



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** June 13, 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: **2550 959 3360**

Meeting Password: **7282**

**12:20 p.m.**

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

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

**12:20 p.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 give minutes but will take the information and finds 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-**  
May 23, 2023 - June 13, 2023
  - B) Approve County Board Minutes-**  
May 23, 2023
  - C) Approve Electronic Funds Transfers**
  - D) Approve Commissioner's Vouchers**  
5/26/2023
  - E) Approve Manual Warrants/Voids/Corrections-**  
ELAN 5-11-23
  - F) Approve Manual Warrants/Voids/Corrections-**  
ELAN 5-11-23
  - G) Approve Auditor Vouchers-**  
School Advances 5-23-23
  - H) Approve Manual Warrants/Voids/Corrections-**  
5-25-23
  - I) Approve Auditor Vouchers-**  
Tax Overpays 5-31-23
  - J) Approve Manual Warrants/Voids/Corrections-**  
5/31/2023
  - K) Approve Manual Warrants/Voids/Corrections-**  
Commissioner Warrants 6-9-23
  - L) Approve-**  
Comm Corr Sobriety Court Grant Agreement
  - M) Adopt Resolution-**  
App for Temp On sale liquor Lic. AFDRA
  - N) Adopt Resolution-**  
LG220 App for Exempt Permit: Wealtwood Club
  - O) Adopt Resolution-**  
App for Temp On sale liquor Lic. Isle Lions Club
  - P) Approve-**  
Appr Contrb to Nat Ctr for Public Lands Counties
  - Q) Approve Commissioner's Vouchers**  
Auditor's Warrant P&Z 6-2-23
  - R) Approve Manual Warrants/Voids/Corrections-**  
ELAN 5-25-23
  - S) Adopt Resolution-**  
SR Donation Mille Lacs Corporate Ventures
  - T) Approve-**  
Purchase of new Ford Pickup Truck
  - U) Approve-**  
Jail Gym Floor Replacement
  - V) Approve Commissioner's Vouchers**  
Commissioners Warrants 6-9-23

12:25 p.m.

- 3) **Bobbie Danielson – Human Resources Director**  
A) **Approve Personnel Policy Update / Selection of Finalists**  
B) **Approve Juneteenth MOAs and Policy Update**

12:35 p.m.

- 4) **Jessica Seibert – County Administrator**  
A) **Northland Reliability Project / Zach Golkowski- Discussion Only**

1:00 p.m.

- 5) **Jessica Seibert – County Administrator**  
A) **MCIT Report / Gerd Clabaugh- Discussion Only**

1:30 p.m.

- 6) **Andrew Carlstrom – Environmental Services Director**  
A) **Public Hearing for NE MN Regional Waste Plan**  
B) **Adopt Resolution for NE MN Regional Waste Plan**  
C) **Adopt Resolution for Dem-Com Companies Certificate of Need**

1:50 p.m.

- 7) **Mark Jeffers – Economic Development Coordinator**  
A) **Approve Naturally Better Brand Logo**  
B) **Approve Business Development and Recreation Grant Awards**  
C) **Approve Revitalization Grant Awards**

2:10 p.m.

- 8) **Jessica Seibert – County Administrator**  
A) **Approve Aitkin Airport Agreement**  
B) **Administrator Updates**

2:20 p.m.

- 9) **Board of Commissioners**  
A) **Committee Updates**

**ADJOURN**



AITKIN COUNTY BOARD OF COMMISSIONERS

May 23, 2023

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 9:08 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

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA - \* As amended for Item 4A, set public hearing

Motion to: Approve the agenda, as amended.

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

1.D HEALTH AND HUMAN SERVICES (SEPARATE AGENDA)

1.E Citizens Public Comment by:

Ken Heintzman with Representative Stauber's office provided an update.

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-

May 10, 2023 - May 22, 2023

B) Approve County Board Minutes-

May 9, 2023

C) Approve Electronic Funds Transfers

<b>Total</b>	\$1,108,264.33
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D) Approve Commissioner's Vouchers

	General	HHS	Forest Dev	CRF	Total
	\$99,958.81	\$28,222.27	\$320.89	\$6,321.00	
	\$15,000.00	\$5,240.50	\$19,411.05		
	\$52,445.39	\$28,256.80	\$30,303.40		\$285,480.11

E) Approve Auditor Vouchers-

Auditors Warrants 5-5-23

	General	R&B	Total
	\$49,997.39		
	\$35,262.10		\$85,259.49

F) Approve Auditor Vouchers-

Property Tax Overpays 5-12-23

	Tax&Prnty	Total
	\$1,044.70	
		\$1,044.70

G) Approve Auditor Vouchers-

Property Tax Overpays 5-19-23

	Tax&Prnty	Total
	\$6,228.00	
		\$6,228.00

H) Approve Manual Warrants/Voids/Corrections-

ELAN 4-27-23

	General	LLCC	Opioid Stt.
	\$5,053.79	\$57.16	\$16.03

Trust	\$16.95	HHS	\$185.31	R&B	\$131.96	Total	\$5,461.20
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**I) Approve Manual Warrants/Voids/Corrections-  
Mtg. Reg. & Deed Tax April 2023**

General	\$0.04						
State	\$40,082.88					Total	\$40,082.92

**J) Approve Manual Warrants/Voids/Corrections-  
NSF 5-8-23**

Tax&Pnlty	\$2,139.00						
						Total	\$2,139.00

**K) Approve Auditor Vouchers-  
Sale/Use & Diesel Tax April 2023**

General	\$168.79	LLCC	\$72.76				
R&B	\$1,123.34	Parks	\$100.35			Total	\$1,465.24

**L) Approve Manual Warrants/Voids/Corrections-  
Returned Pmt. 5-8-23**

Tax&Pnlty	\$1,008.00						
						Total	\$1,008.00

**M) Approve Manual Warrants/Voids/Corrections-  
WEX 5-4-23**

General	\$185.48						
						Total	\$185.48

**N) Approve Manual Warrants/Voids/Corrections-  
WEX 5-5-23**

General	\$5.00						
						Total	\$5.00

**O) Approve Manual Warrants/Voids/Corrections-  
WEX 5-10-23**

General	\$623.28						
						Total	\$623.28

**P) Approve Manual Warrants/Voids/Corrections-  
WEX 5-11-23**

General	\$594.56						
						Total	\$594.56

**Q) Approve Manual Warrants/Voids/Corrections-  
WEX 5-15-23**

General	\$33.80						
						Total	\$33.80

**R) Approve Manual Warrants/Voids/Corrections-  
WEX 5-16-23**

General	\$119.40						
						Total	\$119.40

**S) Approve Manual Warrants/Voids/Corrections-  
ACLD Refunds 5-4-23**

Parks	\$130.00						
						Total	\$130.00

**T) Approve Manual Warrants/Voids/Corrections-  
ACLD Refunds 5-8-23**

Parks	\$70.00						
						Total	\$70.00

**U) Approve Manual Warrants/Voids/Corrections-  
Camp Refund 5-11-23**

Parks	\$10.00						
						Total	\$10.00

**V) Approve Manual Warrants/Voids/Corrections-  
Camp Refund 5-15-23**

Parks	\$30.00						
						Total	\$30.00

**W) Adopt Resolution-  
LG220 App for Exempt Permit Lawler Community Club**

**X) Adopt Resolution-  
Veteran Van Donation**

**Y) Adopt Resolution-  
St. Louis County Sheriff's Office Mutual Aid Agreement**

**Z) Adopt Resolution-**

- 2023 State of MN B&W Safety Grant Agreement
- AA) Adopt Resolution-**  
2023 State of MN Fed Supplemental Grant
- AB) Adopt Resolution-**  
Local Emergency Funding Request
- AC) Adopt Resolution-**  
SR Donation - Idun Township
- AD) Adopt Resolution-**  
SR Donation - Lakeside Township
- AE) Adopt Resolution-**  
SR Donation - Turner Township
- AF) Adopt Resolution-**  
SR Donation - Seavey Township
- AG) Adopt Resolution-**  
SR Donation - Beaver Township
- AH) Approve-**  
Affidavit for Duplicate of Lost Warrant

## Regular Agenda

3A Bobbie Danielson – Human Resources Director

**Motion to:**

Approve Personnel Committee Recommendations

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

4A Andrew Carlstrom – Environmental Services Director

**Informational Only \*AMENDED\***

Northeast Minnesota Regional Waste Plan - Discussion Only

<b>RESULT:</b>	APPROVED (5 TO 0)
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
	*Set Public hearing for June 13th, 2023 at 1:30pm at Government Center

5A Mark Jeffers – Economic Development Coordinator

**Informational Only**

Naturally Better Branding Update - Discussion Only

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

6A John Welle – County Engineer

**Motion to:**

Set Public Hearing Date - Partial Ditch Abandonment

<b>RESULT:</b>	APPROVED (4 TO 0)
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Travis Leiviska
	*Set hearing for July 11th, 2023 at 10:00am at Government Center
	* 4-0, Commissioner Bret Sample abstained

**\*\*Commissioner Michael Kearney left meeting at 10:57am\*\***

7A Jessica Seibert – County Administrator

**Informational Only**

Commissioner Fair Booth, Commissioner Leiviska - Discussion Only

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

7B Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

DHS Mtg / Interviews: Jeff Schmitt 5/30 / Tom Sanbeck's retirement / Budget memos / FEMA call- flood elevation certs submitted / 1:1's / MACA Ex. Committee / Over next few weeks reviewing legislation.
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8A Committee Reports

Snake River 1W1P / Aitkin County Historical Society / Mille Lacs Watershed / MN Rural Counties / Personnel / Aitkin County Health & Human Services / Aitkin Economic Development Authority / Toward Zero Deaths / Facilities / Aitkin County Rivers and Lakes Fair.

**Motion to Adjourn**

Motion made at 11:49 a.m.

**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Bret Sample  
**Next Meeting:** Tuesday, June 13, 2023

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

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Jessica Seibert  
County Administrator

By Commissioner: Westerlund

20230523-045

Application for Exempt Permit

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue McGregor, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 11, 2023.)

Commissioner Westerlund 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

By Commissioner: Westerlund

20230523-047

**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:

Beaver Township   \$250.00

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

Beaver Township   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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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



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

ADOPTED May 23, 2023

By Commissioner: Westerlund

20230523-048

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:

Idun Township \$300.00

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

Idun Township 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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

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

ADOPTED May 23, 2023

By Commissioner: Westerlund

20230523-049

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:

Lakeside Township \$2,000.00

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

Lakeside Township 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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

By Commissioner: Westerlund

20230523-050

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:

Seavey Township \$400.00

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

Seavey Township 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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

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

ADOPTED May 23, 2023

By Commissioner: Westerlund

20230523-051

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:

Turner Township \$500.00

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

Turner Township 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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

By Commissioner: Westerlund

20230523-052

**2023 State of Minnesota Annual County Boat & Water Safety Grant Agreement**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the Fiscal Years 2022 State of Minnesota Annual County Boat & Water Safety Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff's Office, County Board Chair and County Administrator to sign the agreement in the amount of \$25,113.00 for the term of January 1, 2023 through June 30, 2024.

Commissioner Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

By Commissioner: Westerlund

20230523-053

**2023 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2023 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$5,500.00 for the term of May 12, 2023 through September 4, 2023.

Commissioner Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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

By Commissioner: Westerlund

20230523-054

**Veterans Office Donation – Wes Wilmo Memorial**

**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:

<u>Name of Donor</u>	<u>Amount</u>
Patricia and Bradley Buechele	\$35.00
David and Virginia Parent	\$35.00
Mary Jane Thompson	\$50.00
Bruce and Patricia Lien	\$50.00

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
All 4 donations listed above	To be used for Aitkin County Veteran Van Program

**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 Westerlund 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 23<sup>rd</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of May 2023

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



# Board of County Commissioners Agenda Request

20  
Agenda Item #

**Requested Meeting Date:** 6/13/2023

**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*
<b>Submitted by:</b> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Electronic Funds Transfer thru 6/5/23		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;"><i>Please Explain:</i></span>		

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



**ELECTRONIC FUNDS TRANSFER**

**Thru June 5, 2023 Board Meeting June 13, 2023**

<u>Abstract Number</u>	<u>Date</u>	<u>Amount</u>	<u>Reason</u>
21737	5/16/23	\$119.40	Manual Abstract
21738	5/19/23	\$668,886.26	Payroll Abstract
21740	5/19/23	\$6,092.29	Auditor Abstract
21741	5/23/23	\$12,984.53	Commissioner Abstract
21742	5/23/23	\$2,982,980.37	Auditor Abstract
21743	5/26/23	\$227,245.77	Commissioner Abstract
21744	5/26/23	\$3,647.10	Auditor Abstract
21745	5/25/23	\$2,730,913.94	Manual Abstract
21746	5/25/23	\$8,534.43	Manual Abstract
21748	5/31/23	\$2,477.65	Manual Abstract
21750	6/2/23	\$847,933.69	Payroll Abstract
21752	6/2/23	\$5,711.04	Auditor Abstract

\$0

Voids/No ACH

21739

21747

21749

21751

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\$7,497,526.47

S:Board Report:2023 EFT Board Report Thru Date

2D

# Aitkin County



WLB1  
5/24/23 7:57AM

Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**  
5/26/23 Page 1

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Paid on Behalf Of Name  
on Audit List?: N

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S - Condensed Audit List

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# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		92.00	4/25 BOARD SYNOPSIS	1311498	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		92.00	1 Transactions			
1	<b>DEPT Total:</b>		<b>92.00</b>	<b>Commissioners</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
40	DEPT			Auditor			
3195	MCCC LOCKBOX 01-040-000-0000-6266		155.20	ACROBAT PRO (2) 02/10/2023	2305062	Data Processing/Computer Services	N
3195	MCCC LOCKBOX		155.20	1 Transactions			
86235	The Office Shop Inc 01-040-021-0000-6405		65.59	TONER	1126801-0	Office Supplies	N
	01-040-021-0000-6405		19.98	BATTERIES	326574-0	Office Supplies	N
	01-040-021-0000-6405		32.64	THERMAL PAPER	326697-0	Office Supplies	N
86235	The Office Shop Inc		118.21	3 Transactions			
40	<b>DEPT Total:</b>		<b>273.41</b>	<b>Auditor</b>	<b>2 Vendors</b>	<b>4 Transactions</b>	
42	DEPT			Treasurer			
86235	The Office Shop Inc 01-042-000-0000-6405		4.62	MECHANICAL PENCILS	326680-0	Office Supplies	N
86235	The Office Shop Inc		4.62	1 Transactions			
42	<b>DEPT Total:</b>		<b>4.62</b>	<b>Treasurer</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
43	DEPT			Assessor			
50	Aitkin Body Shop, Inc 01-043-000-0000-6302		423.51	'14 JEEP, GLASS REPLACEMENT	15131	Vehicle Maintenance	N
50	Aitkin Body Shop, Inc		423.51	1 Transactions			
10452	AT&T Mobility 01-043-000-0000-6220		317.28	WIRELESS BILL	287298660812	Telephone	N
10452	AT&T Mobility		317.28	1 Transactions			
86235	The Office Shop Inc						

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	01-043-000-0000-6405		1.35	STAPLE REMOVER	1127447-0	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>1.35</b>	1 Transactions			
13934	The Tire Barn						
	01-043-000-0000-6302		50.23	BM 2013 ESCAPE OIL CHG	67383	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>50.23</b>	1 Transactions			
9934	WEX BANK - Assessors						
	01-043-000-0000-6335		362.03	FUEL BILL	88502681	Gas/Vehicle Fuel Charges	N
<b>9934</b>	<b>WEX BANK - Assessors</b>		<b>362.03</b>	1 Transactions			
<b>43</b>	<b>DEPT Total:</b>		<b>1,154.40</b>	<b>Assessor</b>	<b>5 Vendors</b>	<b>5 Transactions</b>	
<b>44</b>	<b>DEPT</b>			<b>Central Services</b>			
	1010 City Of Aitkin						
	01-044-100-0000-6800		5,138.00	2023 ABATEMENT / PAULBECKS	56-0-0181801	Tax Abatements	N
<b>1010</b>	<b>City Of Aitkin</b>		<b>5,138.00</b>	1 Transactions			
9032	Henricksen PSG						
	01-044-000-0000-6360		14,714.65	FURNITURE	23030690/AITKIN	Services, Labor, Contracts	N
<b>9032</b>	<b>Henricksen PSG</b>		<b>14,714.65</b>	1 Transactions			
89081	North Ambulance Brainerd						
	01-044-000-0000-6841		2,340.00	APRIL 2023 SUBSIDY	04302023	Ambulance Appropriations	N
				04/01/2023 04/30/2023			
<b>89081</b>	<b>North Ambulance Brainerd</b>		<b>2,340.00</b>	1 Transactions			
13722	Quadient Finance USA, Inc.						
	01-044-048-0000-6205		3,500.00	POSTAGE	31215653	Postage	N
<b>13722</b>	<b>Quadient Finance USA, Inc.</b>		<b>3,500.00</b>	1 Transactions			
13624	Quadient Leasing USA, Inc						
	01-044-048-0000-6342		717.51	POSTAGE MACHINE LEASE	N9944961	Postage Rental	N
<b>13624</b>	<b>Quadient Leasing USA, Inc</b>		<b>717.51</b>	1 Transactions			
<b>44</b>	<b>DEPT Total:</b>		<b>26,410.16</b>	<b>Central Services</b>	<b>5 Vendors</b>	<b>5 Transactions</b>	
<b>45</b>	<b>DEPT</b>			<b>Motor Pool</b>			

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<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>
13934	The Tire Barn		LUBE, OIL AND FILTER	67542	Vehicle Maintenance	N
	01-045-000-0000-6302					
13934	The Tire Barn			1 Transactions		
45	DEPT Total:		59.98	Motor Pool	1 Vendors	1 Transactions
49	DEPT			Information Technologies		
9561	Amazon Business					
	01-049-000-0000-6485		13.99	WIRE LOOM	1FR6-X3HX-9Q36	Computer/Technology Supplies
9561	Amazon Business		13.99		1 Transactions	N
10452	AT&T Mobility					
	01-049-000-0000-6220		49.67	IT APRIL CELL PHONE	287322433519	Telephone
10452	AT&T Mobility		49.67		1 Transactions	N
783	Canon Financial Services, Inc					
	01-049-000-0000-6342		47.07	IT MARCH CANON PRINTER LEASE	30235677	Office Equipment Rental/Contracts
				04/01/2023 04/30/2023		N
	01-049-000-0000-6342		47.07	IT CANON PRINTER APRIL LEASE	30400317	Office Equipment Rental/Contracts
				05/01/2023 05/31/2023		N
	01-049-000-0000-6342		25.00	EMAIL JUNK FILTERED	30457875	Office Equipment Rental/Contracts
783	Canon Financial Services, Inc		119.14		3 Transactions	N
5893	CTC					
	01-049-000-0000-6283		158.00	MAY GUEST WIFI INTERNET	21214874	Programming, Services, Contracts
5893	CTC		158.00		1 Transactions	N
88880	Datacomm Computers & Networks Inc					
	01-049-000-0000-6485		837.00	UPS BATTERIES	15907	Computer/Technology Supplies
	01-049-000-0000-6485		69.00	UPS BATTERY	15977	Computer/Technology Supplies
	01-049-000-0000-6485		69.00	UPS BATTERY	15980	Computer/Technology Supplies
88880	Datacomm Computers & Networks Inc		975.00		3 Transactions	N
49	DEPT Total:		1,315.80	Information Technologies	5 Vendors	9 Transactions
52	DEPT			Administration		
14570	MN City/County Management Association					
	01-052-000-0000-6240		138.00	ANNUAL MEMBERSHIP FEE	2023-2024	Membership/Dues/Association Fees
						N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14570	MN City/County Management Association		138.00	05/01/2023 04/30/2024 1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-052-000-0000-6263		47.00	ADMIN MARCH FEE	102	Contract Legal Services	Y
	01-052-000-0000-6263		281.50	ADMIN. APRIL FEES	103	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		328.50	04/04/2023 04/11/2023 2 Transactions			
52	DEPT Total:		466.50	Administration	2 Vendors	3 Transactions	
53	DEPT			Human Resources			
86222	Aitkin Independent Age						
	01-053-000-0000-6230		91.95	ADS FOR 4/12/23 - 4/29/23	1282805	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		91.95	04/12/2023 05/29/2023 1 Transactions			
9561	Amazon Business						
	01-053-000-0000-6405		435.79	NICOLE'S PRINTER/SCANNER	1K97-HY9X-3X1T	Office Supplies	N
	01-053-000-0000-6405		28.99	TONER CARTRIDGE-BOBBIE PRINTER	1QM9-G3YD-1KHK	Office Supplies	N
9561	Amazon Business		464.78	2 Transactions			
248	Association of Mn Counties						
	01-053-000-0000-6241		175.00	2023 MCHRMA SPRING CONFERENCE	65098	Registration Fee	N
248	Association of Mn Counties		175.00	05/04/2023 05/05/2023 1 Transactions			
9032	Henricksen PSG						
	01-053-000-0000-6405		663.84	BOBBIE'S BOOKSHELF	747510	Office Supplies	N
9032	Henricksen PSG		663.84	04/27/2023 05/17/2023 1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-053-000-0000-6263		188.00	HR MARCH FEE	102	Contract Legal Services	Y
	01-053-000-0000-6263		282.00	03/06/2023 03/13/2023 HR APRIL FEES	103	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		470.00	04/06/2023 04/26/2023 2 Transactions			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9894	<b>Vault Health</b>					
	01-053-000-0000-6265		PRE-EMPLOYMENT DRUG SCREEN 04/19/2023 05/19/2023	FL00578891	Background Check Fee	6
	01-053-000-0000-6360		DOT DRUG SCREEN 04/11/2023 04/11/2023	FL00578891	Services, Labor, Contracts	6
<b>9894</b>	<b>Vault Health</b>			<b>2 Transactions</b>		
<b>53</b>	<b>DEPT Total:</b>		<b>1,983.03</b>	<b>Human Resources</b>	<b>6 Vendors</b>	<b>9 Transactions</b>
<b>60</b>	DEPT		Elections			
86222	<b>Aitkin Independent Age</b>					
	01-060-000-0000-6230		ISD #1 / PAT	1308958	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>45.00</b>	<b>1 Transactions</b>		
9243	<b>Command Central, LLC</b>					
	01-060-000-0000-6360		ICE MAINT AGREEMENT (2) 07/01/2023 06/30/2024	31941	Services, Labor, Contracts	Y
<b>9243</b>	<b>Command Central, LLC</b>		<b>330.00</b>	<b>1 Transactions</b>		
<b>60</b>	<b>DEPT Total:</b>		<b>375.00</b>	<b>Elections</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
<b>90</b>	DEPT		Attorney			
10452	<b>AT&amp;T Mobility</b>					
	01-090-000-0000-6220		ATTORNEY CELLPHONES	287301408597	Telephone	N
	01-090-000-0000-6220		ATTORNEY CELLPHONES	287301408597	Telephone	N
	01-090-000-0000-6220		ATTORNEY CELLPHONES	287301408597	Telephone	N
<b>10452</b>	<b>AT&amp;T Mobility</b>		<b>730.47</b>	<b>3 Transactions</b>		
783	<b>Canon Financial Services, Inc</b>					
	01-090-000-0000-6342		CONTRACT CHARGE 05/01/2023 05/31/2023	30525036	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>358.10</b>	<b>1 Transactions</b>		
10855	<b>Culligan Soft Water</b>					
	01-090-000-0000-6265		BIWEEKLY DELIVERY	150X01432004	Drug & Forfeiture MS 387.213	N
<b>10855</b>	<b>Culligan Soft Water</b>		<b>100.50</b>	<b>1 Transactions</b>		
10879	<b>Shred-It</b>					

# Aitkin County



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

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-090-000-0000-6360		MONTHLY SERVICE	8003812151	Services, Labor, Contracts	N
<b>10879</b>	<b>Shred-It</b>					
		202.76				
		<b>202.76</b>		1 Transactions		
86235	<b>The Office Shop Inc</b>					
	01-090-000-0000-6405		CO ATTY OFFICE SUPPLIES	1127006-0	Office Supplies	N
	01-090-000-0000-6405	183.81				
	01-090-000-0000-6405	35.00	OFFICE SUPPLIES	1127111-0	Office Supplies	N
	01-090-000-0000-6405	21.00	OFFICE SUPPLIES	1127111-1	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>					
		<b>239.81</b>		3 Transactions		
5173	<b>Thomson Reuters-West Publishing</b>					
	01-090-000-0000-6406		ONLINE/SOFTWARE SUBSCRIPTION	848229655	Law Publ. & Subscriptions	N
		1,537.44	04/01/2023 04/30/2023			
	01-090-000-0000-6406	346.73	LIBRARY PLAN CHARGES	848326387	Law Publ. & Subscriptions	N
<b>5173</b>	<b>Thomson Reuters-West Publishing</b>					
		<b>1,884.17</b>		2 Transactions		
<b>90</b>	<b>DEPT Total:</b>	<b>3,515.81</b>	<b>Attorney</b>	<b>6 Vendors</b>	<b>11 Transactions</b>	
<b>100</b>	<b>DEPT</b>		<b>Recorder</b>			
	10452 <b>AT&amp;T Mobility</b>					
	01-100-000-0000-6220		TELEPHONE	287323078605	Telephone	N
		49.67	03/26/2023 05/25/2023			
<b>10452</b>	<b>AT&amp;T Mobility</b>					
		<b>49.67</b>		1 Transactions		
13213	<b>MCRA</b>					
	01-100-000-0000-6241		2023 MCRA SUMMER CONFERENCE	2023-110	Registration Fee	N
<b>13213</b>	<b>MCRA</b>					
		75.00		1 Transactions		
<b>100</b>	<b>DEPT Total:</b>	<b>124.67</b>	<b>Recorder</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>110</b>	<b>DEPT</b>		<b>Courthouse Maintenance</b>			
	9561 <b>Amazon Business</b>					
	01-110-000-0000-6415		FAIR GROUNDS - FLUSH VALVE	1LXD-6MKG-P37D	Operational Supplies	N
<b>9561</b>	<b>Amazon Business</b>					
		107.64		1 Transactions		
		<b>107.64</b>				
13725	<b>Beartooth True Value</b>					
	01-110-000-0000-6415		FURNACE FILTERS	A128967	Operational Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>					
		10.98		1 Transactions		
		<b>10.98</b>				



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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
88628	Dalco Enterprises 01-110-000-0000-6422		4,553.94	GLOVES, PAPER, SOAP	4086203	Janitorial Supplies	N
<b>88628</b>	<b>Dalco Enterprises</b>		<b>4,553.94</b>	<b>1 Transactions</b>			
1491	Dutch's Electric, Inc 01-110-000-0000-6360		147.72	LIGHT REPAIR IN IT	31526	Services, Labor, Contracts	N
<b>1491</b>	<b>Dutch's Electric, Inc</b>		<b>147.72</b>	<b>1 Transactions</b>			
14559	Goodin Company 01-110-000-0000-6415		251.41	TOILET FOR FAIR GROUNDS	06638201-00	Operational Supplies	N
<b>14559</b>	<b>Goodin Company</b>		<b>251.41</b>	<b>1 Transactions</b>			
9692	Minnesota Energy Resources Corporation 01-110-000-0000-6254		1,645.43	GAS SERVICE 04/20/2023	4590233176	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>1,645.43</b>	<b>05/18/2023 1 Transactions</b>			
10698	Stericycle, Inc 01-110-000-0000-6360		30.10	STERI-SAFE 06/01/2023	4011782763	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle, Inc</b>		<b>30.10</b>	<b>06/30/2023 1 Transactions</b>			
<b>110</b>	<b>DEPT Total:</b>		<b>6,747.22</b>	<b>Courthouse Maintenance</b>	<b>7 Vendors</b>	<b>7 Transactions</b>	
<b>111</b>	<b>DEPT</b>			<b>Buildings</b>			
1491	Dutch's Electric, Inc 01-111-000-0000-6605		1,768.00	BALANCE OF ORIGINAL BID ONSITE	30550	Building & Structure Related Expenditure	N
	01-111-000-0000-6605		1,423.52	WIRING-FOR STEPS REPLACE	31923	Building & Structure Related Expenditure	N
<b>1491</b>	<b>Dutch's Electric, Inc</b>		<b>3,191.52</b>	<b>2 Transactions</b>			
<b>111</b>	<b>DEPT Total:</b>		<b>3,191.52</b>	<b>Buildings</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>120</b>	<b>DEPT</b>			<b>Veterans Service</b>			
10452	AT&T Mobility 01-120-000-0000-6220		99.34	FIRSTNET APRIL	287298585696	Telephone	N
<b>10452</b>	<b>AT&amp;T Mobility</b>		<b>99.34</b>	<b>1 Transactions</b>			
2448	Janzen/Carroll Mark						

# Aitkin County



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	01-120-000-0000-6278		50.00	CARROLL APRIL 04/03/2023	040323	Per Diem	Y
<b>2448</b>	<b>Janzen/Carroll Mark</b>		<b>50.00</b>	04/03/2023	04/03/2023	1 Transactions	
14508	Janzen/Hugh		50.00	HUGH APRIL 04/04/2023	040423	Per Diem	Y
<b>14508</b>	<b>Janzen/Hugh</b>		<b>50.00</b>	04/04/2023	04/04/2023	1 Transactions	
3225	<b>MACVSO</b>						
	01-120-000-0000-6240		500.00	MACVSO DUES AND REGISTRAION	05182023	Membership/Dues/Association Fees	N
	01-120-000-0000-6240		500.00	JOSH MACV DUES AND REGISTRATIO	05182023	Membership/Dues/Association Fees	N
<b>3225</b>	<b>MACVSO</b>		<b>1,000.00</b>	01/01/2023	12/31/2023	2 Transactions	
10234	Miller/Conrad		50.00	CONRAD APRIL 04/18/2023	041823	Per Diem	Y
<b>10234</b>	<b>Miller/Conrad</b>		<b>50.00</b>	04/18/2023	04/18/2023	1 Transactions	
10677	Olsen/Gerald D		50.00	GERRY APRIL 04/10/2023	041023	Per Diem	Y
<b>10677</b>	<b>Olsen/Gerald D</b>		<b>50.00</b>	04/10/2023	04/10/2023	1 Transactions	
15126	Timinski/Matt		100.00	MATT APRIL 04/13/2023	041323	Per Diem	Y
<b>15126</b>	<b>Timinski/Matt</b>		<b>100.00</b>	04/13/2023	04/17/2023	1 Transactions	
9933	WEX BANK - Veteran Services		280.44	FLEET APRIL	89135403	Gas/Vehicle Fuel Charges	N
<b>9933</b>	<b>WEX BANK - Veteran Services</b>		<b>280.44</b>			1 Transactions	
11970	Wikelius/Charles		50.00	CHARLIE APRIL 04/26/2023	042623	Per Diem	Y
<b>11970</b>	<b>Wikelius/Charles</b>		<b>50.00</b>	04/26/2023	04/26/2023	1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
9255	Witt/Warren		50.00	WARREN APRIL 04/26/2023	042623	Per Diem	Y
<b>9255</b>	<b>Witt/Warren</b>		<b>50.00</b>	<b>1 Transactions</b>			
9063	Workman/Jeff		50.00	JEFF APRIL 04/04/2023	040423	Per Diem	Y
<b>9063</b>	<b>Workman/Jeff</b>		<b>50.00</b>	<b>1 Transactions</b>			
<b>120</b>	<b>DEPT Total:</b>		<b>1,829.78</b>	<b>Veterans Service</b>	<b>11 Vendors</b>	<b>12 Transactions</b>	
<b>122</b>	<b>DEPT</b>			<b>Planning &amp; Zoning</b>			
86222	Aitkin Independent Age		89.75	MAY PC	1309748	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>89.75</b>	<b>1 Transactions</b>			
9561	Amazon Business		15.29	PRESENTATION CLICKER	1RCF7V7RG7JF	Office, Film, & Field Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>15.29</b>	<b>1 Transactions</b>			
15239	AT&T Mobility		223.25	MONTHLY CELLULAR CHARGES 03/26/2023	287301120814	Telephone	N
<b>15239</b>	<b>AT&amp;T Mobility</b>		<b>223.25</b>	<b>04/25/2023</b> <b>1 Transactions</b>			
10118	Bristow/Jane		60.00	BOA MEETING	040523	Advisory Board/Committee Per Diem	Y
	01-122-000-0000-6278		47.16	BOA MILEAGE	040523	BOA/PC Mileage	N
	01-122-000-0000-6278		80.00	BOA MEETING	51123	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		157.20	BOA MILEAGE	51123	BOA/PC Mileage	N
<b>10118</b>	<b>Bristow/Jane</b>		<b>344.36</b>	<b>4 Transactions</b>			
783	Canon Financial Services, Inc		219.42	MONTHLY COPIER CONTRACT 05/01/2023	30525037	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>219.42</b>	<b>05/31/2023</b> <b>1 Transactions</b>			
15142	Christensen/Charles						

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-122-000-0000-6278		BOA MEETING	51123	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		BOA MILEAGE	51123	BOA/PC Mileage	N
	01-122-000-0000-6278		PC MEETING	51623	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		PC MILEAGE	51623	BOA/PC Mileage	N
<b>15142</b>	<b>Christensen/Charles</b>		<b>403.36</b>		<b>4 Transactions</b>	
14832	<b>Kulifaj / Stephen</b>					
	01-122-000-0000-6278		PC MEETING	51623	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		PC MILEAGE	51623	BOA/PC Mileage	N
<b>14832</b>	<b>Kulifaj / Stephen</b>		<b>197.90</b>		<b>2 Transactions</b>	
11990	<b>Lange/David</b>					
	01-122-000-0000-6278		PC MEETING	51623	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		PC MILEAGE	51623	BOA/PC Mileage	N
<b>11990</b>	<b>Lange/David</b>		<b>200.04</b>		<b>2 Transactions</b>	
10117	<b>Olson/Dake</b>					
	01-122-000-0000-6278		BOA MEETING	51123	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		BOA MILEAGE	51123	BOA/PC Mileage	N
<b>10117</b>	<b>Olson/Dake</b>		<b>219.69</b>		<b>2 Transactions</b>	
4010	<b>Rasley Oil Company</b>					
	01-122-000-0000-6335		MONTHLY FUEL CHARGES	AITCOZOS	Gas/Vehicle Fuel Charges	N
			04/01/2023	04/30/2023		
<b>4010</b>	<b>Rasley Oil Company</b>		<b>315.13</b>		<b>1 Transactions</b>	
13424	<b>Sonnee/Dennise J</b>					
	01-122-000-0000-6278		PC MEETING	51623	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		PC MILEAGE	51623	BOA/PC Mileage	N
<b>13424</b>	<b>Sonnee/Dennise J</b>		<b>155.33</b>		<b>2 Transactions</b>	
12077	<b>Stromberg/Kevin</b>					
	01-122-000-0000-6278		BOA MEETING	51123	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		BOA MILEAGE	51123	BOA/PC Mileage	N
<b>12077</b>	<b>Stromberg/Kevin</b>		<b>188.25</b>		<b>2 Transactions</b>	
86235	<b>The Office Shop Inc</b>					
	01-122-000-0000-6405		STAPLES, PENS, HIGHLIGHTERS	1126751-0	Office, Film, & Field Supplies	N
	01-122-000-0000-6405		BATTERIES D	11267511	Office, Film, & Field Supplies	N

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No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
86235	The Office Shop Inc			82.98				
					2 Transactions			
8612	Veenker/Thomas H							
	01-122-000-0000-6278			90.00	BOA MEETING	51123	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330			110.04	BOA MILEAGE	51123	BOA/PC Mileage	N
8612	Veenker/Thomas H			200.04				
					2 Transactions			
10895	Westerlund/Laurie Ann							
	01-122-000-0000-6278			80.00	PC MEETING	51623	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330			120.52	PC MILEAGE	51623	BOA/PC Mileage	N
10895	Westerlund/Laurie Ann			200.52				
					2 Transactions			
122	DEPT Total:			3,055.31	Planning & Zoning	15 Vendors	29 Transactions	
123	DEPT				Coroner			
3987	Ramsey County Medical Examiner							
	01-123-000-0000-6260			1,511.00	B.T. 4/6/23	MEDEX-034104	Autopsies--Pathologist, Xrays, Etc	N
3987	Ramsey County Medical Examiner			1,511.00				
					1 Transactions			
123	DEPT Total:			1,511.00	Coroner	1 Vendors	1 Transactions	
200	DEPT				Enforcement			
89856	Aitkin Co Agricultural Society							
	01-200-000-0000-6360			125.00	FAIR 2023	FAIR2023	Services, Labor, Contracts	N
89856	Aitkin Co Agricultural Society			125.00				
					1 Transactions			
9561	Amazon Business							
	01-200-000-0000-6405			25.00	BADGE HOLDERS; RULER	176K-LHTP-LMYM	Office Supplies	N
	01-200-000-0000-6405			34.64	#223 CAR CHARGER	1GVR-9PT3-7PKG	Office Supplies	N
	01-200-000-0000-6405			81.33	CHARGER; CABLES FOR REC SYS	1M7M-RD7J-MXG1	Office Supplies	N
	01-200-000-0000-6405			26.13	#214 CAR CHARGER	1RJ9-1FRN-TM4Q	Office Supplies	N
9561	Amazon Business			167.10				
					4 Transactions			
9203	AT&T Mobility (Sheriff's only)							
	01-200-000-0000-6220			2,041.19	DEPUTY CELL & SQUAD PC	05032023	Telephone	N
	01-200-200-0000-6260			89.30	CI PHONES	05032023	CI Funds	N
	01-200-200-0000-6265			243.48	VCET PHONE & HOT SPOT	05032023	Programs	N

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9203	AT&T Mobility (Sheriff's only)		2,373.97		3 Transactions		
15151	Breitbarth/Chaplain Steve						
	01-200-000-0000-6260		807.50	5/9 - 5/11 RIDE ALONGS	05122023	Professional Consulting	Y
15151	Breitbarth/Chaplain Steve		807.50		1 Transactions		
783	Canon Financial Services, Inc						
	01-200-000-0000-6342		170.74	ADMIN COPIER LEASE	30525031	Office Equipment Rental/Contracts	N
				05/01/2023	05/31/2023		
783	Canon Financial Services, Inc		170.74		1 Transactions		
10209	EME Enterprise LLC						
	01-200-000-0000-6460		1,560.07	LEG RESTRAINTS	9	Deputy Supplies	Y
10209	EME Enterprise LLC		1,560.07		1 Transactions		
1775	Galls LLC						
	01-200-000-0000-6180		97.68	#204 S/S SHIRT	024229258	Clothing Allowance	N
	01-200-000-0000-6180		60.51	#204 ARMOR SKIN SHIRT	024242752	Clothing Allowance	N
	01-200-000-0000-6460		51.17	#223 HANDCUFF CASE	024256468	Deputy Supplies	N
1775	Galls LLC		209.36		3 Transactions		
9928	Integrity Surveillance Group						
	01-200-000-0000-6360		998.00	1 YR TRACKING SERVICE	15074	Services, Labor, Contracts	N
9928	Integrity Surveillance Group		998.00		1 Transactions		
252	Lynn Peavey Company						
	01-200-000-0000-6405		78.30	EVIDENCE BAGS	400452	Office Supplies	N
252	Lynn Peavey Company		78.30		1 Transactions		
4181	NLEAC						
	01-200-000-0000-6240		75.00	NE LAW ENF ADMIN COUNCIL	05012023	Membership/Dues/Association Fees	N
4181	NLEAC		75.00		1 Transactions		
12110	Revelin Vehicle Solutions, LLC						
	01-200-000-0000-6610		4,752.00	CRADLEPOINT INSTALLS	262	Equipment & Radios	Y
	01-200-000-0000-6610		3,450.00	EQUIP #221 SQUAD	263	Equipment & Radios	Y
	01-200-000-0000-6610		850.00	EQUIP #224 SQUAD	264	Equipment & Radios	Y
12110	Revelin Vehicle Solutions, LLC		9,052.00		3 Transactions		

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<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>		
9181	TriTech Software Systems						
	01-200-000-0000-6360		43,051.68	ZEURCHER CONTRACT	377004	Services, Labor, Contracts	N
<b>9181</b>	<b>TriTech Software Systems</b>		<b>43,051.68</b>		1 Transactions		
9302	WEX Bank						
	01-200-000-0000-6335		10,056.19	DEPUTY GAS	89220566	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>10,056.19</b>		1 Transactions		
9932	WEX BANK - Sheriff's Department						
	01-200-000-0000-6335		79.85	#221 GAS	89104920	Gas/Vehicle Fuel Charges	N
<b>9932</b>	<b>WEX BANK - Sheriff's Department</b>		<b>79.85</b>		1 Transactions		
<b>200</b>	<b>DEPT Total:</b>		<b>68,804.76</b>	<b>Enforcement</b>	<b>14 Vendors</b>	<b>23 Transactions</b>	
<b>202</b>	<b>DEPT</b>			<b>Boat &amp; Water</b>			
9203	AT&T Mobility (Sheriff's only)						
	01-202-000-0000-6220		87.90	#208 CELL & SQUAD PC	05032023	Telephone	N
<b>9203</b>	<b>AT&amp;T Mobility (Sheriff's only)</b>		<b>87.90</b>		1 Transactions		
6049	Farm Island Repair & Marine						
	01-202-000-0000-6302		93.00	ML BOAT PROP REPAIR	83122	B&W Maintenance	N
<b>6049</b>	<b>Farm Island Repair &amp; Marine</b>		<b>93.00</b>		1 Transactions		
9825	McGregor Print Pros, LLC						
	01-202-000-0000-6180		742.00	B/W T-SHIRTS	2486	Clothing Allowance	Y
<b>9825</b>	<b>McGregor Print Pros, LLC</b>		<b>742.00</b>		1 Transactions		
9302	WEX Bank						
	01-202-000-0000-6335		433.93	B/W GAS	89220566	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>433.93</b>		1 Transactions		
<b>202</b>	<b>DEPT Total:</b>		<b>1,356.83</b>	<b>Boat &amp; Water</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
<b>252</b>	<b>DEPT</b>			<b>Corrections</b>			
10165	Advanced Correctional Healthcare, Inc.						
	01-252-000-0000-6262		337.50	MENTAL HEALTH 5/2/23	130173	Contract Service or Medical Service	6
<b>10165</b>	<b>Advanced Correctional Healthcare, Inc.</b>		<b>337.50</b>		1 Transactions		

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9561	Amazon Business		EARWAX REMOVAL TIPS	1RJ9-1FRN-TM4Q	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430					
9561	Amazon Business			1 Transactions		
		11.89				
		<b>11.89</b>				
9203	AT&T Mobility (Sheriff's only)		DISPATCH CELL, TRANSPORT CELL	05032023	Telephone	N
	01-252-000-0000-6220					
9203	AT&T Mobility (Sheriff's only)			1 Transactions		
		99.34				
		<b>99.34</b>				
1589	Eyecare Center Of Aitkin & McGregor		M.T. EYE DR 5/3/23	222933	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430					
1589	Eyecare Center Of Aitkin & McGregor			1 Transactions		
		164.00				
		<b>164.00</b>				
15362	GuidePoint Pharmacy #114 Aitkin		INMATE MEDS	30	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430					
15362	GuidePoint Pharmacy #114 Aitkin			1 Transactions		
		2,110.03				
		<b>2,110.03</b>				
10147	Medline Industries, LP		INMATE MED SUPPLIES	2265839962	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430					
10147	Medline Industries, LP			1 Transactions		
		345.74				
		<b>345.74</b>				
3160	Mille Lacs Energy Coop-Albert Lea		SHELTER/TOWER	345401501	Utilities-Gas and Electric	N
	01-252-000-0000-6254					
3160	Mille Lacs Energy Coop-Albert Lea			1 Transactions		
		270.33				
		<b>270.33</b>				
3810	Paulbeck's County Market		COFFEE	927210202	Groceries	N
	01-252-000-0000-6418					
	01-252-000-0000-6421		LAUNDRY SOAP	927210202	Laundry Supplies	N
3810	Paulbeck's County Market			2 Transactions		
		10.99				
		8.86				
		<b>19.85</b>				
9808	Performance Foodservice		GROCERIES	574629	Groceries	N
	01-252-000-0000-6418					
	01-252-000-0000-6418		GROCERIES	583637	Groceries	N
9808	Performance Foodservice			2 Transactions		
		1,816.56				
		2,810.01				
		<b>4,626.57</b>				
4010	Rasley Oil Company		TRANSPORT GAS	AITCOSHERS	Prisoner Transportation & Travel	N
	01-252-000-0000-6330					
4010	Rasley Oil Company			1 Transactions		
		594.18				
		<b>594.18</b>				
10005	Watson/Linda					



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No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10005	Watson/Linda			10.00	INDIGENT HAIRCUTS	05062023	Services, Labor, Contracts	Y
				<b>10.00</b>	1 Transactions			
9302	WEX Bank			52.30	TRANSPORT GAS	89220566	Gas/Vehicle Fuel Charges	N
				<b>52.30</b>	1 Transactions			
<b>252</b>	<b>DEPT Total:</b>			<b>8,641.73</b>	<b>Corrections</b>	<b>12 Vendors</b>	<b>14 Transactions</b>	
<b>253</b>	DEPT				Sentence to Serve			
9203	AT&T Mobility (Sheriff's only)			38.23	STS AIR CARD	05032023	Telephone	N
				<b>38.23</b>	1 Transactions			
13725	Beartooth True Value			24.49	32" GRIP N GRAB	B221749	Operational Supplies	N
				<b>24.49</b>	1 Transactions			
<b>253</b>	<b>DEPT Total:</b>			<b>62.72</b>	<b>Sentence to Serve</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>255</b>	DEPT				Crime Victims			
86235	The Office Shop Inc			59.96	CRIM VICTIMS OFFICE SUPPLIES	1127006-0	Office Supplies	N
				<b>59.96</b>	1 Transactions			
<b>255</b>	<b>DEPT Total:</b>			<b>59.96</b>	<b>Crime Victims</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>257</b>	DEPT				Community Corrections			
14563	Anoka County Corrections			291.25	DET HOLD - RX FOR TS	902-1000002-1	Juvenile Detention	N
					04/01/2023 04/30/2023			
				383.00	ANOKA CO SECURE - RX & SEC DET	904-1000002-1	Juvenile Detention	N
				<b>674.25</b>	2 Transactions			
783	Canon Financial Services, Inc			104.86	CANON PRINTER LEASE	30525039	Services, Labor, Contracts	N
					05/20/2023 06/19/2023			

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<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>
783	Canon Financial Services, Inc		104.86	1 Transactions		
11997	Minnesota Monitoring, Inc 01-257-258-0000-6342		2,229.50	EHM COSTS 04/01/2023 04/30/2023	14095	Equipment Rental/Contracts-Home Moni N
11997	Minnesota Monitoring, Inc		2,229.50	1 Transactions		
13062	Prairie Lakes Youth Programs - Secure 01-257-255-0000-6269		9,025.00	SECURE DET POST DISPO (GWG) 04/01/2023 04/30/2023	707-269-1	Juvenile Detention N
13062	Prairie Lakes Youth Programs - Secure		9,025.00	1 Transactions		
4010	Rasley Oil Company 01-257-000-0000-6335		76.01	ADMIN FUEL (MACCAC MTGS) 04/01/2023 04/30/2023	AITCOPROS	Gas/Vehicle Fuel Charges N
	01-257-255-0000-6335		52.64	JUVENILE AGENT FUEL 04/01/2023 04/30/2023	AITCOPROS	Gas/Vehicle Fuel Charges N
	01-257-257-0000-6335		55.72	ADULT AGENT FUEL 04/01/2023 04/30/2023	AITCOPROS	Gas/Vehicle Fuel Charges N
	01-257-258-0000-6335		60.62	SOBRIETY COURT AGENT FUEL 04/01/2023 04/30/2023	AITCOPROS	Gas/Vehicle Fuel Charges N
4010	Rasley Oil Company		244.99	4 Transactions		
9489	Redwood Toxicology Laboratory, Inc 01-257-267-0000-6274		238.24	UA LAB FEES 04/01/2023 04/30/2023	02239920234	Drug Testing Fee 6
9489	Redwood Toxicology Laboratory, Inc		238.24	1 Transactions		
257	DEPT Total:		12,516.84	Community Corrections	6 Vendors	10 Transactions
391	DEPT			Solid Waste		
89856	Aitkin Co Agricultural Society 01-391-000-0000-6360		125.00	FAIR BOOTH 2023	51123	Services, Labor, Contracts N
89856	Aitkin Co Agricultural Society		125.00	1 Transactions		
86222	Aitkin Independent Age 01-391-000-0000-6230		65.62	COMPOST AD	1307586	Printing, Publishing & Adv Y
	01-391-000-0000-6230		166.64	HHW DAY	1310316	Printing, Publishing & Adv Y
	01-391-000-0000-6230		166.63	HHW AD	1310316	Printing, Publishing & Adv Y

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<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>
86222	Aitkin Independent Age		3 Transactions			
9561	Amazon Business					
	01-391-000-0000-6405		271.12	MONITER FOR FAIR BOOTH	1HXGHTP67MKC	Office, Film, & Field Supplies N
	01-391-000-0000-6405		9.99	AUDIO CORD R/C	1RCF7V7RG7JF	Office, Film, & Field Supplies N
9561	Amazon Business		281.11	2 Transactions		
15239	AT&T Mobility					
	01-391-000-0000-6220		44.65	MONTHLY CELLULAR CHARGES	287301120814	Telephone N
				03/26/2023 04/25/2023		
15239	AT&T Mobility		44.65	1 Transactions		
2953	MACPZA					
	01-391-000-0000-6241		150.00	SPRING MACPZA	50523	Registration Fee N
2953	MACPZA		150.00	1 Transactions		
3810	Paulbeck's County Market					
	01-391-000-0000-6405		135.52	HHW SUPPLIES	9277342	Office, Film, & Field Supplies N
3810	Paulbeck's County Market		135.52	1 Transactions		
4150	Rosallini's					
	01-391-000-0000-6405		187.03	PIZZA HHW DAY	0175133	Office, Film, & Field Supplies N
4150	Rosallini's		187.03	1 Transactions		
10930	Tidholm Productions					
	01-391-000-0000-6405		449.00	BANNERS HHW	30892758	Office, Film, & Field Supplies Y
10930	Tidholm Productions		449.00	1 Transactions		
11507	Waste Management of Minnesota, Inc					
	01-391-060-0000-6360		14,532.47	MONTHLY RECYCLING CONTRACT	010340828085	Recycling Contract N
				04/01/2023 04/30/2023		
11507	Waste Management of Minnesota, Inc		14,532.47	1 Transactions		
391	DEPT Total:		16,303.67	Solid Waste	9 Vendors	12 Transactions
392	DEPT			Water Wells		
	9561 Amazon Business					
	01-392-000-0000-6405		37.99	BACK PACK FOR WATER TESTING	1QPPC1QY6TQV	Office, Film, & Field Supplies N

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9561	Amazon Business			1 Transactions		
392	DEPT Total:		37.99	Water Wells	1 Vendors	1 Transactions
500	DEPT		Library And Historical Society			
90	Aitkin Co Historical Society					
	01-500-501-0000-6801		19,000.00	2023 HISTORICAL SOCIETY APPROP	2023 APPROPRIATI	Historical Society Appropriations N
90	Aitkin Co Historical Society		19,000.00	1 Transactions		
500	DEPT Total:		19,000.00	Library And Historical Society	1 Vendors	1 Transactions
600	DEPT		Ag Society, Soil & Water, Ag Inspect			
89856	Aitkin Co Agricultural Society					
	01-600-550-0000-6801		12,000.00	2023 AG SOCIETY APPROPRIATION	2023 APPROPRIATI	Ag Society Appropriations N
	01-600-550-0000-6843		10,000.00	2023 CAPITAL IMPROVE APPROP	2023 APPROPRIATI	Ag Society Capital Improvements N
	01-600-550-0000-6801		700.00	DNR LEASE NF 30020-APR2023	20308	Ag Society Appropriations N
89856	Aitkin Co Agricultural Society		22,700.00	3 Transactions		
600	DEPT Total:		22,700.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	3 Transactions
601	DEPT		Extension			
10850	Carlson/David L					
	01-601-000-0000-6278		35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem Y
	01-601-000-0000-6379		26.20	EXT MILEAGE	05082023	Extension Committee Expense(Not PerD N
10850	Carlson/David L		61.20	2 Transactions		
9440	Dotzler/Sharon A					
	01-601-000-0000-6278		35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem Y
9440	Dotzler/Sharon A		35.00	1 Transactions		
91345	Elvecrog/Roberta C					
	01-601-000-0000-6278		35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem Y
91345	Elvecrog/Roberta C		35.00	1 Transactions		
12045	Janzen/Joy					
	01-601-000-0000-6278		35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem Y
	01-601-000-0000-6379		11.79	EXT MILEAGE	05082023	Extension Committee Expense(Not PerD N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
12045	Janzen/Joy					
		46.79		2 Transactions		
14813	Joerger, Rebecca					
	01-601-000-0000-6278	35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem	Y
	01-601-000-0000-6379	20.96	EXT MILEAGE	05082023	Extension Committee Expense(Not PerD	N
14813	Joerger, Rebecca	55.96		2 Transactions		
90853	Mickelson/Bonnie H					
	01-601-000-0000-6278	35.00	EXT MEETING	05082023	Advisory Board/Committee Per Diem	Y
90853	Mickelson/Bonnie H	35.00		1 Transactions		
601	DEPT Total:	268.95	Extension	6 Vendors	9 Transactions	
700	DEPT		Promotion,Airport,Tourism, Misc.			
1010	City Of Aitkin					
	01-700-903-0000-6800	30,000.00	AITKIN AIRPORT APPROPRIATION	2023 APPROPRIATI	Aitkin Airport Appropriations	N
1010	City Of Aitkin	30,000.00		1 Transactions		
175	City Of McGregor					
	01-700-903-0000-6801	14,600.00	2023 AIRPORT APPROPRIATION	2023 APPROPRIATI	Mcgregor Airport Appropriations	N
175	City Of McGregor	14,600.00		1 Transactions		
9612	Discovery Publishing, Inc.					
	01-700-909-0000-6801	303.95	TOURISM AND BUSINESS DEVELOPME	3419	Appropriations-Grant	Y
9612	Discovery Publishing, Inc.	303.95		1 Transactions		
4135	Roadside Market					
	01-700-909-0000-6801	5,000.00	REVITALIZATION GRANT	050423	Appropriations-Grant	N
4135	Roadside Market	5,000.00		1 Transactions		
700	DEPT Total:	49,903.95	Promotion,Airport,Tourism, Misc.	4 Vendors	4 Transactions	
711	DEPT		Economic Development			
9013	STRATELIGENT					
	01-711-042-0000-6230	38,500.00	BLANDIN BOOST GRANT	42823	Printing, Publishing & Advertising	N
	01-711-000-0000-6230	468.75	BLANDIN BOOST GRANT	51223	Printing, Publishing & Adv	N
9013	STRATELIGENT	38,968.75		2 Transactions		

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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
711 DEPT Total:		38,968.75	Economic Development	1 Vendors	2 Transactions	
1 Fund Total:		290,736.36	General Fund		190 Transactions	

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

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2 Reserves 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
12	DEPT 9032 <b>Henricksen PSG</b> 02-012-028-0000-6405		7,504.00	Court Administration FURNITURE	23030690/AITKIN	Equipment Reserve Expense - Court Adr	N
	<b>9032 Henricksen PSG</b>		<b>7,504.00</b>	1 Transactions			
12	<b>DEPT Total:</b>		<b>7,504.00</b>	<b>Court Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
44	DEPT 9032 <b>Henricksen PSG</b> 02-044-000-0000-6360		10,009.51	Central Services FURNITURE	23030690/AITKIN	Contracts, Scanning, IFS-Central Service	N
	<b>9032 Henricksen PSG</b>		<b>10,009.51</b>	1 Transactions			
44	<b>DEPT Total:</b>		<b>10,009.51</b>	<b>Central Services</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
49	DEPT 9561 <b>Amazon Business</b> 02-049-190-0000-6485		16.55	Information Technologies USB CABLES	17CX-TQCP-GT9Y	Computer/Technology Supplies	N
	<b>9561 Amazon Business</b>		<b>16.55</b>	1 Transactions			
49	<b>DEPT Total:</b>		<b>16.55</b>	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
111	DEPT 88628 <b>Dalco Enterprises</b> 02-111-011-0000-6605		3,735.91	Buildings IT VAULT FLOOR- UNDER STEPS	4081522	Building Construction Reserve Expense	N
	<b>88628 Dalco Enterprises</b>		<b>3,735.91</b>	1 Transactions			
111	<b>DEPT Total:</b>		<b>3,735.91</b>	<b>Buildings</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
700	DEPT 9479 <b>Aitkin County Habitat for Humanity</b> 02-700-909-0000-6800		1,100.00	Promotion,Airport,Tourism, Misc. BD&R GRANT AWARD	51623	Business Develop.Rec Reserve Expense	N
	<b>9479 Aitkin County Habitat for Humanity</b>		<b>1,100.00</b>	1 Transactions			
700	<b>DEPT Total:</b>		<b>1,100.00</b>	<b>Promotion,Airport,Tourism, Misc.</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
2	<b>Fund Total:</b>		<b>22,365.97</b>	<b>Reserves Fund</b>		<b>5 Transactions</b>	

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3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT				R&B Administration			
9561	Amazon Business							
	03-301-000-0000-6405			189.99	OFFICE SUPPLIES-MONITOR	1D61-7XYR-6LT4	Office Supplies	N
	03-301-000-0000-6405			189.99	OFFICE SUPPLIES-MONITOR	1LN4-7R6G-KXN6	Office Supplies	N
<b>9561</b>	<b>Amazon Business</b>			<b>379.98</b>	<b>2 Transactions</b>			
11406	Innovative Office Solutions, LLC							
	03-301-000-0000-6405			95.51	OFFICE SUPPLIES	IN4189103	Office Supplies	N
	03-301-000-0000-6405			73.73	OFFICE SUPPLIES	IN4200382	Office Supplies	N
<b>11406</b>	<b>Innovative Office Solutions, LLC</b>			<b>169.24</b>	<b>2 Transactions</b>			
11605	Shred Right							
	03-301-000-0000-6405			40.00	DOCUMENT DESTRUCTION	599916	Office Supplies	N
<b>11605</b>	<b>Shred Right</b>			<b>40.00</b>	<b>1 Transactions</b>			
<b>301</b>	<b>DEPT Total:</b>			<b>589.22</b>	<b>R&amp;B Administration</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
303	DEPT				R&B Highway Maintenance			
50	Aitkin Body Shop, Inc							
	03-303-000-0000-6590			30.00	REPAIR PARTS	2474	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			175.00	REPAIR LABOR	2474	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			30.00	REPAIR PARTS	2495	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			140.00	REPAIR LABOR	2495	Repair & Maintenance Supplies	N
<b>50</b>	<b>Aitkin Body Shop, Inc</b>			<b>375.00</b>	<b>4 Transactions</b>			
13649	Aitkin Rental Center							
	03-303-000-0000-6417			60.00	AITKIN SHOP	10894	Shop/Building Maintenance	1
<b>13649</b>	<b>Aitkin Rental Center</b>			<b>60.00</b>	<b>1 Transactions</b>			
195	Aitkin Tire Shop							
	03-303-000-0000-6590			50.00	REPAIR LABOR	0-062220	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590			70.00	REPAIR LABOR	0-062244	Repair & Maintenance Supplies	Y
<b>195</b>	<b>Aitkin Tire Shop</b>			<b>120.00</b>	<b>2 Transactions</b>			
7916	AT&T Mobility							
	03-303-000-0000-6220			38.23	PAUL'S IPAD SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220			38.23	MIKE LAPTOP SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220			38.23	CAROL LAPTOP SVC	ACCT 287303768387	Telephone	N



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>7916</b>	<b>AT&amp;T Mobility</b>					
		<b>114.69</b>				
			3 Transactions			
13725	<b>Beartooth True Value</b>					
	03-303-000-0000-6590	30.00	PROPANE	A129654	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	30.00	REPAIR PARTS-PROPANE	B223909	Repair & Maintenance Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>	<b>60.00</b>				
			2 Transactions			
14887	<b>Cintas Corporation</b>					
	03-303-000-0000-6360	15.82	SHOP LAUNDRY	4153466445	Services, Labor, Contracts	N
	03-303-000-0000-6360	24.10	SHOP LAUNDRY	4154145635	Services, Labor, Contracts	N
	03-303-000-0000-6360	12.56	SHOP LAUNDRY	4155549799	Services, Labor, Contracts	N
<b>14887</b>	<b>Cintas Corporation</b>	<b>52.48</b>				
			3 Transactions			
8618	<b>Compass Minerals America</b>					
	03-303-000-0000-6518	7,434.80	DE-ICING SALT	1166274	De-Icing Salt	N
<b>8618</b>	<b>Compass Minerals America</b>	<b>7,434.80</b>				
			1 Transactions			
5893	<b>CTC</b>					
	03-303-000-0000-6254	350.00	HIGH SPEED INTERNET	21212880	Utilities-Gas and Electric	N
<b>5893</b>	<b>CTC</b>	<b>350.00</b>				
			1 Transactions			
2089	<b>Heartland Tire Inc</b>					
	03-303-000-0000-6590	2,762.48	TIRES	15022614	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	27.36	REPAIR PARTS	15022614	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	92.00	REPAIR LABOR	15022614	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	2,395.28	TIRES	15022760	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	43.04	REPAIR PARTS	15022760	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	138.00	REPAIR LABOR	15022760	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	500.00	TIRE RETURN	15022762	Repair & Maintenance Supplies	N
<b>2089</b>	<b>Heartland Tire Inc</b>	<b>4,958.16</b>				
			7 Transactions			
7705	<b>Isle Automotive Corp</b>					
	03-303-000-0000-6590	34.18	REPAIR PARTS	119219556	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	10.70	REPAIR PARTS	119219943	Repair & Maintenance Supplies	N
<b>7705</b>	<b>Isle Automotive Corp</b>	<b>44.88</b>				
			2 Transactions			
91187	<b>Lake Country Power</b>					
	03-303-000-0000-6254	134.84	APR 23 JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254	109.97	APR 23 SWATARA	140946401	Utilities-Gas and Electric	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6254		APR CSAH 6	143093502	Utilities-Gas and Electric	N
<b>91187</b>	<b>Lake Country Power</b>					
		59.00				
		<b>303.81</b>		3 Transactions		
7899	<b>Locators &amp; Supplies, Inc</b>					
	03-303-000-0000-6417		AITKIN SHOP SUPPLIES	0306865-IN	Shop/Building Maintenance	N
<b>7899</b>	<b>Locators &amp; Supplies, Inc</b>					
		267.55		1 Transactions		
		<b>267.55</b>				
13841	<b>Lundquist/AI</b>					
	03-303-000-0000-6181		WORK BOOTS REIMBURSEMENT	92633499	Safety Footwear Allowance	N
<b>13841</b>	<b>Lundquist/AI</b>					
		154.95		1 Transactions		
		<b>154.95</b>				
3100	<b>McGregor Oil</b>					
	03-303-000-0000-6570		JACOBSON DIESEL	013786	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		SWATARA DIESEL	013792	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099212	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099284	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099311	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099325	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099327	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099329	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099380	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099390	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099420	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099424	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099439	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099442	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099442	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099905	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099925	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099947	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099949	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099949	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	099950	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10023	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10024	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		6570	10034	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10035	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10040	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10043	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10043	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10043	Motor Fuel & Lubricants	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6570		DIESEL	10046	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10049	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10151	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10155	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10177	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10178	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10180	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10196	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10320	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10321	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10324	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10325	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10364	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DIESEL	10398	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		DISCOUNT	STMT	Motor Fuel & Lubricants	N
<b>3100</b>	<b>McGregor Oil</b>		<b>9,716.43</b>		<b>42 Transactions</b>	
<b>3334</b>	<b>MCIT</b>					
	03-303-000-0000-6352		121.00	UNIT 211 / 1989 CAT GRADER	8143	Insurance
<b>3334</b>	<b>MCIT</b>		<b>121.00</b>		<b>1 Transactions</b>	
<b>8527</b>	<b>Midstates Equipment &amp; Supply, Inc.</b>					
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.81	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.81	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.81	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
	03-303-000-0000-6517		285.82	GAP PRIMER	223356	Asphalt,Crackfiller,Tack Oil,Etc
<b>8527</b>	<b>Midstates Equipment &amp; Supply, Inc.</b>		<b>2,572.35</b>		<b>9 Transactions</b>	
<b>12927</b>	<b>Midwest Machinery Co.</b>					
	03-303-000-0000-6590		46.14	REPAIR PARTS	9548762	Repair & Maintenance Supplies
	03-303-000-0000-6590		728.48	REPAIR PARTS	9550584	Repair & Maintenance Supplies
	03-303-000-0000-6590		89.81	REPAIR PARTS-FILTERS	9593673	Repair & Maintenance Supplies
<b>12927</b>	<b>Midwest Machinery Co.</b>		<b>864.43</b>		<b>3 Transactions</b>	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>					
	03-303-000-0000-6254		POWER: PALISADE	185202601	Utilities-Gas and Electric	N
	03-303-000-0000-6254		169 & CSAH 3	19-23-010-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		CSAH 5	27-35-015-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		POWER: MCGREGOR	29-53-003-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		CSAH 8	30-06-012.02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		CSAH 4	32-32-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	1,262.80	POWER: AITKIN	335200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254	68.00	CSAH 17	336503101	Utilities-Gas and Electric	N
	03-303-000-0000-6254	74.49	169 & CSAH 28	396202201	Utilities-Gas and Electric	N
	03-303-000-0000-6254	42.40	CSAH 12	400600001	Utilities-Gas and Electric	N
	03-303-000-0000-6254	68.00	CSAH 12	465602302	Utilities-Gas and Electric	N
	03-303-000-0000-6254	68.00	CSAH 11	480900902	Utilities-Gas and Electric	N
	03-303-000-0000-6254	68.38	47 & CSAH 2	545110401	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>	<b>2,773.52</b>				
			13 Transactions			
9179	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>					
	03-303-000-0000-6590	291.47	REPAIR PARTS	X220066235:02	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	291.47	REPAIR PARTS	X220066235:03	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	1,665.07	REPAIR PARTS	X220066862:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	62.54	REPAIR PARTS	X220067130:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	47.96	REPAIR PARTS	X220067302:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	47.95	REPAIR PARTS	X220067302:01	Repair & Maintenance Supplies	Y
<b>9179</b>	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>	<b>2,406.46</b>				
			6 Transactions			
8436	<b>Northland Parts</b>					
	03-303-000-0000-6590	74.51	REPAIR PARTS	463011	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	30.27	REPAIR PARTS	463022	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	73.99	REPAIR PARTS	463711	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	6.28	REPAIR PARTS	464123	Repair & Maintenance Supplies	N
<b>8436</b>	<b>Northland Parts</b>	<b>185.05</b>				
			4 Transactions			
10412	<b>O'Reilly Auto Parts</b>					
	03-303-000-0000-6590	35.96	REPAIR PARTS	1878-151036	Repair & Maintenance Supplies	N
<b>10412</b>	<b>O'Reilly Auto Parts</b>	<b>35.96</b>				
			1 Transactions			
3776	<b>Palisade One Stop</b>					
	03-303-000-0000-6417	17.98	AITKIN SHOP SUPPLIES	0-0285521	Shop/Building Maintenance	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
3776	Palisade One Stop		17.98	1 Transactions		
8537	Powerplan OIB					
	03-303-000-0000-6590		682.04-	PD B4 CRDT WAS ISSUED-DBL PMT	2111012	Repair & Maintenance Supplies N
	03-303-000-0000-6590		2,975.97	REPAIR PARTS	2202183	Repair & Maintenance Supplies N
	03-303-000-0000-6590		1,960.00	REPAIR LABOR	2202183	Repair & Maintenance Supplies N
	03-303-000-0000-6590		209.83	REPAIR PARTS	2215768	Repair & Maintenance Supplies N
	03-303-000-0000-6590		399.33	REPAIR PARTS-FILTER	2219190	Repair & Maintenance Supplies N
	03-303-000-0000-6590		246.98	REPAIR PARTS	2219226	Repair & Maintenance Supplies N
	03-303-000-0000-6590		170.32	REPAIR PARTS	2219226	Repair & Maintenance Supplies N
	03-303-000-0000-6590		114.91	REPAIR PARTS	2219226	Repair & Maintenance Supplies N
	03-303-000-0000-6590		102.55-	REPAIR PARTS	22216818	Repair & Maintenance Supplies N
	03-303-000-0000-6590		186.59	REPAIR PARTS-FILTER	2222721	Repair & Maintenance Supplies N
	03-303-000-0000-6590		186.59	REPAIR PARTS-FILTER	2222721	Repair & Maintenance Supplies N
8537	Powerplan OIB		5,665.93	11 Transactions		
15211	Quality Disposal Systems Inc					
	03-303-000-0000-6254		70.79	GARBAGE: MCGRATH	1652085	Utilities-Gas and Electric N
15211	Quality Disposal Systems Inc		70.79	1 Transactions		
7888	Ruffridge Johnson Equip.Co,Inc.					
	03-303-000-0000-6590		373.37	REPAIR PARTS	IA24834	Repair & Maintenance Supplies N
	03-303-000-0000-6590		1,593.88	REPAIR PARTS	IA24870	Repair & Maintenance Supplies N
7888	Ruffridge Johnson Equip.Co,Inc.		1,967.25	2 Transactions		
9617	Timber Lakes Septic Service, Inc.					
	03-303-000-0000-6417		315.00	SWATARA SHOP	33289	Shop/Building Maintenance N
9617	Timber Lakes Septic Service, Inc.		315.00	1 Transactions		
7018	Town Of Macville Treasurer					
	03-303-000-0000-6521		1,925.00	DEC MAR SNOW PLOWING	804074	Maintenance Supplies N
7018	Town Of Macville Treasurer		1,925.00	1 Transactions		
6097	Verizon Wireless					
	03-303-000-0000-6220		423.94	DEPT CELL PHONES	9933891632	Telephone N
6097	Verizon Wireless		423.94	1 Transactions		
8671	Village Laundromat & Car Wash, Inc					
	03-303-000-0000-6417		39.00	RAGS	000054	Shop/Building Maintenance N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
8671	Village Laundromat & Car Wash, Inc		39.00				
				1 Transactions			
15199	WAYNE'S AUTOMOTIVE						
	03-303-000-0000-6590		138.67	REPAIR LABOR	80902	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		7.97	REPAIR PARTS	80902	Repair & Maintenance Supplies	N
15199	WAYNE'S AUTOMOTIVE		146.64	2 Transactions			
9642	WEX BANK - Highway Dept						
	03-303-000-0000-6570		74.32	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		468.80	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		327.87	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		82.55	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		244.80	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		233.96	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		57.53	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		172.31	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		54.73	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		403.40	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		949.38	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		804.90	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		498.36	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		56.96	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		180.98	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		710.40	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		368.06	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		56.86	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		51.15	SHOP SUPPLIES	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		39.06	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
9642	WEX BANK - Highway Dept		5,758.26	20 Transactions			
13313	Wilkie/Gary L.						
	03-303-000-0000-6181		154.99	WORK BOOTS REIMBURSEMENT	L&M FLEET	Safety Footwear Allowance	N
13313	Wilkie/Gary L.		154.99	1 Transactions			
8279	Winzer Franchise Company						
	03-303-000-0000-6417		192.72	AITKIN SHOP SUPPLIES	1028026	Shop/Building Maintenance	N
8279	Winzer Franchise Company		192.72	1 Transactions			
10196	Yanmar CE NA						

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6590		REPAIR PARTS	599567	Repair & Maintenance Supplies	N
<b>10196</b>	<b>Yanmar CE NA</b>					
		187.00				
		<b>187.00</b>		1 Transactions		
5295	Ziegler Inc					
	03-303-000-0000-6521		MILLING/PATCHING RENTAL	CM000139288	Maintenance Supplies	N
	03-303-000-0000-6521		MILLING/PATCHING RENTAL	IN000941532	Maintenance Supplies	N
<b>5295</b>	<b>Ziegler Inc</b>					
		3,532.80-				
		4,204.80				
		<b>672.00</b>		2 Transactions		
<b>303</b>	<b>DEPT Total:</b>		<b>R&amp;B Highway Maintenance</b>	<b>35 Vendors</b>	<b>156 Transactions</b>	
		<b>50,508.02</b>				
<b>308</b>	<b>DEPT</b>		<b>R&amp;B Equipment &amp; Facilities</b>			
13503	Minnesota Petroleum Service					
	03-308-000-0000-6605		MCGREGOR TANK REMOVAL	129679	Building & Structure Related Expenditure	N
<b>13503</b>	<b>Minnesota Petroleum Service</b>					
		4,900.00				
		<b>4,900.00</b>		1 Transactions		
<b>308</b>	<b>DEPT Total:</b>		<b>R&amp;B Equipment &amp; Facilities</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
		<b>4,900.00</b>				
<b>3</b>	<b>Fund Total:</b>		<b>Road &amp; Bridge</b>		<b>162 Transactions</b>	
		<b>55,997.24</b>				

