



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** March 14, 2023

**Where:** Government Center Board Room

The public is invited to join the meeting remotely by phone call:

Phone: **1-415-655-0001**

Access Code: **2553 482 5655**

Meeting Password: **7282**

**9:00 a.m.**

**1) J. Mark Wedel, County Board Chair**

- A) Call to Order**
- B) Pledge of Allegiance**
- C) Approval of the Agenda**

**9:00 a.m.**

- D) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 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 times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File-**  
February 28, 2023 - March 13, 2023
  - B) Approve County Board Minutes-**  
February 28, 2023
  - C) Approve Electronic Funds Transfers**
  - D) Approve Commissioner's Vouchers**
  - E) Approve Manual Warrants/Voids/Corrections-**  
FSA Claims 02.22.2023
  - F) Approve Manual Warrants/Voids/Corrections-**  
FSA Claims 02.24.2023
  - G) Approve Manual Warrants/Voids/Corrections-**  
FSA Claims 02.27.2023
  - H) Approve Manual Warrants/Voids/Corrections-**  
ELAN 02.16.2023
  - I) Approve Manual Warrants/Voids/Corrections-**  
Dependent Care FSA Claims 2023
  - J) Approve Auditor Vouchers-**  
Auditor Warrant 03.03.2023
  - K) Approve Commissioner's Vouchers**  
Sales Use Tax and Diesel Tax February 2023
  - L) Approve Auditor Vouchers-**  
Production Tax
  - M) Approve Manual Warrants/Voids/Corrections-**  
LLCC Fees 03.03.2023
  - N) Approve Manual Warrants/Voids/Corrections-**  
MTG Deed 03.06.2023
  - O) Approve Manual Warrants/Voids/Corrections-**  
FSA Claims 03.07.2023
  - P) Approve-**  
Equipment Purchase - Mower
  - Q) Approve-**  
Equipment Purchase - Pickup Truck
  - R) Adopt Resolution-**  
SR Donation - White Pine Township
  - S) Adopt Resolution-**  
2022 Annual Apportionment of Forfeited Tax Sales
  - T) Approve-**  
2023 Tobacco License Renewal Applications

9:00 a.m.

- 3) Minnesota Power and Great River Energy  
A) Northland Reliability Project

9:30 a.m.

- 4) John Welle – County Engineer  
A) Approve MnDOT Grant Agreements - SP 001-611-003

9:40 a.m.

- 5) Dennis Thompson – Land Commissioner  
A) Approve Northern Waters Land Trust Support Letter

9:45 a.m.

- 6) Jessica Seibert – County Administrator  
A) Approve Transformative Learning Institute Contract  
B) Administrator Updates

10:00 a.m.

- 7) Bobbie Danielson – Human Resources Director  
A) Ratify Local #504 Licensed Essential Unit 2023-2025 Agreement

10:05 a.m.

- 8) Kendra Olson - Attorney with Pemberton Law  
A) Closed Session under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege  
B) Approve/Deny PERA Disability Settlement

10:30 a.m.

- 9) Board of Commissioners  
A) Committee Reports

ADJOURN



**AITKIN COUNTY BOARD OF COMMISSIONERS**

February 28, 2023	9:00 a.m.	Government Center Board Room
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Regular Session Minutes

**1.A CALL TO ORDER**

Chair Wedel called the meeting to order at 9:00 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
Jessica Seibert	County Administrator	Present
Brittany Searle	Administrative Assistant	Present

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Laurie Westerlund Remove item 5A

**1.D No Citizens Public Comment**

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Travis Leiviska

**A) Correspondence File-**

February 14, 2023 - February 27, 2023

**B) Approve County Board Minutes-**

February 14, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$900,364.67
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**D) Approve Commissioner's Vouchers**

	General	RB	HHS	State	Total
	\$90,618.52	\$82,857.37	\$23,127.04	\$195.00	
	\$9,878.50	\$17,338.34	\$7,473.45	\$14,385.94	
					\$245,874.16

**E) Approve Auditor Vouchers-**

Auditor Warrants Paid 02.10.2023

	Reserves	RB	Forest	Township	Total
	\$37,440.00	\$11,971.18	\$10,350.00	\$99.84	
					\$59,861.02

**F) Approve Manual Warrants/Voids/Corrections-**

FSA Claims 02.08.2023

	General	Total
	\$1,500.00	
		\$1,500.00

**G) Approve Manual Warrants/Voids/Corrections-**

MTG Reg and Deed Tax - January 2023

General	\$0.07	State	\$40,563.38					
							<b>Total</b>	\$40,563.45

**H) Approve Manual Warrants/Voids/Corrections-**

FSA Claims 02.14.2023

General	\$208.34							
							<b>Total</b>	\$208.34

**I) Approve Manual Warrants/Voids/Corrections-**

FSA Claims 02.15.2023

General	\$15.15							
							<b>Total</b>	\$15.15

**J) Approve Manual Warrants/Voids/Corrections-**

FSA Claims 02.17.2023

General	\$1,190.10							
							<b>Total</b>	\$1,190.10

**K) Approve Auditor Vouchers-**

Auditor Warrants Paid 02.24.2023

General	\$23,654.25	RB	\$452,509.14					
							<b>Total</b>	\$476,163.39

**L) Approve-**

CAPS Bank Account

**M) Adopt Resolution-**

2022 Annual Apportionment of Forfeited Tax Sales

*Resolution # 20230228-019*

**N) Adopt Resolution-**

SR Donation - City of Hill City

*Resolution # 20230228-020*

**Regular Agenda**

**Jennifer Erdmann, CCAP - Lakes & Pines Emergency Services Program Manager**

**Motion to:**

Adopt Resolution - Family Homeless Prevention Assistance Program RFP

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Travis Leiviska
<b>Resolution #</b>	20230228-021

**Travis Leiviska - District 3 County Commissioner**

**Informational Only**

Discussion Only - 2nd Amendment Resolution

<b>RESULT:</b>	<b>INFORMATIONAL ONLY</b>
<b>MOVER:</b>	
<b>SECONDER:</b>	

**Jessica Seibert - County Administrator**

**Informational Only**

2022 Year End Budget Review

<b>RESULT:</b>	<b>INFORMATIONAL ONLY</b>
<b>MOVER:</b>	
<b>SECONDER:</b>	

**Administrator Updates**

Monthly MACA Call, AMC Legislative Conference, FEMA, Congressionally Directed Spending,

**Committee Updates**

AEOA, AMC Legislative Conference, MRC, Snake River Watershed, HHS Advisory, AIS, TZD, Economic Development Authority

**Motion to Adjourn**

Motion made at 12:04 p.m.



**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Laurie Westerlund  
**Next Meeting:** Tuesday, March 14, 2023

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

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Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

**2C**  
Agenda Item #

**Requested Meeting Date:** 3/14/2023

**Title of Item:** Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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<b>Submitted by:</b> Lori Grams	<b>Department:</b> County Treasurer
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<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

Electronic Funds Transfer thru 3/6/23

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?       Yes       No

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

Is this budgeted?       Yes       No      *Please Explain:*

**ELECTRONIC FUNDS TRANSFER**

**Thru March 6, 2023 Board Meeting March 14, 2023**

Abstract Number	Date	Amount	Reason	
21636	2/17/23	\$1,190.10	Manual Abstract	
21637	2/24/23	\$392,229.39	Auditor Abstract	
21638	2/22/23	\$1,487.75	Auditor Abstract	
21639	2/24/23	\$642,662.75	Payroll Abstract	
21640	2/24/23	\$769.42	Auditor Abstract	
21641	2/24/23	\$697.28	Manual Abstract	
21642	2/28/23	\$8,022.70	Commissioner Abstract	
21643	2/27/23	\$189.80	Manual Abstract	
21644	3/3/23	\$102,071.79	Commissioner Abstract	
21645	3/1/23	\$208.34	Manual Abstract	
21646	3/3/23	\$34,840.00	Auditor Abstract	
21647	3/3/23	\$1,696.55	Manual Abstract	
21648	3/3/23	\$115,852.00	Auditor Abstract	
21649	3/3/23	\$4,975.98	Auditor Abstract	
21650	3/2/23	\$10,559.61	Manual Abstract	
21651	3/3/23	\$169.14	Manual Abstract	\$0
21652	3/6/23	\$148,763.71	Manual Abstract	21635

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\$1,466,386.31



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	<b>Aitkin Independent Age</b> 01-001-000-0000-6230		124.00	JANUARY 3 SYNOPSIS 02/08/2023 02/08/2023	1290538	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>124.00</b>	<b>1 Transactions</b>			
9561	<b>Amazon Business</b> 01-001-000-0000-6405		45.98	BOARD ROOM CLICKER	1RQX-HR4W-C17H	Office Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>45.98</b>	<b>1 Transactions</b>			
248	<b>Association of Mn Counties</b> 01-001-000-0000-6241		1,050.00	NEW COMMISSIONER 101 01/25/2023 01/27/2023	2023 GOV 101	Registration Fee	N
	01-001-000-0000-6241		195.00	Laurie W. Drainage Conference 02/08/2023 02/09/2023	DRAINAGE CONFEE	Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>1,245.00</b>	<b>2 Transactions</b>			
15240	<b>AT&amp;T Mobility</b> 01-001-000-0000-6220		298.89	COMMISSIONER JAN W/O CREDIT	287298817699	Telephone	N
<b>15240</b>	<b>AT&amp;T Mobility</b>		<b>298.89</b>	<b>1 Transactions</b>			
1471	<b>Duanes Photography</b> 01-001-000-0000-6360		362.50	BOARD PHOTO RELEASES 01/05/2023 01/05/2023	5411	Services, Labor, Contracts	Y
<b>1471</b>	<b>Duanes Photography</b>		<b>362.50</b>	<b>1 Transactions</b>			
10200	<b>Marcotte/Anne Marie</b> 01-001-000-0000-6330		2,409.95	MARCOTTE MILEAGE	MAR MILEAGE	Transportation/Travel/Parking	N
<b>10200</b>	<b>Marcotte/Anne Marie</b>		<b>2,409.95</b>	<b>1 Transactions</b>			
1	<b>DEPT Total:</b>		<b>4,486.32</b>	<b>Commissioners</b>	<b>6 Vendors</b>	<b>7 Transactions</b>	
40	DEPT			Auditor			
12780	<b>CliftonLarsonAllen LLP</b> 01-040-000-0000-6241		130.00	2023 MN GOVT TRAINING 03/03/2023 03/03/2023	02216026	Registration Fee	Y
<b>12780</b>	<b>CliftonLarsonAllen LLP</b>		<b>130.00</b>	<b>1 Transactions</b>			
2386	<b>Information Systems Corp</b>						

# 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
		01-040-000-0000-6266			720.00	APPXTENDER	03/01/2023 02/28/2024	M30536		Data Processing/Computer Services		N
<b>2386</b>	<b>Information Systems Corp</b>				<b>720.00</b>		1 Transactions					
3267	Peysar/Kirk	01-040-000-0000-6330			162.44	MACO MILEAGE	02/14/2023 02/16/2023	MACO FEB2023		Transportation/Travel/Parking		N
<b>3267</b>	<b>Peysar/Kirk</b>				<b>162.44</b>		1 Transactions					
89796	Ryan/Kathleen	01-040-000-0000-6330			137.64	MILEAGE - 248 MILES	02/13/2023 02/16/2023	MACO 2023		Transportation/Travel/Parking		N
		01-040-000-0000-6332			426.56	HOTEL - WINTER MACO 2023	02/13/2023 02/16/2023	MACO 2023		Hotel / Motel Lodging		N
<b>89796</b>	<b>Ryan/Kathleen</b>				<b>564.20</b>		2 Transactions					
86235	The Office Shop Inc	01-040-021-0000-6405			150.82	DATE STAMP (2)		1123565-0		Office Supplies		N
<b>86235</b>	<b>The Office Shop Inc</b>				<b>150.82</b>		1 Transactions					
<b>40</b>	<b>DEPT Total:</b>				<b>1,727.46</b>	<b>Auditor</b>		<b>5 Vendors</b>		<b>6 Transactions</b>		
41	DEPT					Internal Audit						
12780	CliftonLarsonAllen LLP	01-041-000-0000-6360		AP	12,075.00	PROGRESS BILLING #1 - 2022		3523257		Services, Labor, Contracts		Y
<b>12780</b>	<b>CliftonLarsonAllen LLP</b>				<b>12,075.00</b>		1 Transactions					
<b>41</b>	<b>DEPT Total:</b>				<b>12,075.00</b>	<b>Internal Audit</b>		<b>1 Vendors</b>		<b>1 Transactions</b>		
42	DEPT					Treasurer						
9152	ACI Payments Inc	01-042-000-0000-5524			5.00	NSF ONLINE CC PAYMENT		1000087531		Handling Fee (Nfs Check)		N
<b>9152</b>	<b>ACI Payments Inc</b>				<b>5.00</b>		1 Transactions					
4173	Grams/Lori	01-042-000-0000-6330			162.44	MILEAGE TO ST LOUIS PARK CONF		FEB 2023		Transportation/Travel/Parking		N
		01-042-000-0000-6339			25.11	2 13 2023 MEALS		FEB 2023		Meals (Overnight)		N
		01-042-000-0000-6339			29.36	2 14 2023 MEALS		FEB 2023		Meals (Overnight)		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
4173	Grams/Lori	01-042-000-0000-6339			13.98	2 15 2023 MEALS		FEB 2023		Meals (Overnight)		N
					<b>230.89</b>		4 Transactions					
2386	Information Systems Corp	01-042-000-0000-6266			360.00	APPXTENDER		M30536		Data Processing/Computer Services		N
						03/01/2023	02/28/2024					
					<b>360.00</b>		1 Transactions					
13624	Quadient Leasing USA, Inc	01-042-000-0000-6342			717.51	QUADIENT LEASING		N9810106		Office Equipment Rental/Contracts		N
					<b>717.51</b>		1 Transactions					
14330	US Bank	01-042-000-0000-6342			100.00	RICOH RENTAL		495396558		Office Equipment Rental/Contracts		N
					<b>100.00</b>		1 Transactions					
<b>42</b>	<b>DEPT Total:</b>				<b>1,413.40</b>	<b>Treasurer</b>		<b>5 Vendors</b>		<b>8 Transactions</b>		
<b>43</b>	DEPT					Assessor						
2386	Information Systems Corp	01-043-000-0000-6266			1,800.00	APPXTENDER		M30536		Data Processing/Computer Services		N
						03/01/2023	02/28/2024					
					<b>1,800.00</b>		1 Transactions					
3951	Pro West & Associates, Inc	01-043-000-0000-6360			328.55	LINK GIS MAP UPDATE		7120		Services, Labor, Contracts, GIS Mapping		N
					<b>328.55</b>		1 Transactions					
<b>43</b>	<b>DEPT Total:</b>				<b>2,128.55</b>	<b>Assessor</b>		<b>2 Vendors</b>		<b>2 Transactions</b>		
<b>44</b>	DEPT					Central Services						
783	Canon Financial Services, Inc	01-044-000-0000-6360			248.78	CANON COPIER RENTAL		30019748		Services, Labor, Contracts		N
						02/01/2023	02/28/2023					
					<b>248.78</b>		1 Transactions					
89081	North Ambulance Brainerd	01-044-000-0000-6841			3,630.00	JAN 2023 SUBSIDY		JAN 2023		Ambulance Appropriations		N

# 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
89081	North Ambulance Brainerd		3,630.00	01/01/2023 01/31/2023 1 Transactions			
44	<b>DEPT Total:</b>		<b>3,878.78</b>	<b>Central Services</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
45	DEPT			Motor Pool			
10412	O'Reilly Auto Parts 01-045-000-0000-6302		18.54	WINDSHIELD WASHER FLUID 1 Transactions	1878-144764	Vehicle Maintenance	N
10412	O'Reilly Auto Parts		18.54				
13934	The Tire Barn 01-045-000-0000-6302		59.98	OIL CHANGE 1 Transactions	66503	Vehicle Maintenance	N
13934	The Tire Barn		59.98				
45	<b>DEPT Total:</b>		<b>78.52</b>	<b>Motor Pool</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
49	DEPT			Information Technologies			
783	Canon Financial Services, Inc 01-049-000-0000-6342		47.07	IT COPIER LEASE 03/01/2023 03/31/2023 1 Transactions	30063340	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		47.07				
1028	CTC 01-049-000-0000-6283		155.00	MONTHLY GUEST INTERNET 1 Transactions	21174324	Programming, Services, Contracts	N
1028	CTC		155.00				
49	<b>DEPT Total:</b>		<b>202.07</b>	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
52	DEPT			Administration			
248	Association of Mn Counties 01-052-000-0000-6241		350.00	JESSICA COUNTY GOVERNMENT 101 01/25/2023 01/27/2023 1 Transactions	2023 GOV 101	Registration Fee	N
248	Association of Mn Counties		350.00				
15240	AT&T Mobility 01-052-000-0000-6220		99.44	BRITT/JESS JANUARY PHONE 1 Transactions	287298817699	Telephone	N
15240	AT&T Mobility		99.44				



