate-income residents.

The *Minnesota CDBG-CV* Program will be managed by the Office of Community Finance’s Small Cities Development Program (SCDP) unit. Projects associated with this Broadband Development Application will be funded with CDBG-CV funding. This one-time program is specifically aimed to award funding for broadband development projects that assist qualified communities in preparing for, preventing, and responding to COVID-19. The *Border to Border Broadband Development Grant Program* managed by the Office of Broadband Development is a separate broadband development program. Those interest in that program are directed to visit the [Office of Broadband Development webpage](#) for more information.

Broadband Development Activities

Grantees may utilize funding to provide new or increased access to broadband to support telework, telemedicine, telelearning, and/or televisits. All activities must result in a National Objective by providing new or enhanced broadband infrastructure and or components to low-to-moderate income (LMI) persons/households. For activities installing broadband infrastructure, the National Objective is met on an area basis (LMA). Activities associated with service/communication enhancements must benefit LMI persons/households.

Total allocation of CDBG-CV funds available towards Broadband Development projects is \$25,468,807.24. The Broadband Development activities may request an assumed maximum of \$5,000,000 per project. Broadband Development project includes installation of broadband infrastructure and other broadband related activities (example: telelearning, nursing home virtual visits, and other approved telecommunicating activities).

Activity	Description
Installation of broadband infrastructure	Installation of broadband infrastructure in areas with either download/upload speeds under the State’s goal or lacking broadband connectivity. Installation of infrastructure will enhance internet access to unserved and underserved areas to support the increased connectivity for telework, telemedicine, telelearning, and virtual visits/gatherings. Infrastructure may be in the form of last mile, middle mile, or tower installation. Last mile includes, but is not limited to, installation of lines to residential structures or nursing homes. CDBG-CV funding may be used towards the installation of main fiber lines, lines to towers and tower installation. Middle mile and tower installation will be allowed if last mile infrastructure will be included and will serve as the final leg in connecting the broadband network to end-users. Costs associated with the purchase of equipment for wireless broadband activities and broadband services are ineligible.
Communication Enhancements to end user	Other broadband related activities include activities in addition to the installation of main broadband lines and towers. Installation of lines to commercial, industrial or public buildings are ineligible. Service payments and purchasing/installing of equipment to transmit or receive broadband service are also ineligible.

**Minnesota Community Development Block Grant
COVID-19 (CDBG-CV)**

Broadband Development

GENERAL INFORMATION

- Applicant must submit two (2) application packets (1 original and 1 copy) of the application on/before June 1, 2021.
- Applicant must be an eligible non-entitlement general unit of local government or an entitlement community
- Applications **must** tie back to activities which prevent, prepare for, and respond to the coronavirus pandemic.
- Activities must meet the low-to-moderate income National Objective. For LMA, at least 51% of the residents in an area must be LMI persons or LMC where benefits are provided to specific groups of persons. Installation to end user must benefit LMI persons.
- Applications must clearly indicate all the *Minnesota CDBG-CV* activities proposed.
- The *Minnesota CDBG-CV* funding request per grantee/activity is described below:
 - The **Broadband Development**: assumed maximum of \$5,000,000 per project.
- Depending on the activities proposed, items must be competitively procured whether by bid or quote.
- There is no match requirement under the CDBG-CV program.

ADDITIONAL ATTACHMENTS FOR THE BROADBAND DEVELOPMENT APPLICATION

The following documents should be attached after the fully completed Broadband Development Application in the order the documents are listed below.

□ **MAP OF PROPOSED SERVICE AREA**

- Map should include proposed service area boundary, municipal boundaries, road/street names, rivers/lakes, and any broadband related facilities
- Middle mile projects: note location of proposed middle mile facilities

□ **UNSERVED/UNDERSERVED AREA MAP FOR PROPOSED SERVICE AREA**

Using the map application found at <http://map.connectmn.org/>, create and attach a map of the proposed service area overlaying the “Unserviced & Underserved Areas” layer. To display unserved and underserved areas, select the “Underserved & Unserviced Areas” layer within the *Access* field (upper left corner of screen). On the map display, click the “Draw” feature (paint palette icon) located near the top left of the map display to access the map draw feature. The proposed service areas should be drawn using either the circle, ellipse, polygon, or freehand polygon draw mode. In addition, the blue or red border preview design (located on the fourth row of the preview icon list) should be used. Maps may be generated and printed under the *Export Map* tab which can be found to the left of the Legend field.

This map application may also be used to assist in determining if the proposed service area would meet the 51% low-to-moderate income area (LMA) requirement. To access this information, click *EDUC. & INCOME* at the top of the middle box on the left side portion of the screen. Depending on the proposed service area’s boundaries, use the following layers:

- If the proposed service area will not extend beyond a city’s limits, click the check box next to “Low-Moderate Income Data for CDBG – Place” to view the place data. You may need to zoom in or out on the map for the layer to appear.
- If the proposed service area will extend beyond the city’s limits, click the check box next to “Low-Moderate Income Data for CDBG – Block Group” to view the census block group data. You may need to zoom in or out on the map for the layer to appear.

These layers are for informational use only and a map showing these layers does not need to be provided with the application. These layers are only meant to assist in determining if the proposed service area would meet LMA requirements. Please note that even if the proposed service area includes areas that are below 51%, it is still possible the entire service area may meet LMA requirements. To document the proposed service area will meet LMA requirements the applicant must complete the map using the steps noted in the “LMA PERCENTAGE DETERMINATION MAP” section and the spreadsheet noted in the “LMA PERCENTAGE DETERMINATION SPREADSHEET” section.

□ **LMA PERCENTAGE DETERMINATION MAP**

Note: If the service area is under 51% LMI the project does not meet the LMA criteria and is ineligible to receive funding.

To calculate the LMA percentage for the proposed service area, visit the HUD [Map Application](#). A brief video explaining how to utilize the map can be found on the [CDBG Low- and Moderate-Income Data - HUD Exchange](#) webpage. To start the video, click the video thumbnail or the “Demonstrating Area Benefit to Low and Moderate Income Persons” text. Video times applicable to using the mapping application can be found from 16:50 (16 minutes, 50 seconds) to 17:30 and specific information for calculating the LMA percentage with the mapping application can be found from 18:37 to 21:18.

If your proposed services area includes any area within the following jurisdictions, please contact the SCDP team (SmallCities@state.mn.us) to discuss how best to calculate the LMA percentage:

- Bloomington
- Eden Prairie
- Plymouth
- Woodbury City
- Dakota County
- St. Louis County
- Washington County

□ **LMA PERCENTAGE DETERMINATION SPREADSHEET**

The spreadsheet is generated using the Map Application noted above. The spreadsheet should show the calculated LMA percentage for the proposed service area. The calculation is described from 20:30 to 21:18 in the video noted in the “LMA PERCENTAGE DETERMINATION MAP” section.

- Spreadsheet should include the following columns:
 - Countyname
 - County
 - Tract
 - Blckgrp
 - Low
 - Lowmod
 - Lowmoduniv
 - Lowmod_pct

□ **FIVE-YEAR STAND-ALONE FINANCIAL ANALYSIS DOCUMENTATION**

- Pro-forma spreadsheet or narrative summarizing the financial analysis for the proposed project, including a description of how the costs and anticipated revenue will result in the financial viability of the project.

□ **CONFLICT OF INTEREST DISCLOSURE STATEMENT FOR THE BROADBAND SERVICE PROVIDER**

- Use the template on the [SCDP website](#) under the *Apply* tab

**Minnesota Community Development Block Grant
COVID-19 (CDBG-CV)**

**Broadband Development
Program Application**

PROJECT TITLE:

PROJECT NEED

- 1. Select the option from the list below that best fits the Broadband installation activity that is proposed for this project (choose one):**

- Last Mile Components not including tower installation
 Last Mile Components including tower installation
 Last Mile and Middle Mile Components not including tower installation
 Last Mile and Middle Mile including tower installation

Description: Last mile components are broadband infrastructure that serves as the final leg connecting the broadband service provider's network to the end-user customer's on-premise telecommunications equipment. Middle mile components are broadband infrastructure that links a broadband service provider's core network infrastructure to last mile infrastructure.

In addition, will this project include a Communication Enhancement Component?

- Yes No

- 2. Briefly describe the proposed service area (reference the map of the proposed service area) that will be affected by this project. When describing the area, indicate if any of the covered jurisdictions have taken any past actions to apply for funding or finance a broadband project.**

The Fiber-to-the-Home (FTTH) project location is located in southeast Aitkin County, encompasses portions of the following townships: Idun, Pliny, Rice River, Seavey, White Pine and Williams, including the town of McGrath.