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
400	DEPT		Public Health Department			
89856	Aitkin Co Agricultural Society					
	05-400-450-0451-6342				Office Equipment Rental/Contracts	N
	125.00		PUB. HLTH BUDGET-FAIR BOOTH			
89856	Aitkin Co Agricultural Society					
				1 Transactions		
9561	Amazon Business					
	05-400-440-0410-6405				Office Supplies	N
	4.48		DVD DRIVE (EM)	16L1-NNKC-GCHQ		
			04/23/2023	04/23/2023		
9561	Amazon Business					
				1 Transactions		
9608	AMAZON CAPITAL SERVICES					
	05-400-440-0410-6405				Office Supplies	N
	32.99		ERGO-PH (SB) FOOT REST	1F4G-NH4F-6RW6		
			05/09/2023	05/09/2023		
9608	AMAZON CAPITAL SERVICES					
				1 Transactions		
9553	Aramark Uniform Services					
	05-400-440-0410-6422				Janitorial Supplies	N
	7.80		JANITORIAL CLEANING SUPPLIES	2530141053		
			05/16/2023	05/16/2023		
9553	Aramark Uniform Services					
				1 Transactions		
783	Canon Financial Services, Inc					
	05-400-440-0410-6342				Office Equipment Rental/Contracts	N
	38.75		MAILROOM CONTRACT CHG-MAY '23	30525030		
			05/01/2023	05/31/2023		
	05-400-440-0410-6342				Office Equipment Rental/Contracts	N
	25.20		OSS CONTRACT CHARGE - MAY '23	30525033		
			05/01/2023	05/31/2023		
	05-400-440-0410-6342				Office Equipment Rental/Contracts	N
	288.36		PH CONTRACT CHARGE - MAY '23	30525034		
			05/01/2023	05/31/2023		
783	Canon Financial Services, Inc					
				3 Transactions		
352.31						
9014	PAPER STORM					
	05-400-440-0410-6360				Services, Labor, Contracts	N
	13.61		PAPER SHREDDING	22382		
			05/09/2023	05/09/2023		
9014	PAPER STORM					
				1 Transactions		
10657	Quadient Finance USA, Inc					
	05-400-440-0410-6405				Office Supplies	N
	24.34		POSTAGE INK	16966912		
			04/06/2023	04/06/2023		
10657	Quadient Finance USA, Inc					
				1 Transactions		
24.34						



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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4010	Rasley Oil Company		28.19	PHEP GAS CHARGES FOR APR '23 04/01/2023 04/30/2023	AITCOHHSS	Gas/Vehicle Fuel Charges N
	05-400-410-0413-6335		46.28	WIC GAS CHARGES FOR APR '23 04/01/2023 04/30/2023	AITCOHHSS	Gas/Vehicle Fuel Charges N
	05-400-430-0408-6335		12.56	MCH GAS CHARGES FOR APR '23 04/01/2023 04/30/2023	AITCOHHSS	Gas/Vehicle Fuel Charges N
	05-400-450-0451-6335		10.89	SHIP-SCHOOLS GAS CHARGES 4/23 04/01/2023 04/30/2023	AITCOHHSS	Gas/Vehicle Fuel Charges N
<b>4010</b>	<b>Rasley Oil Company</b>		<b>97.92</b>	<b>4 Transactions</b>		
10698	Stericycle, Inc		16.86	STERI-SAFE 06/01/2023 06/30/2023	4011782763	Services, Labor, Contracts 6
<b>10698</b>	<b>Stericycle, Inc</b>		<b>16.86</b>	<b>1 Transactions</b>		
10930	Tidholm Productions		1,309.00	SP-SUPPLIES-YARD SIGNS 05/22/2023 05/22/2023	31712828	Public Health Program Related Supplies Y
<b>10930</b>	<b>Tidholm Productions</b>		<b>1,309.00</b>	<b>1 Transactions</b>		
10207	VisuaLZ		16.95	FAIR BUDGET-FOOD SAFETY 05/12/2023 05/12/2023	413621	Public Health Program Related Supplies Y
<b>10207</b>	<b>VisuaLZ</b>		<b>16.95</b>	<b>1 Transactions</b>		
3518	Voyageur Press Of Mcgregor, Inc		55.00	HE-BUDGET-MH ARTICLE 05/02/2023 05/02/2023	46753	Services, Labor, Contracts N
<b>3518</b>	<b>Voyageur Press Of Mcgregor, Inc</b>		<b>55.00</b>	<b>1 Transactions</b>		
<b>400</b>	<b>DEPT Total:</b>		<b>2,056.26</b>	<b>Public Health Department</b>	<b>12 Vendors</b>	<b>17 Transactions</b>
<b>420</b>	<b>DEPT</b>			<b>Income Maintenance</b>		
88284	Aitkin Co Recorder		13.00	MA ESTATE DEATH CERTIFICATE 05/10/2023 05/10/2023	99769	Program Expenses Direct Charge Ffp N
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 05/11/2023 05/11/2023	99815	Program Expenses Direct Charge Ffp N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
<b>88284</b>	<b>Aitkin Co Recorder</b>		<b>26.00</b>		<b>2</b> Transactions	
9561	<b>Amazon Business</b>					
	05-420-600-4800-6405		10.55	DVD DRIVE (EM) 04/23/2023	16L1-NNKC-GCHQ 04/23/2023	Office Supplies N
<b>9561</b>	<b>Amazon Business</b>		<b>10.55</b>		<b>1</b> Transactions	
9608	<b>AMAZON CAPITAL SERVICES</b>					
	05-420-600-4800-6405		7.98	IM HC - BINDER (CH) 05/17/2023	1DJC-D3W3-7TX4 05/17/2023	Office Supplies N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>7.98</b>		<b>1</b> Transactions	
9553	<b>Aramark Uniform Services</b>					
	05-420-600-4800-6422		18.39	JANITORIAL CLEANING SUPPLIES 05/16/2023	2530141053 05/16/2023	Janitorial Supplies N
<b>9553</b>	<b>Aramark Uniform Services</b>		<b>18.39</b>		<b>1</b> Transactions	
783	<b>Canon Financial Services, Inc</b>					
	05-420-640-4800-6342		120.14	CS CONTRACT CHARGE-MAY '23 05/01/2023	30525029 05/31/2023	Office Equipment Rental/Contracts N
	05-420-600-4800-6342		91.34	MAILROOM CONTRACT CHG-MAY '23 05/01/2023	30525030 05/31/2023	Office Equipment Rental/Contracts N
	05-420-600-4800-6342		59.39	OSS CONTRACT CHARGE - MAY '23 05/01/2023	30525033 05/31/2023	Office Equipment Rental/Contracts N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>270.87</b>		<b>3</b> Transactions	
11051	<b>Department of Human Services</b>					
	05-420-640-4800-6360		103.63	CS MONTHLY FED OFFSET FEE 04/01/2023	A3000C313301 04/30/2023	Services, Labor, Contracts N
<b>11051</b>	<b>Department of Human Services</b>		<b>103.63</b>		<b>1</b> Transactions	
88439	<b>Metro Legal Services</b>					
	05-420-640-4800-6379		53.00	IV-D SERVICES 001418893703	3435960	Other Iv-D Charges N
<b>88439</b>	<b>Metro Legal Services</b>		<b>53.00</b>		<b>1</b> Transactions	
9014	<b>PAPER STORM</b>					
	05-420-600-4800-6360		32.08	PAPER SHREDDING 05/09/2023	22382 05/09/2023	Services, Labor, Contracts N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9014	PAPER STORM		32.08				
				1 Transactions			
10657	Quadient Finance USA, Inc 05-420-600-4800-6405		57.37	POSTAGE INK 04/06/2023	16966912	Office Supplies	N
				04/06/2023			
10657	Quadient Finance USA, Inc		57.37	1 Transactions			
86177	Sheriff Aitkin County 05-420-640-4800-6270		93.00	IV-D SERVICES 0014017163 02 05/09/2023	C2300109	Aitkin Co Sheriff Fees Iv-D	N
				05/09/2023			
86177	Sheriff Aitkin County		93.00	1 Transactions			
4071	Sheriff Rice County 05-420-640-4800-6379		140.00	IV-D SERVICE 001480773501 05/09/2023	202300665	Other Iv-D Charges	N
				05/09/2023			
	05-420-640-4800-6379		140.00	IV-D SERVICE 001480773501 05/11/2023	202300678	Other Iv-D Charges	N
				05/11/2023			
4071	Sheriff Rice County		280.00	2 Transactions			
15347	St Louis County - PHHS 05-420-650-4400-6211		86.73	MTM ADMIN FEE NON-FFP 03/14/2023	IP-00026438	Medical Assistance - MTM Admin	N
				03/14/2023			
	05-420-650-4400-6211		179.78	MTM ADMIN FEE NON-FFP 03/28/2023	IP-00026442	Medical Assistance - MTM Admin	N
				03/28/2023			
15347	St Louis County - PHHS		266.51	2 Transactions			
10698	Stericycle,Inc 05-420-600-4800-6360		39.73	STERI-SAFE 06/01/2023	4011782763	Services, Labor, Contracts	6
				06/01/2023			
10698	Stericycle,Inc		39.73	1 Transactions			
420	DEPT Total:		1,259.11	Income Maintenance	13 Vendors	18 Transactions	
430	DEPT			Social Services			
9561	Amazon Business 05-430-700-4800-6405		16.95	DVD DRIVE (EM) 04/23/2023	16L1-NNKC-GCHQ	Office Supplies	N
				04/23/2023			
	05-430-700-4800-6485		129.99	SS-VIEWSONIC MONITOR (JENM) 04/06/2023	1RGQ-LGYQ-4KRH	Computer/Technology Supplies	N
				04/06/2023			

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9561	Amazon Business					
			2 Transactions			
9608	AMAZON CAPITAL SERVICES					
	05-430-700-4800-6405		SS-PLANNER (KW)	1CGH-7TMH-9YGQ	Office Supplies	N
		27.17	05/13/2023 05/13/2023			
	05-430-700-4800-6810		MH-FLEX LENOVO TABLET	1V1C-KQHG-4XCG	Mh Init - Flex	N
		271.99	05/17/2023 05/17/2023			
9608	AMAZON CAPITAL SERVICES		2 Transactions			
9553	Aramark Uniform Services					
	05-430-700-4800-6422		JANITORIAL CLEANING SUPPLIES	2530141053	Janitorial Supplies	N
		29.55	05/16/2023 05/16/2023			
9553	Aramark Uniform Services		1 Transactions			
783	Canon Financial Services, Inc					
	05-430-700-4800-6342		MAILROOM CONTRACT CHG-MAY '23	30525030	Office Equipment Rental/Contracts	N
		146.70	05/01/2023 05/31/2023			
	05-430-700-4800-6342		OSS CONTRACT CHARGE - MAY '23	30525033	Office Equipment Rental/Contracts	N
		95.38	05/01/2023 05/31/2023			
783	Canon Financial Services, Inc		2 Transactions			
9014	PAPER STORM					
	05-430-700-4800-6360		PAPER SHREDDING	22382	Services, Labor, Contracts	N
		51.51	05/09/2023 05/09/2023			
9014	PAPER STORM		1 Transactions			
10657	Quadient Finance USA, Inc					
	05-430-700-4800-6405		POSTAGE INK	16966912	Office Supplies	N
		92.14	04/06/2023 04/06/2023			
10657	Quadient Finance USA, Inc		1 Transactions			
4010	Rasley Oil Company					
	05-430-700-4800-6335		SS GAS CHARGES FOR APR '23	AITCOHHSS	Gas/Vehicle Fuel Charges	N
		358.85	04/01/2023 04/30/2023			
4010	Rasley Oil Company		1 Transactions			
10698	Stericycle, Inc					
	05-430-700-4800-6360		STERI-SAFE	4011782763	Services, Labor, Contracts	6
		63.81	06/01/2023 06/30/2023			

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 5 Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>	
10698	Stericycle,Inc		63.81		1 Transactions		
430	DEPT Total:		1,284.04	Social Services	8 Vendors		11 Transactions
5	Fund Total:		4,599.41	Health & Human Services			46 Transactions

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10 Trust

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
14650	Johnson/Donald 10-900-000-0000-2300		166.41	REFUND BOND	14088	Timber Permit Bonds	N
14650	Johnson/Donald		166.41	1 Transactions			
4626	Peterson/Rodney 10-900-000-0000-2300		750.00	REFUND BOND	14043	Timber Permit Bonds	N
4626	Peterson/Rodney		750.00	1 Transactions			
5791	Sappi 10-900-000-0000-2300		2,061.65	REFUND BOND	14219	Timber Permit Bonds	N
5791	Sappi		2,061.65	1 Transactions			
11574	Timber Transport-Curt Raveill 10-900-000-0000-2300		654.00	REFUND BOND	14072	Timber Permit Bonds	N
	10-900-000-0000-2300		739.50	REFUND BOND	14103	Timber Permit Bonds	N
11574	Timber Transport-Curt Raveill		1,393.50	2 Transactions			
900	DEPT Total:		4,371.56	Timber Permit Bonds	4 Vendors	5 Transactions	
921	DEPT			Co. Development			
10205	JPJ Engineering, Inc 10-921-000-0000-6360		52,958.00	COR REMONUMENT PROJECT01-2021	1	Miscellaneous-Services	Y
10205	JPJ Engineering, Inc		52,958.00	1 Transactions			
921	DEPT Total:		52,958.00	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10-923-000-0000-6230		96.40	TIMBER AUCTION 05/03/2023	1309455	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		96.40	05/10/2023 1 Transactions			
170	Aitkin Motor Company 10-923-000-0000-6590		9.98	CIRCUIT BREAKER	17652	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		471.58	2015 F250 ABSSEN ASY COVER&CON	43021	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		121.45	2021 F150 LOF REAR AXL AIR CL	43048	Repair & Maintenance Supplies	N

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
<b>170</b>	<b>Aitkin Motor Company</b>		<b>603.01</b>	<b>3 Transactions</b>		
10452	<b>AT&amp;T Mobility</b> 10-923-000-0000-6220		1,646.48	PHONES AND TABLETS 03/26/2023 04/26/2023	287302631438	Telephone N
<b>10452</b>	<b>AT&amp;T Mobility</b>		<b>1,646.48</b>	<b>1 Transactions</b>		
783	<b>Canon Financial Services, Inc</b> 10-923-000-0000-6342		158.21	COPIER RENTAL 05/01/2023 05/31/2023	30525028	Office/Equipment-Rental N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>158.21</b>	<b>1 Transactions</b>		
5893	<b>CTC</b> 10-923-000-0000-6254		350.00	INTERNET 05/12/2023 06/11/2023	21204784	Utilities-Gas and Electric N
<b>5893</b>	<b>CTC</b>		<b>350.00</b>	<b>1 Transactions</b>		
2099	<b>Harmon/Elizabeth</b> 10-923-000-0000-6330		21.09	TIMBER SALE @ LLCC	05182023	Transportation/Travel/Parking N
<b>2099</b>	<b>Harmon/Elizabeth</b>		<b>21.09</b>	<b>1 Transactions</b>		
9692	<b>Minnesota Energy Resources Corporation</b> 10-923-000-0000-6254		367.53	GAS SHOP	0502544561	Utilities-Gas and Electric N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>367.53</b>	<b>1 Transactions</b>		
4010	<b>Rasley Oil Company</b> 10-923-000-0000-6335		49.11	#2 OFF ROAD	17176	Gas/Vehicle Fuel Charges N
<b>4010</b>	<b>Rasley Oil Company</b>		<b>49.11</b>	<b>1 Transactions</b>		
4070	<b>Riley Auto Supply</b> 10-923-000-0000-6590		14.99	2" X 3/4 " TRAILER BALL	637435	Repair & Maintenance Supplies N
<b>4070</b>	<b>Riley Auto Supply</b>		<b>14.99</b>	<b>1 Transactions</b>		
13934	<b>The Tire Barn</b> 10-923-000-0000-6590		220.98	TOWMAX 8 PLY TRAILER TIRE	67227	Repair & Maintenance Supplies N
<b>13934</b>	<b>The Tire Barn</b>		<b>220.98</b>	<b>1 Transactions</b>		
12788	<b>Timmer Implement of Aitkin</b> 10-923-000-0000-6590		373.71	SHOE FILTER OIL&FUEL OIL BOLT	IA22607A	Repair & Maintenance Supplies N

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 10 Trust

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	10-923-000-0000-6590			29.72	FILTER AIR	IA23558	Repair & Maintenance Supplies	N
<b>12788</b>	<b>Timmer Implement of Aitkin</b>			<b>403.43</b>		<b>2 Transactions</b>		
10180	WEX Bank - Land Dept			2,525.67	GAS	89135543	Gas/Vehicle Fuel Charges	N
	10-923-000-0000-6335							
<b>10180</b>	<b>WEX Bank - Land Dept</b>			<b>2,525.67</b>		<b>1 Transactions</b>		
<b>923</b>	<b>DEPT Total:</b>			<b>6,456.90</b>	<b>Forfeited Tax Sales</b>	<b>12 Vendors</b>	<b>15 Transactions</b>	
<b>10</b>	<b>Fund Total:</b>			<b>63,786.46</b>	<b>Trust</b>		<b>21 Transactions</b>	



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11 Forest Development

# 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
925	DEPT			Resource Management			
14742	Berg/James M						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		23.58	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
14742	Berg/James M		58.58	2 Transactions			
12526	Bixby/James						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		41.92	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
12526	Bixby/James		76.92	2 Transactions			
2099	Harmon/Elizabeth						
	11-925-000-0000-6330		31.08	NRAC MILEAGE	05182023	Transportation/Travel/Parking	N
2099	Harmon/Elizabeth		31.08	1 Transactions			
2270	Hoppe/Russell Peter						
	11-925-000-0000-6278		35.00	NRAC MEETING	05/08/2023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		39.30	NRAC MILEAGE	05/08/2023	Transportation/Travel/Parking	N
2270	Hoppe/Russell Peter		74.30	2 Transactions			
14014	Hughes/Steven Roger						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		23.58	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
14014	Hughes/Steven Roger		58.58	2 Transactions			
10890	Insley/Kevin						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.89	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
10890	Insley/Kevin		59.89	2 Transactions			
11990	Lange/David						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		44.54	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
11990	Lange/David		79.54	2 Transactions			
12512	MARCUM/ROBERT						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		44.54	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
12512	MARCUM/ROBERT		79.54				
				2 Transactions			
12077	Stromberg/Kevin						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		23.58	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
12077	Stromberg/Kevin		58.58				
				2 Transactions			
15229	Thompson/Dennis J						
	11-925-000-0000-6330		21.09	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
15229	Thompson/Dennis J		21.09				
				1 Transactions			
4927	Turnock/Franklin Allen						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		39.30	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
4927	Turnock/Franklin Allen		74.30				
				2 Transactions			
10017	Tveit/Galen						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		23.58	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
10017	Tveit/Galen		58.58				
				2 Transactions			
8612	Veenker/Thomas H						
	11-925-000-0000-6278		35.00	NRAC MEETING	05082023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		52.40	NRAC MILEAGE	05082023	Transportation/Travel/Parking	N
8612	Veenker/Thomas H		87.40				
				2 Transactions			
925	DEPT Total:		818.38	Resource Management	13 Vendors	24 Transactions	
939	DEPT			County Surveyor			
13725	Beartooth True Value						
	11-939-000-0000-6450		32.99	6K TOW STARTER KIT	B220268	Supplies	N
	11-939-000-0000-6450		24.28	HOOK AND EYE AND HD DRAW SLIDE	B221635	Supplies	N
13725	Beartooth True Value		57.27				
				2 Transactions			
939	DEPT Total:		57.27	County Surveyor	1 Vendors	2 Transactions	
11	Fund Total:		875.65	Forest Development		26 Transactions	

# Aitkin County



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13 Taxes & Penalties

Audit List for Board COMMISSIONER'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	
943	DEPT		Taxes And Penalties			
4258	St Louis County Auditor					
	13-943-000-0000-2001					
	4258 St Louis County Auditor					
		111,359.99	FISCAL DISPARITIES - 1ST HALF	1ST HALF 2023	Cur - Property Taxes	N
		111,359.99	1 Transactions			
943	DEPT Total:	111,359.99	Taxes And Penalties	1 Vendors	1 Transactions	
13	Fund Total:	111,359.99	Taxes & Penalties		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
9561	Amazon Business 19-521-000-0000-6454		76.33	MATERIALS TO MAKE BOG SOAP	1H1Y-V477-177V	Commissary Supplies-Non Jail	N
9561	Amazon Business		76.33	1 Transactions			
246	Brothers Fire & Security 19-521-000-0000-6360		233.75	FIRE EXTINGUISHER INSPECTION	W25635	Services, Labor, Contracts	N
246	Brothers Fire & Security		233.75	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		863.30	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
	19-521-000-0000-6254		709.24	MLEC DINING HALL	271300601	Utilities-Gas and Electric	N
	19-521-000-0000-6254		644.68	MLEC NORTH STAR LODGE	271300703	Utilities-Gas and Electric	N
	19-521-000-0000-6254		75.91	MLEC PARKING LOT	271300801	Utilities-Gas and Electric	N
	19-521-000-0000-6254		73.63	MLEC STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		2,366.76	5 Transactions			
10034	Sorben Honey 19-521-000-0000-6454		336.00	HONEY FOR CANTEEN	561762	Commissary Supplies-Non Jail	Y
10034	Sorben Honey		336.00	1 Transactions			
9287	The Teehive LLC 19-521-000-0000-6454		2,925.00	SWEATSHIRTS FOR CANTEEN	281588	Commissary Supplies-Non Jail	Y
9287	The Teehive LLC		2,925.00	1 Transactions			
521	DEPT Total:		5,937.84	LLCC Administration	5 Vendors	9 Transactions	
523	DEPT			LLCC Food			
3810	Paulbeck's County Market 19-523-000-0000-6418		71.24	GROCERIES AND STUFF	7684653	Groceries-Students	N
3810	Paulbeck's County Market		71.24	1 Transactions			
4761	Sysco Minnesota Inc 19-523-000-0000-6418		801.08	GROCERIES	253389736	Groceries-Students	N
4761	Sysco Minnesota Inc		801.08	1 Transactions			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		1,561.26	GROCERIES	280405-00	Groceries-Students	N

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 19 Long Lake Conservation Cer

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	4968 Upper Lakes Foods, Inc		1,561.26		1 Transactions		
523	DEPT Total:		2,433.58	LLCC Food	3 Vendors	3 Transactions	
19	Fund Total:		8,371.42	Long Lake Conservation Center		12 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
188	Aitkin Sno-Drifters Snowmobile 21-520-000-0000-6802	Q	8,123.19	BM3 FY23	00845184	Trail Grants-State	N
188	Aitkin Sno-Drifters Snowmobile		8,123.19	1 Transactions			
13725	Beartooth True Value 21-520-000-0000-6523		6.79	COAT AND HAT HOOK	B220190	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		20.18	BRAKLEEN CLEANER	B221276	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		64.98	PIPE WRENCH	B222011	Misc Bldg & Shop Supplies	N
13725	Beartooth True Value		91.95	3 Transactions			
2763	Countryside Sanitation, LLC 21-520-000-0000-6360	B	422.37	BERGLUND PARK GARBAGE 05/01/2023 05/31/2023	3498	Services, Labor, Contracts	Y
2763	Countryside Sanitation, LLC		422.37	1 Transactions			
2340	Hyytinen Hardware Hank 21-520-000-0000-6523		29.99	SWIVEL HEAD PRO RIVET TOOL	8285	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		9.99	HYDRAULIC JACK OIL	8297	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		10.98	VINYL ELECT T ELECT TAPE RED	8516	Misc Bldg & Shop Supplies	N
2340	Hyytinen Hardware Hank		50.96	3 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 21-520-000-0000-6254	B	79.71	BERGLUND PARK ELECTRIC 04/01/2023 05/01/2023	185110602	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		79.71	1 Transactions			
9526	Norland Environmental Service Inc 21-520-000-0000-6360	B	175.50	3 YARD SERVICE	4360123	Services, Labor, Contracts	N
9526	Norland Environmental Service Inc		175.50	1 Transactions			
10891	Roth Construction 21-520-000-0000-6802	Q	1,300.00	BLADE SOO LINE	05112023	Trail Grants-State	Y
	21-520-000-0000-6802		1,200.00	BLADE JONES RD & CAMPGROUND	05162023	Trail Grants-State	Y
10891	Roth Construction		2,500.00	2 Transactions			
9617	Timber Lakes Septic Service, Inc. 21-520-000-0000-6360	B	150.00	AITKIN CAMPGROUND DUMP STATION 05/01/2023 05/01/2023	33357	Services, Labor, Contracts	N

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 21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	21-520-000-0000-6360	B	150.00	BERGLUND DUMP	33358	Services, Labor, Contracts	N
				05/01/2023 05/01/2023			
9617	Timber Lakes Septic Service, Inc.		300.00		2 Transactions		
520	DEPT Total:		11,743.68	Parks	8 Vendors	14 Transactions	
21	Fund Total:		11,743.68	Parks		14 Transactions	

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 22 Coronavirus Relief Fund

# Aitkin County



Audit List for Board COMMISSIONER'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	
716	DEPT		American Rescue Plan - COVID			
85	Growth Innovations					
	22-716-000-0000-6802		1,521.00	REVITALIZATION GRANT AWARD	51623	Category: Negative Economic Impacts N
85	Growth Innovations		1,521.00	1 Transactions		
9013	STRATELIGENT					
	22-716-000-0000-5410		3,333.33	COMMUNICATION PLAN	050423	American Rescue Plan - Federal N
9013	STRATELIGENT		3,333.33	1 Transactions		
716	DEPT Total:		4,854.33	American Rescue Plan - COVID	2 Vendors	2 Transactions
22	Fund Total:		4,854.33	Coronavirus Relief Fund		2 Transactions
	Final Total:		574,690.51	262 Vendors	479 Transactions	



# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	290,736.36	General Fund	
	2	22,365.97	Reserves Fund	
	3	55,997.24	Road & Bridge	
	5	4,599.41	Health & Human Services	
	10	63,786.46	Trust	
	11	875.65	Forest Development	
	13	111,359.99	Taxes & Penalties	
	19	8,371.42	Long Lake Conservation Center	
	21	11,743.68	Parks	
	22	4,854.33	Coronavirus Relief Fund	
<b>All Funds</b>		<b>574,690.51</b>	<b>Total</b>	Approved by, .....
				.....
				.....

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# Aitkin County



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

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

Elan 5/11/23

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
<b>5462 Bremer Bank (Elan ACH)</b>							
31	01-044-000-0000-6800		4,338.64-	Elan Allocated 5.11.23		ELAN - Statement Payment	N
17	01-200-000-0000-6460		523.20	TASER BATTERIES	00023522	Deputy Supplies	N
18	01-200-200-0000-6265		199.96	REMINGTON 870 CASE	019563	Programs	N
29	01-110-000-0000-6415		250.42	FILTERS FOR AIR HANDLERS	02606	Operational Supplies	N
25	01-257-251-0000-6241		200.00	TRAINING-REGISTRATION MACPO TR 05/17/2023 05/19/2023	04154	Registration Fee	N
7	01-040-000-0000-6205		54.24	USPS / FORFEITURE MAILINGS	090154	Postage	N
24	01-043-000-0000-6339		13.70	LT - FUTUREVIEW BRKFST	099008	Meals (Overnight)	N
19	01-252-000-0000-6465		150.60	PORTABLE BOOM BOX # WASH CLOTH	1042000314	Inmate Supplies	N
16	01-200-200-0000-6405		59.99	FLASH DRIVE	112-2901322-372506	VCET - AIM Office Supplies	N
5	01-053-000-0000-6360		191.00	RACARIE SOFTWARE/APPLICANTSTAC 05/01/2023 06/01/2023	173199	Services, Labor, Contracts	N
3	01-120-000-0000-6360		62.10	VAN WINDSHIELD REPAIR	2478	Services, Labor, Contracts	N
2	01-120-000-0000-6241		350.00	NACVSO VIRTUALCONF FEE - PENNY	2822	Registration Fee	N
11	01-252-003-0000-6339		39.97	301 & 303	30010	Meals (Overnight)	N
10	01-200-003-0000-6241		500.00	GLCOK TRAINING 216 & 220	329293/329295	Registration Fee	N
30	01-110-000-0000-6415		752.40	FLYING INSECT SPRAY	39802	Operational Supplies	N
21	01-049-000-0000-6485		65.00-	REFUND DEFECTIVE RAM	5236653349	Computer/Technology Supplies	N
4	01-043-000-0000-6360		57.00	MLS MONTHLY FEE FOR MAY 2023	55556	Services, Labor, Contracts, GIS Mapping	N
13	01-252-003-0000-6335		36.00	303 TRAINING	63949	Gas/Vehicle Fuel Charges	N
12	01-252-003-0000-6335		35.87	301 & 303 TRAINING - METRO	65570	Gas/Vehicle Fuel Charges	N
6	01-391-000-0000-6268		350.00-	REFUND UOFM INSPECTING SSTS	730392	Staff Training, Development	N
14	01-252-003-0000-6332		322.42	301 & 303 TRAINING - METRO	82748055	School Hotel / Motel Lodging	N
15	01-252-003-0000-6332		217.32	LEXI TRAINING - BEMIDJI	85024EE005995	School Hotel / Motel Lodging	N
20	01-252-003-0000-6335		23.78	LEXI TRAINING - BEMIDJI	992816	Gas/Vehicle Fuel Charges	N
26	01-257-000-0000-6339		9.63	MEALS - MACCAC BARRIO 04/27/2023 04/27/2023	CC#1149	Meals (Overnight)	N
28	01-257-000-0000-6339		8.62	MEALS - MACCAC CULVERS L 04/28/2023 04/28/2023	CC#1149	Meals (Overnight)	N
9	01-200-000-0000-6360		240.00	SPYPOINT PLAN -2 CAMERAS	CE486A8D-0003/006	Services, Labor, Contracts	N
1	01-122-000-0000-6360		15.99	MONTHLY ZOOM SUBSCRIPTION 04/22/2023 05/21/2023	INV198767482	Services, Labor, Contracts	N
27	01-257-000-0000-6332		134.57	HOTEL - MACCAC DRURY D 04/27/2023 04/28/2023	RFWY3GSJN	Hotel / Motel Lodging	N
<b>5462 Bremer Bank (Elan ACH)</b>			<b>304.86-</b>	<b>28 Transactions</b>			
<b>1 Fund Total:</b>			<b>304.86-</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>28 Transactions</b>	

WLB1  
 5/19/23 2:20PM  
 11 Forest Development

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8	5462 Bremer Bank (Elan ACH) 11-939-000-0000-6240		285.00	GISP RECERTIFIC 3 YR D HASKIN	24686	Membership/Dues/Association Fees	N
	5462 Bremer Bank (Elan ACH)		285.00	1 Transactions			
<b>11 Fund Total:</b>			<b>285.00</b>	<b>Forest Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLB1  
 5/19/23 2:20PM  
 19 Long Lake Conservation Cer

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	<b>5462 Bremer Bank (Elan ACH)</b>					
22	19-521-000-0000-6205		CANTEEN MAILING	04252023	Postage	N
23	19-522-000-0000-6230		FACEBOOK ADS	6HZH8Q72M2	Printing, Publishing & Adv	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>19.86</b>			
				2 Transactions		
<b>19 Fund Total:</b>			<b>19.86</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>			<b>0.00</b>	<b>3 Vendors</b>	<b>31 Transactions</b>	

WLB1  
5/19/23

2:20PM

# Aitkin County



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

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	1	-304.86	General Fund	
	11	285.00	Forest Development	
	19	19.86	Long Lake Conservation Center	
	<b>All Funds</b>	<b>0.00</b>	<b>Total</b>	Approved by, .....
				.....
				.....

WLB1  
5/19/23 2:21 PM

# Aitkin County



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

Elan 5/11/23

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



WLB1  
5/19/23 2:21PM  
1 General Fund

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

Page 2

<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>	
12	5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800		1,643.70-	Elan Allocated 5.11.23		ELAN - Statement Payment	N
	5462 Bremer Bank (Elan ACH)		1,643.70-	1 Transactions			
<b>1 Fund Total:</b>			<b>1,643.70-</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	



# Aitkin County



WLB1  
5/19/23 2:21PM  
5 Health & Human Services

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

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6332			32.81	MACSSA MEETING LODGING 04/25/2023 04/26/2023		Hotel/Lodging	N
4	05-420-600-4800-6332			77.33	MACSSA MEETING LODGING 04/25/2023 04/26/2023		Hotel/Lodging	N
2	05-430-700-4800-6332			297.82	AMFCCL CONF LODGING 04/25/2023 04/26/2026		Hotel/Lodging	N
5	05-430-700-4800-6332			124.20	MACSSA MEETING LODGING 04/25/2023 04/26/2023		Hotel/Lodging	N
1	05-430-700-4800-6339			16.28	AMFCCL CONF MEAL 04/25/2023 04/26/2026		Meals (Overnight)	N
10	05-430-700-4800-6405			33.99	SS-BUSINESS CARDS (JENM) 05/08/2023 05/08/2023		Office Supplies	N
6	05-430-700-4800-6810			788.97	MH-INIT FLEX - CHAIR 05/02/2023 05/02/2023	128186015	Mh Init - Flex	N
11	05-400-400-0402-6332			123.74	CONF LODGING (SDS) 04/24/2023 04/25/2023	BUDGET	Hotel/Lodging	N
7	05-400-440-0410-6240			20.80	AGENCY-AMAZON ANNUAL MEMBERSHI 05/04/2023 05/04/2023	D01-6608131-51650	Membership/Dues/Association Fees	N
8	05-420-600-4800-6240			49.02	AGENCY-AMAZON ANNUAL MEMBERSHI 05/04/2023 05/04/2023	D01-6608131-51650	Membership/Dues/Association Fees	N
9	05-430-700-4800-6240			78.74	AGENCY-AMAZON ANNUAL MEMBERSHI 05/04/2023 05/04/2023	D01-6608131-51650	Membership/Dues/Association Fees	N
	5462 Bremer Bank (Elan ACH)			1,643.70	11 Transactions			
<b>5 Fund Total:</b>				<b>1,643.70</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>11 Transactions</b>	
<b>Final Total:</b>				<b>0.00</b>	<b>2 Vendors</b>	<b>12 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	-1,643.70	General Fund
	5	1,643.70	Health & Human Services
<b>All Funds</b>		<b>0.00</b>	<b>Total</b>

Approved by,

.....  
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WLB1  
5/22/23 2:00PM

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

School Advances 5/23/23

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1	393	ISD 1 Aitkin-Treasurer 12-932-000-0000-6801		1,392,992.57	2023 ADVANCE PAYMENT	MAY ADV 2023	Appropriations	N
	393	ISD 1 Aitkin-Treasurer		<b>1,392,992.57</b>	1 Transactions			
2	1985	ISD 182 Crosby-Treasurer 12-932-000-0000-6801		0.19	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1985	ISD 182 Crosby-Treasurer		<b>0.19</b>	1 Transactions			
3	392	ISD 2 Hill City-Treasurer 12-932-000-0000-6801		428,401.88	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	392	ISD 2 Hill City-Treasurer		<b>428,401.88</b>	1 Transactions			
4	1983	ISD 2165 Hinckley Finlayson-Treasurer 12-932-000-0000-6801		123,699.72	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1983	ISD 2165 Hinckley Finlayson-Treasurer		<b>123,699.72</b>	1 Transactions			
5	1979	ISD 2580 East Central-Treasurer 12-932-000-0000-6801		21,195.25	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1979	ISD 2580 East Central-Treasurer		<b>21,195.25</b>	1 Transactions			
6	395	ISD 4 McGregor-Treasurer 12-932-000-0000-6801		814,657.19	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	395	ISD 4 McGregor-Treasurer		<b>814,657.19</b>	1 Transactions			
7	1982	ISD 473 Isle-Treasurer 12-932-000-0000-6801		180,682.75	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1982	ISD 473 Isle-Treasurer		<b>180,682.75</b>	1 Transactions			
8	1981	ISD 577 Willow River-Treasurer 12-932-000-0000-6801		6,604.93	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1981	ISD 577 Willow River-Treasurer		<b>6,604.93</b>	1 Transactions			
9	394	ISD 698 Floodwood-Treasurer 12-932-000-0000-6801		14,295.73	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	394	ISD 698 Floodwood-Treasurer		<b>14,295.73</b>	1 Transactions			
10	1984	ISD 95 Cromwell-Wright-Treasurer 12-932-000-0000-6801		450.16	2023 ADVANCE PAYMENT	2023 MAY ADV	Appropriations	N
	1984	ISD 95 Cromwell-Wright-Treasurer		<b>450.16</b>	1 Transactions			

WLB1  
 5/22/23 2:00PM  
 12 Townships/Cities/ARDC/Amt

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
12 Fund Total:		2,982,980.37	Townships/Cities/ARDC/Ambulan	10 Vendors	10 Transactions	
Final Total:		2,982,980.37	10 Vendors	10 Transactions		

WLB1  
5/22/23

2:00PM

# 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>	
	12	2,982,980.37	Townships/Cities/ARDC/Ambulan	
All Funds		2,982,980.37	Total	Approved by, .....
				.....
				.....

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KMR1  
5/25/23

2:16PM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

5/25/23

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  
5/25/23 2:16PM

# Aitkin County



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

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	
<b>8410</b>	<b>Bremer Bank</b>					
5	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/18/2023	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		DEP CARE FSA CLAIMS 2023	05/22/2023	Flex Plan Withdrawals	N
13	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/23/2023	Flex Plan Withdrawals	N
14	01-044-904-0000-6379		WEX MONTHLY FEE	1732319-IN	Flex Services, Labor, Etc.	N
			04/01/2023	04/30/2023		
<b>8410</b>	<b>Bremer Bank</b>		<b>1,717.77</b>	<b>4</b>	<b>Transactions</b>	
<b>1 Fund Total:</b>			<b>1,717.77</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>4 Transactions</b>



KMR1  
 5/25/23 2:16PM  
 9 State

# 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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
<b>8410</b>	<b>Bremer Bank</b>					
10	09-000-000-0000-2058		ADVANCE STATE GENERAL	ADVANCE 1	State General Tax-Education	N
11	09-000-000-0000-2058		ADVANCE STATE GENERAL	ADVANCE 2	State General Tax-Education	N
<b>8410</b>	<b>Bremer Bank</b>					
			<b>2 Transactions</b>			
<b>9 Fund Total:</b>			<b>State</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
		<b>2,717,670.65</b>				

KMR1  
 5/25/23 2:16PM  
 13 Taxes & Penalties

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>8410</b>	<b>Bremer Bank</b>					
4	13-943-000-0000-2001		ECHBK UNABLE TO LOC - PER 1	R 127 - 130	Cur - Property Taxes	N
8	13-943-000-0000-2001		E CHGBK UNAB TO LOC-PER 1	R 131-142	Cur - Property Taxes	N
12	13-943-000-0000-2001		CHGK UNABLE TO LOC - PERIOD 2	R 201 & 202	Cur - Property Taxes	N
1	13-943-000-0000-2001		E CHARGEBACK - PERIOD 1	R 67	Cur - Property Taxes	N
2	13-943-000-0000-2001		ECHBK UNABLE TO L - PER 1	R 68-69	Cur - Property Taxes	N
3	13-943-000-0000-2001		E CHGBK UNABLE TO LOC - PER 1	R113 & R 114	Cur - Property Taxes	N
<b>8410</b>	<b>Bremer Bank</b>		<b>11,405.52</b>	<b>6 Transactions</b>		
<b>13 Fund Total:</b>			<b>11,405.52</b>	<b>Taxes &amp; Penalties</b>	<b>1 Vendors</b>	<b>6 Transactions</b>

KMR1  
 5/25/23 2:16PM  
 21 Parks

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
7	8410 Bremer Bank 21-520-000-0000-5510		CAMP REFUND - MONSON	B-6191	Co. Parks Campground Fees	N
6	21-520-000-0000-5510		CAMP REFUND - NAGAN	J-6300	Co. Parks Campground Fees	N
	8410 Bremer Bank		2 Transactions			
<b>21 Fund Total:</b>			<b>120.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>			<b>2,730,913.94</b>	<b>4 Vendors</b>	<b>14 Transactions</b>	

# Aitkin County



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

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	1	1,717.77	General Fund	
	9	2,717,670.65	State	
	13	11,405.52	Taxes & Penalties	
	21	120.00	Parks	
	<b>All Funds</b>	<b>2,730,913.94</b>	<b>Total</b>	<b>Approved by,</b>
				.....
				.....
				.....

WLB1  
5/26/23 1:27PM

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

Tax over pays 5/31/23

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

WLB1  
 5/26/23 1:27PM  
 13 Taxes & Penalties

# 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
31	999999000 ADAM STAFFORD 13-943-000-0000-2001		543.00	PROPERTY TAX OVERPAYMENT - 1	R 109	Cur - Property Taxes	N
	999999000 ADAM STAFFORD		543.00	1 Transactions			
18	999999000 ALLEN AMMALA 13-943-000-0000-2001		114.00	PROPERTY TAX OVERPAYMENT - 1	R 90	Cur - Property Taxes	N
	999999000 ALLEN AMMALA		114.00	1 Transactions			
21	999999000 ANDREW KILPATRICK 13-943-000-0000-2001		687.00	PROPERTY TAX OVERPAYMENT - 1	R 93	Cur - Property Taxes	N
	999999000 ANDREW KILPATRICK		687.00	1 Transactions			
36	999999000 BILL REMER 13-943-000-0000-2001		24.00	PROPERTY TAX OVERPAYMENT - 1	R 115	Cur - Property Taxes	N
	999999000 BILL REMER		24.00	1 Transactions			
14	999999000 BLACK BEAR PROPERTIES 13-943-000-0000-2001		108.00	PROPERTY TAX OVERPAYMENT - 1	R 85	Cur - Property Taxes	N
	999999000 BLACK BEAR PROPERTIES		108.00	1 Transactions			
17	999999000 CAROLYN MONTOYA 13-943-000-0000-2001		98.00	PROPERTY TAX OVERPAYMENT - 1	R 89	Cur - Property Taxes	N
	999999000 CAROLYN MONTOYA		98.00	1 Transactions			
37	999999000 CHET KIESELHORST 13-943-000-0000-2001		272.00	PROPERTY TAX OVERPAYMENT - 1	R 116	Cur - Property Taxes	N
	999999000 CHET KIESELHORST		272.00	1 Transactions			
13	999999000 CHRISTINA MCCLAIN 13-943-000-0000-2001		70.00	PROPERTY TAX OVERPAYMENT - 1	R 84	Cur - Property Taxes	N
	999999000 CHRISTINA MCCLAIN		70.00	1 Transactions			
8	999999000 CLYDE STANSBERRY 13-943-000-0000-2001		105.00	PROPERTY TAX OVERPAYMENT - 1	R 79	Cur - Property Taxes	N
	999999000 CLYDE STANSBERRY		105.00	1 Transactions			
6	999999000 DANIEL MOLICK 13-943-000-0000-2001		80.00	PROPERTY TAX OVERPAYMENT - 1	R 77	Cur - Property Taxes	N
	999999000 DANIEL MOLICK		80.00	1 Transactions			

# 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
12	999999000 DAVID EKLUND 13-943-000-0000-2001		100.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 83	Cur - Property Taxes	N
	999999000 DAVID EKLUND		100.00				
5	999999000 DEBRA HOREJSI 13-943-000-0000-2001		146.00	PROPERTY TAX OVERPAYMENT 1 1 Transactions	R 76	Cur - Property Taxes	N
	999999000 DEBRA HOREJSI		146.00				
29	999999000 DIANNA INCE 13-943-000-0000-2001		44.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 107	Cur - Property Taxes	N
	999999000 DIANNA INCE		44.00				
11	999999000 DOUGLAS WARREN 13-943-000-0000-2001		28.10	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 82	Cur - Property Taxes	N
	999999000 DOUGLAS WARREN		28.10				
26	999999000 FIRST NATIONAL BANK 13-943-000-0000-2001		252.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 100	Cur - Property Taxes	N
	999999000 FIRST NATIONAL BANK		252.00				
33	999999000 GARY LONG 13-943-000-0000-2001		151.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 112	Cur - Property Taxes	N
	999999000 GARY LONG		151.00				
43	999999000 GEORGE CASPER 13-943-000-0000-2001		50.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 126	Cur - Property Taxes	N
	999999000 GEORGE CASPER		50.00				
3	999999000 GEORGIA SCHNELLER 13-943-000-0000-2001		68.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 73	Cur - Property Taxes	N
	999999000 GEORGIA SCHNELLER		68.00				
28	999999000 GRAND TIMBER BANK 13-943-000-0000-2001		1,122.00	PROPERTY TAX OVERPAYMENT - 1	R 102, 103, 104	Cur - Property Taxes	N
32	13-943-000-0000-2001		534.00	PROPERTY TAX OVERPAYMENT - 1	R 110	Cur - Property Taxes	N
25	13-943-000-0000-2001		175.00	PROPERTY TAX OVERPAYMENT - 1	R 99	Cur - Property Taxes	N
	999999000 GRAND TIMBER BANK		1,831.00	3 Transactions			
34	999999000 JASON ERTMAN 13-943-000-0000-2001		170.00	PROPERTY TAX OVERPAYMENT - 1	R 105	Cur - Property Taxes	N

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13 Taxes & Penalties

# 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
999999000	JASON ERTMAN		170.00		1 Transactions		
10	999999000 JOEL BARTHEL 13-943-000-0000-2001		22.00	PROPERTY TAX OVERPAYMENT - 1	R 81	Cur - Property Taxes	N
999999000	JOEL BARTHEL		22.00	1 Transactions			
19	999999000 JOSEPH FENSKE 13-943-000-0000-2001		42.00	PROPERTY TAX OVERPAYMENT - 1	R 91	Cur - Property Taxes	N
999999000	JOSEPH FENSKE		42.00	1 Transactions			
23	999999000 JOSHUA RISING 13-943-000-0000-2001		1,410.00	PROPERTY TAX OVERPAYMENT - 1	R 95 & 96	Cur - Property Taxes	N
999999000	JOSHUA RISING		1,410.00	1 Transactions			
2	999999000 KATHY BARTHEL 13-943-000-0000-2001		752.00	PROPERTY TAX OVERPAYMENT - 1	R 74	Cur - Property Taxes	N
999999000	KATHY BARTHEL		752.00	1 Transactions			
35	999999000 KIMBERLY JANSSEN 13-943-000-0000-2001		1,158.00	PROPERTY TAX OVERPAYMENT - 1	R 106	Cur - Property Taxes	N
999999000	KIMBERLY JANSSEN		1,158.00	1 Transactions			
1	999999000 KOSBAU, NATHANIEL 13-943-000-0000-2001		733.00	PROPERTY TAX OVERPAYMENT - 1	R 70, 71, 72	Cur - Property Taxes	N
999999000	KOSBAU, NATHANIEL		733.00	1 Transactions			
7	999999000 LANETTE HANSCOM 13-943-000-0000-2001		68.00	PROPERTY TAX OVERPAYMENT - 1	R 78	Cur - Property Taxes	N
999999000	LANETTE HANSCOM		68.00	1 Transactions			
16	999999000 LORI MCCULLOUGH 13-943-000-0000-2001		1,092.00	PROPERTY TAX OVERPAYMENT - 1	R 88	Cur - Property Taxes	N
999999000	LORI MCCULLOUGH		1,092.00	1 Transactions			
40	999999000 LYDIA BERG 13-943-000-0000-2001		184.00	PROPERTY TAX OVERPAYMENT - 1	R 120	Cur - Property Taxes	N
999999000	LYDIA BERG		184.00	1 Transactions			
27	999999000 M B WALLACE 13-943-000-0000-2001		48.00	PROPERTY TAX OVERPAYMENT - 1	R 101	Cur - Property Taxes	N



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# 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
999999000	M B WALLACE		48.00		1 Transactions		
42	999999000 MARIE SANCHEZ 13-943-000-0000-2001		158.00	PROPERTY TAX OVERPAYMENT - 1	R 123, 124, 125	Cur - Property Taxes	N
999999000	MARIE SANCHEZ		158.00	1 Transactions			
22	999999000 MARTIN SCHELDE 13-943-000-0000-2001		108.00	PROPERTY TAX OVERPAYMENT - 1	R 94	Cur - Property Taxes	N
999999000	MARTIN SCHELDE		108.00	1 Transactions			
30	999999000 MEMBERS COOP CREDIT UNION 13-943-000-0000-2001		846.00	PROPERTY TAX OVERPAYMENT - 1	R 108	Cur - Property Taxes	N
999999000	MEMBERS COOP CREDIT UNION		846.00	1 Transactions			
4	999999000 ROBERT GALARNEAULT 13-943-000-0000-2001		24.00	PROPERTY TAX OVERPAYMENT - 1	R 75	Cur - Property Taxes	N
999999000	ROBERT GALARNEAULT		24.00	1 Transactions			
24	999999000 RON RITTER 13-943-000-0000-2001		138.00	PROPERTY TAX OVERPAYMENT - 1	R 97 & 98	Cur - Property Taxes	N
999999000	RON RITTER		138.00	1 Transactions			
39	999999000 SANDRA SHADE 13-943-000-0000-2001		24.00	PROPERTY TAX OVERPAYMENT - 1	160044805	Cur - Property Taxes	N
999999000	SANDRA SHADE		24.00	1 Transactions			
38	999999000 SARA WORKMAN 13-943-000-0000-2001		12.00	PROPERTY TAX OVERPAYMENT - 1	R 117 & 118	Cur - Property Taxes	N
999999000	SARA WORKMAN		12.00	1 Transactions			
41	999999000 SHELLY HANSON 13-943-000-0000-2001		60.00	PROPERTY TAX OVERPAYMENT - 1	R 121 & 122	Cur - Property Taxes	N
999999000	SHELLY HANSON		60.00	1 Transactions			
20	999999000 STEVEN NYBERG 13-943-000-0000-2001		16.00	PROPERTY TAX OVERPAYMENT - 1	R 92	Cur - Property Taxes	N
999999000	STEVEN NYBERG		16.00	1 Transactions			
9	999999000 SUSAN SPORTEL 13-943-000-0000-2001		22.00	PROPERTY TAX OVERPAYMENT - 1	R 80	Cur - Property Taxes	N

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 13 Taxes & Penalties

# Aitkin County



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

<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>
999999000 SUSAN SPORTEL		22.00	1 Transactions		
999999000 TRACY HOPPERSTAD					
15 13-943-000-0000-2001		335.00	PROPERTY TAX OVERPAYMENT - 1	R 86 & 87	Cur - Property Taxes
999999000 TRACY HOPPERSTAD		335.00	1 Transactions		N
<b>13 Fund Total:</b>		<b>12,193.10</b>	<b>Taxes &amp; Penalties</b>	<b>41 Vendors</b>	<b>43 Transactions</b>
<b>Final Total:</b>		<b>12,193.10</b>	<b>41 Vendors</b>	<b>43 Transactions</b>	

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	12,193.10	Taxes & Penalties
All Funds	12,193.10	Total

Approved by,

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25

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5/31/23 10:28AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

5/31/23

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  
 5/31/23 10:28AM  
 1 General Fund

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>8410</b>	<b>Bremer Bank</b>					
2	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/25/2023	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/26/2023	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/27/2023	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/28/2023	Flex Plan Withdrawals	N
6	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/29/2023	Flex Plan Withdrawals	N
7	01-044-904-0000-6360		MED FSA CLAIMS 2023	05/30/2023	Flex Plan Withdrawals	N
<b>8410</b>	<b>Bremer Bank</b>		<b>1,422.65</b>	<b>6 Transactions</b>		
<b>1 Fund Total:</b>			<b>1,422.65</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>6 Transactions</b>

KMR1  
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 13 Taxes & Penalties

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	<b>8410 Bremer Bank</b>					
4	13-943-000-0000-2001		860.00	E CHGBK - PERIOD 1	R 171	Cur - Property Taxes N
5	13-943-000-0000-2001		169.00	CHGBK UNABLE TO LOC - PER 2	R 203	Cur - Property Taxes N
	<b>8410 Bremer Bank</b>		<b>1,029.00</b>	<b>2 Transactions</b>		
<b>13 Fund Total:</b>			<b>1,029.00</b>	<b>Taxes &amp; Penalties</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

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 19 Long Lake Conservation Cer

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank		26.00	NON-SCHOOL GROUP CANCELLATION	ROVERS	Refunds & Reimbursements	N
	19-522-000-0000-6820						
	8410 Bremer Bank		26.00	1 Transactions			
<b>19 Fund Total:</b>			<b>26.00</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>2,477.65</b>	<b>3 Vendors</b>	<b>9 Transactions</b>		

# Aitkin County

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



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	1	1,422.65	General Fund	
	13	1,029.00	Taxes & Penalties	
	19	26.00	Long Lake Conservation Center	
	<b>All Funds</b>	<b>2,477.65</b>	<b>Total</b>	Approved by, .....
				.....
				.....



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6/5/23 10:20AM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

*Commissioner Warrants*

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 *6/9/23*

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

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6/5/23 10:20AM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
40	DEPT 86235 The Office Shop Inc 01-040-021-0000-6405			707.97	Auditor TONER (3)	1127454-0	Office Supplies	N
	86235 The Office Shop Inc			707.97	1 Transactions			
40	<b>DEPT Total:</b>			<b>707.97</b>	<b>Auditor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
41	DEPT 12780 CliftonLarsonAllen LLP 01-041-000-0000-6360			2,972.55	Internal Audit GASB 87 IMPLEMENTATION #2	3733143	Services, Labor, Contracts	Y
	01-041-000-0000-6360			5,775.00	2022 AUDIT - PROGRESS #3	3748235	Services, Labor, Contracts	Y
	12780 CliftonLarsonAllen LLP			8,747.55	2 Transactions			
41	<b>DEPT Total:</b>			<b>8,747.55</b>	<b>Internal Audit</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
42	DEPT 13651 Cummins-Allison Corp 01-042-000-0000-6360			557.00	Treasurer MONEY COUNTER MAINT.	6719698	Services, Labor, Contracts	N
	13651 Cummins-Allison Corp			557.00	1 Transactions			
	86235 The Office Shop Inc 01-042-000-0000-6405			78.29	INK CARTS, POST ITS, BATTERIES	326991-0	Office Supplies	N
	86235 The Office Shop Inc			78.29	1 Transactions			
	14330 US Bank 01-042-000-0000-6342			100.00	RICOH RENTAL	502493786	Office Equipment Rental/Contracts	N
	14330 US Bank			100.00	1 Transactions			
42	<b>DEPT Total:</b>			<b>735.29</b>	<b>Treasurer</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
43	DEPT 86467 Auto Value Aitkin 01-043-000-0000-6302			134.99	Assessor 2004 FORD ESCAPE BATTERY	40221919	Vehicle Maintenance	N
	86467 Auto Value Aitkin			134.99	1 Transactions			
	10330 Dangers/Mike 01-043-000-0000-6330			82.14	SUMMER SEMINAR MILEAGE MIKE D	053123	Transportation/Travel/Parking	N

# Aitkin County



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

1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10330	Dangers/Mike			82.14				
					1 Transactions			
9691	The Master's Touch, LLC							
	01-043-000-0000-6230			798.79	REASSESSMENT POSTCARD PROCESS	86757	Printing, Publishing & Adv	N
	01-043-000-0000-6205			109.54	ADDIT POSTAGE POSTCARD MAILING	P86757	Postage	N
9691	The Master's Touch, LLC			908.33				
					2 Transactions			
13934	The Tire Barn							
	01-043-000-0000-6302			51.67	KS '12 FORD P-UP OIL CHG	67591	Vehicle Maintenance	N
	01-043-000-0000-6302			108.65	BM '13 ESCAPE EXHAUST HANGARS	67592	Vehicle Maintenance	N
13934	The Tire Barn			160.32				
					2 Transactions			
10930	Tidholm Productions							
	01-043-000-0000-6405			119.95	GH, KS BUSINESS CARDS	31892835	Office Supplies	Y
10930	Tidholm Productions			119.95				
					1 Transactions			
43	DEPT Total:			1,405.73	Assessor	5 Vendors	7 Transactions	
44	DEPT				Central Services			
3334	MCIT							
	01-044-000-0000-6352			124.00	EDP COVERAGE	8628	Insurance	N
					03/16/2023	01/01/2024		
3334	MCIT			124.00				
					1 Transactions			
86235	The Office Shop Inc							
	01-044-000-0000-6342			615.59	COPIER CONTRACT	326850-0	Office Equipment Rental/Contracts	N
					02/10/2023	05/02/2023		
86235	The Office Shop Inc			615.59				
					1 Transactions			
44	DEPT Total:			739.59	Central Services	2 Vendors	2 Transactions	
49	DEPT				Information Technologies			
9561	Amazon Business							
	01-049-000-0000-6485			101.98	POWER STRIPS	1F74-CJRF-CGTX	Computer/Technology Supplies	N
	01-049-000-0000-6485			111.98	POWER STRIPS FOR RACKS	1PQD-FCJX-11W3	Computer/Technology Supplies	N
9561	Amazon Business			213.96				
					2 Transactions			
783	Canon Financial Services, Inc							

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-049-000-0000-6342			47.07	IT COPIER MAY LEASE	30563075	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>			<b>47.07</b>	06/01/2023 06/30/2023 1 Transactions			
14071	<b>Marco Technologies LLC</b>			2,317.85	O365 - MONTHLY	INV11239835	Programming, Services, Contracts	Y
	01-049-000-0000-6283							
<b>14071</b>	<b>Marco Technologies LLC</b>			<b>2,317.85</b>	1 Transactions			
<b>49</b>	<b>DEPT Total:</b>			<b>2,578.88</b>	<b>Information Technologies</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
<b>53</b>	<b>DEPT</b>				<b>Human Resources</b>			
10293	<b>Aitkin Co Human Resources</b>			240.00	NOTARY-BOBBIE&JEFF-OFFICESECST	05232023	Membership/Dues/Association Fees	N
	01-053-000-0000-6240				05/18/2023 05/19/2023			
	01-053-000-0000-6265			99.75	3 BACKGROUND CHECKS	05232023	Background Check Fee	N
					01/19/2023 05/19/2023 2 Transactions			
<b>10293</b>	<b>Aitkin Co Human Resources</b>			<b>339.75</b>				
248	<b>Association of Mn Counties</b>			3,600.00	DDA / HR - 2023 HUMAN RESOURCE	65174	Services, Labor, Contracts	N
	01-053-000-0000-6360				06/01/2023 12/31/2023 1 Transactions			
<b>248</b>	<b>Association of Mn Counties</b>			<b>3,600.00</b>				
11303	<b>Danielson/Bobbie</b>			308.94	LODGING AT MCHRMA SPRING CONF.	227/K1	Hotel / Motel Lodging	N
	01-053-000-0000-6332							
	01-053-000-0000-6330			102.56	MILEAGE TO MCHRMA SPRING CONF.	MILEAGE	Transportation/Travel/Parking	N
<b>11303</b>	<b>Danielson/Bobbie</b>			<b>411.50</b>	2 Transactions			
12048	<b>McDowell Agency, Inc./The</b>			611.00	11 BACKGROUND CHECKS	147031	Background Check Fee	N
	01-053-000-0000-6265				1 Transactions			
<b>12048</b>	<b>McDowell Agency, Inc./The</b>			<b>611.00</b>				
10722	<b>Visnovec/Nicole</b>			13.48	EARBUDS - NEW HIRE ORIENTATION	93220241304041275	Office Supplies	N
	01-053-000-0000-6405				1 Transactions			
<b>10722</b>	<b>Visnovec/Nicole</b>			<b>13.48</b>				
<b>53</b>	<b>DEPT Total:</b>			<b>4,975.73</b>	<b>Human Resources</b>	<b>5 Vendors</b>	<b>7 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
60	DEPT		Elections			
9572	ArchKey Technologies					
	01-060-000-0000-6360		KEY CARD INSTALL-ROOM 112	S0001435454	Services, Labor, Contracts	Y
9572	ArchKey Technologies					
				1 Transactions		
60	DEPT Total:		5,497.00	Elections	1 Vendors	1 Transactions
90	DEPT		Attorney			
9561	Amazon Business					
	01-090-000-0000-6405		BOOKCASE	1JN1-FNWJ-CP96	Office Supplies	N
9561	Amazon Business					
				1 Transactions		
10855	Culligan Soft Water					
	01-090-000-0000-6265		MONTHLY SERVICE	150X01444900	Drug & Forfeiture MS 387.213	N
10855	Culligan Soft Water					
				1 Transactions		
10879	Shred-It					
	01-090-000-0000-6360		MONTHLY SERVICE	8004004176	Services, Labor, Contracts	N
			05/01/2023	05/31/2023		
10879	Shred-It					
				1 Transactions		
90	DEPT Total:		483.86	Attorney	3 Vendors	3 Transactions
100	DEPT		Recorder			
86235	The Office Shop Inc					
	01-100-000-0000-6360		COPIER CONTRACT	326718-0	Services, Labor, Contracts	N
86235	The Office Shop Inc					
				1 Transactions		
100	DEPT Total:		827.66	Recorder	1 Vendors	1 Transactions
110	DEPT		Courthouse Maintenance			
9561	Amazon Business					
	01-110-000-0000-6415		CART, HITCH,WHEELS	139P-XT7K-63QN	Operational Supplies	N
	01-110-000-0000-6415		TANK TO BOWL KIT-FAIRGROUNDS	1CHY-KT4T-FKFF	Operational Supplies	N
9561	Amazon Business					
				2 Transactions		
9085	Climate Makers Inc					
	01-110-000-0000-6360		TRANE CHILLER REPAIR	108954	Services, Labor, Contracts	N

# Aitkin County



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

1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9085	Climate Makers Inc			3,337.37		1 Transactions		
88628	Dalco Enterprises							
	01-110-000-0000-6422			2,256.75	PAPER TOWELS, GLOVES	4087318	Janitorial Supplies	N
88628	Dalco Enterprises			2,256.75		1 Transactions		
2340	Hyytinen Hardware Hank							
	01-110-000-0000-6415			9.99	GAS ADDITIVE	8300	Operational Supplies	N
	01-110-000-0000-6415			21.47	WASP TRAPS	8466	Operational Supplies	N
	01-110-000-0000-6415			11.80	TAPCONS	8515	Operational Supplies	N
	01-110-000-0000-6415			14.98	SUPERWELD	8575	Operational Supplies	N
	01-110-000-0000-6415			23.98	SPAS CRACKS/LOCKSET	8673	Operational Supplies	N
	01-110-000-0000-6415			2.33	O RING	8720	Operational Supplies	N
2340	Hyytinen Hardware Hank			84.55		6 Transactions		
3950	Public Utilities							
	01-110-000-0000-6254			3,750.91	GOVT CENTER UTILITIES	1430-00	Utilities-Gas and Electric	N
					04/16/2023 05/16/2023			
	01-110-000-0000-6254			95.63	GLARCO	50186-00	Utilities-Gas and Electric	N
					04/16/2023 05/16/2023			
	01-110-000-0000-6254			308.76	LA TOOL	50188-00	Utilities-Gas and Electric	N
					04/16/2023 05/16/2023			
	01-110-000-0000-6254			40.80	OLD CO GARAGE	50202-00	Utilities-Gas and Electric	N
					04/16/2023 05/16/2023			
	01-110-000-0000-6254			64.91	JUDICIAL CENTER	509-00	Utilities-Gas and Electric	N
					04/16/2023 05/16/2023			
3950	Public Utilities			4,261.01		5 Transactions		
110	DEPT Total:			10,861.33	Courthouse Maintenance	5 Vendors	15 Transactions	
111	DEPT				Buildings			
9272	ARCHITECTURAL RESOURCES INC							
	01-111-000-0000-6605			577.50	EXTERIOR STAIRS FINAL CLOSEOUT	2021025-4	Building & Structure Related Expenditure	N
					05/01/2023 05/31/2023			
9272	ARCHITECTURAL RESOURCES INC			577.50		1 Transactions		
111	DEPT Total:			577.50	Buildings	1 Vendors	1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
120	DEPT				Veterans Service			
10981	Bakken/Glen A.J. 01-120-000-0000-6278			50.00	GLEN MAY 05/02/2023	050223	Per Diem	Y
<b>10981</b>	<b>Bakken/Glen A.J.</b>			<b>50.00</b>	<b>1 Transactions</b>			
10097	Harms Monroe/Penny 01-120-000-0000-6330			97.68	PENNY TRAVEL TO SC FOR PIV 05/23/2023	052323	Transportation/Travel/Parking	N
<b>10097</b>	<b>Harms Monroe/Penny</b>			<b>97.68</b>	<b>1 Transactions</b>			
2448	Janzen/Carroll Mark 01-120-000-0000-6278			100.00	CARROLL MAY 05/01/2023	050123	Per Diem	Y
<b>2448</b>	<b>Janzen/Carroll Mark</b>			<b>100.00</b>	<b>1 Transactions</b>			
5767	Lamke/Dennis C. 01-120-000-0000-6278			50.00	DENNIS MAY 05/02/2023	050223	Per Diem	Y
<b>5767</b>	<b>Lamke/Dennis C.</b>			<b>50.00</b>	<b>1 Transactions</b>			
10677	Olsen/Gerald D 01-120-000-0000-6278			50.00	GERALD MAY 05/31/2023	053123	Per Diem	Y
<b>10677</b>	<b>Olsen/Gerald D</b>			<b>50.00</b>	<b>1 Transactions</b>			
15126	Timinski/Matt 01-120-000-0000-6278			150.00	MATT MAY 05/03/2023	050323	Per Diem	Y
<b>15126</b>	<b>Timinski/Matt</b>			<b>150.00</b>	<b>1 Transactions</b>			
9043	Tyler Technologies, Inc 01-120-000-0000-6300			898.00	VETRASPEC ANNUAL FEE 05/12/2023	VS-MIN-045-2023	Maintenance/Service Contracts	N
	01-120-000-0000-6300			1,099.00	VETRASPEC SET UP	VS-MIN-045-202305	Maintenance/Service Contracts	N
<b>9043</b>	<b>Tyler Technologies, Inc</b>			<b>1,997.00</b>	<b>2 Transactions</b>			
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230			450.00	V PRESS MEMORIAL DAY	46846	Printing, Publishing & Adv	N

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3518	Voyageur Press Of Mcgregor, Inc		450.00		1 Transactions		
120	<b>DEPT Total:</b>		<b>2,944.68</b>	<b>Veterans Service</b>	<b>8 Vendors</b>	<b>9 Transactions</b>	
122	DEPT			Planning & Zoning			
86222	Aitkin Independent Age						
	01-122-000-0000-6230		82.00	JUNE 19 ORDINANCE	1314581	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		82.00		1 Transactions		
10193	Grund/Jody						
	01-122-000-0000-6339		39.61	SSTS TRAINING MEAL REIMB	53123	Meals (Overnight)	N
10193	Grund/Jody		39.61		1 Transactions		
86235	The Office Shop Inc						
	01-122-000-0000-6405		82.76	PERMIT ENVELOPES	11275150	Office, Film, & Field Supplies	N
	01-122-000-0000-6405		19.99	PENS	11275151	Office, Film, & Field Supplies	N
	01-122-000-0000-6342		559.73	MONTHLY COPIER CONTRACT	3267380	Office Equipment Rental/Contracts	N
				02/10/2023 05/03/2023			
86235	The Office Shop Inc		662.48		3 Transactions		
999999000	Wanda McGuire						
	01-122-000-0000-6820		200.00	REFUND APP#2023-000414	57546	Refunds & Reimbursements	N
999999000	Wanda McGuire		200.00		1 Transactions		
122	<b>DEPT Total:</b>		<b>984.09</b>	<b>Planning &amp; Zoning</b>	<b>4 Vendors</b>	<b>6 Transactions</b>	
123	DEPT			Coroner			
9151	River Valley Forensic Services PA						
	01-123-000-0000-6260		500.00	B.A.T. EXAM	2127	Autopsies--Pathologist, Xrays, Etc	6
	01-123-000-0000-6262		250.00	ME APRIL SERVICE	2127	Coroner Fees	6
9151	River Valley Forensic Services PA		750.00		2 Transactions		
123	<b>DEPT Total:</b>		<b>750.00</b>	<b>Coroner</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
200	DEPT			Enforcement			
657	Aitkin Glass Service Inc.						
	01-200-000-0000-6302		760.66	#218 WINDSHIELD	20655	Vehicle Maintenance	N



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
657	Aitkin Glass Service Inc.			760.66				
					1 Transactions			
9561	Amazon Business							
	01-200-000-0000-6405			76.37	OFFICE SUPPLIES/BOOK STAND	1JVF-J4QQ-RF4D	Office Supplies	N
9561	Amazon Business			76.37				
					1 Transactions			
14404	Iron Range Veterinary Clinic							
	01-200-019-0000-6360			248.89	VET-CYTOLOGY/OINTMENT	14489	Services, Labor, Contracts	N
14404	Iron Range Veterinary Clinic			248.89				
					1 Transactions			
252	Lynn Peavey Company							
	01-200-000-0000-6405			242.00	EVIDENCE BAGS	400711	Office Supplies	N
	01-200-000-0000-6405			63.81	EVIDENCE BAGS	400841	Office Supplies	N
252	Lynn Peavey Company			305.81				
					2 Transactions			
10412	O'Reilly Auto Parts							
	01-200-000-0000-6302			7.99	#214 HEADLIGHT	1878-152453	Vehicle Maintenance	N
10412	O'Reilly Auto Parts			7.99				
					1 Transactions			
3760	Palisade Cooperative Oil Assoc							
	01-200-000-0000-6335			67.98	#217 GAS	484411	Gas/Vehicle Fuel Charges	N
3760	Palisade Cooperative Oil Assoc			67.98				
					1 Transactions			
86235	The Office Shop Inc							
	01-200-000-0000-6405			281.09	INV OFFICE PRINTER COLORS	1127656-0	Office Supplies	N
	01-200-000-0000-6360			289.03	ADMIN COPIER COUNT	326840-0	Services, Labor, Contracts	N
86235	The Office Shop Inc			570.12				
					2 Transactions			
13934	The Tire Barn							
	01-200-000-0000-6302			391.49	#223 ROTOR & PADS	67442	Vehicle Maintenance	N
	01-200-000-0000-6302			815.48	#226 OIL CHANGE & TIRES	67573	Vehicle Maintenance	N
	01-200-000-0000-6302			69.48	#214 OIL CHANGE	67602	Vehicle Maintenance	N
	01-200-000-0000-6302			811.48	#209 OIL CHANGE & TIRES	67656	Vehicle Maintenance	N
13934	The Tire Barn			2,087.93				
					4 Transactions			
10930	Tidholm Productions							
	01-200-200-0000-6405			52.46	BUSINESS CARDS - PAYMENT	31522816	VCET - AIM Office Supplies	Y
	01-200-200-0000-6405			52.46	BUSINESS CARDS - HILLESLAND	31532817	VCET - AIM Office Supplies	Y
	01-200-200-0000-6405			52.46	BUSINESS CARDS - MATTSON	31542818	VCET - AIM Office Supplies	Y