# 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
2386	Information Systems Corp 01-052-000-0000-6266		1,070.73	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
<b>2386</b>	<b>Information Systems Corp</b>		<b>1,070.73</b>	<b>1 Transactions</b>			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP 01-052-000-0000-6263		2,175.38	DECEMBER LEGAL 12/01/2022 12/31/2022	96	Contract Legal Services	Y
<b>13412</b>	<b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>		<b>2,175.38</b>	<b>1 Transactions</b>			
86235	The Office Shop Inc 01-052-000-0000-6405		1.13	JESSICA - SUPPLIES	325519-0	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>1.13</b>	<b>1 Transactions</b>			
<b>52</b>	<b>DEPT Total:</b>		<b>3,696.68</b>	<b>Administration</b>	<b>5 Vendors</b>	<b>5 Transactions</b>	
<b>53</b>	<b>DEPT</b>			<b>Human Resources</b>			
86222	Aitkin Independent Age 01-053-000-0000-6230		30.65	HIRING AD 02/08/2023 02/11/2023	1282805	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		30.65	HIRING AD	1282805	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>61.30</b>	<b>2 Transactions</b>			
2386	Information Systems Corp 01-053-000-0000-6266		1,781.46	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
<b>2386</b>	<b>Information Systems Corp</b>		<b>1,781.46</b>	<b>1 Transactions</b>			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP 01-053-000-0000-6263		232.00	DECEMBER LEGAL 12/01/2022 12/31/2022	96	Contract Legal Services	Y
<b>13412</b>	<b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>		<b>232.00</b>	<b>1 Transactions</b>			
84172	Riverwood Healthcare Center 01-053-000-0000-6265		1,200.00	PRE EMPLOYMENT PHYSICALS 09/21/2022 11/03/2022	70016043	Background Check Fee	N
<b>84172</b>	<b>Riverwood Healthcare Center</b>		<b>1,200.00</b>	<b>1 Transactions</b>			

# 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
<b>53</b>	<b>DEPT Total:</b>				<b>3,274.76</b>	<b>Human Resources</b>			<b>4 Vendors</b>		<b>5 Transactions</b>	
<b>60</b>	DEPT					Elections						
9243	<b>Command Central, LLC</b>											
	01-060-000-0000-6406				81.01	3/14/23 HAZELTON BALLOTS		31559		Ballots & Programming		Y
	01-060-000-0000-6406				81.01	3/14/23 SHAMROCK BALLOTS		31559		Ballots & Programming		Y
	01-060-000-0000-6406				62.00	3/14/23 FARM ISLAND BALLOTS		31559		Ballots & Programming		Y
	01-060-000-0000-6406				273.33	3/14/23 FARM ISLAND MEDIA		31559		Ballots & Programming		Y
	01-060-000-0000-6406				273.34	3/14/23 HAZELTON MEDIA		31559		Ballots & Programming		Y
	01-060-000-0000-6406				273.34	3/14/23 SHAMROCK MEDIA		31559		Ballots & Programming		Y
	<b>9243 Command Central, LLC</b>				<b>1,044.03</b>				<b>6 Transactions</b>			
<b>60</b>	<b>DEPT Total:</b>				<b>1,044.03</b>	<b>Elections</b>			<b>1 Vendors</b>		<b>6 Transactions</b>	
<b>90</b>	DEPT					Attorney						
10452	<b>AT&amp;T Mobility</b>											
	01-090-000-0000-6220				243.57	ATTORNEY PHONES		287301408597		Telephone		N
	<b>10452 AT&amp;T Mobility</b>				<b>243.57</b>				<b>1 Transactions</b>			
783	<b>Canon Financial Services, Inc</b>											
	01-090-000-0000-6405				358.10	CONTRACT CHARGE	01/01/2023 01/31/2023	29859223		Office Supplies		N
	01-090-000-0000-6405				358.10	CONTRACT CHARGE	02/01/2023 02/28/2023	30019757		Office Supplies		N
	<b>783 Canon Financial Services, Inc</b>				<b>716.20</b>				<b>2 Transactions</b>			
5173	<b>Thomson Reuters-West Publishing</b>											
	01-090-000-0000-6406				346.73	LIBRARY PLAN CHARGES		847853238		Law Publ. & Subscriptions		N
	<b>5173 Thomson Reuters-West Publishing</b>				<b>346.73</b>				<b>1 Transactions</b>			
<b>90</b>	<b>DEPT Total:</b>				<b>1,306.50</b>	<b>Attorney</b>			<b>3 Vendors</b>		<b>4 Transactions</b>	
<b>100</b>	DEPT					Recorder						
248	<b>Association of Mn Counties</b>											
	01-100-000-0000-6241				350.00	2023 AMC CONFERENCE	01/25/2023 01/27/2023	AMC 2023		Registration Fee		N
	<b>248 Association of Mn Counties</b>				<b>350.00</b>				<b>1 Transactions</b>			

# 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
2386	<b>Information Systems Corp</b> 01-100-195-0000-6266		2,437.00	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
	01-100-196-0000-6266		2,334.00	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
<b>2386</b>	<b>Information Systems Corp</b>		<b>4,771.00</b>	<b>2 Transactions</b>			
<b>100</b>	<b>DEPT Total:</b>		<b>5,121.00</b>	<b>Recorder</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
<b>110</b>	<b>DEPT</b>			<b>Courthouse Maintenance</b>			
9561	<b>Amazon Business</b> 01-110-000-0000-6415		116.88	ISOLATION PADS	1JM4-DVFN-HKRP	Operational Supplies	N
	01-110-000-0000-6415		93.97	LIGHT BULBS	1KGR-NLYH-6CTY	Operational Supplies	N
	01-110-000-0000-6415		90.93	SCRAPER AND BLADES	1WPD-MWY7-KYPW	Operational Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>301.78</b>	<b>3 Transactions</b>			
15240	<b>AT&amp;T Mobility</b> 01-110-000-0000-6220		49.72	JIM BRIGHT - JANUARY PHONE	287298817699	Telephone	N
<b>15240</b>	<b>AT&amp;T Mobility</b>		<b>49.72</b>	<b>1 Transactions</b>			
88628	<b>Dalco Enterprises, Inc.</b> 01-110-000-0000-6360		508.00	SERVICE CLEANING EQUIPMENT	4046368	Services, Labor, Contracts	N
	01-110-000-0000-6422		72.57	VACUUM BAGS	4049087	Janitorial Supplies	N
<b>88628</b>	<b>Dalco Enterprises, Inc.</b>		<b>580.57</b>	<b>2 Transactions</b>			
9694	<b>Midwest Lock &amp; Door, Inc.</b> 01-110-000-0000-6360		190.00	DOOR REPAIR 3RD FL. JUDICIAL	8641	Services, Labor, Contracts	N
<b>9694</b>	<b>Midwest Lock &amp; Door, Inc.</b>		<b>190.00</b>	<b>1 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b> 01-110-000-0000-6254		2,911.82	CH GAS SERVICE 01/23/2023 02/17/2023	4479753906	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>2,911.82</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b> 01-110-000-0000-6254		3,572.41	GOV'T CENTER UTILITITES	1430-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		107.25	GLARCO UTILITIES	50186-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		324.00	LA TOOL UTILITIES	50188-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		42.30	OLD CTY GARAGE UTILITIES	50202-00	Utilities-Gas and Electric	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
		01-110-000-0000-6254			55.92	JUDICIAL CENTER UTILITIES		509-00		Utilities-Gas and Electric		N
<b>3950</b>	<b>Public Utilities</b>				<b>4,101.88</b>		5 Transactions					
10698	<b>Stericycle,Inc</b>	01-110-000-0000-6360			30.10	STERI-SAFE	03/01/2023 03/31/2023	4011575182		Services, Labor, Contracts		6
<b>10698</b>	<b>Stericycle,Inc</b>				<b>30.10</b>		1 Transactions					
5551	<b>Unclaimed Freight North</b>	01-110-000-0000-6415			223.12	FURNITURE DOLLIES		5551		Operational Supplies		N
<b>5551</b>	<b>Unclaimed Freight North</b>				<b>223.12</b>		1 Transactions					
<b>110</b>	<b>DEPT Total:</b>				<b>8,388.99</b>	<b>Courthouse Maintenance</b>		<b>8 Vendors</b>		<b>15 Transactions</b>		
<b>120</b>	DEPT					Veterans Service						
86222	<b>Aitkin Independent Age</b>	01-120-000-0000-6360			66.35	AITKIN AGE SUBSCRIPTION RENEWA	03/22/2023 03/21/2024	TAA-210606		Services, Labor, Contracts		Y
<b>86222</b>	<b>Aitkin Independent Age</b>				<b>66.35</b>		1 Transactions					
10452	<b>AT&amp;T Mobility</b>	01-120-000-0000-6220			99.44	FIRSTNET JANUARY	12/26/2022 01/25/2023	287298585696		Telephone		N
<b>10452</b>	<b>AT&amp;T Mobility</b>				<b>99.44</b>		1 Transactions					
9933	<b>WEX BANK - Veteran Services</b>	01-120-000-0000-6335			222.61	FLEET - JANUARY	01/08/2023 02/07/2023	0481-00-857499-8		Gas/Vehicle Fuel Charges		N
<b>9933</b>	<b>WEX BANK - Veteran Services</b>				<b>222.61</b>		1 Transactions					
<b>120</b>	<b>DEPT Total:</b>				<b>388.40</b>	<b>Veterans Service</b>		<b>3 Vendors</b>		<b>3 Transactions</b>		
<b>122</b>	DEPT					Planning & Zoning						
86222	<b>Aitkin Independent Age</b>	01-122-000-0000-6230			89.75	MARCH BOA		1293009		Printing, Publishing & Adv		Y
<b>86222</b>	<b>Aitkin Independent Age</b>				<b>89.75</b>		1 Transactions					
783	<b>Canon Financial Services, Inc</b>											

# 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
	01-122-000-0000-6342		219.42	MONTHLY COPIER CHARGES 02/01/2023 02/28/2023	30019758	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>219.42</b>	<b>1</b> Transactions			
999999000	<b>Erick Meszaros-Jones</b> 01-122-000-0000-6820		950.00	INCOMPLETE APPLICATION/REFUND	52877	Refunds & Reimbursements	N
<b>999999000</b>	<b>Erick Meszaros-Jones</b>		<b>950.00</b>	<b>1</b> Transactions			
2386	<b>Information Systems Corp</b> 01-122-000-0000-6266		3,267.60	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
<b>2386</b>	<b>Information Systems Corp</b>		<b>3,267.60</b>	<b>1</b> Transactions			
999999000	<b>Kari Horbacz</b> 01-122-000-0000-6820		100.00	INCOMPLETE APP/CANCELLED	52677	Refunds & Reimbursements	N
<b>999999000</b>	<b>Kari Horbacz</b>		<b>100.00</b>	<b>1</b> Transactions			
10930	<b>Tidholm Productions</b> 01-122-000-0000-6405		186.30	ENVELOPES	254512590	Office, Film, & Field Supplies	Y
<b>10930</b>	<b>Tidholm Productions</b>		<b>186.30</b>	<b>1</b> Transactions			
<b>122</b>	<b>DEPT Total:</b>		<b>4,813.07</b>	<b>Planning &amp; Zoning</b>	<b>6 Vendors</b>	<b>6 Transactions</b>	
<b>200</b>	<b>DEPT</b>			<b>Enforcement</b>			
172	<b>Aitkin Police Dept</b> 01-200-200-0000-6268		225.00	2023 MSANI CANAM SPRING CONFER	27727	Training, Development	N
<b>172</b>	<b>Aitkin Police Dept</b>		<b>225.00</b>	<b>1</b> Transactions			
15151	<b>Breitbarth/Chaplain Steve</b> 01-200-000-0000-6260		667.50	2/8, 2/9	02142023	Professional Consulting	Y
<b>15151</b>	<b>Breitbarth/Chaplain Steve</b>		<b>667.50</b>	<b>1</b> Transactions			
783	<b>Canon Financial Services, Inc</b> 01-200-000-0000-6342		170.74	ADMIN COPIER LEASE 02/01/2023 02/28/2023	30019753	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>170.74</b>	<b>1</b> Transactions			
10475	<b>Creative Product Sourcing, Inc</b> 01-200-000-0000-6405		252.96	DARE PENCILS & PINS	150764	Office Supplies	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
10475	<b>Creative Product Sourcing,Inc</b>				252.96							
							1 Transactions					
13415	<b>Essentia Health</b>											
		01-200-000-0000-6360			2,229.50	22001892		400138206		Services, Labor, Contracts		N
13415	<b>Essentia Health</b>				2,229.50		1 Transactions					
2390	<b>Itasca Co Sheriff</b>											
		01-200-200-0000-6268			225.00	MSANI SPRING CONFERENCE-JOHN		36384		Training, Development		N
2390	<b>Itasca Co Sheriff</b>				225.00		1 Transactions					
3100	<b>McGregor Oil</b>											
		01-200-000-0000-6335			62.78	DEPUTY GAS		013026		Gas/Vehicle Fuel Charges		N
3100	<b>McGregor Oil</b>				62.78		1 Transactions					
3334	<b>MCIT</b>											
		01-200-000-0000-6360			2,500.00	NIELSEN DEDUCTIBLE		D193415070		Services, Labor, Contracts		N
3334	<b>MCIT</b>				2,500.00		1 Transactions					
12553	<b>MEYER'S SERVICE CENTER</b>											
		01-200-000-0000-6302			129.16	#207 OIL CHANGE, HEADLIGHTS		23409		Vehicle Maintenance		N
12553	<b>MEYER'S SERVICE CENTER</b>				129.16		1 Transactions					
3150	<b>Mille Lacs Co Sheriff</b>											
		01-200-200-0000-6268			225.00	2023 MSANIU CANAM SPRING CONF		38484		Training, Development		N
3150	<b>Mille Lacs Co Sheriff</b>				225.00		1 Transactions					
10412	<b>O'Reilly Auto Parts</b>											
		01-200-000-0000-6302			66.48	#214 WIPER BLADES		1878-144612		Vehicle Maintenance		N
10412	<b>O'Reilly Auto Parts</b>				66.48		1 Transactions					
3950	<b>Public Utilities</b>											
		01-200-000-0000-6254			92.33	EMERG STORAGE UTILITIES		507-00		Utilities-Gas and Electric		N
3950	<b>Public Utilities</b>				92.33		1 Transactions					
86235	<b>The Office Shop Inc</b>											
		01-200-000-0000-6405			40.33	BINDER CLIPS, PERM MARKERS		1120550-0		Office Supplies		N
86235	<b>The Office Shop Inc</b>				40.33		1 Transactions					
13934	<b>The Tire Barn</b>											

# Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-200-000-0000-6302		55.48	#219 OIL CHANGE	66213	Vehicle Maintenance	N
	01-200-000-0000-6302		69.48	#222 OIL CHANGE; ROTATE TIRES	66225	Vehicle Maintenance	N
	01-200-000-0000-6302		69.48	#226 OIL CHANGE; ROTATE TIRES	66403	Vehicle Maintenance	N
	01-200-000-0000-6302		20.00	#210 TIRE REPAIR	66404	Vehicle Maintenance	N
	01-200-000-0000-6302		69.48	#202 OIL CHANGE	66404	Vehicle Maintenance	N
	01-200-000-0000-6302		20.00	#216 TIRE REPAIR	L23561	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>303.92</b>				
				6 Transactions			
9302	WEX Bank						
	01-200-000-0000-6335		10,928.98	DEPUTY GAS	87218794	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>10,928.98</b>				
				1 Transactions			
<b>200</b>	<b>DEPT Total:</b>		<b>18,119.68</b>	<b>Enforcement</b>			
					<b>15 Vendors</b>	<b>20 Transactions</b>	
<b>203</b>	<b>DEPT</b>			<b>Snowmobile</b>			
	9302 WEX Bank						
	01-203-000-0000-6335		778.26	#208 B/W GAS	87218794	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>778.26</b>				
				1 Transactions			
<b>203</b>	<b>DEPT Total:</b>		<b>778.26</b>	<b>Snowmobile</b>			
					<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>252</b>	<b>DEPT</b>			<b>Corrections</b>			
	5653 Accurate Controls,Inc						
	01-252-000-0000-6590		2,717.43	JAIL DOOR COMPUTER	19001	Repair & Maintenance Supplies	N
<b>5653</b>	<b>Accurate Controls,Inc</b>		<b>2,717.43</b>				
				1 Transactions			
	9561 Amazon Business						
	01-252-000-0000-6430		12.00	LANCETS	1D1R-VMTY-HXPY	Medical Expense/Supplies - Inmates	N
<b>9561</b>	<b>Amazon Business</b>		<b>12.00</b>				
				1 Transactions			
	14005 American Tower Corporation						
	01-252-000-0000-6342		389.48	JACOBSON TOWER	410413097	Tower Lease and Rental/Contracts	N
<b>14005</b>	<b>American Tower Corporation</b>		<b>389.48</b>				
				1 Transactions			
	12106 Antoine Electric						
	01-252-000-0000-6590		2,264.28	LED LIGHTS & REPAIR LIGHTS	22848	Repair & Maintenance Supplies	Y
	01-252-000-0000-6590		110.82	BOILER PUMPS	22883	Repair & Maintenance Supplies	Y

