



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** March 26, 2024

**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 208 0039

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
- D) Health & Human Services (see separate HHS Agenda)

10:00 a.m.

- E) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those give minutes but will take the information and finds answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the 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-**  
March 12, 2024 - March 25, 2024
  - B) **Approve County Board Minutes-**  
March 12, 2024
  - C) **Approve Electronic Funds Transfers**  
EFT report through 03.18.24
  - D) **Approve Auditor Vouchers-**  
Auditor Warrants - Sales/Use & Diesel Tax, February 2024
  - E) **Approve Manual Warrants/Voids/Corrections-**  
ELAN 02.15.24
  - F) **Adopt Resolution-**  
Application to Make Retail Sales of Tobacco Products
  - G) **Approve Commissioner's Vouchers**  
Commissioner Warrants 03.15.24
  - H) **Approve Manual Warrants/Voids/Corrections-**  
ELAN 02.29.24
  - I) **Approve Manual Warrants/Voids/Corrections-**  
Manual Warrants 03.15.24
  - J) **Adopt Resolution-**  
Application to Make Retail Sales of Tobacco Products - Rudra Malmo
  - K) **Adopt Resolution-**  
Search & Rescue Donation - Wealthwood Township
  - L) **Approve-**  
HRA Committee Appointment - Eileen Foss

10:05 a.m.

- 3) Dennis Thompson – Land Commissioner  
A) Summary of 2023 Apportionment

10:15 a.m.

- 4) Janet Smude - Aitkin County SWCD District Manager  
A) Approve Mississippi River Brainerd Watershed, 1W1P Implementation MOA

10:25 a.m.

- 5) Randy Quale - County Surveyor  
A) Adopt Resolution - PLSS Monument Grant: Approval to submit grant application

10:35 a.m.

- 6) Andrew Carlstrom – Environmental Services Director  
A) Approve Gun Lake Family Campground  
B) Adopt Resolution - Approve Letter of Support and Resolution for St. Louis County Regional Landfill

10:55 a.m.

- 7) John Welle – County Engineer  
A) Adopt Resolution - Award Contract 20246  
B) Adopt Resolution - Bridge Priority Resolution  
C) Approve Equipment Purchase - Tractor

11:10 a.m.

- 8) Jim Bright – Facilities Coordinator  
A) Approve Bid for Jail boiler/chiller replacement  
B) Approve Contract with Climate Makers  
C) Approve Bid for Jail controls upgrade  
D) Approve use of Fiscal Recovery Funds  
E) Schedule Committee of the Whole Meeting - Facilities

11:35 a.m.

- 9) Jessica Seibert – County Administrator  
A) Schedule Committee of the Whole Meeting - Strategic Planning  
B) Fiscal Recovery Funds Discussion  
C) Administrator Updates

11:50 a.m.

- 10) Chris Sutch – IT Manager  
A) Approve Backup Solutions  
B) Approve FRF funds for Backup Solutions

12:05 p.m.

- 11) Board of Commissioners  
A) Commissioners Committee Report

ADJOURN



**AITKIN COUNTY BOARD OF COMMISSIONERS**

March 12, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

**1.A CALL TO ORDER**

Chair Wedel called the meeting to order at 9:01 a.m.

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

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
	Item 7A moved to 7B, adding new 7A item

**1.D Citizens Public Comment by:**

Steven Massey from New Richmond, WI addressed the Board regarding the Discretionary EAW petition.

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Bret Sample

**A) Correspondence File-**

February 27, 2024 - March 11, 2024

**B) Approve County Board Minutes-**

February 27, 2024

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,454,426.13
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**D) Approve Auditor Vouchers-**

Auditor Warrants 02.23.24

	General	R&B	HHS	Trust	Total
	\$19,271.20	\$13,141.13	\$2,632.60	\$756.00	\$35,800.93

**E) Approve-**

Affidavit for Duplicate of Lost Warrant

**F) Approve Commissioner's Vouchers**

Commissioner Warrants 03.01.24

	General	Reserves	R&B	Trust	Unorg. Town.	Forest	Total
	\$119,405.29	\$36,102.95	\$31,497.03	\$18,239.37	\$2,465.88	\$2,671.38	\$262,043.01
	\$17,987.34	\$6,298.50					
	\$26,021.39	\$75.88		\$1,278.00			

**G) Approve-**

County Administrator Performance Evaluation Summary

**H) Approve Auditor Vouchers-**

Auditor Warrants Production Tax 02.28.24

Townships	\$110,733.00					<b>Total</b>	\$110,733.00
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**I) Approve Manual Warrants/Voids/Corrections-**

ELAN 02.01.24

HHS	\$1,214.10	HHS	\$22.50	General	\$2,470.51	Forest	(\$78.43)
						<b>Total</b>	\$3,628.68

**J) Approve Auditor Vouchers-**

Auditor Warrants Gas Tax 03.01.24

R&B	\$507,274.81					<b>Total</b>	\$507,274.81
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**K) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 02.29.24

General	\$1,077.41	Taxes	\$199.66			<b>Total</b>	\$1,277.07
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**L) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants - HHS MN Care Pmt

HHS	\$110.19					<b>Total</b>	\$110.19
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**M) Adopt Resolution-**

Soo Line Crossing Easement

**N) Adopt Resolution-**

Application to Make Retail Sales of Tobacco Products

**O) Approve-**

Letter of Support for LCCMR proposal from the 5 RELCs

**P) Approve-**

Facility Improvement - McGrath Diesel Fuel Tank

### Regular Agenda

3A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Award Grant: Business Development & Recreation Grant

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

3B Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Award Grant: Naturally Better Signage Request, Hill City

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Travis Leiviska

4A Andrew Carlstrom – Environmental Services Director

**Motion to:**

Adopt Resolution - Discretionary EAW - Gun Lake Family Campground

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Bret Sample

5A Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

HRA Board Meeting, MARCO Call, MACA Legislative Call, Courts Symposium, Data Practices Webinar, ATV Committee, EAW Committee, Facilities, MACA Regional Call, "Coffee with Jessica", One-on-One Meetings
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6A Board of Commissioners

**Informational Only**

Commissioners Committee Reports

ATV Committee, East Central Regional Library Board, Aquatic Invasive Species, EAW, HHS Advisory, Facilities, Natural Resources Advisory Committee
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7A Jessica Seibert - County Administrator

**Motion to:**

Schedule Public Meeting

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Bret Sample

7B Jessica Seibert – County Administrator

**Informational Only**

Closed Session per MN Statute 13D.05, Subd. 3

**Motion to Close Meeting Under MN Statute 13D.05, Subd. 3**

Motion made at 9:43 a.m.

<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

**Motion to Reopen Meeting**

Motion made at 10:32 a.m.

<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Travis Leiviska

**Motion to Adjourn**

Motion made at 10:32 a.m.

<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
<b>Next Meeting:</b>	Tuesday, March 26, 2024

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

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Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

**2C**  
Agenda Item #

**Requested Meeting Date:** 3/26/2024

**Title of Item:** EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Lori Grams	<b>Department:</b> County Treasurer	
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  EFT Report thru 3/18/2024		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

**ELECTRONIC FUNDS TRANSFER**

**Thru March 18, 2024 Board Meeting March 26, 2024**

Abstract Number	Date	Amount	Reason
21978	3/8/24	\$567.50	Auditor Abstract
21979	3/8/24	\$936,775.32	Payroll Abstract
21980	3/8/24	\$879.45	Auditor Abstract
21981	3/8/24	\$7,992.79	Auditor Abstract
21982	3/8/24	\$22,886.81	Commissioner Abstract
21983	3/15/24	\$452,811.01	Commissioner Abstract
21984	3/15/24	\$7,166.94	Auditor Abstract
21985	3/14/24	6924.97	Manual Abstract
21986	3/15/24	\$20,077.42	Manual Abstract

\$0  
Voids/No ACH

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\$1,456,082.21

S:Board Report:2023 EFT Board Report Thru Date

KMR1  
3/7/24

8:41AM

# Aitkin County



**2D**

Audit List for Board

## AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N



# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
40	DEPT			Auditor			
89991	<b>Bremer Bank</b>						
	01-040-000-0000-5840		0.06	Receipt Nbr 21766 02/01/2024		Misc Receipts	N
	01-040-000-0000-5840		0.06	Receipt Nbr 21825 02/15/2024		Misc Receipts	N
	01-040-000-0000-5840		0.13	Receipt Nbr 21834 02/15/2024		Misc Receipts	N
<b>89991</b>	<b>Bremer Bank</b>		<b>0.25</b>	<b>3 Transactions</b>			
40	<b>DEPT Total:</b>		<b>0.25</b>	<b>Auditor</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
43	DEPT			Assessor			
89991	<b>Bremer Bank</b>						
	01-043-000-0000-5840		0.51	Receipt Nbr 433 02/02/2024		Misc Receipts	N
	01-043-000-0000-5840		0.26	Receipt Nbr 434 02/12/2024		Misc Receipts	N
	01-043-000-0000-5840		0.26	Receipt Nbr 435 02/14/2024		Misc Receipts	N
<b>89991</b>	<b>Bremer Bank</b>		<b>1.03</b>	<b>3 Transactions</b>			
43	<b>DEPT Total:</b>		<b>1.03</b>	<b>Assessor</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
90	DEPT			Attorney			
89991	<b>Bremer Bank</b>						
	01-090-000-0000-5840		0.64	Receipt Nbr 905 02/07/2024		Misc Receipts	N
	01-090-000-0000-5840		1.93	Receipt Nbr 905 02/07/2024		Misc Receipts	N
	01-090-000-0000-5840		0.64	Receipt Nbr 906 02/22/2024		Misc Receipts	N
	01-090-000-0000-5840		1.61	Receipt Nbr 906 02/22/2024		Misc Receipts	N
	01-090-000-0000-5840		7.08	Receipt Nbr 906 02/22/2024		Misc Receipts	N
	01-090-000-0000-5840		0.64	Receipt Nbr 906 02/22/2024		Misc Receipts	N
	01-090-000-0000-5840		0.64	Receipt Nbr 906 02/22/2024		Misc Receipts	N
<b>89991</b>	<b>Bremer Bank</b>		<b>13.18</b>	<b>7 Transactions</b>			
90	<b>DEPT Total:</b>		<b>13.18</b>	<b>Attorney</b>	<b>1 Vendors</b>	<b>7 Transactions</b>	
100	DEPT			Recorder			
89991	<b>Bremer Bank</b>						
	01-100-000-0000-5840		19.81	Receipt Nbr 6991 02/02/2024		Misc Receipts	N
	01-100-000-0000-5840		25.67	Receipt Nbr 6993 02/02/2024		Misc Receipts	N
	01-100-000-0000-5840		6.24	Receipt Nbr 7024 02/09/2024		Misc Receipts	N
	01-100-000-0000-5840		3.54	Receipt Nbr 7028 02/12/2024		Misc Receipts	N
	01-100-000-0000-5840		10.16	Receipt Nbr 7029 02/12/2024		Misc Receipts	N

# Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-100-000-0000-5840		6.88	Receipt Nbr 7031 02/13/2024		Misc Receipts	N
	01-100-000-0000-5840		13.81	Receipt Nbr 7046 02/20/2024		Misc Receipts	N
	01-100-000-0000-5840		0.51	Receipt Nbr 7051 02/21/2024		Misc Receipts	N
	01-100-000-0000-5840		2.64	Receipt Nbr 7064 02/23/2024		Misc Receipts	N
	01-100-000-0000-5840		1.22	Receipt Nbr 7072 02/26/2024		Misc Receipts	N
	01-100-000-0000-5840		1.22-	Receipt Nbr 7072 02/26/2024		Misc Receipts	N
	01-100-000-0000-5840		0.45	Receipt Nbr 7075 02/27/2024		Misc Receipts	N
	01-100-000-0000-5840		0.58	Receipt Nbr 7077 02/27/2024		Misc Receipts	N
<b>89991</b>	<b>Bremer Bank</b>		<b>90.29</b>		<b>13</b> Transactions		
<b>100</b>	<b>DEPT Total:</b>		<b>90.29</b>	<b>Recorder</b>	<b>1 Vendors</b>	<b>13 Transactions</b>	
<b>252</b>	<b>DEPT</b>			<b>Corrections</b>			
	89991 <b>Bremer Bank</b>						
	01-252-252-0000-5872		68.92	Receipt Nbr 2012 02/16/2024		Phone Card Prisoner Welfare(Taxable)	N
<b>89991</b>	<b>Bremer Bank</b>		<b>68.92</b>		<b>1</b> Transactions		
<b>252</b>	<b>DEPT Total:</b>		<b>68.92</b>	<b>Corrections</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>1</b>	<b>Fund Total:</b>		<b>173.67</b>	<b>General Fund</b>		<b>27 Transactions</b>	

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
89991	<b>Bremer Bank</b>						
	03-000-000-0000-5517		2.89	Receipt Nbr 1242 02/01/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1243 02/02/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 306 02/09/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1251 02/12/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 307 02/14/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1255 02/15/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 1261 02/22/2024		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 308 02/23/2024		Charges-Individuals	N
	<b>89991 Bremer Bank</b>		<b>23.12</b>	<b>8 Transactions</b>			
0	<b>DEPT Total:</b>		<b>23.12</b>	<b>Undesignated</b>	<b>1 Vendors</b>	<b>8 Transactions</b>	
303	DEPT			R&B Highway Maintenance			
89991	<b>Bremer Bank</b>						
	03-303-000-0000-6570		14.10	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		15.24	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		11.00	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		12.70	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		9.03	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		14.11	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		11.57	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		11.33	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		11.29	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		7.62	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		26.24	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		41.19	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		16.08	DIESEL TAX: FEBRUARY 2024	DIESEL TAX: FEB 20	Motor Fuel & Lubricants	N
	<b>89991 Bremer Bank</b>		<b>201.50</b>	<b>13 Transactions</b>			
303	<b>DEPT Total:</b>		<b>201.50</b>	<b>R&amp;B Highway Maintenance</b>	<b>1 Vendors</b>	<b>13 Transactions</b>	
3	<b>Fund Total:</b>		<b>224.62</b>	<b>Road &amp; Bridge</b>		<b>21 Transactions</b>	

# Aitkin County



Audit List for Board **AUDITOR'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
521	DEPT		LLCC Administration			
89991	<b>Bremer Bank</b>					
	19-521-000-0000-5885		8.64	Receipt Nbr 21769 02/01/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		4.72	Receipt Nbr 21777 02/05/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		16.97	Receipt Nbr 21782 02/05/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		3.01	Receipt Nbr 21797 02/09/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		4.80	Receipt Nbr 21800 02/12/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		4.20	Receipt Nbr 21801 02/12/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		1.52	Receipt Nbr 21814 02/13/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		20.91	Receipt Nbr 21828 02/15/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		8.27	Receipt Nbr 21830 02/15/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		0.31	Receipt Nbr 21842 02/20/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		0.64	Receipt Nbr 21852 02/22/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		0.67	Receipt Nbr 21859 02/23/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		7.50	Receipt Nbr 21867 02/26/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		0.06	Receipt Nbr 21873 02/27/2024		Commissary Sales Taxable N
	19-521-000-0000-5885		8.80	Receipt Nbr 21881 02/29/2024		Commissary Sales Taxable N
	<b>89991 Bremer Bank</b>		<b>91.02</b>	<b>15 Transactions</b>		
521	<b>DEPT Total:</b>		<b>91.02</b>	<b>LLCC Administration</b>	<b>1 Vendors</b>	<b>15 Transactions</b>
19	<b>Fund Total:</b>		<b>91.02</b>	<b>Long Lake Conservation Center</b>		<b>15 Transactions</b>

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
89991	<b>Bremer Bank</b>						
	21-520-000-0000-5510		6.43	Receipt Nbr 3983 02/08/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.79	Receipt Nbr 3991 02/12/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		11.58	Receipt Nbr 3993 02/15/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		9.65	Receipt Nbr 3997 02/20/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		9.65	Receipt Nbr 3998 02/21/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93	Receipt Nbr 4008 02/26/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93	Receipt Nbr 4009 02/26/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		8.36	Receipt Nbr 4009 02/26/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15	Receipt Nbr 4009 02/26/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 4010 02/26/2024		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86	Receipt Nbr 4016 02/29/2024		Co. Parks Campground Fees	N
<b>89991</b>	<b>Bremer Bank</b>		<b>68.19</b>	<b>11 Transactions</b>			
520	<b>DEPT Total:</b>		<b>68.19</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>11 Transactions</b>	
21	<b>Fund Total:</b>		<b>68.19</b>	<b>Parks</b>		<b>11 Transactions</b>	
	<b>Final Total:</b>		<b>557.50</b>	<b>9 Vendors</b>	<b>74 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	173.67	General Fund
	3	224.62	Road & Bridge
	19	91.02	Long Lake Conservation Center
	21	68.19	Parks
<b>All Funds</b>		<b>557.50</b>	<b>Total</b>

Approved by, .....

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# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>5462 Bremer Bank (Elan ACH)</b>							
23	01-110-000-0000-6335		62.30	GAS FOR PICKUP	00354	Gas/Vehicle Fuel Charges	N
28	01-001-000-0000-6332		338.62	APRIL'S ELAN FOR KEARNEY HOTEL 03/27/2024 03/29/2024	0153	Hotel / Motel Lodging	N
11	01-200-200-0000-6260		49.44	CI PHONE	024179	CI Funds	N
20	01-252-003-0000-6335		47.47	303;JACQUIE;JOHN RADIO MTNG	075163	Gas/Vehicle Fuel Charges	N
19	01-252-003-0000-6339		16.69	303 GOV CONF- DINNER	10110	Meals (Overnight)	N
21	01-252-003-0000-6339		72.55	303; JACQUIE;JOHN RADIO TRNG	14829	Meals (Overnight)	N
12	01-200-200-0000-6265		448.57	CARRIER, RADIO CASE, MAG POUCH	1671568	Programs	N
6	01-100-000-0000-6241		350.00	MACO 2024 WINTER CONFERENCE	2024 MACO	Registration Fee	N
29	01-001-000-0000-6330		23.70	KEARNEY WASHINGTON,DC TAXI	3014	Transportation/Travel/Parking	N
16	01-252-003-0000-6241		40.00	BEN & SHELLY TRNG COLLAB CORR	301870	School Registration Fee	N
10	01-043-000-0000-6360		57.00	MLS MONTHLY FEE	3097	Services, Labor, Contracts, GIS Mapping	N
14	01-200-200-0000-6268		600.00	DEFI TRAINING	402600500280	Training, Development	N
22	01-252-003-0000-6332		332.12	303 GOV CONF - HOTEL	412324A	School Hotel / Motel Lodging	N
17	01-252-003-0000-6335		29.00	303 GOV CONF GAS	519936	Gas/Vehicle Fuel Charges	N
15	01-252-003-0000-6335		12.02	MATT & JOHN DISPATCH TRNG-GAS	519957	Gas/Vehicle Fuel Charges	N
18	01-252-003-0000-6339		23.49	303 GOV CONF - DINNER	60066	Meals (Overnight)	N
2	01-257-000-0000-6339		20.69	MEALS (DINNER MACCACC MTGS) 01/25/2024 01/25/2024	7150	Meals (Overnight)	N
4	01-122-000-0000-6332		114.33	MOWA CONVENTION(PLAGGE)	71797377	Hotel / Motel Lodging	N
30	01-122-000-0000-6332		0.50	RADISSON CHARGE ERROR	71797377	Hotel / Motel Lodging	N
3	01-122-000-0000-6405		520.02	AUGERS	764519	Office, Film, & Field Supplies	N
24	01-711-000-0000-6240		320.00	EDAM MEMBERSHIP DUES	9370	Membership/Dues/Association Fees	N
25	01-711-000-0000-6240		49.40	CONSTANT CONTACT MONTHLY	9370	Membership/Dues/Association Fees	N
26	01-711-000-0000-6241		30.00	SPARK COLLABORATIVE ADMISSION	9370	Registration Fee	N
13	01-200-000-0000-6360		15.00	ACTIVATE SPYPOINT - 24000218	CE486A8D-0013	Services, Labor, Contracts	N
27	01-049-000-0000-6266		0.04	AZURESTACK-FEB 01/01/2024 01/31/2024	G038847696	Software Fees/License Fees	N
1	01-257-000-0000-6332		140.39	LODGING -MACCACC MTGS 01/25/2024 01/26/2024	T5HSZKQ2P	Hotel / Motel Lodging	N
<b>5462 Bremer Bank (Elan ACH)</b>			<b>3,713.34</b>	<b>26 Transactions</b>			
<b>1 Fund Total:</b>			<b>3,713.34</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>26 Transactions</b>	

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3/7/24 9:49AM

# Aitkin County



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

**10** Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5	<b>5462 Bremer Bank (Elan ACH)</b> 10-923-000-0000-6268		75.00	FORESTRY & WILDLIFE RESEARCH	801529	Staff Training, Development	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>75.00</b>	1 Transactions			
<b>10 Fund Total:</b>			<b>75.00</b>	<b>Trust</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	



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9:49AM

# Aitkin County



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

Page 4

**19** Long Lake Conservation Cen

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	<b>5462 Bremer Bank (Elan ACH)</b>						
7	19-521-000-0000-6360		72.00	LLCF REIMBURSE: NR EMAIL	5416	Services, Labor, Contracts	N
9	19-521-000-0000-6360		23.20	LLCF REIMBURSE: NR PROMO TIX	5416	Services, Labor, Contracts	N
8	19-521-000-0000-6454		900.00	MUGS FOR CANTEEN	5416	Commissary Supplies-Non Jail	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>995.20</b>	<b>3 Transactions</b>			
<b>19 Fund Total:</b>			<b>995.20</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>Final Total:</b>			<b>4,783.54</b>	<b>3 Vendors</b>	<b>30 Transactions</b>		

# Aitkin County



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

5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
6	<b>5462 Bremer Bank (Elan ACH)</b> 05-430-700-4800-6108		14.87	DAY MEAL-WILL BE REIMB BY EMP 02/01/2024 02/01/2024		Meals Reimbursed (Taxable)	N
1	05-430-710-3460-6065		498.00	DRIVER'S EDUCATION TRAINING 02/01/2024 02/01/2024	120256126393	SELF Funds - Adolescent Life Skills	N
2	05-430-700-4800-6805		349.55	MH-INIT - TIRES 02/08/2024 02/09/2024	157358080	Mh Init - Transportation (416)	N
7	05-400-440-0410-6332		272.56	EP-GOV CONF LODGING (SDS) 02/05/2024 02/07/2024	BUDGET	Hotel/Lodging	N
3	05-400-440-0410-6266		3.68	AVAILITY-JAN 2024 01/01/2024 01/31/2024	INV01088429	Software Fees/License Fees	N
4	05-420-600-4800-6266		8.68	AVAILITY-JAN 2024 01/01/2024 01/31/2024	INV01088429	Software Fees/License Fees	N
5	05-430-700-4800-6266		13.94	AVAILITY-JAN 2024 01/01/2024 01/31/2024	INV01088429	Software Fees/License Fees	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>1,161.28</b>	<b>7 Transactions</b>			
<b>5 Fund Total:</b>			<b>1,161.28</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>7 Transactions</b>	
<b>Final Total:</b>			<b>1,161.28</b>	<b>1 Vendors</b>	<b>7 Transactions</b>		

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3/7/24 9:50AM

# Aitkin County



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

**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
	<b>5462 Bremer Bank (Elan ACH)</b>						
1	03-302-000-0000-6241		225.00	AUSTIN D. - CONST SITE MNGR	ELAN STMT 02-09-2	Registration Fee	N
2	03-302-000-0000-6241		125.00	AUSTIN D. - REINF. STEEL - STR	ELAN STMT 02-09-2	Registration Fee	N
3	03-302-000-0000-6241		127.69	BRYCE - MNDOT TRAINING	ELAN STMT 02-09-2	Registration Fee	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>477.69</b>	<b>3 Transactions</b>			
<b>3 Fund Total:</b>			<b>477.69</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>Final Total:</b>			<b>477.69</b>	<b>1 Vendors</b>	<b>3 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,713.34	General Fund
10	75.00	Trust
19	995.20	Long Lake Conservation Center
<b>All Funds</b>	<b>4,783.54</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>
	3	477.69	Road & Bridge
<b>All Funds</b>		<b>477.69</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	1,161.28	Health & Human Services
	<b>All Funds</b>	<b>1,161.28</b>	<b>Total</b>

Approved by, .....

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Total Elan paid 2.15.24 = \$6,422.51



# Board of County Commissioners Agenda Request

**2F**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

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

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Christy M. Bishop		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> A new application for license to sell tobacco products for the period of April 1, 2024 through March 31, 2025 for Market at McGregor (The), dba Ukura's Big Dollar Store - Jevne Township.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Approve New License to Sell Tobacco Products**

**WHEREAS**, approval of application is subject to the completion of all paperwork in full.

**WHEREAS**, license is valid effective April 1, 2024 through the period ending March 31, 2025.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following application for license to sell tobacco products effective April 1, 2024 through the period ending March 31, 2025 to:

Market at McGregor, LLC (The), d/b/a **Ukura's Big Dollar Store** – Jevne Township

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 26th day of March 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 26<sup>th</sup> day of March, 2024**

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



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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	<b>Aitkin Independent Age</b> 01-001-000-0000-6230		174.25	FEB. 13 BOARD SYNOPSIS	1378201	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>174.25</b>	1 Transactions			
248	<b>Association of Mn Counties</b> 01-001-000-0000-6241		1,500.00	COMMISSIONERS AMC REGIST. FEE 02/21/2024 02/22/2024	678	Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>1,500.00</b>	1 Transactions			
1	<b>DEPT Total:</b>		<b>1,674.25</b>	<b>Commissioners</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
12	DEPT			Court Administration			
10225	<b>Shaffer/Paul T.</b> 01-012-000-0000-6263		2,662.50	LEGAL SERVICES FEB 2024 02/01/2024 02/29/2024	02282024	Contract Legal Services	Y
<b>10225</b>	<b>Shaffer/Paul T.</b>		<b>2,662.50</b>	1 Transactions			
12	<b>DEPT Total:</b>		<b>2,662.50</b>	<b>Court Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
40	DEPT			Auditor			
9561	<b>Amazon Business</b> 01-040-000-0000-6405		44.98	STICKY NOTES, WHITEBOARD (KO)	1YCQ-M9D1-KMJD	Office Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>44.98</b>	1 Transactions			
14071	<b>Marco Technologies LLC</b> 01-040-000-0000-6266		38.00	OFFICE 365 SUBSCRIPTION	INV12208306	Data Processing/Computer Services	Y
<b>14071</b>	<b>Marco Technologies LLC</b>		<b>38.00</b>	1 Transactions			
86235	<b>The Office Shop Inc</b> 01-040-021-0000-6405		49.85	PAPER, STAPLES, RIBBON, ETC	330628-0	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>49.85</b>	1 Transactions			
40	<b>DEPT Total:</b>		<b>132.83</b>	<b>Auditor</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
42	DEPT			Treasurer			
2340	<b>Hyytinen Hardware Hank</b> 01-042-000-0000-6405		17.58	KEYS-SQ CASH BOX,KEY TAGS	105050/1	Office Supplies	N

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2340	Hyytinen Hardware Hank		17.58		1 Transactions		
14330	US Bank 01-042-000-0000-6342		100.00	RICOH CONTRACT	523598845	Office Equipment Rental/Contracts	N
14330	US Bank		100.00		1 Transactions		
42	<b>DEPT Total:</b>		<b>117.58</b>	<b>Treasurer</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
43	DEPT			Assessor			
3810	Paulbeck's County Market 01-043-000-0000-6335		654.35	GAS CHARGES	9277327	Gas/Vehicle Fuel Charges	N
3810	Paulbeck's County Market		654.35		1 Transactions		
86235	The Office Shop Inc 01-043-000-0000-6405		6.75	STAPLE REMOVER	1138887-0	Office Supplies	N
86235	The Office Shop Inc		6.75		1 Transactions		
43	<b>DEPT Total:</b>		<b>661.10</b>	<b>Assessor</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
44	DEPT			Central Services			
783	Canon Financial Services, Inc 01-044-000-0000-6342		457.51	CONTRACT CHARGES 11/29/2023 02/09/2024	330439-0	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		457.51		1 Transactions		
1181	Crow Wing Co Auditor-Treasurer 01-044-000-0000-6360		5,057.42	CMCC RETIREE HLTH JAN-JUNE 24 01/01/2024 06/30/2024	6920	Services, Labor, Contracts	N
1181	Crow Wing Co Auditor-Treasurer		5,057.42		1 Transactions		
3724	Performance Office Papers 01-044-000-0000-6405		4,370.00	JAN. 2024 COPY PAPER-120 CASES	438316-00	Office Supplies	N
3724	Performance Office Papers		4,370.00		1 Transactions		
9261	RTVision, Inc. 01-044-000-0000-6360		2,894.92	TIMECARD-BASIC SUPPORT/MAINT. 05/01/2024 04/30/2025	INV654	Services, Labor, 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
9261	RTVision, Inc.		2,894.92		1 Transactions		
<b>44</b>	<b>DEPT Total:</b>		<b>12,779.85</b>	<b>Central Services</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
45	DEPT			Motor Pool			
13934	<b>The Tire Barn</b> 01-045-000-0000-6302		54.87	LUBE, OIL, FILTER CAR #65	71838	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>54.87</b>		1 Transactions		
<b>45</b>	<b>DEPT Total:</b>		<b>54.87</b>	<b>Motor Pool</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
49	DEPT			Information Technologies			
88880	<b>Datacomm Computers &amp; Networks Inc</b> 01-049-000-0000-6485		459.00	UPS BATTERY RBC7 & RBC43	16839	Computer/Technology Supplies	N
<b>88880</b>	<b>Datacomm Computers &amp; Networks Inc</b>		<b>459.00</b>		1 Transactions		
10231	<b>eGoldfax</b> 01-049-000-0000-6266		208.89	MAR24 - FAX SERVICE 03/01/2024 03/31/2024	EGOLD-1260816	Software Fees/License Fees	N
<b>10231</b>	<b>eGoldfax</b>		<b>208.89</b>		1 Transactions		
14071	<b>Marco Technologies LLC</b> 01-049-000-0000-6266		1,890.35	OFFICE 365 SUBSCRIPTION	INV12208306	Software Fees/License Fees	Y
<b>14071</b>	<b>Marco Technologies LLC</b>		<b>1,890.35</b>		1 Transactions		
9026	<b>Tenable, Inc.</b> 01-049-000-0000-6266		5,275.00	TENABLE NESSUS ANNUAL RENEW	432691177	Software Fees/License Fees	N
<b>9026</b>	<b>Tenable, Inc.</b>		<b>5,275.00</b>		1 Transactions		
<b>49</b>	<b>DEPT Total:</b>		<b>7,833.24</b>	<b>Information Technologies</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
52	DEPT			Administration			
248	<b>Association of Mn Counties</b> 01-052-000-0000-6241		375.00	AMC REGISTRATION FEE 02/21/2024 02/22/2024	03042024	Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>375.00</b>		1 Transactions		

