



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** August 8, 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: **2554 600 7837**

Meeting Password: **7282**

**9:00 a.m.**

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

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

**9:00 a.m.**

- D) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File-**  
July 26, 2023 - August 8, 2023
  - B) Approve County Board Minutes-**  
July 25, 2023
  - C) Approve Electronic Funds Transfers**  
7/31/2023
  - D) Approve Commissioner's Vouchers**  
Commissioner Warrants 7-21-2023
  - E) Approve Manual Warrants/Voids/Corrections-**  
ELAN 7-6-2023
  - F) Approve Manual Warrants/Voids/Corrections-**  
Manual Warrants 7-20-2023
  - G) Approve Auditor Vouchers-**  
Auditor Warrants 7-21-2023
  - H) Approve Auditor Vouchers-**  
R&B Contracts 7-28-2023
  - I) Approve Manual Warrants/Voids/Corrections-**  
ELAN 7-20-2023
  - J) Approve Manual Warrants/Voids/Corrections-**  
Manual Warrants 7-31-2023
  - K) Approve Commissioner's Vouchers**  
Commissioner Warrants 8-4-2023
  - L) Adopt Resolution-**  
SAR Donation - Disabled American Veterans
  - M) Adopt Resolution-**  
STS Donation - Gary & Carol Isaacson
  - N) Adopt Resolution-**  
Approve Permit LG220 - Ruffed Grouse Society
  - O) Adopt Resolution-**  
Approve Permit LG230 - Minnewawa S. Club 2024
  - P) Adopt Resolution-**  
Donation - Ruffed Grouse Society
  - Q) Approve-**  
Appraisal of parcels - Land Exchange
  - R) Approve-**  
Fire Protection Contract with City of Palisade
  - S) Approve Manual Warrants/Voids/Corrections-**  
2023 Estimated MN Care Tax, HHS

9:05 a.m.

- 3) **Mark Jeffers – Economic Development Coordinator**  
A) **Approve Business Development & Recreation Grant: Award Funding**  
B) **Approve Revitalization Grant: Award Funding**

9:15 a.m.

- 4) **Jim Bright – Facilities Coordinator**  
A) **Approve ARI Proposal**

9:20 a.m.

- 5) **Andrew Carlstrom – Environmental Services Director**  
A) **Approve Gloria Final Plat**  
B) **Approve Monse Estates Final Plat**  
C) **Approve Wealthwood RV Resort Environmental Assessment Worksheet (EAW)**

9:35 a.m.

- 6) **Dennis Thompson – Land Commissioner**  
A) **Adopt Resolution - Accept Donation - Donald H. Nelson Trust**  
B) **Discussion Only - 2024 Proposed Land Department Budget**

9:55 a.m.

- 7) **Sarah Pratt – Health & Human Services Director**  
A) **Discussion Only - Presentation of Draft 2024 H&HS Budget**

10:25 a.m.

- 8) **Jessica Seibert – County Administrator**  
A) **Approve Aitkin County Opioid Settlement Subcommittee Appointment**  
B) **Discussion Only - Introduction to new ACHS Administrator - Richard Peterson**  
C) **Discussion Only - 2024 Draft General Government Budget Presentation**  
D) **Administrator Updates**

10:52 a.m.

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

**ADJOURN**



**AITKIN COUNTY BOARD OF COMMISSIONERS**

July 25, 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 8:59 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 |
| Jeff Schmitt      | Administrative Assistant | Present |

\*\* Moment of silence in memory of former Aitkin County Attorney and District Judge, John Leitner

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda.

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

**1.D Health & Human Services (see separate HHS Agenda)**

**1.E Citizens Public Comment - None**

**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 Bret Sample       |

**A) Correspondence File-**

July 12, 2023 - July 25, 2023

**B) Approve County Board Minutes-**

July 11, 2023

**C) Approve Electronic Funds Transfers**

|              |                |
|--------------|----------------|
| <b>Total</b> | \$1,084,280.51 |
|--------------|----------------|

**D) Approve Auditor Vouchers-**

Sales/Use & Diesel Tax, June 2023

|         |          |       |         |       |          |              |            |
|---------|----------|-------|---------|-------|----------|--------------|------------|
| General | \$263.65 | Trust | \$14.80 | Parks | \$505.10 |              |            |
| R&B     | \$957.18 | LLCC  | \$98.33 |       |          | <b>Total</b> | \$1,839.06 |

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

ELAN 6-22-2023

|         |            |      |            |            |         |              |            |
|---------|------------|------|------------|------------|---------|--------------|------------|
| General | \$4,093.11 | LLCC | \$1,092.54 | Opioid St. | \$16.03 |              |            |
| Trust   | \$591.05   | HHS  | \$304.91   |            |         | <b>Total</b> | \$6,097.64 |

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

ELAN 7-6-2023

|         |            |  |  |  |  |              |            |
|---------|------------|--|--|--|--|--------------|------------|
| General | \$5,455.81 |  |  |  |  |              |            |
|         |            |  |  |  |  | <b>Total</b> | \$5,455.81 |

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

Manual Warrants 7-12-2023

|           |            |      |          |  |  |              |            |
|-----------|------------|------|----------|--|--|--------------|------------|
| General   | \$550.65   | LLCC | \$425.58 |  |  |              |            |
| Tax&Pntly | \$1,668.72 |      |          |  |  | <b>Total</b> | \$2,644.95 |

**H) Approve Auditor Vouchers-**

Auditor Warrants 7-14-2023

|                               |             |  |             |  |  |              |              |
|-------------------------------|-------------|--|-------------|--|--|--------------|--------------|
| R&B                           | \$77,386.53 |  |             |  |  |              |              |
| Townships/Cities/ARDC/Ambulan |             |  | \$62,694.00 |  |  | <b>Total</b> | \$140,080.53 |

## Regular Agenda

3A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Schedule Public Hearing for INH Property Tax Abatement

|                  |  |
|------------------|--|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>   |
| <b>MOVER:</b>    | Commissioner Travis Leiviska   |
| <b>SECONDER:</b> | Commissioner Bret Sample   |
|                  | Public Hearing set for Tuesday, August 22, 2023 10:30am at Government Center |

3B Mark Jeffers – Economic Development Coordinator

**Informational Only**

Economic Development Q2 Impact Report - Discussion Only

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL ONLY</b> |
|----------------|---------------------------|

4A Kathleen Ryan – Chief Financial Officer

**Motion to:**

Approve AIS Agreement with Aitkin SWCD

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>     |
| <b>MOVER:</b>    | Commissioner Bret Sample     |
| <b>SECONDER:</b> | Commissioner Travis Leiviska |

5A Kami Genz – Community Corrections Director

**Informational Only**

Update on Community Corrections DOC - Discussion Only

|                |                           |
|----------------|---------------------------|
| <b>RESULT:</b> | <b>INFORMATIONAL ONLY</b> |
|----------------|---------------------------|

6A Andrew Carlstrom – Environmental Services Director

**Motion to:**

Approve Household Hazardous Waste Regional Joint Powers Agreement

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Michael Kearney  
**SECONDER:** Commissioner Bret Sample

7A Dennis Thompson – Land Commissioner

**Motion to:**

Approve Proposed Land Exchange

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Michael Kearney

7B Dennis Thompson – Land Commissioner

**Motion to:**

Adopt Resolution for Non-Public Tax-Forfeited Land Sale

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Laurie Westerlund

8A John Welle – County Engineer

**Motion to:**

Approve 2022 Annual Report of County Highway Department

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Travis Leiviska

9A Jessica Seibert – County Administrator

**Motion to:**

Approve Data Practices Revisions

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Travis Leiviska

9B Jessica Seibert – County Administrator

**Informational Only**

2nd Quarter 2023 Budget Review - Discussion Only

**RESULT:** INFORMATIONAL ONLY

9C Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

Budget 1:1's, Two city meetings, MACA Technical Training Days, Two Meet & Confer meetings, LELS Negotiations, Facilities, COTW

10A Board of Commissioners

**Informational Only**

Committee Updates

Meetings with Bill Brendel, Planning Commission, ECRL, ARDC, Historical Society, Forestry mtg. (NRAC), Snake River Watershed, AEOA, Aitkin City meetings, Facilities, EDA, AIS, Community Corrections, Aitkin Airport

**Motion to Adjourn**

Motion made at 12:11 p.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

**Next Meeting:** Tuesday, August 8, 2023

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

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Jessica Seibert  
County Administrator

**Non-Public Tax-Forfeited Land Sale**

**WHEREAS**, the classification of the following tax-forfeited land to be offered for sale has been made by the County Board in accordance with Minnesota Statutes 282 and Minnesota Statute 282.14 through 282.321, and

**WHEREAS**, the classification and sale have been approved by the Town Boards of the township in which they lie, and

**WHEREAS**, the County Board has made appraisals as listed of the land classified as non-conservation and of the timber and timber products thereon, and a list of such lands and timber has been filed with the County Auditor for the purpose of offering lands and timber so listed for sale, and

**WHEREAS**, the parcels on this list will be offered for non-public sale and will be offered only to the owners of adjacent property.

**NOW, THEREFORE BE IT RESOLVED**, that such parcels shall be sold on the following terms, to wit: 100% of purchase price to be paid in cash at the time of the sale.

**BE IT FURTHER RESOLVED**, that notice of such sale of lands, and timber be given by mailing such notice to all owners of adjoining land as provided by Minnesota Statute 282.01 subd. 7a, that the County Auditor of Aitkin County offer such parcels of land for sale. The parcels will be sold on a sealed bid auction to the highest bidder. All bids must be into the Aitkin County Land Department at 502 Minnesota Avenue N. Aitkin, MN. 56431 by August 30, 2023 at 2:00 p.m. The county board does reserve the right to accept or reject any and/or all bids, and

**BE IT FURTHER RESOLVED**, The land and improvements are being sold AS IS and the County makes no warranties as to the condition of any buildings, wells, septic systems, soils, roads, or any other thing on the tract. The tract is being sold with the understanding that the buyer and seller agree to waive disclosures required under Minnesota Statutes Chapters 513.52 to 513.60, and 1031.235 and any associated liabilities. No representation is made as to access, the condition of any structure, its fixtures or contents, or the suitability for any particular use, and

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 284.28, included in the sale price of any tax-forfeited lands sold, an amount equal to three percent (3%) of the total sale price is to be deposited in the State Treasury and credited to the State Real Estate Assurance Fund, and

**BE IT FURTHER RESOLVED**, Minnesota Statutes 282.014, imposes a \$25.00 fee upon purchasers of tax-forfeited land for issuance of a State Deed, and

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 282.01, Subdivision 6, all State Tax Deeds must be recorded with the County Recorder prior to issuing the Deed to the purchaser, therefore a recording fee for each State Deed issued must be paid to the Aitkin County Recorder by the purchaser when tax-forfeited land is paid for in full, as required in MS 357.18, and

**BE IT FURTHER RESOLVED**, as required by Minnesota Statutes 287.22, all State Tax Deeds are subject to State Deed Tax which must be paid by the purchaser, and

**BE IT FURTHER RESOLVED**, Aitkin County is not responsible for location of or determining property lines or boundaries, and

**BE IT FURTHER RESOLVED**, that all lands sold hereunder are sold subject to the Zoning Ordinance adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements, any recreational easements, and subject to all flowage rights, and

**BE IT FURTHER RESOLVED**, that except in the case of Deeds issued for platted property and Deeds issued to correct errors in either legal description or grantees, the Deeds issued for these parcels will contain a restrictive covenant which will prohibit enrollment of the land in a State Funded program providing compensation of marginal land or wetlands.

| PID#        | Legal | Sec | Twp | Rge | Access | Acres | Minimum Bid |
|-------------|-------|-----|-----|-----|--------|-------|-------------|
| 16-0-017600 | SW SW | 12  | 44  | 25  | No     | 43    | \$ 200.00   |
| 21-0-009400 | S NE  | 6   | 45  | 25  | No     | 78    | \$ 300.00   |

All of the above parcels are available for sale by any adjoining landowner by bidding on them by a sealed bid process. All bids are due into the Aitkin County Land Department by August 30, 2023 by 2:00 p.m. when the bids will be opened.

All bids must be returned in an envelope marked "Non-public land auction bid". All forms must be returned to: Aitkin County Land Department 502 Minnesota Avenue N. Aitkin, MN. 56431.

Commissioner Westerlund seconded 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 25<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 25<sup>th</sup> day of July 2023

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





## AITKIN COUNTY HEALTH & HUMAN SERVICES

204 First Street NW  
Aitkin, MN 56431

Phone: 800-328-3744/218-927-7200  
Fax: 218-927-7210

### AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD July 25, 2023 H&HS Board Minutes

#### Attendance

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of July 2023, at 9:00 a.m. as the Aitkin County Health & Human Services Board with the following members present: Board Chair, Commissioner J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample and Michael Kearney. County Administrator Jessica Seibert, Administrative Assistant Jeff Schmitt, Health & Human Services Director Sarah Pratt, and Administrative Assistant Paula Arimborgo. Others present included: H&HS Supervisors Carli Goble and Erin Melz, ACHHS Advisory Committee member representative Cindy Chuhanic, Jeanne Schram Aitkin Age, and other public guests. Joining via WebEx: IT Director Chris Sutch, H&HS Supervisors Jessi Goble & Julie Lewis.

#### 1.A Approval of the Agenda

Motion by Commissioner Sample, seconded by Commissioner Kearney and carried, all members present voting yes to approve the July 25, 2023 Health & Human Services agenda.

#### 1.B Approval of the June 27, 2023 Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Sample and carried, all members present voting yes to approve June 27, 2023 Health & Human Services minutes.

#### 1.C Approval of Bills

Motion by Commissioner Kearney, seconded by Commissioner Leiviska and carried, all members present voting yes to approve the bills.

#### 2.A Director Updates

Sarah Pratt, H&HS Director gave an overview of staffing and workload in H&HS:

I want to convey the magnitude of our work, how many staff it takes to get it done, and what happens when we are short staffed.

- OSS Shortage/Turnover
  - Coverage is the biggest issue
  - Short a front desk staff since June which has caused extra coverage by Supervisor and already short-staffed Case Aides
  - Duties include: monitoring mail, fax, scanning documents (totaling 128 documents in June for financial alone)
  - New OSS staff hired, starting in August (typically it takes about 2 years for staff to become proficient and work on their own).
  - Case Aides covering 4-hour shifts at the front desk

- MnCHOICES
  - HCBS worker on FMLA since June and returning mid-September which has caused other staff to take more assessments. Another HCBS worker is due to go out on FMLA (time frame unknown at this time).
  - Supervisor is taking assessments on top of supervisor role, currently has 6 assessments which take about 10 hours each. Will likely need to take more in August.
  - MnCHOICES platform launched July 10<sup>th</sup> and has had some issues with data rolling over from previous platform, inaccurate data, missing health insurance, addresses, etc.
  - Over 65 population on health plans were not in old system so they need to be entered as new clients.
  - Profile entry is taking 20-30 minutes, there are 440 clients/assessments and the number is increasing.
  - Plan was to have Case Aides enter profiles but they are currently covering front desk duties as a part of their job duty is to be back-up to the front desk.
  - Adult Intake Worker to help with some of the front-end information to offset HCBS team.
  - Adult Intake Worker also does commitment case management, mental health case management, adult protection investigator & backup to children's intake.
  - Everyone to include Supervisors have taken on additional responsibilities to manage shortages in other HHS areas.
- Health Care Renewals
  - 2843 cases to renew as of January
  - 4646 persons on Health Care as of January
  - Increased meetings, workarounds, last minute changes in processes, phone calls
  - Also affects HCBS team, if their clients go off MA, they lose their services until they are back on MA and another MnCHOICES can be done.
  - These services are high-end services that are keeping people in their homes or funding foster care or customized living type settings.
  - HCBS workers ensuring that MA paperwork is filled out to ensure no lapse in waived services.
  - Financial Supervisor taking on extra duties due to Case Aide Shortage and new staff.
  - Financial Workers are taking on extra duties while hiring and training is occurring.
- Case Aide Turnover
  - CP Supervisor, has been without a Case Aide since April and has taken on those duties that support the unit on top of supervisory duties.
  - All staff across the agency are affected by the turnover as they are taking on extra support staff duties that take them away from the work they need to be doing for their jobs.
- We have diligently been working on problem solving and providing solutions to many of these issues.
- We are not asking for staff in the 2024 budget but want to convey the magnitude of our work, how many staff it takes to get it done, and what happens when we are short staffed.
- Anytime there is an open position we evaluate where that person is needed. We moved a child worker into HCBS, an open position into a financial worker, etc.

### 3.A 2<sup>nd</sup> Quarter 2023 Fiscal Report

Carli Goble, H&HS Fiscal Supervisor, presented to the board the 2<sup>nd</sup> Quarter 2023 Fiscal Report to include:

- Revenues by Department
- Revenues by Quarter
- Expenditures by Department
- Expenditures by Category
- Fund Balance
- Budget Summary

#### **4.A Committee Updates**

The Board discussed AEOA, CARE Board, JET, Lakes and Pines, and ARDC/AAAA.

#### **Adjourn**

The meeting was adjourned at 9:41 a.m.

Next Meeting – August 22, 2023





# Board of County Commissioners Agenda Request



**Requested Meeting Date:**

**Title of Item:**

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

**ELECTRONIC FUNDS TRANSFER**

**Thru July 31, 2023 Board Meeting August 8, 2023**

| Abstract Number | Date    | Amount       | Reason                |
|-----------------|---------|--------------|-----------------------|
| 21784           | 7/21/23 | \$290,884.55 | Commissioner Abstract |
| 21785           | 7/21/23 | \$111,772.25 | Auditor Abstract      |
| 21786           | 7/20/23 | \$5,113.81   | Manual Abstract       |
| 21787           | 7/20/23 | \$23,331.52  | Manual Abstract       |
| 21788           | 7/21/23 | \$2,533.93   | Auditor Abstract      |
| 21789           | 7/25/23 | \$11,140.60  | Commissioner Abstract |
| 21791           | 7/28/23 | \$692,266.78 | Payroll Abstract      |
| 21792           | 7/28/23 | \$3,228.59   | Auditor Abstract      |
| 21793           | 7/31/23 | \$4,679.76   | Manual Abstract       |

\$0  
Voids/No ACH  
21790

---

\$1,144,951.79

S:Board Report:2023 EFT Board Report Thru Date

WLB1  
7/18/23

1:26PM

# Aitkin County

# 2D



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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

## Commissioner Warrants 7-21-2023

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates          | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|---------------|---|----------------------------|--|------|
| 1            | DEPT   |             |               | Commissioners                                 |                            |  |      |
| 86222        | <b>Aitkin Independent Age</b><br>01-001-000-0000-6230      |             | 108.00        | JUNE 13, 2023 SYNOPSIS PRINT                  | 1327116                    | Printing, Publishing & Adv                       | Y    |
| <b>86222</b> | <b>Aitkin Independent Age</b>                              |             | <b>108.00</b> | 1 Transactions                                |                            |  |      |
| 10121        | <b>Leiviska/Travis</b><br>01-001-000-0000-6330             |             | 307.85        | MILEAGE (470 @ .655)                          | 07142023                   | Transportation/Travel/Parking                    | N    |
| <b>10121</b> | <b>Leiviska/Travis</b>                                     |             | <b>307.85</b> | 1 Transactions                                |                            |  |      |
| 10895        | <b>Westerlund/Laurie Ann</b><br>01-001-000-0000-6330       |             | 387.76        | MILEAGE (592 @ .655)<br>04/19/2023 06/22/2023 | 07142023                   | Transportation/Travel/Parking                    | N    |
| <b>10895</b> | <b>Westerlund/Laurie Ann</b>                               |             | <b>387.76</b> | 1 Transactions                                |                            |  |      |
| 1            | <b>DEPT Total:</b>   |             | <b>803.61</b> | <b>Commissioners</b>                          | <b>3 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 12           | DEPT   |             |               | Court Administration                          |                            |  |      |
| 11634        | <b>Gammello &amp; Pearson PLLC</b><br>01-012-000-0000-6263 |             | 67.50         | 01-P4-05-000433                               | 93390                      | Contract Legal Services                          | Y    |
|              | 01-012-000-0000-6263                                       |             | 165.00        | 01-PR-23-193                                  | 93393                      | Contract Legal Services                          | Y    |
| <b>11634</b> | <b>Gammello &amp; Pearson PLLC</b>                         |             | <b>232.50</b> | 2 Transactions                                |                            |  |      |
| 9046         | <b>Loffler Companies, Inc.</b><br>01-012-000-0000-6220     |             | 20.45         | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023    | 4408311                    | Telephone  | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>                             |             | <b>20.45</b>  | 1 Transactions                                |                            |  |      |
| 12           | <b>DEPT Total:</b>   |             | <b>252.95</b> | <b>Court Administration</b>                   | <b>2 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 40           | DEPT   |             |               | Auditor                                       |                            |  |      |
| 86222        | <b>Aitkin Independent Age</b><br>01-040-021-0000-6230      |             | 47.00         | LAW ENFORCE SALUTE                            | 1322261                    | Printing, Publishing & Adv                       | Y    |
| <b>86222</b> | <b>Aitkin Independent Age</b>                              |             | <b>47.00</b>  | 1 Transactions                                |                            |  |      |
| 9046         | <b>Loffler Companies, Inc.</b><br>01-040-000-0000-6220     |             | 40.90         | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023    | 4408311                    | Telephone  | N    |
|              | 01-040-021-0000-6220                                       |             | 20.45         | MONTHLY TELEPHONE                             | 4408311                    | Telephone  | N    |



# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula                                 | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 9046       | Loffler Companies, Inc.                                 |             | 61.35           | 06/01/2023 06/30/2023                | 2 Transactions             |  |      |
| 86290      | Mn Counties Information Systems<br>01-040-000-0000-6266 |             | 5,503.00        | CTYPAYQTR                            | 2395                       | Data Processing/Computer Services                | N    |
| 86290      | Mn Counties Information Systems                         |             | 5,503.00        |                                      | 1 Transactions             |  |      |
| 86235      | The Office Shop Inc<br>01-040-021-0000-6405             |             | 244.63          | TONER                                | 1129416-0                  | Office Supplies                                  | N    |
|            | 01-040-021-0000-6360                                    |             | 75.45           | COPIER CONTRACT                      | 327348-0                   | Services, Labor, Contracts                       | N    |
|            | 01-040-000-0000-6405                                    |             | 38.45           | LIQUOR LIC PAPER                     | 327515-0                   | Office Supplies                                  | N    |
| 86235      | The Office Shop Inc                                     |             | 358.53          |                                      | 3 Transactions             |  |      |
| 40         | <b>DEPT Total:</b>                                      |             | <b>5,969.88</b> | <b>Auditor</b>                       | <b>4 Vendors</b>           | <b>7 Transactions</b>                            |      |
| 42         | DEPT  |             |                 | Treasurer                            |                            |  |      |
| 9561       | Amazon Business<br>01-042-000-0000-6405                 |             | 54.37           | ZIP BAGS & SM STORAGE BASKETS        | 1F1T-N6XF-3YJD             | Office Supplies                                  | N    |
| 9561       | Amazon Business   |             | 54.37           |                                      | 1 Transactions             |  |      |
| 9046       | Loffler Companies, Inc.<br>01-042-000-0000-6220         |             | 20.45           | MONTHLY TELEPHONE                    | 4408311                    | Telephone  | N    |
|            |   |             |                 | 06/01/2023 06/30/2023                | 1 Transactions             |  |      |
| 9046       | Loffler Companies, Inc.                                 |             | 20.45           |                                      |                            |  |      |
| 86235      | The Office Shop Inc<br>01-042-000-0000-6405             |             | 70.94           | ENVELOPES/POST ITS                   | 327446-0                   | Office Supplies                                  | N    |
| 86235      | The Office Shop Inc                                     |             | 70.94           |                                      | 1 Transactions             |  |      |
| 42         | <b>DEPT Total:</b>                                      |             | <b>145.76</b>   | <b>Treasurer</b>                     | <b>3 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 43         | DEPT  |             |                 | Assessor                             |                            |  |      |
| 9561       | Amazon Business<br>01-043-000-0000-6405                 |             | 28.49           | WIRELESS MOUSE                       | 1PND-1NK3-DYQ3             | Office Supplies                                  | N    |
| 9561       | Amazon Business   |             | 28.49           |                                      | 1 Transactions             |  |      |
| 10452      | AT&T Mobility   |             |                 |                                      |                            |  |      |

# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula         | Rpt<br>Accr | Amount                  | Warrant Description<br>Service Dates                         | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---------------------------------|-------------|-------------------------|--|----------------------------|--|------|
| 10452      | AT&T Mobility                   |             | 317.28<br><b>317.28</b> | WIRELESS BILL<br>1 Transactions                              | 287298660812               | Telephone  | N    |
| 9046       | Loffler Companies, Inc.         |             | 56.24                   | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023<br>1 Transactions | 4408311                    | Telephone  | N    |
| 9046       | Loffler Companies, Inc.         |             | <b>56.24</b>            |  |                            |  |      |
| 13934      | The Tire Barn                   |             | 396.53                  | SP - '16 FORD ESC BLOWER MOTOR                               | 68198                      | Vehicle Maintenance                              | N    |
|            |                                 |             | 48.32                   | LT OIL CHANGE  | 68372                      | Vehicle Maintenance                              | N    |
| 13934      | The Tire Barn                   |             | <b>444.85</b>           | 2 Transactions   |                            |  |      |
| 9934       | WEX BANK - Assessors            |             | 578.18                  | FUEL BILL  | 90465058                   | Gas/Vehicle Fuel Charges                         | N    |
| 9934       | WEX BANK - Assessors            |             | <b>578.18</b>           | 1 Transactions   |                            |  |      |
| 43         | <b>DEPT Total:</b>              |             | <b>1,425.04</b>         | <b>Assessor</b>  | <b>5 Vendors</b>           | <b>6 Transactions</b>                            |      |
| 44         | DEPT                            |             |                         | Central Services   |                            |  |      |
| 4248       | Cole Papers, Inc                |             | 4,548.00                | COPY PAPER ECP- 120 CASES 20LB                               | 10314807                   | Office Supplies                                  | N    |
| 4248       | Cole Papers, Inc                |             | <b>4,548.00</b>         | 1 Transactions   |                            |  |      |
| 1181       | Crow Wing Co Auditor-Treasurer  |             | 4,168.79                | CMCC RETIREE HLTH JAN-JUNE 23<br>01/01/2023 06/30/2023       | 5841                       | Services, Labor, Contracts                       | N    |
|            |                                 |             | 4,816.02                | CMCC RETIREE HLTH JULY-DEC 23<br>07/01/2023 12/31/2023       | 6180                       | Services, Labor, Contracts                       | N    |
| 1181       | Crow Wing Co Auditor-Treasurer  |             | <b>8,984.81</b>         | 2 Transactions   |                            |  |      |
| 14455      | Dependable Demolition           |             | 22,500.00               | DEMOLITION / 27-1-070300                                     | 649                        | Services, Labor, Contracts                       | Y    |
|            |                                 |             | 20,500.00               | DEMOLITION / 27-1-067000                                     | DEMOLITION                 | Services, Labor, Contracts                       | Y    |
| 14455      | Dependable Demolition           |             | <b>43,000.00</b>        | 2 Transactions   |                            |  |      |
| 9867       | Government Management Group Inc |             | 3,750.00                | 2022 COST ALLOCATION PLAN                                    | 2201                       | Services, Labor, Contracts                       | N    |

# Aitkin County



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

1 General Fund

| Vendor No. | Name                            | Account/Formula      | Accr | Rpt | Amount           | Warrant Description       | Service Dates         | Invoice #    | Paid On Bhf #    | Account/Formula Description      | On Behalf of Name     | 1099 |
|------------|---------------------------------|----------------------|------|-----|------------------|---------------------------|-----------------------|--------------|------------------|----------------------------------|-----------------------|------|
| 9867       | Government Management Group Inc |                      |      |     | 3,750.00         |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 9046       | Loffler Companies, Inc.         | 01-044-000-0000-6220 |      |     | 35.79            | MONTHLY TELEPHONE         | 06/01/2023 06/30/2023 | 4408311      |                  | Telephone                        |                       | N    |
| 9046       | Loffler Companies, Inc.         |                      |      |     | 35.79            |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 89081      | North Ambulance Brainerd        | 01-044-000-0000-6841 |      |     | 2,375.00         | JUNE 2023 SUBSIDY         |                       | 06302023     |                  | Ambulance Appropriations         |                       | N    |
| 89081      | North Ambulance Brainerd        |                      |      |     | 2,375.00         |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 44         | <b>DEPT Total:</b>              |                      |      |     | <b>62,693.60</b> | <b>Central Services</b>   |                       |              | <b>6 Vendors</b> |                                  | <b>8 Transactions</b> |      |
| 45         | DEPT                            |                      |      |     |                  | Motor Pool                |                       |              |                  |                                  |                       |      |
| 13934      | The Tire Barn                   | 01-045-000-0000-6302 |      |     | 48.32            | LUBE, OIL, FILTER         |                       | 68315        |                  | Vehicle Maintenance              |                       | N    |
|            |                                 | 01-045-000-0000-6302 |      |     | 48.32            | LUBE, OIL, FILTER CAR #11 |                       | 68317        |                  | Vehicle Maintenance              |                       | N    |
| 13934      | The Tire Barn                   |                      |      |     | 96.64            |                           |                       |              | 2 Transactions   |                                  |                       |      |
| 45         | <b>DEPT Total:</b>              |                      |      |     | <b>96.64</b>     | <b>Motor Pool</b>         |                       |              | <b>1 Vendors</b> |                                  | <b>2 Transactions</b> |      |
| 49         | DEPT                            |                      |      |     |                  | Information Technologies  |                       |              |                  |                                  |                       |      |
| 10452      | AT&T Mobility                   | 01-049-000-0000-6220 |      |     | 49.67            | IT JUNE CELL PHONE        |                       | 287322433519 |                  | Telephone                        |                       | N    |
| 10452      | AT&T Mobility                   |                      |      |     | 49.67            |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 5893       | CTC                             | 01-049-000-0000-6283 |      |     | 155.00           | JULY CTC                  |                       | 00103469-3   |                  | Programming, Services, Contracts |                       | N    |
| 5893       | CTC                             |                      |      |     | 155.00           |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 9046       | Loffler Companies, Inc.         | 01-049-000-0000-6220 |      |     | 35.79            | MONTHLY TELEPHONE         | 06/01/2023 06/30/2023 | 4408311      |                  | Telephone                        |                       | N    |
| 9046       | Loffler Companies, Inc.         |                      |      |     | 35.79            |                           |                       |              | 1 Transactions   |                                  |                       |      |
| 86290      | Mn Counties Information Systems | 01-049-000-0000-6283 |      |     | 17,745.00        | CTYTAXQTR65               |                       | 2395         |                  | Programming, Services, Contracts |                       | N    |
|            |                                 | 01-049-000-0000-6283 |      |     | 8,552.00         | CTYTAXQTR35               |                       | 2395         |                  | Programming, Services, Contracts |                       | N    |

# Aitkin County



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

1 General Fund

| Vendor No. | Name                                     | Account/Formula      | Accr | Rpt | Amount           | Warrant Description             | Service Dates  | Invoice #        | Paid On Bhf # | Account/Formula Description      | On Behalf of Name | 1099 |
|------------|--|----------------------|------|-----|------------------|---------------------------------|----------------|------------------|---------------|----------------------------------|-------------------|------|
| 86290      | Mn Counties Information Systems          | 01-049-000-0000-6283 |      |     | 50.00-           | CTYTAXADJ35                     |                | 2395             |               | Programming, Services, Contracts |                   | N    |
|            |  |                      |      |     | <b>26,247.00</b> |                                 | 3 Transactions |                  |               |                                  |                   |      |
| 86235      | The Office Shop Inc                      | 01-049-000-0000-6283 |      |     | 38.13            | PRINTER MAINTENANCE             |                | 327363-0         |               | Programming, Services, Contracts |                   | N    |
| 86235      | The Office Shop Inc                      |                      |      |     | <b>38.13</b>     |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 49         | <b>DEPT Total:</b>                       |                      |      |     | <b>26,525.59</b> | <b>Information Technologies</b> |                | <b>5 Vendors</b> |               | <b>7 Transactions</b>            |                   |      |
| 52         | DEPT                                     |                      |      |     |                  | Administration                  |                |                  |               |                                  |                   |      |
| 86222      | Aitkin Independent Age                   | 01-052-000-0000-6230 |      |     | 189.09           | ECRL BOARD MEMBER ADVERTISEMEN  |                | 482627           |               | Printing, Publishing & Adv       |                   | Y    |
| 86222      | Aitkin Independent Age                   |                      |      |     | <b>189.09</b>    |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 9046       | Loffler Companies, Inc.                  | 01-052-000-0000-6220 |      |     | 51.12            | MONTHLY TELEPHONE               |                | 4408311          |               | Telephone                        |                   | N    |
|            |  |                      |      |     |                  | 06/01/2023 06/30/2023           |                |                  |               |                                  |                   |      |
| 9046       | Loffler Companies, Inc.                  |                      |      |     | <b>51.12</b>     |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 52         | <b>DEPT Total:</b>                       |                      |      |     | <b>240.21</b>    | <b>Administration</b>           |                | <b>2 Vendors</b> |               | <b>2 Transactions</b>            |                   |      |
| 53         | DEPT                                     |                      |      |     |                  | Human Resources                 |                |                  |               |                                  |                   |      |
| 10629      | Ergometrics & Applied Personnel Research | 01-053-000-0000-6360 |      |     | 182.60           | ECOMM 3 TEST ON 12-15-22        |                | 143317           |               | Services, Labor, Contracts       |                   | N    |
|            |  |                      |      |     |                  | 12/31/2022 12/31/2022           |                |                  |               |                                  |                   |      |
| 10629      | Ergometrics & Applied Personnel Research |                      |      |     | <b>182.60</b>    |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 9762       | Faul Psychological PLLC                  | 01-053-000-0000-6265 |      |     | 650.00           | PRE-EMPLOYMENT PSYC EVAL S.O.   |                | 1539             |               | Background Check Fee             |                   | N    |
|            |  |                      |      |     |                  | 06/01/2023 06/01/2023           |                |                  |               |                                  |                   |      |
| 9762       | Faul Psychological PLLC                  |                      |      |     | <b>650.00</b>    |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 9046       | Loffler Companies, Inc.                  | 01-053-000-0000-6220 |      |     | 15.34            | MONTHLY TELEPHONE               |                | 4408311          |               | Telephone                        |                   | N    |
|            |  |                      |      |     |                  | 06/01/2023 06/30/2023           |                |                  |               |                                  |                   |      |
| 9046       | Loffler Companies, Inc.                  |                      |      |     | <b>15.34</b>     |                                 | 1 Transactions |                  |               |                                  |                   |      |
| 12048      | McDowell Agency, Inc./The                |                      |      |     |                  |                                 |                |                  |               |                                  |                   |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name                                 | Account/Formula      | Rpt | Accr | Amount          | Warrant Description          | Service Dates         | Invoice #        | Paid On Bhf # | Account/Formula Description       | On Behalf of Name | 1099 |
|--------------|--------------------------------------|----------------------|-----|------|-----------------|------------------------------|-----------------------|------------------|---------------|-----------------------------------|-------------------|------|
|              |                                      | 01-053-000-0000-6265 |     |      | 95.00           | BACKGROUND CHECKS            | 06/21/2023 06/26/2023 | 147674           |               | Background Check Fee              |                   | N    |
| <b>12048</b> | <b>McDowell Agency, Inc./The</b>     |                      |     |      | <b>95.00</b>    |                              | 1 Transactions        |                  |               |                                   |                   |      |
| 84172        | Riverwood Healthcare Center          | 01-053-000-0000-6265 |     |      | 440.00          | PRE-EMPLOYMENT PHYSICALS (4) | 04/04/2023 06/26/2023 | L5F-882-ZFN      |               | Background Check Fee              |                   | N    |
| <b>84172</b> | <b>Riverwood Healthcare Center</b>   |                      |     |      | <b>440.00</b>   |                              | 1 Transactions        |                  |               |                                   |                   |      |
| 9894         | Vault Health                         | 01-053-000-0000-6265 |     |      | 168.90          | PRE-EMPLOYMENT DRUG TESTING  | 05/31/2023 06/26/2023 | FL00587745       |               | Background Check Fee              |                   | 6    |
|              |                                      | 01-053-000-0000-6360 |     |      | 61.16           | DOT DRUG TESTING             | 06/13/2023 06/13/2023 | FL00587745       |               | Services, Labor, Contracts        |                   | 6    |
| <b>9894</b>  | <b>Vault Health</b>                  |                      |     |      | <b>230.06</b>   |                              | 2 Transactions        |                  |               |                                   |                   |      |
| <b>53</b>    | <b>DEPT Total:</b>                   |                      |     |      | <b>1,613.00</b> | <b>Human Resources</b>       |                       | <b>6 Vendors</b> |               | <b>7 Transactions</b>             |                   |      |
| <b>60</b>    | <b>DEPT</b>                          |                      |     |      |                 | <b>Elections</b>             |                       |                  |               |                                   |                   |      |
| 14967        | KNOWiNK LLC                          | 01-060-000-0000-6360 |     |      | 6,875.00        | POLL PAD ANNUAL MAINT (55)   |                       | 13070            |               | Services, Labor, Contracts        |                   | N    |
|              |                                      | 01-060-000-0000-6360 |     |      | 1,000.00        | EPULSE LIVE LICENSE          |                       | 13070            |               | Services, Labor, Contracts        |                   | N    |
| <b>14967</b> | <b>KNOWiNK LLC</b>                   |                      |     |      | <b>7,875.00</b> |                              | 2 Transactions        |                  |               |                                   |                   |      |
| <b>60</b>    | <b>DEPT Total:</b>                   |                      |     |      | <b>7,875.00</b> | <b>Elections</b>             |                       | <b>1 Vendors</b> |               | <b>2 Transactions</b>             |                   |      |
| <b>90</b>    | <b>DEPT</b>                          |                      |     |      |                 | <b>Attorney</b>              |                       |                  |               |                                   |                   |      |
| 783          | Canon Financial Services, Inc        | 01-090-000-0000-6342 |     |      | 358.10          | COPIER CONTRACT              |                       | 30912903         |               | Office Equipment Rental/Contracts |                   | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b> |                      |     |      | <b>358.10</b>   |                              | 1 Transactions        |                  |               |                                   |                   |      |
| 10855        | Culligan Soft Water                  | 01-090-000-0000-6265 |     |      | 83.00           | MONTHLY SERVICE              |                       | 150X01457605     |               | Drug & Forfeiture MS 387.213      |                   | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>           |                      |     |      | <b>83.00</b>    |                              | 1 Transactions        |                  |               |                                   |                   |      |
| 9046         | Loffler Companies, Inc.              | 01-090-000-0000-6220 |     |      | 71.56           | MONTHLY TELEPHONE            | 06/01/2023 06/30/2023 | 4408311          |               | Telephone                         |                   | N    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula                | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>         |             | <b>71.56</b>    |                                      | <b>1</b> Transactions      |  |      |
| 86235        | <b>The Office Shop Inc</b>             |             |                 |                                      |                            |  |      |
|              | 01-090-000-0000-6405                   |             | 31.87           | OFFICE SUPPLIES                      | 1129271-0                  | Office Supplies                                  | N    |
|              | 01-090-000-0000-6405                   |             | 12.23           | OFFICE SUPPLIES                      | 1129271-1                  | Office Supplies                                  | N    |
|              | 01-090-000-0000-6360                   |             | 896.33          | COPIER CONTRACT                      | 327171-0                   | Services, Labor, Contracts                       | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>             |             | <b>940.43</b>   |                                      | <b>3</b> Transactions      |  |      |
| 5173         | <b>Thomson Reuters-West Publishing</b> |             |                 |                                      |                            |  |      |
|              | 01-090-000-0000-6406                   |             | 1,537.44        | ONLINE/SOFTWARD SUBSCRIPTION         | 848556136                  | Law Publ. & Subscriptions                        | N    |
|              | 01-090-000-0000-6406                   |             | 346.73          | LIBRARY PLAN CHARGES                 | 848650576                  | Law Publ. & Subscriptions                        | N    |
| <b>5173</b>  | <b>Thomson Reuters-West Publishing</b> |             | <b>1,884.17</b> |                                      | <b>2</b> Transactions      |  |      |
| <b>90</b>    | <b>DEPT Total:</b>                     |             | <b>3,337.26</b> | <b>Attorney</b>                      | <b>5 Vendors</b>           | <b>8 Transactions</b>                            |      |
| <b>100</b>   | DEPT                                   |             |                 | Recorder                             |                            |  |      |
| 10452        | <b>AT&amp;T Mobility</b>               |             |                 |                                      |                            |  |      |
|              | 01-100-000-0000-6220                   |             | 49.67           | RECORDER CELL PHONE                  | 287323078605X070:          | Telephone  | N    |
| <b>10452</b> | <b>AT&amp;T Mobility</b>               |             | <b>49.67</b>    |                                      | <b>1</b> Transactions      |  |      |
| 9046         | <b>Loffler Companies, Inc.</b>         |             |                 |                                      |                            |  |      |
|              | 01-100-000-0000-6220                   |             | 25.56           | MONTHLY TELEPHONE                    | 4408311                    | Telephone  | N    |
|              |  |             |                 | 06/01/2023 06/30/2023                |                            |  |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>         |             | <b>25.56</b>    |                                      | <b>1</b> Transactions      |  |      |
| 13850        | <b>NORTHSTAR</b>                       |             |                 |                                      |                            |  |      |
|              | 01-100-000-0000-6405                   |             | 192.82          | VITAL CERTIFICATE PAPER              | 50998594                   | Office Supplies                                  | N    |
| <b>13850</b> | <b>NORTHSTAR</b>                       |             | <b>192.82</b>   |                                      | <b>1</b> Transactions      |  |      |
| 86235        | <b>The Office Shop Inc</b>             |             |                 |                                      |                            |  |      |
|              | 01-100-000-0000-6405                   |             | 64.28           | BATTERIES, HEADPHONES, PAPER         | 327521-0                   | Office Supplies                                  | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>             |             | <b>64.28</b>    |                                      | <b>1</b> Transactions      |  |      |
| 6101         | <b>West Central Indexing</b>           |             |                 |                                      |                            |  |      |
|              | 01-100-195-0000-6266                   |             | 114.72          | ICRS JUNE 2023                       | 1839                       | Data Processing/Computer Services                | N    |
|              |  |             |                 | 06/01/2023 06/30/2023                |                            |  |      |
| <b>6101</b>  | <b>West Central Indexing</b>           |             | <b>114.72</b>   |                                      | <b>1</b> Transactions      |  |      |

# Aitkin County



1 General Fund

| Vendor No.   | Name                           | Account/Formula      | Rpt | Accr | Amount          | Warrant Description            | Invoice #        | Account/Formula Description | 1099 |
|--------------|--------------------------------|----------------------|-----|------|-----------------|--------------------------------|------------------|-----------------------------|------|
|              |                                |                      |     |      |                 | Service Dates                  | Paid On Bhf #    | On Behalf of Name           |      |
| <b>100</b>   | <b>DEPT Total:</b>             |                      |     |      | <b>447.05</b>   | <b>Recorder</b>                | <b>5 Vendors</b> | <b>5 Transactions</b>       |      |
| <b>110</b>   | <b>DEPT</b>                    |                      |     |      |                 | <b>Courthouse Maintenance</b>  |                  |                             |      |
| 195          | <b>Aitkin Tire Shop</b>        | 01-110-000-0000-6360 |     |      | 15.00           | TIRE REPAIR                    | 62484            | Services, Labor, Contracts  | Y    |
| <b>195</b>   | <b>Aitkin Tire Shop</b>        |                      |     |      | <b>15.00</b>    | <b>1 Transactions</b>          |                  |                             |      |
| 9561         | <b>Amazon Business</b>         | 01-110-000-0000-6415 |     |      | 31.76           | KEY MARKERS/CAUTION TAPE       | 1L67-N4VD-4NLR   | Operational Supplies        | N    |
|              |                                | 01-110-000-0000-6422 |     |      | 23.60           | DISPOSABLE SUITES              | 1V63-6VV9-4P4W   | Janitorial Supplies         | N    |
| <b>9561</b>  | <b>Amazon Business</b>         |                      |     |      | <b>55.36</b>    | <b>2 Transactions</b>          |                  |                             |      |
| 88628        | <b>Dalco Enterprises</b>       | 01-110-000-0000-6422 |     |      | 249.17          | TOILET BOWL CLEANER            | 4104273          | Janitorial Supplies         | N    |
|              |                                | 01-110-000-0000-6422 |     |      | 27.00           | TOILET BRUSHES                 | 4106535          | Janitorial Supplies         | N    |
|              |                                | 01-110-000-0000-6422 |     |      | 263.03          | CAN LINERS AND SOAP DISPENSERS | 4107890          | Janitorial Supplies         | N    |
| <b>88628</b> | <b>Dalco Enterprises</b>       |                      |     |      | <b>539.20</b>   | <b>3 Transactions</b>          |                  |                             |      |
| 14559        | <b>Goodin Company</b>          | 01-110-000-0000-6422 |     |      | 176.35          | FLUSH VALVE - FAIR             | 06641514-00      | Janitorial Supplies         | N    |
|              |                                | 01-110-000-0000-6415 |     |      | 249.94          | TOILET FOR FAIRGROUNDS         | 06642037-00      | Operational Supplies        | N    |
| <b>14559</b> | <b>Goodin Company</b>          |                      |     |      | <b>426.29</b>   | <b>2 Transactions</b>          |                  |                             |      |
| 11557        | <b>Liberty Tire Recycling</b>  | 01-110-000-0000-6360 |     |      | 1,552.80        | TIRE RECYCLING AT FAIR         | 2528689          | Services, Labor, Contracts  | Y    |
| <b>11557</b> | <b>Liberty Tire Recycling</b>  |                      |     |      | <b>1,552.80</b> | <b>1 Transactions</b>          |                  |                             |      |
| 9046         | <b>Loffler Companies, Inc.</b> | 01-110-000-0000-6220 |     |      | 10.22           | MONTHLY TELEPHONE              | 4408311          | Telephone                   | N    |
|              |                                |                      |     |      |                 | 06/01/2023 06/30/2023          |                  |                             |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b> |                      |     |      | <b>10.22</b>    | <b>1 Transactions</b>          |                  |                             |      |
| 89765        | <b>Minnesota Elevator, Inc</b> | 01-110-000-0000-6360 |     |      | 379.07          | MONTHLY SERVICE                | 1027256          | Services, Labor, Contracts  | N    |
|              |                                |                      |     |      |                 | 07/01/2023 07/31/2023          |                  |                             |      |
| <b>89765</b> | <b>Minnesota Elevator, Inc</b> |                      |     |      | <b>379.07</b>   | <b>1 Transactions</b>          |                  |                             |      |
| 9307         | <b>Savanna Pallets</b>         | 01-110-000-0000-6415 |     |      | 56.00           | MULCH AROUND BUILDINGS         | 143771           | Operational Supplies        | N    |

# Aitkin County



1 General Fund

| Vendor No.   | Name<br>Account/Formula                                 | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf #      | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|-----------------|--------------------------------------|---------------------------------|--|------|
| 9307         | Savanna Pallets   |             | 56.00           |                                      | 1 Transactions                  |  |      |
| <b>110</b>   | <b>DEPT Total:</b>                                      |             | <b>3,033.94</b> | <b>Courthouse Maintenance</b>        | <b>8 Vendors</b>                | <b>12 Transactions</b>                           |      |
| <b>120</b>   | DEPT  |             |                 | Veterans Service                     |                                 |  |      |
| 10452        | AT&T Mobility<br>01-120-000-0000-6220                   |             | 99.34           | FIRSTNET JUNE<br>05/26/2023          | 287298585696X070:<br>06/25/2023 | Telephone  | N    |
| <b>10452</b> | <b>AT&amp;T Mobility</b>                                |             | <b>99.34</b>    |                                      | <b>1 Transactions</b>           |  |      |
| 10981        | Bakken/Glen A.J.<br>01-120-000-0000-6278                |             | 50.00           | GLEN JUNE<br>06/23/2023              | 062323<br>06/23/2023            | Per Diem   | Y    |
| <b>10981</b> | <b>Bakken/Glen A.J.</b>                                 |             | <b>50.00</b>    |                                      | <b>1 Transactions</b>           |  |      |
| 14508        | Janzen/Hugh<br>01-120-000-0000-6278                     |             | 50.00           | HUGH JUNE<br>06/09/2023              | 060923<br>06/09/2023            | Per Diem   | Y    |
| <b>14508</b> | <b>Janzen/Hugh</b>                                      |             | <b>50.00</b>    |                                      | <b>1 Transactions</b>           |  |      |
| 9046         | Loffler Companies, Inc.<br>01-120-000-0000-6220         |             | 15.34           | MONTHLY TELEPHONE<br>06/01/2023      | 4408311<br>06/30/2023           | Telephone  | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>                          |             | <b>15.34</b>    |                                      | <b>1 Transactions</b>           |  |      |
| 9656         | Studaker/Kip Andrew<br>01-120-000-0000-6278             |             | 50.00           | KIP JUNE<br>06/23/2023               | 062323<br>06/23/2023            | Per Diem   | Y    |
| <b>9656</b>  | <b>Studaker/Kip Andrew</b>                              |             | <b>50.00</b>    |                                      | <b>1 Transactions</b>           |  |      |
| 3518         | Voyageur Press Of Mcgregor, Inc<br>01-120-000-0000-6230 |             | 125.00          | V PRESS JUNE<br>06/20/2023           | 46971<br>06/20/2023             | Printing, Publishing & Adv                       | N    |
| <b>3518</b>  | <b>Voyageur Press Of Mcgregor, Inc</b>                  |             | <b>125.00</b>   |                                      | <b>1 Transactions</b>           |  |      |
| 9933         | WEX BANK - Veteran Services<br>01-120-000-0000-6335     |             | 246.93          | FLEET JUNE<br>06/08/2023             | 90464928<br>07/07/2023          | Gas/Vehicle Fuel Charges                         | N    |



# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula                            | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|---------------|--------------------------------------|----------------------------|--|------|
| <b>9933</b>  | <b>WEX BANK - Veteran Services</b>                 |             | <b>246.93</b> |                                      | <b>1</b> Transactions      |  |      |
| 11970        | <b>Wikelius/Charles</b><br>01-120-000-0000-6278    |             | 100.00        | CHARLIE JUNE<br>06/12/2023           | 07/26/2023<br>062623       | Per Diem   | Y    |
| <b>11970</b> | <b>Wikelius/Charles</b>                            |             | <b>100.00</b> |                                      | <b>1</b> Transactions      |  |      |
| 9063         | <b>Workman/Jeff</b><br>01-120-000-0000-6278        |             | 50.00         | JEFF 6/30/23<br>06/30/2023           | 06/30/2023<br>063023       | Per Diem   | Y    |
| <b>9063</b>  | <b>Workman/Jeff</b>                                |             | <b>50.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| <b>120</b>   | <b>DEPT Total:</b>                                 |             | <b>786.61</b> | <b>Veterans Service</b>              | <b>9 Vendors</b>           | <b>9 Transactions</b>                            |      |
| <b>121</b>   | DEPT   |             |               | Housing & Redevelopment              |                            |  |      |
| 11113        | <b>Anderson/Edward</b><br>01-121-000-0000-6278     |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | Y    |
| <b>11113</b> | <b>Anderson/Edward</b>                             |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| 15266        | <b>Emanuel/Laura</b><br>01-121-000-0000-6278       |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | N    |
| <b>15266</b> | <b>Emanuel/Laura</b>                               |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| 10019        | <b>Gilbertson/Jack Lee</b><br>01-121-000-0000-6278 |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | N    |
| <b>10019</b> | <b>Gilbertson/Jack Lee</b>                         |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| 15271        | <b>Kullhem/JoLynn</b><br>01-121-000-0000-6278      |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | Y    |
| <b>15271</b> | <b>Kullhem/JoLynn</b>                              |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| 86318        | <b>Tange/Susan</b><br>01-121-000-0000-6278         |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | N    |
| <b>86318</b> | <b>Tange/Susan</b>                                 |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |
| 10017        | <b>Tveit/Galen</b><br>01-121-000-0000-6278         |             | 70.00         | HRA 4/26, 6/28                       | 06/28/2023                 | Advisory Board/Committee Per Diem                | N    |
| <b>10017</b> | <b>Tveit/Galen</b>                                 |             | <b>70.00</b>  |                                      | <b>1</b> Transactions      |  |      |

# Aitkin County



1 General Fund

| Vendor No.   | Name                                 | Account/Formula | Rpt | Accr | Amount        | Warrant Description                | Service Dates | Invoice #      | Paid On Bhf #         | Account/Formula Description       | 1099 |
|--------------|--------------------------------------|-----------------|-----|------|---------------|------------------------------------|---------------|----------------|-----------------------|-----------------------------------|------|
| <b>121</b>   | <b>DEPT Total:</b>                   |                 |     |      | <b>420.00</b> | <b>Housing &amp; Redevelopment</b> |               |                | <b>6 Vendors</b>      | <b>6 Transactions</b>             |      |
| <b>122</b>   | DEPT                                 |                 |     |      |               | Planning & Zoning                  |               |                |                       |                                   |      |
| 86222        | Aitkin Independent Age               |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6230                 |                 |     |      | 51.00         | JUNE BOA REPUB                     |               | 1324844        |                       | Printing, Publishing & Adv        | Y    |
|              | 01-122-000-0000-6230                 |                 |     |      | 109.13        | JULY PC                            |               | 1324897        |                       | Printing, Publishing & Adv        | Y    |
| <b>86222</b> | <b>Aitkin Independent Age</b>        |                 |     |      | <b>160.13</b> |                                    |               |                | <b>2 Transactions</b> |                                   |      |
| 170          | Aitkin Motor Company                 |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6302                 |                 |     |      | 60.16         | 2016ESCAPE - OIL CHANGE            |               | 43970          |                       | Vehicle Maintenance               | N    |
|              | 01-122-000-0000-6302                 |                 |     |      | 56.36         | 2017 FORD OIL CHANGE               |               | 44066          |                       | Vehicle Maintenance               | N    |
| <b>170</b>   | <b>Aitkin Motor Company</b>          |                 |     |      | <b>116.52</b> |                                    |               |                | <b>2 Transactions</b> |                                   |      |
| 9561         | Amazon Business                      |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6405                 |                 |     |      | 33.49         | LAMINATOR                          |               | 1JWY-VHVF-T7KT |                       | Office, Film, & Field Supplies    | N    |
|              | 01-122-000-0000-6405                 |                 |     |      | 75.98         | BACKPACK (GRUND, PLAGGE)           |               | 1RLC-TVV4-3YTY |                       | Office, Film, & Field Supplies    | N    |
| <b>9561</b>  | <b>Amazon Business</b>               |                 |     |      | <b>109.47</b> |                                    |               |                | <b>2 Transactions</b> |                                   |      |
| 15239        | AT&T Mobility (P&Z)                  |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6220                 |                 |     |      | 225.20        | MONTHLY CELLULAR CHARGES           |               | 287301120814   |                       | Telephone                         | N    |
|              |                                      |                 |     |      |               | 05/26/2023                         | 06/25/2023    |                |                       |                                   |      |
| <b>15239</b> | <b>AT&amp;T Mobility (P&amp;Z)</b>   |                 |     |      | <b>225.20</b> |                                    |               |                | <b>1 Transactions</b> |                                   |      |
| 783          | Canon Financial Services, Inc        |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6342                 |                 |     |      | 219.42        | MONTHLY COPIER CONTRACT            |               | 30912904       |                       | Office Equipment Rental/Contracts | N    |
|              |                                      |                 |     |      |               | 07/01/2023                         | 07/31/2023    |                |                       |                                   |      |
| <b>783</b>   | <b>Canon Financial Services, Inc</b> |                 |     |      | <b>219.42</b> |                                    |               |                | <b>1 Transactions</b> |                                   |      |
| 15142        | Christensen/Charles                  |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6278                 |                 |     |      | 140.00        | BOA MEETING                        |               | 71323          |                       | Advisory Board/Committee Per Diem | Y    |
|              | 01-122-038-0000-6330                 |                 |     |      | 170.30        | BOA MILEAGE                        |               | 71323          |                       | BOA/PC Mileage                    | N    |
| <b>15142</b> | <b>Christensen/Charles</b>           |                 |     |      | <b>310.30</b> |                                    |               |                | <b>2 Transactions</b> |                                   |      |
| 9816         | ESP Septic LLC                       |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6360                 |                 |     |      | 475.00        | SEPTIC REVIEW                      |               | 29-1-370500    |                       | Services, Labor, Contracts        | Y    |
| <b>9816</b>  | <b>ESP Septic LLC</b>                |                 |     |      | <b>475.00</b> |                                    |               |                | <b>1 Transactions</b> |                                   |      |
| 999999000    | Keith W Hohlen                       |                 |     |      |               |                                    |               |                |                       |                                   |      |
|              | 01-122-000-0000-6820                 |                 |     |      | 200.00        | APP #2023-000589                   |               | 57859          |                       | Refunds & Reimbursements          | N    |

# Aitkin County



1 General Fund

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|------------------|--|-------------|----------------------|--|----------------------------|---|--------|
| <b>999999000</b> | <b>Keith W Hohlen</b>  |             | <b>200.00</b>        |  | <b>1</b> Transactions      |   |        |
| 9046             | <b>Loffler Companies, Inc.</b><br>01-122-000-0000-6220                       |             | 46.01                | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023       | 4408311                    | Telephone   | N      |
| <b>9046</b>      | <b>Loffler Companies, Inc.</b>   |             | <b>46.01</b>         | <b>1</b> Transactions                            |                            |   |        |
| 12077            | <b>Stromberg/Kevin</b><br>01-122-000-0000-6278<br>01-122-038-0000-6330       |             | 140.00<br>185.37     | BOA MEETING<br>BOA MILEAGE                       | 71323<br>71323             | Advisory Board/Committee Per Diem<br>BOA/PC Mileage | Y<br>N |
| <b>12077</b>     | <b>Stromberg/Kevin</b>   |             | <b>325.37</b>        | <b>2</b> Transactions                            |                            |   |        |
| 8612             | <b>Veenker/Thomas H</b><br>01-122-000-0000-6278<br>01-122-038-0000-6330      |             | 140.00<br>137.55     | BOA MEETING<br>BOA MILEAGE                       | 71323<br>71323             | Advisory Board/Committee Per Diem<br>BOA/PC Mileage | Y<br>N |
| <b>8612</b>      | <b>Veenker/Thomas H</b>  |             | <b>277.55</b>        | <b>2</b> Transactions                            |                            |   |        |
| <b>122</b>       | <b>DEPT Total:</b>   |             | <b>2,464.97</b>      | <b>Planning &amp; Zoning</b>                     | <b>11 Vendors</b>          | <b>17 Transactions</b>                              |        |
| <b>123</b>       | DEPT   |             |                      | Coroner  |                            |   |        |
| 9151             | <b>River Valley Forensic Services PA</b><br>01-123-000-0000-6262             |             | 250.00               | MAY 2023 SERVICES                                | 2152                       | Coroner Fees  | 6      |
| <b>9151</b>      | <b>River Valley Forensic Services PA</b>                                     |             | <b>250.00</b>        | <b>1</b> Transactions                            |                            |   |        |
| 4507             | <b>Sorensen-Root Thompson Funeral Home</b><br>01-123-000-0000-6330           |             | 5,250.00             | SRT TRANSPORT FEES JAN-JUNE 23                   | 06302023                   | Transportation For Autopsy                          | N      |
| <b>4507</b>      | <b>Sorensen-Root Thompson Funeral Home</b>                                   |             | <b>5,250.00</b>      | <b>1</b> Transactions                            |                            |   |        |
| <b>123</b>       | <b>DEPT Total:</b>   |             | <b>5,500.00</b>      | <b>Coroner</b>                                   | <b>2 Vendors</b>           | <b>2 Transactions</b>                               |        |
| <b>200</b>       | DEPT   |             |                      | Enforcement                                      |                            |   |        |
| 50               | <b>Aitkin Body Shop, Inc</b><br>01-200-000-0000-6302<br>01-200-000-0000-6302 |             | 7,479.41<br>4,649.86 | #210 SQUAD DEER REPAIR<br>#209 SQUAD/DEER REPAIR | 15201<br>15276             | Vehicle Maintenance<br>Vehicle Maintenance          | N<br>N |
| <b>50</b>        | <b>Aitkin Body Shop, Inc</b>   |             | <b>12,129.27</b>     | <b>2</b> Transactions                            |                            |   |        |
| 86359            | <b>Aitkin Co Attorney</b><br>01-200-039-0000-6263                            |             | 1,275.00             | 2023 2ND Q CONSULTS                              | 06302023                   | Contract Legal Services                             | N      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula               | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---------------------------------------|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| <b>86359</b> | <b>Aitkin Co Attorney</b>             |             | <b>1,275.00</b> |                                      | 1 Transactions             |  |      |
| 9561         | <b>Amazon Business</b>                |             |                 |                                      |                            |  |      |
|              | 01-200-200-0000-6405                  |             | 9.88            | OFFICE SUPPLIES                      | 11N7-NFNG-JL4N             | VCET - AIM Office Supplies                       | N    |
|              | 01-200-000-0000-6405                  |             | 319.98          | EVIDENCE MONITORS                    | 1FTN-6KXK-Y7RN             | Office Supplies                                  | N    |
|              | 01-200-000-0000-6460                  |             | 605.85          | SPYPOINT CAMERAS & BOXES             | 1G93-WKXD-JTW9             | Deputy Supplies                                  | N    |
|              | 01-200-000-0000-6180                  |             | 11.86           | B/W/ BELT                            | 1Q1D-39CG-G69L             | Clothing Allowance                               | N    |
|              | 01-200-000-0000-6460                  |             | 61.29           | INSECT REPELENT                      | 1YQ4-MDXX-64RF             | Deputy Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>                |             | <b>1,008.86</b> |                                      | 5 Transactions             |  |      |
| 9203         | <b>AT&amp;T Mobility (Sheriff's)</b>  |             |                 |                                      |                            |  |      |
|              | 01-200-000-0000-6220                  |             | 2,112.99        | DEPUTY CELL & SQUAD PC               | 287297906116               | Telephone  | N    |
|              | 01-200-200-0000-6260                  |             | 89.30           | CI PHONES                            | 287297906116               | CI Funds   | N    |
|              | 01-200-200-0000-6265                  |             | 243.48          | VCET PHONE & HOT SPOT                | 287297906116               | Programs   | N    |
| <b>9203</b>  | <b>AT&amp;T Mobility (Sheriff's)</b>  |             | <b>2,445.77</b> |                                      | 3 Transactions             |  |      |
| 10442        | <b>Bureau Of Crim.Apprehension</b>    |             |                 |                                      |                            |  |      |
|              | 01-200-039-0000-6463                  |             | 970.00          | NEW AND RENEWALS                     | 01-000077                  | Gun Permit Supplies/Expenses                     | N    |
| <b>10442</b> | <b>Bureau Of Crim.Apprehension</b>    |             | <b>970.00</b>   |                                      | 1 Transactions             |  |      |
| 1775         | <b>Galls LLC</b>                      |             |                 |                                      |                            |  |      |
|              | 01-200-000-0000-6180                  |             | 57.51           | #204 SS ARMORSKIN SHIRT              | 024823065                  | Clothing Allowance                               | N    |
|              | 01-200-000-0000-6180                  |             | 91.49           | #328 PANTS                           | 024823066                  | Clothing Allowance                               | N    |
| <b>1775</b>  | <b>Galls LLC</b>                      |             | <b>149.00</b>   |                                      | 2 Transactions             |  |      |
| 5579         | <b>Grand Rapids Police Department</b> |             |                 |                                      |                            |  |      |
|              | 01-200-200-0000-6264                  |             | 681.50          | 2ND QUARTER OT-BRIAN MATTSON         | Y2Q2OT-GRPD                | VCET-Other County OT                             | N    |
| <b>5579</b>  | <b>Grand Rapids Police Department</b> |             | <b>681.50</b>   |                                      | 1 Transactions             |  |      |
| 2340         | <b>Hyytinen Hardware Hank</b>         |             |                 |                                      |                            |  |      |
|              | 01-200-000-0000-6405                  |             | 13.98           | ANT TRAPS                            | 10194/1                    | Office Supplies                                  | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>         |             | <b>13.98</b>    |                                      | 1 Transactions             |  |      |
| 2390         | <b>Itasca Co Sheriff</b>              |             |                 |                                      |                            |  |      |
|              | 01-200-200-0000-6264                  |             | 3,879.96        | 2ND QUARTER OT-JEREMY JOHNSON        | Y2Q2OT-ICSO                | VCET-Other County OT                             | N    |
| <b>2390</b>  | <b>Itasca Co Sheriff</b>              |             | <b>3,879.96</b> |                                      | 1 Transactions             |  |      |
| 9046         | <b>Loffler Companies, Inc.</b>        |             |                 |                                      |                            |  |      |
|              | 01-200-000-0000-6220                  |             | 214.72          | MONTHLY TELEPHONE                    | 4408311                    | Telephone  | N    |