# 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
<b>12106</b>	<b>Antoine Electric</b>		<b>2,375.10</b>		<b>2</b> Transactions		
783	<b>Canon Financial Services, Inc</b> 01-252-000-0000-6360		101.52	DISPATCH COPIER LEASE	30019759	Services, Labor, Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>101.52</b>		<b>1</b> Transactions		
90318	<b>McKesson Medical</b> 01-252-000-0000-6430		161.63	DIAGNOSTIC SET	20339099	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		27.32	TRIPLE ANTIBIOTIC	20339646	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		199.95	PEAK FLOW METER	20351089	Medical Expense/Supplies - Inmates	N
<b>90318</b>	<b>McKesson Medical</b>		<b>388.90</b>		<b>3</b> Transactions		
10147	<b>Medline Industries, LP</b> 01-252-000-0000-6430		503.45	INMATE MED SUPPLIES	2253019577	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430		174.19	12 PANEL TEST CARDS	2253557683	Medical Expense/Supplies - Inmates	6
<b>10147</b>	<b>Medline Industries, LP</b>		<b>677.64</b>		<b>2</b> Transactions		
9694	<b>Midwest Lock &amp; Door, Inc.</b> 01-252-000-0000-6360		795.00	JAIL LOCKS REPAIRED	8643	Services, Labor, Contracts	N
<b>9694</b>	<b>Midwest Lock &amp; Door, Inc.</b>		<b>795.00</b>		<b>1</b> Transactions		
3160	<b>Mille Lacs Energy Coop-Albert Lea</b> 01-252-000-0000-6254		253.85	SHELTER/ TOWER	345401501	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>253.85</b>		<b>1</b> Transactions		
9692	<b>Minnesota Energy Resources Corporation</b> 01-252-000-0000-6254		3,179.40	JAIL GAS SERVICE 01/23/2023	4479567059 02/17/2023	Utilities-Gas and Electric	N
	01-252-000-0000-6254		267.84	STS GAS SERVICE 01/23/2023	4480076238 02/19/2023	Utilities-Gas and Electric	N
	01-252-000-0000-6254		840.33	JAIL GAS SERVICES 01/23/2023	4480422309 02/19/2023	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>4,287.57</b>		<b>3</b> Transactions		
9228	<b>North Memorial Ambulance Service</b> 01-252-000-0000-6262		1,919.00	S.M.B TRANSPORT TO ER	AK2302002:1	Contract Service or Medical Service	N
<b>9228</b>	<b>North Memorial Ambulance Service</b>		<b>1,919.00</b>		<b>1</b> Transactions		
14410	<b>Northland Business Systems</b>						



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1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
14410	Northland Business Systems			2,911.82	CALL RECORDER -VERINT	IN105558	Services, Labor, Contracts	N
				<b>2,911.82</b>	1 Transactions			
3789	Pan-O-Gold Baking Company			127.97	BREAD; BUNS	10002423040002	Groceries	N
				75.76	BREAD; BUNS	10002423047001	Groceries	N
3789	Pan-O-Gold Baking Company			<b>203.73</b>	2 Transactions			
9808	Performance Foodservice			2,658.74	GROCERIES	479462	Groceries	N
				37.97	CHICKEN	479471	Groceries	N
				3,307.24	GROCERIES	487340	Groceries	N
9808	Performance Foodservice			<b>6,003.95</b>	3 Transactions			
3950	Public Utilities			6,084.08	NEW JAIL 2 UTILITIES	1431-00	Utilities-Gas and Electric	N
				145.34	STS UTILITIES	50109-00	Utilities-Gas and Electric	N
				1,611.43	NEW JAIL UTILITIES	512-00	Utilities-Gas and Electric	N
3950	Public Utilities			<b>7,840.85</b>	3 Transactions			
86235	The Office Shop Inc			5.99	2M USB CABLE	325495-0	Office Supplies	N
				6.99	3M USB CABLE	325503-0	Office Supplies	N
86235	The Office Shop Inc			<b>12.98</b>	2 Transactions			
13934	The Tire Barn			95.50	TRANSPORT OIL CHANGE; BULB	66413	Vehicle Maintenance	N
13934	The Tire Barn			<b>95.50</b>	1 Transactions			
9302	WEX Bank			302.17	TRANSPORT GAS	87218794	Gas/Vehicle Fuel Charges	N
9302	WEX Bank			<b>302.17</b>	1 Transactions			
252	DEPT Total:			<b>31,288.49</b>	<b>Corrections</b>	<b>18 Vendors</b>	<b>30 Transactions</b>	
253	DEPT				Sentence to Serve			
13725	Beartooth True Value			129.96	BIG PALM GLOVES	B215078	Operational Supplies	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
13725	Beartooth True Value		129.96		1 Transactions		
4010	Rasley Oil Company 01-253-000-0000-6335		83.84	STS GAS	14400	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		83.84		1 Transactions		
253	<b>DEPT Total:</b>		<b>213.80</b>	<b>Sentence to Serve</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
255	DEPT 10930 Tidholm Productions 01-255-000-0000-6405		207.00	Crime Victims ENVELOPES	30132629	Office Supplies	Y
10930	Tidholm Productions		207.00		1 Transactions		
255	<b>DEPT Total:</b>		<b>207.00</b>	<b>Crime Victims</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
280	DEPT 259 Arrowhead Region Emergency Mngmt Assn 01-280-000-0000-6240		100.00	Emergency Management AREMA 2023 DUES	2023MEM	Membership/Dues/Association Fees	N
259	Arrowhead Region Emergency Mngmt Assn		100.00		1 Transactions		
280	<b>DEPT Total:</b>		<b>100.00</b>	<b>Emergency Management</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
391	DEPT 2340 Hyytinen Hardware Hank 01-391-000-0000-6405		11.99	Solid Waste SILICONE SPRAY	72971	Office, Film, & Field Supplies	N
2340	Hyytinen Hardware Hank		11.99		1 Transactions		
9617	Timber Lakes Septic Service, Inc. 01-391-000-0000-6360		450.00	BATHROOM MAINTENANCE AT R/C	32804	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.		450.00		1 Transactions		
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360		16,042.81	MONTHLY RECYCLING CONTRACT 01/01/2023 01/31/2023	010086928081	Recycling Contract	N
11507	Waste Management of Minnesota, Inc		16,042.81		1 Transactions		

# Aitkin County



1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
<b>391</b>	<b>DEPT Total:</b>			<b>16,504.80</b>	<b>Solid Waste</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
<b>392</b>	DEPT				Water Wells			
3810	Paulbeck's County Market							
	01-392-000-0000-6405			1.69	DISTILLED WATER	9277342	Office, Film, & Field Supplies	N
<b>3810</b>	<b>Paulbeck's County Market</b>			<b>1.69</b>		<b>1 Transactions</b>		
<b>392</b>	<b>DEPT Total:</b>			<b>1.69</b>	<b>Water Wells</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>500</b>	DEPT				Library And Historical Society			
11416	Aitkin County CARE, Inc							
	01-500-502-0000-6848			37,900.00	2023 APPROPRIATION	2023	CARE Appropriation	N
<b>11416</b>	<b>Aitkin County CARE, Inc</b>			<b>37,900.00</b>		<b>1 Transactions</b>		
<b>500</b>	<b>DEPT Total:</b>			<b>37,900.00</b>	<b>Library And Historical Society</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>711</b>	DEPT				Economic Development			
15240	AT&T Mobility							
	01-711-000-0000-6220			44.69	MARK JEFFERS - JANUARY PHONE	287298817699	Telephone	N
<b>15240</b>	<b>AT&amp;T Mobility</b>			<b>44.69</b>		<b>1 Transactions</b>		
<b>711</b>	<b>DEPT Total:</b>			<b>44.69</b>	<b>Economic Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>1</b>	<b>Fund Total:</b>			<b>159,181.94</b>	<b>General Fund</b>		<b>138 Transactions</b>	

# Aitkin County



**2** Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>49</b>	DEPT		Information Technologies			
9930	<b>SHI International Corp.</b>					
	02-049-190-0000-6485		WINDOWS SERVER 2022 QTY 3	B16444497	Computer/Technology Supplies	N
		21,750.00	02/02/2023 11/30/2025			
	02-049-190-0000-6485		SERVER 2022 USER CAL 300	B16445849	Computer/Technology Supplies	N
	<b>9930 SHI International Corp.</b>	<b>31,050.00</b>	<b>2 Transactions</b>			
<b>49</b>	<b>DEPT Total:</b>	<b>31,050.00</b>	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>200</b>	DEPT		Enforcement			
2707	<b>Lenk/Heidi A.</b>					
	02-200-020-0000-6360		SAR EMERG FOOD	0007	Sheriff Search & Rescue Reserve Expenses	N
	<b>2707 Lenk/Heidi A.</b>	<b>47.75</b>	<b>1 Transactions</b>			
<b>200</b>	<b>DEPT Total:</b>	<b>47.75</b>	<b>Enforcement</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>2</b>	<b>Fund Total:</b>	<b>31,097.75</b>	<b>Reserves Fund</b>		<b>3 Transactions</b>	

# Aitkin County



Audit List for Board **COMMISSIONER'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
301	DEPT			R&B Administration			
783	Canon Financial Services, Inc 03-301-000-0000-6342		192.60	CONTRACT CHARGE	30019754	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>192.60</b>	<b>1 Transactions</b>			
10930	Tidholm Productions 03-301-000-0000-6405		367.00	PEAL & SEAL ENVELOPES	2982 2636	Office Supplies	Y
	03-301-000-0000-6405		756.70	CARBON INVOICES	2984 2633	Office Supplies	Y
<b>10930</b>	<b>Tidholm Productions</b>		<b>1,123.70</b>	<b>2 Transactions</b>			
301	<b>DEPT Total:</b>		<b>1,316.30</b>	<b>R&amp;B Administration</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
302	DEPT			R&B Engineering/Construction			
8694	Department of Transportation 03-302-000-0000-6550		403.63	EQUIPMENT CALIBRATION	P00016576	R & B Engineer Supplies	N
<b>8694</b>	<b>Department of Transportation</b>		<b>403.63</b>	<b>1 Transactions</b>			
302	<b>DEPT Total:</b>		<b>403.63</b>	<b>R&amp;B Engineering/Construction</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
303	DEPT			R&B Highway Maintenance			
13725	Beartooth True Value 03-303-000-0000-6417		80.99	AITKIN SHOP SUPPLIES	A127138	Shop/Building Maintenance	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>80.99</b>	<b>1 Transactions</b>			
13911	BERT'S TRUCK EQUIP. OF MOORHEAD 03-303-000-0000-6590		620.00	REPAIR PARTS	S 96625	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		120.60	REPAIR PARTS	S 96627	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		690.00	REPAIR PARTS	W 101954	Repair & Maintenance Supplies	N
<b>13911</b>	<b>BERT'S TRUCK EQUIP. OF MOORHEAD</b>		<b>1,430.60</b>	<b>3 Transactions</b>			
14887	Cintas Corporation 03-303-000-0000-6360		15.82	SHOP LAUNDRY	4145742641	Services, Labor, Contracts	N
	03-303-000-0000-6360		15.82	SHOP LAUNDRY	4146419662	Services, Labor, Contracts	N
	03-303-000-0000-6360		13.72	SHOP LAUNDRY	4147161284	Services, Labor, Contracts	N
<b>14887</b>	<b>Cintas Corporation</b>		<b>45.36</b>	<b>3 Transactions</b>			
8618	Compass Minerals America 03-303-000-0000-6518		4,390.10	DE-ICING SALT	1127537	De-Icing Salt	N

# Aitkin County



3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	03-303-000-0000-6518		4,615.96	DE-ICING SALT	1128797	De-Icing Salt	N
	03-303-000-0000-6518		2,214.57	DE-ICING SALT	1130051	De-Icing Salt	N
<b>8618</b>	<b>Compass Minerals America</b>		<b>11,220.63</b>				
				3 Transactions			
5893	<b>Consolidated Telecommunications Co.</b>						
	03-303-000-0000-6254		375.81	HIGH SPEED INTERNET	21163875	Utilities-Gas and Electric	N
<b>5893</b>	<b>Consolidated Telecommunications Co.</b>		<b>375.81</b>				
				1 Transactions			
7060	<b>Federated Co-Ops Inc.</b>						
	03-303-000-0000-6423		1,290.75	MCGRATH SHOP PROPANE	1974883	Fuel for Buildings	N
<b>7060</b>	<b>Federated Co-Ops Inc.</b>		<b>1,290.75</b>				
				1 Transactions			
91187	<b>Lake Country Power</b>						
	03-303-000-0000-6254		269.57	JAN 23 JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		144.98	JAN 23 SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		58.00	JAN 23 CSAH 6	143093502	Utilities-Gas and Electric	N
<b>91187</b>	<b>Lake Country Power</b>		<b>472.55</b>				
				3 Transactions			
2831	<b>Little Falls Machine Inc</b>						
	03-303-000-0000-6590		4,755.00	REPAIR PARTS	367066	Repair & Maintenance Supplies	N
<b>2831</b>	<b>Little Falls Machine Inc</b>		<b>4,755.00</b>				
				1 Transactions			
9239	<b>Mn Dept Of Natural Resources-OMB</b>						
	03-303-000-0000-6519		13,184.10	GRAVEL - LEAR010050	1147346	Gravel & Royalties	N
<b>9239</b>	<b>Mn Dept Of Natural Resources-OMB</b>		<b>13,184.10</b>				
				1 Transactions			
9708	<b>MOMENTUM TRUCK GROUP</b>						
	03-303-000-0000-6590		86.84	REPAIR PARTS	X500010779:01	Repair & Maintenance Supplies	N
<b>9708</b>	<b>MOMENTUM TRUCK GROUP</b>		<b>86.84</b>				
				1 Transactions			
10864	<b>Nistler Contruaction Landscapes/Tim</b>						
	03-303-000-0000-6825		1,322.75	PLOWING	1347	Maintenance Agreements	Y
	03-303-000-0000-6825		1,322.75	PLOWING	1347	Maintenance Agreements	Y
<b>10864</b>	<b>Nistler Contruaction Landscapes/Tim</b>		<b>2,645.50</b>				
				2 Transactions			
9179	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>						
	03-303-000-0000-6590		797.88	REPAIR PARTS	X220061031:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		422.00	REPAIR PARTS	X220061290:01	Repair & Maintenance Supplies	Y

3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
<b>9179</b>	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>		<b>1,219.88</b>				
				2 Transactions			
8691	<b>Northland Hydraulic Service</b>						
	03-303-000-0000-6590		165.52	REPAIR PARTS	0-04921	Repair & Maintenance Supplies	Y
<b>8691</b>	<b>Northland Hydraulic Service</b>		<b>165.52</b>				
				1 Transactions			
10720	<b>Nuss Truck Group Inc</b>						
	03-303-000-0000-6590		455.60	REPAIR PARTS	6154726P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		71.56	REPAIR PARTS-FILTERS	6155553P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		71.56	REPAIR PARTS-FILTERS	6155553P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		51.67	REPAIR PARTS-FILTERS	6155553P	Repair & Maintenance Supplies	N
<b>10720</b>	<b>Nuss Truck Group Inc</b>		<b>650.39</b>				
				4 Transactions			
10412	<b>O'Reilly Auto Parts</b>						
	03-303-000-0000-6590		32.31	REPAIR PARTS	1878-141649	Repair & Maintenance Supplies	N
<b>10412</b>	<b>O'Reilly Auto Parts</b>		<b>32.31</b>				
				1 Transactions			
14861	<b>Parman Energy Group</b>						
	03-303-000-0000-6590		639.10	TRANNY OIL	0110820-IN	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,690.70	HYDRAULIC OIL	0110820-IN	Repair & Maintenance Supplies	N
<b>14861</b>	<b>Parman Energy Group</b>		<b>2,329.80</b>				
				2 Transactions			
8537	<b>Powerplan OIB</b>						
	03-303-000-0000-6590		633.22	6590	2191729.	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,480.00	REPAIR LABOR	2191729.	Repair & Maintenance Supplies	N
<b>8537</b>	<b>Powerplan OIB</b>		<b>2,113.22</b>				
				2 Transactions			
9285	<b>Rocon Paving</b>						
	03-303-000-0000-6521		500.00	ROLL RD-XING ARMS INSTALL		Maintenance Supplies	Y
<b>9285</b>	<b>Rocon Paving</b>		<b>500.00</b>				
				1 Transactions			
9176	<b>SPARKY'S TOOLS, LLC</b>						
	03-303-000-0000-6417		449.99	REPAIR PARTS	D 109651	Shop/Building Maintenance	N
<b>9176</b>	<b>SPARKY'S TOOLS, LLC</b>		<b>449.99</b>				
				1 Transactions			
8505	<b>Texas Refinery Corp</b>						
	03-303-000-0000-6417		1,089.00	AITKIN SHOP SUPPLIES	254113	Shop/Building Maintenance	N
<b>8505</b>	<b>Texas Refinery Corp</b>		<b>1,089.00</b>				
				1 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
9617	<b>Timber Lakes Septic Service, Inc.</b> 03-303-000-0000-6417		215.00	PALISADE SHOP	32747	Shop/Building Maintenance	N
<b>9617</b>	<b>Timber Lakes Septic Service, Inc.</b>		<b>215.00</b>	<b>1 Transactions</b>			
9642	<b>WEX BANK</b> 03-303-000-0000-6417		20.38	GASOLINE-SHOP SUPPLIES	0496-00-360070-7	Shop/Building Maintenance	N
	03-303-000-0000-6570		183.16	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		59.84	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		55.14	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		61.39	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		66.10	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		191.69	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		140.49	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		73.06	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		240.01	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		960.49	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		552.19	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		267.19	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		42.34	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		154.70	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		647.38	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
<b>9642</b>	<b>WEX BANK</b>		<b>3,715.55</b>	<b>16 Transactions</b>			
8279	<b>Winzer Franchise Company</b> 03-303-000-0000-6417		178.15	AITKIN SHOP SUPPLIES	784980	Shop/Building Maintenance	N
<b>8279</b>	<b>Winzer Franchise Company</b>		<b>178.15</b>	<b>1 Transactions</b>			
<b>303</b>	<b>DEPT Total:</b>		<b>48,246.94</b>	<b>R&amp;B Highway Maintenance</b>	<b>23 Vendors</b>	<b>53 Transactions</b>	
<b>307</b>	DEPT			R&B Capital Infrastructure			
	7652 <b>Erickson Engineering Co.</b> 03-307-000-0000-6269		201.00	PROFESSIONAL SERVICES	15462	Professional Services	Y
	<b>7652 Erickson Engineering Co.</b>		<b>201.00</b>	<b>1 Transactions</b>			
<b>307</b>	<b>DEPT Total:</b>		<b>201.00</b>	<b>R&amp;B Capital Infrastructure</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>3</b>	<b>Fund Total:</b>		<b>50,167.87</b>	<b>Road &amp; Bridge</b>		<b>58 Transactions</b>	