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>52</b>	<b>DEPT Total:</b>		<b>375.00</b>	<b>Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>53</b>	<b>DEPT</b>			<b>Human Resources</b>			
	3583 <b>National PELRA</b>						
	01-053-000-0000-6240		175.00	NATIONAL PELRA MEMBERSHIP	7079	Membership/Dues/Association Fees	N
	<b>3583 National PELRA</b>		<b>175.00</b>	<b>1 Transactions</b>			
<b>53</b>	<b>DEPT Total:</b>		<b>175.00</b>	<b>Human Resources</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>60</b>	<b>DEPT</b>			<b>Elections</b>			
	86222 <b>Aitkin Independent Age</b>						
	01-060-000-0000-6230		63.75	PNP / AB VOTING HOURS	1374604	Printing, Publishing & Adv	Y
	01-060-000-0000-6230		663.00	PNP / 2/28 NOTICE TO VOTERS	1374604	Printing, Publishing & Adv	Y
	01-060-000-0000-6230		663.00	PNP-2/21 NOTICE TO VOTERS	1374604	Printing, Publishing & Adv	Y
	<b>86222 Aitkin Independent Age</b>		<b>1,389.75</b>	<b>3 Transactions</b>			
	9561 <b>Amazon Business</b>						
	01-060-000-0000-6405		71.92	BASKETS/MAGNETIC LABEL HOLDERS	13CF-CHKW-MC1V	Office Supplies	N
	01-060-000-0000-6405		58.13	LETTER OPENERS-BALLOTS	1H13-G93H-D6YH	Office Supplies	N
	01-060-000-0000-6405		171.56	CHIPBOARD SHEETS/2 TABLES	1JNT-LTR1-1VFK	Office Supplies	N
	<b>9561 Amazon Business</b>		<b>301.61</b>	<b>3 Transactions</b>			
	9243 <b>Command Central, LLC</b>						
	01-060-000-0000-6406		1,371.95	MARCH TWP - BALLOTS, MEDIA	33387	Ballots & Programming	Y
	<b>9243 Command Central, LLC</b>		<b>1,371.95</b>	<b>1 Transactions</b>			
	3267 <b>Peysar/Kirk</b>						
	01-060-000-0000-6405		21.26	PNP / SUPPLIES REIMB	03052024	Office Supplies	N
	01-060-000-0000-6205		9.50	PNP-ABSTRACT POSTAGE	03082024	Postage	N
	<b>3267 Peysar/Kirk</b>		<b>30.76</b>	<b>2 Transactions</b>			
	89796 <b>Ryan/Kathleen</b>						
	01-060-000-0000-6405		540.89	PNP-ELECTION JUDGE SUPPLIES	PNP REIMB	Office Supplies	N
	<b>89796 Ryan/Kathleen</b>		<b>540.89</b>	<b>1 Transactions</b>			
	13129 <b>SeaChange Printing &amp; Marketing Serv LLC</b>						
	01-060-000-0000-6405		490.99	PNP BALLOT BOXES & ENVELOPES	INV023904	Office Supplies	Y
	01-060-000-0000-6405		1,729.30	PNP ENVELOPES	INV024186	Office Supplies	Y

# 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
13129	SeaChange Printing & Marketing Serv LLC				2,220.29				2 Transactions			
<b>60</b>	<b>DEPT Total:</b>				<b>5,855.25</b>	<b>Elections</b>			<b>6 Vendors</b>		<b>12 Transactions</b>	
<b>90</b>	DEPT					Attorney						
10855	Culligan Soft Water	01-090-000-0000-6265			107.00	MONTHLY SERVICE		150X01578301		Drug & Forfeiture MS 387.213		N
<b>10855</b>	<b>Culligan Soft Water</b>				<b>107.00</b>				1 Transactions			
14071	Marco Technologies LLC	01-090-000-0000-6266			228.00	OFFICE 365 SUBSCRIPTION		INV12208306		Computer Research		Y
<b>14071</b>	<b>Marco Technologies LLC</b>				<b>228.00</b>				1 Transactions			
86944	Sheriff Crow Wing County	01-090-000-0000-6264			75.00	PAPER SERVICE 01CR249		11928		Sheriff Services		N
<b>86944</b>	<b>Sheriff Crow Wing County</b>				<b>75.00</b>				1 Transactions			
10879	Shred-It	01-090-000-0000-6360			216.94	MONTHLY SERVICR		8006372546		Services, Labor, Contracts		N
						02/01/2024	02/29/2024					
<b>10879</b>	<b>Shred-It</b>				<b>216.94</b>				1 Transactions			
5173	Thomson Reuters-West Publishing	01-090-000-0000-6406			1,696.52	ONLIENE/SOFTWARE SUBSCRIPTION		849801814		Law Publ. & Subscriptions		N
		01-090-000-0000-6406			377.94	LIBRARY PLAN CHARGES		849885374		Law Publ. & Subscriptions		N
<b>5173</b>	<b>Thomson Reuters-West Publishing</b>				<b>2,074.46</b>				2 Transactions			
<b>90</b>	<b>DEPT Total:</b>				<b>2,701.40</b>	<b>Attorney</b>			<b>5 Vendors</b>		<b>6 Transactions</b>	
<b>100</b>	DEPT					Recorder						
9561	Amazon Business	01-100-000-0000-6405			120.88	OFFICE SUPPLIES		1KH1-NDHX-69CG		Office Supplies		N
<b>9561</b>	<b>Amazon Business</b>				<b>120.88</b>				1 Transactions			
10452	AT&T Mobility	01-100-000-0000-6220			49.78	RECORDER CELL PHONE		287323078605		Telephone		N
						01/26/2024	02/25/2024					

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1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
<b>10452</b>	<b>AT&amp;T Mobility</b>			<b>49.78</b>				
					1 Transactions			
2386	<b>Information Systems Corp</b>							
	01-100-196-0000-6360			1,045.00	PANASONIC SCANNER-MAINTENANCE	M30807	Services, Labor, Contracts-Recorder's	N
					02/13/2024 02/13/2024			
<b>2386</b>	<b>Information Systems Corp</b>			<b>1,045.00</b>				
					1 Transactions			
14814	<b>Snyder/Tara</b>							
	01-100-000-0000-6330			70.11	MILEAGE-MACO CONFERENCE	2024 MACO	Transportation/Travel/Parking	N
					02/17/2024 02/17/2024			
	01-100-000-0000-6330			70.11	MILEAGE-MACO CONFERENCE	2024 MACO	Transportation/Travel/Parking	N
					02/22/2024 02/22/2024			
	01-100-000-0000-6339			26.77	DINNER 2/17/24	2024 MACO	Meals (Overnight)	N
<b>14814</b>	<b>Snyder/Tara</b>			<b>166.99</b>				
					3 Transactions			
86235	<b>The Office Shop Inc</b>							
	01-100-000-0000-6360			1,296.77	GC-1ST FLR COPIER EAST	330417-0	Services, Labor, Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>			<b>1,296.77</b>				
					1 Transactions			
6101	<b>West Central Indexing</b>							
	01-100-195-0000-6266			90.24	ICRS FEBRUARY 2024	1906	Data Processing/Computer Services	N
					02/01/2024 02/29/2024			
<b>6101</b>	<b>West Central Indexing</b>			<b>90.24</b>				
					1 Transactions			
<b>100</b>	<b>DEPT Total:</b>			<b>2,769.66</b>	<b>Recorder</b>	<b>6 Vendors</b>	<b>8 Transactions</b>	
<b>110</b>	<b>DEPT</b>				<b>Courthouse Maintenance</b>			
9561	<b>Amazon Business</b>							
	01-110-000-0000-6415			595.20	MN STATE FLAGS	17V1-XDHM-KNDD	Operational Supplies	N
	01-110-000-0000-6415			469.99	THERMAL IMAGING CAMERA	1FW9-KJGC-MRWH	Operational Supplies	N
<b>9561</b>	<b>Amazon Business</b>			<b>1,065.19</b>				
					2 Transactions			
1491	<b>Dutch's Electric, Inc</b>							
	01-110-000-0000-6360			990.70	SOUTH PARKING LOT LIGHTS	32673	Services, Labor, Contracts	N
<b>1491</b>	<b>Dutch's Electric, Inc</b>			<b>990.70</b>				
					1 Transactions			
1754	<b>Garrison Disposal Company, Inc</b>							
	01-110-000-0000-6255			575.22	MONTHLEY GARBAGE SERVICE	355629	Garbage	N
					02/01/2024 02/29/2024			

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1 General Fund

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1754	Garrison Disposal Company, Inc				575.22				1 Transactions			
14559	Goodin Company	01-110-000-0000-6415			199.78	FLUSH VALVE REPAIR KITS		6656265-00		Operational Supplies		N
14559	Goodin Company				199.78				1 Transactions			
9694	Midwest Lock & Door, Inc.	01-110-000-0000-6360			375.00	DOOR HOLD OPENS.GOV CENTER		9746		Services, Labor, Contracts		N
		01-110-000-0000-6415			1,464.00	DOOR HOLD OPENS.GOV CENTER		9746		Operational Supplies		N
9694	Midwest Lock & Door, Inc.				1,839.00				2 Transactions			
3950	Public Utilities	01-110-000-0000-6254			3,712.03	GOV'T CENTER	01/16/2024	1430-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			85.25	GLARCO	01/16/2024	50186-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			313.27	LA TOOL	01/16/2024	50188-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			42.28	OLD COUNTY GARAGE	01/16/2024	50202-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			27.41	JUDICIAL CENTER	01/16/2024	509-00		Utilities-Gas and Electric		N
3950	Public Utilities				4,180.24				5 Transactions			
10698	Stericycle,Inc	01-110-000-0000-6360			30.10	STERI-SAFE	03/01/2024	8006211699		Services, Labor, Contracts		6
10698	Stericycle,Inc				30.10				1 Transactions			
110	DEPT Total:				8,880.23	Courthouse Maintenance			7 Vendors			13 Transactions
120	DEPT					Veterans Service						
10981	Bakken/Glen A.J.	01-120-000-0000-6278			50.00	GLEN MARCH	02/22/2024	02222024		Per Diem		Y
10981	Bakken/Glen A.J.				50.00				1 Transactions			
14508	Janzen/Hugh	01-120-000-0000-6278			50.00	HUGH FEBRUARY		022824		Per Diem		Y



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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14508	Janzen/Hugh		50.00	02/28/2024 02/28/2024 1 Transactions			
5767	Lamke/Dennis C. 01-120-000-0000-6278		150.00	DENNIS MARCH 02/01/2024 02/29/2024 1 Transactions	02012024	Per Diem	Y
5767	Lamke/Dennis C.		150.00				
86235	The Office Shop Inc 01-120-000-0000-6405 01-120-000-0000-6405		54.73 21.93	OFFICE SHOP - FOLDERS OFFICE SHOP - RECEIPT BOOK	1138844 1138844	Office Supplies Office Supplies	N N
86235	The Office Shop Inc		76.66	2 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230		125.00	VOYAGEUR PRESS FEBRUARY 02/27/2024 02/27/2024 1 Transactions	48376	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		125.00				
11970	Wikelius/Charles 01-120-000-0000-6278		100.00	CHARLIE FEBRUARY	020924	Per Diem	Y
11970	Wikelius/Charles		100.00	1 Transactions			
9255	Witt/Warren 01-120-000-0000-6278 01-120-000-0000-6335		100.00 33.66	WARREN MARCH 02/14/2024 02/21/2024 VET VAN GAS PAID BY WARREN 02/14/2024 02/21/2024 2 Transactions	02142024 02142024	Per Diem Gas/Vehicle Fuel Charges	Y N
9255	Witt/Warren		133.66				
9063	Workman/Jeff 01-120-000-0000-6278		100.00	JEFF MARCH 02/07/2024 02/26/2024 1 Transactions	02072024	Per Diem	Y
9063	Workman/Jeff		100.00				
120	DEPT Total:		785.32	Veterans Service	8 Vendors	10 Transactions	
122	DEPT 86222 Aitkin Independent Age 01-122-000-0000-6230		62.50	Planning & Zoning MARCH BOA	1376084	Printing, Publishing & Adv	Y

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-122-000-0000-6230		88.00	MARCH PC	1376931	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>150.50</b>		<b>2 Transactions</b>		
9561	<b>Amazon Business</b>						
	01-122-000-0000-6405		21.99	EAR BUDS	1GFY-1CN4-JLV9	Office, Film, & Field Supplies	N
	01-122-000-0000-6405		21.96	HEADPHONES - SW, KB, CP	1Y9N-N9QD-GR1C	Office, Film, & Field Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>43.95</b>		<b>2 Transactions</b>		
15239	<b>AT&amp;T Mobility (P&amp;Z)</b>						
	01-122-000-0000-6220		223.75	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
				01/26/2024 02/25/2024			
<b>15239</b>	<b>AT&amp;T Mobility (P&amp;Z)</b>		<b>223.75</b>		<b>1 Transactions</b>		
10118	<b>Bristow/Jane</b>						
	01-122-000-0000-6278		70.00	BOA MEETING	30824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		64.32	BOA MILEAGE	30824	BOA/PC Mileage	N
<b>10118</b>	<b>Bristow/Jane</b>		<b>134.32</b>		<b>2 Transactions</b>		
15142	<b>Christensen/Charles</b>						
	01-122-000-0000-6278		70.00	PC MEETING	30624	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		57.62	PC MILEAGE	30624	BOA/PC Mileage	N
	01-122-000-0000-6278		70.00	BOA MEETING	30824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		44.22	BOA MILEAGE	30824	BOA/PC Mileage	N
<b>15142</b>	<b>Christensen/Charles</b>		<b>241.84</b>		<b>4 Transactions</b>		
14832	<b>Kulifaj / Stephen</b>						
	01-122-000-0000-6278		90.00	PC MEETING	01222024	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		89.78	PC MILEAGE	01222024	BOA/PC Mileage	N
<b>14832</b>	<b>Kulifaj / Stephen</b>		<b>179.78</b>		<b>2 Transactions</b>		
11990	<b>Lange/David</b>						
	01-122-000-0000-6278		70.00	PC MEETING	30624	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		55.61	PC MILEAGE	30624	BOA/PC Mileage	Y
<b>11990</b>	<b>Lange/David</b>		<b>125.61</b>		<b>2 Transactions</b>		
10117	<b>Olson/Dake</b>						
	01-122-000-0000-6278		60.00	BOA MEETING	30824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		30.82	BOA MILEAGE	30824	BOA/PC Mileage	N

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>10117</b>	<b>Olson/Dake</b>		<b>90.82</b>		<b>2</b> Transactions		
3810	<b>Paulbeck's County Market</b> 01-122-000-0000-6302		32.00	CAR WASHES	9277342	Vehicle Maintenance	N
<b>3810</b>	<b>Paulbeck's County Market</b>		<b>32.00</b>		<b>1</b> Transactions		
4010	<b>Rasley Oil Company</b> 01-122-000-0000-6335		244.17	MONTHLY FUEL CHARGES 02/01/2024 02/29/2024	AITCOZOS	Gas/Vehicle Fuel Charges	N
<b>4010</b>	<b>Rasley Oil Company</b>		<b>244.17</b>		<b>1</b> Transactions		
12077	<b>Stromberg/Kevin</b> 01-122-000-0000-6278		70.00	BOA MEETING	30824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		34.30	BOA MILEAGE	30824	BOA/PC Mileage	N
<b>12077</b>	<b>Stromberg/Kevin</b>		<b>104.30</b>		<b>2</b> Transactions		
86235	<b>The Office Shop Inc</b> 01-122-000-0000-6360		1,913.95	MONTHLY COPIER CONTRACT 11/08/2023 02/09/2024	3304420	Services, Labor, Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>1,913.95</b>		<b>1</b> Transactions		
8612	<b>Veenker/Thomas H</b> 01-122-000-0000-6278		70.00	BOA MEETING	30824	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		41.54	BOA MILEAGE	30824	BOA/PC Mileage	N
<b>8612</b>	<b>Veenker/Thomas H</b>		<b>111.54</b>		<b>2</b> Transactions		
<b>122</b>	<b>DEPT Total:</b>		<b>3,596.53</b>	<b>Planning &amp; Zoning</b>	<b>13 Vendors</b>	<b>24 Transactions</b>	
<b>123</b>	<b>DEPT</b>			<b>Coroner</b>			
3987	<b>Ramsey County Medical Examiner</b> 01-123-000-0000-6260		1,556.00	N.S. - AUTOPSY/TOXICOLOGY	MEDEX-035914	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6262		1,440.00	S.S. XRAY/GSR KIT	MEDEX-035915	Coroner Fees	N
<b>3987</b>	<b>Ramsey County Medical Examiner</b>		<b>2,996.00</b>		<b>2</b> Transactions		
9151	<b>River Valley Forensic Services PA</b> 01-123-000-0000-6260		2,000.00	N.S., S.S., S.M.,K.O 01/01/2024 01/31/2024	2370	Autopsies--Pathologist, Xrays, Etc	6
	01-123-000-0000-6262		250.00	MTHLY EXAMINER FEES 01/01/2024 01/31/2024	2370	Coroner Fees	6

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9151	River Valley Forensic Services PA		2,250.00		2 Transactions		
123	<b>DEPT Total:</b>		5,246.00	Coroner	2 Vendors	4 Transactions	
200	DEPT			Enforcement			
50	Aitkin Body Shop, Inc 01-200-000-0000-5861		13,265.72	#220 SQUAD DEER	16247	Insurance Proceeds/Reimbursements	N
50	Aitkin Body Shop, Inc		13,265.72		1 Transactions		
170	Aitkin Motor Company 01-200-000-0000-6302		701.25	#211 TRANSCEIVER MODULE	47083	Vehicle Maintenance	N
170	Aitkin Motor Company		701.25		1 Transactions		
9561	Amazon Business 01-200-000-0000-6405		338.37	FLASH DRIVES	1WR6-C34V-KVFG	Office Supplies	N
9561	Amazon Business		338.37		1 Transactions		
9138	ASAP Towing 01-200-000-0000-6359		134.00	#210 SQUAD TO TIRE BARN	11558	Wrecker Service	Y
	01-200-000-0000-6359		300.00	24000395	11575	Wrecker Service	Y
	01-200-000-0000-6359		255.00	#210 SQD TO MILLS FORD-BAXTER	11579	Wrecker Service	Y
9138	ASAP Towing		689.00		3 Transactions		
9203	AT&T Mobility (Sheriff's) 01-200-000-0000-6220		2,174.02	DEPUTY CELL & SQUAD PC	287297906116	Telephone	N
	01-200-200-0000-6260		89.50	CI PHONES	287297906116	CI Funds	N
	01-200-200-0000-6265		434.73	VCET PHONE & HOT SPOT	287297906116	Programs	N
9203	AT&T Mobility (Sheriff's)		2,698.25		3 Transactions		
9687	AutoSmith 01-200-000-0000-6302		43.15	#220 OIL CHANGE	10736	Vehicle Maintenance	Y
9687	AutoSmith		43.15		1 Transactions		
14568	Axon Enterprise, Inc 01-200-000-0000-6405		523.20	TASER BATTERIES	INUS230214	Office Supplies	N
14568	Axon Enterprise, Inc		523.20		1 Transactions		
13725	Beartooth True Value 01-200-000-0000-6405		4.86	HARDWARE & KEY	A152552	Office Supplies	N

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>13725</b>	<b>Beartooth True Value</b>		<b>4.86</b>		1 Transactions		
9462	<b>Forty (40) Club Inn &amp; Banquet Center</b> 01-200-000-0000-6260		140.64	CHAPLAIN STEVE -HOTEL 2/27-29	53695	Professional Consulting	N
<b>9462</b>	<b>Forty (40) Club Inn &amp; Banquet Center</b>		<b>140.64</b>		1 Transactions		
10251	<b>Front Line Industries</b> 01-200-039-0000-6463		120.00	PERMIT TO ACQUIRE PERMITS	1050	Gun Permit Supplies/Expenses	Y
<b>10251</b>	<b>Front Line Industries</b>		<b>120.00</b>		1 Transactions		
1775	<b>Galls LLC</b> 01-200-000-0000-6460		22.91	BELT KEEPERS	027004313	Deputy Supplies	N
<b>1775</b>	<b>Galls LLC</b>		<b>22.91</b>		1 Transactions		
9037	<b>John E. Reid &amp; Associates, Inc.</b> 01-200-003-0000-6241		500.00	#226 REID TECHNIQUE TRAINING	03B1778C-0001	Registration Fee	Y
<b>9037</b>	<b>John E. Reid &amp; Associates, Inc.</b>		<b>500.00</b>		1 Transactions		
3263	<b>K&amp;M Signs Inc.</b> 01-200-000-0000-6620		990.00	#214 SQUAD DECALS	15446	Auto, Trailers, Snowmobiles, ATV	N
<b>3263</b>	<b>K&amp;M Signs Inc.</b>		<b>990.00</b>		1 Transactions		
12553	<b>MEYER'S SERVICE CENTER</b> 01-200-000-0000-6302		42.74	#207 OIL CHANGE	25948	Vehicle Maintenance	N
<b>12553</b>	<b>MEYER'S SERVICE CENTER</b>		<b>42.74</b>		1 Transactions		
3950	<b>Public Utilities</b> 01-200-000-0000-6254		88.09	SHERIFF EMERG STORAGE 01/16/2024 02/16/2024	507-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>88.09</b>		1 Transactions		
86235	<b>The Office Shop Inc</b> 01-200-000-0000-6405		26.13	RETURN TO SENDER STAMP	1138877-0	Office Supplies	N
	01-200-000-0000-6360		324.57	ADMIN COPIER COUNT	330554-0	Services, Labor, Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>350.70</b>		2 Transactions		
13934	<b>The Tire Barn</b> 01-200-000-0000-6302		232.64	#225 TIRES	68810	Vehicle Maintenance	N
	01-200-000-0000-6302		286.12	#204 SERPENTINE BELT	70125	Vehicle Maintenance	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-200-000-0000-6302			257.18	#222 OIL CHANGE & TIRES	70723	Vehicle Maintenance	N
	01-200-000-0000-6302			1,103.21	#204 CATALYTIC CONVERTER	70725	Vehicle Maintenance	N
	01-200-000-0000-6302			1,085.75	#223 BRAKES AND BALL JOINTS	71299	Vehicle Maintenance	N
	01-200-000-0000-6302			122.20	#202 STABILIZER BAR	71816	Vehicle Maintenance	N
	01-200-000-0000-6302			70.98	OLD 224 - DIAGNOSTIC -MOTOR	71869	Vehicle Maintenance	N
	01-200-000-0000-6302			160.81	#202 OXYGEN SENSOR	71887	Vehicle Maintenance	N
	01-200-000-0000-6302			1,106.08	#224 BRAKES	71900	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>			<b>4,424.97</b>		<b>9</b>	<b>Transactions</b>	
9181	<b>TriTech Software Systems</b>							
	01-200-000-0000-6360			45,204.28	ZEURCHER CONTRACT 2024	403759	Services, Labor, Contracts	N
					05/05/2024	05/04/2025		
<b>9181</b>	<b>TriTech Software Systems</b>			<b>45,204.28</b>		<b>1</b>	<b>Transactions</b>	
<b>200</b>	<b>DEPT Total:</b>			<b>70,148.13</b>	<b>Enforcement</b>	<b>18</b>	<b>Vendors</b>	<b>31 Transactions</b>
<b>202</b>	DEPT				Boat & Water			
13934	<b>The Tire Barn</b>							
	01-202-000-0000-6302			25.00	B/W TRUCK TIRE REPAIR	69465	B&W Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>			<b>25.00</b>		<b>1</b>	<b>Transactions</b>	
5171	<b>Willey's Marine Inc</b>							
	01-202-000-0000-6302			190.55	2011 LUND REPAIR	70128	B&W Maintenance	N
<b>5171</b>	<b>Willey's Marine Inc</b>			<b>190.55</b>		<b>1</b>	<b>Transactions</b>	
<b>202</b>	<b>DEPT Total:</b>			<b>215.55</b>	<b>Boat &amp; Water</b>	<b>2</b>	<b>Vendors</b>	<b>2 Transactions</b>
<b>203</b>	DEPT				Snowmobile			
9203	<b>AT&amp;T Mobility (Sheriff's)</b>							
	01-203-000-0000-6220			88.01	#208 CELL & SQUAD PC	287297906116	Telephone	N
<b>9203</b>	<b>AT&amp;T Mobility (Sheriff's)</b>			<b>88.01</b>		<b>1</b>	<b>Transactions</b>	
13934	<b>The Tire Barn</b>							
	01-203-000-0000-6302			58.68	B/W TRUCK OIL CHANGE	71897	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>			<b>58.68</b>		<b>1</b>	<b>Transactions</b>	
<b>203</b>	<b>DEPT Total:</b>			<b>146.69</b>	<b>Snowmobile</b>	<b>2</b>	<b>Vendors</b>	<b>2 Transactions</b>

# Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
204	DEPT			ATV			
13934	<b>The Tire Barn</b> 01-204-000-0000-6302		298.95	OLD B/W TRUCK BATTERY	70642	Vehicle Maintenance	N
13934	<b>The Tire Barn</b>		<b>298.95</b>	1 Transactions			
204	<b>DEPT Total:</b>		<b>298.95</b>	<b>ATV</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
252	DEPT			Corrections			
9561	<b>Amazon Business</b> 01-252-252-0000-6465		58.15	SPEAKER & BASKETBALL	1M7T-1JPW-R16T	Inmate Welfare Supplies	N
	01-252-000-0000-6430		116.68	SHARPS & SPECIMEN CONTAINERS	1WR6-C34V-KVFG	Medical Expense/Supplies - Inmates	N
9561	<b>Amazon Business</b>		<b>174.83</b>	2 Transactions			
14005	<b>American Tower Corporation</b> 01-252-000-0000-6342		401.16	JACOBSON TOWER LEASE	411615538	Tower Lease and Rental/Contracts	N
14005	<b>American Tower Corporation</b>		<b>401.16</b>	1 Transactions			
10365	<b>Antoine Electric, Inc.</b> 01-252-000-0000-6605		83.48	DAMAGED BLANK PLATE	3164	Building & Structure Related Expenditure	N
10365	<b>Antoine Electric, Inc.</b>		<b>83.48</b>	1 Transactions			
9203	<b>AT&amp;T Mobility (Sheriff's)</b> 01-252-000-0000-6220		99.56	DISPATCH CELL, TRANSPORT CELL	287297906116	Telephone	N
9203	<b>AT&amp;T Mobility (Sheriff's)</b>		<b>99.56</b>	1 Transactions			
163	<b>Charter Communications Holdings LLC</b> 01-252-252-0000-6465		202.04	INMATE CABLE	175591501022124	Inmate Welfare Supplies	N
163	<b>Charter Communications Holdings LLC</b>		<b>202.04</b>	1 Transactions			
10855	<b>Culligan Soft Water</b> 01-252-000-0000-6342		55.00	COOLER RENTAL - MARCH	150X01588300	Tower Lease and Rental/Contracts	N
10855	<b>Culligan Soft Water</b>		<b>55.00</b>	1 Transactions			
2340	<b>Hyytinen Hardware Hank</b> 01-252-000-0000-6405		64.99	STEP STOOL	16696/1	Office Supplies	N
2340	<b>Hyytinen Hardware Hank</b>		<b>64.99</b>	1 Transactions			
9825	<b>McGregor Print Pros, LLC</b> 01-252-000-0000-6180		86.00	K.B- POLO SHIRTS	3562	Clothing Allowance	Y

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
9825	McGregor Print Pros, LLC				86.00							
							1 Transactions					
10147	Medline Industries, LP	01-252-000-0000-6430			409.31	TYLENOL, PAPER CUPS, EAR WASH,		2309381217		Medical Expense/Supplies - Inmates		6
10147	Medline Industries, LP				409.31		1 Transactions					
9228	North Memorial Ambulance Service	01-252-000-0000-6262			1,956.00	TRANSPORT TO ER C.F.M. 2/27/24		AK2402046:1		Contract Service or Medical Service		N
9228	North Memorial Ambulance Service				1,956.00		1 Transactions					
3789	Pan-O-Gold Baking Company	01-252-000-0000-6418			22.20	BUNS		10002424053008		Groceries		N
		01-252-000-0000-6418			83.15	BREAD & BUNS		10002424060006		Groceries		N
3789	Pan-O-Gold Baking Company				105.35		2 Transactions					
9808	Performance Foodservice	01-252-000-0000-6418			2,083.73	GROCERIES		919832		Groceries		N
		01-252-000-0000-6418			2,281.31	GROCERIES		926991		Groceries		N
9808	Performance Foodservice				4,365.04		2 Transactions					
3950	Public Utilities	01-252-000-0000-6254			6,034.78	NEW JAIL 2		1431-00		Utilities-Gas and Electric		N
						01/16/2024	02/16/2024					
		01-252-000-0000-6254			158.09	STS		50109-00		Utilities-Gas and Electric		N
						01/15/2024	02/15/2024					
		01-252-000-0000-6254			917.81	NEW JAIL		512-00		Utilities-Gas and Electric		N
						01/16/2024	02/16/2024					
3950	Public Utilities				7,110.68		3 Transactions					
4010	Rasley Oil Company	01-252-000-0000-6330			227.04	TRANSPORT GAS		AITCOSHES		Prisoner Transportation & Travel		N
4010	Rasley Oil Company				227.04		1 Transactions					
12930	River Oaks Dental	01-252-000-0000-6262			270.00	DENTAL- M.M. 1/18		93807		Contract Service or Medical Service		6
		01-252-000-0000-6262			658.00	DENTAL - ICSO-A.D. 2/16/24		97924		Contract Service or Medical Service		6
12930	River Oaks Dental				928.00		2 Transactions					
86235	The Office Shop Inc											



# Aitkin County



1 General Fund

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	
	01-252-000-0000-6405		50.97	JAIL MEDICAL PAPER	1138791-0	Office Supplies	N
	01-252-000-0000-6405		76.84	POST 2 TONER CARTRIDGE	1139056-0	Office Supplies	N
	01-252-000-0000-6360		76.33	JAIL COPIER COUNT	330418-0	Services, Labor, Contracts	N
				11/08/2023 02/09/2024			
<b>86235</b>	<b>The Office Shop Inc</b>		<b>204.14</b>		<b>3</b>	<b>Transactions</b>	
13934	<b>The Tire Barn</b>						
	01-252-000-0000-6302		72.68	TRANSPORT CAR #2 - OIL CHANGE	71853	Vehicle Maintenance	N
	01-252-000-0000-6302		58.68	TRANSPORT CAR OIL CHANGE	71882	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>131.36</b>		<b>2</b>	<b>Transactions</b>	
<b>252</b>	<b>DEPT Total:</b>		<b>16,603.98</b>	<b>Corrections</b>	<b>17</b>	<b>Vendors</b>	<b>26 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>	<b>Transactions</b>	
13725	<b>Beartooth True Value</b>						
	01-253-000-0000-6415		44.98	TP AND TOILET SEAT	A154348	Operational Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>44.98</b>		<b>1</b>	<b>Transactions</b>	
12844	<b>Department of Corrections</b>						
	01-253-003-0000-6241		100.00	STS CREW LEADER CONF	00000783057	Registration Fee	N
<b>12844</b>	<b>Department of Corrections</b>		<b>100.00</b>		<b>1</b>	<b>Transactions</b>	
7525	<b>Hometown Bldg Supply</b>						
	01-253-000-0000-6464		270.30	TREATED LUMBER, SCREWS/FASTNER	2402-100643	STS Supplies	N
	01-253-000-0000-6464		6.89	2X4 TREATED	2402-100658	STS Supplies	N
<b>7525</b>	<b>Hometown Bldg Supply</b>		<b>277.19</b>		<b>2</b>	<b>Transactions</b>	
2340	<b>Hyytinen Hardware Hank</b>						
	01-253-000-0000-6415		35.97	BROOM, CAR WASH, SCRUB BRUSH	16649/1	Operational Supplies	N
<b>2340</b>	<b>Hyytinen Hardware Hank</b>		<b>35.97</b>		<b>1</b>	<b>Transactions</b>	
4010	<b>Rasley Oil Company</b>						
	01-253-000-0000-6335		145.53	STS GAS	AITCOSHES	Gas/Vehicle Fuel Charges	N
<b>4010</b>	<b>Rasley Oil Company</b>		<b>145.53</b>		<b>1</b>	<b>Transactions</b>	