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-200-200-0000-6405		52.46	BUSINESS CARDS-BROWN	31552815	VCET - AIM Office Supplies	Y
	01-200-200-0000-6405		52.46	BUESINESS CARDS - JOHNSON	31562814	VCET - AIM Office Supplies	Y
	01-200-200-0000-6405		52.46	BUSINESS CARDS - ROBERTSON	31572819	VCET - AIM Office Supplies	Y
<b>10930</b>	<b>Tidholm Productions</b>		<b>314.76</b>	<b>6 Transactions</b>			
13848	<b>WYATT'S TOWING &amp; Recovery 24-7</b>						
	01-200-200-0000-6265		600.00	23000745-TOWING OF CAMPER	23-00393	Programs	Y
<b>13848</b>	<b>WYATT'S TOWING &amp; Recovery 24-7</b>		<b>600.00</b>	<b>1 Transactions</b>			
<b>200</b>	<b>DEPT Total:</b>		<b>5,040.51</b>	<b>Enforcement</b>	<b>10 Vendors</b>	<b>20 Transactions</b>	
<b>202</b>	DEPT			Boat & Water			
	1775 <b>Galls LLC</b>						
	01-202-000-0000-6180		66.95	RYAN B/W PANTS	024484036	Clothing Allowance	N
	<b>1775 Galls LLC</b>		<b>66.95</b>	<b>1 Transactions</b>			
13934	<b>The Tire Barn</b>						
	01-202-000-0000-6302		192.98	2017 16' TRAILER - TIRES	67463	B&W Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>192.98</b>	<b>1 Transactions</b>			
<b>202</b>	<b>DEPT Total:</b>		<b>259.93</b>	<b>Boat &amp; Water</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>206</b>	DEPT			Forfeitures			
	10087 <b>Atwater Chevrolet Buick GMC</b>						
	01-206-000-0000-6466		43.45	KEY MADE - CADILLAC	111551	Forfeiture Supplies	N
	<b>10087 Atwater Chevrolet Buick GMC</b>		<b>43.45</b>	<b>1 Transactions</b>			
<b>206</b>	<b>DEPT Total:</b>		<b>43.45</b>	<b>Forfeitures</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>252</b>	DEPT			Corrections			
	10165 <b>Advanced Correctional Healthcare, Inc.</b>						
	01-252-000-0000-6262		150.00	MENTAL HEALTH 5/18	130366	Contract Service or Medical Service	6
	01-252-000-0000-6262		17,499.92	MEDICAL SERVICE- JULY 2026	130429	Contract Service or Medical Service	6
<b>10165</b>	<b>Advanced Correctional Healthcare, Inc.</b>		<b>17,649.92</b>	<b>2 Transactions</b>			
9561	<b>Amazon Business</b>						
	01-252-000-0000-6430		399.98	GLUCOSE STRIPS; PROPEL	11CK-YTNY-7T1W	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		229.53	PROPEL/WELCH ALLYN HANDLE	1JVF-J4QQ-TLMY	Medical Expense/Supplies - Inmates	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
9561	Amazon Business		629.51		2 Transactions		
14005	American Tower Corporation 01-252-000-0000-6342		389.48	JACOBSON TOWER	410696674	Tower Lease and Rental/Contracts	N
14005	American Tower Corporation		389.48		1 Transactions		
14568	Axon Enterprise, Inc 01-252-000-0000-6405		340.40	TASER HOLSTERS	INUS160067	Office Supplies	N
14568	Axon Enterprise, Inc		340.40		1 Transactions		
86527	Cuyuna Regional Medical Center 01-252-000-0000-6430		4,815.52	M.W. DETOX	70020809	Medical Expense/Supplies - Inmates	6
86527	Cuyuna Regional Medical Center		4,815.52		1 Transactions		
88628	Dalco Enterprises 01-252-000-0000-6421		336.12	LIQUID DETERGENT	1027359	Laundry Supplies	N
	01-252-000-0000-6422		393.40	TOILET PAPER, GLOVES, CAN LINE	1027359	Janitorial Supplies	N
88628	Dalco Enterprises		729.52		2 Transactions		
5557	Eddy/Nancy 01-252-003-0000-6330		96.57	EDDY TO FOODSHOW-DULUTH-MILES	05222023	School Transportation/Travel/Parking	Y
5557	Eddy/Nancy		96.57		1 Transactions		
1589	Eyecare Center Of Aitkin & McGregor 01-252-000-0000-6430		113.00	M.T. EYE DR	223437	Medical Expense/Supplies - Inmates	6
1589	Eyecare Center Of Aitkin & McGregor		113.00		1 Transactions		
1775	Galls LLC 01-252-000-0000-6180		76.01	OLESEN PANTS	024395763	Clothing Allowance	N
1775	Galls LLC		76.01		1 Transactions		
4812	JC32 Teamsters H&W Fund 01-252-000-0000-6101		7,304.00	EE HEALTH INS	202305	Salaries-Full Time	N
	01-252-000-0000-6150		27,170.00	ER HEALTH INS	202305	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund		34,474.00		2 Transactions		
5503	Keefe Supply Company 01-252-000-0000-6465		180.00	COFFEE	1718648	Inmate Supplies	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
<b>5503</b>	<b>Keefe Supply Company</b>		<b>180.00</b>				
				1 Transactions			
10147	<b>Medline Industries, LP</b>						
	01-252-000-0000-6430		262.98	BANDAGES; CLEANSER, MUSCLE CRM	2269100500	Medical Expense/Supplies - Inmates	6
<b>10147</b>	<b>Medline Industries, LP</b>		<b>262.98</b>				
				1 Transactions			
89765	<b>Minnesota Elevator, Inc</b>						
	01-252-000-0000-6360		211.57	JUNE MONTHLY SERVICE	1022148	Services, Labor, Contracts	N
<b>89765</b>	<b>Minnesota Elevator, Inc</b>		<b>211.57</b>				
				1 Transactions			
9692	<b>Minnesota Energy Resources Corporation</b>						
	01-252-000-0000-6254		3,244.21	JAIL GAS SERVICE	4589857316	Utilities-Gas and Electric	N
				04/21/2023 05/17/2023			
	01-252-000-0000-6254		108.33	STS GAS SERVICE	4590726472	Utilities-Gas and Electric	N
				04/20/2023 05/18/2023			
	01-252-000-0000-6254		572.63	JAIL 2 GAS SERVICE	4591200977	Utilities-Gas and Electric	N
				04/20/2023 05/18/2023			
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>3,925.17</b>				
				3 Transactions			
3789	<b>Pan-O-Gold Baking Company</b>						
	01-252-000-0000-6418		75.76	BREAD & BUNS	10002423138007	Groceries	N
	01-252-000-0000-6418		99.80	BREAD & BUNS	10002423145003	Groceries	N
<b>3789</b>	<b>Pan-O-Gold Baking Company</b>		<b>175.56</b>				
				2 Transactions			
9808	<b>Performance Foodservice</b>						
	01-252-000-0000-6418		2,581.98	GROCERIES	591518	Groceries	N
	01-252-000-0000-6418		2,637.87	GROCERIES	600985	Groceries	N
<b>9808</b>	<b>Performance Foodservice</b>		<b>5,219.85</b>				
				2 Transactions			
3950	<b>Public Utilities</b>						
	01-252-000-0000-6254		7,484.75	NEW JAIL 2 UTILITIES	1431-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254		133.91	STS	50109-00	Utilities-Gas and Electric	N
				04/16/2023 05/16/2023			
	01-252-000-0000-6254		73.62	EMERG STORAGE	507-00	Utilities-Gas and Electric	N
				04/17/2023 05/16/2023			
	01-252-000-0000-6254		982.87	NEW JAIL	512-00	Utilities-Gas and Electric	N
				04/16/2023 05/16/2023			
<b>3950</b>	<b>Public Utilities</b>		<b>8,675.15</b>				
				4 Transactions			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
12930	River Oaks Dental							
	01-252-000-0000-6430			1,530.00	L.T. DENTAL 4/13/23	56105	Medical Expense/Supplies - Inmates	6
<b>12930</b>	<b>River Oaks Dental</b>			<b>1,530.00</b>	<b>1 Transactions</b>			
5774	Riverwood Healthcare Clinic							
	01-252-000-0000-6430			644.00	D.K.B- MAHNOMEN CO MED	1007206733	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430			360.00	M.J.L HEMATOLOGY	1007288247	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430			345.00	J.R.H X-RAY	1008427489	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430			330.00	J.R.H HEMATOLOGY	1008427489	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430			330.00	M.T. HEMATOLOGY	1011890310	Medical Expense/Supplies - Inmates	N
<b>5774</b>	<b>Riverwood Healthcare Clinic</b>			<b>2,009.00</b>	<b>5 Transactions</b>			
4761	Sysco Minnesota Inc							
	01-252-000-0000-6418			909.35	GROCERIES	253403935	Groceries	N
<b>4761</b>	<b>Sysco Minnesota Inc</b>			<b>909.35</b>	<b>1 Transactions</b>			
86235	The Office Shop Inc							
	01-252-000-0000-6480			4,232.74	NEW COPIER	1127689-0	Small Furniture/Equipment	N
	01-252-000-0000-6360			127.23	DISPATCH COPIER COUNT	326840-0	Services, Labor, Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>			<b>4,359.97</b>	<b>2 Transactions</b>			
13934	The Tire Barn							
	01-252-000-0000-6302			23.98	TRANSPORT VAN- WIPER BLADE	67604	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>			<b>23.98</b>	<b>1 Transactions</b>			
9601	Virtual Academy							
	01-252-003-0000-6241			392.00	RENEWAL- VA TRAINING	VA10455	School Registration Fee	N
<b>9601</b>	<b>Virtual Academy</b>			<b>392.00</b>	<b>1 Transactions</b>			
<b>252</b>	<b>DEPT Total:</b>			<b>87,188.51</b>	<b>Corrections</b>	<b>23 Vendors</b>	<b>39 Transactions</b>	
<b>253</b>	<b>DEPT</b>				<b>Sentence to Serve</b>			
86467	Auto Value Aitkin							
	01-253-000-0000-6415			32.99	ADHESIVE CLEANER	40213527	Operational Supplies	N
<b>86467</b>	<b>Auto Value Aitkin</b>			<b>32.99</b>	<b>1 Transactions</b>			
1430	Dotzler Power Equipment							
	01-253-000-0000-6415			104.00	1 GALLON 50:1 PREMIX	32173	Operational Supplies	N

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
1430	Dotzler Power Equipment			104.00				
					1 Transactions			
4812	JC32 Teamsters H&W Fund							
	01-253-000-0000-6101			332.00	EE HEATHL INS	202305	Salaries-Full Time	N
	01-253-000-0000-6150			1,235.00	ER HEALTH INS	202305	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund			1,567.00				
					2 Transactions			
253	DEPT Total:			1,703.99	Sentence to Serve	3 Vendors	4 Transactions	
257	DEPT				Community Corrections			
14563	Anoka County Corrections							
	01-257-255-0000-6269			8,973.00	RJC CONTRACT - SEC DETENTION	MAY 2023	Juvenile Detention	N
					05/01/2023 05/31/2023			
14563	Anoka County Corrections			8,973.00				
					1 Transactions			
248	Association of Mn Counties							
	01-257-000-0000-6240			1,468.00	MACCAC MEMBERSHIP DUES 2023	64143	Membership/Dues/Association Fees	N
					01/01/2023 12/31/2023			
248	Association of Mn Counties			1,468.00				
					1 Transactions			
6097	Verizon Wireless							
	01-257-257-0000-6215			163.48	AGENT WORK CELL PHONES	9935673871	Wireless Telephone Services	N
					04/24/2023 05/23/2023			
6097	Verizon Wireless			163.48				
					1 Transactions			
257	DEPT Total:			10,604.48	Community Corrections	3 Vendors	3 Transactions	
391	DEPT				Solid Waste			
86222	Aitkin Independent Age							
	01-391-000-0000-6230			230.00	E-WASTE	1314476	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age			230.00				
					1 Transactions			
10930	Tidholm Productions							
	01-391-000-0000-6405			112.00	FAIR BANNER	31512807	Office, Film, & Field Supplies	Y
10930	Tidholm Productions			112.00				
					1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc							
	01-391-000-0000-6230			190.00	E-WASTE DAY	46854	Printing, Publishing & Adv	N

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3518	Voyageur Press Of Mcgregor, Inc		190.00		1 Transactions		
391	DEPT Total:		532.00	Solid Waste	3 Vendors	3 Transactions	
1	Fund Total:		148,189.73	General Fund		136 Transactions	

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

2 Reserves Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	DEPT				Court Administration			
14071	Marco Technologies LLC							
	02-012-028-0000-6405			3,578.55	IT EQUIPMENT	INV11177148	Equipment Reserve Expense - Court Adr	Y
	02-012-028-0000-6405			1,930.00	IT INSTALLATION	INV11181544	Equipment Reserve Expense - Court Adr	Y
14071	Marco Technologies LLC			5,508.55		2 Transactions		
12	<b>DEPT Total:</b>			<b>5,508.55</b>	<b>Court Administration</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
49	DEPT				Information Technologies			
9561	Amazon Business							
	02-049-190-0000-6485			18.73	WIRE LOOM	1CFJ-4VT7-FTM7	Computer/Technology Supplies	N
	02-049-190-0000-6485			18.98	USB 16 FOOT	1WKG-W1CK-G49P	Computer/Technology Supplies	N
9561	Amazon Business			37.71		2 Transactions		
49	<b>DEPT Total:</b>			<b>37.71</b>	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
2	<b>Fund Total:</b>			<b>5,546.26</b>	<b>Reserves Fund</b>		<b>4 Transactions</b>	



# Aitkin County



Audit List for Board **COMMISSIONER'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	
0	DEPT		Undesignated			
12994	PAULSON/JOSH					
	03-000-000-0000-5505		DEPOSIT REFUND		Culverts	N
12994	PAULSON/JOSH		500.00			
			500.00	1 Transactions		
0	DEPT Total:		500.00	Undesignated	1 Vendors	1 Transactions
301	DEPT		R&B Administration			
783	Canon Financial Services, Inc					
	03-301-000-0000-6342		CONTRACT CHARGE	30525032	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		192.60	1 Transactions		
			192.60			
11406	Innovative Office Solutions, LLC					
	03-301-000-0000-6405		OFFICE SUPPLIES	IN4210262	Office Supplies	N
11406	Innovative Office Solutions, LLC		154.42	1 Transactions		
			154.42			
9671	Pitney Bowes Global Financial Services					
	03-301-000-0000-6342		LEASE	3106106609	Office Equipment Rental/Contracts	N
9671	Pitney Bowes Global Financial Services		81.30	1 Transactions		
			81.30			
86235	The Office Shop Inc					
	03-301-000-0000-6405		CONTRACT	326843-0	Office Supplies	N
86235	The Office Shop Inc		273.61	1 Transactions		
			273.61			
301	DEPT Total:		701.93	R&B Administration	4 Vendors	4 Transactions
303	DEPT		R&B Highway Maintenance			
170	Aitkin Motor Company					
	03-303-000-0000-6590		REPAIR PARTS - FILTER	17744	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		31.95	1 Transactions		
			31.95			
195	Aitkin Tire Shop					
	03-303-000-0000-6590		TIRES	0-062275	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		320.00	1 Transactions		
			320.00			
86467	Auto Value Aitkin					
	03-303-000-0000-6417		PALISADE SHOP SUPPLIES	5-25-2023	Shop/Building Maintenance	N
	03-303-000-0000-6417		17.99			
			51.48	AITKIN SHOP SUPPLIES	5-25-2023	N
					Shop/Building Maintenance	

# Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	03-303-000-0000-6417			159.97	AITKIN SHOP SUPPLIES	5-25-2023	Shop/Building Maintenance	N
	03-303-000-0000-6590			93.98	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			95.44	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			92.33	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			26.40	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			21.98	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			69.99	REPAIR PARTS	5-25-2023	Repair & Maintenance Supplies	N
<b>86467</b>	<b>Auto Value Aitkin</b>			<b>1,568.41</b>				
					19 Transactions			
163	<b>Charter Communications Holdings LLC</b>							
	03-303-000-0000-6220			141.21	PHONE: HWY OFFICE	0-022823051923	Telephone	N
<b>163</b>	<b>Charter Communications Holdings LLC</b>			<b>141.21</b>				
					1 Transactions			
175	<b>City Of McGregor</b>							
	03-303-000-0000-6360			9,445.58	2023/2024 MUNI MAINTENANCE	2023/2024	Services, Labor, Contracts	N
<b>175</b>	<b>City Of McGregor</b>			<b>9,445.58</b>				
					1 Transactions			
7935	<b>East Central Energy</b>							
	03-303-000-0000-6254			97.77	APR/MAY POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254			40.90	APR/MAY POWER/STREET LIGHT	35018408	Utilities-Gas and Electric	N
<b>7935</b>	<b>East Central Energy</b>			<b>138.67</b>				
					2 Transactions			
8622	<b>Frontier Communications Holdings LLC</b>							
	03-303-000-0000-6220			87.05	JACOBSON	218-752-6591	Telephone	N
	03-303-000-0000-6220			87.05	MCGREGOR	218-768-4481	Telephone	N
	03-303-000-0000-6220			87.05	PALISADE	218-845-2607	Telephone	N
<b>8622</b>	<b>Frontier Communications Holdings LLC</b>			<b>261.15</b>				
					3 Transactions			
1880	<b>Gravelle Plumbing &amp; Heating, Inc</b>							

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# Aitkin County



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

3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1880	Gravelle Plumbing & Heating, Inc		67.10	MCGRATH SHOP	92954	Shop/Building Maintenance	N
			<b>67.10</b>	1 Transactions			
2089	Heartland Tire Inc						
	03-303-000-0000-6590		824.96	TIRES	15022934	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		13.68	REPAIR PARTS	15022934	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		46.00	REPAIR LABOR	15022934	Repair & Maintenance Supplies	N
<b>2089</b>	<b>Heartland Tire Inc</b>		<b>884.64</b>	<b>3 Transactions</b>			
91187	Lake Country Power						
	03-303-000-0000-6254		58.74	APR/MAY CSAH 14	141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254		57.65	APR/MAY CSAH 6	141979901	Utilities-Gas and Electric	N
<b>91187</b>	<b>Lake Country Power</b>		<b>116.39</b>	<b>2 Transactions</b>			
8537	Powerplan OIB						
	03-303-000-0000-6590		10.75	REPAIR PARTS	2227964	Repair & Maintenance Supplies	N
<b>8537</b>	<b>Powerplan OIB</b>		<b>10.75</b>	<b>1 Transactions</b>			
3950	Public Utilities						
	03-303-000-0000-6254		47.10	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		43.85	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		106.80	AITKIN SHOP WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		44.66	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>242.41</b>	<b>4 Transactions</b>			
7888	Ruffridge Johnson Equip.Co,Inc.						
	03-303-000-0000-6590		139.61	REPAIR PARTS	IA24834A	Repair & Maintenance Supplies	N
<b>7888</b>	<b>Ruffridge Johnson Equip.Co,Inc.</b>		<b>139.61</b>	<b>1 Transactions</b>			
9176	SPARKY'S TOOLS, LLC						
	03-303-000-0000-6590		128.98	REPAIR PARTS	D 112285	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		69.99	REPAIR PARTS	D 112795	Repair & Maintenance Supplies	N
<b>9176</b>	<b>SPARKY'S TOOLS, LLC</b>		<b>198.97</b>	<b>2 Transactions</b>			
90805	Temco						
	03-303-000-0000-6590		543.96	REPAIR LABOR	27849	Repair & Maintenance Supplies	Y
	03-303-000-0000-6417		170.00	MCGREGOR SHOP	27850	Shop/Building Maintenance	Y
<b>90805</b>	<b>Temco</b>		<b>713.96</b>	<b>2 Transactions</b>			

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
303	<b>DEPT Total:</b>			<b>14,280.80</b>	<b>R&amp;B Highway Maintenance</b>	<b>15 Vendors</b>	<b>44 Transactions</b>	
307	DEPT				R&B Capital Infrastructure			
	9556 American Engineering Testing Inc							
	03-307-000-0000-6269			1,098.59	ASB/HAZMAT SURVEY	INV-127267	Professional Services	N
	03-307-000-0000-6269			1,098.59	ASB/HAZMAT SURVEY	INV-127267	Professional Services	N
	03-307-000-0000-6269			1,098.59	ASB/HAZMAT SURVEY	INV-127267	Professional Services	N
	03-307-000-0000-6269			1,098.58	ASB/HAZMAT SURVEY	INV-127267	Professional Services	N
	<b>9556 American Engineering Testing Inc</b>			<b>4,394.35</b>		<b>4 Transactions</b>		
307	<b>DEPT Total:</b>			<b>4,394.35</b>	<b>R&amp;B Capital Infrastructure</b>	<b>1 Vendors</b>	<b>4 Transactions</b>	
308	DEPT				R&B Equipment & Facilities			
	13622 TrueNorth Steel Inc							
	03-308-000-0000-6605			35,675.00	MCGREGOR FUEL TANK	HU0000040931	Building & Structure Related Expenditure	N
	<b>13622 TrueNorth Steel Inc</b>			<b>35,675.00</b>		<b>1 Transactions</b>		
308	<b>DEPT Total:</b>			<b>35,675.00</b>	<b>R&amp;B Equipment &amp; Facilities</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
3	<b>Fund Total:</b>			<b>55,552.08</b>	<b>Road &amp; Bridge</b>		<b>54 Transactions</b>	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bnf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	<b>AMAZON CAPITAL SERVICES</b>						
	05-400-440-0410-6405		20.30	ACCTG-TONER 05/21/2023 05/21/2023	05/21/2023	Office Supplies	N
	05-400-440-0410-6405		2.20	AGENCY-STAPLE FREE STAPLER 05/23/2023 05/23/2023	11C3-X67H-6FTK	Office Supplies	N
	05-400-440-0410-6405		2.14	AGENCY-MOUNTING PUTTY 05/22/2023 05/22/2023	13D7-RQCV-41WP	Office Supplies	N
	05-400-440-0410-6405		9.08	OSS-HAND VAC 05/18/2023 05/18/2023	1CWK-RXX4-HDCH	Office Supplies	N
	05-400-450-0451-6435		42.99	FAIR BUDGET-MINI BUBBLES 05/21/2023 05/21/2023	1CWK-RXX4-RXTY	Public Health Program Related Supplies	N
	05-400-440-0410-6405		23.99	PH-COMP SPEAKER (EM) 05/25/2023 05/25/2023	1H7N-3VF3-6VDF	Office Supplies	N
	05-400-440-0410-6405		3.86	AGENCY-PACKAGING TAPE 05/24/2023 05/24/2023	1KQJ-HDXD-G4MC	Office Supplies	N
	05-400-450-0451-6435		463.79	FAIR BUDGET-CHALK/ROPES/PRIZE 05/18/2023 05/18/2023	1TTQ-D3PR-GLLQ	Public Health Program Related Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>568.35</b>	<b>8 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b>						
	05-400-440-0410-6254		60.72	GAS BILL 04/20/2023 05/19/2023	0506533565	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>60.72</b>	<b>1 Transactions</b>			
89327	<b>Postmaster-Aitkin</b>						
	05-400-440-0410-6360		120.40	BRM ANNUAL MAINTENANCE FEE 07/13/2023 07/12/2024		Services, Labor, Contracts	N
<b>89327</b>	<b>Postmaster-Aitkin</b>		<b>120.40</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b>						
	05-400-440-0410-6254		288.99	ELECTRIC BILL 04/16/2023 05/16/2023	1433-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>288.99</b>	<b>1 Transactions</b>			
86235	<b>The Office Shop Inc</b>						
	05-400-440-0410-6300		171.61	MAILRM-COPIER CONTRACT IRC5560 05/19/2023 05/19/2023	326842-0	Maintenance/Service Contracts	N

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
86235	The Office Shop Inc			171.61		1 Transactions		
400	DEPT Total:			1,210.07	Public Health Department	5 Vendors	12 Transactions	
420	DEPT				Income Maintenance			
9608	AMAZON CAPITAL SERVICES							
	05-420-600-4800-6405			47.85	ACCTG-TONER	05/21/2023	Office Supplies	N
					05/21/2023 05/21/2023			
	05-420-600-4800-6405			23.82	IM HC -POCKET ORGANIZERS (JA)	05/21/2023	Office Supplies	N
					05/21/2023 05/21/2023			
	05-420-600-4800-6405			5.19	AGENCY-STAPLE FREE STAPLER	11C3-X67H-6FTK	Office Supplies	N
					05/23/2023 05/23/2023			
	05-420-600-4800-6405			5.04	AGENCY-MOUNTING PUTTY	13D7-RQCV-41WP	Office Supplies	N
					05/22/2023 05/22/2023			
	05-420-600-4800-6405			21.41	OSS-HAND VAC	1CWK-RXX4-HDCH	Office Supplies	N
					05/18/2023 05/18/2023			
	05-420-600-4800-6405			9.10	AGENCY-PACKAGING TAPE	1KQJ-HDXD-G4MC	Office Supplies	N
					05/24/2023 05/24/2023			
9608	AMAZON CAPITAL SERVICES			112.41		6 Transactions		
11051	Department of Human Services							
	05-420-610-4100-6011			325.50	MAXIS AF RECOV PRE-TANF	A300MX01242I	County Share-Afdc/Mfip	N
					04/01/2023 04/30/2023			
	05-420-630-4100-6011			38.67	MAXIS MFIP FS RECOVERIES	A300MX01242I	County Share-Food Support	N
					04/01/2023 04/30/2023			
11051	Department of Human Services			364.17		2 Transactions		
88439	Metro Legal Services							
	05-420-640-4800-6379			175.00	IV-D SERVICES 001450633501	3438464	Other Iv-D Charges	N
					05/23/2023 05/23/2023			
88439	Metro Legal Services			175.00		1 Transactions		
9692	Minnesota Energy Resources Corporation							
	05-420-600-4800-6254			143.11	GAS BILL	0506533565	Utilities-Gas and Electric	N
					04/20/2023 05/19/2023			
9692	Minnesota Energy Resources Corporation			143.11		1 Transactions		
89327	Postmaster-Aitkin							
	05-420-600-4800-6360			283.80	BRM ANNUAL MAINTENANCE FEE		Services, Labor, Contracts	N

# 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
89327	Postmaster-Aitkin		283.80	07/13/2023 07/12/2024 1 Transactions			
3950	Public Utilities 05-420-600-4800-6254		681.19	ELECTRIC BILL 04/16/2023 05/16/2023 1 Transactions	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		681.19				
86177	Sheriff Aitkin County 05-420-640-4800-6270		60.00	IV-D SERVICES 0010181933 04 05/24/2023 05/24/2023 1 Transactions	C2300131	Aitkin Co Sheriff Fees Iv-D	N
86177	Sheriff Aitkin County		60.00				
86235	The Office Shop Inc 05-420-600-4800-6300		404.52	MAILRM-COPIER CONTRACT IRC5560 05/19/2023 05/19/2023	326842-0	Maintenance/Service Contracts	N
	05-420-640-4800-6300		91.07	CS-COPIER CONTRACT IRC5550III 05/19/2023 05/19/2023	326842-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		495.59		2 Transactions		
420	DEPT Total:		2,315.27	Income Maintenance	8 Vendors	15 Transactions	
430	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES 05-430-700-4800-6405		76.85	ACCTG-TONER 05/21/2023 05/21/2023	05/21/2023	Office Supplies	N
	05-430-700-4800-6405		8.35	AGENCY-STAPLE FREE STAPLER 05/23/2023 05/23/2023	11C3-X67H-6FTK	Office Supplies	N
	05-430-700-4800-6405		8.09	AGENCY-MOUNTING PUTTY 05/22/2023 05/22/2023	13D7-RQCV-41WP	Office Supplies	N
	05-430-700-4800-6405		34.39	OSS-HAND VAC 05/18/2023 05/18/2023	1CWK-RXX4-HDCH	Office Supplies	N
	05-430-700-4800-6405		14.62	AGENCY-PACKAGING TAPE 05/24/2023 05/24/2023	1KQJ-HDXD-G4MC	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		142.30		5 Transactions		
9692	Minnesota Energy Resources Corporation 05-430-700-4800-6254		229.85	GAS BILL 04/20/2023 05/19/2023	0506533565	Utilities-Gas and Electric	N

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9692	Minnesota Energy Resources Corporation		229.85		1 Transactions		
89327	Postmaster-Aitkin 05-430-700-4800-6360		455.80	BRM ANNUAL MAINTENANCE FEE 07/13/2023 07/12/2024		Services, Labor, Contracts	N
89327	Postmaster-Aitkin		455.80		1 Transactions		
3950	Public Utilities 05-430-700-4800-6254		1,094.04	ELECTRIC BILL 04/16/2023 05/16/2023	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		1,094.04		1 Transactions		
86235	The Office Shop Inc 05-430-700-4800-6300		649.69	MAILRM-COPIER CONTRACT IRC5560 05/19/2023 05/19/2023	326842-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		649.69		1 Transactions		
430	DEPT Total:		2,571.68	Social Services	5 Vendors	9 Transactions	
5	Fund Total:		6,097.02	Health & Human Services		36 Transactions	



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9 State

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
4580	<b>Mn Dept Of Finance</b>						
	09-000-000-0000-2022		936.00	BIRTH & DEATH SURCHARGES 04/01/2023 04/30/2023	APRIL 2023	Birth/Death Surcharges	N
	09-000-000-0000-2024		120.00	CHILDREN SURCHARGES 04/01/2023 04/30/2023	APRIL 2023	St Share Of Birth Cert.-Children	N
	09-000-000-0000-2031		16.50	TORRENS ASSURANCE 04/01/2023 04/30/2023	APRIL 2023	Real Estate Assurance (Was 5874 And €	N
	09-000-000-0000-2036		3,971.50	STATE GEN FUND/LEG. SURCHARGE 04/01/2023 04/30/2023	APRIL 2023	Recording Surcharges (Was 5871 & 6281)	N
	09-000-000-0000-2022		864.00	BIRTH & DEATH SURCHARGES 03/01/2023 03/31/2023	MARCH	Birth/Death Surcharges	N
	09-000-000-0000-2024		99.00	CHILDREN SURCHARGES 03/01/2023 03/31/2023	MARCH	St Share Of Birth Cert.-Children	N
	09-000-000-0000-2031		28.50	TORRENS ASSURANCE	MARCH	Real Estate Assurance (Was 5874 And €	N
	09-000-000-0000-2036		4,015.50	STATE GEN FUND/LEG. SURCHARGE	MARCH	Recording Surcharges (Was 5871 & 6281)	N
<b>4580</b>	<b>Mn Dept Of Finance</b>		<b>10,051.00</b>	<b>8 Transactions</b>			
3375	<b>Mn Dept Of Health</b>						
	09-000-000-0000-2027		297.50	STATE WELL CERTIFICATE 04/01/2023 04/30/2023	APRIL 2023	State Well Cert Fees (Was 5097 & 6203)	N
	09-000-000-0000-2027		340.00	STATE WELL CERTIFICATE 03/01/2023 03/31/2023	MARCH 2023	State Well Cert Fees (Was 5097 & 6203)	N
<b>3375</b>	<b>Mn Dept Of Health</b>		<b>637.50</b>	<b>2 Transactions</b>			
0	<b>DEPT Total:</b>		<b>10,688.50</b>	<b>Undesignated</b>	<b>2 Vendors</b>	<b>10 Transactions</b>	
9	<b>Fund Total:</b>		<b>10,688.50</b>	<b>State</b>		<b>10 Transactions</b>	

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10 Trust

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
15009	Vandermeey Logging 10-900-000-0000-2300		365.10	REFUND BOND	05/23/2023	Timber Permit Bonds	Y
15009	Vandermeey Logging		365.10	1 Transactions			
900	DEPT Total:		365.10	Timber Permit Bonds	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
10855	Culligan Soft Water 10-923-000-0000-6342		155.40	WATER OFFICE 05/01/2023	150-10046456-2 05/31/2023	Office/Equipment-Rental	N
10855	Culligan Soft Water		155.40	1 Transactions			
12927	Midwest Machinery Co. 10-923-000-0000-6590		19.95	WOODCUTTER OIL GAL	9609817	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		19.95	1 Transactions			
3950	Public Utilities 10-923-000-0000-6254	B	43.50	MISS ACCESS PARK	1670-00	Utilities-Gas and Electric	N
	10-923-000-0000-6254		227.34	ACL D 04/16/2023	348-00 05/16/2023	Utilities-Gas and Electric	N
3950	Public Utilities		270.84	2 Transactions			
923	DEPT Total:		446.19	Forfeited Tax Sales	3 Vendors	4 Transactions	
926	DEPT			Law Library			
5173	Thomson Reuters-West Publishing 10-926-000-0000-6455		1,517.18	ONLINE/SOFTWARE SUBSCRIPTION 04/01/2023	848229662 04/30/2023	Law Books	N
	10-926-000-0000-6455		1,060.19	LIBRARY PLAN CHARGES 05/01/2023	848315378 05/31/2023	Law Books	N
5173	Thomson Reuters-West Publishing		2,577.37	2 Transactions			
926	DEPT Total:		2,577.37	Law Library	1 Vendors	2 Transactions	
10	Fund Total:		3,388.66	Trust		7 Transactions	

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11 Forest Development

# Aitkin County



Audit List for Board COMMISSIONER'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	
925	DEPT		Resource Management			
10096	New Eco LLC		TREE PLANTING 40.596K TREES	656	Timber Improvement	Y
	11-925-000-0000-6273					
	3,856.62					
10096	New Eco LLC		1 Transactions			
3,856.62						
10982	PRT USA Inc.		TREES	ON-009633	Timber Improvement	N
	11-925-000-0000-6273					
	3,493.58					
10982	PRT USA Inc.		1 Transactions			
3,493.58						
14585	Ruyak Enterprises, Inc		INSTALL 2 CULVERTS ON ROAD 55-	6906	Road Construction Service	N
	11-925-000-0000-6361					
	3,640.00					
14585	Ruyak Enterprises, Inc		1 Transactions			
3,640.00						
925	DEPT Total:		Resource Management	3 Vendors	3 Transactions	
10,990.20						
939	DEPT		County Surveyor			
7525	Hometown Bldg Supply		#2 PINE 8X1 1/2 BRONZE TORX T-	2305-081518	Supplies	N
	11-939-000-0000-6450					
	14.02					
7525	Hometown Bldg Supply		1 Transactions			
14.02						
9093	Intuicom Inc.		REPLACE MAIN IO BOARD X162061	5180	Supplies	Y
	11-939-000-0000-6450					
	495.00					
9093	Intuicom Inc.		1 Transactions			
495.00						
939	DEPT Total:		County Surveyor	2 Vendors	2 Transactions	
509.02						
11	Fund Total:		Forest Development		5 Transactions	
11,499.22						

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 19 Long Lake Conservation Cer

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT				LLCC Administration			
10139	Nature Planet, Inc							
	19-521-000-0000-6454			1,883.26	STUFFED ANIMALS FOR CANTEEN	S-ORD106431	Commissary Supplies-Non Jail	N
10139	Nature Planet, Inc			1,883.26	1 Transactions			
14812	SCI Broadband/Savage Communications							
	19-521-000-0000-6220			685.80	JUNE PHONE AND WEB	024-033167	Telephone	N
					06/01/2023 06/30/2023			
14812	SCI Broadband/Savage Communications			685.80	1 Transactions			
521	DEPT Total:			2,569.06	LLCC Administration	2 Vendors	2 Transactions	
522	DEPT				LLCC Education			
9561	Amazon Business							
	19-522-000-0000-6431			464.09	BIRD PROJECT: LLCF WILL REIUMB	1VDT-G9KD-11VT	Educational Supplies	N
9561	Amazon Business			464.09	1 Transactions			
3810	Paulbeck's County Market							
	19-522-000-0000-6431			78.90	PLANTS TO BE REIMBURSED LLCF	7684653	Educational Supplies	N
3810	Paulbeck's County Market			78.90	1 Transactions			
522	DEPT Total:			542.99	LLCC Education	2 Vendors	2 Transactions	
523	DEPT				LLCC Food			
9808	Performance Foodservice							
	19-523-000-0000-6418			942.03	GROCERIES	68392362	Groceries-Students	N
9808	Performance Foodservice			942.03	1 Transactions			
4968	Upper Lakes Foods, Inc							
	19-523-000-0000-6418			725.17	GROCERIES	284909-00	Groceries-Students	N
	19-523-000-0000-6418			28.14	GROCERIES	287038-00	Groceries-Students	N
	19-523-000-0000-6418			604.88	GROCERIES	290749-00	Groceries-Students	N
	19-523-000-0000-6418			657.15	GROCERIES	293335-00	Groceries-Students	N
	19-523-000-0000-6418			40.15-	CREDITS, PER STATEMENT	ULF CREDITS	Groceries-Students	N
4968	Upper Lakes Foods, Inc			1,975.19	5 Transactions			
523	DEPT Total:			2,917.22	LLCC Food	2 Vendors	6 Transactions	

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19 Long Lake Conservation Cer

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
19	Fund Total:		6,029.27	Long Lake Conservation Center		10 Transactions

WLB1  
6/5/23 10:20AM  
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			
3024	<b>Kingsley/Russell Lee</b> 21-520-000-0000-6802	Q	3,520.00	SOO LINE TRAIL REPAIR WITH DOZ	05312023	Trail Grants-State	Y
<b>3024</b>	<b>Kingsley/Russell Lee</b>		<b>3,520.00</b>	1 Transactions			
3334	<b>MCIT</b> 21-520-000-0000-6352		100.00-	REMOVE-PISTON BULLY CANYON	8626	Insurance	N
<b>3334</b>	<b>MCIT</b>		<b>100.00-</b>	1 Transactions			
9109	<b>Nelson Sanitation &amp; Rental, Inc.</b> 21-520-000-0000-6360		84.00	SWATARA PARKING AREA 05/01/2023 05/31/2023	INV/2023/4724	Services, Labor, Contracts	Y
	21-520-000-0000-6360		174.00	LONE LAKE BEACH PORTABLE 05/01/2023 05/31/2023	INV/2023/4725	Services, Labor, Contracts	Y
	21-520-000-0000-6360		84.00	LAWLER TRAILHEAD PORTABLE 05/01/2023 05/31/2023	INV/2023/4727	Services, Labor, Contracts	Y
	21-520-000-0000-6360		84.00	MCGREGOR TRAILHEAD PORTABLE 05/01/2023 05/31/2023	INV/2023/4728	Services, Labor, Contracts	Y
	21-520-000-0000-6360		84.00	BLIND LAKE PORTABLE 05/01/2023 05/31/2023	INV/2023/4729	Services, Labor, Contracts	Y
	21-520-000-0000-6360		84.00	CITY OF MCGRATH PORTABLE 05/01/2023 05/31/2023	INV/2023/4730	Services, Labor, Contracts	Y
	21-520-000-0000-6360		84.00	AXTELL RIDING PORTABLE 05/01/2023 05/31/2023	INV/2023/4731	Services, Labor, Contracts	Y
	21-520-000-0000-6360		174.00	ROUND LAKE BEACH PORTABLE 05/01/2023 05/31/2023	INV/303/4726	Services, Labor, Contracts	Y
<b>9109</b>	<b>Nelson Sanitation &amp; Rental, Inc.</b>		<b>852.00</b>	8 Transactions			
9491	<b>Nistler/Tony</b> 21-520-000-0000-6802	Q	4,117.50	GRADE CARLTON TO BRIDGE SHOVEL	38138	Trail Grants-State	Y
<b>9491</b>	<b>Nistler/Tony</b>		<b>4,117.50</b>	1 Transactions			
9526	<b>Norland Environmental Service Inc</b> 21-520-000-0000-6360	B	175.50	JACOBSON CAMPGROUND GARBAGE	171015	Services, Labor, Contracts	N
<b>9526</b>	<b>Norland Environmental Service Inc</b>		<b>175.50</b>	1 Transactions			
3950	<b>Public Utilities</b> 21-520-000-0000-6254	B	109.08	MISS PARK SHOWER HOUSE 04/17/2023 05/16/2023	1671-00	Utilities-Gas and Electric	N

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21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	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>	
3950	Public Utilities		109.08				
				1 Transactions			
10891	Roth Construction						
	21-520-000-0000-6802		700.00	BLADE THAT DAM ROAD	05/2023	Trail Grants-State	Y
10891	Roth Construction		700.00				
				1 Transactions			
520	DEPT Total:		9,374.08	Parks	7 Vendors	14 Transactions	
21	Fund Total:		9,374.08	Parks		14 Transactions	

WLB1  
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 22 Coronavirus Relief Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
716	DEPT				American Rescue Plan - COVID			
9964	Smokey Jake's BBQ							
	22-716-000-0000-6802			1,006.00	REVITALIZATION GRANT	53023	Category: Negative Economic Impacts	N
9964	Smokey Jake's BBQ			1,006.00	1 Transactions			
9013	STRATELIGENT							
	22-716-000-0000-6802			3,333.33	COMMUNICATION PLAN- FINAL INV	060223	Category: Negative Economic Impacts	N
9013	STRATELIGENT			3,333.33	1 Transactions			
716	DEPT Total:			4,339.33	American Rescue Plan - COVID	2 Vendors	2 Transactions	
22	Fund Total:			4,339.33	Coronavirus Relief Fund		2 Transactions	
	Final Total:			260,704.15	158 Vendors	278 Transactions		



# Aitkin County

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



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	148,189.73	General Fund
	2	5,546.26	Reserves Fund
	3	55,552.08	Road & Bridge
	5	6,097.02	Health & Human Services
	9	10,688.50	State
	10	3,388.66	Trust
	11	11,499.22	Forest Development
	19	6,029.27	Long Lake Conservation Center
	21	9,374.08	Parks
	22	4,339.33	Coronavirus Relief Fund
	<b>All Funds</b>	<b>260,704.15</b>	<b>Total</b>

Approved by, \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



# Board of County Commissioners Agenda Request

2 L  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Community Corrections Sobriety Court Grant Agreement

<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> Kameron Genz		<b>Department:</b> Community Corrections
<b>Presenter (Name and Title):</b> Kameron Genz - Director		<b>Estimated Time Needed:</b> 0 minutes
<b>Summary of Issue:</b> <p>Approval to renew the Sobriety Court Grant/Cooperative Agreement in the amount of \$61,000 for Fiscal Year 2023-2024 (7/1/23-6/30/24) . \$60,000 is dedicated to Sobriety Court agent salary/fringe and \$1,000 for agent travel expenses/fuel.</p> <p>This is a re-occurring/annual grant and agreement in which the Board previously authorized signature by the Community Corrections Director.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve the 2023/2024 Cooperative Agreement between Aitkin County Community Corrections and the State of MN 9th Judicial District, for the Sobriety Court grant in the amount of \$61,000.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This revenue amount is budgeted annually in the Community Corrections budget.		

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

STATE OF MINNESOTA  
COOPERATIVE AGREEMENT

This Agreement is between Aitkin County Community Corrections (herein “ACCC”), 209 2<sup>nd</sup> St NW, Room 178, Aitkin, MN 56431, and the State of Minnesota, acting through its agent Ninth Judicial District, Aitkin County Sobriety Court (herein “Court”), 616 America Ave NW, Suite 250, Bemidji, MN 56601.

**Recitals**

Under Minnesota Statute § 471.59, subdivision 10, the Court is empowered to engage such assistance as deemed necessary.

The Court has established a Sobriety Court program that is designed to intervene in the lifestyles of offenders with substance use disorders and to improve public safety.

The Court and the ACCC desire to establish cooperative procedures for the implementation and effective operation of the Aitkin County Sobriety Court program.

ACCC is empowered under Minnesota law to provide probation supervision services to and participate in the Aitkin County Sobriety Court program.

The Court is in need of additional probation supervision services from ACCC coextensive with the availability of County, Court, and Federal Funds to fund such services.

**Agreement**

**1. Term of the Agreement**

- A. **Effective date:** July 1, 2023, or the date the Court obtains all required signatures under Court policy, whichever is later.
- B. **Expiration date:** June 30, 2024, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

**2. Agreement between the Parties**

A. ACCC is responsible to:

- 1. Provide an assigned qualified probation officer to fully participate in the Aitkin County Sobriety Court process and supervise participants in Aitkin County Sobriety Court. “Assigned” probation officer means a probation officer providing supervision

4. Work in partnership in the recruitment and selection of any employee who falls under this contract. Recruitment, selection and hiring will follow and be administered by ACCC with input and recommendation from the Court.
  5. Authorize and approve employee expenses for mileage, meals, parking, purchases and miscellaneous items.
  6. Arrive at financial agreements that allow the Court and ACCC to operate within fiscally sound principles that meet the payment and receipt procedures of both ACCC and the Court. ACCC must adhere to Minnesota Judicial Branch Treatment Court Policies, including financial policies regarding treatment court expenditures.
  7. Agree on what information systems will be utilized, what data must be acquired, entered and maintained, and who has access rights to the resulting information.
  8. Jointly establish training requirements and seek/select and approve appropriate training to meet the required training needs. Agree on who is responsible for payment of training and by which means payment will be made.
- C. Court, in collaboration with the treatment court team and in accordance with state and national best practice standards outlined in Minnesota Judicial Branch Policy 511.1 Treatment Court Standards, will be responsible for:
1. Program design, program delivery methods, participant eligibility criteria, graduation criteria, termination criteria, establishing program capacity, and alcohol and drug testing protocols.
  2. Monitor performance of employee and provide input of employee's performance to ACCC on a continual basis.
- D. Continuation
- No less than 30 days before the agreement expiration date, the parties to this agreement will meet, confer, and decide whether this agreement should be extended. If extended, ACCC and the Court agree to reconsider the funding parameters for the next term.

### **3. Payment**

## 6. Liability

Each party shall be responsible for its own acts or omissions and any liability which results as a consequence thereof.

## 7. State Audits

Under Minnesota Statute § 16C.05, subdivision 5, ACCC's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the Court and/or the Court Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end date of this agreement.

## 8. Confidentiality, Disclosure, and Use

ACCC shall not disclose to any third party any information that is inaccessible to the public pursuant to the Rules of Public Access of the Judicial Branch promulgated by the Minnesota Supreme Court. If ACCC receives a request to release information referred to in this Clause, ACCC must immediately notify the Court.

ACCC is subject to the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13. The Court is not subject to Minn. Stat. Ch. 13 but is subject to the rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court, as the same may be amended from time to time. Both parties acknowledge and agree that Minn. Stat. § 13.03, subdivision 4(e) requires ACCC to comply with the Rules of Public Access for data received from the Court under this agreement.

## 9. Venue

Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate court or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 10. Termination

- A. **Termination.** The Court or ACCC may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.
- B. **Termination for Insufficient Funding.** The Court may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding source, or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to ACCC. The Court is not obligated to pay for any services that are provided after notice and effective date of termination. However, ACCC will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The Court 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.



# Board of County Commissioners Agenda Request

2 M  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** App. for Temporary On Sale Liquor License - Aitkin Fire Depart. Relief Assoc.

<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>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Christy M. Bishop		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Aitkin Fire Department Relief Association Application for Temporary On Sale Liquor License for event dates of 07/05/2023 - 07/08/2023. Event will take place at Aitkin County Fairgrounds Designated Beer Gardens and Grand Stands 632 Minnesota Ave N Aitkin, MN 56431.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> To approve the Temporary On-Sale Liquor License for Aitkin Fire Department Relief Association for July 5, 2023 - July 8, 2023.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No      Please Explain:		

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

By Commissioner: xxx

20230613-xxx

**Temporary On-Sale Liquor License**

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners approves a temporary on-sale liquor license (Strong Beer) for July 5<sup>th</sup> – July 8<sup>th</sup>, 2023 for:

Aitkin Fire Department Relief Association – Aitkin Township – Aitkin County Fairgrounds - Designated Beer Gardens and Grand Stand areas: 632 Minnesota Ave N Aitkin, MN 56431

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

xxx 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 13<sup>th</sup> day of June 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of June, 2023

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



# Board of County Commissioners Agenda Request

24  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** LG220 Application for Exempt Permit - Wealthwood Rod and Gun Club

<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) <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's Office	
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  LG220 Application for Exempt Permit - Wealthwood Rod and Gun Club - Event Date: September 10, 2023		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to adopt attached resolution.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



By Commissioner: xxx

20230613-xxx

**LG 220 Permit – Wealthwood Rod and Gun Club 2023**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod and Gun Club, at the following location – Wealthwood Rod and Gun Club, which has an address of 23573 420<sup>th</sup> Place Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – September 10, 2023.)

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

xxx 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 13<sup>th</sup> day of June 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of June, 2023

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



# Board of County Commissioners Agenda Request

20  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Application for Temporary On Sale Liquor License - Isle Lion's Club

<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> Christy M. Bishop		<b>Department:</b> Auditor's Office
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Isle Lion's Club Application for Temporary On Sale Liquor License for event dates of 09/02/2023 - 09/04/2023. Event will take place at 15489 180th Avenue Finlayson, MN 55735.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> To approve the Temporary On-Sale Liquor License for Isle Lion's Club for September 2, 2023 - September 4, 2023.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner: xxx

20230613-xxx

**Temporary On-Sale Liquor License**

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners approves a **Temporary On-Sale Liquor License (Strong Beer)** for September 2, 2023 through September 4, 2023:

Isle Lions Club – Williams Township – 15489 180<sup>th</sup> Avenue Finlayson, MN 55735

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

xxx 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 13<sup>th</sup> day of June 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of June, 2023

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



# Board of County Commissioners Agenda Request

2P  
Agenda Item #

Requested Meeting Date: June 13, 2023

Title of Item: Approve Contribution to National Center for Public Lands Counties

<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> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  <p>The National Association of Counties (NACO) and the Western Interstate Region (WIR) have established the National Center for Public Lands Counties (NCPLC) to demonstrate the contributions public lands make towards creating a prosperous America.</p> <p>The Board has previously discussed this item and asked further questions of AMC staff. The Board directed staff to include the agenda item for approval at a future meeting when last discussed.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve contribution of \$1,000 to the National Center for Public Lands Counties to be paid using 2023 Local Assistance and Tribal Consistency Funds.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 1,000.00 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <span style="margin-left: 20px;">Please Explain:</span> Unobligated 2023 Local Assistance and Tribal Consistency Funds will be used for this contribution.		

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

WLB1  
6/1/23 7:31AM

# Aitkin County



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

*Auditor's Warrant*  
*P 1/2 6/2/23*

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

WLB1  
6/1/23 7:31AM

# Aitkin County



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

Page 2

1 General Fund

<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>	
1	3443 Turnock/Kevin 01-391-000-0000-5840		400.00	START UP CASH FOR E-WASTE	53023	Misc Receipts	N
	3443 Turnock/Kevin		400.00	1 Transactions			
<b>1 Fund Total:</b>			<b>400.00</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>400.00</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

WLB1  
6/1/23

7:31AM

# 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	400.00	General Fund
<b>All Funds</b>		<b>400.00</b>	<b>Total</b>

Approved by, \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

WLB1  
6/5/23 9:13AM

# Aitkin County



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

*ELAN 5-25-23*

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>5462 Bremer Bank (Elan ACH)</b>							
33	01-252-000-0000-6330		17.24	TRANSPORT GAS	006554	Prisoner Transportation & Travel	N
26	01-200-003-0000-6241		75.00	#216 DMT RECERT	10821	Registration Fee	N
10	01-043-000-0000-6405		26.77	SHOE COVERS AND BEAR HORN	111-4008860-97402	Office Supplies	N
31	01-200-200-0000-6405		11.99	MAGNIFYING GLASS	112-1991352-67794	VCET - AIM Office Supplies	N
32	01-200-200-0000-6405		79.00	EXPO MARKERS, DRY ERASE BOARD	112-20888843-6832	VCET - AIM Office Supplies	N
30	01-200-200-0000-6265		36.06	GLOCK 43 HOLSTER	114-0970664-87306	Programs	N
21	01-110-000-0000-6335		94.42	GAS FOR TRUCK	19491	Gas/Vehicle Fuel Charges	N
27	01-252-003-0000-6335		40.55	#301 -GAS - CLASS- ST CLOUD	3101001	Gas/Vehicle Fuel Charges	N
23	01-110-000-0000-6415		164.80	WEED KILLER	33257	Operational Supplies	N
11	01-043-000-0000-6405		155.15	HI-VISIBILITY VESTS FOR APPR	404904-00	Office Supplies	N
12	01-120-000-0000-6300		119.00	ANCESTRY 6 MONTHS	448869255	Maintenance/Service Contracts	N
				05/13/2023 11/12/2023			
1	01-052-000-0000-6240		650.00	ICMA DUES	463845	Membership/Dues/Association Fees	N
19	01-391-000-0000-6330		42.84	FUEL - SOILS (CARLSTROM)	53123	Transportation/Travel/Parking	N
18	01-391-000-0000-6332		284.77	SOILS CLASS - ANDREW CARLSTROM	53123	Hotel / Motel Lodging	N
20	01-391-000-0000-6339		39.52	MEALS - SOILS (CARLSTROM)	53123	Meals (Overnight)	N
22	01-110-000-0000-6570		78.50	GAS FOR LAWN MOWER	54088	Motor Fuel & Lubricants	N
34	01-391-000-0000-6332		100.00	MACPZA CONFERENCE - ARROWWOOD	659822	Hotel / Motel Lodging	N
35	01-090-000-0000-6332		100.00	LODGING FOR CONFERENCE	6602	Hotel / Motel Lodging	N
3	01-043-000-0000-6405		92.68	MEASURING TAPE FOR APPRAISERS	684823	Office Supplies	N
24	01-090-000-0000-6342		179.99	NITRO PDF PRO	BKD-73644914081	Office Equipment Rental/Contracts	N
29	01-200-019-0000-6352		42.34	NATIONWIDE INS- RENO (END)	C-3160855	Insurance-Vehicles/Equipment/Liability	N
28	01-200-019-0000-6352		462.18	NATIONWIDE INS - RUBY (YEAR)	C3576966	Insurance-Vehicles/Equipment/Liability	N
9	01-043-000-0000-6205		1,189.65	REASSESSMENT POSTCARD POSTAGE	E86757	Postage	N
25	01-049-000-0000-6266		0.01	MICROSOFT AZURE CLOUD STORAGE	G022705387	Software Fees/License Fees	N
				04/01/2023 05/31/2023			
7	01-043-000-0000-6240		153.22	LT ASSR LIC RENEWAL	ONX82M9KZV	Dues & License Renewal	N
4	01-043-000-0000-6240		86.83	BM - ASSR LIC RENEWAL	ONX82MD4RZ	Dues & License Renewal	N
6	01-043-000-0000-6240		86.83	KS ASSR LIC RENEWAL	ONX82MPDKD	Dues & License Renewal	N
8	01-043-000-0000-6240		86.83	SP ASSR LIC RENEWAL	ONX82MPNTS	Dues & License Renewal	N
5	01-043-000-0000-6240		153.22	SW ASSR LIC RENEWAL	ONXN25WR3X	Dues & License Renewal	N
2	01-043-000-0000-6240		153.22	ANNUAL ASSESSOR LICENSE FEE MD	ONXP25YSV8	Dues & License Renewal	N
<b>5462 Bremer Bank (Elan ACH)</b>			<b>4,802.61</b>	<b>30 Transactions</b>			

1 Fund Total:

4,802.61

General Fund

1 Vendors

30 Transactions



WLB1  
6/5/23 9:13AM  
10 Trust

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	<b>5462 Bremer Bank (Elan ACH)</b>					
16	10-923-000-0000-6450		TICK REPELLENT BANDS	02854	Field Supplies	N
15	10-923-000-0000-6450		SPRAYER AND PADDLE	10916	Field Supplies	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>825.63</b>	<b>2 Transactions</b>		
<b>10 Fund Total:</b>			<b>825.63</b>	<b>Trust</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

WLB1  
 6/5/23 9:13AM  
 19 Long Lake Conservation Cer

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	<b>5462 Bremer Bank (Elan ACH)</b>					
14	19-521-000-0000-6374		19.73	TABS FOR VAN	4715110303635416	Auto & Trailer License N
13	19-522-000-0000-6431		252.90	CRITTER CARE	4715110303635416	Educational Supplies N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>272.63</b>			
				2 Transactions		
<b>19 Fund Total:</b>			<b>272.63</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

WLB1  
 6/5/23 9:13AM  
 21 Parks

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
17	5462 Bremer Bank (Elan ACH) 21-520-000-0000-6523		12.72	SILICA GEL PACKETS	112-1673282-51546(	Misc Bldg & Shop Supplies	N
	5462 Bremer Bank (Elan ACH)		12.72	1 Transactions			
<b>21 Fund Total:</b>			<b>12.72</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>5,913.59</b>	<b>4 Vendors</b>	<b>35 Transactions</b>		

WLB1  
6/5/23 9:13AM

# Aitkin County



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

**3** Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	5462 Bremer Bank (Elan ACH) 03-301-000-0000-6405		79.95	OFFICE SUPPLIES	48734687	Office Supplies	N
	5462 Bremer Bank (Elan ACH)		79.95	1 Transactions			
<b>3 Fund Total:</b>			<b>79.95</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>79.95</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

# 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
3	5462 Bremer Bank (Elan ACH) 05-400-400-0402-6266		588.00	COVID VAX - ACUITY ONLINE APPT 05/18/2023 05/18/2023		Software Fees/License Fees	N
18	05-400-400-0402-6266		16.03	WEBEX (PUBLIC HEALTH) 05/09/2023 06/08/2023		Software Fees/License Fees	N
23	05-400-400-0402-6266		59.99	COVID VAX-CANVA ANNUAL SUB 05/14/2023 05/14/2023		Software Fees/License Fees	N
11	05-400-440-0410-6266		6.73	WEBEX (SP, CG, PA) 05/09/2023 06/08/2023		Software Fees/License Fees	N
15	05-400-440-0410-6266		16.03	WEBEX (EM) 05/09/2023 06/08/2023		Software Fees/License Fees	N
24	05-400-440-0410-6268		27.86	PRYOR-12 MO ACCESS TRAINING 05/15/2023 05/15/2023		Staff Training, Development	N
22	05-400-450-0451-6266		60.00	HE-CANVA ANNUAL SUB 05/14/2023 05/14/2023		Data Processing/Computer Services	N
12	05-420-600-4800-6266		15.87	WEBEX (SP, CG, PA) 05/09/2023 06/08/2023		Software Fees/License Fees	N
16	05-420-600-4800-6266		16.03	WEBEX (JG) 05/09/2023 06/08/2023		Software Fees/License Fees	N
25	05-420-600-4800-6268		65.67	PRYOR-12 MO ACCESS TRAINING 05/15/2023 05/15/2023		Staff Training, Development	N
17	05-420-640-4800-6266		16.03	WEBEX (JH) 05/09/2023 06/08/2023		Software Fees/License Fees	N
1	05-430-700-0000-5894		30.00	THREE \$10 GIFT CARD INCENTIVES		Special Kids Fund	N
7	05-430-700-4800-6241		135.00	CONF REGISTRATION (KH) 05/08/2023 05/08/2023		Meeting/Conference Registration Fee	N
8	05-430-700-4800-6241		135.00	CONF REGISTRATION (TL) 05/08/2023 05/08/2023		Meeting/Conference Registration Fee	N
9	05-430-700-4800-6241		465.00	CONF REGISTRATION (KH,SN,AF) 05/08/2023 05/08/2023		Meeting/Conference Registration Fee	N
10	05-430-700-4800-6241		155.00	CONF REGISTRATION (JM) 05/09/2023 05/09/2023		Meeting/Conference Registration Fee	N
13	05-430-700-4800-6266		25.50	WEBEX (SP, CG, PA) 05/09/2023 06/08/2023		Software Fees/License Fees	N
14	05-430-700-4800-6266		48.09	WEBEX (KL, JS, RP) 05/09/2023 06/08/2023		Software Fees/License Fees	N
26	05-430-700-4800-6268		105.47	PRYOR-12 MO ACCESS TRAINING 05/15/2023 05/15/2023		Staff Training, Development	N
20	05-430-700-4800-6332		218.08	CONF LODGING (AF,SN,KH)		Hotel/Lodging	N

WLB1  
 6/5/23 9:13AM  
 5 Health & Human Services

# 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
21	05-430-700-4800-6332		124.48	05/08/2023 05/08/2023 CONF LODGING (JM)		Hotel/Lodging	N
2	05-430-760-3980-6020		84.00	05/09/2023 05/09/2023 BACKGROUND CK, AFC	128877016	Licensing & Resource Development	N
28	05-430-710-3960-6050		66.00	05/17/2023 05/17/2023 BIRTH RECORD	129772007	Adoptions & Kinship	N
27	05-430-710-3960-6050		25.00	05/04/2023 05/04/2023 FATHER'S ADOPTION REG	129774005	Adoptions & Kinship	N
4	05-400-440-0410-6266		2.80	05/04/2023 05/04/2023 AVAILITY - APRIL '23	INV00933493	Software Fees/License Fees	N
5	05-420-600-4800-6266		6.60	04/30/2023 04/30/2023 AVAILITY - APRIL '23	INV00933493	Software Fees/License Fees	N
6	05-430-700-4800-6266		10.60	04/30/2023 04/30/2023 AVAILITY - APRIL '23	INV00933493	Software Fees/License Fees	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>2,524.86</b>	04/30/2023 04/30/2023 27 Transactions			
<b>5 Fund Total:</b>			<b>2,524.86</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>27 Transactions</b>	

WLB1  
 6/5/23 9:13AM  
 25 Opioid Settlement

# 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
19	5462 Bremer Bank (Elan ACH) 25-000-000-0000-6266		16.03	WEBEX (OPIOID) 05/09/2023 06/08/2023		Data Processing/Computer Services	N
	5462 Bremer Bank (Elan ACH)		16.03		1 Transactions		
<b>25 Fund Total:</b>			<b>16.03</b>	<b>Opioid Settlement</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>2,540.89</b>	<b>2 Vendors</b>	<b>28 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	4,802.61	General Fund
10	825.63	Trust
19	272.63	Long Lake Conservation Center
21	12.72	Parks
<b>All Funds</b>	<b>5,913.59</b>	<b>Total</b>

Approved by, .....

.....

.....



WLB1  
6/5/23

9:13AM

# Aitkin County



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	2,524.86	Health & Human Services
25	16.03	Opioid Settlement
<b>All Funds</b>	<b>2,540.89</b>	<b>Total</b>

Approved by,

.....  
.....  
.....

WLB1  
6/5/23

9:13AM

# Aitkin County



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

Page 3

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	3	79.95	Road & Bridge
<b>All Funds</b>		<b>79.95</b>	<b>Total</b>

Approved by, \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TOTAL ELAN PAYMENT = \$8534.43**



# Board of County Commissioners Agenda Request

25  
Agenda Item #

Requested Meeting Date: 06/13/2023

Title of Item: Search & Rescue Donation

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

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

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

**Summary of Issue:**

Mille Lacs Corporate Ventures has made a \$1,000.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with drone project purchases.

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

**Recommended Action/Motion:**  
Recommend accepting 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 June 13, 2023

By Commissioner: xxx

**20230613-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:

Mille Lacs Corporate Ventures \$1,000.00

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

Mille Lacs Corporate Ventures 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

xxx 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 13<sup>th</sup> day of June 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13<sup>th</sup> day of June 2023

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



# Board of County Commissioners Agenda Request

27  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Purchase of new Ford pickup

<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> DJ Thompson		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> DJ Thompson, Land Commissioner		<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> <p>The Aitkin County Land Department budgeted the purchase of 2 pickup trucks in 2023. One of those trucks was purchased in April. The other one is now available for pickup. The purchase was made through the State Bid Contract, which is processed and delivered by Aitkin Motors (local vendor).</p> <p>Attached is the quote for the truck - 2023 F150 4x4. The expenses are listed below.</p> <p>Cost ..... \$38,662.00          Motor Vehicle Tax ..... \$2,513.03          Title and Transfer ..... \$165.00</p> <p>Total ..... \$41,340.03</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> ACLD is tax exempt however, a 6.5% Motor Vehicle Tax is required.		
<b>Recommended Action/Motion:</b> Motion to approve purchase of new Ford pickup truck from Aitkin Motors for \$41,340.03		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 41,340.03 Is this budgeted? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> <p>In 2023, we budgeted \$38,000 for each new truck. The difference between what was budgeted and the actual cost will be covered by the selling of an old truck and, if needed, reserves from the Resource Management account (11-925).</p>		

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



**Aitkin Motor Company**  
 "A TRADITION SINCE 1938"  
 108 - 2ND STREET N.E.  
 AITKIN, MINNESOTA 56431  
 (218) 927-2169



DEAL #: 0007725  
 CUST #: 1012

Stock #: PKES076S Date: 06/06/2023 Salesperson: JEFF KJELSTROM  
 Buyer Name (Last) AITKIN CO LAND DEPT (First) \_\_\_\_\_ (Middle) \_\_\_\_\_  
 Co-Buyer Name (Last) \_\_\_\_\_ (First) \_\_\_\_\_ (Middle) \_\_\_\_\_  
 Address: 502 MINNESOTA AVE NORTH City: AITKIN State: MN County: AITKIN Zip: 56431  
 Home Phone: \_\_\_\_\_ Bus Phone: \_\_\_\_\_ Buyer DOB: \_\_\_\_\_ Co-Buyer DOB: \_\_\_\_\_  
 Buyer D.L. #: \_\_\_\_\_ Co-Buyer D.L. #: \_\_\_\_\_  
 Buyers Insurance Co.: \_\_\_\_\_

PLEASE ENTER MY ORDER FOR: New  Used  Demo  Lienholder  Address \_\_\_\_\_

YEAR	MAKE	MODEL	BODY	TRANSMISSION	COLOR	INTERIOR	
2023	FORD	F150	PICKUP	AUTOMATIC	CARBONIZED	MEDIUM DARK	
VIN # 1FTMF1EP4PKE50762			LIC # _____	TAB EXP. DATE _____	STATE MN	MILEAGE _____	DELIVERED ON OR ABOUT 06/06/23
Buyer Email: _____						CASH PRICE OF VEHICLE 38662.00	
Co-Buyer Email: _____						FREIGHT NA	
DEALER INSTALLED OPTIONS							
THANK YOU FOR YOUR BUSINESS!							
						TOTAL 38662.00	
REGISTRATION TAX 5.00						LESS TRADE-IN ALLOWANCE (-) NA	
PLATE FEE 10.00						TRADE DIFFERENCE 38662.00	
PUBLIC SAFETY VEHICLE FEE 3.50							
TRANSFER TAX NA						MOTOR VEHICLE SALES TAX 2513.03	
TITLE/TRANSFER FEE 8.25							
STATE/DEPUTY FILING FEE 11.00						SERVICE CONTRACT NA	
LIEN RECORDING FEE NA						MAINTENANCE CONTRACT NA	
WHEELAGE TAX NA						OTHER STATE & LOCAL SALES TAXES NA	
TRANSIT TAX NA							
OTHER FEES 2.25						DOCUMENT ADMINISTRATION FEE 125.00	
						OPTIONAL ELECTRONIC TRANSFER FEE NA	
TOTAL LICENSE & FEES						40.00	
SUBTOTAL						41340.03	
LESS AMOUNT SUBMITTED WITH ORDER (-)						NA	
PLUS BALANCE OWING TO LEINHOLDER ON TRADE IN (+)						NA	
TOTAL AMOUNT DUE ON DELIVERY						41340.03	

**TRADE-IN DATA**

YEAR	MAKE	MODEL	BODY STYLE
YEAR	MAKE	MODEL	BODY STYLE
VIN #			
LIEN HOLDER'S NAME			
ADDRESS			
LICENSE PLATE #	LICENSE STATE	EXP. DATE	
MILEAGE	TRANSMISSION		
DOES YOUR TRADE-IN HAVE A BRANDED TITLE OR INSURANCE SALVAGE HISTORY? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>			
IS THE POLLUTION CONTROL EQUIPMENT ON YOUR TRADE-IN INTACT AND IN OPERATING CONDITION? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>			

**Dealer's Disclaimer of Warranty**  
 Unless the vehicle is sold with a separate written dealer warranty or the dealer enters into a service contract with the buyer, the vehicle is sold "AS IS". Dealer expressly disclaims all warranties, either express or implied, including the implied warranties of merchantability and fitness for a particular purpose. The entire risk of the quality and performance of the vehicle is with the buyer.  
 Important: A manufacturer warranty may apply.

The front and back of this CONTRACT comprise the entire CONTRACT affecting this purchase. The DEALER will not recognize any verbal agreement, or any other agreement or understanding of any nature. You certify that you are 18 years of age or older and acknowledge receiving a copy of this contract.

The terms of this CONTRACT were agreed upon and the CONTRACT signed in the dealership on the date noted at top of this form.

**IMPORTANT: THIS MAY BE A BINDING CONTRACT AND YOU MAY LOSE ANY DEPOSITS IF YOU DO NOT PERFORM ACCORDING TO ITS TERMS.**

NOTICE OF SALESPERSON'S LIMITED AUTHORITY. This contract is not valid unless signed and accepted by Sales Manager or Officer of Dealership.

Accepted  \_\_\_\_\_ for AITKIN MOTOR COMPANY  \_\_\_\_\_ Buyer's Signature Accepting Terms of Contract

**This ODOMETER DISCLOSURE STATEMENT and ASSIGNMENT Refers to Vehicle Being Sold**

Federal and State law require that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment. I (we), AITKIN MOTOR COMPANY (Transferor's Name, Print), the owner(s) of the vehicle described below, certify the vehicle is free of all security

interests, warrant title, assign the registration tax and the vehicle to the person(s) named below and state that the odometer now reads \_\_\_\_\_ (no tenths) miles and to the best of my knowledge the odometer mileage is:

- ACTUAL MILEAGE
- EXCEEDS MECHANICAL LIMITS OF ODOMETER
- NOT ACTUAL MILEAGE - WARNING ODOMETER DISCREPANCY

YEAR	2023	MAKE	FORD	MODEL	F150	BODY TYPE	PICKUP
VIN NO.	1FTMF1EP4PKE50762			LICENSE NO.			
TRANSFEROR'S (SELLER) SIGNATURE (PRINT SIGNER'S NAME ALSO)				AITKIN MOTOR COMPANY			
STREET ADDRESS				CITY	STATE	ZIP	
502 MINNESOTA AVE NORTH				AITKIN, MN	MN	56431	
CITY				STATE	ZIP		
AITKIN				MN	56431		
TRANSFEREE'S (BUYER) SIGNATURE (PRINT SIGNER'S NAME ALSO)				STATEMENT DATE			
				06/06/2023			



# Board of County Commissioners Agenda Request

20  
Agenda Item #

**Requested Meeting Date:** June 13th, 2023

**Title of Item:** Jail Gym Floor Replacement

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Jim Bright		<b>Department:</b> Maintenance
<b>Presenter (Name and Title):</b> Jim Bright Facilities Coordinator		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> <p>The VCT floor tiles are failing in the jail gym in multiple places due to age. I'm recommending the installation of the Team Play M flooring by OSSTSPORTS. This product is a 1/4" thick rubber sheet flooring designed for gym floors and athletic areas.</p> <p>H21 was the only bidder because this is a proprietary product and is distributed in territories.</p> <p>This project and materials to be used have been submitted, reviewed and approved by the Department of Corrections</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> I'm requesting the Aitkin County Board Of Commissioners approve the purchase and installation of the Team play M by OSSTSPORTS floor from H21 Group as quoted on proposal 105089		
<b>Financial Impact:</b> <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 28,375.00</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p> <p>The money for this project is being paid for with money from the Inmate Welfare fund.</p>		

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



**PROPOSAL 105089**

To: Aitkin County Jail  
Attn: Jim Bright

Date: 5/18/23  
Project: Aitkin County Jail Gym Floor  
Location: Aitkin, MN  
Architect: NA  
Addendum: NA

We propose to furnish the following as manufactured by OSSTSPORTS using standard design, materials, construction sizes and colors.

**Aitkin County Jail Gym Floor**

Material, freight, and installation ..... **\$28,375.00**  
Concrete Prep Work to be completed on a T&M if required ..... Add: \$110 per hour plus materials & equipment

**Pricing Includes:**

1. Approximately 1,176 sqft of Team Play M- Maple color by OSSTSPORTS
2. Match existing game lines currently on floor with 2" black lines.
3. Required Adhesive
4. 4" vinyl wall base with adhesive and transitions at doorways.
5. Forklift or loading dock to be provided by owner for unloading.

**Qualifications:**

1. Removal of existing VCT tile and adhesive is to be provided by owner/others. Concrete subfloor must have no existing adhesive or materials left on the surface.
2. Use of elevator provided by owner to get materials up to the gym level.
3. No prevailing wage requirements.
4. The concrete subfloor must be flat (1/8" in 10' span) and dry (under 85% moisture content in concrete)
5. Pricing good for 1 production run and 1 delivery with completion not later than 12/31/2023.
6. Due to the unsettled nature of "Steel Tariffs" and "Freight Regulations," any such surcharges are not included in this proposal. Any steel or freight surcharges incurred will be passed along to the customer.
7. We reserve our right to a schedule extension; change orders for additional costs (including but not limited to material escalation; labor rate increases; acceleration costs; shipping costs; storage costs; administration overhead; etc.) related to any occurrence of an event which is outside of our reasonable control and which prevents us from performing our obligations (Examples but not limited to: acts of God; strikes or other labor disturbances; delays in transportation; war; acts of terrorism; epidemics; pandemics; (such as COVID-19); etc.).
- 8.
9. Proposed project schedule:

Shop Drawings	2-3 weeks
Approval Process	1-2 weeks
Manufacturing Lead Time	5-6 weeks
Shipping	1 weeks
Installation	1 week

**Excludes:**



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[www.facebook.com/osstsports](https://www.facebook.com/osstsports)







1. State Sales & Use Taxes. Purchaser by acceptance of this quotation agrees to furnish Tax Exemption Certificates when requested on non-taxable materials, otherwise any applicable tax will be added at time of invoicing.
2. Any Liquidated, Consequential and/or Actual Damages clauses.
3. Any unforeseen conditions.
4. Charges for vertical transportation, Mechanical utilities and connections, Electrical utilities and connections, Bonds, Removal of existing equipment, Traps, Ducts, Fume hood fan/blowers, Fume hood testing/balancing, Rubber/vinyl base, In-wall backing/blocking.
5. Note: Clean-up to be limited to removing all debris, dirt and rubbish accumulated as a result of our installation to a dumpster provided by others, leaving the premises broom clean and orderly.

**SEE PAGE 3 for Terms & Conditions**

This proposal is based upon usage of the AGC/ASA/ASC "Standard Form Construction Subcontract," 1996 Edition or a subcontract form otherwise acceptable to H2I Group, Inc.

TERMS: Net 30 Days

ACCEPTED: Company \_\_\_\_\_  
 Name \_\_\_\_\_  
 Date \_\_\_\_\_

RESPECTFULLY,  
**H2I Group, Inc.**  
 By Brandon Larson  
 701-446-7846  
 Blarson@h2igroup.com

Note: This quotation is offered for acceptance within 15 days and is subject to revision beyond that time.