- 3. Unserved and Underserved Documentation**

Based on the Unserved/Underserved area map, the proposed service area covers:

- Unserved Area only
 Underserved Area only
 Both unserved and underserved areas
 Neither unserved or underserved areas

4. Determine the low-to-moderate income (LMI) percentage for the entire proposed service area.

Based on the LMA percentage determination spreadsheet, the LMA percentage for the proposed service area is:

54.88%

5. Describe the need for broadband infrastructure and how it benefits the overall community, in preventing, preparing for, or responding to COVID-19, within the service area. *The response should include how the COVID-19 pandemic has increased the need for broadband infrastructure.*

Access to broadband is as imperative today as electricity was 75 years ago. A reliable fiber optic network is the backbone necessary to provide rural resident access to the benefits of unlimited bandwidth, cost efficiency and reliability. Residents in our proposed project area do not have access to quality or affordable Internet service for everyday needs and essential services. Furthermore, in most areas of the proposed project it is not even an option for them to receive a wireline Internet service. The COVID-19 pandemic has shown that broadband is no longer a luxury utility, but a requirement. Distance learning is now the new normal, not just for K-12, but for colleges across the country. Telemedicine has emerged as a critical tool in healthcare to reach more patients and to help keep people safe. Without access to a broadband connection, neither of these are an option for those in the proposed project area.

6. If the project includes a Communication Enhancement Component, describe the proposed enhancement activities and how it would further support or benefit residents and community members? *Note: other proposed Communication Enhancement activities may be denied funding if it is determined the activities do not fit the requirements of CDBG-CV funding.*

7. What resources, if any, are currently available for residents and community members to utilize or apply for in regards to broadband service assistance? *Applicants should be aware that a review for duplication of benefits will be required prior awarding funds. More information on duplication of benefit can be found in the Minnesota CDBG-CV guide on the SCDP website.*

8. Would this proposed project not be feasible without the award of the requested CDBG-CV broadband grant funds? *If the proposed project was awarded less than the requested CDBG-CV funding, how would the reduced amount of funding impact the project (example: reduction in the proposed services area)?*

The proposed project encompasses a vast area of land that is densely populated. The proposed project would include 85 miles of fiber and pass approximately 500 homes. The average cost per passing is close to \$10,000. Without funding this project will not happen and most likely this area of the county will remain unserved. If less than the amount requested is awarded, then the project would need to be reduced in sized to make economically feasible.

COMMUNITY IMPACT

1. Complete the following Current/Proposed Average Speed table.

For each community (using county name for unincorporated area) within the proposed service area, state the current average download and upload speeds and proposed average speeds that will be available to the community after project completion. Speeds should be entered in Mbps (Megabits per second).

*Note: the proposed average speed should not be lower than 25 Mbps download / 3 Mbps upload.

Community name	Current average speed		Proposed average speed	
	Download	Upload	Download	Upload
Idun Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
Pliny Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
Rice River Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
Seavey Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
White Pine Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
Williams Township	<10 Mbps	<1 Mbps	1000 Mbps	1000 Mbps
McGrath	25 Mbps	3 Mbps	1000 Mbps	1000 Mbps

**Add more rows if needed*

2. What is the approximate percentage area of the proposed service area that is categorized/zoned as residential?

%

3. Will the project provide connections to non-residential buildings? If yes, what funding source will cover these connections?

*Note: CDBG-CV funding can only be used towards the installation of main broadband lines and lines to residential buildings. For agricultural zoned properties, eligible connections may only be installed to residential buildings.

If businesses within the project area are passed and request service Mille Lacs Energy Cooperative will fund the service lines to the buildings.

4. Does the proposed service area include one or more of the following community descriptions when compared to the statewide average?

- High unemployment or poverty rates
- Low median household income
- High percentage of students eligible for free or reduced cost school lunches
- Significantly higher population loss levels.

Explain how the service area meets any of the measures above and provide citation or evidence to support this claim.

5. Provide the median household income of the community(ies) that will benefit from the service area ([U.S. Census: 2014-2018 Median Household Income](#)).

City/County name	Community name (if applicable)	Median household income
Aitkin County	Idun	
Aitkin County	Pliny	
Aitkin County	Rice River	
Aitkin County	Seavey	
Aitkin County	White Pine	
Aitkin County	Williams	
Aitkin County	McGrath	

**Add more rows if needed*

6. Will the project include the following assistance to LMI households?

- a. Will there be assistance offered to LMI households to access/connect to the network? If yes, describe the program or assistance and how participants would qualify.
- b. Will the Broadband service provider offer service payment assistance to LMI households that subscribe to the service? If yes, describe what level of assistance would be provided, the duration of assistance and how the household would qualify.
- c. Will community residents be informed of other possible service payment assistance programs during or near the end of the project? If yes, how will this information be distributed in the proposed service area? List a few programs that may be offered, if known. *Examples of assistance programs include the FCC Lifeline Program and the upcoming FCC Broadband Emergency Benefit Program.*

7. Will this project occur in conjunction with other ongoing or proposed broadband infrastructure project(s) in or near the proposed service area? If yes, identify the other project(s) and how these projects could impact, whether beneficial or adverse, this proposed project.

MLEC is completing a FTTH home project in 2021 that will be the network connection point to the proposed project area.

8. Describe what initiatives the Broadband service provider will undertake to communicate its proposed marketing plan to its prospective broadband services customer base. The marketing plan should include activities to communicate the award of the proposed grant project, the timing and availability of constructed broadband service, and the applicant's plans on how to optimize broadband subscription rates once service becomes available.

MLEC has marketing professionals experienced in working with the region's residents. MLEC has an additional advantage of being a trusted local provider of both electricity and fiber Internet to the area. MLEC currently has a 56% take-rate for all homes passed by the MLEC Fiber network.

MLEC and Aitkin County will work together to promote the award of the proposed grant project through the means of newspaper, newsletters, direct mailings, websites, and social media postings.

MLEC has a broadband promotion process in place that informs residents when a FTTH project will be coming to an area. Successful strategies include door-to-door neighborhood campaigns, as well as putting out yard signs promoting the availability of broadband in the area. MLEC will also promote the new service availability in the Cooperatives monthly newsletter, by direct mail, local newspaper announcements, and through social media.

In addition, MLEC has a fully functional website in place <http://www.mlecmn.net> to assist customers with plan selection, sign up and to find out if Broadband is available in their area.

- 9. Based on the proposed project area in which building and/or ground disturbance will occur, will the project potentially impact any local/state/federal historic architectural or archeological resources, farmland, a floodplain, or a wetland? If yes, briefly describe what elements may be impacted.**

COST EFFECTIVENESS

Note: Individual projects that will expend over two thousand dollars (\$2,000) in CDBG-CV funding for construction or rehabilitation activities must adhere to the Davis Bacon Prevailing Wage rates and Federal Labor Standards. Davis Bacon Prevailing Wage rates, are subject to change and can be found [here](#).

- 1. Of the following programs, select all the programs the grantee(s) has applied for, has been awarded funding, or received funding from for broadband related activities within the last two (2) federal fiscal years:**
- Local allocation of CARES Act funding directed towards broadband development/deployment
 - Minnesota Office of Broadband Development Border-to-Border Broadband Grant
 - USDA Reconnect Program
 - USDA Telecommunication Infrastructure Loan and Loan Guarantee Program
 - USDA Rural Broadband Access Loan and Loan Guarantee Program
 - USDA Community Connect Grant Program
 - FCC Rural Digital Opportunity Fund (RDOF) – Phase I
 - IEED National Tribal Broadband Grant (NTBG)
 - Indian Community Development Block Grant (ICDBG and/or ICDBG-CARES)

In the space below, if the grantee(s) applied for a program(s), state if the application(s) was selected for funding. If that application selected, state how much funding was requested and awarded. If the funding decision has not been released, state how much funding was requested and include the date the funding award notification should

be announced. If the grantee applied or received funding for broadband related activities from a program/fund not listed above, include the name and amount request and awarded for that program/fund.

2. Does the broadband service provider intend to participate in the upcoming FCC Emergency Broadband Benefits program?

Yes No Undetermined

3. Have engineering services for project design been procured through a competitive process or are engineering services completed by the broadband service provider engineers? *If a competitive process did occur, include the dates the procurement process occurred.*

No – a competitive process did not occur, engineering services and will be completed by broadband provider, MLEC.