# Aitkin County



1 General Fund

| Vendor No. | Name<br>Account/Formula                                 | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---|-------------|------------------|--------------------------------------|----------------------------|--|------|
| 9046       | Loffler Companies, Inc.                                 |             | 214.72           | 06/01/2023 06/30/2023                | 1 Transactions             |  |      |
| 3150       | Mille Lacs Co Sheriff<br>01-200-200-0000-6264           |             | 268.80           | 2ND QUARTER OT-JAKE HILLESLAND       | Y2Q2 OT-MLCSO              | VCET-Other County OT                             | N    |
| 3150       | Mille Lacs Co Sheriff                                   |             | 268.80           | 1 Transactions                       |                            |  |      |
| 10412      | O'Reilly Auto Parts<br>01-200-000-0000-6302             |             | 13.78            | HEADLIGHT FOR SQUAD #214             | 1878-156455                | Vehicle Maintenance                              | N    |
| 10412      | O'Reilly Auto Parts                                     |             | 13.78            | 1 Transactions                       |                            |  |      |
| 86235      | The Office Shop Inc<br>01-200-000-0000-6405             |             | 60.68            | FILE FOLDERS -RED                    | 1129157-0                  | Office Supplies                                  | N    |
|            | 01-200-000-0000-6405                                    |             | 73.99            | LANA PRINTER CARTRIDGE               | 1129500-1                  | Office Supplies                                  | N    |
| 86235      | The Office Shop Inc                                     |             | 134.67           | 2 Transactions                       |                            |  |      |
| 13934      | The Tire Barn<br>01-200-000-0000-6302                   |             | 56.46            | #224 OIL CHANGE                      | 67932                      | Vehicle Maintenance                              | N    |
|            | 01-200-000-0000-6302                                    |             | 25.00            | #222 TIRE REPAIR                     | 68220                      | Vehicle Maintenance                              | N    |
| 13934      | The Tire Barn   |             | 81.46            | 2 Transactions                       |                            |  |      |
| 9932       | WEX BANK - Sheriff's Department<br>01-200-003-0000-6335 |             | 57.80            | #221 GAS                             | 90386032                   | Gas/Vehicle Fuel Charges                         | N    |
| 9932       | WEX BANK - Sheriff's Department                         |             | 57.80            | 1 Transactions                       |                            |  |      |
| 200        | <b>DEPT Total:</b>                                      |             | <b>23,324.57</b> | <b>Enforcement</b>                   | <b>15 Vendors</b>          | <b>25 Transactions</b>                           |      |
| 202        | DEPT  |             |                  | Boat & Water                         |                            |  |      |
| 2340       | Hyytinen Hardware Hank<br>01-202-000-0000-6405          |             | 18.62            | KEY RINGS, CHAIN & KEY               | 10052/1                    | Office Supplies                                  | N    |
|            | 01-202-000-0000-6462                                    |             | 14.90            | LINK CONNECTOR                       | 10500/1                    | Sheriff Field Supplies                           | N    |
|            | 01-202-000-0000-6462                                    |             | 12.99            | AUTOMOTIVE                           | 10761/1                    | Sheriff Field Supplies                           | N    |
| 2340       | Hyytinen Hardware Hank                                  |             | 46.51            | 3 Transactions                       |                            |  |      |
| 13934      | The Tire Barn<br>01-202-000-0000-6302                   |             | 69.48            | 208 B/W TRUCK OIL CHANGE             | 68189                      | B&W Maintenance                                  | N    |
| 13934      | The Tire Barn   |             | 69.48            | 1 Transactions                       |                            |  |      |

# Aitkin County



1 General Fund

| Vendor No.   | Name  | Account/Formula      | Rpt | Accr | Amount           | Warrant Description                                     | Invoice #        | Account/Formula Description         | 1099 |
|--------------|---|----------------------|-----|------|------------------|---|------------------|-------------------------------------|------|
|              |   |                      |     |      |                  | Service Dates   | Paid On Bhf #    | On Behalf of Name                   |      |
| <b>202</b>   | <b>DEPT Total:</b>                            |                      |     |      | <b>115.99</b>    | <b>Boat &amp; Water</b>                                 | <b>2 Vendors</b> | <b>4 Transactions</b>               |      |
| <b>203</b>   | DEPT  |                      |     |      |                  | Snowmobile  |                  |                                     |      |
| 9203         | AT&T Mobility (Sheriff's)                     | 01-203-000-0000-6220 |     |      | 87.90            | #208 CELL & SQUAD PC                                    | 287297906116     | Telephone                           | N    |
| 9203         | AT&T Mobility (Sheriff's)                     |                      |     |      | <b>87.90</b>     | 1 Transactions  |                  |                                     |      |
| <b>203</b>   | <b>DEPT Total:</b>                            |                      |     |      | <b>87.90</b>     | <b>Snowmobile</b>                                       | <b>1 Vendors</b> | <b>1 Transactions</b>               |      |
| <b>252</b>   | DEPT  |                      |     |      |                  | Corrections   |                  |                                     |      |
| 10165        | Advanced Correctional Healthcare, Inc.        | 01-252-000-0000-6262 |     |      | 17,499.92        | AUG 2023 MEDICAL SVCS                                   | 131458           | Contract Service or Medical Service | 6    |
|              |   | 01-252-000-0000-6262 |     |      | 600.00           | MENTAL HEALTH 6/23 & 6/30                               | 132175           | Contract Service or Medical Service | 6    |
| <b>10165</b> | <b>Advanced Correctional Healthcare, Inc.</b> |                      |     |      | <b>18,099.92</b> | 2 Transactions  |                  |                                     |      |
| 12106        | Antoine Electric                              | 01-252-000-0000-6360 |     |      | 326.09           | REPAIR CONTROL PANEL- JAIL                              | 23043            | Services, Labor, Contracts          | Y    |
| <b>12106</b> | <b>Antoine Electric</b>                       |                      |     |      | <b>326.09</b>    | 1 Transactions  |                  |                                     |      |
| 9203         | AT&T Mobility (Sheriff's)                     | 01-252-000-0000-6220 |     |      | 99.34            | DISPATCH CELL, TRANSPORT CELL                           | 287297906116     | Telephone                           | N    |
| <b>9203</b>  | <b>AT&amp;T Mobility (Sheriff's)</b>          |                      |     |      | <b>99.34</b>     | 1 Transactions  |                  |                                     |      |
| 163          | Charter Communications Holdings LLC           | 01-252-252-0000-6465 |     |      | 343.09           | INMATE CABLE  | 0006081062823    | Inamte Welfare Supplies             | N    |
| <b>163</b>   | <b>Charter Communications Holdings LLC</b>    |                      |     |      | <b>343.09</b>    | 1 Transactions  |                  |                                     |      |
| 9085         | Climate Makers Inc                            | 01-252-000-0000-6360 |     |      | 2,860.00         | KITCHEN EXHAUST REPAIR                                  | 109272           | Services, Labor, Contracts          | N    |
| <b>9085</b>  | <b>Climate Makers Inc</b>                     |                      |     |      | <b>2,860.00</b>  | 1 Transactions  |                  |                                     |      |
| 10855        | Culligan Soft Water                           | 01-252-000-0000-6342 |     |      | 55.00            | JULY COOLER RENTAL                                      | 150X01463504     | Tower Lease and Rental/Contracts    | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>                    |                      |     |      | <b>55.00</b>     | 1 Transactions  |                  |                                     |      |
| 14106        | Cyntox LLC                                    | 01-252-000-0000-6360 |     |      | 220.64           | WASTE MNGMT REMOVAL JUL-DEC 23<br>07/01/2023 12/31/2023 | 108891           | Services, Labor, Contracts          | Y    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name   | Rpt  | Amount          | Warrant Description         | Invoice #      | Account/Formula Description        | 1099 |
|--------------|--|------|-----------------|-----------------------------|----------------|------------------------------------|------|
| No.          | Account/Formula                              | Accr |                 | Service Dates               | Paid On Bhf #  | On Behalf of Name                  |      |
| <b>14106</b> | <b>Cyntox LLC</b>                            |      | <b>220.64</b>   |                             |                |                                    |      |
|              |  |      |                 | 1 Transactions              |                |                                    |      |
| 88628        | <b>Dalco Enterprises</b>                     |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6422                         |      | 480.04          | SOFTENER SALT               | 4104272        | Janitorial Supplies                | N    |
|              | 01-252-000-0000-6422                         |      | 854.60          | TOILET PAPER & LAUDNRY SOAP | 4106553        | Janitorial Supplies                | N    |
| <b>88628</b> | <b>Dalco Enterprises</b>                     |      | <b>1,334.64</b> |                             |                |                                    |      |
|              |  |      |                 | 2 Transactions              |                |                                    |      |
| 88880        | <b>Datacomm Computers &amp; Networks Inc</b> |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6405                         |      | 138.00          | APC RELACEMENT BATTERIES    | 16073          | Office Supplies                    | N    |
| <b>88880</b> | <b>Datacomm Computers &amp; Networks Inc</b> |      | <b>138.00</b>   |                             |                |                                    |      |
|              |  |      |                 | 1 Transactions              |                |                                    |      |
| 15362        | <b>GuidePoint Pharmacy #114 Aitkin</b>       |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6430                         |      | 1,905.54        | INMATE RX                   | 30             | Medical Expense/Supplies - Inmates | N    |
|              | 01-252-000-0000-6430                         |      | 105.76          | INMATE MEDS                 | 684            | Medical Expense/Supplies - Inmates | N    |
| <b>15362</b> | <b>GuidePoint Pharmacy #114 Aitkin</b>       |      | <b>2,011.30</b> |                             |                |                                    |      |
|              |  |      |                 | 2 Transactions              |                |                                    |      |
| 2340         | <b>Hyytinen Hardware Hank</b>                |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6590                         |      | 6.99            | P TRAP                      | 10288/1        | Repair & Maintenance Supplies      | N    |
|              | 01-252-000-0000-6590                         |      | 12.99           | PRO GRIP 12"                | 10436/1        | Repair & Maintenance Supplies      | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>                |      | <b>19.98</b>    |                             |                |                                    |      |
|              |  |      |                 | 2 Transactions              |                |                                    |      |
| 9046         | <b>Loffler Companies, Inc.</b>               |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6220                         |      | 102.25          | MONTHLY TELEPHONE           | 4408311        | Telephone                          | N    |
|              |  |      |                 | 06/01/2023                  | 06/30/2023     |                                    |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>               |      | <b>102.25</b>   |                             |                |                                    |      |
|              |  |      |                 | 1 Transactions              |                |                                    |      |
| 89765        | <b>Minnesota Elevator, Inc</b>               |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6360                         |      | 523.50          | JAIL ELEV, DOOR ISSUE       | 1025048        | Services, Labor, Contracts         | N    |
|              | 01-252-000-0000-6360                         |      | 211.57          | JULY MONTHLY SVC            | 1026843        | Services, Labor, Contracts         | N    |
| <b>89765</b> | <b>Minnesota Elevator, Inc</b>               |      | <b>735.07</b>   |                             |                |                                    |      |
|              |  |      |                 | 2 Transactions              |                |                                    |      |
| 3789         | <b>Pan-O-Gold Baking Company</b>             |      |                 |                             |                |                                    |      |
|              | 01-252-000-0000-6418                         |      | 77.78           | BREAD & BUNS                | 10002423180005 | Groceries                          | N    |
|              | 01-252-000-0000-6418                         |      | 72.12           | BREAD & BUNS                | 10002423187006 | Groceries                          | N    |
| <b>3789</b>  | <b>Pan-O-Gold Baking Company</b>             |      | <b>149.90</b>   |                             |                |                                    |      |
|              |  |      |                 | 2 Transactions              |                |                                    |      |
| 3810         | <b>Paulbeck's County Market</b>              |      |                 |                             |                |                                    |      |
|              | 01-252-252-0000-6465                         |      | 19.12           | INMATE COFFEE               | 927210202      | Inamte Welfare Supplies            | N    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula              | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--------------------------------------|-------------|------------------|--------------------------------------|----------------------------|--|------|
| <b>3810</b>  | <b>Paulbeck's County Market</b>      |             | <b>19.12</b>     |                                      | <b>1</b> Transactions      |  |      |
| 9808         | <b>Performance Foodservice</b>       |             |                  |                                      |                            |  |      |
|              | 01-252-000-0000-6418                 |             | 3,230.30         | GROCERIES                            | 644965                     | Groceries  | N    |
|              | 01-252-000-0000-6418                 |             | 2,216.20         | GROCERIES                            | 652686                     | Groceries  | N    |
| <b>9808</b>  | <b>Performance Foodservice</b>       |             | <b>5,446.50</b>  |                                      | <b>2</b> Transactions      |  |      |
| 4010         | <b>Rasley Oil Company</b>            |             |                  |                                      |                            |  |      |
|              | 01-252-000-0000-6330                 |             | 160.77           | TRANSPORT GAS                        | AITCOSHERS                 | Prisoner Transportation & Travel                 | N    |
|              | 01-252-252-0000-6465                 |             | 6.27             | EXCHANGE POP                         | AITCOSHERS                 | Inamte Welfare Supplies                          | N    |
| <b>4010</b>  | <b>Rasley Oil Company</b>            |             | <b>167.04</b>    |                                      | <b>2</b> Transactions      |  |      |
| 10771        | <b>Regional Diagnostic Radiology</b> |             |                  |                                      |                            |  |      |
|              | 01-252-000-0000-6262                 |             | 27.51            | MLCO L.D. 5/19/23                    | 1942438270                 | Contract Service or Medical Service              | 6    |
| <b>10771</b> | <b>Regional Diagnostic Radiology</b> |             | <b>27.51</b>     |                                      | <b>1</b> Transactions      |  |      |
| 86235        | <b>The Office Shop Inc</b>           |             |                  |                                      |                            |  |      |
|              | 01-252-000-0000-6405                 |             | 85.23            | POST 2 TONER                         | 1129500-0                  | Office Supplies                                  | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>           |             | <b>85.23</b>     |                                      | <b>1</b> Transactions      |  |      |
| 5295         | <b>Ziegler Inc</b>                   |             |                  |                                      |                            |  |      |
|              | 01-252-000-0000-6360                 |             | 902.45           | OIL CHANGE & COOLANT                 | SI000347318                | Services, Labor, Contracts                       | N    |
| <b>5295</b>  | <b>Ziegler Inc</b>                   |             | <b>902.45</b>    |                                      | <b>1</b> Transactions      |  |      |
| <b>252</b>   | <b>DEPT Total:</b>                   |             | <b>33,143.07</b> | <b>Corrections</b>                   | <b>20 Vendors</b>          | <b>28 Transactions</b>                           |      |
| <b>253</b>   | <b>DEPT</b>                          |             |                  | <b>Sentence to Serve</b>             |                            |  |      |
| 9203         | <b>AT&amp;T Mobility (Sheriff's)</b> |             |                  |                                      |                            |  |      |
|              | 01-253-000-0000-6220                 |             | 38.23            | STS AIR CARD                         | 287297906116               | Telephone  | N    |
| <b>9203</b>  | <b>AT&amp;T Mobility (Sheriff's)</b> |             | <b>38.23</b>     |                                      | <b>1</b> Transactions      |  |      |
| 13725        | <b>Beartooth True Value</b>          |             |                  |                                      |                            |  |      |
|              | 01-253-000-0000-6415                 |             | 32.99            | BYPASS LOPPER                        | A133833                    | Operational Supplies                             | N    |
|              | 01-253-000-0000-6464                 |             | 5.99             | FLEXIBLE TUBING                      | B229795                    | STS Supplies                                     | N    |
| <b>13725</b> | <b>Beartooth True Value</b>          |             | <b>38.98</b>     |                                      | <b>2</b> Transactions      |  |      |
| 1430         | <b>Dotzler Power Equipment</b>       |             |                  |                                      |                            |  |      |
|              | 01-253-000-0000-6415                 |             | 59.99            | BATTERY FOR RHINO                    | 33747                      | Operational Supplies                             | N    |



# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula                               | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---|-------------|---------------|---|----------------------------|--|------|
| 1430       | Dotzler Power Equipment                               |             | 59.99         |   | 1 Transactions             |  |      |
| 7525       | Hometown Bldg Supply<br>01-253-000-0000-6415          |             | 43.99         | RESPIRATOR  | 2306-085041                | Operational Supplies                             | N    |
| 7525       | Hometown Bldg Supply                                  |             | 43.99         |   | 1 Transactions             |  |      |
| 2340       | Hyytinen Hardware Hank<br>01-253-000-0000-6464        |             | 162.96        | DECK SCRUB, RESPIRATOR                                  | 10926/1                    | STS Supplies                                     | N    |
| 2340       | Hyytinen Hardware Hank                                |             | 162.96        |   | 1 Transactions             |  |      |
| 9046       | Loffler Companies, Inc.<br>01-253-000-0000-6220       |             | 5.11          | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023              | 4408311                    | Telephone  | N    |
| 9046       | Loffler Companies, Inc.                               |             | 5.11          |   | 1 Transactions             |  |      |
| 4010       | Rasley Oil Company<br>01-253-000-0000-6335            |             | 311.43        | STS GAS   | AITCOSHERS                 | Gas/Vehicle Fuel Charges                         | N    |
| 4010       | Rasley Oil Company                                    |             | 311.43        |   | 1 Transactions             |  |      |
| 253        | <b>DEPT Total:</b>                                    |             | <b>660.69</b> | <b>Sentence to Serve</b>                                | <b>7 Vendors</b>           | <b>8 Transactions</b>                            |      |
| 255        | DEPT  |             |               | Crime Victims   |                            |  |      |
| 9046       | Loffler Companies, Inc.<br>01-255-000-0000-6220       |             | 5.11          | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023              | 4408311                    | Telephone  | N    |
| 9046       | Loffler Companies, Inc.                               |             | 5.11          |   | 1 Transactions             |  |      |
| 255        | <b>DEPT Total:</b>                                    |             | <b>5.11</b>   | <b>Crime Victims</b>                                    | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 257        | DEPT  |             |               | Community Corrections                                   |                            |  |      |
| 14563      | Anoka County Corrections<br>01-257-255-0000-6269      |             | 8,973.00      | RJC CONTRACT-SECURE JUV DETEN.<br>06/01/2023 06/30/2023 | 6/30/23                    | Juvenile Detention                               | N    |
| 14563      | Anoka County Corrections                              |             | 8,973.00      |   | 1 Transactions             |  |      |
| 783        | Canon Financial Services, Inc<br>01-257-000-0000-6342 |             | 104.86        | CANON COPIER CONTRACT<br>07/20/2023 08/19/2023          | 30879809                   | Office Equipment Rental/Contracts                | N    |

# Aitkin County



1 General Fund

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--|----------------------------|--|------|
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                                   |             | <b>104.86</b>   |  | 1 Transactions             |  |      |
| 9046         | <b>Loffler Companies, Inc.</b><br>01-257-000-0000-6220                 |             | 46.01           | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023             | 4408311                    | Telephone  | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>   |             | <b>46.01</b>    |  | 1 Transactions             |  |      |
| 11997        | <b>Minnesota Monitoring, Inc</b><br>01-257-267-0000-6342               |             | 1,325.50        | EHM RENTAL COSTS<br>06/01/2023 06/30/2023              | 14169                      | Office Equipment Rental/Contracts                | N    |
| <b>11997</b> | <b>Minnesota Monitoring, Inc</b>                                       |             | <b>1,325.50</b> |  | 1 Transactions             |  |      |
| 10373        | <b>Northwestern MN Juvenile Ctr-Consequenc</b><br>01-257-255-0000-6269 |             | 8,640.00        | SEC RESID'L PROGRAM (GG ONLY)<br>06/01/2023 06/30/2023 | 291-179-1                  | Juvenile Detention                               | N    |
| <b>10373</b> | <b>Northwestern MN Juvenile Ctr-Consequenc</b>                         |             | <b>8,640.00</b> |  | 1 Transactions             |  |      |
| 4010         | <b>Rasley Oil Company</b><br>01-257-251-0000-6335                      |             | 22.00           | TRAINING FUEL<br>06/01/2023 06/30/2023                 | AITCOPROS                  | Gas/Vehicle Fuel Charges                         | N    |
|              | 01-257-255-0000-6335   |             | 40.16           | JUVENILE AGENT FUEL<br>06/01/2023 06/30/2023           | AITCOPROS                  | Gas/Vehicle Fuel Charges                         | N    |
|              | 01-257-257-0000-6335   |             | 54.32           | ADULT AGENT FUEL<br>06/01/2023 06/30/2023              | AITCOPROS                  | Gas/Vehicle Fuel Charges                         | N    |
|              | 01-257-258-0000-6335   |             | 56.75           | SOBRIETY COURT AGENT FUEL<br>06/01/2023 06/30/2023     | AITCOPROS                  | Gas/Vehicle Fuel Charges                         | N    |
| <b>4010</b>  | <b>Rasley Oil Company</b>  |             | <b>173.23</b>   |  | 4 Transactions             |  |      |
| 9489         | <b>Redwood Toxicology Laboratory, Inc</b><br>01-257-267-0000-6274      |             | 30.86           | DRUG TESTING LAB COSTS<br>06/01/2023 06/30/2023        | 02239920236                | Drug Testing Fee                                 | 6    |
| <b>9489</b>  | <b>Redwood Toxicology Laboratory, Inc</b>                              |             | <b>30.86</b>    |  | 1 Transactions             |  |      |
| 86235        | <b>The Office Shop Inc</b><br>01-257-000-0000-6360                     |             | 130.87          | COPIER SERVICE CONTRACT<br>03/08/2023 06/07/2023       | 327382-0                   | Services, Labor, Contracts                       | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>   |             | <b>130.87</b>   |  | 1 Transactions             |  |      |
| 9931         | <b>WEX BANK - Community Corrections</b>                                |             |                 |  |                            |  |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name                                      | Account/Formula      | Rpt | Accr | Amount           | Warrant Description            | Service Dates         | Invoice #        | Paid On Bhf # | Account/Formula Description    | 1099 |
|--------------|---|----------------------|-----|------|------------------|--------------------------------|-----------------------|------------------|---------------|--------------------------------|------|
|              |   | 01-257-251-0000-6335 |     |      | 43.43            | FUEL-TRAINING CSTS/MACCAC      | 06/05/2023 07/06/2023 | 90368692         |               | Gas/Vehicle Fuel Charges       | N    |
| <b>9931</b>  | <b>WEX BANK - Community Corrections</b>   |                      |     |      | <b>43.43</b>     |                                | 1 Transactions        |                  |               |                                |      |
| <b>257</b>   | <b>DEPT Total:</b>                        |                      |     |      | <b>19,467.76</b> | <b>Community Corrections</b>   |                       | <b>9 Vendors</b> |               | <b>12 Transactions</b>         |      |
| <b>391</b>   | DEPT                                      |                      |     |      |                  | Solid Waste                    |                       |                  |               |                                |      |
| 15239        | AT&T Mobility (P&Z)                       | 01-391-000-0000-6220 |     |      | 45.05            | MONTHLY CELLULAR CHARGES       | 05/26/2023 06/25/2023 | 287301120814     |               | Telephone                      | N    |
| <b>15239</b> | <b>AT&amp;T Mobility (P&amp;Z)</b>        |                      |     |      | <b>45.05</b>     |                                | 1 Transactions        |                  |               |                                |      |
| 9659         | Brinks Wetland Services LLC               | 01-391-000-0000-6360 |     |      | 600.00           | WETLAND SERVICES FOR RECYCLING |                       | 2509             |               | Services, Labor, Contracts     | N    |
| <b>9659</b>  | <b>Brinks Wetland Services LLC</b>        |                      |     |      | <b>600.00</b>    |                                | 1 Transactions        |                  |               |                                |      |
| 9046         | Loffler Companies, Inc.                   | 01-391-000-0000-6220 |     |      | 10.22            | MONTHLY TELEPHONE              | 06/01/2023 06/30/2023 | 4408311          |               | Telephone                      | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>            |                      |     |      | <b>10.22</b>     |                                | 1 Transactions        |                  |               |                                |      |
| 11507        | Waste Management of Minnesota, Inc        | 01-391-060-0000-6360 |     |      | 20,242.13        | MONTHLY RECYCLING CONTRACT     | 06/01/2023 06/30/2023 | 010512528083     |               | Recycling Contract             | N    |
| <b>11507</b> | <b>Waste Management of Minnesota, Inc</b> |                      |     |      | <b>20,242.13</b> |                                | 1 Transactions        |                  |               |                                |      |
| <b>391</b>   | <b>DEPT Total:</b>                        |                      |     |      | <b>20,897.40</b> | <b>Solid Waste</b>             |                       | <b>4 Vendors</b> |               | <b>4 Transactions</b>          |      |
| <b>392</b>   | DEPT                                      |                      |     |      |                  | Water Wells                    |                       |                  |               |                                |      |
| 2353         | Idexx Laboratories, Inc                   | 01-392-000-0000-6405 |     |      | 228.33           | VESSELS                        |                       | 5051251588       |               | Office, Film, & Field Supplies | N    |
| <b>2353</b>  | <b>Idexx Laboratories, Inc</b>            |                      |     |      | <b>228.33</b>    |                                | 1 Transactions        |                  |               |                                |      |
| <b>392</b>   | <b>DEPT Total:</b>                        |                      |     |      | <b>228.33</b>    | <b>Water Wells</b>             |                       | <b>1 Vendors</b> |               | <b>1 Transactions</b>          |      |
| <b>500</b>   | DEPT                                      |                      |     |      |                  | Library And Historical Society |                       |                  |               |                                |      |
| 1495         | East Central Regional Library             | 01-500-500-0000-6801 |     |      | 123,029.00       | 2ND HALF 2023 APPROPRIATION    |                       | 2023-24          |               | Library Appropriations         | N    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name                           | Accr | Amount            | Warrant Description                   | Invoice #        | Account/Formula Description | 1099 |
|--------------|--------------------------------|------|-------------------|---------------------------------------|------------------|-----------------------------|------|
|              |                                |      |                   | Service Dates                         | Paid On Bhf #    | On Behalf of Name           |      |
| 1495         | East Central Regional Library  |      | 123,029.00        |                                       | 1 Transactions   |                             |      |
| <b>500</b>   | <b>DEPT Total:</b>             |      | <b>123,029.00</b> | <b>Library And Historical Society</b> | <b>1 Vendors</b> | <b>1 Transactions</b>       |      |
| <b>601</b>   | DEPT                           |      |                   | Extension                             |                  |                             |      |
| 89471        | Aitkin Co 4-H Council          |      |                   |                                       |                  |                             |      |
|              | 01-601-551-0000-5840           |      | 840.00            | PLAT BOOKS 738-758                    | 27388            | 4-H Plat Book Sales         | N    |
| <b>89471</b> | <b>Aitkin Co 4-H Council</b>   |      | <b>840.00</b>     |                                       | 1 Transactions   |                             |      |
| 9046         | Loffler Companies, Inc.        |      |                   |                                       |                  |                             |      |
|              | 01-601-000-0000-6220           |      | 5.11              | MONTHLY TELEPHONE                     | 4408311          | Telephone                   | N    |
|              |                                |      |                   | 06/01/2023 06/30/2023                 |                  |                             |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b> |      | <b>5.11</b>       |                                       | 1 Transactions   |                             |      |
| <b>601</b>   | <b>DEPT Total:</b>             |      | <b>845.11</b>     | <b>Extension</b>                      | <b>2 Vendors</b> | <b>2 Transactions</b>       |      |
| <b>711</b>   | DEPT                           |      |                   | Economic Development                  |                  |                             |      |
| 9046         | Loffler Companies, Inc.        |      |                   |                                       |                  |                             |      |
|              | 01-711-000-0000-6220           |      | 5.11              | MONTHLY TELEPHONE                     | 4408311          | Telephone                   | N    |
|              |                                |      |                   | 06/01/2023 06/30/2023                 |                  |                             |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b> |      | <b>5.11</b>       |                                       | 1 Transactions   |                             |      |
| <b>711</b>   | <b>DEPT Total:</b>             |      | <b>5.11</b>       | <b>Economic Development</b>           | <b>1 Vendors</b> | <b>1 Transactions</b>       |      |
| <b>1</b>     | <b>Fund Total:</b>             |      | <b>345,441.15</b> | <b>General Fund</b>                   |                  | <b>197 Transactions</b>     |      |

# Aitkin County



2 Reserves Fund

| Vendor No. | Name<br>Account/Formula                        | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|--|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 44         | DEPT<br>10203                                  |             |                 | Central Services                     |                            |  |      |
|            | <b>Brendel/William</b><br>02-044-251-0000-6268 |             | 7,000.00        | CONSULTING ORGANIZE DEVELOP.         | 3                          | Staff Training, Development                      | Y    |
|            | <b>10203 Brendel/William</b>                   |             | <b>7,000.00</b> | 1 Transactions                       |                            |  |      |
| 44         | <b>DEPT Total:</b>                             |             | <b>7,000.00</b> | <b>Central Services</b>              | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 200        | DEPT<br>9866                                   |             |                 | Enforcement                          |                            |  |      |
|            | <b>Barden/Rocky</b><br>02-200-020-0000-6360    |             | 408.75          | REFLECTIVE CAPS & EMBROIDERY         | INV78406                   | Sheriff Search & Rescue Reserve Expenses         |      |
|            | <b>9866 Barden/Rocky</b>                       |             | <b>408.75</b>   | 1 Transactions                       |                            |  |      |
| 200        | <b>DEPT Total:</b>                             |             | <b>408.75</b>   | <b>Enforcement</b>                   | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 2          | <b>Fund Total:</b>                             |             | <b>7,408.75</b> | <b>Reserves Fund</b>                 |                            | <b>2 Transactions</b>                            |      |

# Aitkin County



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

**3 Road & Bridge**

| Vendor No.   | Name<br>Account/Formula   | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|-----------------|---|----------------------------|--|------|
| 301          | DEPT  |             |                 | R&B Administration                      |                            |  |      |
| 10855        | <b>Culligan Soft Water</b><br>03-301-000-0000-6342              |             | 55.00           | WATER COOLER RENTAL                     | 150-10020584-1             | Office Equipment Rental/Contracts                | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>                                      |             | <b>55.00</b>    | 1 Transactions                          |                            |  |      |
| 9261         | <b>RTVision, Inc.</b><br>03-301-000-0000-6300                   |             | 3,750.00        | ANNUAL HOSTING                          | INV394                     | Maintenance/Service Contracts                    | N    |
| <b>9261</b>  | <b>RTVision, Inc.</b>   |             | <b>3,750.00</b> | 1 Transactions                          |                            |  |      |
| <b>301</b>   | <b>DEPT Total:</b>  |             | <b>3,805.00</b> | <b>R&amp;B Administration</b>           | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 302          | DEPT  |             |                 | R&B Engineering/Construction            |                            |  |      |
| 2340         | <b>Hyytinen Hardware Hank</b><br>03-302-000-0000-6550           |             | 32.61           | ENGINEERING SUPPLIES                    | JUNE 2023 STMT             | R & B Engineer Supplies                          | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>                                   |             | <b>32.61</b>    | 1 Transactions                          |                            |  |      |
| 10048        | <b>MINNESOTA NORTH COLLEGE</b><br>03-302-000-0000-6268          |             | 232.00          | SAFETY/HEALTH TRAINING                  | 1150151                    | Staff Training, Development                      | N    |
| <b>10048</b> | <b>MINNESOTA NORTH COLLEGE</b>                                  |             | <b>232.00</b>   | 1 Transactions                          |                            |  |      |
| <b>302</b>   | <b>DEPT Total:</b>  |             | <b>264.61</b>   | <b>R&amp;B Engineering/Construction</b> | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 303          | DEPT  |             |                 | R&B Highway Maintenance                 |                            |  |      |
| 14943        | <b>1ST AYD CORPORATION</b><br>03-303-000-0000-6417              |             | 144.55          | AITKIN SHOP SUPPLIES                    | PSI622558                  | Shop/Building Maintenance                        | N    |
| <b>14943</b> | <b>1ST AYD CORPORATION</b>                                      |             | <b>144.55</b>   | 1 Transactions                          |                            |  |      |
| 50           | <b>Aitkin Body Shop, Inc</b><br>03-303-000-0000-6590            |             | 195.03          | REPAIR PARTS                            | 15195                      | Repair & Maintenance Supplies                    | N    |
|              | 03-303-000-0000-6590  |             | 126.00          | REPAIR LABOR                            | 15195                      | Repair & Maintenance Supplies                    | N    |
| <b>50</b>    | <b>Aitkin Body Shop, Inc</b>                                    |             | <b>321.03</b>   | 2 Transactions                          |                            |  |      |
| 116          | <b>Aitkin Pet &amp; Farm Supply Inc</b><br>03-303-000-0000-6521 |             | 25.90           | BRUSH KILLER                            | .                          | Maintenance Supplies                             | N    |
|              | 03-303-000-0000-6521  |             | 183.00          | HYDROSEEDING                            | ..                         | Maintenance Supplies                             | N    |
|              | 03-303-000-0000-6521  |             | 183.00          | HYDROSEEDING                            | ..                         | Maintenance Supplies                             | N    |
|              | 03-303-000-0000-6521  |             | 206.00          | HYDROSEEDING                            | ...                        | Maintenance Supplies                             | N    |
|              | 03-303-000-0000-6521  |             | 103.00          | HYDROSEEDING                            | ....                       | Maintenance Supplies                             | N    |

# Aitkin County



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

3 Road & Bridge

| Vendor No. | Name  | Account/Formula      | Rpt | Accr | Amount        | Warrant Description  | Service Dates  | Invoice #      | Paid On Bhf # | Account/Formula Description   | On Behalf of Name | 1099 |
|------------|---|----------------------|-----|------|---------------|----------------------|----------------|----------------|---------------|-------------------------------|-------------------|------|
| 116        | <b>Aitkin Pet &amp; Farm Supply Inc</b>     | 03-303-000-0000-6521 |     |      | 103.00        | HYDROSEEDING         |                | ....           |               | Maintenance Supplies          |                   | N    |
|            |   |                      |     |      | <b>803.90</b> |                      | 6 Transactions |                |               |                               |                   |      |
| 195        | <b>Aitkin Tire Shop</b>                     | 03-303-000-0000-6590 |     |      | 450.00        | TIRE                 |                | 0-062400       |               | Repair & Maintenance Supplies |                   | Y    |
| 195        | <b>Aitkin Tire Shop</b>                     |                      |     |      | <b>450.00</b> |                      | 1 Transactions |                |               |                               |                   |      |
| 9561       | <b>Amazon Business</b>                      | 03-303-000-0000-6417 |     |      | 69.10         | AITKIN SHOP SUPPLIES |                | 11DQ-L7JK-LY9K |               | Shop/Building Maintenance     |                   | N    |
|            |   | 03-303-000-0000-6417 |     |      | 45.63         | AITKIN SHOP          |                | 1C33-F1FK-HV33 |               | Shop/Building Maintenance     |                   | N    |
| 9561       | <b>Amazon Business</b>                      |                      |     |      | <b>114.73</b> |                      | 2 Transactions |                |               |                               |                   |      |
| 7916       | <b>AT&amp;T Mobility (R&amp;B)</b>          | 03-303-000-0000-6220 |     |      | 38.23         | PAUL'S IPAD SVC      |                | 287303768387   |               | Telephone                     |                   | N    |
|            |   | 03-303-000-0000-6220 |     |      | 38.23         | MIKE LAPTOP SVC      |                | 287303768387   |               | Telephone                     |                   | N    |
|            |   | 03-303-000-0000-6220 |     |      | 38.23         | CAROL LAPTOP SVC     |                | 287303768387   |               | Telephone                     |                   | N    |
| 7916       | <b>AT&amp;T Mobility (R&amp;B)</b>          |                      |     |      | <b>114.69</b> |                      | 3 Transactions |                |               |                               |                   |      |
| 2763       | <b>Countryside Sanitation, LLC</b>          | 03-303-000-0000-6254 |     |      | 117.00        | JUL 23 MCGREGOR      |                | 3742           |               | Utilities-Gas and Electric    |                   | Y    |
|            |   | 03-303-000-0000-6254 |     |      | 81.90         | JUL 23 PALISADE      |                | 3743           |               | Utilities-Gas and Electric    |                   | Y    |
| 2763       | <b>Countryside Sanitation, LLC</b>          |                      |     |      | <b>198.90</b> |                      | 2 Transactions |                |               |                               |                   |      |
| 11180      | <b>Fastenal Company</b>                     | 03-303-000-0000-6417 |     |      | 556.01        | AITKIN SHOP SUPPLIES |                | MNBAX262091    |               | Shop/Building Maintenance     |                   | N    |
| 11180      | <b>Fastenal Company</b>                     |                      |     |      | <b>556.01</b> |                      | 1 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    |
| 8622       | <b>Frontier Communications Holdings LLC</b> |                      |     |      | <b>261.15</b> |                      | 3 Transactions |                |               |                               |                   |      |
| 1754       | <b>Garrison Disposal Company, Inc</b>       | 03-303-000-0000-6254 |     |      | 140.28        | AITKIN SHOP          |                | 338502         |               | Utilities-Gas and Electric    |                   | N    |
| 1754       | <b>Garrison Disposal Company, Inc</b>       |                      |     |      | <b>140.28</b> |                      | 1 Transactions |                |               |                               |                   |      |
| 2089       | <b>Heartland Tire Inc</b>                   | 03-303-000-0000-6590 |     |      | 153.00        | REPAIR PARTS         |                | 15023323       |               | Repair & Maintenance Supplies |                   | N    |

# Aitkin County



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

3 Road & Bridge

| Vendor No.  | Name                           | Rpt         | Amount        | Warrant Description    | Invoice #             | Account/Formula Description   | 1099 |
|-------------|--------------------------------|-------------|---------------|------------------------|-----------------------|-------------------------------|------|
| <u>No.</u>  | <u>Account/Formula</u>         | <u>Accr</u> |               | <u>Service Dates</u>   | <u>Paid On Bhf #</u>  | <u>On Behalf of Name</u>      |      |
|             | 03-303-000-0000-6590           |             | 125.00        | REPAIR LABOR           | 15023323              | Repair & Maintenance Supplies | N    |
| <b>2089</b> | <b>Heartland Tire Inc</b>      |             | <b>278.00</b> |                        | <b>2</b> Transactions |                               |      |
| 2340        | <b>Hyytinen Hardware Hank</b>  |             |               |                        |                       |                               |      |
|             | 03-303-000-0000-6417           |             | 16.99         | MCGRATH SHOP SUPPLIES  | JUNE 2023 STMT        | Shop/Building Maintenance     | N    |
|             | 03-303-000-0000-6590           |             | 5.99          | REPAIR PARTS           | JUNE 2023 STMT        | Repair & Maintenance Supplies | N    |
| <b>2340</b> | <b>Hyytinen Hardware Hank</b>  |             | <b>22.98</b>  |                        | <b>2</b> Transactions |                               |      |
| 10295       | <b>Knife River Corporation</b> |             |               |                        |                       |                               |      |
|             | 03-303-000-0000-6520           |             | 958.61        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 1,396.07      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 10,180.77     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 3,749.48      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 2,037.04      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 1,005.52      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 52,337.97     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 4,567.34      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 20,234.74     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 63,855.21     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 8,117.74      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 14,164.83     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 718.96        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 17,732.98     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 1,110.77      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 239.65        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 4,424.69      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 10,652.47     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 763.34        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 19,721.20     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 36,377.65     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 718.96        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 5,154.42      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 6,326.05      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 7,539.53      | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 718.96        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 22,581.81     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 239.65        | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 16,897.37     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |
|             | 03-303-000-0000-6520           |             | 19,427.03     | APPLY CALCIUM CHLORIDE | 1009204               | Calcium Chloride Dust Control | N    |



# Aitkin County



3 Road & Bridge

| Vendor No.   | Name                           | Rpt         | Amount            | Warrant Description    | Invoice #            | Account/Formula Description   | 1099 |
|--------------|--------------------------------|-------------|-------------------|------------------------|----------------------|-------------------------------|------|
| <u>No.</u>   | <u>Account/Formula</u>         | <u>Accr</u> |                   | <u>Service Dates</u>   | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>      |      |
|              | 03-303-000-0000-6520           |             | 17,550.39         | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 18,974.35         | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 958.61            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 479.30            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 479.30            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 239.65            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 11,739.14         | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 1,162.76          | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 22,381.47         | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 1,394.80          | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 3,393.17          | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 239.65            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 239.65            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 958.61            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 479.30            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 5,806.17          | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 1,198.26          | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 20,324.77         | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
|              | 03-303-000-0000-6520           |             | 239.64            | APPLY CALCIUM CHLORIDE | 1009204              | Calcium Chloride Dust Control | N    |
| <b>10295</b> | <b>Knife River Corporation</b> |             | <b>462,189.80</b> |                        | <b>49</b>            | Transactions                  |      |
| 91187        | <b>Lake Country Power</b>      |             |                   |                        |                      |                               |      |
|              | 03-303-000-0000-6254           |             | 96.95             | JUNE 23 JACOBSON       | 1400073000           | Utilities-Gas and Electric    | N    |
|              | 03-303-000-0000-6254           |             | 93.37             | JUNE 23 SWATARA        | 140946401            | Utilities-Gas and Electric    | N    |
|              | 03-303-000-0000-6254           |             | 58.00             | JUNE 23 CSAH 6         | 143093502            | Utilities-Gas and Electric    | N    |
| <b>91187</b> | <b>Lake Country Power</b>      |             | <b>248.32</b>     |                        | <b>3</b>             | Transactions                  |      |
| 9046         | <b>Loffler Companies, Inc.</b> |             |                   |                        |                      |                               |      |
|              | 03-303-000-0000-6220           |             | 92.02             | MONTHLY TELEPHONE      | 4408311              | Telephone                     | N    |
|              |                                |             |                   | 06/01/2023             | 06/30/2023           |                               |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b> |             | <b>92.02</b>      |                        | <b>1</b>             | Transactions                  |      |
| 15300        | <b>MCGREGOR ACE HARDWARE</b>   |             |                   |                        |                      |                               |      |
|              | 03-303-000-0000-6590           |             | 35.99             | REPAIR PARTS           | C40340               | Repair & Maintenance Supplies | N    |
| <b>15300</b> | <b>MCGREGOR ACE HARDWARE</b>   |             | <b>35.99</b>      |                        | <b>1</b>             | Transactions                  |      |
| 3100         | <b>McGregor Oil</b>            |             |                   |                        |                      |                               |      |
|              | 03-303-000-0000-6570           |             | 186.95            | DIESEL                 | JUNE 2023 STMT       | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570           |             | 183.58            | DIESEL                 | JUNE 2023 STMT       | Motor Fuel & Lubricants       | N    |

# Aitkin County



3 Road & Bridge

| Vendor No.   | Name                                    | Account/Formula      | Rpt | Accr | Amount          | Warrant Description    | Service Dates | Invoice #      | Paid On Bhf # | Account/Formula Description   | On Behalf of Name | 1099 |
|--------------|---|----------------------|-----|------|-----------------|------------------------|---------------|----------------|---------------|-------------------------------|-------------------|------|
|              |   | 03-303-000-0000-6570 |     |      | 234.22          | DIESEL                 |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
|              |   | 03-303-000-0000-6570 |     |      | 178.15          | DIESEL                 |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
|              |   | 03-303-000-0000-6570 |     |      | 174.84          | DIESEL                 |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
|              |   | 03-303-000-0000-6570 |     |      | 112.17          | DIESEL                 |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
|              |   | 03-303-000-0000-6570 |     |      | 211.17          | DIESEL                 |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
|              |   | 03-303-000-0000-6570 |     |      | 19.25           | DISCOUNT               |               | JUNE 2023 STMT |               | Motor Fuel & Lubricants       |                   | N    |
| <b>3100</b>  | <b>McGregor Oil</b>                     |                      |     |      | <b>1,261.83</b> |                        |               |                | <b>8</b>      | Transactions                  |                   |      |
| 10048        | <b>MINNESOTA NORTH COLLEGE</b>          |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6268 |     |      | 1,218.00        | SAFETY/HEALTH TRAINING |               | 1150151        |               | Staff Training, Development   |                   | N    |
| <b>10048</b> | <b>MINNESOTA NORTH COLLEGE</b>          |                      |     |      | <b>1,218.00</b> |                        |               |                | <b>1</b>      | Transactions                  |                   |      |
| 9179         | <b>NORTH CENTRAL INTERNATIONAL, LLC</b> |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6590 |     |      | 183.34          | REPAIR PARTS           |               | X220070403:01  |               | Repair & Maintenance Supplies |                   | Y    |
|              |   | 03-303-000-0000-6590 |     |      | 5.50            | REPAIR PARTS           |               | X220070986:01  |               | Repair & Maintenance Supplies |                   | Y    |
| <b>9179</b>  | <b>NORTH CENTRAL INTERNATIONAL, LLC</b> |                      |     |      | <b>188.84</b>   |                        |               |                | <b>2</b>      | Transactions                  |                   |      |
| 8436         | <b>Northland Parts</b>                  |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6590 |     |      | 21.47           | REPAIR PARTS           |               | 466727         |               | Repair & Maintenance Supplies |                   | N    |
| <b>8436</b>  | <b>Northland Parts</b>                  |                      |     |      | <b>21.47</b>    |                        |               |                | <b>1</b>      | Transactions                  |                   |      |
| 10720        | <b>Nuss Truck Group Inc</b>             |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6590 |     |      | 267.76          | REPAIR PARTS           |               | PSO018543-1    |               | Repair & Maintenance Supplies |                   | N    |
| <b>10720</b> | <b>Nuss Truck Group Inc</b>             |                      |     |      | <b>267.76</b>   |                        |               |                | <b>1</b>      | Transactions                  |                   |      |
| 10412        | <b>O'Reilly Auto Parts</b>              |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6590 |     |      | 115.93          | REPAIR PARTS           |               | 1878-157747    |               | Repair & Maintenance Supplies |                   | N    |
| <b>10412</b> | <b>O'Reilly Auto Parts</b>              |                      |     |      | <b>115.93</b>   |                        |               |                | <b>1</b>      | Transactions                  |                   |      |
| 3776         | <b>Palisade One Stop</b>                |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6417 |     |      | 74.84           | PALISADE SHOP SUPPLIES |               | JUNE 2023 STMT |               | Shop/Building Maintenance     |                   | N    |
|              |   | 03-303-000-0000-6417 |     |      | 17.98           | PALISADE SHOP SUPPLIES |               | JUNE 2023 STMT |               | Shop/Building Maintenance     |                   | N    |
| <b>3776</b>  | <b>Palisade One Stop</b>                |                      |     |      | <b>92.82</b>    |                        |               |                | <b>2</b>      | Transactions                  |                   |      |
| 8537         | <b>Powerplan OIB</b>                    |                      |     |      |                 |                        |               |                |               |                               |                   |      |
|              |   | 03-303-000-0000-6590 |     |      | 776.54          | REPAIR PARTS           |               | 2238073        |               | Repair & Maintenance Supplies |                   | N    |
| <b>8537</b>  | <b>Powerplan OIB</b>                    |                      |     |      | <b>776.54</b>   |                        |               |                | <b>1</b>      | Transactions                  |                   |      |
| 15211        | <b>Quality Disposal Systems Inc</b>     |                      |     |      |                 |                        |               |                |               |                               |                   |      |

# Aitkin County



3 Road & Bridge

| Vendor No.   | Name                                       | Rpt  | Amount            | Warrant Description                       | Invoice #         | Account/Formula Description              | 1099 |
|--------------|--|------|-------------------|---|-------------------|--|------|
| No.          | Account/Formula                            | Accr |                   | Service Dates                             | Paid On Bhf #     | On Behalf of Name                        |      |
|              | 03-303-000-0000-6254                       |      | 70.79             | GARBAGE: MCGRATH                          | ACCT 1652085      | Utilities-Gas and Electric               | N    |
| <b>15211</b> | <b>Quality Disposal Systems Inc</b>        |      | <b>70.79</b>      |   |                   |  |      |
|              |  |      |                   | 1 Transactions                            |                   |  |      |
| 4070         | <b>Riley Auto Supply</b>                   |      |                   |   |                   |  |      |
|              | 03-303-000-0000-6417                       |      | 8.38              | AITKIN SHOP                               | JUNE 2023 STMT    | Shop/Building Maintenance                | N    |
|              | 03-303-000-0000-6417                       |      | 7.99              | AITKIN SHOP                               | JUNE 2023 STMT    | Shop/Building Maintenance                | N    |
|              | 03-303-000-0000-6590                       |      | 87.99             | REPAIR PARTS                              | JUNE 2023 STMT    | Repair & Maintenance Supplies            | N    |
|              | 03-303-000-0000-6590                       |      | 43.94             | REPAIR PARTS                              | JUNE 2023 STMT    | Repair & Maintenance Supplies            | N    |
|              | 03-303-000-0000-6590                       |      | 7.99              | REPAIR PARTS                              | JUNE 2023 STMT    | Repair & Maintenance Supplies            | N    |
|              | 03-303-000-0000-6590                       |      | 23.97             | REPAIR PARTS                              | JUNE 2023 STMT    | Repair & Maintenance Supplies            | N    |
| <b>4070</b>  | <b>Riley Auto Supply</b>                   |      | <b>180.26</b>     |   |                   |  |      |
|              |  |      |                   | 6 Transactions                            |                   |  |      |
| 14812        | <b>SCI Broadband/Savage Communications</b> |      |                   |   |                   |  |      |
|              | 03-303-000-0000-6220                       |      | 153.31            | PHONE/INTERNET                            | ACCT 009-038972   | Telephone                                | N    |
| <b>14812</b> | <b>SCI Broadband/Savage Communications</b> |      | <b>153.31</b>     |   |                   |  |      |
|              |  |      |                   | 1 Transactions                            |                   |  |      |
| 12788        | <b>Timmer Implement of Aitkin</b>          |      |                   |   |                   |  |      |
|              | 03-303-000-0000-6590                       |      | 41.50             | REPAIR PARTS                              | IA24118           | Repair & Maintenance Supplies            | N    |
| <b>12788</b> | <b>Timmer Implement of Aitkin</b>          |      | <b>41.50</b>      |   |                   |  |      |
|              |  |      |                   | 1 Transactions                            |                   |  |      |
| 6097         | <b>Verizon Wireless</b>                    |      |                   |   |                   |  |      |
|              | 03-303-000-0000-6220                       |      | 424.02            | DEPT CELL PHONES                          | 9938624469        | Telephone                                | N    |
| <b>6097</b>  | <b>Verizon Wireless</b>                    |      | <b>424.02</b>     |   |                   |  |      |
|              |  |      |                   | 1 Transactions                            |                   |  |      |
| <b>303</b>   | <b>DEPT Total:</b>                         |      | <b>470,785.42</b> | <b>R&amp;B Highway Maintenance</b>        | <b>29 Vendors</b> | <b>107 Transactions</b>                  |      |
| <b>308</b>   | <b>DEPT</b>                                |      |                   | <b>R&amp;B Equipment &amp; Facilities</b> |                   |  |      |
|              | 12106 <b>Antoine Electric</b>              |      |                   |   |                   |  |      |
|              | 03-308-000-0000-6605                       |      | 6,812.53          | MCGREGOR FUEL TANK                        | 23038             | Building & Structure Related Expenditure | Y    |
| <b>12106</b> | <b>Antoine Electric</b>                    |      | <b>6,812.53</b>   |   |                   |  |      |
|              |  |      |                   | 1 Transactions                            |                   |  |      |
| <b>308</b>   | <b>DEPT Total:</b>                         |      | <b>6,812.53</b>   | <b>R&amp;B Equipment &amp; Facilities</b> | <b>1 Vendors</b>  | <b>1 Transactions</b>                    |      |
| <b>3</b>     | <b>Fund Total:</b>                         |      | <b>481,667.56</b> | <b>Road &amp; Bridge</b>                  |                   | <b>112 Transactions</b>                  |      |

# Aitkin County



| Vendor No.   | Name<br>Account/Formula                  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 400          | DEPT                                     |             |                 | Public Health Department                                |                            |  |      |
| 9608         | <b>AMAZON CAPITAL SERVICES</b>           |             |                 |   |                            |  |      |
|              | 05-400-410-0413-6435                     |             | 62.10           | PH BUDGET LINE-BF PROMO-FAIR<br>07/02/2023 07/02/2023   | 1DCN-GXX6-QT6H             | Public Health Program Related Supplies           | N    |
|              | 05-400-420-4800-6435                     |             | 343.70          | SAMHSA-MAC FILE/ROLLER/FOLDERS<br>06/29/2023 06/29/2023 | 1DYF-MCLC-FDQ7             | Public Health Program Related Supplies           | N    |
|              | 05-400-440-0410-6405                     |             | 7.83            | AGENCY-LAMINATING SHEETS<br>07/06/2023 07/06/2023       | 1M7N-P9NP-HMKJ             | Office Supplies                                  | N    |
|              | 05-400-440-0410-6405                     |             | 124.63          | PH-PLANNERS<br>07/09/2023 07/09/2023                    | 1T1X-4V16-X6MY             | Office Supplies                                  | N    |
|              | 05-400-440-0410-6405                     |             | 8.51            | ADMIN/ACCTG-PLANNERS<br>07/09/2023 07/09/2023           | 1T1X-4V16-X6MY             | Office Supplies                                  | N    |
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>           |             | <b>546.77</b>   | <b>5 Transactions</b>                                   |                            |  |      |
| 9553         | <b>Aramark Uniform Services</b>          |             |                 |   |                            |  |      |
|              | 05-400-440-0410-6422                     |             | 8.44            | CLEANING SUPPLIES<br>07/11/2023 07/11/2023              | 2530160765                 | Janitorial Supplies                              | N    |
| <b>9553</b>  | <b>Aramark Uniform Services</b>          |             | <b>8.44</b>     | <b>1 Transactions</b>                                   |                            |  |      |
| 783          | <b>Canon Financial Services, Inc</b>     |             |                 |   |                            |  |      |
|              | 05-400-440-0410-6342                     |             | 38.75           | MAILROOM COPIER CONTRACT<br>07/01/2023 07/31/2023       | 30912898                   | Office Equipment Rental/Contracts                | N    |
|              | 05-400-440-0410-6342                     |             | 25.20           | OSS COPIER CONTRACT<br>07/01/2023 07/31/2023            | 30912901                   | Office Equipment Rental/Contracts                | N    |
|              | 05-400-440-0410-6342                     |             | 288.36          | PH COPIER CONTRACT<br>07/01/2023 07/31/2023             | 30912902                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>     |             | <b>352.31</b>   | <b>3 Transactions</b>                                   |                            |  |      |
| 1010         | <b>City Of Aitkin</b>                    |             |                 |   |                            |  |      |
|              | 05-400-450-0451-6360                     |             | 2,500.00        | SHIP-MN MOVES-CP AWARD<br>06/27/2023 06/27/2023         |                            | Services, Labor, Contracts                       | N    |
| <b>1010</b>  | <b>City Of Aitkin</b>                    |             | <b>2,500.00</b> | <b>1 Transactions</b>                                   |                            |  |      |
| 14337        | <b>COLBY/HANNAH</b>                      |             |                 |   |                            |  |      |
|              | 05-400-450-0451-6435                     |             | 119.40          | PH BUDGET LINE-CANVA PRO RENEW<br>07/12/2023 07/12/2023 | 03844-42541136             | Public Health Program Related Supplies           | N    |
| <b>14337</b> | <b>COLBY/HANNAH</b>                      |             | <b>119.40</b>   | <b>1 Transactions</b>                                   |                            |  |      |
| 13629        | <b>Complete Computer Solutions, Inc.</b> |             |                 |   |                            |  |      |

# Aitkin County



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

| Vendor No.   | Name<br>Account/Formula                          | Rpt<br>Accr | Amount       | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|--------------|--|----------------------------|--|------|
|              | 05-400-440-0410-6266                             |             | 61.46        | RPM ANNUAL LICENSE<br>08/04/2023 08/03/2024            | 10215                      | Software Fees/License Fees                       | N    |
| <b>13629</b> | <b>Complete Computer Solutions, Inc.</b>         |             | <b>61.46</b> | 1 Transactions   |                            |  |      |
| 10855        | Culligan Soft Water<br>05-400-440-0410-6342      |             | 20.10        | COOLER RENTAL SERVICE<br>07/01/2023 07/31/2023         | 150-10016285-1             | Office Equipment Rental/Contracts                | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>                       |             | <b>20.10</b> | 1 Transactions   |                            |  |      |
| 2340         | Hyytinen Hardware Hank<br>05-400-440-0410-6422   |             | 5.03         | INSECT BAIT/TRAPS/SCOUR PADS<br>06/07/2023 06/07/2023  |                            | Janitorial Supplies                              | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>                    |             | <b>5.03</b>  | 1 Transactions   |                            |  |      |
| 9046         | Loffler Companies, Inc.<br>05-400-440-0410-6220  |             | 52.26        | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023             | 4408311                    | Telephone  | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>                   |             | <b>52.26</b> | 1 Transactions   |                            |  |      |
| 89765        | Minnesota Elevator, Inc<br>05-400-440-0410-6300  |             | 29.91        | ELEVATOR SERVICE JULY '23<br>07/01/2023 07/31/2023     | 1027255                    | Maintenance/Service Contracts                    | N    |
| <b>89765</b> | <b>Minnesota Elevator, Inc</b>                   |             | <b>29.91</b> | 1 Transactions   |                            |  |      |
| 9014         | PAPER STORM<br>05-400-440-0410-6360              |             | 19.66        | PAPER SHREDDING<br>07/07/2023 07/07/2023               | 22952                      | Services, Labor, Contracts                       | N    |
| <b>9014</b>  | <b>PAPER STORM</b>                               |             | <b>19.66</b> | 1 Transactions   |                            |  |      |
| 3810         | Paulbeck's County Market<br>05-400-410-0413-6435 |             | 3.79         | PH BUDGET LINE-FAIR BF CAMPER<br>07/03/2023 07/03/2023 | BUDGET                     | Public Health Program Related Supplies           | N    |
| <b>3810</b>  | <b>Paulbeck's County Market</b>                  |             | <b>3.79</b>  | 1 Transactions   |                            |  |      |
| 4010         | Rasley Oil Company<br>05-400-400-0402-6335       |             | 17.85        | DPC-TOBACCO GAS CHGS FOR 6/23<br>06/02/2023 06/30/2023 | AITCOHSS                   | Gas/Vehicle Fuel Charges                         | N    |
|              | 05-400-430-0408-6335                             |             | 12.00        | FAP GAS CHARGES FOR JUNE '23<br>06/02/2023 06/30/2023  | AITCOHSS                   | Gas/Vehicle Fuel Charges                         | N    |

# Aitkin County



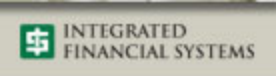
| Vendor No.   | Name                       | Accr | Rpt | Amount          | Warrant Description             | Service Dates         | Invoice #         | Paid On Bhf # | Account/Formula Description        | On Behalf of Name | 1099 |
|--------------|----------------------------|------|-----|-----------------|---------------------------------|-----------------------|-------------------|---------------|------------------------------------|-------------------|------|
|              | 05-400-430-0408-6335       |      |     | 6.64            | MESCH GAS CHARGES FOR JUNE '23  | 06/02/2023 06/30/2023 | AITCOHHSS         |               | Gas/Vehicle Fuel Charges           |                   | N    |
| <b>4010</b>  | <b>Rasley Oil Company</b>  |      |     | <b>36.49</b>    |                                 | <b>3</b> Transactions |                   |               |                                    |                   |      |
| 88859        | Spee*Dee-St Cloud          |      |     | 221.56          | FAP SERVICE - 111               | 06/06/2023 07/01/2023 | 835273            |               | Services, Labor, Contracts         |                   | N    |
| <b>88859</b> | <b>Spee*Dee-St Cloud</b>   |      |     | <b>221.56</b>   |                                 | <b>1</b> Transactions |                   |               |                                    |                   |      |
| 86235        | The Office Shop Inc        |      |     | 1,011.41        | PH-COPIER CONTRACT IRDXC5850I   | 06/28/2023 06/28/2023 | 327176-0          |               | Maintenance/Service Contracts      |                   | N    |
|              | 05-400-440-0410-6300       |      |     | 33.90           | OSS-COPIER CONTRACT IRDXC5850I  | 06/28/2023 06/28/2023 | 327330-0          |               | Maintenance/Service Contracts      |                   | N    |
| <b>86235</b> | <b>The Office Shop Inc</b> |      |     | <b>1,045.31</b> |                                 | <b>2</b> Transactions |                   |               |                                    |                   |      |
| 10930        | Tidholm Productions        |      |     | 77.00           | AGENCY-LH WINDOW SEC ENV        | 07/11/2023 07/11/2023 | 3040.1 2955       |               | Office Supplies                    |                   | Y    |
| <b>10930</b> | <b>Tidholm Productions</b> |      |     | <b>77.00</b>    |                                 | <b>1</b> Transactions |                   |               |                                    |                   |      |
| <b>400</b>   | <b>DEPT Total:</b>         |      |     | <b>5,099.49</b> | <b>Public Health Department</b> |                       | <b>16 Vendors</b> |               | <b>25 Transactions</b>             |                   |      |
| <b>420</b>   | <b>DEPT</b>                |      |     |                 | <b>Income Maintenance</b>       |                       |                   |               |                                    |                   |      |
| 86359        | Aitkin Co Attorney         |      |     | 3,300.00        | IV-D BILLING Q2 2023            | 04/01/2023 06/30/2023 |                   |               | Contract Legal Services Iv-D       |                   | N    |
| <b>86359</b> | <b>Aitkin Co Attorney</b>  |      |     | <b>3,300.00</b> |                                 | <b>1</b> Transactions |                   |               |                                    |                   |      |
| 9608         | AMAZON CAPITAL SERVICES    |      |     | 35.90           | IM-PINK FILE FOLDERS            | 07/12/2023 07/12/2023 | 1JW3-6XVD-4PWX    |               | Office Supplies                    |                   | N    |
|              | 05-420-600-4800-6405       |      |     | 18.45           | AGENCY-LAMINATING SHEETS        | 07/06/2023 07/06/2023 | 1M7N-P9NP-HMKJ    |               | Office Supplies                    |                   | N    |
|              | 05-420-600-4800-6405       |      |     | 20.07           | ADMIN/ACCTG-PLANNERS            | 07/09/2023 07/09/2023 | 1T1X-4V16-X6MY    |               | Office Supplies                    |                   | N    |
|              | 05-420-600-4800-6625       |      |     | 178.15          | IM-PLANNERS                     | 07/09/2023 07/09/2023 | 1T1X-4V16-X6MY    |               | Capital - Office & Other Equipment |                   | N    |
|              | 05-420-640-4800-6405       |      |     | 78.79           | CS-PLANNERS                     |                       | 1T1X-4V16-X6MY    |               | Office Supplies                    |                   | N    |

# Aitkin County



| Vendor No.   | Name<br>Account/Formula                                   | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates                                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|---------------|---|----------------------------|--|------|
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>                            |             | <b>331.36</b> | 07/09/2023 07/09/2023<br>5 Transactions                                 |                            |  |      |
| 9553         | Aramark Uniform Services<br>05-420-600-4800-6422          |             | 19.90         | CLEANING SUPPLIES<br>07/11/2023 07/11/2023<br>1 Transactions            | 2530160765                 | Janitorial Supplies                              | N    |
| <b>9553</b>  | <b>Aramark Uniform Services</b>                           |             | <b>19.90</b>  |   |                            |  |      |
| 783          | Canon Financial Services, Inc<br>05-420-640-4800-6342     |             | 120.14        | CS COPIER CONTRACT<br>07/01/2023 07/31/2023                             | 30912897                   | Office Equipment Rental/Contracts                | N    |
|              | 05-420-600-4800-6342                                      |             | 91.34         | MAILROOM COPIER CONTRACT<br>07/01/2023 07/31/2023                       | 30912898                   | Office Equipment Rental/Contracts                | N    |
|              | 05-420-600-4800-6342                                      |             | 59.39         | OSS COPIER CONTRACT<br>07/01/2023 07/31/2023<br>3 Transactions          | 30912901                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                      |             | <b>270.87</b> |   |                            |  |      |
| 13629        | Complete Computer Solutions, Inc.<br>05-420-600-4800-6266 |             | 144.87        | RPM ANNUAL LICENSE<br>08/04/2023 08/03/2024<br>1 Transactions           | 10215                      | Software Fees/License Fees                       | N    |
| <b>13629</b> | <b>Complete Computer Solutions, Inc.</b>                  |             | <b>144.87</b> |   |                            |  |      |
| 10855        | Culligan Soft Water<br>05-420-600-4800-6342               |             | 47.39         | COOLER RENTAL SERVICE<br>07/01/2023 07/31/2023<br>1 Transactions        | 150-10016285-1             | Office Equipment Rental/Contracts                | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>                                |             | <b>47.39</b>  |   |                            |  |      |
| 2340         | Hyytinen Hardware Hank<br>05-420-600-4800-6422            |             | 11.86         | INSECT BAIT/TRAPS/SCOUR PADS<br>06/07/2023 06/07/2023<br>1 Transactions |                            | Janitorial Supplies                              | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>                             |             | <b>11.86</b>  |   |                            |  |      |
| 9046         | Loffler Companies, Inc.<br>05-420-600-4800-6220           |             | 123.15        | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023                              | 4408311                    | Telephone  | N    |
|              | 05-420-640-4800-6220                                      |             | 30.72         | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023<br>2 Transactions            | 4408311                    | Telephone  | N    |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>                            |             | <b>153.87</b> |   |                            |  |      |