# 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			
9561	<b>Amazon Business</b> 05-400-440-0410-6405		439.00	PH-PLOTTER PRINTER-PRINTHEAD 02/03/2023 02/03/2023	1MLD-RF7G-3NPF	Office Supplies	N
	<b>9561 Amazon Business</b>		<b>439.00</b>	<b>1 Transactions</b>			
9608	<b>AMAZON CAPITAL SERVICES</b> 05-400-440-0410-6405		7.34	AGENCY-SHARPIE MARKERS 02/09/2023 02/09/2023	14HM-FN9N-C3XR	Office Supplies	N
	05-400-440-0410-6405		6.36	AGENCY-DISH SOAP/LAMINATE ENV 02/11/2023 02/11/2023	16GY-P634-MR6D	Office Supplies	N
	<b>9608 AMAZON CAPITAL SERVICES</b>		<b>13.70</b>	<b>2 Transactions</b>			
9553	<b>Aramark Uniform Services</b> 05-400-440-0410-6422		7.80	JANITORIAL SUPPLIES 02/21/2023 02/21/2023	2530110455	Janitorial Supplies	N
	<b>9553 Aramark Uniform Services</b>		<b>7.80</b>	<b>1 Transactions</b>			
783	<b>Canon Financial Services, Inc</b> 05-400-440-0410-6342		38.75	MAILROOM CONTRACT CHG - FEB 23 02/01/2023 02/28/2023	30019752	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		25.20	OSS CONTRACT CHARGE - FEB '23 02/01/2023 02/28/2023	30019755	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		288.36	PH CONTRACT CHARGE-FEB '23 02/01/2023 02/28/2023	30019756	Office Equipment Rental/Contracts	N
	<b>783 Canon Financial Services, Inc</b>		<b>352.31</b>	<b>3 Transactions</b>			
11051	<b>Department of Human Services</b> 05-400-440-0410-6360		919.80	MERIT SYSTEM QE 03/31/2023 01/01/2023 03/31/2023	A300MR0123C	Services, Labor, Contracts	N
	<b>11051 Department of Human Services</b>		<b>919.80</b>	<b>1 Transactions</b>			
2386	<b>Information Systems Corp</b> 05-400-440-0410-6266		355.39	APPXTENDER 03/01/2023 02/28/2024	M30536	Software Fees/License Fees	N
	<b>2386 Information Systems Corp</b>		<b>355.39</b>	<b>1 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b> 05-400-440-0410-6254		187.76	GAS BILL	0506533565-00001	Utilities-Gas and Electric	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
9692	Minnesota Energy Resources Corporation		187.76	01/23/2023 02/20/2023 1 Transactions			
9014	PAPER STORM 05-400-440-0410-6360		13.61	PAPER SHREDDING 02/14/2023 02/14/2023 1 Transactions	21586	Services, Labor, Contracts	N
9014	PAPER STORM		13.61				
10698	Stericycle, Inc 05-400-440-0410-6360		16.86	STERI-SAFE 03/01/2023 03/31/2023 1 Transactions	4011575182	Services, Labor, Contracts	6
10698	Stericycle, Inc		16.86				
400	<b>DEPT Total:</b>		<b>2,306.23</b>	<b>Public Health Department</b>	<b>9 Vendors</b>	<b>12 Transactions</b>	
420	DEPT			Income Maintenance			
9608	AMAZON CAPITAL SERVICES 05-420-600-4800-6405		17.31	AGENCY-SHARPIE MARKERS 02/09/2023 02/09/2023	14HM-FN9N-C3XR	Office Supplies	N
	05-420-600-4800-6405		14.98	AGENCY-DISH SOAP/LAMINATE ENV 02/11/2023 02/11/2023	16GY-P634-MR6D	Office Supplies	N
	05-420-600-4800-6405		13.70	IM-CD ENVELOPES 02/07/2023 02/07/2023 3 Transactions	1MF7-L6C7-39FQ	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		45.99				
9553	Aramark Uniform Services 05-420-600-4800-6422		18.39	JANITORIAL SUPPLIES 02/21/2023 02/21/2023 1 Transactions	2530110455	Janitorial Supplies	N
9553	Aramark Uniform Services		18.39				
783	Canon Financial Services, Inc 05-420-640-4800-6342		120.14	CS CONTRACT CHARGE-FEB '23 02/01/2023 02/28/2023	30019751	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		91.34	MAILROOM CONTRACT CHG - FEB 23 02/01/2023 02/28/2023	30019752	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		59.39	OSS CONTRACT CHARGE - FEB '23 02/01/2023 02/28/2023 3 Transactions	30019755	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		270.87				

# 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
11051	<b>Department of Human Services</b> 05-420-600-4800-6360		2,168.10	MERIT SYSTEM QE 03/31/2023 01/01/2023 03/31/2023	A300MR0123C	Services, Labor, Contracts	N
	05-420-610-4100-6011	DTG	12.75	MAXIS MFIP RECOV TANF 10/01/2022 10/31/2022	A300MX01236I	County Share-Afdc/Mfip	N
	05-420-620-4100-6011	DTG	984.00	MAXIS GRH RECOVERIES 10/01/2022 10/31/2022	A300MX01236I	County Share - Ga	N
	05-420-630-4100-6011	DTG	67.39	MAXIS MFIP FS RECOVERIES 10/01/2022 10/31/2022	A300MX01236I	County Share-Food Support	N
	05-420-610-4100-6011	DTG	245.87	MAXIS MFIP RECOV TANF 11/01/2022 11/30/2022	A300MX01237I	County Share-Afdc/Mfip	N
	05-420-620-4100-6011	DTG	648.00	MAXIS GRH RECOVERIES 11/01/2022 11/30/2022	A300MX01237I	County Share - Ga	N
	05-420-630-4100-6011	DTG	68.53	MAXIS FS RECOVERIES 11/01/2022 11/30/2022	A300MX01237I	County Share-Food Support	N
	05-420-620-4100-6011	DTG	994.00	MAXIS GRH RECOVERIES 12/01/2022 12/31/2022	A300MX01238I	County Share - Ga	N
	05-420-630-4100-6011	DTG	69.93	MAXIS FS RECOVERIES 12/01/2022 12/31/2022	A300MX01238I	County Share-Food Support	N
<b>11051</b>	<b>Department of Human Services</b>		<b>5,258.57</b>	<b>9 Transactions</b>			
2386	<b>Information Systems Corp</b> 05-420-600-4800-6266		837.67	APPXTENDER 03/01/2023 02/28/2024	M30536	Software Fees/License Fees	N
<b>2386</b>	<b>Information Systems Corp</b>		<b>837.67</b>	<b>1 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b> 05-420-600-4800-6254		442.57	GAS BILL 01/23/2023 02/20/2023	0506533565-00001	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>442.57</b>	<b>1 Transactions</b>			
9014	<b>PAPER STORM</b> 05-420-600-4800-6360		32.08	PAPER SHREDDING 02/14/2023 02/14/2023	21586	Services, Labor, Contracts	N
<b>9014</b>	<b>PAPER STORM</b>		<b>32.08</b>	<b>1 Transactions</b>			
86339	<b>Sheriff St Louis County-Duluth</b> 05-420-640-4800-6379		65.00	IV-D SERVICE 001161185302 02/21/2023 02/21/2023	2300538	Other Iv-D Charges	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
<b>86339</b>	<b>Sheriff St Louis County-Duluth</b>		<b>65.00</b>		<b>1</b> Transactions		
11656	<b>Sheriff St Louis County-Hibbing</b> 05-420-640-4800-6379		65.00	IV-D SERVICE 001410014802 02/21/2023 02/21/2023	2300679	Other Iv-D Charges	N
<b>11656</b>	<b>Sheriff St Louis County-Hibbing</b>		<b>65.00</b>		<b>1</b> Transactions		
10698	<b>Stericycle,Inc</b> 05-420-600-4800-6360		39.73	STERI-SAFE 03/01/2023 03/31/2023	4011575182	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>39.73</b>		<b>1</b> Transactions		
<b>420</b>	<b>DEPT Total:</b>		<b>7,075.87</b>	<b>Income Maintenance</b>	<b>10 Vendors</b>	<b>22 Transactions</b>	
<b>430</b>	<b>DEPT</b>			<b>Social Services</b>			
9608	<b>AMAZON CAPITAL SERVICES</b> 05-430-700-4800-6810		8.95	ADULT MH-FLEX FIDGET SPINNER 02/23/2023 02/23/2023	121305017	Mh Init - Flex	N
	05-430-700-4800-6405		27.81	AGENCY-SHARPIE MARKERS 02/09/2023 02/09/2023	14HM-FN9N-C3XR	Office Supplies	N
	05-430-700-4800-6405		24.06	AGENCY-DISH SOAP/LAMINATE ENV 02/11/2023 02/11/2023	16GY-P634-MR6D	Office Supplies	N
	05-430-700-4800-6405		38.00	AGENCY - SHARPIES 02/09/2023 02/09/2023	17H6-3DYF-6T6X	Office Supplies	N
	05-430-700-4800-6405		29.84	SS-PH CASE/PROTECTOR (JJ) 02/08/2023 02/08/2023	1H79-DYQM-4RWR	Office Supplies	N
	05-430-700-4800-6405		38.00	AGENCY - SHARPIES 01/25/2023 01/25/2023	1MY6-HTJV-6N14	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>90.66</b>		<b>6</b> Transactions		
9553	<b>Aramark Uniform Services</b> 05-430-700-4800-6422		29.55	JANITORIAL SUPPLIES 02/21/2023 02/21/2023	2530110455	Janitorial Supplies	N
<b>9553</b>	<b>Aramark Uniform Services</b>		<b>29.55</b>		<b>1</b> Transactions		
783	<b>Canon Financial Services, Inc</b> 05-430-700-4800-6342		146.70	MAILROOM CONTRACT CHG - FEB 23 02/01/2023 02/28/2023	30019752	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		95.38	OSS CONTRACT CHARGE - FEB '23	30019755	Office Equipment Rental/Contracts	N

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5 Health & Human Services

# 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
783	Canon Financial Services, Inc		242.08	02/01/2023 02/28/2023 2 Transactions			
11051	Department of Human Services 05-430-700-4800-6360		3,482.10	MERIT SYSTEM QE 03/31/2023 01/01/2023 03/31/2023 1 Transactions	A300MR0123C	Services, Labor, Contracts	N
11051	Department of Human Services		3,482.10				
2386	Information Systems Corp 05-430-700-4800-6266		1,345.35	APPXTENDER 03/01/2023 02/28/2024 1 Transactions	M30536	Software Fees/License Fees	N
2386	Information Systems Corp		1,345.35				
9692	Minnesota Energy Resources Corporation 05-430-700-4800-6254		710.78	GAS BILL 01/23/2023 02/20/2023 1 Transactions	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		710.78				
9014	PAPER STORM 05-430-700-4800-6360		51.51	PAPER SHREDDING 02/14/2023 02/14/2023 1 Transactions	21586	Services, Labor, Contracts	N
9014	PAPER STORM		51.51				
10698	Stericycle,Inc 05-430-700-4800-6360		63.81	STERI-SAFE 03/01/2023 03/31/2023 1 Transactions	4011575182	Services, Labor, Contracts	6
10698	Stericycle,Inc		63.81				
430	<b>DEPT Total:</b>		<b>6,015.84</b>	<b>Social Services</b>	<b>8 Vendors</b>	<b>14 Transactions</b>	
5	<b>Fund Total:</b>		<b>15,397.94</b>	<b>Health &amp; Human Services</b>		<b>48 Transactions</b>	

# 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
900	DEPT 14141	Wayrynen/Matt 10-900-000-0000-2300	863.42	Timber Permit Bonds BOND REFUND 14131	14131	Timber Permit Bonds	N
	14141	Wayrynen/Matt	863.42	1 Transactions			
900	<b>DEPT Total:</b>		<b>863.42</b>	<b>Timber Permit Bonds</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
921	DEPT 2531	Joint Counties Natural Res Board 10-921-000-0000-6240	1,000.00	Co. Development 2023 JCNRB DUES	2023 JCNRB	Membership/Dues/Association Fees	N
	2531	Joint Counties Natural Res Board	1,000.00	1 Transactions			
921	<b>DEPT Total:</b>		<b>1,000.00</b>	<b>Co. Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
923	DEPT 783	Canon Financial Services, Inc 10-923-000-0000-6342	158.21	Forfeited Tax Sales CANON CONTRACT CHARGE 02/01/2023 02/28/2023	30019749	Office/Equipment-Rental	N
	783	Canon Financial Services, Inc	158.21	1 Transactions			
	1028	CTC 10-923-000-0000-6254	353.00	INTERNET 02/12/2023 03/11/2023	0081193-2	Utilities-Gas and Electric	N
	1028	CTC	353.00	1 Transactions			
	5866	Department Of Natural Resources 10-923-000-0000-6360	2,360.00	FY23 QTR 2 CONTRACT 207912 10/01/2022 12/31/2022	1373A-PBI	Miscellaneous-Services	N
	5866	Department Of Natural Resources	2,360.00	1 Transactions			
	2386	Information Systems Corp 10-923-000-0000-6266	720.00	APPXTENDER 03/01/2023 02/28/2024	M30536	Data Processing/Computer Services	N
	2386	Information Systems Corp	720.00	1 Transactions			
	3951	Pro West & Associates, Inc 10-923-000-0000-6360	4,000.00	SUPPORT AGREEMENT FORESTRY DB 01/01/2023 12/31/2023	007169-A	Miscellaneous-Services	N

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10 Trust

# 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
3951	Pro West & Associates, Inc		4,000.00	1 Transactions		
3950	Public Utilities					
	10-923-000-0000-6254		287.45	ACLD UTILITIES	348-00	Utilities-Gas and Electric N
3950	Public Utilities		287.45	1 Transactions		
13403	Siggy's Small Engine Repair LLC					
	10-923-000-0000-6590		640.75	YAMAHA GRIZZLY 660 4X4	02222023	Repair & Maintenance Supplies Y
13403	Siggy's Small Engine Repair LLC		640.75	1 Transactions		
9642	WEX BANK					
	10-923-000-0000-6335		3,219.95	JAN FUEL	87148012	Gas/Vehicle Fuel Charges N
				01/07/2023 02/07/2023		
9642	WEX BANK		3,219.95	1 Transactions		
923	DEPT Total:		11,739.36	Forfeited Tax Sales	8 Vendors	8 Transactions
10	Fund Total:		13,602.78	Trust		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
925	DEPT 90805 <b>Temco</b> 11-925-000-0000-6590		210.00	Resource Management REPAIR GROOMER BAR	27615	Repair & Maintenance Supplies	Y
	<b>90805 Temco</b>		<b>210.00</b>	1 Transactions			
925	<b>DEPT Total:</b>		<b>210.00</b>	<b>Resource Management</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
939	DEPT 13934 <b>The Tire Barn</b> 11-939-000-0000-6590		80.00	County Surveyor TOWING CHARGE	66337	Repair & Maintenance Supplies	N
	<b>13934 The Tire Barn</b>		<b>80.00</b>	1 Transactions			
939	<b>DEPT Total:</b>		<b>80.00</b>	<b>County Surveyor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
11	<b>Fund Total:</b>		<b>290.00</b>	<b>Forest Development</b>		<b>2 Transactions</b>	