DIR# PW-LR-1000537618

Contractors Licenses: Arizona # 327293 | California # 1060739 | Nevada C3#0084853, C26#00845851



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 Page 2 of 3



PROPOSAL 105089

H2I Group Inc. Terms and Conditions

General

These terms and conditions are a component part of the attached proposal and constitute the entire agreement between H2I Group Inc (hereinafter H2I) By signing the proposal, Customer acknowledges that they understand and accept the proposal and the following terms and conditions All work shall be done in accordance with the attached proposal unless otherwise provided for in writing and signed by H2I Applicable sales, excise and use taxes are not included unless otherwise stated in the proposal Tax exempt entities hereby agree to furnish tax exemption certificates when requested on non-taxable materials Material Only Contracts: Responsibility for the unloading, handling, storage, and installation of material transfers to the Customer upon shipment from the factory Customer is responsible for receiving, unloading, and inspecting materials and filing freight claim for any shortage or damage of materials Delivery and freight charges are not included unless otherwise stated in the proposal

Site Conditions

A smooth level, and clean sub-floor shall be provided or as required by H2I Maintain environment at proper temperature (55-80 degrees F ) and humidity (35-50%) before, during and 30 days following installation Delays due to circumstances beyond the control of H2I shall entitle H2I to an equitable adjustment of time and contract price

Acceptance

This proposal may be accepted within 30 days subject to credit approval H2I reserves the right to revoke this offer prior to acceptance by customer Customer agrees that, by signing, grant authority to credit bureaus to release credit history information for the purpose of establishing credit with H2I and its subsidiaries H2I and its subsidiaries may, if payment for work performed by H2I will pass thru from a third party require a credit application joint check agreement with the property owner/end user if the property owner/end user is a separate entity from the Customer, a copy of the Customer's payment bond, and/or a personal guarantee, as a condition of credit approval Customer agrees that payments received from a third party for services performed by H2I shall be held in trust and first paid to H2I for material and labor costs paid by H2I

Installation

This proposal assumes unloading and elevator use shall be conducted during normal business hours This proposal is based on completing the work during normal business hours Overtime, evening, and weekend work is available at additional charge Customer agrees to provide H2I with sufficient and timely unloading facilities, dock and elevator access as needed at no additional cost to H2I Customer shall provide temporary, secure storage for materials prior to installation Customer shall provide adequate electrical power, lighting, water, and restroom facilities during installation Customer shall provide area that is free and clear and prepared for installation

Engineering

All engineering, proposal drawings, specifications shall represent H2I's investment in engineering skill and development and remain the property of H2I Such are submitted with the understanding that the information will not be disclosed or used in any way detrimental to H2I's interests

Changes

Any requests for changes to the scope of work shall be made in writing with signed acceptance by authorized personnel from H2I and Customer

Liability

H2I shall not be liable for damages in any form or any other claim arising out of strikes, floods, fire, accidents, or any other causes beyond our control H2I shall not be liable for liquidated, consequential or any other damages or penalties of any kind for delays in completion of work H2I Indemnity obligations to the Customer and owner are limited to the liability created by the gross negligence of Haldeman Homme Holdings, its employees, or subcontractors In the event the terms of this agreement conflicts with the Customer's proposal or purchase order the parties acknowledge and agree the terms of this agreement shall control

Payment

Payment in full will be due and payable thirty (30) days from invoice date Customer agrees to pay progress-billing invoices during the course of the project reflecting partial shipment of material and/or partial completion of labor work performed Where materials are stored or staged temporarily at the job site or in offsite or bonded warehouse, customer shall pay for materials and reasonable storage charges The failure of the Customer to make payments within contract terms shall entitle H2I, in addition to all other rights, to suspend all work and shipments and shall further entitle H2I to an extension of time of performance of the work No payments shall be withheld from, or penalties assessed against H2I due to causes for which H2I is not responsible

Customer agrees that, if the billed amount is not paid within terms, a service charge will be charged on the overdue balance at a percentage rate of 1.5% (18% ANNUAL PERCENTAGE RATE) for all accounts If the customer fails to pay the entire unpaid balance on the account when due H2I may without further notice or demand, exercise all rights and remedies available by law for the collection of the balance due on the account H2I reserves the option to exercise its lien rights at all times in accordance with applicable law to secure collection of amounts due Applicant will be liable for all expenses of collection with or without suit, including all court costs and reasonable attorney's fees to the extent under applicable state law Venue shall be the State District Court of Minnesota

Disputes

Customer and H2I hereby agree that disputes between the parties which cannot be settled amicably, shall be settled through the State District Court of Minnesota

Cancellation

An officer of H2I must approve cancellation requests in writing In order to compensate H2I for its investment in engineering, time, processing and administrative work, approved cancellations shall be subject to cancellation charge of 25% of the contract amount plus the cost of materials produced or in production, labor or other services performed, freight, taxes and any other out of pocket expenses incurred by H2I

Warranty

THE MANUFACTURER EXPRESS WARRANTY IS PROVIDED IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE HEREBY DISCLAIMED BY H2I

Insurance

H2I maintains insurance and will provide certificates of insurance if requested on coverage and limits as provided by its insurance policy No other insurance coverage is provided including waiver of subrogation or additional named insureds

Codes

Customer, architect and/or contractor shall be responsible for all local, state, and federal agency code compliance, permits, fees, design, engineering, and testing H2I does not provide professional liability or pollution insurance for any of these services Costs for any and all such services are not included in this proposal

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_ (Please Print)



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# Board of County Commissioners Agenda Request

3A  
Agenda Item #

Requested Meeting Date: 6/13/2023

Title of Item: Personnel Policy Update (Re: Selection of Finalists)

<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) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Bobbie Danielson, HR Director	<b>Department:</b> HR Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director	<b>Estimated Time Needed:</b> 2 minutes
<b>Summary of Issue:</b>  Following the May 10, 2023, Department Head meeting, the following policy update is recommended:  We aim to foster a culture that supports internal growth and movement (e.g. promotions, transfers, etc.). We are recommending the following language be added to the personnel policy (Subd 6 Screening Process) so that all qualified internal candidates will be invited for an interview, as well as all Veterans and the top 3 scoring qualified finalists.  At a minimum, the top 3 scoring (qualified) finalists, all qualified Veterans as defined by MN Statute 197.447, and all qualified internal candidates will be invited for an interview.	
<b>Alternatives, Options, Effects on Others/Comments:</b>  	
<b>Recommended Action/Motion:</b> Motion to amend the personnel policy as presented.	
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>	

Subd. (6) Screening Process

- (a) All applications will be reviewed and screened by the Human Resources Director or designee for minimum qualifications. All candidates listed on the Minnesota Merit System Register are deemed to meet minimum qualifications.
- (b) The hiring Department Head or designee may review qualified applications for further screening, if desired. The hiring Department Head or designee may request to view all applications received for the position, regardless of qualifications.
- (c) The Department Head will choose the candidates for interview, or will delegate this responsibility to a supervisor in the department and/or to the HR Director. (X) Insert Here
- (d) Applicants who have previously been interviewed and declined for a position within the past 12 months of the interview date (deemed not the right match for the role or organization), who have been backgrounded and received negative references, who do not return calls or emails for screening or interviews, or who have no showed for interviews may be unselected or not chosen as a finalist for interview if deemed appropriate by the department head and HR Director.

Subd. (7) Interview

- (a) The Human Resources Director or designee is responsible for coordination of interviews. Best practices for interviews will be followed, as determined by legal counsel, the County Administrator, and Human Resources Director.
- (b) The interview teams for all positions will typically be comprised of a combination of the supervisor(s), department head, and HR Director or designee. The panel should include at least one employee of the county who has attended training on employment law and best practices related to interviews. Upon request of the County Administrator, County Board representative(s) or external subject matter experts may be asked to participate in the interview portion of the hiring process if the opening is for a Department Head position.
- (c) Any candidate not receiving an interview will be notified in writing or via email. If a candidate is interviewed, but not selected for the position, the Human Resources Director or designee shall notify the candidate. The Human Resources Director or designee shall be responsible for notification to the candidates.

Subd. (8) Conditional Job Offer

- (a) The Human Resources Director or designee and the Department Head or designee will review and evaluate the experience and qualifications of the applicants for a position and may assign experience credit deemed reasonable. This will be the starting salary proposed to the County Administrator for approval of the applicant.

**197.447 VETERAN, DEFINED.**

The word "veteran" as used in Minnesota Statutes, except in sections 136F.28, 196.21, and 243.251, means a citizen of the United States or a resident alien who has been separated under honorable conditions from any branch of the armed forces of the United States after having served on active duty for 181 consecutive days or by reason of disability incurred while serving on active duty, or who has met the minimum active duty requirement as defined by Code of Federal Regulations, title 38, section 3.12a, or who has active military service certified under section 401, Public Law 95-202. The active military service must be certified by the United States secretary of defense as active military service and a discharge under honorable conditions must be issued by the secretary.

**History:** 1955 c 4 s 1; 1967 c 222 s 1; 1969 c 275 s 7; 1971 c 24 s 15; 1977 c 40 s 2; 1982 c 511 s 33; 1984 c 468 s 2; 1984 c 609 s 16; 1990 c 444 s 1; 1992 c 410 s 1; 1996 c 305 art 1 s 53; 1997 c 7 art 1 s 89



# Board of County Commissioners Agenda Request

3B  
Agenda Item #

**Requested Meeting Date:** 6/13/2023

**Title of Item:** Juneteenth MOAs and Policy Update

<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*
<b>Submitted by:</b> Bobbie Danielson, HR Director		<b>Department:</b> HR Dept.
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b>  <p>The State Legislature has added Juneteenth as a legal holiday, effective June 19, 2023. Public entities cannot conduct business on this day or trade this day for a different holiday. MOAs have been requested from each union (copy attached) and the policy has been updated (pending Board approval 6/13/2023).</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to add Juneteenth as a paid holiday to the personnel policy and authorize the Chairman to sign the attached MOAs.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Employees who work on the holiday are paid at time-and-a-half. This was not a budgeted expense for 2023.		

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

June 19th

(c) Active service is based on all hours combined with the employer and is not separated or tracked individually by department.

Opt-out Health Insurance Waivers: Employees who elect to waive coverage will be required to do so in writing. The employer does not provide a cash in-lieu of health insurance benefit.

**Section F. Holidays**

Full-time (probationary and non-probationary) employees shall be entitled to the following paid holidays, eight (8) hours each, unless noted otherwise:

- (a) New Year's Day
- (b) Martin Luther King Day
- (c) President's Day
- (d) Memorial Day
- (e) 4th of July
- (f) Labor Day
- (g) Veteran's Day
- (h) Thanksgiving Day
- (i) Friday after Thanksgiving
- (j) Christmas Even when it falls on a Monday through Thursday, four (4) hours (eff. 2019)
- (k) Christmas Day

add: → (l) Juneteenth

When any of the above named holidays fall on a Sunday, the following day shall be observed as the holiday. When the holiday falls on a Saturday, it shall be observed on the preceding Friday.

Part-time (probationary and non-probationary) employees shall be entitled to holiday pay on a pro-rated basis. Seasonal and temporary employees are not eligible for holiday pay. For example:

A 14 hour per week employee shall receive 2.8 hours holiday pay for each 8 hour holiday listed above or 1.4 hours holiday pay for Christmas Eve when it falls on a Monday through Thursday.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
Afsome Courthouse Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and Afsome, AFL-CIO, Local Union #667 (hereafter "Union").

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2022 until December 31, 2024; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 7, Section A, of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees and pro-rated for part-time employees).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 7, Section A.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA

UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman

*Troy Bauch Cl65*

06 / 07 / 2023

\_\_\_\_\_  
Business Agent



<b>Title</b>	MOA Juneteenth
<b>File name</b>	MOA Juneteenth 6-6-2023.docx
<b>Document ID</b>	48623d38977860ab10fb6a4a330169d8103f3ffd
<b>Audit trail date format</b>	MM / DD / YYYY
<b>Status</b>	<ul style="list-style-type: none"> <li>● Pending signature</li> </ul>

Document History



SENT

**06 / 06 / 2023**

23:56:47 UTC

Sent for signature to Troy Bauch, Staff Representative (tbauch@afscme65.org) and Sondra Swanson (sondra.swanson@co.aitkin.mn.us) from bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13



VIEWED

**06 / 07 / 2023**

11:34:56 UTC

Viewed by Sondra Swanson (sondra.swanson@co.aitkin.mn.us)  
IP: 107.77.209.36



VIEWED

**06 / 07 / 2023**

12:50:27 UTC

Viewed by Troy Bauch, Staff Representative (tbauch@afscme65.org)  
IP: 74.127.163.72



SIGNED

**06 / 07 / 2023**

12:50:45 UTC

Signed by Troy Bauch, Staff Representative (tbauch@afscme65.org)  
IP: 74.127.163.72



INCOMPLETE

**06 / 07 / 2023**

12:50:45 UTC

This document has not been fully executed by all signers.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
Apscme HHS Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and Apscme, AFL-CIO, Local Union #1283 (hereafter "Union").

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2022 until December 31, 2024; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 7, Section A, of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees and pro-rated for part-time employees).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 7, Section A.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA

UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman

*Troy Bauch Clb5* 06 / 07 / 2023  
\_\_\_\_\_  
Business Agent

**Title** MOA Juneteenth  
**File name** MOA Juneteenth.docx  
**Document ID** 8e6b4f4a1b54edc5eee44910b27e3ed126ebce62  
**Audit trail date format** MM / DD / YYYY  
**Status** ● Pending signature

Document History



SENT

**06 / 06 / 2023**  
23:59:05 UTC

Sent for signature to Troy Bauch, Staff Representative (tbauch@afscme65.org) and Deann Lamke (deann.lamke@co.aitkin.mn.us) from bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13



VIEWED

**06 / 07 / 2023**  
00:20:43 UTC

Viewed by Troy Bauch, Staff Representative (tbauch@afscme65.org)  
IP: 74.127.163.72



SIGNED

**06 / 07 / 2023**  
12:50:09 UTC

Signed by Troy Bauch, Staff Representative (tbauch@afscme65.org)  
IP: 74.127.163.72



INCOMPLETE

**06 / 07 / 2023**  
12:50:09 UTC

This document has not been fully executed by all signers.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
LELS Licensed Essential Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter “County”) and Law Enforcement Labor Services, Local #504 (hereafter “Union”).

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2023 until December 31, 2025; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth [2023] as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 14, Section 1, of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees and pro-rated for part-time employees).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 14, Section 1.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA

UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman

  
\_\_\_\_\_  
Business Agent

06 / 07 / 2023  
\_\_\_\_\_

<b>Title</b>	MOA Juneteenth
<b>File name</b>	MOA Juneteenth 6-6-2023.docx
<b>Document ID</b>	a9294c37bf32dbac88c6f15456802e2b1935b7b4
<b>Audit trail date format</b>	MM / DD / YYYY
<b>Status</b>	* Signed

### Document History



**SENT**

**06 / 07 / 2023**  
00:04:34 UTC

Sent for signature to Doug Henning (dhenning@lels.org) from  
bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13



**VIEWED**

**06 / 07 / 2023**  
13:34:27 UTC

Viewed by Doug Henning (dhenning@lels.org)  
IP: 96.87.138.92



**SIGNED**

**06 / 07 / 2023**  
13:36:28 UTC

Signed by Doug Henning (dhenning@lels.org)  
IP: 96.87.138.92



**COMPLETED**

**06 / 07 / 2023**  
13:36:28 UTC

The document has been completed.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
LELS Sheriff's Office Supervisory Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and Law Enforcement Labor Services, Local #504 (hereafter "Union").

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2021 until December 31, 2023; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 11 of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 11.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA





UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman

*Rick Mathwig* 06 / 07 / 2023  
\_\_\_\_\_  
Business Agent

<b>Title</b>	MOA Juneteenth
<b>File name</b>	MOA Juneteenth 6-6-2023.docx
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<b>Audit trail date format</b>	MM / DD / YYYY
<b>Status</b>	• Signed

**Document History**

-  **SENT** **06 / 07 / 2023**  
00:02:24 UTC Sent for signature to Rick Mathwig (rmathwig@lcls.org) from bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13
  
-  **VIEWED** **06 / 07 / 2023**  
15:39:43 UTC Viewed by Rick Mathwig (rmathwig@lcls.org)  
IP: 96.87.138.92
  
-  **SIGNED** **06 / 07 / 2023**  
15:57:24 UTC Signed by Rick Mathwig (rmathwig@lcls.org)  
IP: 96.87.138.92
  
-  **COMPLETED** **06 / 07 / 2023**  
15:57:24 UTC The document has been completed.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
Local 49 Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter “County”) and the International Union of Operating Engineers, Local #49 (hereafter “Union”).

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2022 until December 31, 2024; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 5, Section 5.1, of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees and pro-rated for part-time employees unless provided otherwise in Article 4, Section 4.2).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 5, Section 5.1. Juneteenth is not a “major holiday” as defined in Section 5.2 of the L49 Agreement.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA

UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman



\_\_\_\_\_  
Business Agent

06 / 07 / 2023  
\_\_\_\_\_



<b>Title</b>	MOA Juneteenth
<b>File name</b>	MOA Juneteenth.docx
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<b>Status</b>	* Signed

### Document History



**SENT**

**06 / 07 / 2023**

14:03:40 UTC

Sent for signature to Dan Revier, Business Agent  
(drevier@local49.org) from bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13



**VIEWED**

**06 / 07 / 2023**

14:14:33 UTC

Viewed by Dan Revier, Business Agent (drevier@local49.org)  
IP: 216.251.173.226



**SIGNED**

**06 / 07 / 2023**

14:16:41 UTC

Signed by Dan Revier, Business Agent (drevier@local49.org)  
IP: 216.251.173.226



**COMPLETED**

**06 / 07 / 2023**

14:16:41 UTC

The document has been completed.

June 19<sup>th</sup> MOA

**Memorandum of Agreement  
(Juneteenth)  
Teamsters Non-Licensed Essential Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter “County”) and General Drivers, Warehousemen, Helpers & Inside Employees, Local Union No. 346 (hereafter “Union”).

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2023 until December 31, 2025; and

**WHEREAS**, Minnesota State Legislature has added Juneteenth as a legal holiday effective June 19, 2023; and

**WHEREAS**, public entities cannot conduct business on this day or trade this day for a different holiday; and

**WHEREAS**, the collective bargaining agreement does not include Juneteenth as a paid holiday; and

**WHEREAS**, the County and Union agree to modify Article 14, Section 1, of the collective bargaining agreement to include Juneteenth as a paid holiday (8 hours for full-time employees and pro-rated for part-time employees).

**NOW, THEREFORE, BE IT RESOLVED:**

1. Juneteenth will be added to the list of holidays shown in Article 14, Section 1.
2. The Agreement will not be open for other modifications at this time.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

**IN WITNESS WHEREOF**, this Memorandum of Agreement has been executed on this 13th day of June, 2023.

COUNTY OF AITKIN, MINNESOTA

UNION

\_\_\_\_\_  
J. Mark Wedel, Chairman

*Les Kundo*

\_\_\_\_\_  
Business Agent

06 / 06 / 2023  
\_\_\_\_\_

<b>Title</b>	MOA Juneteenth
<b>File name</b>	MOA Juneteenth 6-6-2023.docx
<b>Document ID</b>	5e9a151b276080a210dabc41455fdce1d11c3361
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<b>Status</b>	• Signed

### Document History



**SENT**

**06 / 06 / 2023**

23:53:59 UTC

Sent for signature to Les Kundo, Business Agent (teamsterslocal346@arvig.net) from bobbie.danielson@co.aitkin.mn.us  
IP: 136.234.3.13



**VIEWED**

**06 / 07 / 2023**

02:43:07 UTC

Viewed by Les Kundo, Business Agent (teamsterslocal346@arvig.net)  
IP: 74.127.166.35



**SIGNED**

**06 / 07 / 2023**

02:43:37 UTC

Signed by Les Kundo, Business Agent (teamsterslocal346@arvig.net)  
IP: 74.127.166.35



**COMPLETED**

**06 / 07 / 2023**

02:43:37 UTC

The document has been completed.



# Board of County Commissioners Agenda Request

4A  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Northland Reliability Project - Discussion Only

<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*
<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration	
<b>Presenter (Name and Title):</b> Zach Golkowski, Minnesota Power		<b>Estimated Time Needed:</b> 20 Minutes
<b>Summary of Issue:</b>  An update on the Northland Reliability Project will be provided.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

# Northland Reliability Project



## Supporting a reliable, resilient and flexible energy grid

To maintain a continuous supply of safe and reliable electricity, Minnesota Power and Great River Energy are investing in transmission infrastructure to enhance the stability of the regional electric system and support a reliable, resilient and flexible electric grid as energy resources continue to evolve. The energy resources we use to serve our customers and members are changing, and the regional power grid we use to deliver that energy needs to change, too.

### Project needs

The Northland Reliability Project will ensure the power grid in northern and central Minnesota continues to operate safely and reliably as energy resources in Minnesota and the regional power system continue to evolve. This project is also part of a large "Long Range Transmission Plan" portfolio approved by MISO, the region's grid operator, to support grid reliability across the Midwest. As generation resources shift from fossil fuels to more renewables, the Northland Reliability Project is one part of the solution to:



Provide support to the energy grid as more renewable energy is brought online and coal operations cease at existing power plants



Improve ability to withstand more frequent extreme weather events



Increase capacity to safely and reliably deliver more clean energy from where it's produced to where it's consumed by utility customers and power cooperative members



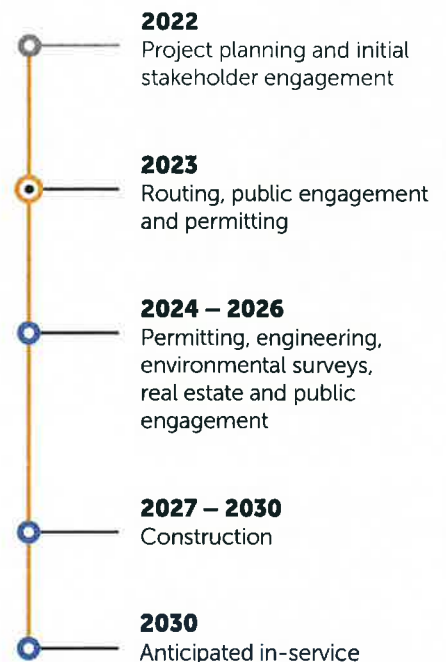
Meet future energy needs by enabling transfer of many types of power generation to many locations to meet the long-term needs of our customers and members

### Regulatory process participation

You can subscribe to receive updates from the Minnesota Public Utilities Commission's (PUC). Visit [edockets.state.mn.us](https://edockets.state.mn.us) and enter the docket number you're interested in tracking. For information on the Certificate of Need use docket 22-416 and for information on the Route Permit use docket 22-415.

### Schedule

We're in the midst of a robust stakeholder process as we prepare to apply for a Certificate of Need and Route Permit from the Minnesota Public Utilities Commission in late summer 2023.



*\*The schedule is subject to change.*

Minnesota Power and Great River Energy have a successful history of joint development and ownership of projects that support the reliability of our electric grid to meet the needs of our communities.

April 2023



## Routing process

During the routing process, our team has identified a preliminary route built on taking advantage of opportunities while understanding constraints. We'll be relying on feedback from the public, local leaders, agencies and our own expertise to develop a proposed route, used for permitting.

### Segment one

Install approximately 140 miles of a new double-circuit 345-kV transmission line, generally located near existing transmission line corridors.

### Segment two

Replace two existing transmission lines.

- Replace an approximately 20-mile 230-kV line with two 345-kV circuits from Benton County Substation to a new substation named Big Oaks in Sherburne County along existing transmission corridors on double circuit 345-kV structures. The Big Oaks Substation will be built as part of a separate project called Alexandria to Big Oaks.
- Replace an approximately 20-mile 345-kV line from the Benton County Substation to the Sherco Substation in Sherburne County along existing transmission corridors using double-circuit 345-kV structures.

### Additional project improvements:

- Expand the Iron Range Substation near Grand Rapids and the Benton County Substation near St. Cloud.
- Install a new substation at or near the existing Riverton Substation and reconfigure existing transmission lines in the Riverton area.



## Connect with us

Questions? We want to hear from you.



[northlandreliabilityproject.com](http://northlandreliabilityproject.com)



[connect@northlandreliabilityproject.com](mailto:connect@northlandreliabilityproject.com)



218-864-6059



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

Requested Meeting Date: June 13, 2023

Title of Item: MCIT Report

<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*
<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration	
<b>Presenter (Name and Title):</b> Gerd Clabaugh, MCIT Executive Director		<b>Estimated Time Needed:</b> 30 Minutes
<b>Summary of Issue:</b>  MCIT Executive Director will provide a report.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Informational only.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

# 2023 MCIT Report to Aitkin County

## MANAGING RISKS TOGETHER

Tailored Coverage, Valuable Service, Member Focused

### MCIT Focuses on Benefiting Members

As a risk sharing pool, Minnesota Counties Intergovernmental Trust provides specific lines of coverage and services to meet members' unique risk exposures. MCIT works to protect the stability and longevity of the program for the benefit of all members.

MCIT is not an insurance company focused on profits. Rather, MCIT is a public joint powers entity dedicated to helping members manage their risks so they can carry out their public service mission to the citizens of Minnesota.

Through MCIT, members pool resources to provide:

- Property, liability, auto, cyber and workers' compensation coverage
- Programs and services to assist members in managing risks and controlling losses

As a public entity, MCIT understands the unique challenges facing local governments and offers ways to address those risks.

### Members Do Their Part

The success of MCIT is built on each member's willingness to:

- Support loss prevention and risk management strategies.
- Take reasonable steps to mitigate claims.
- Collaborate with MCIT when losses occur.
- Fulfill financial obligations to MCIT.

### MCIT Mission

Providing Minnesota counties and associated members cost-effective coverage with comprehensive and quality risk management services.



MCIT.ORG | 1.866.547.6516



# Reinsurance Maintained at Acceptable Costs

Consistent with past years, reinsurance carriers remain guarded in working with public entity pools given the state of the market and risks associated with member operations. MCIT purchases reinsurance to protect the program

from covering the total cost of catastrophic claims.

For 2023, the property reinsurance rate increased 8 percent, and the liability reinsurance rate rose by 24 percent.

## Cyber Coverage Preserved, Enhanced for 2023

After Hartford Steam Boiler informed MCIT in mid-2022 that it would not renew MCIT's cyber-coverage program for 2023, staff worked tirelessly to find a suitable replacement before the new year. They succeeded.

For 2023, the new cyber-coverage program:

- Includes increased aggregate coverage limits for members (\$500,000 for county members)
- Provides increased sublimits
- Offers retroactive coverage

The new program includes similar coverage to the HSB program, including an endorsement for misdirected payment and computer fraud incidents. The deductible for county members is \$10,000.

## Cost-containment Measures

To help limit members' required contributions, MCIT looks for ways to minimize the program's costs, including:

- **Pursuing recoveries:** When a claim involves a third party who is legally responsible for the loss or damage

in whole or in part, MCIT pursues recovery of funds on the members' behalf. In the past five years, MCIT has recovered nearly \$3 million.

- **Medical bill review:** For workers' compensation claims, MCIT uses a third party to review medical

bills to assure coding and pricing accuracy, achieving lower overall expenses.

- **Pharmacy benefit manager:** This outside service helps limit the cost of filling prescriptions under workers' compensation benefits.

## Dividend Reflects Actual Expenses, Investments

### MCIT TOTAL DIVIDEND

(Workers' Compensation Division Only)

**\$7 MILLION**

### AITKIN COUNTY DIVIDEND

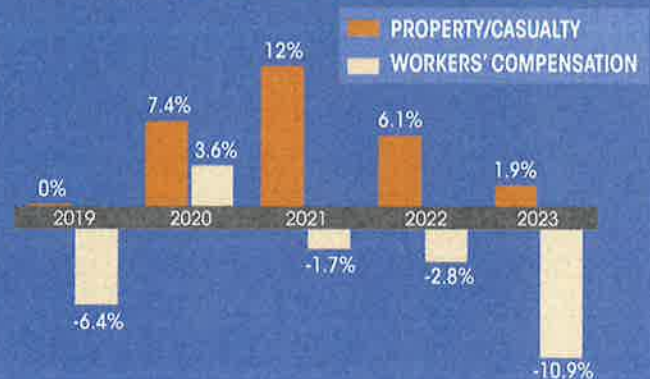
**\$76,004**

Dividends reflect MCIT's past claim experience and the performance of MCIT's investments. MCIT only issues a dividend when it is actuarially sound and fiscally prudent.

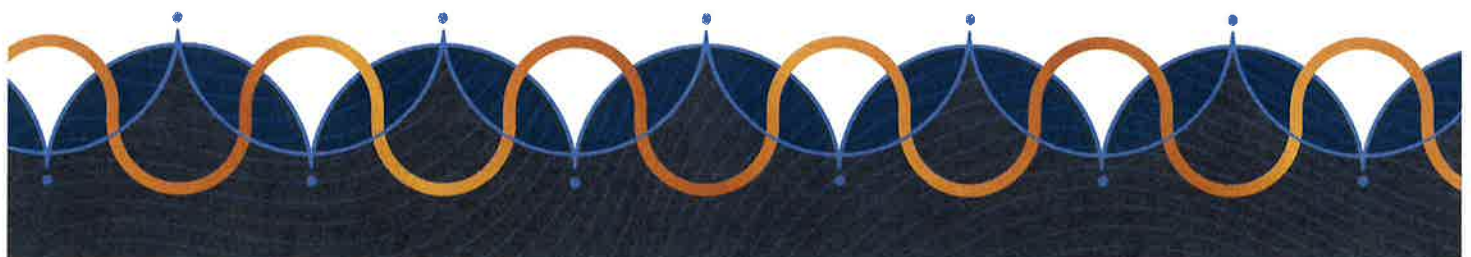
Although not guaranteed, the board is committed to returning funds to members when appropriate.

## Rates Anticipate Expenses

MCIT AGGREGATE RATE CHANGES (2019-2023)



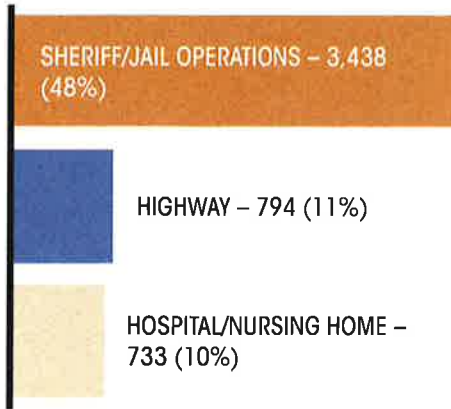
The historical cost of claims and expenses associated with MCIT operations are used to project the amount of contribution needed for the next year. MCIT aims to collect only what is necessary to cover these costs.



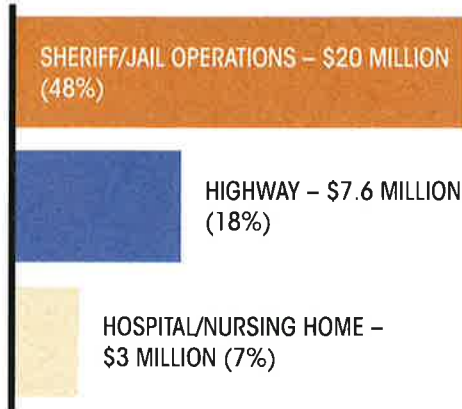
# Aggregate Workers' Compensation Claims Top 3 by Department

2018-2022

## BY FREQUENCY



## BY SEVERITY



# Workers' Compensation Claims Affect County's Contribution

## AITKIN COUNTY'S MOD RATE AND COST DIFFERENCE

The county's factor for 2023 is

**0.961**

The county's difference from the base cost of coverage is

**(\$6,207)**

Recent mod factors: 2022, 0.869; 2021, 0.899; 2020, 0.898; 2019, 1.132.

The frequency and severity of work-related injuries and illnesses affect each member's experience modification (mod) factor. This unique factor is part of the formula used to determine a member's annual workers' compensation contribution.

Other factors include the amount of payroll in each employee class code and the rate for each class.

A mod of 1.0 reflects expected claim development.

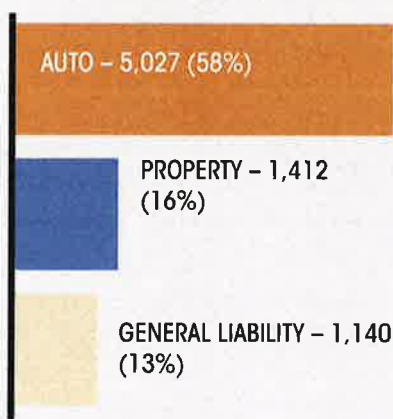
A factor greater than 1.0 can increase the contribution.

A factor less than 1.0 can decrease it.

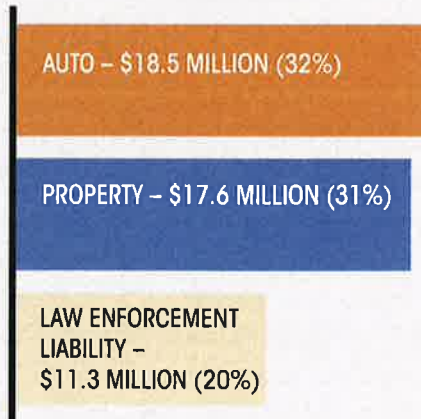
# Aggregate Property/Casualty Claims Top 3 by Line

2018-2022

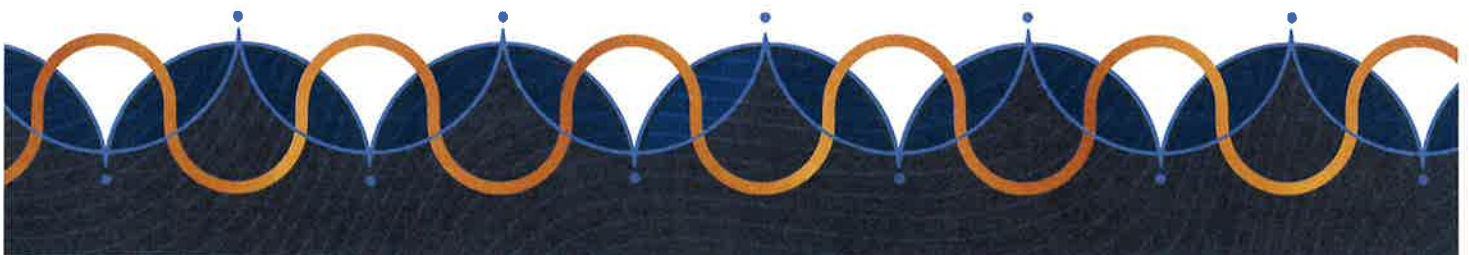
## BY FREQUENCY



## BY SEVERITY



Although MCIT does not experience rate property or liability coverage, the frequency and severity of all member claims influence the cost of coverage.



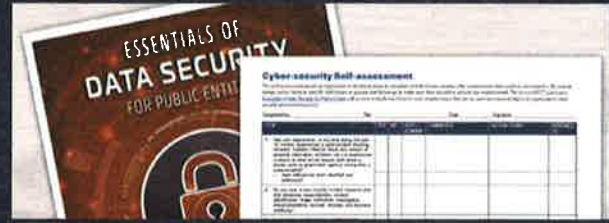
## Knowledgeable Advice, Valuable Services

MCIT offers members a number of services, programs and items to assist them in reducing losses and mitigating risks. Most are provided as part of membership.



### CONSULTATION SERVICES

Risk management and loss control consultation services assist members in preventing losses and making the most of their lines of coverage.



### AWARENESS AND PREVENTION MATERIALS

Based on claims frequency and severity, MCIT develops resources to assist with preventing losses and reducing the severity of claims.



### TRAINING FOR OFFICIALS AND EMPLOYEES

Seminars, workshops, on-site presentations, PATROL (Peace Officer Accredited Training Online), training videos, defensive driving training



### ACCESS TO SERVICE PARTNERS

MCIT membership includes access to services through partner organizations:

- Employee Assistance Program
- Minnesota Safety Council
- HSB boiler and pressure vessel inspections

---

## Commissioners are encouraged to:

- Learn how coverage applies before making final decisions
  - Have contracts reviewed for risk management before signing or approving them
  - Support safety initiatives (e.g., the safety committee and a program to return injured employees to work)
    - Support and encourage training and education for all employees
    - Attend risk management training
      - Promote safety at all levels
      - Engage MCIT



# Board of County Commissioners Agenda Request

6A  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Public Hearing for Northeast Minnesota Regional Waste Plan

<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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input checked="" type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Andrew Carlstrom		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b>  <p>In accordance with Minnesota Statute Chapter 115A, the northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan).</p> <p>Please see attached memorandum, draft resolution, and proposed NE Minnesota Solid Waste Management Plan.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> N/A		
<b>Recommended Action/Motion:</b> Conduct Public Hearing on the Northeast Minnesota Regional Solid Waste Management Plan		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 3,989.40 (reduced from original amount \$9,239.40) Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		
<p>The Regional Plan received \$105,000.00 from a MPCA grant in 2021. The balance of the cost for the plan was shared among the seven NE counties. Aitkin County has paid \$1994.70 of the now reduced amount of \$3,989.40, which is due upon completion of the plan.</p>		

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



EAST CENTRAL MINNESOTA

# Ad Proof

Not Actual Size

## AITKIN COUNTY PUBLIC NOTICE

Per MN Statutes 394.26, the Aitkin County Board will be holding a public hearing on June 13, 2023 at 1:30PM in the Aitkin County Board Room at the Government Center, regarding the adoption of the Northeast Minnesota Regional Solid Waste Plan.

The NE Minnesota Regional Solid Waste Plan is in accordance with Minnesota Statute Chapter 115 A and is a collaboration of the seven NE Minnesota counties, which has been developed over the past 24-month period. It is currently in its final review by the Minnesota Pollution Control Agency.

Proposed documents are available for public view in their entirety on the Aitkin County website at [www.co.aitkin.mn.us](http://www.co.aitkin.mn.us). Questions should be addressed to: Andrew Carlstrom, Environmental Services Director at 218-927-7342

Published in the  
Aitkin Independent Age  
May 31, 2023  
1318410

# -Public Notice Ad Proof-

This is the proof of your ad scheduled to run on the dates indicated below. Please proof read carefully. If changes are needed, please contact us prior to deadline at Cambridge (763) 691-6000 or email at [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)

Date: 05/24/23

Account #: 485996  
Customer: AITKIN COUNTY PLANNING & ZONING

Address: 307 2ND ST NW, ROOM 219  
AITKIN

Telephone: (218) 927-3761  
Fax: (218) 927-4372

Publications:  
Aitkin Independent Age

Ad ID: 1318410  
Copy Line: June 13 PH-NE MN Regional Soli

PO Number:  
Start: 05/31/23  
Stop: 05/31/2023  
Total Cost: \$31.00  
# of Lines: 34  
Total Depth: 3.778  
# of Inserts: 1  
Ad Class: 150  
Phone # (763) 691-6000  
Email: [publicnotice@apgecm.com](mailto:publicnotice@apgecm.com)  
Rep No: MA700

Contract-Gross

<b>County</b>	<b>Original Amount</b>	<b>Project Share</b>	<b>Reduced Amount</b>
Carlton	\$ 20,326.68	11%	\$ 8,776.68
Lake	\$ 5,543.64	3%	\$ 2,393.64
Cook	\$ 3,695.76	2%	\$ 1,595.76
Itasca	\$ 25,870.32	14%	\$ 11,170.32
St. Louis	\$ 35,109.72	19%	\$ 15,159.72
Aitkin	\$ 9,239.40	5%	\$ 3,989.40
Koochiching	\$ 7,391.52	4%	\$ 3,191.52
WLSSD	\$ 77,610.96	42%	\$ 33,510.96
Original Total	\$ 184,788.00	100%	\$ 79,788.00
Grant Amount	\$ 105,000.00		
Reduced Total	\$ 79,788.00		



# Board of County Commissioners Agenda Request

LB  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Adopt Resolution for Northeast Minnesota Regional Waste Plan

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

<b>Submitted by:</b> Andrew Carlstrom	<b>Department:</b> Environmental Services
--	--

<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director	<b>Estimated Time Needed:</b> 5 Minutes
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**Summary of Issue:**

In accordance with Minnesota Statute Chapter 115A, the northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan).

Respectfully request a motion to approve a Resolution to Approve and Adopt the Northeast Minnesota Regional Solid Waste Management Plan.

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

Motion to deny the proposed resolution and the Northeast Minnesota Regional Solid Waste Management Plan.

**Recommended Action/Motion:**

Motion to approve the proposed resolution and the Northeast Minnesota Regional Solid Waste Management Plan.

**Financial Impact:**

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

*What is the total cost, with tax and shipping?* \$ 3,989.40 (reduced from original amount of \$9,239.40)

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

The Regional Plan received \$105,000.00 from a MPCA grant in 2021. The balance of the cost for the plan was shared among the seven NE counties. Aitkin County has paid \$1994.70 of the now reduced amount of \$3,989.40, which is due upon completion of the plan.

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

**Aitkin County Environmental Services Planning and Zoning**  
**307 Second Street NW**  
**Room 219**  
**Aitkin, MN 56431**  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

DATE: May 23, 2023

TO: Aitkin County Board of Commissioners

FROM: Andrew Carlstrom, Environmental Services Director

RE: The Northeast Minnesota Regional Solid Waste Plan

In accordance with Minnesota Statute Chapter 115A, the northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan). The Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). The primary components of the Regional Plan include characterizing the existing system and programs, evaluating program options, and developing a recommended implementation plan for the designated 10-year planning period. This Regional Plan was submitted to the Minnesota Pollution Control Agency on May 15, 2023, and must be approved by the seven County Boards in June, 2023.

If you have any questions, please feel free to contact me at 218-927-7342 or by email at [andrew.carlstrom@co.aitkin.mn.us](mailto:andrew.carlstrom@co.aitkin.mn.us).



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

PROPOSED June 13, 2023

By Commissioner:

20230613-xxx

Resolution to Approve and Adopt the Northeast Minnesota Regional Solid Waste Management Plan

**WHEREAS**, the Counties of Aitkin, Carlton, Koochiching, Cook, Lake, Itasca, St. Louis, and the Western Lake Superior Sanitary District executed a Joint Powers Agreement to develop and complete a Solid Waste Management Plan for the 7 County Region in Northeastern Minnesota; and

**WHEREAS**, the Legislature of the State of Minnesota requires that Minnesota counties develop and update a Solid Waste Management Plan in accordance with applicable statutes and rules including Minnesota Statute Chapter 115A and Minnesota Rules Chapter 9215; Aitkin County must comply with applicable statutes and rules including Minnesota Statute Chapter 458D; and

**WHEREAS**, the Aitkin County Board recognize the need to plan for and practice sound methods of managing solid waste; and

**WHEREAS**, the 7 County region represented by the Northeast Waste Advisory Council and the Solid Waste Officers of the Northeast Region have developed a regional solid waste management plan satisfying the statutory requirements; and

**WHEREAS**, the undersigned Board supports the Plan as a collective effort to address solid waste management through reduction, recycling, composting and other elements necessary to effectively manage solid waste generated in the 7 County region.

**NOW, THEREFORE BE IT RESOLVED**, that the Aitkin County Board of Commissioners approves and adopts the Northeast Minnesota Regional Solid Waste Management Plan and supporting documents dated June 13, 2023

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 13th day of June 2023 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13<sup>th</sup> day of June, 2023

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

## County goal volume table template for solid waste planning

**Instructions:** Please copy and paste the file sent to you by your MPCA Solid Waste Planner in the fields below. Only fill out the **yellow-highlighted fields**. Please email this completed form to your MPCA Solid Waste Planner.

If you have any questions please see the **Contact information tab below for contact information**.

Steps to complete the Goal Volume Table:

1. Contact your MPCA Solid Waste Planner to review historical data and ensure accuracy of data.
2. Receive MSW forecast from MPCA Solid Waste Planner (forecast will be in tons). The Planner will also provide historical data for MSW, ISW, and C&D streams.
3. Planners complete "Historical Data" tab using data available through MPCA Data Steward. Enter first year of the data in yellow cell in Method table.
4. Complete the "Forecast and Sector Composition" tab:
  - Select your County from the drop-down menu.
  - Paste the MPCA MSW forecast into the "MSW Forecast" table. The year after the current year should always be the first year of the forecast.
  - In the "Residential-C/I/I Split" table, estimate the percentage of MSW generated by Commercial/Institutional/Industrial (C/I/I) and residential using historical data.
  - In the "Onsite Disposal" table, estimate the number of residents that you anticipate will be underserved by garbage service using historical data and information in the Plan.
  - In the "Non-MSW" table, estimate the amount (in tons) of Industrial Waste and Construction and Demolition Debris to be generated in the county/district. This estimate should be based on historical data and should be documented in your plan. Ash from waste combustion is considered an industrial by-product and should be included in Industrial Waste totals.
5. Complete the "Goal Volume Table" tab
  - In the "Recycling by sector" and "Organics by sector" tables, adjust projections for recycling and organics based on programs to be implemented described in your Plan (e.g. If the Plan describes implementing a commercial organics recycling program, you would increase the amount of C/I/I organics by the amount you anticipate that the program will divert in the years the program will be implemented). **If using a WTE facility, please subtract the amount of recyclables generated by the facility from residential and C/I/I using your "Residential-C/I/I Split" estimate from the "Forecast and Sector Composition" tab. (e.g. If you estimate 75% of your waste is residential and you have 100 tons of recyclables removed at a WTE facility, you would remove 75 tons from residential recycling.)**
  - "Landfilling" table - use the drop down list to select the landfill(s) that you anticipate will receive MMSW from the county/district. Assign percentages accordingly using historical data and information in the Plan. Use historical data to determine what percentage flows to each facility currently, then adjust percentages based on anticipated changes, if any, to the solid waste management system detailed in the Plan. Percentages must add up to 100%. Compaction rates will populate when the facility is selected.
  - "Waste-to-energy" table - use the drop down list to select the facility or facilities that will receive waste from the county/district. Populate the tons to be managed at the facility, the amount of recyclables removed, and non-processibles using historical data and information from the Plan. Use historical data to determine the **amount in tons** that flows to each facility currently, then adjust amounts based on anticipated changes, if any, to the solid waste management system detailed in the Plan. Ash from waste combustion should be included in Industrial Waste numbers in the "Forecast and Sector Composition" tab. **Note: If WTE is the main management method for waste not recycled, increases in recycling should be subtracted from WTE tonnage.**
6. Complete the "In-County Facilities" tab
  - Use the drop down list to select facilities located in the county/district.
  - List external counties/districts that utilize these facilities. In county waste should not be listed in this form.
  - Enter the amount (in tons) of waste anticipated to flow to these facilities using historical data and Plan information from counties/districts utilizing these facilities.
7. Review the "Summary Report" tab and make adjustments if necessary
8. Email the completed Goal volume table to your MPCA Solid Waste Planner

For additional information regarding the Goal Volume Table requirement, please see:

[Minn. R. 9215.0740](#)

**Previous 5 Years Data  
Management Method - Tons**

	2016	2017	2018	2019	2020
Landfill	9556.00	9212.53	7619.21	8479.08	9776.70
Onsite	274.94	274.94	274.94	293.83	293.83
Organics	0.00	210.00	43.00	325.00	10.00
Recycling	3304.92	3523.47	3339.32	3738.95	2972.62
WTE	0.00	0.00	0.00	0.00	0.00
<b>Total MMSW</b>	<b>9831</b>	<b>9487</b>	<b>7894</b>	<b>8773</b>	<b>10071</b>
Recycling+Organics	3305	3733	3382	4064	2983
<b>Recycling Rate</b>	<b>25.2%</b>	<b>28.2%</b>	<b>30.0%</b>	<b>31.7%</b>	<b>22.8%</b>
<b>Total MSW</b>	<b>13136</b>	<b>13221</b>	<b>11276</b>	<b>12837</b>	<b>13053</b>
<b>Non-MSW</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>
Industrial	126	180	no data	no data	153
Construction & Demo	2356	2807	no data	2876	1352

**Tons Recycled By Material Category**

	2016	2017	2018	2019	2020
<b>Glass</b>	<b>272.04</b>	<b>239.15</b>	<b>241.40</b>	<b>244.38</b>	<b>259.11</b>
<b>Hazardous</b>	<b>227.12</b>	<b>225.18</b>	<b>227.63</b>	<b>375.20</b>	<b>170.33</b>
<b>Metal</b>	<b>721.01</b>	<b>928.76</b>	<b>821.32</b>	<b>930.11</b>	<b>861.79</b>
<b>Organic</b>	<b>0.00</b>	<b>210.00</b>	<b>43.00</b>	<b>325.00</b>	<b>10.00</b>
<b>Other</b>	<b>506.84</b>	<b>599.60</b>	<b>579.67</b>	<b>601.74</b>	<b>421.48</b>
<b>Paper</b>	<b>1,359.22</b>	<b>1,306.88</b>	<b>1,300.53</b>	<b>1,367.22</b>	<b>1,135.35</b>
<b>Plastic</b>	<b>218.69</b>	<b>223.90</b>	<b>168.77</b>	<b>220.30</b>	<b>114.56</b>
<b>Total</b>	<b>3305</b>	<b>3733</b>	<b>3382</b>	<b>4064</b>	<b>2973</b>

**Problem Materials**

	2016	2017	2018	2019	2020
Antifreeze	1.20	2.25	3.75	3.29	0.30
Electronic devices*	8.29	59.20	22.91	16.56	16.22
Major appliances	98.20	97.20	92.00	25.25	95.22
Used oil	99.35	103.46	103.37	261.07	53.26
Vehicle batteries	100.44	105.86	106.00	97.60	103.70
Waste tires	52.22	94.76	65.00	136.07	111.20
<b>Total</b>	<b>359.7</b>	<b>462.73</b>	<b>393.03</b>	<b>539.84</b>	<b>379.9</b>









520 Lafayette Road North  
St. Paul, MN 55155-4194

## County goal volume table template for solid waste planning

Below is the contact information for planner associated with your county. If you have any questions regarding the information requested in the form or need any additional clarification please contact them.

<b>Planner</b>	<b>Email</b>	<b>Phone Number</b>
Danielle Drussell	<a href="mailto:danielle.drussell@state.mn.us">danielle.drussell@state.mn.us</a>	218-302-6611

## County goal volume table template for solid waste planning

### Summary of Goal Volume Table for Aitkin County

Solid Waste Planner: Danielle Drussell

Solid Waste Management Method



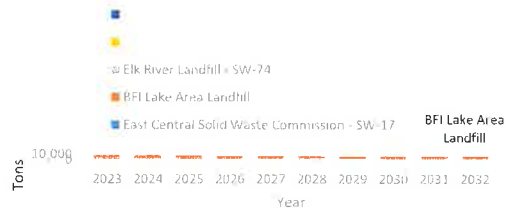
Combined Recycling by Sector



Waste-to-Energy Tons by Facility



Landfilling Tons by Facility



Total land disposal capacity needed for waste generated in county

Waste Type	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
MSW	9,235	9,150	8,994	8,839	8,684	8,529	8,373	8,218	8,063	7,908	85,993
Industrial	161	161	161	161	161	161	161	161	161	161	1,611
Construction & Demolition	3,130	3,130	3,130	3,130	3,130	3,130	3,130	3,130	3,130	3,130	31,303
<b>Total Capacity</b>	<b>12,527</b>	<b>12,441</b>	<b>12,286</b>	<b>12,131</b>	<b>11,975</b>	<b>11,820</b>	<b>11,665</b>	<b>11,510</b>	<b>11,354</b>	<b>11,199</b>	<b>118,908</b>

The total land disposal capacity needed from the period of 2023 to 2032 is 118,908 cubic yards



## General information

**Public comment period begins:** June 6, 2023

**Public comment period ends:** July 6, 2023

**Name and address(s) of County,  
District, or Multicounty Area:**

*Additional information may also be  
obtained at these offices.*

Aitkin County  
Environmental Services Planning and  
Zoning Office  
307 2<sup>nd</sup> St NW, Rm 219  
Aitkin, MN 56431

**Location and contact information:**

Andrew Carlstrom  
Director of Environmental Services,  
Planning, and Zoning  
307 2<sup>nd</sup> Street NW, Rm 219  
Aitkin, MN 56431  
Aitkin County  
218-927-7342  
<https://www.co.aitkin.mn.us/department/s/enviro-svcs/enviromentalSvcs.html>

**MPCA contact person:**

Danielle Drussell  
Resource Management and Assistance Division  
Minnesota Pollution Control Agency  
525 Lake Ave S, Ste 400  
Duluth, MN 55802  
Phone: 218-302-6611  
Email: [danielle.drussell@state.mn.us](mailto:danielle.drussell@state.mn.us)  
File manager phone: 651-757-2728 or  
844-828-0942

A draft Solid Waste Management Plan (SWMP) is available for review on the Minnesota Pollution Control Agency (MPCA) Public Notices webpage at <https://www.pca.state.mn.us/get-engaged/public-comments>. Additional materials relating to the draft SWMP are available for inspection by appointment at any MPCA office (<https://www.pca.state.mn.us/about-mPCA/contact-us>) between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. The MPCA will mail or email a copy of the draft SWMP upon request. Comments and other requests must be received at the MPCA in writing on or before the public comment period end date and U.S. Mail comments must be received by 4:30 p.m.

## Description of SWMP

The Solid Waste Officers of the Northeast Region (SWONERs), consisting of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis Counties, and the Western Lake Superior Sanitary District (WLSSD), collectively submitted a draft regional Solid Waste Management Plan (SWMP) to the MPCA that proposes an integrated solid waste management system through the year 2033. The region is proposing to work collectively on several waste diversion programs. The SWMP states that over the ten-year planning period, the Northeast Region will reduce the municipal solid waste stream from 169,144 tons to 157,411 tons, a reduction of 7%. The SWONERs have set a goal to increase recycling by 8.2% throughout the planning period by implementing more robust education and communication programs, increasing source-separated organic materials (SSOM) composting through more drop sites (Cook, Lake), a curbside pickup pilot program (WLSSD), backyard composting (Aitkin, Koochiching, Itasca), and expansion of cooperative composting programs between WLSSD, Carlton, and St. Louis counties. Additionally, St. Louis County proposes to retrofit its Materials Recovery Facility (MRF) to a multi-stream processing facility via securing grant funding. WLSSD is proposing to implement a Combined Heat and Power (CHP) project to accept additional SSOM.

A small-scale film plastic collection and recycling program has been relatively successful; SWONERs are looking to expand this program to more of the region during the planning period. Problem materials are managed through a regional effort with WLSSD's household hazardous waste program and private businesses. The region is exploring further opportunities for recycling via partnerships with private businesses, such as paper mills. If grant funding can be secured, the region will establish a Recycle Right campaign and upgrade several transfer stations with the monies.

In addition to the regional efforts listed above, several counties are proposing waste diversion programs specific to their county.

Each county's current SWMP expires at a different time, however the MPCA adjusted expiration dates to allow the region to plan together. The planning period covers the years 2023 through 2033 and will expire 10 years after the full approval of the SWMP.

## Procedure for submitting comments

During the public comment period a person may submit comments to the MPCA on the SWMP.

Comments may be submitted:

- 1) Online at <http://www.pca.state.mn.us/publiccomments>; or
- 2) By U.S. postal mail to the following address:  
Minnesota Pollution Control Agency  
c/o Danielle Drussell  
525 Lake Ave S, Ste 400  
Duluth, MN 55802

Submitted comments must state:

- (1) Your interest in the SWMP.
- (2) The action you wish the MPCA to take, including specific references to the section of the SWMP you believe should be changed.
- (3) The reasons supporting your position, stated with sufficient specificity as to allow the MPCA to investigate the merits of the position.

## Public informational meeting

A person may request the MPCA to hold a public informational meeting on the SWMP. A person requesting a public informational meeting must submit the following information as part of the request:

- (1) A statement of why a public informational meeting is necessary;
- (2) The issues the MPCA should address at the public informational meeting; and
- (3) A proposed time and place for the public informational meeting.

## SWMP Final Decision

In making a final decision on the SWMP, the commissioner will consider all information submitted by the counties, all information received from the public during the public comment period, and all information submitted during a public informational meeting if one is held. The commissioner must also determine whether the SWMP meets the requirements of Minn. R. parts 9215.0540 to 9215.0790. The commissioner's approval will remain in effect for ten years unless the commissioner determines that a shorter period of time is required to ensure that the counties implement the plan.



# Northeast Minnesota Regional Solid Waste Management Plan



## **Solid Waste Officers of the Northeast Region**

*Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD*

**May 2023**



**BURNS  MCDONNELL**

Project No. 133022

# **Northeast Minnesota Regional Solid Waste Management Plan**

**Prepared by:**

**Solid Waste Officers of the Northeast Region**  
*Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD*

**Assisted by:**

**Burns & McDonnell Engineering Company, Inc.**  
**Bloomington, Minnesota**

**Project No. 133022**

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## EXECUTIVE SUMMARY

The northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan). The Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). The primary components of the Regional Plan include characterizing the existing system and programs, evaluating program options, and developing a recommended implementation plan for the designated 10-year planning period.

The northeast Region disposed of an estimated 167,000 tons of municipal solid waste (MSW) in calendar year 2020 as reflected in Table ES-1. An estimated 40-percent of the region's MSW was disposed at the Superior Landfill located in Superior, Wisconsin, 32-percent of the region's MSW was disposed at the St. Louis County Landfill, and the remainder was disposed at landfills outside the region.

Table ES-1: NE MN Waste Flow

County	Estimated Quantity Generated for Disposal in 2020 (Tons)	Current Landfill Facilities Being Used
Aitkin	9,777 <sup>a</sup>	-East Central Solid Waste Commission Landfill (Mora, MN) -Lake Area Landfill (Sarona, WI)
Carlton	10,670 <sup>a</sup>	-Superior Landfill (Superior, WI)
Cook	3,065 <sup>a</sup>	-Superior Landfill (Superior, WI)
Itasca	29,194 <sup>a</sup>	-Elk River Landfill (Elk River, MN)
Koochiching	7,493 <sup>a,b</sup>	-Mar-Kit Landfill (Hallock, MN) -St. Louis County Regional Landfill (Virginia, MN)
Lake	5,759 <sup>a,c</sup>	-Superior Landfill (Superior, WI) -St. Louis County Regional Landfill (Virginia, MN)
St. Louis	53,481 <sup>a</sup>	-St. Louis County Regional Landfill (Virginia, MN)
WLSSD	47,689 <sup>a</sup>	-Superior Landfill (Superior, WI)
<b>Total</b>	<b>167,128<sup>d</sup></b>	--
<b>Total to Superior Landfill (Carlton, Cook, Lake, and WLSSD)</b>	<b>67,183<sup>d</sup></b>	--

(a) Derived from Goal Volume Table data provided by MPCA and confirmed via County provided data.

(b) Nearly all MSW transported to Mar-Kit Landfill; one township goes to St. Louis County Regional Landfill.

(c) Nearly all MSW generated transported to Superior Landfill; Fall Lake Township goes to St. Louis County Regional Landfill.

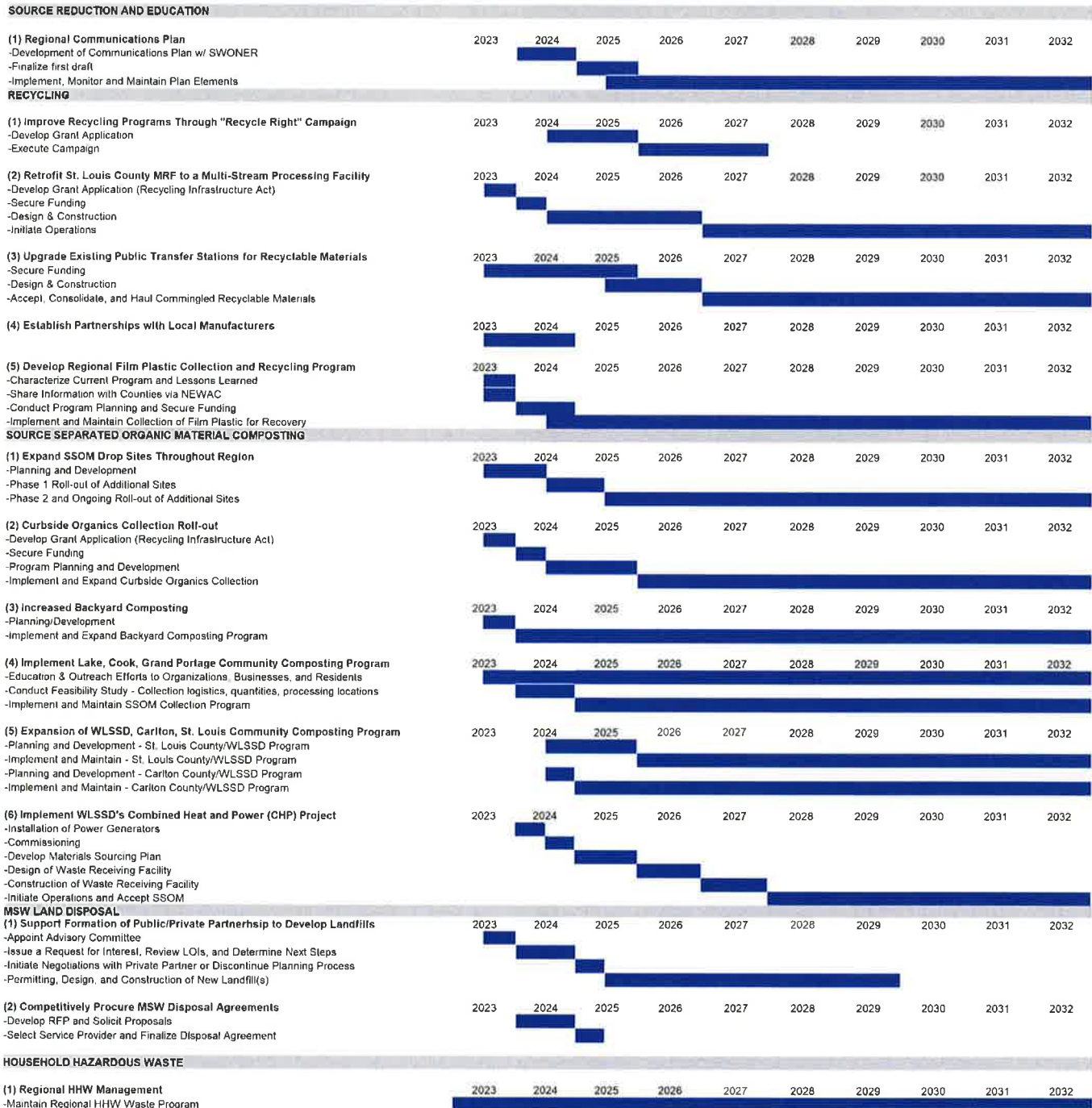
(d) Includes all waste generated within Carlton County, including the portion of Carlton County within WLSSD boundaries.

Based on an evaluation of the existing programs and facilities, stakeholder input identifying key barriers and opportunities, and feedback from the SWONER and NEWAC, a detailed implementation plan was formulated. The implementation plan provided in **Figure ES-1** includes a summary description of regional program initiatives, recommended steps to implement these initiatives, and a proposed timeline. These regional efforts supplement the existing and proposed programs within the individual Counties/WLSSD. The proposed regional as well as local county initiatives are detailed further in **Section 5**.

For all of the regional program initiatives described in **Figure ES-1**, there is support from the Counties/WLSSD within the Region to move forward with implementation.

Figure ES-1: Proposed Regional Implementation Plan

NE MN Regional Plan - Proposed Joint Regional Initiatives Implementation Plan



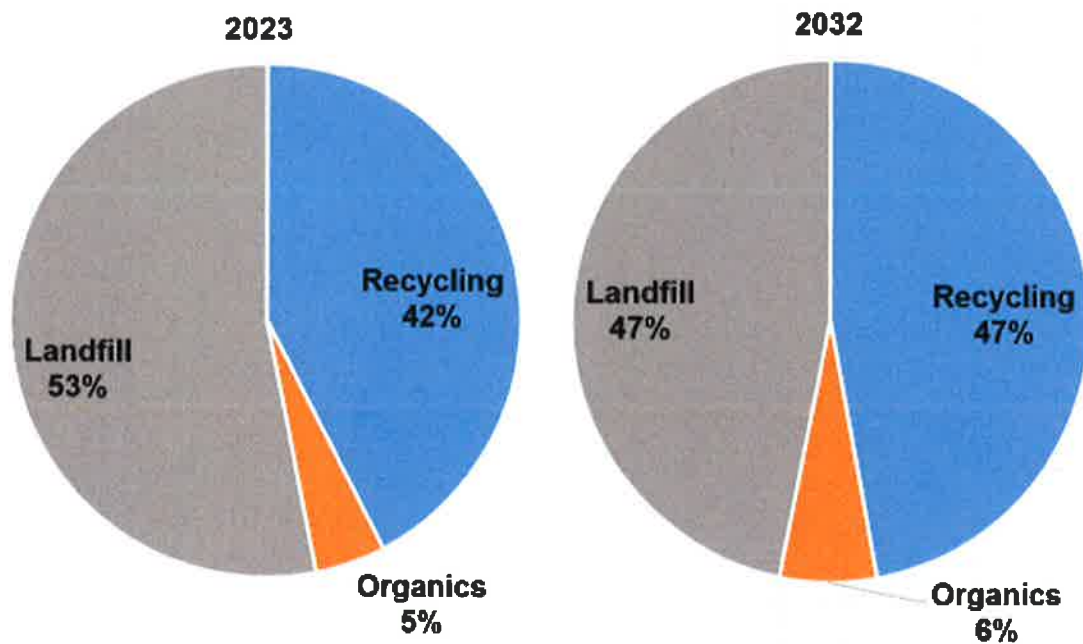
The proposed program initiatives and timeline were used to develop the waste and diversion projections for the Goal Volume Tables (GVTs) included in **Appendix X**. Based on the outcomes of the GVT analysis, the proposed regional system is projected to impact the management of the material streams over the 10-year planning period as characterized in **Table ES-3** and **Figure ES-2**. Overall, the proportion of the municipal solid waste stream generated in the region will be reduced from 53-percent to 47-percent over the 10-year planning period.

**Table ES-3: Proposed Regional System  
Quantities of Materials (Tons)**

Material Streams	2023 <sup>a</sup>	2032 <sup>a</sup>	Percent Change
Recycling	125,379	135,277	+ 7.9%
Organics	13,243	17,284	+ 30.5%
Landfill	157,215	134,597	- 14.4%

(a) Based on the Goal Volume Table (GVT) analysis, which considers both projected population change and new program implementation.

**Figure ES-2: 2023 and 2032 Projected Waste Quantities**

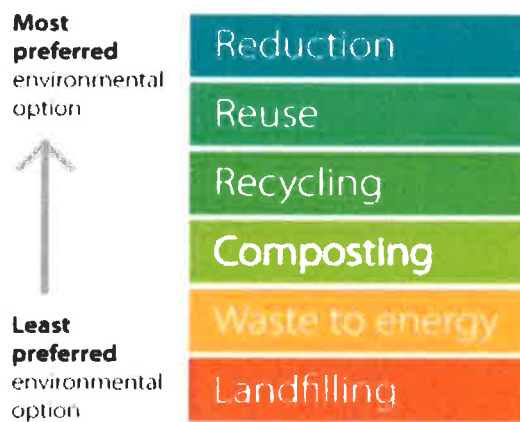


## 1.0 INTRODUCTION

Minn. Statute Chapter 115A and accompanying solid waste management rules require counties and local solid waste authorities to develop solid waste management plans (SWMP) describing how municipal solid waste will be managed for the next 10 years within their respective jurisdictions. The northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) have met these requirements with Minnesota Pollution Control Agency (MPCA)-approved SWMPs. Expiration dates for these Counties and District SWMPs vary. However, the MPCA revised the due dates to provide the opportunity for the Counties and the WLSSD to collaborate to develop a regional SWMP.

This document represents the drafting of the Northeast Minnesota Regional Solid Waste Plan (Regional Plan) which combines the individual County and WLSSD solid waste management plans required by the MPCA into one regional solid waste management plan. Minnesota's solid waste management hierarchy, shown in **Figure 1-1**, serves as the foundation for developing the Regional Plan. The hierarchy prioritizes prevention, reuse, recycling, and organics composting over disposal through waste-to-energy and landfilling.

**Figure 1-1: Minnesota Solid Waste Hierarchy**



Source: MPCA Solid Waste Policy Report, December 2019  
<https://www.pca.state.mn.us/sites/default/files/lrw-sw-1sy19.pdf>

This Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). In developing the Regional Plan, a comprehensive regional stakeholder engagement process was utilized during the COVID-19 pandemic resulting in a combination of in-person, virtual, and hybrid meetings. In addition, the NEWAC had multiple meetings to review and approve the detailed implementation plan.

## 2.0 BACKGROUND INFORMATION

### 2.1 Summary of Regional Background Information

This section provides a summary of the regional demographics, economic conditions, solid waste composition and environmental justice related to historically underserved populations.

#### 2.1.1 Regional Population Trends

Regional population trends in the northeast Minnesota Region are summarized in **Table 2-1**.

**Table 2-1: Regional Population Trends**

County	2010 Population	2020 Population	2030 Population Projection	Projected 10-Year Population Trend
Aitkin	16,202 <sup>1</sup>	15,697 <sup>2</sup>	14,314 <sup>3</sup>	-5.8%
Carlton	35,386 <sup>1</sup>	36,207 <sup>2</sup>	36,754 <sup>3</sup>	1.2%
Cook	5,176 <sup>1</sup>	5,600 <sup>2</sup>	5,718 <sup>3</sup>	2.1%
Itasca	45,058 <sup>1</sup>	45,014 <sup>2</sup>	47,246 <sup>3</sup>	1.3%
Koochiching	13,311 <sup>1</sup>	12,062 <sup>2</sup>	10,570 <sup>3</sup>	-11.4%
Lake	10,866 <sup>1</sup>	10,905 <sup>2</sup>	9,536 <sup>3</sup>	-6.9%
St. Louis	200,226 <sup>1</sup>	200,231 <sup>2</sup>	199,030 <sup>3</sup>	-0.6%
WLSSD	137,411 <sup>4</sup>	139,249 <sup>5</sup>	141,087	1.3%
<b>Region Total</b>	<b>326,225</b>	<b>325,716</b>	<b>323,168</b>	<b>-0.8%</b>

Sources:

- (1) U.S. Census Bureau. [https://mn.gov/admin/assets/DEC-2010-SF1-DPI-us-mn-allcounties\\_tcm36-219431.csv](https://mn.gov/admin/assets/DEC-2010-SF1-DPI-us-mn-allcounties_tcm36-219431.csv)
- (2) U.S. Census Bureau. <https://data.census.gov/cedsci/>
- (3) MN Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>
- (4) WLSSD 2013 Solid Waste Management Plan.
- (5) MN State Demographic Center. <https://mn.gov/admin/demography/data-by-topic/population-data/our-estimates/pop-finder1.jsp>
- (6) Population served by St. Louis County SWMA is roughly half of what is reported. WLSSD encompasses the Duluth area that has the other half of the St. Louis County population.

As reflected above, the projected population over the next 10 years for the northeast Minnesota region is expected to remain nearly stable. However, the projected population trends for the individual counties/District varies from a loss of over 11-percent for Koochiching County, to an increase in Cook County of more than two percent.

**Table 2-2** summarizes demographic information for the northeast region, **Figure 2-1** depicts the population density throughout the northeast region followed by a discussion specific to the WLSSD.

**Table 2-2: Regional Demographic Information**

County <sup>a</sup>	Land Area (Square Miles)	Population Density (per Square Mile)	People per Household	County Seat	Urban Percentage of Population	Rural Percentage of Population
Aitkin	1,821	8.6	2.0	Aitkin	23	77
Carlton	861	42.0	2.7	Carlton	52	48
Cook	1,452	3.9	2.1	Grand Marais	26	74
Itasca	2,667	16.9	2.3	Grand Rapids	51	49
Koochiching	3,104	3.9	2.2	International Falls	64	36
Lake	2,109	5.2	2.1	Two Harbors	52	48
St. Louis	6,246	32.1	2.3	Duluth	77	23

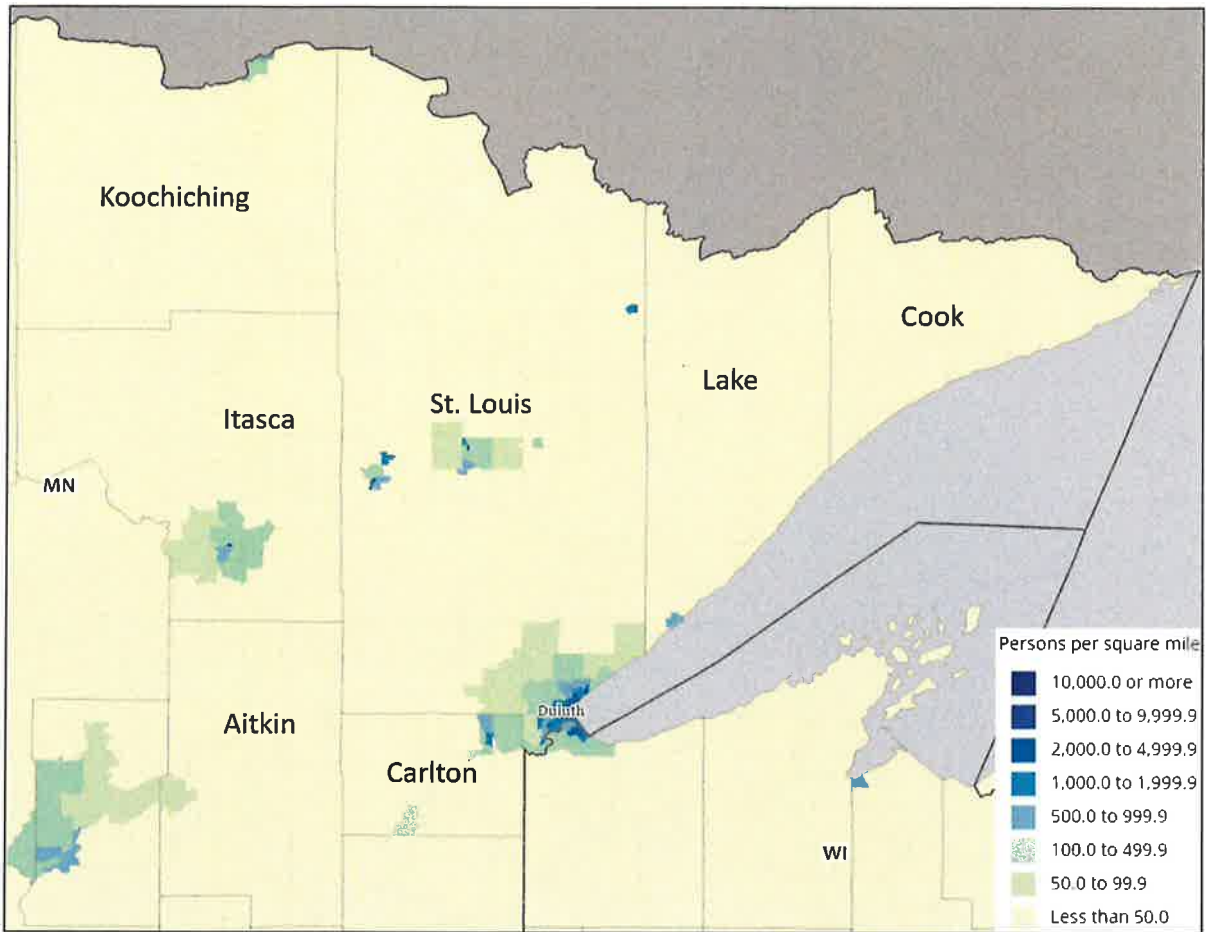
(a) WLSSD is excluded from this table. WLSSD is located in Carlton and St. Louis Counties.