# Aitkin County



| Vendor No.   | Name<br>Account/Formula                                | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 89765        | Minnesota Elevator, Inc<br>05-420-600-4800-6300        |             | 70.49           | ELEVATOR SERVICE JULY '23<br>07/01/2023 07/31/2023      | 1027255                    | Maintenance/Service Contracts                    | N    |
| <b>89765</b> | <b>Minnesota Elevator, Inc</b>                         |             | <b>70.49</b>    | <b>1 Transactions</b>                                   |                            |  |      |
| 9014         | PAPER STORM<br>05-420-600-4800-6360                    |             | 46.33           | PAPER SHREDDING<br>07/07/2023 07/07/2023                | 22952                      | Services, Labor, Contracts                       | N    |
| <b>9014</b>  | <b>PAPER STORM</b>                                     |             | <b>46.33</b>    | <b>1 Transactions</b>                                   |                            |  |      |
| 15347        | St Louis County - PHHS<br>05-420-650-4400-6211         |             | 292.56          | MTM ADMIN FEE NON-FFP<br>05/09/2023 05/09/2023          | IP-00026548                | Medical Assistance - MTM Admin                   | N    |
|              | 05-420-650-4400-6211                                   |             | 394.26          | MTM ADMIN FEE NON-FFP<br>05/23/2023 05/23/2023          | IP-00026551                | Medical Assistance - MTM Admin                   | N    |
| <b>15347</b> | <b>St Louis County - PHHS</b>                          |             | <b>686.82</b>   | <b>2 Transactions</b>                                   |                            |  |      |
| 86235        | The Office Shop Inc<br>05-420-600-4800-6300            |             | 79.91           | OSS-COPIER CONTRACT IRDXC5850I<br>06/28/2023 06/28/2023 | 327330-0                   | Maintenance/Service Contracts                    | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>                             |             | <b>79.91</b>    | <b>1 Transactions</b>                                   |                            |  |      |
| 10930        | Tidholm Productions<br>05-420-600-4800-6405            |             | 181.50          | AGENCY-LH WINDOW SEC ENV<br>07/11/2023 07/11/2023       | 3040.1 2955                | Office Supplies                                  | Y    |
| <b>10930</b> | <b>Tidholm Productions</b>                             |             | <b>181.50</b>   | <b>1 Transactions</b>                                   |                            |  |      |
| 5259         | Wright County Sheriff's Office<br>05-420-640-4800-6379 |             | 75.00           | IV-D SERVICES 0015798521<br>06/20/2023 06/20/2023       | 202303127                  | Other Iv-D Charges                               | N    |
| <b>5259</b>  | <b>Wright County Sheriff's Office</b>                  |             | <b>75.00</b>    | <b>1 Transactions</b>                                   |                            |  |      |
| <b>420</b>   | <b>DEPT Total:</b>                                     |             | <b>5,420.17</b> | <b>Income Maintenance</b>                               | <b>14 Vendors</b>          | <b>22 Transactions</b>                           |      |
| <b>430</b>   | <b>DEPT</b>  |             |                 | <b>Social Services</b>                                  |                            |  |      |
| 9608         | AMAZON CAPITAL SERVICES<br>05-430-700-4800-6405        |             | 35.90           | HCBS-BLUE FILE FOLDERS<br>07/12/2023 07/12/2023         | 1JW3-6XVD-4PWX             | Office Supplies                                  | N    |
|              | 05-430-700-4800-6405                                   |             | 29.64           | AGENCY-LAMINATING SHEETS                                | 1M7N-P9NP-HMKJ             | Office Supplies                                  | N    |



# Aitkin County



| Vendor No.   | Name<br>Account/Formula                  | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates                  | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|---------------|---|----------------------------|--|------|
|              | 05-430-700-4800-6405                     |             | 705.56        | 07/06/2023 07/06/2023<br>SS-PLANNERS                  | 1T1X-4V16-X6MY             | Office Supplies                                  | N    |
|              | 05-430-700-4800-6405                     |             | 32.23         | 07/09/2023 07/09/2023<br>ADMIN/ACCTG-PLANNERS         | 1T1X-4V16-X6MY             | Office Supplies                                  | N    |
|              | 05-430-710-3930-6020                     |             | 20.59         | 07/09/2023 07/09/2023<br>SS-CHILD PROOF KIT           | 1XSP-17VV-TCYN             | General Case Management                          | N    |
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>           |             | <b>823.92</b> | 07/02/2023 07/02/2023<br>5 Transactions               |                            |  |      |
| 9553         | <b>Aramark Uniform Services</b>          |             |               |   |                            |  |      |
|              | 05-430-700-4800-6422                     |             | 31.97         | CLEANING SUPPLIES<br>07/11/2023 07/11/2023            | 2530160765                 | Janitorial Supplies                              | N    |
| <b>9553</b>  | <b>Aramark Uniform Services</b>          |             | <b>31.97</b>  | 1 Transactions  |                            |  |      |
| 783          | <b>Canon Financial Services, Inc</b>     |             |               |   |                            |  |      |
|              | 05-430-700-4800-6342                     |             | 146.70        | MAILROOM COPIER CONTRACT<br>07/01/2023 07/31/2023     | 30912898                   | Office Equipment Rental/Contracts                | N    |
|              | 05-430-700-4800-6342                     |             | 95.38         | OSS COPIER CONTRACT<br>07/01/2023 07/31/2023          | 30912901                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>     |             | <b>242.08</b> | 2 Transactions  |                            |  |      |
| 13629        | <b>Complete Computer Solutions, Inc.</b> |             |               |   |                            |  |      |
|              | 05-430-700-4800-6266                     |             | 232.67        | RPM ANNUAL LICENSE<br>08/04/2023 08/03/2024           | 10215                      | Software Fees/License Fees                       | N    |
| <b>13629</b> | <b>Complete Computer Solutions, Inc.</b> |             | <b>232.67</b> | 1 Transactions  |                            |  |      |
| 10855        | <b>Culligan Soft Water</b>               |             |               |   |                            |  |      |
|              | 05-430-700-4800-6342                     |             | 76.11         | COOLER RENTAL SERVICE<br>07/01/2023 07/31/2023        | 150-10016285-1             | Office Equipment Rental/Contracts                | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>               |             | <b>76.11</b>  | 1 Transactions  |                            |  |      |
| 2340         | <b>Hyytinen Hardware Hank</b>            |             |               |   |                            |  |      |
|              | 05-430-700-4800-6422                     |             | 19.05         | INSECT BAIT/TRAPS/SCOUR PADS<br>06/07/2023 06/07/2023 |                            | Janitorial Supplies                              | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>            |             | <b>19.05</b>  | 1 Transactions  |                            |  |      |
| 9046         | <b>Loffler Companies, Inc.</b>           |             |               |   |                            |  |      |
|              | 05-430-700-4800-6220                     |             | 197.79        | MONTHLY TELEPHONE<br>06/01/2023 06/30/2023            | 4408311                    | Telephone  | N    |

# Aitkin County



| Vendor No. | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|--|-------------|------------------|---|----------------------------|--|------|
| 9046       | Loffler Companies, Inc.                                    |             | 197.79           |   | 1 Transactions             |  |      |
| 89765      | Minnesota Elevator, Inc<br>05-430-700-4800-6300            |             | 113.22           | ELEVATOR SERVICE JULY '23<br>07/01/2023 07/31/2023      | 1027255                    | Maintenance/Service Contracts                    | N    |
| 89765      | Minnesota Elevator, Inc                                    |             | 113.22           |   | 1 Transactions             |  |      |
| 9014       | PAPER STORM<br>05-430-700-4800-6360                        |             | 74.41            | PAPER SHREDDING<br>07/07/2023 07/07/2023                | 22952                      | Services, Labor, Contracts                       | N    |
| 9014       | PAPER STORM  |             | 74.41            |   | 1 Transactions             |  |      |
| 4010       | Rasley Oil Company<br>05-430-700-4800-6335                 |             | 383.01           | SS GAS CHARGES FOR JUNE '23<br>06/02/2023 06/30/2023    | AITCOHSS                   | Gas/Vehicle Fuel Charges                         | N    |
| 4010       | Rasley Oil Company   |             | 383.01           |   | 1 Transactions             |  |      |
| 9674       | ST LOUIS CO HEALTH & HUMAN SERVICE<br>05-430-700-4800-6241 |             | 800.00           | SLC HHSC CONF REGISTRATION<br>07/13/2023 07/13/2023     |                            | Meeting/Conference Registration Fee              | N    |
| 9674       | ST LOUIS CO HEALTH & HUMAN SERVICE                         |             | 800.00           |   | 1 Transactions             |  |      |
| 86235      | The Office Shop Inc<br>05-430-700-4800-6300                |             | 128.34           | OSS-COPIER CONTRACT IRDXC5850I<br>06/28/2023 06/28/2023 | 327330-0                   | Maintenance/Service Contracts                    | N    |
| 86235      | The Office Shop Inc  |             | 128.34           |   | 1 Transactions             |  |      |
| 10930      | Tidholm Productions<br>05-430-700-4800-6405                |             | 291.50           | AGENCY-LH WINDOW SEC ENV<br>07/11/2023 07/11/2023       | 3040.1 2955                | Office Supplies                                  | Y    |
| 10930      | Tidholm Productions  |             | 291.50           |   | 1 Transactions             |  |      |
| 430        | <b>DEPT Total:</b>   |             | <b>3,414.07</b>  | <b>Social Services</b>                                  | <b>13 Vendors</b>          | <b>18 Transactions</b>                           |      |
| 5          | <b>Fund Total:</b>   |             | <b>13,933.73</b> | <b>Health &amp; Human Services</b>                      |                            | <b>65 Transactions</b>                           |      |

# Aitkin County



**6** Debt Service

| 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         |                     |                             |                       |
| 5777   | U.S. Bank N.A.       |      |                      |                     |                             |                       |
|        | 06-000-000-0000-6796 |      | 0058739NS - INTEREST | 2339245             | Interest                    | N                     |
| 5777   | U.S. Bank N.A.       |      |                      |                     |                             |                       |
|        |                      |      |                      | 1 Transactions      |                             |                       |
| 0      | <b>DEPT Total:</b>   |      | <b>145,507.51</b>    | <b>Undesignated</b> | <b>1 Vendors</b>            | <b>1 Transactions</b> |
| 6      | <b>Fund Total:</b>   |      | <b>145,507.51</b>    | <b>Debt Service</b> |                             | <b>1 Transactions</b> |

# Aitkin County



9 State

| Vendor No. | Name<br>Account/Formula        | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|--------------------------------|-------------|-----------------|--|----------------------------|--|------|
| 0          | DEPT                           |             |                 | Undesignated   |                            |  |      |
| 4580       | <b>Mn Dept Of Finance</b>      |             |                 |  |                            |  |      |
|            | 09-000-000-0000-2030           |             | 405.00          | JUNE 2023 MARRIAGE REPORT                              | JUNE 2023                  | State Fees, Assessments & Surcharges             | N    |
|            | 09-000-000-0000-2022           |             | 740.00          | BIRTH & DEATH SURCHARGES<br>05/01/2023 05/31/2023      | MAY 2023                   | Birth/Death Surcharges                           | N    |
|            | 09-000-000-0000-2024           |             | 120.00          | CHILDREN SURCHARGES<br>05/01/2023 05/31/2023           | MAY 2023                   | St Share Of Birth Cert.-Children                 | N    |
|            | 09-000-000-0000-2031           |             | 18.00           | TORRENS ASSURANCE<br>05/01/2023 05/31/2023             | MAY 2023                   | Real Estate Assurance (Was 5874 And 6            | N    |
|            | 09-000-000-0000-2036           |             | 4,841.50        | STATE GEN FUND/LEG. SURCHARGE<br>05/01/2023 05/31/2023 | MAY 2023                   | Recording Surcharges (Was 5871 & 6281)           | N    |
|            | <b>4580 Mn Dept Of Finance</b> |             | <b>6,124.50</b> | <b>5 Transactions</b>                                  |                            |  |      |
|            | <b>3375 Mn Dept Of Health</b>  |             |                 |  |                            |  |      |
|            | 09-000-000-0000-2027           |             | 595.00          | STATE WELL CERTIFICATE<br>05/01/2023 05/31/2023        | MAY 2023                   | State Well Cert Fees (Was 5097 & 6203)           | N    |
|            | <b>3375 Mn Dept Of Health</b>  |             | <b>595.00</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| 0          | <b>DEPT Total:</b>             |             | <b>6,719.50</b> | <b>Undesignated</b>                                    | <b>2 Vendors</b>           | <b>6 Transactions</b>                            |      |
| 9          | <b>Fund Total:</b>             |             | <b>6,719.50</b> | <b>State</b>   |                            | <b>6 Transactions</b>                            |      |

# Aitkin County



| Vendor No. | Name<br>Account/Formula           | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|-----------------------------------|-------------|------------------|--------------------------------------|----------------------------|--|------|
| 900        | DEPT                              |             |                  | Timber Permit Bonds                  |                            |  |      |
|            | 943 Cook Logging                  |             |                  |                                      |                            |  |      |
|            | 10-900-000-0000-2300              |             | 3,011.00         | REFUND BOND                          | 14176                      | Timber Permit Bonds                              | N    |
|            | 943 Cook Logging                  |             | 3,011.00         | 1 Transactions                       |                            |  |      |
| 900        | <b>DEPT Total:</b>                |             | <b>3,011.00</b>  | <b>Timber Permit Bonds</b>           | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 921        | DEPT                              |             |                  | Co. Development                      |                            |  |      |
|            | 1115 Contech Engineered Solutions |             |                  |                                      |                            |  |      |
|            | 10-921-000-0000-6515              |             | 52.46-           | RI 25193739 CREDIT FROM 2022         | 25193739                   | Culverts   | N    |
|            | 10-921-000-0000-6515              |             | 14,602.42        | CULVERTS AND BANDS                   | 27335165                   | Culverts   | N    |
|            | 1115 Contech Engineered Solutions |             | 14,549.96        | 2 Transactions                       |                            |  |      |
| 921        | <b>DEPT Total:</b>                |             | <b>14,549.96</b> | <b>Co. Development</b>               | <b>1 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 923        | DEPT                              |             |                  | Forfeited Tax Sales                  |                            |  |      |
|            | 170 Aitkin Motor Company          |             |                  |                                      |                            |  |      |
|            | 10-923-000-0000-6590              |             | 148.35           | 2020 F350 LOF TRAILER LITE WIR       | 43757                      | Repair & Maintenance Supplies                    | N    |
|            | 10-923-000-0000-6590              |             | 61.29            | 2019 F150 LOF                        | 43864                      | Repair & Maintenance Supplies                    | N    |
|            | 10-923-000-0000-6590              |             | 392.28           | 2012 F150 LOF TRL LITE WIRE SL       | 43893                      | Repair & Maintenance Supplies                    | N    |
|            | 10-923-000-0000-6590              |             | 84.25            | 2019 F150 LOF ELEMENT ASY AIR        | 43910                      | Repair & Maintenance Supplies                    | N    |
|            | 10-923-000-0000-6590              |             | 674.73           | 2015 F250 LOF MIRROR ASY - R         | 43922                      | Repair & Maintenance Supplies                    | N    |
|            | 10-923-000-0000-6590              |             | 61.05            | 2023 F150 LOF                        | 44116                      | Repair & Maintenance Supplies                    | N    |
|            | 170 Aitkin Motor Company          |             | 1,421.95         | 6 Transactions                       |                            |  |      |
|            | 10452 AT&T Mobility               |             |                  |                                      |                            |  |      |
|            | 10-923-000-0000-6220              |             | 656.91           | CELL PHONES                          | 287302631438X070           | Telephone  | N    |
|            | 10452 AT&T Mobility               |             | 656.91           | 1 Transactions                       |                            |  |      |
|            | 783 Canon Financial Services, Inc |             |                  |                                      |                            |  |      |
|            | 10-923-000-0000-6342              |             | 158.21           | COPIER CONTRACT                      | 30912896                   | Office/Equipment-Rental                          | N    |
|            |                                   |             |                  | 07/01/2023 07/31/2023                |                            |  |      |
|            | 783 Canon Financial Services, Inc |             | 158.21           | 1 Transactions                       |                            |  |      |
|            | 5893 CTC                          |             |                  |                                      |                            |  |      |
|            | 10-923-000-0000-6254              |             | 350.00           | INTERNET                             | 21235081                   | Utilities-Gas and Electric                       | N    |
|            |                                   |             |                  | 07/12/2023 08/11/2023                |                            |  |      |

# Aitkin County



| Vendor No.   | Name                                   | Rpt  | Amount          | Warrant Description            | Invoice #      | Account/Formula Description   | 1099 |
|--------------|--|------|-----------------|--------------------------------|----------------|-------------------------------|------|
| No.          | Account/Formula                        | Accr |                 | Service Dates                  | Paid On Bhf #  | On Behalf of Name             |      |
| <b>5893</b>  | <b>CTC</b>                             |      | <b>350.00</b>   |                                | 1 Transactions |                               |      |
| 10855        | <b>Culligan Soft Water</b>             |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6342                   |      | 87.00           | OFFICE WATER                   | 150-10046456-2 | Office/Equipment-Rental       | N    |
| <b>10855</b> | <b>Culligan Soft Water</b>             |      | <b>87.00</b>    |                                | 1 Transactions |                               |      |
| 5866         | <b>Department Of Natural Resources</b> |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6360                   |      | 2,020.50        | FY23 QTR 3 CONTRACT 207912     | 3502146        | Miscellaneous-Services        | N    |
|              |  |      |                 | 01/01/2023 03/31/2023          |                |                               |      |
| <b>5866</b>  | <b>Department Of Natural Resources</b> |      | <b>2,020.50</b> |                                | 1 Transactions |                               |      |
| 1754         | <b>Garrison Disposal Company, Inc</b>  |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6255                   |      | 110.30          | SHOP GARBAGE                   | 338450         | Garbage                       | N    |
|              |  |      |                 | 07/01/2023 07/31/2023          |                |                               |      |
| <b>1754</b>  | <b>Garrison Disposal Company, Inc</b>  |      | <b>110.30</b>   |                                | 1 Transactions |                               |      |
| 7525         | <b>Hometown Bldg Supply</b>            |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6590                   | B    | 72.18           | VERDON CANOE ACCESS LUMBER     | 2306-084236    | Repair & Maintenance Supplies | N    |
|              | 10-923-000-0000-6590                   |      | 51.94           | VERDON CANOE ACCESS HDWE/LUMBE | 2306-084445    | Repair & Maintenance Supplies | N    |
| <b>7525</b>  | <b>Hometown Bldg Supply</b>            |      | <b>124.12</b>   |                                | 2 Transactions |                               |      |
| 2340         | <b>Hyytinen Hardware Hank</b>          |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6450                   |      | 45.98           | ROUND PT SHOVEL FIBERGLASS     | 10035          | Field Supplies                | N    |
|              | 10-923-000-0000-6450                   |      | 23.36           | FG QUICK LK & EYE LAG BT       | 10433          | Field Supplies                | N    |
|              | 10-923-000-0000-6450                   |      | 7.99            | TRUCK TIRE GUAGE               | 10596          | Field Supplies                | N    |
|              | 10-923-000-0000-6450                   |      | 16.99           | TORX DRIVE SET 9 PC            | 10906          | Field Supplies                | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>          |      | <b>94.32</b>    |                                | 4 Transactions |                               |      |
| 9046         | <b>Loffler Companies, Inc.</b>         |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6220                   |      | 40.90           | MONTHLY TELEPHONE              | 4408311        | Telephone                     | N    |
|              |  |      |                 | 06/01/2023 06/30/2023          |                |                               |      |
| <b>9046</b>  | <b>Loffler Companies, Inc.</b>         |      | <b>40.90</b>    |                                | 1 Transactions |                               |      |
| 9568         | <b>Mackey/Ryan</b>                     |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6205                   |      | 12.90           | REIM RYAN RETURN TO FORESTRY S | JUNE 2023      | Postage                       | Y    |
| <b>9568</b>  | <b>Mackey/Ryan</b>                     |      | <b>12.90</b>    |                                | 1 Transactions |                               |      |
| 4010         | <b>Rasley Oil Company</b>              |      |                 |                                |                |                               |      |
|              | 10-923-000-0000-6335                   |      | 298.08          | NL AND #2D                     | AITCOL&PS      | Gas/Vehicle Fuel Charges      | N    |

# Aitkin County



| Vendor No. | Name                                   | Accr | Rpt | Amount    | Warrant Description           | Service Dates | Invoice #      | Paid On Bhf # | Account/Formula Description      | On Behalf of Name | 1099 |
|------------|--|------|-----|-----------|-------------------------------|---------------|----------------|---------------|----------------------------------|-------------------|------|
| 4010       | Rasley Oil Company                     |      |     | 298.08    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 1 Transactions |               |                                  |                   |      |
| 11187      | Regents Of The University of Minnesota |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6240                   |      |     | 875.00    | 7 FY2023 SFEC DUES            |               | 0230047822     |               | Membership/Dues/Association Fees |                   | N    |
| 11187      | Regents Of The University of Minnesota |      |     | 875.00    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 1 Transactions |               |                                  |                   |      |
| 4070       | Riley Auto Supply                      |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6590                   |      |     | 53.63     | SKIDSTEER FITTING FOR GRAPPLE |               | 638315         |               | Repair & Maintenance Supplies    |                   | N    |
|            | 10-923-000-0000-6590                   |      |     | 110.97    | BALL MOUNT HUTCH PIN          |               | 638336         |               | Repair & Maintenance Supplies    |                   | N    |
| 4070       | Riley Auto Supply                      |      |     | 164.60    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 2 Transactions |               |                                  |                   |      |
| 9617       | Timber Lakes Septic Service, Inc.      |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6360                   |      | B   | 150.00    | BERGLUND CAMPGROUND DUMP      |               | 34405          |               | Miscellaneous-Services           |                   | N    |
| 9617       | Timber Lakes Septic Service, Inc.      |      |     | 150.00    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 1 Transactions |               |                                  |                   |      |
| 12788      | Timmer Implement of Aitkin             |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6590                   |      |     | 38.34     | BLADE WIPE K1I                |               | IA23709        |               | Repair & Maintenance Supplies    |                   | N    |
|            | 10-923-000-0000-6590                   |      |     | 147.53    | FLUID HYDRA                   |               | IA23714        |               | Repair & Maintenance Supplies    |                   | N    |
|            | 10-923-000-0000-6590                   |      |     | 407.92    | IDLER RE W-A-2                |               | IA23994        |               | Repair & Maintenance Supplies    |                   | N    |
| 12788      | Timmer Implement of Aitkin             |      |     | 593.79    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 3 Transactions |               |                                  |                   |      |
| 10180      | WEX Bank - Land Dept                   |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6335                   |      |     | 3,545.10  | GAS                           |               | 90467198       |               | Gas/Vehicle Fuel Charges         |                   | N    |
|            |  |      |     |           | 06/08/2023                    | 07/07/2023    |                |               |                                  |                   |      |
| 10180      | WEX Bank - Land Dept                   |      |     | 3,545.10  |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 1 Transactions |               |                                  |                   |      |
| 5171       | Willey's Marine Inc                    |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-923-000-0000-6590                   |      |     | 190.96    | ELITE FRONT BUMPER            |               | 137549         |               | Repair & Maintenance Supplies    |                   | N    |
|            | 10-923-000-0000-6590                   |      |     | 53.99     | PS-4 OIL CHANGE KIT           |               | 137860         |               | Repair & Maintenance Supplies    |                   | N    |
| 5171       | Willey's Marine Inc                    |      |     | 244.95    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 2 Transactions |               |                                  |                   |      |
| 923        | DEPT Total:                            |      |     | 10,948.63 | Forfeited Tax Sales           |               |                | 18 Vendors    |                                  | 31 Transactions   |      |
| 926        | DEPT                                   |      |     |           | Law Library                   |               |                |               |                                  |                   |      |
|            | 3201 Minnesota State Law Library       |      |     |           |                               |               |                |               |                                  |                   |      |
|            | 10-926-000-0000-6455                   |      |     | 300.00    | LAW LIBRARY PROGRAM - TIER 1  |               | 23-58          |               | Law Books                        |                   | N    |
|            | 3201 Minnesota State Law Library       |      |     | 300.00    |                               |               |                |               |                                  |                   |      |
|            |  |      |     |           |                               |               | 1 Transactions |               |                                  |                   |      |
| 5173       | Thomson Reuters-West Publishing        |      |     |           |                               |               |                |               |                                  |                   |      |

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# Aitkin County



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

**10** Trust

| Vendor      | Name                                   | Rpt  | Warrant Description | Invoice #                    | Account/Formula Description | 1099                   |
|-------------|--|------|---------------------|------------------------------|-----------------------------|------------------------|
| No.         | Account/Formula                        | Accr | Amount              | Service Dates                | Paid On Bhf #               | On Behalf of Name      |
|             | 10-926-000-0000-6455                   |      | 1,517.18            | ONLINE SOFTWARE SUBSCRIPTION | 848556144                   | Law Books N            |
|             | 10-926-000-0000-6455                   |      | 1,060.19            | LIBRARY PLAN CHARGES         | 848640745                   | Law Books N            |
| <b>5173</b> | <b>Thomson Reuters-West Publishing</b> |      | <b>2,577.37</b>     | <b>2</b> Transactions        |                             |                        |
| <b>926</b>  | <b>DEPT Total:</b>                     |      | <b>2,877.37</b>     | <b>Law Library</b>           | <b>2 Vendors</b>            | <b>3 Transactions</b>  |
| <b>10</b>   | <b>Fund Total:</b>                     |      | <b>31,386.96</b>    | <b>Trust</b>                 |                             | <b>37 Transactions</b> |



# Aitkin County



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

| Vendor No.   | Name<br>Account/Formula      | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|------------------------------|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 925          | DEPT                         |             |                 | Resource Management                  |                            |  |      |
| 86467        | <b>Auto Value Aitkin</b>     |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6590         |             | 15.99           | LIFT SUPPORT                         | 40223657                   | Repair & Maintenance Supplies                    | N    |
| <b>86467</b> | <b>Auto Value Aitkin</b>     |             | <b>15.99</b>    |                                      | 1 Transactions             |  |      |
| 14742        | <b>Berg/James M</b>          |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278         |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330         |             | 24.89           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>14742</b> | <b>Berg/James M</b>          |             | <b>59.89</b>    |                                      | 2 Transactions             |  |      |
| 12526        | <b>Bixby/James</b>           |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278         |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330         |             | 41.92           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>12526</b> | <b>Bixby/James</b>           |             | <b>76.92</b>    |                                      | 2 Transactions             |  |      |
| 919          | <b>Carlson/Bernard Agnar</b> |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6361         |             | 1,000.00        | HAUL 96 YARDS CLASS 5                | JUNE 2023                  | Road Construction Service                        | Y    |
| <b>919</b>   | <b>Carlson/Bernard Agnar</b> |             | <b>1,000.00</b> |                                      | 1 Transactions             |  |      |
| 2099         | <b>Harmon/Elizabeth</b>      |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6330         |             | 31.08           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>2099</b>  | <b>Harmon/Elizabeth</b>      |             | <b>31.08</b>    |                                      | 1 Transactions             |  |      |
| 14014        | <b>Hughes/Steven Roger</b>   |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278         |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330         |             | 23.58           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>14014</b> | <b>Hughes/Steven Roger</b>   |             | <b>58.58</b>    |                                      | 2 Transactions             |  |      |
| 10890        | <b>Insley/Kevin</b>          |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278         |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330         |             | 24.89           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>10890</b> | <b>Insley/Kevin</b>          |             | <b>59.89</b>    |                                      | 2 Transactions             |  |      |
| 11990        | <b>Lange/David</b>           |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278         |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330         |             | 44.54           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>11990</b> | <b>Lange/David</b>           |             | <b>79.54</b>    |                                      | 2 Transactions             |  |      |
| 12512        | <b>MARCUM/ROBERT</b>         |             |                 |                                      |                            |  |      |

# Aitkin County



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

| Vendor No.   | Name<br>Account/Formula            | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|------------------------------------|-------------|-----------------|--------------------------------------|----------------------------|--|------|
|              | 11-925-000-0000-6278               |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330               |             | 31.44           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>12512</b> | <b>MARCUM/ROBERT</b>               |             | <b>66.44</b>    |                                      | <b>2</b> Transactions      |  |      |
| 10689        | <b>Roden/Becky</b>                 |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6330               |             | 21.09           | MILEAGE TO LLCC HELP AT CANTEE       | 07142023                   | Transportation/Travel/Parking                    | N    |
| <b>10689</b> | <b>Roden/Becky</b>                 |             | <b>21.09</b>    |                                      | <b>1</b> Transactions      |  |      |
| 12077        | <b>Stromberg/Kevin</b>             |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278               |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330               |             | 23.58           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>12077</b> | <b>Stromberg/Kevin</b>             |             | <b>58.58</b>    |                                      | <b>2</b> Transactions      |  |      |
| 15229        | <b>Thompson/Dennis J</b>           |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6330               |             | 21.09           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>15229</b> | <b>Thompson/Dennis J</b>           |             | <b>21.09</b>    |                                      | <b>1</b> Transactions      |  |      |
| 4927         | <b>Turnock/Franklin Allen</b>      |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278               |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330               |             | 39.30           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>4927</b>  | <b>Turnock/Franklin Allen</b>      |             | <b>74.30</b>    |                                      | <b>2</b> Transactions      |  |      |
| 10017        | <b>Tveit/Galen</b>                 |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278               |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330               |             | 23.58           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | N    |
| <b>10017</b> | <b>Tveit/Galen</b>                 |             | <b>58.58</b>    |                                      | <b>2</b> Transactions      |  |      |
| 8612         | <b>Veenker/Thomas H</b>            |             |                 |                                      |                            |  |      |
|              | 11-925-000-0000-6278               |             | 35.00           | NRAC MEETING                         | 07102023                   | Advisory Board/Committee Per Diem                | Y    |
|              | 11-925-000-0000-6330               |             | 52.40           | NRAC MILEAGE                         | 07102023                   | Transportation/Travel/Parking                    | Y    |
| <b>8612</b>  | <b>Veenker/Thomas H</b>            |             | <b>87.40</b>    |                                      | <b>2</b> Transactions      |  |      |
| <b>925</b>   | <b>DEPT Total:</b>                 |             | <b>1,769.37</b> | <b>Resource Management</b>           | <b>15 Vendors</b>          | <b>25 Transactions</b>                           |      |
| <b>936</b>   | <b>DEPT</b>                        |             |                 | <b>Gravel Pit</b>                    |                            |  |      |
|              | 2340 <b>Hyytinen Hardware Hank</b> |             |                 |                                      |                            |  |      |
|              | 11-936-000-0000-6450               |             | 19.99           | SLEDGE HNDL 30IN OVAL                | 10361                      | Field Supplies                                   | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>      |             | <b>19.99</b>    |                                      | <b>1</b> Transactions      |  |      |

# Aitkin County



| Vendor | Name                                | Rpt  | Warrant Description   | Invoice #                 | Account/Formula Description | 1099                   |
|--------|-------------------------------------|------|-----------------------|---------------------------|-----------------------------|------------------------|
| No.    | Account/Formula                     | Accr | Service Dates         | Paid On Bhf #             | On Behalf of Name           |                        |
| 936    | <b>DEPT Total:</b>                  |      | <b>19.99</b>          | <b>Gravel Pit</b>         | <b>1 Vendors</b>            | <b>1 Transactions</b>  |
| 939    | DEPT                                |      | County Surveyor       |                           |                             |                        |
| 9046   | <b>Loffler Companies, Inc.</b>      |      | MONTHLY TELEPHONE     | 4408311                   | Telephone                   | N                      |
|        | 11-939-000-0000-6220                |      | 06/01/2023 06/30/2023 |                           |                             |                        |
|        | <b>9046 Loffler Companies, Inc.</b> |      | <b>20.45</b>          | <b>1 Transactions</b>     |                             |                        |
| 939    | <b>DEPT Total:</b>                  |      | <b>20.45</b>          | <b>County Surveyor</b>    | <b>1 Vendors</b>            | <b>1 Transactions</b>  |
| 11     | <b>Fund Total:</b>                  |      | <b>1,809.81</b>       | <b>Forest Development</b> |                             | <b>27 Transactions</b> |

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 15 Aitkin County Collaborative

# Aitkin County



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

| Vendor | Name                        | Rpt  | Warrant Description         | Invoice #                          | Account/Formula Description | 1099                     |
|--------|-----------------------------|------|-----------------------------|------------------------------------|-----------------------------|--------------------------|
| No.    | Account/Formula             | Accr | Amount                      | Service Dates                      | Paid On Bhf #               | On Behalf of Name        |
| 450    | DEPT                        |      | Collaborative-Aitkin School |                                    |                             |                          |
|        | 86308 Aitkin Public Schools |      |                             |                                    |                             |                          |
|        | 15-450-000-0000-6231        |      | 39,477.00                   | 23-24 LCTS ALLOCATION              |                             | Aitkin School Services N |
|        |                             |      |                             | 07/01/2023 06/30/2024              |                             |                          |
|        | 86308 Aitkin Public Schools |      | 39,477.00                   | 1 Transactions                     |                             |                          |
| 450    | <b>DEPT Total:</b>          |      | 39,477.00                   | <b>Collaborative-Aitkin School</b> | <b>1 Vendors</b>            | <b>1 Transactions</b>    |
| 15     | <b>Fund Total:</b>          |      | 39,477.00                   | <b>Aitkin County Collaborative</b> |                             | <b>1 Transactions</b>    |

# Aitkin County



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

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates      | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 521          | DEPT   |             |                 | LLCC Administration                       |                            |  |      |
| 89856        | <b>Aitkin Co Agricultural Society</b><br>19-521-000-0000-6360    |             | 125.00          | AITKIN CO. FAIR BOOTH                     | 7684653                    | Services, Labor, Contracts                       | N    |
| <b>89856</b> | <b>Aitkin Co Agricultural Society</b>                            |             | <b>125.00</b>   | 1 Transactions                            |                            |  |      |
| 2763         | <b>Countryside Sanitation, LLC</b><br>19-521-000-0000-6255       |             | 157.95          | JULY GARBAGE<br>07/01/2023 07/31/2023     | 3798                       | Garbage  | Y    |
| <b>2763</b>  | <b>Countryside Sanitation, LLC</b>                               |             | <b>157.95</b>   | 1 Transactions                            |                            |  |      |
| 9977         | <b>Hubbard Radio Brainerd</b><br>19-521-000-0000-6230            |             | 153.00          | NATURE ROCKS _LLCF                        | MC-1230665407              | Printing, Publishing & Adv                       | N    |
| <b>9977</b>  | <b>Hubbard Radio Brainerd</b>                                    |             | <b>153.00</b>   | 1 Transactions                            |                            |  |      |
| 8819         | <b>Mille Lacs Energy Coop-Aitkin</b><br>19-521-000-0000-6254     |             | 74.81           | STAFF RESIDENCE                           | 271300901                  | Utilities-Gas and Electric                       | N    |
| <b>8819</b>  | <b>Mille Lacs Energy Coop-Aitkin</b>                             |             | <b>74.81</b>    | 1 Transactions                            |                            |  |      |
| 3160         | <b>Mille Lacs Energy Coop-Albert Lea</b><br>19-521-000-0000-6254 |             | 532.24          | ENERGY CENTER                             | 271300502                  | Utilities-Gas and Electric                       | N    |
|              | 19-521-000-0000-6254   |             | 1,080.14        | DINING HALL                               | 271300601                  | Utilities-Gas and Electric                       | N    |
|              | 19-521-000-0000-6254   |             | 694.94          | NORTH STAR LODGE                          | 271300703                  | Utilities-Gas and Electric                       | N    |
|              | 19-521-000-0000-6254   |             | 61.79           | PARKING LOT                               | 271300801                  | Utilities-Gas and Electric                       | N    |
| <b>3160</b>  | <b>Mille Lacs Energy Coop-Albert Lea</b>                         |             | <b>2,369.11</b> | 4 Transactions                            |                            |  |      |
| 5472         | <b>Newshopper</b><br>19-521-000-0000-6230                        |             | 300.00          | NATURE ROCKS _LLCF                        | 10561                      | Printing, Publishing & Adv                       | Y    |
| <b>5472</b>  | <b>Newshopper</b>  |             | <b>300.00</b>   | 1 Transactions                            |                            |  |      |
| 9287         | <b>The Teehive LLC</b><br>19-521-000-0000-6454                   |             | 1,217.00        | LLCF REIMBURSE. NATURE ROCKS              | 283617                     | Commissary Supplies-Non Jail                     | Y    |
| <b>9287</b>  | <b>The Teehive LLC</b>   |             | <b>1,217.00</b> | 1 Transactions                            |                            |  |      |
| 521          | <b>DEPT Total:</b>   |             | <b>4,396.87</b> | <b>LLCC Administration</b>                | <b>7 Vendors</b>           | <b>10 Transactions</b>                           |      |
| 522          | DEPT   |             |                 | LLCC Education                            |                            |  |      |
| 85003        | <b>Aitkin County DAC</b><br>19-522-000-0000-6431                 |             | 76.12           | WOOD COOKIE WORK<br>06/01/2023 07/31/2023 | 2023063004                 | Educational Supplies                             | N    |

# Aitkin County



| Vendor No. | Name<br>Account/Formula                          | Rpt<br>Accr | Amount   | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|--|-------------|----------|--------------------------------------|----------------------------|--|------|
| 85003      | Aitkin County DAC                                |             | 76.12    |                                      | 1 Transactions             |  |      |
| 9561       | Amazon Business<br>19-522-000-0000-6431          |             | 209.24   | VARIOUS THINGS FOR CAMP              | 1RMT-9LPN-71G9             | Educational Supplies                             | N    |
| 9561       | Amazon Business                                  |             | 209.24   |                                      | 1 Transactions             |  |      |
| 13725      | Beartooth True Value<br>19-522-000-0000-6431     |             | 20.69    | BAGS FOR CORNHOLE GAMES              | A132989                    | Educational Supplies                             | N    |
| 13725      | Beartooth True Value                             |             | 20.69    |                                      | 1 Transactions             |  |      |
| 2340       | Hyytinen Hardware Hank<br>19-522-000-0000-6431   |             | 58.46    | MATERIALS FOR CORNHOLE               | 10343/1                    | Educational Supplies                             | N    |
| 2340       | Hyytinen Hardware Hank                           |             | 58.46    |                                      | 1 Transactions             |  |      |
| 3810       | Paulbeck's County Market<br>19-522-000-0000-6431 |             | 85.32    | GARDEN TO BE REIMBURSED              | 7684653                    | Educational Supplies                             | N    |
| 3810       | Paulbeck's County Market                         |             | 85.32    |                                      | 1 Transactions             |  |      |
| 9012       | The Nature Connection<br>19-522-000-0000-6360    |             | 250.00   | RAPTOR PROGRAM FOR CAMP              | 1                          | Services, Labor, Contracts                       | N    |
| 9012       | The Nature Connection                            |             | 250.00   |                                      | 1 Transactions             |  |      |
| 522        | DEPT Total:                                      |             | 699.83   | LLCC Education                       | 6 Vendors                  | 6 Transactions                                   |      |
| 523        | DEPT   |             |          | LLCC Food                            |                            |  |      |
| 3810       | Paulbeck's County Market<br>19-523-000-0000-6418 |             | 28.79    | GROCERIES                            | 7684653                    | Groceries-Students                               | N    |
|            | 19-523-000-0000-6418                             |             | 20.22    | GROCERIES                            | 7684653                    | Groceries-Students                               | N    |
|            | 19-523-000-0000-6418                             |             | 31.24    | CAMP SNACKS                          | 7684653                    | Groceries-Students                               | N    |
| 3810       | Paulbeck's County Market                         |             | 80.25    |                                      | 3 Transactions             |  |      |
| 4968       | Upper Lakes Foods, Inc<br>19-523-000-0000-6418   |             | 1,156.31 | GROCERIES                            | 309176-00                  | Groceries-Students                               | N    |
|            | 19-523-000-0000-6418                             |             | 727.28   | GROCERIES                            | 311736-00                  | Groceries-Students                               | N    |
| 4968       | Upper Lakes Foods, Inc                           |             | 1,883.59 |                                      | 2 Transactions             |  |      |
| 523        | DEPT Total:                                      |             | 1,963.84 | LLCC Food                            | 2 Vendors                  | 5 Transactions                                   |      |

# Aitkin County



| Vendor       | Name                          | Rpt  | Warrant Description | Invoice #                            | Account/Formula Description | 1099                            |
|--------------|-------------------------------|------|---------------------|--------------------------------------|-----------------------------|---------------------------------|
| No.          | Account/Formula               | Accr | Amount              | Service Dates                        | Paid On Bhf #               | On Behalf of Name               |
| 524          | DEPT                          |      | LLCC Maintenance    |                                      |                             |                                 |
| 2340         | <b>Hyytinen Hardware Hank</b> |      |                     |                                      |                             |                                 |
|              | 19-524-000-0000-6590          |      | 68.06               | HARDWARE AND STUFF                   | 10468/1                     | Repair & Maintenance Supplies N |
|              | 19-524-000-0000-6590          |      | 13.98               | INSECT KILLER                        | 10638/1                     | Repair & Maintenance Supplies N |
|              | 19-524-000-0000-6590          |      | 40.94               | INSECT KILLER                        | 10657/1                     | Repair & Maintenance Supplies N |
|              | 19-524-000-0000-6590          |      | 67.97               | PAINT AND SUPPLIES                   | 10873/1                     | Repair & Maintenance Supplies N |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b> |      | <b>190.95</b>       | <b>4 Transactions</b>                |                             |                                 |
| 15300        | <b>MCGREGOR ACE HARDWARE</b>  |      |                     |                                      |                             |                                 |
|              | 19-524-000-0000-6590          |      | 194.64              | HARDWARE AND STUFF                   | M10041                      | Repair & Maintenance Supplies N |
| <b>15300</b> | <b>MCGREGOR ACE HARDWARE</b>  |      | <b>194.64</b>       | <b>1 Transactions</b>                |                             |                                 |
| 12927        | <b>Midwest Machinery Co.</b>  |      |                     |                                      |                             |                                 |
|              | 19-524-000-0000-6590          |      | 56.72               | REPAIR CHAINSAW                      | 9677230                     | Repair & Maintenance Supplies N |
| <b>12927</b> | <b>Midwest Machinery Co.</b>  |      | <b>56.72</b>        | <b>1 Transactions</b>                |                             |                                 |
| 3776         | <b>Palisade One Stop</b>      |      |                     |                                      |                             |                                 |
|              | 19-524-000-0000-6335          |      | 187.07              | GAS AND DIESEL                       | 2187684653                  | Gas/Vehicle Fuel Charges N      |
| <b>3776</b>  | <b>Palisade One Stop</b>      |      | <b>187.07</b>       | <b>1 Transactions</b>                |                             |                                 |
| 524          | <b>DEPT Total:</b>            |      | <b>629.38</b>       | <b>LLCC Maintenance</b>              | <b>4 Vendors</b>            | <b>7 Transactions</b>           |
| 19           | <b>Fund Total:</b>            |      | <b>7,689.92</b>     | <b>Long Lake Conservation Center</b> |                             | <b>28 Transactions</b>          |

# Aitkin County



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

| Vendor No.   | Name<br>Account/Formula               | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---------------------------------------|-------------|-----------------|--|----------------------------|--|------|
| 520          | DEPT                                  |             |                 | Parks  |                            |  |      |
| 13725        | <b>Beartooth True Value</b>           |             |                 |  |                            |  |      |
|              | 21-520-000-0000-6523                  |             | 26.98           | 9V BATTERIES BRAKLEEN CLEANER                          | A132552                    | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523                  |             | 48.98           | SHOVELS  | B226865                    | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523                  |             | 18.48           | CABLE SPLICE KIT SHRINK TUBE                           | B228218                    | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523                  |             | 41.99           | 5 LB 2.5X10GRN DECKSCREW                               | B228870                    | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523                  |             | 41.98           | 8PK C ALK BATTERY                                      | B229665                    | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523                  |             | 68.46           | BLEACH NOZZLE HOSE SPRAYER                             | B229749                    | Misc Bldg & Shop Supplies                        | N    |
| <b>13725</b> | <b>Beartooth True Value</b>           |             | <b>246.87</b>   | <b>6 Transactions</b>                                  |                            |  |      |
| 10083        | <b>Cedarbrook Lumber Comp</b>         |             |                 |  |                            |  |      |
|              | 21-520-000-0000-6523                  |             | 12.49           | 1X8X8' PINE LONE LAKE                                  | 125448                     | Misc Bldg & Shop Supplies                        | N    |
| <b>10083</b> | <b>Cedarbrook Lumber Comp</b>         |             | <b>12.49</b>    | <b>1 Transactions</b>                                  |                            |  |      |
| 2763         | <b>Countryside Sanitation, LLC</b>    |             |                 |  |                            |  |      |
|              | 21-520-000-0000-6255                  | B           | 422.37          | BERGLUND PARK GARBAGE<br>07/01/2023 07/31/2023         | 3751                       | Garbage  | Y    |
| <b>2763</b>  | <b>Countryside Sanitation, LLC</b>    |             | <b>422.37</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| 1430         | <b>Dotzler Power Equipment</b>        |             |                 |  |                            |  |      |
|              | 21-520-000-0000-6523                  |             | 13.19           | TRIMMER OIL  | 33517                      | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6450                  |             | 439.99          | WEED WHIP  | 33518                      | Field Supplies                                   | N    |
|              | 21-520-000-0000-6523                  |             | 129.99          | HUS 4/1 GAL 2T 50:1 PM FUEL DS                         | 33866                      | Misc Bldg & Shop Supplies                        | N    |
| <b>1430</b>  | <b>Dotzler Power Equipment</b>        |             | <b>583.17</b>   | <b>3 Transactions</b>                                  |                            |  |      |
| 10618        | <b>Erik's Lawn Service</b>            |             |                 |  |                            |  |      |
|              | 21-520-000-0000-6360                  | B           | 436.00          | AITKIN CAMPGROUND MOWING<br>06/01/2023 06/30/2023      | 9293                       | Services, Labor, Contracts                       | Y    |
|              | 21-520-000-0000-6360                  | B           | 596.00          | BERGLUND PARK MOWING<br>06/01/2023 06/30/2023          | 9293                       | Services, Labor, Contracts                       | Y    |
|              | 21-520-000-0000-6360                  | B           | 396.00          | JACOBSON MOWING<br>06/01/2023 06/30/2023               | 9293                       | Services, Labor, Contracts                       | Y    |
|              | 21-520-000-0000-6360                  |             | 156.00          | ROUND LAKE BEACH MOWING<br>06/01/2023 06/30/2023       | 9293                       | Services, Labor, Contracts                       | Y    |
|              | 21-520-000-0000-6360                  |             | 636.00          | SNAKE RIVER CAMPGROUND MOWING<br>06/01/2023 06/30/2023 | 9293                       | Services, Labor, Contracts                       | Y    |
| <b>10618</b> | <b>Erik's Lawn Service</b>            |             | <b>2,220.00</b> | <b>5 Transactions</b>                                  |                            |  |      |
| 1754         | <b>Garrison Disposal Company, Inc</b> |             |                 |  |                            |  |      |



# Aitkin County



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

| Vendor No.   | Name  | Accr | Rpt | Amount           | Warrant Description                     | Invoice #         | Account/Formula Description | 1099 |
|--------------|---|------|-----|------------------|---|-------------------|-----------------------------|------|
|              | Account/Formula                             |      |     |                  | Service Dates                           | Paid On Bhf #     | On Behalf of Name           |      |
|              | 21-520-000-0000-6255                        |      | B   | 163.80           | AITKIN CAMP GARBAGE                     | 338451            | Garbage                     | N    |
| <b>1754</b>  | <b>Garrison Disposal Company, Inc</b>       |      |     | <b>163.80</b>    | 07/01/2023 07/31/2023<br>1 Transactions |                   |                             |      |
| 3024         | <b>Kingsley/Russell Lee</b>                 |      | Q   | 4,480.00         | RED TOP TRAIL REPAIR                    | 06292023          | Trail Grants-State          | Y    |
|              | 21-520-000-0000-6802                        |      |     |                  | 06/24/2023 06/28/2023<br>1 Transactions |                   |                             |      |
| <b>3024</b>  | <b>Kingsley/Russell Lee</b>                 |      |     | <b>4,480.00</b>  |   |                   |                             |      |
| 9109         | <b>Nelson Sanitation &amp; Rental, Inc.</b> |      |     |                  |   |                   |                             |      |
|              | 21-520-000-0000-6360                        |      |     | 174.00           | LONE LAKE BEACH PORTABLE                | INV/2023/6725     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | AXTELL RIDING PORTABLE                  | INV/2023/6726     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | CITY OF MCGRATH PORTABLE                | INV/2023/6732     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | LAWLER TRAILHEAD PORTABLE               | INV/2023/6735     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | MCGREGOR TRAILHEAD PORTABLE             | INV/2023/6736     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 174.00           | ROUND LAKE BEACH PORTABLE               | INV/2023/6739     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | SWATARA PARKING PORTABLE                | INV/2023/6740     | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     | 84.00            | BLIND LAKE PORTABLE                     | INV/2023/6741     | Services, Labor, Contracts  | N    |
| <b>9109</b>  | <b>Nelson Sanitation &amp; Rental, Inc.</b> |      |     | <b>852.00</b>    | 8 Transactions                          |                   |                             |      |
| 9526         | <b>Norland Environmental Service Inc</b>    |      | B   | 175.50           | JACOBSON CAMPGROUND GARBAGE             | 171015            | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     |                  | 1 Transactions                          |                   |                             |      |
| <b>9526</b>  | <b>Norland Environmental Service Inc</b>    |      |     | <b>175.50</b>    |   |                   |                             |      |
| 15211        | <b>Quality Disposal Systems Inc</b>         |      |     |                  |   |                   |                             |      |
|              | 21-520-000-0000-6255                        |      |     | 189.92           | SNAKE RIVER GARBAGE                     | 1187622           | Garbage                     | N    |
| <b>15211</b> | <b>Quality Disposal Systems Inc</b>         |      |     | <b>189.92</b>    | 1 Transactions                          |                   |                             |      |
| 9617         | <b>Timber Lakes Septic Service, Inc.</b>    |      | B   | 150.00           | AITKIN CAMPRGOUND DUMP                  | 34404             | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                        |      |     |                  | 1 Transactions                          |                   |                             |      |
| <b>9617</b>  | <b>Timber Lakes Septic Service, Inc.</b>    |      |     | <b>150.00</b>    |   |                   |                             |      |
| 13627        | <b>Wruck Sewer and Portable Rental</b>      |      |     |                  |   |                   |                             |      |
|              | 21-520-000-0000-6360                        |      |     | 1,100.00         | 2 SNAKE RIVER CAMP PUMPING              | 117068            | Services, Labor, Contracts  | N    |
| <b>13627</b> | <b>Wruck Sewer and Portable Rental</b>      |      |     | <b>1,100.00</b>  | 1 Transactions                          |                   |                             |      |
| <b>520</b>   | <b>DEPT Total:</b>                          |      |     | <b>10,596.12</b> | <b>Parks</b>                            | <b>12 Vendors</b> | <b>30 Transactions</b>      |      |
| <b>21</b>    | <b>Fund Total:</b>                          |      |     | <b>10,596.12</b> | <b>Parks</b>                            |                   | <b>30 Transactions</b>      |      |

WLB1  
7/18/23 1:26PM  
21 Parks

# Aitkin County



Audit List for Board **COMMISSIONER'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> |
| <b>Final Total:</b>        |             | <b>1,091,638.01</b>        | <b>301 Vendors</b>   | <b>506 Transactions</b>            |                          |

# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>       | <u>Name</u>                   |
|------------------|---------------------|-------------------------------|
| 1                | 345,441.15          | General Fund                  |
| 2                | 7,408.75            | Reserves Fund                 |
| 3                | 481,667.56          | Road & Bridge                 |
| 5                | 13,933.73           | Health & Human Services       |
| 6                | 145,507.51          | Debt Service                  |
| 9                | 6,719.50            | State                         |
| 10               | 31,386.96           | Trust                         |
| 11               | 1,809.81            | Forest Development            |
| 15               | 39,477.00           | Aitkin County Collaborative   |
| 19               | 7,689.92            | Long Lake Conservation Center |
| 21               | 10,596.12           | Parks                         |
| <b>All Funds</b> | <b>1,091,638.01</b> | <b>Total</b>                  |

Approved by, .....

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1 General Fund

| Vendor No.           | Name<br>Account/Formula       | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|-------------------------------|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             |                 |                                      |                            |  |      |
| 26                   | 01-200-200-0000-6268          |             | 450.00          | JOHNSON BCA BASIC UNDCVR OPER        | 008039                     | Training, Development                            | N    |
| 22                   | 01-252-000-0000-6405          |             | 77.00           | DISPATCH MICROWAVE                   | 064287                     | Office Supplies                                  | N    |
| 21                   | 01-252-000-0000-6405          |             | 69.64           | DVD PLAYER/HDMI CABLE                | 084552                     | Office Supplies                                  | N    |
| 20                   | 01-252-000-0000-6465          |             | 144.85          | BOX FANS                             | 084552                     | Inmate Supplies                                  | N    |
| 25                   | 01-200-003-0000-6335          |             | 46.52           | JEN O - CARLTON - CP TRAIN           | 159291                     | Gas/Vehicle Fuel Charges                         | N    |
| 8                    | 01-090-000-0000-6268          |             | 100.00          | LRR TRNG LETHAL WEAPONS 2023         | 200010390                  | Staff Training, Development                      | N    |
| 9                    | 01-090-000-0000-6406          |             | 48.95           | AITKIN IND AGE SUBSCRIPTION          | 210244                     | Law Publ. & Subscriptions                        | N    |
| 23                   | 01-252-000-0000-6405          |             | 499.00          | OFFICE CHAIR- JAIL                   | 237760                     | Office Supplies                                  | N    |
| 28                   | 01-200-003-0000-6241          |             | 65.00           | LANA - RECORDS TRAINING- METRO       | 50818                      | Registration Fee                                 | N    |
| 2                    | 01-043-000-0000-6360          |             | 57.00           | MONTHLY FEE MLS ACCESS               | 69275453                   | Services, Labor, Contracts, GIS Mapping          | N    |
| 1                    | 01-043-000-0000-6332          |             | 190.45          | LT PARK & STAY, EAGLEVIEW CONF       | 851711670                  | Hotel / Motel Lodging                            | N    |
| 27                   | 01-200-003-0000-6241          |             | 65.00           | PAM -RECORDS TRAINING- METRO         | 90220                      | Registration Fee                                 | N    |
| 3                    | 01-043-000-0000-6332          |             | 303.87          | BM CASE STUDY - MOTEL EXPENSE        | 99666                      | Hotel / Motel Lodging                            | N    |
| 4                    | 01-043-000-0000-6339          |             | 35.57           | BM CASE STUDY - MEAL                 | 99666                      | Meals (Overnight)                                | N    |
| 24                   | 01-200-019-0000-6352          |             | 42.34           | K-9 INSURANCE (RENO)                 | C3160855                   | Insurance-Vehicles/Equipment/Liability           | N    |
| 7                    | 01-122-000-0000-6360          |             | 15.99           | MONTHLY ZOOM CONTRACT                | INV207451181               | Services, Labor, Contracts                       | N    |
|                      |                               |             |                 | 06/22/2023 07/21/2023                |                            |  |      |
| 5                    | 01-257-000-0000-6339          |             | 9.16            | LUNCH - CULVER'S - MACCAC            | MEALS                      | Meals (Overnight)                                | N    |
|                      |                               |             |                 | 06/22/2023 06/22/2023                |                            |  |      |
| 6                    | 01-257-000-0000-6339          |             | 18.31           | DINNER - NOODLES & CO - MACCAC       | MEALS                      | Meals (Overnight)                                | N    |
|                      |                               |             |                 | 06/22/2023 06/22/2023                |                            |  |      |
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             | <b>2,238.65</b> | <b>18 Transactions</b>               |                            |  |      |
| <b>1 Fund Total:</b> |                               |             | <b>2,238.65</b> | <b>General Fund</b>                  | <b>1 Vendors</b>           | <b>18 Transactions</b>                           |      |

**ELAN 7-6-2023**

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7/18/23 10:55AM

# Aitkin County



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

**10** Trust

| Vendor No.            | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|--|-------------|---------------|--------------------------------------|----------------------------|--|------|
| 19                    | <b>5462 Bremer Bank (Elan ACH)</b><br>10-923-000-0000-6450 |             | 57.55-        | RETURN LOGGERS TAPE ORDERED WR       | 1065                       | Field Supplies                                   | N    |
|                       | <b>5462 Bremer Bank (Elan ACH)</b>                         |             | <b>57.55-</b> | 1 Transactions                       |                            |  |      |
| <b>10 Fund Total:</b> |  |             | <b>57.55-</b> | <b>Trust</b>                         | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |

# Aitkin County



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

| Vendor No.            | Name<br>Account/Formula       | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|-------------------------------|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| <b>5462</b>           | <b>Bremer Bank (Elan ACH)</b> |             |                 |                                      |                            |  |      |
| 12                    | 19-521-000-0000-6230          |             | 339.85          | TRADESHOW BOOTH SIGNS                | 4715110303635416           | Printing, Publishing & Adv                       | N    |
| 15                    | 19-521-000-0000-6230          |             | 24.74-          | CREDIT FOR TAXES. ADOBE MEMBER       | 4715110303635416           | Printing, Publishing & Adv                       | N    |
| 13                    | 19-521-000-0000-6454          |             | 905.04          | TO BE REIUMBUR NATURE ROCKS.         | 4715110303635416           | Commissary Supplies-Non Jail                     | N    |
| 10                    | 19-522-000-0000-6430          |             | 27.78           | PRODUCTS FOR NURSES ROOM             | 4715110303635416           | Medical Supplies                                 | N    |
| 11                    | 19-522-000-0000-6430          |             | 30.36           | PRODUCTS FOR NURSES ROOM             | 4715110303635416           | Medical Supplies                                 | N    |
| 14                    | 19-522-000-0000-6431          |             | 80.00           | BLACK DIRT. GARDEN. REIMBURSE.       | 4715110303635416           | Educational Supplies                             | N    |
| 16                    | 19-522-000-0000-6431          |             | 80.00           | BLACK DIRT GARD. REIMBURSE.          | 4715110303635416           | Educational Supplies                             | N    |
| <b>5462</b>           | <b>Bremer Bank (Elan ACH)</b> |             | <b>1,438.29</b> | <b>7 Transactions</b>                |                            |  |      |
| <b>19 Fund Total:</b> |                               |             | <b>1,438.29</b> | <b>Long Lake Conservation Center</b> | <b>1 Vendors</b>           | <b>7 Transactions</b>                            |      |

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 7/18/23 10:55AM  
 21 Parks

# Aitkin County



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

| Vendor No.            | Name<br>Account/Formula                             | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|---|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 17                    | 5462 Bremer Bank (Elan ACH)<br>21-520-000-0000-6523 |             | 1,689.97        | COMBO TANK FILL CAP DEEP LO PR       | 1065                       | Misc Bldg & Shop Supplies                        | N    |
| 18                    | 5462 Bremer Bank (Elan ACH)<br>21-520-000-0000-6523 |             | 63.13           | MISC HDWE                            | 1065                       | Misc Bldg & Shop Supplies                        | N    |
|                       |   |             | <b>1,753.10</b> | <b>2 Transactions</b>                |                            |  |      |
| <b>21 Fund Total:</b> |   |             | <b>1,753.10</b> | <b>Parks</b>                         | <b>1 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>Final Total:</b>   |   |             | <b>5,372.49</b> | <b>4 Vendors</b>                     | <b>28 Transactions</b>     |  |      |

# Aitkin County



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

5 Health & Human Services

| Vendor No.           | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount       | Warrant Description<br>Service Dates              | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|--|-------------|--------------|---|----------------------------|--|------|
| 3                    | <b>5462 Bremer Bank (Elan ACH)</b><br>05-400-440-0410-6339 |             | 2.80         | ADMIN-LPHA CONF MEAL<br>06/28/2023 06/28/2023     |                            | Meals (Overnight)                                | N    |
| 4                    | 05-420-600-4800-6339                                       |             | 6.60         | ADMIN-LPHA CONF MEAL<br>06/28/2023 06/28/2023     |                            | Meals (Overnight)                                | N    |
| 2                    | 05-430-700-4800-6266                                       |             | 10.16        | SS-WEBEX ADULT SERV<br>06/20/2023 06/20/2023      |                            | Software Fees/License Fees                       | N    |
| 5                    | 05-430-700-4800-6339                                       |             | 10.60        | ADMIN-LPHA CONF MEAL<br>06/28/2023 06/28/2023     |                            | Meals (Overnight)                                | N    |
| 6                    | 05-430-700-4800-6339                                       |             | 4.00         | ADMIN-LPHA CONF MEAL TIP<br>06/28/2023 06/28/2023 |                            | Meals (Overnight)                                | N    |
| 1                    | 05-430-700-4800-6810                                       |             | 49.16        | MH-FLEX - SLEEPING BAG<br>06/16/2023 06/16/2023   | 134809001                  | Mh Init - Flex                                   | N    |
|                      | <b>5462 Bremer Bank (Elan ACH)</b>                         |             | <b>83.32</b> | <b>6 Transactions</b>                             |                            |  |      |
| <b>5 Fund Total:</b> |  |             | <b>83.32</b> | <b>Health &amp; Human Services</b>                | <b>1 Vendors</b>           | <b>6 Transactions</b>                            |      |
| <b>Final Total:</b>  |  |             | <b>83.32</b> | <b>1 Vendors</b>                                  | <b>6 Transactions</b>      |  |      |



# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u> | <u>Name</u>             |
|------------------|---------------|-------------------------|
| 5                | 83.32         | Health & Human Services |
| <b>All Funds</b> | <b>83.32</b>  | <b>Total</b>            |

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# Aitkin County



| Recap by Fund | <u>Fund</u>      | <u>AMOUNT</u>   | <u>Name</u>                   |
|---------------|------------------|-----------------|-------------------------------|
|               | 1                | 2,238.65        | General Fund                  |
|               | 10               | -57.55          | Trust                         |
|               | 19               | 1,438.29        | Long Lake Conservation Center |
|               | 21               | 1,753.10        | Parks                         |
|               | <b>All Funds</b> | <b>5,372.49</b> | <b>Total</b>                  |

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**Total Elan Paid 7/6/2023 - \$5455.81**