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>253</b>	<b>DEPT Total:</b>		<b>641.90</b>	<b>Sentence to Serve</b>	<b>6 Vendors</b>	<b>7 Transactions</b>	
<b>257</b>	<b>DEPT</b>			<b>Community Corrections</b>			
14563	<b>Anoka County Corrections</b> 01-257-255-0000-6269		9,913.00	RJC CONTRACT SEC JUV DETENTION 02/01/2024 02/29/2024	FEB 2024	Juvenile Detention	N
<b>14563</b>	<b>Anoka County Corrections</b>		<b>9,913.00</b>	<b>1 Transactions</b>			
248	<b>Association of Mn Counties</b> 01-257-251-0000-6241		1,350.00	TRAINING-REGISTER MACCAC CONF 02/15/2024 02/16/2024	2.15.24CONF	Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>1,350.00</b>	<b>1 Transactions</b>			
10265	<b>AT&amp;T Mobility (Community Correct)</b> 01-257-000-0000-6215		45.22	WIRELESS PHONE-ADMIN 02/01/2024 02/29/2024	287332245168	Wireless Telephone Services	N
	01-257-255-0000-6215		45.22	WIRELESS PHONE - JUV 02/01/2024 02/29/2024	287332245168	Wireless Telephone Services	N
	01-257-257-0000-6215		226.04	WIRELESS PHONE-ADULT 02/01/2024 02/29/2024	287332245168	Wireless Telephone Services	N
	01-257-258-0000-6215		45.19	WIRELESS PHONE-SOB CRT 02/01/2024 02/29/2024	287332245168	Wireless Telephone Services	N
<b>10265</b>	<b>AT&amp;T Mobility (Community Correct)</b>		<b>361.67</b>	<b>4 Transactions</b>			
1333	<b>Dell Marketing L.P.</b> 01-257-000-0000-6485		4,589.31	TECH-COMPUTERS (2UPDATED-1NEW) 03/04/2024 03/07/2024	10735653350	Computer/Technology Supplies	N
<b>1333</b>	<b>Dell Marketing L.P.</b>		<b>4,589.31</b>	<b>1 Transactions</b>			
11997	<b>Minnesota Monitoring, Inc</b> 01-257-267-0000-6342		1,937.00	EHM RENTAL COSTS 02/01/2024 02/29/2024	14437	Office Equipment Rental/Contracts	N
<b>11997</b>	<b>Minnesota Monitoring, Inc</b>		<b>1,937.00</b>	<b>1 Transactions</b>			
4010	<b>Rasley Oil Company</b> 01-257-251-0000-6335		15.74	TRAINING- AGENT FUEL 02/01/2024 02/29/2024	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-255-0000-6335		7.25	JUVENILE AGENT FUEL 02/01/2024 02/29/2024	AITCOPROS	Gas/Vehicle Fuel Charges	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-257-257-0000-6335			12.61	ADULT AGENT FUEL	02/01/2024 02/29/2024	AITCOPROS		Gas/Vehicle Fuel Charges		N
		01-257-258-0000-6335			59.43	SOBRIETY COURT AGENT FUEL	02/01/2024 02/29/2024	AITCOPROS		Gas/Vehicle Fuel Charges		N
<b>4010</b>	<b>Rasley Oil Company</b>				<b>95.03</b>				<b>4</b>	<b>Transactions</b>		
<b>257</b>	<b>DEPT Total:</b>				<b>18,246.01</b>	<b>Community Corrections</b>			<b>6</b>	<b>Vendors</b>		<b>12 Transactions</b>
<b>391</b>	DEPT					Solid Waste						
86222	<b>Aitkin Independent Age</b>											
		01-391-000-0000-6230			99.00	RECYCLOPS		1373729		Printing, Publishing & Adv		Y
		01-391-000-0000-6230			99.00	RECYCLOPS		1373729		Printing, Publishing & Adv		Y
		01-391-000-0000-6230			99.00	RECYCLOPS		1373729		Printing, Publishing & Adv		Y
<b>86222</b>	<b>Aitkin Independent Age</b>				<b>297.00</b>				<b>3</b>	<b>Transactions</b>		
9561	<b>Amazon Business</b>											
		01-391-000-0000-6405			13.90	PENCILS		1GFY-1CN4-JLV9		Office, Film, & Field Supplies		N
<b>9561</b>	<b>Amazon Business</b>				<b>13.90</b>				<b>1</b>	<b>Transactions</b>		
15239	<b>AT&amp;T Mobility (P&amp;Z)</b>											
		01-391-000-0000-6220			44.75	MONTHLY CELLULAR CONTRACT	01/26/2024 02/25/2024	287301120814		Telephone		N
<b>15239</b>	<b>AT&amp;T Mobility (P&amp;Z)</b>				<b>44.75</b>				<b>1</b>	<b>Transactions</b>		
4010	<b>Rasley Oil Company</b>											
		01-391-000-0000-6335			59.27	MONTHLY FUEL CHARGES	02/01/2024 02/29/2024	AITCOZOS		Gas/Vehicle Fuel Charges		N
<b>4010</b>	<b>Rasley Oil Company</b>				<b>59.27</b>				<b>1</b>	<b>Transactions</b>		
11507	<b>Waste Management of Minnesota, Inc</b>											
		01-391-060-0000-6360			10,870.57	MONTHLY RECYCLING CONTRACT	02/01/2024 02/29/2024	011174728086		Recycling Contract		N
<b>11507</b>	<b>Waste Management of Minnesota, Inc</b>				<b>10,870.57</b>				<b>1</b>	<b>Transactions</b>		
<b>391</b>	<b>DEPT Total:</b>				<b>11,285.49</b>	<b>Solid Waste</b>			<b>5</b>	<b>Vendors</b>		<b>7 Transactions</b>
<b>711</b>	DEPT					Economic Development						
8819	<b>Mille Lacs Energy Coop-Aitkin</b>											

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# Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-711-043-0000-6801		BROADBAND/ADMIN PAYMENT #10	CARE-21-0011-O-FY	CDBG-CV Broadband Grant ExpendituresN	
<b>8819</b>	<b>Mille Lacs Energy Coop-Aitkin</b>			1 Transactions		
<b>711</b>	<b>DEPT Total:</b>		<b>273,855.15</b>	<b>Economic Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>1</b>	<b>Fund Total:</b>		<b>447,742.46</b>	<b>General Fund</b>		<b>187 Transactions</b>

# Aitkin County



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

**2** Reserves Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>44</b>	DEPT 10203 <b>Brendel/William</b> 02-044-251-0000-6268			7,000.00	Central Services ORGANIZATION DEVELOP. FEB '24 02/01/2024 02/29/2024	11	Staff Training, Development	Y
	<b>10203 Brendel/William</b>			<b>7,000.00</b>	<b>1 Transactions</b>			
<b>44</b>	<b>DEPT Total:</b>			<b>7,000.00</b>	<b>Central Services</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>120</b>	DEPT 13934 <b>The Tire Barn</b> 02-120-000-0000-6357			1,250.00	Veterans Service THE TIRE BARN 02/23/2024 02/23/2024	71696	MNDVA Grant/Donations for Vets Expen	N
	<b>13934 The Tire Barn</b>			<b>1,250.00</b>	<b>1 Transactions</b>			
<b>120</b>	<b>DEPT Total:</b>			<b>1,250.00</b>	<b>Veterans Service</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>2</b>	<b>Fund Total:</b>			<b>8,250.00</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 Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT			R&B Administration			
10855	<b>Culligan Soft Water</b> 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>	<b>1 Transactions</b>			
11406	<b>Innovative Office Solutions, LLC</b> 03-301-000-0000-6405		161.14	OFFICE SUPPLIES	IN4480680	Office Supplies	N
<b>11406</b>	<b>Innovative Office Solutions, LLC</b>		<b>161.14</b>	<b>1 Transactions</b>			
14071	<b>Marco Technologies LLC</b> 03-301-000-0000-6266		190.00	OFFICE 365 SUBSCRIPTION	INV12208306	Data Processing/Computer Services	Y
<b>14071</b>	<b>Marco Technologies LLC</b>		<b>190.00</b>	<b>1 Transactions</b>			
86235	<b>The Office Shop Inc</b> 03-301-000-0000-6360		598.52	CONTRACT	329573-0	Services, Labor, Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>598.52</b>	<b>1 Transactions</b>			
<b>301</b>	<b>DEPT Total:</b>		<b>1,004.66</b>	<b>R&amp;B Administration</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
303	DEPT			R&B Highway Maintenance			
170	<b>Aitkin Motor Company</b> 03-303-000-0000-6590		87.82	REPAIR PARTS	18420AIT	Repair & Maintenance Supplies	N
<b>170</b>	<b>Aitkin Motor Company</b>		<b>87.82</b>	<b>1 Transactions</b>			
13649	<b>Aitkin Rental Center</b> 03-303-000-0000-6417		265.00	MCGREGOR SHOP	10984	Shop/Building Maintenance	1
	03-303-000-0000-6417		33.00	MCGREGOR SHOP	10984	Shop/Building Maintenance	1
<b>13649</b>	<b>Aitkin Rental Center</b>		<b>298.00</b>	<b>2 Transactions</b>			
195	<b>Aitkin Tire Shop</b> 03-303-000-0000-6590		165.00	TIRE	959987	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		570.00	TIRE	959987	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		82.00	REPAIR PARTS	959987	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		1,128.00	TIRES	959987	Repair & Maintenance Supplies	Y
<b>195</b>	<b>Aitkin Tire Shop</b>		<b>1,945.00</b>	<b>4 Transactions</b>			
86467	<b>Auto Value Aitkin</b> 03-303-000-0000-6417		231.29	AITKIN SHOP SUPPLIES	FEB STMT	Shop/Building Maintenance	N
	03-303-000-0000-6590		85.84	REPAIR PARTS-FILTERS	FEB STMT	Repair & Maintenance Supplies	N

# Aitkin County



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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	
	03-303-000-0000-6590		85.84	REPAIR PARTS-FILTERS	FEB STMT	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		158.50	REPAIR PARTS-FILTERS	FEB STMT	Repair & Maintenance Supplies	N
<b>86467</b>	<b>Auto Value Aitkin</b>		<b>561.47</b>				
				4 Transactions			
14887	<b>Cintas Corporation</b>						
	03-303-000-0000-6360		11.04	SHOP LAUNDRY	4184605395	Services, Labor, Contracts	N
	03-303-000-0000-6360		103.81	SHOP LAUNDRY	4185325043	Services, Labor, Contracts	N
<b>14887</b>	<b>Cintas Corporation</b>		<b>114.85</b>				
				2 Transactions			
2763	<b>Countryside Sanitation, LLC</b>						
	03-303-000-0000-6255		117.00	MAR 24 MCGREGOR	ACCT 2025	Garbage	Y
	03-303-000-0000-6255		81.90	MAR 24 PALISADE	ACCT 91	Garbage	Y
<b>2763</b>	<b>Countryside Sanitation, LLC</b>		<b>198.90</b>				
				2 Transactions			
1430	<b>Dotzler Power Equipment</b>						
	03-303-000-0000-6417		80.00	MCGREGOR SHOP SUPPLIES	37068	Shop/Building Maintenance	N
<b>1430</b>	<b>Dotzler Power Equipment</b>		<b>80.00</b>				
				1 Transactions			
7935	<b>East Central Energy</b>						
	03-303-000-0000-6254		119.54	JAN/FEB POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254		56.92	JAN/FEB POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
<b>7935</b>	<b>East Central Energy</b>		<b>176.46</b>				
				2 Transactions			
7060	<b>Federated Co-Ops Inc.</b>						
	03-303-000-0000-6423		561.08	MCGREGOR SHOP PROPANE	2152617	Fuel for Buildings	N
<b>7060</b>	<b>Federated Co-Ops Inc.</b>		<b>561.08</b>				
				1 Transactions			
8622	<b>Frontier Communications Holdings LLC</b>						
	03-303-000-0000-6220		91.79	JACOBSON	218-752-6591	Telephone	N
	03-303-000-0000-6220		91.79	MCGREGOR	218-768-4481	Telephone	N
	03-303-000-0000-6220		91.79	PALISADE	218-845-2607	Telephone	N
<b>8622</b>	<b>Frontier Communications Holdings LLC</b>		<b>275.37</b>				
				3 Transactions			
1754	<b>Garrison Disposal Company, Inc</b>						
	03-303-000-0000-6255		140.28	AITKIN SHOP	355709	Garbage	N
<b>1754</b>	<b>Garrison Disposal Company, Inc</b>		<b>140.28</b>				
				1 Transactions			
2340	<b>Hyytinen Hardware Hank</b>						
	03-303-000-0000-6417		53.98	AITKIN SHOP SUPPLIES	ACCT 2054	Shop/Building Maintenance	N

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Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6417		19.98	AITKIN SHOP SUPPLIES	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6417		108.84	MCGREGOR SHOP	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6417		7.49	AITKIN SHOP SUPPLIES	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6516		74.76	SIGN SUPPLIES	ACCT 2054	Signs & Posts	N
<b>2340</b>	<b>Hyytinen Hardware Hank</b>		<b>265.05</b>	<b>5 Transactions</b>			
91187	<b>Lake Country Power</b>						
	03-303-000-0000-6254		65.07	JAN/FEB CSAH 14	141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254		64.05	JAN/FEB CSAH 6	141979901	Utilities-Gas and Electric	N
<b>91187</b>	<b>Lake Country Power</b>		<b>129.12</b>	<b>2 Transactions</b>			
2831	<b>Little Falls Machine Inc</b>						
	03-303-000-0000-6590		1,152.99	REPAIR PARTS	370641	Repair & Maintenance Supplies	N
<b>2831</b>	<b>Little Falls Machine Inc</b>		<b>1,152.99</b>	<b>1 Transactions</b>			
7899	<b>Locators &amp; Supplies, Inc</b>						
	03-303-000-0000-6417		267.46	AITKIN SHOP SUPPLIES	0312418-IN	Shop/Building Maintenance	N
<b>7899</b>	<b>Locators &amp; Supplies, Inc</b>		<b>267.46</b>	<b>1 Transactions</b>			
15300	<b>MCGREGOR ACE HARDWARE</b>						
	03-303-000-0000-6417		1.98	MCGREGOR SHOP SUPPLIES	1114	Shop/Building Maintenance	N
	03-303-000-0000-6417		36.28	MCGREGOR SHOP SUPPLIES	2415	Shop/Building Maintenance	N
<b>15300</b>	<b>MCGREGOR ACE HARDWARE</b>		<b>38.26</b>	<b>2 Transactions</b>			
12927	<b>Midwest Machinery Co.</b>						
	03-303-000-0000-6590		1,401.25	REPAIR PARTS	9938875	Repair & Maintenance Supplies	N
<b>12927</b>	<b>Midwest Machinery Co.</b>		<b>1,401.25</b>	<b>1 Transactions</b>			
8540	<b>Minnesota Department Of Public Safety</b>						
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-139413	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-139417	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-139420	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-139457	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAX CHEM INV FEE	M139452	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M139456	Shop/Building Maintenance	N
<b>8540</b>	<b>Minnesota Department Of Public Safety</b>		<b>150.00</b>	<b>6 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b>						
	03-303-000-0000-6423		810.84	NAT GAS: AITKIN SHOP	0506048841-0001	Fuel for Buildings	N



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Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>810.84</b>				
				1 Transactions			
8446	<b>Northern Star Coop Service</b>						
	03-303-000-0000-6423		729.01	LP: SWATARA SHOP	22190	Fuel for Buildings	N
<b>8446</b>	<b>Northern Star Coop Service</b>		<b>729.01</b>				
				1 Transactions			
8436	<b>Northland Parts</b>						
	03-303-000-0000-6417		9.49	MCGREGOR SHOP SUPPLIES	FEB STMT	Shop/Building Maintenance	N
	03-303-000-0000-6417		23.99	MCGREGOR SHOP SUPPLIES	FEB STMT	Shop/Building Maintenance	N
	03-303-000-0000-6590		82.32	REPAIR PARTS	FEB STMT	Repair & Maintenance Supplies	N
<b>8436</b>	<b>Northland Parts</b>		<b>115.80</b>				
				3 Transactions			
10720	<b>Nuss Truck Group Inc</b>						
	03-303-000-0000-6590		2,048.87	REPAIR PARTS	SWO020135-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,096.86	REPAIR LABOR	SWO020135-1	Repair & Maintenance Supplies	N
<b>10720</b>	<b>Nuss Truck Group Inc</b>		<b>3,145.73</b>				
				2 Transactions			
10412	<b>O'Reilly Auto Parts</b>						
	03-303-000-0000-6590		88.97	REPAIR PARTS	1878-179157	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		28.48	REPAIR PARTS	1878-179158	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		159.76	REPAIR PARTS	1878-179654	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		16.82	REPAIR PARTS	1878-179657	Repair & Maintenance Supplies	N
<b>10412</b>	<b>O'Reilly Auto Parts</b>		<b>294.03</b>				
				4 Transactions			
3776	<b>Palisade One Stop</b>						
	03-303-000-0000-6417		74.84	PALISADE SHOP SUPPLIES	ACCT 2189272716	Shop/Building Maintenance	N
	03-303-000-0000-6417		74.84	PALISADE SHOP SUPPLIES	ACCT 2189272716	Shop/Building Maintenance	N
<b>3776</b>	<b>Palisade One Stop</b>		<b>149.68</b>				
				2 Transactions			
3950	<b>Public Utilities</b>						
	03-303-000-0000-6254		55.69	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		48.11	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		85.38	AITKIN SHOP: WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		52.80	HWY 210/169 & CR 12	63388-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>241.98</b>				
				4 Transactions			
14785	<b>Pylvanen/Scott</b>						
	03-303-000-0000-6181		195.00	WORK BOOT REIMBURSEMENT	RUNNINGS	Safety Footwear Allowance	N

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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	
14785	Pylvanen/Scott		195.00				
				1 Transactions			
15211	Quality Disposal Systems Inc						
	03-303-000-0000-6255		77.22	GARBAGE: MCGRATH	ACCT 1652085	Garbage	N
15211	Quality Disposal Systems Inc		77.22				
				1 Transactions			
4070	Riley Auto Supply						
	03-303-000-0000-6417		286.89	AITKIN SHOP	FEB STMT	Shop/Building Maintenance	N
	03-303-000-0000-6417		49.99	AITKIN SHOP	FEB STMT	Shop/Building Maintenance	N
4070	Riley Auto Supply		336.88				
				2 Transactions			
7888	Ruffridge Johnson Equip.Co,Inc.						
	03-303-000-0000-6590		1,587.14	REPAIR PARTS	IA26752	Repair & Maintenance Supplies	N
7888	Ruffridge Johnson Equip.Co,Inc.		1,587.14				
				1 Transactions			
14812	SCI Broadband/Savage Communications						
	03-303-000-0000-6220		155.06	MAR PHONE/INTERNET	009-038972	Telephone	N
14812	SCI Broadband/Savage Communications		155.06				
				1 Transactions			
9176	SPARKY'S TOOLS, LLC						
	03-303-000-0000-6417		304.99	AITKIN SHOP TOOLS	D 121267	Shop/Building Maintenance	N
9176	SPARKY'S TOOLS, LLC		304.99				
				1 Transactions			
90805	Temco						
	03-303-000-0000-6590		1,509.60	REPAIR LABOR	28552	Repair & Maintenance Supplies	Y
	03-303-000-0000-6417		32.00	AITKIN SHOP	28555	Shop/Building Maintenance	Y
90805	Temco		1,541.60				
				2 Transactions			
9642	WEX BANK - Highway Dept						
	03-303-000-0000-6570		58.65	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		103.30	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		321.07	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		410.91	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		312.42	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		145.52	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		211.19	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		795.28	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		471.39	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		111.45	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N

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**3** Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6570		208.40	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants N	
	03-303-000-0000-6570		589.46	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants N	
	03-303-000-0000-6570		305.81	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants N	
	03-303-000-0000-6570		47.54	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants N	
	03-303-000-0000-6570		70.03	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants N	
	03-303-000-0000-6570		46.78	REBATE	0496-00-360070-7	Motor Fuel & Lubricants N	
<b>9642</b>	<b>WEX BANK - Highway Dept</b>		<b>4,115.64</b>				
				<b>16</b>	Transactions		
<b>303</b>	<b>DEPT Total:</b>		<b>21,643.96</b>	<b>R&amp;B Highway Maintenance</b>	<b>33</b>	<b>Vendors</b>	<b>83</b>
						<b>Transactions</b>	
<b>308</b>	DEPT			R&B Equipment & Facilities			
90762	Aitkin Co License Center						
	03-308-000-0000-6610		1,786.75	2024 VEHICLE REG AND PLATES	1C6SRFMT9LN3396	Equipment N	
	03-308-000-0000-6610		1,826.00	2024 VEHICLE REG AND PLATES	3GTU2LEC5GG3422	Equipment N	
<b>90762</b>	<b>Aitkin Co License Center</b>		<b>3,612.75</b>				
				<b>2</b>	Transactions		
<b>308</b>	<b>DEPT Total:</b>		<b>3,612.75</b>	<b>R&amp;B Equipment &amp; Facilities</b>	<b>1</b>	<b>Vendors</b>	<b>2</b>
						<b>Transactions</b>	
<b>3</b>	<b>Fund Total:</b>		<b>26,261.37</b>	<b>Road &amp; Bridge</b>			<b>89</b>
						<b>Transactions</b>	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	<b>AMAZON CAPITAL SERVICES (HHS only)</b> 05-400-440-0410-6405		7.31	AGENCY- 11X17 COPY PAPER 02/21/2024 02/21/2024	02/21/2024	Office Supplies	N
	05-400-440-0410-6405		3.00	AGENCY-CANARY COPY PAPER 02/22/2024 02/22/2024	1H3C-XQJQ-F9L3	Office Supplies	N
	05-400-440-0410-6405		2.46	AGENCY-DISPLAY EASEL STAND 02/25/2024 02/25/2024	1J6V-YPRP-TCCC	Office Supplies	N
	05-400-440-0410-6405		2.80	AGENCY-WIRELESS MOUSE 02/23/2024 02/23/2024	1WQT-MRC4-L7TH	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES (HHS only)</b>		<b>15.57</b>	<b>4 Transactions</b>			
248	<b>Association of Mn Counties</b> 05-400-440-0410-6241		52.50	AMC CONFERENCE REGISTRATION		Meeting/Conference Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>52.50</b>	<b>1 Transactions</b>			
10855	<b>Culligan Soft Water</b> 05-400-440-0410-6342		20.45	COOLER RENTAL SERVICE 03/01/2024 03/31/2024	150X01594100	Office Equipment Rental/Contracts	N
<b>10855</b>	<b>Culligan Soft Water</b>		<b>20.45</b>	<b>1 Transactions</b>			
11051	<b>Department of Human Services</b> 05-400-440-0410-6360		924.85	MERIT SYSTEM QE 03/31/24 01/01/2024 03/31/2024	A300MRCN24C	Services, Labor, Contracts	N
<b>11051</b>	<b>Department of Human Services</b>		<b>924.85</b>	<b>1 Transactions</b>			
2340	<b>Hyytinen Hardware Hank</b> 05-400-440-0410-6405		9.99	HARDWARE HANK-TAPE MEASURE	16673	Office Supplies	N
<b>2340</b>	<b>Hyytinen Hardware Hank</b>		<b>9.99</b>	<b>1 Transactions</b>			
10698	<b>Stericycle,Inc</b> 05-400-440-0410-6360		16.86	STERI-SAFE 03/01/2024 03/31/2024	8006211699	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>16.86</b>	<b>1 Transactions</b>			
86235	<b>The Office Shop Inc</b> 05-400-440-0410-6300		168.19	MAILRM-COPIER CONTRACT IRDXC58 11/13/2023 02/09/2024	330422-0	Maintenance/Service Contracts	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc		168.19		1 Transactions		
400	<b>DEPT Total:</b>		<b>1,208.41</b>	<b>Public Health Department</b>	<b>7 Vendors</b>	<b>10 Transactions</b>	
420	DEPT			Income Maintenance			
88284	<b>Aitkin Co Recorder</b> 05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 03/01/2024 03/01/2024	106770	Program Expenses Direct Charge Ffp	N
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 03/01/2024 03/01/2024	106774	Program Expenses Direct Charge Ffp	N
88284	<b>Aitkin Co Recorder</b>		<b>26.00</b>		<b>2 Transactions</b>		
9608	<b>AMAZON CAPITAL SERVICES (HHS only)</b> 05-420-600-4800-6405		17.24	AGENCY- 11X17 COPY PAPER 02/21/2024 02/21/2024	02/21/2024	Office Supplies	N
	05-420-600-4800-6405		7.06	AGENCY-CANARY COPY PAPER 02/22/2024 02/22/2024	1H3C-XQJQ-F9L3	Office Supplies	N
	05-420-600-4800-6405		5.80	AGENCY-DISPLAY EASEL STAND 02/25/2024 02/25/2024	1J6V-YPRP-TCCC	Office Supplies	N
	05-420-600-4800-6405		25.98	IM-WIRELESS KEYBOARD (JG) 03/05/2024 03/05/2024	1NWP-XGCK-17GR	Office Supplies	N
	05-420-600-4800-6405		6.60	AGENCY-WIRELESS MOUSE 02/23/2024 02/23/2024	1WQT-MRC4-L7TH	Office Supplies	N
9608	<b>AMAZON CAPITAL SERVICES (HHS only)</b>		<b>62.68</b>		<b>5 Transactions</b>		
248	<b>Association of Mn Counties</b> 05-420-600-4800-6241		123.75	AMC CONFERENCE REGISTRATION		Meeting/Conference Registration Fee	N
248	<b>Association of Mn Counties</b>		<b>123.75</b>		<b>1 Transactions</b>		
10855	<b>Culligan Soft Water</b> 05-420-600-4800-6342		48.21	COOLER RENTAL SERVICE 03/01/2024 03/31/2024	150X01594100	Office Equipment Rental/Contracts	N
10855	<b>Culligan Soft Water</b>		<b>48.21</b>		<b>1 Transactions</b>		
11051	<b>Department of Human Services</b> 05-420-600-4800-6360		2,180.01	MERIT SYSTEM QE 03/31/24 01/01/2024 03/31/2024	A300MRCN24C	Services, Labor, Contracts	N
	05-420-630-4100-6011		55.70	MAXIS FS RECOVERIES 01/01/2024 01/31/2024	A300MX012511	County Share-Food Support	N

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>11051</b>	<b>Department of Human Services</b>		<b>2,235.71</b>		<b>2</b> Transactions		
9036	Sheriff Jackson County 05-420-640-4800-6379		65.00	IV-D SERVICES #001538437402 02/27/2024 02/27/2024	24020132	Other Iv-D Charges	N
<b>9036</b>	<b>Sheriff Jackson County</b>		<b>65.00</b>		<b>1</b> Transactions		
86478	Sheriff Kanabec County 05-420-640-4800-6379		40.00	IV-D SERVICES 0014521192 01 02/20/2024 02/20/2024	24-000081	Other Iv-D Charges	N
<b>86478</b>	<b>Sheriff Kanabec County</b>		<b>40.00</b>		<b>1</b> Transactions		
10698	Stericycle,Inc 05-420-600-4800-6360		39.73	STERI-SAFE 03/01/2024 03/31/2024	8006211699	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>39.73</b>		<b>1</b> Transactions		
86235	The Office Shop Inc 05-420-600-4800-6300		396.44	MAILRM-COPIER CONTRACT IRDXC58 11/13/2023 02/09/2024	330422-0	Maintenance/Service Contracts	N
	05-420-640-4800-6300		161.56	CS-COPIER CONTRACT IRC5550IIII 11/07/2023 02/08/2024	330556-0	Maintenance/Service Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>558.00</b>		<b>2</b> Transactions		
<b>420</b>	<b>DEPT Total:</b>		<b>3,199.08</b>	<b>Income Maintenance</b>	<b>9 Vendors</b>	<b>16 Transactions</b>	
<b>430</b>	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-430-700-4800-6405		27.69	AGENCY- 11X17 COPY PAPER 02/21/2024 02/21/2024	02/21/2024	Office Supplies	N
	05-430-710-3190-6020		60.93	COURT RELATED-LEASH BACKPACKS 03/05/2024 03/05/2024	11TJ-MYYV-1P63	Court Related Services & Activities	N
	05-430-710-3190-6020		19.98	COURT RELATED - WALKING ROPE 02/21/2024 02/21/2024	13N3-447T-HL4Q	Court Related Services & Activities	N
	05-430-700-4800-6405		11.34	AGENCY-CANARY COPY PAPER 02/22/2024 02/22/2024	1H3C-XQJQ-F9L3	Office Supplies	N
	05-430-700-4800-6405		9.33	AGENCY-DISPLAY EASEL STAND 02/25/2024 02/25/2024	1J6V-YPRP-TCCC	Office Supplies	N
	05-430-700-4800-6405		25.49	SS-PLANNER (CR)	1LPJ-JTVK-946Y	Office Supplies	N

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-430-700-4800-6405		10.59	02/22/2024 02/22/2024 AGENCY-WIRELESS MOUSE	1WQT-MRC4-L7TH	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES (HHS only)</b>		<b>165.35</b>	02/23/2024 02/23/2024 7 Transactions			
248	Association of Mn Counties 05-430-700-4800-6241		198.75	AMC CONFERENCE REGISTRATION		Meeting/Conference Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>198.75</b>	1 Transactions			
10855	Culligan Soft Water 05-430-700-4800-6342		77.44	COOLER RENTAL SERVICE 03/01/2024 03/31/2024	150X01594100	Office Equipment Rental/Contracts	N
<b>10855</b>	<b>Culligan Soft Water</b>		<b>77.44</b>	1 Transactions			
11051	Department of Human Services 05-430-700-4800-6360		3,501.24	MERIT SYSTEM QE 03/31/24 01/01/2024 03/31/2024	A300MRCN24C	Services, Labor, Contracts	N
<b>11051</b>	<b>Department of Human Services</b>		<b>3,501.24</b>	1 Transactions			
10698	Stericycle,Inc 05-430-700-4800-6360		63.81	STERI-SAFE 03/01/2024 03/31/2024	8006211699	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>63.81</b>	1 Transactions			
86235	The Office Shop Inc 05-430-700-4800-6300		636.70	MAILRM-COPIER CONTRACT IRDXC58 11/03/2023 02/09/2024	330422-0	Maintenance/Service Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>636.70</b>	1 Transactions			
<b>430</b>	<b>DEPT Total:</b>		<b>4,643.29</b>	<b>Social Services</b>	<b>6 Vendors</b>	<b>12 Transactions</b>	
<b>5</b>	<b>Fund Total:</b>		<b>9,050.78</b>	<b>Health &amp; Human Services</b>		<b>38 Transactions</b>	