Sources:

- U.S. Census Bureau. <https://www.census.gov/programs-surveys/decennial-census/decade/2020/2020-census-main.html>
- Minnesota Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>
- Minnesota State Demographic Center. <https://mn.gov/admin/demography/>



**Figure 2-1: Regional Population Density**

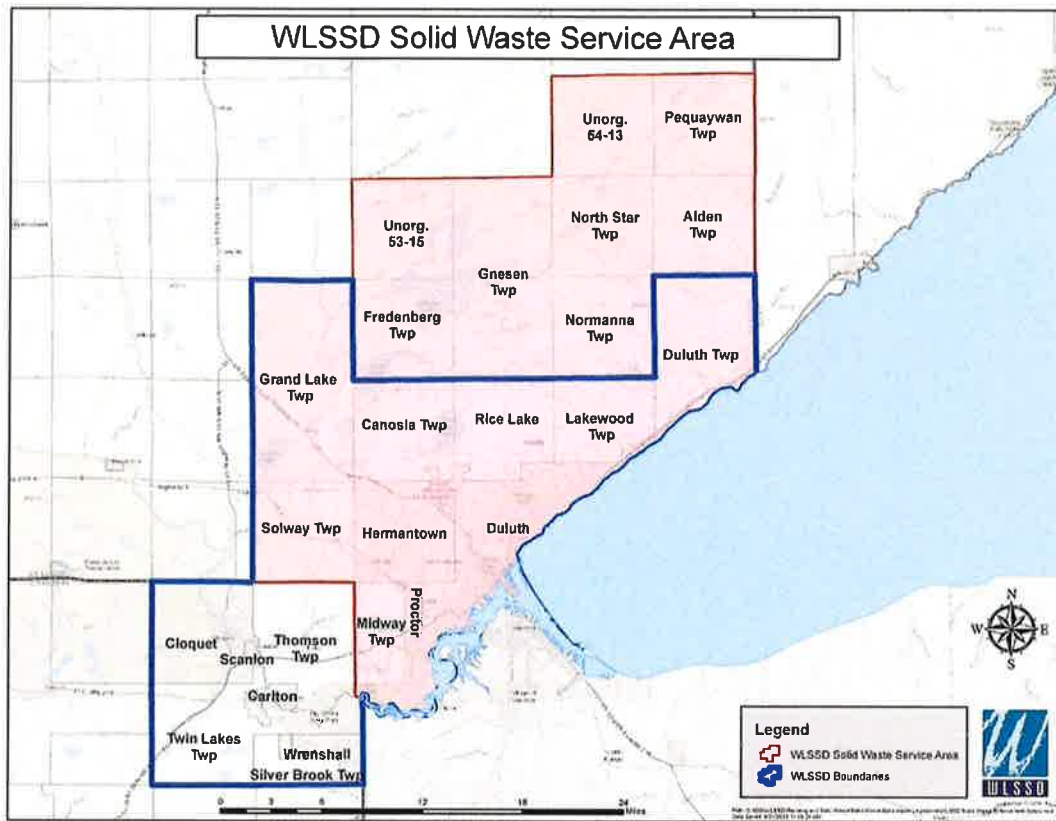


Source: 2020 U.S. Census Bureau. <https://mtgis-portal.geo.census.gov/arcgis/apps/MapSeries/index.html?appid=2566121a73de463995ed2b2fd7ff6eb7> Note: Represents individual census level tracts within each County.

The Western Lake Superior Sanitary District (WLSSD) is located in northeastern Minnesota at the western tip of Lake Superior. The WLSSD covers an area of approximately 530 square miles in southeastern St. Louis County and northeastern Carlton County. The other 5,717 square miles of St. Louis County not served by the WLSSD, is served by the St. Louis County Environmental Services Department and Carlton County Environmental Services. A map depicting the areas served by the WLSSD is provided in **Figure 2-2**. Within the WLSSD legislative boundaries are eight cities and nine townships. These include the cities of Duluth, Hermantown, Proctor, Cloquet, Carlton, Scanlon, Rice Lake, and Wrenshall; and the townships of Duluth, Lakewood, Canosia, Grand Lake, Solway, Midway, Thomson, Twin Lakes, and Silver Brook.

Based on data from the 2020 United States Census, the combined population of these cities and townships within WLSSD is estimated to be 139,249 with the City of Duluth as the largest city with a population of 86,697. The WLSSD area experienced a 1.3 percent population increase between 2010 and 2020. The WLSSD’s 2030 population is projected to be 141,087 assuming the overall annual current growth rate.

**Figure 2-2: WLSSD Service Area**



Source: [https://www.pca.state.mn.us/sites/default/files/WLSSD percent20Solid percent20Waste percent20Service percent20Area.jpg](https://www.pca.state.mn.us/sites/default/files/WLSSD%20Solid%20Waste%20Service%20Area.jpg)

Within the northeast region of Minnesota are significant amounts of tribal nation areas, which are depicted in **Figure 2-4**. Based on the 2020 U.S. Census, the American Indian population makes up the largest minority population within the northeast region of Minnesota. This population data is summarized in the following pages in **Table 2-8** and **Table 2-9** and in **Figure 2-5**.

**Table 2-3: Regional American Indian Population**

County	2020 Population <sup>1</sup>	Percent Caucasian Population <sup>2</sup>	Percent American Indian Population <sup>2</sup>	2020 American Indian Population
Aitkin	15,697	94.5%	2.7%	424
Carlton	36,207	89.1%	6.0%	2,172
Cook	5,600	86.4%	8.6%	482
Itasca	45,014	92.6%	3.9%	1,756
Koochiching	12,062	93.6%	2.5%	302
Lake	10,905	96.3%	0.7%	76
St. Louis	200,231	92.1%	2.4%	4,806
<b>Total</b>	<b>325,716</b>	<b>92.0%</b>	<b>3.1%</b>	<b>10,017</b>

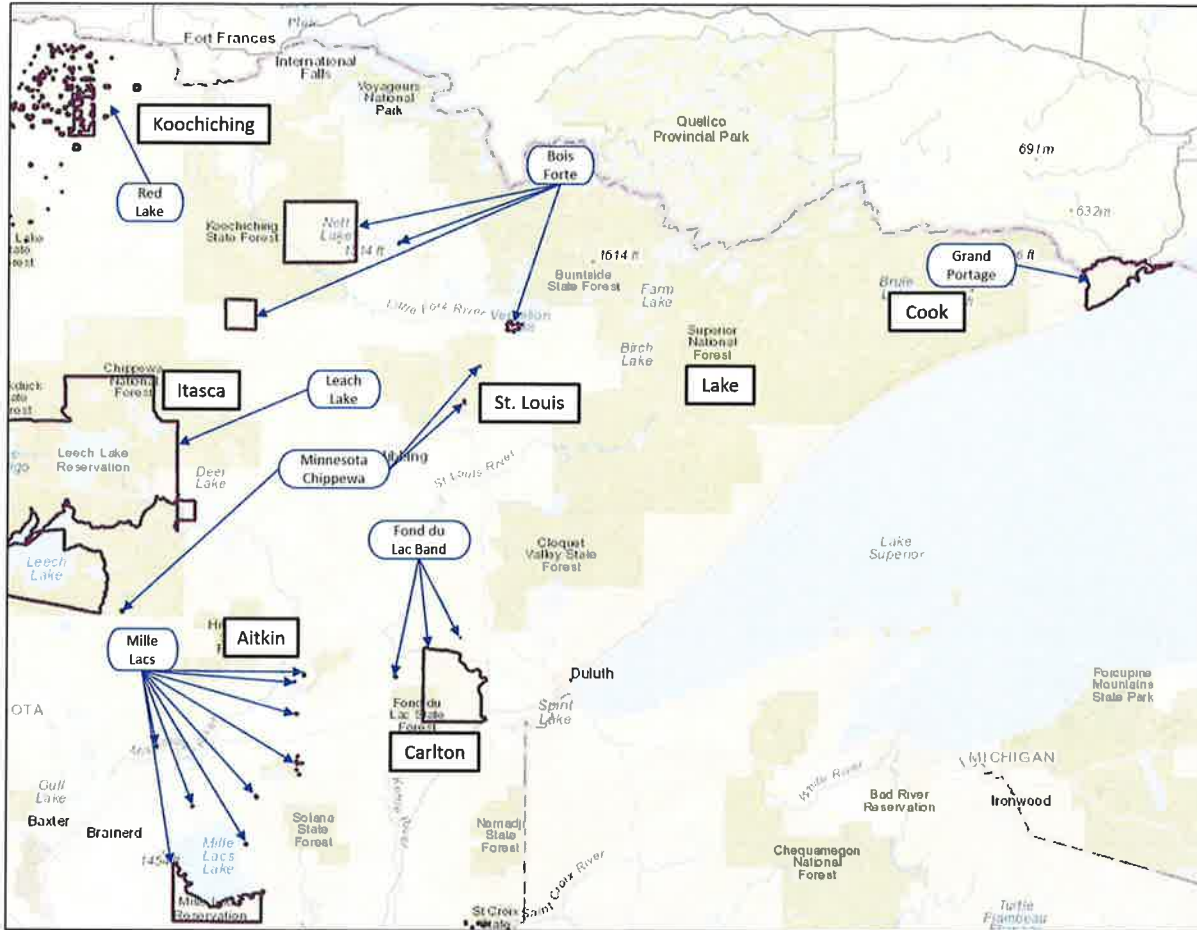
Source:

(1) U.S. Census Bureau. <https://data.census.gov/cedsci/>(2) U.S. Census Bureau. <https://www.census.gov/quickfacts/fact/table/US/PST045221>**Table 2-4: Minority Populations**

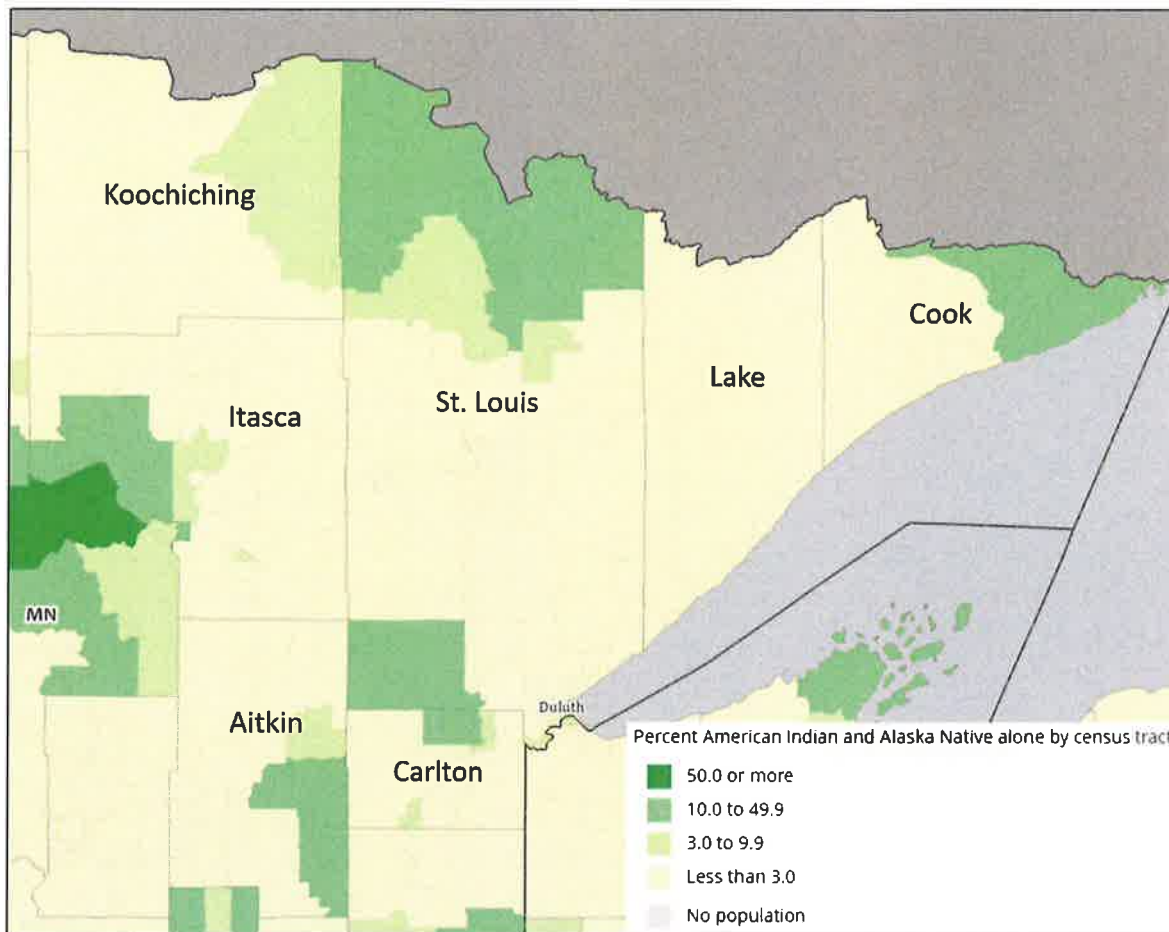
County	2020 Population	Percent Caucasian Population	Percent American Indian and Alaska Native Population	Percent African American Population	Percent Asian Population	Percent Native Hawaiian and Other Pacific Islander	Percent Hispanic or Latino
Aitkin	15,697	94.5	2.7	0.7	0.3	0.	1.5
Carlton	36,207	89.1	5.7	1.8	0.6	0	1.9
Cook	5,600	86.4	7.8	1.6	1.2	0	2.8
Itasca	45,014	92.6	3.8	0.5	0.4	0.2	1.7
Koochiching	12,062	93.6	2.7	0.8	0.7	0	1.4
Lake	10,905	96.3	0.8	0.5	0.6	0	1.6
St. Louis	200,231	92.1	2.4	1.6	1.1	0.1	1.9
<b>Total</b>	<b>325,716</b>	<b>92.0%</b>	<b>3.0</b>	<b>1.4</b>	<b>0.9</b>	<b>0.1</b>	<b>1.8</b>

Source: U.S. Census Bureau. <https://www.census.gov/quickfacts/fact/table/US/PST045222>

Figure 2-3: NE MN Tribal Nations



Source: Minnesota Pollution Control Agency. <https://mpca.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c8dac24404b7f8ef1717f57d00>

**Figure 2-4: NE MN American Indian Population**

Source: 2020 U.S. Census Bureau. <https://mtgis-portal.geo.census.gov/arcgis/apps/MapSeries/index.html?appid=2566121a73de463995ed2b2fd7ff6eb7>

Note: Represents individual census level tracts within each County.

Tribal nations within the northeast region include the Grand Portage, Bois Forte, Red Lake, Leach Lake, Minnesota Chippewa, Fond du Lac, and Mille Lacs Bands. The portions of the northeast Minnesota region with the highest American Indian populations include eastern Cook County, northern and southwestern St. Louis County, eastern Koochiching County, western Itasca County, eastern Aitkin County, and north central Carlton County.

All the tribal nations in the northeast region were contacted at the beginning of the planning process encouraging involvement in plan development. Representatives of the Fond du Lac Band (Carlton County), Grand Portage Band (Cook County), and Bois Forte Band (St. Louis County) were included in stakeholder engagement meetings throughout the planning process. Representatives were provided the opportunity to provide input describing their respective solid waste management system and working relationship with the respective county solid waste systems.

Distance is a barrier for the tribal nations within the northeast region relative to solid waste management

and lack of infrastructure. Many of the American Indian populations are located in the more rural areas of the northeast region, restricting access to the solid waste management systems that exist in more populated areas of the region.

### 2.1.2 Regional Geographic Information

Overall, the northeast Minnesota region is a large, geographically diverse area that is predominantly rural. As reflected above in **Figure 2-1**, the counties of Aitkin, Koochiching, Cook, and Lake have a population density per square mile of less than 10. St Louis and Carlton counties are more densely populated with larger communities located near Lake Superior. Carlton County is mostly rural, except along the I-35 corridor that runs through the eastern half of the county connecting Duluth and the arrowhead region to the Twin Cities. Growth in the WLSSD area can be described as linear. The City of Duluth, as the major metropolitan area, stretches 23 miles northeast-southwest along the north shore of Lake Superior and has urban land uses and local infrastructure needs. Development activity has historically spread to outlying suburban areas and along transportation corridors extending to the north, south and west of the City of Duluth.

Primary land uses in the region include farming, mining, and timber. The region is home to thousands of lakes, with Cook and Lake counties containing the highest number of lakes. A large percentage of the land is publicly owned in the northern part of the region, including state parks, state forests, national forests, Boundary Water Canoe Area Wilderness, and Voyageurs National Park. The northern portion of northeast Minnesota (Cook, Koochiching, Lake, and St. Louis Counties) is heavily forested. The iron range in central St. Louis County contains vast deposits of iron ore. Nearly 50-percent of Koochiching County's land is made up of wetlands and water, with much of the remainder as forest and grassland. Less than one-percent of the land in Koochiching County is considered urban.

### 2.1.3 Regional Economic Trends

**Table 2-5** summarizes industry employment projections in the NE region from 2018 to 2028.

**Table 2-5: Regional Industry Employment Projections, 2018-2028**

<b>Industry</b>	<b>Estimated Employment 2018<sup>1</sup></b>	<b>Projected Employment 2028<sup>1</sup></b>	<b>Percent Change 2018-2028<sup>1</sup></b>
Natural Resources & Mining	5,596	5,700	1.9%
Utilities	1,433	1,405	-2.0%
Construction	6,363	7,145	12.3%
Manufacturing	8,748	8,024	-8.3%
Wholesale Trade	3,275	3,208	-2.0%
Retail Trade	17,469	16,467	-5.7%
Transportation & Warehousing	4,914	4,991	1.6%
Information	1,406	1,240	-11.8%
Finance & Insurance, Real Estate	6,178	6,059	-1.9%
Prof. Services & Management of Companies	5,184	5,407	4.3%
Administrative & Waste Services	3,282	3,594	9.5%
Educational Services	12,797	12,763	-0.3%
Health Care & Social Assistance	33,615	37,375	11.2%
Leisure & Hospitality	18,503	18,451	-0.3%
Other Services, Excluding Public Admin.	6,932	6,692	-3.5%
Public Administration	15,345	15,329	-0.1%
<b>Total, All Industries</b>	<b>160,443</b>	<b>162,980</b>	<b>1.6%</b>

(1) Source: Minnesota Department of Employment and Economic Development.  
<https://mn.gov/deed/data/data-tools/county-profiles/>

As reflected above, total employment in the northeast Minnesota region is projected to increase slightly from 2018 to 2028. The industries projected to experience the most growth are the construction, health care, and administrative and waste services industries. The double-digit growth in construction is likely linked to projected growth in other sectors such as health care and social assistance. An increase in the number of employees in the healthcare sector may correspond to the building of new healthcare facilities generating more construction and demolition wastes. Overall, an increase in the total number of employees is likely to increase overall MSW generation. Regulated medical waste also will likely increase as a result of growth in the healthcare sector. **Table 2-6** summarizes economic information for the northeast region followed by discussion specific to WLSSD.

**Table 2-6: Regional Economic Information**

County <sup>a</sup>	Median Household Income <sup>b</sup>	Per Capita Income	Labor Force Change (2005-2020)	Projected Labor Force Change (2020-2030)	Unemployment Rate (2021)
Aitkin	\$49,351	\$29,275	-6.8%	-7.9%	7.8%
Carlton	\$63,098	\$29,440	2.3%	-2.9%	6.9%
Cook	\$57,432	\$33,194	-6.5%	-3.9%	7.6%
Itasca	\$55,139	\$30,286	-3.8%	-3.3%	8.1%
Koochiching	\$50,870	\$29,834	-17.4%	-17.1%	7.0%
Lake	\$61,452	\$34,207	-11.9%	-11.4%	6.7%
St. Louis	\$60,434	\$31,537	-1.5%	-5.6%	6.8%

(a) WLSSD is excluded from this table. WLSSD is located in Carlton and St. Louis Counties.

(b) The median hourly wage for the NE region is \$20.49 (Minnesota Department of Employment and Economic Development, <https://mn.gov/deed/data/data-tools/county-profiles/>).

Sources:

- U.S. Census Bureau, <https://www.census.gov/programs-surveys/decennial-census/decade/2020/2020-census-main.html>
- Minnesota Department of Employment and Economic Development, <https://mn.gov/deed/data/data-tools/county-profiles/>

**Table 2-6** reflects that with the exception of Carlton County, the other counties have had a decline in the labor force between 2005 and 2020. All of the counties in the northeast region are projected to experience a decline in labor force between 2020 and 2030.

The WLSSD service area is included in the Duluth/Superior Metropolitan Statistical Area (MSA), which is comprised of St. Louis and Carlton counties in Minnesota and Douglas County in Wisconsin. The international “Twin Ports” of Duluth, Minnesota and Superior, Wisconsin form the hub of economic and cultural activity, but there are dozens of interrelating communities across the MSA, each with unique strengths, resources and opportunities for development.

The major industries of the area include aviation, wood and paper products, mining, higher education, shipping/transportation, health care, metal fabrication and tourism. Historically, The City of Duluth economy has been driven by the extraction of natural resources (mining, timber, etc.) and the transportation of those goods. In recent decades, Duluth’s economy has seen diversification through the expansion of health care, education, aviation, tourism/hospitality, and arts and entertainment. **Table 2-7** summarizes industry employment statistics in the City of Duluth.

**Table 2-7: 2019 Duluth Industry Employment Statistics**



NAICS Industry Title	2019 Annual Data				2014-2019		2018-2019	
	Number of Firms	Number of Jobs	Total Payroll (\$1,000s)	Average Annual Wage	Change in Jobs	Percent Change	Change in Jobs	Percent Change
Health Care & Social Assistance	334	19,123	\$1,134,147	\$59,308	+1,461	+8.3 percent	+150	+0.8 percent
Accommodation & Food Services	252	6,127	\$111,081	\$18,130	+94	+1.6 percent	-53	-0.9 percent
Retail Trade	390	5,851	\$156,570	\$26,759	-566	-8.8 percent	-267	-4.4 percent
Educational Services	68	4,832	\$249,450	\$51,625	-382	-7.3 percent	-88	-1.8 percent
Public Administration	56	3,650	\$238,493	\$65,341	-17	-0.5 percent	+80	+2.2 percent

Source: Minnesota Department of Employment and Economic Development.

Overall, the average net change in employment from winter (January, February, and March) to summer (July, August, and September) for all industries in the northeast Minnesota region is 4.2 percent<sup>3</sup>. The industries that have experienced the largest change include construction, retail trade, arts, entertainment and recreation, and accommodation and food services.

#### 2.1.4 Regional Demographic and Geographic Constraints and Opportunities

There are several demographic and geographic constraints that apply to all entities in the NE region. With the exception of WLSSD, the region as a whole is sparsely populated and spans a large geographic area, which results in a lack of economies of scale. The distance required to haul MSW, recycling, and organics is a significant barrier for the northeast region. As in any successful solid waste management program, convenience of use is paramount to public participation. In addition, the region experiences a substantial population increase in the summer months due to visitors and seasonal residents, which presents challenges for the stable population base; it also results in the increased demand for waste collection, processing, and disposal. The regional solid waste management system must accommodate both permanent residents and seasonal tourists, including those with a second home. Other changes potentially impacting the solid waste services include mining (Aitkin, Itasca, St. Louis), timber and fiber demand, resorts increasing in size, continued development of lakeshores, and increases in specialized businesses. WLSSD expects continued population, household, and job growth, as well as the growth of rural households within its boundaries, which will need to be accommodated through its solid waste management programs.

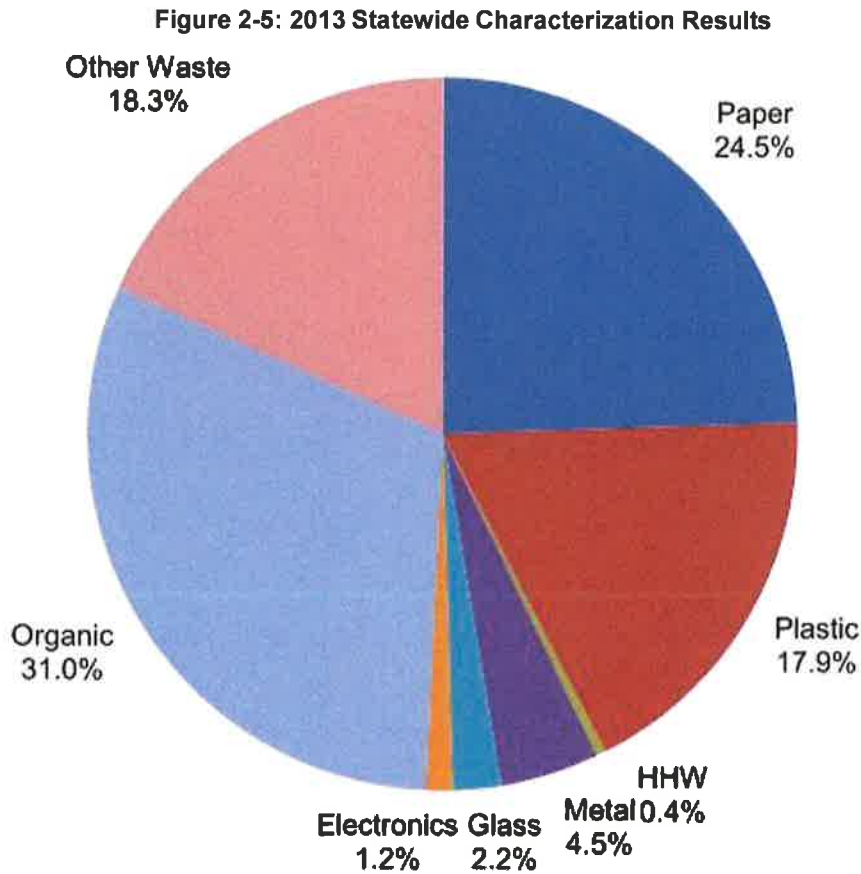
<sup>3</sup> Source: Minnesota Department of Employment and Economic Development, 2015. <https://mn.gov/deed/newscenter/publications/review/january-2015/seasonal-variation.jsp>

Recycling rates are driven by an array of geographic, demographic and economic factors, including

manufacturing activity, waste generation per capita, curbside collection potential, and clustering of population. Counties with more manufacturing, less waste generation per capita, more population centers with greater than 1,000 people and a higher proportion of residents living in larger cities versus small cities are critical factors that drive recycling rates. Several counties such as Aitkin, etc. do not fit the profile of optimal conditions for achieving high recycling rates.

**2.1.5 Solid Waste Composition**

The most recent Minnesota statewide solid waste characterization study was completed in 2013. **Figure 2-5** summarizes the results of the study.



Source: Burns & McDonnell 2013 Minnesota Statewide Waste Characterization Report. Note: The total may not equal the sum of the material categories due to rounding. The material category of Other Waste includes but is not limited to bulky items, textiles, carpet, and other items not classified in the other categories.

The 2013 statewide waste characterization study estimated the quantities and types of mixed municipal solid waste disposed. The methodology included sampling and sorting of materials per the applicable

ASTM standard from a representative set of landfills, transfer stations, and energy-from-waste facilities throughout the state. A comprehensive set of material categories were included in the study and nearly 200

MSW samples of 200 to 300 lbs. each sampled and sorted as part of the study. Food waste, compostable paper, film plastic, and wood waste represented the largest materials diversion opportunities.

### 2.1.6 Collection Service

**Table 2-8** summarizes the type of collection service in the northeast region.

**Table 2-8: MSW Collection Service**

County	Mandatory vs. Non-Mandatory Refuse Collection
Aitkin	Not mandatory
Carlton	Mandatory in all cities in the County
Cook	Not mandatory
Itasca	Not mandatory
Koochiching	Not mandatory
Lake	Not mandatory
St. Louis	Not mandatory in SWMA; mandatory in cities of Chisholm, Eveleth, Gilbert, Hibbing, Mt. Iron, Virginia, Aurora, Hoyt Lakes, and Biwabik
WLSSD	Mandatory for all residents and businesses within St. Louis County portion

The northeast region has a combination of private licensed haulers and public haulers. Curbside pickup is generally offered for the incorporated communities, while drop-off locations are generally used in the more rural areas of the region. Each county requires licensing via ordinance. **Table 2-9** provides more information on haulers within each county. Additional detail on collection service for each County/District is provided in **Section 3**.

**Table 2-9: Licensed Haulers**

County	Number of Haulers	Licensing Fee
Aitkin	10	\$100
Carlton	9	\$50/company + \$25/vehicle
Cook	2	\$100
Itasca	10	\$50 + one-time \$10 per vehicle
Koochiching	2	No Licensing fee
Lake	10	\$150
St. Louis	28	\$50 + \$25 per vehicle
WLSSD	27	\$25 per truck (2-year license term)

### 2.1.7 Rate Structure

**Table 2-10** below summarizes the various rate structures within the northeast region.

**Table 2-10: Rate Structure**

County	Curbside <sup>a</sup>	Transfer Station/Canister Drop Off	Estimated collection service
Aitkin	\$24-\$40 per month	\$4-\$6 per 30-gallon bag	95%
Carlton	\$20-\$31.50 per month	\$10-15 per cubic yard	73%
Cook	\$20-\$50 per month	\$3.50/bag or \$30/yd <sup>3</sup>	85%
Itasca	\$14.49-\$45 per month	\$2 per 33 gallons	65%
Koochiching	Not Available	\$12 per cubic yard	90% city 50% rural
Lake	\$21-\$50 per month	\$11-\$28 per cubic yard	45%
St. Louis	\$16.63-\$18.48 per month	\$2 per 32-gallon bag, \$68.93/ton	99.73% city 50% rural
WLSSD	Haulers required to establish base rates	\$63.08/ton tip fee for haulers in-District. \$67.08 out-of-District	100%

(a) Depending on cart size, pickup frequency, and location.

Based on the above table, collection rate structures are highly variable throughout the northeast region and both curbside and drop-off opportunities are provided in most of the area. All county solid waste ordinances have requirements for volume-based pricing.

### 2.1.8 Largest Generators

**Table 2-11: Largest Solid Waste Generators – NE Region**

<b>County</b>	<b>Generators</b>
Aitkin	Riverwood Health Care Center, Aitkin Public Schools, McGregor Public Schools, Aicota Health Care Center
Carlton	School District Facilities, Moose Lake Correctional Facility, Black Bear Casino
Cook	Lutsen, Bluefin Bay Resort, School District, Cook County Courthouse/Government Buildings, Cook County North Shore Hospital
Itasca	Grand Rapids Public Schools, Grand Itasca Clinic/Hospital, Blandin, Keewatin Taconite, Itasca County, Arrowhead Promotion, City of Grand Rapids, MN Power, Search Resources, Deer River Healthcare, Banking, Terex, Yanmar, Walmart, White Oak Casino, Deer River Schools, Bergquist Company, Coleraine Schools, Northern Itasca Healthcare, Super One, Fairview Mesaba Clinics, Lake Country Power, Grand Village, Mnstar Technologies, Target, Lake States Tree Service
Koochiching	Falls High School, Super One, Country Market, South Falls Apartments, International Falls Memorial Hospital, McDonald's, West Falls Apartments, South Falls Apartments
Lake	Gas Station/convenience stores, Lake Superior School District
St. Louis County	Hibbing Sanitation Department, Virginia Public Works, G Men Environmental Services, Waste Management, City of Eveleth, City of Chisholm, City of Mountain Iron, Norland Environmental Services, General Waste and Recycling
WLSSD	Essentia Health, St. Luke's Hospital, Miller Hill Mall, Target, Kohls, Super One, Fleet Farm, Sam's Club, Costco, Duluth Public Schools, University of Minnesota-Duluth, St. Scholastica, Bellisio Foods, Cirrus Industries, BendTec, Altec, Hiline, Moline Machinery

### 2.1.9 Regional Solid Waste Collection and Generation

#### Constraints/Opportunities

Because of the low population density and rural nature of the region, curbside collection service is not available to all residents in the region; therefore, some residents must self-haul to transfer stations. Long

travel distances, high transportation costs, and isolation from markets make it difficult to develop a solid waste management system that takes advantage of economies of scale for collection and materials processing, with the exception of WLSSD. Increased participation in solid waste programs (like waste reduction, HHW and yard waste disposal, and organics diversion) contribute to increased program costs, while the generation of less waste results in less revenues from Solid Waste Management Fees.

Additionally, new and increasing wastes in the absence of product stewardship or other funding sources require the counties and WLSSD to increase taxes and fees paid by local businesses and residents. The small number of large waste generators and recyclers makes it difficult to achieve the State's recycling goals. Collecting annual reports from local businesses has been challenging but is improving. Funding for programs continues to increase and pose a challenge. Seasonal visitors and inhabitants to the region make dramatic changes to daily solid waste operations and create busy conditions for the region's programs. A successful recycling program also depends upon good market conditions for materials collected. Poor and volatile market conditions have been a problem for all processors that serve the region. Improved market conditions would help to improve recycling in the region. Assistance from the State of Minnesota with the development of recovered materials markets within the area would be highly beneficial to the region.

There are opportunities in several counties to work with private waste haulers to support access to curbside recycling. Additionally, there are opportunities to expand solid waste education in the region by increasing public information, education, and awareness programs. There is an opportunity to evaluate whether it is economically feasible to develop a source-separated organics program, or to collaborate with nearby counties to collect organics.

## **2.1.10 Local and Regional Solid Waste Planning in the Last Five Years**

### **2.1.10.1 Current Regional Planning Activities**

Planning in the last five years for several of the counties in the northeast Minnesota region have largely focused on where the counties should haul their solid waste for disposal after the anticipated Superior Landfill in Superior, Wisconsin closure in 2026. All of the counties in the northeast region are continually

evaluating and updating aspects of solid waste planning including education, HHW management, recycling, and special waste management.

#### **2.1.10.2 Past Barriers to Development of Regional Projects**

The main barrier to successful regional projects stems from hauling distances because the northeast Minnesota region spans a large geographic area and is sparsely populated, except in the Duluth region. Other barriers include increasing solid waste service costs, capital and operating costs associated with potential regional solid waste facility solutions, and lack of local recovered materials markets.

#### **2.1.10.3 Resolution of Overlapping Solid Waste Management Efforts**

The northeast Minnesota region has a strong history of coordination and cooperation when it comes to solid waste planning and operating issues. Groups such as the NEWAC and the SWONERS have effectively kept the solid waste officers and elected officials engaged to minimize conflict and unnecessary duplication of efforts and waste of resources. There are opportunities to build upon successful regional cooperation such as the HHW program and MSW disposal programs. The regional HHW program is discussed further in **Section 3**.

Cook, Lake, and Carlton counties and the WLSSD cooperate on MSW disposal by hauling their MSW to the Superior Landfill in Superior, Wisconsin for disposal, with Cook County and Lake County utilizing the WLSSD Transfer Station.

### 3.0 EXISTING SOLID WASTE MANAGEMENT SYSTEMS

This section provides a summary of the existing solid waste management systems including waste generation, facilities and materials flow, budgets, and summary achievements, opportunities, and challenges for the region.

#### 3.1 Northeast Region Waste Generation

Based on the information and data gathered for the participating Counties/WLSSD, a regional summary of MSW generated, percent residential and commercial/industrial/institutional, and C&D generation in the Northeast Minnesota Region is provided in **Table 3-1**, **Table 3-2**, **Table 3-3**, and **Table 3-4**.

**Table 3-1: Historical Annual MSW Generation (Tons)**

County	2018	2019	2020	2021
Aitkin	7,619	8,479	9,777	11,245
Carlton	13,113	12,514	10,670	12,501
Cook	3,466	3,606	3,065	3,188
Itasca	24,613	26,036	29,194	30,286
Koochiching	7,232	7,429	7,493	8,016
Lake	7,744	7,822	5,759	5,943
St. Louis	51,842	52,605	53,841	53,952
WLSSD	47,304	48,295	47,689	51,177
<b>NE REGION</b>	<b>162,953</b>	<b>166,788</b>	<b>167,129</b>	<b>176,949</b>

Source: Minnesota Pollution Control Agency

**Table 3-2: Historical Annual C&D Generation (Tons)**

County	2018	2019	2020	2021
Aitkin <sup>a</sup>	No Data	2,876	1,352	1,682
Carlton <sup>b</sup>	4,021	4,660	7,498	5,182
Cook <sup>b</sup>	1,262	1,026	1,496	1,218
Itasca <sup>b</sup>	2,872	3,543	3,722	6,436
Koochiching <sup>b</sup>	6,427	6,260	5,612	8,406
Lake <sup>b,c</sup>	2,947	1,364	1,154	702
St. Louis <sup>b</sup>	7,237	8,241	7,431	7,952
WLSSD <sup>d</sup>	35,937	42,956	40,819	44,688

(a) Source: Minnesota Pollution Control Agency.

(b) Source: Information provided by County.

(c) In 2020 Lake County conducted a significant amount of demolition on tax forfeit structures.

(d) Source: Information provided by WLSSD.



**Table 3-3: MSW Percent Residential and Commercial/Industrial/Institutional**

County	Percent Residential (Percentage) <sup>a</sup>	Percent Commercial/Industrial/Institutional (Percentage) <sup>a</sup>	Estimated On- Site Disposal (Percentage) <sup>a</sup>
Aitkin	40%	60%	4.5%
Carlton	55%	45%	4.5%
Cook	73%	27%	1.1%
Itasca	62%	38%	5.4%
Koochiching	60%	40%	6.2%
Lake	90%	10%	3.0%
St. Louis	49%	51%	0.22%
WLSSD	53%	47%	1.7%
<b>Range</b>	<b>40-90%</b>	<b>10-60%</b>	<b>0.22%-6.2%</b>

(a) Source: Information provided by Counties/WLSSD.

**Table 3-4: Regional Solid Waste Summary**

County	2020 Solid Waste Generated (Tons) <sup>a</sup>	2030 Projected Solid Waste Generated (Tons) <sup>c</sup>	2020 C&D Waste Generated (Tons) <sup>a</sup>
Aitkin	9,777	7,807	1,352
Carlton	10,670 <sup>b</sup>	12,493 <sup>b</sup>	7,498 <sup>b</sup>
Cook	3,065	3,554	1,496
Itasca	29,194	25,951	3,722
Koochiching	7,493	6,426	5,612
Lake	5,759	6,352	1,001
St. Louis	53,481	52,043	7,431
WLSSD	47,689	49,687	40,819
<b>NE Region Total</b>	<b>167,129</b>	<b>164,313</b>	<b>64,498</b>

(a) Source: Information provided by Counties/WLSSD.

(b) Represents all waste generated in Carlton County, including the portion of Carlton County within WLSSD boundaries.

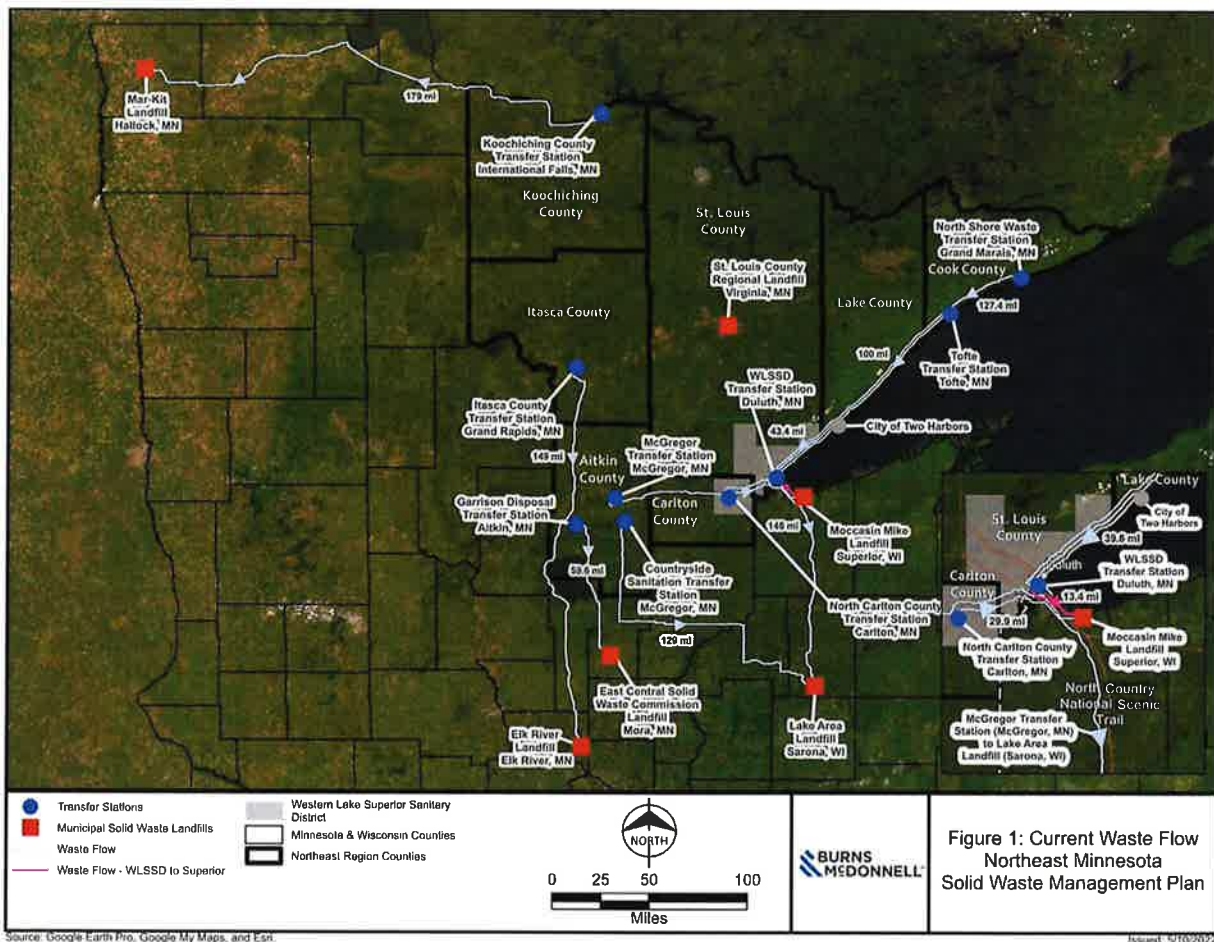
(c) Uses forecasted population changes and existing waste diversion programs without program changes.

Based on the above tables, both the on-site disposal and residential vs. commercial estimates vary considerably. Overall, solid waste generation over the 10-year planning period is projected to decline slightly.

### 3.2 Regional Facilities and Materials Flow

The northeast region provides collection sites and canisters to provide rural residents of the region with access to drop off their solid waste and recyclable materials. Urbanized areas in the region offer curbside collection of solid waste and recycling. There are limited options for yard waste management beyond drop off sites. Several transfer stations in the region serve as a one-stop-shop for problem materials. The regional HHW program operated by WLSSD collects HHW from residents and businesses throughout the northeast region using a mobile unit and is discussed in more detail below. **Figure 3-1** and **Table 3-5** depict the current flow of MSW in the northeast Minnesota region.

**Figure 3-1: Current Northeast Minnesota Region Waste Flow**



As reflected above, municipal solid waste originating in the northeast region is hauled to a number of landfills for disposal. Excluding St. Louis County generated MSW and small quantities from Lake and Koochiching counties hauled to the St. Louis County Landfill, the remainder of the MSW generated within the region is hauled to facilities outside the region for disposal. Small quantities of MSW are hauled to the St. Louis County Regional Landfill from one township in the southeast corner of Koochiching County and from the Fall Lake Township in Lake County, via the Northwoods Transfer

Station, to reduce hauling distances. WLSSD and Carlton County haul their MSW to the Moccasin Mike Landfill in Superior, Wisconsin for disposal. Haulers in Lake and Cook counties haul their MSW to the WLSSD Transfer Station in Duluth and WLSSD hauls the MSW to the Superior Landfill for disposal.

Koochiching County hauls its MSW to the Mar-Kit Landfill in Hallock, Minnesota for disposal. Itasca County hauls their MSW to the Elk River Landfill in Elk River, Minnesota for disposal. Aitkin County currently hauls approximately 33-percent of their MSW to the East Central Solid Waste Commission Landfill in Mora, Minnesota, 20 percent to Elk River Landfill in Elk River, Minnesota, and the remaining 47-percent to the Lake Area Landfill in Saron, Wisconsin.

No MSW is currently hauled to a resource recovery/waste-to-energy facility for management within the region. **Table 3-5** provides the estimated 2020 MSW quantities disposed by County/WLSSD and lists the final disposition of these materials.

WLSSD and Carlton County have contracts with the Superior Landfill to deliver MSW. When the WLSSD Solid Waste Transfer Station was built, waste from the Carlton County Transfer Station was transported to the WLSSD facility before final delivery to a land disposal facility, beginning in 1994. The direct delivery of Carlton County waste to the City of Superior Landfill is mutually beneficial, saving wear and tear to the WLSSD Transfer Station and conserves energy and costs.

The City of Superior Landfill serves the City of Superior, Douglas County, and the WLSSD expanded solid waste service area, covering much of northeastern Minnesota. Approximately 125,000 tons of waste was delivered to the landfill in 2019. Banned wastes include hazardous waste, infectious waste, appliances, tires, electronics, and recyclables. The WLSSD disposal contract with the Superior Landfill expires on June 30, 2026.

The Superior Landfill is permitted to accept MSW. Opening in 1976, the Landfill is designed to hold up to 4.4 million cubic yards of material, and is expected to reach capacity in mid-2026. The Landfill takes measures to control environmental impacts by the use of daily cover, controlling litter, leachate collection and methane gas collection. Leachate is pumped to the City of Superior wastewater treatment plant and the methane gas is flared.

**Table 3-5: NE Minnesota MMSW Waste Flow**

<b>County</b>	<b>Estimated Quantity Generated for Disposal in 2020 (Tons)</b>	<b>Current Landfill Facilities Being Used</b>
Aitkin	9,777 <sup>a</sup>	- East Central Solid Waste Commission Landfill (Mora, MN) - Elk River Landfill (Elk River, MN) - Lake Area Landfill (Sarona, WI)
Carlton	10,670 <sup>a</sup>	-Superior Landfill (Superior, WI)
Cook	3,065 <sup>a</sup>	-Superior Landfill (Superior, WI)
Itasca	29,194 <sup>a</sup>	-Elk River Landfill (Elk River, MN)
Koochiching	7,493 <sup>a,b</sup>	-Mar-Kit Landfill (Hallock, MN) -St. Louis County Regional Landfill (Virginia, MN)
Lake	5,759 <sup>a,c</sup>	-Superior Landfill (Superior, WI) -St. Louis County Regional Landfill (Virginia, MN)
St. Louis	53,481 <sup>a</sup>	-St. Louis County Regional Landfill (Virginia, MN)
WLSSD	47,689 <sup>a</sup>	-Superior Landfill (Superior, WI)
<b>Region Total</b>	<b>167,128<sup>d</sup></b>	- -
<b>Total to Superior Landfill (Carlton, Cook, Lake, and WLSSD)</b>	<b>67,183<sup>d</sup></b>	- -

(a) Derived from Goal Volume Table data provided by MPCA and confirmed via County provided data.

(b) Nearly all MSW transported to Mar-Kit Landfill; one township goes to St. Louis County Regional Landfill.

(c) Nearly all MSW generated transported to Superior Landfill; Fall Lake Township goes to St. Louis County Regional Landfill.

(d) Includes all waste generated within Carlton County, including the portion of Carlton County within WLSSD boundaries.

As reflected above, the northeast region disposed of an estimated 167,000 tons in 2020, which translates into approximately 450 tons per day of MSW. An estimated 40-percent of the region's MSW was disposed at the Superior Landfill in Superior, Wisconsin, while 32-percent of the region's MSW was disposed at the St. Louis County Landfill, with the remainder being disposed at other landfills outside the region.

### 3.3 RECYCLING

Residential recyclable materials are collected through curbside and/or drop-off throughout the region, as shown in **Figure 3-2** and **Table 3-6**. For the purposes of **Figure 3-2**, “Recycling” refers to any site that stores, processes, or transfers recycling materials. The list of recyclable materials covers at least four major categories per Minnesota Statute 115A.552. Many municipalities in the region through ordinance or contract require haulers to collect residential recyclable materials via curbside. Typically, the remaining unincorporated areas of the Counties/WLSSD offer collection of source-separated materials via drop-offs, to meet the requirements of Minnesota Statute 115A.555. St. Louis County provides the only public residential materials processing facility within the region at its waste management facility located in Virginia. Since 1998, St. Louis County has contracted with private service providers to operate the County’s recycled materials processing facility near the Regional Landfill in Virginia. The facility was built in 2000 and has the capacity to process up to 12,000 tons of recyclables per year. Some of the public and private transfer stations located in the region provide very limited recyclable materials separation and processing before materials are hauled for recovery and/or sale to end markets. Waste Management and Hartel’s Disposal, located within the WLSSD area, offer single stream residential curbside recyclable materials collection, consolidate the materials at local transfer facilities, and long haul the materials to a processing facility in the Twin Cities for recovery and marketing for sale.

Goodwill Industries, in partnership with the State and regional solid waste authorities including WLSSD, St. Louis County and Carlton County has initiated a sustainable mattress recycling program. Mattresses are delivered to Goodwill from local retailers, counties, universities and the lodging industry. The mattresses are subsequently deconstructed by Goodwill and the separated materials are marketed to recyclers.

**Table 3-6: Cities with Curbside Recycling**

<b>County</b>	<b>Cities with Curbside Recycling</b>
Aitkin	Aitkin City, Hill City
Carlton	Cities and Townships within the WLSSD – Major cities include Cloquet, Scanlon, Carlton and Esko
Cook	None
Itasca	Cities of Grand Rapids, Coleraine, La Prairie, Calumet, Nashwauk, Keewatin, Marble, Deer River, Cohasset, and Taconite
Koochiching	International Falls and Rainier (provided by the County once per month, via sign up)
Lake	Offered County-wide via ordinance
St. Louis	Eveleth, Mountain Iron, Virginia
WLSSD	Duluth, Proctor, Hermantown and townships

**3.4 TRANSFER STATIONS/DROP SITES**

**Table 3-7: Northeast Region Transfer Stations and Drop Sites**

County	Facility	Location	Materials Collected
Aitkin	Aitkin County Recycling Center (operated by WM)	Aitkin	Aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, used oil/filters
	McGregor Transfer Station (operated by Countryside Sanitation)	McGregor	Aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, used oil/filters
	Garrison Transfer Station (private)	Aitkin	MSW, appliances, scrap metal, C & D
Carlton	North Carlton County Transfer Station	Twin Lakes Township	MSW, C&D, recyclables, appliances, tires, used oil, antifreeze, electronics, brush, yard waste, scrap metal, household hazardous waste, product exchange and reuse
	Staffed Recycling Centers	Barnum, Moose Lake, Carlton, Perch Lake Township, Esko	Aluminum cans, glass, mixed paper, magazines, plastic, tin cans, cardboard
	Unstaffed Recycling Centers	Blackhoof, Holyoke, Kettle River, Mahtowa, Cromwell, Wright	Aluminum cans, glass, newspaper, plastic, tin cans
	Nordstrom's Sanitation Transfer Station (private)	Moose Lake	MSW, white goods, C&D, tires, mattresses, newspaper, office paper, OCC, food cans, magazines, phone books, oil, aluminum cans
Cook	Cook County Recycling Center	Grand Marais	Glass, cardboard, magazines, newspaper, mixed paper, aluminum, steel, tin, plastic, oil filters, motor oil, budget shop for reusable items
	Tofte Transfer Station	Tofte	MSW, recycling
	Northshore Waste Transfer Station (private)	Grand Marais	MSW, electronics, tires, C&D. No yard waste or HHW
	Rural Drops	Lutsen, Grand Portage, Poplar Haus, Voyageur Outfitter	
Itasca	Itasca Co. Transfer Station & Recycling Center (operated by WM)	Cohasset	MSW, ferrous and aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, C&D, HHW, bulky items
	12 canister sites	Bass Lake, Bigfork, Bray Lake, Deer River, Goodland, Iron Range, Long Lake, Sago, Spring Lake, Squaw Lake, Sunrise, Suomi	The above materials, except C&D. Silverdale MSW only
Koochiching	Koochiching County Transfer Station	International Falls	MSW, office paper, newsprint, magazines, #1 and 2 plastics, aluminum/tin cans, tires, appliances, TVs, scrap metal, OCC, glass bottle
	6 manned canister sites	Big Falls, Birchdale, Littlefork, Loman, Mizpah, Ray, Silverdale	All above materials except glass. Silverdale site is MSW only.
	3 recycling trailers		All above materials, except glass
Lake	Lake County Recycling Center (operated by knife River DAC)	Two Harbors	Glass, plastic containers, aluminum cans and foil, magazines, mixed/office paper, newspaper, cardboard, used motor oil and filters
	2 recycling trailers (Thelma and Louise)	Travels to event around the County such as St. Urho's Parade, Grandma's Marathon, Two Harbors 4 <sup>th</sup> of July, Heritage Days, Bay Days, Lake County Fair, etc.	
	Fall Lake Canister Site	Fall Lake Township	MSW, recyclables listed above
	John's Sanitary	Silver Bay	Recyclables

**Table 3-7 (Continued): Northeast Region Transfer Stations and Drop Sites**

County	Facility	Location	Materials Collected
St. Louis	Brookston Transfer Station	Brookston	MSW, appliances, scrap metal, recyclable materials, electronics, mattresses and box springs, used oil and

			filters, anti-freeze, fluorescent tubes, vehicle batteries, demo material, yard waste
	Cook Transfer Station	Cook	All of the above
	Hibbing Transfer Station	Hibbing	All of the above
	Hudson Transfer Station	Aurora	All of the above
	Northwoods Transfer Station	Ely	All of the above
	19 canister sites		MSW, recyclables, appliances, fluorescent tubes, waste oil, demo, scrap metal, tires, and yard waste
	St. Louis County Landfill and Recycling	Virginia	
WLSSD	Material Recovery Center (MRC)	Rice Lake Township	Brush, dimensional lumber, mattresses, scrap metal, recyclables, electronics, appliances, tires, batteries, fluorescent lightbulbs, misc. mixed waste, reuse area for items such as furniture, books, bikes, lawnmowers, and building materials.
	Transfer Station	Duluth	Open to licensed haulers only to deliver MSW collected within the WLSSD service area, in addition to Lake and Cook County, and Commercial MSW from Douglas County, WI
	Staffed recycling drop off facilities	Canosia, Duluth Township, North Star, Grand Lake, Solway, Lakewood, Fredenberg, Midway, City of Rice Lake	
	Organics/Yard Waste Composting Facility	Duluth	Grass clippings, leaves, brush, holiday trees, food waste

**3.5 HOUSEHOLD HAZARDOUS WASTE (HHW)**

WLSSD supports event collections and transports materials to its HHW facility (2626 Courtland St., Duluth) with the northeast region counties. The counties of the northeast region participate in the Very Small Quantity Generators (VSQG) collection program in cooperation with state agencies and WLSSD. Each County distributes educational information including print, broadcast, community forums, presentations, and displays at events. Several counties, including Carlton, Itasca St. Louis, and WLSSD have a product exchange area free to residents. **Table 3-8** describes the HHW programs within the northeast region.

**Table 3-8: Northeast Region HHW Programs**

County	HHW Collection	Cost
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Aitkin	One mobile event for citizens; One mobile event for businesses	No cost to citizens
Carlton	Facility at North Carlton County Transfer Station open May- October on Saturdays	No cost to citizens Businesses should use WLSSD Clean Shop
Cook	Facility at Cook County Recycling Center and annual events with WLSSD	No cost to County residents
Itasca	Facility at County Transfer Station two days/month spring – fall, one day/month in the winter or by appointment and facilitated by WLSSD staff	
Koochiching	Bi-annual collection by WLSSD at International Falls Transfer Station, annual mobile collection events at five other locations	No cost to citizens, fees apply to businesses registered under Clean Shop
Lake	Facility at Lake County Recycling Center open Wednesdays from May-Sept.	
St. Louis	Facilities at Virginia Landfill and Hibbing Transfer Station provide year round collection, HHW collection events in remote areas, access to WLSSD facility via contract. VSQG by appointment only, collections at county and township facilities	Fee for VSQG collection in cooperation with WLSSD and B_CLEAN

The WLSSD HHW program keeps thousands of pounds of paint, mercury and other potentially toxic products out of our waters, landfills and the environment. Currently, WLSSD makes use of State of Minnesota contracts for affordable disposal, helping to financially sustain its programs. Reducing residential and business use of toxic materials continues to be the best approach to preventing pollution and is a cornerstone of WLSSD public education campaigns. The WLSSD HHW program consists of several components:

- HHW Facility – operations, northeast Minnesota region sponsor and mobile seasonal collections in the northeast region;
- Clean Shop – operations, business assistance and mobile seasonal collections in the northeast region;
- Product Reuse Center;
- Collection of unwanted pharmaceuticals through its Medicine Cabinet Cleanout collection events and several Take it to the Box medication disposal sites.

A permanent HHW facility was constructed in 1994 adjacent to WLSSD's regional wastewater treatment plant. This permanent facility has seen several improvements since that time. The WLSSD operates the HHW Facility and sponsors the MPCA's Regional HHW Program for the seven-county northeastern Minnesota region. There are five county-operated collection facilities located in St. Louis (2), Carlton, Lake



and Itasca counties (with a hazardous waste storage shed in Cook) in addition to the main facility at WLSSD. The WLSSD owns and operates a mobile collection unit used to stage household and business hazardous waste collections in the counties. The WLSSD staffs all event collections and provides technical support to county-operated local facilities.

Accepted materials include pesticides, cleaning solvents, mercury-bearing products, paints, hobby chemicals, wood preservatives, fluorescent lamps, aerosol products and more. Motor oil, oil filters, antifreeze, and other vehicle fluids are accepted from the public at the HHW Facility. An oil tank is available for self-service during the hours the HHW Facility is open. Commercial generators are referred to vendors for disposal of oil, filters, antifreeze, and automotive fluids. The WLSSD HHW Facility accepts all types of batteries from households. Residents are advised to place alkaline batteries in the trash. All other batteries are recycled with various vendors. The WLSSD provides disposal information for materials not accepted at the facility. Residents are responsible for keeping HHW out of their garbage and transporting it to the HHW Facility.

WLSSD operates the Clean Shop, a collection program for Very Small Quantity Generators (VSQGs generate less than 220 pounds of hazardous waste per month) of hazardous waste. The Clean Shop is a program designed to help businesses with small amounts of hazardous waste manage it properly, easily and affordably. The program's objective is to eliminate hazardous materials from the region's waste stream by providing disposal services and technical assistance for VSQGs. The program can also accept up to 2,200 pounds in a one-time clean out from businesses, which no longer generate hazardous waste. Services are available locally by appointment. WLSSD also provides residential and VSQG hazardous waste collection services to the seven counties in the northeastern Minnesota region through a regional contract, providing staff and a mobile collection truck. The mobile collections enable counties without regular collection facilities to hold seasonal collection events for residents and businesses. Participating businesses may also dispose of universal wastes (also known as "over-the-counter" wastes) on a first come, first serve basis (no appointment necessary) when the HHW Facility is open to the general public.

WLSSD operates its Product Reuse Center in conjunction with the HHW collection program in the WLSSD regional facility. As unwanted materials are brought to the facility by residents and businesses, they are evaluated by staff and sorted according to best use: reuse, recycling or disposal. Materials placed for reuse in this facility are governed by the requirements established in the HHW program and state agency contract, Minnesota Department of Agriculture recommendations, Minnesota Criminal Code, Stat. § 609.684, and the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) [Minn. Stat. § 18B.30 and 18B.07].

Safe and usable products are available free-of-charge, reducing the amount of usable materials wasted. Unsafe and unusable waste is processed for shipping to the proper disposal and recycling sites. Product reuse areas are also set up at mobile collection events. The Product Reuse Center furthers WLSSD's goals of pollution prevention and waste reduction by offering a safe and legal alternative to disposing of hazardous items in the trash or down the drain. Waste is prevented by making smaller amounts of these materials

available for residents at no charge.

Staff continues to locally source vendors for more efficient management of recyclable materials (such as empty compressed gas cylinders) and supplies used for handling the hazardous wastes (like pallets and closed head 55-gallon steel drums). Utilization of the Product Reuse Center is on the rise, as a result of increased product availability and promotion of the facility. WLSSD offers residents two safe and legal options to dispose of unwanted medications: Medicine Cabinet Cleanout events and the Take it to the Box drop box program.

Medicine Cabinet Cleanout events provide residents with a free, safe and confidential drive-through option for disposing of unwanted medications. Medicine Cabinet Cleanout events are a community effort aimed at preventing accidental poisonings, diversion of medicines for illicit purposes and the introduction of pharmaceuticals into local waterways via improper disposal down the drain or toilet.

The Take it to the Box medication disposal program is a partnership with local law enforcement offering safe, free and anonymous disposal of unwanted medicines. Residents drop unwanted medicines in secure, monitored drop boxes located within law enforcement facilities. Collected medicines are incinerated at a permitted facility. WLSSD coordinates promotion of the boxes, provides technical support for the law enforcement agencies and pays for ultimate disposal.

The “A Healthy Environment Starts at Home” booklet is aimed at raising awareness about the use of toxic chemicals in the home. The program’s key components include presentations and workshops for community groups, informational tables at community events, and a guidebook to help families understand the use, storage and disposal of toxic chemicals and their alternatives.

Through its HHW program and very small quantity generator (VSQG) program, WLSSD collects architectural paint and utilizes the State of Minnesota contractor to manage and transport paint materials collected from the public in the northeast region. The MPCA has a Joint Powers Agreement with WLSSD to pay WLSSD a portion of funds remitted by PaintCare, a stewardship organization, to the MPCA for collection and management of architectural paint by Minnesota counties.

### 3.6 YARD WASTE

Several Counties (Carlton, Cook, Itasca, Lake, St. Louis and WLSSD) within the region encourage residents to manage yard waste through backyard composting and mulching with a lawnmower. Otherwise, the locations listed below collect different varieties of yard waste in each County. **Table 3-9** describes the yard waste programs in the northeast region.

**Table 3-9: Northeast Region Yard Waste Programs**

<b>County</b>	<b>Drop Site Location</b>	<b>Finished Product</b>
Aitkin	McGregor, Shamrock Township, Oak Ridge Demo Landfill	Compost available to residents at no cost
Carlton	North Carlton County Transfer Station, Moose Lake Compost Site, City of Carlton Compost Site, City of Cloquet Compost Site, WLSSD, Christmas tree recycling via Sappi Paper	Compost available for a cost at WLSSD
Cook	Cross River Pit, Big Bay Point Pit, Ball Club Road Pit, Pike Lake Pit, Caribou Lake Pit, East Bearkin Pit (with permit), Cook County Recycling Center (grass clippings only)	Compost available to residents at no cost to residents
Itasca	Itasca County Transfer Station, City of Grand Rapids, City of Keewatin, WM curbside	Compost available to residents at no cost
Koochiching	Koochiching County Transfer Station and sites in Littlefork, Big Falls, and Mizpah	Compost beneficially used as final cover at demo site and county landscape projects
Lake	Lake County Demolition Landfill, Two Harbors facility for residents only, Fall Lake Transfer Station, Silver Bay	Chipped and used as C&D landfill cover material
St. Louis	St. Louis County Landfill, Brookston Transfer Station, Cook Transfer Station, Hudson Transfer Station, Northwoods Transfer Station, County Highway 77 Site, Comstock Site, Soudan Site, other township and city sites and collection services throughout the year	Compost available to residents free of charge
WLSSD	WLSSD Yard Waste Compost Site (spring through fall), Materials Recovery Center, Holiday tree collection (2-4 week duration)	Garden Green Compost (meets standards for Class 1 compost) available for a cost

### 3.7 SOURCE SEPARATED ORGANIC MATERIALS (SSOM)

In 2001, WLSSD began operating a source separated organic material (SSOM) composting facility, with construction funded through a grant from the MN Office of Environmental Assistance. The facility is permitted to process 60 tons/day of material (16,000 tons/year), including 40 tons/day of SSOM and 20 tons/day of yard waste. In 2010, significant investments were made to the facility with the construction of a 200'x300' concrete pad to improve operations and stormwater/leachate management. The WLSSD Board of Directors has adopted a \$0

tip fee for source-separated organic materials generated to encourage both in-District and out-of-District participation in the organics program.

The WLSSD Solid Waste Ordinance, initially adopted in 2006, required certain types of commercial and institutional entities within the St. Louis and Carlton County portion of the WLSSD to source-separate pre-consumer organic material. Since then, additional updates to the Ordinance have broadened the categories of entities who must comply with the requirements. At present, about 160 commercial establishments participate, yielding approximately 3,000 tons of SSOM annually.

WLSSD manages six residential food waste drop site locations throughout the community in addition to locations at the WLSSD Material Recovery Center (MRC) and Household Hazardous Waste (HHW) facility. Waste from these drop sites are collected by a local hauler and transported to the WLSSD SSOM facility for processing. These drop sites generate about 50 tons or more each year that would otherwise remain in the waste stream and end up in the landfill. In 2021, WLSSD processed 2,156 tons of food waste at the facility while in 2022 a total of 1,837 tons were processed.

### 3.8 CONSTRUCTION AND DEMOLITION (C&D) DEBRIS MANAGEMENT

The Counties/WLSSD have a goal of minimizing the amount of construction and demolition debris that required land disposal. The Counties/District continue to encourage reuse and recycling programs that reduce the amount of construction and demolition debris requiring land disposal. These programs include education regarding the reuse and recycling of recoverable materials to reduce the amount of material deposition in landfills. **Table 3-10** provides detail on C & D material management locations within the region.

**Table 3-10: Northeast Region C & D Debris Management**

Location	City/County
<b>Businesses</b>	
Garrison Disposal	Aitkin, Aitkin County
Countryside Sanitation	Aitkin, Aitkin County
North Shore Waste	Grand Marais, Cook County
Core Advantage	Superior, WI, Douglas County
Cloquet Shamrock Landfill – SKB Environmental	Cloquet, Carlton County
Trout Demolition Landfill	Grand Rapids, Itasca County
DEM-CON dba General Waste	Keewatin, Itasca County

Demolicious	Duluth, MN, WLSSD
Duluth Superior Landfill, LLC	Superior, WI, Douglas County
Normandy Roll-Off & Disposal	Duluth, MN, WLSSD
Vonco V Landfill (Veit)	Duluth, MN, WLSSD
Waste Management Canyon (Voyageur) Landfill	Canyon, MN, St. Louis County
<b>Transfer Stations</b>	
McGregor Transfer Station	McGregor, MN, Aitkin County
Tofte Transfers Station	Tofte, MN, Cook County
Koochiching County Transfer Station (SW550)	International Falls, Koochiching County
Brookston Transfer Station	Brookston, St. Louis County
Cook Transfer Station	Cook, St. Louis County
Northwoods Transfer Station	Ely, St. Louis County
Hudson Transfer Station	Aurora, St. Louis County
Hibbing Transfer Station	Hibbing, St. Louis County
WLSSD Materials Recovery Center	Duluth, MN, WLSSD
WLSSD Transfer Station	Duluth, MN, WLSSD
<b>Canister Sites</b>	
Bray Lake	Itasca County
Spring Lake	Itasca County
French	St. Louis County
Highway #77	St. Louis County
Soudan	St. Louis County
Portage	St. Louis County
Birchdale	Koochiching County
Big Falls	Koochiching County
Littlefork	Koochiching County
Loman	Koochiching County
Mizpah	Koochiching County
Ray	Koochiching County
Silverdale	Koochiching County
<b>County Landfills</b>	
Itasca County Demolition Landfill (SW-448)	Cohasset, Itasca County
Big Falls Demolition Landfill (SW-450)	Big Falls, Koochiching County
Lake County Demolition Landfill (SW-398)	Silver Creek Township, Lake County
St. Louis County Regional Landfill	Virginia, St. Louis County

### 3.9 CLOSED LANDFILLS

The Minnesota Pollution Control Agency (MPCA) Closed Landfill Program (CLP) exists to maintain certain mixed municipal waste landfills in the state over the long-term. Once landfills are enrolled in the CLP, the MPCA is responsible for their long-term care. The MPCA contracts with businesses to perform many services, including mowing, sampling and analysis, operating gas and groundwater treatment systems, and leachate collection and disposal. The current closed landfills in the northeast region are shown below in **Table 3-11**.

**Table 3-11: Northeast Region Closed Landfill Sites**

County	Landfill Name	Year Closed	Closed Landfill Program
Aitkin	Aitkin Area Sanitary Landfill (SW-145)	1990	Converted to SW-541
	Waste Management Oak Ridge Landfill (C&D)	2020	2030
Carlton	North Carlton County Landfill (SW-102)	1994	1997
	South Carlton County Landfill (SW-253)	1990	1996
Cook	Cook County Sanitary Landfill (SW-294)	1999	2002
Itasca	Bray Lake Demolition Landfill (SW-495)	2011	Converted to PBR
	Spring Lake Demolition Landfill (SW-494)	2011	Converted to PBR
	Grand Rapids Area Landfill	---	1996
	Iron Range Landfill	---	1996
Koochiching	Northome Landfill (SW-225)	---	1995
	Landfill near International Falls (SW-191)	---	1995
Lake	Lake County Castle Danger Sanitary Landfill (SW-140)	1990	1996
St. Louis	16 landfills	---	1996
WLSSD	Rice Lake MSW Landfill (SW-232)	1994	2001

### 3.10 County/WLSSD Policies and Goals

The Counties/WLSSD endorse Minnesota Statutes 115A.55, 115A.5501, and 115A.5502 which address and encourage waste reduction at its source through waste education programs, promotion of waste reduction, technical and financial assistance to solid waste generators, and reduction of packaging. The specific policies and goals for each of the Counties/District are further described in **Table 3-12**.

**Table 3-12: Northeast Region Solid Waste Policies and Goals**

County	Policy and Goals
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Aitkin	Maintain and expand opportunities for waste reduction, recycling and reuse. Increase the amount funding and staff with cooperation from legislature, region, and private sector
Carlton	Maintain and expand existing cost-effective solid waste management programs, maximize waste reduction and reuse, education, recycling, create opportunities for cost-effective organics composting, reduce hazardous components, minimize MSW that must be landfilled.
Cook	Ensure viable outlets for waste materials, expand programs, increase levels of public information, education, and awareness, to work with waste haulers and support efforts of curbside recycling in Grand Marais, evaluate expansion of yard waste and source separated organics composting, and e-waste
Itasca	Goals outlined by the State which is to foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the State's land, air, water, and other natural resources and the public health.
Koochiching	Source separation efforts for waste mitigation and reduction (increased fees for unwillingness to separate, as per Mixed Load Policy), recycling efforts for some waste accepted at demo landfill, after hours policy prohibiting disposal outside of posted hours
Lake	Ensure viable outlets for waste materials via joint cooperation with private enterprises, enforcement of the Lake County Solid Waste Ordinance
St. Louis	Continue to provide outreach and implement collection of additional recyclable materials, consider a reasonable range of resource recovery options,
WLSSD	Reduce toxicity in waste generated, coordinate solid waste management among political subdivisions, reduce indiscriminate dependence on disposal of waste, separate and recover materials and energy from waste, and orderly and deliberate development and financial security of waste facilities including disposal facilities.

### 3.11 Tribal Information

The Fond du Lac Band of Lake Superior Chippewa Reservation lies in Northeastern Minnesota adjacent to the city of Cloquet, Minnesota, approximately 20 miles west of Duluth. The Fond du Lac Reservation, established by the LaPointe Treaty of 1854, is one of six Reservations inhabited by members of the Minnesota Chippewa Tribe.

The Fond du Lac Band (Band) operates a Solid Waste Transfer Station located at 36 University Drive, Cloquet, MN. Band members are not charged for use of the transfer station. The Band uses two pick-up trucks with 6-foot boxes for curbside collection for band members unable to transport their refuse.

Waste Management currently has a contract with the Band to haul refuse to the Carlton County Transfer Station or directly to the Superior Landfill in Superior, WI. The Band does not have a curbside recycling program, but does accept cardboard, aluminum, plastic, appliances, electronics, mattresses, metals, batteries, and HHW for recycling and disposal as necessary at their transfer station.

The Band works in partnership with the Carlton County and St. Louis County Transfer stations, as well as the

local area waste collection vendors. **Table 3-13** summarizes the Fond du Lac Band solid waste budgets between 2018 and 2020.

**Table 3-13: Fond du Lac Band Solid Waste Budgets**

Year	Actuals
2018	\$759,959
2019	\$894,821
2020	\$677,109

The Grand Portage Reservation is located in Cook County in the extreme northeast corner of Minnesota, approximately 150 miles from Duluth. It is bordered on the north by Canada, on the south and east by Lake Superior and on the west by Grand Portage State Forest.

The Grand Portage Band (Band) owns a transfer station in Grand portage that accepts household waste, HHW, and various recyclables (cardboard, aluminum, plastic, paper, tin, and glass), as well as mattresses. Household waste within the Band is picked up from the transfer station and brought to the WLSSD. Recyclables are collected in county trailers and picked up by the county recycling center. The Band uses one C&D landfill, and partners with Cook County on some waste issues. Costs to operate and maintain the Grand Portage Band's solid waste and recycling system include two part time positions plus waste hauler costs, electricity, and propane.