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

**Manual Warrants 7-20-2023**

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

| Vendor                  | Name                 | Rpt  | Warrant Description | Invoice #                | Account/Formula Description | 1099                    |
|-------------------------|----------------------|------|---------------------|--------------------------|-----------------------------|-------------------------|
| No.                     | Account/Formula      | Accr | Amount              | Service Dates            | Paid On Bhf #               | On Behalf of Name       |
| <b>780 Bremer Bank</b>  |                      |      |                     |                          |                             |                         |
| 4                       | 01-040-000-0000-5081 |      | 0.02-               | MTG REG - JUNE           | JUNE BAL 2023               | Mortgage Registry-3% N  |
| 5                       | 01-042-000-0000-5079 |      | 0.01-               | DEED TAX - JUNE          | JUNE BAL 2023               | 3% State Deed Tax N     |
| <b>780 Bremer Bank</b>  |                      |      | <b>0.03-</b>        | 2 Transactions           |                             |                         |
| <b>8410 Bremer Bank</b> |                      |      |                     |                          |                             |                         |
| 1                       | 01-044-904-0000-6360 |      | 31.30               | MED FSA CLAIMS 2023      | 07/12/2023                  | Flex Plan Withdrawals N |
| 8                       | 01-044-904-0000-6360 |      | 208.34              | DEP CARE FSA CLAIMS 2023 | 07/17/2023                  | Flex Plan Withdrawals N |
| 9                       | 01-044-904-0000-6360 |      | 3.66                | MED FSA CLAIMS 2023      | 07/17/2023                  | Flex Plan Withdrawals N |
| 6                       | 01-044-904-0000-6360 |      | 79.08               | MED FSA CLAIMS 2023      | 07/18/2023                  | Flex Plan Withdrawals N |
| 7                       | 01-044-904-0000-6360 |      | 20.00               | MED FSA CLAIMS 2023      | 07/19/2023                  | Flex Plan Withdrawals N |
| <b>8410 Bremer Bank</b> |                      |      | <b>342.38</b>       | 5 Transactions           |                             |                         |
| <b>1 Fund Total:</b>    |                      |      | <b>342.35</b>       | <b>General Fund</b>      | <b>2 Vendors</b>            | <b>7 Transactions</b>   |

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# Aitkin County



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

9 State

| Vendor No.           | Name<br>Account/Formula | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|-------------------------|-------------|------------------|--------------------------------------|----------------------------|--|------|
|                      | <b>780 Bremer Bank</b>  |             |                  |                                      |                            |  |      |
| 3                    | 09-000-000-0000-2025    |             | 17,050.91        | DEED TAX - JUNE                      | JUNE BAL 2023              | State's Share Of Deed Tax (97%)                  | N    |
| 2                    | 09-000-000-0000-2026    |             | 5,938.26         | MTG REG - JUNE                       | JUNE BAL 2023              | State Share Of Mortgage Registry (97%)           | N    |
|                      | <b>780 Bremer Bank</b>  |             | <b>22,989.17</b> |                                      | 2 Transactions             |  |      |
| <b>9 Fund Total:</b> |                         |             | <b>22,989.17</b> | <b>State</b>                         | <b>1 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>Final Total:</b>  |                         |             | <b>23,331.52</b> | <b>3 Vendors</b>                     | <b>9 Transactions</b>      |  |      |

# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>    | <u>Name</u>  |
|------------------|------------------|--------------|
| 1                | 342.35           | General Fund |
| 9                | 22,989.17        | State        |
| <b>All Funds</b> | <b>23,331.52</b> | <b>Total</b> |

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

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

### Auditor Warrants 7-21-2023

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula                    | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates          | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|--|-------------|---------------|---|----------------------------|--|------|
| 122        | DEPT                                       |             |               | Planning & Zoning                             |                            |  |      |
| 4010       | Rasley Oil Company<br>01-122-000-0000-6335 |             | 421.24        | MONTHLY FUEL CHARGES<br>06/01/2023 06/30/2023 | AITCOZOS                   | Gas/Vehicle Fuel Charges                         | N    |
| 4010       | Rasley Oil Company                         |             | 421.24        | 1 Transactions                                |                            |  |      |
| 122        | <b>DEPT Total:</b>                         |             | <b>421.24</b> | <b>Planning &amp; Zoning</b>                  | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 391        | DEPT                                       |             |               | Solid Waste                                   |                            |  |      |
| 4010       | Rasley Oil Company<br>01-391-000-0000-6335 |             | 28.23         | MONTHLY FUEL CHARGES<br>06/01/2023 06/30/2023 | AITCOZOS                   | Gas/Vehicle Fuel Charges                         | N    |
| 4010       | Rasley Oil Company                         |             | 28.23         | 1 Transactions                                |                            |  |      |
| 391        | <b>DEPT Total:</b>                         |             | <b>28.23</b>  | <b>Solid Waste</b>                            | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 1          | <b>Fund Total:</b>                         |             | <b>449.47</b> | <b>General Fund</b>                           |                            | <b>2 Transactions</b>                            |      |



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# Aitkin County



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

**3** Road & Bridge

| Vendor | Name                            | Rpt  | Warrant Description                              | Invoice #             | Account/Formula Description | 1099 |
|--------|---------------------------------|------|--|-----------------------|-----------------------------|------|
| No.    | Account/Formula                 | Accr | Service Dates                                    | Paid On Bhf #         | On Behalf of Name           |      |
| 307    | DEPT                            |      | R&B Capital Infrastructure                       |                       |                             |      |
|        | 9457 <b>Marvin Tretter, Inc</b> |      |  |                       |                             |      |
|        | 03-307-000-0000-6262            |      | CONT 20228 PMT 3                                 | CONT 20228 PMT 3      | Contract Payments           | N    |
|        | <b>9457 Marvin Tretter, Inc</b> |      |  | 1 Transactions        |                             |      |
| 307    | <b>DEPT Total:</b>              |      | <b>111,772.25 R&amp;B Capital Infrastructure</b> | <b>1 Vendors</b>      | <b>1 Transactions</b>       |      |
| 3      | <b>Fund Total:</b>              |      | <b>111,772.25 Road &amp; Bridge</b>              |                       | <b>1 Transactions</b>       |      |
|        | <b>Final Total:</b>             |      | <b>112,221.72 3 Vendors</b>                      | <b>3 Transactions</b> |                             |      |

# Aitkin County

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



| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b> |
|----------------------|--------------------|----------------------|--------------------|
|                      | 1                  | 449.47               | General Fund       |
|                      | 3                  | 111,772.25           | Road & Bridge      |
| <b>All Funds</b>     |                    | <b>112,221.72</b>    | <b>Total</b>       |

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# Aitkin County

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Audit List for Board

## AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

### R&B contracts 7-28-2023

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

**3** Road & Bridge

| Vendor No.   | Name<br>Account/Formula                       | Rpt<br>Accr | Amount            | Warrant Description<br>Service Dates  | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|-------------------|---------------------------------------|----------------------------|--|------|
| <b>303</b>   | DEPT  |             |                   | R&B Highway Maintenance               |                            |  |      |
| 15330        | <b>FERGUSON AGGREGATE &amp; CRUSHING, INI</b> |             |                   |                                       |                            |  |      |
|              | 03-303-000-0000-6519                          |             | 95,634.12         | GRAVEL                                | CONT 20229 PMT 2           | Gravel & Royalties                               | N    |
| <b>15330</b> | <b>FERGUSON AGGREGATE &amp; CRUSHING, INI</b> |             | <b>95,634.12</b>  |                                       | <b>1</b> Transactions      |  |      |
| <b>303</b>   | <b>DEPT Total:</b>                            |             | <b>95,634.12</b>  | <b>R&amp;B Highway Maintenance</b>    | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| <b>307</b>   | DEPT  |             |                   | R&B Capital Infrastructure            |                            |  |      |
| 9051         | <b>Hawkinson Construction Company Inc</b>     |             |                   |                                       |                            |  |      |
|              | 03-307-000-0000-6262                          |             | 16,780.80         | CONT 20233 PMT 2                      | CONT 20233 PMT 2           | Contract Payments                                | N    |
|              | 03-307-000-0000-6262                          |             | 118,734.22        | CONT 20233 PMT 2                      | CONT 20233 PMT 2           | Contract Payments                                | N    |
|              | 03-307-000-0000-6262                          |             | 37,438.17         | CONT 20233 PMT 2                      | CONT 20233 PMT 2           | Contract Payments                                | N    |
|              | 03-307-000-0000-6262                          |             | 357,966.36        | CONT 20233 PMT 2                      | CONT 20233 PMT 2           | Contract Payments                                | N    |
| <b>9051</b>  | <b>Hawkinson Construction Company Inc</b>     |             | <b>530,919.55</b> |                                       | <b>4</b> Transactions      |  |      |
| <b>307</b>   | <b>DEPT Total:</b>                            |             | <b>530,919.55</b> | <b>R&amp;B Capital Infrastructure</b> | <b>1 Vendors</b>           | <b>4 Transactions</b>                            |      |
| <b>3</b>     | <b>Fund Total:</b>                            |             | <b>626,553.67</b> | <b>Road &amp; Bridge</b>              |                            | <b>5 Transactions</b>                            |      |
|              | <b>Final Total:</b>                           |             | <b>626,553.67</b> | <b>2 Vendors</b>                      | <b>5 Transactions</b>      |  |      |

# Aitkin County



| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b> |
|----------------------|--------------------|----------------------|--------------------|
|                      | 3                  | 626,553.67           | Road & Bridge      |
|                      | <b>All Funds</b>   | <b>626,553.67</b>    | <b>Total</b>       |

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1 General Fund

| Vendor No.           | Name<br>Account/Formula       | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|-------------------------------|-------------|---------------|--------------------------------------|----------------------------|--|------|
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             |               |                                      |                            |  |      |
| 15                   | 01-252-000-0000-6418          |             | 16.57         | GROCERIES                            | 004056                     | Groceries  | N    |
| 14                   | 01-252-000-0000-6418          |             | 27.62         | GROCERIES- WATERMELON                | 006383                     | Groceries  | N    |
| 16                   | 01-200-003-0000-6241          |             | 375.00        | #214 DMT CERTIFICATION               | 092376                     | Registration Fee                                 | N    |
| 2                    | 01-043-000-0000-6360          |             | 57.00         | MLS ACCESS MONTHLY FEE               | 112556                     | Services, Labor, Contracts, GIS Mapping          | N    |
| 13                   | 01-711-000-0000-6266          |             | 27.89         | CISCO SYSTEMS JULY 2023              | 38975                      | Data Processing/Computer Services                | N    |
| 8                    | 01-043-000-0000-6240          |             | 52.50         | GH MAAO REGISTRATION                 | 6819                       | Dues & License Renewal                           | N    |
| 11                   | 01-040-021-0000-6405          |             | 82.94         | TAKE A NUMBER - REFILLS              | 68943                      | Office Supplies                                  | N    |
| 12                   | 01-049-000-0000-6283          |             | 0.04          | AZURESTACK HCI MONTHLY CLOUD         | G025917091                 | Programming, Services, Contracts                 | N    |
| 3                    | 01-060-000-0000-6405          |             | 91.20         | BELT KIT - LETTER OPENER             | NAF23769                   | Office Supplies                                  | N    |
| 1                    | 01-043-000-0000-6240          |             | 40.86         | BM - AMA LICENSE                     | ON9J283Q63                 | Dues & License Renewal                           | N    |
| 7                    | 01-043-000-0000-6240          |             | 51.07         | GH BOA TRAINEE LICENSE               | ONDD2RQZCN                 | Dues & License Renewal                           | N    |
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             | <b>822.69</b> | <b>11 Transactions</b>               |                            |  |      |
| <b>1 Fund Total:</b> |                               |             | <b>822.69</b> | <b>General Fund</b>                  | <b>1 Vendors</b>           | <b>11 Transactions</b>                           |      |

**ELAN 7-20-2023**

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# Aitkin County



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

10 Trust

| Vendor No.            | Name<br>Account/Formula            | Accr | Rpt | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|------------------------------------|------|-----|-----------------|--------------------------------------|----------------------------|--|------|
|                       | <b>5462 Bremer Bank (Elan ACH)</b> |      |     |                 |                                      |                            |  |      |
| 6                     | 10-923-000-0000-6240               |      |     | 85.00           | FOREST STEWARD BUILD MEMBERSHI       | 07012023                   | Membership/Dues/Association Fees                 | N    |
| 4                     | 10-923-000-0000-6450               |      |     | 1,595.39        | ORANGE MARKING PAINT                 | 426538-00                  | Field Supplies                                   | N    |
| 5                     | 10-923-000-0000-6450               |      |     | 1,378.78        | LOGGERS TAPE & BLUE MARK PAINT       | 426710-00                  | Field Supplies                                   | N    |
|                       | <b>5462 Bremer Bank (Elan ACH)</b> |      |     | <b>3,059.17</b> | <b>3 Transactions</b>                |                            |  |      |
| <b>10 Fund Total:</b> |                                    |      |     | <b>3,059.17</b> | <b>Trust</b>                         | <b>1 Vendors</b>           | <b>3 Transactions</b>                            |      |

WLB1  
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 19 Long Lake Conservation Cen

# Aitkin County



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

| Vendor No.            | Name<br>Account/Formula                             | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|---|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 9                     | 5462 Bremer Bank (Elan ACH)<br>19-521-000-0000-6230 |             | 60.59           | FACEBOOK ADS - NATURE ROCKS          | 12606333                   | Printing, Publishing & Adv                       | N    |
| 10                    | 5462 Bremer Bank (Elan ACH)<br>19-521-000-0000-6454 |             | 898.40          | TRAVEL MUGS FOR CANTEEN              | 92AABNJJ7                  | Commissary Supplies-Non Jail                     | N    |
|                       |   |             | <b>958.99</b>   | 2 Transactions                       |                            |  |      |
| <b>19 Fund Total:</b> |   |             | <b>958.99</b>   | <b>Long Lake Conservation Center</b> | <b>1 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>Final Total:</b>   |   |             | <b>4,840.85</b> | <b>3 Vendors</b>                     | <b>16 Transactions</b>     |  |      |



# Aitkin County



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

| Vendor No.           | Name<br>Account/Formula       | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|-------------------------------|-------------|---------------|--------------------------------------|----------------------------|--|------|
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             |               |                                      |                            |  |      |
| 14                   | 05-400-410-0413-6435          |             | 3.79          | PH BUDGET LINE-FAIR CAMPER           |                            | Public Health Program Related Supplies           | N    |
| 11                   | 05-400-400-0402-6266          |             | 16.03         | WEBEX (PUBLIC HEALTH)                | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 4                    | 05-400-440-0410-6266          |             | 6.73          | WEBEX (SP, CG, PA)                   | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 8                    | 05-400-440-0410-6266          |             | 16.03         | WEBEX (EM)                           | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 5                    | 05-420-600-4800-6266          |             | 15.87         | WEBEX (SP, CG, PA)                   | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 9                    | 05-420-600-4800-6266          |             | 16.03         | WEBEX (JG)                           | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 10                   | 05-420-640-4800-6266          |             | 16.03         | WEBEX (JH)                           | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 6                    | 05-430-700-4800-6266          |             | 25.50         | WEBEX (SP, CG, PA)                   | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 7                    | 05-430-700-4800-6266          |             | 48.09         | WEBEX (KL, JS, RP)                   | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 13                   | 05-430-700-4800-6266          |             | 16.04         | WEBEX (ADULT SERVICES)               | 161-01226888               | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 07/09/2023 08/08/2023                |                            |  |      |
| 1                    | 05-400-440-0410-6266          |             | 2.80          | AVAILITY - JUNE '23                  | INV0960732                 | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 06/30/2023 06/30/2023                |                            |  |      |
| 2                    | 05-420-600-4800-6266          |             | 6.60          | AVAILITY - JUNE '23                  | INV0960732                 | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 06/30/2023 06/30/2023                |                            |  |      |
| 3                    | 05-430-700-4800-6266          |             | 10.60         | AVAILITY - JUNE '23                  | INV0960732                 | Software Fees/License Fees                       | N    |
|                      |                               |             |               | 06/30/2023 06/30/2023                |                            |  |      |
| <b>5462</b>          | <b>Bremer Bank (Elan ACH)</b> |             | <b>200.14</b> | <b>13 Transactions</b>               |                            |  |      |
| <b>5 Fund Total:</b> |                               |             | <b>200.14</b> | <b>Health &amp; Human Services</b>   | <b>1 Vendors</b>           | <b>13 Transactions</b>                           |      |

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# Aitkin County



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

**25** Opioid Settlement

| Vendor No.            | Name<br>Account/Formula                                    | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|--|-------------|---------------|---|----------------------------|--|------|
| 12                    | <b>5462 Bremer Bank (Elan ACH)</b><br>25-000-000-0000-6266 |             | 16.03         | WEBEX (OPIOID)<br>07/09/2023 08/08/2023 | 161-01226888               | Data Processing/Computer Services                | N    |
|                       | <b>5462 Bremer Bank (Elan ACH)</b>                         |             | <b>16.03</b>  | <b>1 Transactions</b>                   |                            |  |      |
| <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>216.17</b> | <b>2 Vendors</b>                        | <b>14 Transactions</b>     |  |      |

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# Aitkin County



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

**3** Road & Bridge

| Vendor No.           | Name<br>Account/Formula                                    | Accr | Rpt | Amount       | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|--|------|-----|--------------|--------------------------------------|----------------------------|--|------|
| 1                    | <b>5462 Bremer Bank (Elan ACH)</b><br>03-303-000-0000-6590 |      |     | 56.79        | REPAIR PARTS                         | 20221703                   | Repair & Maintenance Supplies                    | N    |
|                      | <b>5462 Bremer Bank (Elan ACH)</b>                         |      |     | <b>56.79</b> | 1 Transactions                       |                            |  |      |
| <b>3 Fund Total:</b> |  |      |     | <b>56.79</b> | <b>Road &amp; Bridge</b>             | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| <b>Final Total:</b>  |  |      |     | <b>56.79</b> | <b>1 Vendors</b>                     | <b>1 Transactions</b>      |  |      |

# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>   | <u>Name</u>                   |
|------------------|-----------------|-------------------------------|
| 1                | 822.69          | General Fund                  |
| 10               | 3,059.17        | Trust                         |
| 19               | 958.99          | Long Lake Conservation Center |
| <b>All Funds</b> | <b>4,840.85</b> | <b>Total</b>                  |

Approved by, .....

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# Aitkin County



| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b>      |
|----------------------|--------------------|----------------------|-------------------------|
|                      | 5                  | 200.14               | Health & Human Services |
|                      | 25                 | 16.03                | Opioid Settlement       |
| <b>All Funds</b>     |                    | <b>216.17</b>        | <b>Total</b>            |

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# Aitkin County



| <b>Recap by Fund</b> | <b><u>Fund</u></b> | <b><u>AMOUNT</u></b> | <b><u>Name</u></b> |
|----------------------|--------------------|----------------------|--------------------|
|                      | 3                  | 56.79                | Road & Bridge      |
| <b>All Funds</b>     |                    | <b>56.79</b>         | <b>Total</b>       |

Approved by, .....

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**TOTAL ELAN PAID 7/20/23 = \$5113.81**

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

**MANUAL WARRANTS 7-31-2023**

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

| Vendor                  | Name                 | Rpt  | Warrant Description | Invoice #                | Account/Formula Description | 1099                         |
|-------------------------|----------------------|------|---------------------|--------------------------|-----------------------------|------------------------------|
| No.                     | Account/Formula      | Accr | Amount              | Service Dates            | Paid On Bhf #               | On Behalf of Name            |
| <b>8410 Bremer Bank</b> |                      |      |                     |                          |                             |                              |
| 5                       | 01-044-904-0000-6379 |      | 637.00              | WEX JUNE FEE MANUAL      | 0001772622-IN               | Flex Services, Labor, Etc. N |
| 1                       | 01-044-904-0000-6360 |      | 150.00              | MED FSA CLAIMS 2023      | 07/20/2023                  | Flex Plan Withdrawals N      |
| 2                       | 01-044-904-0000-6360 |      | 12.27               | MED FSA CLAIMS 2023      | 07/21/2023                  | Flex Plan Withdrawals N      |
| 6                       | 01-044-904-0000-6360 |      | 2,708.42            | DEP CARE FSA CLAIMS 2023 | 07/24/2023                  | Flex Plan Withdrawals N      |
| 7                       | 01-044-904-0000-6360 |      | 849.58              | MED FSA CLAIMS 2023      | 07/24/2023                  | Flex Plan Withdrawals N      |
| <b>8410 Bremer Bank</b> |                      |      | <b>4,357.27</b>     | <b>5 Transactions</b>    |                             |                              |
| <b>1 Fund Total:</b>    |                      |      | <b>4,357.27</b>     | <b>General Fund</b>      | <b>1 Vendors</b>            | <b>5 Transactions</b>        |



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# Aitkin County



13 Taxes & Penalties

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

Page 3

| Vendor No.            | Name<br>Account/Formula                  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|-----------------------|--|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 3                     | 8410 Bremer Bank<br>13-943-000-0000-2001 |             | 89.44           | P2 CURR RE - NSF                     | R 226-228                  | Cur - Property Taxes                             | N    |
| 4                     | 13-943-000-0000-2004                     |             | 233.05          | P2 DLQ RE - NSF                      | R 226-228                  | Del - Property Taxes                             | N    |
|                       | 8410 Bremer Bank                         |             | 322.49          | 2 Transactions                       |                            |  |      |
| <b>13 Fund Total:</b> |  |             | <b>322.49</b>   | <b>Taxes &amp; Penalties</b>         | <b>1 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>Final Total:</b>   |  |             | <b>4,679.76</b> | <b>2 Vendors</b>                     | <b>7 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                  | 4,357.27             | General Fund       |
|                      | 13                 | 322.49               | Taxes & Penalties  |
| <b>All Funds</b>     |                    | <b>4,679.76</b>      | <b>Total</b>       |

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

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

### Commissioner Warrants 8-4-2023

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula   | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|---------------|--------------------------------------|----------------------------|--|------|
| 1            | DEPT  |             |               | Commissioners                        |                            |  |      |
| 86222        | <b>Aitkin Independent Age</b><br>01-001-000-0000-6230                       |             | 80.00         | JUNE 27, 2023 SYNOPSIS               | 1328531                    | Printing, Publishing & Adv                       | Y    |
| <b>86222</b> | <b>Aitkin Independent Age</b>   |             | <b>80.00</b>  | 1 Transactions                       |                            |  |      |
| 13412        | <b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b><br>01-001-000-0000-6263 |             | 12.00         | LABOR ATTORNEY SERVICES              | 20146317M                  | Contract Legal Services                          | Y    |
| <b>13412</b> | <b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>                         |             | <b>12.00</b>  | 1 Transactions                       |                            |  |      |
| 9560         | <b>Wedel/Mark</b><br>01-001-000-0000-6330                                   |             | 45.85         | TRAVEL- BRAINERD WATERSHED MTG       | 07212023                   | Transportation/Travel/Parking                    | N    |
| <b>9560</b>  | <b>Wedel/Mark</b>   |             | <b>45.85</b>  | 1 Transactions                       |                            |  |      |
| 1            | <b>DEPT Total:</b>  |             | <b>137.85</b> | <b>Commissioners</b>                 | <b>3 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 40           | DEPT  |             |               | Auditor                              |                            |  |      |
| 9561         | <b>Amazon Business</b><br>01-040-021-0000-6405                              |             | 34.06         | PENCIL HOLDER CUPS                   | 1QCC-F3W6-4QRK             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>  |             | <b>34.06</b>  | 1 Transactions                       |                            |  |      |
| 14071        | <b>Marco Technologies LLC</b><br>01-040-000-0000-6266                       |             | 38.00         | OFFICE 365 SUBSCRIPTION              | INV11361234                | Data Processing/Computer Services                | Y    |
| <b>14071</b> | <b>Marco Technologies LLC</b>   |             | <b>38.00</b>  | 1 Transactions                       |                            |  |      |
| 9907         | <b>The Marco Company</b><br>01-040-000-0000-6266                            |             | 38.00         | OFFICE 365 SUBSCRIPTION              | INV11466930                | Data Processing/Computer Services                | N    |
| <b>9907</b>  | <b>The Marco Company</b>  |             | <b>38.00</b>  | 1 Transactions                       |                            |  |      |
| 86235        | <b>The Office Shop Inc</b><br>01-040-021-0000-6405                          |             | 489.26        | TONER CARTRIDGE (2)                  | 1129416-1                  | Office Supplies                                  | N    |
|              | 01-040-000-0000-6405  |             | 19.99         | RED PENS                             | 1129748-0                  | Office Supplies                                  | N    |
|              | 01-040-000-0000-6405  |             | 22.91         | RED PENS                             | 1129748-1                  | Office Supplies                                  | N    |
|              | 01-040-000-0000-6405  |             | 21.12         | TABS FOR JE BOOK                     | 1129911-0                  | Office Supplies                                  | N    |
|              | 01-040-021-0000-6405  |             | 30.51         | TAPE, PENS, BATTERIES                | 327769-0                   | Office Supplies                                  | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>  |             | <b>583.79</b> | 5 Transactions                       |                            |  |      |
| 40           | <b>DEPT Total:</b>  |             | <b>693.85</b> | <b>Auditor</b>                       | <b>4 Vendors</b>           | <b>8 Transactions</b>                            |      |

# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula   | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates           | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---|-------------|------------------|--|----------------------------|--|------|
| 41         | DEPT<br>12780 CliftonLarsonAllen LLP<br>01-041-000-0000-6360              |             | 19,351.50        | Internal Audit<br>2022 AUDIT - PROGRESS #5     | 3812877                    | Services, Labor, Contracts                       | Y    |
|            | <b>12780 CliftonLarsonAllen LLP</b>                                       |             | <b>19,351.50</b> | <b>1 Transactions</b>                          |                            |  |      |
| 41         | <b>DEPT Total:</b>  |             | <b>19,351.50</b> | <b>Internal Audit</b>                          | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 42         | DEPT<br>999999000 Ashton/Nannette<br>01-042-000-0000-6820                 |             | 1,714.23         | Treasurer<br>OPC PYMT ERROR-WRONG COUNTY       | PA                         | Refunds  | N    |
|            | <b>999999000 Ashton/Nannette</b>  |             | <b>1,714.23</b>  | <b>1 Transactions</b>                          |                            |  |      |
| 42         | <b>DEPT Total:</b>  |             | <b>1,714.23</b>  | <b>Treasurer</b>                               | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 43         | DEPT<br>12556 Blazek/Melissa<br>01-043-000-0000-6339                      |             | 19.55            | Assessor<br>MB OVERNIGHT MEAL                  | 3664                       | Meals (Overnight)                                | N    |
|            | <b>12556 Blazek/Melissa</b>   |             | <b>19.55</b>     | <b>1 Transactions</b>                          |                            |  |      |
|            | 10330 Dangers/Mike<br>01-043-000-0000-6330                                |             | 268.62           | MILEAGE MIKE D CLASS & MEETING                 | 072023                     | Transportation/Travel/Parking                    | N    |
|            | <b>10330 Dangers/Mike</b>   |             | <b>268.62</b>    | <b>1 Transactions</b>                          |                            |  |      |
| 43         | <b>DEPT Total:</b>  |             | <b>288.17</b>    | <b>Assessor</b>                                | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 44         | DEPT<br>10210 Baker Tilly Municipal Advisors, LLC<br>01-044-000-0000-6360 |             | 4,500.00         | Central Services<br>ARBITRAGE COMPLIANCE-2018A | BTMA21079                  | Services, Labor, Contracts                       | N    |
|            | <b>10210 Baker Tilly Municipal Advisors, LLC</b>                          |             | <b>4,500.00</b>  | <b>1 Transactions</b>                          |                            |  |      |
|            | 783 Canon Financial Services, Inc<br>01-044-000-0000-6342                 |             | 248.78           | APRIL '23 COPIER LEASE                         | 30355163                   | Office Equipment Rental/Contracts                | N    |
|            | 01-044-000-0000-6342  |             | 248.78           | MAY '23 COPIER LEASE<br>05/01/2023 07/31/2023  | 30525027                   | Office Equipment Rental/Contracts                | N    |
|            | 01-044-000-0000-6342  |             | 248.78           | JUNE '23 COPIER LEASE<br>06/01/2023 06/30/2023 | 30684074                   | Office Equipment Rental/Contracts                | N    |
|            | 01-044-000-0000-6342  |             | 248.78           | JULY '23 COPIER LEASE<br>06/01/2023 07/31/2023 | 30912895                   | Office Equipment Rental/Contracts                | N    |

# Aitkin County



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

1 General Fund

| Vendor No. | Name                          | Account/Formula | Rpt | Accr | Amount    | Warrant Description           | Service Dates         | Invoice #      | Paid On Bhf #  | Account/Formula Description       | On Behalf of Name | 1099 |
|------------|-------------------------------|-----------------|-----|------|-----------|-------------------------------|-----------------------|----------------|----------------|-----------------------------------|-------------------|------|
| 783        | Canon Financial Services, Inc |                 |     |      | 995.12    |                               |                       |                | 4 Transactions |                                   |                   |      |
| 3336       | Office Of MN. IT Services     |                 |     |      |           |                               |                       |                |                |                                   |                   |      |
|            | 01-044-000-0000-6266          |                 |     |      | 1,338.65  | MARCH '23 WAN SERVICES        | 03/01/2023 03/31/2023 | DV23030312     |                | Data Processing/Computer Services |                   | N    |
|            | 01-044-000-0000-6266          |                 |     |      | 1,338.65  | APRIL '23 WAN SERVICES        | 04/01/2023 04/30/2023 | DV23040313     |                | Data Processing/Computer Services |                   | N    |
|            | 01-044-000-0000-6266          |                 |     |      | 1,338.65  | MAY '23 WAN SERVICES          | 05/01/2023 05/31/2023 | DV23050314     |                | Data Processing/Computer Services |                   | N    |
|            | 01-044-000-0000-6266          |                 |     |      | 1,338.65  | JUNE '23 WAN SERVICES         | 06/01/2023 07/30/2023 | DV23060316     |                | Data Processing/Computer Services |                   | N    |
| 3336       | Office Of MN. IT Services     |                 |     |      | 5,354.60  |                               |                       |                | 4 Transactions |                                   |                   |      |
| 44         | DEPT Total:                   |                 |     |      | 10,849.72 | Central Services              |                       |                | 3 Vendors      |                                   | 9 Transactions    |      |
| 45         | DEPT                          |                 |     |      |           | Motor Pool                    |                       |                |                |                                   |                   |      |
| 50         | Aitkin Body Shop, Inc         |                 |     |      |           |                               |                       |                |                |                                   |                   |      |
|            | 01-045-000-0000-6302          |                 |     |      | 60.00     | WINDSHIELD CHIP REPAIR CAR#11 |                       | 15437          |                | Vehicle Maintenance               |                   | N    |
| 50         | Aitkin Body Shop, Inc         |                 |     |      | 60.00     |                               |                       |                | 1 Transactions |                                   |                   |      |
| 10412      | O'Reilly Auto Parts           |                 |     |      |           |                               |                       |                |                |                                   |                   |      |
|            | 01-045-000-0000-6302          |                 |     |      | 25.58     | WIPER BLADES                  |                       | 1878-158862    |                | Vehicle Maintenance               |                   | N    |
|            | 01-045-000-0000-6302          |                 |     |      | 12.51     | WIPER BLADES                  |                       | 1878-158866    |                | Vehicle Maintenance               |                   | N    |
| 10412      | O'Reilly Auto Parts           |                 |     |      | 38.09     |                               |                       |                | 2 Transactions |                                   |                   |      |
| 45         | DEPT Total:                   |                 |     |      | 98.09     | Motor Pool                    |                       |                | 2 Vendors      |                                   | 3 Transactions    |      |
| 49         | DEPT                          |                 |     |      |           | Information Technologies      |                       |                |                |                                   |                   |      |
| 9561       | Amazon Business               |                 |     |      |           |                               |                       |                |                |                                   |                   |      |
|            | 01-049-000-0000-6405          |                 |     |      | 37.99     | ADDRESS LABELS                |                       | 13YY-VTJ1-HP9Q |                | Office Supplies (Non Computer)    |                   | N    |
|            | 01-049-000-0000-6485          |                 |     |      | 43.47     | SD CARD GIGABIT SWITCH        |                       | 1GKR-NWFV-GPKQ |                | Computer/Technology Supplies      |                   | N    |
| 9561       | Amazon Business               |                 |     |      | 81.46     |                               |                       |                | 2 Transactions |                                   |                   |      |
| 783        | Canon Financial Services, Inc |                 |     |      |           |                               |                       |                |                |                                   |                   |      |
|            | 01-049-000-0000-6342          |                 |     |      | 47.07     | IT COPIER JULY                |                       | 30945796       |                | Office Equipment Rental/Contracts |                   | N    |
|            |                               |                 |     |      |           | 08/01/2023 08/31/2023         |                       |                |                |                                   |                   |      |
| 783        | Canon Financial Services, Inc |                 |     |      | 47.07     |                               |                       |                | 1 Transactions |                                   |                   |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                   | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--|----------------------------|--|------|
| 14071        | Marco Technologies LLC<br>01-049-000-0000-6266                   |             | 1,890.35        | OFFICE 365 SUBSCRIPTION                                | INV11361234                | Software Fees/License Fees                       | Y    |
| <b>14071</b> | <b>Marco Technologies LLC</b>                                    |             | <b>1,890.35</b> | <b>1 Transactions</b>                                  |                            |  |      |
| 9907         | The Marco Company<br>01-049-000-0000-6266                        |             | 1,890.35        | OFFICE 365 SUBSCRIPTION                                | INV11466930                | Software Fees/License Fees                       | N    |
| <b>9907</b>  | <b>The Marco Company</b>   |             | <b>1,890.35</b> | <b>1 Transactions</b>                                  |                            |  |      |
| <b>49</b>    | <b>DEPT Total:</b>   |             | <b>3,909.23</b> | <b>Information Technologies</b>                        | <b>4 Vendors</b>           | <b>5 Transactions</b>                            |      |
| <b>52</b>    | <b>DEPT</b>  |             |                 | <b>Administration</b>                                  |                            |  |      |
| 248          | Association of Mn Counties<br>01-052-000-0000-6241               |             | 150.00          | 2023 MACA TECH. DAY JULY AMC<br>07/13/2023 07/14/2023  | 65671.00                   | Registration Fee                                 | N    |
| <b>248</b>   | <b>Association of Mn Counties</b>                                |             | <b>150.00</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| <b>52</b>    | <b>DEPT Total:</b>   |             | <b>150.00</b>   | <b>Administration</b>                                  | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| <b>53</b>    | <b>DEPT</b>  |             |                 | <b>Human Resources</b>                                 |                            |  |      |
| 15240        | AT&T Mobility (Central Serv)<br>01-053-000-0000-6220             |             | 298.02          | APR, MAY, JUNE BILL<br>04/25/2023 06/25/2023           | 287299383308               | Telephone  | N    |
| <b>15240</b> | <b>AT&amp;T Mobility (Central Serv)</b>                          |             | <b>298.02</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| 10629        | Ergometrics & Applied Personnel Research<br>01-053-000-0000-6360 |             | 182.60          | DEPUTY TESTING - 3 CANDIDATES<br>05/10/2023 07/02/2023 | 144219                     | Services, Labor, Contracts                       | N    |
| <b>10629</b> | <b>Ergometrics &amp; Applied Personnel Research</b>              |             | <b>182.60</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| 13412        | Pemberton, Sorlie, Rufer & Kershner PLLP<br>01-053-000-0000-6263 |             | 118.00          | LABOR ATTORNEY SERVICES                                | 20146317M                  | Contract Legal Services                          | Y    |
| <b>13412</b> | <b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>              |             | <b>118.00</b>   | <b>1 Transactions</b>                                  |                            |  |      |
| <b>53</b>    | <b>DEPT Total:</b>   |             | <b>598.62</b>   | <b>Human Resources</b>                                 | <b>3 Vendors</b>           | <b>3 Transactions</b>                            |      |
| <b>60</b>    | <b>DEPT</b>  |             |                 | <b>Elections</b>                                       |                            |  |      |
| 11051        | Department of Human Services<br>01-060-000-0000-6205             |             | 214.46          | JUNE2023 MAILING SERVICES                              | A300IC01245I               | Postage  | N    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula                               | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 11051        | Department of Human Services                          |             | 214.46          | 06/01/2023 06/30/2023                | 1 Transactions             |  |      |
| <b>60</b>    | <b>DEPT Total:</b>                                    |             | <b>214.46</b>   | <b>Elections</b>                     | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| <b>90</b>    | DEPT  |             |                 | Attorney                             |                            |  |      |
| 9561         | Amazon Business<br>01-090-000-0000-6405               |             | 37.69           | OFFICE SUPPLIES                      | 1GVT-94RW-LG3N             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>                                |             | <b>37.69</b>    |                                      | <b>1 Transactions</b>      |  |      |
| 783          | Canon Financial Services, Inc<br>01-090-000-0000-5840 |             | 326.99          | CANON REFUNDED IN ERROR              | 29163350                   | Misc Receipts                                    | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                  |             | <b>326.99</b>   |                                      | <b>1 Transactions</b>      |  |      |
| 9219         | Minnesota Lawyer<br>01-090-000-0000-6406              |             | 329.00          | MN LAWYER SUBSCRIPTION               | 6966401-B2                 | Law Publ. & Subscriptions                        | N    |
| <b>9219</b>  | <b>Minnesota Lawyer</b>                               |             | <b>329.00</b>   |                                      | <b>1 Transactions</b>      |  |      |
| 10930        | Tidholm Productions<br>01-090-000-0000-6405           |             | 227.00          | #10 PRINTED SECURITY ENV.            | 3285 3020                  | Office Supplies                                  | Y    |
|              | 01-090-000-0000-6405                                  |             | 995.19          | FILE FOLDERS                         | 3288 2953                  | Office Supplies                                  | Y    |
| <b>10930</b> | <b>Tidholm Productions</b>                            |             | <b>1,222.19</b> |                                      | <b>2 Transactions</b>      |  |      |
| <b>90</b>    | <b>DEPT Total:</b>                                    |             | <b>1,915.87</b> | <b>Attorney</b>                      | <b>4 Vendors</b>           | <b>5 Transactions</b>                            |      |
| <b>100</b>   | DEPT  |             |                 | Recorder                             |                            |  |      |
| 13613        | PRIA<br>01-100-000-0000-6240                          |             | 60.00           | MEMBERSHIP DUES-PRIA                 | 38763                      | Membership/Dues/Association Fees                 | N    |
| <b>13613</b> | <b>PRIA</b>   |             | <b>60.00</b>    |                                      | <b>1 Transactions</b>      |  |      |
| 86235        | The Office Shop Inc<br>01-100-000-0000-6405           |             | 38.25           | NOTARY STAMP-TERRI                   | 1129717-0                  | Office Supplies                                  | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>                            |             | <b>38.25</b>    |                                      | <b>1 Transactions</b>      |  |      |
| <b>100</b>   | <b>DEPT Total:</b>                                    |             | <b>98.25</b>    | <b>Recorder</b>                      | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>110</b>   | DEPT  |             |                 | Courthouse Maintenance               |                            |  |      |
| 86467        | Auto Value Aitkin                                     |             |                 |                                      |                            |  |      |



# Aitkin County



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

1 General Fund

| Vendor No.   | Name  | Rpt  | Amount          | Warrant Description         | Invoice #             | Account/Formula Description | 1099 |
|--------------|---|------|-----------------|-----------------------------|-----------------------|-----------------------------|------|
| No.          | Account/Formula                                     | Accr |                 | Service Dates               | Paid On Bhf #         | On Behalf of Name           |      |
|              | 01-110-000-0000-6415                                |      | 36.47           | BELTS FOR AHU               | 40225292              | Operational Supplies        | N    |
| <b>86467</b> | <b>Auto Value Aitkin</b>                            |      | <b>36.47</b>    |                             | <b>1</b> Transactions |                             |      |
| 13725        | <b>Beartooth True Value</b>                         |      |                 |                             |                       |                             |      |
|              | 01-110-000-0000-6415                                |      | 75.12           | MOUSE TRAP, FERTILIZER      | A134389               | Operational Supplies        | N    |
|              | 01-110-000-0000-6415                                |      | 239.97          | FERTILIZER                  | A134488               | Operational Supplies        | N    |
| <b>13725</b> | <b>Beartooth True Value</b>                         |      | <b>315.09</b>   |                             | <b>2</b> Transactions |                             |      |
| 2340         | <b>Hyytinen Hardware Hank</b>                       |      |                 |                             |                       |                             |      |
|              | 01-110-000-0000-6415                                |      | 8.98            | ANT TRAP                    | 10196                 | Operational Supplies        | N    |
|              | 01-110-000-0000-6405                                |      | 11.96           | FUSES                       | 10214                 | Office Supplies             | N    |
|              | 01-110-000-0000-6415                                |      | 14.88           | INSECT KILLER               | 10225                 | Operational Supplies        | N    |
|              | 01-110-000-0000-6422                                |      | 17.98           | SWIFFER DUSTER              | 10430                 | Janitorial Supplies         | N    |
|              | 01-110-000-0000-6415                                |      | 6.99            | PLASTIC FUNNEL              | 10483                 | Operational Supplies        | N    |
|              | 01-110-000-0000-6415                                |      | 6.78            | BOLTS                       | 10884                 | Operational Supplies        | N    |
| <b>2340</b>  | <b>Hyytinen Hardware Hank</b>                       |      | <b>67.57</b>    |                             | <b>6</b> Transactions |                             |      |
| 9486         | <b>Larson Plumbing &amp; Heating of Aitkin Inc.</b> |      |                 |                             |                       |                             |      |
|              | 01-110-000-0000-6360                                |      | 950.61          | RECIRC PUMP FOR GOV. CENTER | 8020                  | Services, Labor, Contracts  | N    |
| <b>9486</b>  | <b>Larson Plumbing &amp; Heating of Aitkin Inc.</b> |      | <b>950.61</b>   |                             | <b>1</b> Transactions |                             |      |
| 9692         | <b>Minnesota Energy Resources Corporation</b>       |      |                 |                             |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 839.71          | COURTHOUSE GAS SERVICES     | 4665270538            | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/21/2023 07/20/2023       |                       |                             |      |
| <b>9692</b>  | <b>Minnesota Energy Resources Corporation</b>       |      | <b>839.71</b>   |                             | <b>1</b> Transactions |                             |      |
| 3950         | <b>Public Utilities</b>                             |      |                 |                             |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 5,488.31        | GOV'T CENTER UTILITIES      | 1430-00               | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/17/2023 07/16/2023       |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 98.71           | GLARCO UTILITIES            | 50186-00              | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/16/2023 07/16/2023       |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 261.12          | LA TOOL UTILITIES           | 50188-00              | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/16/2023 07/16/2023       |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 44.91           | OLD CO GARAGE UTILITIES     | 50202-00              | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/16/2023 07/16/2023       |                       |                             |      |
|              | 01-110-000-0000-6254                                |      | 36.68           | JUDICIAL CENTER UTILITIES   | 509-00                | Utilities-Gas and Electric  | N    |
|              |   |      |                 | 06/16/2023 07/16/2023       |                       |                             |      |
| <b>3950</b>  | <b>Public Utilities</b>                             |      | <b>5,929.73</b> |                             | <b>5</b> Transactions |                             |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount            | Warrant Description<br>Service Dates                 | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-------------------|--|----------------------------|--|------|
| 10698        | <b>Stericycle, Inc</b><br>01-110-000-0000-6360                 |             | 30.10             | STERI-SAFE<br>08/01/2023 08/31/2023                  | 4011917531                 | Services, Labor, Contracts                       | 6    |
| <b>10698</b> | <b>Stericycle, Inc</b>   |             | <b>30.10</b>      | <b>1 Transactions</b>                                |                            |  |      |
| <b>110</b>   | <b>DEPT Total:</b>   |             | <b>8,169.28</b>   | <b>Courthouse Maintenance</b>                        | <b>7 Vendors</b>           | <b>17 Transactions</b>                           |      |
| <b>120</b>   | DEPT   |             |                   | Veterans Service                                     |                            |  |      |
| 9561         | <b>Amazon Business</b><br>01-120-000-0000-6405                 |             | 55.04             | PHONE CASES, CHARGER PLUGS                           | 16MW-HC64-JQ1R             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>   |             | <b>55.04</b>      | <b>1 Transactions</b>                                |                            |  |      |
| 13302        | <b>Central MN Counseling Center</b><br>01-120-000-0000-6360    |             | 550.00            | DR TUORILA - 2ND OPINION<br>07/19/2023 07/19/2023    | 07192023                   | Services, Labor, Contracts                       | 6    |
| <b>13302</b> | <b>Central MN Counseling Center</b>                            |             | <b>550.00</b>     | <b>1 Transactions</b>                                |                            |  |      |
| 13934        | <b>The Tire Barn</b><br>01-120-000-0000-6302                   |             | 565.33            | BRAKE REPAIR AND OIL CHANGE<br>07/24/2023 07/24/2023 | 68601                      | Vehicle Maintenance                              | N    |
| <b>13934</b> | <b>The Tire Barn</b>   |             | <b>565.33</b>     | <b>1 Transactions</b>                                |                            |  |      |
| 3518         | <b>Voyageur Press Of Mcgregor, Inc</b><br>01-120-000-0000-6230 |             | 125.00            | V PRESS FEBRUARY<br>02/14/2023 02/14/2023            | 46419                      | Printing, Publishing & Adv                       | N    |
|              | 01-120-000-0000-6230   |             | 125.00            | V PRESS JULY<br>07/18/2023 07/18/2023                | 47180                      | Printing, Publishing & Adv                       | N    |
| <b>3518</b>  | <b>Voyageur Press Of Mcgregor, Inc</b>                         |             | <b>250.00</b>     | <b>2 Transactions</b>                                |                            |  |      |
| <b>120</b>   | <b>DEPT Total:</b>   |             | <b>1,420.37</b>   | <b>Veterans Service</b>                              | <b>4 Vendors</b>           | <b>5 Transactions</b>                            |      |
| <b>122</b>   | DEPT   |             |                   | Planning & Zoning                                    |                            |  |      |
| 111          | <b>Aitkin Co Soil &amp; Water</b><br>01-122-000-0000-5305      |             | 15,000.00         | 2023 RIPARIAN PROTECT AID                            | 1ST HALF 2023              | Riparian Project Aid                             | N    |
|              | 01-122-000-0000-5306   |             | 114,805.00        | 2023 AQUATIC ISP AID                                 | 1ST HALF 2023              | Invasive Species State Grant 477A.19             | N    |
| <b>111</b>   | <b>Aitkin Co Soil &amp; Water</b>                              |             | <b>129,805.00</b> | <b>2 Transactions</b>                                |                            |  |      |
| 117          | <b>Aitkin County Sheriff</b>                                   |             |                   |  |                            |  |      |

# Aitkin County



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

1 General Fund

| Vendor No. | Name                          | Account/Formula      | Rpt | Accr | Amount            | Warrant Description            | Invoice #        | Account/Formula Description          | 1099 |
|------------|-------------------------------|----------------------|-----|------|-------------------|--------------------------------|------------------|--------------------------------------|------|
|            |                               |                      |     |      |                   | Service Dates                  | Paid On Bhf #    | On Behalf of Name                    |      |
| 117        | Aitkin County Sheriff         | 01-122-000-0000-5306 |     |      | 20,000.00         | 2023 AQUATIC ISP AID (SHERIFF) | 1ST HALF 2023    | Invasive Species State Grant 477A.19 | N    |
|            |                               |                      |     |      | <b>20,000.00</b>  | 1 Transactions                 |                  |                                      |      |
| 783        | Canon Financial Services, Inc | 01-122-000-0000-6342 |     |      | 60.11             | MONTHLY COPIER CHARGES         | 28227127         | Office Equipment Rental/Contracts    | N    |
|            |                               |                      |     |      |                   | 03/01/2022 03/31/2022          |                  |                                      |      |
| 783        | Canon Financial Services, Inc | 01-122-000-0000-5840 |     |      | 166.12            | CANON REFUNDED IN ERROR        | 29163316         | Misc Receipts                        | N    |
|            |                               |                      |     |      | <b>226.23</b>     | 2 Transactions                 |                  |                                      |      |
| 15142      | Christensen/Charles           | 01-122-000-0000-6278 |     |      | 110.00            | PC MEETING                     | 72623            | Advisory Board/Committee Per Diem    | Y    |
|            |                               | 01-122-038-0000-6330 |     |      | 95.63             | PC MILEAGE                     | 72623            | BOA/PC Mileage                       | N    |
| 15142      | Christensen/Charles           |                      |     |      | <b>205.63</b>     | 2 Transactions                 |                  |                                      |      |
| 11990      | Lange/David                   | 01-122-000-0000-6278 |     |      | 110.00            | PC MEETING                     | 72623            | Advisory Board/Committee Per Diem    | Y    |
|            |                               | 01-122-038-0000-6330 |     |      | 127.73            | PC MILEAGE                     | 72623            | BOA/PC Mileage                       | N    |
| 11990      | Lange/David                   |                      |     |      | <b>237.73</b>     | 2 Transactions                 |                  |                                      |      |
| 13424      | Sonnee/Dennise J              | 01-122-000-0000-6278 |     |      | 80.00             | PC MEETING                     | 72623            | Advisory Board/Committee Per Diem    | Y    |
|            |                               | 01-122-038-0000-6330 |     |      | 52.40             | PC MILEAGE                     | 72623            | BOA/PC Mileage                       | Y    |
| 13424      | Sonnee/Dennise J              |                      |     |      | <b>132.40</b>     | 2 Transactions                 |                  |                                      |      |
| 86235      | The Office Shop Inc           | 01-122-000-0000-6405 |     |      | 4.48              | PUSH PINS                      | 1129754-0        | Office, Film, & Field Supplies       | N    |
| 86235      | The Office Shop Inc           |                      |     |      | <b>4.48</b>       | 1 Transactions                 |                  |                                      |      |
| 10895      | Westerlund/Laurie Ann         | 01-122-000-0000-6278 |     |      | 80.00             | PC MEETING                     | 72623            | Advisory Board/Committee Per Diem    | Y    |
|            |                               | 01-122-038-0000-6330 |     |      | 128.38            | PC MILEAGE                     | 72623            | BOA/PC Mileage                       | N    |
| 10895      | Westerlund/Laurie Ann         |                      |     |      | <b>48.38</b>      | 2 Transactions                 |                  |                                      |      |
| 122        | <b>DEPT Total:</b>            |                      |     |      | <b>150,659.85</b> | <b>Planning &amp; Zoning</b>   | <b>8 Vendors</b> | <b>14 Transactions</b>               |      |
| 200        | DEPT                          |                      |     |      |                   | Enforcement                    |                  |                                      |      |
| 86222      | Aitkin Independent Age        | 01-200-200-0000-6265 |     |      | 108.45            | NOTICE OF ABANDONED VEHICLE    | 1324203          | Programs                             | Y    |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula                        | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates               | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--|----------------------------|--|------|
| <b>86222</b> | <b>Aitkin Independent Age</b>                  |             | <b>108.45</b>   |  | <b>1</b> Transactions      |  |      |
| 9561         | <b>Amazon Business</b>                         |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6405                           |             | 12.58           | STEREO AUDIO ADAPTOR                               | 17H7-X74V-NPW3             | Office Supplies                                  | N    |
|              | 01-200-000-0000-6405                           |             | 85.98           | FLASH DRIVES                                       | 1C9C-WTYM-FQND             | Office Supplies                                  | N    |
|              | 01-200-200-0000-6405                           |             | 403.41          | OFFICE SUPPLIES                                    | 1FPQ-VR9G-XQJV             | VCET - AIM Office Supplies                       | N    |
|              | 01-200-200-0000-6405                           |             | 58.20           | AA LITHIUM BATTERIES                               | 1L9D-H3FK-WJTV             | VCET - AIM Office Supplies                       | N    |
|              | 01-200-000-0000-6405                           |             | 36.99           | REFUND 128MB FLASH DRIVES                          | 1NKD-KQ6K-G19G             | Office Supplies                                  | N    |
|              | 01-200-000-0000-6405                           |             | 141.52          | MARKERS, CHARGE CORDS, CASTERS                     | 1TMR-3973-FQ19             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>                         |             | <b>664.70</b>   |  | <b>6</b> Transactions      |  |      |
| 9138         | <b>ASAP Towing</b>                             |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6359                           |             | 142.50          | 23001303   | 10995                      | Wrecker Service                                  | Y    |
| <b>9138</b>  | <b>ASAP Towing</b>                             |             | <b>142.50</b>   |  | <b>1</b> Transactions      |  |      |
| 783          | <b>Canon Financial Services, Inc</b>           |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6342                           |             | 170.74          | ADMIN COPIER LEASE                                 | 30355167                   | Office Equipment Rental/Contracts                | N    |
|              | 01-200-000-0000-6342                           |             | 170.74          | ADMIN COPIER LEASE - JULY<br>07/01/2023 07/31/2023 | 30912899                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>           |             | <b>341.48</b>   |  | <b>2</b> Transactions      |  |      |
| 1152         | <b>Cook/Steven</b>                             |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6260                           |             | 1,050.00        | BACKGROUND INVESTIGATIONS                          | 07262023                   | Professional Consulting                          | Y    |
| <b>1152</b>  | <b>Cook/Steven</b>                             |             | <b>1,050.00</b> |  | <b>1</b> Transactions      |  |      |
| 88880        | <b>Datacomm Computers &amp; Networks Inc</b>   |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6405                           |             | 35.16           | WIRE MOLD FOR SIDE OFFICE                          | 15994                      | Office Supplies                                  | N    |
| <b>88880</b> | <b>Datacomm Computers &amp; Networks Inc</b>   |             | <b>35.16</b>    |  | <b>1</b> Transactions      |  |      |
| 3950         | <b>Public Utilities</b>                        |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6254                           |             | 57.31           | EMERG STORAGE<br>06/16/2023 07/16/2023             | 507-00                     | Utilities-Gas and Electric                       | N    |
| <b>3950</b>  | <b>Public Utilities</b>                        |             | <b>57.31</b>    |  | <b>1</b> Transactions      |  |      |
| 11538        | <b>RCB Collections Range Credit Bureau Inc</b> |             |                 |  |                            |  |      |
|              | 01-200-000-0000-6360                           |             | 15.00           | BACKGROUND CREDIT CHECK                            | 44970                      | Services, Labor, Contracts                       | N    |
| <b>11538</b> | <b>RCB Collections Range Credit Bureau Inc</b> |             | <b>15.00</b>    |  | <b>1</b> Transactions      |  |      |
| 86235        | <b>The Office Shop Inc</b>                     |             |                 |  |                            |  |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name  | Rpt  | Amount           | Warrant Description           | Invoice #         | Account/Formula Description         | 1099 |
|--------------|---|------|------------------|-------------------------------|-------------------|-------------------------------------|------|
| No.          | Account/Formula                                     | Accr |                  | Service Dates                 | Paid On Bhf #     | On Behalf of Name                   |      |
|              | 01-200-000-0000-6405                                |      | 88.29            | NOTEPADS; STICKY NOTES; CLIPS | 1130178-0         | Office Supplies                     | N    |
|              | 01-200-000-0000-6360                                |      | 549.33           | ADMIN COPIER COUNT - JUNE     | 327172-0          | Services, Labor, Contracts          | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>                          |      | <b>637.62</b>    | <b>2 Transactions</b>         |                   |                                     |      |
| 13934        | <b>The Tire Barn</b>                                |      |                  |                               |                   |                                     |      |
|              | 01-200-000-0000-6302                                |      | 756.00           | #222 SQUAD TIRES              | 68147             | Vehicle Maintenance                 | N    |
|              | 01-200-000-0000-6302                                |      | 69.48            | #226 OIL CHANGE               | 68550             | Vehicle Maintenance                 | N    |
|              | 01-200-000-0000-6302                                |      | 469.41           | #211 CABIN FILTER, BRAKES     | 68611             | Vehicle Maintenance                 | N    |
| <b>13934</b> | <b>The Tire Barn</b>                                |      | <b>1,294.89</b>  | <b>3 Transactions</b>         |                   |                                     |      |
| 9302         | <b>WEX Bank</b>                                     |      |                  |                               |                   |                                     |      |
|              | 01-200-000-0000-6335                                |      | 8,925.82         | DEPUTY GAS                    | 90493617          | Gas/Vehicle Fuel Charges            | N    |
| <b>9302</b>  | <b>WEX Bank</b>                                     |      | <b>8,925.82</b>  | <b>1 Transactions</b>         |                   |                                     |      |
| <b>200</b>   | <b>DEPT Total:</b>                                  |      | <b>13,272.93</b> | <b>Enforcement</b>            | <b>11 Vendors</b> | <b>20 Transactions</b>              |      |
| <b>202</b>   | DEPT  |      |                  | Boat & Water                  |                   |                                     |      |
|              | 9302 <b>WEX Bank</b>                                |      |                  |                               |                   |                                     |      |
|              | 01-202-000-0000-6335                                |      | 1,427.92         | B/W GAS                       | 90493617          | Gas/Vehicle Fuel Charges            | N    |
| <b>9302</b>  | <b>WEX Bank</b>                                     |      | <b>1,427.92</b>  | <b>1 Transactions</b>         |                   |                                     |      |
| <b>202</b>   | <b>DEPT Total:</b>                                  |      | <b>1,427.92</b>  | <b>Boat &amp; Water</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                                |      | 225.00           | MENTAL HEALTH 7/17 -1.5 HRS   | 132890            | Contract Service or Medical Service | 6    |
|              | 01-252-000-0000-6262                                |      | 150.00           | MENTAL HEALTH 7/18- 1 HR      | 132902            | Contract Service or Medical Service | 6    |
| <b>10165</b> | <b>Advanced Correctional Healthcare, Inc.</b>       |      | <b>375.00</b>    | <b>2 Transactions</b>         |                   |                                     |      |
|              | 9561 <b>Amazon Business</b>                         |      |                  |                               |                   |                                     |      |
|              | 01-252-252-0000-6465                                |      | 44.73            | BASKETBALLS                   | 1KHW-YKVP-GHF6    | Inamte Welfare Supplies             | N    |
|              | 01-252-000-0000-6405                                |      | 22.40            | REFUND - RED FOLDERS          | 1X3J-YKGR-KYXQ    | Office Supplies                     | N    |
| <b>9561</b>  | <b>Amazon Business</b>                              |      | <b>22.33</b>     | <b>2 Transactions</b>         |                   |                                     |      |
| 14005        | <b>American Tower Corporation</b>                   |      |                  |                               |                   |                                     |      |
|              | 01-252-000-0000-6342                                |      | 389.48           | JACOBSON TOWER LEASE          | 410902942         | Tower Lease and Rental/Contracts    | N    |
| <b>14005</b> | <b>American Tower Corporation</b>                   |      | <b>389.48</b>    | <b>1 Transactions</b>         |                   |                                     |      |

# Aitkin County



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

1 General Fund

| Vendor No.   | Name<br>Account/Formula   | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|------------------|--------------------------------------|----------------------------|--|------|
| 5658         | <b>Amerigas</b><br>01-252-000-0000-6342                               |             | 187.38           | TANK RENTAL 120 & 500 GAL TANK       | 805723546                  | Tower Lease and Rental/Contracts                 | N    |
| <b>5658</b>  | <b>Amerigas</b>   |             | <b>187.38</b>    | 1 Transactions                       |                            |  |      |
| 14568        | <b>Axon Enterprise, Inc</b><br>01-252-000-0000-6405                   |             | 83.30            | TASER CARTRIDGES                     | INUS173004                 | Office Supplies                                  | N    |
| <b>14568</b> | <b>Axon Enterprise, Inc</b>   |             | <b>83.30</b>     | 1 Transactions                       |                            |  |      |
| 456          | <b>Bob Barker Company, Inc.</b><br>01-252-252-0000-6465               |             | 97.64            | COMBS                                | INV1921365                 | Inamte Welfare Supplies                          | N    |
| <b>456</b>   | <b>Bob Barker Company, Inc.</b>                                       |             | <b>97.64</b>     | 1 Transactions                       |                            |  |      |
| 1775         | <b>Galls LLC</b><br>01-252-000-0000-6180                              |             | 91.50            | #328 PANTS                           | 024969113                  | Clothing Allowance                               | N    |
| <b>1775</b>  | <b>Galls LLC</b>  |             | <b>91.50</b>     | 1 Transactions                       |                            |  |      |
| 4812         | <b>JC32 Teamsters H&amp;W Fund</b><br>01-252-000-0000-6101            |             | 6,972.00         | EE JULY HEALTH INS                   | 07/23/2023                 | Salaries-Full Time                               | N    |
|              | 01-252-000-0000-6150  |             | 25,935.00        | ER JULY HEALTH INS                   | 07/23/2023                 | Health Insurance-Employer                        | N    |
| <b>4812</b>  | <b>JC32 Teamsters H&amp;W Fund</b>                                    |             | <b>32,907.00</b> | 2 Transactions                       |                            |  |      |
| 5503         | <b>Keefe Supply Company</b><br>01-252-000-0000-6418                   |             | 393.00           | SNACK CAKES                          | 1740475                    | Groceries  | N    |
| <b>5503</b>  | <b>Keefe Supply Company</b>   |             | <b>393.00</b>    | 1 Transactions                       |                            |  |      |
| 3160         | <b>Mille Lacs Energy Coop-Albert Lea</b><br>01-252-000-0000-6254      |             | 404.12           | SHELTER/TOWER                        | 345401501                  | Utilities-Gas and Electric                       | N    |
|              |   |             |                  | 06/01/2023 07/01/2023                |                            |  |      |
| <b>3160</b>  | <b>Mille Lacs Energy Coop-Albert Lea</b>                              |             | <b>404.12</b>    | 1 Transactions                       |                            |  |      |
| 9692         | <b>Minnesota Energy Resources Corporation</b><br>01-252-000-0000-6254 |             | 1,628.71         | JAIL GAS SERVICE                     | 4664009757                 | Utilities-Gas and Electric                       | N    |
|              |   |             |                  | 06/21/2023 07/19/2023                |                            |  |      |
|              | 01-252-000-0000-6254  |             | 24.63            | STS GAS SERVICE                      | 4665188642                 | Utilities-Gas and Electric                       | N    |
|              |   |             |                  | 06/21/2023 07/19/2023                |                            |  |      |
|              | 01-252-000-0000-6254  |             | 453.32           | JAIL GAS SERVICE                     | 4665256882                 | Utilities-Gas and Electric                       | N    |
|              |   |             |                  | 06/21/2023 07/19/2023                |                            |  |      |
| <b>9692</b>  | <b>Minnesota Energy Resources Corporation</b>                         |             | <b>2,106.66</b>  | 3 Transactions                       |                            |  |      |

# Aitkin County



1 General Fund

| Vendor No.   | Name  | Rpt  | Amount          | Warrant Description     | Invoice #      | Account/Formula Description         | 1099 |
|--------------|---|------|-----------------|-------------------------|----------------|-------------------------------------|------|
| No.          | Account/Formula                                     | Accr |                 | Service Dates           | Paid On Bhf #  | On Behalf of Name                   |      |
| 10141        | <b>Northern Laundry Systems Service &amp; Sales</b> |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6590                                |      | 593.60          | REPAIR WASHER           | 7453           | Repair & Maintenance Supplies       | N    |
| <b>10141</b> | <b>Northern Laundry Systems Service &amp; Sales</b> |      | <b>593.60</b>   | 1 Transactions          |                |                                     |      |
| 3789         | <b>Pan-O-Gold Baking Company</b>                    |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6418                                |      | 49.92           | BREAD & BUNS            | 10002423194003 | Groceries                           | N    |
| <b>3789</b>  | <b>Pan-O-Gold Baking Company</b>                    |      | <b>49.92</b>    | 1 Transactions          |                |                                     |      |
| 9808         | <b>Performance Foodservice</b>                      |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6418                                |      | 2,003.67        | GROCERIES               | 661267         | Groceries                           | N    |
|              | 01-252-000-0000-6418                                |      | 2,625.43        | GROCERIES               | 670297         | Groceries                           | N    |
| <b>9808</b>  | <b>Performance Foodservice</b>                      |      | <b>4,629.10</b> | 2 Transactions          |                |                                     |      |
| 3950         | <b>Public Utilities</b>                             |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6254                                |      | 8,726.87        | NEW JAIL 2 UTILITIES    | 1431-00        | Utilities-Gas and Electric          | N    |
|              | 01-252-000-0000-6254                                |      | 122.88          | STS UTILITIES           | 50109-00       | Utilities-Gas and Electric          | N    |
|              |   |      |                 | 06/16/2023 07/16/2023   |                |                                     |      |
|              | 01-252-000-0000-6254                                |      | 908.91          | NEW JAIL UTILITIES      | 512-00         | Utilities-Gas and Electric          | N    |
|              |   |      |                 | 06/16/2023 07/16/2023   |                |                                     |      |
| <b>3950</b>  | <b>Public Utilities</b>                             |      | <b>9,758.66</b> | 3 Transactions          |                |                                     |      |
| 11538        | <b>RCB Collections Range Credit Bureau Inc</b>      |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6360                                |      | 15.00           | BACKGROUND CREDIT CHECK | 44970          | Services, Labor, Contracts          | N    |
| <b>11538</b> | <b>RCB Collections Range Credit Bureau Inc</b>      |      | <b>15.00</b>    | 1 Transactions          |                |                                     |      |
| 84172        | <b>Riverwood Healthcare Center</b>                  |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6262                                |      | 153.72          | MLCO INMATE G.J.        | 104920932      | Contract Service or Medical Service | N    |
|              | 01-252-000-0000-6262                                |      | 154.70          | MLCO INMATE -G.J.       | 104920932      | Contract Service or Medical Service | N    |
| <b>84172</b> | <b>Riverwood Healthcare Center</b>                  |      | <b>308.42</b>   | 2 Transactions          |                |                                     |      |
| 5774         | <b>Riverwood Healthcare Clinic</b>                  |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6262                                |      | 572.97          | MLCO INMATE - G.J.      | 104920932      | Contract Service or Medical Service | N    |
| <b>5774</b>  | <b>Riverwood Healthcare Clinic</b>                  |      | <b>572.97</b>   | 1 Transactions          |                |                                     |      |
| 4761         | <b>Sysco Minnesota Inc</b>                          |      |                 |                         |                |                                     |      |
|              | 01-252-000-0000-6418                                |      | 761.91          | GROCERIES               | 253434151      | Groceries                           | N    |
| <b>4761</b>  | <b>Sysco Minnesota Inc</b>                          |      | <b>761.91</b>   | 1 Transactions          |                |                                     |      |
| 5072         | <b>Ukuras Big Dollar</b>                            |      |                 |                         |                |                                     |      |