# 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			
9825	<b>McGregor Print Pros, LLC</b> 19-521-000-0000-6454		315.00	BEANIES. TO BE REIMBURSED BY F	2312	Commissary Supplies-Non Jail	Y
<b>9825</b>	<b>McGregor Print Pros, LLC</b>		<b>315.00</b>	<b>1</b> Transactions			
3160	<b>Mille Lacs Energy Coop-Albert Lea</b> 19-521-000-0000-6254		2,639.21	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
	19-521-000-0000-6254		1,012.34	DINING HALL	271300601	Utilities-Gas and Electric	N
	19-521-000-0000-6254		754.93	NSL	271300703	Utilities-Gas and Electric	N
	19-521-000-0000-6254		46.05	PARKING LOT	271300801	Utilities-Gas and Electric	N
	19-521-000-0000-6254		62.14	STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>4,514.67</b>	<b>5</b> Transactions			
10139	<b>Nature Planet, Inc</b> 19-521-000-0000-6454		1,892.55	STUFFED ANIMALS FOR CANTEEN	S-ORD101405	Commissary Supplies-Non Jail	Y
<b>10139</b>	<b>Nature Planet, Inc</b>		<b>1,892.55</b>	<b>1</b> Transactions			
14812	<b>SCI Broadband/Savage Communications</b> 19-521-000-0000-6220		685.80	MARCH 2023 PHONE BILL 03/01/2023 03/31/2023	024-033167	Telephone	N
<b>14812</b>	<b>SCI Broadband/Savage Communications</b>		<b>685.80</b>	<b>1</b> Transactions			
15009	<b>Vandermey Logging</b> 19-521-000-0000-6254		14,883.75	FIREWOOD	2189277364	Utilities-Gas and Electric	Y
<b>15009</b>	<b>Vandermey Logging</b>		<b>14,883.75</b>	<b>1</b> Transactions			
521	<b>DEPT Total:</b>		<b>22,291.77</b>	<b>LLCC Administration</b>	<b>5 Vendors</b>	<b>9 Transactions</b>	
523	DEPT			LLCC Food			
3810	<b>Paulbeck's County Market</b> 19-523-000-0000-6418		36.33	GROCERIES	7684653	Groceries-Students	N
	19-523-000-0000-6418		134.58	GROCERIES 5K - TO BE REIMBURSE	7684653	Groceries-Students	N
<b>3810</b>	<b>Paulbeck's County Market</b>		<b>170.91</b>	<b>2</b> Transactions			
4968	<b>Upper Lakes Foods, Inc</b> 19-523-000-0000-6418		908.21	GROCERIES	240306-00	Groceries-Students	N
<b>4968</b>	<b>Upper Lakes Foods, Inc</b>		<b>908.21</b>	<b>1</b> Transactions			

# Aitkin County



	<u>Vendor Name</u>	<u>Rpt</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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
523	<b>DEPT Total:</b>		<b>1,079.12</b>	<b>LLCC Food</b>	<b>2 Vendors</b>	<b>3 Transactions</b>
524	DEPT			LLCC Maintenance		
	88628 Dalco Enterprises, Inc.					
	19-524-000-0000-6422		480.04	SOFTENER SALT	4049096	Janitorial Supplies N
	<b>88628 Dalco Enterprises, Inc.</b>		<b>480.04</b>		<b>1 Transactions</b>	
	11946 McGuire Mechanical					
	19-524-000-0000-6590		236.60	FIXED FURNACE IN RES HOUSE	32890	Repair & Maintenance Supplies N
	<b>11946 McGuire Mechanical</b>		<b>236.60</b>		<b>1 Transactions</b>	
	3776 Palisade One Stop					
	19-524-000-0000-6570		466.27	GAS AND DIESEL FOR VEHICLES	2187684653	Motor Fuel & Lubricants N
	<b>3776 Palisade One Stop</b>		<b>466.27</b>		<b>1 Transactions</b>	
524	<b>DEPT Total:</b>		<b>1,182.91</b>	<b>LLCC Maintenance</b>	<b>3 Vendors</b>	<b>3 Transactions</b>
19	<b>Fund Total:</b>		<b>24,553.80</b>	<b>Long Lake Conservation Center</b>		<b>15 Transactions</b>

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21 Parks

# 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
520	DEPT			Parks			
3160	Mille Lacs Energy Coop-Albert Lea 21-520-000-0000-6254	B	57.05	BERGLUND ELECTRIC 01/01/2023 02/01/2023	185110602	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		57.05	1 Transactions			
12182	Northwoods Quads 21-520-000-0000-6802		4,166.44	MOOSE RIVER 08-21-2022	08/26/2022	Trail Grants-State	N
12182	Northwoods Quads		4,166.44	1 Transactions			
3950	Public Utilities 21-520-000-0000-6254	B	35.41	MISS ACCESS UTILITIES	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	B	90.83	MISS SHOWER UTILITIES	1671-00	Utilities-Gas and Electric	N
3950	Public Utilities		126.24	2 Transactions			
9285	Rocon Paving 21-520-000-0000-6802	Q	1,200.00	FROM 26 TO ARTHYDE	11/28/2022	Trail Grants-State	Y
9285	Rocon Paving		1,200.00	1 Transactions			
520	DEPT Total:		5,549.73	Parks	4 Vendors	5 Transactions	
21	Fund Total:		5,549.73	Parks		5 Transactions	

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 22 Coronavirus Relief Fund

# 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
716	DEPT			American Rescue Plan - COVID			
14328	<b>Matt Lueck Construction LLC</b> 22-716-000-0000-6818		13,000.00	DEPOSIT- SH & INSTR RES ROOFS	14328	Category: Revenue Replacement	Y
14328	<b>Matt Lueck Construction LLC</b>		<b>13,000.00</b>	1 Transactions			
9013	<b>STRATELIGENT</b> 22-716-000-0000-6802		3,333.33	FEBRUARY 23 CREATIVE SERVICES 02/01/2023 02/28/2023	FEB 2023 SERVICE:	Category: Negative Economic Impacts	N
9013	<b>STRATELIGENT</b>		<b>3,333.33</b>	1 Transactions			
716	<b>DEPT Total:</b>		<b>16,333.33</b>	<b>American Rescue Plan - COVID</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
22	<b>Fund Total:</b>		<b>16,333.33</b>	<b>Coronavirus Relief Fund</b>		<b>2 Transactions</b>	
	<b>Final Total:</b>		<b>316,175.14</b>	<b>185 Vendors</b>	<b>281 Transactions</b>		

# Aitkin County



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	159,181.94	General Fund
	2	31,097.75	Reserves Fund
	3	50,167.87	Road & Bridge
	5	15,397.94	Health & Human Services
	10	13,602.78	Trust
	11	290.00	Forest Development
	19	24,553.80	Long Lake Conservation Center
	21	5,549.73	Parks
	22	16,333.33	Coronavirus Relief Fund
<b>All Funds</b>		<b>316,175.14</b>	<b>Total</b>

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

# 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
<b>8410 Bremer Bank</b>							
1	01-044-904-0000-6360		98.70	2022 MED FLEX	02192023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		126.68	2023 MED FLEX	02192023	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		18.00	2022 MED FSA	02212023	Flex Plan Withdrawals	N
4	01-044-904-0000-6360		114.58	2023 MED FSA	02212023	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		625.02	2023 DEP FLEX	02222023	Flex Plan Withdrawals	N
6	01-044-904-0000-6360		504.77	2023 MED FLEX	02222023	Flex Plan Withdrawals	N
			<b>1,487.75</b>	<b>6 Transactions</b>			
<b>1 Fund Total:</b>			<b>1,487.75</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>6 Transactions</b>	
<b>Final Total:</b>			<b>1,487.75</b>	<b>1 Vendors</b>	<b>6 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,487.75	General Fund
<b>All Funds</b>	<b>1,487.75</b>	<b>Total</b>

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

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# 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
	<b>8410 Bremer Bank</b>						
1	01-044-904-0000-6360		59.03	2023 MED FLEX MANUAL	02242023	Flex Plan Withdrawals	N
2	01-044-904-0000-6379		638.25	WEX JANUARY FEES	1680266	Flex Services, Labor, Etc.	N
	<b>8410 Bremer Bank</b>		<b>697.28</b>	<b>2 Transactions</b>			
<b>1 Fund Total:</b>			<b>697.28</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>Final Total:</b>			<b>697.28</b>	<b>1 Vendors</b>	<b>2 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	697.28	General Fund
<b>All Funds</b>	<b>697.28</b>	<b>Total</b>

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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

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# 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
1	8410 Bremer Bank 01-044-904-0000-6360		189.80	2023 MEDICAL CLAIMS	02252023	Flex Plan Withdrawals	N
	8410 Bremer Bank		189.80	1 Transactions			
<b>1 Fund Total:</b>			<b>189.80</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>189.80</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	189.80	General Fund
<b>All Funds</b>	<b>189.80</b>	<b>Total</b>

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<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>					
4	01-044-000-0000-6800		423.98-	Elan pd 2.16.23 - allocated		ELAN - Statement Payment N
1	03-302-000-0000-6550		25.00	SHIPPING	20215	R & B Engineer Supplies N
2	03-302-000-0000-6550		126.00	CYLINDER MOLDS	20215	R & B Engineer Supplies N
3	03-303-000-0000-6590		272.98	BUMPER	111-9519743-37458	Repair & Maintenance Supplies N
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>		<b>0.00</b>	<b>4 Transactions</b>		
<b>Final Total .....</b>			<b>0.00</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	

# Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>
<b>5462 Bremer Bank (Elan ACH)</b>						
8	01-044-000-0000-6800		900.87 -	Elan pd 2.16.23- allocated		ELAN - Statement Payment N
4	05-400-440-0410-6266		2.80	AVAILITY - JAN '23	INV00897579	Software Fees/License Fees N
				01/01/2023 01/31/2023		
1	05-400-450-0451-6435		191.88	1/2 SHIP MN EATS & 1/2 MN MOVE	QRCGPRO-968230	Public Health Program Related Supplies N
				02/07/2023 02/07/2023		
5	05-420-600-4800-6266		6.60	AVAILITY - JAN '23	INV00897579	Software Fees/License Fees N
				01/01/2023 01/31/2023		
7	05-430-760-3980-6020		84.00	ADULT FH BACKGROUND CHECKS		Licensing & Resource Development N
				02/01/2023 02/01/2023		
3	05-430-700-4800-6241		519.00	MSSA CONF REG (JONM, AG)	01/26/2023	Meeting/Conference Registration Fee N
				01/26/2023 01/26/2023		
2	05-430-700-4800-6805		85.99	MH-FLEX TRANS BUS TICKET	119395018	Mh Init - Transportation N
				01/30/2023 01/30/2023		
6	05-430-700-4800-6266		10.60	AVAILITY - JAN '23	INV00897579	Software Fees/License Fees N
				01/01/2023 01/31/2023		
<b>5462 Bremer Bank (Elan ACH)</b>			<b>0.00</b>	<b>8 Transactions</b>		
<b>Final Total .....</b>			<b>0.00</b>	<b>1 Vendors</b>	<b>8 Transactions</b>	



# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>					
19	01-043-000-0000-6405		161.82	Amazon-straps/cables/first aid	Office Supplies	N
40	01-044-000-0000-6800		7,905.88 -	Elan pd 2.16.23	ELAN - Statement Payment	N
31	01-049-000-0000-6266		1,995.00	Lansweeper license	Software Fees/License Fees	N
21	01-049-000-0000-6485		169.99	New Egg - computer case	Computer/Technology Supplies	N
22	01-049-000-0000-6485		54.14	New Egg - computer fans	Computer/Technology Supplies	N
30	01-049-000-0000-6485		1,482.95	New Egg-Computer Parts	Computer/Technology Supplies	N
32	01-090-000-0000-6405		69.99	Amazon-File cart	Office Supplies	N
20	01-120-000-0000-6302		8.00	Paulbecks- vet van car wash	Vehicle Maintenance	N
39	01-122-000-0000-6230		51.30	Northstar Media - Feb PC	Printing, Publishing & Adv	N
11	01-200-000-0000-6180		7.99 -	Duluth Trading- return uniform	Clothing Allowance	N
8	01-200-000-0000-6405		75.45	Amazon-flash drives, tape	Office Supplies	N
14	01-200-000-0000-6460		724.40	LA Police Gear - deputy bags	Deputy Supplies	N
12	01-200-019-0000-6460		19.98	Ray Allen - K-9 tabs	Deputy Supplies	N
18	01-200-019-0000-6460		64.99	Scheels- K-9 bed	Deputy Supplies	N
1	01-200-200-0000-6265		31.99	Amazon-car magnets	Programs	N
2	01-200-200-0000-6265		60.78	Amazon-car magnets	Programs	N
3	01-200-200-0000-6265		75.98	Amazon-motorola charger	Programs	N
5	01-200-200-0000-6265		40.98	Amazon-LED strobe lights	Programs	N
4	01-200-200-0000-6405		129.98 -	Amazon-return graphics cards	VCET - AIM Office Supplies	N
6	01-200-200-0000-6405		7.76	Amazon-mouse pads	VCET - AIM Office Supplies	N
7	01-200-200-0000-6405		120.67	Amazon-printer ink	VCET - AIM Office Supplies	N
10	01-252-000-0000-6180		24.89	Amazon-duty belt (spare)	Clothing Allowance	N
13	01-252-000-0000-6330		37.65	Holiday-Gas (transport)	Prisoner Transportation & Travel	N
17	01-252-000-0000-6405		47.78	Amazon-desk USB, power strip	Office Supplies	N
9	01-252-000-0000-6430		319.00	Amazon-glucose test strips	Medical Expense/Supplies - Inmates	N
15	01-252-000-0000-6465		91.94	Amazon-radio speakers	Inmate Supplies	N
16	01-252-252-0000-6465		146.85	Amazon-cribbage board/USB mics	Inamte Welfare Supplies	N
37	01-257-251-0000-6241		35.00	MN Corr Assoc - dues JL	Registration Fee	N
38	01-257-251-0000-6241		15.00 -	MNATSA Refund dues	Registration Fee	N
33	01-257-251-0000-6332		314.14	Courtyard- Rm 1 AW	Hotel / Motel Lodging	N
34	01-257-251-0000-6332		313.12	Courtyard- Rm 2 CC/CK	Hotel / Motel Lodging	N
35	01-257-251-0000-6332		313.12	Courtyard- Rm 3 TR/JL	Hotel / Motel Lodging	N
36	01-257-251-0000-6335		8.00	Courtyard-parking	Gas/Vehicle Fuel Charges	N
29	10-923-000-0000-6590		179.00	YTS - snowcomb	Repair & Maintenance Supplies	N
25	19-521-000-0000-6230		34.79	Facebook - 5K promo	Printing, Publishing & Adv	N
28	19-521-000-0000-6454		77.68	Vista Print - postcards	Commissary Supplies-Non Jail	N
23	19-524-000-0000-6590		25.08 -	Dectra-credit tax	Repair & Maintenance Supplies	N

# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>					
7	01-001-000-0000-6332		319.36	SAMPLE GOVERNMENT 101 01/27/2023 01/29/2023	01272023	Hotel / Motel Lodging N
8	01-001-000-0000-6332		396.14	KEARNEY GOVERNMENT 101	01272023	Hotel / Motel Lodging N
11	01-001-000-0000-6330		43.00	AMC CONF. PARKING	01302023	Transportation/Travel/Parking N
12	01-001-000-0000-6330		9.17	AMC CONFERENCE PARKING - TL 01/30/2023 01/30/2023	01302023 AMC	Transportation/Travel/Parking N
2	01-001-000-0000-6332		357.80	WESTERLUND - DRAINAGE CONFEREN 02/07/2023 02/09/2023	652082	Hotel / Motel Lodging N
1	01-001-000-0000-6332		345.86	INTERCONTINENTAL HOTELS AMC	AMC GOV 101	Hotel / Motel Lodging N
13	01-043-000-0000-6268		470.00	MB - ASSESS LAWS & PROC 06/26/2023 06/29/2023	207852432	Staff Training, Development N
14	01-044-000-0000-6800		3,164.00 -	Elan pd 2.16.23-allocated		ELAN - Statement Payment N
3	01-052-000-0000-6339		16.77	AMC GOVERNMENT 101 - JESSICA 01/30/2023 01/30/2023	01302023	Meals (Overnight) N
4	01-052-000-0000-6332		319.36	JESSICA - AMC GOVERNMENT 101 01/25/2023 01/27/2023	740619	Hotel / Motel Lodging N
5	01-052-000-0000-6332		386.54	JESSICA - MADDENS MCMA CONF 04/26/2023 04/28/2023	R744474828	Hotel / Motel Lodging N
10	01-053-000-0000-6199		75.00	MB EMPLOYEE RECOGNITION	11414701330089064	Employee Recognition N
6	01-053-000-0000-6360		325.00	APPLICANT STACK FEBRUARY 02/01/2023 02/28/2023	168947	Services, Labor, Contracts N
9	01-053-000-0000-6241		100.00	MPELRA CONFERENCE 02/09/2023 02/09/2023	MPELRA	Registration Fee N
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>		<b>0.00</b>	<b>14 Transactions</b>		
<b>Final Total .....</b>			<b>0.00</b>	<b>1 Vendors</b>	<b>14 Transactions</b>	