4. Will the Broadband service provider offer the broadband services for a minimum five-year period after the project is completed?

Yes No

5. How will any maintenance, repair, or system operation expenses be financed for a minimum of five years after the project has been completed?

MLEC, the broadband provider will handle all maintenance, repair or system operation expenses that may occur.

6. If a discounted rate will be offered to income qualified households, state the discount rate and what service will be covered by this discount?

7. Describe the overall organization strength and relevant broadband technical experience of the parties included in this application to build, manage, and effectively operate the proposed broadband project, if approved. *Include a brief description of the management history and capacity of key officers and management staff. This description may be attached as a separate document and organization structure charts may be attached as well.*

8. Complete the following table with the best estimated month and year for listed milestones to be completed.
CDBG-CV funding award notices are tentatively scheduled to be released in June 2021.

Procurement of broadband service provider (if applicable)	Month/year or N/A
Construction engineering work completed	Month/year
For projects a tower installation component, does the community have site control of the proposed tower site?	Yes/No - Date secured (month/year) or N/A
If the community does not have site control for the tower, when will it be secured	Month/year or N/A
Completion of Environmental Review	Month/year
All necessary permits obtained	Month/year
Proposed start to project activities	Month/year
Project 25% completed	Month/year
Project 50% completed	Month/year
Project 75% completed	Month/year
All Construction (including restoration work) completed	Month/year
Project 100% completed (all locations have service access)	Month/year

9. Based on the timeline above, would this project be 100% completed in 30 or 32 months of being awarded funds?

- Yes, this project could be completed within 30 months
- Yes, this project could be completed within 30 to 32 months
- No, this project could not be completed within 32 months

10. Have all required municipal/county/state approvals necessary for this project to begin construction from all applicable area planning commission/zoning authority/road authority/railroad crossing entity, etc. been identified? What approval and permits will be required?



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Fiscal Recovery Fund- Request of Funding

<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: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minues
Summary of Issue: <p>The Economic Development Committee supports increasing the BD&R Grant fund by \$10,000. The plan is to add \$10,000 annually for the next 5 years, to the existing BD&R Grant fund. This grant is intended to support local businesses and events by allowing funding to increase tourism/recreation and resident/non-resident attraction. This grant is not intended to be used as annual sponsorships of events. The additional grant funding will allow the Economic Development Committee to affect additional opportunities throughout Aitkin County.</p> <p>Staff requests approval to fund \$10,000 to the Aitkin County Business Development & Recreation Grant Program. The request form is completed and attached.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Request for approval to fund \$10,000 from Fiscal Recovery Funds to the Aitkin County Business Development & Recreation Grant Program.		
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>		

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

Aitkin County Fiscal Recovery Funds

Strategic Investment Project

Project Identification: Aitkin County Business Development & Recreation Grant

Funding amount: \$10,000

Project Expenditure Category: 2.9, Negative Economic Impacts

Project overview

- *A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project: The Economic Development Committee supports increasing the BD&R Grant fund by \$10,000. The plan is to add \$10,000 annually for the next 5 years, to the existing BD&R Grant fund. This grant is intended to support local businesses and events by allowing funding to increase tourism/recreation and resident/non-resident attraction. This grant is not intended to be used as annual sponsorships of events. The additional grant funding will allow the Economic Development Committee to affect additional opportunities throughout Aitkin County.*

- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc. Immediate request is \$10,000 for 2022. If successful, the goal is to request a total of \$50,000 for 5 years of grant activity. Negative Economic Impacts (EC 2),*

Table of Expenses by Expenditure Category

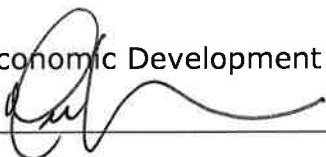
Category		Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)	\$10,000	
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		
2.13	Other Economic Support		
2.14	Rehiring Public Sector Staff		

Category		Funding Requested for Project	Funding Approved for Project
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		
5.12	Drinking water: Transmission & distribution: lead remediation		

Category		Funding Requested for Project	Funding Approved for Project
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant;  _____

Date; 10/28/21 _____

Reviewed by Economic Development Coordinator;
Signature;  _____

Date; 10/29/21 _____

Approval by County Administrator;
Signature;  _____

Date; 11/1/21 _____

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: 11-9-21

Title of Item: Award Contract No. 20221

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input 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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
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Summary of Issue:
Bids were opened on Monday, October 18, 2021, for Contract No. 20221 which includes SAP 001-599-042; replacement of bridge L2357 on 490th Lane (Waukenabo Township road). Earlier in 2021, bids were opened for this same project with all bids subsequently rejected due to concerns with the bids.

As shown on the attached abstract of bids, seven bids were received, with Kaski, Inc. - Duluth, MN submitting the low bid in the amount of \$289,827.90. With the cost of this contract estimated at \$244,142, the low bid is 18.71% above the estimated amount.

Resolution:
WHEREAS, Contract No. 20221 is for construction of S.A.P. 001-599-042, and
WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, October 18, 2021 with a total of seven bids received, and
WHEREAS, Kaski, Inc. - Duluth, MN was the lowest responsible bidder in the amount of \$289,827.90.
NOW THEREFORE, BE IT RESOLVED, that Kaski Inc. be awarded Contract 20221.
BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend Contract Award by resolution language shown above.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 289,827.90
 Is this budgeted? Yes No *Please Explain:*

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

ADOPTED November 9, 2021

By Commissioner:

20211109-xxx

Award Contract No. 20221

WHEREAS, Contract No. 20221 is for construction of S.A.P. 001-599-042, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, October 18, 2021 with a total of seven bids received, and

WHEREAS, Kaski, Inc. - Duluth, MN was the lowest responsible bidder in the amount of \$289,827.90.

NOW THEREFORE, BE IT RESOLVED, that Kaski Inc. be awarded Contract 20221.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator

**Aitkin County
Project Bid Abstract**

Project Name: Culvert Replacement for Waukenabo Township
Bid Opening: October 18, 2021 at 2:00 PM