# Aitkin County



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

1 General Fund

| Vendor No. | Name                                    | Account/Formula      | Rpt | Accr | Amount           | Warrant Description            | Service Dates         | Invoice #     | Paid On Bhf #     | Account/Formula Description   | On Behalf of Name      | 1099 |
|------------|---|----------------------|-----|------|------------------|--------------------------------|-----------------------|---------------|-------------------|-------------------------------|------------------------|------|
| 5072       | Ukuras Big Dollar                       | 01-252-000-0000-6418 |     |      | 224.48           | GROCERIES                      |                       | 00195779      |                   | Groceries                     |                        | N    |
|            |   |                      |     |      | <b>224.48</b>    |                                | 1 Transactions        |               |                   |                               |                        |      |
| 9302       | WEX Bank                                | 01-252-000-0000-6335 |     |      | 185.43           | TRANSPORT GAS                  |                       | 90493617      |                   | Gas/Vehicle Fuel Charges      |                        | N    |
|            |   |                      |     |      | <b>185.43</b>    |                                | 1 Transactions        |               |                   |                               |                        |      |
| <b>252</b> | <b>DEPT Total:</b>                      |                      |     |      | <b>54,156.90</b> | <b>Corrections</b>             |                       |               | <b>21 Vendors</b> |                               | <b>30 Transactions</b> |      |
| <b>253</b> | DEPT                                    |                      |     |      |                  | Sentence to Serve              |                       |               |                   |                               |                        |      |
| 86467      | Auto Value Aitkin                       | 01-253-000-0000-6415 |     |      | 13.99            | 7 POLE RV BLADE                |                       | 40223815      |                   | Operational Supplies          |                        | N    |
|            |   | 01-253-000-0000-6464 |     |      | 18.99            | KIT CLAM HEAT SHRINK           |                       | 40224481      |                   | STS Supplies                  |                        | N    |
|            |   |                      |     |      | <b>32.98</b>     |                                | 2 Transactions        |               |                   |                               |                        |      |
| 4812       | JC32 Teamsters H&W Fund                 | 01-253-000-0000-6101 |     |      | 332.00           | EE JULY HEALTH INS             |                       | 07/23/2023    |                   | Salaries-Full Time            |                        | N    |
|            |   | 01-253-000-0000-6150 |     |      | 1,235.00         | ER JULY HEALTH INS             |                       | 07/23/2023    |                   | Health Insurance-Employer     |                        | N    |
|            |   |                      |     |      | <b>1,567.00</b>  |                                | 2 Transactions        |               |                   |                               |                        |      |
| <b>253</b> | <b>DEPT Total:</b>                      |                      |     |      | <b>1,599.98</b>  | <b>Sentence to Serve</b>       |                       |               | <b>2 Vendors</b>  |                               | <b>4 Transactions</b>  |      |
| <b>257</b> | DEPT                                    |                      |     |      |                  | Community Corrections          |                       |               |                   |                               |                        |      |
| 10373      | Northwestern MN Juvenile Ctr-Consequenc | 01-257-255-0000-6269 |     |      | 101.05           | SECURE DETENTION - RX ONLY ADB | 06/01/2023 06/30/2023 | 908-1000002-1 |                   | Juvenile Detention            |                        | N    |
|            |   |                      |     |      | <b>101.05</b>    |                                | 1 Transactions        |               |                   |                               |                        |      |
| <b>257</b> | <b>DEPT Total:</b>                      |                      |     |      | <b>101.05</b>    | <b>Community Corrections</b>   |                       |               | <b>1 Vendors</b>  |                               | <b>1 Transactions</b>  |      |
| <b>280</b> | DEPT                                    |                      |     |      |                  | Emergency Management           |                       |               |                   |                               |                        |      |
| 9713       | Honstrom/Jacque                         | 01-280-003-0000-6330 |     |      | 63.27            | MILEAGE - TRAINING- CLOQUET    |                       | 07202023      |                   | Transportation/Travel/Parking |                        | N    |
|            |   | 01-280-003-0000-6339 |     |      | 42.56            | TRAINING MEALS-CLOQUET         |                       | 07202023      |                   | Meals (Overnight)             |                        | N    |
|            |   |                      |     |      | <b>105.83</b>    |                                | 2 Transactions        |               |                   |                               |                        |      |
| 10166      | Madsen/Jeff                             | 01-280-003-0000-6339 |     |      | 48.09            | MEALS - TRAINING - CLOQUET     |                       | 07212023      |                   | Meals (Overnight)             |                        | N    |



# Aitkin County



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

1 General Fund

| Vendor No. | Name<br>Account/Formula                         | Accr | Rpt | Amount     | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|---|------|-----|------------|--------------------------------------|----------------------------|--|------|
| 10166      | Madsen/Jeff                                     |      |     | 48.09      | 1 Transactions                       |                            |  |      |
| 280        | <b>DEPT Total:</b>                              |      |     | 153.92     | <b>Emergency Management</b>          | <b>2 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 392        | DEPT  |      |     |            | Water Wells                          |                            |  |      |
| 12169      | <b>NBS Calibrations</b><br>01-392-000-0000-6360 |      |     | 462.00     | SCALE CALIBRATION                    | 0136525                    | Services, Labor, Contracts                       | N    |
| 12169      | <b>NBS Calibrations</b>                         |      |     | 462.00     | 1 Transactions                       |                            |  |      |
| 392        | <b>DEPT Total:</b>                              |      |     | 462.00     | <b>Water Wells</b>                   | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 1          | <b>Fund Total:</b>                              |      |     | 271,444.04 | <b>General Fund</b>                  |                            | <b>140 Transactions</b>                          |      |

# Aitkin County



2 Reserves Fund

| Vendor No.   | Name<br>Account/Formula                  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 49           | DEPT                                     |             |                 | Information Technologies                |                            |  |      |
| 9561         | <b>Amazon Business</b>                   |             |                 |   |                            |  |      |
|              | 02-049-190-0000-6485                     |             | 63.38           | USB CABLE ADAPTERS                      | 19HW-V34R-WXPF             | Computer/Technology Supplies                     | N    |
|              | 02-049-190-0000-6485                     |             | 26.50           | COURT DURESS ALARM SWITCH               | 1G93-WKXD-P1M6             | Computer/Technology Supplies                     | N    |
|              | 02-049-190-0000-6485                     |             | 53.09           | MISC TOOLS                              | 1M7Q-P6CY-LFRH             | Computer/Technology Supplies                     | N    |
|              | 02-049-190-0000-6485                     |             | 59.99           | MOUSE FOR VLAD                          | 1VD6-LWDF-3XNC             | Computer/Technology Supplies                     | N    |
| <b>9561</b>  | <b>Amazon Business</b>                   |             | <b>202.96</b>   | <b>4 Transactions</b>                   |                            |  |      |
| 49           | <b>DEPT Total:</b>                       |             | <b>202.96</b>   | <b>Information Technologies</b>         | <b>1 Vendors</b>           | <b>4 Transactions</b>                            |      |
| 700          | DEPT                                     |             |                 | Promotion,Airport,Tourism, Misc.        |                            |  |      |
| 176          | <b>City Of Palisade</b>                  |             |                 |   |                            |  |      |
|              | 02-700-909-0000-6800                     |             | 925.00          | BD&R- PALISADE EVENTS COMM.             | 00125                      | Business Develop.Rec Reserve Expense             | N    |
| <b>176</b>   | <b>City Of Palisade</b>                  |             | <b>925.00</b>   | <b>1 Transactions</b>                   |                            |  |      |
| 10263        | <b>Long Lake Conservation Foundation</b> |             |                 |   |                            |  |      |
|              | 02-700-909-0000-6800                     |             | 2,000.00        | BD&R                                    | 000123                     | Business Develop.Rec Reserve Expense             | N    |
| <b>10263</b> | <b>Long Lake Conservation Foundation</b> |             | <b>2,000.00</b> | <b>1 Transactions</b>                   |                            |  |      |
| 700          | <b>DEPT Total:</b>                       |             | <b>2,925.00</b> | <b>Promotion,Airport,Tourism, Misc.</b> | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 2            | <b>Fund Total:</b>                       |             | <b>3,127.96</b> | <b>Reserves Fund</b>                    |                            | <b>6 Transactions</b>                            |      |

# Aitkin County



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

**3** Road & Bridge

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| 0            | DEPT   |             |                 | Undesignated                         |                            |  |      |
| 10094        | <b>OLSEN/LARRY</b><br>03-000-000-0000-5517                     |             | 45.00           | E-911 SIGN REFUND-DUP                | DUP                        | Charges-Individuals                              | N    |
| <b>10094</b> | <b>OLSEN/LARRY</b>   |             | <b>45.00</b>    | 1 Transactions                       |                            |  |      |
| 0            | <b>DEPT Total:</b>   |             | <b>45.00</b>    | <b>Undesignated</b>                  | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 301          | DEPT   |             |                 | R&B Administration                   |                            |  |      |
| 8491         | <b>Avenu Holdings LLC</b><br>03-301-000-0000-6266              |             | 6,731.48        | SFTWR MAINT-ANN SUP 6/1/23-5/3       | INVB-046393                | Data Processing/Computer Services                | Y    |
| <b>8491</b>  | <b>Avenu Holdings LLC</b>                                      |             | <b>6,731.48</b> | 1 Transactions                       |                            |  |      |
| 783          | <b>Canon Financial Services, Inc</b><br>03-301-000-0000-6342   |             | 192.60          | CONTRACT CHARGE                      | 30912900                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                           |             | <b>192.60</b>   | 1 Transactions                       |                            |  |      |
| 14071        | <b>Marco Technologies LLC</b><br>03-301-000-0000-6266          |             | 190.00          | OFFICE 365 SUBSCRIPTION              | INV11361234                | Data Processing/Computer Services                | Y    |
| <b>14071</b> | <b>Marco Technologies LLC</b>                                  |             | <b>190.00</b>   | 1 Transactions                       |                            |  |      |
| 11605        | <b>Shred Right</b><br>03-301-000-0000-6405                     |             | 40.00           | DOCUMENT DESTRUCTION                 | 0003301                    | Office Supplies                                  | N    |
| <b>11605</b> | <b>Shred Right</b>   |             | <b>40.00</b>    | 1 Transactions                       |                            |  |      |
| 9907         | <b>The Marco Company</b><br>03-301-000-0000-6266               |             | 190.00          | OFFICE 365 SUBSCRIPTION              | INV11466930                | Data Processing/Computer Services                | N    |
| <b>9907</b>  | <b>The Marco Company</b>                                       |             | <b>190.00</b>   | 1 Transactions                       |                            |  |      |
| 3518         | <b>Voyageur Press Of Mcgregor, Inc</b><br>03-301-000-0000-6241 |             | 120.00          | PUBLIC HEARING NOTICE                | 47176                      | Meeting/Conference Registration Fee              | N    |
| <b>3518</b>  | <b>Voyageur Press Of Mcgregor, Inc</b>                         |             | <b>120.00</b>   | 1 Transactions                       |                            |  |      |
| 301          | <b>DEPT Total:</b>   |             | <b>7,464.08</b> | <b>R&amp;B Administration</b>        | <b>6 Vendors</b>           | <b>6 Transactions</b>                            |      |
| 302          | DEPT   |             |                 | R&B Engineering/Construction         |                            |  |      |
| 1701         | <b>Forestry Suppliers, Inc.</b><br>03-302-000-0000-6550        |             | 189.05          | ENGINEERING SUPPLIES                 | 428950-00                  | R & B Engineer Supplies                          | N    |

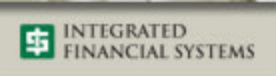
# Aitkin County



**3 Road & Bridge**

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|------------------|---|----------------------------|--|------|
| <b>1701</b>  | <b>Forestry Suppliers, Inc.</b>                                    |             | <b>189.05</b>    |   | 1 Transactions             |  |      |
| 8497         | <b>Northern Lath Company</b><br>03-302-000-0000-6550               |             | 535.00           | 12" HUBS BUNDLES                        | 0-007040                   | R & B Engineer Supplies                          | N    |
| <b>8497</b>  | <b>Northern Lath Company</b>                                       |             | <b>535.00</b>    |   | 1 Transactions             |  |      |
| <b>302</b>   | <b>DEPT Total:</b>   |             | <b>724.05</b>    | <b>R&amp;B Engineering/Construction</b> | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| <b>303</b>   | DEPT   |             |                  | R&B Highway Maintenance                 |                            |  |      |
| 9561         | <b>Amazon Business</b><br>03-303-000-0000-6590                     |             | 399.99           | CELL BOOSTER                            | 1JJN-JX3K-LQWY             | Repair & Maintenance Supplies                    | N    |
| <b>9561</b>  | <b>Amazon Business</b>   |             | <b>399.99</b>    |   | 1 Transactions             |  |      |
| 11419        | <b>Beaudry Oil &amp; Service, Inc.</b><br>03-303-000-0000-6570     |             | 12,032.91        | PALISADE DIESEL                         | 1104130                    | Motor Fuel & Lubricants                          | N    |
|              | 03-303-000-0000-6570   |             | 8,394.21         | MCGRATH DIESEL                          | 1104131                    | Motor Fuel & Lubricants                          | N    |
| <b>11419</b> | <b>Beaudry Oil &amp; Service, Inc.</b>                             |             | <b>20,427.12</b> |   | 2 Transactions             |  |      |
| 163          | <b>Charter Communications Holdings LLC</b><br>03-303-000-0000-6220 |             | 141.21           | PHONE: HWY OFFICE                       | 0022823071923              | Telephone  | N    |
| <b>163</b>   | <b>Charter Communications Holdings LLC</b>                         |             | <b>141.21</b>    |   | 1 Transactions             |  |      |
| 14887        | <b>Cintas Corporation</b><br>03-303-000-0000-6360                  |             | 17.10            | SHOP LAUNDRY                            | 4159058684                 | Services, Labor, Contracts                       | N    |
|              | 03-303-000-0000-6360   |             | 17.10            | SHOP LAUNDRY                            | 4159733754                 | Services, Labor, Contracts                       | N    |
|              | 03-303-000-0000-6360   |             | 17.10            | SHOP LAUNDRY                            | 4161822655                 | Services, Labor, Contracts                       | N    |
|              | 03-303-000-0000-6360   |             | 17.10            | SHOP LAUNDRY                            | 4162530161                 | Services, Labor, Contracts                       | N    |
| <b>14887</b> | <b>Cintas Corporation</b>  |             | <b>68.40</b>     |   | 4 Transactions             |  |      |
| 176          | <b>City Of Palisade</b><br>03-303-000-0000-6516                    |             | 879.58           | SIGNS                                   | 111-3610923-44994'         | Signs & Posts                                    | N    |
| <b>176</b>   | <b>City Of Palisade</b>  |             | <b>879.58</b>    |   | 1 Transactions             |  |      |
| 15149        | <b>COLLINS BROTHERS TOWING OF ST CLOL</b><br>03-303-000-0000-6590  |             | 460.00           | TOWING                                  | 23-148682                  | Repair & Maintenance Supplies                    | N    |
| <b>15149</b> | <b>COLLINS BROTHERS TOWING OF ST CLOL</b>                          |             | <b>460.00</b>    |   | 1 Transactions             |  |      |
| 5893         | <b>CTC</b><br>03-303-000-0000-6254                                 |             | 350.00           | HIGH SPEED INTERNET                     | 21235964                   | Utilities-Gas and Electric                       | N    |

# Aitkin County



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

**3** Road & Bridge

| Vendor No.   | Name<br>Account/Formula                  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|--------------------------------------|----------------------------|--|------|
| <b>5893</b>  | <b>CTC</b>                               |             | <b>350.00</b>   |                                      |                            |  |      |
|              |  |             |                 | 1 Transactions                       |                            |  |      |
| 7935         | <b>East Central Energy</b>               |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6254                     |             | 77.74           | JUN/JUL POWER-MCGRATH                | 35018290                   | Utilities-Gas and Electric                       | N    |
|              | 03-303-000-0000-6254                     |             | 41.53           | JUN/JUL POWER-STREET LIGHT           | 35018408                   | Utilities-Gas and Electric                       | N    |
| <b>7935</b>  | <b>East Central Energy</b>               |             | <b>119.27</b>   |                                      |                            |  |      |
|              |  |             |                 | 2 Transactions                       |                            |  |      |
| 11180        | <b>Fastenal Company</b>                  |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6417                     |             | 25.95           | AITKIN SHOP SUPPLIES                 | MNBAX262627                | Shop/Building Maintenance                        | N    |
| <b>11180</b> | <b>Fastenal Company</b>                  |             | <b>25.95</b>    |                                      |                            |  |      |
|              |  |             |                 | 1 Transactions                       |                            |  |      |
| 14741        | <b>Hawkinson Sand &amp; Gravel</b>       |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6517                     |             | 1,972.86        | COLD MIX                             | 0617230685                 | Asphalt,Crackfiller,Tack Oil,Etc                 | N    |
| <b>14741</b> | <b>Hawkinson Sand &amp; Gravel</b>       |             | <b>1,972.86</b> |                                      |                            |  |      |
|              |  |             |                 | 1 Transactions                       |                            |  |      |
| 2089         | <b>Heartland Tire Inc</b>                |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6590                     |             | 746.96          | TIRES                                | 15023391                   | Repair & Maintenance Supplies                    | N    |
|              | 03-303-000-0000-6590                     |             | 115.84          | REPAIR PARTS                         | 15023391                   | Repair & Maintenance Supplies                    | N    |
|              | 03-303-000-0000-6590                     |             | 48.00           | REPAIR LABOR                         | 15023391                   | Repair & Maintenance Supplies                    | N    |
| <b>2089</b>  | <b>Heartland Tire Inc</b>                |             | <b>910.80</b>   |                                      |                            |  |      |
|              |  |             |                 | 3 Transactions                       |                            |  |      |
| 91187        | <b>Lake Country Power</b>                |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6254                     |             | 58.45           | JUN/JUL CSAH 14                      | 141979801                  | Utilities-Gas and Electric                       | N    |
|              | 03-303-000-0000-6254                     |             | 57.20           | JUN/JUL CSAH 6                       | 141979901                  | Utilities-Gas and Electric                       | N    |
| <b>91187</b> | <b>Lake Country Power</b>                |             | <b>115.65</b>   |                                      |                            |  |      |
|              |  |             |                 | 2 Transactions                       |                            |  |      |
| 15300        | <b>MCGREGOR ACE HARDWARE</b>             |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6417                     |             | 17.98           | MCGREGOR SHOP SUPPLIES               | A81612                     | Shop/Building Maintenance                        | N    |
| <b>15300</b> | <b>MCGREGOR ACE HARDWARE</b>             |             | <b>17.98</b>    |                                      |                            |  |      |
|              |  |             |                 | 1 Transactions                       |                            |  |      |
| 12927        | <b>Midwest Machinery Co.</b>             |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6590                     |             | 0.01-           | REPAIR PARTS-OVER PMT                | 9649314                    | Repair & Maintenance Supplies                    | N    |
|              | 03-303-000-0000-6590                     |             | 1,996.58        | REPAIR PARTS                         | 9694822                    | Repair & Maintenance Supplies                    | N    |
|              | 03-303-000-0000-6590                     |             | 29.99           | REPAIR PARTS                         | 9699488                    | Repair & Maintenance Supplies                    | N    |
| <b>12927</b> | <b>Midwest Machinery Co.</b>             |             | <b>2,026.56</b> |                                      |                            |  |      |
|              |  |             |                 | 3 Transactions                       |                            |  |      |
| 3160         | <b>Mille Lacs Energy Coop-Albert Lea</b> |             |                 |                                      |                            |  |      |
|              | 03-303-000-0000-6254                     |             | 159.13          | POWER: PALISADE                      | 185202601                  | Utilities-Gas and Electric                       | N    |
|              | 03-303-000-0000-6254                     |             | 67.79           | 169 & CSAH 3                         | 192301001                  | Utilities-Gas and Electric                       | N    |

# Aitkin County



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

3 Road & Bridge

| Vendor No.   | Name                                     | Rpt  | Amount          | Warrant Description          | Invoice #     | Account/Formula Description   | 1099                   |
|--------------|--|------|-----------------|------------------------------|---------------|-------------------------------|------------------------|
| No.          | Account/Formula                          | Accr |                 | Service Dates                | Paid On Bhf # | On Behalf of Name             |                        |
|              | 03-303-000-0000-6254                     |      | 67.00           | CSAH 5                       | 273501502     | Utilities-Gas and Electric    | N                      |
|              | 03-303-000-0000-6254                     |      | 119.68          | POWER: MCGREGOR              | 295300301     | Utilities-Gas and Electric    | N                      |
|              | 03-303-000-0000-6254                     |      | 67.00           | CSAH 8                       | 300601202     | Utilities-Gas and Electric    | N                      |
|              | 03-303-000-0000-6254                     |      | 67.00           | CSAH 4                       | 323200702     | Utilities-Gas and Electric    | N                      |
|              | 03-303-000-0000-6254                     |      | 899.00          | 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                     |      | 78.11           | 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           | 6254                         | 480900902     | Utilities-Gas and Electric    | N                      |
|              | 03-303-000-0000-6254                     |      | 68.35           | 47 & CSAH 2                  | 545110401     | Utilities-Gas and Electric    | N                      |
| <b>3160</b>  | <b>Mille Lacs Energy Coop-Albert Lea</b> |      | <b>1,839.46</b> |                              |               |                               | <b>13 Transactions</b> |
| 10129        | <b>MINDRUM/DOMINIC</b>                   |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6181                     |      | 179.00          | WORK BOOT REIMBURSEMENT      | BRUNT         | Safety Footwear Allowance     | N                      |
| <b>10129</b> | <b>MINDRUM/DOMINIC</b>                   |      | <b>179.00</b>   |                              |               |                               | <b>1 Transactions</b>  |
| 3555         | <b>Newman Signs Inc</b>                  |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6516                     |      | 690.90          | RESIDENTIAL E-911 SIGNS      | TRFINV047836  | Signs & Posts                 | N                      |
| <b>3555</b>  | <b>Newman Signs Inc</b>                  |      | <b>690.90</b>   |                              |               |                               | <b>1 Transactions</b>  |
| 9179         | <b>NORTH CENTRAL INTERNATIONAL, LLC</b>  |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6570                     |      | 629.99          | REPAIR PARTS                 | X220071525:01 | Motor Fuel & Lubricants       | Y                      |
|              | 03-303-000-0000-6570                     |      | 629.99          | REPAIR PARTS                 | X220071525:01 | Motor Fuel & Lubricants       | Y                      |
|              | 03-303-000-0000-6570                     |      | 629.99          | REPAIR PARTS                 | X220071525:01 | Motor Fuel & Lubricants       | Y                      |
|              | 03-303-000-0000-6570                     |      | 629.99          | REPAIR PARTS                 | X220071525:01 | Motor Fuel & Lubricants       | Y                      |
| <b>9179</b>  | <b>NORTH CENTRAL INTERNATIONAL, LLC</b>  |      | <b>2,519.96</b> |                              |               |                               | <b>4 Transactions</b>  |
| 8691         | <b>Northland Hydraulic Service</b>       |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6590                     |      | 119.34          | REPAIR PARTS                 | 0-05011       | Repair & Maintenance Supplies | G                      |
| <b>8691</b>  | <b>Northland Hydraulic Service</b>       |      | <b>119.34</b>   |                              |               |                               | <b>1 Transactions</b>  |
| 10720        | <b>Nuss Truck Group Inc</b>              |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6590                     |      | 12.50           | REPAIR PARTS                 | SWO005797-1   | Repair & Maintenance Supplies | N                      |
|              | 03-303-000-0000-6590                     |      | 303.50          | RPR LABOR/HOOKUP FEE (LABOR) | SWO005797-1   | Repair & Maintenance Supplies | N                      |
| <b>10720</b> | <b>Nuss Truck Group Inc</b>              |      | <b>316.00</b>   |                              |               |                               | <b>2 Transactions</b>  |
| 10412        | <b>O'Reilly Auto Parts</b>               |      |                 |                              |               |                               |                        |
|              | 03-303-000-0000-6590                     |      | 116.61          | REPAIR PARTS                 | 1878-158498   | Repair & Maintenance Supplies | N                      |

# 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             |      |
|              | 03-303-000-0000-6590       | 16.98           | REPAIR PARTS         | 1878-158502            | Repair & Maintenance Supplies | N    |
| <b>10412</b> | <b>O'Reilly Auto Parts</b> | <b>133.59</b>   |                      | <b>2 Transactions</b>  |                               |      |
| <b>14861</b> | <b>Parman Energy Group</b> |                 |                      |                        |                               |      |
|              | 03-303-000-0000-6570       | 2,253.54        | MOTOR OIL            | 0147792-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 107.47          | REPAIR PARTS-DEF     | 0147799-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 107.47          | REPAIR PARTS-DEF     | 0147799-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 107.46          | REPAIR PARTS-DEF     | 0147799-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 98.80           | REPAIR PARTS-DEF     | 0147801-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 98.80           | REPAIR PARTS-DEF     | 0147801-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 98.80           | REPAIR PARTS-DEF     | 0147801-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 98.80           | REPAIR PARTS-DEF     | 0147801-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 98.80           | REPAIR PARTS-DEF     | 0147801-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 105.66          | REPAIR PARTS         | 0147803-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 105.66          | REPAIR PARTS         | 0147803-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 105.67          | REPAIR PARTS         | 0147803-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 105.67          | REPAIR PARTS         | 0147803-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 105.66          | REPAIR PARTS         | 0147803-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 101.92          | REPAIR PARTS-DEF     | 147792A-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 101.92          | REPAIR PARTS-DEF     | 147792A-IN             | Motor Fuel & Lubricants       | N    |
|              | 03-303-000-0000-6570       | 101.92          | REPAIR PARTS-DEF     | 147792A-IN             | Motor Fuel & Lubricants       | N    |
| <b>14861</b> | <b>Parman Energy Group</b> | <b>3,805.22</b> |                      | <b>16 Transactions</b> |                               |      |
| <b>3950</b>  | <b>Public Utilities</b>    |                 |                      |                        |                               |      |
|              | 03-303-000-0000-6254       | 44.91           | HWY 47 & CR 12       | 1686-00                | Utilities-Gas and Electric    | N    |
|              | 03-303-000-0000-6254       | 42.36           | HWY 210 W & CR 28    | 59455-00               | Utilities-Gas and Electric    | N    |
|              | 03-303-000-0000-6254       | 75.89           | AITKIN SHOP:WATER    | 63335-00               | Utilities-Gas and Electric    | N    |
|              | 03-303-000-0000-6254       | 43.08           | HWY 210/169E & CR 12 | 63388-00               | Utilities-Gas and Electric    | N    |
| <b>3950</b>  | <b>Public Utilities</b>    | <b>206.24</b>   |                      | <b>4 Transactions</b>  |                               |      |
| <b>13116</b> | <b>Rally Snares</b>        |                 |                      |                        |                               |      |
|              | 03-303-000-0000-6360       | 50.00           | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 250.00          | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 250.00          | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 100.00          | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 100.00          | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 50.00           | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 150.00          | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 50.00           | BEAVER REMOVAL       | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |
|              | 03-303-000-0000-6360       | 17.50           | DAM REMOVAL LABOR    | 5-4 TO 7-6-23          | Services, Labor, Contracts    | Y    |

# Aitkin County



3 Road & Bridge

| Vendor No.           | Name                              | Rpt  | Amount          | Warrant Description   | Invoice #        | Account/Formula Description | 1099 |
|----------------------|-----------------------------------|------|-----------------|-----------------------|------------------|-----------------------------|------|
| No.                  | Account/Formula                   | Accr |                 | Service Dates         | Paid On Bhf #    | On Behalf of Name           |      |
| 03-303-000-0000-6360 |                                   |      | 35.00           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 17.50           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 17.50           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 35.00           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 52.50           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 17.50           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 100.00          | BEAVER REMOVAL        | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 35.00           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 200.00          | BEAVER REMOVAL        | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 17.50           | DAM REMOVAL LABOR     | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 88.76           | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 389.79          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 223.20          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 82.33           | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 139.02          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 115.55          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 52.98           | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 82.33           | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 196.70          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 182.64          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 220.44          | MILEAGE               | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| 03-303-000-0000-6360 |                                   |      | 50.00           | BEAVER REMOVAL        | 5-4 TO 7-6-23    | Services, Labor, Contracts  | Y    |
| <b>13116</b>         | <b>Rally Snares</b>               |      | <b>3,368.74</b> |                       | <b>31</b>        | Transactions                |      |
| 10127                | <b>SELECT GARAGE DOOR COMPANY</b> |      |                 |                       |                  |                             |      |
| 03-303-000-0000-6417 |                                   |      | 3,370.00        | AITKIN COLD STOR BLDG | 1734             | Shop/Building Maintenance   | N    |
| <b>10127</b>         | <b>SELECT GARAGE DOOR COMPANY</b> |      | <b>3,370.00</b> |                       | <b>1</b>         | Transactions                |      |
| 8505                 | <b>Texas Refinery Corp</b>        |      |                 |                       |                  |                             |      |
| 03-303-000-0000-6417 |                                   |      | 1,145.00        | AITKIN SHOP SUPPLIES  | 262840           | Shop/Building Maintenance   | N    |
| <b>8505</b>          | <b>Texas Refinery Corp</b>        |      | <b>1,145.00</b> |                       | <b>1</b>         | Transactions                |      |
| 13622                | <b>TrueNorth Steel Inc</b>        |      |                 |                       |                  |                             |      |
| 03-303-000-0000-6515 |                                   |      | 7,201.02        | CULVERT               | BL0000016248     | Culverts                    | N    |
| <b>13622</b>         | <b>TrueNorth Steel Inc</b>        |      | <b>7,201.02</b> |                       | <b>1</b>         | Transactions                |      |
| 9642                 | <b>WEX BANK - Highway Dept</b>    |      |                 |                       |                  |                             |      |
| 03-303-000-0000-6570 |                                   |      | 209.22          | GASOLINE              | 0496-00-360070-7 | Motor Fuel & Lubricants     | N    |
| 03-303-000-0000-6570 |                                   |      | 197.52          | GASOLINE              | 0496-00-360070-7 | Motor Fuel & Lubricants     | N    |



# Aitkin County



**3 Road & Bridge**

| Vendor No.  | Name                                     | Rpt         | Amount           | Warrant Description                | Invoice #            | Account/Formula Description   | 1099                    |
|-------------|--|-------------|------------------|------------------------------------|----------------------|-------------------------------|-------------------------|
| <u>No.</u>  | <u>Account/Formula</u>                   | <u>Accr</u> |                  | <u>Service Dates</u>               | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u>      |                         |
|             | 03-303-000-0000-6570                     |             | 63.53            | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 483.11           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 237.24           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 230.47           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 367.87           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 148.83           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 121.50           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 556.63           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 115.52           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 227.74           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 533.64           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 523.10           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 433.50           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 262.57           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 117.83           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 341.82           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 206.86           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 332.15           | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 13.26            | GASOLINE                           | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
|             | 03-303-000-0000-6570                     |             | 73.60            | AITKIN SHOP SUPPLIES               | 0496-00-360070-7     | Motor Fuel & Lubricants       | N                       |
| <b>9642</b> | <b>WEX BANK - Highway Dept</b>           |             | <b>5,797.51</b>  |                                    | <b>22</b>            | <b>Transactions</b>           |                         |
|             |  |             |                  |                                    |                      |                               |                         |
| 8279        | <b>Winzer Franchise Company</b>          |             |                  |                                    |                      |                               |                         |
|             | 03-303-000-0000-6417                     |             | 841.92           | AITKIN SHOP SUPPLIES               | 1226725              | Shop/Building Maintenance     | N                       |
|             | 03-303-000-0000-6417                     |             | 129.35           | AITKIN SHOP SUPPLIES               | 1249228              | Shop/Building Maintenance     | N                       |
| <b>8279</b> | <b>Winzer Franchise Company</b>          |             | <b>971.27</b>    |                                    | <b>2</b>             | <b>Transactions</b>           |                         |
|             |  |             |                  |                                    |                      |                               |                         |
| 5295        | <b>Ziegler Inc</b>                       |             |                  |                                    |                      |                               |                         |
|             | 03-303-000-0000-6590                     |             | 787.20           | REPAIR PARTS                       | IN001071728          | Repair & Maintenance Supplies | N                       |
|             | 03-303-000-0000-6590                     |             | 2,412.30         | 7' GRADER BLADES                   | IN001088255          | Repair & Maintenance Supplies | N                       |
|             | 03-303-000-0000-6590                     |             | 93.04            | REPAIR PARTS                       | IN001088996          | Repair & Maintenance Supplies | N                       |
| <b>5295</b> | <b>Ziegler Inc</b>                       |             | <b>3,292.54</b>  |                                    | <b>3</b>             | <b>Transactions</b>           |                         |
|             |  |             |                  |                                    |                      |                               |                         |
| <b>303</b>  | <b>DEPT Total:</b>                       |             | <b>62,871.16</b> | <b>R&amp;B Highway Maintenance</b> | <b>30</b>            | <b>Vendors</b>                | <b>129 Transactions</b> |
|             |  |             |                  |                                    |                      |                               |                         |
| <b>307</b>  | DEPT                                     |             |                  | R&B Capital Infrastructure         |                      |                               |                         |
|             | 8694 <b>Department of Transportation</b> |             |                  |                                    |                      |                               |                         |
|             | 03-307-000-0000-6269                     |             | 670.47           | JOB COST TRANSFERS                 | P00017347            | Professional Services         | N                       |
|             | 03-307-000-0000-6269                     |             | 348.60           | JOB COST TRANSFERS                 | P00017347            | Professional Services         | N                       |

# Aitkin County



**3** Road & Bridge

| Vendor      | Name                                     |             | <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>                 |             |
|             | 03-307-000-0000-6269                     |             |            | 2,232.25         | JOB COST TRANSFERS                        | P00017347             | Professional Services                    | N           |
| <b>8694</b> | <b>Department of Transportation</b>      |             |            | <b>3,251.32</b>  |   | <b>3</b> Transactions |  |             |
| <b>307</b>  | <b>DEPT Total:</b>                       |             |            | <b>3,251.32</b>  | <b>R&amp;B Capital Infrastructure</b>     | <b>1 Vendors</b>      | <b>3 Transactions</b>                    |             |
| <b>308</b>  | DEPT                                     |             |            |                  | R&B Equipment & Facilities                |                       |  |             |
|             | 8694 <b>Department of Transportation</b> |             |            |                  |   |                       |  |             |
|             | 03-308-000-0000-6605                     |             |            | 82.35            | PALI COLD STOR JOB COST TRFRS             | P00017347             | Building & Structure Related Expenditure | N           |
| <b>8694</b> | <b>Department of Transportation</b>      |             |            | <b>82.35</b>     |   | <b>1</b> Transactions |  |             |
| <b>308</b>  | <b>DEPT Total:</b>                       |             |            | <b>82.35</b>     | <b>R&amp;B Equipment &amp; Facilities</b> | <b>1 Vendors</b>      | <b>1 Transactions</b>                    |             |
| <b>3</b>    | <b>Fund Total:</b>                       |             |            | <b>74,437.96</b> | <b>Road &amp; Bridge</b>                  |                       | <b>142 Transactions</b>                  |             |

# Aitkin County



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

5 Health & Human Services

| Vendor No.   | Name<br>Account/Formula   | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates                | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|---------------|---|----------------------------|--|------|
| 400          | DEPT  |             |               | Public Health Department                            |                            |  |      |
| 9561         | <b>Amazon Business</b><br>05-400-440-0410-6405                        |             | 32.40         | PH-COMMAND HANGERS (SB)<br>05/23/2023 05/23/2023    | 11DF-N3RW-76X1             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>  |             | <b>32.40</b>  | <b>1 Transactions</b>                               |                            |  |      |
| 9608         | <b>AMAZON CAPITAL SERVICES</b><br>05-400-420-4800-6435                |             | 716.76        | SAMHSA-U OF M MAC SUPPLIES<br>07/18/2023 07/18/2023 | 13TV-KPKL-VWQ7             | Public Health Program Related Supplies           | N    |
|              | 05-400-440-0410-6405  |             | 39.41         | ADMIN/ACCTG TONERS<br>07/25/2023 07/25/2023         | 141Q-DXH7-9NVY             | Office Supplies                                  | N    |
|              | 05-400-410-0413-6430  |             | 68.25         | WIC - LANCETS<br>07/17/2023 07/17/2023              | 1FPQ-VR9G-N4Y1             | WIC - Medical Supplies                           | N    |
|              | 05-400-440-0410-6405  |             | 10.75         | PENS/9 X 12 ENVELOPES<br>07/20/2023 07/20/2023      | 1FRT-GXFK-F4QD             | Office Supplies                                  | N    |
|              | 05-400-440-0410-6405  |             | 6.48          | DYMO ADDRESS LABELS<br>07/17/2023 07/17/2023        | 1MTK-K94Y-NM9N             | Office Supplies                                  | N    |
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>  |             | <b>841.65</b> | <b>5 Transactions</b>                               |                            |  |      |
| 783          | <b>Canon Financial Services, Inc</b><br>05-400-440-0410-6342          |             | 265.77        | CANON REFUNDED IN ERROR                             | 29163327                   | Office Equipment Rental/Contracts                | N    |
|              | 05-400-440-0410-6342  |             | 162.02        | CANON REFUNDED IN ERROR                             | 29859215                   | Office Equipment Rental/Contracts                | N    |
|              | 05-400-440-0410-6342  |             | 265.77        | CANON REFUNDED IN ERROR                             | 29859221                   | Office Equipment Rental/Contracts                | N    |
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                                  |             | <b>693.56</b> | <b>3 Transactions</b>                               |                            |  |      |
| 13024        | <b>HEMOCUE AMERICA</b><br>05-400-410-0413-6430                        |             | 198.00        | WIC MEDICAL SUPPLIES                                |                            | WIC - Medical Supplies                           | N    |
| <b>13024</b> | <b>HEMOCUE AMERICA</b>  |             | <b>198.00</b> | <b>1 Transactions</b>                               |                            |  |      |
| 9692         | <b>Minnesota Energy Resources Corporation</b><br>05-400-440-0410-6254 |             | 9.07          | GAS CHARGES<br>06/21/2023 07/19/2023                | 0506533565-00001           | Utilities-Gas and Electric                       | N    |
| <b>9692</b>  | <b>Minnesota Energy Resources Corporation</b>                         |             | <b>9.07</b>   | <b>1 Transactions</b>                               |                            |  |      |
| 3950         | <b>Public Utilities</b><br>05-400-440-0410-6254                       | DTG         | 343.56        | ELECTRIC CHARGES<br>06/16/2023 07/16/2023           | 1433-00                    | Utilities-Gas and Electric                       | N    |
| <b>3950</b>  | <b>Public Utilities</b>   |             | <b>343.56</b> | <b>1 Transactions</b>                               |                            |  |      |

# Aitkin County



| Vendor No.   | Name<br>Account/Formula   | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates               | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|-----------------|--|----------------------------|--|------|
| 13624        | <b>Quadient Leasing USA, Inc</b><br>05-400-440-0410-6342              |             | 68.75           | MAIL MACHINE CONTRACT<br>05/14/2023 08/13/2023     | N10029358                  | Office Equipment Rental/Contracts                | N    |
| <b>13624</b> | <b>Quadient Leasing USA, Inc</b>                                      |             | <b>68.75</b>    | <b>1 Transactions</b>                              |                            |  |      |
| 10698        | <b>Stericycle, Inc</b><br>05-400-440-0410-6360                        |             | 16.86           | STERI-SAFE<br>08/01/2023 08/31/2023                | 4011917531                 | Services, Labor, Contracts                       | 6    |
| <b>10698</b> | <b>Stericycle, Inc</b>  |             | <b>16.86</b>    | <b>1 Transactions</b>                              |                            |  |      |
| <b>400</b>   | <b>DEPT Total:</b>  |             | <b>2,203.85</b> | <b>Public Health Department</b>                    | <b>8 Vendors</b>           | <b>14 Transactions</b>                           |      |
| <b>420</b>   | DEPT  |             |                 | Income Maintenance                                 |                            |  |      |
| 9561         | <b>Amazon Business</b><br>05-420-600-4800-6405                        |             | 29.92           | IM-USB CABLES (BR)<br>06/18/2023 06/18/2023        | 1L7M-DY6T-G6K3             | Office Supplies                                  | N    |
|              | 05-420-600-4800-6485  |             | 723.99          | IM-DOC SCANNER (SP)<br>06/21/2023 06/21/2023       | 1MNH-DM4L-1FDX             | Computer/Technology Supplies                     | N    |
| <b>9561</b>  | <b>Amazon Business</b>  |             | <b>753.91</b>   | <b>2 Transactions</b>                              |                            |  |      |
| 9608         | <b>AMAZON CAPITAL SERVICES</b><br>05-420-600-4800-6405                |             | 92.90           | ADMIN/ACCTG TONERS<br>07/25/2023 07/25/2023        | 141Q-DXH7-9NVY             | Office Supplies                                  | N    |
|              | 05-420-600-4800-6405  |             | 25.34           | PENS/9 X 12 ENVELOPES<br>07/20/2023 07/20/2023     | 1FRT-GXFK-F4QD             | Office Supplies                                  | N    |
|              | 05-420-600-4800-6405  |             | 15.29           | DYMO ADDRESS LABELS<br>07/17/2023 07/17/2023       | 1MTK-K94Y-NM9N             | Office Supplies                                  | N    |
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>  |             | <b>133.53</b>   | <b>3 Transactions</b>                              |                            |  |      |
| 11051        | <b>Department of Human Services</b><br>05-420-640-4800-6360           |             | 21.44           | CS MONTHLY FED OFFSET FEE<br>06/01/2023 06/30/2023 | A300C318901                | Services, Labor, Contracts                       | N    |
| <b>11051</b> | <b>Department of Human Services</b>                                   |             | <b>21.44</b>    | <b>1 Transactions</b>                              |                            |  |      |
| 9692         | <b>Minnesota Energy Resources Corporation</b><br>05-420-600-4800-6254 |             | 21.39           | GAS CHARGES<br>06/21/2023 07/19/2023               | 0506533565-00001           | Utilities-Gas and Electric                       | N    |
| <b>9692</b>  | <b>Minnesota Energy Resources Corporation</b>                         |             | <b>21.39</b>    | <b>1 Transactions</b>                              |                            |  |      |

# Aitkin County



5 Health & Human Services

| Vendor No.   | Name<br>Account/Formula                                  | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates                  | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 3950         | <b>Public Utilities</b><br>05-420-600-4800-6254          | DTG         | 809.81          | ELECTRIC CHARGES<br>06/16/2023 07/16/2023             | 1433-00                    | Utilities-Gas and Electric                       | N    |
| <b>3950</b>  | <b>Public Utilities</b>                                  |             | <b>809.81</b>   | <b>1</b> Transactions                                 |                            |  |      |
| 13624        | <b>Quadient Leasing USA, Inc</b><br>05-420-600-4800-6342 |             | 162.06          | MAIL MACHINE CONTRACT<br>05/14/2023 08/13/2023        | N10029358                  | Office Equipment Rental/Contracts                | N    |
| <b>13624</b> | <b>Quadient Leasing USA, Inc</b>                         |             | <b>162.06</b>   | <b>1</b> Transactions                                 |                            |  |      |
| 10698        | <b>Stericycle, Inc</b><br>05-420-600-4800-6360           |             | 39.73           | STERI-SAFE<br>08/01/2023 08/31/2023                   | 4011917531                 | Services, Labor, Contracts                       | 6    |
| <b>10698</b> | <b>Stericycle, Inc</b>                                   |             | <b>39.73</b>    | <b>1</b> Transactions                                 |                            |  |      |
| <b>420</b>   | <b>DEPT Total:</b>                                       |             | <b>1,941.87</b> | <b>Income Maintenance</b>                             | <b>7 Vendors</b>           | <b>10 Transactions</b>                           |      |
| <b>430</b>   | DEPT   |             |                 | Social Services                                       |                            |  |      |
| 88284        | <b>Aitkin Co Recorder</b><br>05-430-710-3460-6065        |             | 26.00           | ADOL LIFE SKILLS-BIRTH CERTS<br>06/29/2023 06/29/2023 | 101026                     | SELF Funds - Adolescent Life Skills              | N    |
| <b>88284</b> | <b>Aitkin Co Recorder</b>                                |             | <b>26.00</b>    | <b>1</b> Transactions                                 |                            |  |      |
| 9561         | <b>Amazon Business</b><br>05-430-700-4800-6405           |             | 54.99           | SS-WIRELESS KYBRD/MOUSE (AC)<br>06/06/2023 06/06/2023 | 1LLP-GHGH-47CK             | Office Supplies                                  | N    |
| <b>9561</b>  | <b>Amazon Business</b>                                   |             | <b>54.99</b>    | <b>1</b> Transactions                                 |                            |  |      |
| 9608         | <b>AMAZON CAPITAL SERVICES</b><br>05-430-700-4800-6405   |             | 149.19          | ADMIN/ACCTG TONERS<br>07/25/2023 07/25/2023           | 141Q-DXH7-9NVY             | Office Supplies                                  | N    |
|              | 05-430-710-3670-6020                                     |             | 26.85           | PSOP - SAFETY LOCKS<br>07/16/2023 07/16/2023          | 147J-CH37-JH7D             | PSOP - Parent Support Outreach Services          | N    |
|              | 05-430-700-4800-6405                                     |             | 40.70           | PENS/9 X 12 ENVELOPES<br>07/20/2023 07/20/2023        | 1FRT-GXFK-F4QD             | Office Supplies                                  | N    |
|              | 05-430-700-4800-6810                                     |             | 278.00          | ADULT MH-FLEX SURFACE PRO 3<br>07/21/2023 07/21/2023  | 1KN4-CHRQ-PLRK             | Mh Init - Flex                                   | N    |
|              | 05-430-760-3020-6020                                     |             | 341.89          | APS-CRSSA GRANT ITEMS<br>07/19/2023 07/19/2023        | 1L17-F1LK-4MM3             | Community Ed & Prevention                        | N    |

# Aitkin County



| Vendor No.   | Name  | Accr | Rpt | Amount          | Warrant Description                               | Invoice #        | Account/Formula Description       | 1099 |
|--------------|---|------|-----|-----------------|---|------------------|-----------------------------------|------|
|              | Account/Formula                               |      |     |                 | Service Dates                                     | Paid On Bhf #    | On Behalf of Name                 |      |
|              | 05-430-700-4800-6405                          |      |     | 24.55           | DYMO ADDRESS LABELS<br>07/17/2023 07/17/2023      | 1MTK-K94Y-NM9N   | Office Supplies                   | N    |
|              | 05-430-700-4800-6810                          |      |     | 271.99-         | ADULT MH-FLEX RTN TABLET<br>07/05/2023 07/05/2023 | 1PGJ-H6MV-CGPW   | Mh Init - Flex                    | N    |
| <b>9608</b>  | <b>AMAZON CAPITAL SERVICES</b>                |      |     | <b>589.19</b>   | <b>7 Transactions</b>                             |                  |                                   |      |
| 9692         | Minnesota Energy Resources Corporation        |      |     |                 |   |                  |                                   |      |
|              | 05-430-700-4800-6254                          |      |     | 34.36           | GAS CHARGES<br>06/21/2023 07/19/2023              | 0506533565-00001 | Utilities-Gas and Electric        | N    |
| <b>9692</b>  | <b>Minnesota Energy Resources Corporation</b> |      |     | <b>34.36</b>    | <b>1 Transactions</b>                             |                  |                                   |      |
| 3950         | Public Utilities                              |      |     |                 |   |                  |                                   |      |
|              | 05-430-700-4800-6254                          |      | DTG | 1,300.61        | ELECTRIC CHARGES<br>06/16/2023 07/16/2023         | 1433-00          | Utilities-Gas and Electric        | N    |
| <b>3950</b>  | <b>Public Utilities</b>                       |      |     | <b>1,300.61</b> | <b>1 Transactions</b>                             |                  |                                   |      |
| 13624        | Quadient Leasing USA, Inc                     |      |     |                 |   |                  |                                   |      |
|              | 05-430-700-4800-6342                          |      |     | 260.29          | MAIL MACHINE CONTRACT<br>05/14/2023 08/13/2023    | N10029358        | Office Equipment Rental/Contracts | N    |
| <b>13624</b> | <b>Quadient Leasing USA, Inc</b>              |      |     | <b>260.29</b>   | <b>1 Transactions</b>                             |                  |                                   |      |
| 10698        | Stericycle, Inc                               |      |     |                 |   |                  |                                   |      |
|              | 05-430-700-4800-6360                          |      |     | 63.81           | STERI-SAFE<br>08/01/2023 08/31/2023               | 4011917531       | Services, Labor, Contracts        | 6    |
| <b>10698</b> | <b>Stericycle, Inc</b>                        |      |     | <b>63.81</b>    | <b>1 Transactions</b>                             |                  |                                   |      |
| <b>430</b>   | <b>DEPT Total:</b>                            |      |     | <b>2,329.25</b> | <b>Social Services</b>                            | <b>7 Vendors</b> | <b>13 Transactions</b>            |      |
| <b>5</b>     | <b>Fund Total:</b>                            |      |     | <b>6,474.97</b> | <b>Health &amp; Human Services</b>                |                  | <b>37 Transactions</b>            |      |

# Aitkin County



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

10 Trust

| Vendor No.   | Name<br>Account/Formula                        | Rpt<br>Accr | Amount          | Warrant Description<br>Service Dates            | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|-----------------|---|----------------------------|--|------|
| 900          | DEPT   |             |                 | Timber Permit Bonds                             |                            |  |      |
| 13909        | AHO/GERALYN<br>10-900-000-0000-2300            |             | 1,586.40        | REFUND BOND                                     | 14404                      | Timber Permit Bonds                              | N    |
| <b>13909</b> | <b>AHO/GERALYN</b>                             |             | <b>1,586.40</b> | <b>1 Transactions</b>                           |                            |  |      |
| 5791         | Sappi<br>10-900-000-0000-2300                  |             | 3,353.70        | REFUND BOND                                     | 14374                      | Timber Permit Bonds                              | N    |
| <b>5791</b>  | <b>Sappi</b>                                   |             | <b>3,353.70</b> | <b>1 Transactions</b>                           |                            |  |      |
| <b>900</b>   | <b>DEPT Total:</b>                             |             | <b>4,940.10</b> | <b>Timber Permit Bonds</b>                      | <b>2 Vendors</b>           | <b>2 Transactions</b>                            |      |
| 923          | DEPT   |             |                 | Forfeited Tax Sales                             |                            |  |      |
| 86222        | Aitkin Independent Age<br>10-923-000-0000-6230 |             | 66.95           | NEWSPAPER SUBSCRIPTION<br>08/23/2023 08/22/2024 | TAA-211779                 | Printing, Publishing & Adv                       | Y    |
| <b>86222</b> | <b>Aitkin Independent Age</b>                  |             | <b>66.95</b>    | <b>1 Transactions</b>                           |                            |  |      |
| 195          | Aitkin Tire Shop<br>10-923-000-0000-6590       |             | 40.00           | TIRE REPAIR                                     | 0062570                    | Repair & Maintenance Supplies                    | Y    |
| <b>195</b>   | <b>Aitkin Tire Shop</b>                        |             | <b>40.00</b>    | <b>1 Transactions</b>                           |                            |  |      |
| 9561         | Amazon Business                                |             |                 |   |                            |  |      |
|              | 10-923-000-0000-6450                           |             | 249.99          | VIEWSONIC OMNI 27 INCH DAN H                    | 19TK-RHWN-DCQ1             | Field Supplies                                   | N    |
|              | 10-923-000-0000-6405                           |             | 42.12           | IPAD MINI 6 CASE SCREEN PROTEC                  | 1TNX-YHPP-MK4Q             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6450                           |             | 22.85           | ATERET EARPLUGS CORDED                          | 1TNX-YHPP-MK4Q             | Field Supplies                                   | N    |
|              | 10-923-000-0000-6450                           |             | 109.80          | SAFETY SUNGLASSES CARBONDALE                    | 1TNX-YHPP-MK4Q             | Field Supplies                                   | N    |
|              | 10-923-000-0000-6405                           |             | 158.25          | SHARP QS2760H CALCULATOR                        | 1WKQ-HCVV-G7CF             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6450                           |             | 938.00          | 2 IPAD MINI 6TH GEN                             | 1X1H-YK7V-WC11             | Field Supplies                                   | N    |
|              | 10-923-000-0000-6405                           |             | 557.70          | WEBOOST CELL PHONE BOOSTER                      | 1YRP-C44L-HH7Y             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6405                           |             | 17.98           | APPLEMFI CHARGERS                               | 1YRP-C44L-HH7Y             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6405                           |             | 8.87            | IPAD MINI SCREEN PROTECTOR                      | 1YRP-C44L-HH7Y             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6405                           |             | 199.90          | RITE IN RAIN WEATHERPROOF PAPE                  | 1YRP-C44L-HH7Y             | Office Supplies                                  | N    |
|              | 10-923-000-0000-6450                           |             | 25.82           | ORANGE FOAM EAR PLUGS                           | 1YRP-C44L-HH7Y             | Field Supplies                                   | N    |
| <b>9561</b>  | <b>Amazon Business</b>                         |             | <b>2,331.28</b> | <b>11 Transactions</b>                          |                            |  |      |
| 783          | Canon Financial Services, Inc                  |             |                 |   |                            |  |      |
|              | 10-923-000-0000-5892                           |             | 158.21          | CANON REFUNDED IN ERROR                         | 29163361                   | Overpayments                                     | N    |
|              | 10-923-000-0000-6342                           |             | 158.21          | COPIER CONTRACT                                 | 29859215                   | Office/Equipment-Rental                          | N    |
|              |  |             |                 | 01/01/2023 01/31/2023                           |                            |  |      |

# Aitkin County



| Vendor No.   | Name<br>Account/Formula                                 | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|---|-------------|------------------|--------------------------------------|----------------------------|--|------|
| <b>783</b>   | <b>Canon Financial Services, Inc</b>                    |             | <b>316.42</b>    |                                      | <b>2</b> Transactions      |  |      |
| 14071        | Marco Technologies LLC<br>10-923-000-0000-6266          |             | 285.00           | OFFICE 365 SUBSCRIPTION              | INV11361234                | Data Processing/Computer Services                | Y    |
| <b>14071</b> | <b>Marco Technologies LLC</b>                           |             | <b>285.00</b>    |                                      | <b>1</b> Transactions      |  |      |
| 8436         | Northland Parts<br>10-923-000-0000-6590                 |             | 100.84           | BOBCAT                               | 466840                     | Repair & Maintenance Supplies                    | N    |
| <b>8436</b>  | <b>Northland Parts</b>                                  |             | <b>100.84</b>    |                                      | <b>1</b> Transactions      |  |      |
| 3950         | Public Utilities<br>10-923-000-0000-6254                |             | 232.43           | ACLD<br>06/16/2023 07/16/2023        | 348-00                     | Utilities-Gas and Electric                       | N    |
| <b>3950</b>  | <b>Public Utilities</b>                                 |             | <b>232.43</b>    |                                      | <b>1</b> Transactions      |  |      |
| 5791         | Sappi<br>10-923-000-0000-6820                           |             | 8,214.90         | REFUND OVERAPPRAISAL                 | 14374                      | Refunds & Reimbursements                         | N    |
| <b>5791</b>  | <b>Sappi</b>  |             | <b>8,214.90</b>  |                                      | <b>1</b> Transactions      |  |      |
| 13403        | Siggy's Small Engine Repair LLC<br>10-923-000-0000-6590 |             | 517.39           | GRIZZLY ANTIFREEZ LEAK BATTERY       | 050228                     | Repair & Maintenance Supplies                    | Y    |
| <b>13403</b> | <b>Siggy's Small Engine Repair LLC</b>                  |             | <b>517.39</b>    |                                      | <b>1</b> Transactions      |  |      |
| 90805        | Temco<br>10-923-000-0000-6590                           |             | 1,740.76         | FABRICATE TOW HITCH ON TRUCK         | 28035                      | Repair & Maintenance Supplies                    | Y    |
| <b>90805</b> | <b>Temco</b>  |             | <b>1,740.76</b>  |                                      | <b>1</b> Transactions      |  |      |
| 9907         | The Marco Company<br>10-923-000-0000-6266               |             | 285.00           | OFFICE 365 SUBSCRIPTION              | INV11466930                | Data Processing/Computer Services                | N    |
| <b>9907</b>  | <b>The Marco Company</b>                                |             | <b>285.00</b>    |                                      | <b>1</b> Transactions      |  |      |
| 86235        | The Office Shop Inc<br>10-923-000-0000-6360             |             | 234.16           | COPIER CONTRACT                      | 327689-0                   | Miscellaneous-Services                           | N    |
| <b>86235</b> | <b>The Office Shop Inc</b>                              |             | <b>234.16</b>    |                                      | <b>1</b> Transactions      |  |      |
| <b>923</b>   | <b>DEPT Total:</b>                                      |             | <b>14,365.13</b> | <b>Forfeited Tax Sales</b>           | <b>12 Vendors</b>          | <b>23 Transactions</b>                           |      |
| <b>10</b>    | <b>Fund Total:</b>                                      |             | <b>19,305.23</b> | <b>Trust</b>                         |                            | <b>25 Transactions</b>                           |      |



# Aitkin County



11 Forest Development

| Vendor No. | Name<br>Account/Formula | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|-------------------------|-------------|---------------|--------------------------------------|----------------------------|--|------|
| 939        | DEPT                    |             |               | County Surveyor                      |                            |  |      |
| 13934      | <b>The Tire Barn</b>    |             |               |                                      |                            |  |      |
|            | 11-939-000-0000-6590    |             | 495.11        | 2016 F150 666 LOF CHG TIRES          | 68277                      | Repair & Maintenance Supplies                    | N    |
| 13934      | <b>The Tire Barn</b>    |             | <b>495.11</b> | 1 Transactions                       |                            |  |      |
| 939        | <b>DEPT Total:</b>      |             | <b>495.11</b> | <b>County Surveyor</b>               | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 11         | <b>Fund Total:</b>      |             | <b>495.11</b> | <b>Forest Development</b>            |                            | <b>1 Transactions</b>                            |      |

WLB1  
 8/1/23 2:28PM  
 12 Townships/Cities/ARDC/Amt

# Aitkin County



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

| Vendor No. | Name<br>Account/Formula            | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|------------------------------------|-------------|---------------|--------------------------------------|----------------------------|--|------|
| 0          | DEPT                               |             |               | Undesignated                         |                            |  |      |
| 999999000  | Hittle/Dan<br>12-000-000-0000-2280 |             | 245.00        | PAID US IN ERROR THRU OPC            | PAYMENT ERROR              | Prepaid Property Taxes                           | N    |
| 999999000  | Hittle/Dan                         |             | 245.00        | 1 Transactions                       |                            |  |      |
| 0          | <b>DEPT Total:</b>                 |             | <b>245.00</b> | <b>Undesignated</b>                  | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| 12         | <b>Fund Total:</b>                 |             | <b>245.00</b> | <b>Townships/Cities/ARDC/Ambulan</b> |                            | <b>1 Transactions</b>                            |      |

# Aitkin County



19 Long Lake Conservation Cen

| Vendor | Name                                | Rpt                                 | Warrant Description | Invoice #                     | Account/Formula Description | 1099                       |   |
|--------|-------------------------------------|-------------------------------------|---------------------|-------------------------------|-----------------------------|----------------------------|---|
| No.    | Account/Formula                     | Accr                                | Amount              | Service Dates                 | Paid On Bhf #               | On Behalf of Name          |   |
| 521    | DEPT                                |                                     | LLCC Administration |                               |                             |                            |   |
| 10192  | Great Roots LLC                     |                                     |                     |                               |                             |                            |   |
|        | 19-521-000-0000-6360                |                                     | 2,050.00            | LANDSCAPING. REIMBURSE COMING | 51                          | Services, Labor, Contracts | Y |
|        | 10192                               | Great Roots LLC                     | 2,050.00            | 1 Transactions                |                             |                            |   |
| 14812  | SCI Broadband/Savage Communications |                                     |                     |                               |                             |                            |   |
|        | 19-521-000-0000-6220                |                                     | 685.80              | PHONE AND INTERNET            | 024-033167                  | Telephone                  | N |
|        |                                     |                                     |                     | 08/01/2023 08/31/2023         |                             |                            |   |
|        | 14812                               | SCI Broadband/Savage Communications | 685.80              | 1 Transactions                |                             |                            |   |
| 521    | DEPT Total:                         |                                     | 2,735.80            | LLCC Administration           | 2 Vendors                   | 2 Transactions             |   |
| 523    | DEPT                                |                                     |                     | LLCC Food                     |                             |                            |   |
| 3810   | Paulbeck's County Market            |                                     |                     |                               |                             |                            |   |
|        | 19-523-000-0000-6418                |                                     | 34.93               | GROCERIES                     | 7684653                     | Groceries-Students         | N |
|        | 3810                                | Paulbeck's County Market            | 34.93               | 1 Transactions                |                             |                            |   |
| 4968   | Upper Lakes Foods, Inc              |                                     |                     |                               |                             |                            |   |
|        | 19-523-000-0000-6418                |                                     | 1,844.57            | FORKHORN GROCERIES            | 315025-00                   | Groceries-Students         | N |
|        | 4968                                | Upper Lakes Foods, Inc              | 1,844.57            | 1 Transactions                |                             |                            |   |
| 523    | DEPT Total:                         |                                     | 1,879.50            | LLCC Food                     | 2 Vendors                   | 2 Transactions             |   |
| 19     | Fund Total:                         |                                     | 4,615.30            | Long Lake Conservation Center |                             | 4 Transactions             |   |