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

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# 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
1	8410 Bremer Bank 01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2023	02272023	Flex Plan Withdrawals	N
	8410 Bremer Bank		208.34	1 Transactions			
<b>1 Fund Total:</b>			<b>208.34</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>208.34</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	208.34	General Fund
<b>All Funds</b>	<b>208.34</b>	<b>Total</b>

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# Aitkin County

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Audit List for Board

## AUDITOR'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  
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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 **AUDITOR'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
42	DEPT			Treasurer			
13722	Quadiant Finance USA, Inc.						
	01-042-000-0000-6205		3,500.00	POSTAGE	POSTAGE 6665	Postage	N
13722	Quadiant Finance USA, Inc.		3,500.00	1 Transactions			
42	<b>DEPT Total:</b>		<b>3,500.00</b>	<b>Treasurer</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
43	DEPT			Assessor			
89071	Aitkin Co License Center						
	01-043-000-0000-6625		1,572.18	2020 ESCAPE TAXES AND FEES	969649	Capital - Office & Other Equipment	N
89071	Aitkin Co License Center		1,572.18	1 Transactions			
43	<b>DEPT Total:</b>		<b>1,572.18</b>	<b>Assessor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
49	DEPT			Information Technologies			
86290	Mn Counties Information Systems						
	01-049-000-0000-6283		540.00	CTYDBU - ANNUAL MAINTENANCE	2319	Programming, Services, Contracts	N
	01-049-000-0000-6283		2,385.00	CTYHOSTLV2, QTR HOST, L2	2330	Programming, Services, Contracts	N
	01-049-000-0000-6283		1,709.00	CTYHOSTMNT - HOST QTR MAINTENA	2330	Programming, Services, Contracts	N
86290	Mn Counties Information Systems		4,634.00	3 Transactions			
49	<b>DEPT Total:</b>		<b>4,634.00</b>	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
252	DEPT			Corrections			
4812	JC32 Teamsters H&W Fund						
	01-252-000-0000-6101		6,308.00	FEB EE H INS	202302	Salaries-Full Time	N
				02/01/2023	02/28/2023		
	01-252-000-0000-6150		23,465.00	FEB ER H INS	202302	Health Insurance-Employer	N
				02/01/2023	02/28/2023		
4812	JC32 Teamsters H&W Fund		29,773.00	2 Transactions			
252	<b>DEPT Total:</b>		<b>29,773.00</b>	<b>Corrections</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
253	DEPT			Sentence to Serve			
4812	JC32 Teamsters H&W Fund						
	01-253-000-0000-6101		332.00	FEB EE H INS	202302	Salaries-Full Time	N
				02/01/2023	02/28/2023		

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# 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	
	01-253-000-0000-6150		FEB ER H INS	202302	Health Insurance-Employer	N
			02/01/2023			
			02/28/2023			
	<b>4812 JC32 Teamsters H&amp;W Fund</b>			<b>2 Transactions</b>		
<b>253</b>	<b>DEPT Total:</b>		<b>1,567.00</b>	<b>Sentence to Serve</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>1</b>	<b>Fund Total:</b>		<b>41,046.18</b>	<b>General Fund</b>		<b>9 Transactions</b>



# Aitkin County



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

**3** Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>308</b>	DEPT		R&B Equipment & Facilities			
	4731 <b>Surplus Services</b>					
	03-308-000-0000-6610		2016 GMC SIERRA	63978	Equipment	N
	03-308-000-0000-6610		2016 GMC SIERRA 1500	63979	Equipment	N
	<b>4731 Surplus Services</b>		<b>49,240.00</b>	<b>2 Transactions</b>		
<b>308</b>	<b>DEPT Total:</b>		<b>49,240.00</b>	<b>R&amp;B Equipment &amp; Facilities</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>3</b>	<b>Fund Total:</b>		<b>49,240.00</b>	<b>Road &amp; Bridge</b>		<b>2 Transactions</b>
	<b>Final Total:</b>		<b>90,286.18</b>	<b>6 Vendors</b>	<b>11 Transactions</b>	

# Aitkin County

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



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	41,046.18	General Fund
	3	49,240.00	Road & Bridge
<b>All Funds</b>		<b>90,286.18</b>	<b>Total</b>

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3/2/23

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# Aitkin County

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Audit List for Board

## AUDITOR'S VOUCHERS ENTRIES

Page 1

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1 - Fund (Page Break by Fund)  
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4 - Vendor Name

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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 **AUDITOR'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
40	DEPT			Auditor			
89991	<b>Bremer Bank</b>						
	01-040-021-0000-5840		0.64	Receipt Nbr 19884 02/17/2023		Misc Receipts	N
	01-040-021-0000-5840		0.32	Receipt Nbr 19935 02/27/2023		Misc Receipts	N
<b>89991</b>	<b>Bremer Bank</b>		<b>0.96</b>	<b>2</b> Transactions			
40	<b>DEPT Total:</b>		<b>0.96</b>	<b>Auditor</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	

# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
43	DEPT		Assessor			
	89991 <b>Bremer Bank</b>					
	01-043-000-0000-5840		0.26	Receipt Nbr 19799 02/03/2023		Misc Receipts N
	01-043-000-0000-5840		0.51	Receipt Nbr 19906 02/22/2023		Misc Receipts N
	<b>89991 Bremer Bank</b>		<b>0.77</b>	<b>2 Transactions</b>		
43	<b>DEPT Total:</b>		<b>0.77</b>	<b>Assessor</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

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# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
49	DEPT		Information Technologies			
	89991 <b>Bremer Bank</b>					
	01-049-000-0000-5525		3.22	Receipt Nbr 19811 02/06/2023		Label & Listing Sales N
	01-049-000-0000-5525		18.52	Receipt Nbr 19820 02/07/2023		Label & Listing Sales N
	<b>89991 Bremer Bank</b>		<b>21.74</b>	<b>2 Transactions</b>		
49	<b>DEPT Total:</b>		<b>21.74</b>	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
90	DEPT		Attorney			
89991	<b>Bremer Bank</b>					
	01-090-000-0000-5840		3.86	Receipt Nbr 19845 02/13/2023		Misc Receipts N
	01-090-000-0000-5840		4.82	Receipt Nbr 19917 02/23/2023		Misc Receipts N
89991	<b>Bremer Bank</b>		<b>8.68</b>	2 Transactions		
90	<b>DEPT Total:</b>		<b>8.68</b>	<b>Attorney</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
100	DEPT		Recorder			
89991	<b>Bremer Bank</b>					
	01-100-000-0000-5840		15.70	Receipt Nbr 5229 02/01/2023		Misc Receipts N
	01-100-000-0000-5840		15.80	Receipt Nbr 5303 02/17/2023		Misc Receipts N
	01-100-000-0000-5840		0.45	Receipt Nbr 5312 02/21/2023		Misc Receipts N
	01-100-000-0000-5840		7.72	Receipt Nbr 5322 02/23/2023		Misc Receipts N
89991	<b>Bremer Bank</b>		<b>39.67</b>	<b>4 Transactions</b>		
100	<b>DEPT Total:</b>		<b>39.67</b>	<b>Recorder</b>	<b>1 Vendors</b>	<b>4 Transactions</b>



# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
252	DEPT		Corrections			
	89991 <b>Bremer Bank</b>					
	01-252-252-0000-5872		90.11	Receipt Nbr 19847 02/13/2023		Phone Card Prisoner Welfare(Taxable) N
	01-252-252-0000-5872		32.49	Receipt Nbr 19939 02/27/2023		Phone Card Prisoner Welfare(Taxable) N
	<b>89991 Bremer Bank</b>		<b>122.60</b>	<b>2 Transactions</b>		
252	<b>DEPT Total:</b>		<b>122.60</b>	<b>Corrections</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
1	<b>Fund Total:</b>		<b>194.42</b>	<b>General Fund</b>		<b>14 Transactions</b>

KMR1  
3/2/23 9:54AM

# Aitkin County



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

**3** Road & Bridge

<u>Vendor</u>	<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
<b>0</b>	DEPT			Undesignated			
	89991 <b>Bremer Bank</b>						
	03-000-000-0000-5517		2.89	Receipt Nbr 19777 02/01/2023		Charges-Individuals	N
	<b>89991 Bremer Bank</b>		<b>2.89</b>	1 Transactions			
<b>0</b>	<b>DEPT Total:</b>		<b>2.89</b>	<b>Undesignated</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	



# Aitkin County



**19** Long Lake Conservation Cen

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
<b>521</b>	DEPT		LLCC Administration			
	89991 <b>Bremer Bank</b>					
	19-521-000-0000-5885		0.62	Receipt Nbr 19783 02/02/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		3.30	Receipt Nbr 19791 02/02/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		5.95	Receipt Nbr 19852 02/13/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		3.02	Receipt Nbr 19858 02/14/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		0.56	Receipt Nbr 19861 02/15/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		15.23	Receipt Nbr 19869 02/16/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		19.57	Receipt Nbr 19885 02/17/2023		Commissary Sales Taxable N
	19-521-000-0000-5885		3.68	Receipt Nbr 19899 02/21/2023		Commissary Sales Taxable N
	<b>89991 Bremer Bank</b>		<b>51.93</b>	<b>8 Transactions</b>		
<b>521</b>	<b>DEPT Total:</b>		<b>51.93</b>	<b>LLCC Administration</b>	<b>1 Vendors</b>	<b>8 Transactions</b>
<b>19</b>	<b>Fund Total:</b>		<b>51.93</b>	<b>Long Lake Conservation Center</b>		<b>8 Transactions</b>

# 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
520	DEPT			Parks			
89991	<b>Bremer Bank</b>						
	21-520-000-0000-5510		3.86	Receipt Nbr 3310 02/03/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 3313 02/06/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72	Receipt Nbr 3314 02/06/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57	Receipt Nbr 3322 02/13/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 3326 02/15/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 3328 02/16/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57	Receipt Nbr 3331 02/17/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 3331 02/17/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72	Receipt Nbr 3333 02/21/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		11.58	Receipt Nbr 3334 02/21/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		15.44	Receipt Nbr 3338 02/23/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 3341 02/27/2023		Co. Parks Campground Fees	N
	<b>89991 Bremer Bank</b>		<b>70.76</b>	<b>12 Transactions</b>			
520	<b>DEPT Total:</b>		<b>70.76</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>12 Transactions</b>	
21	<b>Fund Total:</b>		<b>70.76</b>	<b>Parks</b>		<b>12 Transactions</b>	
	<b>Final Total:</b>		<b>1,696.55</b>	<b>10 Vendors</b>	<b>51 Transactions</b>		

# Aitkin County

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



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	194.42	General Fund
	3	1,379.44	Road & Bridge
	19	51.93	Long Lake Conservation Center
	21	70.76	Parks
<b>All Funds</b>		<b>1,696.55</b>	<b>Total</b>

Approved by, .....

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WLC1  
3/2/23

10:41AM

# Aitkin County

# 2L



Audit List for Board

## AUDITOR'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 **AUDITOR'S VOUCHERS ENTRIES**

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
932	DEPT		Schools			
	393 <b>ISD 1 Aitkin-Treasurer</b>					
	12-932-000-0000-2047		1ST 1/2 PROD TAX (2022)	2022-1	Taconite Production Tax	N
	<b>393 ISD 1 Aitkin-Treasurer</b>			1 Transactions		
932	<b>DEPT Total:</b>		<b>115,852.00</b>	<b>Schools</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
12	<b>Fund Total:</b>		<b>115,852.00</b>	<b>Townships/Cities/ARDC/Ambulan</b>		<b>1 Transactions</b>
	<b>Final Total:</b>		<b>115,852.00</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	



# Aitkin County



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	12	115,852.00	Townships/Cities/ARDC/Ambulan
<b>All Funds</b>		<b>115,852.00</b>	<b>Total</b>
			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

# 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	<b>8410 Bremer Bank</b> 19-522-000-0000-6267		43.45	FEES FOR FEBRUARY 02/01/2023 02/28/2023	461201217886	Credit Card Fees	N
2	19-522-000-0000-6267		125.69	SERVICE CHARGE FEBRUARY 02/01/2023 02/28/2023	461201217886	Credit Card Fees	N
	<b>8410 Bremer Bank</b>		<b>169.14</b>	<b>2 Transactions</b>			
<b>19 Fund Total:</b>			<b>169.14</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>Final Total:</b>			<b>169.14</b>	<b>1 Vendors</b>	<b>2 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
19	169.14	Long Lake Conservation Center
<b>All Funds</b>	<b>169.14</b>	<b>Total</b>

Approved by, .....

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Print List in Order By: 4  
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

# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</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>
<b>780</b>	<b>Bremer Bank</b>					
3	01-040-000-0000-5081		0.03	FEB	FEB MTG & DEED	Mortgage Registry-3% N
4	01-042-000-0000-5079		0.01	FEB	FEB MTG & DEED	3% State Deed Tax N
2	09-000-000-0000-2025		14,340.40	FEB	FEB MTG & DEED	State's Share Of Deed Tax (97%) N
1	09-000-000-0000-2026		134,423.27	FEB	FEB MTG & DEED	State Share Of Mortgage Registry (97%) N
<b>780</b>	<b>Bremer Bank</b>		<b>148,763.71</b>			<b>4 Transactions</b>
<b>Final Total .....</b>			<b>148,763.71</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	0.04	General Fund
9	148,763.67	State
<b>All Funds</b>	<b>148,763.71</b>	<b>Total</b>

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



KMR1  
3/7/23 2:04PM

# 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
<b>8410 Bremer Bank</b>							
1	01-044-904-0000-6360		189.99	MED FSA CLAIMS 2023	03042023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		580.00	DEP CARE FSA CLAIMS 2023	03062023	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		700.11	MED FSA CLAIMS 2023	03062023	Flex Plan Withdrawals	N
<b>8410 Bremer Bank</b>			<b>1,470.10</b>	<b>3 Transactions</b>			
<b>1 Fund Total:</b>			<b>1,470.10</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>Final Total:</b>			<b>1,470.10</b>	<b>1 Vendors</b>	<b>3 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,470.10	General Fund
<b>All Funds</b>	<b>1,470.10</b>	<b>Total</b>

Approved by, .....

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# Board of County Commissioners Agenda Request

**2P**  
Agenda Item #

**Requested Meeting Date:** 3-14-23

**Title of Item:** Equipment Purchase - Mower

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> NA	<b>Estimated Time Needed:</b> NA
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**Summary of Issue:**  
 The 2022/2023 Capital Equipment Replacement Program includes a total \$90,000 expenditure to replace unit 350, a tractor/mower. Quotes were solicited for a 10-foot wide rotary mower as outlined below. The tractor will be purchased at a later date.

Trueman Welters - Buffalo, MN - \$42,464.58  
 Diamond Mowers - Sioux Falls, SD - \$51,590

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
 Recommend approval of the \$42,464.58 purchase from Trueman Welters.

**Financial Impact:**  
*Is there a cost associated with this request?*       Yes       No  
*What is the total cost, with tax and shipping?* \$ 42,464.58  
*Is this budgeted?*       Yes       No      *Please Explain:*  
 \$40,000 was budgeted in 2022 and \$50,000 was budgeted in 2023 for this purchase. (Tractor remains to be purchased from this budgeted amount)



# Board of County Commissioners Agenda Request

**2Q**  
Agenda Item #

**Requested Meeting Date:** 3-14-23

**Title of Item:** Equipment Purchase - Pickup Truck

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	--	---

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> NA	<b>Estimated Time Needed:</b> NA
--	-------------------------------------

**Summary of Issue:**  
 The 2023 Capital Equipment Replacement Program includes a \$30,000 expenditure to replace pickup truck Unit 468. The County Administrator granted approval under Section VII.A.1 of the Aitkin County Procurement Policy to exceed the typical purchasing authority amount of \$25,000 for a 2016 GMC pickup truck that was offered through the MinBid auction service. The trucks was previously a MnDOT fleet vehicle in good condition with 68,000 miles and was acquired for \$26,200.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
 Recommend approval of the \$26,200 purchase of 2016 GMC pickup truck.

**Financial Impact:**  
*Is there a cost associated with this request?*       Yes       No  
*What is the total cost, with tax and shipping?* \$ 26,200  
*Is this budgeted?*       Yes       No      *Please Explain:*  
 \$30,000 was budgeted in 2023 for this purchase.



# Board of County Commissioners Agenda Request

**2R**  
Agenda Item #

**Requested Meeting Date:** 3/14/2023

**Title of Item:** Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	---	---

<b>Submitted by:</b> Sheriff Dan Guida	<b>Department:</b> Sheriff's Office
---	--

<b>Presenter (Name and Title):</b> Sheriff Dan Guida	<b>Estimated Time Needed:</b>
---	-------------------------------

**Summary of Issue:**

The Township of White Pine has made a \$100.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with equipment purchases.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Recommendation to accept donation

**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:*

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

ADOPTED March 14, 2023

By Commissioner: xxx

**20230314-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:

Township of White Pine \$100.00

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

Township of White Pine Aitkin County Search and Rescue

**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.

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

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**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 14<sup>th</sup> day of March 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of March 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

**2S**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** 2022 Annual Apportionment of Forfeited Tax Sales

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	---	---

<b>Submitted by:</b> DJ Thompson	<b>Department:</b> Land
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<b>Presenter (Name and Title):</b> DJ Thompson, Land Commissioner	<b>Estimated Time Needed:</b> NA
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**Summary of Issue:**

The attached resolutions enables disbursement of forfeited tax sales per MS 282.08 - 282.09 and approved in the 2022 budget.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Adopt resolution for disbursement of forfeited tax sales to Auditor and gravel pit account.