The Bois Forte Band of Chippewa is located in northern Minnesota, approximately 60 miles south and west of International Falls, Minnesota. The Bois forte Band instituted curbside collection of MSW and recycling for their residents in 2011, this material is brought to the St. Louis County Material Recovery Facility (MRF)

### 3.12 Solid Waste Budgets

**Table 3-14** summarizes each County/WLSSD's reported (unaudited) solid waste program expenses for their respective solid waste program between 2018 and 2020.

**Table 3-14: Solid Waste Program Expenses**

County	2018 <sup>a</sup>	2019 <sup>a</sup>	2020 <sup>a</sup>
Aitkin	\$260,360	\$311,171	\$289,878
Carlton	\$1,678,892	\$1,736,217	\$1,795,420
Cook	\$498,510	\$548,449	\$615,268
Itasca	\$1,815,473	\$2,404,394	\$2,237,751



Koochiching	\$1,207,569	\$1,308,864	\$1,618,198
Lake	\$244,534	\$248,957	\$300,744
St. Louis	\$10,712,478	\$8,184,499	\$8,051,132
WLSSD	\$2,719,809	\$2,866,246	\$2,880,343

Source: Information provided by Counties/WLSSD.

(a) May not include all program expenses.

### 3.13 Summary of Achievements, Opportunities, Challenges, and Problems

#### 3.13.1 Market and Economic Conditions

One of the most significant challenges within the northeast Minnesota existing regional solid waste management system is transportation and hauling distance. St. Louis County, Minnesota's largest county by geographic size, provides canister sites throughout the County to facilitate collection and transfer of MSW to its MSW landfill centrally located in Virginia. WLSSD, more densely populated, provides a transfer station centrally located in Duluth for the consolidation of MSW for hauling to the Superior Landfill. The other counties in the region also use drop-offs and transfer stations to consolidate MSW. However, these counties long haul materials up to 180 miles one-way for disposal.

As for traditional curbside collected recyclable materials, the predominant approach is to consolidate and long haul the materials to the Twin Cities Metropolitan Area or out-of-state for additional processing and/or sale to end markets. The exception would be St. Louis and Lake counties, which processes the collected recyclable materials at their own materials recovery facility's. Overall, the lack of adequate materials processing capacity and regional end markets within the northeast Region results in challenging economic conditions for materials recovery.

#### 3.13.2 Availability of Resource Recovery Programs or Facilities

There are no available resource recovery programs or facilities in the northeast Minnesota region since WLSSD ceased its processing of solid waste into refuse derived fuel to incinerate biosolids in 1999.

#### 3.13.3 Availability of Local and State Funding Resources

This regional solid waste management plan was funded by the Counties/WLSSD and, in part, by the MPCA. Based on regional stakeholder meetings, there is a consensus that significant funding directed from the State of Minnesota to the northeast Minnesota region is needed to overcome key barriers to provide for the long-term success of the regional solid waste system, programs, and services.

## 4.0 ALTERNATIVES ANALYSIS

### 4.1 Current Regional Program Cooperation

There are two current programs/service areas where regional collaboration between the Counties/WLSSD has been very successful. First, household hazardous waste management programs offered include individual county drop-off locations and/or collection events. The WLSSD provides support for each of the County programs including educational resources, technical assistance, access to a product reuse center, and transport of the materials to the WLSSD regional HHW facility for consolidation and final disposition via a state of Minnesota hazardous waste management contractor. This program has been very effective offering comprehensive services throughout the region with consistent program costs.

Second, the WLSSD facilitates regional MSW disposal. It operates a transfer station in Duluth to consolidate MSW for disposal originating not only from within WLSSD, but also from Lake County, Cook County, and the City of Superior. WLSSD a competitively procured agreement with the Superior Landfill located in Superior, Wisconsin for the disposal of MSW from the entities listed above. Moreover, WLSSD works collaboratively with these counties and Carlton County on several other solid waste programs.

**Section 14.1** provides a description of the comprehensive regional stakeholder engagement process used to initiate the regional planning process and identify regional barriers and opportunities. One of the most critical barriers impacting materials diversion programs and cost-effective disposal are hauling distances. As a result, a detailed transportation analysis was conducted to compare hauling distances, costs, and greenhouse gas (GHG) emissions for alternative disposal locations for the various participating Counties/WLSSD.

### 4.2 Transportation Analysis

The participating Counties/WLSSD currently use multiple solid waste landfills for disposal as depicted in **Figure 3-1**. The costs for disposal vary considerably depending on the specific facility tipping fees and the distance the waste materials are hauled for disposal. The participating Counties/WLSSD propose to cooperate to develop MSW landfill disposal capacity within the region. Potential locations include the existing General Waste and Recycling industrial landfill near Keewatin and near a proposed landfill located in Canyon. It should be noted these locations do not represent the only potential locations in the northeast Region where an MSW landfill could be considered. These locations were used solely for this analysis.

### 4.2.1 Methodology

To quantify the benefits of the region moving forward with proposed MSW landfills in Keewatin and Canyon, a transportation analysis was performed for the northeast Minnesota region to characterize the one-way hauling distance, cost per ton benefits, estimated reduction in fuel usage, GHG reductions, and total fuel costs savings associated with the proposed system. A quantitative model was developed that incorporated the following key parameters as inputs:

- Hauling distance from each transfer station in the region to the current landfills the Counties/WLSSD in the region are hauling MSW\*
- Hauling distance to the proposed Keewatin landfill for Aitkin, Itasca, and Koochiching counties\*
- Hauling distance to the proposed Canyon landfill for Carlton, Cook, and Lake Counties, and the WLSSD\*
- Annual MSW tonnage for each County/WLSSD (based on 2020 data)
- Fuel cost (set at \$5.00 per gallon diesel)
- Estimated personnel and equipment costs for hauling MSW for the respective Counties/WLSSD

\*It was assumed that the route taken from each transfer station to its respective landfill was the route identified via Google Maps when entering the addresses of the transfer stations and landfills.

**Table 4-1** identifies the transfer stations located within the region, the respective landfills each currently hauls MSW, and the designated landfill each would haul MSW under the proposed system. The proposed landfills represent potential locations for new MSW landfills based on preliminary discussion with the participating Counties/WLSSD. It was assumed St. Louis County will continue to dispose of MSW at its landfill in Virginia, therefore St. Louis County was excluded from the transportation analysis.

**Table 4-1: Current and Proposed Landfills for Each Transfer Station**

<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Proposed Landfill<sup>b</sup></b>
Aitkin	Garrison Transfer Station	East Central	Keewatin
	McGregor Transfer Station	Sarona	Keewatin
	Countryside Transfer Station	Sarona	Keewatin
Carlton	North Carlton Transfer Station	Superior	Canyon
Cook	Tofte Transfer Station	Superior	Canyon
	North Shore Transfer Station	Superior	Canyon
Itasca	Itasca County Transfer Station	Elk River	Keewatin
Koochiching	Koochiching County Transfer Station	Mar-Kit	Keewatin
Lake	City of Two Harbors <sup>a</sup>	Superior	Canyon
WLSSD	WLSSD Transfer Station	Superior	Canyon

(a) Because Lake County does not have a transfer station, hauling distances were calculated from the City of Two Harbors.

(b) Proposed Landfills represent potential locations for new MSW landfills based on preliminary discussion with the participating Counties/WLSSD.

A map depicting current MSW hauling routes from each transfer station in the region is provided in **Figure 3-1** in **Section 3.2**. A map depicting proposed MSW hauling routes and distances to the Keewatin and Canyon landfills is provided below in **Figure 4-1**.

Figure 4-1: Proposed Waste Flow for Northeast Minnesota

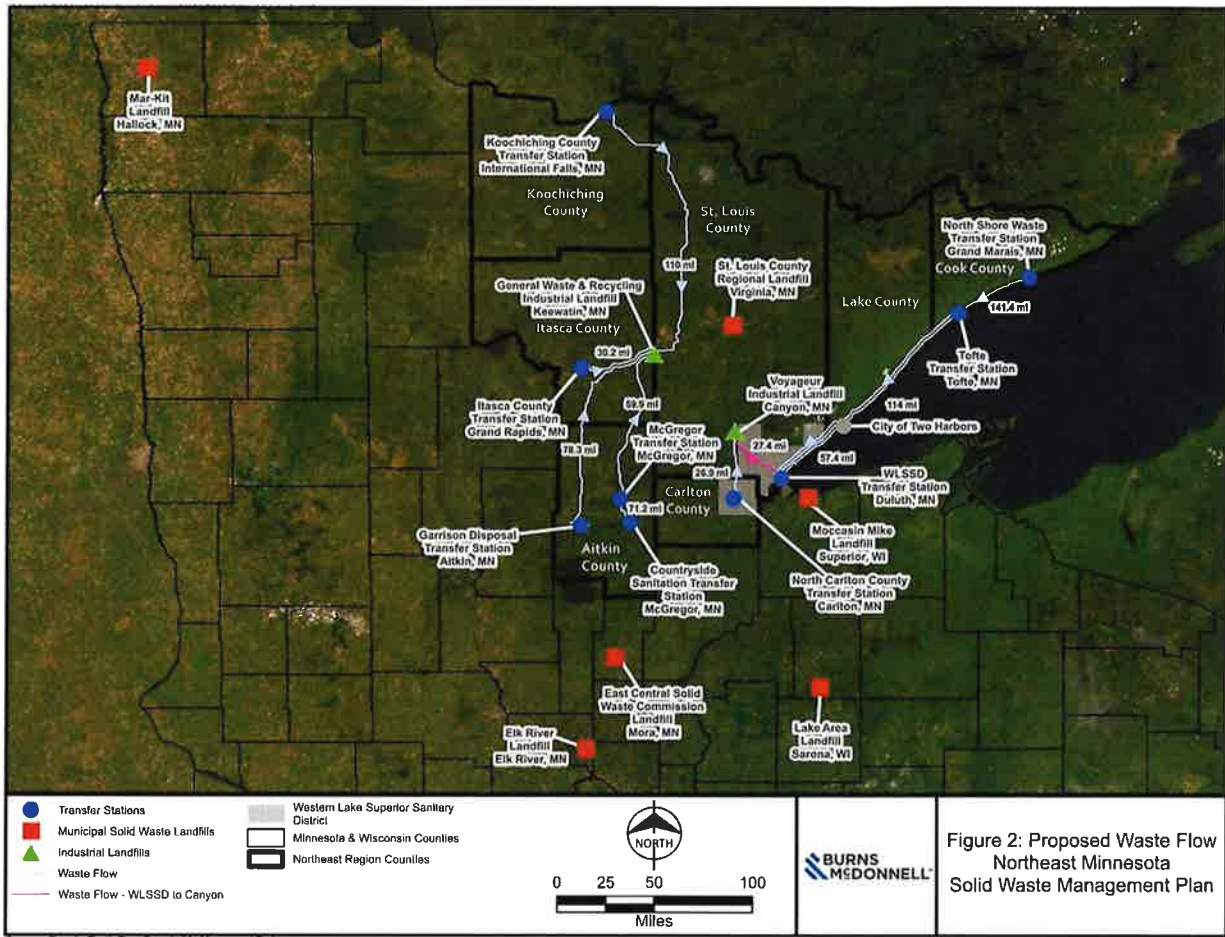


Figure 2: Proposed Waste Flow Northeast Minnesota Solid Waste Management Plan

Based on the inputs listed above, the cost per ton, gallons used per year, and annual fuel cost were calculated for each County/WLSSD. The metric tons of CO<sub>2</sub> emitted per year was calculated based on the gallons of diesel used per year using the U.S. EPA's conversion, found at

<https://www.epa.gov/energy/greenhouse-gases-equivalencies-calculator-calculations-and-references>.

These outputs were then aggregated for the following three regions:

- The entire northeast Minnesota region
- Counties in the northeast region that would haul MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties)
- Counties in the northeast region that would haul MSW to Canyon under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD)
- Counties in the northeast region that would haul MSW to Virginia under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD)

Using the results of this analysis, a set of summary tables and figures were generated that characterize the one-way hauling distance, cost per ton benefits, estimated reduction in fuel usage, GHG reductions, and total fuel costs savings for the proposed system compared to the current system.

#### 4.2.2 Findings

The results of the analysis for the entire northeast region, the sub-region hauling MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties), and the sub-region hauling MSW to Canyon under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD) are summarized in **Table 4-2**, **Table 4-3**, **Table 4-4**, respectively. The region wide annual fuel costs savings is estimated at more than \$440,000 and annual GHG reduction is nearly 900 metric tons of carbon dioxide.

**Table 4-2: NE MN Transportation Analysis: Region-Wide Totals**

Parameter	Current	Proposed (To Keewatin & Canyon)	Reduction
One-Way Haul Distance	976	716	260
Cost per Ton	\$36.71	\$25.67	\$11.04
Gallons Used/Year	217,326	129,180	88,145
Metric Tons of CO <sub>2</sub>	2,212	1,315	897
<b>Annual Fuel Cost</b>	<b>\$1,086,628</b>	<b>\$645,901</b>	<b>\$440,727</b>

**Table 4-3: NE MN Transportation Analysis: Aitkin, Itasca, & Koochiching Totals**

Parameter	Current	Proposed (To Keewatin)	Reduction
One-Way Haul Distance	663	350	313
Cost per Ton	\$63.31	\$30.67	\$32.63
Gallons Used/Year	179,251	75,064	104,187
Metric Tons of CO <sub>2</sub>	1,825	764	1,061
Annual Fuel Cost	\$896,254	\$375,319	\$520,934

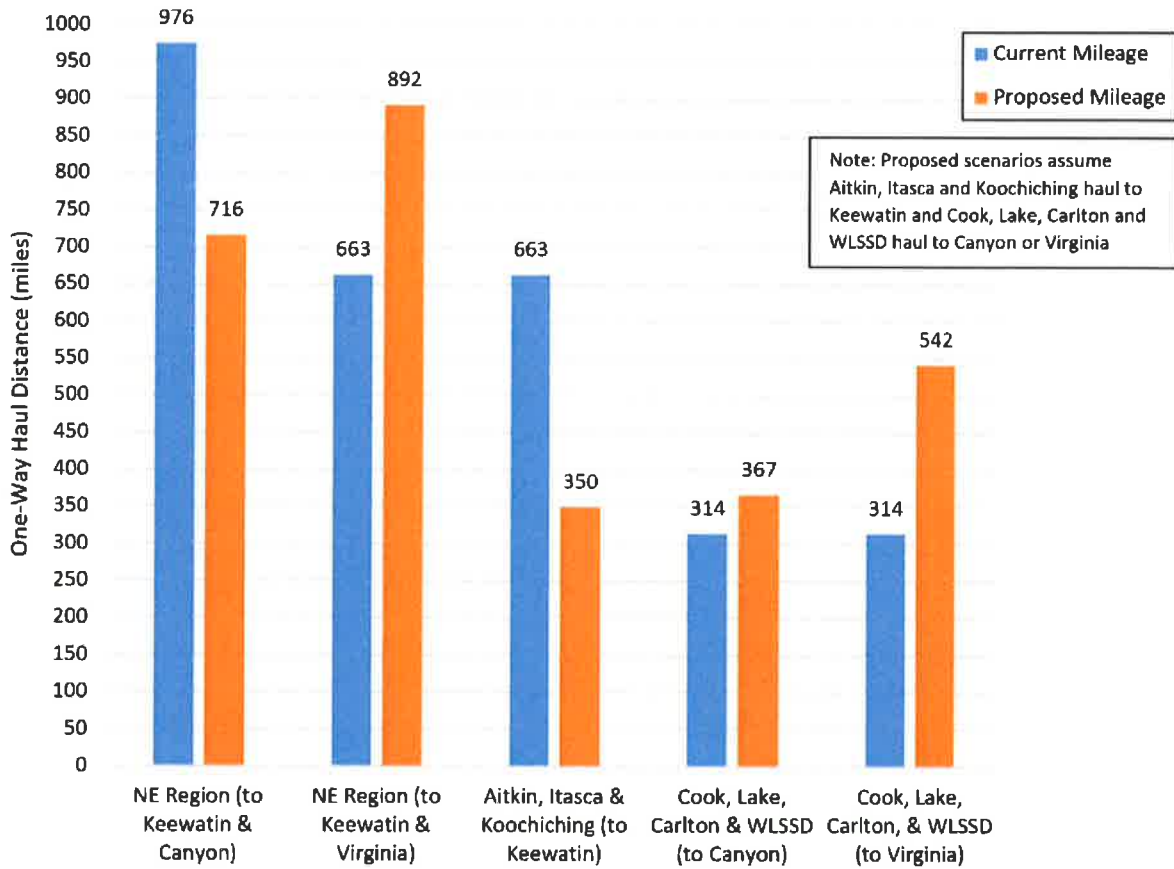
**Table 4-4: NE MN Transportation Analysis: Carlton, Cook, Lake, & WLSSD Totals**

Parameter	Current	Proposed (To Canyon)	Reduction
One-Way Haul Distance	314	367	-53
Cost per Ton	\$18.32	\$22.21	\$-3.89
Gallons Used/Year	38,075	54,116	-16,042
Metric Tons of CO <sub>2</sub>	388	551	-163
Annual Fuel Cost	\$190,374	\$270,582	\$-80,208

For the sub-region potentially hauling MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties), it is estimated these counties would accrue annual fuel savings of nearly \$521,000 and an annual GHG reduction of more than 1,000 metric tons of carbon dioxide. For the sub-region potentially hauling MSW to Canyon under the proposed system (Carlton, Cook, Lake, and WLSSD), it is estimated these counties would accrue a moderate increase in fuel costs and GHG generation. However, **Figure 4-5** below characterizes the benefits associated with hauling to Canyon compared to the most likely alternative of hauling MSW to Sarona, Wisconsin, for disposal.

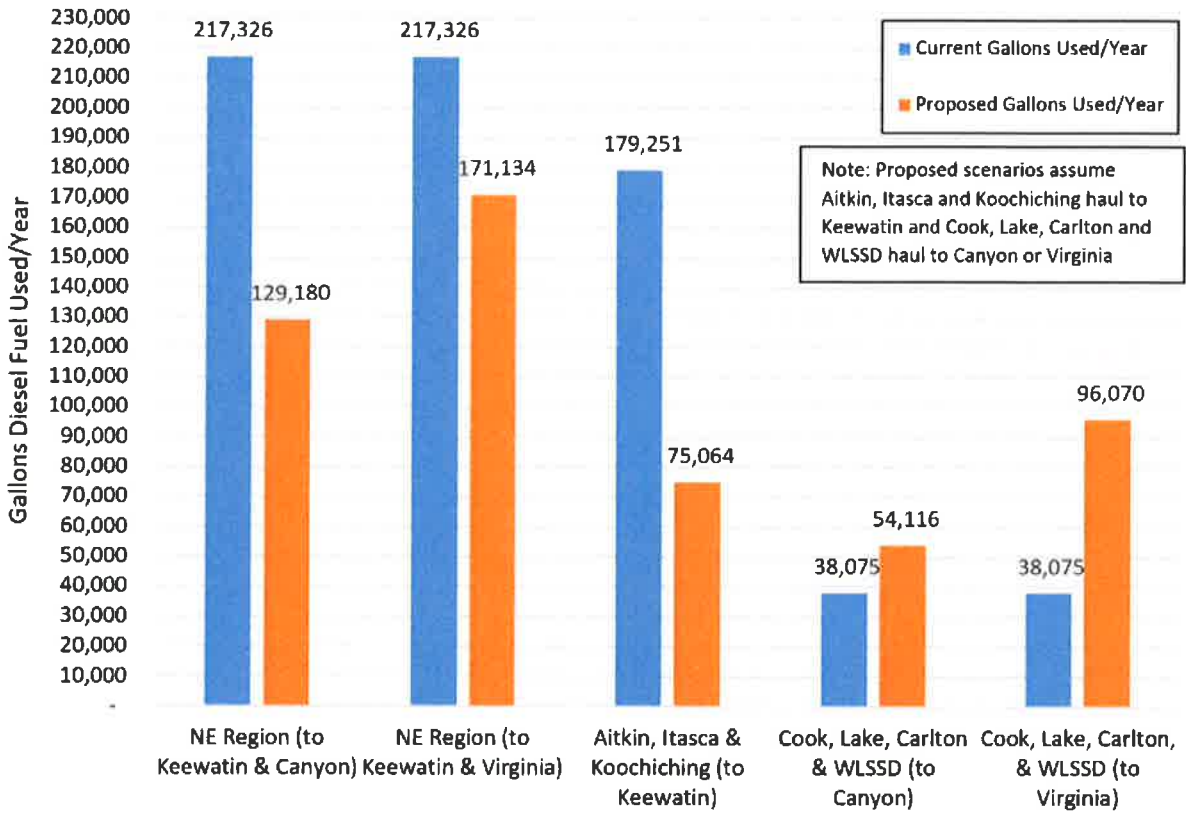
The results of the analysis for one-way haul distance, gallons used per year, and metric tons of CO<sub>2</sub> emitted per year are depicted in **Figure 4-2**, **Figure 4-3**, and **Figure 4-4**, respectively.

**Figure 4-2: NE MN Transportation Analysis: Current vs. Proposed One-Way Haul Distance**





**Figure 4-3: NE MN Transportation Analysis: Current vs. Proposed Gallons Used/Year**

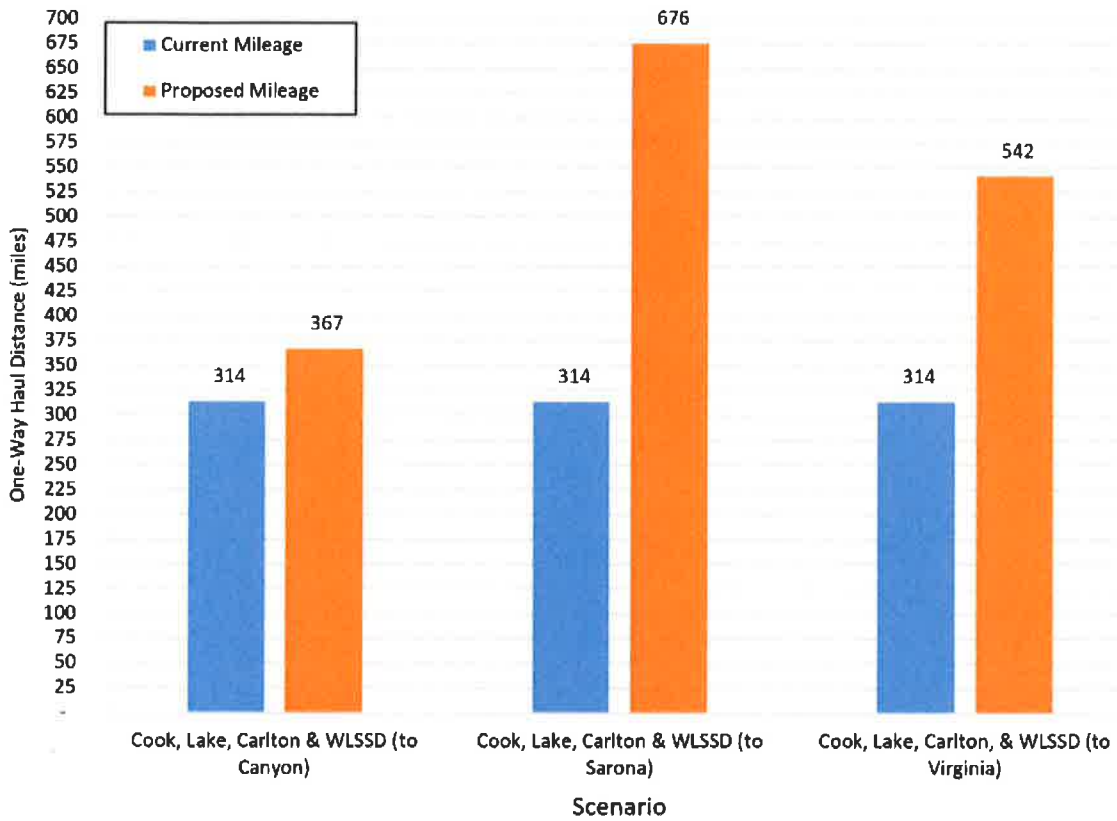


**Figure 4-4: NE MN Transportation Analysis: Current vs. Proposed Metric Tons of CO<sub>2</sub>/Year**



It should be noted that for Carlton County, Cook County, Lake County, and the WLSSD, the proposed distance to the Canyon landfill is greater than the current hauling distance to the Superior Landfill. As such, the cost per ton, annual fuel usage, total cost, and annual GHG emissions are slightly higher for the proposed scenario than for the current scenario of hauling to Superior. Excluding the Canyon landfill, the next closest alternative for these Counties/WLSSD after the closure of the Superior Landfill is most likely the Lake Area Landfill in Sarona, Wisconsin. The aggregate distance for Carlton, Cook, and Lake Counties and the WLSSD to haul MSW to Sarona is nearly twice as much as hauling to Canyon. Therefore, while hauling to Canyon results in a slight increase in mileage over hauling to the Superior Landfill, it is significantly closer than hauling to the next closest alternative. The aggregate hauling distances for Carlton, Cook, and Lake Counties and the WLSSD to Canyon and Sarona are provided below in **Figure 4-5**. Detailed results of the transportation analysis are provided in **Appendix B**.

**Figure 4-5: NE MN Transportation Analysis: Current vs. Proposed One-Way Haul Distance**



**4.3 Constraints and Barriers Limiting Independence from Land Disposal**

The northeast region has well-established programs to address reduction, reuse, recycling and composting as characterized in the waste management hierarchy. There are no waste to energy recovery (WTE) facilities located in the northeast region and no region-generated MSW is currently being exported out of the region for energy recovery. Based on the volumes and types of materials generated, the northeast region proposes to use land disposal as the primary MSW management method over the next 10-years. The system constraints or barriers that limit the ability of the northeast region to achieve greater independence from land disposal are described below.

**4.3.1 Geographic and Demographic**

The northeast region with its seven counties and the WLSSD compose a very large geographic area. The nearest WTE facilities located in Fosston, Alexandria, Perham and Newport (RDF processing) range from more than 100 to over 200 miles from various locations within the region. The overall size and rural nature of the region makes it problematic to consolidate adequate quantities of MSW to long haul materials to these WTE facilities. For example, Grand Marias in Cook County located in the northeast corner of the region is nearly 200 miles from Aitkin County located in the SW corner of the region. Moreover, the northeast region is relatively rural in nature with Duluth representing the only community greater than 50,000 in population.

**4.3.2 Financial**

Transporting MSW from the northeast region to a WTE or RDF facility also faces financial hurdles. The current cost of fuel (e.g., >\$5 gallon of diesel) is prohibitive to long haul all of the region's MSW these distances when compared to the current and proposed system of land disposal. Aitkin, Itasca, and Koochiching currently long haul their MSW more than 100 miles for disposal and consider these costs as unsustainable.

#### **4.3.3 Technical**

Even if it were geographically and financially feasible to transport waste from the northeast region to one or more WTE or RDF facilities, it is uncertain if these facilities would have capacity to manage more solid waste in the future. Each of these WTE facilities currently serves their respective jurisdictions/regions and likely would need to expand to accommodate MSW from the northeast region.

#### **4.4 Demonstration of No Alternatives More Feasible Than Land Disposal**

The discussion in **Section 4.3** provides an explanation of the geographic, demographic, financial, and technical constraints to considering alternatives to land disposal outside the region. As part of the regional stakeholder engagement process, research was conducted and information presented on other potential MSW processing technologies such as gasification, pyrolysis, anaerobic digestion, fermentation, and a few other emerging technologies. Excluding anaerobic digestion, there are no commercially operating facilities in the United States applying these technologies to the management of MSW. As a result, the northeast region proposes to utilize land disposal as its primary management method upon maximizing materials diversion.

## 5.0 PROPOSED REGIONAL SOLID WASTE MANAGEMENT SYSTEM

Overall, the participating Counties/WLSSD have well-established integrated waste management systems designed within the framework of the waste management hierarchy. The primary differences between the Counties/WLSSD programs are program emphasis. The participating Counties/WLSSD offer an array of waste abatement and recycling programs supported by various approaches to MSW disposal. This section provides a description of the proposed County/WLSSD programs.

Additionally, based on multiple regional stakeholder meetings and interviews with SWONER and NEWAC representatives from each of the participating Counties/WLSSD, several priority solid waste management programs and services were identified along with a proposed approach for providing these programs/services using local resources, regional resources, or both. These regional efforts supplement the existing and proposed programs within the individual Counties/WLSSD.

Provided in the following section is a summary description of the proposed system in each of the primary programs/service areas. A timeline of the proposed regional initiatives is provided in **Figure 5-2 in Section 5.12**. The northeast region envisions benefits through regional cooperation and proposes the program initiatives described below.

### 5.1 SOLID WASTE REDUCTION AND EDUCATION

Each participating County/WLSSD has developed solid waste management education information resources (e.g., booklets, website, public service announcements) addressing a range of issues from source reduction and preparing and identifying materials for recycling to illegal dumping. The NE Minnesota region envisions benefits with regional cooperation to expand program education to multiple issue areas such as source reduction, sustainable materials management, organics management, construction & demolition materials management, recycling and possibly others.

A goal of the Solid Waste Officers of the Northeast Region (SWONER) and its member counties is to educate businesses and residents to move waste up the waste hierarchy and to ensure an environmentally sound waste management system. An informed and aware population will understand long-term effects of purchasing, consumption, and disposal habits with regard to composting, illegal backyard burning, special waste, waste reduction, reuse and recycling.

**5.1.1 NE MN Region Coordinated Initiatives - Solid Waste Reduction and Education****Development and Implementation of a Regional Communications Plan**

The northeast region Counties/WLSSD will create a regional communications plan that develops a coordinated solid waste management message and increasing community awareness on waste reduction, reuse and recycling, special wastes, composting, illegal backyard burning, etc.

The SWONER and its member counties will begin the process of developing a regional communications plan in 2024 with completion of the first draft in 2025. The communications plan will be developed by the SWONER counties with the WLSSD serving as the facilitator. The communications plan will be a living document that is monitored annually by the SWONER for needed updates and revisions. The communications plan will provide and enhance cooperation and a coordinated action and uniform solid waste management method message, increase awareness and participation by all sectors, reduce duplication of effort, and will be seen as an ongoing project. As a component of the communications plan, the development of a regional webpage will be considered as a location for regional solid waste resources, educational materials, regional messaging, etc.

Funding for the facilitation and development of the communications plan will be incorporated into the existing operating solid waste budget of WLSSD. Potential printing or distribution costs of developed materials would be covered by the individual counties.

In addition to the regional communications plan outlined above, the Counties/WLSSD intend to maintain current waste reduction programs. Each entity recognizes that it must serve as an example to local municipalities, businesses and residents by reducing waste generated at County/WLSSD sources. It is a goal of each of the Counties/WLSSD to educate its citizens, businesses and institutions about the important aspects of solid waste management, including educating the general public and business community on the how, why, when and where to reduce, reuse, recycle, and that disposal of solid waste in the region must be carried out in an environmentally sound manner.

**5.1.2 County/WLSSD Local Initiatives – Solid Waste Reduction and Education**

The WLSSD's primary goal is to provide area residents, businesses, organizations, and local units of government with the necessary information to comply with all applicable solid waste rules and regulations. Additionally, WLSSD aims to provide information that will help constituents to go "beyond the basics" and make other solid waste management decisions that reduce their impact on the natural environment. Over the next 10 years, WLSSD will:

- Focus on diverting reusable materials to reduce materials sent for land disposal.
- Continue its public education programming devoted to waste reduction and reuse.
- Use data derived from waste characterization studies to identify additional opportunities for waste diversion and reduction.
- Increase efforts to work with event organizers to reduce the waste created at special events
- Participate and collaborate with regional partners including NEWAC, SWONER, municipalities and other groups to develop and promote innovative and cooperative reuse, recycling and waste reduction efforts.

WLSSD will continue to evolve its utilization of information delivery methods as new technologies emerge and information consumption preferences change and use surveys, focus groups, and other data collection methods to understand gaps in community waste management knowledge. Over the course of the next ten years, WLSSD education and public outreach will evolve to fit the changing needs of the solid waste programs and those of the general public. A variety of new programs and improvements to existing programs will likely occur. The underlying goal to help citizens make good choices about solid waste management may be realized in different ways as new technologies develop and community needs change.

#### St. Louis County

St. Louis County considers public education the most important component in its strategy to achieve waste abatement goals and is planning accordingly. Over the next ten years, ongoing public education will be provided for all elements of the solid waste management program that can benefit from an informed public. The goal of the County is to provide public education to all SWMA residents. St. Louis County will increase its waste reduction efforts on the business and industrial sectors with emphasis on source reduction, buying recycled, procurement, waste reduction and recycling, and hazardous waste management. Solid Waste staff will provide technical assistance and on-site visits when requested.

The County education programs will continue to address such topics as source reduction, reuse, recycling, and proper disposal of household hazardous waste. The staff will utilize the following media resources to achieve maximum program awareness including paid advertising, news releases, newsletters

and flyers, radio announcements, staffed booths and displays the County web site, YouTube, Facebook and other social media. The County will inform businesses about and encourage participation in the Minnesota Materials Exchange program, which connects generators and potential users of unwanted materials. St. Louis County intends to continue existing waste education programs with emphasis on recycling, source reduction and business waste management alternatives utilizing staff presentations, pamphlets, and displays and mailings. Staff will facilitate networking with resources such as MnTAP.

### Carlton County

Future solid waste reduction activities will be based on strategies that motivate residents and businesses to manage waste in a manner that reduces overall waste generation. Carlton County plans to continue existing source reduction activities including continued enforcement of Ordinance No. 17, and amendments, that governs the collection and disposal of all solid waste materials, requires recycling by residents and businesses, bans illegal dumping activities and the disposal of recyclable materials (including electronics) in the Superior, Wisconsin landfill, expansion of the food waste collection program, starting with a collection site in the City of Cloquet, supporting and continuing funding for the Product Exchange area for use by businesses and residents at the North Carlton County Transfer Station.

Carlton County will continue funding for solid waste education to residents and businesses through a quarterly Resource and Recycling newsletter, the distribution of specialized waste reduction/recycling materials pertaining to techniques and programs, and on-site visits to certain facilities including schools and public institutions and will promote a product stewardship initiative for manufacturers and retailers aimed at specific wastes including consumer electronics, paint and mercury switches.

Additionally, Carlton County will continue the current waste education activities over the next 10 years, including the following:

- Staffing and supporting materials for on-site visits to certain public facilities including schools and institutions, businesses and other organizations.
- Distributing materials to business and residents regarding alternatives to illegal dumping, and waste reduction and recycling information and opportunities.
- Funding periodic newspaper education campaigns with continued articles and advertisements in local news media.
- Support and distribution of informational brochures at sites around the County such as the courthouse, Human Services building, public schools, and libraries.
- Support and funding for hazardous waste education at schools, community and regional events, community group meetings, businesses.

Carlton County will provide waste education information to residents, businesses and organizations about reducing waste through reuse, reduction and recycling strategies and will provide waste education



information to the public to discourage improper disposal and illegal dumping of waste materials through local media, locally produced pamphlets, newsletters and community education programs.

### Aitkin County

In Aitkin County, solid waste reduction is regarded as the primary solid waste issue. Over the next 10 years, Aitkin County will strategize on diverting more recyclable and reusable items from the waste stream, offer more canister and yard waste sites throughout the county, offer incentives to residents to increase backyard composting, and increase efforts to collaborate with event organizers, regional partners, and the general public to create a reuse, recycling and waste reduction revival county-wide.

Aitkin County's future solid waste education and public outreach will continue to execute past and very effective forms of communication through the County website, through newspaper advertisements, local radio interviews, on-site visits to area public schools, and an educational booth at the Aitkin County Fair. A variety of new programs will and must evolve to remain effective at our unwavering goal of providing residents, businesses, and organizations with the necessary information to comply with all county and state waste rules and regulations going into the future.

### Cook County

Cook County considers public education the most important component in its strategy to achieve waste abatement goals and is planning accordingly. Over the next 10 years, ongoing public education will be provided for all elements of the solid waste management program that can benefit from an informed public. The goal of Cook County is to provide public education to all businesses, residents, and tourists. Cook County will focus its future waste reduction programs to encourage residents and businesses to manage their solid waste and keep it out of the waste stream. There is an economic incentive for non-residential units to reduce waste through the volume-based commercial hauling fees. The system of allowing hauling companies to set collection rates will continue for the foreseeable planning future.

Cook County will support efforts made by MPCA and other agencies to reduce waste generated by businesses and residents. Cook County's role may be to answer questions, hand out literature, make presentations to businesses or civic groups, or advertise at Grand Marais festivals.

Cook County will increase its solid waste education programs to encourage proper management and disposal waste. By educating the public, Cook County gains and maintains public support and involvement in solid waste programs, projects, and activities.

The Cook County proposed solid waste management system involves online education. Proper waste management and waste disposal information may be found on the Cook County website, along with relevant addresses and phone numbers. Cook County staff developed flyers and informational handouts

County's participation at Grand Marais festivals will continue, as will participation in local talk radio promotional campaigns to encourage recycling and proper solid waste management. While no specific budget has been dedicated to the management of new programs for waste reduction within Cook County, the County expends between \$1,000 and \$2,000 annually.

#### Itasca County

Itasca County recognizes that waste reduction is a primary activity in solid waste abatement efforts. Waste reduction is identified as the highest priority waste management method in accordance with State goals.

Itasca County is committed to researching the possibilities of impacting the disposal process through the expansion of its reduction and recycling program. Regional studies have shown that a substantial portion of the County waste stream is organic in nature and could avoid landfilling. Itasca County will be working with its partners to implement organic collection and composting of waste where practical. Itasca County Environmental Services Staff will be working with the Itasca County Board of Commissioners through its lobbyist and Association of Minnesota Counties (AMC) to support legislative efforts that will promote statewide waste reduction programs.

The County will encourage businesses to develop a Waste Reduction Program with County Assistance by participating in the MnTAP statewide program grant being launched in rural areas and towns with a population of 10,000 or less to improve the economy and quality of life in rural America. Contact between County staff businesses, municipalities, and government entities will be made through continued presentations to schools, local business associations, and Chambers of Commerce. The County staff also maintain contact with government entities on a regular basis through regional and local planning meetings. Itasca County will continue to implement the existing waste education programs previously discussed as well as to develop new waste education programs. Continual training of staff and keeping

them up to date is primarily an in-service function. Staff will keep informed of available materials and activities through mailings, seminars, networking with other solid waste professionals and contact with agencies such as the MPCA MnTAP, University of Minnesota Extension Service, and others.

Itasca County will continue to implement a comprehensive public education program. Proper participation in the source separate education program including reviewing the types of materials recycled, proper preparation of materials, and the location of drop off centers will be available on the County website, as well as brochures and hand-outs. Waste Reduction, litter prevention, and yard waste composting will also be emphasized in the public information program. Information about the proper handling of household hazardous waste is an important part of the education program. Commercial,

industrial, and institutional recycling will be promoted by the way of personal contact with key personnel within businesses and organizations in the County.

### Koochiching County

The Koochiching County Environmental Services Department understands the importance of having an informed public. The business of managing solid waste is continually evolving. The County invests, heavily in advertising in local venues. This includes radio, television, and newspaper. Most of these advertisements focus on informing the public about general facts involving MSW, and recycling. The County considers education to be the cornerstone of its waste management plan. Ongoing public education and input has become an integral part of developing and modifying, day to day operations. An informed and educated public is an essential requirement for achieving our long-term goals of reducing MSW and increasing recycling. Koochiching County understands that there are avenues available that may fit into its current solid waste strategies that could reduce the volumes of MSW and demolition waste currently going to landfills. Koochiching County plans to invest more into rural advertising in the smaller papers, as this seems to be the County's weakest areas of performance in regards to MSW mitigation and involvement in recycling programs. There is an opportunity for the County to partner with businesses and local units of government (e.g., City of International Falls) to provide more accessibility for recycling and increase recycling rates.

### Lake County

Lake County will continue to support efforts made by MPCA and other agencies to reduce waste generated by businesses and residents. Lake County will continue its waste reduction programs to encourage residents and businesses to manage their solid waste and keep it out of the waste stream. There is an economic incentive for non-residential units to reduce waste through the volume-based commercial hauling fees offered by some collectors. Lake County will continue working with NEWAC and SWONER regional groups to promote waste reduction in northeast Minnesota.

Lake County plans to increase its solid waste education programs to encourage proper management and disposal of County waste. By educating the public, Lake County gains and maintains public support and involvement in solid waste programs, projects, and activities. Lake County education includes web-based and social media platforms. Proper waste management and waste disposal information can be found on the Lake County website, along with relevant addresses and phone numbers. Lake County also provides residents and businesses education materials. In 2019, Lake County published a Residential Waste and Recycling Guide that was mailed to every household in the county. The Guide was distributed to Lake County facilities (recycling center and landfill) and local organizations (SWCD, 4H etc.). The guide is currently available on the Lake County website. It is anticipated that the guide will be updated every few years to keep the information up to date. The Lake County budget for solid waste education is expected to remain steady over the next 10-years as the integrated solid waste system becomes more established and



## 5.2 RECYCLING

Each of the participating Counties/WLSSD offers a combination of drop-offs and curbside collection in cooperation with its municipalities and townships for the collection of recyclable materials. The extent to which each of these collection services are offered varies based on several factors including population density, private hauler engagement, available SCORE funding, and extent of cooperation between local governments. The Northeast Minnesota region envisions benefits with regional cooperation to grow recycling programs throughout the region through the initiatives outlined in this section.

### 5.2.1 NE MN Region Coordinated Initiatives - Recycling

#### Regional “Recycle Right” Campaign

The Counties/WLSSD in the Region will improve recycling programs through establishing a “recycle right” education campaign and purchase recycling carts for residential curbside recycling collection programs. The Recycling Partnership (TRP) is the largest recycling non-profit in the United States. TRP offers both technical assistance and financial resources to local governments to improve recycling programs throughout the United States. TRP has experience providing assistance to regions where local governmental recycling programs vary related to the types of materials and form of collection. Wheeled containers/cart purchases would be explored in conjunction with current residential curbside recycling programs to provide more capacity and convenience for customers.

The Counties/WLSSD will seek funding from The Recycling Partnership through initiating discussions and submitting a grant application in the second half of 2024 with potential funding in 2025. The campaign would be a two-year program to strengthen existing education programs by implementing a region-wide campaign to inform residents and businesses of the “dos” and “don’ts” of recycling and providing wheeled containers/carts for select municipal programs.

#### Retrofit the St. Louis County materials recovery facility (MRF):

This would create a state-of-the-art multi-stream processing facility with increased capacity to handle the region’s residential and commercial recyclable materials. St. Louis County’s MRF is the only publicly owned recyclable materials processing facility located in the NE MN region. It currently processes up to 6,000 tons per year (TPY) of recyclable materials collected through curbside programs, drop sites, and canister sites located throughout the County. The MRF retrofit would include the addition of a state-of-the-art automated single stream processing system capable of processing up to 15 tons per hour of commingled recyclable materials and updated state-of-the-art processing equipment to process source separated materials.

St. Louis County has submitted a grant application to the U.S. EPA (Recycling Infrastructure Act) to fund the design and construction of the MRF retrofit. St. Louis County would seek to enter into agreements with the other Counties/WLSSD in the region to accept and process their recyclable materials upon completion of the retrofit. If funded in 2024, it is anticipated the design and construction would take place in 2024 and 2025 and the MRF would begin serving multiple counties by 2026.

**Upgrade existing publicly owned transfer stations to accept and consolidate commingled**

**recyclables:**

This initiative would develop regional collection points for material for long haul to the proposed St. Louis County retrofitted MRF or an alternative cost- competitive, commingled materials processing facility. As a result of the proposed “recycled right campaign” and increased use of recycling carts, the projected increase in quantities of recyclable materials collected will need to be costeffectively consolidated and hauled to a commingled materials processing facility. Upgrading materials handling capabilities at public transfer stations (e.g., WLSSD, Koochiching) will improve program efficiencies by reducing hauling costs.

The plan participants would secure funding through their own capital improvement programs or MPCA Capital Assistance Program. The proposed schedule would align with the planned upgrade of the St. Louis County MRF to begin operations in 2027. WLSSD has funds allocated in its capital improvement program to complete a facility analysis at the existing transfer station to explore operational and waste handling/processing alternatives. This analysis of the WLSSD transfer station is planned for 2024 at a cost of \$125,000.

**Establish partnerships with local manufacturers:**

WLSSD will have discussion with local manufactures including USG in Cloquet and ST Paper 1, LLC in Duluth to accept targeted sorted office paper from the NE Region as feedstock for manufacturing new tissue, paper towels, and related products. WLSSD, in cooperation with local haulers, will reach out to the local ST Paper materials procurement officer to discuss the potential to accept additional sorted office paper directly from the region in 2024. Likewise, northern areas of the region will look to establish a partnership with Package Corporation of America (PCA) in International Falls to accept office paper from the NE MN Region as feedstock for manufacturing writing paper and associated products. Koochiching County will reach out to the local PCA materials procurement officer to discuss the potential to accept additional recyclable fiber directly from the region in 2024. No additional funding is necessary for this initiative.

**Develop a regional film plastic collection and recycling program:**

The opportunity exists to build upon an existing WLSSD public/private partnership for the collection of film plastic from residents and local businesses and marketing of the material for recycling. The WLSSD has developed a program with a local solid waste hauler to accept source separated film plastic collected at township recycling sheds and the WLSSD Materials Recovery Center (MRC) for recycling and use in product manufacturing. Through recent conversations, this hauler expressed interest in expanding the program and working with WLSSD, the Fond du Lac Band and other counties in the region. There may be additional opportunities to expand upon another current program offered by NexTrex where some local schools are collecting film plastics as part of a regional challenge against other schools. The plastics are collected and delivered to participating partners. One of those partners is Cub Foods in Duluth. Additionally, Myplas USA is establishing a flexible film recycling plant in Rogers, MN, which will begin operation in 2023 and provide additional film plastic recycling capacity in the State of Minnesota. A description of the current program and its metrics (e.g., quantities collected, costs of collection, recovered materials revenues) will be developed and shared with the respective SWONER to identify the feasibility of expanding the program.

The WLSSD will characterize the current program and lessons learned and will share this information with the counties via the SWONER group in 2023. In addition to WLSSD, the Fond du Lac Band, Carlton County, St. Louis County, Aitkin County and Itasca County have identified film plastic collection and recycling as an initiative to implement. Additional film collection locations will be added throughout 2024 and 2025 at strategic regional locations at transfer stations and/or public recycling locations within these identified counties. It is anticipated that an additional 20 collection sites will be added throughout the Region for collection and recycling. It is expected that 96-gallon carts would be the standard cart size used for collecting film plastic at these locations, which are equivalent to 0.48 cubic yards in capacity. According to the EPA, one cubic yard of film plastic weighs 35 pounds. A 96-gallon cart would weigh approximately 17 pounds. As this program expands regionally, potential large generators will also be identified and hauling logistics will be evaluated to maximize economies of scale. With an additional 20 sites added this would result in the additional removal of 17,680 (8.8 tons) of film plastic from the waste stream for landfilling.

Funding for the implementation of film plastic collection would be incorporated into the existing operating budget of each county. Based on a frequency of one pick up per week, it is estimated that the monthly fee would be between \$150 and \$200 per site or \$1,800 and \$2,400 annually. Frequency of pick-ups would be adjusted based on usage at each site.

## **5.2.2 County/WLSSD Local Initiatives – Recycling**

### Western Lake Superior Sanitary District

The WLSSD goals for recycling are to ensure the availability of recycling opportunities to all residents and business owners within WLSSD and to continue to increase the District's recycling rate, or at a minimum meet state-mandated recycling requirements. WLSSD will focus on the following action steps to increase recycling with in the WLSSD area:

- Focus on targeted on-the-go recycling by identifying problem areas and implementing programming to address them.
- Improvement in identified problem areas such as multi-family residential recycling, sporting/entertainment venues and commercial recycling.
- School recycling programs and implementation of food waste diversion programming
- Compliance measures with local haulers for illegal delivery of recyclable materials.
- Assist businesses in developing or improve recycling programs.
- Examine waste stream to identify additional opportunities for recycling and resource recovery.

#### St. Louis County

Emphasis will continue to be placed on fostering sustainable recycling in the schools. Department staff are currently working with five school district "Green Teams" providing links to services and available information such as the MPCA's school waste composition study and the "What a Waste" curriculum. The Department will continue to work with the cities to facilitate collection of recyclable materials from schools into the curbside programs. Rural schools are encouraged to use the County's drop-off locations when school staff or student organizations are available to do so or to contract with local haulers. These efforts will be continued over the next decade. The County will assist other area school districts in the development and implementation of school recycling programs upon request. Assistance will also be provided for rural schools to transport students to the County's recycling processing facility for tours.

Additional materials will be added to the County recycling stream in the next 10 years. Primarily, the program is assessing including #5 plastics in acceptable recyclables lists. The County will also be reviewing incentives for haulers to offer curbside recycling collection. Mandatory recycling will be reviewed during this planning cycle as well as single-sort collection and the technology needed for upgrades to the St. Louis County recycling processing facility.



Carlton County

Carlton County anticipates that the greatest opportunities for increasing the amount of recycling are in the business community and institutional organizations that are located within the County. Carlton County is committed to supporting increased efforts by the business community and institutions to recycle. The County will continue to operate the North Carlton County Transfer Station and recycling sheds for residents that do not have curbside recycling or prefer to self-haul. The County will continue to participate with other northeastern Minnesota counties to collect mattresses and box springs at the North Carlton County Transfer Station for deconstruction and recycling by other partners. The County will continue current recycling activities over the next ten years and support new cost-effective initiatives by:

- Enforcement of Ordinance No. 17 requiring recycling by residents and businesses and bans the disposal of recyclable materials
- Funding and operation of the 12 public recycling facilities for residents that do not have curbside pickup or prefer to self-haul.
- Funding and support for specialized recycling projects, composting programs, and community event program and education campaigns
- Funding and support for recycling information in the quarterly Resource and Recycling newsletter.
- Funding and support for cost-effective recycling programs for certain designated items such as mattresses and box springs, and other items.
- Support and education for private and institutional sector initiatives such as specialized recycling collections and events, including source separated organics.

Aitkin County

Aitkin County supports the idea of working on a regional approach to reduce costs of recycling. A regional materials recovery facility and/or locating recyclable material markets in the northeast region may help reduce cost. Aitkin County will continue to strategize and apply for state and federal recycling grants in order to provoke increased education, awareness, and practical recycling countywide. Lastly, Aitkin County will increase its educational efforts to residents and businesses by beginning research and discussions on organized collection service, increasing educational efforts with the businesses to increase participation and reporting of materials collected, exploring opportunities to enhance or implement recycling opportunities focused on tourism and recreation, and locating sites for unattended recycling drop-off bins.

### Cook County

The goal of Cook County recycling is to recover usable materials and reduce total waste that needs to be landfilled by working with residents and businesses. Cook County will investigate opportunities to increase the amount of Cook County waste that is recycled. One potential option would be to encourage curbside recycling in Grand Marais and take advantage of the greatest population density. The local hauling companies would be responsible for the establishment of the curbside recycling program. Cook County has strived to increase the level of recycling within all governmental facilities, and will continue to work with the local schools, hospitals, and transportation buildings to further enhance the amount of recycling accomplished. The amount of recyclables collected is expected to increase over the next ten years. Since the haulers would be responsible for the collection program and bill customers directly, the Cook County recycling program budget is expected to also remain stable over the next ten years.

### Itasca County

Itasca County anticipates increasing total recycling percentages over the next 10-year planning period. This will be achieved through participation in the single stream recycling program, which has been proven to significantly increase participation levels due to the ease of the system. In the past several years, the outlying canister sites have transitioned from source separated recycling to single stream recycling (except for glass), along with the County transfer station (except for glass and cardboard).

Itasca County participated in a Firewise Grant for the removal of wood waste throughout the county that is collected at the Itasca County Transfer Station which is then chipped by independent contractors and transported to their preferred sites. Although conditions will change with time, Itasca County will continually reassess its program to best utilize local resources and get the best program at the least cost.

Itasca County will also continue with the participation in the "Recycle Your Holidays" Light Recycling Program in coordination with the Recycling Association of Minnesota from November-mid January.

### Koochiching County

Two of the three school districts in Koochiching County have recycling programs. The County will work with the remaining district to develop a recycling program that works with their current waste disposal programs. Additionally, the County has discovered that there is a high recycling rate among individuals in assisted living complexes if the service is made easily accessible. The County will expand current curbside recycling routes to include more of these facilities.

### Lake County

Lake County will investigate opportunities to increase the amount of recycling conducted by residents, businesses and institutions. Seasonal fluctuations in part-time residence and visitors creates challenges for recycling collection because they tend not to have scheduled waste/recycling pickup. Potential programs include working with haulers to advertise their curbside recycling programs in Two Harbors, Beaver Bay, Silver Bay, and Fall Lake Township to take advantage of the greatest population density. Lake County recycling program budget is expected to also remain stable over the next 10 years.

### **5.3 YARD WASTE MANAGEMENT**

Each of the participating Counties/WLSD has developed educational/informational materials encouraging residents and businesses to separate yard waste from their refuse for management and encourage backyard composting, mulching, or transporting the materials to a local drop-off or existing yard waste composting facility for recovery. Because of the maturity of these programs, the rural nature of the region, and the cost prohibitive nature of long hauling these materials, the participating Counties/WLSSD will continue to use local resources to provide these programs.

The WLSSD goals for yard waste management are to achieve source reduction of yard waste for disposal by encouraging homeowners to leave clippings on the lawn, to promote backyard composting, and to promote the use of the yard waste/compost site for yard and garden vegetative residue. To further these goals, the WLSSD will continue to operate and promote the yard waste/compost site an effective option to manage vegetative yard and garden residue. The WLSSD will continue to develop and offer educational programs and information in multiple formats to encourage proper disposal, non-toxic lawn care, backyard composting, and proper use of compost in lawn and garden applications, and work with community garden clubs and school garden programs to assist them in establishing on-site composting at their locations.

St. Louis County will continue the present yard waste program providing finished compost from Department sites to the public at no charge and offering back yard compost bins to the public each spring.

Carlton County will continue to work with haulers to encourage collection of yard waste through current waste collection programs and will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard waste and encourage composting. Over the next ten years, the County will continue to operate the yard waste and compost site located at the North Carlton County Transfer Station and will continue to provide education to residents that include yard waste reduction techniques such as backyard composting and other methods for source reduction.

Carlton County will work with residents to encourage collection of yard waste through current waste collection programs. Additionally, the County will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard

waste and encourage composting. Over the next ten years, the County will continue to operate the yard waste and compost site located at the North Carlton County Transfer Station and provide education to residents that include yard waste reduction techniques such as composting and source reduction.

Aitkin County will maintain its current program but collaborate with County townships and municipalities to increase the number of yard waste sites, and to within a reasonable distance to our small cities. Due to the fact that most of Aitkin County is rural, most residents continue to individually compost, which has been practiced for generations.

Cook County encourages residents to manage yard waste through backyard compost piles or by using a mulching lawnmower. Residents using yard waste in their own compost piles and/or mulching lawnmowers keeps yard waste out of the overall waste stream. The yard waste management program has been successful and is expected to continue. Cook County also allows residents to drop yard waste off at the Recycling Center in Grand Marais for composting as well and will evaluate expanding the yard waste composting site in the future.

Over the next 10-year planning period, Itasca County will work with municipalities to provide yard waste composting sites available to residents. The goal of Itasca County is to continue to work with residents to encourage, educate, and promote yard waste reduction program participation. The County will work with haulers to encourage collection of yard waste through current waste collection programs and will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard waste and encourage composting. The City of Grand Rapids, Public Utilities Commission and Itasca County have partnered to create a public compost site for yard waste such as grass clippings and leaves. The composted material is turned twice a year and once compost material has decayed it is available to the public. The compost site is strictly for residential use and not commercial, and does not accept branches or garbage. The City of Keewatin also has a smaller scale compost site.

Koochiching County has not accepted yard waste mixed in with MSW since the closure of its MSW Landfills in 1991. Since the County started inspecting the incoming yard waste loads, unacceptable waste mixed into yard waste has become minimal. The system in place appears to be working and will continue for the duration of this Plan.

Lake County has yard waste collection facilities in the City of Two Harbors and Silver Bay and at the Lake County landfill and Fall Lake Township transfer station. Since Lake County is predominately rural, composting of yard waste on residents properties is common and encouraged.

#### **5.4 SOURCE-SEPARATED ORGANIC MATERIALS (SSOM) COMPOSTING**

Because of the limited quantities of organics generated in many locations throughout the region and distances between population centers, it is more efficient and cost effective to strategically target and manage materials in “sub-regions” rather than across the entire region.

#### **5.4.1 NE MN Region Coordinated Initiatives – SSOM COMPOSTING**

The Counties/WLSSD will collaborate in developing and implementing a coordinated and multi-faceted regional organics collection and diversion program that increases the amount of organic material recovered from the waste stream. The individual components of this coordinated regional effort are described in the following regional initiatives.

##### **SSOM Community Drop Site Program Expansion**

The existing organic waste management program in WLSSD and Carlton County includes educational efforts that target residents and businesses. This messaging discusses the food recovery hierarchy, acceptable materials for collection, where food waste can be dropped off, and the overall benefits of recovery this resource. It is estimated that one strategically placed 2-yard drop site bins may collect an estimated 800 pounds per week of material (21 tons/year).

The lessons learned from the establishment of the Carlton County and WLSSD SSOM collection programs will be shared with the SWONER and NEWAC beginning in 2024 and 2025. With the modified regulations for the permitting of SSOM drop-off sites counties will work with the MPCA to site facilities to align with local interests (e.g., Finland, Grand Marais) in 2025 and going forward.

In 2024, WLSSD and Carlton counties will further develop this effort by adding a combined eight (8) new drop sites within the area with the potential of diverting an estimated 168 tons annually of additional food waste. Waste collected from these drop sites will be diverted to the WLSSD organics composting site or future anaerobic digestion for combined heat and power generation. Costs associated with servicing drop site bins will vary with the average cost associated with servicing one bin in WLSSD being approximately \$25 per weekly pickup. This initiative will be funded the participating Counties/WLSSD operating budgets and will continue beyond 2024 looking to add additional drop sites in strategic locations in these counties and the WLSSD.

##### **Curbside Organics Collection Rollout**

Curbside food waste collection has been identified as a logical next step in WLSSD's continued effort to divert food waste in its more urban neighborhoods. Despite drop sites located throughout the area, there are still

underserved areas of the community where curbside collection may be a more successful approach. WLSSD will be a resource for an existing hauler in the WLSSD who is currently operating a curbside collection program modeled after a successful business in southern Minnesota that has shown to be a convenient service for a wide demographic of the community. Curbside collection of food waste could effectively collect (0.32 tons/household/yr.).

WLSSD has applied for a EPA grant to increase the amount of organic waste that is collected annually in a combined effort to reduce organic waste sent to landfills, increase the amount of compost produced each year, and collect additional tonnages that can be used as a feedstock for anaerobic digesters to continue to move the WLSSD wastewater treatment plan toward energy independence. These goals will be met by implementing a residential curbside organics program, acquiring food de-packaging equipment, establishing organic waste separation programs with primary education facilities, and collaborating with other municipalities in the region that can adopt the practices established in WLSSD's Organics Recovery Pilot Program.

WLSSD intends to lead an effort to bring curbside collection of food waste to 1,000 households in the area by 2026, which would divert an additional 320 tons of food waste each year.

### **Increased Residential Backyard Composting**

For several years, Carlton County has provided education to residents about backyard composting through its recycling newsletter and has advertised the availability of compost bins at a reduced rate. Other composting techniques and information available through the University of Minnesota Extension Service have also been shared. Backyard composting systems have been identified as a viable food diversion strategy for this largely rural region of the State where efficient transportation of food waste from smaller communities hasn't yet been established. The potential exists for the average household to divert an estimated four (4) pounds of suitable backyard composting waste per household weekly.

Carlton County will continue to encourage backyard residential organics composting and Aitkin, Koochiching and Itasca County intend to rollout a new food diversion education effort along with the sale of backyard composting bins beginning in 2023.

### **Further Development and Support of Fond du Lac Reservation Community Composting Program**

The Fond du Lac Band is proposing to relocate their 0.5-acre multi-use solid and hazardous waste collection site to a proposed 16-acre parcel, which is band-owned. A component of this project would include the development of a community composting facility. This effort is seen as a key element to food sovereignty initiatives, identified in the Band's Agricultural Division Strategic Plan that promotes rebuilding the local food system in order to improve community health and resiliency.

This new site would include a 30'X60' composting building that would house two (2) Earth Flow in-vessel composting systems to process an estimated 160 tons of organic waste each year after implementing an organic waste collection system at band-owned commercial kitchens and facilities. The Band will start this project in 2023 and anticipates it will take three years to fully implement.

### **Implement Lake and Cook County and Grand Portage Reservation Community Composting**

Lake and Cook counties, including the Grand Portage Reservation, are currently collaborating to jointly develop initiatives to increase food waste diversion in their communities. These initiatives will be launched in three parts described below.

### **Recycling and Composting**

The communities will continue to emphasize recycling activities and implement composting education and outreach to organizations, communities, businesses, and individual residents. This will be done beginning in late 2023 by offering workshops and coordinating materials collection in locations already identified as having interest in hosting collection bin/trailers. A private hauler in Cook County has expressed interest in offering compost collection and developing a permitted composting facility that could serve a large portion in and surrounding the City of Grand Marais. Grand Portage Band currently operates an in-vessel composting system for members of their community and the community of Finland has shown interest in operating a recycling/composting facility.

### **Feasibility Study**

In 2024 Lake and Cook counties and the Grand Portage Reservation will conduct a feasibility study to evaluate; current recycling/composting activities, quantities and successes; potential collection participation, collection logistics, material quantities and processing locations. Following completion of the feasibility study, the communities will begin implementation in 2025 by engaging with the area's organizations, communities, businesses, and individual residents. Local resources and potential grants could help fund this effort.

### **Implementation of Feasibility Study Outcomes**

The Lake and Cook County and Grand Portage Band community composting initiative will be implemented beginning in 2023 through 2025 and measured through three primary outcomes including increased educational outreach, recycling literacy and community networking to obtain sustainable outcomes, reduction in landfill disposal by 30-percent (approximately 2,700 tons based on 2021 MSW disposal tons), and building a positive compost image and understanding, reduction of solid waste disposal costs and disposal of food waste, and creating compost resources for gardeners and farmers. Cook County will evaluate hosting backyard composting exhibitions and educational sites to encourage residents to manage their organic waste. Cook County will also meet with local groups to evaluate the possibility of a local source-separated organics composting site that could provide residents and businesses of Cook County with another option for managing organic waste. Since Cook County has a high level of tourism, the resorts, hotels, and restaurants provide a potential starting point for source-separated organics composting. The budget for organics management is expected to remain steady over the next 10 years.

### **WLSSD, Carlton and St. Louis County Community Composting Program Expansion**

WLSSD will continue its efforts to maximize the amount of organic waste diverted for composting and to promote the use of compost, through education, to improve local soils and reduce erosion. Future plans for the Organics Composting Facility involve diverting more organics from the waste stream for compost production by expanding the WLSSD Solid Waste Ordinance to include additional commercial entities, encourage commercial participants to include post-consumer organic material in addition to pre-consumer, work with area communities develop additional residential and/or business drop sites and improve food residuals collection efforts at various local events.

St. Louis County will initiate collection of SSOM from targeted generators for transport to WLSSD for composting or co-digestion. Currently, the WLSSD SSOM composting facility is permitted for up to 10,400 tons per year of SSOM and up to 5,600 ton/year of yard waste to be co-composted. The facility received 2,156 tons of SSOM and 1,572 tons of yard waste in 2021, providing substantial available capacity for program growth. The proposed collaborative approach would leverage the assets of the two entities and increase materials diversion. This initiative would be planned and developed WLSSD and St. Louis County would begin planning discussions in 2024 to develop the terms of the agreement by 2026.

Carlton County will continue to support and collaborate with the WLSSD efforts, planning to work with large public institutions to develop and implement individualized organic waste management programs. Carlton County plans to continue SSOM activities over the next 10 years by supporting SSOM programs outside County jurisdiction including WLSSD and the Fond du Lac Reservation. As discussed in the above sections, Carlton County will continue to encourage backyard composting and add additional food waste drop sites within the County.

### **WLSSD Co-Digestion of SSOM**

WLSSD will implement a combined heat and power (CHP) project including the installation of engine generators and the construction of a high strength waste receiving station. Anaerobic digestion generates biogas composed primarily of methane that can be used to generate electricity at the WWTP. The implementation of the engine generators will allow WLSSD to generate electricity from biogas produced in the WLSSD digesters. With the additional capacity of the existing digesters, additional biogas can be generated through the co-digestion of food waste in addition to fats, oils, and greases, resulting in a further reduction in fossil fuel use and GHG emissions.

WLSSD has awarded the contract for generator installation and work is underway as of early 2023 with the commissioning of the equipment in early 2024. The approved WLSSD 10-year CIP includes design in 2026 and construction in 2027 of a high strength waste receiving facility. Operations of the high strength waste collection and utilization of this material in the digesters would begin in 2028. Upon completion of these upgrades, additional SSOM can be sourced to the WLSSD facility for digestion and conversion to biogas for renewable energy recovery. This would include investigating the potential addition of food and/or beverage de-packaging equipment to recover additional organic material from unsalable or expired products while also capturing various recyclable materials





## **5.5 MUNICIPAL SOLID WASTE COMPOSTING FACILITIES**

There are no MSW composting facilities located in the northeast region and the Counties/WLSSD do not plan to implement any MSW composting facilities during the next 10-year planning cycle.

## **5.6 SOLID WASTE INCINERATION AND ENERGY RECOVERY**

There are no solid waste incineration/energy recovery facilities located in the northeast region and the Counties/WLSSD do not plan to implement any incineration/energy recovery facilities during the next 10- year planning cycle.

## 5.7 LAND DISPOSAL

The St. Louis County Regional Landfill, located in Virginia, Minnesota, is the only active landfill in the Northeast Minnesota Region. The participating Counties/WLSSD currently use multiple solid waste landfills for disposal as depicted in **Figure 3-1**. The costs for disposal vary considerably depending on the specific facility tipping fees and the distance the MSW is hauled for disposal. The NE Minnesota region envisions through regional cooperation the opportunity to develop long-term disposal capacity, ensure pricing stability and reduce costs associated with the hauling of MSW through actions outlined in the section below.

### 5.7.1 NE MN Region Coordinated Initiatives – Land Disposal

#### **Support formation of public/private partnerships to permit, design, and develop MSW disposal facilities**

The participating Counties/WLSSD envision the need for two MSW disposal facilities to serve the Northeast Region because of the region's large geographical size and the need to reduce overall hauling distances and costs. Per initial discussions with the stakeholders, potential locations may include the existing General Waste and Recycling industrial landfill near Keewatin and a proposed landfill located in Canyon.

NEWAC would appoint an advisory committee composed of representatives from the Counties/WLSSD to facilitate discussions addressing the certificate of need (CON) requirements, financial benefits of a regional approach, and process for soliciting proposals from the private service providers. The advisory committee would be created in 2023. In 2024, the NEWAC would issue a Request for Interest (RFI) to permit and develop an MSW landfill in the region. The RFI would be forwarded to representatives of potentially interested entities including, but not limited to, representatives of the General Waste and Recycling industrial landfill near Keewatin and representatives of the Waste Management, Inc. industrial landfill located in Canyon. Based on an evaluation of the letters of interest (LOI) received, the NEWAC would determine the next steps in the process. The NEWAC may choose to enter into negotiations with specific interested parties or discontinue the procurement process in 2025. If NEWAC chooses to move forward, those regional participants interested in continuing with the process would characterize the quantities of MSW that could be directed to the proposed MSW facility and attempt to develop a contract with a proposer to accept materials at a proposed MSW landfill to be located in the region. The anticipated permitting, design, and construction process would begin in 2025 and the MSW landfill facility(s) to become operational in 2030. The MSW landfill permitting process includes comprehensive parallel tracks of MPCA review: waste assurance, solid waste design and operating, environmental review, and certificate of need.

**Work cooperatively to competitively procure MSW disposal agreement(s) to serve the region:**

Recognizing the projected timeframe to plan, permit, design, and construct a new MSW facility is 7 to 10 years, the participating Counties/WLSSD will work together to competitively procure MSW disposal agreement(s) where needed. These agreements would be structured to serve the region's disposal needs in the interim while additional disposal capacity is being permitted within the region. This approach will build upon the current successful regional approach for transfer and MSW disposal with the WLSSD, Carlton County, Lake County, Cook County, and the City of Superior. Some of the northeast Minnesota region counties may elect to individually continue with current disposal arrangements until and after the new MSW landfill facilities are operational and economically competitive.

Representatives from WLSSD, St. Louis County, Carlton County, Lake County, Cook County, and the City of Superior will form a joint task force in 2024 to begin developing an approach to procure needed cost-competitive MSW disposal capacity. It is currently projected that the Superior Landfill will close in the 2026-27 timeframe. The estimated quantities of MSW currently disposed will serve as a basis for developing a regional agreement for disposal. WLSSD will play the lead role in securing a new disposal agreement for MSW disposal prior to the closure of the Superior Landfill. WLSSD currently operates an MSW transfer station which can be used to consolidate materials for long haul and disposal. The Request for Proposals (RFP) will be developed and proposals solicited in the second half of 2024. A disposal agreement would be finalized in 2025 based on a range of agreed upon criteria. The agreement would be drafted to allow the group of participants to terminate the agreement with a six month notice to accommodate the potential development of MSW disposal facilities within the NE MN region.

Itasca and Koochiching Counties currently receive most of the MSW generated in their counties at their respective transfer stations and contract for long haul disposal. Aitkin County currently supports private hauler collection, transfer, and disposal. St. Louis County has its own MSW landfill that receives and disposes of the materials within its borders. As a result, Itasca and Koochiching may choose to work together to procure MSW disposal capacity, join WLSSD, Carlton County, Lake County, Cook County, and the City of Superior to procure an agreement for regional disposal, or continue working independently until MSW landfill disposal capacity is available in the region.

**5.8 WASTE TIRE MANAGEMENT PROGRAM**

The Western Lake Superior Sanitary District will continue to provide convenient and affordable recycling options for problem materials generated by area residents and businesses by implementing education and awareness programs for residents and businesses regarding the proper management of problem materials, evaluating product stewardship initiatives that ensure manufacturers and retailers are responsible for end-of-life management of the items they sell. Working with municipalities and other government entities to improve documentation and collection of abandoned wastes, such as tires, in order to identify problem areas and minimize them and collaborating with other governmental agencies to secure cooperative agreements that meet financial and environmental goals.

St. Louis County plans no specific additions to the waste tire program in the near future and is satisfied with the results in the nine years that the no-charge policy has been in place. The transfer station permits limit the number of tires that will be stored on site and the County-contracted licensed tire transporter periodically visits these sites to ensure compliance with MPCA regulations. The program budget in 2023 is \$244,200 for management of waste tires at the landfill, transfer, and canister facilities in St. Louis County. It is estimated that the same level of funding will be necessary for future collection and the disposal costs. The source of program funding is the solid waste service fee.

Aitkin County has established and is maintaining a program that provides for the proper management of, and complies with Minnesota Statutes for, all waste tires generated within Aitkin County. The County will continue to provide collection events for the disposal of waste tires, work with local nonprofit and charitable organizations to see if they will sponsor waste tire collections as fund raising events and begin discussions with other counties on sharing services, facilities and collection events.

Itasca County will continue to evaluate its tire program through conversations with other counties and companies on new uses for recycled tires. The County will also continue to educate the public on proper tire disposal and care. Within Koochiching County, the current waste tire program will remain the same for the duration of this Plan. Koochiching County will continue to have discussion regarding a County wide cleanup effort where waste tires would be accepted for free during a special collection.

The current Carlton, Cook and Lake County waste tire programs will be maintained over the next 10 years with no significant changes proposed.

## 5.9 ELECTRONIC PRODUCTS

WLSSD will continue to provide convenient and affordable recycling options for problem materials generated by area residents and businesses through continued education and awareness programs for residents and businesses regarding the proper management of problem materials. WLSSD will evaluate product stewardship initiatives that ensure manufacturers and retailers are responsible for end-of-life management of the items they sell. WLSSD will support these initiatives when appropriate to the organization. The WLSSD will work with municipalities and other government entities to improve documentation and collection of abandoned wastes, such as tires, in order to identify problem areas and minimize them and collaboration with other governmental agencies to secure cooperative agreements that meet financial and environmental goals.

St. Louis County staff has participated in state and regional discussions of electronics waste management. The County will continue to make referrals to licensed electronics recyclers within the state. County staff will continue to review alternatives for land disposal of residential electronics wastes generated within the SWMA and to provide collection events for SWMA residents.

Aitkin County will continue to hold free waste electronic collection events provided the cost to hold these events remains at a minimum. No substantial changes to the existing program are anticipated during the planning period. Aitkin County will have discussions with other counties on potential joint efforts to manage waste electronics.

Itasca County will continue to promote through education the current program and work towards the development of more cost-effective business fees to encourage participation within the County. The County will, with their partnership with Waste Management, continue to enhance their electronics recycling program by locally capturing the valuable components of the electronics. Local contractors within the County accept computer towers and other computer residuals. No fees are charged for residential electronic waste at this time. Fees may have to be adjusted in the future to cover increasing costs. There are on-going discussions with the Occupational Development Center (ODC) to disassemble electronic equipment. The lack of space to perform this work is one of the overriding issues.