# Aitkin County



21 Parks

| Vendor No.   | Name<br>Account/Formula  | Rpt<br>Accr | Amount           | Warrant Description<br>Service Dates                    | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|--------------|--|-------------|------------------|---|----------------------------|--|------|
| 520          | DEPT   |             |                  | Parks   |                            |  |      |
| 90762        | <b>Aitkin Co License Center</b><br>21-520-000-0000-6620          |             | 309.13           | 2022 FLOE CARGOMAX ZRT 11-73                            | 072023                     | Auto, Trailers, Snowmobiles, ATV                 | N    |
| <b>90762</b> | <b>Aitkin Co License Center</b>                                  |             | <b>309.13</b>    | 1 Transactions  |                            |  |      |
| 10083        | <b>Cedarbrook Lumber Comp</b><br>21-520-000-0000-6523            |             | 8.09             | 2X4X8 TREATED   | 125737                     | Misc Bldg & Shop Supplies                        | N    |
|              | 21-520-000-0000-6523   |             | 240.67           | TREATED LUMBER & GRK R4 9X3 1/                          | 125904                     | Misc Bldg & Shop Supplies                        | N    |
| <b>10083</b> | <b>Cedarbrook Lumber Comp</b>                                    |             | <b>248.76</b>    | 2 Transactions  |                            |  |      |
| 1430         | <b>Dotzler Power Equipment</b><br>21-520-000-0000-6450           |             | 35.99            | 24" CHAIN C83 3/8, .050, 84DL                           | 33959                      | Field Supplies                                   | N    |
| <b>1430</b>  | <b>Dotzler Power Equipment</b>                                   |             | <b>35.99</b>     | 1 Transactions  |                            |  |      |
| 6049         | <b>Farm Island Repair &amp; Marine</b><br>21-520-000-0000-6620   |             | 3,575.00         | 2022 FLOE CARGOMAX ZRT 11-73                            | 2281                       | Auto, Trailers, Snowmobiles, ATV                 | N    |
| <b>6049</b>  | <b>Farm Island Repair &amp; Marine</b>                           |             | <b>3,575.00</b>  | 1 Transactions  |                            |  |      |
| 3024         | <b>Kingsley/Russell Lee</b><br>21-520-000-0000-6802              | Q           | 5,440.00         | ATV TRAIL REPAIR RED TOP                                | 07112023                   | Trail Grants-State                               | Y    |
|              | 21-520-000-0000-6802   | Q           | 1,120.00         | REDTOP ATV TRL REPAIR W/DOZER<br>07/17/2023 07/17/2023  | 07242023                   | Trail Grants-State                               | Y    |
|              | 21-520-000-0000-6802   | Q           | 6,400.00         | SOLANA LOOP TRAIL REPAIR W/DOZ<br>07/19/2023 07/24/2023 | 07242023S                  | Trail Grants-State                               | Y    |
| <b>3024</b>  | <b>Kingsley/Russell Lee</b>                                      |             | <b>12,960.00</b> | 3 Transactions  |                            |  |      |
| 10337        | <b>Mille Lacs Driftskippers</b><br>21-520-000-0000-6802          | Q           | 11,302.41        | REDTOP ATV TRAIL  | 00589211                   | Trail Grants-State                               | N    |
| <b>10337</b> | <b>Mille Lacs Driftskippers</b>                                  |             | <b>11,302.41</b> | 1 Transactions  |                            |  |      |
| 3160         | <b>Mille Lacs Energy Coop-Albert Lea</b><br>21-520-000-0000-6254 | B           | 208.30           | BERGLUND PARK ELECTRIC<br>06/01/2023 07/01/2023         | 185110602                  | Utilities-Gas and Electric                       | N    |
| <b>3160</b>  | <b>Mille Lacs Energy Coop-Albert Lea</b>                         |             | <b>208.30</b>    | 1 Transactions  |                            |  |      |
| 9491         | <b>Nistler/Tony</b><br>21-520-000-0000-6802                      | Q           | 3,240.00         | GRADE SHOVEL LK TO E CTY LINE                           | 38154                      | Trail Grants-State                               | Y    |
| <b>9491</b>  | <b>Nistler/Tony</b>  |             | <b>3,240.00</b>  | 1 Transactions  |                            |  |      |

# Aitkin County



| Vendor No.   | Name                                     | Rpt  | Amount           | Warrant Description            | Invoice #         | Account/Formula Description | 1099 |
|--------------|--|------|------------------|--------------------------------|-------------------|-----------------------------|------|
| No.          | Account/Formula                          | Accr | Amount           | Service Dates                  | Paid On Bhf #     | On Behalf of Name           |      |
| 3780         | <b>Palisade Supersledders Inc.</b>       |      |                  |                                |                   |                             |      |
|              | 21-520-000-0000-6802                     | Q    | 1,661.84         | PALISADE BM4 FY23              | 00859000          | Trail Grants-State          | N    |
| <b>3780</b>  | <b>Palisade Supersledders Inc.</b>       |      | <b>1,661.84</b>  | <b>1</b> Transactions          |                   |                             |      |
| 3950         | <b>Public Utilities</b>                  |      |                  |                                |                   |                             |      |
|              | 21-520-000-0000-6254                     | B    | 158.29           | MISS ACCESS PARK<br>06/16/2023 | 1670-00           | Utilities-Gas and Electric  | N    |
|              | 21-520-000-0000-6254                     | B    | 253.19           | MISS PARK SHOWER<br>06/16/2023 | 1671-00           | Utilities-Gas and Electric  | N    |
| <b>3950</b>  | <b>Public Utilities</b>                  |      | <b>411.48</b>    | <b>2</b> Transactions          |                   |                             |      |
| 10891        | <b>Roth Construction</b>                 |      |                  |                                |                   |                             |      |
|              | 21-520-000-0000-6802                     | Q    | 15,000.00        | GRADING AND HAULED GRAVEL      | 06202023          | Trail Grants-State          | Y    |
| <b>10891</b> | <b>Roth Construction</b>                 |      | <b>15,000.00</b> | <b>1</b> Transactions          |                   |                             |      |
| 9617         | <b>Timber Lakes Septic Service, Inc.</b> |      |                  |                                |                   |                             |      |
|              | 21-520-000-0000-6360                     | B    | 150.00           | AITKIN PARK DUMP               | 34725             | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                     | B    | 150.00           | BERGLUND DUMP PUMP             | 34726             | Services, Labor, Contracts  | N    |
|              | 21-520-000-0000-6360                     | B    | 150.00           | AITKIN DUMP<br>07/17/2023      | 34824             | Services, Labor, Contracts  | N    |
| <b>9617</b>  | <b>Timber Lakes Septic Service, Inc.</b> |      | <b>450.00</b>    | <b>3</b> Transactions          |                   |                             |      |
| 10339        | <b>White Pine Riders</b>                 |      |                  |                                |                   |                             |      |
|              | 21-520-000-0000-6802                     | Q    | 7,748.56         | SOLANA LOOPS 6-27-2023         | 00859559          | Trail Grants-State          | N    |
| <b>10339</b> | <b>White Pine Riders</b>                 |      | <b>7,748.56</b>  | <b>1</b> Transactions          |                   |                             |      |
| <b>520</b>   | <b>DEPT Total:</b>                       |      | <b>57,151.47</b> | <b>Parks</b>                   | <b>13 Vendors</b> | <b>19 Transactions</b>      |      |
| <b>21</b>    | <b>Fund Total:</b>                       |      | <b>57,151.47</b> | <b>Parks</b>                   |                   | <b>19 Transactions</b>      |      |

WLB1  
 8/1/23 2:28PM  
 22 Coronavirus Relief Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name<br>Account/Formula | Rpt<br>Accr | Amount            | Warrant Description<br>Service Dates | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|------------|-------------------------|-------------|-------------------|--------------------------------------|----------------------------|--|------|
| 716        | DEPT                    |             |                   | American Rescue Plan - COVID         |                            |  |      |
|            | 1010 City Of Aitkin     |             |                   |                                      |                            |  |      |
|            | 22-716-000-0000-6802    |             | 5,000.00          | COMMUNITY GRANT- CITY PARK PRO       | 001253                     | Category: Negative Economic Impacts              | N    |
|            | 1010 City Of Aitkin     |             | <b>5,000.00</b>   | 1 Transactions                       |                            |  |      |
|            | 9085 Climate Makers Inc |             |                   |                                      |                            |  |      |
|            | 22-716-000-0000-6818    |             | 24,767.00         | LLCC CONTROLS / FRF                  | 11307                      | Category: Revenue Replacement                    | N    |
|            | 22-716-000-0000-6818    |             | 28,895.70         | FRF - HEATING CONTROLS-LLCC          | 11359                      | Category: Revenue Replacement                    | N    |
|            | 9085 Climate Makers Inc |             | <b>53,662.70</b>  | 2 Transactions                       |                            |  |      |
| 716        | <b>DEPT Total:</b>      |             | <b>58,662.70</b>  | <b>American Rescue Plan - COVID</b>  | <b>2 Vendors</b>           | <b>3 Transactions</b>                            |      |
| 22         | <b>Fund Total:</b>      |             | <b>58,662.70</b>  | <b>Coronavirus Relief Fund</b>       |                            | <b>3 Transactions</b>                            |      |
|            | <b>Final Total:</b>     |             | <b>495,959.74</b> | <b>190 Vendors</b>                   | <b>378 Transactions</b>    |  |      |

# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u>     | <u>Name</u>                   |
|------------------|-------------------|-------------------------------|
| 1                | 271,444.04        | General Fund                  |
| 2                | 3,127.96          | Reserves Fund                 |
| 3                | 74,437.96         | Road & Bridge                 |
| 5                | 6,474.97          | Health & Human Services       |
| 10               | 19,305.23         | Trust                         |
| 11               | 495.11            | Forest Development            |
| 12               | 245.00            | Townships/Cities/ARDC/Ambulan |
| 19               | 4,615.30          | Long Lake Conservation Center |
| 21               | 57,151.47         | Parks                         |
| 22               | 58,662.70         | Coronavirus Relief Fund       |
| <b>All Funds</b> | <b>495,959.74</b> | <b>Total</b>                  |

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request



Requested Meeting Date: 08/08/2023

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) | <input type="checkbox"/> Hold Public Hearing* |
| <i>*provide copy of hearing notice that was published</i>   |   |   |
| <b>Submitted by:</b><br>Sheriff Dan Guida   | <b>Department:</b><br>Sheriff                                       |   |
| <b>Presenter (Name and Title):</b><br>Sheriff Dan Guida   | <b>Estimated Time Needed:</b>                                       |   |
| <b>Summary of Issue:</b><br><br>The Disabled American Veterans have made a \$ 250.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases and future searches.  |   |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b>   |   |   |
| <b>Recommended Action/Motion:</b><br>Recommend accepting donation   |   |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$<br>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="float: right;">Please Explain:</span> |   |   |

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



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

ADOPTED August 8, 2023

By Commissioner: xxx

**20230808-xxx**

**Accept Donation - SAR - Disabled American Veterans**

**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:

Disabled American Veterans \$ 250.00

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

Disabled American Veterans 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 seconded 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 8<sup>th</sup> day of August 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 8<sup>th</sup> day of August 2023**

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Accept Donation - Sentence to Serve - Gary & Carol Isaacson

|  |                          |   |  |
|--|--------------------------|---|--|
| <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) | <input type="checkbox"/> Hold Public Hearing*<br><i>*provide copy of hearing notice that was published</i> |

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

|   |                                      |
|---|--------------------------------------|
| <b>Presenter (Name and Title):</b><br>Dan Guida, County Sheriff | <b>Estimated Time Needed:</b><br>N/A |
|---|--------------------------------------|

**Summary of Issue:**

Gary & Carol Isaacson have made a \$50.00 donation to the Aitkin County Sentence to Serve in appreciation for their work throughout Aitkin County.

**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:*





# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** LG 220 Application for Exempt Permit - Ruffed Grouse Society Aitkin Chapter

|  |                          |   |  |
|--|--------------------------|---|--|
| <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) | <input type="checkbox"/> Hold Public Hearing*<br><i>*provide copy of hearing notice that was published</i> |

|   |  |
|---|--|
| <b>Submitted by:</b><br>Christy M. Bishop | <b>Department:</b><br>Auditor's Office |
|---|--|

|   |                                      |
|---|--------------------------------------|
| <b>Presenter (Name and Title):</b><br>N/A | <b>Estimated Time Needed:</b><br>N/A |
|---|--------------------------------------|

**Summary of Issue:**  
Event Date: September 14, 2023  
Application for Minnesota Lawful Gambling: Exempt permit for Ruffed Grouse Society - Raffle

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

**Recommended Action/Motion:**  
Motion to adopt attached resolution.

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

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

ADOPTED August 8, 2023

By Commissioner: xxx

**20230808-xxx**

**LG 220 Permit – Ruffed Grouse Society Aitkin Chapter 2023**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society Aitkin Chapter at the following location – 170 Southgate Drive Aitkin, MN 56431 – Aitkin Township. Date of Raffle: September 14, 2023

Commissioner xxx seconded 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 8<sup>th</sup> day of August 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of August 2023

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** LG 230 Application to Conduct Off-sight Gambling - Minnewawa Sportsmen's Club

|  |                          |   |  |
|--|--------------------------|---|--|
| <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) | <input type="checkbox"/> Hold Public Hearing*<br><i>*provide copy of hearing notice that was published</i> |

|   |  |
|---|--|
| <b>Submitted by:</b><br>Christy M. Bishop | <b>Department:</b><br>Auditor's Office |
|---|--|

|   |                                      |
|---|--------------------------------------|
| <b>Presenter (Name and Title):</b><br>N/A | <b>Estimated Time Needed:</b><br>N/A |
|---|--------------------------------------|

**Summary of Issue:**  
Event Date: February 3, 2024  
Application for Minnesota Lawful Gambling: LG230 Off-Site - Minnewawa Sportsmen's Club - Raffle

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

**Recommended Action/Motion:**  
Motion to adopt attached resolution.

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

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

ADOPTED August 8, 2023

By Commissioner: xxx

**20230808-xxx**

**LG 230 Permit – Minnewawa Sportsmen’s Club 2024**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling – Form LG230 – of the Minnewawa Sportsmen’s Club at the following location – (Ice Fishing Contest) On Lake Minnewawa McGregor, MN 55760 – Shamrock Township. Date of Raffle: February 3, 2024

Commissioner xxx seconded 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 8<sup>th</sup> day of August 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of August 2023

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Donation from Ruffed Grouse Society

|  |                          |   |  |
|--|--------------------------|---|--|
| <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) | <input type="checkbox"/> Hold Public Hearing*<br><i>*provide copy of hearing notice that was published</i> |

|                                     |                            |
|-------------------------------------|----------------------------|
| <b>Submitted by:</b><br>DJ Thompson | <b>Department:</b><br>Land |
|-------------------------------------|----------------------------|

|   |                                      |
|---|--------------------------------------|
| <b>Presenter (Name and Title):</b><br>N/A | <b>Estimated Time Needed:</b><br>N/A |
|---|--------------------------------------|

**Summary of Issue:**

The Ruffed Grouse Society (RGS) was awarded a grant to improve hunter walking trails throughout the northeast part of the state. They notified the Land Department that up to \$10,000 has been earmarked for improvements to the hunter walking trails the county manages. Money will be used to add new signs, gate out motorized traffic, and install a water crossing. The donation will include new signs and labor from RGS and reimbursing the Land Department for the purchase of new gates and rock. The Land Department currently maintains 13 miles of hunter walking trails. These trails are designated for foot traffic only, motorized vehicles are not allowed on them.

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

**Recommended Action/Motion:**  
Adopt resolution to accept donation from the Ruffed Grouse Society.

**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 August 8, 2023

By Commissioner: xxx

**20230808-xxx**

**Accept Donation - Ruffed Grouse Society**

**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:

|                               |                   |
|-------------------------------|-------------------|
| Donor - Ruffed Grouse Society | Amount - \$10,000 |
|-------------------------------|-------------------|

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

The Ruffed Grouse Society was awarded a grant to improve hunter walking trails throughout the northeast part of the state. They have offered up to \$10,000 in new signs and labor and will reimburse the Land Department for the cost of new gates and rock to improve the hunter walking trails that we manage.

**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 seconded 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 8<sup>th</sup> day of August 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of August 2023

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Appraisal of parcels involved with land exchange

|  |                          |   |   |
|--|--------------------------|---|---|
| <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)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Hold Public Hearing* |

|  |                            |
|--|----------------------------|
| <b>Submitted by:</b><br>DJ Thompson, Land Commissioner | <b>Department:</b><br>Land |
|--|----------------------------|

|   |                                      |
|---|--------------------------------------|
| <b>Presenter (Name and Title):</b><br>N/A | <b>Estimated Time Needed:</b><br>N/A |
|---|--------------------------------------|

**Summary of Issue:**

On June 6, 2023 an appraisal of the two parcels involved in the proposed land exchange was done by the Aitkin County Assessor. Values are listed below. The landowners proposing the land exchange have agreed to pay the difference in value (see attached agreement).

PID# 38-0-035500 - County \$94,800.00  
 PID# 38-0-040800 - Private \$62,500.00

Difference = \$32,300.00

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

**Recommended Action/Motion:**  
 Motion to approve the appraised values of parcels 38-0-035500 and 38-040800

**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:*



## AITKIN COUNTY ASSESSOR

Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 120  
Aitkin, MN 56431

assessor@co.aitkin.mn.us  
Phone: 218-927-7327  
Fax: 218-927-7379

June 6, 2023

Dennis Thompson, Land Commissioner  
Aitkin County Land Department

Re: Valuation request for Parcels 38-0-035500, 38-0-037900 and 38-0-040800

Dear DJ:

Per your request, I have reviewed the valuation of these parcels located Williams Township.

I identified 6 comparable sales of bare land from southeastern Aitkin County, ranging in size from 40 to 50 acres, which sold between October 2021 through April 2023. Prices per acre on these ranged from \$1339 to \$2500 per acre, with the amount of wetland acreage as a large factor for the price range. Sales that had significant buildings, public water frontage, close proximity to public water, no road access, or apparent agricultural use were excluded from consideration as a comparable sale.

The 2023 aerial photography captured by EagleView Inc. was utilized to help evaluate the characteristics of both the subject and comparable properties. This photography was completed in late April through early May 2023.

The valuations of these three parcels are as follows:

38-0-035500: **\$94,800**

38-0-037900: **\$68,000**

38-0-040800: **\$62,500**

Parcel 38-0-040800 sold for \$93,500 in October 2021. This sale price does not match what other comparable sales show for this type of land.

These value estimates are intended for the purposes of the Aitkin County Land Department. It was prepared using the procedures and methods of licensed Minnesota assessors. This estimate is not intended to have the level of detail, scope of work, and level of accuracy found in a full narrative appraisal conducted by an appraiser licensed by the Department of Commerce.

Please contact me with any questions.

Sincerely,



Mike Dangers

Aitkin County Assessor



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Fire Protection Contract with City of Palisade

|  |  |   |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA<br><input checked="" type="checkbox"/> CONSENT AGENDA<br><input type="checkbox"/> INFORMATION ONLY   | <b>Action Requested:</b><br><input checked="" type="checkbox"/> Approve/Deny Motion<br><input type="checkbox"/> Adopt Resolution (attach draft)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested<br><input type="checkbox"/> Discussion Item<br><input type="checkbox"/> Hold Public Hearing* |
| <b>Submitted by:</b><br>Kirk Peysar, County Auditor  |  | <b>Department:</b><br>County Auditor  |
| <b>Presenter (Name and Title):</b><br>Kirk Peysar, County Auditor  |  | <b>Estimated Time Needed:</b><br>n/a  |
| <b>Summary of Issue:</b><br><br>Approve and authorize signatures to the 2024 Fire Protection Contract for the unorganized townships served by the Palisade Fire Department.  |  |   |
| <b>Alternatives, Options, Effects on Others/Comments:</b><br><br>  |  |   |
| <b>Recommended Action/Motion:</b><br>Approve and authorize signatures to the contract with City of Palisade for 2024   |  |   |
| <b>Financial Impact:</b><br>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No<br>What is the total cost, with tax and shipping? \$ as attached<br>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> |  |   |

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

**Kirk Peysar**  
**Aitkin County Auditor**  
307 Second Street Northwest Room 121  
Aitkin, Minnesota 56431  
218.927.7354

August 1, 2023

To: Board of Commissioners

From: Kirk Peysar, County Auditor

Re: 2024 Fire Protection contract with the City of Palisade

The City of Palisade has submitted a renewal contract to provide fire protection to the 5 neighboring unorganized townships. The allocation of fire protection costs are as follows: 50-26 \$1631.83; 51-25 \$296.38; 49-27 \$ 5295.18; 50-27 \$348.62; and 50-25 \$1630.68, (Total \$9202.69).

Request to authorize signatures to the 2024 Fire Protection contract with the City Palisade for the unorganized townships.

**CITY OF PALISADE**  
**Palisade Fire Department**  
**Agreement of Fire Protection**

This Agreement Made and entered into this 4th day of November 2022 by and between the City of Palisade, a Municipal corporation of Aitkin County, MN and the City of Palisade of Aitkin, County, MN.

WHEREAS, the second party, deeming it advisable to have available for the benefit of the residents said Township, service of the first parties Fire Department, and the Electors of said Town having pursuant to law, provided a fund for furnishing of said service and WHEREAS, the first party has by appropriate action authorized its Mayor and Council Members to enter into a contract with the second party for furnishing of said service. NOW, THEREFORE, it is mutually agreed between the parties hereto, that for a period of ONE YEAR from and after the date hereof, the FIRE DEPARTMENT of the first party will answer any and all fire calls of the residents in the following sections of Unorganized Townships.

and will respond to such calls with suitable firefighting apparatus manned by at least three members of the Palisade Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said service, second party agrees to pay as following; 50-26 \$1631.83:51-25\$296.38:49-27\$295.18:50-27\$348.62: 50-25\$1630.68 = \$9202.69. The amount of \$9202.69 due and payable by Jul 1<sup>st</sup> 2023.

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

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

CONTRACT DATE: JANUARY 1, 2024 to DECEMBER 31, 2024.

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

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

Shawn M. DeWitt  
Barb Facker

Nancy Harvill  
David Smor

Unorganized TOWNSHIP, A MUNICIPAL CORPORATEON OF AITKIN COUNTY, MN

\_\_\_\_\_

City of Palisade PO Box 144 304 Main Street Palisade, MN 56469 city@frontierngt.net (218) 845-2051

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

**2023 ESTIMATED MN CARE TAX, HHS**

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  
8/2/23 10:10AM

# Aitkin County



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

| Vendor No.           | Name<br>Account/Formula                         | Rpt<br>Accr | Amount        | Warrant Description<br>Service Dates                  | Invoice #<br>Paid On Bhf # | Account/Formula Description<br>On Behalf of Name | 1099 |
|----------------------|---|-------------|---------------|---|----------------------------|--|------|
| 1                    | <b>8410 Bremer Bank</b><br>05-400-400-0402-6360 |             | 162.59        | 2023 EST MN CARE TAX-TYPE399<br>07/01/2023 09/30/2023 | 1-832-663-648              | Services, Labor, Contracts                       | N    |
|                      | <b>8410 Bremer Bank</b>                         |             | <b>162.59</b> | <b>1 Transactions</b>                                 |                            |  |      |
| <b>5 Fund Total:</b> |   |             | <b>162.59</b> | <b>Health &amp; Human Services</b>                    | <b>1 Vendors</b>           | <b>1 Transactions</b>                            |      |
| <b>Final Total:</b>  |   |             | <b>162.59</b> | <b>1 Vendors</b>                                      | <b>1 Transactions</b>      |  |      |

# Aitkin County



**Recap by Fund**

| <u>Fund</u>      | <u>AMOUNT</u> | <u>Name</u>             |
|------------------|---------------|-------------------------|
| 5                | 162.59        | Health & Human Services |
| <b>All Funds</b> | <b>162.59</b> | <b>Total</b>            |

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Business Development & Recreation Grant: Award funding

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

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| <b>Submitted by:</b><br>Mark Jeffers | <b>Department:</b><br>Administration |
|--------------------------------------|--------------------------------------|

|  |  |
|--|--|
| <b>Presenter (Name and Title):</b><br>Mark Jeffers, Economic Development Coordinator | <b>Estimated Time Needed:</b><br>5 minutes |
|--|--|

**Summary of Issue:**

The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Business Development & Recreation Grant Program. Grant applications and grant award summary are included.

The Committee was unanimous on the recommendation. The Committee recommends and requests approval to award the following grants at this time:

City of Aitkin sign project \$1,000.

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 & Recreation Grant.

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

**Recommended Action/Motion:**  
Economic Development requests approval of a motion to award the recommended grants.

**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:*



#7

## 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: *Welcome to Aitkin – Sign Project*

Date(s) of Program: *Spring/Summer 2023*

Location of Program: *City of Aitkin*

Organization/Community Name: *City of Aitkin*

Person in Charge of Project: *Jen Thompson, City Clerk*

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

*130 Southgate Drive – Ste 200, Aitkin, MN 56431*

Contact Person's Phone #: *(218) 927-2527*

Contact Person's Email: *jen@ci.aitkin.mn.us*

Description/focus/purpose of your organization:

#### FUNDING:

Amount requested from Aitkin County **\$ 2,000.00**  
(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 **\$ 8,600.00**

Total projected budget **\$ 10,600.00**

**PROJECT/EVENT DESCRIPTION:** Be concise and complete; attach supporting information if needed.

*Replace 5 welcome to Aitkin signs with updated city logo & rehab foundations where necessary. \*See attached photos.*



What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

*The City of Aitkin wants to support and represent the growth and excitement happening in our community. By updating and refreshing our decade old welcome signs it shows pride in our destination community. The current foundations will be repaired and re-used. The 5 signs will be replaced and updated with the current City of Aitkin logo giving a new inviting look as you enter the city.*

Explain how your project will bring visitors to or provide a positive and sustainable economic impact on Aitkin County. *This project enhances the perception and welcoming nature of the City of Aitkin. If you come from the North or South, or the East or West, we are at the crossroads of the transportation hub that serves our region. Welcoming visitors to our community is the express purpose of having high-visibility signage that impacts our city. Highways 169, 210, 47 & County Road 1 are major arteries that serve the City of Aitkin and are the gateway to the incredible outdoor region, residential living, and thriving businesses. This signage exemplifies the pride we take in our community and represents that tradition and welcoming nature we strive to extend to residents and visitors.*

List target markets: *Cyclists, campers, snowmobilers, fisherman, hikers, outdoor recreation enthusiasts, business professionals, visitors, city & county residents.*

List target audience: *Tourists, commuters, & citizens.*

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

| Category                               | Grant Funds       | Applicant Funds   | Total              |
|--|-------------------|-------------------|--------------------|
| <i>Rehab 5 Welcome to Aitkin Signs</i> | <i>\$2,000.00</i> | <i>\$8,600.00</i> | <i>\$10,600.00</i> |
|  |                   |                   |                    |
|  |                   |                   |                    |
|  |                   |                   |                    |
|  |                   |                   |                    |
|  |                   |                   |                    |
|  |                   |                   |                    |
| <b>TOTALS</b>                          | <b>\$2,000.00</b> | <b>\$8,600.00</b> | <b>\$10,600.00</b> |

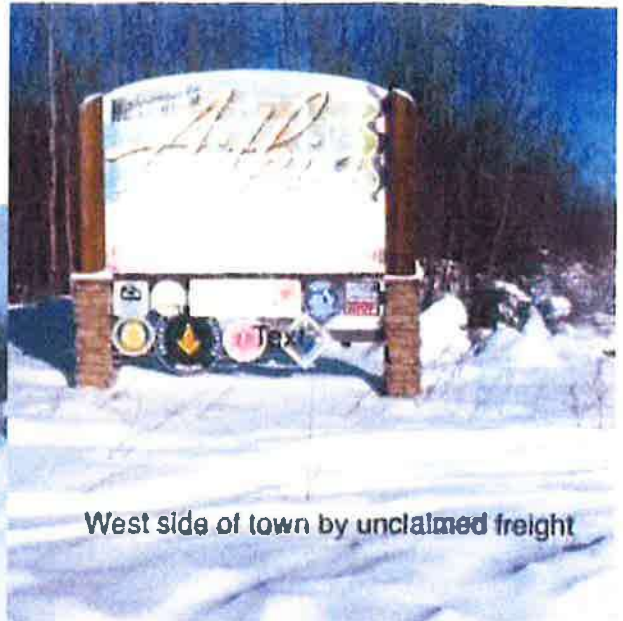
Contact Signature:

Name *Jennifer Thompson* Date: *3/23/2023*

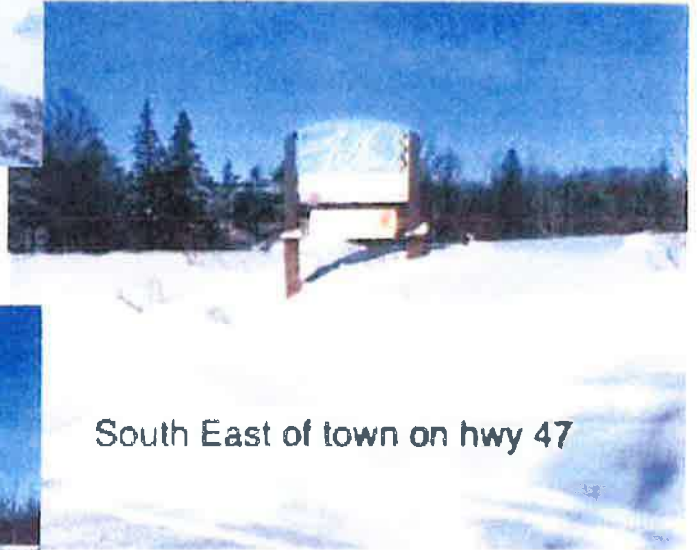
# Current Signs



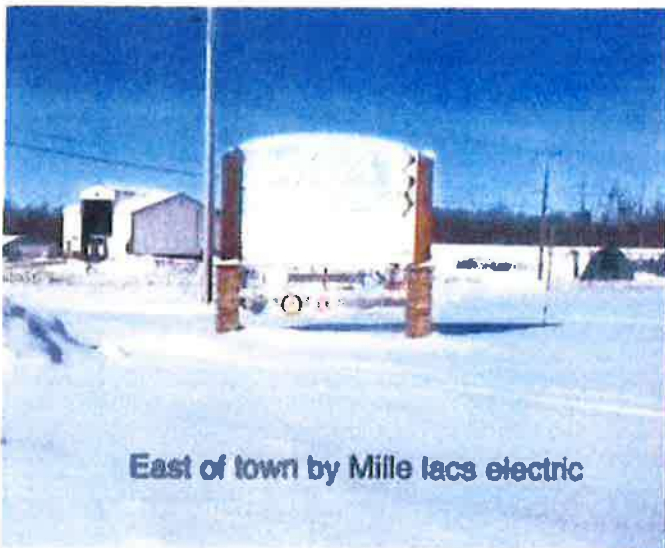
North side of town by fairgrounds



West side of town by unclaimed freight



South East of town on hwy 47



East of town by Mille lacs electric



South of town on hwy 169

Welcome to Aitkin - Sign Project

**Cost Estimate Summary & Funding Sources**

|   |                             |                    |
|---|-----------------------------|--------------------|
| <b>Estimate #1 Jessie Jane's Signs</b>        | Replace 5 Signs (Option #1) | \$5,538.75         |
| Bid one repair but staff anticipates another> | Foundation Repair (2)       | \$4,000.00         |
| Added by City Staff>                          | Contingencies               | \$1,000.00         |
|   | <b>TOTAL &gt;</b>           | <b>\$10,538.75</b> |

**Estimate #2 Tidholm Productions** Declined to bid

|  |                             |                   |
|--|-----------------------------|-------------------|
| <b>Estimate #3 Upland Advertising (RECOMMENDATION)</b> | Replace 5 Signs (Option #1) | \$4,580.00        |
| Bid one repair but staff anticipates another>          | Foundation Repair (2)       | \$600.00          |
| Added by City Staff>                                   | Contingencies               | \$1,000.00        |
|  | <b>TOTAL &gt;</b>           | <b>\$6,180.00</b> |

\*Details added after original quote was requested.

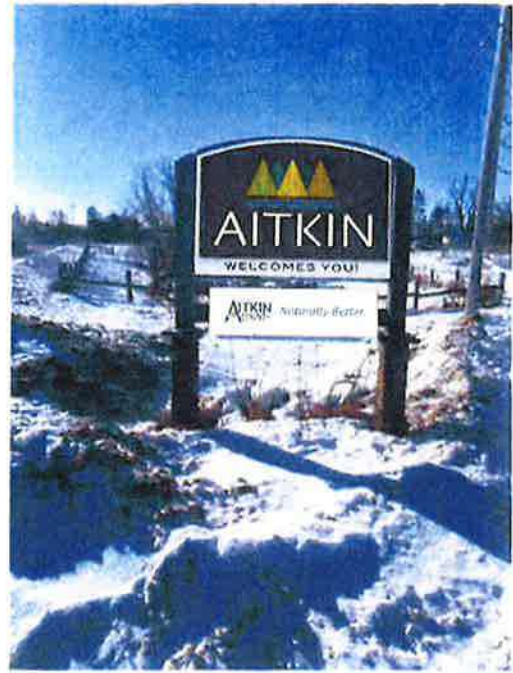
|                                  |                                |                   |
|----------------------------------|--------------------------------|-------------------|
| Aitkin County - Naturally Better | Additional Rider Panels        | \$1,600.00        |
|                                  | Prep & 2 Coat Stain wood posts | \$1,200.00        |
|                                  | <b>TOTAL &gt;</b>              | <b>\$8,980.00</b> |

**WELCOME SIGN PROJECT**

| <b>FUNDING SOURCE</b>                |                    | <b>Estimated Project Cost &gt;</b> | <b>\$10,600.00</b>  | <b>Status</b>   |
|--------------------------------------|--------------------|------------------------------------|---------------------|-----------------|
| IRRRB (1:1 Match)                    |                    |                                    | <b>(\$3,000.00)</b> | <b>Awarded</b>  |
| Aitkin Co. Business Development      | Max amount is \$2K |                                    | <b>(\$2,000.00)</b> | <b>Pending</b>  |
| City of Aitkin EDA ( 5/11/2023 Mtg.) | (Approximate need) |                                    | <b>(\$5,600.00)</b> | <b>Approved</b> |



approx. 3'6" x 5' - aluminum laminate panel



approx. 3'6" x 5' - aluminum laminate panel



WELCOMES YOU!



aluminum laminate panels  
printed with UV clearcoat

flat panel - aluminum laminate panels - with UV clearcoat

(3) approx. 7' x 10'

(2) approx. 3.6" x 5'

- project management

- site survey/ measurements

- graphic design/ creative

- full color printing

- on 1/4" aluminum laminate panels

- UV protective clearcoat

- 7' x 10' panels ..... \$1250.00 each including installation

- 3'6" x 5' signs ..... \$415.00 each including installation

Total ..... \$4580.00

Straighten sign on Hwy. 47 SE ..... \$300.00 (2 = \$600.00)

Additional rider panels

(3) approx. 30" x 8'

(2) approx. 12" x 4'

installation

Total ..... \$1600.00 +

prep. and 2 coat stain existing wood posts

all signs ..... \$1200.00 +

\$8,980.00

estimate valid for 30 days

to be paid in full upon completion

**UPLAND**

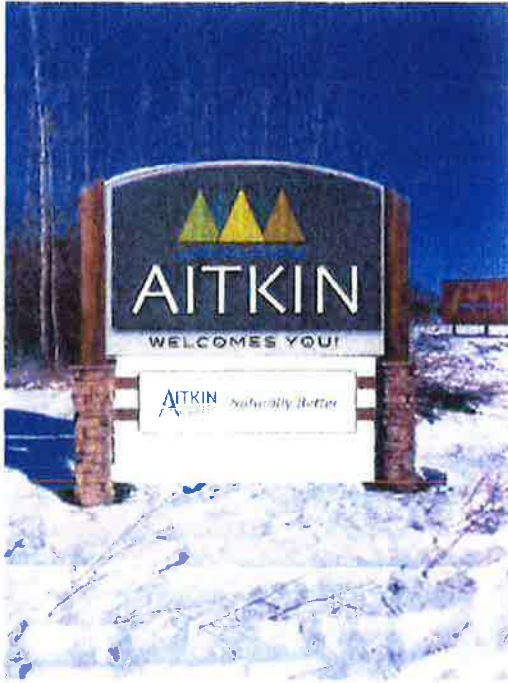
ADVERTISING & DESIGN, LLC

21683 Campbell Lake Rd. Merrifield, MN 56465  
218/878/9435

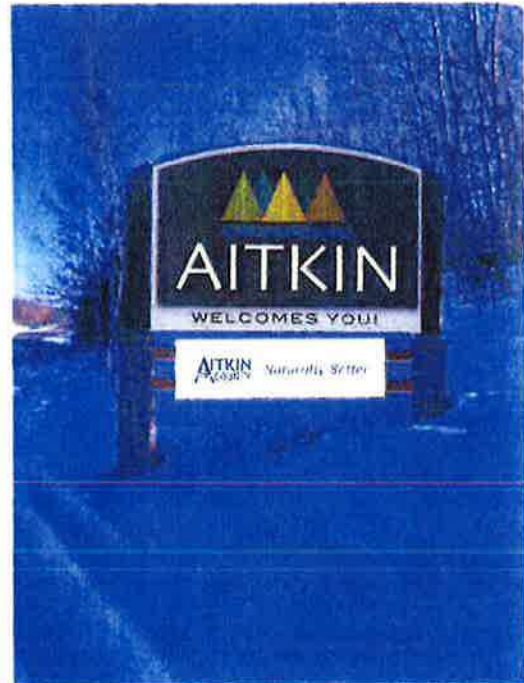
City of Aitkin  
5 city signs - creative/ estimate  
2/16/23

• This artwork and creative is property of Uoland Advertising & Design, LLC. unauthorized reproduction is prohibited

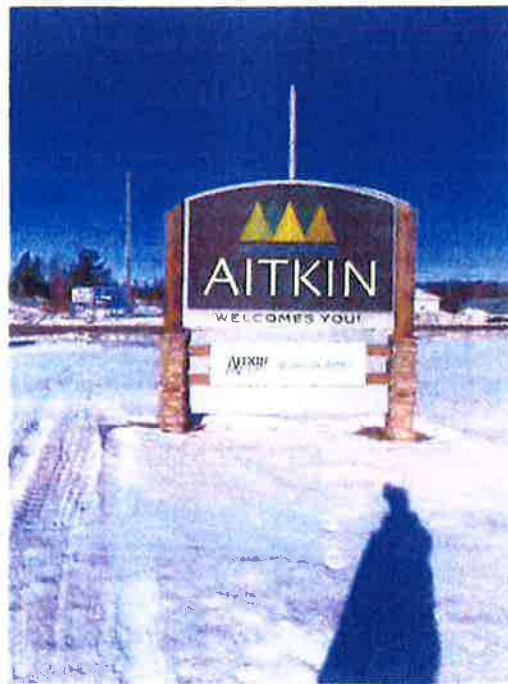




approx. 7' x 10' - aluminum laminate panel



approx. 7' x 10' - aluminum laminate panel



approx. 7' x 10' - aluminum laminate panel

City of Aitkin  
5 city signs - creative/ estimate  
2/16/23

**UPLAND**  
ADVERTISING & DESIGN, LLC  
21683 Campbell Lake Rd., Merrifield, MN 56465  
218/828/9435

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RESOLUTION NO. 2023-02-06C

**A RESOLUTION AUTHORIZING THE CITY OF AITKIN TO MAKE APPLICATION TO AND ACCEPT FUNDS FROM AITKIN COUNTY BUSINESS DEVELOPMENT & RECREATION GRANT PROGRAM**

Council Member Iron Horse introduced the following resolution and moved its adoption:

**WHEREAS**, the authorizing authority approves application on behalf of the City of Aitkin for an Aitkin County Business Development & Recreation Grant Program the Welcome to Aitkin Signage project, and

**WHEREAS**, the authorizing authority hereby agrees to accept funding for the underlying project if approved by Aitkin County.

**NOW THEREFORE BE IT RESOLVED** that the authorizing authority of the City of Aitkin does hereby adopt this resolution.

Council Member June Miller seconded the motion, and it was declared adopted upon the following vote: all members voting aye.

Office of the City Administrator     )  
City of Aitkin                             )ss.  
State of Minnesota                     )

I, Michael Skrbich, City Administrator of the City of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on February 6<sup>th</sup>, A.D., 2023, and that the same is true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 6<sup>th</sup> day of February, A.D., 2023.



Megan Workman  
Megan Workman, Mayor

ATTEST:

Michael Skrbich  
Michael Skrbich, City Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Revitalization Grant: Award funding

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

|                                      |                                      |
|--------------------------------------|--------------------------------------|
| <b>Submitted by:</b><br>Mark Jeffers | <b>Department:</b><br>Administration |
|--------------------------------------|--------------------------------------|

|  |  |
|--|--|
| <b>Presenter (Name and Title):</b><br>Mark Jeffers, Economic Development Coordinator | <b>Estimated Time Needed:</b><br>5 minutes |
|--|--|

**Summary of Issue:**

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.

The Committee recommends and requests approval to award the following grants at this time:

Hometown Lumber, McGregor \$5,000  
 McGregor Baking Company \$4,000

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.

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

**Recommended Action/Motion:**  
 Economic Development requests approval of a motion to award the recommended grants.

**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:*

### 2023 Revitalization Grant Program

| #  | Applicant Name          | Project Name      | Contact Name | Email                   | City     | Phone        | \$ requested | \$ Awarded  | Informed |
|----|-------------------------|-------------------|--------------|-------------------------|----------|--------------|--------------|-------------|----------|
| 25 | McGregor Home Center    | exterior upgrades | Troy Johnson | tjsinspection@gmail.com | McGregor | 218.390.5821 | \$ 5,000.00  | \$ 5,000.00 |          |
| 26 | McGregor Baking Company | exterior upgrades | Katie Nelson |                         | McGregor |              | \$ 4,000.00  | \$ 4,000.00 |          |
|    |                         |                   |              |                         |          |              | \$ -         | \$ 9,000.00 |          |

Remaining      \$    60,422.00



## 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:** McGregor Home Center LLC

**Address:** 94 Maddy Street McGregor, MN 55760

**Person in Charge of Project:** Troy Johnson

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**

PO Box 27

McGregor MN 55760

**Contact Person's Phone #:** 218-390-5821

**Contact Person's Email:** [tjinspection@gmail.com](mailto:tjinspection@gmail.com)

**Description of your organization:** Office Rentals-Neighborgoods Store

**Mission Statement of your organization:**



**FUNDING:**

Amount requested from Aitkin County \$ 5000  
 (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 \$ 8000

Total projected budget \$ 13000

**PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.**

McGregor Home Center is a historic building in downtown McGregor. It was once home to Joe's Hardware. Over the years required maintenance has been done to fix leaks and protect the interior from further damage from water and ice. In its current condition it needs cosmetic updates to finish the exterior. It is located directly across from the railroad tracks and is one of the first buildings visitors see as they come into the downtown area. The exterior project would bring new life to the building and the downtown. The front of the building will be reinsulated, framed and resided. A custom thermopain door would be added and lighting will be incorporated into the building to increase awareness of the renter's signs. The updates and repairs are considerably more costly due to the age of the building. Our design plan is simple and will take into account the history of this building, but the updates will make a considerable impact for our tenants and visitors. We hope to begin this project in the beginning of August and have it completed prior to are large community event- Wild Rice Days

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

| Category   | Grant Funds   | Applicant Funds | Total          |
|--|---------------|-----------------|----------------|
| Framing materials for reconstructing front and roof line | \$1500        | \$1500          | \$3000         |
| Lighting-to be integrated into building exterior         | \$1500        | \$1500          | \$3000         |
| New custom entry door                                    | \$1000        | \$1500          | \$2500         |
| Exterior Siding and Trim                                 | \$500         | \$2500          | \$3000         |
| Exterior Paint and finishes                              | \$500         | \$1000          | \$1500         |
|  |               |                 |                |
| <b>TOTALS</b>  | <b>\$5000</b> | <b>\$8000</b>   | <b>\$13000</b> |

Will your organization accept a grant if it is partially funded? Yes, any help with funding this project would be greatly appreciated.

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: 7-5-23



## **AITKIN COUNTY BUSINESS REVITALIZATION GRANT PROGRAM**

### **PROGRAM OVERVIEW**

Aitkin County has received Federal Fiscal Recovery Funding from the American Rescue Plan Act. The Fiscal Recovery Fund was established to help turn the tide on the pandemic, address its economic fallout and lay the foundation for a strong and equitable recovery. The Aitkin County Board of Commissioners, have approved funding to be used to directly impact the Community of Aitkin County by establishing the Aitkin County Business Revitalization Grant Program.

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.

**Grant Guidelines:** Guidelines for application and awarding of Aitkin County Business Revitalization grants are as follows:

1. **Funding Limits:** Minimum of \$1000 and a maximum of \$5,000 per grant application. 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.
2. **Matching Funds:** The Aitkin County Business Revitalization grant Program is intended to leverage locally funded promotions and not replace that funding. Significant consideration will be given to the amount and quality of matching funds/in kind contributions when grant applications are evaluated by the Economic Development Committee and County Board. Applicants are required to provide a 1:1 match of all funds awarded.
3. **County-Wide Distribution:** The intent of this program is to provide assistance throughout Aitkin County. Consideration shall be given to amounts awarded and number of grants approved for any particular region of the county to ensure that an equitable level of funding is available throughout the county.
4. Grant funds shall not be used to pay the salaries of part or full time staff associated with your business activity. Funds shall not be used for any type of prizes or other material items that may be offered, awarded, sold or given away.
5. Aitkin County Business Revitalization Grant funds may not be used to reimburse expenses occurred prior to grant approval by Aitkin County.
6. The Aitkin County Economic Development Committee will rank applications based on creativity and beautification concepts.
7. **Eligible Project Examples:**
  - Improvement of exterior building and/or entry aesthetics.
  - Replacement of weathered awnings or signage.
  - Exterior business area revitalization to existing structure(s).



8. Eligible organizations:
- Businesses located in Aitkin County.

**Application Procedure:** Guidelines for applications are as follows:

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 meetings of the Aitkin County Economic Development Committee in 2023. Application deadline is **ongoing until all available funds are awarded**.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

**Reporting Requirements**

1. Applicants that **are awarded** a Revitalization Grant are required to submit proof of fund use prior to the **end of the one-year** grant period. Reporting information documents and deadlines will be **included in the award letter**.
2. Economic Development staff will collaborate with grant award winners to verify qualified grant use.
3. Unused funds at the conclusion of the one-year grant period must be returned to Aitkin County.

Further information and additional forms and materials may be obtained by contacting:

Mark Jeffers  
Aitkin County Economic Development Coordinator  
218-531-6188  
[mark.jeffers@co.aitkin.mn.us](mailto:mark.jeffers@co.aitkin.mn.us)





#26

### Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:  
mark.jeffers@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 318,  
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: *McBregor Baking Company*  
 Address: *42360 170th Place  
 McBregor MN 55760*

Person in Charge of Project: *Katie Nelson*  
 Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):  
*same*

Contact Person's Phone #: *218-349-7250*  
 Contact Person's Email: *knelson0922@gmail.com*

Description of your organization:  
*McBregor Baking Company focuses on consistency and follow through. Delivering a product to satisfy customers. MBC provides donuts, muffins, pastries, breads, sandwiches and soups daily.*

Mission Statement of your organization:  
*McBregor Baking company consistently provides outstanding customer service and high quality baked goods, raising above our customers expectations.*



**FUNDING:**

Amount requested from Aitkin County \$ 4,000  
 (Maximum \$1000, maximum projects is \$5,000) The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount requested at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of applicant's match: \$ 4,000

Total projected budget: \$ 8,000

**PROJECT DESCRIPTION:** Be concise and complete; attach supporting information if needed.

*We purchased The Moregor Baking Company June 2023. We desire to improve the outside aesthetic with new signage, comfortable outdoor seating and a large mural on the side of the building. The grant funds will be greatly appreciated to*

**PROJECT BUDGET:** in the space below, provide a budget for the entire project.

| Category                      | Grant Funds    | Applicant Funds | Total             |
|-------------------------------|----------------|-----------------|-------------------|
| Concrete patio & garbage slab | \$1,000        | \$1,000         | \$2,000           |
| Logo/signage                  | \$500          | \$500           | \$1,000           |
| Furniture                     | \$1,500.00     | \$1,500         | \$3,000           |
| Outdoor signage               | \$1,000.00     | \$1,000         | \$2,000           |
| <b>TOTALS</b>                 | <b>\$4,000</b> | <b>\$4,000</b>  | <b>\$8,000.00</b> |

Will your organization accept a grant if it is partially funded?

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: Karen Nelson

Date: 7/24/23



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** ARI Proposal

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

|                                    |                                   |
|------------------------------------|-----------------------------------|
| <b>Submitted by:</b><br>Jim Bright | <b>Department:</b><br>Maintenance |
|------------------------------------|-----------------------------------|

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Jim Bright Facilities Coordinator | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

I am presenting the base contract and amendment for the professional agreement between Architectural Resources and Aitkin County for the design and bid preparation for the replacement of the boiler and chiller in the jail. The agreement has been reviewed and approved by the county attorney.

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

**Recommended Action/Motion:**  
Approve the base contract and amendment for the replacement of the boiler and chiller in jail

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$ 750,000

Is this budgeted?  Yes  No *Please Explain:*

Fiscal recovery funds have been set aside for this project.



# AIA® Document G802® – 2017

## Amendment to the Professional Services Agreement

**PROJECT:** *(name and address)*  
Aitkin County Jail Boiler Replacement  
217 2nd Street NW  
Aitkin, MN 56431

**AGREEMENT INFORMATION:**  
Date: February 22, 2023

**AMENDMENT INFORMATION:**  
Amendment Number: 001

ARI Project #2022-177

Date: February 22, 2023

**OWNER:** *(name and address)*  
Aitkin County  
307 2nd Street NW  
Aitkin, MN 56431

**ARCHITECT:** *(name and address)*  
Architectural Resources, Inc.  
704 East Howard Street  
Hibbing, MN 55746

The Owner and Architect amend the Agreement as follows:

Architectural Resources, Inc. (ARI) is to perform professional design services for the replacement of the existing boiler and chiller at Aitkin County Jail as outlined in the attached Professional Services Proposal dated November 11, 2022.

The Architect's compensation shall be adjusted as follows:

Eight Percent (8%) of the total construction cost of scope outlined. Total construction cost as defined and applied in the base agreement.

**SIGNATURES:**

Architectural Resources, Inc.

Aitkin County

**ARCHITECT** *(Firm name)*

**OWNER** *(Firm name)*



\_\_\_\_\_

**SIGNATURE**

**SIGNATURE**

Katie Hildenbrand, President,  
CID

\_\_\_\_\_

**PRINTED NAME AND TITLE**

**PRINTED NAME AND TITLE**

02/22/2023

\_\_\_\_\_

**DATE**

**DATE**



November 11, 2022

Jim Bright  
Aitkin County  
209 – 2<sup>nd</sup> Street NW, Room 166  
Aitkin, MN 56431

**Professional Services Proposal**

Aitkin County Jail Boiler Replacement  
ARI Project # 2022-177

Jim,

Thank you for the opportunity to submit the following professional design services proposal for the Aitkin County Jail Boiler Replacement.

**Project Understanding:**

ARI understands that this project is to include the replacement of the existing boiler and chiller in the Aitkin County Jail. The boiler and chiller are original to the building and have served their useful life.

**Proposed Scope of Work:**

Based on our above understanding, ARI proposes the following scope of work:

- Onsite review of existing mechanical systems
- Include design option for potential growth at the Sally Port
- Prepare design narrative and probable cost of construction
- Prepare Construction Documents
- Coordination of plans and bidding
- Construction Administration

**Proposed Fee**

ARI will prepare the above scope of work at a fee of 8% of the probable cost of construction of \$750,000.

Please review our proposal and don't hesitate to reach out with any questions. Again, thank you for this opportunity.

Respectfully,

ARCHITECTURAL RESOURCES, INC.

Katie Hildenbrand, President, CID

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**ARCHITECTURAL RESOURCES INC**

704 East Howard Street | Hibbing, MN 55746  
Tel: 218.263.6868 | Fax: 218.722.6803

126 East Superior Street | Duluth, MN 55802  
Tel: 218.727.8481 | Fax: 218.727.8483

[www.arimn.com](http://www.arimn.com)



# AIA® Document B101® – 2017

## Standard Form of Agreement Between Owner and Architect

**AGREEMENT** made as of the twenty-second day of February in the year two thousand twenty-three

*(In words, indicate day, month and year.)*

**BETWEEN** the Architect’s client identified as the Owner:

*(Name, legal status, address and other information)*

Aitkin County  
307 2<sup>nd</sup> Street NW  
Aitkin, MN 56431

and the Architect:

*(Name, legal status, address and other information)*

Architectural Resources, Inc.  
704 East Howard Street  
Hibbing, MN 55746

for the following Project:

*(Name, location and detailed description)*

Aitkin County

Project Scope – As defined by Contract Amendment

The Owner and Architect agree as follows.

### ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

## TABLE OF ARTICLES

|    |                                      |
|----|--------------------------------------|
| 1  | INITIAL INFORMATION                  |
| 2  | ARCHITECT'S RESPONSIBILITIES         |
| 3  | SCOPE OF ARCHITECT'S BASIC SERVICES  |
| 4  | SUPPLEMENTAL AND ADDITIONAL SERVICES |
| 5  | OWNER'S RESPONSIBILITIES             |
| 6  | COST OF THE WORK                     |
| 7  | COPYRIGHTS AND LICENSES              |
| 8  | CLAIMS AND DISPUTES                  |
| 9  | TERMINATION OR SUSPENSION            |
| 10 | MISCELLANEOUS PROVISIONS             |
| 11 | COMPENSATION                         |
| 12 | SPECIAL TERMS AND CONDITIONS         |
| 13 | SCOPE OF THE AGREEMENT               |

*(Paragraph deleted)*

### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")*

§ 1.1.1 The Owner's program for the Project:

*(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)*

As defined by Contract Amendment

§ 1.1.2 The Project's physical characteristics:

*(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)*

As defined by Contract Amendment

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

*(Provide total and, if known, a line item breakdown.)*

As defined by Contract Amendment

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

*(Paragraphs deleted)*

As defined by Contract Amendment

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§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:  
*(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)*

As defined by Contract Amendment

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:  
*(Identify and describe the Owner's Sustainable Objective for the Project, if any.)*

As defined by Contract Amendment

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™–2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204–2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204–2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:  
*(List name, address, and other contact information.)*

Jim Bright, Maintenance Supervisor  
Aitkin County  
209 2<sup>nd</sup> Street NW, Room 166  
Aitkin, MN 56431  
Telephone Number: 218-927-7363  
Email Address: jim.bright@co.aitkin.mn.us

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:  
*(List name, address, and other contact information.)*

As defined by Contract Amendment

§ 1.1.9 The Owner shall retain the following consultants and contractors:

*(Paragraphs deleted)*

As defined by Contract Amendment

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:  
*(List name, address, and other contact information.)*

Katie Hildenbrand, President, CID  
Architectural Resources, Inc.  
704 East Howard Street  
Hibbing, MN 55746  
Telephone Number: 218-263-6868  
Email Address: katie.hildenbrand@arimn.com

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:  
*(List name, legal status, address, and other contact information.)*

§ 1.1.11.1 Consultants retained under Basic Services:

*(Paragraphs deleted)*

As defined by Contract Amendment



§ 1.1.11.2 Consultants retained under Supplemental Services:

As defined by Contract Amendment

§ 1.1.12 Other Initial Information on which the Agreement is based:

As defined by Contract Amendment

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

## ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than two million dollars (\$ 2,000,000 ) for each occurrence and four million dollars (\$ 4,000,000 ) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million dollars (\$ 1,000,000 ) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than one million dollars (\$ 1,000,000 ) each accident, one million dollars (\$ 1,000,000 ) each employee, and one million dollars (\$ 1,000,000 ) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than two million dollars (\$ 2,000,000 ) per claim and four million dollars (\$ 4,000,000 ) in the aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

### ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

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## § 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

§ 3.2.3 The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 3.2.5 Based on the Owner's approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

## § 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

## § 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the

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further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

### § 3.5 Procurement Phase Services

#### § 3.5.1 General

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

#### § 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

#### § 3.5.3 Negotiated Proposals

§ 3.5.3.1 Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

§ 3.5.3.2 The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

## § 3.6 Construction Phase Services

### § 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

### § 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

### § 3.6.3 Certificates for Payment to Contractor

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.6.3.3 The Architect shall maintain a record of the Applications and Certificates for Payment.

### § 3.6.4 Submittals

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

**§ 3.6.5 Changes in the Work**

**§ 3.6.5.1** The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner’s approval and execution in accordance with the Contract Documents.

**§ 3.6.5.2** The Architect shall maintain records relative to changes in the Work.

**§ 3.6.6 Project Completion**

**§ 3.6.6.1** The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner’s review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect’s knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

**§ 3.6.6.2** The Architect’s inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

**§ 3.6.6.3** When Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

**§ 3.6.6.4** The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

**§ 3.6.6.5** Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

**ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES**

**§ 4.1 Supplemental Services**

**§ 4.1.1** The services listed below are not included in Basic Services, unless identified in Article 3, but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect’s responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

*(Designate the Architect’s Supplemental Services and the Owner’s Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)*

| <b>Supplemental Services</b>                  | <b>Responsibility</b><br><i>(Architect, Owner, or not provided)</i> |
|---|---|
| <b>§ 4.1.1.1</b> Programming                  | Refer to 4.1.2 below  |
| <b>§ 4.1.1.2</b> Multiple preliminary designs | Refer to 4.1.2 below  |
| <b>§ 4.1.1.3</b> Measured drawings            | Refer to 4.1.2 below  |
| <b>§ 4.1.1.4</b> Existing facilities surveys  | Refer to 4.1.2 below  |
| <b>§ 4.1.1.5</b> Site evaluation and planning | Refer to 4.1.2 below  |

Init.

| <b>Supplemental Services</b>   | <b>Responsibility</b><br><i>(Architect, Owner, or not provided)</i> |
|--|---|
| § 4.1.1.6 Building Information Model management responsibilities               | Refer to 4.1.2 below  |
| § 4.1.1.7 Development of Building Information Models for post construction use | Refer to 4.1.2 below  |
| § 4.1.1.8 Civil engineering  | Refer to 4.1.2 below  |
| § 4.1.1.9 Landscape design   | Refer to 4.1.2 below  |
| § 4.1.1.10 Architectural interior design                                       | Refer to 4.1.2 below  |
| § 4.1.1.11 Value analysis  | Refer to 4.1.2 below  |
| § 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3        | Refer to 4.1.2 below  |
| § 4.1.1.13 On-site project representation                                      | Refer to 4.1.2 below  |
| § 4.1.1.14 Conformed documents for construction                                | Refer to 4.1.2 below  |
| § 4.1.1.15 As-designed record drawings   | Refer to 4.1.2 below  |
| § 4.1.1.16 As-constructed record drawings                                      | Refer to 4.1.2 below  |
| § 4.1.1.17 Post-occupancy evaluation   | Refer to 4.1.2 below  |
| § 4.1.1.18 Facility support services   | Refer to 4.1.2 below  |
| § 4.1.1.19 Tenant-related services   | Refer to 4.1.2 below  |
| § 4.1.1.20 Architect's coordination of the Owner's consultants                 | Refer to 4.1.2 below  |
| § 4.1.1.21 Telecommunications/data design                                      | Refer to 4.1.2 below  |
| § 4.1.1.22 Security evaluation and planning                                    | Refer to 4.1.2 below  |
| § 4.1.1.23 Commissioning   | Refer to 4.1.2 below  |
| § 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3              | Refer to 4.1.2 below  |
| § 4.1.1.25 Fast-track design services  | Refer to 4.1.2 below  |
| § 4.1.1.26 Multiple bid packages   | Refer to 4.1.2 below  |
| § 4.1.1.27 Historic preservation   | Refer to 4.1.2 below  |
| § 4.1.1.28 Furniture, furnishings, and equipment design                        | Refer to 4.1.2 below  |
| § 4.1.1.29 Other services provided by specialty Consultants                    | Refer to 4.1.2 below  |
| § 4.1.1.30 Other Supplemental Services   | Refer to 4.1.2 below  |
|  |   |

**§ 4.1.2 Description of Supplemental Services**

**§ 4.1.2.1** A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

*(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)*

If any additional services as listed above in 4.1.1 are requested and/or required, description will be as defined by Contract Amendment.

**§ 4.1.2.2** A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

*(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)*



If any additional services as listed above in 4.1.1 are requested and/or required, description will be as defined by Contract Amendment.

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

#### § 4.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner:

- .1 One ( 1 ) review of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 One ( 1 ) visit to the site per week by the Architect during active construction period
- .3 One ( 1 ) observation for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One ( 1 ) observation for any portion of the Work to determine final completion.

§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.5 If the services covered by this Agreement have not been completed within the terms defined by the Contract Amendment, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™–2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the

Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### § 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box.)*

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Other: *(Specify)*

Init.

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If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

### **§ 8.3 Arbitration**

**§ 8.3.1** If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

**§ 8.3.1.1** A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

**§ 8.3.2** The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

**§ 8.3.3** The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

### **§ 8.3.4 Consolidation or Joinder**

**§ 8.3.4.1** Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

**§ 8.3.4.2** Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

**§ 8.3.4.3** The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

**§ 8.4** The provisions of this Article 8 shall survive the termination of this Agreement.

## **ARTICLE 9 TERMINATION OR SUSPENSION**

**§ 9.1** If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

*(Paragraphs deleted)*

If applicable, as defined by Contract Amendment

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

## **ARTICLE 10 MISCELLANEOUS PROVISIONS**

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201–2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

§ 10.10 The Architect shall be available to the Owner in their coordination of work with the Environmental Specialists that may be required by the Owner for the project.

It is acknowledged by both parties that the Design Professional's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event the Design Professional or any party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of the Design Professional's services, the Design Professional may, at his or her own option and without liability for consequential or any other damages, suspend performance of services on the project until the Client retains appropriate Specialist Consultant(s) or Contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials and warrant that the job site is in full compliance with applicable laws and regulations.

§ 10.11 **Use of Email:** Due to its inherent nature, email may be vulnerable to interception by unauthorized parties during transmission. We cannot guarantee the confidentiality of any information sent by email. If you do not wish us to communicate by email on your matters, please notify us at your earliest convenience. In the absence of such notification, your consent will be assumed and we will not take any additional security measures, including but not limited to encryption. Although we subscribe to and use virus protection software we believe to be reliable, we cannot warranty that any emails or attachments are free from any virus. We recommend that you independently take steps to ensure they are actually virus-free.

## ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

As defined by Contract Amendment



*(Paragraphs deleted)*

§ 11.1.1 Neither the Architect, the Architect’s Consultants nor their agents or employees shall be jointly, severally or individually liable to the Owner in excess of the compensation to be paid pursuant to this agreement by reason of any act or omission, including breach of contract or negligence not amounting to a willful or intentional wrong.

§ 11.2 For the Architect’s Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)*

Multiple of Direct Personnel Expenses

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:

*(Insert amount of, or basis for, compensation.)*

Multiple of Direct Personnel Expenses

§ 11.4 Compensation for Supplemental and Additional Services of the Architect’s consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent ( 1.1 times the invoice amount).

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

|                              |             |           |     |    |
|------------------------------|-------------|-----------|-----|----|
| Schematic Design Phase       | fifteen     | percent ( | 15  | %) |
| Design Development Phase     | twenty      | percent ( | 20  | %) |
| Construction Documents Phase | forty       | percent ( | 40  | %) |
| Procurement Phase            | five        | percent ( | 5   | %) |
| Construction Phase           | twenty      | percent ( | 20  | %) |
| Total Basic Compensation     | one hundred | percent ( | 100 | %) |

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner’s most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner’s budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect’s consultants are set forth below. The rates shall be adjusted in accordance with the Architect’s and Architect’s consultants’ normal review practices. *(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

Hourly billing rates available upon request.

## § 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

*(Paragraphs deleted)*

- .1 Permitting and other fees required by authorities having jurisdiction over the Project (i.e., plan review fees, advertising for bids);
- .2 Printing, reproductions, plots, and standard form documents used for bidding purposes;
- .3 Postage, handling, and delivery used for bidding purposes;
- .4 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- .5 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .6 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- .7 All taxes levied on professional services and on reimbursable expenses;
- .8 Site office expenses; and
- .9 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent ( 1.1 times the invoice amount).

§ 11.9 **Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

*(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)*

## § 11.10 Payments to the Architect

### § 11.10.1 Initial Payments

§ 11.10.1.1 An initial payment of N/A (\$ N/A ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of N/A (\$ N/A ) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

### § 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid forty-five ( 45 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

*(Insert rate of monthly or annual interest agreed upon.)*

1.5% per month

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

**ARTICLE 12 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Agreement are as follows:  
(Include other terms and conditions applicable to this Agreement.)

**ARTICLE 13 SCOPE OF THE AGREEMENT**

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™–2017, Standard Form Agreement Between Owner and Architect

(Paragraphs deleted)

This Agreement entered into as of the day and year first written above.

\_\_\_\_\_  
OWNER (Signature)

\_\_\_\_\_  
(Printed name and title)

  
\_\_\_\_\_  
ARCHITECT (Signature)

Katie Hildenbrand, President, CID

\_\_\_\_\_  
(Printed name, title, and license number, if required)

# **Additions and Deletions Report for** **AIA® Document B101® – 2017**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 14:04:46 CT on 02/22/2023.

## **PAGE 1**

**AGREEMENT** made as of the twenty-second day of February in the year two thousand twenty-three

...

Aitkin County  
307 2<sup>nd</sup> Street NW  
Aitkin, MN 56431

...

Architectural Resources, Inc.  
704 East Howard Street  
Hibbing, MN 55746

...

Aitkin County

...

Project Scope – As defined by Contract Amendment

## **PAGE 2**

**ARTICLE 1 — INITIAL INFORMATION**  
**ARTICLE 1 — INITIAL INFORMATION**

...

As defined by Contract Amendment

...

As defined by Contract Amendment

...

As defined by Contract Amendment

...