# Aitkin County



9 State

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
4580	Mn Dept Of Finance 09-000-000-0000-2030		270.00	FEBRUARY 2024 MARRIAGE REPORT	FEBRUARY 2024	State Fees, Assessments & Surcharges	N
4580	Mn Dept Of Finance		<b>270.00</b>	1 Transactions			
0	<b>DEPT Total:</b>		<b>270.00</b>	<b>Undesignated</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
9	<b>Fund Total:</b>		<b>270.00</b>	<b>State</b>		<b>1 Transactions</b>	



# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
10174	<b>Pittack Logging, Inc</b> 10-900-000-0000-2300		554.40	REFUND BOND	14266	Timber Permit Bonds	N
<b>10174</b>	<b>Pittack Logging, Inc</b>		<b>554.40</b>		<b>1</b> Transactions		
5791	<b>Sappi</b> 10-900-000-0000-2300		1,772.79	REFUND BOND	13925	Timber Permit Bonds	N
	10-900-000-0000-2300		2,376.15	REFUND BOND	14160	Timber Permit Bonds	N
	10-900-000-0000-2300		4,012.97	REFUND BOND	14430	Timber Permit Bonds	N
	10-900-000-0000-2300		3,254.44	REFUND BOND	14432	Timber Permit Bonds	N
<b>5791</b>	<b>Sappi</b>		<b>11,416.35</b>		<b>4</b> Transactions		
9286	<b>Stangler Logging</b> 10-900-000-0000-2300		1,815.40	REFUND BOND	14157	Timber Permit Bonds	N
<b>9286</b>	<b>Stangler Logging</b>		<b>1,815.40</b>		<b>1</b> Transactions		
11574	<b>Timber Transport-Curt Raveill</b> 10-900-000-0000-2300		823.30	REFUND BOND	14375	Timber Permit Bonds	N
<b>11574</b>	<b>Timber Transport-Curt Raveill</b>		<b>823.30</b>		<b>1</b> Transactions		
900	<b>DEPT Total:</b>		<b>14,609.45</b>	<b>Timber Permit Bonds</b>	<b>4 Vendors</b>	<b>7 Transactions</b>	
923	DEPT			Forfeited Tax Sales			
170	<b>Aitkin Motor Company</b> 10-923-000-0000-6590		128.88	2019 F150 50347	47027	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		62.04	2023 F150 00769	47055	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		1,105.56	2019 F150 50347	47320	Repair & Maintenance Supplies	N
<b>170</b>	<b>Aitkin Motor Company</b>		<b>1,296.48</b>		<b>3</b> Transactions		
10855	<b>Culligan Soft Water</b> 10-923-000-0000-6342		68.00	SHOP WATER 03/01/2024	150X01597905 03/31/2024	Office/Equipment-Rental	N
<b>10855</b>	<b>Culligan Soft Water</b>		<b>68.00</b>		<b>1</b> Transactions		
1754	<b>Garrison Disposal Company, Inc</b> 10-923-000-0000-6255		110.30	SHOP GARBAGE 03/01/2024	355655 03/31/2024	Garbage	N
<b>1754</b>	<b>Garrison Disposal Company, Inc</b>		<b>110.30</b>		<b>1</b> Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
1880	<b>Gravelle Plumbing &amp; Heating, Inc</b>	10-923-000-0000-6590			433.19	REPLACE CONTROL BOARD SHOP FU		95610		Repair & Maintenance Supplies		N
<b>1880</b>	<b>Gravelle Plumbing &amp; Heating, Inc</b>				<b>433.19</b>		1 Transactions					
2340	<b>Hyytinen Hardware Hank</b>	10-923-000-0000-6590			0.86	WASHER FOR BATHROOM SINK		16526		Repair & Maintenance Supplies		N
<b>2340</b>	<b>Hyytinen Hardware Hank</b>				<b>0.86</b>		1 Transactions					
14071	<b>Marco Technologies LLC</b>	10-923-000-0000-6266			285.00	OFFICE 365 SUBSCRIPTION		INV12208306		Data Processing/Computer Services		Y
<b>14071</b>	<b>Marco Technologies LLC</b>				<b>285.00</b>		1 Transactions					
9692	<b>Minnesota Energy Resources Corporation</b>	10-923-000-0000-6254			340.90	SHOP GAS		4933688771		Utilities-Gas and Electric		N
						01/29/2024	02/26/2024					
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>				<b>340.90</b>		1 Transactions					
3950	<b>Public Utilities</b>	10-923-000-0000-6254			250.86	ACLD		348-00		Utilities-Gas and Electric		N
						01/16/2024	02/15/2024					
<b>3950</b>	<b>Public Utilities</b>				<b>250.86</b>		1 Transactions					
9286	<b>Stangler Logging</b>	10-923-000-0000-6820			701.05	REFUND OVERAPPRAISAL		14157		Refunds & Reimbursements		N
<b>9286</b>	<b>Stangler Logging</b>				<b>701.05</b>		1 Transactions					
10180	<b>WEX Bank - Land Dept</b>	10-923-000-0000-6335			1,954.27	GAS		95717944		Gas/Vehicle Fuel Charges		N
						02/08/2024	03/07/2024					
<b>10180</b>	<b>WEX Bank - Land Dept</b>				<b>1,954.27</b>		1 Transactions					
<b>923</b>	<b>DEPT Total:</b>				<b>5,440.91</b>	<b>Forfeited Tax Sales</b>			<b>10 Vendors</b>		<b>12 Transactions</b>	
<b>926</b>	DEPT					Law Library						
3201	<b>Minnesota State Law Library</b>	10-926-000-0000-6455			300.00	LAW LIBRARY PROGRAM		24-63		Law Books		N
<b>3201</b>	<b>Minnesota State Law Library</b>				<b>300.00</b>		1 Transactions					
5173	<b>Thomson Reuters-West Publishing</b>											

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# Aitkin County



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

10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	10-926-000-0000-6455		1,562.70	ONLINE SOFTWARE SUBSCRIPTION	849801821	Law Books	N
				02/01/2024 02/29/2024			
	10-926-000-0000-6455		1,155.61	LIBRARY PLAN CHARGES	849877208	Law Books	N
				03/01/2024 03/31/2024			
<b>5173</b>	<b>Thomson Reuters-West Publishing</b>		<b>2,718.31</b>		<b>2</b>	<b>Transactions</b>	
<b>926</b>	<b>DEPT Total:</b>		<b>3,018.31</b>	<b>Law Library</b>	<b>2</b>	<b>Vendors</b>	<b>3</b>
						<b>Transactions</b>	
<b>10</b>	<b>Fund Total:</b>		<b>23,068.67</b>	<b>Trust</b>			<b>22</b>
						<b>Transactions</b>	

# Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
	5511 Milbradt/Kris						
	11-925-000-0000-6273		2,025.00	PRUNE WHITE PINE 9 ACRES	032024	Timber Improvement	Y
	5511 Milbradt/Kris		<b>2,025.00</b>	1 Transactions			
925	<b>DEPT Total:</b>		<b>2,025.00</b>	<b>Resource Management</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
939	DEPT			County Surveyor			
	15226 Data Activation Center						
	11-939-000-0000-6405		180.00	VNET ADD A LINE ANNUAL (SHARE 03/01/2024 02/28/2025	93588	Office Supplies	N
	15226 Data Activation Center		<b>180.00</b>	1 Transactions			
	7525 Hometown Bldg Supply						
	11-939-000-0000-6450		76.90	12 REBAR 1/2 X 20	2403-101597	Supplies	N
	7525 Hometown Bldg Supply		<b>76.90</b>	1 Transactions			
	86235 The Office Shop Inc						
	11-939-000-0000-6405		1.85	REFILL ERASER	1138398-0	Office Supplies	N
	11-939-000-0000-6405		9.92	PENCIL COL-ERASER	1138398-1	Office Supplies	N
	86235 The Office Shop Inc		<b>11.77</b>	2 Transactions			
939	<b>DEPT Total:</b>		<b>268.67</b>	<b>County Surveyor</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
11	<b>Fund Total:</b>		<b>2,293.67</b>	<b>Forest Development</b>		<b>5 Transactions</b>	

# Aitkin County



**13 Taxes & Penalties**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>943</b>	DEPT			Taxes And Penalties			
999999000	<b>COONS/JULIE</b> 13-943-000-0000-2001		84.10	PROPERTY TAX OVERPAYMENT - P1 1 Transactions	R 1004	Cur - Property Taxes	N
<b>999999000</b>	<b>COONS/JULIE</b>		<b>84.10</b>				
999999000	<b>MINASSI/NICHOLAS</b> 13-943-000-0000-2001		2,200.00	PROPERTY TAX OVERPAYMENT - P1 1 Transactions	R 1003	Cur - Property Taxes	N
<b>999999000</b>	<b>MINASSI/NICHOLAS</b>		<b>2,200.00</b>				
999999000	<b>ZDON/JAMES</b> 13-943-000-0000-2001		50.00	PROPERTY TAX OVERPAYMENT - 1 1 Transactions	R 1002	Cur - Property Taxes	N
<b>999999000</b>	<b>ZDON/JAMES</b>		<b>50.00</b>				
<b>943</b>	<b>DEPT Total:</b>		<b>2,334.10</b>	<b>Taxes And Penalties</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
<b>13</b>	<b>Fund Total:</b>		<b>2,334.10</b>	<b>Taxes &amp; Penalties</b>		<b>3 Transactions</b>	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
9010	<b>ANCA</b> 19-521-000-0000-6240		235.00	ANCA MEMBERSHIP	6847	Membership/Dues/Association Fees	N
<b>9010</b>	<b>ANCA</b>		<b>235.00</b>	1 Transactions			
2763	<b>Countryside Sanitation, LLC</b> 19-521-000-0000-6255		157.95	MARCH GARBAGE 03/01/2024 03/31/2024	4791	Garbage	Y
<b>2763</b>	<b>Countryside Sanitation, LLC</b>		<b>157.95</b>	1 Transactions			
12709	<b>K &amp; N Electric LLC</b> 19-521-000-0000-6360		1,261.40	FIX ELECTRICAL OF GARNIS	2753	Services, Labor, Contracts	Y
<b>12709</b>	<b>K &amp; N Electric LLC</b>		<b>1,261.40</b>	1 Transactions			
14812	<b>SCI Broadband/Savage Communications</b> 19-521-000-0000-6220		685.80	PHONE AND BROADBAND	024-033167	Telephone	N
<b>14812</b>	<b>SCI Broadband/Savage Communications</b>		<b>685.80</b>	1 Transactions			
10034	<b>Sorben Honey</b> 19-521-000-0000-6454		336.00	LLCC HONEY FOR CANTEEN	561792	Commissary Supplies-Non Jail	Y
<b>10034</b>	<b>Sorben Honey</b>		<b>336.00</b>	1 Transactions			
9287	<b>The Teehive LLC</b> 19-521-000-0000-6454		500.00	T-SHIRTS FOR CANTEEN	298763	Commissary Supplies-Non Jail	Y
	19-521-000-0000-6454		500.00	T-SHIRTS FOR CANTEEN	298938	Commissary Supplies-Non Jail	Y
	19-521-000-0000-6454		1,100.00	SWEATSHIRTS	298940	Commissary Supplies-Non Jail	Y
<b>9287</b>	<b>The Teehive LLC</b>		<b>2,100.00</b>	3 Transactions			
521	<b>DEPT Total:</b>		<b>4,776.15</b>	<b>LLCC Administration</b>	<b>6 Vendors</b>	<b>8 Transactions</b>	
522	DEPT			LLCC Education			
9561	<b>Amazon Business</b> 19-522-000-0000-6431		123.30	EDUCATIONAL SUPPLIES	1GWM-G7RW-9NQF	Educational Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>123.30</b>	1 Transactions			
13725	<b>Beartooth True Value</b> 19-522-000-0000-6431		31.42	MAPLE TAPING EQUIPMENT	1075	Educational Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>31.42</b>	1 Transactions			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>522</b>	<b>DEPT Total:</b>		<b>154.72</b>	<b>LLCC Education</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>523</b>	DEPT			LLCC Food			
15300	<b>MCGREGOR ACE HARDWARE</b> 19-523-000-0000-6590		91.63	STUFF TO FIX STUFF	310021	Repair & Maintenance Supplies	N
<b>15300</b>	<b>MCGREGOR ACE HARDWARE</b>		<b>91.63</b>		<b>1 Transactions</b>		
3810	<b>Paulbeck's County Market</b> 19-523-000-0000-6418		8.93	GROCERIES	7684653	Groceries-Students	N
<b>3810</b>	<b>Paulbeck's County Market</b>		<b>8.93</b>		<b>1 Transactions</b>		
4761	<b>Sysco Minnesota Inc</b> 19-523-000-0000-6418		1,232.89	GROCERIES	253583794	Groceries-Students	N
<b>4761</b>	<b>Sysco Minnesota Inc</b>		<b>1,232.89</b>		<b>1 Transactions</b>		
4968	<b>Upper Lakes Foods, Inc</b> 19-523-000-0000-6418		7.95	GROCERIES	385070-00	Groceries-Students	N
	19-523-000-0000-6418		1,106.96	GROCERIES	420125-00	Groceries-Students	N
<b>4968</b>	<b>Upper Lakes Foods, Inc</b>		<b>1,114.91</b>		<b>2 Transactions</b>		
<b>523</b>	<b>DEPT Total:</b>		<b>2,448.36</b>	<b>LLCC Food</b>	<b>4 Vendors</b>	<b>5 Transactions</b>	
<b>524</b>	DEPT			LLCC Maintenance			
86467	<b>Auto Value Aitkin</b> 19-524-000-0000-6302		10.97	WINDSHIELD WIPERS	40236726	Vehicle Maintenance	N
<b>86467</b>	<b>Auto Value Aitkin</b>		<b>10.97</b>		<b>1 Transactions</b>		
13725	<b>Beartooth True Value</b> 19-524-000-0000-6590		15.64	STUFF TO FIX STUFF	1075	Repair & Maintenance Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>15.64</b>		<b>1 Transactions</b>		
7525	<b>Hometown Bldg Supply</b> 19-524-000-0000-6590		8.10	LUMBER TO REPAIR RAILING	L4653	Repair & Maintenance Supplies	N
<b>7525</b>	<b>Hometown Bldg Supply</b>		<b>8.10</b>		<b>1 Transactions</b>		
2340	<b>Hyytinen Hardware Hank</b> 19-524-000-0000-6590		71.86	STUFF TO FIX BROKEN STUFF	2498	Repair & Maintenance Supplies	N

# 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
2340	Hyytinen Hardware Hank		71.86	1 Transactions		
3776	Palisade One Stop					
	19-524-000-0000-6335		173.90	FUEL FOR TRUCKS AND SKIDDY 02/01/2024 02/29/2024	2187684653	Gas/Vehicle Fuel Charges N
3776	Palisade One Stop		173.90	1 Transactions		
524	<b>DEPT Total:</b>		280.47	<b>LLCC Maintenance</b>	<b>5 Vendors</b>	<b>5 Transactions</b>
19	<b>Fund Total:</b>		7,659.70	<b>Long Lake Conservation Center</b>		<b>20 Transactions</b>



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
3950	<b>Public Utilities</b> 21-520-000-0000-6254	B	35.41	MISS ACCESS PARK 01/16/2024 02/16/2024	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	B	36.91	MISS SHOWER HOUSE 01/16/2024 02/16/2024	1671-00	Utilities-Gas and Electric	N
	<b>3950 Public Utilities</b>		<b>72.32</b>	<b>2 Transactions</b>			
4800	<b>Tamarack Sno-Flyers</b> 21-520-000-0000-6802	Q	16,662.48	TAMARACK BM2	00902346	Trail Grants-State	N
	<b>4800 Tamarack Sno-Flyers</b>		<b>16,662.48</b>	<b>1 Transactions</b>			
10339	<b>White Pine Riders</b> 21-520-000-0000-6804		23,257.32	SOLANA BOARDWALK SUPPLIES	032024	State Grant - Northwoods ATV-Expense	N
	<b>10339 White Pine Riders</b>		<b>23,257.32</b>	<b>1 Transactions</b>			
520	<b>DEPT Total:</b>		<b>39,992.12</b>	<b>Parks</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
21	<b>Fund Total:</b>		<b>39,992.12</b>	<b>Parks</b>		<b>4 Transactions</b>	
	<b>Final Total:</b>		<b>566,922.87</b>	<b>232 Vendors</b>	<b>371 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	447,742.46	General Fund	
	2	8,250.00	Reserves Fund	
	3	26,261.37	Road & Bridge	
	5	9,050.78	Health & Human Services	
	9	270.00	State	
	10	23,068.67	Trust	
	11	2,293.67	Forest Development	
	13	2,334.10	Taxes & Penalties	
	19	7,659.70	Long Lake Conservation Center	
	21	39,992.12	Parks	
	<b>All Funds</b>	<b>566,922.87</b>	<b>Total</b>	Approved by, .....
				.....
				.....

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>						
22	01-001-000-0000-6332		135.76	LEIVISKA NO-SHOW HOTEL CHARGE	0153	Hotel / Motel Lodging	N
31	01-001-000-0000-6330		46.10	KEARNEY MSP TAXI	03142024	Transportation/Travel/Parking	N
14	01-252-003-0000-6335		17.02	#301 MEETING	055490	Gas/Vehicle Fuel Charges	N
28	01-110-000-0000-6415		74.64	SHOWER CARTRIDGE JAIL	1507403592	Operational Supplies	N
25	01-110-000-0000-6422		286.50	SPRAY BAR FOR EXTRACTOR	166903	Janitorial Supplies	N
21	01-100-000-0000-6332		347.90	AMC LEADERSHIP SUMMIT-LODGING	2024 TRAINING	Hotel / Motel Lodging	N
				03/27/2024 03/29/2024			
11	01-257-251-0000-6241		500.00	TRAINING REGISTER DP (CC) FEB	2024-DP-7	Registration Fee	N
				02/15/2024 02/15/2024			
1	01-122-000-0000-6332		0.50	RADISSON INCORRECT CHARGE	21624	Hotel / Motel Lodging	N
12	01-200-000-0000-6405		19.99	DROPBOX	2GWRWTJF7Y6R	Office Supplies	N
24	01-001-000-0000-6332		182.25	KEARNEY HOTEL BEFORE DC CONF.	3014	Hotel / Motel Lodging	N
				02/08/2024 03/08/2024			
30	01-001-000-0000-6330		22.00	LEIVISKA PARKING	3048	Transportation/Travel/Parking	N
				02/20/2024 02/21/2024			
29	01-001-000-0000-6339		45.72	LEIVISKA-MEALS X2	3048	Meals (Overnight)	N
				02/20/2024 02/21/2024			
10	01-257-251-0000-6332		943.44	TRAINING- HOTEL MACCACC CONF	3455786483	Hotel / Motel Lodging	N
				02/15/2024 02/16/2024			
20	01-049-000-0000-6266		69.00	SHODAN MONTHLY SUBSCRIPTION	3AE6D18C-0002	Software Fees/License Fees	N
13	01-200-003-0000-6332		148.26	#204 TRAINING- MARSHALL	42943533	Hotel / Motel Lodging	N
23	01-053-000-0000-6360		191.00	RACARIE SOFTWARE FEB.-MAR. '24	4439-185658	Services, Labor, Contracts	N
				02/01/2024 03/01/2024			
16	01-253-000-0000-6415		44.97	ALUMINUM ROPE TIGHTENER	45318	Operational Supplies	N
19	01-200-200-0000-6268		225.00	2024 MSANI CONF	46309	Training, Development	N
18	01-200-200-0000-6268		225.00	JOLENE MSANI CONF	46310	Training, Development	N
15	01-200-003-0000-6241		75.00	204 DMT TRAINING	46372	Registration Fee	N
26	01-110-000-0000-6415		320.78	FURNACE FILTERS	67310	Operational Supplies	N
3	01-042-000-0000-6405		1,065.54	SQUARE SYSTEM W/IPAD/PRINTER	767	Office Supplies	N
8	01-391-000-0000-6268		610.00	BASIC DESIGN SSTS	803930	Staff Training, Development	N
27	01-110-000-0000-6415		720.24	LONG ACTING INSECT REPELLENT	80414	Operational Supplies	N
2	01-043-000-0000-6360		20.00	CHAT GPT MO. SUBSCRIPTION	CC1373F3-0002	Services, Labor, Contracts, GIS Mapping	N
17	01-200-000-0000-6360		5.00	SPYPOINT CAMERA	CE486A8D-0014	Services, Labor, Contracts	N
9	01-122-000-0000-6360		15.99	MONTHLY ZOOM CONTRACT	INV241998694	Services, Labor, Contracts	N
				02/22/2024 03/21/2024			
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>		<b>6,356.60</b>	<b>27 Transactions</b>			

**1 Fund Total: 6,356.60 General Fund 1 Vendors 27 Transactions**

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3/14/24 1:25PM

# Aitkin County



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

10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
7	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6450		366.00	FLAGGING & BLUE SPRAY PAINT	506374-00	Field Supplies	N
6	10-923-000-0000-6450		1,942.97	BLUE PAINT	506384-00	Field Supplies	N
	5462 Bremer Bank (Elan ACH)		<b>2,308.97</b>	2 Transactions			
<b>10 Fund Total:</b>			<b>2,308.97</b>	<b>Trust</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	

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 3/14/24 1:25PM  
 19 Long Lake Conservation Cen

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5	5462 Bremer Bank (Elan ACH) 19-521-000-0000-6205		8.39	MAIL CANTEEN STUFF	5416	Postage	N
4	5462 Bremer Bank (Elan ACH) 19-521-000-0000-6454		503.96	MUGS FOR CANTEEN	5416	Commissary Supplies-Non Jail	N
			<b>512.35</b>	2 Transactions			
<b>19 Fund Total:</b>			<b>512.35</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>Final Total:</b>			<b>9,177.92</b>	<b>3 Vendors</b>	<b>31 Transactions</b>		

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6339		2.55	ADMIN-OVERNIGHT MEALS 02/21/2024 02/21/2024		Meals (Overnight)	N
15	05-400-440-0410-6480		212.68	SDS SADDLE CHAIR (SDS) 02/12/2024 02/12/2024		Small Furniture/Equipment	N
13	05-420-600-4800-6339		6.02	ADMIN-OVERNIGHT MEALS 02/21/2024 02/21/2024		Meals (Overnight)	N
14	05-430-700-4800-6339		9.67	ADMIN-OVERNIGHT MEALS 02/21/2024 02/21/2024		Meals (Overnight)	N
16	05-430-700-4800-6805		672.94	ADULT MH-TCM TRANS-TIRES 02/14/2024 02/14/2024	157422094	Mh Init - Transportation (416)	N
11	05-430-710-3650-6027		60.00	CARS TRAINING REGISTRATION 02/13/2024 02/13/2024	158872042	Serv For Concurrent Perm Plan	N
8	05-400-400-0402-6266		16.03	WEBEX (PUBLIC HEALTH) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
1	05-400-440-0410-6266		6.73	WEBEX (SP, CG, PA) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
5	05-400-440-0410-6266		16.03	WEBEX (EM) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
2	05-420-600-4800-6266		15.87	WEBEX (SP, CG, PA) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
6	05-420-600-4800-6266		16.03	WEBEX (JG) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
7	05-420-640-4800-6266		16.03	WEBEX (JH) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
3	05-430-700-4800-6266		25.50	WEBEX (SP, CG, PA) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
4	05-430-700-4800-6266		48.09	WEBEX (KL, JS, RP) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
10	05-430-700-4800-6266		16.04	WEBEX (ADULT SERVICES) 02/09/2024 03/08/2024	A-S0051899	Software Fees/License Fees	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>1,140.21</b>	<b>15 Transactions</b>			
<b>5 Fund Total:</b>			<b>1,140.21</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>15 Transactions</b>	

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3/14/24 1:26PM

# Aitkin County



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

**25** Opioid Settlement

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9	<b>5462 Bremer Bank (Elan ACH)</b> 25-000-000-0000-6266		16.03	WEBEX (OPIOID) 02/09/2024 03/08/2024	A-S0051899	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>1,156.24</b>	<b>2 Vendors</b>	<b>16 Transactions</b>		

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3/14/24 1:26PM

# Aitkin County



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

**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
	<b>5462 Bremer Bank (Elan ACH)</b>						
2	03-301-000-0000-6241		64.35	ENG ETHICS FOR MN PRO ENGINEER	ELAN STMT 2-23-24	Meeting/Conference Registration Fee	N
1	03-301-000-0000-6405		30.98	NOTARY STAMP	ELAN STMT 2-23-24	Office Supplies	N
3	03-303-000-0000-6590		419.99	REPAIR PARTS	ELAN STMT 2-23-24	Repair & Maintenance Supplies	N
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>515.32</b>	<b>3 Transactions</b>			
<b>3 Fund Total:</b>			<b>515.32</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>Final Total:</b>			<b>515.32</b>	<b>1 Vendors</b>	<b>3 Transactions</b>		



# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	6,356.60	General Fund
10	2,308.97	Trust
19	512.35	Long Lake Conservation Center
<b>All Funds</b>	<b>9,177.92</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	1,140.21	Health & Human Services
	25	16.03	Opioid Settlement
<b>All Funds</b>		<b>1,156.24</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>
	3	515.32	Road & Bridge
	<b>All Funds</b>	<b>515.32</b>	<b>Total</b>

Approved by, .....

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Total Elan paid 2.29.24 = \$10,849.48

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
6	<b>780 Bremer Bank</b> 01-040-000-0000-5081		0.04	MTG REG - FEBRUARY	FEB 2024	Mortgage Registry-3%	N
	<b>780 Bremer Bank</b>		<b>0.04</b>	1 Transactions			
1	<b>8410 Bremer Bank</b> 01-044-904-0000-6360		9.57	MED FSA CLAIMS 2024	02/29/2024	Flex Plan Withdrawals	N
7	01-044-904-0000-6360		75.00	MED FSA CLAIMS 2024	03/01/2024	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2024	03/04/2024	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		50.00	MED FSA CLAIMS 2024	03/06/2024	Flex Plan Withdrawals	N
10	01-044-904-0000-6360		85.00	MED FSA CLAIMS 2024	03/07/2024	Flex Plan Withdrawals	N
11	01-044-904-0000-6360		9.46	MED FSA CLAIMS 2024	03/09/2024	Flex Plan Withdrawals	N
12	01-044-904-0000-6360		47.00	MED FSA CLAIMS 2024	03/10/2024	Flex Plan Withdrawals	N
13	01-044-904-0000-6360		208.34	DEP CARE FSA CLAIMS 2024	03/11/2024	Flex Plan Withdrawals	N
15	01-044-904-0000-6360		25.00	MED FSA CLAIMS 2024	03/13/2024	Flex Plan Withdrawals	N
	<b>8410 Bremer Bank</b>		<b>717.71</b>	9 Transactions			
<b>1 Fund Total:</b>			<b>717.75</b>	<b>General Fund</b>	<b>2 Vendors</b>	<b>10 Transactions</b>	

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3/15/24 1:53PM

# Aitkin County



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

9 State

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>					
5	09-000-000-0000-2025		10,904.25	DEED TAX - FEBRUARY	FEB 2024	State's Share Of Deed Tax (97%) N
4	09-000-000-0000-2026		8,054.46	MTG REG - FEBRUARY	FEB 2024	State Share Of Mortgage Registry (97%) N
	<b>780 Bremer Bank</b>		<b>18,958.71</b>			<b>2 Transactions</b>
<b>9 Fund Total:</b>			<b>18,958.71</b>	<b>State</b>		<b>1 Vendors 2 Transactions</b>

KMR1  
 3/15/24 1:53PM  
 19 Long Lake Conservation Cen

# Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	<b>8410 Bremer Bank</b>					
2	19-522-000-0000-6267		219.52	TOTAL SERVICE CHARGE	461201217886	Credit Card Fees N
3	19-522-000-0000-6267		41.45	BEANSTREAM TOTAL FEES	461201217886	Credit Card Fees N
	<b>8410 Bremer Bank</b>		<b>260.97</b>	<b>2 Transactions</b>		
<b>19 Fund Total:</b>			<b>260.97</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

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 3/15/24 1:53PM  
 21 Parks

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14	<b>8410 Bremer Bank</b> 21-520-000-0000-5510		140.00	CAMP REFUND - GERMAIN	A - 7337	Co. Parks Campground Fees	N
	<b>8410 Bremer Bank</b>		<b>140.00</b>	1 Transactions			
<b>21 Fund Total:</b>			<b>140.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>			<b>20,077.43</b>	<b>5 Vendors</b>	<b>15 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	717.75	General Fund
	9	18,958.71	State
	19	260.97	Long Lake Conservation Center
	21	140.00	Parks
<b>All Funds</b>		<b>20,077.43</b>	<b>Total</b>

Approved by, .....

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# Board of County Commissioners Agenda Request

**2J**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Application to Make Retail Sales of Tobacco Products - Rudra Malmo LLC dba Malmo Market

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Christy M. Bishop		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> n/a		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  <p style="text-align: center;">2024 Application for License to Sell Tobacco Products Rudra Malmo LLC, d/b/a Malmo Market – Malmo Township</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b>  		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Approve Licenses to Sell Tobacco Products**

**WHEREAS**, approval of application is subject to the completion of all paperwork in full.

**WHEREAS**, license is valid effective April 1, 2024 through the period ending March 31, 2025.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following application for license to sell tobacco products effective April 1, 2024 through the period ending March 31, 2025 to:

Rudra Malmo LLC, d/b/a **Malmo Market** – Malmo Township

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 26th day of March 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 26<sup>th</sup> day of March, 2024**

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



# Board of County Commissioners Agenda Request

## 2K

Agenda Item #

**Requested Meeting Date:** 02/26/2024

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

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Wealthwood Township has donated \$1,000.00 to the all-volunteer Aitkin County Search & Rescue group to assist with the purchase of equipment & training.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting donation		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Search & Rescue Donation**

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

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

Wealthwood Township	\$1,000.00
---------------------	------------

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

Wealthwood Township	Aitkin County Search and Rescue
---------------------	---------------------------------

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

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

Commissioner 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 26<sup>th</sup> day of March 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26<sup>th</sup> day of March 2024

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



# Board of County Commissioners Agenda Request

**2L**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Aitkin County HRA Committee Appointment

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

<b>Submitted by:</b> Teresa Smude	<b>Department:</b> Aitkin County HRA
--------------------------------------	---

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

**Summary of Issue:**  
 Attached is an application for service submitted by Eileen Foss for an appointment to the HRA Board.  
 No other applications were received.