Contract No.: 20221
Project No.: SAP 001-599-042

Project: SAP 001-599-042 - Culvert Replacement for Waukenabo Township		Engineers Estimate		Kaski Inc - Duluth, MN		Marvin Tretter, Inc - Pierz, MN		Landwehr Construction - St. Cloud, MN			
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price		
Non-Participating											
1	2051.501 MAINT & RESTORATION OF HAUL ROADS	LS	1	\$1,000.00	\$1,000.00	\$3,000.00	\$3,000.00	\$1,250.00	\$1,250.00	\$4,100.00	\$4,100.00
2	2105.504 GEOTEXTILE FABRIC TYPE 5	SY	512	\$3.00	\$1,536.00	\$1.86	\$952.32	\$3.00	\$1,536.00	\$4.25	\$2,176.00
3	2105.507 COMMON EXCAVATION (P)	CY	234	\$12.00	\$2,808.00	\$14.10	\$3,299.40	\$8.00	\$1,872.00	\$20.00	\$4,680.00
4	2105.507 GRANULAR BORROW (LV)	CY	2325	\$18.00	\$41,850.00	\$24.77	\$57,590.25	\$18.00	\$41,850.00	\$16.00	\$37,200.00
5	2105.601 CONSTRUCT ACCESS ROAD	LS	1	\$5,000.00	\$5,000.00	\$2,040.00	\$2,040.00	\$30,000.00	\$30,000.00	\$10,100.00	\$10,100.00
6	2118.507 AGGREGATE SURFACING (LV), CLASS 5 MOD	CY	821	\$30.00	\$24,630.00	\$32.59	\$26,756.39	\$27.00	\$22,167.00	\$29.70	\$24,383.70
7	2118.507 AGGREGATE SURFACING (CV) CLASS 5 MOD	CY	554	\$35.00	\$19,390.00	\$42.24	\$23,400.96	\$34.00	\$18,836.00	\$36.20	\$20,054.80
8	2442.501 REMOVE EXISTING BRIDGE	LS	1	\$10,000.00	\$10,000.00	\$1,380.00	\$1,380.00	\$5,000.00	\$5,000.00	\$7,630.00	\$7,630.00
9	2573.503 SILT FENCE, TYPE HI	LF	2202	\$5.00	\$11,010.00	\$6.54	\$14,401.08	\$3.25	\$7,156.50	\$3.40	\$7,486.80
10	2573.503 FLOTATION SILT CURTAIN TYPE STILL WATER	LF	50	\$25.00	\$1,250.00	\$33.00	\$1,650.00	\$21.00	\$1,050.00	\$22.70	\$1,135.00
11	2574.507 COMMON TOPSOIL BORROW	CY	50	\$30.00	\$1,500.00	\$54.00	\$2,700.00	\$30.00	\$1,500.00	\$30.00	\$1,500.00
12	2575.501 TURF ESTABLISHMENT	LS	1	\$3,000.00	\$3,000.00	\$3,900.00	\$3,900.00	\$10,000.00	\$10,000.00	\$10,130.00	\$10,130.00
				Total Non-Participating:		\$141,070.40		\$142,217.50		\$130,576.30	
Participating											
13	2021.501 MOBILIZATION	LS	1	\$7,500.00	\$7,500.00	\$36,354.00	\$36,354.00	\$25,000.00	\$25,000.00	\$9,100.00	\$9,100.00
14	2411.601 STRUCTURE EXCAVATION	LS	1	\$4,000.00	\$4,000.00	\$1,800.00	\$1,800.00	\$2,500.00	\$2,500.00	\$26,350.00	\$26,350.00
15	2412.502 16X6 PRECAST CONCRETE BOX CULV END SEC	EACH	2	\$17,000.00	\$34,000.00	\$16,392.00	\$32,784.00	\$18,500.00	\$37,000.00	\$16,550.00	\$33,100.00
16	2412.503 16X6 PRECAST CONCRETE BOX CULVERT	LF	38	\$1,500.00	\$57,000.00	\$1,453.23	\$55,222.74	\$1,600.00	\$60,800.00	\$2,060.00	\$78,280.00
17	2451.507 GRANULAR BACKFILL (LV)	CY	376	\$18.00	\$6,768.00	\$29.30	\$11,016.80	\$18.00	\$6,768.00	\$17.10	\$6,429.60
18	2451.507 COARSE AGGREGATE BEDDING (CV)	CY	58	\$50.00	\$2,900.00	\$48.62	\$2,819.96	\$60.00	\$3,480.00	\$54.30	\$3,149.40
19	2511.507 RANDOM RIPRAP CLASS III	CY	80	\$75.00	\$6,000.00	\$70.50	\$5,640.00	\$65.00	\$5,200.00	\$78.00	\$6,240.00
20	2563.601 TRAFFIC CONTROL	LS	1	\$3,000.00	\$3,000.00	\$3,120.00	\$3,120.00	\$10,000.00	\$10,000.00	\$2,900.00	\$2,900.00
				Total Participating:		\$121,168.00		\$150,748.00		\$165,549.00	
				Total Non-Participating:		\$122,974.00		\$142,217.50		\$130,576.30	
				Total Participating:		\$121,168.00		\$150,748.00		\$165,549.00	
				Totals for Project SAP 001-599-042		\$244,142.00		\$292,965.50		\$296,125.30	
				% of Estimate for Project SAP 001-599-042		18.71%		20.00%		21.29%	

Project: SAP 001-599-042 - Culvert Replacement for Waukenabo Township		Houle Excavating LLC - Little Falls, MN		Ashwill Companies - Cokato, MN		R.C. Habeck Excavating, LLC - Wahkon, MN		Gladen Construction - Laporte, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
Non-Participating									
1	2051.501 MAINT & RESTORATION OF HAUL ROADS	LS	1	\$100.00	\$100.00	\$2,750.00	\$2,750.00	\$1,000.00	\$1,000.00
2	2105.504 GEOTEXTILE FABRIC TYPE 5	SY	512	\$2.00	\$1,024.00	\$2.85	\$1,459.20	\$5.00	\$2,560.00
3	2105.507 COMMON EXCAVATION (P)	CY	234	\$10.00	\$2,340.00	\$8.00	\$1,872.00	\$20.00	\$4,680.00
4	2105.507 GRANULAR BORROW (LV)	CY	2325	\$20.00	\$46,500.00	\$14.25	\$33,131.25	\$16.00	\$37,200.00
5	2105.601 CONSTRUCT ACCESS ROAD	LS	1	\$10,000.00	\$10,000.00	\$3,650.00	\$3,650.00	\$8,500.00	\$8,500.00
6	2118.507 AGGREGATE SURFACING (LV), CLASS 5 MOD	CY	821	\$27.00	\$22,167.00	\$29.50	\$24,219.50	\$27.00	\$22,167.00
7	2118.507 AGGREGATE SURFACING (CV) CLASS 5 MOD	CY	554	\$34.00	\$18,836.00	\$31.00	\$17,174.00	\$33.00	\$18,282.00
8	2442.501 REMOVE EXISTING BRIDGE	LS	1	\$10,000.00	\$10,000.00	\$6,750.00	\$6,750.00	\$6,000.00	\$6,000.00
9	2573.503 SILT FENCE, TYPE HI	LF	2202	\$3.00	\$6,606.00	\$4.20	\$9,248.40	\$3.25	\$7,156.50
10	2573.503 FLOTATION SILT CURTAIN TYPE STILL WATER	LF	50	\$20.00	\$1,000.00	\$41.00	\$2,050.00	\$25.00	\$1,250.00
11	2574.507 COMMON TOPSOIL BORROW	CY	50	\$25.00	\$1,250.00	\$32.00	\$1,600.00	\$40.00	\$2,000.00
12	2575.501 TURF ESTABLISHMENT	LS	1	\$15,000.00	\$15,000.00	\$15,975.00	\$15,975.00	\$9,750.00	\$9,750.00
				Total Non-Participating:		\$119,879.35		\$120,545.50	
Participating									
13	2021.501 MOBILIZATION	LS	1	\$8,000.00	\$8,000.00	\$15,550.00	\$15,550.00	\$20,000.00	\$20,000.00
14	2411.601 STRUCTURE EXCAVATION	LS	1	\$10,000.00	\$10,000.00	\$16,775.00	\$16,775.00	\$3,000.00	\$3,000.00
15	2412.502 16X6 PRECAST CONCRETE BOX CULV END SEC	EACH	2	\$22,000.00	\$44,000.00	\$18,800.00	\$37,600.00	\$23,000.00	\$46,000.00
16	2412.503 16X6 PRECAST CONCRETE BOX CULVERT	LF	38	\$2,000.00	\$76,000.00	\$2,552.00	\$96,976.00	\$2,425.00	\$92,150.00
17	2451.507 GRANULAR BACKFILL (LV)	CY	376	\$20.00	\$7,520.00	\$15.80	\$5,940.80	\$20.00	\$7,520.00
18	2451.507 COARSE AGGREGATE BEDDING (CV)	CY	58	\$60.00	\$3,480.00	\$40.15	\$2,328.70	\$55.00	\$3,190.00
19	2511.507 RANDOM RIPRAP CLASS III	CY	80	\$80.00	\$6,400.00	\$84.00	\$6,720.00	\$100.00	\$8,000.00
20	2563.601 TRAFFIC CONTROL	LS	1	\$8,500.00	\$8,500.00	\$3,025.00	\$3,025.00	\$5,000.00	\$5,000.00
				Total Participating:		\$163,900.00		\$184,860.00	
				Total Non-Participating:		\$134,823.00		\$120,545.50	
				Total Participating:		\$163,900.00		\$184,860.00	
				Totals for Project SAP 001-599-042		\$298,723.00		\$305,405.50	
				% of Estimate for Project SAP 001-599-042		22.36%		24.84%	
								25.09%	
								46.87%	

I hereby certify that this is an exact reproduction of bids received.

Certified By: _____ License No. 24340
Date: 11-3-21



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: 11-9-21

Title of Item: Award Contract No. 20222

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input 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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
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Summary of Issue:
Bids were opened on Monday, November 1, 2021, for Contract No. 20222 which includes SAP 001-618-005; replacement of Bridge No. 01505 over the Willow River on CSAH 18.

As shown on the attached abstract of bids, four bids were received, with Redstone Construction LLC - Mora, MN submitting the low bid in the amount of \$970,990.60. With the cost of this contract estimated at \$874,927.50, the low bid is 10.98% above the estimated amount.

Resolution:
WHEREAS, Contract No. 20222 is for construction of S.A.P. 001-618-005, and
WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, November 1, 2021 with a total of four bids received, and
WHEREAS, Redstone Construction LLC - Mora, MN was the lowest responsible bidder in the amount of \$970,990.60.
NOW THEREFORE, BE IT RESOLVED, that Redstone Construction LLC be awarded Contract 20222.
BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend Contract Award by resolution language shown above.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 970,990.60
 Is this budgeted? Yes No *Please Explain:*

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

ADOPTED November 9, 2021

By Commissioner:

20211109-xxx

Award Contract No. 20222

WHEREAS, Contract No. 20222 is for construction of S.A.P. 001-618-005, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, November 1, 2021 with a total of four bids received, and

WHEREAS, Redstone Construction LLC - Mora, MN was the lowest responsible bidder in the amount of \$970,990.60.