**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:*

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

ADOPTED March 14, 2023

By Commissioner: xxx

**20230314-xxx**

**Transfer of 2022 Tax-Forfeited Funds**

**WHEREAS**, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$0.50 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2022 calendar year was \$30,000, and

**WHEREAS**, a gravel pit rehabilitation account has been established, and \$0.15 per yard of gravel taken out of county pits will be placed in this account, the 2022 amount to be placed in this account is \$98.15,

**NOW THEREFORE, BE IT RESOLVED**, that the amount of:

\$30,000 be transferred from the Forfeited Tax Sales Account (10-923-6900) to the County Auditor account (01-040-5590), AND

\$98.15 shall be transferred from the Forfeited Tax Sales Account (10-923-6900) to the Gravel Pit Account (11-936-5252).

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

FIVE MEMBERS PRESENT

All Members Voting xxx

**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 14<sup>th</sup> day of March 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>h</sup> day of March 2023**

\_\_\_\_\_  
Jessica Seibert – County Administrator





# Board of County Commissioners Agenda Request

**2T**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Application to Make Retail Sales of Cigarette & other Tobacco Products

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	--	---

<b>Submitted by:</b> Christy M. Bishop	<b>Department:</b> Auditor
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<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

Application for License to Sell Tobacco Products

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Motion to approve Applications for License to Sell Tobacco Products, subject to completion of all paperwork and signatures on same. See attached Motion.

**Financial Impact:**

*Is there a cost associated with this request?*       Yes       No

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

*Is this budgeted?*       Yes       No      *Please Explain:*

Motion by Commissioner x, seconded by Commissioner x and carried, all members voting yes to approve the following **Applications for License to Sell Tobacco Products** through the period **ending March 31, 2024**, *subject to the completion of all paperwork in full*:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 Blue Moose on the Lake, Inc., d/b/a **Blue Moose on the Lake** – Shamrock Township
- # 04 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 05 DG Retail, LLC, d/b/a **Dollar General Store #18887** – City of McGregor
- # 06 DG Retail, LLC, d/b/a **Dollar General Store #20648** – City of Hill City
- # 07 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 08 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 09 N5 Corporation, d/b/a **Fisherman's Bay** – Workman Township
- # 12 Holiday Station Stores, Inc. d/b/a **Holiday Station Stores, Inc.** – City of McGregor
- # 14 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 15 Rudra Malmo LLC, d/b/a **Malmo Market** – Malmo Township
- # 16 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 18 Minnesota National Golf Club & Resort, LLC, d/b/a **Minnesota National Golf Club & Resort** – Workman Township
- # 19 HPALLC.LLC d/b/a **One Stop Mini Mart** – Malmo Township
- # 20 Prairie River Retreat Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 21 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 23 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 24 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 25 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 26 Ukura's Big Dollar, LLC, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 26B Ukura's Bottle Shop LLC, d/b/a **Ukura's Bottle Shop** – Jevne Township
- # 27 Village Pump Saloon, LLC, d/b/a **Village Pump Saloon** – City of Tamarack



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Northland Reliability Project

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> Brittany Searle	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Minnesota Power and Great River Energy	<b>Estimated Time Needed:</b> 30 Minutes
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**Summary of Issue:**

Minnesota Power and Great River Energy are working together to build the Northland Reliability Project. This new, approximately 150-mile, double-circuit 345-kV transmission line, will support continued reliable electric service in northern and central Minnesota. We are in the process of updating our website, but if you're looking for additional information (study area map, overview, etc.) it can be found here: [www.northlandreliabilityproject.com](http://www.northlandreliabilityproject.com).

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Discussion Only

**Financial Impact:**

Is there a cost associated with this request?       Yes       No

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

Is this budgeted?       Yes       No      *Please Explain:*



# Board of County Commissioners Agenda Request

**4A**  
Agenda Item #

**Requested Meeting Date:** 3-14-23

**Title of Item:** Approve MnDOT Grant Agreements - SP 001-611-003

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**  
 Construction Contract 20231 for SP 001-611-003 - reconstruction of 3.2 miles of Aitkin CH 11 - was awarded at the January 24, 2023 Board Meeting.

A Local Road Improvement Program (LRIP) grant has been awarded for this project. Attached is MnDOT Agreement No. 1052737 which is needed to receive the grant amount of \$1,000,000.

A Local Bridge Replacement Program (LBRP) grant was also awarded for this project for the replacement of the culvert bridge in the Ripple River. Attached is MnDOT Agreement No. 1052744 which is needed to receive this grant in the amount of \$147,679.85.

In additional to these grant amounts, this project is the recipient of a \$2,200,000 federal Surface Transportation Block Grant (STBG). The remaining \$874,002 cost of the \$4,227,400.75 project cost will utilize state-aid construction funds.

The County Attorney has reviewed these agreements and found it to be appropriate as to form and content.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
 Approve attached resolution authorizing the county engineer to execute these agreements.

**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: xxx

20230314-xxx

**RESOLUTION**  
**Exhibit E for Grant Agreement to State Transportation Fund**  
**Local Road Improvement Program**  
**Grant Terms and Conditions**  
**SAP 001-611-003**  
**3-14-23**

**WHEREAS**, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this project is available; and

**WHEREAS**, the amount of the grant has been determined to be **\$1,000,000.00** by reason of the lowest responsible bid;

**NOW THEREFORE**, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

**RESOLUTION**  
**For Agreement to State Transportation Fund**  
**Local Bridge Replacement Program**  
**Grant Terms and Conditions**  
**SAP 001-611-003**  
**3-14-23**

**WHEREAS**, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 01J48; and

**WHEREAS**, the Commissioner of Transportation has given notice that funding for this project is available; and

**WHEREAS**, the amount of the grant has been determined to be **\$ 147,679.85** by reason of the lowest responsible bid;

**NOW THEREFORE**, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**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 14<sup>th</sup> day of March 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of March 2023**

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Jessica Seibert  
County Administrator

**LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)  
 GRANT AGREEMENT**

**This Agreement** between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.52 and pursuant to Minn. Laws 2020, 5th Special Session, Chapter 3- H.F. 1. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

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

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

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LRIP Funds	Amount of Required Matching Funds	Completion Date
SP 001-611-003	\$1,000,000.00	\$3,079,720.89	December 31, 2027

3. Total Amount of LRIP Grant for all projects under this Agreement: \$ 1,000,000.00

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

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

5. Additional requirements, if any:
  
6. Any modification of this Agreement must be in writing and signed by both parties.

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



**PUBLIC ENTITY (GRANTEE)**

**DEPARTMENT OF TRANSPORTATION**  
*Approval and Certifying Encumbrance*

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
State Aid Programs Manager

Date: \_\_\_\_\_

**Office of Contract Management**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Contract Administrator

Date: \_\_\_\_\_

**EXHIBIT A**

**SOURCES AND USES OF FUNDS SCHEDULE**

<b>SOURCES OF FUNDS</b>		<b>USES OF FUNDS</b>	
<b>Entity Supplying Funds</b>	<b>Amount</b>	<b>Expenses</b>	<b>Amount</b>
<b>State Funds:</b>		<b>Items Paid for with LRIP Grant Funds:</b>	
LRIP Grant (Acct 331)	<u>\$1,000,000.00</u>	Roadway, curb and gutter, storm sewer	\$1,000,000.00
Other:		Bridge Construction	\$147,679.85
LBRP MVLST Grant (under grant agreement 1052744)	\$147,679.85		
			\$
			\$
Subtotal	\$1,147,679.85	Subtotal	\$1,147,679.85
<b>Public Entity Funds:</b>		<b>Items paid for with Non-LRIP Grant Funds:</b>	
Matching Funds	\$879,720.89	Salvage Signs	\$ 5,719.00
Local Match		Bridge Construction	\$160,705.65
Other:		Roadway, curb and gutter, storm sewer	\$2,913,296.25
Federal Funds (STBG)	\$2,200,000.00		\$
	\$		\$
	\$		
Subtotal	\$3,079,720.89	Subtotal	3,079,720.89
<b>TOTAL FUNDS</b>	<u>\$ 4,227,400.75</u>	<b>TOTAL PROJECT COSTS</b>	<u>\$ 4,227,400.75</u>

**EXHIBIT B**

PROJECT SCHEDULE

Letting Date of SP 001-611-003 – January 17, 2023  
Award Date – February 2, 2023  
Construction Start Date - TBD  
Construction Substantial Complete Date – October 20, 2023  
Contract Final Completion Date – December 31, 2027

**EXHIBIT C**

**BOND FINANCED PROPERTY CERTIFICATION**

State of Minnesota  
General Obligation Bond Financed Property

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

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

Date: \_\_\_\_\_, 20\_\_

**Aitkin County**  
*[name of Public Entity grantee]*, a political subdivision of the State of Minnesota

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Attachment 1 to Exhibit C**

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on County State Aid Highway 11 between approximately 257 Ft. W of the W. County Line & U.S. Hwy 169, approximately 8.1 miles S of Aitkin from approximately 1139 Ft. S of W  $\frac{1}{4}$  Cor. Of Sec. 6, T45N, R27W to approximately 27.8 Ft. W of N.W. Cor. Of Sec. 10, T45N, R27W

**EXHIBIT D**

GRANT APPLICATION

Attach the grant application for the project

**EXHIBIT E**

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

**RESOLUTION**  
**Exhibit E for Grant Agreement to State Transportation Fund**  
**Local Road Improvement Program**  
**Grant Terms and Conditions**  
**SAP 001-611-003**  
*Date*

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

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

WHEREAS, the amount of the grant has been determined to be **\$1,000,000.00** by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

**County' Signatures**



## EXHIBIT F

### GENERAL TERMS AND CONDITIONS FOR LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) GRANTS

#### Article I DEFINITIONS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

“LRIP” - means the Local Road Improvement Program pursuant to Minn. Stat. Sec. 174.52 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

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

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

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

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

## **Article II**

### **GRANT**

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

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

Section 2.03 **Use of Grant Proceeds.** The Public Entity shall use the LRIP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one of the following applicable activities: (i) preliminary, final construction and engineering and administration (ii) constructing or reconstructing city streets, county highways, or town roads with statewide or regional significance that have not been fully funded through other state, federal, or local funding sources; or (iii) capital improvement projects on county state-aid highways that are intended primarily to reduce traffic crashes, deaths, injuries, and property damage. The Public Entity shall not use the LRIP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Section 2.11 Termination of Agreement and Modification of LRIP Grant.**

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

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

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

**Article III**

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

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

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

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

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

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

#### **Article IV** **DISBURSEMENT OF GRANT PROCEEDS**

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

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

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate

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

Formula #1:

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

Formula #2:

$$\text{Cumulative Advances} \leq (\text{Program Grant}) \times (\text{percentage of Project completed})$$

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

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

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

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

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

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



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

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

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

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

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

## **Article V MISCELLANEOUS**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 5.10 **Waiver.** Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any

breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

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

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

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

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

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

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

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

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

**Section 5.19 Non-Discrimination.** The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in

Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

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

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

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

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

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

Section 5.25 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

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

Section 5.27 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.

Section 5.28 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

**STATE OF MINNESOTA  
LOCAL BRIDGE REPLACEMENT PROGRAM  
GRANT AGREEMENT**

This agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State"), and ("Grantee"):

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

Aitkin County Highway Department  
1211 Air Park Drive  
Aitkin, MN 56431

Contact: John Welle – 218-927-7469

**RECITALS**

1. Minnesota Statutes § 297A.815, subd. 3(d) and § 174.50, subd. 6-7 authorize the State to enter into this agreement.
2. Grantee has been awarded Local Bridge Replacement Program (LBRP) funds under Minn. Stat. § 174.50, subd. 6-7.
3. Grantee represents that it is duly qualified and agrees to perform all services described in this agreement to the satisfaction of the State. Pursuant to [Minn.Stat. §16B.98](#), Subd.1, Grantee agrees to minimize administrative costs as a condition of this agreement.

**AGREEMENT TERMS**

**1 Term of Agreement, Survival of Terms, and Incorporation of Exhibits**

- 1.1 **Effective Date.** This agreement will be effective on the date the State obtains all required signatures under [Minn. Stat. §16B.98](#), Subd. 5. As required by [Minn.Stat. §16B.98](#) Subd. 7, no payments will be made to Grantee until this agreement is fully executed. Grantee must not begin work under this agreement until this agreement is fully executed and Grantee has been notified by the State's Authorized Representative to begin the work.
- 1.2 **Expiration Date.** This agreement will expire on **December 31, 2027**, or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this agreement, including, without limitation, the following clauses: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 11. Workers Compensation; 12. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.
- 1.4 **Exhibits.** Exhibit A: Sources and Uses of Funds Schedule; Exhibit B: Grant Application; and Exhibit C: Grantee Resolution Approving Grant Agreement are attached and incorporated into this agreement.

**2 Grantee's Duties**

- 2.1 Grantee will conduct one or more of the following activities in accordance with its grant application, or in the case of legislatively selected projects, in accordance with the enabling session law, which is attached to this Agreement as Exhibit B: (i) constructing or reconstructing a bridge, (ii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iii) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient.
- 2.2 Grantee will comply with all required grants management policies and procedures set forth through [Minn.Stat. §16B.97](#), Subd. 4 (a) (1).
- 2.3 **Asset Monitoring.** If Grantee uses funds obtained by this agreement to acquire a capital asset, the Grantee is required to use that asset for a public purpose for the normal useful life of the asset. Grantee may not sell or change the purpose of use for the capital asset(s) obtained with grant funds under this agreement without the prior written consent of the State and an agreement executed and approved by the same parties who executed and approved this agreement, or their successors in office.

**3 Time**

- 3.1 Grantee must comply with all the time requirements described in this agreement. In the performance of this grant agreement, time is of the essence.

#### 4 Consideration and Payment

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

4.1.1 **Compensation.** Grantee will be reimbursed for actual, incurred costs that are eligible under Minn. Stat. § 174.50, subd 6-7. Grantee shall use this grant solely to reimburse itself for expenditures it has already made to pay for the costs of one or more of the activities listed under section 2.1.

4.1.2 **Sources and Uses of Funds.** Grantee represents to State that the Sources and Uses of Funds Schedule attached as Exhibit A accurately shows the total cost of the project and all of the funds that are available for the completion of the project. Grantee agrees that it will pay for any costs that are ineligible for reimbursement and for any amount by which the costs exceed State's total obligation in section 4.1.3. Grantee will return to State any amount appropriated but not required.

4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to Grantee under this agreement will not exceed **\$147,679.85.**

#### 4.2 Payment

4.2.1 **Invoices.** Grantee will submit state aid pay requests for reimbursements requested under this grant agreement. The State will promptly pay Grantee after Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services.

4.2.2 **All Invoices Subject to Audit.** All invoices are subject to audit, at State's discretion.

4.2.3 **State's Payment Requirements.** State will promptly pay all valid obligations under this agreement as required by Minnesota Statutes §16A.124. State will make undisputed payments no later than 30 days after receiving Grantee's invoices and progress reports for services performed. If an invoice is incorrect, defective or otherwise improper, State will notify Grantee within ten days of discovering the error. After State receives the corrected invoice, State will pay Grantee within 30 days of receipt of such invoice.

4.2.4 **Grant Monitoring Visit and Financial Reconciliation.** During the period of performance, the State will make at least annual monitoring visits and conduct annual financial reconciliations of Grantee's expenditures.

4.2.4.1 The State's Authorized Representative will notify Grantee's Authorized Representative where and when any monitoring visit and financial reconciliation will take place, which State employees and/or contractors will participate, and which Grantee staff members should be present. Grantee will be provided with at least seven calendar days of notice prior to any monitoring visit or financial reconciliation.

4.2.4.2 Following a monitoring visit or financial reconciliation, Grantee will take timely and appropriate action on all deficiencies identified by State.

4.2.4.3 At least one monitoring visit and one financial reconciliation must be completed prior to final payment being made to Grantee.

4.2.5 **Unexpended Funds.** The Grantee must promptly return to the State at grant closeout any unexpended funds that have not been accounted for in a financial report submitted to the State.

4.2.6 **Closeout.** The State will determine, at its sole discretion, whether a closeout audit is required prior to final payment approval. If a closeout audit is required, final payment will be held until the audit has been completed. Monitoring of any capital assets acquired with grant funds will continue following grant closeout.

4.3 **Contracting and Bidding Requirements.** If Grantee is a municipality as defined by Minn. Stat. § 471.345, subdivision 1, then Grantee shall comply with the requirements of Minn. Stat. § 471.345 for all procurement under this Agreement.