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

**Recommended Action/Motion:**  
 Approve appointment of Eileen Foss to the Aitkin County HRA Board

**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:*

**MINNESOTA OPEN APPOINTMENT ACT  
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County HRA

AITKIN COUNTY COMMISSIONER DISTRICT 1

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I was employed with Pine County Human Services & then Aitkin County Health & Human Services from 1972 through 2015. I worked in the positions of clerk typist, financial worker & financial assistance supervisor. During those years, I worked with many individuals & families dealing with housing issues, etc.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Eileen Foss  
Signature of Applicant

1-31-24  
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes  No

Is this application submitted at the suggestion of appointing authority? Yes  No

**Please return application to the Aitkin County Administrator's office, located at  
307 2<sup>nd</sup> Street NW – Room 310, Aitkin, MN 56431**

NAME OF APPLICANT: EILEEN FOSS

STREET ADDRESS OF APPLICANT:  
34944 455<sup>th</sup> PL  
AITKIN MN 56431

PHONE NUMBERS:  
DAYS 218-839-7369 (CELL)  
EVENINGS 218-927-6816 (HOME)

**For Office Use Only**

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

Date of Term Expiration: \_\_\_\_\_

Term #: \_\_\_\_\_



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Summary of 2023 Apportionment

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Dennis (DJ) Thompson		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Dennis (DJ) Thompson, Land Commissioner		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b> I would like to give a Power Point presentation on the 2023 apportionment.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin  
County  
Land  
Department

**2023**  
**APPORTIONMENT**

## **What is Apportionment?**

At the end of the year, the account that holds all of the money generated off tax-forfeited land is zeroed out. Once the land management expenses are subtracted, the remaining dollars are distributed out to the county, townships, cities, and school districts where the money was generated.

# Money Comes From...

- Timber Sales
- Land Sales
- Gravel
- Leases
- Easements
- Other

## Sources of Income

75% – 90%

Timber

10% – 23%

Land Sales

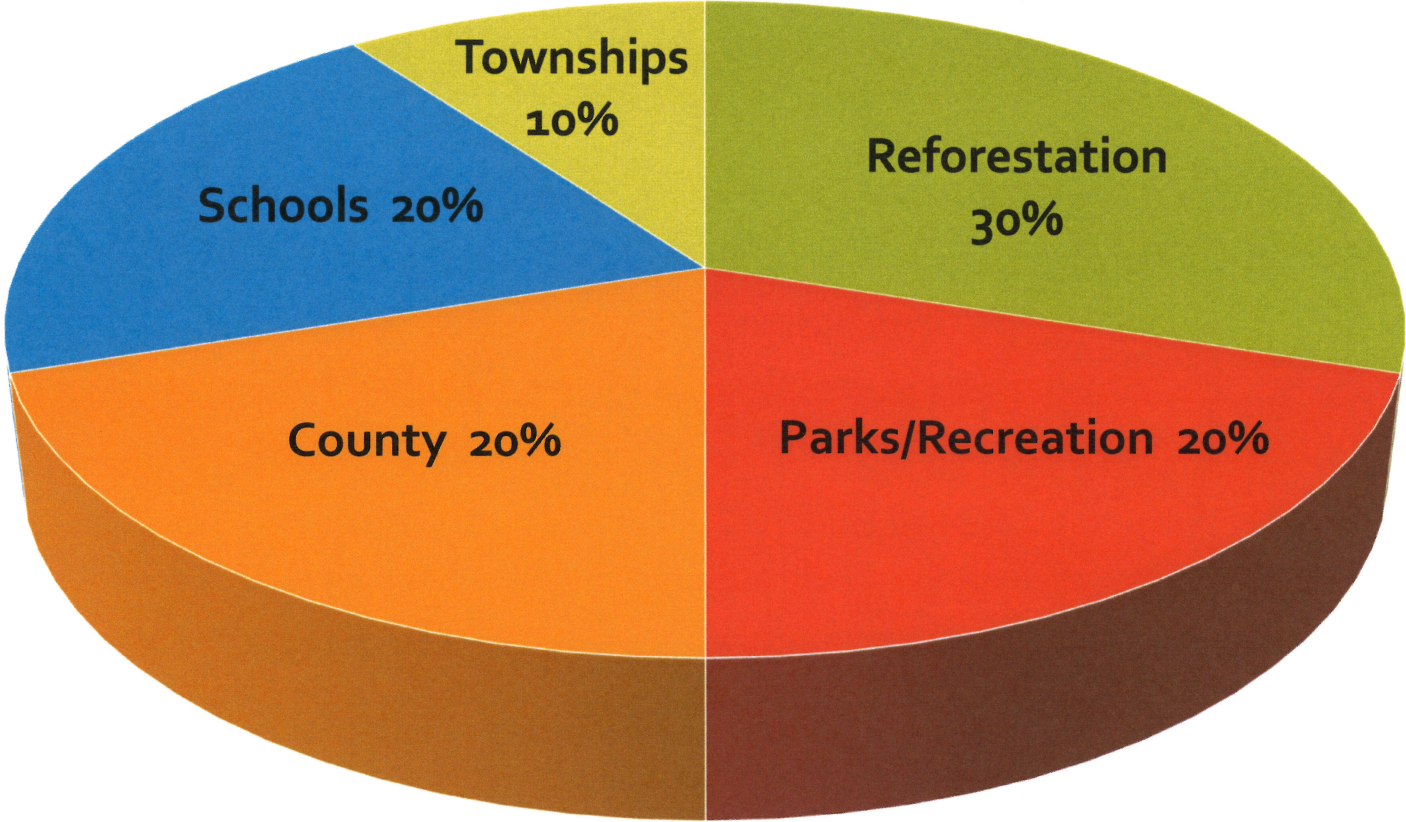
1% – 2%

Other

# 2023 Sources of Income

- 94.2% Timber
- 4.4% Land Sales
- 1.4% Leases/Easements

# Apportionment Percentages

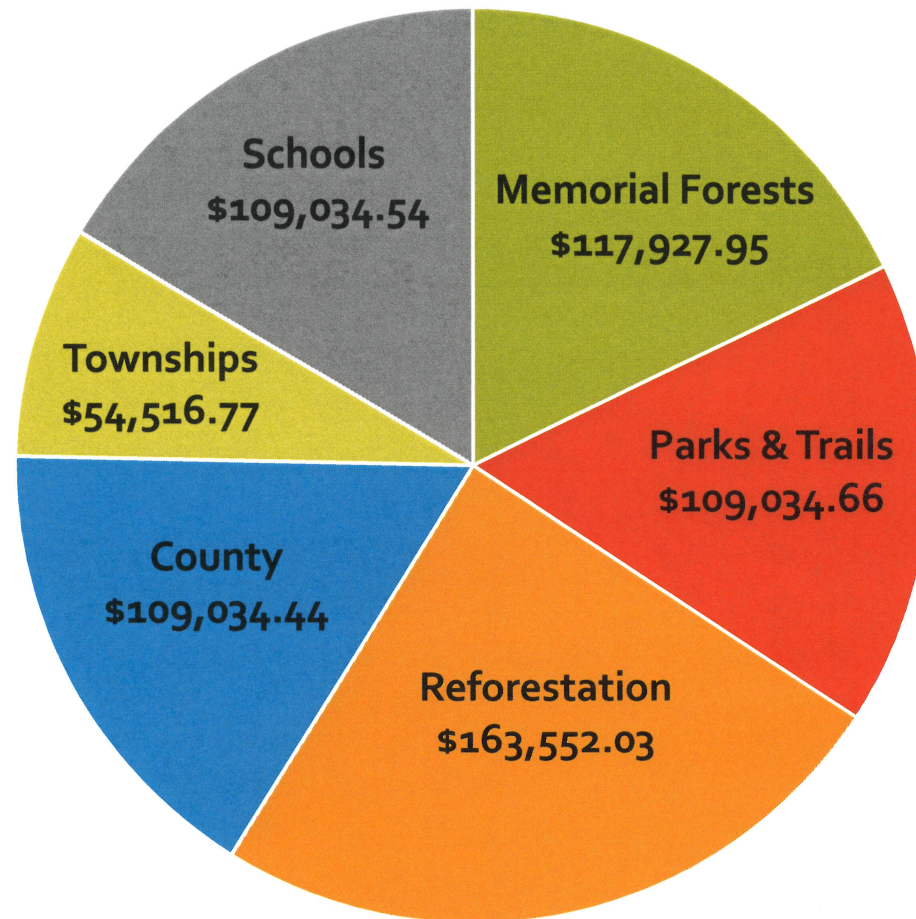


■ Reforestation ■ Parks/Recreation ■ County ■ Schools ■ Townships

# APPORTIONMENT HIGHLIGHTS

- 2023 revenue from FTS was \$1,511,179.77
- 2023 total apportionment was \$663,100.39
- Not off to a good start for 2024 with the poor logging season.

## 2023 Apportionment \$663,100.39





**2023 Schools = \$109,034.54**

**\$59,262.57 McGregor**

**\$26,992.84 Hill City**

**\$15,046.32 Aitkin**

**\$3,909.65 Isle**

**\$3,512.23 Hinckley-Finlayson**

**\$273.95 Willow River**

**\$36.98 Floodwood**

**- There are 10 different School Districts with boundaries in Aitkin County**

**QUESTIONS...**



# Board of County Commissioners Agenda Request

## 4A

Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Mississippi River Brainerd Watershed, 1W1P Implementation MOA

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Janet Smude, District Manager		<b>Department:</b> Aitkin Co Soil & Water Conservation District
<b>Presenter (Name and Title):</b> Janet Smude, District Manager		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b>  <p>The Upper Mississippi River Brainerd One Watershed One Plan effort is moving into the Implementation Phase of the project. We are asking all Partners in this watershed to review and adopt the attached MOA.</p> <p>This watershed is eligible to apply for implementation grant funds of \$1,492,655, for a three year period. These funds will be used to protect and improve water quality by implementing steps that were outlined in the Watershed Plan. Having a clear agreement between partners will help us prepare to use these funds to make a difference for our waters.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> <p>The Board could choose to not approve this MOA. Future funding from the Board of Water and Soil Resources may be jeopardized.</p>		
<b>Recommended Action/Motion:</b> <p>It is recommended that this MOA be approved for the Upper Mississippi River Brainerd One Watershed One Plan</p>		
<b>Financial Impact:</b> <p>Is there a cost associated with this request?      <input type="checkbox"/> Yes      <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted?      <input type="checkbox"/> Yes      <input type="checkbox"/> No      <i>Please Explain:</i></p>		

## MEMORANDUM OF AGREEMENT

This agreement (Agreement) is made and entered into between:

The Counties of Aitkin, Crow Wing, Todd, and Morrison by and through their respective County Board of Commissioners, and  
The Aitkin, Crow Wing, Todd, and Morrison Soil and Water Conservation Districts, by and through their respective Soil and Water Conservation District Board of Supervisors  
Collectively referred to as the "Parties."

**WHEREAS**, the Counties of this Agreement are political subdivisions of the State of Minnesota, with authority to carry out environmental programs and land use controls, pursuant to Minnesota Statutes Chapter 375 and as otherwise provided by law; and

**WHEREAS**, the Soil and Water Conservation Districts (SWCDs) of this Agreement are political subdivisions of the State of Minnesota, with statutory authority to carry out erosion control and other soil and water conservation programs, pursuant to Minnesota Statutes Chapter 103C and as otherwise provided by law; and

**WHEREAS**, the Parties to this Agreement have a common interest and statutory authority to assure implementation of a comprehensive watershed management plan in the Mississippi River-Brainerd Watershed to conserve soil and water resources through the practices, programs, and regulatory controls that effectively control or prevent erosion, sedimentation, siltation and related pollution in order to preserve natural resources, ensure continued soil productivity, protect water quality, reduce damages caused by floods, preserve wildlife, protect the tax base, and protect public lands and waters; and

**WHEREAS**, with matters that relate to the coordination of water management authorities pursuant to Minnesota Statutes Chapters 103B, 103C, and 103D with public drainage systems pursuant to Minnesota Statutes Chapters 103E, this Agreement does not change the rights or obligations of the public drainage system authorities.

**WHEREAS**, the Parties have formed this Agreement for the specific goal of implementing the Mississippi River-Brainerd Comprehensive Watershed Management Plan, which was developed pursuant to Minnesota Statutes § 103B.801, Comprehensive Watershed Management Planning, also known as *One Watershed, One Plan*.

**NOW, THEREFORE**, the Parties hereto agree as follows:

1. **Purpose:** The Parties to this Agreement recognize the importance of partnerships to plan and implement protection and restoration efforts for the Mississippi River-Brainerd Watershed (*See Attachment A: Implementation Area Map*). The purpose of this Agreement is to collectively implement, as local government units, the Mississippi River-Brainerd Comprehensive Watershed Management Plan per the provision of the Plan. Parties signing this agreement will be collectively referred to as the Mississippi River-Brainerd Watershed Collaboration. The "Mississippi River-Brainerd Comprehensive Watershed Management Plan Implementation Committee" and are partnering together in this Agreement as an exercise of joint powers under Minn. Stat. Section 471.59.
2. **Term:** This Agreement is effective upon signature of all Parties in consideration of the Board of Water and Soil Resources (BWSR) Participation Requirements for participation in Watershed Based Implementation Funding; and will remain in effect until cancelled according to the provisions of this Agreement, unless

earlier terminated by law. This Agreement end date will run concurrent with the BWSR grant agreement end date of December 2033. Parties may revisit the grant agreement end date and make extensions to the term of the grant agreement if agreed upon by the Policy Committee (the structure, membership, and governing provisions of the Policy Committee are described in a later paragraph in this Agreement).

3. **Adding Additional Parties:** A qualifying party within the Mississippi River-Brainerd Watershed that is responsible for water planning and resource management according to Minnesota State Statutes desiring to become a member of this Agreement shall indicate its intent by adoption of a governing board resolution. The Resolution shall be mailed to the existing Policy Committee, and upon receipt by the Policy Committee, the qualifying party shall become a member of the Policy Committee. The qualifying party agrees to abide by the terms and conditions of this Agreement, including but not limited to the bylaws, policies and procedures adopted by the Policy Committee.
4. **Withdrawal of Parties:** A party desiring to leave this Agreement shall indicate its intent in writing to the Policy Committee in the form of an official board resolution. Notice must be made at least 30 days in advance of leaving the Agreement.
5. **General Provisions:**
  - a. **Compliance with Laws/Standards:** The Parties agree to abide by all federal, state, and local laws; statutes, ordinances, rules, and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs, and staff for which the Agreement is responsible. All Parties to this Agreement will be given the option to opt out within 30 days after new federal, state or local laws, statutes, ordinances, rules, and regulations are adopted and become effective, which increase or decrease the responsibilities of the Parties pertaining to this Agreement.
  - b. **Indemnification:** Each party to this Agreement shall be liable for the acts of its officers, employees or agents and the results thereof to the extent authorized or limited by law and shall not be responsible for the acts of any other party, its officers, employees, or agents. The provisions of the Municipal Tort Claims Act, Minnesota Statute Chapter 466, and other applicable laws govern the liability of the Parties. To the full extent permitted by law, actions by the Parties, their respective officers, employees and agents, pursuant to this Agreement, are intended to be and shall be construed as a "cooperative activity". It is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes § 471.59, subd. 1a(a). For purposes of Minnesota Statutes § 471.59, subd. 1a(a) it is the intent of each party that this Agreement does not create any liability or exposure of one party for the acts or omissions of any other party.
  - c. **Records Retention and Data Practices:** The Parties agree that records created pursuant to the terms of this Agreement will be retained in a manner that meets their respective entity's records retention schedules that have been reviewed and approved by the State in accordance with Minnesota Statutes §138.17. The Parties further agree that records prepared or maintained in furtherance of the Agreement shall be subject to the Minnesota Government Data Practices Act. At the time this Agreement expires, all records will be turned over to Aitkin Soil and Water Conservation District for continued retention.
  - d. **Timeliness:** The Parties agree to perform obligations under this Agreement in a timely manner and keep each other informed about any delays that may occur.
  - e. **Termination:** The Parties anticipate that this Agreement will remain in full force and effect through the term of the grant agreement with BWSR, unless otherwise terminated in accordance with law or

other provisions of this Agreement. The Parties acknowledge their respective and applicable obligations, if any, under Minnesota Statute §471.59, Subd. 5 after the purpose of the Agreement has been completed.

- f. **Extension:** The Parties may extend the termination date of this Agreement for the purposes of implementation the plan beyond the BWSR grant planning phase identified in Section 2 as agreed upon unanimously by the Parties to this Agreement.

6. Administration:

- a. **Establishment of a Policy Committee and Advisory Committee for Implementation of the Mississippi River-Brainerd Comprehensive Water Management Plan.** The Parties hereto agree to designate one representative, who must be an elected or appointed member of their governing board, to a Policy Committee for implementation of the Mississippi-River Brainerd Comprehensive Water Management Plan. The Policy Committee will meet as needed to implement and decide on the content of the work plan.
  - i. Each representative shall have one vote and shall have the authority to act on behalf of their Board mentioned items, grant agreement(s) and amendment(s), interim report review and approval, payments under the grant, professional contracts, and voting on the recommended work plan.
  - ii. The Policy Committee member will serve as a liaison to their respective boards. Each governing board may choose one alternate to serve on the Policy Committee as needed in the absence of the designated member.
  - iii. An Advisory Committee will be established to provide technical support on the plan content and Implementation to the Policy Committee, including identification of priorities. The Advisory Committee will comprise the Steering Committee, stakeholders, the state's main water agencies, and/or plan review agencies. The Advisory Committee will as needed.
  - iv. A Steering Committee will be established consisting of local staff, county staff, and SWCD staff for the purposes of logistical and day-to-day decision-making in the Implementation process. The Steering Committee will meet as needed.

7. Fiscal Agent: Aitkin Soil and Water Conservation District will act as the fiscal agent for the purposes of this Agreement and agrees to:

- a. Accept all responsibilities associated with implementing the BWSR grant agreement for developing a watershed-based implementation plan and sign the grant agreement on behalf of the Parties listed within.
- b. Perform financial transactions as part of the grant agreement and contract implementation.
- c. Pursuant to Minn. Stat. Section 471.59, Subd. 3, strict accountability of all funds and report of all receipts and disbursements and annually provide a full and complete audit report.
- d. Responsible for fiscal records retention consistent with the agent's records retention schedule.

8. Grant Administration: Aitkin Soil and Water Conservation District will act as the grant administrator for the purposes of this Agreement and agrees to provide the following services:

- a. Accept all day-to-day responsibilities associated with implementing the BWSR grant agreement for watershed-based implementation grant funds.
- b. Provide the Policy Committee with the records necessary to describe the financial condition of the BWSR grant agreement.
- c. Be the Day-to-Day Contact for the Mississippi River-Brainerd Comprehensive Water Management Implementation Plan.
- d. Responsible for the BWSR reporting requirements (E-link).

9. The Todd Soil and Water Conservation District agrees to provide the following services for this Agreement and agrees to:

- a. Provide a note-taker for all Policy, Advisory, and Steering Committee meetings. Prepare and distribute those notes to the appropriate committees.

10. The Crow Wing Soil and Water Conservation District agrees to provide the following services for this Agreement and agrees to:

- a. Assist the Chair of the Policy Committee with providing an agenda for upcoming meetings.
- b. Notify all committees of upcoming meetings through email and/or phone calls.
- c. May, with the Agreement and consent of the Fiscal Agent, assign any of the foregoing services to the Fiscal Agent who shall perform the services it accepts.

11. The following Parties agree to provide the following services:

- a. Grant Administration/Fiscal Agent: Aitkin Soil and Water Conservation District
- b. Policy and Advisory Committee Coordination: Crow Wing Soil and Water Conservation District

In the event of a vacancy in the above-listed roles, the party responsible for the role will determine if there is adequate capacity within the organization to fulfill the listed role. If the partner agency determines it, they no longer have capacity and would like to relinquish their duties, they must inform the Steering Committee. The Steering Committee will then reassign the service to another party with the capacity to fulfill the grant agreement.

12. Authorized Representatives: The following persons will be the primary contacts for all matters concerning this Agreement:

Aitkin County  
Andrew Carlstrom or successor  
Environmental Services Director  
307 2<sup>nd</sup> St. NW, Room 219  
Aitkin, MN 56431  
Telephone: 218-927-7342

Aitkin SWCD  
Janet Smude or successor  
District Manager  
307 2<sup>nd</sup> St. NW, Room 216  
Aitkin, MN 56431  
Telephone: 218-927-7284

Crow Wing County  
Chris Pence or successor  
Environmental Services Manager  
322 Laurel St., Suite 15  
Brainerd, MN 56401  
Telephone: 218-824-1010

Crow Wing SWCD  
Melissa Barrick or successor  
District Manager  
322 Laurel St., Suite 22  
Brainerd, MN 56401  
Telephone: 218-828-6197

Todd County  
Adam Ossefoort or successor  
SWCD/Planning & Zoning Division Director  
215 1<sup>st</sup> Ave. S Suite 103  
Long Prairie, MN  
Telephone: 320-732-4420

Todd SWCD  
Deja Anton or successor  
District Manager  
215 1<sup>st</sup> Ave. S Suite 104,  
Long Prairie, MN  
Telephone: 320-732-2644

Morrison County  
Amy Kowalzek or successor  
Director of Land Services  
213 1<sup>st</sup> Ave. SE  
Little Falls, MN  
Telephone: 320-632-0170

Morrison SWCD  
Shannon Wettstein or successor  
District Manager  
16776 Heron Road  
Little Falls, MN  
Telephone: 320-631-3551



**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Aitkin County

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
Environmental Services Director/Administrator Date

**APPROVED AS TO FORM**

BY: \_\_\_\_\_  
County Attorney Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Aitkin Soil and Water Conservation District

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
District Manager/Administrator Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Crow Wing County

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
Environmental Services Manager/Administrator Date

**APPROVED AS TO FORM**

BY: \_\_\_\_\_  
County Attorney Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Crow Wing Soil and Water Conservation District

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
District Manager/Administrator Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Todd County

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
SWCD/Planning & Zoning Division Director/Administrator Date

**APPROVED AS TO FORM**

BY: \_\_\_\_\_  
County Attorney Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Todd Soil and Water Conservation District

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
District Manager/Administrator Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Morrison County

APPROVED:

BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
Director of Land Services/Administrator Date

**APPROVED AS TO FORM**

BY: \_\_\_\_\_  
County Attorney Date

**IN TESTIMONY WHEREOF** the Parties have duly executed this Agreement by their duly authorized officers.

PARTNER: Morrison Soil and Water Conservation District

APPROVED:

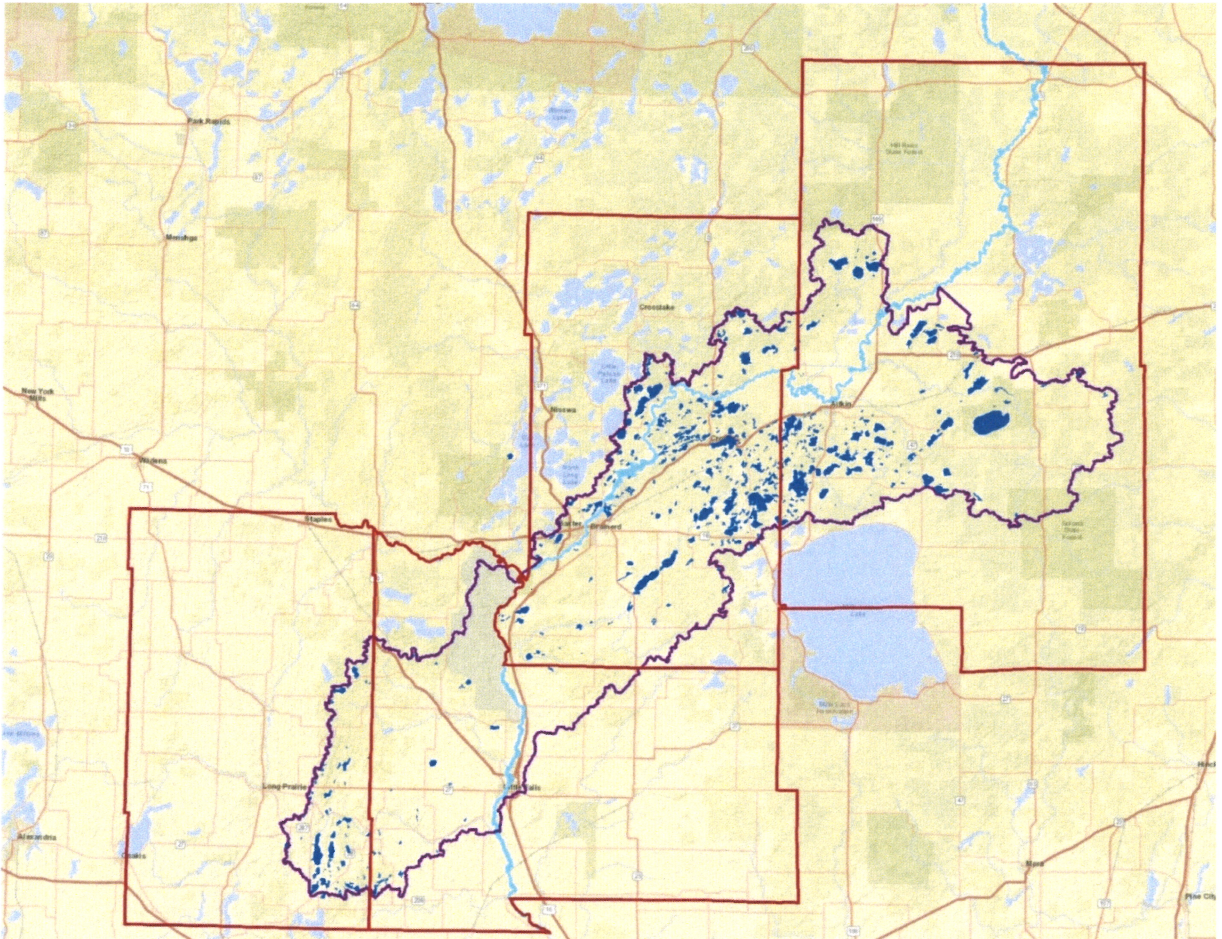
BY: \_\_\_\_\_  
Board Chair Date

BY: \_\_\_\_\_  
District Manager/Administrator Date



## Attachment A

### Implementation Area Map for Mississippi River-Brainerd





# Board of County Commissioners Agenda Request

**5A**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** PLSS Monument Grant: Approval to submit grant application

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Randy Quale		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Randy Quale, County Surveyor		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> <p>Staff has identified a grant opportunity to support additional section corner monumentation and tracking in Aitkin County.</p> <p>Minnesota IT Services, through the Minnesota Geospatial Information Office (MnGeo), is offering grants designed to support and implement land surveys to restore, maintain and/or update Public Land Survey System (PLSS) corners and projects to review and update land survey records pertaining to the PLSS. The deadline to submit this grant is April 5, 2024.</p> <p>This is the first time this grant has been offered.</p> <p>A final version of this grant application was not completed prior to the agenda request. A full copy of the final application will be available to the Board on the day of the meeting.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt attached resolution to approve submission of PLSS Monument Grant and authorize the County Administrator, Land Commissioner and County Surveyor to accept this grant if awarded and execute the Agreement and all documents pertaining to this grant.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED March 26, 2024

By Commissioner: xxx

20240326-xxx

**Public Land Survey System Monument Grant Submission**

**WHEREAS**, Aitkin County Surveyor has identified a grant opportunity to support and implement land surveys to restore, maintain, and/or update PLSS corners or projects to update land survey records pertaining to PLSS corners in Aitkin County, AND

**WHEREAS**, that the Aitkin County Surveyor intends to submit an application requesting a grant; AND

**WHEREAS**, that Aitkin County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration; AND

**NOW, THEREFORE BE IT RESOLVED** that Randy Quale, County Surveyor, is hereby authorized to apply to the Public Land Survey System Monument Grant for funding on behalf of Aitkin County.

**BE IT FURTHER RESOLVED**, the County Board of Commissioners certifies Jessica Seibert, County Administrator, Dennis Thompson, County Land Commissioner, and Randy Quale, County Surveyor, to accept this grant if awarded and execute the Agreement and all documents pertaining to this grant.

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

xxx MEMBERS PRESENT

All Members Voting xxx

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

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of March 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 26th day of March 2024**

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



# Board of County Commissioners Agenda Request

## 6A

Agenda Item #

**Requested Meeting Date:** March 26, 2024

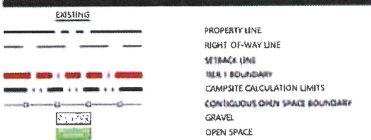
**Title of Item:** Gun Lake Family Campground

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Andrew Carlstrom		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b> <p>On March 18, 2024 the Aitkin County Planning Commission approved the conditional use permit for the 9 site expansion at the Gun Lake Family Campground, which is a commercial planned unit development on private property, and will now include 31 Recreational Camping Vehicle (RCV) sites. Camping season will be May 1 through October 31 and will include daily, weekly, monthly, or seasonally rented campsites.</p> <p>In accordance with the Aitkin County Shoreland Ordinance Section 7.7, the staff and Planning Commission are recommending approval of the Board of Commissioners at this time. The site plan (area in "green" denotes permanently preserved "Open Space") and 20 conditions imposed upon this CUP are attached for your review.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> Deny the Conditional Use Permit for the Gun Lake Family Campground 9 site expansion.		
<b>Recommended Action/Motion:</b> Motion to approve the Conditional Use Permit of the Gun Lake Family Campground 9 site expansion.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 50px;"><i>Please Explain:</i></span>		

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



**SITE LEGEND**



**PROJECT NOTES**

- 1 THE PROPOSED SEPTIC SEWER SYSTEM INDICATED ON THIS PLAN HAS BEEN DESIGNED BY AAR SEPTIC (2284E). SANITARY SEWER WILL BE DESIGNED TO GRAVITY DRAIN INTO TWD 1.500 GALLERY HOLDING TANK.
- 2 OWNER WILL CONTRACT WITH TIMBER LAKES SEPTIC SERVICE FOR REGULAR PUMPING.
- 3 WATER DISTRIBUTION SYSTEM WILL BE DESIGNED AND INSTALLED BY GOEBEL PLUMBING AND SERVICE (INC PH063033).
- 4 FISH-IN ELECTRIC LLC WILL INSTALL THE ELECTRICAL SERVICE TO THE SANITARY BUILDING AND THE PEDSTALS TO THE SITES.
- 5 SWPPP AND STORMWATER PRACTICES WILL FOLLOW CLP APPROVAL.

**IMPERVIOUS CALCULATIONS**

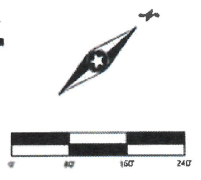
	TIER 1	TIER 2	TIER 3	TOTAL
• TIER AREA	555,801 SF	464,830 SF	441,171 SF	1,461,802 SF
• RIGHT OF WAY IN TIER	52,127 SF	13,930 SF	0 SF	66,057 SF
• TIER AREA (EXCLUDING ROW)	503,674 SF	450,900 SF	441,171 SF	1,395,745 SF
• CAMPGROUND GRAVEL SURFACING	75,890 SF	31,310 SF	22,215 SF	129,415 SF
• STRUCTURE DUMPSTER IMPERVIOUS	704 SF	80 SF	0 SF	854 SF
• SANITARY IMPERVIOUS	528 SF	978 SF	102 SF	1,608 SF
• TOTAL IMPERVIOUS	77,002 SF	32,388 SF	22,317 SF	131,687 SF
• IMPERVIOUS PAVED (EXCLUDING ROW)	15.29%	7.18%	5.06%	9.43%

**STORMWATER NOTES**

- 1 STORMWATER BASIN NEEDED FOR 1 INCH RUNOFF FROM NEW IMPERVIOUS.