The Lake, Carlton, Koochiching, and Cook County collection programs will be maintained and expanded over the next 10 years as the counties explore potential partnerships with local and regional organizations.

**5.10 MAJOR APPLIANCE MANAGEMENT**

WLSSD will review contracts for options to divert materials for reuse, rather than disposal. For example, WLSSD works with a local appliance contractor who salvages complete white goods or parts for resale before recycling and disposal is considered.

St. Louis County will continue to fund the above major appliance and scrap metal program at adequate levels to ensure that appliances and scrap metal received at St. Louis County facilities will be properly managed. The County will continue to evaluate and monitor the program for possible enhancements to better serve the public with no plans for modifications of the program at this time.

Aitkin County will continue to hold waste appliance collection events as needed, and will work with local non-profit organizations to hold waste appliance collection events as fundraisers. Aitkin County will continue discussions with other Counties on joint efforts to manage waste appliances. Carlton County will maintain the current waste appliance program over the next ten years. In Cook County, major appliances are being managed through the private sector, along with the special collection events and the County has no plans to further develop the program until the need arises. Itasca County will continue with the current program, supervise contractor's performance and will investigate the strength of the current market to consider removing the fee for appliances in an effort to capture additional material from residents and businesses visiting the county sites. Koochiching County and Lake County do not anticipate any changes to their successful major appliance management programs.



### **5.11 AUTOMOTIVE MERCURY SWITCHES, MOTOR VEHICLE FLUIDS AND FILTERS, AND LEAD-ACID AND DRY CELL BATTERIES**

Aitkin County does not accept automotive mercury switches. Aitkin County will explore the locations of other waste oil collection sites with local retailers. Locations in the northern and southern-eastern areas of the County will be pursued first. If grant money is available and willing local retailers are found, additional collection sites will be established. Aitkin County will expand the button battery and nickel/cadmium battery collection program and expand the lead acid battery collection. Carlton, Cook, Itasca, Koochiching, Lake and St. Louis counties and WLSSD have mature automotive waste programs that will be maintained for the next 10 years with no plans for expansion at this time.

## **5.12 HOUSEHOLD HAZARDOUS WASTE (HHW) MANAGEMENT**

### **5.12.1 NE MN Region Coordinated Initiatives – HHW Management**

The Western Lake Superior Sanitary District will continue to operate its Household Hazardous Waste Facility and Clean Shop and will sponsor the Regional Household Hazardous Waste Program. Some of the areas of growth will be to expand participation in the Clean Shop Program with innovative and targeted promotion and continued promotion of the Product Reuse Center to expand use, broaden community awareness and increase the type and amount of material diverted for reuse. Additionally, WLSSD will continue to seek cost-effective contracts, actively seek alternatives to disposal, reevaluate processes frequently for cost savings and alternative management options and promote *Healthy Homes*, *Healthy Families* concepts and programming through advertising and workshops.

### **5.12.2 County/WLSSD Local Initiatives – HHW Management**

The St. Louis County HHW program is currently established and successful. Collection locations are modified on an annual basis. In the future cold storage capability at the Virginia facility will be expanded and facility hours may be expanded if there is a demonstrated need. The County will continue to contract with WLSSD for contract administration, and staff support. Pick up and disposal with the State HHW contractor will continue to be on an as-needed basis.

Carlton County plans to continue to operate the HHW site and participate in the regional MPCA HHW program operated at the WLSSD regional facility serving Carlton, St. Louis, Lake, Cook, Koochiching, Itasca, and Aitkin Counties over the next ten years. Carlton County will continue operation of the HHW site at the transfer station including the product exchange area, and public education programs and activities for the proper disposal of HHW at the transfer station or the WLSSD regional HHW facility over the next ten years. Additionally, Carlton County is currently working on adding a new program to safely dispose of household pharmaceutical wastes (over the counter and prescription drugs) to prevent disposal in the sanitary sewer and solid waste stream as well as illicit drug prevention. The program will be directed towards all controlled and non-controlled pharmaceuticals that residents may anonymously deposit in a non-retrievable container. Carlton County will continue funding for the HHW program including the enforcement of Ordinance 17 and facilities for the collection and disposal of hazardous materials, education about environmental consequences and health risks associated with the illegal or improper disposal of HHW and problem materials to residents and businesses, and specialized HHW projects such as the disposal of household pharmaceutical wastes.

Cook County will continue to work with WLSSD through the special collection events held within the county, as well as maintaining the secure hazardous waste locker facility that is situated on the Recycling Center premises. Cook County will coordinate with WLSSD in evaluating whether additional collections are needed in different locations within the County due to increased material use.

Itasca County intends to refine and expand programs where possible based on experience gained from the operation of current programs. Public information concerning hazardous waste is a primary focus of the County. Education materials that are provided include fact sheets; disposal guides, and specific materials brochures produced by the MPCA and WLSSD. County staff prepares news articles, and provides group presentations and tours to schools, civic and community groups.

Aitkin County will increase education efforts regarding HHW and will continue to discuss HHW and problem material management with other counties and other program managers.

Koochiching County will continue providing the Environmental Services staff with the proper training to allow the County to continue the small HHW collections in the rural areas of the County just prior to the large collection at the Transfer Station Complex. The County is committed to providing the proper equipment to facilitate a safe rural HHW collection that also complies with the rules and regulations of the MPCA and MNDOT.

### 5.13 CONSTRUCTION AND DEMOLITION (C&D) DEBRIS

The Western Lake Superior Sanitary District will continue to look for ways to divert construction and demolition waste to alternative permitted sorting and processing facilities or demolition landfills. This will be accomplished through hauler, residential, and business education programming, potential tip fee pricing changes, limiting acceptance at the WLSSD Transfer Station, and through increased inspections of permitted facilities. WLSSD staff will review current hauler waste agreements and solid waste ordinance requirements to look at ways to increase the separation of C&D from mixed waste loads through regulatory options.

WLSSD has budgeted for and will conduct a waste characterization study in 2024 to further understand the composition and source of mixed waste loads to limit the amount of C&D waste coming into the WLSSD Transfer Station.

The current WLSSD Transfer Station operator has been implementing additional ways to recover scrap metal from the incoming waste stream at the WLSSD transfer station. This includes purchasing equipment with a magnetic grapple to remove items to put in a separate roll-off box to haul to a recycling facility. Depending on the success of this initiative, the contractor will potentially look at other recoverable materials to remove, such as wood pallets, from the waste stream prior to transfer of waste to the City of Superior Landfill. WLSSD will continue to accept C&D waste at the Materials Recovery Center while looking for additional opportunities to recycle those materials.

St. Louis County staff is currently reviewing alternative landfill abatement options for C&D waste. Options include source separation, reuse of materials, as well as alternative uses for aggregate, pavement, mulch and biofuel. Currently clean demolition waste is accepted at several locations around St. Louis County. Once a suitable volume is received, it is transferred to a regional C&D landfill. An option for deconstruction is emerging within St. Louis County due to a new company expanding into the area. Deconstruction would be encouraged as part of the County tax forfeit property demolition and clean-up projects.

Carlton County anticipates that the amount of construction and demolition debris generated will remain stable for the next several years. It is believed that the amount of construction and demolition waste landfilled will decrease, due to increased educational efforts to recycle certain materials and programs that promote the reuse of marketable materials. Carlton County plans to continue the existing construction and demolition debris program that includes education regarding the reuse and recycling of recoverable materials to reduce the amount of material deposition in landfills. Educational efforts are directed towards the promotion of the Minnesota Materials Exchange (MME) Alliance program, the WLSSD Materials Recovery Center, and the Minnesota Recycling Markets Directory for the reuse and recycling of construction and demolition materials.

Additionally, Carlton County will continue to participate in the MPCA sponsored Northeast Minnesota

Building Deconstruction Work Group that encourages and publicizes sources for reusable materials and markets for recyclables. The County will monitor the success of the construction and demolition debris program by review of the annual amounts collected at the transfer station.

The Lake and Cook County programs monitoring and regulating C&D debris will be maintained over the next 10 years. Cook County will continue to work with private sector haulers to ensure they are adequately equipped to manage all of the C&D waste generated within the County. Aitkin County will increase education to residents and businesses on source separation of materials and types of acceptable materials.

Itasca County will continue to work with commercial and private self-haulers to divert concrete to existing recycling facilities within the County. Currently, Hawkinson Construction, Schwartz Excavating, Hammerlund Construction, and the Trout Demolition Landfill accept and recycle concrete for beneficial reuse projects. Because the scaled price at the County facility is much higher than the private recycling sites, very little concrete shows up at this site. In the event that it does, haulers are provided education on recycling, reuse, and cost saving options. Itasca County will continue to work with “The Habitat for Humanity Restore” on deconstruction projects prior to demolition and will continue to educate the public on available reuse, recycling and recovery services provided for construction and demolition materials listed in the Minnesota Recycling Markets Directory developed by the MPCA.

## **5.14 Counties/WLSSD Support**

Based on multiple regional stakeholder meetings and interviews with SWONER and NEWAC

representatives from each of the participating Counties/WLSSD, several priority solid waste management programs and services were identified along with the proposed approach for providing these programs/services using local resources, regional resources, or both. These regional initiatives supplement the existing and proposed programs within the individual Counties/WLSSD.

The proposed regional implementation program initiatives discussed in **Section 5.0** were initially presented to members of the SWONER and NEWAC at the NEWAC meeting on September 9, 2022, with the goal of obtaining documented support on the initiatives from the Counties/WLSSD. Members of the SWONER and NEWAC were given an opportunity to provide feedback on the proposed initiatives during and subsequent to the meeting. An additional NEWAC meeting was held on October 3, 2022, to answer questions about the proposed initiatives and discuss select initiatives in more detail.

The northeast region envisions benefits through regional support and cooperation and proposes the regional program initiatives described in **Table 5-1** below.

**Table 5-1: Northeast Minnesota Region Coordinated Initiatives**

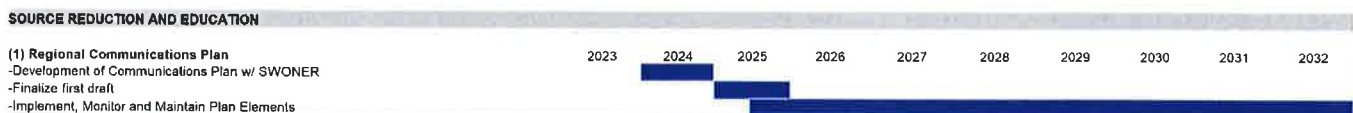
Initiative
Develop and Implement a Regional Communications Plan
Improve Recycling Programs Through “Recycle Right” Campaign
Implement a Coordinated and Multi-faceted Regional SSOM Collection/Diversion Program
Support Formation of Public/Private Partnership to Develop Landfills
Competitively Procure MSW Disposal Agreements
Regional Household Hazardous Waste Program Management

The above initiatives were considered in developing waste and diversion projections in the Goal Volume Tables (GVTs) based on current County/WLSSD programs. See **Section 9.0** for a discussion on the GVTs.

### 5.15 Schedule of Implementation

The proposed implementation plan, including the proposed timeline of each regional initiative, is summarized in **Figure 5-1** below.

NE MN Regional Plan - Proposed Joint Regional Initiatives Implementation Plan





### 5.16 Summary

The proposed program initiatives and timeline were used to develop the waste and diversion projections for the GVTs included in **Appendix X**. The key focus for the northeast region is building upon existing program success to divert nearly double the quantities of organics by the end of the 10-year planning period. Based on the

outcomes of the GVT analysis, the proposed regional system is projected to impact the management of the material streams over the 10-year planning period as characterized in **Table 5-2** and **Figure 5-2**.

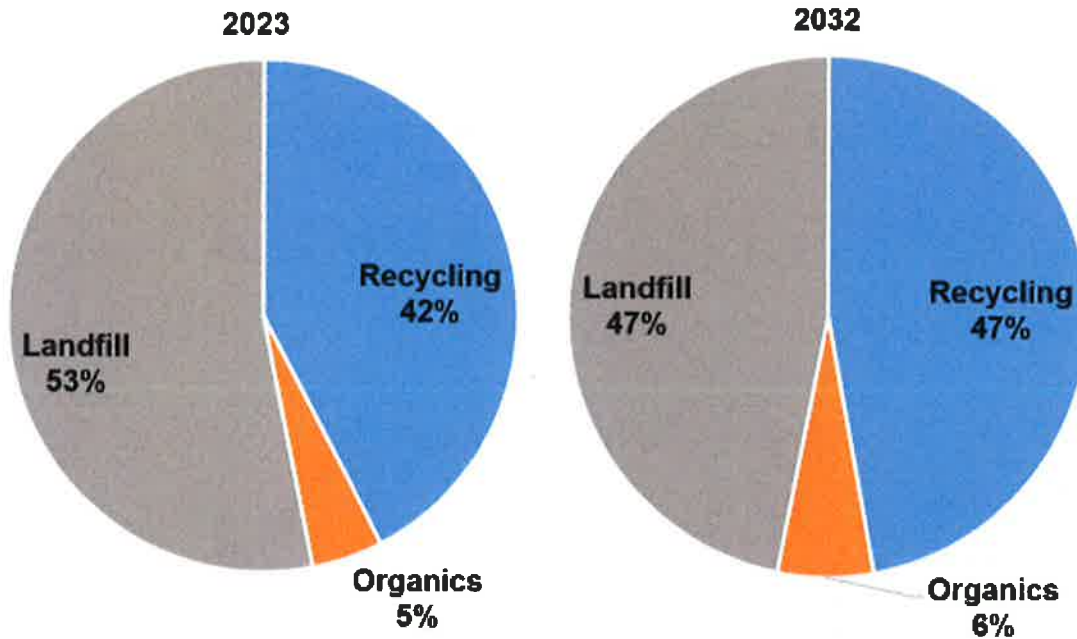
Overall, the proportion of the municipal solid waste stream generated in the region will be reduced from 53-percent to 47-percent over the 10-year planning period.

**Table 5-2: Proposed Regional System Quantities of Materials (Tons)**

Material Streams	2023 <sup>a</sup>	2032 <sup>a</sup>	Percent Change
Recycling	125,379	135,277	+ 7.9%
Organics	13,243	17,284	+ 30.5%
Landfill	157,215	134,597	- 14.4%

(a) Based on the Goal Volume Table analysis, which considers both projected population change and new program implementation.

**Figure 5-2: 2023 and 2032 Projected Waste Quantities**





## 6.0 SOLID WASTE ORDINANCES

The status of the solid waste ordinance for each County/WLSSD is summarized in **Table 6-1** below.

County	Status of Ordinance	Implementation and Enforcement Issues	Plans to Amend Ordinance
Aitkin	Revised 2022	None reported	Will amend within next 10 years
Carlton	Adopted 1991	Enforcement issues are mainly tied to junk properties	Will amend within next 2 years
Cook	Adopted 1979	Since Cook County has worked directly with MPCA staff with regards to any solid waste violation enforcement, the County has not had many challenges other than the illegal dumping of materials in gravel pits or in front of the Recycling Center. Since the County installed a video surveillance system at the Recycling Center and blocked after hours traffic, there have not been many additional violations	Will amend within next 5 years
Itasca	Revised 1992	None reported	None reported
Koochiching	Revised 2014	None reported	None reported
Lake	Revised 1992	Lake County's current ordinance does not include adequate deterrent to regulate junk yards/properties that are full of vehicles etc. Garbage burning is also still very prevalent in Lake County. Because of the County's large size, it is difficult to communicate it is the law that garbage cannot be burned (which includes paper that people don't see as garbage). Finally, haulers are required to pick up recycling once a month for regular customers. Not all municipalities are recycling	Will amend within next 5 years
St. Louis	Revised 2008	None reported	None reported
WLSSD	Revised 2018	The WLSSD does not have statutory enforcement authority. As a result, the WLSSD contracts with St. Louis County when needed to enforce ordinance provisions.	Will amend within next 5 years

## 7.0 SOLID WASTE PROGRAM STAFFING, EXPENSES AND FUNDING

Each of the Counties/WLSSD approach solid waste program staffing differently using both internal staff and external contractors. Staffing levels available for implementation of the programs in this section are shown in **Table 7-1** below.

### 7.1 SOLID WASTE STAFFING

Program	Estimated Annual Labor (FTE or Hours)							
	Aitkin (Hours)	Carlton (Hours)	Cook (FTE)	Itasca (Hours)	Koochiching (FTE)	Lake (FTE)	St. Louis (FTE)	WLSSD (FTE)
Solid Waste Reduction	As Needed	50	0.05	As Needed	0.1	2.25	0.4	4.05
Solid Waste Education	104	50	0.05	128.0	0.03		0.1	
Recycling Programs	2,080	100	4.0	1,208.0	1.0		0.4	
Yard Waste Management	72	20	0.01	As Needed	0.1		N/A	2.0
SSOM Composting	N/A	72	N/A	As Needed	---		N/A	
MSW Land Disposal Facilities	---	10	---	As Needed	---		3-4 County Staff 3-5 Contract Staff	0.25
Tire Management Programs	As Needed	30	---	As Needed	0.08		0.1	7.0
Electronic Products	48	30	0.2	As Needed	0.08		0.1	
Major Appliance Management	As Needed	30	---	As Needed	0.1		2.25	
Auto. mercury switches, motor vehicle fluids, lead-acid & dry cell batteries	As Needed	---	0.3	As Needed	---		0.1	4.25
HHW Management	587	430	0.7	1522.5	0.03		2.65	
Demolition Debris Management	As Needed	466	---	As Needed	0.5		0.2	0.5

## 7.2 FUNDING SOURCES AND PROGRAM EXPENSES

Similar to staffing, each of the Counties/WLSSD have their own approach to program budget development and funding. However, the total program expenses for each County/WLSSD in 2020, along with funding sources, are described in **Table 7-2** below. **Section 10.0** provides a planning level budget for the proposed regional solid waste management system initiatives.

<b>County</b>	<b>Total Program Expenses</b>	<b>Funding Sources</b>
Aitkin	\$289,878	MPCA HHW grants, SCORE funding, solid waste levy, license fees
Carlton	\$1,795,420	Solid waste fee, licenses, gate/tipping fees, sales tax, refunds/reimbursements, SCORE grant, intergovernmental revenue, special assessment/service fees, and service charges
Cook	\$615,268	MPCA HHW grants, SCORE funding, solid waste disposal fees and taxes, solid waste management fee, license fees, general revenue tax fund,
Itasca	\$2,237,751	Solid waste assessment, state grants, landfill tipping fees, demo fees, reimbursements, reimbursements for HHW supplies
Koochiching	\$1,618,198	Solid waste assessment, MSW coupons, commercial hauler tipping fee, solid waste management tax, state grant, commodity sales, and demolition fees
Lake	\$300,744	MPCA HHW grants, SCORE funding, sale of recyclables, mixed municipal licenses, landfill licenses, demolition landfill fees, general revenue tax fund
St. Louis	\$8,051,132	Tipping fees, solid waste service fees, SCORE funding, license and surcharge fees, fees received from leasing property for operation of a contaminated soil treatment facility, recycling revenue, special waste revenue, grant funding, licensing
WLSSD	\$2,880,343	Solid waste fee revenues, transfer station fees, solid waste grant revenue, MRC fees, St. Louis County reimbursement, compost/yard waste fees, SCORE grant, WLSSD HHW grants, County HHW payments/Grants, PaintCare

### 7.3 PROGRAM ANNUAL BUDGETS

**Table 7-3: Northeast Regional Solid Waste Program Budgets**

Program	ANNUAL BUDGET							
	Aitkin	Carlton	Cook	Itasca	Koochiching	Lake	St. Louis	WLSSD
Solid Waste Reduction	\$1,637	Not available	\$1,800	Not available	Not available	\$2,052	Not available	\$816,000
Solid Waste Education	\$1,638	Not available	\$2,095	\$8,294	Not available	\$2,052	Not available	
Recycling Programs	\$145,742	\$107,000	\$135,000	\$147,184	Not available	\$160,834	\$2,000,960	
Yard Waste Management	\$607	Not available	\$759	Not available	Not available	\$5,000	\$5,000	\$333,000
SSOM Composting	N/A	\$1,300	N/A	N/A	N/A	N/A	N/A	
MSW Land Disposal Facilities	Not available	\$750,000	Not available	\$609,323	\$870,731	Not available	\$1,766,941	\$5,007,000
Tire Management Programs	Not available	\$6,400	Not available	\$28,382	\$35,442	\$1,951	\$244,200	\$1,172,000
Electronic Products	\$4,443	\$21,000	\$4,200	\$23,106	\$13,868	\$4,343	\$82,500	
Major Appliance Management	Not available	Not available	Not available	Not available	\$3,860	\$2,620	\$200,866	
Auto. mercury switches, motor vehicle fluids, lead-acid & dry cell batteries	Not available	Not available	\$2,220	\$713	\$490	Not Available	\$5,000	\$867,000
HHW Management	\$6,473	\$16,000	\$8,193	\$87,997	\$12,384	\$61,635	\$332,685	
Demolition Debris Management	Not available	\$50,000	Not available	\$83,798	\$161,913	\$115,770	\$261,500	Not available

## **8.0 PLAN REVIEW AND TEN-YEAR UPDATE**

The Counties/WLSSD will abide by the planning rules and guidelines of the State of Minnesota, providing plans every ten years or as mandated. Each participant in the Northeast Minnesota Regional Solid Waste Management Plan (SWMP) will be responsible for updating their plan in 10 years. However, prior to the due date for the updated plans, the NEWAC will discuss the potential for initiating an update to the regional SWMP.

## 9.0 GOAL VOLUME TABLE

Goal Volume Tables (GVT) for each County/WLSSD, as well as a regional GVT, are located in **Appendix X**. The key assumptions used in developing the GVTs are as follows:

- The 2020 population for the plan participants was taken from the U.S. Census.
- 10-year population growth projections were taken from county profiles on the Minnesota Department of Employment and Economic Development website.
- These two sources were used to project population change each year through 2032 to update MPCA population projections.
- Estimated quantities for landfill disposal, organics, and recycling were correlated with the projected change in population.
- Recycling rate goals for 2032 were chosen for each County/WLSSD based on current recycling rates, existing programs, demographics, and feasibility.
- The increase in the individual recycling and organics numbers were adjusted for each County/WLSSD based on the proposed program initiatives.
- The “Total” numbers on the “Forecast and Sector Composition” tab include recycling, organics, and amount landfilled. Onsite disposal numbers are not included in this total.
- Values in the GVT for St. Louis County reflect those associated with the population that resides outside of the WLSSD boundaries, to avoid double counting.
- Values in the GVT for Carlton County were adjusted to only include those associated with the population that resides outside of the WLSSD boundaries, to avoid double counting.
- The GVTs were then finalized for each County/WLSSD.
- The results from the individual Counties/WLSSD were used to develop a regional GVT.

## 10.0 DEVELOPMENT OF PROGRAM BUDGET

Based on the proposed regional implementation plan, planning level budget estimates were developed for the respective program initiatives. These planning level budgets for each proposed initiative are provided in **Table 10-1**. The key assumptions used in the development of the 10-year planning budget include the following:

- Program budget estimates represent 2022 dollars and are not inflated over the 10-year planning period.
- Program budgets for initiatives 3, 4, and 12 reflect one-time capital costs and could be annualized over the planning period with financing costs as an alternative approach.
- Budget estimates may vary depending on whether staffing and coordination is undertaken by County staff or external contractors.
- As specified in the implementation plan, federal, state, and non-governmental grants and loans will be actively pursued to offset program costs. Numerous grant opportunities are available for several of the initiatives.
- Specific assumptions for each initiative are provided below.

**Table 10-1: Proposed Regional Initiatives Planning Level Budget**

Program Initiative	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
<b>SOURCE REDUCTION AND EDUCATION</b>											
(1) Development of Regional Communications Plan	\$0	\$7,500	\$5,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$25,000
<b>RECYCLING</b>											
(2) Improve Recycling Program Through "Recycle Right" Campaign	\$5,000	\$55,000	\$100,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000
(3) Retrofit St. Louis County MRF to a Multi-Stream Processing Facility	\$0	\$1,000,000	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000,000
(4) Upgrade Existing Public Transfer Stations for Recyclable Materials	\$0	\$0	\$1,000,000	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000,000
(5) Explore Partnerships with Local Mfg. (e.g., ST Paper 1, USG, PCA)	\$5,000	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
(6) Develop/Maintain Regional Film Plastic Collection and Recycling Program	\$16,800	\$24,000	\$36,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$412,800
<b>SOURCE SEPARATED ORGANIC MATERIAL COMPOSTING</b>											
(7) Expand SSOM Drop Sites Throughout Region	\$10,000	\$19,485	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$237,325
(8) Curbside Organics Collection Roll-out	\$0	\$458,866	\$142,725	\$233,705	\$40,637	\$40,637	\$40,637	\$40,637	\$40,637	\$40,637	\$1,079,748
(9) Increased Backyard Composting	\$0	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$38,025
(10) Lake, Cook, Grand Portage Community Composting Program	\$0	\$10,000	\$30,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
(11) Expansion of WLSSD, Carlton, St. Louis Composting Program	\$0	\$11,200	\$15,000	\$15,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$641,200
(12) Implement WLSSD Combined Heat and Power (CHP) Project	\$0	\$0	\$0	\$500,000	\$3,970,000	\$5,072,000	\$0	\$0	\$0	\$0	\$9,542,000
<b>MSW LAND DISPOSAL</b>											
(13) Support Formation of Public/Private Partnership to Develop Landfills	\$50,000	\$75,000	\$75,000	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$0	\$0	\$280,000
(14) Competitively Procure MSW Disposal Agreements	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
<b>HOUSEHOLD HAZARDOUS WASTE MANAGEMENT</b>											
(15) Regional Household Hazardous Waste Program	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$16,339,760

**Notes:**

- (a) Budget estimates represent 2022 dollars.
- (b) Capital costs reflect one-time costs, which could be annualized over the planning period.
- (c) Budget estimates may vary depending on whether staffing is undertaken by County staff or external vendor.
- (d) Program budgets may be offset by federal, state, and NGO grants.

**Assumptions for each initiative:**

- (1) WLSSD/County staffing, program promotion, and implementation resources
- (2) Staff coordination with participating entities and the resources for developing the educational campaign.
- (3) Planning level capital budget estimate for design, construction and equipment installation
- (4) Planning level capital budget estimate for design, construction, and equipment installation for up to three facilities.

- (5) WLSSD/County staff time to plan and participate in multiple meetings
- (6) Pilot program planning costs and budget allowance for materials collection.
- (7) Assumes 7 SSOM drop sites in 2023, 15 in 2024, and 20 ongoing beginning in 2025
- (8) WLSSD staff time, equipment purchases, development of educational materials – timeline may change dependent on funding
- (9) Assumes 0.01 FTE of time annually for three participating counties. Compost bins to be purchased and sold at cost
- (10) County/Reservation staffing, program promotion, feasibility study costs, implementation resources
- (11) WLSSD/County staff time to plan and participate in multiple meetings. County service agreement development costs and budget allowance transportation of materials
- (12) CIP budget estimate for design, construction and equipment installation
- (13) Development of RFI, review of proposals, selection of partner, contract negotiations, and technical support through the permitting process
- (14) Development of up to two RFPs (east and west subsets of counties/WLSSD), review of the proposals, selection of a service provider, and contract negotiations
- (15) Annual county/WLSSD budgets for maintaining regional HHW program



## 11.0 ALTERNATIVES TO PROPOSED SYSTEM

If particular components of the proposed solid waste management system were to experience major operational difficulties, the Counties/WLSSE have contingency plans as outlined below.

### 11.1 MSW Disposal

Itasca County currently contracts for the hauling of its MSW to the Elk River Landfill in the northern Metropolitan Twin Cities area. If there was an operational disruption, Itasca County would consider entering into a short-term agreement to take their MSW to the St. Louis County Regional Landfill in Virginia or a private landfill outside the region. Because Aitkin County MSW is collected and transferred through three privately owned transfer stations to multiple landfills, the private transfer station operators would likely haul MSW to one of the private landfills currently used if operational disruptions occur. Koochiching County currently hauls its MSW to a publicly owned Mar-Kit Landfill. If there were operational disruptions, Koochiching County would consider entering into a short-term agreement to take their MSW to the St. Louis County Regional Landfill in Virginia, Crow Wing County Landfill in Brainerd, or a private landfill outside the region.

Cook, Lake, and Carlton Counties and the WLSSD would competitively procure a contract for long-term MSW disposal. If an alternative is needed on a short-term basis, similarly, the WLSSD would collaborate with St. Louis County to enter into a short-term contract to take their MSW to the St. Louis County Regional Landfill in Virginia. Solid waste from Cook, Lake, and Carlton Counties and the WLSSD could continue to come to the WLSSD transfer station, but would be directed in the near-term to St. Louis County. If hauling to St. Louis County is not feasible, the Lake Area Landfill in Sarona, Wisconsin would be the most likely alternative. The WLSSD has contracted with the Lake Area Landfill in the past to accept MSW. St. Louis County would continue disposing of the County's MSW at the Regional Landfill in Virginia. If the St. Louis County Regional Landfill in Virginia became inoperable or temporarily could not accept MSW, St. Louis would contract with the WLSSD and enter into a short-term contract with the WLSSD to accept MSW from St. Louis County at the WLSSD transfer station.

### 11.2 Waste Diversion

The Counties/WLSSD would continue to work independently from one another to continue to successfully divert organics and recyclable materials from landfill disposal.

### **11.3 Household Hazardous Waste and Problem Materials**

The Counties/WLSSD would continue to work together on a regional basis to implement their HHW programs. For the management problem materials, the Counties and WLSSD will continue with their respective programs.

## 12.0 ENVIRONMENTAL AND PUBLIC HEALTH IMPACTS

### 12.1 On-Site Disposal

The approximate percentage of residents disposing of solid waste on-site in each County/WLSSD is summarized in **Table 12-1**. This solid waste never enters the “official” waste management collection system and is managed through burying or burning.

**Table 12-1: Regional On-Site Disposal**

<b>County</b>	<b>On-Site Disposal Percentage</b>
Aitkin	4.5%
Carlton	1.7%
Cook	1.1%
Itasca	2.0%
Koochiching	6.2%
Lake	3.0%
St. Louis	0.2%
WLSSD	1.0%
<b>Region Total</b>	<b>1.5%</b>

Although this method is easy and low cost to the waste generator, there are significant risks to public health and the environment from on-site disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the inappropriately burned or buried garbage.
- Air pollution from particulates and chemicals released during open burning in burn barrels.
- Health risks to nearby residents caused by open burning. Those especially at risk are young children, the elderly, and those with respiratory problems.
- Aesthetic issues from on-site dumping.
- Grass/brush fires from trash fires.

Smoke from burning trash may contain arsenic, benzene, cadmium, carbon monoxide, chromium, dioxin, formaldehyde, hydrochloric acid, lead, nitrogen oxide, polyaromatic hydrocarbons and sulfuric acid. These pollutants and the small particulates which come from burning trash may cause such health problems as eye, nose, and throat irritation, lung irritation and congestion, skin irritations or burns, stomach or intestinal upset, eye damage and headaches or memory loss.

Under Minnesota law, only farmers are allowed to bury or burn solid waste generated from the household and farming operation, if the burying is done in a nuisance free, pollution free and aesthetically acceptable manner on the land used for farming. The Counties/WLSSD Boards have the option to require collection by passing a resolution that states solid waste collection services are reasonably available throughout the Counties/WLSSD. Residents living on a farm, but not actively farming, are not eligible for this exception to State law (Minnesota Statute, Section 17.135).

The Counties/WLSSD may prohibit the deposit of other solid waste within the Counties/WLSSD through additional ordinance. The Counties/WLSSD may further require the owners or occupants of the property to remove the unauthorized deposit of solid waste or provide for the removal of the solid waste at the owner's expense (Minnesota Statute Section 375.18, subd. 14).

## **12.2 Illegal Disposal**

There are significant risks to public health and the environment from illegal disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the illegally disposed garbage.
- Aesthetic problems from litter and the financial cost of cleanup.

Unlawful disposal of waste in or on public or private lands, shorelands, roadways, or water is cause for a civil penalty based on the cost to legally remove, process and dispose of the waste (Minnesota Statute, Section 115A.99). A person unlawfully depositing such material is guilty of a misdemeanor (Minnesota Statute Section 609.68).

## **12.3 Plans to Mitigate Impacts of On-Site Disposal and Illegal Dumping**

Complaints of illegal dumping are occasionally filed with the Counties' Sheriff's Office or the Department of Natural Resources. The county solid waste management departments respond to these complaints of illegal dumping on a case-by-case basis. The Counties/WLSSD encourage voluntary compliance through direct dialogue with the alleged violators.

The Counties/WLSSD may encourage residents to participate in the County/WLSSD solid waste management system and to further discourage on-site and illegal disposal methods which are harmful to public health and the environment. Presently, the Counties/WLSSD conduct public education to discourage on-site disposal. In addition, the Counties/WLSSD encourage recycling by supporting municipal curbside collection and providing drop-off centers.

The effects of both on-site and illegal disposal are increasingly being recognized as detrimental to public health and the environment. A small portion of residents in the northeast region are not currently served by a solid waste collection system, and a portion of those are assumed to be managing their waste on-site.

## 13.0 SOLID WASTE FACILITY SITING PROGRAM

As discussed in **Section 5.7**, the northeast region Counties/WLSSD will evaluate the potential of converting the General Waste and Recycling, LLC industrial landfill near Keewatin into an MSW landfill, and/or a proposed MSW landfill located in Canyon, or development of a new landfill at an alternative site, to serve the MSW disposal needs of the region after the closure of the Superior Landfill. The purpose of pursuing the conversion of these sites into MSW landfills is to provide the region with adequate disposal capacity and reduce overall hauling distances and the related costs associated with the region's current MSW disposal system (summarized in **Figure 3-1**). As discussed previously, several Counties are currently hauling their MSW over 100 miles for disposal. The hauling distance reduction, cost per ton savings, estimated reduction in fuel usage, GHG reductions, and total fuel cost savings associated with this proposed system are summarized in **Section 4.2.2**. Provided below is a discussion on two existing industrial landfills in the region, and the siting criteria and permitting process for potentially converting the industrial landfills into MSW landfills.

### 13.1 Siting Criteria for MSW Landfills

Chapter 7035 of the Minnesota Administrative Rules addresses solid waste management. Rule 7035.2555 provides the location standards that apply to solid waste management facilities. The location standards contain exclusionary criteria that specify that solid waste management facilities may not be located in a floodplain, within a shoreland or wild and scenic river land use district, within a wetland, or within a location where emissions of air pollutants would violate ambient air quality standards. Additional criteria may be considered during the siting process based on stakeholder feedback.

### 13.2 Existing Industrial Landfills

Provided below is a description of each of the two industrial landfills currently located in the northeast region<sup>6</sup>.

#### 13.2.1 Keewatin

The General Waste & Recycling LLC industrial landfill located in Keewatin (Keewatin Landfill) is owned and operated by General Waste & Recycling, LLC. The landfill is located at 35005 Highway 571, Keewatin, MN 55753 in Itasca County, on the south side of Highway 169. The Keewatin Landfill is adjacent to a mining lake on its west side and the City of Keewatin on its north side, across Highway 169, and is located on a 140-acre parcel.

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<sup>6</sup> Information on the Keewatin and Canyon Landfills, including their permitted capacity and design capacity, was taken from their draft permits (2017).

The Keewatin Landfill is currently permitted for four unlined Class II C&D landfill cells and two lined industrial landfill cells. Class II C&D landfills are permitted to accept incidental nonrecyclable packaging consisting of paper, cardboard, and plastic, and demo-like industrial wastes comprised of wood, concrete, porcelain fixtures, shingles, and window glass. Industrial landfills such as the Keewatin Landfill are permitted to accept the wastes outlined in their approved Industrial Solid Waste Management Plan (ISWMP). The Keewatin Landfill is currently not permitted to accept MSW or industrial solid waste that is not identified in its approved ISWMP. The Keewatin Landfill is permitted for 370,226 total cubic yards of demolition debris and 1,054,704 total cubic yards of industrial waste.

The Keewatin Landfill performs groundwater, leachate, and surface water quality sampling and analysis on a regular basis.

### **13.2.2 Canyon**

The Voyageur Disposal & Processing landfill located in Canyon (Canyon Landfill) is owned and operated by Voyageur Disposal & Processing, Inc. The landfill is located at 6830 Highway 53, Canyon, Minnesota 55717 in St. Louis County, on the west side of Highway 53. The facility encompasses approximately 210 acres.

The Canyon Landfill consists of an unlined demolition debris landfill that is at capacity, two unlined industrial solid waste cells on top of the demolition debris cells, and three lined industrial solid waste cells to the north and east of the unlined area. The unlined demolition debris land disposal facility occupies approximately 18 acres, and the industrial solid waste land disposal facility occupies approximately 29 acres. The Canyon Landfill is permitted to accept the wastes outlined in its approved ISWMP. Per the Landfill's permit, the Canyon Landfill is not permitted to accept liquids, infectious waste, raw animal manure, septic tank pumpings, digested sewage sludges, lime sludges, grit chamber cleanings, bar screenings or other sludges. The Canyon Landfill is permitted for 344,540 total cubic yards of demolition debris and 5,393,199 total cubic yards of industrial waste.

The Canyon Landfill performs groundwater and leachate quality sampling and analysis on a regular basis, has a gas monitoring program, and conduct quarterly methane monitoring.

### **13.3 Permitting Process**

The MSW landfill permitting process is summarized in **Figure 13-1** and consists of three parallel tracks that apply to expanding an existing MSW landfill or converting an industrial landfill into an MSW landfill.

**Figure 13-1: MSW Landfill Permitting Process**

Minnesota Rule 7035.2815 provides the requirements for mixed municipal solid waste land disposal facilities including the following:

- Location
- Hydrogeologic evaluation
- Groundwater performance standards
- Design requirements
- Intermittent, intermediate, and final cover system
- Liner requirements
- Cover and liner evaluation
- Leachate detection, collection, and treatment system
- Water monitoring systems
- Gas monitoring, collection, and treatment system
- Construction requirements
- Operation and maintenance requirements
- Sampling and analysis
- Contingency action
- Closure and post closure care

Facilities applying for a permit to construct an MSW landfill must submit the MPCA's Mixed Municipal Solid Waste Landfill Application Checklist with their application. This checklist applies to both new MSW landfills and converting an industrial landfill into an MSW landfill.



By rule, potential MSW landfills are required to undergo an environmental review that analyzes such items as endangered species, archeologic impacts, surface water impacts, and groundwater impacts, as well as specifying the design technologies being presented to mitigate those potential impacts. Landfills that take in less than 100,000 cubic yards per year of MSW require an Environmental Assessment Worksheet (EAW), and landfills that take in more than 100,000 cubic yards per year of MSW require an Environmental Impact Statement (EIS). An EIS requires a more comprehensive evaluation of potential environmental impacts than an EAW.

The CON will be determined via evaluation of various integrated solid waste management issues, including available landfill capacity within the region.

## 14.0 PUBLIC PARTICIPATION

### 14.1 Regional Stakeholder Engagement

To gather regional input to develop a roadmap for the future of solid waste management in the region, each SWONER representative selected five to seven individuals from their respective County/WLSSD to participate in a regional stakeholder group. A total of 51 representatives were selected representing a range of stakeholder interests including, but not limited to the following:

- Solid waste and recycling industry
- Key business leader/large employer
- Elected local governmental official
- Historically underrepresented communities
- Civic and/or environmental group
- SWONER
- Other

To assist with identifying potential tribal representatives, the MPCA Tribal Contacts List at <https://www.pca.state.mn.us/sites/default/files/p-gen5-25.pdf> was used as a resource. With this background information, tribal representatives from the Grand Portage, Fond Du Lac and Bois Forte Bands were invited to participate in both the regional stakeholder and SWONER update meetings.

In identifying and recruiting representatives, each SWONER was encouraged to convey participating in the stakeholder engagement process provided an opportunity for the following:

- Learn more about state-of-the-art solid waste management and materials recovery programs; and
- Collaborate with others to begin developing the roadmap for the future of solid waste and sustainable materials management for their respective community and the NE region.

The overall objectives of the regional stakeholder engagement process were the following:

- Gain a better understanding of regional stakeholder goals and perspectives;
- Identify potential regional solid waste system management alternatives, including both materials recovery and disposal options;
- Assist with identifying criteria (e.g., technical, environmental, economic) for evaluating the alternatives; and
- Identify potential preferred alternatives for additional consideration

**Table 14-1** summarizes the stakeholder engagement meetings held to gather input on proposed solid waste alternatives for the regional plan.

**Table 14-1: Summary of Regional Stakeholder Planning Meetings**

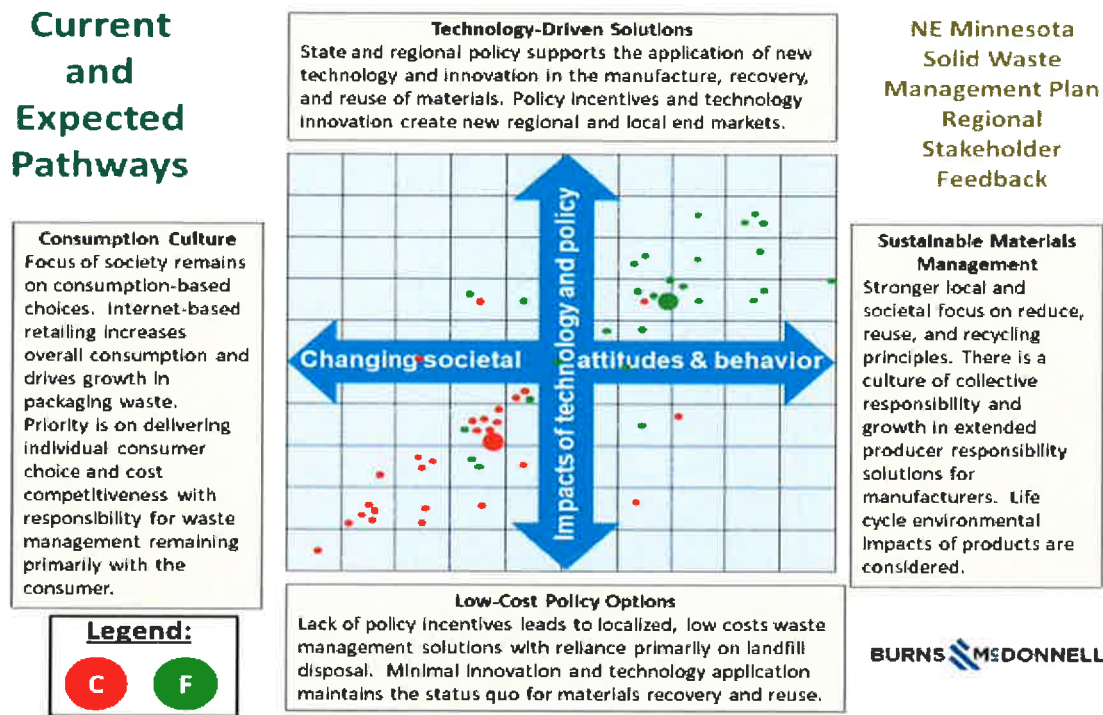
<b>Date/Location</b>	<b>Meeting Description</b>
August 18, 2021 (In-Person) August 20, 2021 (Virtual)	Regional Stakeholder Engagement Meeting #1
September 27, 2021 (In-Person) September 28, 2021 (Virtual)	Regional Stakeholder Engagement Meeting #2
January 20, 2022 (Virtual)	SWONER – Regional Opportunities for Disposal and Materials Diversion – Meeting #1
February 2, 2022 (Virtual)	SWONER – Regional Opportunities for Disposal and Materials Diversion – Meeting #2
February 9,10, and 14, 2022 (Virtual)	SWONER/NEWAC Interviews (staff and elected official)

The regional stakeholder engagement group meetings #1 and #2 offered in-person, virtual, and hybrid meeting options. The regional stakeholder engagement meetings addressed the following:

- Overview of the northeast Minnesota regional solid waste system
- Survey of stakeholder opinions concerning waste management
- Small group break-out sessions addressing potential current and future pathways challenges/barriers, planning criteria, and opportunities to collaborate on a regional basis
- Description of materials recovery and solid waste disposal options

To set the stage for regional stakeholder discussions, each of the stakeholders asked to review the diagram below and depict where their programs are “currently” and “expected in the future” to be located relative to changing societal attitudes and behavior and impacts of technology and policy. **Figure 14-1** below provides the results from the exercise with the stakeholders.

Figure 14-1: Current and Expected Pathways



Red dots represented where stakeholders currently view their solid waste programs and the green dots represented where stakeholders expect their solid waste programs to be in the future. The small red and green dots reflect the assessment by individual stakeholders and the large red and green dots represent the approximate quadrant locations when averaging all of the individual stakeholders’ placement. As reflected, most of the stakeholders perceived their current programs to be located in the lower left quadrant reflecting a consumption culture and low-cost policy options. The majority of stakeholders perceived their expected future programs to be located in the upper right quadrant reflecting a sustainable materials management culture with more technology-driven solutions. This reflects optimism among the regional stakeholders that attitudes, behavior, policies, and technology will shift programs over the long term.

**Table 14-2** below summarizes the outcomes from the small group breakout discussions from meetings #1 and #2. The objectives of the discussions were to identify the perceived greatest program challenges/barriers, discuss potential strategies to overcoming these barriers, and identify opportunities to collaborate regionally to develop solutions.

**Table 14-2: Summary of Regional Stakeholder Meeting Breakout Discussions**

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
Lack of landfill disposal capacity in the region	<ul style="list-style-type: none"> <li>• New regional landfill after Superior Landfill closes</li> <li>• Enhanced Waste Diversion</li> <li>• Relax state regulations to allow more MSW landfills</li> <li>• Analyze existing landfills for conversion to MSW landfills</li> <li>• Consider more processing options (energy from waste)</li> </ul>	<ul style="list-style-type: none"> <li>• Regional location (new or additional space)</li> <li>• Landfill owns regional transfer stations network</li> <li>• Tip fees that help cover costs (low enough to avoid abandonment; may include balanced fees)</li> <li>• St. Louis County opens landfill</li> <li>• Support letters for certificate of need</li> <li>• Identify areas where there can be landfills or more transfer stations – hub and spoke</li> <li>• More regional landfill(s) (save on transportation costs)</li> <li>• No indoor transfer facility (big costs)</li> <li>• Enhanced waste diversion – regional composting? (keep materials from landfills that don’t need to be landfilled)</li> <li>• Flow control on where the waste can go</li> <li>• In place working on this</li> </ul>
Adequate program funding	<ul style="list-style-type: none"> <li>• Regional solid waste assessment supported with educational campaign</li> <li>• Use more state solid waste fee revenues for County program costs</li> <li>• Product stewardship for problematic materials</li> <li>• Sales tax on solid waste generates ~\$80 million and should be more equitably shared with Counties</li> <li>• Capture more state solid waste tax revenue</li> </ul>	<ul style="list-style-type: none"> <li>• State assistance to help balance fees around region (sales tax money)</li> <li>• Balanced fees to help with public buy-in</li> <li>• Recycling and MSW will likely need 2 distinct approaches</li> <li>• Shared educational messaging</li> <li>• Public buy-in to recycling etc. can help reduce waste – lower volumes that need to be transported</li> <li>• On “Product stewardship for problematic materials” bullet: hopeful for progress in these areas</li> <li>• Funding is a big impact for counties</li> <li>• Many counties operate on shoestring budget, would be better if enough funding</li> <li>• Differentiate between capital funding and operational funding (capital funding through bonding bill, operational through user fees)</li> <li>• Make sure money from general fund goes back to counties that raised those funds (referring to last 2 bullet points)</li> </ul>

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
		<ul style="list-style-type: none"> <li>• Recycling – dependent on markets (why do we not still collect it even when markets are bad?) (something more positive)</li> <li>• Subsidize markets for recycling (state subsidized)</li> <li>• Need to continue to make it a priority with legislation</li> <li>• In addition to solid waste tax funding it and funding in general</li> <li>• Leverage NEWAC, SWAA</li> <li>• Need the SWMP to indicate regional requirement to recycle both commercially and residentially</li> </ul>
<p>Long hauling distances for disposal</p>	<ul style="list-style-type: none"> <li>• Develop hub/spoke approach</li> <li>• Develop regional strategy with regional facilities and hub/spoke approach</li> <li>• Consider subsidizing rural counties to use out-of-County transfer stations</li> </ul>	<ul style="list-style-type: none"> <li>• Will likely vary between MSW and recycling</li> <li>• Concentrate on developing end markets locally. Incentivize use of products by pursuing new technologies available</li> <li>• New reuse goals for various materials</li> <li>• Subsidize transportation costs and not disposal costs</li> <li>• “East Central” funding/financing model</li> <li>• Regional landfills considered</li> <li>• Unused landfill in Taconite Harbor- construction waste? (regional)</li> <li>• Cook County: no solid waste transfer station – small trucks hauling</li> <li>• Importing/exporting waste to Canada</li> </ul>
<p>Adequate access to recycling processing centers</p>	<ul style="list-style-type: none"> <li>• Rural areas need better access</li> <li>• Need to ensure access to collection and processing centers</li> <li>• Need legislative funding to support processing facility and end market development</li> <li>• Example: Provide financial incentives for recycled paper mill to locate in Duluth</li> </ul>	<ul style="list-style-type: none"> <li>• Make recycling more consistent between counties</li> <li>• Hold on to materials until markets improve</li> <li>• Transportation, everything sent to metro</li> <li>• More regional recycling, transfer stations</li> <li>• Regional materials processing</li> <li>• Yes, depending on the regions (regarding “rural areas need better access” comment)</li> <li>• Need to work with state SWAA, MPCA, work with NEWAC to reflect our needs</li> </ul>
<p>PFAS and future regulatory impacts</p>	<ul style="list-style-type: none"> <li>• No requirements at this time, but need to monitor</li> </ul>	<ul style="list-style-type: none"> <li>• State funding for any regulatory requirements</li> <li>• More of a burden on local governments</li> <li>• Closely monitor at this time</li> </ul>

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
	<ul style="list-style-type: none"> <li>• Hold upstream generators accountable</li> <li>• Be engaged in applicable rulemaking process</li> <li>• Closely monitor going forward</li> </ul>	
Permitting and regulatory constraints	<ul style="list-style-type: none"> <li>• SWMP requirements</li> <li>• Approve regional landfills</li> <li>• Public involvement</li> </ul>	<ul style="list-style-type: none"> <li>• No new landfills permitted since 1993</li> <li>• Need continued discussion of citing modern landfill</li> <li>• We should be able to build if we have modern technology</li> <li>• High priority. Doing a regional plan</li> </ul>
Lack of strong end markets for recoverable materials in the region	<ul style="list-style-type: none"> <li>• End markets → regulation</li> <li>• Material technologies</li> <li>• Markets need to be improved to increase recycling rates</li> <li>• Severe constraint on recycling. Focus on improving end markets for high value materials</li> <li>• State funding to help establish businesses in the region that use recycled materials</li> <li>• Legislative funding needed to support market development</li> </ul>	<ul style="list-style-type: none"> <li>• Product Stewardship</li> <li>• Legislation at beginning vs. end of deciding what is recycling/how to recycle (i.e. – what can recycling be used for?)</li> <li>• Clarify what you want to recycle – focus on what there is a market for? (focus on education as part of this)</li> <li>• Curbside vs. drop off recycling?</li> <li>• Partnerships with NRRI and others</li> <li>• Legislative lobbying for support – have to be squeaky wheel</li> <li>• Need a regional solution too</li> </ul>

As reflected above, the greatest challenges/barriers identified by the regional stakeholders were the following:

- Lack of landfill disposal capacity in the region
- Adequate program funding
- Long hauling distances for disposal
- Adequate access to recycling processing centers
- PFAS and future regulatory impacts
- Permitting and regulatory constraints
- Lack of strong end markets for recoverable materials in the region

These challenges/barriers exist, in part, because of the geographic size of the region, lack of population density in most areas of the region, and the current policy and regulatory framework. A number of potential regional strategies were identified for consideration.

Subsequent to these regional stakeholder meetings, two additional virtual meetings with the SWONER were scheduled to review the regional stakeholder meeting outcomes and begin to formulate a consensus around specific regional strategies. To supplement these group discussions, a series of meetings were scheduled with each SWONER and their respective lead elected official to better understand individual County/WLSSD program issues and prioritize the opportunities to collaborate as a region. This series of meetings was very beneficial because they presented an opportunity to address in greater detail how to align local and regional program needs.

The outcomes of the regional stakeholder engagement process described was used to formulate the proposed system.

## **14.2 Public Comment**

Upon the MPCA's preliminary decision to approve the Regional Plan, the MPCA shall provide public notice for public comment. The Plan will be placed on public notice by the MPCA and will be available for review and comment for 30 calendar days. Each County/WLSSD will put the plan on display based on its own policies. After the 30-day public comment period, the MPCA and the NEWAC, upon consultation with the SWONER, will review the public input and provide direction on revisions (if necessary). The Plan will then be finalized, approved by the respective Counties/WLSSD, and made available to the public at designated locations.



**APPENDIX A –  
HISTORY OF COUNTY SOLID WASTE  
SYSTEM DEVELOPMENT**

## **A.1 History of System Development – Aitkin County**

Minnesota's statewide recycling efforts began in earnest in 1989, when the Legislature adopted comprehensive legislation based on the recommendation of the Governor's Select Committee on Recycling and the Environment (SCORE). This set of laws, commonly referred to as SCORE, initiated a "stable" source of State funding for programs related to recycling, waste reduction, and the improved management of household hazardous wastes and problem materials. SCORE related programs are a key element of Aitkin County's integrated solid waste management program which are administered by the Environmental Services Department.

The County's efforts on developing a solid waste management program began in 1974 with the permitting of the Aitkin Area Sanitary Landfill (SW-145). This landfill was in operation for approximately 16 years; ceasing operation in 1990. Prior to this, many of the communities within the County had their own local dump. In 1990, Aitkin County entered into an agreement with Garrison Disposal for providing recycling services within Aitkin County. In 1992, Aitkin County received a Capitol Assistance Program Grant from the Office of Environmental Assistance for the construction of the Aitkin County Recycling Center. The recycling center became the focal point for recycling, hazardous waste and problem material collection. In 1995, the Oak Ridge Demolition Landfill was permitted by the MPCA (SW-541). In 2010, Aitkin County expanded its recycling agreement to include J&H Transfer for recycling services. Currently all mixed municipal solid waste is being collected by private haulers which operate their own transfer stations, or direct haul to the Elk River Landfill or East Central Landfill.

Past solid waste planning activities have focused on closure of two (2) landfills in the County and ensuring that opportunities exist for citizens and businesses to dispose of waste. Some of these activities include:

- Solid waste management plans completed in 1987, 1992, 1996 and 2003.
- Contractual arrangements with Garrison Disposal for recycling services since 1992.
- Contractual arrangements with J&H Transfer for operation of the McGregor Transfer Station since 2007. Contractual arrangements with J&H Transfer for recycling services since 2011.
- Providing household hazardous waste and very small quantity generator services in conjunction with WLSSD.

## **A.2 History of System Development – Carlton County**

The State legislature created the Western Lake Superior Sanitary District (WLSSD) in 1971 to manage wastewater in the lower St. Louis River basin that includes a large area around Duluth and includes over 500 square miles as shown on Figure 1. In 1974, the legislature added authority and responsibility to the WLSSD for the management of solid waste within the District boundaries. The WLSSD has the authority to act as a county in the regulation of solid waste management programs, to license the collection of solid waste and collect fees. Additionally, WLSSD has the authority to plan for and regulate recycling programs.

The northeastern portion of Carlton County is within the jurisdiction of the WLSSD, including the cities of Carlton, Cloquet, Scanlon, Thomson and Wrenshall; and Thomson, Twin Lakes and Silver Brook Townships. Private haulers provide waste disposal and recycling services within these communities in Carlton County. The County recycling sheds, North Carlton County Transfer Station, household hazardous waste services are also available within these communities. The WLSSD provides some educational services and certain specialized programs to Carlton County residents. Additionally, the County and the WLSSD currently operate under a Joint Powers Agreement (see Appendix B) for the use of a landfill for mixed municipal solid waste (MSW) and demolition/industrial waste disposal.

The Carlton County Planning and Zoning office administers the County's solid waste and recycling program that serves the entire County, including the portion within the WLSSD. Additionally, the County cooperates and participates with the WLSSD to provide certain services, education and programs. The County and the WLSSD have operated under a Joint Powers Agreement since 1985, with amendments as required. Since its inception, the Carlton County waste management program has expanded to meet state recycling goals and other solid waste management initiatives. The first Solid Waste Management Plan for Carlton County was approved by the State in 1985. Subsequently, this plan was updated in 1991 and 2000. Over the last thirty years, the County has broadened solid waste services to provide:

- Expanded recycling services,
- Education to residents and businesses for waste reduction and reuse, conservation, and household hazardous waste management,
- Additional staff to manage the solid waste and recycling programs and services,
- Administration of the Solid Waste Ordinance, as amended, to require and regulate the disposal of solid waste and implement recycling programs,
- Participation with the Minnesota Pollution Control Agency (MPCA), the WLSSD, the Duluth Centroid in demonstration projects (for example, mattress recycling) and solid waste and recycling planning efforts.

### **A.3 History of System Development – Cook County**

Cook County has successfully managed its solid waste since 1988. Cook County provides a solid waste management programs and services to be utilized by its citizens and cooperates with nearby counties to provide additional resources and services when possible. Through careful cooperative planning, Cook County hopes to continue successfully managing solid waste.

Cook County adopted a Solid Waste Ordinance as part of its Public Health Code on February 27, 1979. Chapter 2 of the Public Health Code deals with solid waste, including its storage, transportation, and disposal; licensing collectors and haulers; and regulations for sanitary landfill sites.

### **A.4 History of System Development – Itasca County**

Prior to closing of the landfills, an examination of waste disposal options was investigated by the County seeking alternatives that would allow processing portions of our waste stream through composting, incineration, or other mixed waste processing techniques. The process involved our County, the surrounding NEWAC counties and WLSSD to combine efforts for sufficient volume to make siting of a landfill, processing plant, or incinerator a viable option. Coordination of these efforts found restraints due to in-place management systems and contracts as well as available capital investment funds.

In 1994, the County constructed a transfer station, which was operated by the County Engineer's Department. During this time, Itasca County delivered a portion of their waste under Contract to the Quadrant Co. Incinerator in Perham, Minnesota and the remaining waste was delivered to the McLeod Landfill. Prior to the termination of the Quadrant Co. Contract in 1996, a decision was made by the Itasca County Board of Commissioners not to renew the Contract and to seek proposals for a Comprehensive Solid Waste Management Contract to include MSW disposal, transportation, recycling, and operation of the County transfer station and Demolition LDF.

After an extensive selection process, a decision was made by the County Board to enter into a contract with SWIS Corp. effective November 5, 1996 – January 1, 2000 to provide an integrated solid waste service for the County. The Board's decision was based on the primary positive environmental impact of the SWIS Corp. proposal to reduce landfill dependency by removing recyclables and composting of MSW. After 16 months into the Contract, it was evident that SWIS's RFP claim of 85% waste reduction and processing could not be met and in fact nearly all MSW waste was being landfilled. As this was contrary to the Board's reasoning for entering into the Contract, a decision was made on 10/28/97 to prepare a letter of intent to terminate the contract effective 4/30/98. Simultaneously the Board gave approval to begin negotiations with Waste Management (aka Zenith/Kremer) based on their proposal submitted during the

initial RFP process for solid waste management services that would provide continuation of a source separated recycling program with more up-to-date equipment, a state-of-the-art landfill facility in Elk River and the advantage of a lower financial cost.

- **1973** – Itasca County receives permit #SW-135 for the Grand Rapids Area Landfill
- **1985-87** – 28 non-conforming modified landfills close
- **1987** – All non-conforming modified landfills re-vegetated and erosions control measures installed
- **1986-94** – Itasca County receives 5-year permits for the continued operation of the Grand Rapids Area Landfill
- **1988** – The Waste Management Board approved the Itasca County Solid Waste Management Plan
- **1989** – Itasca County Board of Commissioners voted to accept a recommendation of the Itasca County Solid Waste Advisory Committee to discontinue any future expansion at the Grand Rapids Area Landfill and began the siting process for a new landfill
- **1990** – Itasca County signed a contract with Quadrant Co. to dispose of a portion of MSW at the Perham Incinerator allowing the remaining capacity at the Grand Rapids Area Landfill to extend until a new landfill could be opened
- **1990** – Itasca County staff met with townships regarding four (4) potential landfill sites
- **1991** – The Office of Waste Management approves the SCORE amendment
- **1992** – The Itasca County Board of Commissioners voted to discontinue sears for a landfill in the County and build the Transfer Station
- **1993** – Construction began on the Itasca County Transfer Station and Household Hazardous Waste (HHW) building
- **1993** – Itasca County receives permit for construction and operation of the Itasca County Transfer Station, Permit #SW-436
- **1994** – Itasca County receives permit for construction and operation of Demolition Land Disposal Facility Permit #SW-436
- **1994** – Itasca County Transfer Station opens. Grand Rapids Area Landfill closed and receives final cover.
- **1994** – HHW Facility opened for use
- **1994** – Itasca County signs contract with Quadrant Co. & Sanifill, Inc. to provide for disposal of all MSW generated in the County
- **1995-current** - Itasca County receives continuous five (5) year permits for 14 outlying transfer station - #SW-482
- **1995-2011** – Itasca County receives Spring Lake (#SW-494) and Bray Lake (#SW-495) Demolition Land Disposal Facility five (5) year permits
- **1997** – Itasca County signs contract with SWIS Corp. Inc. for solid waste management and recycling services.
- **1998-2013** – Itasca County terminates contract with SWIS Corp. Inc. Itasca County signs contract with

Zenith Kremer Waste System Inc. (Waste Management) for solid waste management and recycling services.

- **2005** – Sprint Lake Demolition and Land Facility Expansion Permit and construction
- **2006** – Begin Electronics Recycling Program
- **2007** – Initiate free electronics recycling for residents
- **2007** – Construction of new demolition land disposal facility in Cohasset
- **2008** – Three (3) year permit renewal for Spring and Bray Lake Demo LDF on condition of closure by 2011 in lieu of installing monitor wells
- **2010** - Conduct energy audit by ESG at Transfer Station
- **2010** – Close Cohasset Demo LDF and begin using new demo facility
- **2011** – Itasca County Board adopts resolution prohibiting on-site burning of garbage
- **2011** – Install energy saving lighting and enter into contract with the City of Cohasset for gas heat to the Transfer Station buildings
- **1995-2011** – Itasca County receives Spring Lake #SW-494 and Bray Lake #SW-495 – 5 year continuous Demolition Land Disposal Facility Permits
- **2011** – Bray and Spring Lake Facilities close
- **2011-12** – Final cover completed on Bray and Spring Lake demo sites

#### **A.5 History of System Development – Koochiching County**

Koochiching County adopted a solid waste ordinance in 1996 that covers fees, licensing, assessments, and regulations for the disposal of waste within the County. The County has received notices of compliance for the landfills in International Falls and Northome. Both landfills stopped accepting waste in 1992 and were entered into the MPCA Landfill Clean-up Program.

#### **A.6 History of System Development – Lake County**

Lake County began meeting with other counties in the region in 1991 and became part of the group Solid Waste Officers of North Eastern Region (SWONERS). In 1992, this group expanded into the NEWAC group to include County Commissioners; both groups are still active today.

The County submitted its first Solid Waste Management Plan in 1986. A committee was formed in 1989 to revise the plan to incorporate the Castle Danger Landfill; however, by the time the plan was completed in 1991, the landfill had reached permitted capacity and ceased accepting waste. The County began hauling waste to the WLSSD refuse-derived fuel (RDF) facility. In the late 1990s, the RDF facility was closed and replaced with a transfer station. The majority of Lake County MSW is currently managed at the WLSSD transfer station facility. Lake County originally adopted the Lake County Solid Waste Ordinance in 1974. The Ordinance was revised and adopted in 1992.

## A.7 History of System Development – St. Louis County

Historic solid waste management system development activities include:

- Closure of 16 landfills within the SWMA. All of these have undergone closure and 14 were transferred to the Minnesota Pollution Control Agency in 1996 for post-closure monitoring and maintenance;
- 1988 waste-to-energy facility studies (Technical and Financial Assessment of Solid Waste Management Alternatives for St. Louis County Appendix O of the 1996 St. Louis County Solid Waste Management Plan for document);
- 1990 mixed MSW composting studies (Solid Waste Management Alternatives for St. Louis County (see Appendix P of the 1996 St. Louis County Solid Waste Management Plan));
- 1991 study – St. Louis County/Western Lake Superior Sanitary District Solid Waste Management Options (Appendix Q of the 1996 St. Louis County Solid Waste Management Plan);
- Ongoing consideration of increased usage of the WLSSD RDF facility until the closure of that facility in 1999;
- Participation in the Northeast Waste Advisory Commission (NEWAC) and other regional efforts;
- Various cooperative public/private ventures including 1992 request for proposal for operation of MSW composting facility for SWMA waste;
- Development of a “Cooperative Solid Waste Processing and Disposal Options Report” in December of 1993 (Appendix R of the 1996 St. Louis County Solid Waste Management Plan);
- Test burns of WLSSD-prepared pellets during 1994 to determine the potential for pelletizing a portion of the County waste stream and selling it to existing markets;
- Review of expansion of WLSSD waste incineration capacity during the NEWAC process; and
- Joint discussions between the County and WLSSD with Synertec during 1995 aimed at identifying potential options for cooperative action.
- Development of SWMA-wide recycling collection program;
- 1992 to present: participation in regional solid waste discussion groups, Northeast Waste Advisory Council (NEWAC) and Solid Waste Officers of the Northeast Region (SWONERS)
- 1995 Department Strategic Planning;
- 1995 – 1998 MSW processing facility analyses;
- The Northeast Minnesota Compost Market Feasibility Study;
- 1995 the Arrowhead Regional Development Commission (the staffing entity for NEWAC at that time) presented background materials for discussion with County Boards that contained analysis of six basic regional solid waste management options (see Appendix S of the 1996 St. Louis County Solid Waste Management Plan);
- 1995, the Minnesota Department of Natural Resources contracted for a report titled “The

Potential to Supply MSW Compost for Mineland Reclamation in Northeastern Minnesota.” (See Appendix T of the 1996 St. Louis County Solid Waste Management Plan).

- 1995 “Report on Transitional Planning for the Solid Waste Department” (Appendix U of the 1996 St. Louis County Solid Waste Management Plan);
- 1998 Northeast Minnesota Compost Markets Study (R.W. Beck);
- 1999 Processing Evaluation Team, members included Department, WLSSD and MPCA staff;
- 1999 participation in the MSW Composition Study for the Solid Waste Management Coordinating Board (R.W. Beck, January 2000)
- 1999 Department study of low-tech source separated options including small scale localized composting projects.
- 2001 electronics recycling program;
- 2002 evaluation of source separated organics composting alternatives;
- 2002 evaluation of source separated demolition waste recovery alternatives; and
- 2002 MSW and demolition materials WTE discussions with Laurentian Energy Authority and Minnesota Power.
- 2004 to present evaluation of demolition material processing;
- 2006 regional mattress processing program;
- 2007 evaluation of efficiencies at the Regional Landfill;
- 2009 participation in State MEI “Centroid” planning;
- 2011 landfill gas recovery evaluation;
- 2012 review of MSW processing feasibility; and 2012 evaluation of additional plastics recycling collection.
- 2014 expanded leachate spray field by acquiring 48 acres of land to the north of the existing field.
- 2014 leachate spray operations moved away from fixed head sprayer system to mobile spray gun system.
- 2015 opened new canister site in the Cedar Valley area to service remote community.
- 2017 implemented a landfill gas capture system that compresses the gas to use in heating the Materials Recovery Facility located next to the landfill.
- 2017 began feasibility study on siting new MSW landfill at or near the existing Voyageur’s Disposal Landfill in Canyon, MN.
- 2018 construction event placed final closure cover on 9.5 acres of the Regional Landfill.
- 2019 began tests on feasibility of constructed wetlands in advanced leachate treatment.
- 2022 secured funding through (Legislative-Citizen Commission on Minnesota Resources (LCCMR) to fund demonstration scale wetland project through 2026.
- 2022 construction of demonstration scale constructed wetlands to treat PFAS and other contaminants of concern.



## **A.8 History of System Development - WLSSD**

The District's first Solid Waste Management Plan was developed in 1975. This marked the beginning of a role the WLSSD would continue to play in solid waste management throughout the District's legislative area. Since then, solid waste management has undergone significant changes at the national, state and local levels. Throughout, the District has maintained a solid waste management plan and programs which effectively manage solid waste and meet the obligations of the State of Minnesota. More details on the WLSSD's history are summarized below.