#### 5 Conditions of Payment

All services provided by Grantee under this 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 Representatives

6.1 The State's Authorized Representative is:



Marc Briese,  
Programs Engineer,  
MnDOT State Aid Office  
395 John Ireland Boulevard, MS 500  
St. Paul, MN 55155  
Office: 651-366-3802  
marc.briese@state.mn.us

or his/her successor. State's Authorized Representative has the responsibility to monitor Grantee's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2 Grantee's Authorized Representative is:

Aitkin County Highway Department  
John Welle (or successor)  
Aitkin County Engineer  
1211 Air Park Drive  
Aitkin, MN 56431  
Phone: 218-927-3741  
jwelle@co.aitkin.mn.us.

If Grantee's Authorized Representative changes at any time during this agreement, Grantee will immediately notify the State.

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

- 7.1 **Assignment.** The Grantee may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this 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 agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or the State's right to subsequently enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement contains all negotiations and agreements between the State and Grantee. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.
- 7.5 **Electronic Records and Signatures.** The parties agree to contract by electronic means. This includes using electronic signatures and converting original documents to electronic records.
- 7.6 **Certification.** By signing this Agreement, the Grantee certifies that it is not suspended or debarred from receiving federal or state awards.

8 **Liability**

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

9 **State Audits**

Under Minn. Stat. § 16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of Grantee, or other party relevant to this grant agreement or transaction, are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this 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. Grantee will take timely and appropriate action on all deficiencies identified by an audit.

## 10 Government Data Practices and Intellectual Property Rights

10.1 **Government Data Practices.** 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 agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this agreement. The civil remedies of [Minn. Stat. §13.08](#) apply to the release of the data referred to in this clause by either Grantee or the State.

## 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 Governing Law, Jurisdiction, and Venue

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

## 13 Termination; Suspension

13.1 **Termination by the State.** The State may terminate this 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 services satisfactorily performed.

13.2 **Termination for Cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that Grantee has been convicted of a criminal offense relating to a state grant agreement, 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.

13.3 **Termination for Insufficient Funding.** The State may immediately terminate this agreement if:

13.3.1 It does not obtain funding from the Minnesota Legislature; or

13.3.2 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 agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State will provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

13.4 **Suspension.** The State may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Grantee during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.

## 14 Data Disclosure

Under [Minn. Stat. § 270C.65](#), Subd. 3, and other applicable law, 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.

15 **Fund Use Prohibited.** The Grantee will not utilize any funds received pursuant to this Agreement to compensate,

either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Grantee from utilizing these funds to pay any party who might be disqualified or debarred after the Grantee's contract award on this Project.

**16 Discrimination Prohibited by Minnesota Statutes §181.59.** Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.

**17 Limitation.** Under this Agreement, the State is only responsible for receiving and disbursing funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Grantee, however, the Grantee will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Grantee's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

## **18 Additional Provisions**

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

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

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

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

of non-compliance as determined by State.

**18.5 Use, Maintenance, Repair and Alterations.** The Grantee shall not, without the written consent of the State and the Commissioner, (i) permit or allow the use of any of the property improved with these grants funds (the Real Property) for any purpose other than in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city street or for other uses customarily associated therewith, such as trails and utility corridors, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in section (i), (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

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

**[The remainder of this page has intentionally been left blank.]**

**GRANTEE**

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

***Approval and Certifying Encumbrance***

By: \_\_\_\_\_

(with delegated authority)

Title: State Aid Programs Manager

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION  
CONTRACT MANAGEMENT**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT A**

**SOURCES AND USES OF FUNDS SCHEDULE**

<b>SOURCES OF FUNDS</b>		<b>USES OF FUNDS</b>	
<b>Entity Supplying Funds</b>	<b>Amount</b>	<b>Expenses</b>	<b>Amount</b>
<b>State Funds:</b>		<b>Items Paid for with LBRP</b>	
LBRP MVLST Grant (Acct 329)	<u>\$147,679.85</u>	<b>MVLST Grant Funds:</b>	
Other:		Bridge Construction	\$147,679.85
		Roadway, curb and gutter, storm sewer	\$1,000,000.00
LRIP Grant (under grant agreement 1052737)	<u>\$1,000,000.00</u>		\$
	\$		\$
			\$
Subtotal	<u>\$1,147,679.85</u>	Subtotal	<u>\$1,147,679.85</u>
<b>Public Entity Funds:</b>		<b>Items paid for with Non-</b>	
Matching Funds		<b>LBRP General Fund</b>	
Local Match		<b>Grant Funds:</b>	
Other:	\$879,720.89	Salvage Signs	<u>\$5,719.00</u>
		Roadway, curb and gutter, storm sewer	<u>\$2,913,296.25</u>
Federal Funds (STBG)	\$2,200,000.00	Bridge Construction	<u>\$160,705.64</u>
Subtotal	<u>\$3,079,720.89</u>	Subtotal	<u>\$3,079,720.89</u>
<b>TOTAL FUNDS</b>	<u>\$4,227,400.75</u>	<b>TOTAL PROJECT COSTS</b>	<u>\$4,227,400.75</u>

**EXHIBIT B**

GRANT APPLICATION

Attach the grant application for the project

**EXHIBIT C**

**GRANTEE RESOLUTION APPROVING GRANT AGREEMENT**

**RESOLUTION**  
**For Agreement to State Transportation Fund**  
**Local Bridge Replacement Program**  
**Grant Terms and Conditions**  
**SAP 001-611-003**  
*Date*

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 01J48; and

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

WHEREAS, the amount of the grant has been determined to be \$ 147,679.85 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

**County Signatures**





# Board of County Commissioners Agenda Request

**5A**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Northern Waters Land Trust Support Letter

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> DJ Thompson	<b>Department:</b> Land
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<b>Presenter (Name and Title):</b> DJ Thompson, Land Commissioner	<b>Estimated Time Needed:</b> 5 Minutes
--	--

**Summary of Issue:**

The Minnesota Department of Natural Resources began a project to determine if the state should attempt to acquire some of the former Potlatch lands in 14 northern Minnesota counties now owned by The Conservation Fund. In December, the County Board signed a letter of support for that project.

Since then, the Northern Waters Land Trust (NWLTL) has stepped in and will be submitting a grant proposal to the Outdoor Heritage Fund to acquire lands that the DNR is not interested in but others, including counties and tribal governments, are interested in. This includes 8 parcels of land in Spalding Township that the NWLTL, after acquisition, would transfer to Aitkin County for permanent conservation management and protection.

NWLTL is requesting the County Board confirm its support of the project.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Sign letter of support for Northern Waters Land Trust proposal to acquire then transfer land to Aitkin County.

**Financial Impact:**

*Is there a cost associated with this request?*       Yes       No

*What is the total cost, with tax and shipping? \$* There is no direct cost.

*Is this budgeted?*       Yes       No      *Please Explain:*



## AITKIN COUNTY ADMINISTRATION

---

Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 310  
Aitkin, MN 56431

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

March 14, 2023

Northern Waters Land Trust  
Kathy DonCarlos  
Land Conservation Coordinator  
P.O. Box 124  
800 Minnesota Ave. W  
Walker, MN. 56484

Dear Ms. DonCarlos,

This is to confirm Aitkin County Board of Commissioners supports the Northern Waters Land Trust (NWLT) work to acquire eight (8) parcels of land currently owned by The Conservation Fund in Spalding Township, Aitkin County.

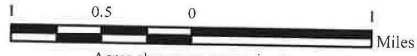
NWLT will be submitting a grant proposal to the Outdoor Heritage Fund on behalf of counties and tribal governments for this purchase. It is understood between Aitkin County and the NWLT that once acquired, these lands will be transferred to the county for permanent conservation management and protection.

Sincerely,

J. Mark Wedel  
County Board Chair



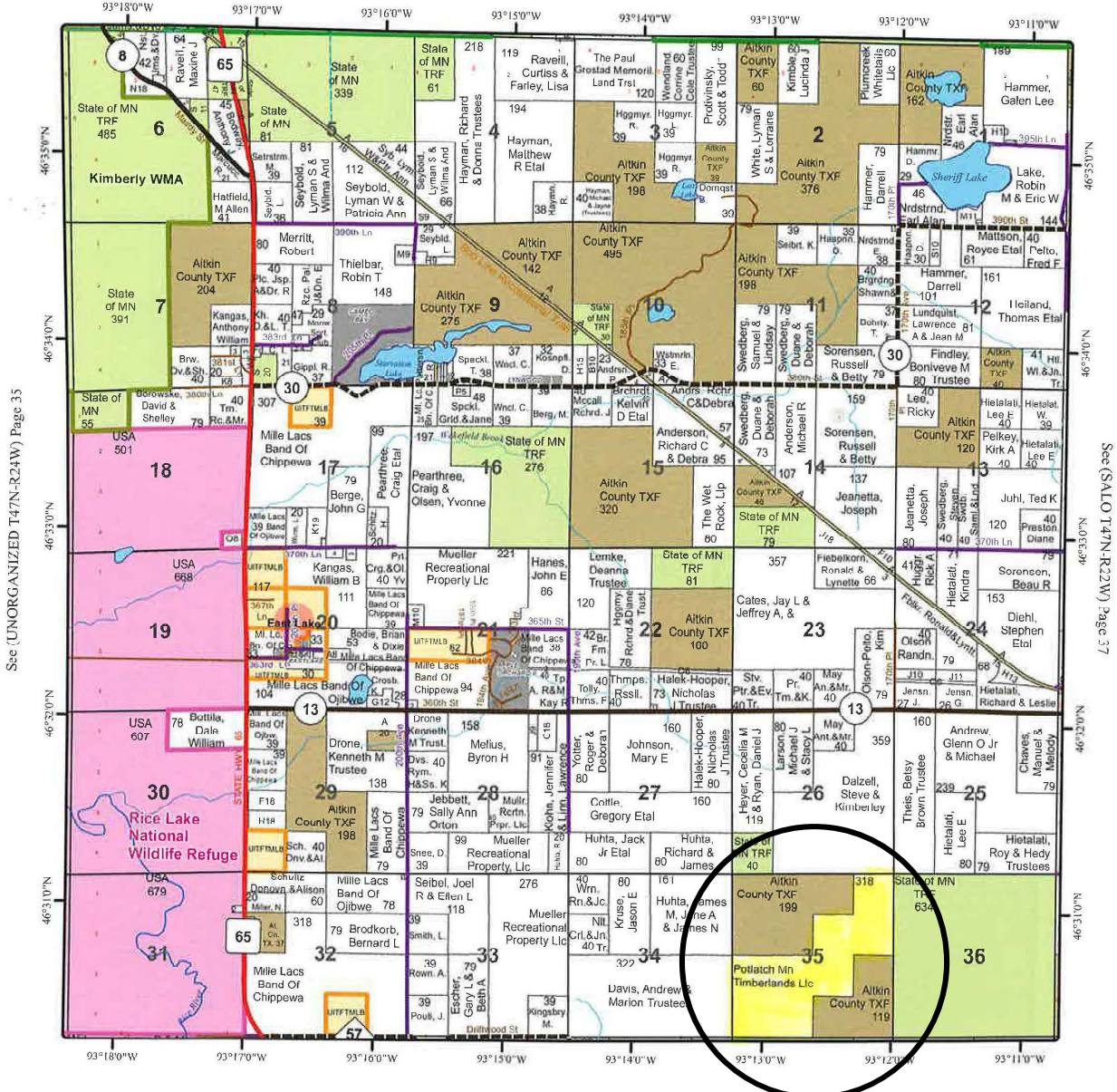
# SPALDING T47N-R23W



Acres shown are approximate.  
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Sec (MC GREGOR T48N-R23W) Page 42



See (UNORGANIZED T47N-R24W) Page 33

See (SALTO T47N-R22W) Page 37

PID #	Acres	Section	Township	Range
30-0-057300	40	35	47	23
30-0-057500	40	35	47	23
30-0-057600	40	35	47	23
30-0-058100	40	35	47	23
30-0-058200	40	35	47	23
30-0-058300	40	35	47	23
30-0-058400	40	35	47	23
30-0-058600	40	35	47	23



# Board of County Commissioners Agenda Request

6A

Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Approve Transformative Learning Institute Contract

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 Min.
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**Summary of Issue:**

Attached is a contract for strategic planning services, development of a continuous revitalization system (similar to LEAN processing), and change-leadership workshops.

A clear, comprehensive strategic plan is recommended to prioritize county efforts, effectively allocate resources, align stakeholder goals, and ensure goals are backed by data and sound reasoning. This is especially important and valuable with new senior leadership in place.

Like most employers, Aitkin County is also seeing the effects of a very tight labor market. It is more important than ever to be "an employer of choice". Providing leadership and staff the tools needed to ensure meaningful, vision-centered, and engaging work is necessary to attract and retain qualified staff.

The Personnel Committee unanimously recommends approval of the attached contract for services with the Transformative Learning Institute. The Aitkin County Board has previously approved all funds for this project over the past two years with reserve requests and 2023 budget.

While the County Attorney recommends liability insurance based on MCIT recommendations of \$2,000,000/occurrence and \$4,000,000 aggregate, the County Administrator is asking for approval with limits listed in the contract. Further discussion will be had at the meeting.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Approve contract with Transformative Learning Institute.

**Financial Impact:**

Is there a cost associated with this request?       Yes       No

What is the total cost, with tax and shipping? \$ 140,000.00

Is this budgeted?       Yes       No      *Please Explain:*

\$109,000 currently approved in reserve dollars. The remaining amount was approved in the 2023 Central Services budget.



# Board of County Commissioners Agenda Request

**6B**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b> 5 min
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**Summary of Issue:**  
Administrator Updates

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Discussion Only

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



# Board of County Commissioners Agenda Request

**7A**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Ratify Local #504 Licensed Essential Unit 2023-2025 Agreement

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> Bobbie Danielson	<b>Department:</b> Human Resources
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<b>Presenter (Name and Title):</b> Bobbie Danielson - Human Resources Director	<b>Estimated Time Needed:</b> 5 Minutes
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**Summary of Issue:**

The contract language is being finalized at the time of submission.

The contract will be available at the meeting.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Motion to Ratify Local #504 Licensed Essential 2023-2025 Agreement

**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

**8A**  
Agenda Item #

**Requested Meeting Date:** March 14, 2023

**Title of Item:** Closed Session under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
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<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert - County Administrator	<b>Estimated Time Needed:</b> 30 Minutes
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**Summary of Issue:**  
 Closed Session for Attorney-Client privilege, Authorized under Minn. Stat. 13D.05, subd. 3(b)  
 - PERA Disability Appeal

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
 Discussion Only

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



# Board of County Commissioners Agenda Request

**8B**

Agenda Item #

**Requested Meeting Date:**

**Title of Item:**

<p>REGULAR AGENDA</p> <p>CONSENT AGENDA</p> <p>INFORMATION ONLY</p>	<p><b>Action Requested:</b></p> <p style="padding-left: 20px;">Approve/Deny Motion</p> <p style="padding-left: 20px;">Adopt Resolution (attach draft)</p> <p style="text-align: right; font-size: 10pt;"><i>*provide copy of hearing notice that was published</i></p>	<p>Direction Requested</p> <p>Discussion Item</p> <p>Hold Public Hearing*</p>
<b>Submitted by:</b>		<b>Department:</b>
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<p><b>Summary of Issue:</b></p>		
<p><b>Alternatives, Options, Effects on Others/Comments:</b></p>		
<p><b>Recommended Action/Motion:</b></p>		
<p><b>Financial Impact:</b></p> <p><i>Is there a cost associated with this request?</i>                      Yes                      No</p> <p><i>What is the total cost, with tax and shipping? \$</i></p> <p><i>Is this budgeted?</i>                      Yes                      No                      <i>Please Explain:</i></p>		





## Aitkin County Board of Commissioners Committee Reports Forms

# 9A

Agenda Item #

Committee	Freq	Scheduled	Representative
<b>Association of MN Counties (AMC)</b>			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Leiviska
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly Sept. to May	1x a month, 3rd Wed.	Kearney, Alt. Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly (begin Feb.)	3rd Wednesday	Kearney, ALT. Leiviska
Arrowhead Regional Development Comm.	Quarterly	3rd Thursday	Leiviska Alt. Sample
ATV Committee	Monthly		Sample and Westerlund
Big Sandy Lake Management Plan	Monthly	2nd Wednesday	Sample Alt. Kearney
Brainerd 1 Watershed 1 Plan	Monthly	4th Tuesday	Wedel
Budget Committee	Monthly	1st Tuesday	Westerlund and Wedel
East Central Regional Library Board	Monthly	2nd Monday	Leiviska Alt. Sample
Economic Development	Monthly	4th Wednesday	Wedel and Sample
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Kearney and Sample
Extension	4x year	Monday	Kearney Alt. Westerlund
Facilities/Technology	As needed		Wedel and Westerlund
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Leiviska
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Kearney
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
NE MN Office Job Training	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Sample, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Westerlund and Wedel
Planning Commission	Monthly	3rd Monday	Westerlund Alt. Kearney
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River Watershed	Monthly	4th Monday	Sample Alt. Leiviska
Snake River 1W1P Policy			Sample, Alt. Leiviska
Sobriety Court	Bi-Monthly	3rd Thursday	Wedel
Solid Waste Advisory	As needed		Wedel and Sample
Toward Zero Deaths	Monthly	2nd Wednesday	Wedel
Tri-County Community Health Services	Bi-Monthly	2nd Thursday	Westerlund