**PERMANENTLY PRESERVED OPEN SPACE SUMMARY**

	AREA (SF)	PERCENTAGES
• UPLAND OPEN SPACE	301,584	43.1%
• NON-UPLAND OPEN SPACE	398,643	56.9%
• TOTAL OPEN SPACE	700,228	50.2%
• CONTIGUOUS OPEN SPACE	551,773	78.8%



N:\CUSTOMER PROJECTS\2024\04\04\24-001\24-001.dwg - SITE EXHIBIT 2.DWG

GUN LAKE FAMILY CAMPGROUND EXPANSION

NO.	DATE	DESCRIPTION	BY	CHKD BY
1	01/19/2024	ISSUED FOR PERMIT	MM	MM
2	01/19/2024	REVISED	MM	MM
3	01/19/2024	REVISED	MM	MM
4	01/19/2024	REVISED	MM	MM
5	01/19/2024	REVISED	MM	MM

PREPARED FOR:

**MIKE HAGEL**  
7894 STEVENS RD  
ONAMA, MN 56359

ISSUED FOR PERMIT  
DATE: 01/19/2024  
DRAWN BY: MM  
CHECKED BY: MM

**GUN LAKE FAMILY CAMPGROUND EXPANSION**  
PALISADE, MINNESOTA

**Westwood**  
Professional Services, Inc.  
Phone: (218) 555-8448 1800 Industrial Arts Area B Suite 100  
Fax: (218) 555-8203 8400 N. HWY 107  
Toll Free: (800) 375-8445 westwoodps.com  
Westwood Professional Services, Inc.

SITE EXHIBIT

SHEET NUMBER  
2 of 3  
DATE: 01/19/2024

PROJECT NUMBER: 0034861.01

### **Conditions for Michael Hagel #2024-000050**

1. Must comply with all local, state and federal regulations that pertain to this type of proposal. Must comply with all local, state, and federal regulations that pertain to this type of operation.
2. Approved use is for 9 camp site expansion to an existing 22 site recreational vehicle campground. Must remain under 25% impervious surface coverage.
3. For as long as this campground conditional use permit is in effect, the Open Space as illustrated in the Site Exhibit of sheet 2 of the Gun Lake Family Campground expansion, revised plans shall be permanently preserved in accordance with Aitkin County Shoreland Ordinance Section 7.81 (B).
4. RV Park is a commercial planned unit development operating daily, weekly, monthly, or seasonally leased sites during the annual camping season of May 1 through October 31. Recreational camping vehicles will be allowed to be stored during the off-season. No mobile homes are allowed at any time (Park Models are considered recreational vehicles). Personal use during off season is allowed.
5. A designated caretaker must be identified, with contact information posted, and must be available by phone seven (7) days per week during campground operation months. Applicant must establish and post an emergency action plan, and a severe weather plan. Applicant must also post AIS (Aquatic Invasive Species) information for campers.
6. No more than two vehicles shall be parked upon each recreational camping vehicle (RCV) site and any and all additional vehicles must be parked in overflow parking area designated in the application, and must not be parked along campground or public roadways.
7. Must comply with the Shoreland Management Ordinance Section 5.3 and with Aitkin County Planning and Zoning to provide adequate vegetative campsite screening and which is consistent with the general locality.
8. Must comply with all state Wetland Conservation Act requirements, work with Aitkin County Environmental (Wetland) Specialist addressing any wetland concerns, and must receive a "no loss" notice of decision from Aitkin County, with a formal TEP (Technical Evaluation Panel) recommendation affirming that the proposed driveway/roads and stormwater basin(s) will result in no impacts to wetlands.
9. Must obtain the approved permits from Aitkin County Planning & Zoning for any earthmoving, vegetation, or construction prior to the beginning of work. Must comply with MPCA Stormwater Pollution Prevention Plan (SWPPP).
10. During campground operation, seasonal garbage service is required, and no refuse, garbage, or waste is allowed outside of the dumpsters or garbage cans. Campground dumpster must be fenced sufficiently to screen from lake side.
11. One storage shed per lot allowed not to exceed 120 square feet in size and buildings greater than 25 square feet must be permitted with Aitkin County.
12. No decks greater than 6 inches off the ground and larger than 32 square feet shall be allowed unless permitted by Aitkin County Environmental Services/Planning & Zoning.

13. Standardized, reflective, and numbered lot space signs shall be installed on all campsites.
14. A storm shelter and evacuation plan meeting state regulations as applicable shall be completed prior to opening the nine site expansion.
15. Quiet hours are from 10:00 pm to 8:00 am. Applicant must ensure that all the persons on Applicant's property refrain from loud party noises, music, etc.
16. All outdoor lighting must be downward directed.
17. All pets are to be kept under control at all times and must be cleaned up after.
18. No fireworks allowed unless permitted by the Aitkin County Sheriff.
19. If the event that Fleming Township determines any damage was done to 328<sup>th</sup> Place as a result of the construction or the maintenance of the Gun Lake Family Campground, Applicant shall pay Fleming Township for any and all determined damage to the road.
20. Upon approval of this conditional use permit, final approval must be made by the Aitkin County Board of Commissioners in accordance with Section 15 of the Aitkin County Zoning Ordinance.



# Board of County Commissioners Agenda Request

**6B**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Approve Letter of Support and Resolution for St. Louis County Regional Landfill

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Andrew Carlstrom	<b>Department:</b> Environmental Services	
<b>Presenter (Name and Title):</b> Andrew Carlstrom, Environmental Services Director		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b> The Minnesota Pollution Control Agency (MPCA) is currently reviewing and working with St. Louis County Environmental Services on future plans to increase solid waste and recycling capacities at their regional landfill located in Virginia, Minnesota. At the direction of the MPCA, St. Louis County is currently requesting a Letter of Support from all counties within the northeast region of Minnesota. The expansion of the St. Louis County Regional Municipal Solid Waste Disposal Facility could provide future opportunities for Aitkin County and its private haulers for regional waste disposal and recyclable materials processing in Virginia, Minnesota. Please see letter of support and a proposed resolution.		
<b>Alternatives, Options, Effects on Others/Comments:</b> Motion to deny Letter of Support and Resolution for the St. Louis County Regional Landfill		
<b>Recommended Action/Motion:</b> Motion to approve Letter of Support and Resolution for the St. Louis County Regional Landfill		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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





## AITKIN COUNTY COMMISSIONERS

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

Phone: 218-927-3093  
Fax: 218-927-7374

March 26, 2024

Minnesota Pollution Control Agency  
Solid Waste Permitting Unit  
520 Lafayette Road North  
St. Paul, MN 55155-4194

RE: Letter of Support for a Regional Municipal Solid Waste Disposal Facility

Dear Solid Waste Permitting Unit,

Aitkin County is wholeheartedly committed to the waste management goals of the State which is to “foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the states land, air, water and other natural resources and the public health”.

As stated in the 2023 adopted Northeast Regional Solid Waste Management Plan, Aitkin County’s goal is to “Ensure viable outlets for waste material via joint cooperation with private enterprises and enforcement of the Aitkin County Solid Waste Ordinance.” Aitkin County recognizes, however that there is still a need for environmentally protective landfills as part of this integrated waste management system. Aitkin County is supportive of a regional Municipal Solid Waste (MSW) disposal facility that would improve logistics, help support recycling, and be environmentally and economically beneficial to Aitkin County, its residents, and the State of Minnesota.

Aitkin County currently disposes of approximately 9,777 tons of MSW on an annual basis and this volume could be available for disposal at a regional facility if the economics and environmental factors are favorable to the County and its private waste haulers. Aitkin County is aware of existing opportunities provided by St. Louis County for regional waste disposal and recyclable materials processing in Virginia, Minnesota. For the reasons stated above and in the approved Regional Plan, Aitkin County is supportive of existing and future regional MSW disposal capacity, state of the art onsite leachate treatment, and recyclable materials processing at the St. Louis County Regional Landfill in Virginia, Minnesota.

Sincerely,

J. Mark Wedel  
Aitkin County Board Chairperson

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

PROPOSED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Aitkin County's General Support for the St. Louis County Regional Landfill in Virginia, Minnesota**

**WHEREAS**, Aitkin County and its private waste haulers continuously seek more economic and efficient opportunities for regional solid waste disposal; and

**WHEREAS**, St. Louis County is proposing expansion of their regional solid waste disposal and recycling located in Virginia, Minnesota; and

**NOW, THEREFORE BE IT RESOLVED**, that the Aitkin County Board of Commissioners does hereby give notice to the MPCA of general support for this regional landfill expansion in Virginia, Minnesota.

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 26th day of March 2024 and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 26th day of March 2024**

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

## Andrew Carlstrom

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**From:** David Fink <FinkD2@StLouisCountyMN.gov>  
**Sent:** Friday, March 15, 2024 8:57 AM  
**To:** Andrew Carlstrom  
**Subject:** Attached letter  
**Attachments:** Aitkin County LOS.docx

[**NOTICE:** This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

I appreciate the conversation Andrew,

The recently approved Northeast Minnesota Regional Solid Waste Management Plan (PLAN) identifies the need for municipal solid waste (MSW) capacity within the northeast region of Minnesota. St. Louis County owns and operates the Regional Landfill (Permit SW-405), the only MSW landfill within the northeast region. Per the Plan, St. Louis County has the capacity to accept MSW from other counties and WLSSD within our region. This year, we will be constructing several new cells within our existing permitted footprint to support regional capacity needs well into the future. Additionally, we are finalizing upgrades to our mixed recycling facility and entering into a contract to construct an upgraded on-site leachate treatment plant to remove PFAS compounds and provide environmental protection beyond existing requirements.

We continue to work with MPCA staff to modify the existing permit that incorporates many of these important upgrades to our facility. Our application(s) to modify and expand these upgrades would be strengthened by submitting letters of support from our regional partners. My request is that the attached letter is submitted to your respective board for approval and signatures and sent back to me at your earliest convenience.

Please reach out with any questions you may have.

Thank you for your time and consideration.

Dave

Dave Fink  
Director  
St. Louis County Environmental Services Department  
Virginia Government Services Center  
201 South 3<sup>rd</sup> Avenue West  
[Finkd2@StLouisCountyMN.gov](mailto:Finkd2@StLouisCountyMN.gov)  
Direct: 218-742-9537 Cell : 218-742-1651



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 3-26-24

**Title of Item:** Award Contract 20246

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway
<b>Presenter (Name and Title):</b> John Welle, County Engineer		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>Bids for annual application of 550,000 gallons of calcium chloride were opened on March 11, 2024. Two bids were received as shown on the attached abstract of bids, with Knife River, Sauk Rapids, MN submitting the low bid in the amount of \$780,450, which was 5.11% higher than the estimated cost of \$742,500.</p> <p>Based on the results on the bid, the total cost for 400-foot dust control treatments will be \$270, with 50% of the cost (\$135) paid by the requesting landowner.</p> <p>Approximately 55% of the quantity of calcium chloride placed under this contract is anticipated to be placed on township roads as requested by each individual township. Townships are billed at the contract price per gallon for calcium chloride applied on their roads.</p> <p>For information, the cost of calcium chloride has increased a total of 35% during the three-year period from 2021 to 2024.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Recommend award by attached resolution.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 742,500 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$745,000 was budgeted in 2024.		

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

Aitkin County  
County Bid Abstract

Contract No: 20246  
 Project No: 2024 Calcium Chloride Application  
 Bid Opening: March 11, 2024 at 2:00 PM

Project: 2024 Calcium Chloride Application				Engineers Estimate		KNIFE RIVER - Sauk Rapids, MN		EnviroTech Services, Inc - Greeley CO		
Line	Number	Description	Unit	Quantity	Est Price	Est Total	Price	Total	Price	Total
1	2131.506	CALCIUM CHLORIDE SOLUTION	GAL	550,000	1	\$742,500.00	\$1.419	\$780,450.00	\$1.57	\$863,500.00
		Total for Project 2024 Calcium Chloride Application/Contract 20246				\$742,500.00		\$780,450.00		\$863,500.00
		% of Estimate for Project 2024 Calcium Chloride Application/Contract 20246						5.11%		16.30%

I hereby certify that this is an exact reproduction of bids received.

Certified by: \_\_\_\_\_

License No: 24340 \_\_\_\_\_

Date: 3-12-24

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

ADOPTED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Award Contract 20246**

**WHEREAS**, Contract No. 20246 is for the placement of calcium chloride on various county highways and township roads, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, March 11, 2024 with a total of two bids received, and

**WHEREAS**, Knife River, Sauk Rapids, MN was the lowest responsible bidder in the amount of \$780,450.

**NOW THEREFORE, BE IT RESOLVED**, that Knife River be awarded Contract 20246.

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

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 26<sup>th</sup> day of March 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26<sup>th</sup> day of March 2024

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



# Board of County Commissioners Agenda Request

**7B**  
Agenda Item #

**Requested Meeting Date:** 3-26-24

**Title of Item:** Bridge Priority Resolution

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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<b>Submitted by:</b> John Welle	<b>Department:</b> Highway
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<b>Presenter (Name and Title):</b> John Welle, County Engineer	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

The MnDOT Office of State Aid requests that counties periodically update their 5-year bridge replacement plans so they are able to plan, on a statewide basis, the amount of funding needed for the Local Bridge Replacement Program. Aitkin County last updated it's bridge priority resolution in February, 2023.

The county highway bridges on the attached resolution are proposed for replacement based on annual bridge safety inspections and corresponding condition ratings. These bridge replacement projects are also reflected in the 2024-2028 Capital Road Improvement Program that was updated as part of the 2024 budget process.

For the township bridges on the list, agreements are in place between the identified townships and Aitkin County Highway Department to facilitate the bridge replacement projects.

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

**Recommended Action/Motion:**  
Approve attached resolution.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

ADOPTED March 26, 2024

By Commissioner: xxx

**20240326-xxx**

**Bridge Priority Resolution**

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

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

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

Existing Bridge Number	Road Number	Crossing	Local Planning Index	Project Cost	Programmed Federal Funds	Local or State -Aid Funds	Township/State Bridge Funds Requested	Program Year
01508	Aitkin CSAH 5	Rice River	38	\$1,035,871		\$573,938	\$461,933	2025
7375	Aitkin CH 54	Sissabagamah Creek	52	\$660,000		\$204,000	\$456,000	2025
01502	Aitkin CSAH 22	WakeField Brook	61	\$400,000		\$250,000	\$150,000	2025
NA	430 <sup>th</sup> Street Morrison Township	Ditch	NA	\$180,000		\$10,000	\$170,000	2025
NA	150 <sup>th</sup> Lane Idun Township	Unnamed Stream	NA	\$240,000		\$10,000	\$230,000	2025
NA	400 <sup>th</sup> Place Unorg 52-27	Unnamed Stream	NA	\$200,000		\$10,000	\$190,000	2026
NA	368 <sup>th</sup> Place Hill Lake Township	Little Hill River	NA	\$220,000		\$20,000	\$200,000	2026
7215	Aitkin CSAH 2	Stream	61	\$900,000		\$525,000	\$375,000	2027
7216	Aitkin CSAH 2	Snake River	58	\$900,000		\$525,000	\$375,000	2027
88102	Aitkin CSAH 19	Moose River	65	\$400,000		\$230,000	\$170,000	2027
NA	Aitkin CR 57	Section 5 Creek	NA	\$300,000		\$50,000	\$250,000	2028

**BE IT FURTHER RESOLVED**, that Aitkin County does hereby request authorization to replace such bridges; and

**BE IT FURTHER RESOLVED**, that Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.



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 26<sup>th</sup> day of March 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 26<sup>th</sup> day of March 2024**

---

Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 3-26-24

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

<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* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway
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<b>Presenter (Name and Title):</b> John Welle, County Engineer	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

The 2022/2023/2024 Capital Equipment Replacement Program includes a total \$150,000 expenditure to replace unit 350, a 2007 John Deere 6430 tractor/mower with approximately 8000 hours. Although the mower attachment was recently purchased in 2023, the tractor purchase was delayed to 2024 due to lack of availability and cost.

Bids were recently solicited through Sourcewell for a 125 HP tractor with a 72-month full machine warranty and are shown on the attachment.

Note that although the John Deere model is \$286.60 higher in cost, savings in excess of that amount are anticipated in future years due to maintenance and repair work being done at Midwest Machinery in Aitkin rather than at a dealer over 100 miles away. The John Deere 6130M is therefore recommended for this purchase.

As part of this purchase, Unit 350 is proposed to be kept in the highway department fleet to replace Unit 366, which is an older 1985 John Deere 2550 tractor that also has approximately 8000 hours of use. Unit 366 is proposed to be sold using an online auction service

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

**Recommended Action/Motion:**

Approve purchase of John Deere 6130 from Midwest Machinery for a cost of \$139,557.88 and selling Unit 366 using an online auction service.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$ 139,557.88

Is this budgeted?  Yes  No *Please Explain:*

Of the \$150,000 budgeted in 2022-2024, after purchase of the mower in 2023, \$107,535.42 remains toward this \$139,557 cost. Part of this increased cost will be offset by the estimated \$21,000 sale of Unit 366.

**Equipment Purchase – Tractor  
Attachment**

	<b>Midwest Machinery Aitkin, MN</b>	<b>Trueman Welters Buffalo, MN</b>
<b>Make/Model</b>	John Deere 6130M	New Holland T6 155
<b>Cost</b>	\$131,451.88	\$127,121.28
<b>72 month/4000 Hour Extended Warranty</b>	\$8,106.00	\$12,150
<b>Total:</b>	\$139,557.88	\$139,271.28



# Board of County Commissioners Agenda Request

**8A**  
Agenda Item #

**Requested Meeting Date:** March 26,2024

**Title of Item:** Approve Bids for Jail boiler/chiller replacement

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jim Bright, Facilities Coordinator		<b>Estimated Time Needed:</b> 15 min.
<b>Summary of Issue:</b>  The jail boiler and chiller have reached and exceeded their life expectancy and are due for replacement. We received 4 bids for the proposed work with Climate Makers submitting the low bid on replacing this equipment.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve the Climate Makers bid to replace the jail boiler, chiller and basement air handling unit.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 479,137.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> There is \$750,000 budgeted with Fiscal Recovery Funds for this project		

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

**BID TABULATION**

**Aitkin County Jail HVAC Upgrades**

Widseth Project # 2023-11281 / ARI Project #: 2022-177

Bid Date & Time: January 16, 2024 1:00pm local time



<b>Contractor</b>	<b>Base Bid</b>	<b>Proposal Form Filled Out Completely</b>	<b>Addenda Acknowledge 1 &amp; 2</b>	<b>Bid Security Bond</b>	<b>Responsible Contractor Form</b>
Climate Makers	\$479,137.00	X	X	X	X
JK Mechanical & Electircal	\$639,800.00	X	X	X	X
Independence Heating & Cooling	\$699,500.00	X	X	X	X
Lundberg Plumbing & Heating	\$710,500.00	X	X	X	X

**WIDSETH**  
704 East Howard Street | Hibbing, MN 55746  
Tel: 218.263.6868

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



1700 Freeway Blvd., Suite 10, Brooklyn Center, MN 55430  
Phone (763) 786-5999 or 800-773-9084 Fax (763) 786-3893  
[www.climate-makers.com](http://www.climate-makers.com) [mattg@climate-makers.com](mailto:mattg@climate-makers.com)

---

# PROPOSAL

---

COMPANY: Aitkin County  
PROJECT: Aitkin County Jail HVAC Upgrades  
ATTENTION: Aitkin County  
DATE: 01.16.2024

---

**Climate Makers, a CERT W/S/BE Union Contractor, is pleased to provide a HVAC piping and Sheetmetal estimate for this project based on drawings and specifications by Widseth Smith Nolting & Associates dated 12.19.2023. We acknowledge Addendum 1. Our price includes the following:**

## HVAC PIPING SCOPE

### Equipment:

- (2) Condensing Boilers with HeatFab 6" CI-Plus venting
- (2) Heating Water Pumps with VFDs
- (1) Glycol Feeders
- (1) Expansion Tanks
- (1) Coalescing Air/Dirt Separator
- (1) Chemical Feeder
- (1) Side stream filter
- (1) AHU to replace existing in Basement
- (3) Condensing units to replace existing chilled water system
- (2) DX Cooling coils for penthouse AHUs to replace existing chilled water

### HVAC Piping Systems:

- Natural Gas Piping Galvanized carbon steel, A53CW threaded, 150lb Malleable fittings and Copper, Type L, Wrot Copper Fittings, 95/5 solder
- CHW and Heating Hot Water 3" and down, Copper, Type L, Wrot Copper Fittings, 95/5 solder and/or progress
- CHW and Heating Hot Water 2-1/2" and up Black Steel, Schedule 40, Type E, Grade B, Butt weld Fittings and/or mech groove type fittings
- Condensate Copper, Type L, Wrot Copper Fittings, 95/5 solder and/or progress

## SHEET METAL SCOPE

### Equipment:

- (1) AHU to replace existing in basement
- (2) GRD's

- (763 lbs) Sheetmetal approximately

**Supply, Return and MUA Duct:**

- Galvanized Sheetmetal per SMACNA

**INTEGRATED AUTOMATION furnished under separate proposal**

**SUBCONTRACTORS**

- Rigging (Eagle Lift)
  - Electrical (Dutch's Electric)
  - Test and Balance (Premier)
  - Roofing (Armor Construction Inc.)
  - Insulation (Prime)
- 

**Total Investment:      \$ 479,137.00**

---

**Clarifications**

1. It is our general expectation that as the specifications are finalized, logical regional equal products will be able to be incorporated into the final specifications.
2. Assume standard workday of 7:00-3:30.
3. Generator, (louvers, exhaust silencers or piping), if required, by others.
4. All piping, ductwork, equipment, and components that are not floor mounted are assumed to be hung from structure provided by others. Supplemental steel or support systems are not included to reinforce the structure from which the mechanical systems are hung.
5. Rectangular openings by others, framing by others. Pipe sleeves included for round openings.
6. The use of inserts will be prioritized; however it is assumed that the use of drop in anchors are acceptable.
7. Should overtime be directed, the impact to productivity will be considered in addition to the overtime premium wage costs.
8. Concrete housekeeping pads to be dimensioned by CMI, installed by others.
9. Clean up to be completed by our crews for our work.
10. Bond cost is in addition to the pricing identified.
11. The accepted value engineering list will take precedence over the construction documents.
12. LEED or B3administration or commissioning by others. CMI will support the process with project management resources.
13. Mockups are assumed to be permanent installations on site, completed early.

14. We intend to use split escutcheons as well.
15. CMI will utilize our standard hanger schedule.
  - a) Coppertube:
    - Up to and 1 1/4" tube use 3/8" rod and anchors 6'-0" on center.
    - 1 1/2" thru 3" tube use 3/8" rod and anchors 8'-0" on center.
    - 4" and up tube use 1/2" rod and anchors 8'-0" on center.
  - b) Steelpipe:
    - Up to and 3" pipe use 3/8" rod and anchors 8'-0" on center.
    - 3 1/2" and up pipe use 1/2" rod and anchors 8'-0" on center.
  - c) Duct:
    - i) Gripple will be utilized.
16. Horizontal piping reduction simplify routing.

### **Exclusions**

1. Fire protection
2. Coordination Drawings
3. No piping trenches are included.
4. Outside utilities by others.
5. Gas service costs by others.
6. Abatement is not included.
7. Structural engineering for weights of mechanical systems impact on structure is not included.
8. Structural penetrations excluded. Mechanical penetration layout by CMI.
9. All structural steel to support mechanical equipment, ductwork and piping.
10. Equipment support steel, grating, rails and concrete piers.
11. Piping support piers serving outside equipment.
12. Seismic engineering
13. Accommodation of Seismic requirements and details.
14. Painting of HVAC systems.
15. Painting of gas piping.
16. Painting of mechanical systems, piping, ductwork and supports.
17. Parking costs.
18. Overtime.
19. Safety barriers.
20. Dumpsters.
21. Pipe sleeves are not included at partitions. Fire or sound caulk will be directly applied to the sheetrock.
22. Permanent and temporary safety railings.
23. One year service and maintenance agreement.
24. Motor starters and disconnects
25. Liquidated damages
26. Street cleaning



27. Required code changes, should they arise.
28. Escutcheons on all mechanical piping penetrations of finished walls
29. "All wiring, conduit and electrical devices downstream of the panelboards is the responsibility of the Division 15 trade requiring the power unless otherwise shown on the electrical drawings". Wiring required to support mechanical systems should be indicated on the electrical documents.
30. Utility costs for temporary heating and cooling
31. Extended warranties for temporary heating and cooling
32. Maintenance costs for temporary heating and cooling
33. Equipment screening
34. Engineering by Contractor
35. Dust and Exhaust Control except dust "zip wall" in penthouse.
36. Fire Protection.
37. Site Utilities.
38. Site restoration.
39. Sub-Slab drain tile and piping.
40. Utility Rebate coordination.
41. Wall and ceiling cut and patch. Saw cutting and patching.
42. X-rays or floor scanning.
43. Roofing except for equipment curb and boiler flue.
44. Natural gas piping outside of building. This work is by Gas Company.
45. Temporary heating and cooling.
46. Utility costs for temporary heating and cooling.
47. Utility costs for start-up, testing and commissioning.
48. Fire alarm.
49. Pre-Action detection, Vesda, air sampling/piping and monitoring.
50. All Liquid Leak Detection.
51. Fire/Smoke damper wiring.
52. Fire Smoke Detectors.
53. Grounding and Bonding of all mechanical equipment, piping and fixtures, if required.
54. Generator hoisting and rigging.
55. Infrared Scanning.
56. Disconnects and starters not factory mounted.
57. Provisions for partial occupancy.
58. Duct Cleaning.
59. Final cleaning of mechanical system and components.
60. LEED or B3 Certification Design and Construction Costs.
61. Sound Performance testing.
62. Harmonic Testing.
63. Vibration Testing.
64. Backing for food service equipment.

65. PVC jacketing is not included on insulation inside the building, though it is called for in exposed areas outside of the mechanical rooms.

66. Architectural Louvers

67. Exterior Caulking.

\* We acknowledge 1 addendums.

\* Payment terms are net 30.

ACCEPTED. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined below.

X

By:  
Title:

Respectfully Submitted,

**CLIMATE MAKERS**

X

Matt Gardner  
Executive Vice President, Partner

Note: This proposal may be withdrawn if not accepted within 10 days.



# Board of County Commissioners Agenda Request

**8B**  
Agenda Item #

**Requested Meeting Date:** March 26,2024

**Title of Item:** Contract with Climate Makers

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jim Bright		<b>Department:</b> Maintenance
<b>Presenter (Name and Title):</b> Jim Bright Facilities Coordinator		<b>Estimated Time Needed:</b> 5 Min
<b>Summary of Issue:</b> I'm requesting approval of the contract with Climate Makers for the replacement of the jail boiler, chiller and air handling unit.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve contract with Climate Makers.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 479,137 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> There is \$750,000 of Fiscal Recovery Funds set aside for this project.		

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

# AIA® Document A101® – 2017

## **Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum**

**AGREEMENT** made as of the fourth day of March in the year two thousand twenty-four  
(*In words, indicate day, month and year.*)

**BETWEEN** the Owner:  
(*Name, legal status, address and other information*)

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

and the Contractor:  
(*Name, legal status, address and other information*)

Climate Makers  
1700 Freeway Blvd, Suite 10  
Brooklyn Center, MN 55430

for the following Project:  
(*Name, location and detailed description*)

Aitkin County Jail HVAC Upgrades  
218 1<sup>st</sup> Street NW  
Aitkin, MN 56431

Project #2022-177  
wsn: 2023-11281

The Architect:  
(*Name, legal status, address and other information*)

Widseth Smith Nolting & Associates, Inc.  
216 South Main Street  
Crookston, MN 56716

The Owner and Contractor 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.

The parties should complete A101®–2017, Exhibit A, Insurance and Bonds, contemporaneously with this Agreement. AIA Document A201®–2017, General Conditions of the Contract for Construction, is adopted in this document by reference. Do not use with other general conditions unless this document is modified.

Init.

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**User Notes:**

(1382774100)

## TABLE OF ARTICLES

1	THE CONTRACT DOCUMENTS
2	THE WORK OF THIS CONTRACT
3	DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
4	CONTRACT SUM
5	PAYMENTS
6	DISPUTE RESOLUTION
7	TERMINATION OR SUSPENSION
8	MISCELLANEOUS PROVISIONS
9	ENUMERATION OF CONTRACT DOCUMENTS

## EXHIBIT A INSURANCE AND BONDS

### ARTICLE 1 THE CONTRACT DOCUMENTS

The Contract Documents consist of this Agreement, Conditions of the Contract (General, Supplementary, and other Conditions), Drawings, Specifications, Addenda issued prior to execution of this Agreement, other documents listed in this Agreement, and Modifications issued after execution of this Agreement, all of which form the Contract, and are as fully a part of the Contract as if attached to this Agreement or repeated herein. The Contract represents the entire and integrated agreement between the parties hereto and supersedes prior negotiations, representations, or agreements, either written or oral. An enumeration of the Contract Documents, other than a Modification, appears in Article 9.

### ARTICLE 2 THE WORK OF THIS CONTRACT

The Contractor shall fully execute the Work described in the Contract Documents, except as specifically indicated in the Contract Documents to be the responsibility of others.

### ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 The date of commencement of the Work shall be:

*(Check one of the following boxes.)*

- The date of this Agreement.
- A date set forth in a notice to proceed issued by the Owner.
- Established as follows:  
*(Insert a date or a means to determine the date of commencement of the Work.)*

If a date of commencement of the Work is not selected, then the date of commencement shall be the date of this Agreement.

§ 3.2 The Contract Time shall be measured from the date of commencement of the Work.

#### § 3.3 Substantial Completion

§ 3.3.1 Subject to adjustments of the Contract Time as provided in the Contract Documents, the Contractor shall achieve Substantial Completion of the entire Work:

*(Check one of the following boxes and complete the necessary information.)*

Init.

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User Notes:

(1382774100)

Not later than ( ) calendar days from the date of commencement of the Work.

By the following date: September 15, 2024

§ 3.3.2 Subject to adjustments of the Contract Time as provided in the Contract Documents, if portions of the Work are to be completed prior to Substantial Completion of the entire Work, the Contractor shall achieve Substantial Completion of such portions by the following dates:

Portion of Work	Substantial Completion Date
-----------------	-----------------------------

§ 3.3.3 If the Contractor fails to achieve Substantial Completion as provided in this Section 3.3, liquidated damages, if any, shall be assessed as set forth in Section 4.5.

#### ARTICLE 4 CONTRACT SUM

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be four hundred seventy-nine thousand, one hundred thirty-seven dollars and zero cents (\$ 479,137.00 ), subject to additions and deductions as provided in the Contract Documents.

#### § 4.2 Alternates

§ 4.2.1 Alternates, if any, included in the Contract Sum: N/A

Item	Price
------	-------

§ 4.2.2 Subject to the conditions noted below, the following alternates may be accepted by the Owner following execution of this Agreement. Upon acceptance, the Owner shall issue a Modification to this Agreement. (Insert below each alternate and the conditions that must be met for the Owner to accept the alternate.)