NOW THEREFORE, BE IT RESOLVED, that Redstone Construction LLC be awarded Contract 20222.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

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 9th Day of November 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of November, 2021

Jessica Seibert
County Administrator

**Aitkin County
Contract Bid Abstract**

Project Name: Bridge Replacement over Willow River on CSAH 18
Project No.: SAP 001-618-005

Contract No.: 20222
Bid Opening: November 11, 2021 at 2:00 PM

Line No.	Item	Units	Quantity	Engineers Estimate Unit Price	Total Price	Redstone Construction, LLC Mora, MN Unit Price	Total Price	Structural Specialties Inc. - Hutchinson, MN Unit Price	Total Price	S & R Reinforcing, Inc. - Aitkin, MN Unit Price	Total Price	Robert R. Schroeder Construction, Inc. - Glenwood, MN Unit Price	Total Price
Non-Participating													
1	2104.502 SALVAGE SIGN	EACH	7	\$125.00	\$875.00	\$25.00	\$175.00	\$50.00	\$350.00	\$40.00	\$280.00	\$40.00	\$280.00
2	2104.503 REMOVE PIPE CULVERTS	L F	69	\$15.00	\$1,035.00	\$10.00	\$690.00	\$10.00	\$690.00	\$12.49	\$861.81	\$12.00	\$828.00
3	2106.507 EXCAVATION - COMMON (P)	C Y	281	\$9.00	\$2,529.00	\$16.00	\$4,496.00	\$10.00	\$2,810.00	\$10.77	\$3,026.37	\$15.00	\$4,215.00
4	2106.507 COMMON EMBANKMENT (CV) (P)	C Y	761	\$15.00	\$11,415.00	\$5.00	\$3,805.00	\$18.00	\$13,698.00	\$23.07	\$17,556.27	\$25.00	\$19,025.00
5	2118.509 AGGREGATE SURFACING CLASS 5 MOD	TON	638	\$28.50	\$18,183.00	\$34.00	\$21,692.00	\$26.00	\$16,588.00	\$18.66	\$11,905.08	\$44.50	\$28,391.00
6	2123.51 3.0 CU YD SHOVEL	HOURL	8	\$185.00	\$1,480.00	\$180.00	\$1,440.00	\$150.00	\$1,200.00	\$225.00	\$1,800.00	\$250.00	\$2,000.00
7	2123.51 DOZER	HOURL	8	\$185.00	\$1,480.00	\$170.00	\$1,360.00	\$150.00	\$1,200.00	\$185.00	\$1,480.00	\$200.00	\$1,600.00
8	2442.501 REMOVE EXISTING BRIDGE	LS	1	\$18,500.00	\$18,500.00	\$58,000.00	\$58,000.00	\$92,000.00	\$92,000.00	\$44,516.47	\$44,516.47	\$40,000.00	\$40,000.00
9	2501.502 18" GS PIPE APRON	EACH	4	\$450.00	\$1,800.00	\$350.00	\$1,400.00	\$250.00	\$1,000.00	\$350.00	\$1,400.00	\$350.00	\$1,400.00
10	2501.503 18" CS PIPE CULVERT	L F	116	\$40.00	\$4,640.00	\$65.00	\$7,540.00	\$40.00	\$4,640.00	\$75.47	\$8,754.52	\$65.00	\$7,540.00
11	2511.507 RANDOM RIPRAP CLASS III	C Y	14	\$60.00	\$840.00	\$110.00	\$1,540.00	\$70.00	\$980.00	\$80.00	\$1,120.00	\$88.00	\$1,232.00
12	2573.501 EROSION CONTROL SUPERVISOR	LS	1	\$2,500.00	\$2,500.00	\$600.00	\$600.00	\$500.00	\$500.00	\$1,000.00	\$1,000.00	\$250.00	\$250.00
13	2573.502 CULVERT END CONTROLS	EACH	2	\$500.00	\$1,000.00	\$175.00	\$350.00	\$175.00	\$350.00	\$175.00	\$350.00	\$175.00	\$350.00
14	2573.503 SILT FENCE, TYPE MS	L F	1441	\$4.00	\$5,764.00	\$2.50	\$3,602.50	\$2.50	\$3,602.50	\$2.50	\$3,602.50	\$2.50	\$3,602.50
15	2573.503 FLOTATION SILT CURTAIN TYPE MOVING WATER (3 FT DEPTH)	L F	300	\$30.00	\$9,000.00	\$20.00	\$6,000.00	\$19.95	\$5,985.00	\$19.95	\$5,985.00	\$19.95	\$5,985.00
16	2573.503 SEDIMENT CONTROL LOG TYPE STRAW	L F	400	\$7.50	\$3,000.00	\$5.00	\$2,000.00	\$5.00	\$2,000.00	\$5.00	\$2,000.00	\$5.00	\$2,000.00
17	2575.501 TURF ESTABLISHMENT	LS	1	\$4,500.00	\$4,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
18	2575.504 EROSION CONTROL BLANKETS CATEGORY 3N	S Y	2008	\$3.00	\$6,024.00	\$3.00	\$6,024.00	\$2.95	\$5,923.60	\$2.95	\$5,923.60	\$2.95	\$5,923.60
19	2575.523 RAPID STABILIZATION METHOD 3	MGAL	22	\$300.00	\$6,600.00	\$300.00	\$6,600.00	\$50.00	\$1,100.00	\$300.00	\$6,600.00	\$300.00	\$6,600.00
				Total Non-Participating:	\$101,165.00		\$129,814.50		\$157,117.10		\$120,661.62		\$133,722.10
Participating													
20	2021.501 MOBILIZATION	LS	1	\$65,000.00	\$65,000.00	\$90,700.00	\$90,700.00	\$126,639.76	\$126,639.76	\$71,170.00	\$71,170.00	\$149,864.00	\$149,864.00
21	2401.503 TYPE S (TL-4) BARRIER CONC (3552) (P)	L F	302	\$115.00	\$34,730.00	\$70.00	\$21,140.00	\$100.00	\$30,200.00	\$132.90	\$40,135.80	\$150.00	\$45,300.00
22	2401.507 STRUCTURAL CONCRETE (3BS2) (P)	C Y	83	\$95.00	\$7,885.00	\$1,100.00	\$91,300.00	\$800.00	\$66,400.00	\$1,387.82	\$115,189.06	\$975.00	\$80,925.00
23	2401.508 REINFORCEMENT BARS (EPOXY COATED) (P)	LB	108330	\$1.25	\$135,412.50	\$1.25	\$135,412.50	\$1.50	\$162,495.00	\$1.27	\$137,579.10	\$1.65	\$178,744.50
24	2401.601 STRUCTURE EXCAVATION	LS	1	\$7,500.00	\$7,500.00	\$6,000.00	\$6,000.00	\$9,000.00	\$9,000.00	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00
25	2401.601 SLOPE PREPARATION	LS	1	\$7,500.00	\$7,500.00	\$10,000.00	\$10,000.00	\$5,500.00	\$5,500.00	\$10,000.00	\$10,000.00	\$15,000.00	\$15,000.00
26	2401.618 BRIDGE SLAB CONCRETE (3YHPC-M) (P)	S F	5285	\$52.50	\$277,462.50	\$48.00	\$253,680.00	\$54.00	\$285,390.00	\$56.83	\$300,346.55	\$64.00	\$338,240.00
27	2402.502 FLOOR DRAIN TYPE B702 MODIFIED	EACH	4	\$250.00	\$1,000.00	\$500.00	\$2,000.00	\$432.00	\$1,728.00	\$336.65	\$1,346.60	\$850.00	\$3,400.00
28	2402.508 STRUCTURAL STEEL (B306) (P)	LB	530	\$5.00	\$2,650.00	\$7.47	\$3,959.10	\$6.00	\$3,180.00	\$12.28	\$6,508.40	\$6.00	\$3,180.00
29	2451.607 STRUCTURAL BACKFILL (CV) (P)	C Y	270	\$15.00	\$4,050.00	\$45.00	\$12,150.00	\$28.00	\$7,560.00	\$37.85	\$10,219.50	\$38.00	\$10,260.00
30	2452.502 C-I-P CONC TEST PILE 100 FT LONG 12"	EACH	2	\$10,000.00	\$20,000.00	\$15,000.00	\$30,000.00	\$9,000.00	\$18,000.00	\$16,000.00	\$32,000.00	\$15,000.00	\$30,000.00
31	2452.502 C-I-P CONC TEST PILE 105 FT LONG 16"	EACH	2	\$12,500.00	\$25,000.00	\$75,000.00	\$50,000.00	\$20,000.00	\$40,000.00	\$32,000.00	\$64,000.00	\$73,000.00	\$46,000.00
32	2452.502 PILE POINTS 12"	EACH	8	\$200.00	\$1,600.00	\$300.00	\$2,400.00	\$330.00	\$2,640.00	\$274.15	\$2,193.20	\$350.00	\$2,800.00
33	2452.502 PILE POINTS 16"	EACH	12	\$300.00	\$3,600.00	\$425.00	\$5,100.00	\$465.00	\$5,580.00	\$376.25	\$4,515.00	\$430.00	\$5,160.00
34	2452.603 C-I-P CONCRETE PILING 12"	L F	540	\$45.00	\$24,300.00	\$38.00	\$20,520.00	\$30.00	\$16,200.00	\$56.42	\$30,466.80	\$48.00	\$25,920.00
35	2452.603 C-I-P CONCRETE PILING 16"	L F	950	\$55.00	\$52,250.00	\$62.00	\$58,900.00	\$50.00	\$47,500.00	\$65.45	\$62,177.50	\$83.00	\$78,850.00