**.1 — Design phase milestone dates, if any:**

.2 — Construction commencement date:

.3 — Substantial Completion date or dates:

.4 — Other milestone dates:

As defined by Contract Amendment  
**PAGE 3**

As defined by Contract Amendment

...

As defined by Contract Amendment

...

Jim Bright, Maintenance Supervisor  
Aitkin County  
209 2<sup>nd</sup> Street NW, Room 166  
Aitkin, MN 56431  
Telephone Number: 218-927-7363  
Email Address: jim.bright@co.aitkin.mn.us

...

As defined by Contract Amendment

...

~~(List name, legal status, address, and other contact information.)~~

.1 — Geotechnical Engineer:

.2 — Civil Engineer:

.3 — Other, if any:

~~(List any other consultants and contractors retained by the Owner.)~~

As defined by Contract Amendment

...  
Katie Hildenbrand, President, CID  
Architectural Resources, Inc.  
704 East Howard Street  
Hibbing, MN 55746  
Telephone Number: 218-263-6868  
Email Address: katie.hildenbrand@arimn.com

...

~~.1 — Structural Engineer:~~

~~.2 — Mechanical Engineer:~~

~~.3 — Electrical Engineer:~~

As defined by Contract Amendment  
**PAGE 4**

As defined by Contract Amendment

...

As defined by Contract Amendment

...

§ 2.5.1 Commercial General Liability with policy limits of not less than two million dollars (\$ 2,000,000) for each occurrence and four million dollars (\$ 4,000,000) in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million dollars (\$ 1,000,000) per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

**PAGE 5**

§ 2.5.5 Employers' Liability with policy limits not less than one million dollars (\$ 1,000,000) each accident, one million dollars (\$ 1,000,000) each employee, and one million dollars (\$ 1,000,000) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than two million dollars (\$ 2,000,000) per claim and four million dollars (\$ 4,000,000) in the aggregate.

PAGE 6

§ 3.2 ~~Schematic Design Phase Services~~ Schematic Design Phase Services

...

§ 3.3 ~~Design Development Phase Services~~ Design Development Phase Services

...

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with ~~Section 6.3~~ Section 6.3.

...

§ 3.4 ~~Construction Documents Phase Services~~ Construction Documents Phase Services

PAGE 7

§ 3.5 ~~Procurement Phase Services~~ Procurement Phase Services

...

§ 3.5.2 ~~Competitive Bidding~~ Competitive Bidding

...

§ 3.5.3 ~~Negotiated Proposals~~ Negotiated Proposals

PAGE 8

§ 3.6 ~~Construction Phase Services~~ Construction Phase Services

...

§ 3.6.2 ~~Evaluations of the Work~~ Evaluations of the Work

PAGE 9

§ 3.6.3 ~~Certificates for Payment to Contractor~~ Certificates for Payment to Contractor

PAGE 10

§ 3.6.5 ~~Changes in the Work~~ Changes in the Work

...

§ 3.6.6 ~~Project Completion~~ Project Completion

...

§ 4.1 ~~Supplemental Services~~ Supplemental Services

§ 4.1.1 The services listed below are not included in Basic ~~Services~~ Services, unless identified in Article 3, but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

...

|            |  |                             |
|------------|--|-----------------------------|
| § 4.1.1.1  | Programming  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.2  | Multiple preliminary designs   | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.3  | Measured drawings  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.4  | Existing facilities surveys  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.5  | Site evaluation and planning   | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.6  | Building Information Model management responsibilities               | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.7  | Development of Building Information Models for post construction use | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.8  | Civil engineering  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.9  | Landscape design   | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.10 | Architectural interior design  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.11 | Value analysis   | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.12 | Detailed cost estimating beyond that required in Section 6.3         | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.13 | On-site project representation                                       | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.14 | Conformed documents for construction                                 | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.15 | As-designed record drawings  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.16 | As-constructed record drawings                                       | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.17 | Post-occupancy evaluation  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.18 | Facility support services  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.19 | Tenant-related services  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.20 | Architect's coordination of the Owner's consultants                  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.21 | Telecommunications/data design                                       | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.22 | Security evaluation and planning                                     | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.23 | Commissioning  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.24 | Sustainable Project Services pursuant to Section 4.1.3               | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.25 | Fast-track design services   | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.26 | Multiple bid packages  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.27 | Historic preservation  | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.28 | Furniture, furnishings, and equipment design                         | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.29 | Other services provided by specialty Consultants                     | <u>Refer to 4.1.2 below</u> |
| § 4.1.1.30 | Other Supplemental Services  | <u>Refer to 4.1.2 below</u> |
|            |  |                             |

**§ 4.1.2 Description of Supplemental Services**Description of Supplemental Services

**PAGE 11**

If any additional services as listed above in 4.1.1 are requested and/or required, description will be as defined by Contract Amendment.

**PAGE 12**

If any additional services as listed above in 4.1.1 are requested and/or required, description will be as defined by Contract Amendment.



...  
**§ 4.2 Architect's Additional Services**  
**PAGE 13**

- .1 ~~(—) reviews~~ One ( 1 ) review of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 ~~(—) visits to the site by the Architect during construction~~ One ( 1 ) visit to the site per week by the Architect during active construction period
- .3 ~~(—) inspections~~ One ( 1 ) observation for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 ~~(—) inspections~~ One ( 1 ) observation for any portion of the Work to determine final completion.

...  
**§ 4.2.5** If the services covered by this Agreement have not been completed within ~~(—) months of the date of this Agreement, the terms defined by the Contract Amendment,~~ through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

**PAGE 16**

Litigation in a court of competent jurisdiction  
**PAGE 17**

**§ 8.3.4 Consolidation or Joinder**  
**PAGE 18**

~~(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)~~

.1 ~~Termination Fee:~~

.2 ~~Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:~~  
If applicable, as defined by Contract Amendment

**PAGE 19**

**§ 10.10** The Architect shall be available to the Owner in their coordination of work with the Environmental Specialists that may be required by the Owner for the project.

It is acknowledged by both parties that the Design Professional's scope of services does not include any services related to asbestos or hazardous or toxic materials. In the event the Design Professional or any party encounters asbestos or hazardous or toxic materials at the job site, or should it become known in any way that such materials may be present at the job site or any adjacent areas that may affect the performance of the Design Professional's services, the Design Professional may, at his or her own option and without liability for consequential or any other damages, suspend performance of services on the project until the Client retains appropriate Specialist Consultant(s) or Contractor(s) to identify, abate and/or remove the asbestos or hazardous or toxic materials and warrant that the job site is in full compliance with applicable laws and regulations.

**§ 10.11 Use of Email:** Due to its inherent nature, email may be vulnerable to interception by unauthorized parties during transmission. We cannot guarantee the confidentiality of any information sent by email. If you do not wish us to communicate by email on your matters, please notify us at your earliest convenience. In the absence of such notification, your consent will be assumed and we will not take any additional security measures, including but not limited to encryption. Although we subscribe to and use virus protection software we believe to be reliable, we cannot warranty that any emails or attachments are free from any virus. We recommend that you independently take steps to ensure they are actually virus-free.

...  
~~.1 — Stipulated Sum As defined by Contract Amendment  
(Insert amount)~~

~~.2 — Percentage Basis  
(Insert percentage value)~~

~~( ) % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.~~

~~.3 — Other  
(Describe the method of compensation)~~

~~§ 11.1.1 Neither the Architect, the Architect's Consultants nor their agents or employees shall be jointly, severally or individually liable to the Owner in excess of the compensation to be paid pursuant to this agreement by reason of any act or omission, including breach of contract or negligence not amounting to a willful or intentional wrong.~~

PAGE 20

Multiple of Direct Personnel Expenses

...

Multiple of Direct Personnel Expenses

~~§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus percent (—%), or as follows:  
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)ten percent ( 1.1 times the invoice amount).~~

...

|                              |                |           |           |    |
|------------------------------|----------------|-----------|-----------|----|
| Schematic Design Phase       | <u>fifteen</u> | percent ( | <u>15</u> | %) |
| Design Development Phase     | <u>twenty</u>  | percent ( | <u>20</u> | %) |
| Construction Documents Phase | <u>forty</u>   | percent ( | <u>40</u> | %) |
| Procurement Phase            | <u>five</u>    | percent ( | <u>5</u>  | %) |
| Construction Phase           | <u>twenty</u>  | percent ( | <u>20</u> | %) |

...

Hourly billing rates available upon request.

**Employee or Category**

**Rate (\$0.00)**

~~§ 11.8 Compensation for Reimbursable Expenses~~Compensation for Reimbursable Expenses

PAGE 21

- ~~.1 — Transportation and authorized out-of-town travel and subsistence;~~  
~~.2 — Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;~~  
~~.3 —~~  
~~.1 — Permitting and other fees required by authorities having jurisdiction over the Project;Project (i.e., plan review fees, advertising for bids);~~  
~~.4 — .2 Printing, reproductions, plots, and standard form documents;documents used for bidding purposes;~~  
~~.5 — .3 Postage, handling, and delivery;delivery used for bidding purposes;~~

- ~~.6~~ .4 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;
- ~~.7~~ .5 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- ~~.8~~ .6 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;
- ~~.9~~ .7 All taxes levied on professional services and on reimbursable expenses;
- ~~.10~~ .8 Site office expenses; and
- ~~.11~~ .9 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- ~~.12~~ Other similar Project-related expenditures. Objective.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ~~percent (—%) of the expenses incurred.~~ ten percent ( 1.1 times the invoice amount).

§ 11.9 ~~Architect's Insurance.~~ Architect's Insurance. If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

...

§ 11.10 ~~Payments to the Architect~~ Payments to the Architect

§ 11.10.1 ~~Initial Payments~~ Initial Payments

§ 11.10.1.1 An initial payment of N/A (\$ N/A) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of N/A (\$ N/A) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.

§ 11.10.2 ~~Progress Payments~~ Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid forty-five ( 45 ) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

...

~~%—1.5% per month~~

PAGE 22

- ~~.2~~ — AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

— *(Insert the date of the E203-2013 incorporated into this agreement.)*

- ~~.3~~ — Exhibits:

*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

[ ] — AIA Document E204™ 2017, Sustainable Projects Exhibit, dated as indicated below:

*(Insert the date of the E204-2017 incorporated into this agreement.)*

~~[ ]~~ Other Exhibits incorporated into this Agreement:  
*(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)*

~~4~~ Other documents:  
*(List other documents, if any, forming part of the Agreement.)*

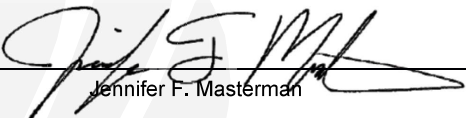
...

\_\_\_\_\_  
Katie Hildenbrand, President, CID

## Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, \_\_\_\_\_, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 14:04:46 CT on 02/22/2023 under Order No. 4104239691 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B101™ – 2017, Standard Form of Agreement Between Owner and Architect, other than those additions and deletions shown in the associated Additions and Deletions Report.

  
\_\_\_\_\_  
(Signed) Jennifer F. Masterman

\_\_\_\_\_  
Project Coordinator, CDT, CCCA  
(Title)

\_\_\_\_\_  
02/22/2023  
(Dated)



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Gloria Final Plat

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

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

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Andrew Carlstrom, Environmental Services Director | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

In accordance with Section 5.02(D) and Section 6.0 of the Aitkin County Subdivision Ordinance, the requirements for preliminary and final plat have been met. The final plat conforms to the preliminary plat approved by the Planning Commission on July 17, 2023. The proposed plat is a 4 lot subdivision located in Malmo Township. Requesting the Board of Commissioners approval in order to allow applicant to move ahead with development of the Gloria platted subdivision.

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

Motion to deny the proposed Gloria Plat.

**Recommended Action/Motion:**

Motion to approve the final plat of Gloria and authorize the Board Chair signature on the Final Plat drawings.

**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:*

# GLORIA

**KNOW ALL PERSONS BY THESE PRESENTS:**  
 That Neil A. Westlund and Stacy M. Westlund, husband and wife, an undivided one-half interest as joint tenants, AND Norman G. Westlund and Laurie A. Westlund, husband and wife, an undivided one-half interest as joint tenants, are the owners of the following described property situated in Atkin County, Minnesota, to-wit:

The West 378 feet of the Southwest Quarter of the Southwest Quarter of Section 3, Township 45, Range 25, Atkin County, Minnesota,  
 have caused the same to be surveyed and platted as GLORIA and do hereby donate and dedicate to the public  
 IN WITNESS WHEREOF, Neil A. Westlund and Stacy M. Westlund, an undivided one-half interest as joint tenants,  
 AND Norman G. Westlund and Laurie A. Westlund, an undivided one-half interest as joint tenants hereunder set  
 their hands on this \_\_\_\_ day of \_\_\_\_\_, 2023.

Neil A. Westlund

Stacy M. Westlund

Norman G. Westlund

Laurie A. Westlund

State of Minnesota  
 County of Atkin

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023 by Neil A. Westlund and Stacy M. Westlund, husband and wife AND Norman G. Westlund and Laurie A. Westlund, husband and wife,

Notary Public  
 Atkin County, Minnesota,  
 My Commission Expires: \_\_\_\_\_

I, Lori Grams, Treasurer for Atkin County, do hereby certify that the taxes on the lands described hereon payable in the year 20\_\_\_\_, have been paid.

Lori Grams, Treasurer,  
 Atkin County, Minnesota.

I hereby certify that this plat has been checked and approved on this \_\_\_\_ day of \_\_\_\_\_, 2023.

Betsy A. Gurdak, LS  
 Atkin County Surveyor, Minnesota Registration No. 42630

The plat of GLORIA was accepted and approved by the Atkin County Board of Commissioners on this \_\_\_\_ day of \_\_\_\_\_, 2023.

J. Mark Viedel, Chairman

Kirk Peysar, Auditor

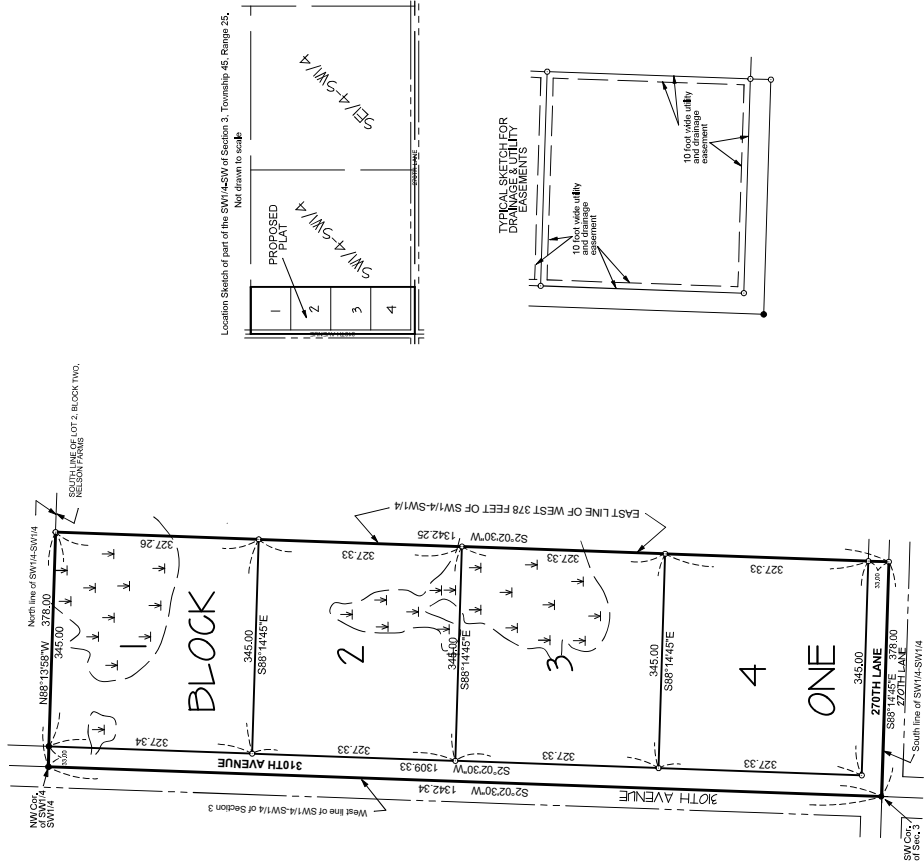
I hereby certify that I have surveyed and platted the property described on this plat as GLORIA, that this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that the bearings and distances are correctly shown on the plat, that the boundaries shown on the plat are correctly designated within one year that the outside boundary lines are correctly designated on the plat and that there are no wetlands as defined by MS 565.01, Subd. 3 or public highways to be designated other than as shown.

Terry J. Boley, Land Surveyor,  
 Minnesota Registration No. 15811

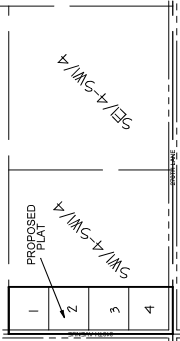
State of Minnesota

The foregoing Surveyor's Certificate was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2023 by Terry J. Boley, LS,  
 Registration No., 15811

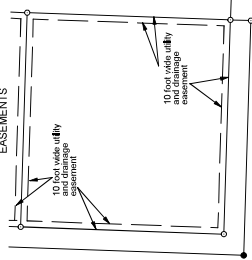
Notary Public,  
 Minnesota  
 My Commission Expires: \_\_\_\_\_



Location Sketch of part of the SW1/4 SW1/4 of Section 3, Township 45, Range 25,  
 Not drawn to scale.



TYPICAL SKETCH FOR  
 DRAINAGE EASEMENTS



I, Kirk Peysar, Auditor for Atkin County, do hereby certify that the taxes on the lands described hereon have been paid for the years prior to 2023.

I hereby certify that this instrument was filed for recording on this \_\_\_\_ day of \_\_\_\_\_, 2023 at \_\_\_\_ o'clock \_\_\_\_ M.  
 Document No. \_\_\_\_\_

Kirk Peysar,  
 Auditor, Atkin County, Minnesota

Tara Snyder, Atkin County Recorder

Terry J. Boley  
 Atkin County Surveyor  
 Atkin County, Minnesota  
 My Commission Expires: \_\_\_\_\_

Graphic Scale: 1 inch = 100 feet  
 0 100 200 300 400 500  
 0 100 200 300 400 500

• Proposed boundaries are shown with 1/8 inch lines  
 • Proposed easement boundaries are shown with 1/8 inch lines  
 • Proposed utility lines are shown with 1/8 inch lines  
 • Proposed drainage easement boundaries are shown with 1/8 inch lines  
 • Proposed drainage easement boundaries are shown with 1/8 inch lines



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Monse Estates Final Plat

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

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

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Andrew Carlstrom, Environmental Services Director | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

In accordance with Section 5.02(D) and Section 6.0 of the Aitkin County Subdivision Ordinance, the requirements for preliminary and final plat have been met. The final plat conforms to the preliminary plat approved by the Planning Commission on June 26, 2023. The proposed plat is a 5 lot residential subdivision located on 6th Avenue SE in Aitkin Township. Requesting the Board of Commissioners approval in order to allow applicant to move ahead with project an development of Monse Estates.

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

Motion to deny the proposed Monse Estates Plat.

**Recommended Action/Motion:**

Motion to approve the final plat of Monse Estates and authorize the Board Chair signature on the Final Plat drawings.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*







# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Wealthwood RV Resort Environmental Assessment Worksheet (EAW)

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

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

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Andrew Carlstrom, Environmental Services Director | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

In accordance with MN Administrative Rules 4410.4300, an Environmental Assessment Worksheet (EAW) is mandatory for the proposed 88 full hook-up RV Site Expansion at Wealthwood RV Resort. The first draft EAW has been completed and will be reviewed by the Aitkin County EAW Committee on August 9, 2023 and in accordance with MN Administrative Rules 4410.1400. Estimated future timeline for EAW proposal:

August 2023: Aitkin County to return EAW with any comments or changes to Proposer.  
 August 2023: Proposer to submit EAW with proposed changes to MN Environmental Quality Board (EQB). EAW to be published in EQB Monitor for 30 days.  
 September 2023: 30 day public and agencies comment period ends.  
 September 2023: Response period to public and agencies comments.  
 October 2023: Final public meeting by County Board for approval/denial.

Upon the conditional approval of the EAW Committee, requesting County Board approval of the Wealthwood RV Resort EAW and its submittal to MN Environmental Quality Board.

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

Motion to deny approving Wealthwood RV Resort EAW being submitted to MN EQB.

**Recommended Action/Motion:**

Motion to approve the Wealthwood RV Resort EAW being submitted to MN EQB upon approval of Aitkin County EAW Committee.

**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:*

**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 TO AITKIN COUNTY BOARD OF COMMISSIONERS**

DATE: August 8, 2023

FROM: Andrew Carlstrom, Environmental Services Director – Planning & Zoning Administrator

RE: Wealthwood RV Resort Environmental Assessment Worksheet (EAW)

Wealthwood RV Resort initially began with the conditional use permit approval for 16 lots in 2017 (the “South Lots”), and was a project associated with the Wealthwood Estates Golf Course. In March of 2021 Wealthwood was approved for a conditional use permit to add a 33 seasonal campsite expansion (the “North Lots”). In October of 2021, Wealthwood RV Resort was again approved for a conditional use permit to install 47 new recreational vehicle campsite lots. Finally, the Wealthwood RV Resort – Front Nine Phase Two proposes to create 88 campsite lots to be located to the east of the Front Nine Phase One sites. According to MN Rules 4410.4300 a mandatory EAW is required on proposals of 50 sites or larger. The conditional use permit was brought before the Aitkin County Planning Commission on December 19, 2022, and was tabled awaiting a completed Environmental Assessment Worksheet.

On July 27, 2023 a first draft EAW was received by Aitkin County Environmental Services and review is to begin with Aitkin County staff and the EAW Committee before sending back to the proposer with comments and concerns.

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).

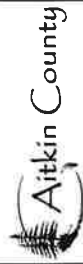


Map may not be valid at this scale. Data was mapped at an accuracy of 1:24,000 so any representation of the data at a larger scale is not advised.

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

- 1 = 2017 16 RV LOTS
- 2 = 2021 33 RV LOTS
- 3 = 2021 49 RV LOTS

Dougherty 4 = 2023 PROPOSED 88 RV LOTS



1:9,028 0 0.05 0.1 mi 1 inch = 752 feet



# Board of County Commissioners Agenda Request

**6A**  
Agenda Item #

**Requested Meeting Date:** August 8, 2023

**Title of Item:** Donation to LLCC from Donald H. Nelson Trust

|  |                          |  |   |
|--|--------------------------|--|---|
| <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)<br><i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Hold Public Hearing* |

|                                     |                            |
|-------------------------------------|----------------------------|
| <b>Submitted by:</b><br>DJ Thompson | <b>Department:</b><br>Land |
|-------------------------------------|----------------------------|

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Dave McMillan, LLCC Manager | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

Long Lake Conservation Center (LLCC) is a named beneficiary in the Donald H. Nelson Trust which has released a check in the amount of \$330,000 to LLCC. All of the Environmental Learning Centers in the state received an award from the trust.

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

**Recommended Action/Motion:**  
Adopt resolution for Long Lake Conservation Center to accept a donation from the Donald H. Nelson Trust.

**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 August 8, 2023**

By Commissioner: xxx

**20230808-xxx**

**Accept Donation - Donald H. Nelson Trust**

**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:

Donor - Donald H. Nelson Trust                      Amount - \$330,000

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

Long Lake Conservation Center (LLCC) is a named beneficiary in the Donald H Nelson Trust which has released a check in the amount of \$330,000 to LLCC. The money is not designated for any particular project.

**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 seconded 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 8<sup>th</sup> day of August 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of August 2023

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** 2024 Proposed Land Department Budget

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

|                                     |                            |
|-------------------------------------|----------------------------|
| <b>Submitted by:</b><br>DJ Thompson | <b>Department:</b><br>Land |
|-------------------------------------|----------------------------|

|  |   |
|--|---|
| <b>Presenter (Name and Title):</b><br>DJ Thompson, Land Commissioner | <b>Estimated Time Needed:</b><br>15 minutes |
|--|---|

**Summary of Issue:**  
I would like to give a Power Point presentation on the Land Department's proposed 2024 budget.

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

**Recommended Action/Motion:**  
Discussion Only.

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

# Proposed 2024 Budget

**Aitkin County Land Department**

August 8, 2023





- 
- 
- Con Con Trust Fund
  - Forfeited Tax Sales Trust
  - Resource Development
  - Parks & Trails
  - Survey & GIS
  - Long Lake Conservation Center

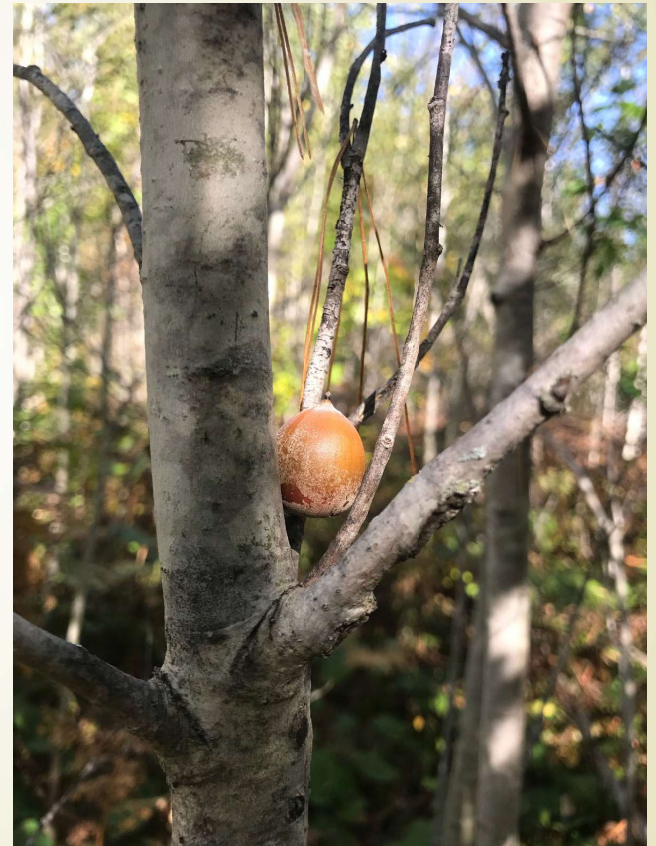


## CON CON TRUST FUND

- \$355,200 = Revenue (will see increase in PILT)
- \$539,877 = Expenses
  - Planned use of fund balance..... \$184,677
  - SWCD..... \$25,000
  - Highway Department.....\$220,000
  - ½ of Survey & GIS.....\$252,877
  - This budget will drop the balance of the account below \$500,000
  - SWCD dropped from \$50,000 to \$25,000 and will be phased out in 2025

## FORFEITED TAX SALES TRUST

- Anticipating income of \$1,500,000 even with Supreme Court ruling
- Estimated apportionment would be \$618,000
- \$30,000 transfer to Auditor
- Fuel costs seem to have leveled off and expecting fewer repair bills with newer trucks.
- Account is zeroed out at the end of the year



# RESOURCE DEVELOPMENT



- ▶ \$448,700 = Revenue
- ▶ \$611,015 = Expenses
- ▶ Highlights:
  - No increase in PILT
  - \$252,877 transfer to Survey & GIS
  - \$25,000 for forest roads plus \$38,000 from State
  - \$57,000 for timber improvement

# TIMBER IMPROVEMENT

- ▶ Cost of seedlings
- ▶ Planting
- ▶ Mechanical release
- ▶ Chemical release
- ▶ Bud capping
- ▶ Seed collection
- ▶ Invasive species control
- ▶ Pruning and light thinning
- ▶ Site prep



## PARKS & TRAILS

\$840,904 = Revenue

\$908,596 = Expenses

Highlights:

- \$608,000 in pass through money for trail maintenance
- \$250,000 State appropriation for work on Northwood Trail System
- \$35,000 in campground receipts



## SURVEY & GIS

\$506,754 = Revenue

\$506,754 = Expenses

Highlights:

- Fourth year of being off the levy
- ½ of budget from Con Con and ½ from Resource Development





# LONG LAKE CONSERVATION CENTER

\$933,031 = Revenue

\$932,393 = Expenses

## Highlights:

- ▶ \$532,355 = School Group income
- ▶ \$105,000 = Adventure Programs income
- ▶ \$97,600 = Non-School Group income
- ▶ Outdoor School for All legislation can be a game changer
- ▶ On track this year to sell \$50,000 from the Canteen



|                            | 2022 Actual | 2023 Adopted | 2024 Proposed |
|----------------------------|-------------|--------------|---------------|
| All ACLD Accounts Revenue  | (4,018,199) | (4,549,270)  | (4,769,266)   |
| All ACLD Accounts Expenses | 4,296,252   | 4,808,800    | 4,998,635     |
| <b>Net</b>                 | 278,053     | 259,530      | 229,369       |







# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Presentation of Draft 2024 H&HS Budget

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

|                                     |   |
|-------------------------------------|---|
| <b>Submitted by:</b><br>Sarah Pratt | <b>Department:</b><br>Health & Human Services |
|-------------------------------------|---|

|   |   |
|---|---|
| <b>Presenter (Name and Title):</b><br>Carli Goble, H&HS Fiscal Supervisor | <b>Estimated Time Needed:</b><br>30 minutes |
|---|---|

**Summary of Issue:**

Presentation of the draft 2024 Health and Human Services Budget.  
Materials will be presented at the time of discussion.

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

**Recommended Action/Motion:**  
Discussion Only.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

# Health & Human Services

Proposed 2024 Budget

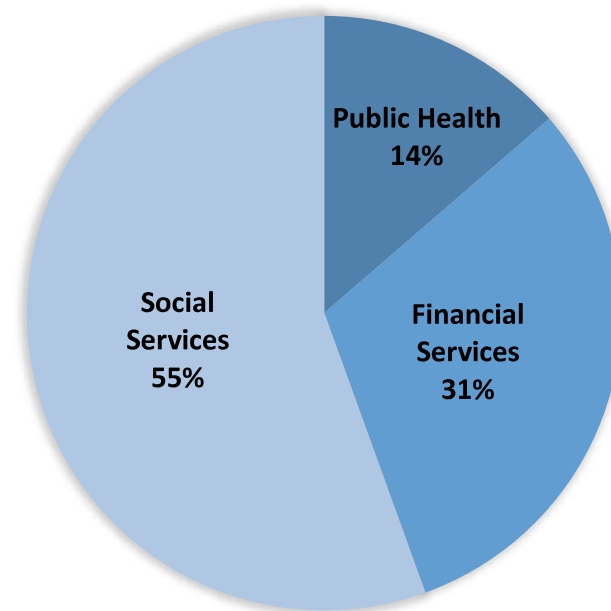
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August 3, 2023

# Revenue Department Breakdown

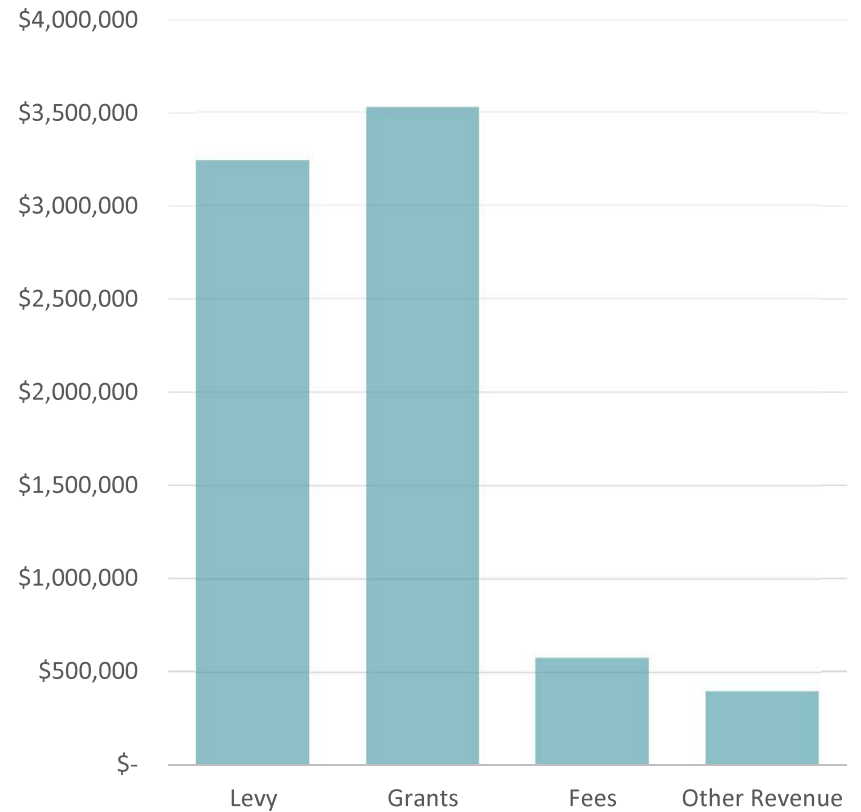
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- Public Health: \$1,058,051
- Financial Services: \$2,384,898
- Social Services: \$4,299,993
  
- Total: \$7,742,942



# Revenue By Category

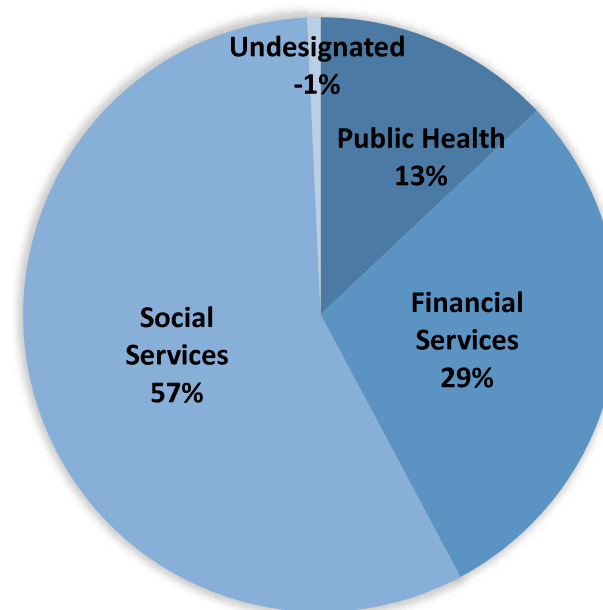
- **Fees**  
\$577,250 (7.5%)
- **Grants**  
\$3,526,614 (45.5%)
- **Other Revenues**  
\$397,450 (5.1%)
- **Levy**  
\$3,241,628 (41.9%)
- **Total Revenue**  
\$7,742,942



# Expenditure Department Breakdown

---

- Public Health: \$1,018,160
- Financial Services: \$2,296,570
- Social Services: \$4,483,982
- Undesignated: -\$55,770
  
- Total: \$7,742,942

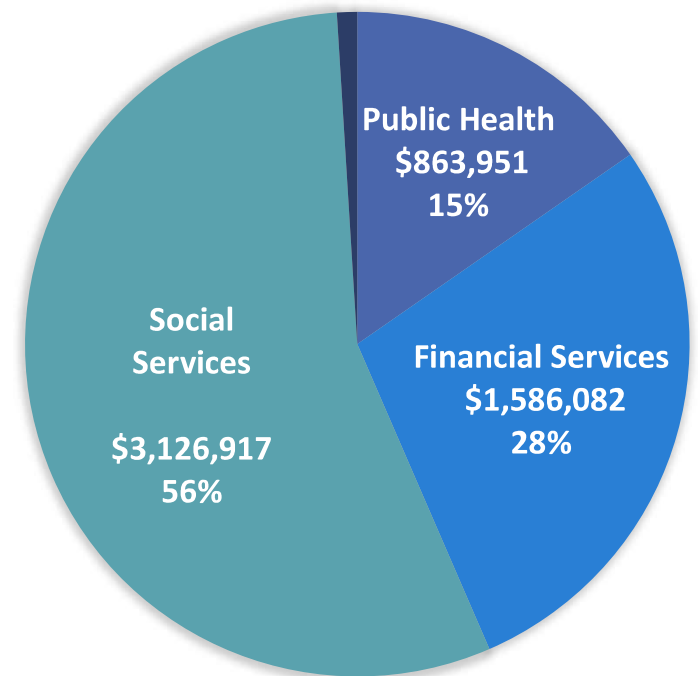


# Expenditures

## By Category

## Salary and Benefits

- Includes
  - All approved positions are included in the budget (61)
- Total \$5,521,180
- Increase of \$60,222
- 71.3% of the budget



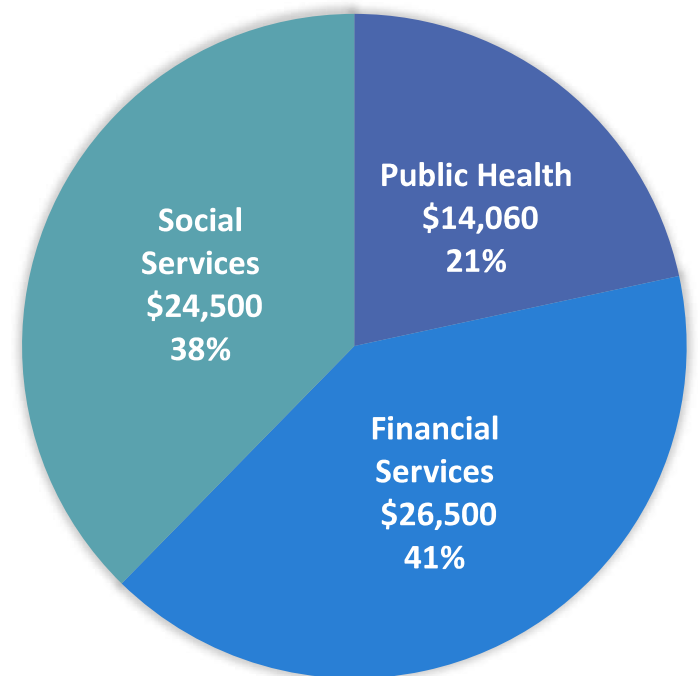


# Expenditures

## By Category

### Communication Services

- Includes
  - Postage and Telephone
- Total \$65,060
- Increase of \$1,810
- 0.8% of the budget

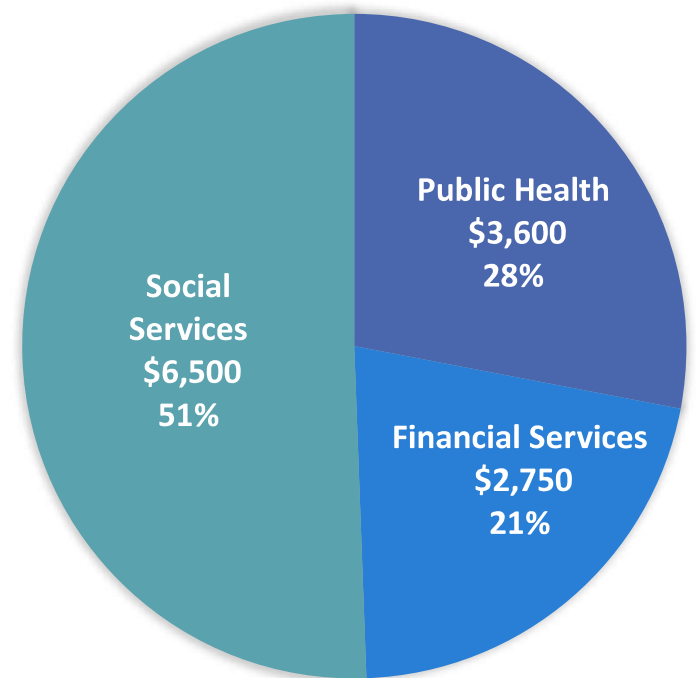


# Expenditures

## By Category

## Dues and Registration

- Includes
  - Membership, dues and registration fees
- Total \$12,850
- Decrease of \$2,100
- 0.2% of the budget

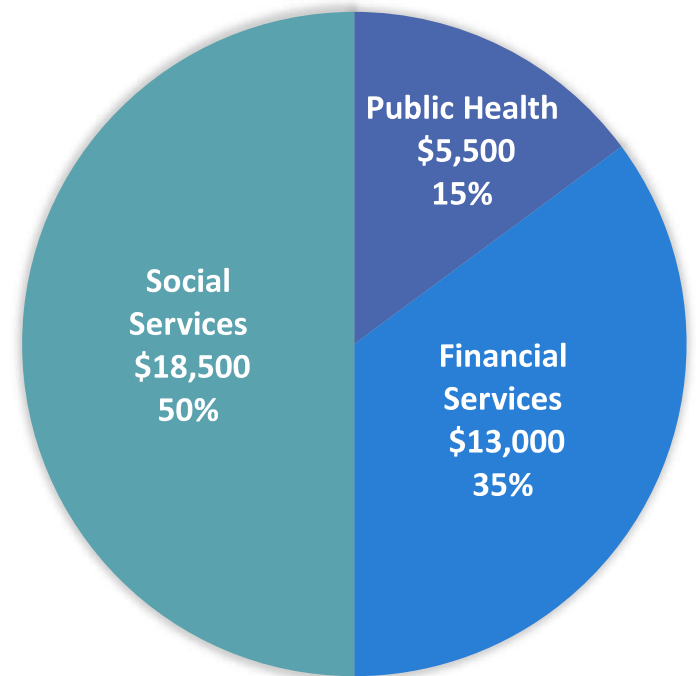


# Expenditures

## By Category

### Utilities

- Includes
  - Gas and Electric Utilities
- Total \$37,000
- Increase of \$3,750
- 0.5% of the budget

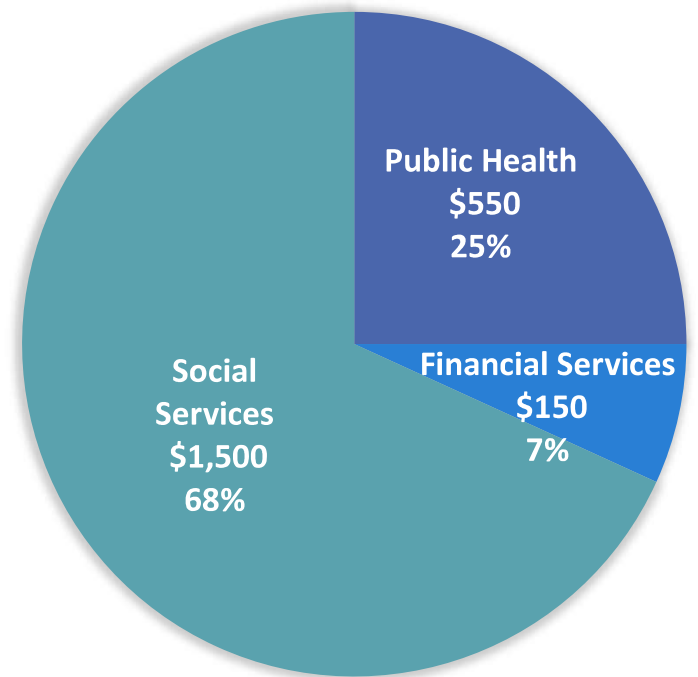


# Expenditures

By Category

Professional  
Development

- Includes
  - Staff Training and Development
- Total \$2,200
- Increase of \$25
- 0.03% of the budget

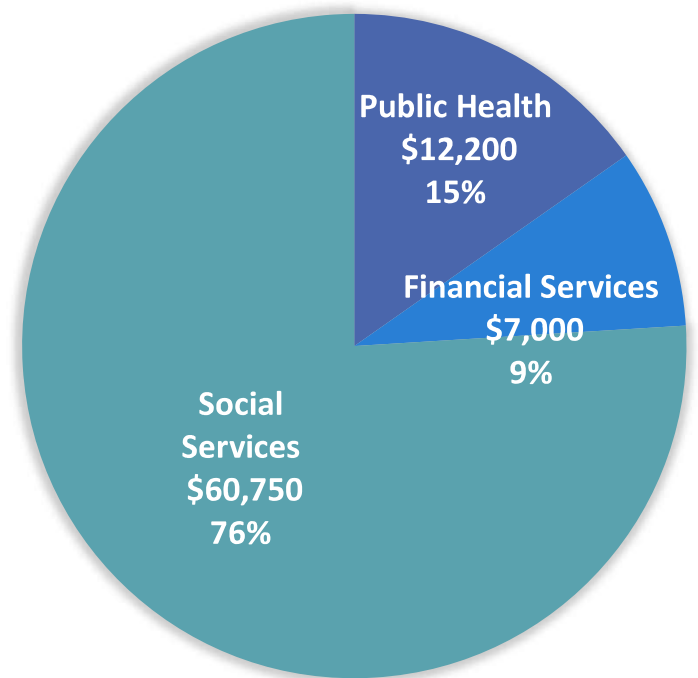


# Expenditures

## By Category

Hotel, Meals,  
Mileage and Gas

- Includes
  - Transportation, gas, parking and lodging costs
- Total \$79,950
- Decrease of \$4,470
- 1% of the budget

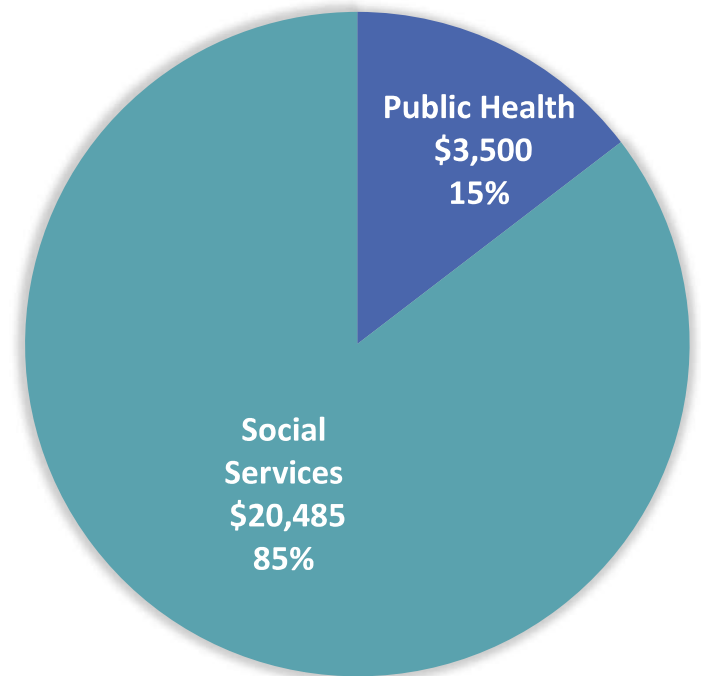


# Expenditures

## By Category

### Insurance

- Includes
  - Vehicle, equipment and liability insurance
- Total \$23,985
- Increase of \$297
- 0.3% of the budget

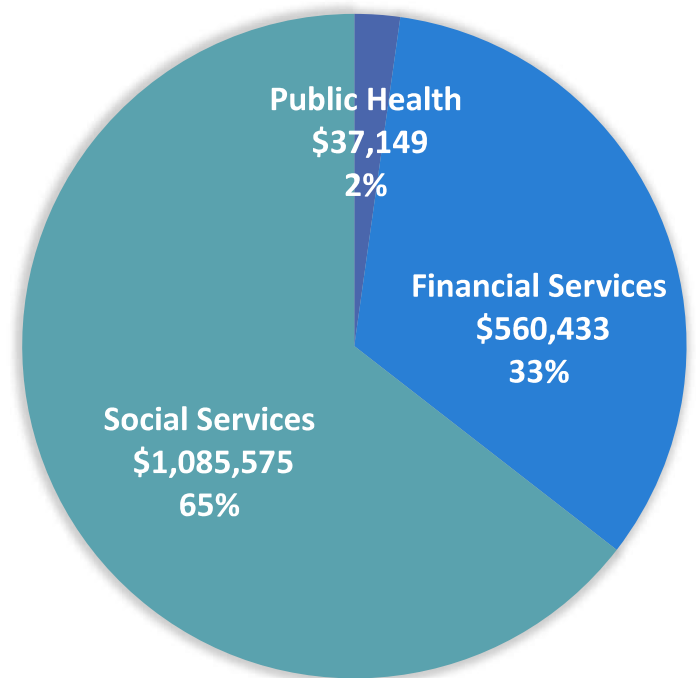


# Expenditures

## By Category

### Contracts and Service Agreements

- Includes
  - Services, contracts and program costs
- Total \$1,683,157
- Increase of \$121,852
- 21.7% of the budget

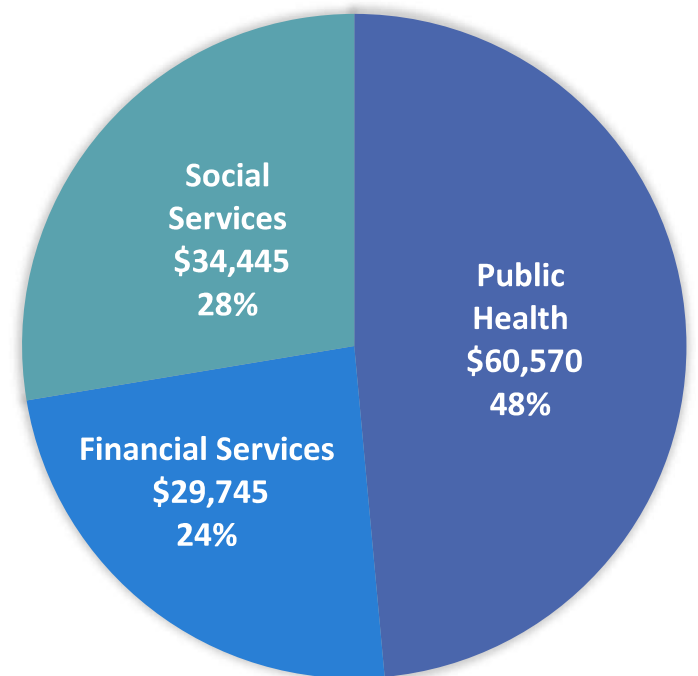


# Expenditures

## By Category

### Materials and Supplies

- Includes
  - Office and technology supplies and small equipment
- Total \$124,760
- Increase of \$3,870
- 1.6% of the budget



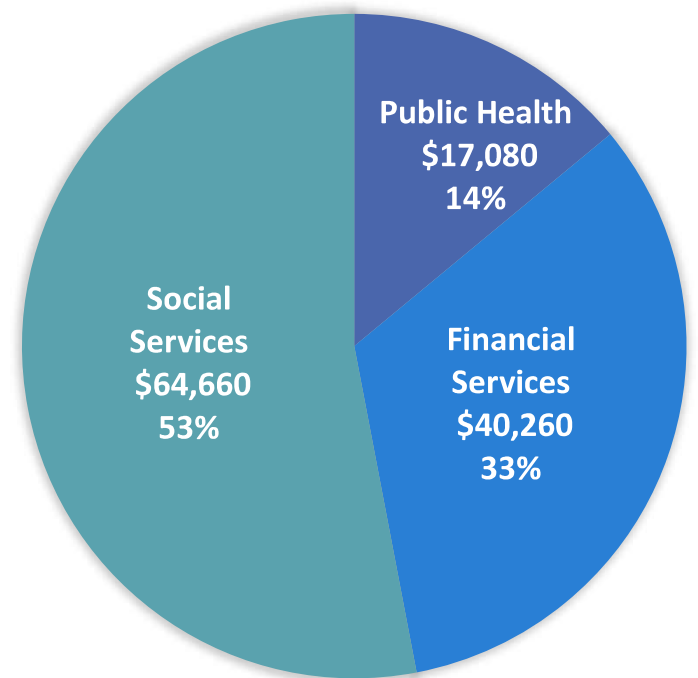


# Expenditures

## By Category

### Capital Expenditures (over \$5,000)

- Includes
  - Capital Improvement Plan expenses
- Total \$122,000
- Increase of \$0
- 1.6% of the budget

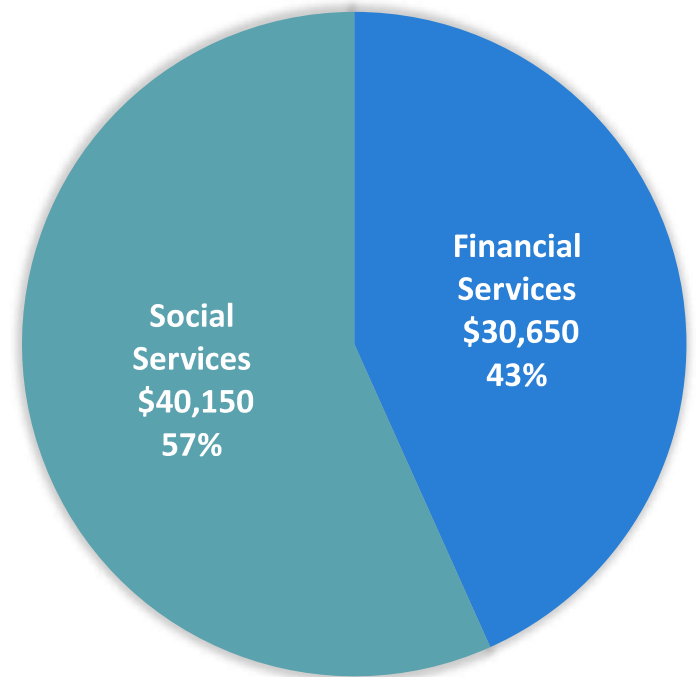


# Expenditures

By Category

Other Expenditures

- Includes
  - County Burials and Adult Mental Health Initiative Payments
- Total \$70,800
- Increase of \$80
- 0.9% of the budget



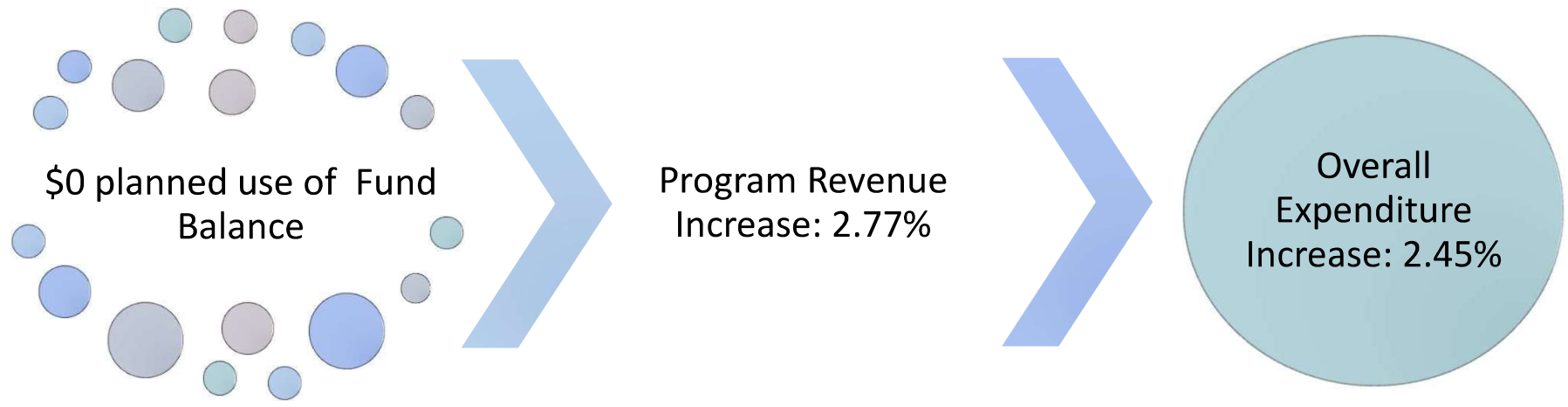
# Comparison Summary

## 2023 – APPROVED BUDGET

- Expenses: \$7,557,606
  - Children’s Out-of-Home Placement: \$415,000
  - Adult Residential Treatment: \$120,000
  - Building Maintenance: \$122,000
  - Salaries/Benefits: \$5,460,958
- Revenues: \$7,332,919

## 2024 – PROPOSED BUDGET

- Expenses: \$7,742,942
  - Children’s Out-of-Home Placement: \$420,500
  - Adult Residential Treatment: \$125,000
  - Building Maintenance: \$122,000
  - Salaries/Benefits: \$5,521,180
  - Overall Expense Increase 2.45%
  - Overall Program Revenue Increase 2.77%
- Revenues: \$7,742,942



Any questions?



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Aitkin County Opioid Settlement Subcommittee Appointment

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

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|   |   |
|---|---|
| <b>Presenter (Name and Title):</b><br>Jessica Seibert, County Administrator | <b>Estimated Time Needed:</b><br>2 Min. |
|---|---|

**Summary of Issue:**

Commissioners have been invited to be a part of the Aitkin County Opioid Settlement Subcommittee. Commissioner Sample has expressed interest in serving on this committee and would fill the role of Commissioner, member of the McGregor area community, and Veteran.

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

**Recommended Action/Motion:**  
 Approve appointment of Commissioner Sample to the Aitkin County Opioid Settlement Subcommittee.

**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:*



# Health and Human Services Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** Introduction to new ACHS Administrator - Richard Peterson - Discussion Only

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

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|  |  |
|--|--|
| <b>Presenter (Name and Title):</b><br>Jessica Seibert / County Administrator | <b>Estimated Time Needed:</b><br>5 Minutes |
|--|--|

**Summary of Issue:**

Discussion Only - Introduction to new Aitkin County Historical Society Administrator, Richard "Rich" Peterson.

Website: aitkincohs.org

Mr. Peterson will also review the request for 2024 Appropriations for Aitkin County Historical Society.

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

**Recommended Action/Motion:**

Discussion Only.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

*Aitkin County Historical Society*  
*Depot Museum*

*P.O. Box 215*  
*Aitkin, Minn. 56431*  
*218/927-3348*

July 13, 2023

To: Jessica Seibert, MPNA  
Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 310  
Aitkin, MN 56431

Subject: 2024 Aitkin County appropriation for Aikin County Historical Society

For 75 years the Aitkin County Historical Society has served the citizens of our county by collecting and preserving historical artifacts and documents pertaining to all aspects of the county and its population. We provide a resource for the ongoing study of the rich history of our county, its citizens, and the communities and organizations that have made Aitkin County develop from logging camps to what it is today.

Our facilities include the main NP Depot building, an additional display/storage building on the NP Depot grounds, and an off-site storage/workshop building located by the county shops. We are the designated depository of all county records including maps, events, charts, board records, and physical artifacts and perform the same function for the various communities and organizations contained throughout the county. Because of this, it is vital to maintain a controlled environment that has controlled temperature and humidity, is pest free, and secure. These conditions must be maintained 365 days a year whether the buildings are occupied or not, so the cost of utilities and maintenance is an ongoing expense. Other expenses can also suddenly arise. The most recent examples of this would be the recent replacement of a failed heating unit and a toilet last winter at the cost of app. \$6000.00.

After almost three years, the effects of COVID are still haunting our organization. Our Depot Museum was shut down for 2020 and all events were cancelled, resulting in a very significant reduction in income for the 2020 year.

When the COVID restrictions were lifted in 2021, The Depot Museum was able to re-open and events rescheduled, but due to several reasons, many of our volunteers failed to return. The result was an inability to properly maintain and improve the physical infrastructure, since these tasks are usually performed by our volunteer group. In late 2022 our organization saw the resignation of another administrator because of the financial inability of the ACHS to make it more than a part-time position. This caused the Depot Museum to limit the hours it could be open to the public to only one day a week.

In May of 2023 I was hired as the new administrator of the ACHS. Since that time, we have once again been able to open the Depot Museum to the public 4 days a week resulting in much more public awareness of what we do and what services we can provide. Our volunteer group is growing again, and several community groups have come forth to help with grounds maintenance, repair work, landscaping, etc.

# *Aitkin County Historical Society*

*Depot Museum*

*P.O. Box 215  
Aitkin, Minn. 56431  
218/927-3348*

In May, the 6<sup>th</sup> grade classes from McGregor and Aitkin were given a guided tour through the facility. Presently we are seeing an average of 80-90 visitors per month at the Depot and this number is steadily increasing and our display at the Aitkin County Fair had well over 1000 visitors. Our future plans include reaching out to other organizations to see if we can provide assistance in plotting their histories, working with the schools to develop educational programs about the development and progress of the county, and reaching out to the other communities in the county that are outside the Aitkin area.

Our funding comes from county appropriation, memberships, donations, grants, fund raising events, memorials, store sales, township donations, and an annual fund drive. Included are our financial records for year 2022 and the proposed budget for 2024. Although these documents will show we have cash on hand, this is earmarked for future building and storage needs, and unexpected expenses. In addition, we are presently in the application process for a Depot renovation grant and there may be extra costs involved to complete the project.

Costs have risen significantly over the past several years and will continue to grow. The county appropriation for 2023 was \$19,000 and represented only a slight increase over the 2022 amount of \$18,500. We are requesting that the Aitkin County Board approve an appropriation for the 2024 year in the amount of \$25,000. This is a significant increase over last year's amount of 19,000 but, considering the minimal increases of previous years, we feel it a fair request. Thank you for your consideration in this matter.