- **1971** – The Western Lake Superior Sanitary District is created by Minnesota State Legislature
- **1974** – State of Minnesota amends WLSSD enabling legislation (Minnesota Statute Chapter 458D) to expand responsibilities to include solid waste management
- **1975** – WLSSD adopts first Solid Waste Management Plan
- **1979** – WLSSD acquires the Rice Lake MSW Landfill from the Duluth Disposal Company
- **1981** – WLSSD Solid Waste Processing Facility (SWPF) and Refuse Derived Fuel (RDF) incineration system begins operation
- **1984** – WLSSD partners with the MPCA to hold one of the first household hazardous waste collection days in Minnesota
- **1989** – MN Legislature grants WLSSD additional responsibility and authority to implement the mandates of the Select Committee on Recycling and the Environment (SCORE). SCORE legislation gives WLSSD the authority to license and regulate fees for the collection of solid waste in order to implement District-wide recycling programs.
- **1990** – WLSSD Enacts “Ordinance Relating to Mixed Municipal Solid Waste Management and Recycling” on August 14, 1990.
- **1990** – WLSSD enters into an agreement with the MPCA to establish a regional Household Hazardous Waste (HHW) collection program
- **1991** – WLSSD bans yard waste effective January 1, 1991 from MSW delivered to the District's SWPF
- **1992** – Permit #SW-232 reissued for the WLSSD Rice Lake MSW Landfill
- **1992** – Recyclable materials are prohibited from District SWPF effective January 1, 1992
- **1993** – WLSSD enacts an Industrial Solid Waste Management Plan
- **1993** – District granted permit (SW-437) for new Industrial Solid Waste Land Disposal Facility opened in November
- **1994** – District enacts “Solid Waste Disposal Regulations” which governs solid waste collectors and controls the types of wastes that can be disposed of at District facilities – amended in February 1997.
- **1994** – WLSSD Regional HHW building opened in January funded from a grant from the Office

- **1994** – WLSSD yard waste compost facility opens in September to provide a disposal solution after State passed ban of yard waste in landfills
- **1995** – WLSSD Clean Shop Program initiated for business hazardous waste disposal
- **1996** – WLSSD “Ordinance – Solid Waste Management Fee for the Western Lake Superior Sanitary District” effective March 1, 1996
- **1998** – WLSSD “Ordinance Governing Solid Waste Management and Recycling” (Solid Waste Ordinance) effective April 14, 1998.
- **1999** – WLSSD “Ordinance Regulating Solid Waste Operations” adopted April 19, 1999 authorizes WLSSD to regulate and permit solid waste facilities
- **1999** – District’s Solid Waste Transfer Station begins operation on July 1, 1999
- **1999** – Agreement entered into with BFI Waste Systems of North America, Inc. for Transfer Station operations and transport of waste to the BFI Lake Area Landfill in Sarona, Wisconsin through June 30, 2006
- **2001** – WLSSD Rice Lake Industrial Solid Waste Disposal Facility closes
- **2002** – Materials Recovery Center opens in January at site of former Rice Lake Landfill to recover resources from the solid waste stream
- **2004** – Mattress recycling program begins at Goodwill Industries in partnership with WLSSD, MPCA, and St. Louis and Carlton counties to serve as a regional hub for mattress collection and recycling
- **2006** – WLSSD signs contract with City of Superior for delivery of waste to the Superior Landfill
- **2007** – WLSSD begins “Medicine Cabinet Clean-out” pharmaceutical collections
- **2006** – All previous ordinances relating to solid waste codified into one “Solid Waste Ordinance” effective October 1, 2006.
- **2010** – Electronics building constructed at MRC to more efficiently collect waste electronics
- **2013** – Product Reuse Center is expanded at the HHW Facility
- **2015** – Material Reuse Center is opened at the Materials Recovery Center
- **2020** – WLSSD completes first Disaster Debris Management Plan

**APPENDIX B – DETAILED TRANSPORTATION ANALYSIS SUMMARY**

AITKIN, ITASCA, AND KOOCHICHING - KEEWATIN TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Keewatin)	Mileage Reduction (One-Way)
Aitkin	Garrison	East Central	60	78	-19
	McGregor	Sarona	146	60	86
	Countryside	Sarona	129	71	58
Itasca	Itasca County	Elk River	149	30	119
Koochiching	Koochiching County	Mar-Kit	179	110	69
<b>Total</b>			<b>663</b>	<b>350</b>	<b>313</b>
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Keewatin)	Cost per Ton Reduction
Aitkin	Garrison	East Central	\$ 39.01	\$ 43.13	\$ (4.12)
	McGregor	Sarona	\$ 67.64	\$ 39.08	\$ 28.56
	Countryside	Sarona	\$ 63.89	\$ 41.56	\$ 22.33
Itasca	Itasca County	Elk River	\$ 62.28	\$ 20.05	\$ 42.24
Koochiching	Koochiching County	Mar-Kit	\$ 85.03	\$ 57.30	\$ 27.73
<b>Total</b>			<b>\$ 63.31</b>	<b>\$ 30.67</b>	<b>\$ 32.63</b>
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Keewatin)	Gallons Used/Year Reduction
Aitkin	Garrison	East Central	11,654	15,311	(3,657)
	McGregor	Sarona	28,549	11,713	16,836
	Countryside	Sarona	25,225	13,922	11,302
Itasca	Itasca County	Elk River	86,998	17,633	69,365
Koochiching	Koochiching County	Mar-Kit	26,825	16,485	10,340
<b>Total</b>			<b>179,251</b>	<b>75,064</b>	<b>104,187</b>
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Keewatin)	Metric Tons of CO2 Reduction
Aitkin	Garrison	East Central	119	156	-37
	McGregor	Sarona	291	119	171
	Countryside	Sarona	257	142	115
Itasca	Itasca County	Elk River	886	180	706
Koochiching	Koochiching County	Mar-Kit	273	168	105
<b>Total (Weighted Average)</b>			<b>1,825</b>	<b>764</b>	<b>1,061</b>
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Keewatin)	Annual Fuel Cost Reduction
Aitkin	Garrison	East Central	\$ 58,271	\$ 76,554	\$ (18,283)
	McGregor	Sarona	\$ 142,744	\$ 58,564	\$ 84,180
	Countryside	Sarona	\$ 126,123	\$ 69,612	\$ 56,511
Itasca	Itasca County	Elk River	\$ 434,991	\$ 88,166	\$ 346,825
Koochiching	Koochiching County	Mar-Kit	\$ 134,125	\$ 82,423	\$ 51,702
<b>Total</b>			<b>\$ 896,254</b>	<b>\$ 375,319</b>	<b>\$ 520,934</b>

CARLTON, COOK, LAKE, AND WLSSD - CANYON TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Canyon)	Mileage Reduction (One-Way)
Carlton	North Carlton	Superior	30	27	3
	Tofte	Superior	100	114	-14
Cook	North Shore	Superior	127	141	-14
Lake	(City of Two Harbors)	Superior	43	57	-14
WLSSD	WLSSD Transfer Station	Superior	13	27	-14
<b>Total</b>			<b>314</b>	<b>367</b>	<b>-53</b>
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Canyon)	Cost per Ton Reduction
Carlton	North Carlton	Superior	\$ 21.69	\$ 21.03	\$ 0.66
	Tofte	Superior	\$ 68.98	\$ 72.06	\$ (3.08)
	North Shore	Superior	\$ 74.92	\$ 78.00	\$ (3.08)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 38.69	\$ (3.08)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 17.08	\$ (5.05)
<b>Total (Weighted Average)</b>			<b>\$ 18.32</b>	<b>\$ 22.21</b>	<b>\$ (3.89)</b>
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Canyon)	Gallons Used/Year Reduction
Carlton	North Carlton	Superior	6,381	5,740	640
	Tofte	Superior	6,130	6,988	(858)
	North Shore	Superior	7,785	8,643	(858)
Lake	(City of Two Harbors)	Superior	4,998	6,611	(1,612)
WLSSD	WLSSD Transfer Station	Superior	12,781	26,134	(13,353)
<b>Total</b>			<b>38,075</b>	<b>54,116</b>	<b>(16,042)</b>
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Canyon)	Metric Tons of CO2 Reduction
Carlton	North Carlton	Superior	65	58	7
	Tofte	Superior	62	71	-9
	North Shore	Superior	79	88	-9
Lake	(City of Two Harbors)	Superior	51	67	-16
WLSSD	WLSSD Transfer Station	Superior	130	266	-136
<b>Total</b>			<b>388</b>	<b>551</b>	<b>-163</b>
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Canyon)	Annual Fuel Cost Reduction
Carlton	North Carlton	Superior	\$ 31,903	\$ 28,702	\$ 3,201
	Tofte	Superior	\$ 30,650	\$ 34,941	\$ (4,291)
	North Shore	Superior	\$ 38,926	\$ 43,217	\$ (4,291)
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 33,054	\$ (8,062)
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 130,668	\$ (66,765)
<b>Total</b>			<b>\$ 190,374</b>	<b>\$ 270,582</b>	<b>\$ (80,208)</b>

CARLTON, COOK, LAKE, AND WLSSD - SARONA TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Sarona)	Mileage Reduction (One-Way)
Carlton	North Carlton	Superior	30	102	-72
	Tofte	Superior	100	172	-72
Cook	North Shore	Superior	127	200	-73
Lake	(City of Two Harbors)	Superior	43	116	-73
WLSSD	WLSSD Transfer Station	Superior	13	86	-72
<b>Total</b>			<b>314</b>	<b>676</b>	<b>-362</b>
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Sarona)	Cost per Ton Reduction
Carlton	North Carlton	Superior	\$ 21.69	\$ 46.36	\$ (24.67)
	Tofte	Superior	\$ 68.98	\$ 84.82	\$ (15.85)
	North Shore	Superior	\$ 74.92	\$ 121.64	\$ (46.72)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 67.91	\$ (32.29)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 37.82	\$ (25.79)
<b>Total (Weighted Average)</b>			<b>\$ 18.32</b>	<b>\$ 44.74</b>	<b>\$ (26.42)</b>
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Sarona)	Gallons Used/Year Reduction
Carlton	North Carlton	Superior	6,381	21,767	(15,386)
	Tofte	Superior	6,130	10,544	(4,414)
	North Shore	Superior	7,785	12,260	(4,475)
Lake	(City of Two Harbors)	Superior	4,998	13,360	(8,361)
WLSSD	WLSSD Transfer Station	Superior	12,781	81,834	(69,054)
<b>Total</b>			<b>38,075</b>	<b>139,765</b>	<b>(101,690)</b>
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Sarona)	Metric Tons of CO2 Reduction
Carlton	North Carlton	Superior	65	222	-157
	Tofte	Superior	62	107	-45
Cook	North Shore	Superior	79	125	-46
Lake	(City of Two Harbors)	Superior	51	136	-85
WLSSD	WLSSD Transfer Station	Superior	130	833	-703
<b>Total</b>			<b>388</b>	<b>1,423</b>	<b>-1035</b>
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Sarona)	Annual Fuel Cost Reduction
Carlton	North Carlton	Superior	\$ 31,903	\$ 108,834	\$ (76,931)
	Tofte	Superior	\$ 30,650	\$ 52,718	\$ (22,068)
	North Shore	Superior	\$ 38,926	\$ 61,300	\$ (22,375)
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 66,799	\$ (41,807)
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 409,172	\$ (345,268)
<b>Total</b>			<b>\$ 190,374</b>	<b>\$ 698,823</b>	<b>\$ (508,449)</b>

**CARLTON, COOK, LAKE, AND WLSSD – VIRGINIA TOTALS**

<b>One-Way Hauling Distance</b>					
<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Current Mileage</b>	<b>Proposed Mileage (To Virginia)</b>	<b>Mileage Reduction (One-Way)</b>
Carlton	North Carlton	Superior	30	64	-34
Cook	Tofte	Superior	100	152	-52
	North Shore	Superior	127	179	-52
Lake	(City of Two Harbors)	Superior	43	95	-52
WLSSD	WLSSD Transfer Station	Superior	13	52	-39
<b>Total</b>			<b>314</b>	<b>542</b>	<b>-52</b>
<b>Cost per Ton</b>					
<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Current Cost Per Ton</b>	<b>Proposed Cost Per Ton (To Virginia)</b>	<b>Cost per Ton Reduction</b>
Carlton	North Carlton	Superior	\$ 21.69	\$ 21.03	\$0.66
Cook	Tofte	Superior	\$ 68.98	\$ 72.06	\$(3.08)
	North Shore	Superior	\$ 74.92	\$ 78.00	\$(3.08)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 38.69	\$(3.08)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 17.08	\$(5.05)
<b>Total (Weighted Average)</b>			<b>\$ 18.32</b>	<b>\$ 22.21</b>	<b>\$(3.89)</b>
<b>Gallons Used/Year</b>					
<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Current Gallons Used/Year</b>	<b>Proposed Gallons Used/Year (To Virginia)</b>	<b>Gallons Used/Year Reduction</b>
Carlton	North Carlton	Superior	6,381	13,613	7,232
Cook	Tofte	Superior	6,130	9,318	3,188
	North Shore	Superior	7,785	10,973	3,188
Lake	(City of Two Harbors)	Superior	4,998	11,042	6,044
WLSSD	WLSSD Transfer Station	Superior	12,781	51,124	38,343
<b>Total</b>			<b>38,075</b>	<b>96,070</b>	<b>54,995</b>
<b>Metric Tons of CO2</b>					
<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Current Metric Tons of CO2</b>	<b>Proposed Metric Tons of CO2 (To Virginia)</b>	<b>Metric Tons of CO2 Reduction</b>
Carlton	North Carlton	Superior	65	139	74
Cook	Tofte	Superior	62	94	32
	North Shore	Superior	79	111	32
Lake	(City of Two Harbors)	Superior	51	113	62
WLSSD	WLSSD Transfer Station	Superior	130	520	390
<b>Total</b>			<b>388</b>	<b>977</b>	<b>590</b>
<b>Annual Fuel Cost</b>					
<b>County</b>	<b>Transfer Station</b>	<b>Current Landfill</b>	<b>Current Annual Fuel Cost</b>	<b>Proposed Annual Fuel Cost (To Virginia)</b>	<b>Annual Fuel Cost Reduction</b>
Carlton	North Carlton	Superior	\$ 31,903	\$ 68,065	\$ 36,162
Cook	Tofte	Superior	\$ 30,650	\$ 46,950	\$ 16,300
	North Shore	Superior	\$ 38,926	\$ 54,865	\$ 15,939
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 55,210	\$ 30,218
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 255,620	\$ 191,717
<b>Total</b>			<b>\$ 190,374</b>	<b>\$ 480,710</b>	<b>\$ 290,336</b>

# Northeast Minnesota Regional Solid Waste Management Plan

*Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD*



CREATE AMAZING.

Burns & McDonnell Engineering Company, Inc.  
8201 Norman Center Drive, Suite 500  
Bloomington, MN 55437  
O 952-656-6003  
F 952-229-2923  
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# Board of County Commissioners Agenda Request

60C  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Dem-Con Companies requesting Certificate of Need

<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) <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> Andrew Carlstrom		<b>Department:</b> Environmental Services / Zoning
<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>Dem-Con Companies industrial landfill located in Keewatin, MN. is requesting support from Aitkin County with their "Certificate of Need" with the Minnesota Pollution Control Agency (MPCA). They are requesting Aitkin County Board of Commissioners support and to adopt a resolution in favor of proposed expansion of solid waste disposal and recycling opportunities to their Keewatin facility. Please see letter and a proposed resolution.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> Motion to deny support of Certificate of Need for Dem-Con.		
<b>Recommended Action/Motion:</b> Motion to approve resolution and support Certificate of Need for Dem-Con Companies Keewatin Facility and request Board Chair signature on letter of support.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

PROPOSED June 13, 2023

By Commissioner:

20230613-xxx

Aitkin County's Support for Certificate of Need for Dem-Con Solid Waste Disposal Facility in Keewatin, Minnesota

**WHEREAS**, Aitkin County and its private waste haulers continuously seek more economic and efficient opportunities for regional solid waste disposal; and

**WHEREAS**, Dem-Con Companies is proposing an expansion of their regional solid waste disposal and recycling located at their Keewatin, Minnesota facility, and is requesting County Board support;

**NOW, THEREFORE BE IT RESOLVED**, that the Aitkin County Board of Commissioners does hereby support this Certificate of Need with the MPCA for future operations at the Keewatin Dem-Con landfill.

FOUR MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA)  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 13th day of June 2023 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of June 2023

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



## AITKIN COUNTY COMMISSIONERS

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

Phone: 218-927-3093  
Fax: 218-927-7374

June 13, 2023

Minnesota Pollution Control Agency  
Solid Waste Permitting Unit  
520 Lafayette Road North  
St. Paul, MN 55155-4194

Mr. Bill Keegan, P.E.  
President Dem-Con Companies  
13020 Dem-Con Drive  
Shakopee, MN 55379

RE: Letter of Support for a Regional Municipal Solid Waste Disposal Facility

Dear Solid Waste Permitting Unit,

Aitkin County is wholeheartedly committed to the waste management goals of the State which is to “foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the states land, air, water and other natural resources and the public health”.

As stated in the 2013 Aitkin County Integrated Solid Waste Management Plan (County Plan), “The County is concerned with the rising cost of waste management, the environmental impacts of land disposal, long term waste abatement solutions, and achieving the reduction and recycling goals set by the State”. For this reason, Aitkin County believes that there is a need for a regional Municipal Solid Waste (MSW) disposal facility that would improve logistics, help support recycling, and be environmentally and economically beneficial to Aitkin County, its residents, and the State of Minnesota.

Aitkin County currently disposes of approximately 8,846 tons of MSW on an annual basis and this volume could be available for disposal at a regional facility if the economics and environmental factors are favorable to the County and its private waste haulers. Finally, Aitkin County has recently become aware of opportunities for the private sector to provide the County with local and regional waste disposal and recycling in Keewatin, Minnesota. For the reasons stated above and in the approved County Plan, Aitkin County is supportive of the need for a regional or local MSW disposal facility in Keewatin.

Sincerely,

J. Mark Wedel  
Aitkin County Board Chairperson



# Board of County Commissioners Agenda Request

7A  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Naturally Better Branding Logo approval

<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*
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> <p>A brand logo has been created and is attached. There are two specific logos. One logo is for any/all advertising of the naturally better brand plan and the second is the logo for any website or social media use. A QR code has also been created and is attached. The QR code is functional and ready for use.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Economic Development requests approval of a motion to utilize the new logo in all naturally better advertising.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This funding is budgeted through the ARPA funding.		

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

ORIGINAL



*Naturally Better.*

Reverse option for website advertising:







# Board of County Commissioners Agenda Request

7B  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Business Development & Recreation Grant: Award funding

<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*
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Business Development &amp; Recreation Grant Program. Grant applications and grant award summary are included.</p> <p>The Committee was unanimous on the recommendation. The Committee recommends and requests approval to award the following grants at this time:</p> <p>Aitkin Chamber of Commerce= \$1,550          The Rialto Theatre= 1,257</p> <p>The purpose of this grant fund is to leverage county funds, private funds and volunteer efforts to increase small business development activities in Aitkin County, with an emphasis on increasing sustained tourism and recreation activities. Several organizations may submit a single application or organizations may apply individually. Organizations need only to commit one hundred dollars (\$100) in good faith to ensure commitment to the grant request. The Aitkin County Board of Commissioners, have approved funding to be used to directly impact the Community of Aitkin County by executing the Aitkin County Business Development &amp; Recreation Grant.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Economic Development requests approval of a motion to award the recommended grants.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This funding is budgeted through the ARPA funding.		

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

**Business Development and Recreation Grant**

Year	#	Facility Name	Project Name	Contact Name	City	\$ requested	\$ Awarded
2023	1	Shamrock Township	Shamrock Recreational Area	Candace Kral	Shamrock	\$ 1,950	
	2	Cabin Fever Videos	Camera Advancement	Brianna Wiley	Hill City	\$ 1,942	
	3	Long Lake Foundation	Nature Rocks! A fundraiser for conservation	Bob Markum/Dave McMillan	Palisade	\$ 2,000	\$ 2,000
	4	Palisade Event Committee	Uptown Palisade Revitalization	Nancy Havila	Palisade	\$ 925	\$ 925
	5	My Crafts n Things	Business signage	Michiyo Schanz	Aitkin	\$ -	\$ -
	6	Smokey Jake's BBQ	Business signage	Jacob Schanz	Aitkin	\$ -	\$ -
	7	City of Aitkin	Sign project	Jen Thompson	Aitkin	\$ 2,000	
	8	Habitat for Humanity	motorcycle ride fundraiser	Ann Schwartz	Aitkin	\$ 1,100	\$ 1,100
	9	Jaques Art Center	Art for Everyone	Pamela Andell	Aitkin	\$ 1,400	\$ 1,400
	10	Aitkin Chamber of Commerce	Paddle Your Glass Off	Taylor Erickson	Aitkin	\$ 1,550	\$ 1,550
	11	Rialto Theatre	menu display items	Kirk Peysar	Aitkin	\$ 1,257	\$ 1,257
not reviewed	12	Palisade One Stop	LED strip lights to canopy	Kory O'Neil	Aitkin	\$ 2,000	
not reviewed	13	City of Hill City	4th of July Festival	Tami Meyer	Hill City	\$ 2,000	
not reviewed	14	Trails Inn Quadna Mountain	build digital platform	Shawn Pehrson	Hill City	\$ 2,000	

\$ 20,124    \$ 8,232  
Remaining





# Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

- Grant requests should be submitted by EMAIL to: [mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: BD&R2023 or by mail to:  
Mark Jeffers  
Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 316  
Aitkin, MN 56431
- Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee in June 2023. Application deadline is **May 31, 2023**.
- Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

## APPLICANT INFORMATION

### PROGRAM INFORMATION

**Project Name:** Paddle Your Glass Off 2023

**Date(s) of Program:** June 17, 2023

**Location of Program:** Aitkin County Campgrounds

**Organization/Community Name:**

**Person in Charge of Project:** Taylor Erickson

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**

**Contact Person's Phone #:** 218-927-2316

**Contact Person's Email:** upnorth@aitkin.com

**Description/focus/purpose of your organization:**

**Aitkin Area Chamber of Commerce – promote Aitkin as a good place to work & play.**

### FUNDING:

Amount requested from Aitkin County \$ 1550  
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match \$ 2050

Total projected budget \$ 3600

### PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

The event is a paddle on the Mississippi followed by a beer, wine, and spirit tasting. We will launch paddlers from Kimball Public Access and they will get off at Aitkin County Campgrounds, where the tasting will take place. We will provide shuttle service, as well as launching and landing assistance.



**What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.**

Our goal is to increase the awareness of Aitkin's waterways. Our river trails are huge recreational asset and we want to familiarize folks with them. Grant funds will be used to achieve this in several ways: marketing (digital and print), cover the cost of kayak rentals (through local business, Unbound Adventures), and defraying the costs of attendee amenities (porta-potty rentals, bug spray, water and snacks, etc.)

**Explain how your project will bring visitors to or provide a positive and sustainable economic impact on Aitkin County.**

We know through data collected at ticket point of sale that our attendees are a mix of locals and visitors. Visitors come from the Metro and Brainerd Lakes Area. We also know through surveys that attendees are visiting local restaurants after the event, and that they are more likely to use Aitkin's waterways now that they are more familiar and comfortable with them. We know this cycle will continue – people have a positive experience on Aitkin's waterways, they continue to utilize them, and they continue to support local businesses – restaurants, gas stations, rental companies, retail, potentially even lodging as demand grows.

**List target markets:** adult outdoor enthusiasts

**List target audience:** past event attendees, social media users (organic reach as well as paid targeting based on age (30-45yrs) and location (central MN).

**4. PROJECT BUDGET:** in the space below, provide a budget for the entire event.

Category	Grant Funds	Applicant Funds	Total
Kayak Rentals (Unbound Adventures)	500		500
Pota-Potties (Nelson Sanitation)	300		300
Marketing (Social Media, Print)	500		500
Branded Materials		2000	2000
Event Supplies	250		250
Liquor License		50	50
<b>TOTALS</b>			<b>3600</b>

Contact Signature:

*Taylor Erickson*

Name Taylor Erickson Date: 5/15/2023



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# Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

- Grant requests should be submitted by EMAIL to: [mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: BD&R2023 or by mail to:  
Mark Jeffers  
Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 316  
Aitkin, MN 56431
- Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee in June 2023. Application deadline is **May 31, 2023**.
- Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

## APPLICANT INFORMATION

### PROGRAM INFORMATION

Project Name: *Rialto Theatre - Menu display*  
 Date(s) of Program: *Summer 2023*  
 Location of Program: *Aitkin, MN*  
 Organization/Community Name: *Rialto Theatre*  
 Person in Charge of Project: *Kirk Peysar*  
 Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):  
*220 Minnesota Ave N, Aitkin, MN 56431*  
 Contact Person's Phone #: *218-851-2453*  
 Contact Person's Email: *Krpeysar@yahoo.com*  
 Description/focus/purpose of your organization:  
*Movie theatre & concession stand*

### FUNDING:

Amount requested from Aitkin County *\$ 1257<sup>00</sup>*  
 (Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match *\$ 1258<sup>33</sup>*

Total projected budget *\$ 2515.33*

### PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

*digital menu signs, project includes menu screens, mounting hardware, subscription, & software licensing*



What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

modernize up to date concession menu  
signage

Explain how your project will bring visitors to or provide a positive and sustainable economic impact on Aitkin County.

the theatre is a historic facility

List target markets: = clients includes people from across Minnesota,  
including visitors from other states & countries.

List target audience: the general public

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	Grant Funds	Applicant Funds	Total
Menu boards	1257 <sup>00</sup>	1258 <sup>55</sup>	2515.55
TOTALS			

Contact Signature:

Name [Signature]

Date: 8-20-23

fastsigns.com/337

Payment Terms: Cash Customer

Created Date: 4/11/2023

**DESCRIPTION: Single Menu Board Pricing**

**Bill To:** Aitkin Movie Theater  
31406 331st  
Aitkin, MN 56431  
US

**Pickup At:** FASTSIGNS® of Blaine  
1017 109th Ave NE  
Blaine, MN 55434  
US

**Requested By:** Thomas Gustin  
Email: tagustin0303@gmail.com  
Work Phone: (218) 851-4683

**Salesperson:** House 270901 - Blaine, MN  
Entered By: Kenny Grandell

NO.	Product Summary	QTY	UNIT PRICE	UNIT PRICE	AMOUNT
1	<b>65" Display For Menu Area with Mounting Hardware</b>	1		\$1,297.00	\$1,297.00
1.1	Manually Priced Signs & Graphics - Part Qty: 1 Width: 57.00" Height: 32.70"				
2	<b>Media Player for Large Screen</b>	1		\$695.00	\$695.00
2.1	Manually Priced Signs & Graphics - Part Qty: 1 Width: 1.00" Height: 1.00"				
3	<b>SaaS Annual Subscription (Yearly Charge)</b>	1		\$254.00	\$254.00
3.1	Manually Priced Signs & Graphics - Part Qty: 1 Width: 1.00" Height: 1.00"				
4	<b>Digital Content Software and Liscensing</b>	1		\$102.00	\$102.00
4.1	Manually Priced Signs & Graphics - Part Qty: 1 Width: 1.00" Height: 1.00"				

Thank you for considering Fastsigns, Blaine. Please let us know if you have any questions regarding this estimate or if you have any other sign needs. Have a great day!

<b>Subtotal:</b>	\$2,348.00
<b>Taxes:</b>	\$167.33
<b>Grand Total:</b>	\$2,515.33
<b>Deposit Required:</b>	\$2,515.33



# Board of County Commissioners Agenda Request

7C  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Revitalization Grant: Award funding

<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*
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Revitalization Grant Program. Grant applications for all grants applications reviewed and grant award summary are included.</p> <p>The Committee recommends and requests approval to award the following grants at this time:</p> <p>Sunny's= \$5,000          Ginger Marie's= \$2,000          Gramma's Pantry (Terrace Project)= \$2,000</p> <p>The purpose of this grant fund is to help support local businesses to upgrade/revitalize the outside presence of their business property in our community in an effort to drive economic growth. As business owners and members of our community, it is important that we establish and maintain an image of growth and success. The fund will help support upgrades of awnings, signage, outdoor aesthetics and general business image and appearance.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Economic Development requests approval of a motion to award the recommended grants.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This funding is budgeted through the ARPA funding.		

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

## 2023 Revitalization Grant Program

#	Applicant Name	Project Name	Contact Name	City	\$ requested	\$ Awarded
1	Gamma's Pantry/Beanery	Terrace Project	Amy Wyant	Aitkin	\$ 5,000	
2	Growth Innovations	Building painting	Stan Gustafson	Aitkin	\$ 12,815	
3	Lowe Properties	awning replacement	Peter Lowe	Aitkin	\$ 5,000	\$ 5,000
4	Sam's Custom Meat Processing	Door replacement	Kathy Haugse	Tamarack	\$ 1,000	
5	Northland Hydraulic Services	sign replacement	Phillip Gerber	Hill City	\$ 5,000	\$ 5,000
6	Sarah's Shining Star Daycare	sign replacement	Sarah Meyer	McGregor	\$ 5,000	
7	The Locker Room	Patio construction (between Block North and The Locker Room)	Peter Lowe	Aitkin	\$ 5,000	\$ 3,000
8	Jaques Art Center	upgrade of doors	Pam Adell	Aitkin	\$ 1,020	\$ 1,020
9	HOPE	Tree removal to add statue	Megan Cummings		\$ 5,000	
10	Holy Family Catholic Church	upgrade of signage and siding	Connie Bartelt	McGregor	\$ 5,000	
11	Roadside Market	new siding on retail building	Anita Klennert-Sonaglia	Hill City	\$ 5,000	\$ 5,000
12	ASAP Towing	new lot upgrade	Josh Paulson	Aitkin	\$ 5,000	
	My Crafts & Things	awning replacement	Michiyo Schanz	Aitkin	\$ 1,151.50	\$ 1,151.50
	Smokey Jakes BBQ	awning replacement	Jacob Schanz	Aitkin	\$ 1,006	\$ 1,006
13	Growth Innovations: Property 2, main street Aitkin	awning replacement	Stan Gustafson	Aitkin	\$ 1,521	\$ 1,521
14	Village Pump Saloon	painting exterior of business	Allison Jensen	Tamarack	\$ 4,600	\$ 4,600
15	SB Pharmacy	Sealing and striping of parking lot	Pauline Anderson	McGregor	\$ 5,000	
16	Round Lake Resort	new dock installation	Brian Caron	McGregor	\$ 5,000	\$ -
17	Sunny's	sign replacement	Anita Klennert-Sonaglia	Hill City	\$ 5,000	\$ 5,000
18	City of Palisade	outside upgrade	Sharon DeWitt	Palisade	\$ 5,000	\$ -
19	Ginger Marie's	awning installation	Ginger Peterson	Aitkin	\$ 5,000	\$ 2,000
#1 ®	Gamma's Pantry/Beanery	Patio construction	Amy Wyant	Aitkin	\$ 5,000	\$ 2,000
20	Aitkin ALANO Society	Exterior building painting	James Jensen	Aitkin	\$ 2,000	\$ -
not yet reviewed	Palisade One Stop	replace current roadside signage	Kory O'Neil	Palisade	\$ 5,000	
not yet reviewed	Angels of McGregor	roof replacement	Cheryl Martin	McGregor	\$ 5,000	
not yet reviewed						
					\$ 110,113	\$ 36,298.50

Remaining **\$13,123.50**



#76

## Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:  
[mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: Revitalization Grant 2023 or  
by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

NO

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** Round Lake Resort

**Address:** 16469 Goshawk St, McGregor, MN 55760

**Person in Charge of Project:** Brian Caron

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**

**Contact Person's Phone #:** 651-343-1199

**Contact Person's Email:** roundlakeresortandbar@gmail.com

**Description of your organization:** We are a small resort that includes a Campground with 20 seasonal camping sites as well as one cabin. We also have a small bar/restaurant on site.

**Mission Statement of your organization:** Provide fun atmosphere, with fast friendly service and good food!





**FUNDING:**

Amount requested from Aitkin County \$ 5000.00  
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 5000.00

Total projected budget \$ 30,000.00

**PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.**

We are replacing our current dock system. The old dock is getting very weathered and is in disrepair. For the safety of our Customers and campers the dock needs to be replaced. We plan on replacing the dock with a new dock system from Floe Inc.

---

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
Dock System	\$5000	\$25,456.81	\$30,456.81
<b>TOTALS</b>	<b>\$5000</b>	<b>\$25,456.81</b>	<b>\$30,456.81</b>

**Will your organization accept a grant if it is partially funded? Yes**

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

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

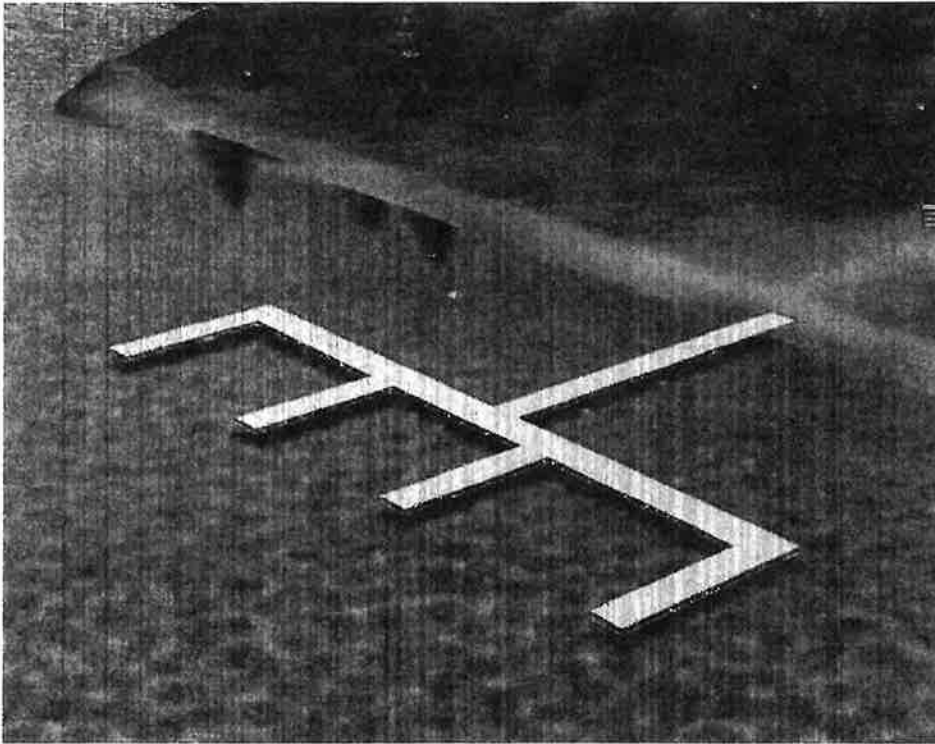


**Willey's Marine**  
 46054 St Hwy 65, McGregor MN 55760  
 218-426-4350  
 www.willeysmarine.com  
 file update 1-19-23

Cust. Name: Round Lake Bar  
 Lake: Round Lake  
 Date: 2/23/2023  
 Show: 0

Address: 0  
 City: 0  
 State: 0 Zip: 0  
 Phone: -  
 Email: 0

Part No.	Description	MSRP Each	Sold In	Qty	Ext. Price
510-08008-00	Dock, 4 x 12 Alum (Grey)			3	\$6,669.00
510-08000-00	Dock, 4 x 16 Alum (Grey)			9	\$24,084.00
510-27200-00	Wheel Kit, Shallow (pair)			1	\$451.00
510-27300-00	Wheel Kit, Medium (pair)			7	\$3,157.00
510-27400-00	Wheel Kit, Deep (pair)			4	\$1,804.00
510-07200-00	Shore-end Wheel Kit (pair)			1	\$245.00
010-06001-00	Wheel, Plastic (Drilled)			26	\$2,158.00
Commercial Discount %: 30%					
				<b>Product Subtotal:</b>	\$38,568.00
				<b>Less Discount:</b>	\$11,570.40
				<b>Assy/Delivery / Install:</b>	\$1,500.00
				<b>Subtotal:</b>	\$28,497.60
				<b>Tax:</b>	\$1,959.21
				<b>Total:</b>	\$30,456.81



84' wide





#17

## Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:  
[mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: Revitalization Grant 2023 or  
by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** Sunny's

**Address:** 101 Hwy 200E Hill City, MN 55748

**Person in Charge of Project:** Anita Klennert - Sonaglia

**Organization Mailing Address:** Sunny's PO Box 10 Hill City, MN 55748

**Contact Person's Phone #:** (218) 398-1492

**Contact Person's Email:** [klennertinc@scicable.com](mailto:klennertinc@scicable.com)

**Description of your organization:** Truck stop, Convenience Store, Deli

#### **Mission Statement of your organization:**

Sunny's is a support system for a diverse group of consumers, continuously striving to accommodate their needs. The customer demographic is limitless including; vacationers, outdoor enthusiasts, workers, businesses, commuters, buses (students, sports, clubs, high school, college, religious, various groups) local families, friends, and more. We provide endless services; restrooms, fuel, food, directions, parking, DNR, information (ATV, Snowmobile, local organizations, church service, recycling, etc.), city dump station, and more. Sunny's is also very active with the local community; we believe a strong community creates safe and positive environment for everyone.



**FUNDING:**

Amount requested from Aitkin County \$ 5000.00  
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 7000.00

Total projected budget \$ 12,000.00

**PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.**

The fuel price sign at Sunny's is rusted, out of date, crooked, and not working properly. I am in the process of upgrading the Sunny's location, expanding offerings inside (food, products, fax and communication options, showers) as well as adding the E85 fuel option and additional diesel pumps. The price sign has a huge impact on image and communication with the consumer. I feel a new price sign will present a positive image while allowing us to communicate the prices and new products to the consumers as we grow and expand. I want to remove the existing sign and install a new price sign.

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
New Outdoor Fuel Price Sign	\$5000.00	\$7000.00	\$12,000.00
<b>TOTALS</b>	<b>\$5000.00</b>	<b>\$7000.00</b>	<b>\$12,000.00</b>

Will your organization accept a grant if it is partially funded? Yes.

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name Anita Klennert - Sonaglia Date: 4-24-23  
 Anita Klennert – Sonaglia April 24<sup>th</sup>, 2023











## Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:  
[mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: Revitalization Grant 2023 or  
by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** Sunny's

**Address:** 101 Hwy 200E Hill City, MN 55748

**Person in Charge of Project:** Anita Klennert - Sonaglia

**Organization Mailing Address:** Sunny's PO Box 10 Hill City, MN 55748

**Contact Person's Phone #:** (218) 398-1492

**Contact Person's Email:** [klennertinc@scicable.com](mailto:klennertinc@scicable.com)

**Description of your organization:** Truck stop, Convenience Store, Deli

**Mission Statement of your organization:**

Sunny's is a support system for a diverse group of consumers, continuously striving to accommodate their needs. The customer demographic is limitless including; vacationers, outdoor enthusiasts, workers, businesses, commuters, buses (students, sports, clubs, high school, college, religious, various groups) local families, friends, and more. We provide endless services; restrooms, fuel, food, directions, parking, DNR, information (ATV, Snowmobile, local organizations, church service, recycling, etc.), city dump station, and more. Sunny's is also very active with the local community; we believe a strong community creates safe and positive environment for everyone.



**FUNDING:**

Amount requested from Aitkin County \$ 5000.00  
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 7000.00

Total projected budget \$ 12,000.00

**PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.**

The fuel price sign at Sunny's is rusted, out of date, crooked, and not working properly. I am in the process of upgrading the Sunny's location, expanding offerings inside (food, products, fax and communication options, showers) as well as adding the E85 fuel option and additional diesel pumps. The price sign has a huge impact on image and communication with the consumer. I feel a new price sign will present a positive image while allowing us to communicate the prices and new products to the consumers as we grow and expand. I want to remove the existing sign and install a new price sign.

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
New Outdoor Fuel Price Sign	\$5000.00	\$7000.00	\$12,000.00
<b>TOTALS</b>	<b>\$5000.00</b>	<b>\$7000.00</b>	<b>\$12,000.00</b>

**Will your organization accept a grant if it is partially funded? Yes.**

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name Anita Klennert – Sonaglia Date: April 24<sup>th</sup>, 2023

#18



## Application for Aitkin County Business Revitalization Grant Program 2023

- Grant requests should be submitted by EMAIL to: [mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: Revitalization Grant 2023 or by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
- Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
- Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

NO

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

Business Name: City of Palisade  
 Address: 304 Main Street, PO Box 144  
 Palisade, MN 56469

Person in Charge of Project: Jami Packer, Maintenance Supervisor

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):  
 304 Main Street, PO Box 144 Palisade, MN 56469

Contact Person's Phone #: Sharon DeWitt 218-820-6696 palisadeccl@outlook.com

Contact Person's Email: City@frontiernet.net

Description of your organization:  
 Palisade, a city in Aitkin County.

Mission Statement of your organization:  
 The council is currently working on developing a mission statement for the city.



**FUNDING:**

Amount requested from Aitkin County \$ 5,000.00  
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 5,000.00

Total projected budget \$10,000.00

**PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.**

see attached Project narrative

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**PROJECT BUDGET: in the space below, provide a budget for the entire project.**

Category	Grant Funds	Applicant Funds	Total
Fire Door			2,329.61
Concrete Slab 16x35 dirt work not included			5,900.00
<b>TOTALS</b>			<b>8,229.61</b>

Will your organization accept a grant if it is partially funded?

Yes

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

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

DESCRIPTION of MUNI PROJECT

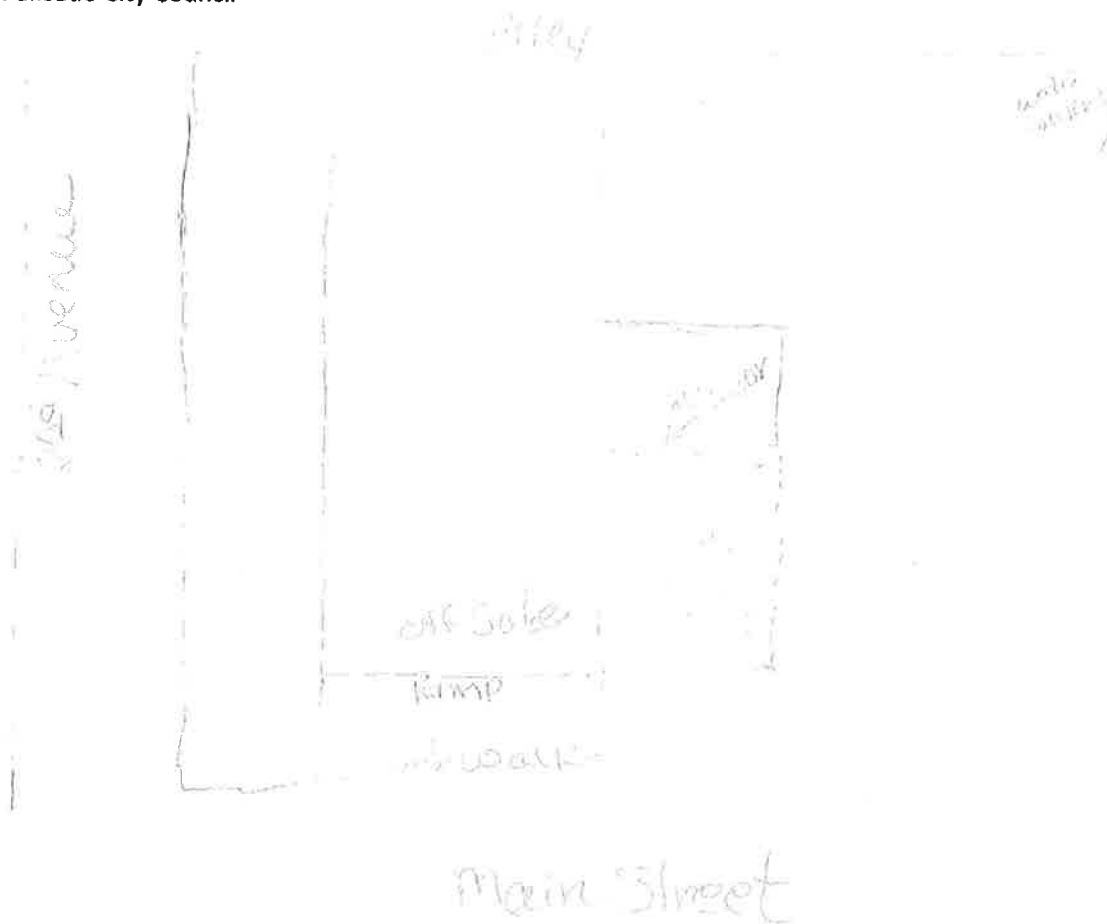
April 26, 2023

The City of Palisade wants to upgrade the outdoor area of the Municipal Liquor Store in the city. This area is currently a fenced area on the outside of the building consisting of a dirt floor and some grass. The city would like to upgrade the area to a cement slab 16 X 35 and replace the door with an upgraded fire door. This area is currently hard to maintain and not very inviting. This upgrade will accommodate patrons who wish to enjoy the outdoor atmosphere. The fire door would be an approved fire door ensuring the safety of employees and patrons. It is our hope that this area will increase safety of our patrons who wish to sit outside when weather permits. This will also improve the curb appeal of the municipal with the hope that it would increase revenue for the city of Palisade.

In the future, we would like to add some appropriate outdoor seating as well as a gas firepit and a fence to enclose the area available for municipal patrons. A horseshoe area would be included as well.

These improvements will revitalize the outside appearance of the municipal with the hope that it will increase patronage and in so doing improve the economic impact to the city of Palisade.

Palisade City Council





**USA Fire Door, LLC**  
101 W. Walnut St. #127

(844)321-3667  
www.usafiredoor.com  
sales@usafiredoor.com

Estimate / Order Confirmation

**EST 48500**

Issued: 3/31/2023

**Bill To**

The Palisades Liquor Store  
Dan .  
35881 Grove St.  
Palisade, MN 56469

**Ship To**

The Palisades Liquor Store  
35881 Grove St.  
Palisade, MN 56469  
USA

P.O. # / Job Name	Rep Initial	Rep Name	Qty	Cost	Total
Liquor Store	JM				
Line #	Product Description	Qty	Cost	Total	
ID	#VERIFY HANDING #VERIFY ROUGH OPENING 1800-161-3868 (1834) 1800 Series Commercial Flush Door, Seamless Vertical Edge, 18ga. Cold Rolled Steel, Polystyrene Insulated Core, (C)161 Lock Prep, Closer Reinforcement, Amweld & Steelcraft Locations (reversible handing) Size: 3/8 x 6/8 x 1-3/4" (NET DOOR SIZE: 43-3/4" x 79-1/8" x 1-3/4") 6" x 27" NL Cutout W/ Channel Reinforcement @ 11" DOWN FROM TOP OF DOOR, 6" FROM STRIKE 90M - 90 Minute Fire Label (Mylar) (LFF-DKS) 161 Latch Filler Plate 1-1/16" x 2-1/4"	1	612.15	612.15T	
		1	162.50	162.50T	
		1	22.50	22.50T	
		1	4.78	4.78T	
1NL	AIR-VSL-0627G Slimline Beveled Vision Lite Low Profile, Fire-Rated, Steel Vision Lite - Self Attaching 6" x 27" Gray Primer	1	103.68	103.68T	
1GL	PPF180-0526 PPF Pyran Platinum F Fire & Safety Rated Glass w/ Surface Film, 3/16" Thickness, CAT II Impact Safety Rated, UL Tested & Labeled 180 Min, Size: 5" x 26" x 3/16"	1	167.20	167.20T	
1F	5000-4068-734 16 Gauge Cold-Rolled Steel Knockdown Drywall Door Frame Set Compression & Floor Sill Anchors 4-1/2" Hinge & ASA Strike Prep, Amweld/Steelcraft HW Locations (fits 1-3/4" thick doors) Size: 4/0 x 6/8 (48" x 80" x 7-3/4" Jamb / 6-3/4" Throat) Modify Header Width: 44" 90M - 90 Minute Fire Label (Mylar) (ASA-FP-DKS) ASA Strike Blank Filler Plate 1-1/4" x 4-7/8" Commercial Door Handing: All Views from Outside. Qty: ___ Left Hand (Door Pushes In, Hinges are on the Left.) Qty: ___ Right Hand (Door Pushes In, Hinges are on the Right.) Qty: ___ Left Hand Reverse (Door Pulls Out, Hinges are on the Left.) Qty: ___ Right Hand Reverse (Door Pulls Out, Hinges are on the Right.) Recommended Rough Opening: 46" X 81" X 6-3/4" THROAT Nominal Door Width + 2" Nominal Door Height + 1"	1	247.80	247.80T	
		1	43.20	43.20T	
		1	22.50	22.50T	
		1	3.30	3.30T	
			0.00	0.00T	
			0.00	0.00T	
2	CRP-BB5200-US26D-NRP 4-1/2" x 4-1/2" Heavy Weight, .180 Gauge, Four Ball Bearing, Full Mortise Type, Square Corner Hinge, Non Removable Pin (NRP) US26D Satin Chrome Finish	3	27.37	82.11T	
3	CRP-N900-PBF-ALUM 900 Series Grade I ADA/ Barrier Free Door Closer, Adjustable Size 1-6 (Exterior / Interior) For Doors Weighing 30-260 lbs. With Full Cover, Parallel Bracket, Sex Bolts, Wood Screws & Self Tapping Machine Screws, Lifetime Warranty, Aluminum Finish.	1	159.47	159.47T	

Please review carefully. USA Fire Door is not responsible for items that were ordered incorrectly.

BUYER INITIALS: \_\_\_\_\_



**USA Fire Door, LLC**  
 101 W. Walnut St. #127

(844)321-3667  
 www.usafiredoor.com  
 sales@usafiredoor.com

**Estimate / Order Confirmation**  
**EST 48500**  
 Issued: 3/31/2023

**Bill To**  
 The Palisades Liquor Store  
 Dan .  
 35881 Grove St.  
 Palisade, MN 56469

**Ship To**  
 The Palisades Liquor Store  
 35881 Grove St.  
 Palisade, MN 56469  
 USA

P.O. # / Job Name	Rep Initial	Rep Name	Line #	Product Description	Qty	Cost	Total
Liquor Store	JM		4	CRP-AF2200EO48-ALUM AF2200 Series 3 Hr. Fire Rated Push Bar Exit Device- ANSI 156.3 Grade 1, UL Listed, Rim Exit, for 48" Doors, Aluminum Finish.	1	313.31	313.31T
			5	CRP-ENT00L-US26D Exit Device Trim- Clutch Entrance, Key Locks/Unlocks Lever Trim ANSI Function (08), Operates As Classroom Function, 6-pin "C" Keyway, US26D Satin Chrome Finish.	1	192.00	192.00T
			6	PEM-S88-21-DKBRNZ Edge Smoke Seal/Perimeter Gasket, 21', Dark Bronze Finish.	1	42.11	42.11T
***** *MATERIAL DISCOUNT USED TO OFFSET CUSTOMER INCURRED FREIGHT CHARGES* *****						-272.00	-272.00
=== FREIGHT / DELIVERY ===						363.00	363.00
LOCATION TYPE: (RES) RESIDENTIAL DELIVERY *SINGLE FAMILY HOME / HOME BASED BUSINESS / RESIDENT - OWNER OR LESSEE*							
*CUSTOMER TO UNLOAD UNLESS LIFTGATE IS NOTED BELOW *DELIVERY APPOINTMENT IS NOT INCLUDED UNLESS NOTED BELOW							
=== DISCLAIMER === DELIVERY EXTRAS MUST BE VERIFIED PRIOR TO PLACING YOUR ORDER OTHERWISE THE BUYER WILL INCUR A \$25 RE-BILL CHARGE PLUS THE COST OF ANY ADDITIONAL SERVICES REQUESTED AT THE TIME OF DELIVERY INCLUDING ANY RESIDENTIAL RE-BILL AND RE-DELIVERY CHARGES.							
LIFT GATE DELIVERY - SIDEWALK / PARKING LOT UNLOADED						40.00	40.00
DELIVERY APPOINTMENT						20.00	20.00

Please review carefully. USA Fire Door is not responsible for items that were ordered incorrectly.  
**BUYER INITIALS:** \_\_\_\_\_



**USA Fire Door, LLC**  
101 W. Walnut St. #127

(844)321-3667  
www.usafiredoor.com  
sales@usafiredoor.com

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35881 Grove St.  
Palisade, MN 56469  
USA

P.O. # / Job Name	Rep Initial	Rep Name
Liquor Store	JM	

Line #	Product Description	Qty	Cost	Total
	Upon signature or electronic approval of this estimate / order confirmation, USA Fire Door, LLC is authorized to fulfill your order as described in this document. Both a deposit payment and signed or electronically approved work order confirmation must be received to consider an order placed. All orders are considered custom and cannot be cancelled or changed after 24 hours from the time the order is placed. The buyer accepts full financial responsibility for the total sale price of goods at the time of initial payment and agrees that after 24 hours the order may not be eligible for change or cancellation. Cancellation and change order eligibility and/or costs are to be determined solely at the discretion of USA Fire Door. Any subsequent changes, if permitted, can affect the price and/or lead time. USA Fire Door is not liable for any delays. Quoted lead times are only estimates. In the event of an abandoned, rejected or unpaid order buyer is liable for 100% of sale price plus any collection, storage and/or return freight fees. Missing items must be reported within 24 hours. All deliveries are to be parking lot unloaded unless otherwise noted. Orders incurring freight damage must be signed for as "damaged" on the carrier paperwork and photos must be emailed to support@usafiredoor.com within 24 hours of receipt of goods. Installation and/or modification of an incorrect, defective or damaged product will render any claim null and void. In no event shall the liability of USA Fire Door, LLC or the selling party exceed the price paid for the individual item, part or component in question. No credit terms will be given to any customer. All orders must be paid in full prior to shipping. Buyer agrees to pay all legal and collection costs for any default or delinquency in payments. Estimated prices are valid for 30 days but may change at any time without notice. Special order, custom order, or any items with prep or modification are not returnable. Returns are authorized at the sole discretion of USA Fire Door and must be approved in advance. Most items are not returnable. This document takes precedence over all previous communications including emailed or faxed material, any purchase order, submittal documents and oral representations made. If a dispute shall arise with this order, you consent to the personal jurisdiction of the courts sitting in Los Angeles County, California with respect to all matters relating to this order and waive your rights to removal or consent to removal. You hereby agree that you are a responsible party authorized to execute this agreement.		0.00	0.00T
	Total Sales Tax		0.00	0.00

<b>Total</b>	<b>\$2,329.61</b>
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This document is your order confirmation. This document takes precedence over any, and all previous communications. Orders cannot be changed or cancelled after 24 hours. Buyer is 100% liable for all material and collection costs in the event an order is abandoned. All orders must be paid in full prior to shipping. By signing this confirmation, you confirm to have read our terms and conditions at [www.usafiredoor.com/terms-conditions](http://www.usafiredoor.com/terms-conditions). You hereby accept all terms and conditions, and wish to proceed with the order as described in this document.

Approval Signature \_\_\_\_\_

*Please review carefully. USA Fire Door is not responsible for items that were ordered incorrectly.*

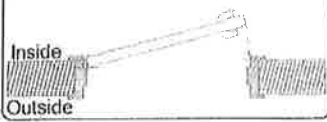
**BUYER INITIALS:** \_\_\_\_\_



# COMMERCIAL DOOR HANDING

## 1 SINGLE DOOR OPENINGS

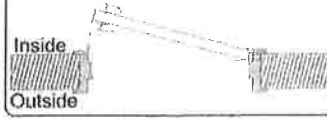
(LH) LEFT HAND



(LHR) LEFT HAND REVERSE



(RH) RIGHT HAND



(RHR) RIGHT HAND REVERSE



## 2 PAIRED DOOR OPENINGS: ONE SIDE ACTIVE

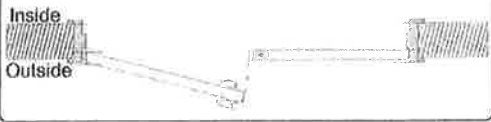
(LHA) LEFT HAND ACTIVE



(RHA) RIGHT HAND ACTIVE



(LHRA) LEFT HAND REVERSE ACTIVE



(RHRA) RIGHT HAND REVERSE ACTIVE



## 3 PAIRED DOOR OPENINGS: BOTH SIDES ACTIVE

BOTH DOORS ACTIVE PANIC



BOTH DOORS ACTIVE PUSH/PULL (NOT FIRE RATED)

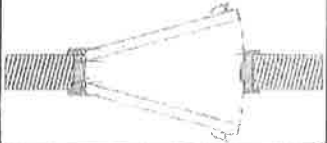


## 4 SPECIALTY DOORS

DOUBLE EGRESS DOORS: (LHR/LHR) LEFT HAND REVERSE



COMMUNICATING DOOR



DOUBLE ACTING DOOR (NOT FIRE RATED)



DOUBLE EGRESS DOORS: (RHR/RHR) RIGHT HAND REVERSE



# Proposal

Page # \_\_\_\_\_ of \_\_\_\_\_ pages

Dan Weiner  
35881 Grove St.  
Palisade mn  
56469  
218-393-6620

PROPOSAL SUBMITTED TO: Palisade Liquor Store	JOB NAME	JOB #
ADDRESS 102 Main Street	JOB LOCATION Palisade, mn	
Palisade, mn 56469	DATE 4-17-23	DATE OF PLANS 4-17-23
PHONE # 218-845-2143	FAX #	ARCHITECT

We hereby submit specifications and estimates for:

Floating Slab → 16' x 35'

- 4 in. deep

- 1/2 in. Rebar 2' x 2' mat

- Cut and sealed

\* Does NOT include dirt work

We propose hereby to furnish material and labor – complete in accordance with the above specifications for the sum of:

\$ 5,900.00 Dollars

with payments to be made as follows: 1/2 down (\$ 2,950.<sup>00</sup>) at beginning of project  
With remaining balance (\$ 2,950.<sup>00</sup>) at completion of project.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted \_\_\_\_\_

Note — this proposal may be withdrawn by us if not accepted within 30 days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_

**Application for Aitkin County Business Revitalization Grant Program  
2023**

1. Grant requests should be submitted by EMAIL to: mark.jeffers@co.aitkin.mn.us, subject line: Revitalization Grant 2023 or by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Yes

ZK

EDA - Fee % Loan

**APPLICANT INFORMATION**

**PROGRAM INFORMATION**

Business Name: Ginger Marie's

Address: 206 Minnesota Ave N.  
Aitkin, MN 56431

Person in Charge of Project: Ginger Peterson

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

206 Minnesota Ave N.  
Aitkin, MN 56431

Contact Person's Phone #: 307-631-1252

Contact Person's Email: gingermari35@gmail.com

Description of your organization: Boutique

Mission Statement of your organization:

Ginger Marie's is dedicated to always be ethical and provide quality items to make our customers happy with an enjoyable shopping experience



**FUNDING:**

Amount requested from Aitkin County \$ 5,000.<sup>00</sup>  
(Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 5,000.<sup>00</sup>

Total projected budget \$ 5,000.<sup>00</sup>

**PROJECT DESCRIPTION:** Be concise and complete; attach supporting information if needed.

Awning over front windows for aesthetics and control  
Sunlight damage to my products

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
Awning	5,000. <sup>00</sup>	3,000. <sup>00</sup>	5,000. <sup>00</sup>
<b>TOTALS</b>			8,000. <sup>00</sup>

Will your organization accept a grant if it is partially funded? yes

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name [Signature]

Date: 5/3/23



**Custom Upholstery and Awning  
Center, L.L.C.**

17181 Highway 371 N  
Brainerd, MN 56401

218-855-1096

# Estimate

Date	Estimate #
9/8/21	16823-Q

<b>Name / Address</b>
Grandma's Pantry & Market 218-927-6711 Beanery Cafe & Roastery 218-927-7811 Amy Wyant

Customer Phone	
----------------	--

**Web Site**

www.LakesAwnings.com

<b>Terms</b>	<b>P.O. No.</b>	<b>Project</b>
1/2 Down - Bal. Du...		

Description	Qty	Cost	Total
223 Minnesota Ave North Aitkin MN 56431 Recover 2 Commercial Awnings Approx 22' Wide x 44" tall x 38" projection Sunbrella TBD Installed		4,000.00	4,000.00

**NOTICE:** Our estimate is based on our inspection and does not cover any additional materials or labor which may be required after the work has been opened up. Occasionally after the work has started, damaged or broken parts are discovered which are not evident on the first inspection.

I hereby authorize repair work to be done as described above with necessary material and labor to be listed at your regular prices. I agree to pay cash on delivery of article or satisfactory terms to you, and in the event of non-payment I agree to pay a reasonable attorney fee if this account is placed in the hands of an attorney for collection. Custom Upholstery & Awning Center will not be held responsible for loss or damage to vehicle or article in case of fire, theft, accident or any other cause beyond our control. Terms: Net Cash. Finance Charge of 2% per month.

**Subtotal** \$4,000.00

**Sales Tax (7.375%)** \$295.00

**Deposit**

**Total** \$4,295.00

Customer Signature \_\_\_\_\_



#20

## Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:  
[mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us), subject line: Revitalization Grant 2023 or  
by mail to:  
Mark Jeffers  
Aitkin County Government Center,  
307 2<sup>nd</sup> Street NW, Room 316,  
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name: Aitkin Alano Society**

**Address: 322 First Ave NE**

**Aitkin MN 56431**

**Person in Charge of Project: James C Jensen**

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**

**Aitkin Alano Society**

**322 First Ave NE**

**Aitkin MN 56431**

**Contact Person's Phone #: 218-232-7688**

**Contact Person's Email: James.jensen88@gmail.com**

**Description of your organization: 501(C)3 Non-profit managed by an 11 member volunteer board.**

**Mission Statement of your organization: *Is to provide our community with a safe and well maintained facility for 12-Step Recovery meetings, in order to support individuals and families who are in recovery.***





Will your organization accept a grant if it is partially funded?

**YES!**

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name James C. Jensen, Treas. Date: 5/17/2023



**From: Aurora Baer baerindustries@gmail.com**  
**Subject: Bid to paint the Alano Club in Aitkin**  
**Date: May 5, 2023 at 1:42:18 PM**  
**To: james.jensen88@gmail.com**

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**Aurora Baer Painting**  
**209 3rd st NE Aitkin, MN**  
**218-721-8363**  
**Baerindustries@gmail.com**

**Bid for painting Aitkin, MN Alano club exterior at 322 1st Ave NE.**

**Surface preparation plus two coats of direct to metal material on all exterior metal sheeted walls.**

**Material cost approximately \$700**  
**Labor cost \$3300**

**Total bid \$4000**

**Work to be completed during summer of 2023.**





# Board of County Commissioners Agenda Request

8A  
Agenda Item #

**Requested Meeting Date:** June 13, 2023

**Title of Item:** Aitkin Airport 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*
<b>Submitted by:</b> Jessica Seibert, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 5 min.
<b>Summary of Issue:</b> Attached is an revised Aitkin Airport Agreement. The changes were updated in the proposed contractual agreement drafted by City Attorney, Henry Brucker. At the 5/24/2023 regular Airport Commission meeting the Commission reviewed the updates and approved motioned to make recommendation of approval to the County Board and the Aitkin City Council.  The current signed agreement and proposed draft agreement are attached. Changes are limited to section three of the agreement.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Aitkin Airport Agreement.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

## Aitkin Airport Commission

Appointing Authority	Member	Appointed Date	Term	Resignation or Final Term Date	e-mail	Phone
City	Megan Workman	1/4/2021	(1) 1/4/21 to 12/31/23		mworkman@ci.aitkin.mn.us	
City	Wallace Frelander	7/1/2019	(1) 7/1/19 to 12/31/21 (2) 1/1/22 to 12/31/24		wallace.wpmg@gmail.com	
County	Mark Wedel	1/1/2007	(1) 1/1/07 to 12/31/09 (2) 1/1/10 to 12/31/12 (3) 1/1/13 to 12/31/15 (4) 1/1/16 to 12/31/18 (5) 1/1/19 to 12/31/21 (6) 1/1/22 to 12/31/24		jmarkwedel@yahoo.com	
County	John Welle	1/1/1999	(1) 1/1/99 to 12/31/01 (2) 1/1/02 to 12/31/04 (3) 1/1/05 to 12/31/07 (4) 1/1/08 to 12/31/10 (5) 1/1/11 to 12/31/13 (6) 1/1/14 to 12/31/16 (7) 1/1/17 to 12/31/19 (8) 1/1/20 to 12/31/22 (9) 1/1/23 to 12/31/25		john.welle@co.aitkin.mn.us	
County	Mike Arnold	5/26/2020	(1) 5/26/20 to 12/31/22 (2) 1/1/23 to 12/31/25		mwarnold1@charter.net	

### Airport Commission Chair

2020 – Gary Tibbitts  
2021 – Mark Wedel  
2022 – Mark Wedel  
2023 – Mark Wedel

### Airport Manager

City Administrator, Mike Skrbich

### Fuel Management Agreement

12/6/2018 to 12/2023 Contract – Adventure North Flying Services, LLC

### Field Manager Agreement

1/1/2019 to 12/31/2023 Contract – Adam Forsberg

### Pilot Lounge Lease Agreement (12 Golf)

12/6/2018 to 12/5/2023 – Adventure North Flying Services, LLC

Proposed

STATE OF MINNESOTA

COUNTY OF AITKIN

---

City of Aitkin

AND

CONTRACTUAL AGREEMENT

County of Aitkin

---

WHEREAS, the City of Aitkin hereinafter referred to as the City and the County of Aitkin, hereinafter referred to as the County, through their legislative bodies, established a joint City – County airport as documented in the Contractual Agreement dated September 8, 1971, in accordance with Minnesota Statutes 360 et seq.; and

WHEREAS, the legislative bodies previously directed that the said Contractual Agreement dated September 8, 1971, be updated and said Contractual Agreement was updated on April 16, 2012.

WHEREAS, the legislative bodies have again directed that the said Contractual Agreement dated September 8, 1971, as updated on April 16, 2012, be further updated as provided for herein.

NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

1. IN GENERAL. The City and the County agreed each with the other to participate as hereinafter provided for the acquisition of a tract of land for the purposes of constructing, expanding and operating an airport thereon and to construct, maintain and operate the airport jointly as hereinafter provided.
2. CONTRIBUTION TO CAPITAL COSTS. The City and County, subject to qualifications hereinafter set out, shall contribute  $\frac{1}{3}$  and  $\frac{2}{3}$ , respectively, to that portion of the cost of acquisition of the airport site and the capital costs of construction, improvement and development of the airport which are not covered by state and federal contributions thereto. An undivided  $\frac{1}{3}$  City,  $\frac{2}{3}$  County in land already acquired for airport purposes by the same shall be deeded without cost as necessary to maintain the required proportion to the following described land, to-wit:

The Northeast Quarter of the Northwest Quarter (NE  $\frac{1}{4}$  of NW  $\frac{1}{4}$ ) and Government Lot One (1) of Section Nineteen (19), Township Forty-Seven (47), Range Twenty-Six (26)

AND ALSO

2.23 acres of Lot One (1) as in Book 75 of Deeds, page 293 of Section Twenty-four (24), Township Forty-seven (47), Range Twenty-seven (27)

AND ALSO

The Southeast Quarter of the Southwest Quarter (SE ¼ of SW ¼) and the South Half of the Southeast Quarter (S ½ of SE ¼) in Section Eighteen (18) And the Northwest Quarter of the Northeast Quarter (NW ¼ of NE ¼) of Section Nineteen (19), ALL in Township Forty-seven (47), Range Twenty-six (26)

and located in the County of Aitkin, State of Minnesota.

AND ALSO

Any additional property acquired for airport purposes in the future.

3. AIRPORT COMMISSION. The AITKIN AIRPORT COMMISSION was created under the original Contractual Agreement dated September 8, 1971. The Commission shall consist of five (5) members as follows: Three (3) members are to be filled and renewed automatically by the following positions: (1) the Aitkin County District 1 Commissioner; (1) the Aitkin County Engineer; and (1) a City Council Member, which may be the Mayor. The remaining two (2) members will be filled by advertisement of vacancy and application of each interested party at the time of each term renewal. Applications will be reviewed by the Airport Commission and a recommendation will be made to the respective appointing authority. Selections will be made from submitted applications from the following: (1) appointed by the Aitkin County Board of Commissions; and (1) appointed by the Aitkin City Council. There shall be no term limits but an applicant must reapply for each term. Appointees shall serve until their successors are appointed and qualified. Vacancies shall be filled for the unexpired portion of the term by the appropriate appointing body. The Commission shall choose one of its members as chair.

The Aitkin City Administrator will be appointed as the Airport Manager. The Airport Manager will attend all meetings of the Commission, record the minutes of those meetings, perform all financial tasks associated with the Commission, and act as custodian of Commission records as appropriate.

The County Attorney will be available to the Airport Commission for legal matters that may arise from time to time, as an extension of the County Board.

4. POWERS OF COMMISSION. The Commission, except as hereinafter provided, shall acquire necessary property to establish, construct, enlarge, improve, maintain, equip, operate and regulate an airport and other air navigation facilities and airport protection privileges to be jointly acquired, controlled and operated under this agreement.

The Commission may exercise on behalf of the County and City all the powers of each of such municipalities granted by Minnesota Statutes 360 et seq except as otherwise provided in this agreement.

No real property and no airport, other air navigation facility, or air protection privilege acquired under this agreement shall be disposed of by the Commission by sale, lease or otherwise except by authority of both the City Council and the County Board; but the Commission may lease space, area or improvements and grant concessions on airports for aeronautical purposes.

The Commission shall have authority to hire or retain professional services that may be necessary in accomplishing the purposes for which it was appointed.

The Commission shall have authority to enter into Grant Agreements with the State of Minnesota and with the Federal Aviation Administration, and to expend grant funds in accordance with said agreements.

The Commission shall have authority to advertise for bids and enter into contracts for improvements to the airport as appropriate.

5. REAL PROPERTY. No real property or options on real property, airport, restricted landing area, air protection privileges, or personal property costing in excess of \$1,000.00 shall be acquired, and no condemnation proceedings shall be instituted, except after authority to do so is granted in each individual case by the City Council and the County Board. Condemnation proceedings shall be instituted in the names of the City and County jointly. Real property acquired under this agreement shall be held by the City and the County as tenants in common. The City shall own  $\frac{1}{3}$  interest and the County shall own a  $\frac{2}{3}$  interest in the acquired property hereunder.

6. INSURANCE.

- (a) Liability Coverage. The Airport Commission shall maintain liability coverage with the League of Minnesota Cities Insurance Trust with a minimum limit equal to the maximum municipal liability limit in Minnesota Statutes, Section 466.04, subd. 1, under standard LMCIT liability coverage forms. Alternatively, the Airport Commission may maintain equivalent private liability insurance coverage. Such coverage may be provided through a commercial general liability ("CGL") policy. Such private liability policies must comply with the following requirements:

- (1) Minimum Limits. Each policy shall have a limit at least equal to the maximum municipal liability limit in Section 466.04, subd. 1. If the policy contains a general aggregate limit, the general aggregate limit shall not be less than \$2,000,000.

- (2) Type of Coverage. The CGL insurance shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and contractually-assumed liability.
- (3) Additional Insured. Each Party, and each Party's officers, employees, and volunteers, shall be named as additional covered parties on each policy for all claims arising from Airport Commission activities or operations.

(b) Auto Liability and Property Damage. The Airport Commission may in its discretion procure coverage for auto liability and damage to or loss of property.

(c) Workers' Compensation Coverage. The Airport Commission shall maintain workers' compensation coverage for its employees.

7. BUDGET.

(a) The Commission shall each year, prior to July 1, prepare a budget for airport finances for the ensuing calendar year. The budget shall be in two parts and shall be substantially balanced – revenues and expenditures.

(b) Such budgets shall be submitted not later than August 1 to the City Council and the County Board. The City shall pay  $33 \frac{1}{3}$  percent and the County shall pay  $66 \frac{2}{3}$  percent of the total contributions paid into the current airport fund by the City and the County each year. If either the City Council or the County Board fixes its contributions at less than the amount requested by the Commission, the contribution of the other shall be decreased proportionately, unless the latter shall decide to pay a larger portion of the total contribution than is required by this agreement.

(c) The expenditure allowance as finally adjusted and approved by the Commission shall control the year's spending program except that excess revenues received may be spent upon the approval of at least three members of the Commission.

(d) The Commission shall not itself levy taxes or borrow money; and it shall not approve any claims or incur any obligations for expenditure unless there is unencumbered cash in the appropriate airport fund to the credit of the Commission with which to pay the same.

(e) Any surplus in revenue over the cost of maintenance in operating expenses of the properties acquired under this agreement may be transferred by the Commission to the City and County in the same proportion as they are required by this paragraph to contribute for maintenance and operation. However, the City and the County realize that the Commission should attempt



to maintain a fund balance equal to 50% of the average budgeted expenditures.

8. FINANCES.

- (a) The City Council shall act as fiscal agent for the Commission.
- (b) For the purpose of financing the necessary expenditures in carrying out the provision of this agreement, there is hereby created in the City accounts and treasury a special fund to be called Airport Fund. Into the Airport Fund shall be placed the various revenues enumerated in the budget provided for in paragraph 6, as well as any grant funds received. From it shall be paid claims for various airport expenditures as so enumerated, as well as any capital project expenses.
- (c) All receipts belonging to the Commission shall be deposited intact in a bank account to the credit of the airport funds and no disbursement shall be made from this fund except by check nor unless a verified claim for services and commodities actually rendered or delivered has first been submitted to and approved for payment by the Commission.
- (d) For purposes of budgeting, accounting and reporting, the fiscal year end of the Commission and the fund shall be December 31.
- (e) An audit of the funds shall be made annually. Such audit may be made independently of or in conjunction with any audit which may be made of the funds of the City.
- (f) Financial Reports will be made available to the City and the County periodically, or upon request.

9. REPORTS. The Commission shall, as soon as possible after the end of each fiscal year prepare and present to the City Council and the County Board a comprehensive annual report of its activities and finances. The Commission shall also prepare and present to federal and state officials such reports as may be required by law, regulation or contract.

10. TERMINATION. This agreement shall be in full force and effect for the term of five years from the date hereof and thereafter for like periods of five years until terminated by written notice from either party to the other party at least one year prior to the expiration of any such period. Notwithstanding termination, power of the Commission under this agreement shall continue to the extent necessary to maintain and operate the airport until disposition under paragraph 10 of the property acquired under this agreement has been achieved.

11. DISPOSITION OF PROPERTY UPON TERMINATION. As soon as practicable after termination of this agreement the City Council and County Board shall dispose of all property acquired under the agreement, including surplus funds, in any manner they shall then agree upon. If no agreement as to disposition is reached within three months after termination of this agreement, the City Council shall, within 30 days thereafter appoint some person who may be a City official, as its representative; the County Board shall similarly appoint a representative; and the Minnesota Commissioner of Aeronautics shall appoint a third person who shall together constitute an advisory board on disposition of the airport property. This advisory board shall as soon as possible prepare and recommend to the City Council and the County Board a complete plan for the disposition of all property acquired under this agreement and such plan shall provide for the continuation of the use of the property as a public airport, if practicable. Upon termination of this agreement, each party shall provide for the payment of principal and interest on its outstanding bonds issued as a result of this agreement and, in the absence of another arrangement mutually agreed upon, each party shall assume the payment of debts and liabilities incurred by the Commission in the same proportion as it is required to contribute to the joint airport fund under section 6(b).
  
12. ENFORCEMENT. Specific performance of the provisions of this agreement may be enforced against either party by the other party.
  
13. AMENDMENTS. This agreement may be amended in any particular by following the procedure used for the adoption of the agreement.

IN WITNESS WHEREOF, the City of Aitkin has caused this agreement to be signed in its corporate name by its Mayor and City Administrator and sealed with the corporate seal of the City; and the County of Aitkin has caused this agreement to be signed by its corporate name by the Chairman of the Board of the County Commissioners and the County Administrator and sealed with the official seal of the County.

Dated this \_\_\_\_ day of \_\_\_\_\_, 2023

COUNTY OF AITKIN

CITY OF AITKIN

By: \_\_\_\_\_  
 Its: Chairman of the Board  
 of County Commissioners

By: \_\_\_\_\_  
 Its: Mayor

By: \_\_\_\_\_  
 Its: County Administrator

By: \_\_\_\_\_  
 Its: City Administrator

Current cc Patrick Waisaw  
Georgia Johnson

STATE OF MINNESOTA

COUNTY OF AITKIN

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City of Aitkin )  
 )  
 AND )  
 )  
 County of Aitkin )

CONTRACTUAL AGREEMENT

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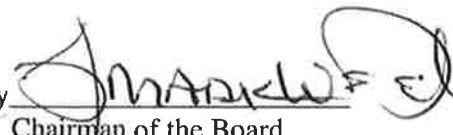
12. ENFORCEMENT. Specific performance of the provisions of this agreement may be enforced against either party by the other party.
13. AMENDMENTS. This agreement may be amended in any particular by following the procedure used for the adoption of the agreement.

IN WITNESS WHEREOF, the City of Aitkin has caused this agreement to be signed in its corporate name by its Mayor and City Clerk and sealed with the corporate seal of the City; and the County of Aitkin has caused this agreement to be signed by its corporate name by the Chairman of the Board of the County Commissioners and the County Administrator and sealed with the official seal of the County.

Dated this 16th day of April, ~~2011~~. 2012.

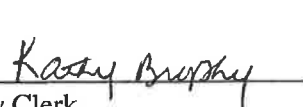
COUNTY OF AITKIN

CITY OF AITKIN

By   
Chairman of the Board  
of County Commissioners

By   
Mayor

By   
County Administrator

By   
City Clerk





# Board of County Commissioners Agenda Request

8B  
Agenda Item #

**Requested Meeting Date:** June 13, 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) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Jessica Seibert, County Administrator	<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 5 min.
<b>Summary of Issue:</b> Administrator updates.	
<b>Alternatives, Options, Effects on Others/Comments:</b>	
<b>Recommended Action/Motion:</b> Information only.	
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;"><i>Please Explain:</i></span>	



## 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
Age-Friendly Changemakers			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)	Monthlv	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner Alt.
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