Project: SAP 001-618-005 - Bridge Replacement over Willow River on CSAH 18		Engineers Estimate		Redstone Construction, LLC Mora, MN		Structural Specialties Inc. - Hutchinson, MN		S & R Reinforcing, Inc. - Aitkin, MN		Robert R. Schroeder Construction, Inc. - Glenwood, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
36	2502.501 DRAINAGE SYSTEM TYPE (B910)	LS	1	\$1,500.00	\$1,500.00	\$2,800.00	\$1,650.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00
37	2511.504 GEOTEXTILE FILTER TYPE 7	SY	660	\$4.50	\$2,970.00	\$3.75	\$1,980.00	\$3.00	\$1,980.00	\$4.00	\$2,640.00
38	2511.507 RANDOM RIPRAP CLASS III	CY	310	\$60.00	\$18,600.00	\$110.00	\$34,100.00	\$70.00	\$21,700.00	\$88.00	\$27,280.00
39	2563.601 TRAFFIC CONTROL	LS	1	\$6,500.00	\$6,500.00	\$4,200.00	\$7,500.00	\$4,600.00	\$4,600.00	\$4,000.00	\$4,000.00
40	2575.504 TURF REINFORCEMENT MAT CATEGORY 3	SY	263	\$12.50	\$3,287.50	\$16.50	\$4,339.50	\$16.50	\$4,339.50	\$16.50	\$4,339.50
Total Participating:					\$773,762.50		\$841,176.10		\$865,182.26		\$945,567.01
Total Non-Participating:					\$101,165.00		\$129,814.50		\$157,117.10		\$133,722.10
Total Participating:					\$773,762.50		\$841,176.10		\$865,182.26		\$945,567.01
Totals for Project SAP 001-618-005					\$874,927.50		\$970,990.60		\$1,022,299.36		\$1,066,228.63
% of Estimate for Project SAP 001-618-005							10.98%		16.84%		21.86%
Totals for Contract 20222					\$874,927.50		\$970,990.60		\$1,022,299.36		\$1,066,228.63
% of Estimate for Contract 20222							10.98%		16.84%		21.86%

I hereby certify that this is an exact reproduction of bids received.

Certified By: _____ License No. 24340

Date: 11-2-21



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: University of MN Extension agreement and MOA

<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* <i>*provide copy of hearing notice that was published</i>

Submitted by: Kirk Peysar and Keri Cavitt	Department: Extension
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Presenter (Name and Title): n/a	Estimated Time Needed: n/a
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Summary of Issue:

Approval of a 3 year agreement with the University of MN-Extension to provide an Extension Educator for the 4-H Youth Development program at a cost of \$76,949; additionally a MOA with the University for a 4-H Program Intern covering a 8 week period during the summer at a cost of \$3,500.

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? \$ 80,449

Is this budgeted? Yes No *Please Explain:*

**Agreement
Between the University of Minnesota
And
Aitkin County
For providing Extension programs locally and
employing Extension Staff**

This Agreement (“Agreement”) between the County of Aitkin, Minnesota (“County”) and Regents of the University of Minnesota on behalf of its Extension unit, 240 Coffey Hall, St. Paul, Minnesota, 55108 (“University”) is effective January 1, 2022, and supersedes and replaces any and all current or existing agreements relating to Extension and its programs that may exist between the County and University.

The term of this Agreement shall be three (3) years, beginning on January 1, 2022 and ending on December 31, 2024, unless earlier terminated as provided in paragraphs 8 and 9.

WITNESSETH:

WHEREAS, Minn. Stat. §38.34 authorizes a Board of County Commissioners to incur expenses and spend money for County Extension work; and

WHEREAS, the money set aside and appropriated by the County Board in the County Extension Fund may be paid out by orders of the University’s Director of Extension, or the Director’s designee, as identified in Minn. Stat. §38.36, Subd. 3; and

WHEREAS, Minn. Stat. §38.37 provides that Extension educators must be employed according to University personnel procedures and must be University employees; and

WHEREAS, it is the intention of the County and University that the University shall provide Extension services on behalf of the County in exchange for considerations as detailed herein.

NOW THEREFORE, in consideration of the mutual undertaking and agreements contained within this Agreement, the County and University hereby agree as follows:

1. In accordance with Minn. Stat. §38.37 County desires to augment University’s state-wide Extension programs. The programs that the County will augment are detailed in Table A below.

Table A

Program/Position	FTE	2022 Price	FTE	2023 Price	FTE	2024 Price
Extension Educator, 4-H Youth Development	1	\$ 76,949	1	\$ 78,681	1	\$ 80,648
Total	1	\$76,949	1	\$78,681	1	\$80,648

2. County recognizes that University costs for supporting these positions may increase from year to year. The costs payable for these positions are reviewed by the Association of Minnesota Counties' ("AMC") Extension Committee and University's Extension central administration, at which time the parties will agree on an appropriate inflation factor for the coming year(s). Unless County and University otherwise agree, the inflation factor will be as agreed to by AMC and University.

3. Based on the County's funding commitment, University will be responsible for providing salary & fringe benefits for the positions, enhanced programming from regional extension educator staff, program supervision, travel (mileage, meals, and lodging), in-service training within program area, payroll, and accounting services.

The County agrees to provide local support in the form of support staff, office space, office furnishings, telephone, computer, software, internet service, storage space, and general office supplies. The University will recommend support staff responsibilities, technology needs and other office standards. Nevertheless, the level of availability and type of local support will be determined by the County as established in the annual budget.

4. University will bill the County on a quarterly basis and the County will submit payment within thirty-five (35) days of receipt of the bill. The total annual amount to be paid by the County shall be paid in four (4) equal quarterly payments.

5. During an extended leave of absence (e.g. FMLA; educational leave), the University will continue the program with regional educators and/or temporary employees with involvement and concurrence of the County, The County will be billed at the contract price and will not incur any additional charges for regional educators or temporary employees.

6. As vacancies occur (e.g. retirement, resignation), and if the County and University agree to continue to support the desired program and position, University will hire new personnel with involvement and concurrence of the County. The County will not be billed for a position during the time that position is vacant. If temporary employees are hired to continue the program during the hiring process, the County will be billed at the contract price.

7. The University will complete an annual performance evaluation of each University Extension employee working in the County and supporting the programs identified in paragraph 1. The County Extension Committee will have the option to provide input to University on such evaluation. The University in accordance with University personnel guidelines will determine salary adjustment of each University Extension employee.

8. Annually, the County Extension Committee, in coordination with University, will be responsible for approving the County Extension educational programming and services, as provided for in Minn. Stat. §38.34.

9. Nothing in this Agreement precludes the County or University at any time during the term of this Agreement from requesting a modification of the County Extension program, including an adjustment of the number of University Extension personnel working in the County. The County or University will provide a minimum of ninety (90) days prior notice if either party desires a change in programs that results in a decrease in the staffing or funding level, and both parties agree to enter into good faith discussions to address such request.