Item	Price	Conditions for Acceptance
------	-------	---------------------------

§ 4.3 Allowances, if any, included in the Contract Sum: N/A  
(Identify each allowance.)

Item	Price
------	-------

§ 4.4 Unit prices, if any: N/A  
(Identify the item and state the unit price and quantity limitations, if any, to which the unit price will be applicable.)

Item	Units and Limitations	Price per Unit (\$0.00)
------	-----------------------	-------------------------

§ 4.5 Liquidated damages, if any:  
(Insert terms and conditions for liquidated damages, if any.)

Not applicable

§ 4.6 Other:  
(Insert provisions for bonus or other incentives, if any, that might result in a change to the Contract Sum.)

Init.

## ARTICLE 5 PAYMENTS

### § 5.1 Progress Payments

§ 5.1.1 Based upon Applications for Payment submitted to the Architect by the Contractor and Certificates for Payment issued by the Architect, the Owner shall make progress payments on account of the Contract Sum to the Contractor as provided below and elsewhere in the Contract Documents.

§ 5.1.2 The period covered by each Application for Payment shall be one calendar month ending on the last day of the month, or as follows:

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the first day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty ( 30 ) days after the Architect receives the Application for Payment.

*(Federal, state or local laws may require payment within a certain period of time.)*

§ 5.1.4 Each Application for Payment shall be based on the most recent schedule of values submitted by the Contractor in accordance with the Contract Documents. The schedule of values shall allocate the entire Contract Sum among the various portions of the Work. The schedule of values shall be prepared in such form, and supported by such data to substantiate its accuracy, as the Architect may require. This schedule of values shall be used as a basis for reviewing the Contractor's Applications for Payment.

§ 5.1.5 Applications for Payment shall show the percentage of completion of each portion of the Work as of the end of the period covered by the Application for Payment.

§ 5.1.6 In accordance with AIA Document A201™–2017, General Conditions of the Contract for Construction, and subject to other provisions of the Contract Documents, the amount of each progress payment shall be computed as follows:

§ 5.1.6.1 The amount of each progress payment shall first include:

- .1 That portion of the Contract Sum properly allocable to completed Work;
- .2 That portion of the Contract Sum properly allocable to materials and equipment delivered and suitably stored at the site for subsequent incorporation in the completed construction, or, if approved in advance by the Owner, suitably stored off the site at a location agreed upon in writing; and
- .3 That portion of Construction Change Directives that the Architect determines, in the Architect's professional judgment, to be reasonably justified.

§ 5.1.6.2 The amount of each progress payment shall then be reduced by:

- .1 The aggregate of any amounts previously paid by the Owner;
- .2 The amount, if any, for Work that remains uncorrected and for which the Architect has previously withheld a Certificate for Payment as provided in Article 9 of AIA Document A201–2017;
- .3 Any amount for which the Contractor does not intend to pay a Subcontractor or material supplier, unless the Work has been performed by others the Contractor intends to pay;
- .4 For Work performed or defects discovered since the last payment application, any amount for which the Architect may withhold payment, or nullify a Certificate of Payment in whole or in part, as provided in Article 9 of AIA Document A201–2017; and
- .5 Retainage withheld pursuant to Section 5.1.7.

### § 5.1.7 Retainage

§ 5.1.7.1 For each progress payment made prior to Substantial Completion of the Work, the Owner may withhold the following amount, as retainage, from the payment otherwise due:

*(Insert a percentage or amount to be withheld as retainage from each Application for Payment. The amount of retainage may be limited by governing law.)*

Five Percent (5%)

§ 5.1.7.1.1 The following items are not subject to retainage:  
(Insert any items not subject to the withholding of retainage, such as general conditions, insurance, etc.)

§ 5.1.7.2 Reduction or limitation of retainage, if any, shall be as follows:  
(If the retainage established in Section 5.1.7.1 is to be modified prior to Substantial Completion of the entire Work, including modifications for Substantial Completion of portions of the Work as provided in Section 3.3.2, insert provisions for such modifications.)

§ 5.1.7.3 Except as set forth in this Section 5.1.7.3, upon Substantial Completion of the Work, the Contractor may submit an Application for Payment that includes the retainage withheld from prior Applications for Payment pursuant to this Section 5.1.7. The Application for Payment submitted at Substantial Completion shall not include retainage as follows:  
(Insert any other conditions for release of retainage upon Substantial Completion.)

§ 5.1.8 If final completion of the Work is materially delayed through no fault of the Contractor, the Owner shall pay the Contractor any additional amounts in accordance with Article 9 of AIA Document A201–2017.

§ 5.1.9 Except with the Owner’s prior approval, the Contractor shall not make advance payments to suppliers for materials or equipment which have not been delivered and stored at the site.

**§ 5.2 Final Payment**

§ 5.2.1 Final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the Owner to the Contractor when

- .1 the Contractor has fully performed the Contract except for the Contractor’s responsibility to correct Work as provided in Article 12 of AIA Document A201–2017, and to satisfy other requirements, if any, which extend beyond final payment; and
- .2 a final Certificate for Payment has been issued by the Architect.

§ 5.2.2 The Owner’s final payment to the Contractor shall be made no later than 30 days after the issuance of the Architect’s final Certificate for Payment, or as follows:

**§ 5.3 Interest**

Payments due and unpaid under the Contract shall bear interest from the date payment is due at the rate stated below, or in the absence thereof, at the legal rate prevailing from time to time at the place where the Project is located.  
(Insert rate of interest agreed upon, if any.)

%

**ARTICLE 6 DISPUTE RESOLUTION**

**§ 6.1 Initial Decision Maker**

The Architect will serve as the Initial Decision Maker pursuant to Article 15 of AIA Document A201–2017, unless the parties appoint below another individual, not a party to this Agreement, to serve as the Initial Decision Maker.  
(If the parties mutually agree, insert the name, address and other contact information of the Initial Decision Maker, if other than the Architect.)

Init.



**§ 6.2 Binding Dispute Resolution**

For any Claim subject to, but not resolved by, mediation pursuant to Article 15 of AIA Document A201–2017, the method of binding dispute resolution shall be as follows:

*(Check the appropriate box.)*

- Arbitration pursuant to Section 15.4 of AIA Document A201–2017
- Litigation in a court of competent jurisdiction
- Other *(Specify)*

If the Owner and Contractor 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, Claims will be resolved by litigation in a court of competent jurisdiction.

**ARTICLE 7 TERMINATION OR SUSPENSION**

**§ 7.1** The Contract may be terminated by the Owner or the Contractor as provided in Article 14 of AIA Document A201–2017.

**§ 7.1.1** If the Contract is terminated for the Owner’s convenience in accordance with Article 14 of AIA Document A201–2017, then the Owner shall pay the Contractor a termination fee as follows:  
*(Insert the amount of, or method for determining, the fee, if any, payable to the Contractor following a termination for the Owner’s convenience.)*

**§ 7.2** The Work may be suspended by the Owner as provided in Article 14 of AIA Document A201–2017.

**ARTICLE 8 MISCELLANEOUS PROVISIONS**

**§ 8.1** Where reference is made in this Agreement to a provision of AIA Document A201–2017 or another Contract Document, the reference refers to that provision as amended or supplemented by other provisions of the Contract Documents.

**§ 8.2** The Owner’s representative:  
*(Name, address, email address, and other 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

**§ 8.3** The Contractor’s representative:  
*(Name, address, email address, and other information)*

Matt Gardner, Executive Vice President  
Climate Makers  
1700 Freeway Blvd, Suite 10  
Brooklyn Center, MN 55430  
Telephone Number: 612-426-9489  
Email Address: mattg@climatemakersinc.com

**§ 8.4** Neither the Owner’s nor the Contractor’s representative shall be changed without ten days’ prior notice to the other party.

Init.

§ 8.5 Insurance and Bonds

§ 8.5.1 The Owner and the Contractor shall purchase and maintain insurance as set forth in AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, Exhibit A, Insurance and Bonds, and elsewhere in the Contract Documents.

§ 8.5.2 The Contractor shall provide bonds as set forth in AIA Document A101™–2017 Exhibit A, and elsewhere in the Contract Documents.

§ 8.6 Other provisions:

(Paragraphs deleted)

ARTICLE 9 ENUMERATION OF CONTRACT DOCUMENTS

§ 9.1 This Agreement is comprised of the following documents:

- .1 AIA Document A101™–2017, Standard Form of Agreement Between Owner and Contractor
- .2 AIA Document A101™–2017, Exhibit A, Insurance and Bonds
- .3 AIA Document A201™–2017, General Conditions of the Contract for Construction
- .4 Drawings dated December 19, 2023 (10 sheets)

(Paragraph deleted)

- .5 Specifications dated December 19, 2023 (222 pages)

(Table deleted)

- .6 Addenda, if any:

Number	Date	Pages
Addendum 1	01/10/2024	14

(Paragraphs deleted)

Portions of Addenda relating to bidding or proposal requirements are not part of the Contract Documents unless the bidding or proposal requirements are also enumerated in this Article 9.

- .7 Other Exhibits:  
(Check all boxes that apply and include appropriate information identifying the exhibit where required.)

AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
(Insert the date of the E204-2017 incorporated into this Agreement.)

The Sustainability Plan:

Title	Date	Pages
-------	------	-------

Supplementary and other Conditions of the Contract:

Document	Title	Date	Pages
----------	-------	------	-------

Init.

- 8 Other documents, if any, listed below:  
*(List here any additional documents that are intended to form part of the Contract Documents. AIA Document A201™–2017 provides that the advertisement or invitation to bid, Instructions to Bidders, sample forms, the Contractor’s bid or proposal, portions of Addenda relating to bidding or proposal requirements, and other information furnished by the Owner in anticipation of receiving bids or proposals, are not part of the Contract Documents unless enumerated in this Agreement. Any such documents should be listed here only if intended to be part of the Contract Documents.)*

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

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

\_\_\_\_\_  
**CONTRACTOR** *(Signature)*

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

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

Init.

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User Notes:

(1382774100)

# Additions and Deletions Report for AIA® Document A101® – 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 12:57:25 ET on 03/04/2024.

## PAGE 1

**AGREEMENT** made as of the fourth day of March in the year two thousand twenty-four

...

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

...

Climate Makers  
1700 Freeway Blvd, Suite 10  
Brooklyn Center, MN 55430

...

Aitkin County Jail HVAC Upgrades  
218 1<sup>st</sup> Street NW  
Aitkin, MN 56431  
Project #2022-177  
wsn: 2023-11281

...

Widseth Smith Nolting & Associates, Inc.  
216 South Main Street  
Crookston, MN 56716

## PAGE 2

A date set forth in a notice to proceed issued by the Owner.

## PAGE 3

By the following date: September 15, 2024

...

§ 4.1 The Owner shall pay the Contractor the Contract Sum in current funds for the Contractor's performance of the Contract. The Contract Sum shall be four hundred seventy-nine thousand, one hundred thirty-seven dollars and zero cents (\$ 479,137.00 ), subject to additions and deductions as provided in the Contract Documents.

...

§ 4.2.1 Alternates, if any, included in the Contract Sum: N/A

...

§ 4.3 Allowances, if any, included in the Contract Sum: N/A

...

§ 4.4 Unit prices, if any: N/A

...

Not applicable

**PAGE 4**

§ 5.1.3 Provided that an Application for Payment is received by the Architect not later than the first day of a month, the Owner shall make payment of the amount certified to the Contractor not later than the last day of the same month. If an Application for Payment is received by the Architect after the application date fixed above, payment of the amount certified shall be made by the Owner not later than thirty ( 30 ) days after the Architect receives the Application for Payment.

...

Five Percent (5%)

**PAGE 6**

Litigation in a court of competent jurisdiction

...

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

...

Matt Gardner, Executive Vice President

Climate Makers

1700 Freeway Blvd, Suite 10

Brooklyn Center, MN 55430

Telephone Number: 612-426-9489

Email Address: mattg@climatemakersinc.com

**PAGE 7**

§ 8.6 Notice in electronic format, pursuant to Article 1 of AIA Document A201-2017, may be given in accordance with AIA Document E203™-2013, Building Information Modeling and Digital Data Exhibit, if completed, or as otherwise set forth below:

(If other than in accordance with AIA Document E203-2013, insert requirements for delivering notice in electronic format such as name, title, and email address of the recipient and whether and how the system will be required to generate a read receipt for the transmission.)Other provisions:

...

§ 8.7 Other provisions:

...

~~.4~~ — AIA Document E203™ 2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:

~~.4~~ Drawings dated December 19, 2023 (10 sheets)

(Insert the date of the E203-2013 incorporated into this Agreement.)

~~.5~~ Drawings, ~~.5~~ Specifications dated December 19, 2023 (222 pages)

Number	Title	Date	Pages
<del>.6</del>	<del>Specifications</del> Addenda, if any:		
	<b>Section</b>	<b>Title</b>	<b>Date</b>
	<b>Number</b>	<b>Date</b>	<b>Pages</b>
	Addendum 1	01/10/2024	14

~~.7~~ Addenda, if any:

Number	Date	Pages
--------	------	-------

~~.8~~ ~~.7~~ Other Exhibits:

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~~.9~~ ~~.8~~ Other documents, if any, listed below:

## **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 12:57:25 ET on 03/04/2024 under Order No. 3104240140 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document A101™ – 2017, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, other than those additions and deletions shown in the associated Additions and Deletions Report.

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

Project Coordinator, CDT, CCCA  
(Title)

03/04/2024  
(Dated)



# AIA Document A101® – 2017 Exhibit A

## Insurance and Bonds

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the fourth day of March in the year two thousand twenty-four  
(In words, indicate day, month and year.)

for the following **PROJECT**:  
(Name and location or address)

Aitkin County Jail HVAC Upgrades  
218 1<sup>st</sup> Street NW  
Aitkin, MN 56431

Project #2022-177  
wsn: 2023-11281

**THE OWNER:**  
(Name, legal status and address)

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

**THE CONTRACTOR:**  
(Name, legal status and address)

Climate Makers  
1700 Freeway Blvd, Suite 10  
Brooklyn Center, MN 55430

### TABLE OF ARTICLES

- A.1 GENERAL
- A.2 OWNER'S INSURANCE
- A.3 CONTRACTOR'S INSURANCE AND BONDS
- A.4 SPECIAL TERMS AND CONDITIONS

#### ARTICLE A.1 GENERAL

The Owner and Contractor shall purchase and maintain insurance, and provide bonds, as set forth in this Exhibit. As used in this Exhibit, the term General Conditions refers to AIA Document A201™–2017, General Conditions of the Contract for Construction.

#### ARTICLE A.2 OWNER'S INSURANCE

##### § A.2.1 General

Prior to commencement of the Work, the Owner shall secure the insurance, and provide evidence of the coverage, required under this Article A.2 and, upon the Contractor's request, provide a copy of the property insurance policy or policies required by Section A.2.3. The copy of the policy or policies provided shall contain all applicable conditions, definitions, exclusions, and endorsements.

#### 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.

This document is intended to be used in conjunction with AIA Document A201®–2017, General Conditions of the Contract for Construction. Article 11 of A201®–2017 contains additional insurance provisions.

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User Notes:



**§ A.2.2 Liability Insurance**

The Owner shall be responsible for purchasing and maintaining the Owner’s usual general liability insurance.

**§ A.2.3 Required Property Insurance**

**§ A.2.3.1** Unless this obligation is placed on the Contractor pursuant to Section A.3.3.2.1, the Owner shall purchase and maintain, from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located, property insurance written on a builder’s risk "all-risks" completed value or equivalent policy form and sufficient to cover the total value of the entire Project on a replacement cost basis. The Owner’s property insurance coverage shall be no less than the amount of the initial Contract Sum, plus the value of subsequent Modifications and labor performed and materials or equipment supplied by others. The property insurance shall be maintained until Substantial Completion and thereafter as provided in Section A.2.3.1.3, unless otherwise provided in the Contract Documents or otherwise agreed in writing by the parties to this Agreement. This insurance shall include the interests of the Owner, Contractor, Subcontractors, and Sub-subcontractors in the Project as insureds. This insurance shall include the interests of mortgagees as loss payees.

**§ A.2.3.1.1 Causes of Loss.** The insurance required by this Section A.2.3.1 shall provide coverage for direct physical loss or damage, and shall not exclude the risks of fire, explosion, theft, vandalism, malicious mischief, collapse, earthquake, flood, or windstorm. The insurance shall also provide coverage for ensuing loss or resulting damage from error, omission, or deficiency in construction methods, design, specifications, workmanship, or materials. Sub-limits, if any, are as follows:

*(Indicate below the cause of loss and any applicable sub-limit.)*

Causes of Loss	Sub-Limit
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**§ A.2.3.1.2 Specific Required Coverages.** The insurance required by this Section A.2.3.1 shall provide coverage for loss or damage to falsework and other temporary structures, and to building systems from testing and startup. The insurance shall also cover debris removal, including demolition occasioned by enforcement of any applicable legal requirements, and reasonable compensation for the Architect’s and Contractor’s services and expenses required as a result of such insured loss, including claim preparation expenses. Sub-limits, if any, are as follows:

*(Indicate below type of coverage and any applicable sub-limit for specific required coverages.)*

Coverage	Sub-Limit
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**§ A.2.3.1.3** Unless the parties agree otherwise, upon Substantial Completion, the Owner shall continue the insurance required by Section A.2.3.1 or, if necessary, replace the insurance policy required under Section A.2.3.1 with property insurance written for the total value of the Project that shall remain in effect until expiration of the period for correction of the Work set forth in Section 12.2.2 of the General Conditions.

**§ A.2.3.1.4 Deductibles and Self-Insured Retentions.** If the insurance required by this Section A.2.3 is subject to deductibles or self-insured retentions, the Owner shall be responsible for all loss not covered because of such deductibles or retentions.

**§ A.2.3.2 Occupancy or Use Prior to Substantial Completion.** The Owner’s occupancy or use of any completed or partially completed portion of the Work prior to Substantial Completion shall not commence until the insurance company or companies providing the insurance under Section A.2.3.1 have consented in writing to the continuance of coverage. The Owner and the Contractor shall take no action with respect to partial occupancy or use that would cause cancellation, lapse, or reduction of insurance, unless they agree otherwise in writing.

**§ A.2.3.3 Insurance for Existing Structures**

If the Work involves remodeling an existing structure or constructing an addition to an existing structure, the Owner shall purchase and maintain, until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, "all-risks" property insurance, on a replacement cost basis, protecting the existing structure

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against direct physical loss or damage from the causes of loss identified in Section A.2.3.1, notwithstanding the undertaking of the Work. The Owner shall be responsible for all co-insurance penalties.

**§ A.2.4 Optional Extended Property Insurance.**

The Owner shall purchase and maintain the insurance selected and described below.

*(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. For each type of insurance selected, indicate applicable limits of coverage or other conditions in the fill point below the selected item.)*

- § A.2.4.1 Loss of Use, Business Interruption, and Delay in Completion Insurance**, to reimburse the Owner for loss of use of the Owner's property, or the inability to conduct normal operations due to a covered cause of loss.
  
- § A.2.4.2 Ordinance or Law Insurance**, for the reasonable and necessary costs to satisfy the minimum requirements of the enforcement of any law or ordinance regulating the demolition, construction, repair, replacement or use of the Project.
  
- § A.2.4.3 Expediting Cost Insurance**, for the reasonable and necessary costs for the temporary repair of damage to insured property, and to expedite the permanent repair or replacement of the damaged property.
  
- § A.2.4.4 Extra Expense Insurance**, to provide reimbursement of the reasonable and necessary excess costs incurred during the period of restoration or repair of the damaged property that are over and above the total costs that would normally have been incurred during the same period of time had no loss or damage occurred.
  
- § A.2.4.5 Civil Authority Insurance**, for losses or costs arising from an order of a civil authority prohibiting access to the Project, provided such order is the direct result of physical damage covered under the required property insurance.
  
- § A.2.4.6 Ingress/Egress Insurance**, for loss due to the necessary interruption of the insured's business due to physical prevention of ingress to, or egress from, the Project as a direct result of physical damage.
  
- § A.2.4.7 Soft Costs Insurance**, to reimburse the Owner for costs due to the delay of completion of the Work, arising out of physical loss or damage covered by the required property insurance: including construction loan fees; leasing and marketing expenses; additional fees, including those of architects, engineers, consultants, attorneys and accountants, needed for the completion of the construction, repairs, or reconstruction; and carrying costs such as property taxes, building permits, additional interest on loans, realty taxes, and insurance premiums over and above normal expenses.

**§ A.2.5 Other Optional Insurance.**

The Owner shall purchase and maintain the insurance selected below.

*(Select the types of insurance the Owner is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance.)*

[ ] **§ A.2.5.1 Cyber Security Insurance** for loss to the Owner due to data security and privacy breach, including costs of investigating a potential or actual breach of confidential or private information. *(Indicate applicable limits of coverage or other conditions in the fill point below.)*

[ ] **§ A.2.5.2 Other Insurance**  
*(List below any other insurance coverage to be provided by the Owner and any applicable limits.)*

**Coverage**

**Limits**

**ARTICLE A.3 CONTRACTOR’S INSURANCE AND BONDS**

**§ A.3.1 General**

**§ A.3.1.1 Certificates of Insurance.** The Contractor shall provide certificates of insurance acceptable to the Owner evidencing compliance with the requirements in this Article A.3 at the following times: (1) prior to commencement of the Work; (2) upon renewal or replacement of each required policy of insurance; and (3) upon the Owner’s written request. An additional certificate evidencing continuation of commercial liability coverage, including coverage for completed operations, shall be submitted with the final Application for Payment and thereafter upon renewal or replacement of such coverage until the expiration of the periods required by Section A.3.2.1 and Section A.3.3.1. The certificates will show the Owner as an additional insured on the Contractor’s Commercial General Liability and excess or umbrella liability policy or policies.

**§ A.3.1.2 Deductibles and Self-Insured Retentions.** The Contractor shall disclose to the Owner any deductible or self-insured retentions applicable to any insurance required to be provided by the Contractor.

**§ A.3.1.3 Additional Insured Obligations.** To the fullest extent permitted by law, the Contractor shall cause the commercial general liability coverage to include (1) the Owner, the Architect, and the Architect’s consultants as additional insureds for claims caused in whole or in part by the Contractor’s negligent acts or omissions during the Contractor’s operations; and (2) the Owner as an additional insured for claims caused in whole or in part by the Contractor’s negligent acts or omissions for which loss occurs during completed operations. The additional insured coverage shall be primary and non-contributory to any of the Owner’s general liability insurance policies and shall apply to both ongoing and completed operations. To the extent commercially available, the additional insured coverage shall be no less than that provided by Insurance Services Office, Inc. (ISO) forms CG 20 10 07 04, CG 20 37 07 04, and, with respect to the Architect and the Architect’s consultants, CG 20 32 07 04.

**§ A.3.2 Contractor’s Required Insurance Coverage**

**§ A.3.2.1** The Contractor shall purchase and maintain the following types and limits of insurance from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

*(If the Contractor is required to maintain insurance for a duration other than the expiration of the period for correction of Work, state the duration.)*

**§ A.3.2.2 Commercial General Liability**

**§ A.3.2.2.1** Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than one million, five hundred thousand dollars (\$ 1,500,000 ) each occurrence, three million dollars (\$ 3,000,000 ) general aggregate, and three million dollars (\$ 3,000,000 ) aggregate for products-completed operations hazard, providing coverage for claims including

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- .1 damages because of bodily injury, sickness or disease, including occupational sickness or disease, and death of any person;
- .2 personal injury and advertising injury;
- .3 damages because of physical damage to or destruction of tangible property, including the loss of use of such property;
- .4 bodily injury or property damage arising out of completed operations; and
- .5 the Contractor's indemnity obligations under Section 3.18 of the General Conditions.

§ A.3.2.2 The Contractor's Commercial General Liability policy under this Section A.3.2.2 shall not contain an exclusion or restriction of coverage for the following:

- .1 Claims by one insured against another insured, if the exclusion or restriction is based solely on the fact that the claimant is an insured, and there would otherwise be coverage for the claim.
- .2 Claims for property damage to the Contractor's Work arising out of the products-completed operations hazard where the damaged Work or the Work out of which the damage arises was performed by a Subcontractor.
- .3 Claims for bodily injury other than to employees of the insured.
- .4 Claims for indemnity under Section 3.18 of the General Conditions arising out of injury to employees of the insured.
- .5 Claims or loss excluded under a prior work endorsement or other similar exclusionary language.
- .6 Claims or loss due to physical damage under a prior injury endorsement or similar exclusionary language.
- .7 Claims related to residential, multi-family, or other habitational projects, if the Work is to be performed on such a project.
- .8 Claims related to roofing, if the Work involves roofing.
- .9 Claims related to exterior insulation finish systems (EIFS), synthetic stucco or similar exterior coatings or surfaces, if the Work involves such coatings or surfaces.
- .10 Claims related to earth subsidence or movement, where the Work involves such hazards.
- .11 Claims related to explosion, collapse and underground hazards, where the Work involves such hazards.

§ A.3.2.3 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than one million, five hundred thousand dollars (\$ 1,500,000 ) 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.

§ A.3.2.4 The Contractor 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 insurance policies result in the same or greater coverage as the coverages required under Section A.3.2.2 and A.3.2.3, 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.

§ A.3.2.5 Workers' Compensation at statutory limits.

§ A.3.2.6 Employers' Liability with policy limits not less than five hundred thousand dollars (\$ 500,000 ) injury by accident for each employee, one million, five hundred thousand dollars (\$ 1,500,000 ) injury by accident for each accident five hundred thousand dollars (\$ 500,000 ) injury by disease for each employee, and one million, five hundred thousand dollars (\$ 1,500,000 ) injury by disease for each accident.

§ A.3.2.7 Jones Act, and the Longshore & Harbor Workers' Compensation Act, as required, if the Work involves hazards arising from work on or near navigable waterways, including vessels and docks

§ A.3.2.8 If the Contractor is required to furnish professional services as part of the Work, the Contractor shall procure Professional Liability insurance covering performance of the professional services, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

§ A.3.2.9 If the Work involves the transport, dissemination, use, or release of pollutants, the Contractor shall procure Pollution Liability insurance, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

§ A.3.2.10 Coverage under Sections A.3.2.8 and A.3.2.9 may be procured through a Combined Professional Liability and Pollution Liability insurance policy, with combined policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

§ A.3.2.11 Insurance for maritime liability risks associated with the operation of a vessel, if the Work requires such activities, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

§ A.3.2.12 Insurance for the use or operation of manned or unmanned aircraft, if the Work requires such activities, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate.

**§ A.3.3 Contractor's Other Insurance Coverage**

§ A.3.3.1 Insurance selected and described in this Section A.3.3 shall be purchased from an insurance company or insurance companies lawfully authorized to issue insurance in the jurisdiction where the Project is located. The Contractor shall maintain the required insurance until the expiration of the period for correction of Work as set forth in Section 12.2.2 of the General Conditions, unless a different duration is stated below:

*(If the Contractor is required to maintain any of the types of insurance selected below for a duration other than the expiration of the period for correction of Work, state the duration.)*

Contractor shall carry Builder's Risk Insurance and/or floater insurance per A3.3.2.1 until Substantial Completion of the project has been met pursuant to the AIA G704 Certificate of Substantial Completion issued by the Architect.

§ A.3.3.2 The Contractor shall purchase and maintain the following types and limits of insurance in accordance with Section A.3.3.1.

*(Select the types of insurance the Contractor is required to purchase and maintain by placing an X in the box(es) next to the description(s) of selected insurance. Where policy limits are provided, include the policy limit in the appropriate fill point.)*

- § A.3.3.2.1 Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:  
*(Where the Contractor's obligation to provide property insurance differs from the Owner's obligations as described under Section A.2.3, indicate such differences in the space below. Additionally, if a party other than the Owner will be responsible for adjusting and settling a loss with the insurer and acting as the trustee of the proceeds of property insurance in accordance with Article 11 of the General Conditions, indicate the responsible party below.)*

Contractor shall maintain in force and at its own expense, builder's risk and/or floater insurance that covers labor, materials, and equipment to be used for completion of the work performed under the contract. The insurance shall cover all risks of direct physical loss at an amount equal to the full value of the contract improvements.

- § A.3.3.2.2 Railroad Protective Liability Insurance, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate, for Work within fifty (50) feet of railroad property.
- § A.3.3.2.3 Asbestos Abatement Liability Insurance, with policy limits of not less than (\$ ) per claim and (\$ ) in the aggregate, for liability arising from the encapsulation, removal, handling, storage, transportation, and disposal of asbestos-containing materials.

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- § A.3.3.2.4 Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.
- § A.3.3.2.5 Property insurance on an "all-risks" completed value form, covering property owned by the Contractor and used on the Project, including scaffolding and other equipment.
- § A.3.3.2.6 Other Insurance  
(List below any other insurance coverage to be provided by the Contractor and any applicable limits.)

Coverage	Limits
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**§ A.3.4 Performance Bond and Payment Bond**

The Contractor shall provide surety bonds, from a company or companies lawfully authorized to issue surety bonds in the jurisdiction where the Project is located, as follows:  
(Specify type and penal sum of bonds.)

Type	Penal Sum (\$0.00)
Payment Bond	\$479,137.00
Performance Bond	\$479,137.00

Payment and Performance Bonds shall be AIA Document A312™, Payment Bond and Performance Bond, or contain provisions identical to AIA Document A312™, current as of the date of this Agreement.

**ARTICLE A.4 SPECIAL TERMS AND CONDITIONS**

Special terms and conditions that modify this Insurance and Bonds Exhibit, if any, are as follows:

Init.

# **Additions and Deletions Report for AIA® Document A101® – 2017 Exhibit A**

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.

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## **PAGE 1**

This Insurance and Bonds Exhibit is part of the Agreement, between the Owner and the Contractor, dated the fourth day of March in the year two thousand twenty-four

...

*(Name and location or address)*

Aitkin County Jail HVAC Upgrades  
218 1<sup>st</sup> Street NW  
Aitkin, MN 56431

Project #2022-177  
wsn: 2023-11281

...

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

...

Climate Makers  
1700 Freeway Blvd, Suite 10  
Brooklyn Center, MN 55430

## **PAGE 4**

§ **A.3.2.2.1** Commercial General Liability insurance for the Project written on an occurrence form with policy limits of not less than one million, five hundred thousand dollars (\$ 1,500,000 ) each occurrence, three million dollars (\$ 3,000,000 ) general aggregate, and three million dollars (\$ 3,000,000 ) aggregate for products-completed operations hazard, providing coverage for claims including

## **PAGE 5**

§ **A.3.2.3** Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Contractor, with policy limits of not less than one million, five hundred thousand dollars (\$ 1,500,000 ) 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.

...

§ **A.3.2.6** Employers' Liability with policy limits not less than ~~(\$ )~~ each accident, ~~(\$ )~~ each employee, and ~~(\$ )~~ ~~policy limit.~~ five hundred thousand dollars (\$ 500,000 ) injury by accident for each employee, one million, five

hundred thousand dollars (\$ 1,500,000 ) injury by accident for each accident five hundred thousand dollars (\$ 500,000 ) injury by disease for each employee, and one million, five hundred thousand dollars (\$ 1,500,000 ) injury by disease for each accident.