Sincerely,



Richard Peterson  
Administrator  
Aitkin County Historical Society



**ACHS**  
**2024 Budget proposal**

|                              |          |
|------------------------------|----------|
| Annual Fundraiser Appeal     | 2000.00  |
| Cookie Sales (December)      | 1200.00  |
| County Appropriation         | 25000.00 |
| Donations                    | 8500.00  |
| Garage Sale (August)         | 9000.00  |
| Membership Dues              | 3500.00  |
| Memorials                    | 1000.00  |
| Museum Store Sales           | 1200.00  |
| Townships & Cities Donations | 2500.00  |

**Totals** **53900.00**

|                        |          |
|------------------------|----------|
| Accounting             | 1500.00  |
| Administrator's Salary | 27792.00 |
| Advertising            | 710.00   |
| Archival materials     | 1000.00  |
| Copier/office supplies | 1100.00  |
| Dues/subscriptinons    | 225.00   |
| Fundraising Expenses   | 2800.00  |
| Heat                   | 7759.00  |
| Miscellaneous Expenses | 1000.00  |
| Payroll Tax            | 2126.00  |
| Pest Control           | 1260.00  |
| Postage                | 630.00   |
| Rental                 | 231.00   |
| Repairs                | 5000.00  |
| Resale items           | 550.00   |
| Security               | 945.00   |
| State Fees             | 100.00   |
| Technology             | 4206.00  |
| Telephone              | 550.00   |
| Utilities              | 4320.00  |

**Totals** **63804.00**

**Net +/-** (9904.00)

**Aitkin County Historical Society**  
**Balance Sheet**  
**January 1, 2022 - December 31, 2022**

**Assets**

**Operating Income**

|                               |                    |                |                   |                    |
|-------------------------------|--------------------|----------------|-------------------|--------------------|
| Bremer Bank Checking          |                    |                | \$7,350.90        |                    |
| Bremer Bank Savings           | \$43,386.61        |                |                   |                    |
| Withdrawal 11-2-2022          | (-\$10,000.00)     |                |                   |                    |
| Withdrawal 12-7-2022          | (-\$11,600.00)     |                |                   |                    |
| Interest income               |                    | \$25.10        |                   |                    |
| Petty Cash Fund               |                    |                | \$10.00           |                    |
| <b>Total Operating Income</b> | <b>\$21,786.61</b> | <b>\$25.10</b> | <b>\$7,360.90</b> | <b>\$29,172.61</b> |

**Other Assets**

|                               |                    |                     |  |                    |
|-------------------------------|--------------------|---------------------|--|--------------------|
| Franklin Templeton Investment | \$17,692.20        |                     |  |                    |
| Depreciaton                   |                    | -\$1,236.43         |  |                    |
| Members CCU Savings           | \$495.43           |                     |  |                    |
| Interest income               |                    | \$0.48              |  |                    |
| Members CCU Money Market Acct | \$14,319.26        |                     |  |                    |
| Interest income               |                    | \$28.68             |  |                    |
| Neighborhood Bank CD #3       | \$6,506.85         |                     |  |                    |
| Security State Bank CD #42085 | \$15,093.95        |                     |  |                    |
| <b>Total Investments</b>      | <b>\$54,107.69</b> | <b>(\$1,207.27)</b> |  | <b>\$52,900.42</b> |

**Total Current Assests** **\$82,073.03**

**Fixed Assets**

|                           |  |  |            |                   |
|---------------------------|--|--|------------|-------------------|
| New Building              |  |  | \$9,152.00 |                   |
| <b>Total Fixed Assets</b> |  |  |            | <b>\$9,152.00</b> |

**Total Assets** **\$91,225.03**

**Liabilities & Equity**

**Liabilities**

|                                  |         |  |  |                |
|----------------------------------|---------|--|--|----------------|
| Sales Tax Payable                | \$60.11 |  |  |                |
| <b>Total Current Liabilities</b> |         |  |  | <b>\$60.11</b> |

**Equity**

|                        |  |  |                    |                    |
|------------------------|--|--|--------------------|--------------------|
| Capital InvestmentFund |  |  | \$33,190.35        |                    |
| Fund Balance           |  |  | \$46,466.93        |                    |
| Retained Earnings      |  |  | \$32,383.92        |                    |
| Net Income (+/-)       |  |  | -\$20,876.28       |                    |
| <b>Total Equity</b>    |  |  | <b>\$91,164.92</b> | <b>\$91,164.92</b> |

**Total Liabilities & Equity** **\$91,225.03**

**TREASURER REPORT 31 MARCH 2023**

**Franklin Templeton**

|                |                        |                 |
|----------------|------------------------|-----------------|
| Beginning Bal. | Febr. 28, 2023         | \$16,455.77     |
| Appreciation   | 3/31/23                | <u>\$382.17</u> |
|                | Ending Balance 3/31/23 | \$16,837.94     |

**Bremer Savings**

|                |                  |             |
|----------------|------------------|-------------|
| Beginning Bal. | Febr. 28, 2023   | \$21,818.77 |
| Income         | Interest 3/31/23 | \$3.41      |

|         |                        |                   |
|---------|------------------------|-------------------|
| Expense | Trsfr to ckg 3/17      | \$2,500.00        |
|         | Trsfr to ckg 3/29      | <u>\$5,000.00</u> |
|         | Total Expense          | <u>\$7,500.00</u> |
|         | Ending Balance 3/31/23 | \$14,322.18       |

**MCCU Shared Savings**

|                |                        |               |
|----------------|------------------------|---------------|
| Beginning Bal. | Febr. 28, 2023         | \$495.91      |
| Income         | Interest 3/31/23       | <u>\$0.12</u> |
|                | Ending Balance 3/31/23 | \$496.03      |

**MCCU Money Market**

|                |                        |               |
|----------------|------------------------|---------------|
| Beginning Bal. | Febr. 28, 2023         | \$14,353.73   |
| Income         | Interest 3/31/23       | <u>\$3.04</u> |
|                | Ending Balance 3/31/23 | \$14,356.77   |

**Bremer Checking**

|                |                             |                   |
|----------------|-----------------------------|-------------------|
| Beginning Bal. | Febr. 28, 2023              | \$4,174.40        |
| <b>Income</b>  | Membership                  | \$205.00          |
|                | Donations                   | \$175.00          |
|                | Franklin Templeton dividend | \$107.22          |
| Transfer       | Bremer Svgs to Ckg          | <u>\$7,500.00</u> |

**Total Income** \$7,987.22

|                 |                                   |                   |
|-----------------|-----------------------------------|-------------------|
| <b>Expenses</b> | void ck 3618                      |                   |
| Heating/Cooling | MN Energy bldg 3                  | \$340.95          |
| Occupancy       | MN Energy bldg 2                  | \$154.35          |
| "               | MN Energy Depot                   | \$735.99          |
| Water/EI/Sew "  | Public Util Depot & Bldg 2        | \$210.10          |
| Occupancy       | Public Util Bldg 3                | \$61.39           |
| Occupancy       | Century Link - telephone          | \$46.57           |
| Technology      | Spectrum/Charter internet         | \$97.98           |
| Technology      | Rediscovery Software annual       | \$1,680.00        |
| Occupancy       | Larson Plbg-toilet - repair       | \$600.00          |
| Occupancy       | Adam's Pest -pest control         | \$115.33          |
| Office Comp.    | Roxy Appel Wigton-Feb stipend     | \$100.00          |
| Advertising     | Postmaster- annl nwsltr 2 rolls   | \$126.00          |
| Office Supplies | Postmaster-postage general        | \$63.00           |
| Book Resale     | Solvai Sotnak -2 books'Furly'     | \$14.00           |
| Acct/Taxes      | MN Sales Tax 60.11 fee 1.29       | \$61.40           |
| Grant           | LHB, Inc. balance grant structure | <u>\$3,880.00</u> |

**Total Expenses** \$8,287.06

**Balance Forward 3/31/23 & Bal. Bk Stmt** \$3,874.56

achs  
**Profit & Loss Budget vs. Actual**  
 January through March 2023

|                                      | Jan - Mar 23    | Budget          | \$ Over Budget | % of Budget   |
|--------------------------------------|-----------------|-----------------|----------------|---------------|
| <b>Income</b>                        |                 |                 |                |               |
| 2000 · Annual Appeal                 | 0.00            | 500.00          | -500.00        | 0.0%          |
| 2100 · Donations                     | 1,293.99        | 1,150.00        | 143.99         | 112.5%        |
| 2200 · Fundraisers                   | 0.00            | 0.00            | 0.00           | 0.0%          |
| 2300 · Grant Income                  | 0.00            | 0.00            | 0.00           | 0.0%          |
| 2400 · Interest / Dividend           | 738.50          | 250.50          | 488.00         | 294.8%        |
| 2500 · Membership Dues               | 255.00          | 795.00          | -540.00        | 32.1%         |
| 2600 · Memorials                     | 0.00            | 0.00            | 0.00           | 0.0%          |
| 2700 · Museum Sales                  |                 |                 |                |               |
| 2710 · Books                         | 29.87           | 8.00            | 21.87          | 373.4%        |
| 2720 · Tee-Shirts                    | 0.00            | 0.00            | 0.00           | 0.0%          |
| 2730 · Cups                          | 0.00            | 0.00            | 0.00           | 0.0%          |
| <b>Total 2700 · Museum Sales</b>     | <b>29.87</b>    | <b>8.00</b>     | <b>21.87</b>   | <b>373.4%</b> |
| 2800 · Township/City/County          | 0.00            | 100.00          | -100.00        | 0.0%          |
| 2900 · Misc. Income                  | 0.00            | 100.00          | -100.00        | 0.0%          |
| <b>Total Income</b>                  | <b>2,317.36</b> | <b>2,903.50</b> | <b>-586.14</b> | <b>79.8%</b>  |
| <b>Expense</b>                       |                 |                 |                |               |
| 4000 · Accounting/Taxes              |                 |                 |                |               |
| 4010 · CPA Expenses                  | 0.00            | 300.00          | -300.00        | 0.0%          |
| 4020 · IRS Payroll                   | 0.00            | 0.00            | 0.00           | 0.0%          |
| 4030 · State of MN payroll           | 0.00            | 0.00            | 0.00           | 0.0%          |
| 4040 · State MN Sales Tax            | 61.40           |                 |                |               |
| 4000 · Accounting/Taxes - Other      | 195.00          |                 |                |               |
| <b>Total 4000 · Accounting/Taxes</b> | <b>256.40</b>   | <b>300.00</b>   | <b>-43.60</b>  | <b>85.5%</b>  |
| 4100 · Advertising                   |                 |                 |                |               |
| 4110 · Aitkin Independent Age        | 0.00            | 120.00          | -120.00        | 0.0%          |
| 4120 · Society Newsletter            | 126.00          | 300.00          | -174.00        | 42.0%         |
| 4100 · Advertising - Other           | 269.00          |                 |                |               |
| <b>Total 4100 · Advertising</b>      | <b>395.00</b>   | <b>420.00</b>   | <b>-25.00</b>  | <b>94.0%</b>  |
| 4200 · Fundraising                   |                 |                 |                |               |
| 4210 · Volunteers                    | 0.00            | 50.00           | -50.00         | 0.0%          |
| 4220 · Annual Meeting                | 0.00            | 0.00            | 0.00           | 0.0%          |
| <b>Total 4200 · Fundraising</b>      | <b>0.00</b>     | <b>50.00</b>    | <b>-50.00</b>  | <b>0.0%</b>   |
| 4300 · Garage Sale                   |                 |                 |                |               |
| 4350 · Advertising                   | 0.00            | 0.00            | 0.00           | 0.0%          |
| <b>Total 4300 · Garage Sale</b>      | <b>0.00</b>     | <b>0.00</b>     | <b>0.00</b>    | <b>0.0%</b>   |
| 4400 · Grant Expenses                |                 |                 |                |               |
| 4420 · Misc. Grant Expenses          | 3,880.00        |                 |                |               |
| <b>Total 4400 · Grant Expenses</b>   | <b>3,880.00</b> |                 |                |               |
| 4500 · Museum Resale                 |                 |                 |                |               |
| 4510 · Purchases Resale              | 14.00           |                 |                |               |
| 4500 · Museum Resale - Other         | 0.00            | 50.00           | -50.00         | 0.0%          |
| <b>Total 4500 · Museum Resale</b>    | <b>14.00</b>    | <b>50.00</b>    | <b>-36.00</b>  | <b>28.0%</b>  |

**Profit & Loss Budget vs. Actual**

04/14/23

January through March 2023

Accrual Basis

|                                       | <u>Jan - Mar 23</u> | <u>Budget</u>   | <u>\$ Over Budget</u> | <u>% of Budget</u> |
|---------------------------------------|---------------------|-----------------|-----------------------|--------------------|
| <b>4600 · Occupancy Expense</b>       |                     |                 |                       |                    |
| 4610 · Garbage                        | 0.00                | 50.00           | -50.00                | 0.0%               |
| 4611 · Grounds Maintenance            | 35.67               | 100.00          | -64.33                | 35.7%              |
| 4612 · Heating/Cooling                | 4,032.21            |                 |                       |                    |
| 4613 · Janitorial                     | 35.91               | 50.00           | -14.09                | 71.8%              |
| 4614 · Pest Control                   | 220.17              | 200.00          | 20.17                 | 110.1%             |
| 4615 · Rentals                        | 70.00               |                 |                       |                    |
| 4616 · Repairs                        | 0.00                | 700.00          | -700.00               | 0.0%               |
| 4617 · Security and Alarm Service     | 140.37              |                 |                       |                    |
| 4618 · Telephone                      | 139.19              |                 |                       |                    |
| 4619 · Water / Electricity / Sewer    | 836.25              |                 |                       |                    |
| <b>Total 4600 · Occupancy Expense</b> | <u>5,509.77</u>     | <u>1,100.00</u> | <u>4,409.77</u>       | <u>500.9%</u>      |
| <b>4700 · Office Compensation</b>     | 200.00              | 300.00          | -100.00               | 66.7%              |
| <b>4800 · Office Supplies</b>         |                     |                 |                       |                    |
| 4810 · Collections/Archival Materials | 0.00                | 0.00            | 0.00                  | 0.0%               |
| 4830 · Education Fund                 | 0.00                | 0.00            | 0.00                  | 0.0%               |
| 4860 · Postage                        | 63.00               | 252.00          | -189.00               | 25.0%              |
| 4870 · Volunteers                     | 0.00                | 0.00            | 0.00                  | 0.0%               |
| <b>Total 4800 · Office Supplies</b>   | <u>63.00</u>        | <u>252.00</u>   | <u>-189.00</u>        | <u>25.0%</u>       |
| <b>4900 · Repairs</b>                 |                     |                 |                       |                    |
| 4920 · Replacement Items              | 600.00              |                 |                       |                    |
| <b>Total 4900 · Repairs</b>           | <u>600.00</u>       |                 |                       |                    |
| <b>5100 · Technology</b>              |                     |                 |                       |                    |
| 5110 · Internet Services              | 293.94              |                 |                       |                    |
| 5120 · Software (Prolifico)           | 1,680.00            |                 |                       |                    |
| <b>Total 5100 · Technology</b>        | <u>1,973.94</u>     |                 |                       |                    |
| <b>Total Expense</b>                  | <u>12,892.11</u>    | <u>2,472.00</u> | <u>10,420.11</u>      | <u>521.5%</u>      |
| <b>Net Income</b>                     | <u>-10,574.75</u>   | <u>431.50</u>   | <u>-11,006.25</u>     | <u>-2,450.7%</u>   |



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** August 8, 2023

**Title of Item:** 2024 Draft General Government Budget Presentation

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

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Jessica Seibert, County Administrator | <b>Estimated Time Needed:</b><br>20 Min. |
|---|--|

**Summary of Issue:**

A presentation of the draft 2024 General Government presentation will be made.

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

**Recommended Action/Motion:**

Discussion only.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

# AITKIN COUNTY ADMINISTRATION



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

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

**TO: Aitkin County Board of Commissioners**  
**FROM: Jessica Seibert, Aitkin County Administrator**  
**RE: Proposed 2024 General Government Budgets**  
**DATE: August 8, 2023**

The proposed 2024 general government budget presentation will include budgets located within the General Fund. The sixteen budgets include:

|                      |                        |                   |
|----------------------|------------------------|-------------------|
| Administration       | Environmental Services | Miscellaneous     |
| Assessor             | Extension              | Recorder          |
| Attorney             | Human Resources        | SWCD/AG/Watershed |
| Auditor              | IT                     | Treasurer         |
| Commissioners        | Library                |                   |
| Economic Development | Maintenance            |                   |

A brief description of key changes to revenues and expenditures for each department follows. Four columns representing the 2023 budgeted amount, 2024 budgeted amount, change in budgeted amount, and percentage change in budgeted amount are reported. Also included are detailed IFS worksheets providing support for each budget.

## **General Overview**

The 2024 General Courthouse budget was prepared by individual Department Heads and reviewed individually with the County Administrator. Budgets have also been reviewed by the Budget Committee where discussions continue to be held.

Salary and benefit figures are based on previously approved contracts. Estimates have been made for insurance amounts due to the fact that 2023 rates have not yet been received from MCIT or PEIP. A 10% increase in health insurance has been budgeted with the hope that this can be lowered some when the actual rate increase is received.

The budget was developed using a collaborative approach with County Commissioners, the County Administrator, Department Heads, and staff. Many hours were spent researching past practices, future needs, legislative changes, and historical spending. The result is a budget that accurately reflects expected revenues and expenditures that are needed to provide Aitkin County residents quality services.

**Administration:**

- 45 Motor Pool
- 52 Administration
- 120 Veterans Service Officer

Trade in and purchase of one replacement motor pool vehicle is planned. Majority of expenditure change is attributed to moving from a part-time Administrative Assistant to full time.

|              |             |             |             |         |
|--------------|-------------|-------------|-------------|---------|
| REVENUE      | (73,000.00) | (63,000.00) | (10,000.00) | -13.70% |
| EXPENDITURES | 434,196.00  | 493,132.00  | 58,936.00   | 13.57%  |

**Assessor's Office:**

- 43 Assessor

\$22,000 replacement vehicle purchase and trade in of one vehicle planned. Increase in health insurance costs due to coverage changes.

|              |              |              |           |        |
|--------------|--------------|--------------|-----------|--------|
| REVENUE      | (155,156.00) | (175,902.00) | 20,746.00 | 13.37% |
| EXPENDITURES | 874,430.00   | 943,111.00   | 68,681.00 | 7.85%  |

**Attorney's Office:**

- 90 Attorney
- 255 Crime Victim Grant

Majority of expense increase is due to new case management software. Old software will no longer be supported.

|              |              |              |            |       |
|--------------|--------------|--------------|------------|-------|
| REVENUE      | (151,768.00) | (152,215.00) | 447.00     | 0.29% |
| EXPENDITURES | 1,377,552.00 | 1,489,700.00 | 117,449.00 | 8.53% |

**Auditor:**

- 40 Auditor (inc. License Center)
- 41 Internal Audit

Shared "floater position moved from Recorder's budget to Auditor's budget. Reduction in postage/printing costs. Reduction in accounts payable software costs. Increase in vehicle license/tab fees..

|              |              |              |             |       |
|--------------|--------------|--------------|-------------|-------|
| REVENUE      | (318,875.00) | (347,715.00) | (28,840.00) | 9.04% |
| EXPENDITURES | 953,655.00   | 982,804.00   | 29,149.00   | 3.06% |

**60 Elections**

Increase in election costs due to three 2024 elections

|              |           |            |           |        |
|--------------|-----------|------------|-----------|--------|
| REVENUE      | 0.00      | 0.00       | 0.00      | 0.00%  |
| EXPENDITURES | 80,828.00 | 141,497.00 | 60,669.00 | 75.06% |



**Commissioners:**

01 *Commissioners*

Budgeted increases in salary to be determined later by Board resolution. Reduction in benefits costs due to election changes.

|              |            |            |           |       |
|--------------|------------|------------|-----------|-------|
| REVENUE      | 0.00       | 0.00       | 0.00      | 0.00% |
| EXPENDITURES | 296,369.00 | 308,230.00 | 11,861.00 | 4.00% |

**Economic Development:**

711 *Economic Development*

Slight increase in publishing/advertising. Elimination of retiree health benefit.

|              |            |            |          |       |
|--------------|------------|------------|----------|-------|
| REVENUE      | 0.00       | 0.00       | 0.00     | 0.00% |
| EXPENDITURES | 123,986.00 | 126,947.00 | 2,979.00 | 2.40% |

**Environmental Services:**

122 *Planning & Zoning*

391 *Solid Waste*

392 *Water Wells*

Planned use of fund balance in the Solid Waste budget for recycling center improvements. Increase in recycling costs - \$30,000. Elimination of sewer inspector contract.

|              |              |              |           |       |
|--------------|--------------|--------------|-----------|-------|
| REVENUE      | (773,201.00) | (814,605.00) | 18,200.00 | 5.35% |
| EXPENDITURES | 1,074,803.00 | 1,114,971.00 | 40,168.00 | 3.74% |

**Extension Office:**

601 *Extension*

Current three-year contract ends December, 2024.

|              |           |           |        |       |
|--------------|-----------|-----------|--------|-------|
| REVENUE      | 0.00      | 0.00      | 0.00   | 0.00% |
| EXPENDITURES | 86,199.00 | 86,649.00 | 450.00 | 0.52% |

**Human Resources:**

53 *Human Resources*

Reduction in benefit costs due to staff restructuring. Background check fees moved from other departments to HR.

|              |            |            |          |       |
|--------------|------------|------------|----------|-------|
| REVENUE      | 0.00       | 0.00       | 0.00     | 0.00% |
| EXPENDITURES | 393,521.00 | 400,159.00 | 6,638.00 | 1.69% |

**Information and Technology:**  
 49 *Information and Technology*

Increase in capital equipment – Back up device and HCI cluster. Reduction in service contract costs.

|              |             |             |           |       |
|--------------|-------------|-------------|-----------|-------|
| REVENUE      | (21,500.00) | (21,500.00) | 0.00      | 0.00% |
| EXPENDITURES | 808,162.00  | 837,339.00  | 29,177.00 | 3.61% |

**Library (ECRL):** Appropriation amount not yet received. State certified minimum level of support for 2024 is \$200,398.

**Courthouse Maintenance:**  
 110 *Courthouse Maintenance*  
 111 *Buildings*

Slight increase in contracts, supplies, and utilities. Reduction in benefits costs due to election changes.

|              |            |            |           |       |
|--------------|------------|------------|-----------|-------|
| REVENUE      | 0.00       | 0.00       | 0.00      | 0.00% |
| EXPENDITURES | 662,604.00 | 695,780.00 | 33,176.00 | 5.01% |

**Recorder:**  
 100 *Recorder* (not inc. Compliance & Technology funds)

Significant reduction in salary/benefits due to “floater” position moving to Auditor’s Office. Reduction in fee revenue.

|              |              |             |             |         |
|--------------|--------------|-------------|-------------|---------|
| REVENUE      | (105,500.00) | (85,000.00) | (20,500.00) | -19.43% |
| EXPENDITURES | 401,076.00   | 313,734.00  | (87,342.00) | -21.78% |

**SWCD, AG & Watershed:**  
 600 *Ag Society, Soil & Water, Ag Inspector*

Slight increase attributed to Ag Society insurance costs.

|              |            |            |        |       |
|--------------|------------|------------|--------|-------|
| REVENUE      | 0.00       | 0.00       | 0.00   | 0.00% |
| EXPENDITURES | 121,659.00 | 122,327.00 | 668.00 | 0.55% |

**Treasurer’s Office:**  
 42 *Treasurer*

Increase in state deed tax revenue. Majority of expense increase is attributed to health insurance increases due to election changes and retiree health benefit.

|              |             |             |           |        |
|--------------|-------------|-------------|-----------|--------|
| REVENUE      | (24,000.00) | (33,000.00) | 9,000.00  | 37.50% |
| EXPENDITURES | 323,955.00  | 349,444.00  | 25,489.00 | 7.87%  |

**Additional Notes:**

- The full county budget, appropriations, and Capital Plan will be reviewed at the September 12, 2023 Board meeting. The Board will be asked to adopt the preliminary levy at the September 26, 2023 Board meeting. State law requires the County Board to adopt a preliminary levy prior to September 30<sup>th</sup>.
- The final levy cannot exceed the preliminary levy but may be lowered by year end.
- Fund Balance recommendations will be made according to the adopted Fund Balance Policy after the outside Auditor's complete financial statements.
- 2024 County Program Aid increased by \$256,390 from \$827,057 to \$1,083,447.

# Aitkin County



## USER-SELECTED BUDGET REPORT

Options: 1 = Budget Amount, 2 = Yearly Amount, 3 = Dashed Lines, 4 = Estimated Annual

Page Break Option: 1 1 - Page Break by FUND  
2 - Page Break by DEPT  
3 - Page Break by PROGRAM  
4 - Page Break by SERVICE

Column Selection: 1 2 1 0 0

Column Headings: ADOPTED 2023 Jan -July ACTUALS PROPOSAL 2024

Line Spacing: 1 1 - Single Spaced  
2 - Double Spaced

Year: 2023  
Months: 01 Thru 07

Print Subtotal By FUND N  
Print Subtotal By DEPT N  
Print Subtotal By PROGRAM N  
Print Subtotal By SERVICE N  
Print Subtotal By Object Range N

Report Basis 1 1 - Cash  
2 - Modified Accrual  
3 - Full Accrual

Include on the Report: 1 1 - All G/L Accounts  
2 - Only G/L Accounts with Budget  
Amts.  
3 - Only G/L Accounts without Budget  
Amts.  
4 - Only Budget Accounts with zero  
Amts.  
5 - Only Active G/L Accounts

Include Zero Dollar Accts: N  
Round Amounts: Y  
Save Report: N

Comment:

FUND Range From 1 Thru 1

DEPT  
X Include/eXclude 200, 201, 202, 203, 204, 206, 252, 253, 254, 280

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>            | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|---------------------------------------|-------------------------------|--|--------------------------------|
| 01-040-000-0000-5116  | 1/2 Beer License                      | 125 -                         | 0  | 125 -                          |
| 01-040-000-0000-5119  | Liquor Licenses                       | 57,000 -                      | 13,200 -   | 57,000 -                       |
| 01-040-000-0000-5132  | Cigarette License Fees                | 1,550 -                       | 1,500 -  | 1,500 -                        |
| 01-040-000-0000-5517  | Fees For Services                     | 6,900 -                       | 1,255 -  | 2,500 -                        |
| 01-040-000-0000-5519  | Lien Release Ditch & Hwy              | 0                             | 30 -   | 0                              |
| 01-040-000-0000-5526  | TinT Reimb from Schools/City/Twp      | 9,300 -                       | 356 -  | 10,000 -                       |
| 01-040-000-0000-5590  | Auditor Fee-Clerical FTS Sales & Fees | 30,000 -                      | 30,000 -   | 30,000 -                       |
| 01-040-000-0000-5840  | Misc Receipts                         | 60 -                          | 25 -   | 50 -                           |
| 01-040-000-0000-6101  | Salaries-Full Time                    | 371,625                       | 210,075  | 433,749                        |
| 01-040-000-0000-6108  | Meals (Not Overnight)                 | 100                           | 0  | 0                              |
| 01-040-000-0000-6109  | Overtime-Salaries                     | 3,000                         | 206  | 500                            |
| 01-040-000-0000-6124  | Medicare-Employer 1.45%               | 5,389                         | 2,893  | 6,289                          |
| 01-040-000-0000-6148  | Employer Deduct Contribution-HSA      | 13,840                        | 6,252  | 15,560                         |
| 01-040-000-0000-6149  | Employer Deduct Contribution-Veba     | 0                             | 1,318  | 0                              |
| 01-040-000-0000-6150  | Health Insurance-Employer             | 61,022                        | 38,268   | 78,596                         |
| 01-040-000-0000-6152  | Life Insurance-Employer               | 555                           | 222  | 468                            |
| 01-040-000-0000-6154  | Long Term Disability-Employer         | 1,014                         | 499  | 1,192                          |
| 01-040-000-0000-6159  | PERA 7.50%                            | 27,872                        | 15,490   | 32,531                         |
| 01-040-000-0000-6165  | Fica-Employer 6.20%                   | 23,041                        | 12,369   | 26,893                         |
| 01-040-000-0000-6171  | Workers Compensation                  | 549                           | 549  | 604                            |
| 01-040-000-0000-6205  | Postage                               | 19,500                        | 949  | 10,000                         |
| 01-040-000-0000-6220  | Telephone                             | 400                           | 204  | 400                            |
| 01-040-000-0000-6230  | Printing, Publishing & Adv            | 36,000                        | 19,107   | 25,000                         |
| 01-040-000-0000-6240  | Membership/Dues/Association Fees      | 360                           | 360  | 360                            |
| 01-040-000-0000-6241  | Registration Fee                      | 1,000                         | 1,080  | 1,400                          |
| 01-040-000-0000-6266  | Data Processing/Computer Services     | 30,000                        | 15,016   | 15,000                         |
| 01-040-000-0000-6268  | Staff Training, Development           | 500                           | 85   | 500                            |
| 01-040-000-0000-6330  | Transportation/Travel/Parking         | 600                           | 736  | 600                            |
| 01-040-000-0000-6332  | Hotel / Motel Lodging                 | 1,500                         | 928  | 1,500                          |
| 01-040-000-0000-6335  | Gas/Vehicle Fuel Charges              | 100                           | 0  | 100                            |
| 01-040-000-0000-6339  | Meals (Overnight)                     | 100                           | 0  | 100                            |
| 01-040-000-0000-6352  | Insurance                             | 1,375                         | 1,375  | 1,513                          |
| 01-040-000-0000-6360  | Services, Labor, Contracts            | 26,000                        | 5,527  | 21,000                         |
| 01-040-000-0000-6405  | Office Supplies                       | 2,700                         | 622  | 2,700                          |
| 01-040-000-0000-6480  | Small Furniture/Equipment             | 1,500                         | 87   | 3,000                          |
| 01-040-000-0000-6590  | Repair & Maintenance Supplies         | 100                           | 0  | 0                              |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>         | <u>ADOPTED<br/>2023</u> | <u>Jan -July<br/>ACTUALS<br/>Mo. 01 - 07</u> | <u>PROPOSED<br/>2024</u> |
|-----------------------|------------------------------------|-------------------------|--|--------------------------|
| 01-042-000-0000-6108  | Meals (Not Overnight)              | 100                     | 0  | 100                      |
| 01-042-000-0000-6109  | Overtime-Salaries                  | 500                     | 1,470  | 250                      |
| 01-042-000-0000-6124  | Medicare-Employer 1.45%            | 2,797                   | 1,336  | 2,899                    |
| 01-042-000-0000-6148  | Employer Deduct Contribution-HSA   | 8,780                   | 3,032  | 9,780                    |
| 01-042-000-0000-6149  | Employer Deduct Contribution-Veba  | 0                       | 1,902  | 0                        |
| 01-042-000-0000-6150  | Health Insurance-Employer          | 43,831                  | 28,044                                       | 58,193                   |
| 01-042-000-0000-6152  | Life Insurance-Employer            | 306                     | 143  | 234                      |
| 01-042-000-0000-6154  | Long Term Disability-Employer      | 471                     | 274  | 549                      |
| 01-042-000-0000-6157  | Retiree Health                     | 0                       | 3,585  | 6,145                    |
| 01-042-000-0000-6159  | PERA 7.50%                         | 14,468                  | 8,019  | 14,993                   |
| 01-042-000-0000-6165  | Fica-Employer 6.20%                | 11,960                  | 5,711  | 12,395                   |
| 01-042-000-0000-6171  | Workers Compensation               | 296                     | 296  | 325                      |
| 01-042-000-0000-6190  | Gym Membership                     | 0                       | 50   | 0                        |
| 01-042-000-0000-6205  | Postage                            | 14,000                  | 9,230  | 14,000                   |
| 01-042-000-0000-6220  | Telephone                          | 200                     | 102  | 200                      |
| 01-042-000-0000-6230  | Printing, Publishing & Advertising | 60                      | 0  | 60                       |
| 01-042-000-0000-6240  | Membership/Dues/Association Fees   | 400                     | 360  | 400                      |
| 01-042-000-0000-6241  | Registration Fee                   | 500                     | 80   | 500                      |
| 01-042-000-0000-6266  | Data Processing/Computer Services  | 400                     | 360  | 400                      |
| 01-042-000-0000-6330  | Transportation/Travel/Parking      | 600                     | 257  | 600                      |
| 01-042-000-0000-6332  | Hotel / Motel Lodging              | 1,400                   | 732  | 1,400                    |
| 01-042-000-0000-6335  | Gas/Vehicle Fuel Charges           | 50                      | 0  | 50                       |
| 01-042-000-0000-6339  | Meals (Overnight)                  | 100                     | 81   | 100                      |
| 01-042-000-0000-6342  | Office Equipment Rental/Contracts  | 0                       | 2,194  | 2,300                    |
| 01-042-000-0000-6352  | Insurance                          | 825                     | 825  | 907                      |
| 01-042-000-0000-6360  | Services, Labor, Contracts         | 16,000                  | 7,272  | 16,000                   |
| 01-042-000-0000-6405  | Office Supplies                    | 13,000                  | 3,562  | 7,000                    |
| 01-042-000-0000-6820  | Refunds                            | 0                       | 76   | 0                        |
| 043 DEPT Assessor     |                                    |                         |  |                          |
| 01-043-000-0000-5526  | Assessor Township Assessment       | 144,656 -               | 144,656 -                                    | 150,402 -                |
| 01-043-000-0000-5840  | Misc Receipts                      | 10,500 -                | 5,582 -                                      | 25,500 -                 |
| 01-043-000-0000-6101  | Salaries-Full Time                 | 558,816                 | 347,459                                      | 591,990                  |
| 01-043-000-0000-6108  | Meals (Not Overnight)              | 300                     | 10   | 300                      |
| 01-043-000-0000-6109  | Overtime-Salaries                  | 100                     | 0  | 100                      |
| 01-043-000-0000-6124  | Medicare-Employer 1.45%            | 8,103                   | 4,532  | 8,584                    |
| 01-043-000-0000-6148  | Employer Deduct Contribution-HSA   | 23,880                  | 11,741                                       | 24,340                   |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>            | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|---------------------------------------|-------------------------------|--|--------------------------------|
| 01-044-000-0000-5910  | Transfer in From Other Funds          | 700,000 -                     | 0  | 0                              |
| 01-044-000-0000-6220  | Telephone                             | 0                             | 213  | 0                              |
| 01-044-000-0000-6342  | Office Equipment Rental/Contracts     | 0                             | 616  | 0                              |
| 01-044-000-0000-6352  | Insurance                             | 51,611                        | 51,544   | 56,772                         |
| 01-044-000-0000-6360  | Services, Labor, Contracts            | 100,000                       | 84,672   | 100,000                        |
| 01-044-000-0000-6405  | Office Supplies                       | 0                             | 3,425  | 0                              |
| 01-044-000-0000-6841  | Ambulance Appropriations              | 42,000                        | 18,615   | 42,000                         |
| 01-044-000-0000-6844  | MN Rural Counties Caucus              | 2,300                         | 2,300  | 2,300                          |
| 01-044-000-0000-6845  | Assoc of MN Counties                  | 11,142                        | 11,614   | 11,614                         |
| 01-044-000-0000-6846  | Arrowhead Counties Appropriations     | 2,750                         | 2,750  | 2,750                          |
| 01-044-000-0000-6847  | Support within Reach                  | 2,000                         | 2,000  | 2,000                          |
| 01-044-048-0000-6205  | Postage                               | 0                             | 453  | 0                              |
| 01-044-048-0000-6342  | Postage Rental                        | 0                             | 718  | 2,870                          |
| 01-044-048-0000-6405  | Postage Supplies                      | 0                             | 30   | 900                            |
| 01-044-100-0000-5001  | Property Taxes - Current              | 9,996,526 -                   | 5,952,668 -  | 10,383,370 -                   |
| 01-044-100-0000-5004  | Property Taxes-Delinquent             | 0                             | 89,447 -   | 0                              |
| 01-044-100-0000-5060  | Mobile Home-Current                   | 11,000 -                      | 0  | 11,000 -                       |
| 01-044-100-0000-5064  | Mobile Home - Delinquent              | 0                             | 2,271 -  | 0                              |
| 01-044-100-0000-5065  | Severed Mineral-Current               | 5,000 -                       | 4,041 -  | 5,000 -                        |
| 01-044-100-0000-5066  | Severed Mineral-Delinquent            | 0                             | 7 -  | 0                              |
| 01-044-100-0000-5067  | Industrial Minerals-Current           | 500 -                         | 459 -  | 500 -                          |
| 01-044-100-0000-5070  | Penalty - Current                     | 32,000 -                      | 0  | 32,000 -                       |
| 01-044-100-0000-5071  | Penalty & Interest - Delinquent       | 55,000 -                      | 21,417 -   | 42,000 -                       |
| 01-044-100-0000-5210  | County Program Aid                    | 827,057 -                     | 413,529 -  | 1,083,447 -                    |
| 01-044-100-0000-5251  | In Lieu Apportionments & Receipts     | 1,200,000 -                   | 1,245,219 -  | 1,898,275 -                    |
| 01-044-100-0000-5252  | Forf Tax Sales Apportionment          | 150,000 -                     | 147,571 -  | 150,000 -                      |
| 01-044-100-0000-6800  | Tax Abatements                        | 16,500                        | 5,138  | 10,000                         |
| 01-044-904-0000-6360  | Flex Plan Withdrawals                 | 0                             | 1,423 -  | 0                              |
| 01-044-904-0000-6379  | Flex Services, Labor, Etc.            | 5,000                         | 4,434  | 8,500                          |
| 045 DEPT              | Motor Pool                            |                               |  |                                |
| 01-045-000-0000-5840  | Misc Receipts                         | 48,000 -                      | 0  | 42,000 -                       |
| 01-045-000-0000-5920  | Sales of Capital Assets/Auction Proce | 12,000 -                      | 0  | 8,000 -                        |
| 01-045-000-0000-6302  | Vehicle Maintenance                   | 5,000                         | 2,099  | 5,000                          |
| 01-045-000-0000-6352  | Insurance                             | 4,375                         | 3,978  | 4,812                          |
| 01-045-000-0000-6360  | Services, Labor, Contracts            | 2,670                         | 0  | 0                              |
| 01-045-000-0000-6374  | Auto & Trailer License                | 215                           | 41   | 215                            |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>        | <u>ADOPTED<br/>2023</u> | <u>Jan -July<br/>ACTUALS<br/>Mo. 01 - 07</u> | <u>PROPOSED<br/>2024</u> |
|-----------------------|-----------------------------------|-------------------------|--|--------------------------|
| 01-052-000-0000-6109  | Overtime-Salaries                 | 0                       | 83   | 0                        |
| 01-052-000-0000-6124  | Medicare-Employer 1.45%           | 2,056                   | 1,139  | 2,669                    |
| 01-052-000-0000-6148  | Employer Deduct Contribution-HSA  | 4,890                   | 1,485  | 5,520                    |
| 01-052-000-0000-6150  | Health Insurance-Employer         | 27,195                  | 5,894  | 29,843                   |
| 01-052-000-0000-6152  | Life Insurance-Employer           | 153                     | 68   | 204                      |
| 01-052-000-0000-6154  | Long Term Disability-Employer     | 314                     | 170  | 487                      |
| 01-052-000-0000-6159  | PERA 7.50%                        | 10,633                  | 5,401  | 13,806                   |
| 01-052-000-0000-6165  | Fica-Employer 6.20%               | 8,790                   | 4,871  | 11,413                   |
| 01-052-000-0000-6169  | MNDCP IN LIEU OF HEALTH INS       | 0                       | 233  | 0                        |
| 01-052-000-0000-6171  | Workers Compensation              | 240                     | 240  | 265                      |
| 01-052-000-0000-6205  | Postage                           | 200                     | 1  | 200                      |
| 01-052-000-0000-6220  | Telephone                         | 1,020                   | 844  | 1,100                    |
| 01-052-000-0000-6230  | Printing, Publishing & Adv        | 0                       | 189  | 0                        |
| 01-052-000-0000-6240  | Membership/Dues/Association Fees  | 1,200                   | 1,559  | 1,600                    |
| 01-052-000-0000-6241  | Registration Fee                  | 2,000                   | 1,775  | 2,000                    |
| 01-052-000-0000-6263  | Contract Legal Services           | 20,000                  | 14,999                                       | 20,000                   |
| 01-052-000-0000-6266  | Data Processing/Computer Services | 1,100                   | 1,071  | 1,100                    |
| 01-052-000-0000-6330  | Transportation/Travel/Parking     | 1,000                   | 0  | 1,000                    |
| 01-052-000-0000-6332  | Hotel / Motel Lodging             | 1,500                   | 513  | 1,500                    |
| 01-052-000-0000-6335  | Gas/Vehicle Fuel Charges          | 50                      | 0  | 50                       |
| 01-052-000-0000-6339  | Meals (Overnight)                 | 200                     | 37   | 200                      |
| 01-052-000-0000-6352  | Insurance                         | 1,375                   | 1,375  | 1,510                    |
| 01-052-000-0000-6405  | Office Supplies                   | 2,500                   | 448  | 1,000                    |
| 01-052-000-0000-6480  | Small Furniture/Equipment         | 0                       | 0  | 1,500                    |
| 053 DEPT              | Human Resources                   |                         |  |                          |
| 01-053-000-0000-5506  | Charges for Services              | 0                       | 5 -  | 0                        |
| 01-053-000-0000-6101  | Salaries-Full Time                | 242,586                 | 132,364                                      | 258,364                  |
| 01-053-000-0000-6108  | Meals (Not Overnight)             | 100                     | 0  | 0                        |
| 01-053-000-0000-6109  | Overtime-Salaries                 | 0                       | 487  | 500                      |
| 01-053-000-0000-6124  | Medicare-Employer 1.45%           | 3,518                   | 1,884  | 3,753                    |
| 01-053-000-0000-6148  | Employer Deduct Contribution-HSA  | 9,950                   | 4,035  | 5,520                    |
| 01-053-000-0000-6150  | Health Insurance Employer         | 44,386                  | 18,868                                       | 29,843                   |
| 01-053-000-0000-6152  | Life Insurance-Employer           | 357                     | 196  | 306                      |
| 01-053-000-0000-6154  | Long Term Disability-Employer     | 549                     | 317  | 608                      |
| 01-053-000-0000-6159  | PERA 7.50%                        | 17,890                  | 10,185                                       | 19,415                   |
| 01-053-000-0000-6165  | Fica-Employer                     | 15,040                  | 8,054  | 16,050                   |



# Aitkin County

## USER-SELECTED BUDGET REPORT



Report Basis: Cash

| <u>Account Number</u> |                      | <u>Account Description</u>           | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|----------------------|--------------------------------------|-------------------------------|--|--------------------------------|
| 090                   | DEPT Attorney        |                                      |                               |  |                                |
|                       | 01-090-000-0000-5512 | Costs Of Prosecution                 | 19,788 -                      | 19,265 -   | 17,427 -                       |
|                       | 01-090-000-0000-5527 | Asst Co Atty & Sec Fees              | 46,911 -                      | 20,450 -   | 46,925 -                       |
|                       | 01-090-000-0000-5612 | Drug & Forfeiture Ms387.213          | 11,270 -                      | 3,732 -  | 13,186 -                       |
|                       | 01-090-000-0000-5840 | Misc Receipts                        | 2,799 -                       | 1,124 -  | 3,677 -                        |
|                       | 01-090-000-0000-6101 | Salaries-Full Time                   | 870,127                       | 480,835  | 899,763                        |
|                       | 01-090-000-0000-6102 | Salaries-Part Time                   | 0                             | 0  | 10,720                         |
|                       | 01-090-000-0000-6108 | Meals Reimbursed (Taxable)           | 50                            | 33   | 50                             |
|                       | 01-090-000-0000-6109 | Overtime-Salaries                    | 0                             | 0  | 5,000                          |
|                       | 01-090-000-0000-6124 | Medicare-Employer 1.45%              | 12,617                        | 6,724  | 13,119                         |
|                       | 01-090-000-0000-6148 | Employer Deduct Contribution-HSA     | 27,600                        | 7,759  | 25,680                         |
|                       | 01-090-000-0000-6149 | Employer Deduct Contribution-Veba    | 0                             | 3,767  | 2,260                          |
|                       | 01-090-000-0000-6150 | Health Insurance-Employer            | 135,675                       | 49,205   | 94,534                         |
|                       | 01-090-000-0000-6152 | Life Insurance-Employer              | 1,020                         | 522  | 1,020                          |
|                       | 01-090-000-0000-6154 | Long Term Disability-Employer        | 2,101                         | 1,040  | 2,449                          |
|                       | 01-090-000-0000-6157 | Retiree Health                       | 6,145                         | 3,585  | 6,145                          |
|                       | 01-090-000-0000-6159 | PERA 7.50%                           | 64,603                        | 35,460   | 67,857                         |
|                       | 01-090-000-0000-6165 | Fica-Employer 6.20%                  | 53,948                        | 28,753   | 56,095                         |
|                       | 01-090-000-0000-6169 | MNDCP IN LIEU OF HEALTH INS          | 0                             | 2,100  | 2,800                          |
|                       | 01-090-000-0000-6171 | Workers Compensation                 | 787                           | 787  | 866                            |
|                       | 01-090-000-0000-6199 | Employee Recognition                 | 100                           | 0  | 100                            |
|                       | 01-090-000-0000-6205 | Postage                              | 2,217                         | 884  | 2,217                          |
|                       | 01-090-000-0000-6220 | Telephone                            | 3,745                         | 2,094  | 3,747                          |
|                       | 01-090-000-0000-6230 | Printing, Publishing & Adv           | 231                           | 80   | 240                            |
|                       | 01-090-000-0000-6240 | Membership/Dues/Association Fees     | 8,630                         | 1,138  | 9,493                          |
|                       | 01-090-000-0000-6260 | Professional Consulting              | 1,000                         | 0  | 1,000                          |
|                       | 01-090-000-0000-6262 | Witness/Expert Witness & Travel Expe | 1,000                         | 0  | 1,000                          |
|                       | 01-090-000-0000-6263 | Contract Legal Services              | 1,000                         | 0  | 1,000                          |
|                       | 01-090-000-0000-6264 | Sheriff Services                     | 2,434                         | 816  | 2,677                          |
|                       | 01-090-000-0000-6265 | Drug & Forfeiture MS 387.213         | 2,024                         | 836  | 2,226                          |
|                       | 01-090-000-0000-6266 | Computer Research                    | 22,813                        | 0  | 124,866                        |
|                       | 01-090-000-0000-6268 | Staff Training, Development          | 5,000                         | 355  | 5,000                          |
|                       | 01-090-000-0000-6269 | Court Reporter Services              | 169                           | 452  | 1,492                          |
|                       | 01-090-000-0000-6272 | Physical Examinations                | 200                           | 0  | 200                            |
|                       | 01-090-000-0000-6330 | Transportation/Travel/Parking        | 679                           | 121  | 708                            |
|                       | 01-090-000-0000-6332 | Hotel / Motel Lodging                | 248                           | 328  | 298                            |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

| <u>Account Number</u> | <u>Account Description</u>            | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|---------------------------------------|-------------------------------|--|--------------------------------|
| 01-100-000-0000-6360  | Services, Labor, Contracts            | 4,000                         | 1,959  | 4,000                          |
| 01-100-000-0000-6405  | Office Supplies                       | 4,000                         | 1,941  | 4,000                          |
| 01-100-195-0000-5529  | Recorder Fees-Land Records Complia    | 55,000 -                      | 29,216 -   | 45,000 -                       |
| 01-100-195-0000-6266  | Data Processing/Computer Services     | 0                             | 2,552  | 89,000                         |
| 01-100-195-0000-6360  | Services, Labor, Contracts-Land Recor | 55,000                        | 27,936   | 5,000                          |
| 01-100-196-0000-5529  | Recorder Fees-Recorder's Tech Fund    | 50,000 -                      | 26,547 -   | 40,000 -                       |
| 01-100-196-0000-6266  | Data Processing/Computer Services     | 0                             | 2,334  | 50,000                         |
| 01-100-196-0000-6360  | Services, Labor, Contracts-Recorder's | 25,000                        | 180  | 105,000                        |
| 01-100-196-0000-6625  | Office & Other Equipment-Recorder's   | 25,000                        | 50,689   | 20,000                         |
| 110 DEPT              | Courthouse Maintenance                |                               |  |                                |
| 01-110-000-0000-6101  | Salaries-Full Time                    | 274,508                       | 163,723  | 292,146                        |
| 01-110-000-0000-6109  | Overtime-Salaries                     | 1,500                         | 55   | 500                            |
| 01-110-000-0000-6124  | Medicare-Employer 1.45%               | 3,980                         | 2,300  | 4,243                          |
| 01-110-000-0000-6148  | Employer Deduct Contribution-HSA      | 16,560                        | 6,799  | 14,560                         |
| 01-110-000-0000-6149  | Employer Deduct Contribution-Veba     | 0                             | 1,318  | 0                              |
| 01-110-000-0000-6150  | Health Insurance-Employer             | 80,176                        | 33,734   | 64,692                         |
| 01-110-000-0000-6152  | Life Insurance-Employer               | 612                           | 256  | 468                            |
| 01-110-000-0000-6154  | Long Term Disability-Employer         | 669                           | 391  | 803                            |
| 01-110-000-0000-6159  | PERA 7.50%                            | 20,588                        | 11,822   | 21,949                         |
| 01-110-000-0000-6165  | Fica-Employer 6.20%                   | 17,020                        | 9,836  | 18,144                         |
| 01-110-000-0000-6171  | Workers Compensation                  | 5,082                         | 5,082  | 5,600                          |
| 01-110-000-0000-6172  | Unemployment Compensation             | 0                             | 8,018  | 0                              |
| 01-110-000-0000-6190  | Gym Membership                        | 0                             | 30   | 0                              |
| 01-110-000-0000-6220  | Telephone                             | 850                           | 356  | 850                            |
| 01-110-000-0000-6240  | Membership/Dues/Association Fees      | 500                           | 0  | 750                            |
| 01-110-000-0000-6254  | Utilities-Gas and Electric            | 80,000                        | 46,875   | 85,000                         |
| 01-110-000-0000-6255  | Garbage                               | 8,200                         | 3,867  | 8,500                          |
| 01-110-000-0000-6268  | Staff Training, Development           | 800                           | 0  | 800                            |
| 01-110-000-0000-6271  | Inspection Fees                       | 1,150                         | 0  | 1,150                          |
| 01-110-000-0000-6272  | Physical Examinations                 | 150                           | 0  | 150                            |
| 01-110-000-0000-6330  | Transportation/Travel/Parking         | 200                           | 0  | 200                            |
| 01-110-000-0000-6335  | Gas/Vehicle Fuel Charges              | 400                           | 215  | 400                            |
| 01-110-000-0000-6352  | Insurance                             | 2,334                         | 2,334  | 2,600                          |
| 01-110-000-0000-6360  | Services, Labor, Contracts            | 47,000                        | 38,940   | 52,000                         |
| 01-110-000-0000-6374  | Auto & Trailer License                | 25                            | 0  | 25                             |
| 01-110-000-0000-6405  | Office Supplies                       | 200                           | 74   | 250                            |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>           | <u>ADOPTED<br/>2023</u> | <u>Jan -July<br/>ACTUALS<br/>Mo. 01 - 07</u> | <u>PROPOSED<br/>2024</u> |
|-----------------------|--------------------------------------|-------------------------|--|--------------------------|
| 01-120-000-0000-6360  | Services, Labor, Contracts           | 750                     | 191  | 500                      |
| 01-120-000-0000-6374  | Auto & Trailer License               | 20                      | 0  | 0                        |
| 01-120-000-0000-6405  | Office Supplies                      | 1,800                   | 1,595  | 1,800                    |
| 121 DEPT              | Housing & Redevelopment              |                         |  |                          |
| 01-121-000-0000-6278  | Advisory Board/Committee Per Diem    | 2,000                   | 1,540  | 2,000                    |
| 122 DEPT              | Planning & Zoning                    |                         |  |                          |
| 01-122-000-0000-5135  | Planning & Zoning Permits            | 250,000 -               | 219,648 -                                    | 285,000 -                |
| 01-122-000-0000-5302  | Shoreland State Grant                | 10,786 -                | 0  | 10,786 -                 |
| 01-122-000-0000-5304  | P&Z Wetland Conserv. State Grant     | 24,930 -                | 0  | 24,930 -                 |
| 01-122-000-0000-5305  | Riparian Project Aid                 | 10,000 -                | 20,000 -                                     | 10,000 -                 |
| 01-122-000-0000-5306  | Invasive Species State Grant 477A.19 | 0                       | 134,805 -                                    | 0                        |
| 01-122-000-0000-5840  | Misc Receipts                        | 25,000 -                | 166 -  | 0                        |
| 01-122-000-0000-6101  | Salaries-Full Time                   | 374,126                 | 203,696                                      | 368,925                  |
| 01-122-000-0000-6108  | Meals Reimbursed (Taxable)           | 400                     | 202  | 400                      |
| 01-122-000-0000-6109  | Overtime-Salaries                    | 2,000                   | 216  | 2,000                    |
| 01-122-000-0000-6124  | Medicare-Employer 1.45%              | 5,425                   | 3,094  | 5,378                    |
| 01-122-000-0000-6148  | Employer Deduct Contribution-HSA     | 11,840                  | 7,759  | 13,300                   |
| 01-122-000-0000-6150  | Health Insurance-Employer            | 51,572                  | 37,389                                       | 69,141                   |
| 01-122-000-0000-6152  | Life Insurance-Employer              | 663                     | 291  | 483                      |
| 01-122-000-0000-6154  | Long Term Disability-Employer        | 863                     | 502  | 1,015                    |
| 01-122-000-0000-6157  | Retiree Health                       | 4,097                   | 1,280  | 0                        |
| 01-122-000-0000-6159  | PERA 7.50%                           | 26,560                  | 16,539                                       | 27,819                   |
| 01-122-000-0000-6165  | Fica-Employer 6.20%                  | 23,196                  | 13,229                                       | 22,997                   |
| 01-122-000-0000-6169  | MNDP IN LIEU OF HEALTH INS           | 0                       | 1,633  | 4,200                    |
| 01-122-000-0000-6171  | Workers Compensation                 | 2,981                   | 2,981  | 3,279                    |
| 01-122-000-0000-6190  | Gym Membership                       | 0                       | 110  | 0                        |
| 01-122-000-0000-6205  | Postage                              | 3,500                   | 2,131  | 3,500                    |
| 01-122-000-0000-6220  | Telephone                            | 2,200                   | 1,771  | 2,800                    |
| 01-122-000-0000-6230  | Printing, Publishing & Adv           | 3,500                   | 1,906  | 3,500                    |
| 01-122-000-0000-6240  | Membership/Dues/Association Fees     | 500                     | 0  | 250                      |
| 01-122-000-0000-6241  | Registration Fee                     | 800                     | 60   | 800                      |
| 01-122-000-0000-6263  | Legal Workshop Fees                  | 0                       | 0  | 600                      |
| 01-122-000-0000-6266  | Data Processing/Computer Services    | 3,300                   | 3,268  | 3,800                    |
| 01-122-000-0000-6268  | Staff Training, Development          | 4,000                   | 5,475  | 3,500                    |
| 01-122-000-0000-6278  | Advisory Board/Committee Per Diem    | 10,500                  | 4,240  | 10,500                   |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>            | <u>ADOPTED<br/>2023</u> | <u>Jan -July<br/>ACTUALS<br/>Mo. 01 - 07</u> | <u>PROPOSED<br/>2024</u> |
|-----------------------|---------------------------------------|-------------------------|--|--------------------------|
| 01-255-000-0000-6230  | Printing, Publishing & Adv            | 500                     | 0  | 500                      |
| 01-255-000-0000-6268  | Staff Training, Development           | 750                     | 0  | 750                      |
| 01-255-000-0000-6330  | Transportation/Travel/Parking (Own At | 150                     | 0  | 150                      |
| 01-255-000-0000-6332  | Hotel / Motel Lodging                 | 250                     | 0  | 250                      |
| 01-255-000-0000-6339  | Meals (Overnight)                     | 30                      | 0  | 30                       |
| 01-255-000-0000-6360  | Services, Labor, Contracts            | 1,500                   | 0  | 1,500                    |
| 01-255-000-0000-6405  | Office Supplies                       | 1,015                   | 394  | 1,002                    |
| 01-255-000-0000-6468  | Law Enforcement Supplies              | 416                     | 0  | 416                      |
| 01-255-000-0000-6480  | Small Furniture/Equipment             | 584                     | 0  | 584                      |
| 01-255-003-0000-6241  | Registration Fee/Training             | 250                     | 0  | 250                      |
| 01-255-003-0000-6330  | Transportation/Travel/Parking (Own At | 200                     | 0  | 200                      |
| 01-255-003-0000-6332  | Hotel / Motel Lodging                 | 300                     | 0  | 300                      |
| 01-255-003-0000-6339  | Meals (Overnight)                     | 100                     | 0  | 100                      |
| 01-255-031-0000-5840  | Emergency Fund Money                  | 1,000 -                 | 393  | 1,000 -                  |
| 01-255-031-0000-6360  | Services, Labor, Contract-Emergency   | 0                       | 258  | 774                      |
| 257 DEPT              | Community Corrections                 |                         |  |                          |
| 01-257-000-0000-5378  | CCA Subsidy                           | 314,684 -               | 157,341 -                                    | 867,934 -                |
| 01-257-000-0000-5554  | Juvenile Supervision Fee              | 1,000 -                 | 425 -  | 0                        |
| 01-257-000-0000-5556  | Supervision Fee                       | 20,000 -                | 18,055 -                                     | 0                        |
| 01-257-000-0000-5830  | Miscellaneous                         | 0                       | 50 -   | 0                        |
| 01-257-000-0000-6101  | Salaries-Full Time                    | 88,468                  | 51,585                                       | 92,888                   |
| 01-257-000-0000-6124  | Medicare-Employer 1.45%               | 1,283                   | 688  | 1,347                    |
| 01-257-000-0000-6148  | Employer Deduct Contribution-HSA      | 3,260                   | 1,902  | 3,260                    |
| 01-257-000-0000-6150  | Health Insurance-Employer             | 19,154                  | 11,173                                       | 20,388                   |
| 01-257-000-0000-6152  | Life Insurance-Employer               | 102                     | 60   | 102                      |
| 01-257-000-0000-6154  | Long Term Disability-Employer         | 163                     | 124  | 251                      |
| 01-257-000-0000-6159  | PERA 7.50%                            | 6,635                   | 3,744  | 6,967                    |
| 01-257-000-0000-6165  | Fica-Employer 6.20%                   | 5,485                   | 2,941  | 5,759                    |
| 01-257-000-0000-6171  | Workers Compensation Insurance        | 6,140                   | 6,140  | 6,754                    |
| 01-257-000-0000-6205  | Postage                               | 600                     | 478  | 650                      |
| 01-257-000-0000-6215  | Wireless Telephone Services           | 0                       | 0  | 700                      |
| 01-257-000-0000-6220  | Telephone                             | 800                     | 273  | 700                      |
| 01-257-000-0000-6240  | Membership/Dues/Association Fees      | 1,500                   | 1,468  | 1,500                    |
| 01-257-000-0000-6266  | Software Fees/License Fees            | 6,000                   | 5,283  | 7,000                    |
| 01-257-000-0000-6330  | Mileage                               | 200                     | 0  | 0                        |
| 01-257-000-0000-6332  | Hotel / Motel Lodging                 | 1,000                   | 245  | 0                        |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>          | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|-------------------------------------|-------------------------------|--|--------------------------------|
| 01-257-257-0000-6165  | Fica-Employer                       | 18,828                        | 10,528   | 23,878                         |
| 01-257-257-0000-6215  | Wireless Telephone Services         | 2,000                         | 1,145  | 2,700                          |
| 01-257-257-0000-6330  | Mileage                             | 500                           | 238  | 500                            |
| 01-257-257-0000-6335  | Gas/Vehicle Fuel Charges            | 1,200                         | 305  | 1,200                          |
| 01-257-258-0000-5333  | Drug Court Grant                    | 70,000 -                      | 42,955 -   | 61,000 -                       |
| 01-257-258-0000-6101  | Salaries-Full Time                  | 66,481                        | 38,230   | 69,800                         |
| 01-257-258-0000-6124  | Medicare-Employer 1.45%             | 964                           | 551  | 1,012                          |
| 01-257-258-0000-6148  | Employer Deduct Contribution-HSA    | 2,260                         | 1,318  | 2,260                          |
| 01-257-258-0000-6150  | Health Insurance-Employer           | 8,595                         | 5,014  | 9,455                          |
| 01-257-258-0000-6152  | Life Insurance-Employer             | 102                           | 18   | 30                             |
| 01-257-258-0000-6154  | Long Term Disability-Employer       | 163                           | 95   | 192                            |
| 01-257-258-0000-6159  | PERA                                | 4,986                         | 2,867  | 5,235                          |
| 01-257-258-0000-6165  | Fica-Employer                       | 4,122                         | 2,357  | 4,328                          |
| 01-257-258-0000-6190  | Gym Membership                      | 0                             | 30   | 0                              |
| 01-257-258-0000-6215  | Wireless Telephone Services         | 0                             | 0  | 700                            |
| 01-257-258-0000-6335  | Gas/Vehicle Fuel Charges            | 1,000                         | 598  | 1,000                          |
| 01-257-258-0000-6342  | Equipment Rental/Contracts-Home Mc  | 4,000                         | 0  | 4,000                          |
| 01-257-267-0000-5333  | Sex Offender Polygraph Grant Reimb. | 500 -                         | 0  | 500 -                          |
| 01-257-267-0000-5555  | Medical Test                        | 100 -                         | 315 -  | 100 -                          |
| 01-257-267-0000-5557  | Electronic Monitoring               | 60,000 -                      | 21,000 -   | 60,000 -                       |
| 01-257-267-0000-5558  | Polygraph Fees                      | 0                             | 0  | 500 -                          |
| 01-257-267-0000-5559  | Program Fees                        | 5,100 -                       | 0  | 2,100 -                        |
| 01-257-267-0000-6230  | Printing, Publishing & Advertising  | 400                           | 390  | 400                            |
| 01-257-267-0000-6260  | Professional Consulting             | 5,100                         | 0  | 2,100                          |
| 01-257-267-0000-6274  | Drug Testing Fee                    | 5,000                         | 1,615  | 5,000                          |
| 01-257-267-0000-6285  | Polygraph Services                  | 500                           | 0  | 500                            |
| 01-257-267-0000-6342  | Office Equipment Rental/Contracts   | 35,000                        | 10,013   | 35,000                         |
| 391 DEPT Solid Waste  |                                     |                               |  |                                |
| 01-391-000-0000-5001  | Property Taxes - Current            | 308,985 -                     | 185,489 -  | 285,489 -                      |
| 01-391-000-0000-5137  | Solid Waste License                 | 900 -                         | 0  | 1,100 -                        |
| 01-391-000-0000-5251  | In Lieu Apportionments & Receipts   | 0                             | 1,381 -  | 0                              |
| 01-391-000-0000-5545  | Household Hazardous Waste           | 3,000 -                       | 0  | 3,000 -                        |
| 01-391-000-0000-5760  | Donations                           | 0                             | 500 -  | 0                              |
| 01-391-000-0000-5840  | Misc Receipts                       | 0                             | 185  | 2,000 -                        |
| 01-391-000-0000-5947  | Planned Use of Fund Balance         | 45,000 -                      | 0  | 45,000 -                       |
| 01-391-000-0000-6101  | Salaries-Full Time                  | 112,060                       | 66,079   | 120,647                        |

# Aitkin County



## USER-SELECTED BUDGET REPORT

01 FUND General Fund

Report Basis: Cash

| <u>Account Number</u> | <u>Account Description</u>           | <u>ADOPTED</u><br><u>2023</u> | <u>Jan -July</u><br><u>ACTUALS</u><br><u>Mo. 01 - 07</u> | <u>PROPOSED</u><br><u>2024</u> |
|-----------------------|--------------------------------------|-------------------------------|--|--------------------------------|
| 01-392-000-0000-6360  | Services, Labor, Contracts           | 1,000                         | 1,823  | 2,000                          |
| 01-392-000-0000-6405  | Office, Film, & Field Supplies       | 2,500                         | 2,668  | 3,000                          |
| 01-392-000-0000-6820  | Refunds & Reimbursements             | 0                             | 90   | 0                              |
| 500 DEPT              | Library And Historical Society       |                               |  |                                |
| 01-500-500-0000-6278  | Advisory Board/Committee Per Diem    | 0                             | 35   | 0                              |
| 01-500-500-0000-6801  | Library Appropriations               | 252,236                       | 246,058  | 252,236                        |
| 01-500-501-0000-6171  | Workers Compensation                 | 100                           | 50   | 50                             |
| 01-500-501-0000-6352  | Historical Society Insurance         | 4,455                         | 4,941  | 5,435                          |
| 01-500-501-0000-6801  | Historical Society Appropriations    | 19,000                        | 19,000   | 25,000                         |
| 01-500-502-0000-6848  | CARE Appropriation                   | 37,900                        | 37,900   | 37,900                         |
| 600 DEPT              | Ag Society, Soil & Water, Ag Inspect |                               |  |                                |
| 01-600-550-0000-6171  | Workers Compensation                 | 50                            | 50   | 50                             |
| 01-600-550-0000-6352  | Ag Society Insurance                 | 6,681                         | 6,904  | 7,349                          |
| 01-600-550-0000-6801  | Ag Society Appropriations            | 12,000                        | 12,000   | 14,000                         |
| 01-600-550-0000-6843  | Ag Society Capital Improvements      | 10,000                        | 10,000   | 10,000                         |
| 01-600-552-0000-5397  | Soil & Water Water Planning Grant    | 0                             | 2,523 -  | 0                              |
| 01-600-552-0000-6800  | Soil & Water County LCWP Appropriat  | 7,700                         | 7,700  | 7,700                          |
| 01-600-552-0000-6801  | Soil & Water Appropriations          | 68,849                        | 71,372   | 68,849                         |
| 01-600-552-0000-6836  | Soil & Water Snake River Watershed   | 10,079                        | 10,079   | 10,079                         |
| 01-600-552-0000-6847  | Mississippi Headwaters Board         | 1,500                         | 1,500  | 1,500                          |
| 01-600-553-0000-6271  | Ag Inspector Contracts & Services    | 4,800                         | 4,800  | 5,000                          |
| 601 DEPT              | Extension                            |                               |  |                                |
| 01-601-000-0000-6205  | Postage                              | 600                           | 170  | 600                            |
| 01-601-000-0000-6220  | Telephone                            | 50                            | 29   | 50                             |
| 01-601-000-0000-6230  | Printing, Publishing & Advertising   | 100                           | 0  | 100                            |
| 01-601-000-0000-6262  | Univ Of Minn Contracts               | 82,349                        | 39,341   | 84,292                         |
| 01-601-000-0000-6278  | Advisory Board/Committee Per Diem    | 850                           | 420  | 850                            |
| 01-601-000-0000-6379  | Extension Committee Expense(Not Pe   | 250                           | 418  | 700                            |
| 01-601-000-0000-6405  | Office Supplies                      | 2,000                         | 0  | 2,000                          |
| 700 DEPT              | Promotion,Airport,Tourism, Misc.,    |                               |  |                                |
| 01-700-903-0000-6800  | Aitkin Airport Appropriations        | 30,000                        | 30,000   | 30,000                         |
| 01-700-903-0000-6801  | Mcgregor Airport Appropriations      | 14,600                        | 14,600   | 15,600                         |
| 01-700-909-0000-5910  | Transfer in From Other Funds         | 0                             | 40,000 -   | 0                              |
| 01-700-909-0000-6230  | Tourism Printing, Publishing & Adv   | 0                             | 0  | 2,400                          |
| 01-700-909-0000-6801  | Appropriations-Grant                 | 10,000                        | 912  | 10,000                         |



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 25, 2023

**Title of Item:** Administrator Updates

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

|   |                                      |
|---|--------------------------------------|
| <b>Submitted by:</b><br>Jessica Seibert | <b>Department:</b><br>Administration |
|---|--------------------------------------|

|   |  |
|---|--|
| <b>Presenter (Name and Title):</b><br>Jessica Seibert, County Administrator | <b>Estimated Time Needed:</b><br>5 Minutes |
|---|--|

**Summary of Issue:**

Administrator Updates.

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

**Recommended Action/Motion:**

N/A

**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:*



## Aitkin County Board of Commissioners Committee Reports Forms



| 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                        |