10. If University or the County in good faith determines that funding is no longer available to support the programs or positions providing services locally, either party may terminate this Agreement. Termination of the Agreement in its entirety requires a minimum of ninety (90) days prior notice. Notice shall be dated and provided in writing to the parties listed below as the contacts for this Agreement.

If to County: _____

If to University: University of Minnesota
Minnesota Extension
Attn: Dean Beverly Durgan
240 Coffey Hall
1420 Eckles Avenue
St. Paul, MN 55108
Facsimile No.: 612-625-6227
E-mail: mnext@umn.edu

11. Each party agrees that it will be responsible for its own actions and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party or the results thereof. The County's liability is governed by the provisions of Minn. Stat. Chap. 466 and other applicable laws. The University's liability is governed by the provisions of the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

12. Pursuant to Minn. Stat. §16C.05, Subd. 5, the University agrees that County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of relating to this Agreement. University agrees to maintain these records in accordance with applicable law.

13. All data collected, created, received, maintained, or disseminated for any purposes by the activities of University because of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chap. 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as Federal Regulations on data privacy.

14. The University is committed to the policy that all persons shall have equal access to its programs, facilities, and employment without regard to race, color, creed, religion, national origin, sex, age, marital status, disability, public assistance status, veteran status, sexual orientation or other classifications protected by state or federal law. In adhering to this policy, the University abides by the Minnesota Human Rights Act, Minnesota Statute Ch. 363A; by the Federal Civil Rights Act, 42 U.S.C. 2000e; by the requirements of Title IX of the Education Amendments of 1972; by Sections 503 and 504 of the Rehabilitation Act of 1973; by the Americans With Disabilities Act of 1990; by Executive Order 11246, as amended; by 38 U.S.C. 2012, the Vietnam Era Veterans Readjustment Assistance Act of 1972, as amended; and by other applicable statutes and regulations relating to equality of opportunity.

15. This Agreement may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Agreement may be delivered by electronic means, such as email and/or facsimile, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

IN WITNESS WHEREOF, the parties by their respective authorized agents or officers have executed this Agreement.

COUNTY of Aitkin

Regents of the University of Minnesota

BY _____
Chair, County Board of Commissioners

BY _____

DATE _____

DATE _____

Approved as to form:

BY _____
County Attorney

DATE _____

BY _____

DATE _____

ADDENDUM TO
Agreement between the University of Minnesota and Aitkin County
For providing Extension programs locally and employing Extension Staff

This Addendum is made to the Memorandum of Agreement (“MOA”) for providing Extension programs locally and employing Extension staff between the County of Aitkin, Minnesota (“County”) and Regents of the University of Minnesota, through Extension. The Addendum will remain in place for the term of the Memorandum of Agreement and will be effective as of January 1, 2022.

4-H Program Intern

County and the County 4-H Federation agree to provide the funds identified below to support the following Extension Program Interns (college students). This table is in addition to Table A in the Memorandum of Agreement.

4-H Program Intern	2022 Price	2023 Price	2024 Price
Rate per Hour	\$15.00	\$15.34	\$15.72
Hours	25/week for 8 weeks	25/week for 8 weeks	25/week for 8 weeks
Total County funded	\$3,500	\$3,568	\$3,644
Total 4-H Federation funded	\$1,500	\$1,500	\$1,500
Total for 4-H Intern	\$5,000	\$5,068	\$5,144

This Addendum may be executed in counterparts and/or by electronic signature, each counterpart of which will be deemed an original, and all of which together will constitute one agreement. The executed counterparts of this Addendum may be delivered by electronic means, such as email and/or facsimile, and the receiving party may rely on the receipt of such executed counterpart as if the original had been received.

The parties by their respective authorized agents or officers have executed this addendum.

COUNTY of _____

Regents of the University of Minnesota

BY _____
 Chair, County Extension Committee

By _____
 Dean

DATE _____

DATE _____

BY _____
 Chair, County Board of Commissioners

DATE _____

MOA Prices for 2022-2024

The MOA is an agreement with the Regents of the University of Minnesota for the delivery of the selected Extension programs within the county. During the summer of 2020, Extension communicated to counties that due to the pandemic the approved 2% increase to the MOA would not be implemented. Extension decided to decrease the price for an Extension Educator (Agriculture, Food, and Natural Resources; Community Vitality; or Family Development) beginning in 2022. All other 2022 position prices are based on the actual cost in 2020 and 2021. Prices increase for 2023 and 2024 at the stated percentages.



2022-2024 Local Position Price for University employed positions in County Extension Offices					
Three Year Agreement Pricing					
Program/Position	Base Price	2020 & 2021 Actual	2022	2023	2024
		0%	2.25%	2.25%	2.5%
Extension Educator¹	1 FTE	\$96,708	\$85,000 ²	\$86,913	\$89,085
Extension Educator, 4-H Youth Development	1 FTE	\$75,256	\$76,949	\$78,681	\$80,648
Program Coordinator (e.g. Master Gardener)	1 FTE	\$75,256	\$76,949	\$78,681	\$80,648
Administrative Support Staff	Hourly	\$28.71	\$29.36	\$30.02	\$30.77
Program Interns (College Students)	Hourly	Not included	\$15.00	\$15.34	\$15.72

¹Agriculture, Food, Natural Resources; Community Vitality; or Family Development

²The 2022 price for the Extension Educator¹ reflects a decrease from 2021 rather than an increase of 2.25%.

Use of MOA Funds

The package price includes the following costs:

- Salary and Fringe
- Mileage, Meals, and Lodging
- Professional Development and Training
- Program and Staff Supervision
- University Payroll and Accounting Services
- Connection to University of Minnesota Research

During the past three calendar years (2018 - 2020), MOA funds were expended 93.52% on salary/fringe and 6.48% on non-salary/fringe.



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: November 9, 2021

Title of Item: Adopt 2022 Legislative Priorities

<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: 10 min.
Summary of Issue: Attached are the revised 2022 Aitkin County Legislative Priorities. Changes have been made based on feedback from Commissioners and staff.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt 2022 Legislative Priorities.		
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>		

2022 Aitkin County Legislative Priorities

Administration

1. Aitkin County supports promoting legislation that preserves tax base in response to increased property tax appeals, utility tax refunds, and potential “dark store” assessing practices.
2. Aitkin County supports strengthening Payment in Lieu of Taxes (PILT) funding programs to address regional inequalities and guarantee full property tax loss replacement.
3. Aitkin County support legislation that allows joint powers boards the opportunity to meet virtually without limits on the number of meetings held virtually per year or requirements that participants disclose their individual meeting location address.

Assessor

1. Simplification of the property tax system. We should support legislation that would reduce the number of classifications of property in Minnesota. When assessors spend lots of time classifying property, they have less time available to value property. The complexity makes the system difficult for most people to understand. After recent legislative changes, Minnesota now has a total of 68 classifications which is the most of any State in the US.
2. Increased safety of field employees. Change State Law to grant assessors access to location data of more predatory offenders. Field staff are required to do physical inspections of all real estate in the county. Not knowing where dangerous criminal live puts staff in the field at risk.
3. Raise the minimum value threshold for the taxation of personal property to \$10,000 for all personal property units including mobile homes, travel trailers, and park model trailers. Currently this only applies to travel trailers on campgrounds or resorts. Lower value units generate such a low tax amount that government loses money by taxing them.
4. Change the Disabled Veterans Market Value Exclusion to a state administered refund program. If this change would take place, the costs of the program would be spread over the whole State instead of shifting the tax burden on local governments.
5. Any new program mandated by the State should be funded by the State.

Attorney's Office

1. Additional sustainable (on-going) funding for County Attorneys for child protection.
2. Additional sustainable (on-going) funding for County Attorneys for the state judiciary's shift of a substantial amount of court administration duties to the County Attorneys' Offices.
3. Increased penalties for damage to public property and critical infrastructure.