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Contractor shall carry Builder's Risk Insurance and/or floater insurance per A3.3.2.1 until Substantial Completion of the project has been met pursuant to the AIA G704 Certificate of Substantial Completion issued by the Architect.

...

**[ X ] § A.3.3.2.1** Property insurance of the same type and scope satisfying the requirements identified in Section A.2.3, which, if selected in this section A.3.3.2.1, relieves the Owner of the responsibility to purchase and maintain such insurance except insurance required by Section A.2.3.1.3 and Section A.2.3.3. The Contractor shall comply with all obligations of the Owner under Section A.2.3 except to the extent provided below. The Contractor shall disclose to the Owner the amount of any deductible, and the Owner shall be responsible for losses within the deductible. Upon request, the Contractor shall provide the Owner with a copy of the property insurance policy or policies required. The Owner shall adjust and settle the loss with the insurer and be the trustee of the proceeds of the property insurance in accordance with Article 11 of the General Conditions unless otherwise set forth below:

...

Contractor shall maintain in force and at its own expense, builder's risk and/or floater insurance that covers labor, materials, and equipment to be used for completion of the work performed under the contract. The insurance shall cover all risks of direct physical loss at an amount equal to the full value of the contract improvements.

**PAGE 7**

**[ X ] § A.3.3.2.4** Insurance for physical damage to property while it is in storage and in transit to the construction site on an "all-risks" completed value form.

...

Payment Bond	<u>\$479,137.00</u>
Performance Bond	<u>\$479,137.00</u>



**ATTACHMENT A  
PRIME CONTRACTOR RESPONSE**

**RESPONSIBLE CONTRACTOR VERIFICATION AND CERTIFICATION OF COMPLIANCE**

**PROJECT TITLE:** Aitkin County Jail HVAC Upgrade

This form includes changes by statutory references from the Laws of Minnesota 2015, chapter 64, sections 1-9. This form **must** be submitted with the response to this solicitation. **A response received without this form, will be rejected.**

Minn. Stat. § 16C.285, Subd. 7. **IMPLEMENTATION.** ... any prime contractor or subcontractor or motor carrier that does not meet the minimum criteria in subdivision 3 or fails to verify that it meets those criteria is not a responsible contractor and is not eligible to be awarded a construction contract for the project or to perform work on the project...

Minn. Stat. § 16C.285, Subd. 3. **RESPONSIBLE CONTRACTOR, MINIMUM CRITERIA.** "Responsible contractor" means a contractor that conforms to the responsibility requirements in the solicitation document for its portion of the work on the project and verifies that it meets the following minimum criteria:

- |     |  |
|-----|--|
| (1) | <p>The Contractor:</p> <ul style="list-style-type: none"><li>(i) is in compliance with workers' compensation and unemployment insurance requirements;</li><li>(ii) is in compliance with Department of Revenue and Department of Employment and Economic Development registration requirements if it has employees;</li><li>(iii) has a valid federal tax identification number or a valid Social Security number if an individual; and</li><li>(iv) has filed a certificate of authority to transact business in Minnesota with the Secretary of State if a foreign corporation or cooperative.</li></ul>   |
| (2) | <p>The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 177.24, 177.25, 177.41 to 177.44, 181.13, 181.14, or 181.722, and has not violated United States Code, title 29, sections 201 to 219, or United States Code, title 40, sections 3141 to 3148. For purposes of this clause, a violation occurs when a contractor or related entity:</p> <ul style="list-style-type: none"><li>(i) repeatedly fails to pay statutorily required wages or penalties on one or more separate projects for a total underpayment of \$25,000 or more within the three-year period, provided that a failure to pay is "repeated" only if it involves two or more separate and distinct occurrences of underpayment during the three-year period;</li><li>(ii) has been issued an order to comply by the commissioner of Labor and Industry that has become final;</li><li>(iii) has been issued at least two determination letters within the three-year period by the Department of Transportation finding an underpayment by the contractor or related entity to its own employees;</li><li>(iv) has been found by the commissioner of Labor and Industry to have repeatedly or willfully violated any of the sections referenced in this clause pursuant to section 177.27;</li><li>(v) has been issued a ruling or findings of underpayment by the administrator of the Wage and Hour Division of the United States Department of Labor that have become final or have been upheld by an administrative law judge or the Administrative Review Board; or</li><li>(vi) has been found liable for underpayment of wages or penalties or misrepresenting a construction worker as an independent contractor in an action brought in a court having jurisdiction. Provided that, if the contractor or related entity contests a determination of underpayment by the Department of Transportation in a contested case proceeding, a violation does not occur until the contested case proceeding has concluded with a determination that the contractor or related entity underpaid wages or penalties;*</li></ul> |

(3)	The contractor or related entity is in compliance with and, during the three-year period before submitting the verification, has not violated section 181.723 or chapter 326B. For purposes of this clause, a violation occurs when a contractor or related entity has been issued a final administrative or licensing order;*
(4)	The contractor or related entity has not, more than twice during the three-year period before submitting the verification, had a certificate of compliance under section 363A.36 revoked or suspended based on the provisions of section 363A.36, with the revocation or suspension becoming final because it was upheld by the Office of Administrative Hearings or was not appealed to the office;*
(5)	The contractor or related entity has not received a final determination assessing a monetary sanction from the Department of Administration or Transportation for failure to meet targeted group business, disadvantaged business enterprise, or veteran-owned business goals, due to a lack of good faith effort, more than once during the three-year period before submitting the verification;*
	* Any violations, suspensions, revocations, or sanctions, as defined in clauses (2) to (5), occurring prior to July 1, 2014, shall not be considered in determining whether a contractor or related entity meets the minimum criteria.
(6)	The contractor or related entity is not currently suspended or debarred by the federal government or the state of Minnesota or any of its departments, commissions, agencies, or political subdivisions that have authority to debar a contractor; and
(7)	All subcontractors and motor carriers that the contractor intends to use to perform project work have verified to the contractor through a signed statement under oath by an owner or officer that they meet the minimum criteria listed in clauses (1) to (6).

Minn. Stat. § 16C.285, Subd. 5. **SUBCONTRACTOR VERIFICATION.**

A prime contractor or subcontractor shall include in its verification of compliance under subdivision 4 a list of all of its first-tier subcontractors that it intends to retain for work on the project. Prior to execution of a construction contract, and as a condition precedent to the execution of a construction contract, the apparent successful prime contractor shall submit to the contracting authority a supplemental verification under oath confirming compliance with subdivision 3, clause (7). Each contractor or subcontractor shall obtain from all subcontractors with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each subcontractor.

If a prime contractor or any subcontractor retains additional subcontractors on the project after submitting its verification of compliance, the prime contractor or subcontractor shall obtain verifications of compliance from each additional subcontractor with which it has a direct contractual relationship and shall submit a supplemental verification confirming compliance with subdivision 3, clause (7), within 14 days of retaining the additional subcontractors.

A prime contractor shall submit to the contracting authority upon request copies of the signed verifications of compliance from all subcontractors of any tier pursuant to subdivision 3, clause (7). A prime contractor and subcontractors shall not be responsible for the false statements of any subcontractor with which they do not have a direct contractual relationship. A prime contractor and subcontractors shall be responsible for false statements by their first-tier subcontractors with which they have a direct contractual relationship only if they accept the verification of compliance with actual knowledge that it contains a false statement.

**Subd. 5a. Motor carrier verification.** A prime contractor or subcontractor shall obtain annually from all motor carriers with which it will have a direct contractual relationship a signed statement under oath by an owner or officer verifying that they meet all of the minimum criteria in subdivision 3 prior to execution of a construction contract with each motor carrier. A prime contractor or subcontractor shall require each such motor carrier to provide it with immediate written notification in the event that the motor carrier no longer meets one or more of the minimum criteria in subdivision 3 after submitting its annual verification. A motor carrier shall be ineligible to perform work on a project covered by this section if it does not meet all the minimum criteria in subdivision 3. Upon request, a prime contractor or subcontractor shall submit to the contracting authority the signed verifications of compliance from all motor carriers providing for-hire transportation of materials, equipment, or supplies for a project.

Minn. Stat. § 16C.285, Subd. 4. **VERIFICATION OF COMPLIANCE.**

A contractor responding to a solicitation document of a contracting authority shall submit to the contracting authority a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in subdivision 3, with the exception of clause (7), at the time that it responds to the solicitation document.


A contracting authority may accept a signed statement under oath as sufficient to demonstrate that a contractor is a responsible contractor and shall not be held liable for awarding a contract in reasonable reliance on that statement. A prime contractor, subcontractor, or motor carrier that fails to verify compliance with any one of the required minimum criteria or makes a false statement under oath in a verification of compliance shall be ineligible to be awarded a construction contract on the project for which the verification was submitted.

A false statement under oath verifying compliance with any of the minimum criteria may result in termination of a construction contract that has already been awarded to a prime contractor or subcontractor or motor carrier that submits a false statement. A contracting authority shall not be liable for declining to award a contract or terminating a contract based on a reasonable determination that the contractor failed to verify compliance with the minimum criteria or falsely stated that it meets the minimum criteria. A verification of compliance need not be notarized. An electronic verification of compliance made and submitted as part of an electronic bid shall be an acceptable verification of compliance under this section provided that it contains an electronic signature as defined in section 325L.02, paragraph (h).

**CERTIFICATION**

By signing this document I certify that I am an owner or officer of the company, and I swear under oath that:

- 1) My company meets each of the Minimum Criteria to be a responsible contractor as defined herein and is in compliance with Minn. Stat. § 16C.285,
- 2) If my company is awarded a contract, I will submit Attachment A-1 prior to contract execution, and
- 3) If my company is awarded a contract, I will also submit Attachment A-2 as required.

Authorized Signature of Owner or Officer: 	Printed Name: Matthew J. Gardner
Title: Executive Vice President, Padua	Date: 01/16/2024
Company Name: Climate Matters	

NOTE: Minn. Stat. § 16C.285, Subd. 2, (c) If only one prime contractor responds to a solicitation document, a contracting authority may award a construction contract to the responding prime contractor even if the minimum criteria in subdivision 3 are not met.



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** March 26,2024

**Title of Item:** Bid for jail controls upgrade

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jim Bright		<b>Department:</b> Maintenance
<b>Presenter (Name and Title):</b> Jim Bright Facilities Coordinator		<b>Estimated Time Needed:</b> 5 Min
<b>Summary of Issue:</b> <p>The jail controls for the heating and cooling system have reached and exceeded their life expectancy. Climate Makers submitted a proposal for replacement of the controls for the new equipment that will be installed. This proposal includes the head end controller for a future project to replace all of the heating and cooling controls in the jail and center annex. The hard copy of the contract between Aitkin County and Climate Makers for the controls proposal will be provided at the meeting.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Climate Makers proposal to install new controls for the new equipment being installed and air handling units #1 & #2.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ \$127,616.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> There is \$750,000 of Fiscal Recovery Funds set aside for this project.		

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



1700 Freeway Blvd., Suite 10, Brooklyn Center, MN 55430  
Phone (763) 786-5999 or 800-773-9084 Fax (763) 786-3893  
[www.climatemakersinc.com](http://www.climatemakersinc.com) [mattg@climatemakersinc.com](mailto:mattg@climatemakersinc.com)

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# PROPOSAL

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COMPANY: Aitkin County

PROJECT: Aitkin County Jail HVAC Upgrade Integrated Automation

ATTENTION: Jim Bright

DATE: 02.15.2024

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**Climate Makers is pleased to provide an Integrated Automation estimate for this project based on drawings and specifications by Widseth Smith Nolting & Associates. Our price includes the following:**

## **INTEGRATED AUTOMATION**

Instrumentation and Components furnished and installed for a fully functioning Integrated Automation System based upon ABB BACnet and Climate Makers industry standard instrumentation and components. New communications trunk wiring will be installed. Existing sensor wiring and conduit will be reused where applicable. Existing valves and actuators will be reused where applicable. The existing smoke control system must be ostracized from the IAS to meet lift safety code as CMI is concerned from our site investigation that the integrity of this system may be compromised already. This proposal focuses on just the Johnson Controls, legacy, proprietary system which will be replaced in total to not leave mechanical equipment running without control and management capability. Existing devices that are not in working order will be discussed with the owner for a decision before proceeding.

- (1) System Architecture
  - (1) Server or owner furnished virtual machine running VM Ware
  - Climate Makers to coordinate requirements with owner
  - (1) Aspect Enterprise Software
  - Matrix-2 Supervisory controller(s)
- (1) Jail Air Handling Unit 1
- (1) Jail Air Handling Unit 2
- (1) Jail Air Handling Unit 3
- (1) Jail Heating Water System

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**Total Investment:     \$ 127,616.00**

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## **Clarifications**

1. Line sized hangers to be utilized on domestic water and heating piping 2" and smaller.
2. It is our general expectation that as the specifications are finalized, logical regional equal products will be able to be incorporated into the final specifications.
3. Assume use of site Lull.
4. Assume standard workday of 7:00-3:30.
5. Generator, (louvers, exhaust silencers or piping), if required, by others.
6. All piping, ductwork, equipment, and components that are not floor mounted are assumed to be hung from structure provided by others. Supplemental steel or support systems are not included to reinforce the structure from which the mechanical systems are hung.
7. Rectangular openings by others, framing by others. Pipe sleeves included for round openings.
8. The use of inserts will be prioritized; however it is assumed that the use of drop in anchors are acceptable.
9. Should overtime be directed, the impact to productivity will be considered in addition to the overtime premium wage costs.
10. Concrete housekeeping pads to be dimensioned by CMI, installed by others.
11. Clean up to be completed by our crews for our work.
12. Bond cost is in addition to the pricing identified.
13. The accepted value engineering list will take precedence over the construction documents.
14. LEED or B3administration or commissioning by others. CMI will support the process with project management resources.
15. Mockups are assumed to be permanent installations on site, completed early.
16. We intend to use split escutcheons as well.
17. CMI will utilize our standard hanger schedule.
  - a) Coppertube:
    - Up to and 1 1/4" tube use 3/8" rod and anchors 6'-0" on center.
    - 1 1/2" thru 3" tube use 3/8" rod and anchors 8'-0" on center.
    - 4" and up tube use 1/2" rod and anchors 8'-0" on center.
  - b) Steelpipe:
    - Up to and 3" pipe use 3/8" rod and anchors 8'-0" on center.
    - 3 1/2" and up pipe use 1/2" rod and anchors 8'-0" on center.
  - c) Duct:
    - i) Gripple will be utilized.
18. Horizontal piping reduction simplify routing.

## **Exclusions**

1. Electrical
2. Coordination Drawings

3. No piping trenches are included.
4. Outside utilities by others.
5. Gas service costs by others.
6. Abatement is not included.
7. Structural engineering for weights of mechanical systems impact on structure is not included.
8. Structural penetrations excluded. Mechanical penetration layout by CMI.
9. All structural steel to support mechanical equipment, ductwork and piping.
10. Equipment support steel, grating, rails and concrete piers.
11. Piping support piers serving outside equipment.
12. Seismic engineering
13. Accommodation of Seismic requirements and details.
14. Painting of HVAC systems.
15. Painting of gas piping.
16. Painting of mechanical systems, piping, ductwork and supports.
17. Parking costs.
18. Overtime.
19. Safety barriers.
20. Dumpsters.
21. Pipe sleeves are not included at partitions. Fire or sound caulk will be directly applied to the sheetrock.
22. Permanent and temporary safety railings.
23. One year service and maintenance agreement.
24. Motor starters and disconnects
25. Liquidated damages
26. Street cleaning
27. Required code changes, should they arise.
28. Escutcheons on all mechanical piping penetrations of finished walls
29. "All wiring, conduit and electrical devices downstream of the panelboards is the responsibility of the Division 15 trade requiring the power unless otherwise shown on the electrical drawings". Wiring required to support mechanical systems should be indicated on the electrical documents.
30. Utility costs for temporary heating and cooling
31. Extended warranties for temporary heating and cooling
32. Maintenance costs for temporary heating and cooling
33. Equipment screening
34. Engineering by Contractor
35. Dust and Exhaust Control.
36. Fire Protection.
37. Site Utilities.
38. Site restoration.
39. Sub-Slab drain tile and piping.

40. Utility Rebate coordination.
41. Wall and ceiling cut and patch. Saw cutting and patching.
42. X-rays or floor scanning.
43. Roofing.
44. Natural gas piping outside of building. This work is by Gas Company.
45. Lull – Lull is available to CMI at no charge.
46. Temporary heating and cooling.
47. Utility costs for temporary heating and cooling.
48. Utility costs for start-up, testing and commissioning.
49. Power wiring.
50. Fire alarm.
51. Pre-Action detection, Vesda, air sampling/piping and monitoring.
52. All Liquid Leak Detection.
53. Fire/Smoke damper wiring.
54. Fire Smoke Detectors.
55. Grounding and Bonding of all mechanical equipment, piping and fixtures, if required.
56. Generator hoisting and rigging.
57. Infrared Scanning.
58. Disconnects and starters not factory mounted.
59. Provisions for partial occupancy.
60. Duct Cleaning.
61. Final cleaning of mechanical system and components.
62. LEED or B3 Certification Design and Construction Costs.
63. Sound Performance testing.
64. Harmonic Testing.
65. Vibration Testing.
66. Backing for food service equipment.
67. PVC jacketing is not included on insulation inside the building, though it is called for in exposed areas outside of the mechanical rooms.
68. Architectural Louvers
69. Exterior Caulking.

\* We acknowledge 1 addendums.

\* Payment terms are net 30.



ACCEPTED. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined below.

X

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By:  
Title:

Respectfully Submitted,

**CLIMATE MAKERS**

X

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Matt Gardner  
Executive Vice President, Partner

Note: This proposal may be withdrawn if not accepted within 10 days.



# Board of County Commissioners Agenda Request

**8D**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Approve use of Fiscal Recovery Funds

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jim Bright		<b>Department:</b> Facilities
<b>Presenter (Name and Title):</b> Jim Bright, Facilities Coordinator		<b>Estimated Time Needed:</b> 5 Min.
<b>Summary of Issue:</b>  \$750,000 of Fiscal Recovery Funds has previously been set aside for heating/cooling in the jail. A formal request is attached.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve use of Fiscal Recovery Funds.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

## 8E

Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Approve Committee of the Whole - Facilities Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jim Bright		<b>Department:</b> Facilities
<b>Presenter (Name and Title):</b> Jim Bright, Facilities Coordinator		<b>Estimated Time Needed:</b> 2 Min.
<b>Summary of Issue:</b>  A committee of the whole meeting is requested to continue facilities discussions.  Suggested dates include:  Friday, April 5, 2024 Monday, April 8, 2024 (afternoon) Wednesday, April 10, 2024 (morning)		
<b>Alternatives, Options, Effects on Others/Comments:</b>   		
<b>Recommended Action/Motion:</b> Approve committee of the whole meeting.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

**9A**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Schedule Committee of the Whole Meeting - Strategic Planning

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 2 Min.
<b>Summary of Issue:</b>  Bill Brendel and the Revitalization Team members will lead Commissioners in the next step of the strategic planning process.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Committee of the Whole Meeting for Strategic Planning on Thursday, April 4, 2024 from 1:00-3:00 p.m. in the Government Center training room.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

**9B**  
Agenda Item #

**Requested Meeting Date:** March 26, 2024

**Title of Item:** Fiscal Recovery Funds Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 Min.
<b>Summary of Issue:</b>  Staff will provide an overview of the current status of Fiscal Recovery Funds (ARPA).		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** March 26, 2024

**Title of Item:** Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> Administrator Updates.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 50px;"><i>Please Explain:</i></span>		

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



# Board of County Commissioners Agenda Request

**10A**  
Agenda Item #

**Requested Meeting Date:** 03/26/2024

**Title of Item:** Backup Solutions

<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* <i>*provide copy of hearing notice that was published</i>

<b>Submitted by:</b> Chris Sutch	<b>Department:</b> IT
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<b>Presenter (Name and Title):</b> Chris Sutch	<b>Estimated Time Needed:</b> 15 Minutes
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**Summary of Issue:**

Aitkin County's current backup solution is at the end of both its life cycle and capacity. I propose the solution from Rubrik will best fit the County's needs as a replacement. The cost of the proposal is \$217,745.45; This cost includes 3 years of maintenance. Rubrik is a backup solution as well as a cyber security appliance. This consists of an appliance that will be installed in Aitkin's data center. This will provide an immutable backup copy on-premise while also uploading to Rubrik's Azure cloud. Additionally, Rubrik's enterprise subscription offers data analytics that can help us recover from threats such as a ransomware attack faster and with less difficulty. Among these analytics is anomaly detection within the backup enabling us to determine a clean backup point avoiding reinfection by restoring infected files. In addition, this would enable us to determine what specific information may have been exfiltrated. Furthermore, in the event of a ransomware attack, Rubrik provides a Ransomware response team to assist with recovery.

We estimate that cloud storage will cost around \$32,000 per year, however the first year of cloud storage provides 100TB free and the remaining cost for year 1 of cloud storage will be \$12,847.25 which is included in the total listed above.

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

An alternative proposal IT has reviewed is a software package called Veeam(\$31,802 for 3 years), with an Exagrid storage array(\$112,000) Adopting this would also require adding a cloud storage at an estimated \$46,000/year (estimated based on 165TB in Amazon S3 cloud - at \$23/TB/month) for a total of \$189,802 - Exagrid would provide the immutability, but not the additional analytics to determine clean restore points/exfiltrated data. +

**Recommended Action/Motion:**

Approve the purchase of Rubrik in the amount of \$217,745.45

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$ 217,745.45

Is this budgeted?  Yes  No *Please Explain:*

IT has budgeted 40,000 and planned use 20,000 of Recorder Tech funds. I request the balance of \$157,745.45 to paid utilizing FRF dollars. IT did under budget for this project, I had failed to anticipate Aitkin's substantial data growth from approximately 16TB to over 35TB.



Pricing Proposal  
 Quotation #: 24617516  
 Created On: 3/14/2024  
 Valid Until: 4/6/2024

**MN-County of Aitkin**

**Inside Account Executive**

**Chris Sutch**

209 Second Street NW  
 Aitkin, MN 56431  
 United States  
 Phone: 218-927-7318  
 Fax:  
 Email: chris.sutch@co.aitkin.mn.us

**Robert D'Addario**

290 Davidson Ave  
 Somerset, NJ, 08873  
 Phone: 732-317-6967  
 Fax:  
 Email: robert\_daddario@shi.com

All Prices are in US Dollar (USD)

	Product	Qty	Your Price	Total
1	PROFESSIONAL SVCS ONSITE SVCS INSTALLATION Rubrik - Part#: RA-PS-INST-ONST Contract Name: Open Market Contract #: Open Market Note: Onsite Install	1	\$7,500.00	\$7,500.00
2	SC GOVERNMENT ENTERPRISE EDITIOCLDS N /USABLE BETB PREMIUM SUPPORT PR Rubrik - Part#: RS-BT-EE-RSCG-PE-PP Contract Name: Open Market Contract #: Open Market Note: 3 Year Term	60	\$2,414.12	\$144,847.20
3	PREM SUP FOR R6000S HARDWARE SVCS PREPAY Rubrik - Part#: RS-HW-SVC-PE-S2 Contract Name: Open Market Contract #: Open Market Note: 3 Year Term	1	\$11,139.00	\$11,139.00
4	CV GOVC BACKUP/BETB PREMIUM SUPLICS BACKUP/BETB PREMIUM SUPPORT PREPAY Rubrik - Part#: RS-BT-CVB-G-PE-PP Contract Name: Open Market Contract #: Open Market Note: 1 Year	100	\$0.00	\$0.00
5	SECURITY CLD GOV M365 PROTECT CLDS FOUNDATION PREM SUP PREPAY Rubrik - Part#: RS-UR-FE-MDG-PE-PP Contract Name: Open Market Contract #: Open Market	500	\$40.66	\$20,330.00
6	CV GOVC BACKUP/BETB PREMIUM SUPLICS BACKUP/BETB PREMIUM SUPPORT PREPAY Rubrik - Part#: RS-BT-CVB-G-PE-PP Contract Name: Open Market Contract #: Open Market Note: 1 Year	65	\$197.65	\$12,847.25



7	R6408S APPLIANCE 96TB 96GB PERP 10GBASE-T SMC Rubrik - Part#: RHA-6408S-02 Contract Name: Open Market Contract #: Open Market <b>Note: Hardware</b>	1	\$21,082.00	\$21,082.00
			<b>Total</b>	<b>\$217,745.45</b>

**Additional Comments**

Rubrik has a no returns policy.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

*The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).*



Pricing Proposal  
Quotation #: 24414949  
Created On: 1/24/2024  
Valid Until: 2/22/2024

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## MN-County of Aitkin

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## Inside Account Executive

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### Chris Sutch

209 Second Street NW  
Aitkin, MN 56431  
United States  
Phone:  
Fax:  
Email: [chris.sutch@co.aitkin.mn.us](mailto:chris.sutch@co.aitkin.mn.us)

### Robert D'Addario

290 Davidson Ave  
Somerset, NJ, 08873  
Phone: 732-317-6967  
Fax:  
Email: [robert\\_daddario@shi.com](mailto:robert_daddario@shi.com)

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 VEEAM DATA PLATFORM FOUNDATION UNIVERSAL SUBSCRIPTION LICENSE. INCLUDES ENTERPRISE PLUS EDITION FEATURES. 10 INSTANCE PACK. 3 YEARS SUBSCRIPTION UPFRONT BILLING & PRODUCTION (24/7) SUPPORT. PUBLIC SECTOR. Veeam - Part#: P-FDNVUL-0I-SU3YP-00 Contract Name: Open Market Contract #: Open Market <b>Note: 3 Year</b>	7	\$2,936.00	\$20,552.00
2 VEEAM BACKUP FOR MICROSOFT 365. 3 YEARS SUBSCRIPTION UPFRONT BILLING & PRODUCTION (24/7) SUPPORT. PUBLIC SECTOR. Veeam - Part#: P-VBO365-0U-SU3YP-00 Contract Name: Open Market Contract #: Open Market <b>Note: 3 Year</b>	250	\$45.00	\$11,250.00
		<b>Total</b>	<b>\$31,802.00</b>

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### Additional Comments

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Veeam has a no returns policy.

Please note, if Emergency Connectivity Funds (ECF) will be used to pay for all or part of this quote, please let us know as we will need to ensure compliance with the funding program.

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

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The products offered under this proposal are Open Market and resold in accordance with the terms and conditions at [SHI Online Customer Resale Terms and Conditions](#).



<b>Customer</b>	Aitkin
<b>Quote Date</b>	February 2, 2024

**Pricing is only valid until March 31, 2024**

**All quotes from reseller to end user must also include pricing expiration date - indicated above.**

Model Number	Part Number	Product Description	Qty.	List Price	Discount Price	Extended Price
EX54-SEC	EX54-SEC	Disk Capacity: Raw: 162 TB, Useable: 108 TB. 54 TB Full Backup. Includes 1 10 Gigabit Add on Card Disks are encrypted	1	\$ 101,482	\$ 51,248	\$ 51,248.41
EX27-SEC	EX27-SEC	Disk Capacity: Raw: 72 TB, Useable: 54 TB. 27 TB Full Backup. Disks are encrypted.	1	\$ 54,837	\$ 27,693	\$ 27,692.67
EX-10GBE-OPTICAL	EX-10GBE-OPTICAL	10 Gigabit Ethernet Dual Port SFP+ Optical Option for all ExaGrid models. Includes two qualified SFP+ short-range Modules.	2	\$ 2,700	\$ -	\$ -

Total System Cost			List Price	Extended Price
	System Cost		\$ 161,719	\$ 78,941.08
3YR-S-M&S	EX-3YR-MS-S	Three year 5 x 8 Customer Support and product Maintenance	\$ 66,305	\$ 32,365.84
<b>Total with Three year 5 x 8 Customer Support and product Maintenance</b>			<b>\$ 228,024</b>	<b>\$ 111,306.93</b>

**Maintenance and Support**

- Point releases
- Full version releases
- Phone support (5x8) - 2 hour business day response
- Email support (5x8) - 2 hour business day response
- Alert notification and remote reconciliation
- HW repair: replacement part shipped for next business day delivery (customer replaceable)
- Option for 7x24 support

**Quote Terms**

- Payment is due Net 30 days from shipment
- Freight - FOB point of shipment
- All amounts are in US dollars
- Customer is responsible for applicable taxes and shipping (NOT included in the quote).
- Subsequent year maintenance renewals can be increased by up to 3% per year



# Board of County Commissioners Agenda Request

**10B**  
Agenda Item #

**Requested Meeting Date:** 3/26/2024

**Title of Item:** Approve FRF funds for Backup solution

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Chris Sutch	<b>Department:</b> IT	
<b>Presenter (Name and Title):</b> Chris Sutch		<b>Estimated Time Needed:</b> 1 Minute
<b>Summary of Issue:</b>  I request the usage of Fiscal Recovery Funds to pay for the Rubrik backup appliance in the amount of \$157,745.45		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve motion authorizing the usage of Fiscal Recovery Funds in the amount of \$157,745.45		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ 157,745.45 <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

## Aitkin County Fiscal Recovery Funds

### **Strategic Investment Project**

Project Identification: Backup Solution

Funding amount: \$157,745.45

Project Expenditure Category: 6.1, Provision of Government Services

### Project overview

- *A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project:*

***Aitkin County's backup appliance is at the end of both its life cycle and capacity. Due to improvements in technology and best practices, IT's budget is not sufficient for this project.***

- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc.*

**\$157,745.45, all to be spent on Provision of Government services, category 6.1**

**Table of Expenses by Expenditure Category**

	<b>Category</b>	<b>Funding Requested for Project</b>	<b>Funding Approved for Project</b>
<b>1</b>	<b>Expenditure Category: Public Health</b>		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
<b>2</b>	<b>Expenditure Category: Negative Economic Impacts</b>		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		

Category		Funding Requested for Project	Funding Approved for Project
2.13	Other Economic Support		
2.14	Rehiring Public Sector Staff		
<b>3</b>	<b>Expenditure Category: Services to Disproportionately Impacted Communities</b>		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
<b>4</b>	<b>Expenditure Category: Premium Pay</b>		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
<b>5</b>	<b>Expenditure Category: Infrastructure</b>		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		

Category		Funding Requested for Project	Funding Approved for Project
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services	\$157,745.45	
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; CAW Subel

Date; 20Mar2024

Reviewed by Economic Development Coordinator;

Signature; [Signature]

Date; 3-20-24

Approval by County Administrator;

Signature; Jessie Seiler

Date; 3-20-24

*(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)*







## Aitkin County Board of Commissioners Committee Reports Forms

# 11A

Agenda Item #

Committee	Freq	Scheduled	Representative
<b>Association of MN Counties (AMC)</b>			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Age-Friendly Changemakers			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Westerlund
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 Opioid Settlement Sub-committee	TBD	TBD	Sample
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	Kearney, ALT. Leiviska
ATV Committee	Monthly		Leiviska 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	Sample 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	As needed		Wedel and Kearney
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Kearney
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
NE MN Office Job Training	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Sample, Alt. Westerlund
Northern Counties Coalition	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Leiviska and Wedel
Planning Commission	Monthly	3rd Monday	Kearney Alt. Westerlund
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River 1W1P Policy			Leiviska Alt. Sample
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