Community Corrections

Aitkin County supports the following MN Association of Community Corrections Act Counties (MACCAC) legislative policy positions:

1. Long term, Minnesota needs a clear vision for correctional services that addresses the role of prisons, community supervision and the state's role in funding. This is particularly important since counties provide local jail incarceration and the vast majority of community supervision, which are key alternatives to prisons. The legislature is chronically underfunding Minnesota community supervision. Action is required this session to preserve effective community supervision that protects Minnesota citizens. Minnesota Community Correction Act counties are in need of a supplemental budget appropriation of 4% for each year of the current biennium to address the state's share of their operating adjustment.
2. Community Corrections Act (CCA) Jurisdictions - Supporting the expansion of CCA counties with state funding and the removal of systemic/statutory requirements that act as barriers to counties in choosing the delivery system that best meets their individual needs.
3. Structural Change in Distribution of Funds - Future funding should be allocated using an equitable and transparent model that considers the need of each county.
4. Justice Reinvestment - bring the Justice Reinvestment Initiative of the Council of State Governments to the state of Minnesota.
5. Juvenile Justice Reform - Juvenile reform should continue and focus on: eliminating racial and ethnic disparities, reducing collateral consequences facing justice-involved youth; and modifying the current requirement for juvenile sex offenders to register as predatory offenders.

Economic Development

1. Increased funding for the State Grant In Aid (GIA) trails for ATV use. ATV riding is a fast growing family activity and current GIA funding is not keeping up for trail construction or maintenance.
2. Aitkin County supports Broadband development in rural areas, under-served and un-served areas. Continue to make Broadband improvement a state priority.
3. Aitkin County supports programs that develop workforce training, vocational training and specialized trade training for all residents.
4. Aitkin County supports legislation that continues to provide assistance to small businesses recovering from the pandemic.

Environmental Services

1. Aitkin County and MACPZA support increased Natural Resources Block Grant (NRBG) funding and continued flexibility for the use of the funding. Aitkin County and MACPZA also support administering and allocating current NRBG funding for mandated state programs through the Minnesota Department of Revenue, similar to County Program Aid. Allocations for mandated state programs through the NRBG should not be considered grants.
2. Aitkin County and MACPZA support modifications to the SSTS licensing programs to ensure tests are consistent with course materials and Minnesota Rules 7080-7083.
3. Aitkin County and MACPZA support state (DNR) assistance with implementation of regional executive boards to address aquatic invasive species challenges and meet minimum standards developed by MAIRSC, MNDNR, MACPZA, and MLR.
4. Aitkin County and SWAA support allocating 100 percent of the revenue generated by the Solid Waste Management Tax (SWMT) to state and county waste management activities, including increased funding for SCORE (Governor's Select Committee on Recycling and the Environment) grants to counties.
5. Aitkin County and SWAA support efforts to make improvements that would maximize the e-waste recycling program. Additionally, SWAA supports the use of manufacturer payments to fully reimburse county collection and recycling costs. Furthermore, SWAA supports reducing end-of-life costs to consumers through increased manufacturer responsibility.
6. Aitkin County and SWAA support requiring the MPCA to issue, and/or reissue all demolition land disposal facility permits, in a timely manner, in accordance with the MPCA's 2005 Guidance Document (as listed on the MPCA website) until such guidance are otherwise modified by new Rule or Statute.
7. Aitkin County supports legislation prohibiting new captive cervid farms in the state and further calls upon state agencies to immediately prohibit the transport of farmed cervids within the state and halt the registration of any new captive cervid farms until such time that the legislature enacts such legislation.
8. Aitkin County and SWAA support bonding requests for proposed solid waste management projects as a partial match to the funds that counties invest in infrastructure for safe, environmentally sound management of solid wastes mandated by the state.
9. Aitkin County and SWAA support the use of manufacturer payments to fully reimburse county collection and recycling costs.
10. Aitkin County and SWAA support State encouragement and funding to prevent food waste and divert food scraps and other organics from the MSW stream, and resolve permitting and other issues to facilitate expansion of composting and other organic management facilities and methods.
11. Aitkin County and SWAA support standards/labeling requirements for compostable products to reduce processing impacts and costs of contamination at composting facilities.

Health & Human Services

1. Aitkin County supports modernization investments that align with the Modernization Strategic plan and take the fresh approach that has been laid out in the Gartner recommendations. Implementation of the Modernization Strategic plan will ensure development of an interoperable system, will improve efficiency, effectiveness, and reduce the costs of the delivery of services, enhance customer service, and expand county decision-making authority. This includes resource support to counties for developing community services that support modernization, an integrative application process, and application of agile practices or “LEAN” processes to identify and correct system problems early on.
2. Aitkin County supports Direct Care and Treatment Cost of Care Policy Changes. This includes development of a review process for discharges and subsequent financial responsibility for Does Not Meet Criteria (DNMC) days. Additionally, tools need to be developed to work in partnership with counties to reduce DNMC days at direct care and treatment facilities.
3. Aitkin County supports changes to the Consolidated Chemical Dependency Treatment Fund (CCDTF) under the Under Substance Use Disorder(SUD) Reform: As a result of SUD Reform and Direct Access, counties have been taken out of the treatment decision-making role, yet currently under statute remain financially responsible for eligible clients. Counties should no longer be financially responsible for a county share in costs that are paid through the Behavioral Health Fund.
4. Aitkin County supports a state implementation of Family First Prevention Service Act (FFPSA) that meets the core tenants of the federal statute and ensures equitable access to services state-wide, assuring financial sustainability to counties and avoiding unfunded mandates and cost shifts to counties.

Highway Department

1. Local Road Improvement Program/Local Bridge Bonding Program -
Aitkin County supports immediate funding of the Local Road Improvement Program and the Local Bridge Bonding Program to fund regionally significant local road and bridge projects throughout the state.
2. Increase in Highway Funding -
Aitkin County supports long term, sustainable transportation funding increases distributed through the Highway User Tax Distribution Fund by increases in the state gas tax and license tab fees. Aitkin County also supports dedicating the existing sales tax revenue on motor vehicle parts to the Highway User Tax Distribution Fund.

Human Resources

1. Change the frequency of reporting for pay equity from every three years to every five years.
2. Simplify the process and shorten the timeline (no longer than 6 months) for Minnesota counties who are interested in exiting the Minnesota Merit System. Allow counties to exit at any time throughout the calendar year.
3. Clearly state in the law that County Boards (and city/township/school) are allowed to discuss non-union wages and benefits in closed session too, in addition to union negotiations strategy.

4. Oppose any new state-mandated time off benefits such as the Paid Family and Medical Leave benefit program, funded by employees and employers. Public employers currently provide generous leave accrual banks. Allow public employers and unions to negotiate paid time off benefits without a state mandate.

Land Department

1. Support changes to MS 282 (Tax Forfeited Land Laws): As directed by the county board, the county auditor may lease tax-forfeited land under the terms and conditions prescribed by the county board for the purposes of investigating, analyzing, and developing conservation easements that provide ecosystem services. And The county auditor, under the terms and conditions prescribed by the county board, including reversion in the event of nonuse, may convey conservation easements as defined in section 84C.01 on tax-forfeited land.
2. Continue forest road grants to counties to maintain county-administered forest roads to counties that have appointed land commissioners.
3. The burden of blighted properties within City limits is falling onto County governments. Counties have little influence on how a City may or may not enforce blight issues prior to a property forfeiting. Final property cleanup is often deferred to Counties after years leading to forfeiture. Failure to act in a timely manner is exacerbating the blight issues. Cities should retain the administration of tax forfeited properties after forfeiture.
4. Secure funding needs to be in place to deal with derelict tax forfeited properties.
5. There should be an increase to the maximum \$12,000 lease amount to accommodate cell tower lease agreements. Counties are not able to enter cell tower agreements. Language should include the lease value and lease term to be determined by the county board as well as reverter language for non-use. (282.04 TIMBER SALES; LAND USE, LEASE, PARTITION, EASEMENT. Subdv 1(d))
6. Environmental education is extremely important to our region. Efforts to support curriculum and RELC's (i.e. Long Lake CC) is vital to acquiring/protecting lands for our future.
7. Legislation to support use of Outdoor Heritage (Legacy) funds to support updating forest inventory on County/State lands – how can we protect/enhance habitat if we have irregular data on what we currently have?
8. Support state funding to local government units for beaver control.

Sheriff's Office

1. Pursue legislation that would prohibit firearms in county buildings where court services occur.
2. Pursue legislation that would continue medical assistance payments for incarcerated individuals allowing for more mental health and chemical addiction treatment options which may result in stabilization after release and reduced recidivism. (Federal program)

Treasurer's Office

1. Under Return of state fees - Suggest adding Marriage License fees to be retained by the county as the state receives most of the revenue but all the work is done in Treasurer's office.
2. Have Mobile Homes returned to tabs issued by the DVM rather than being taxed thru the property tax system or raising the value threshold for them to be taxed thru the property tax system.



Aitkin County Board of Commissioners

Agenda Request Form

9

Agenda Item #

Requested Meeting Date: November 9, 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	2nd 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	4th 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