

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 6-19-13

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Authorize Payment to Minnesota Department of Labor and Industry

Requested Meeting Date: 6-25-13 Estimated Presentation Time: n/a

Presenter: _____

Type of Action Requested (check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> For info only, no action requested | <input checked="" type="checkbox"/> Approve under Consent Agenda |
| <input type="checkbox"/> For discussion with possible action | <input type="checkbox"/> Adopt Ordinance Revision |
| <input type="checkbox"/> Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison) | |
| <input checked="" type="checkbox"/> Approve/adopt proposal by motion | <input type="checkbox"/> Approve/adopt proposal by resolution (attach draft resolution) |
| <input type="checkbox"/> Authorize filling vacant staff position | |
| <input type="checkbox"/> Request to schedule public hearing or sale | <input type="checkbox"/> Other (please list) _____ |
| <input type="checkbox"/> Request by member of the public to be heard | |
| <input type="checkbox"/> Item should be addressed in closed session under MN Statute _____ | |

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes _____ No _____ (attach explanation)
- What type of expenditure is this? ☐ Operating ☐ Capital ☐ Other (attach explanation)
- Revenue line account # that funds this item is: _____
- Expenditure line account # for this item is: _____

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. ☐ Yes ☐ No
- Applicable job description(s) may require revision. ☐ Yes ☐ No
- Item may impact a bargaining unit agreement or county work policy. ☐ Yes ☐ No
- Item may change the department's authorized staffing level. ☐ Yes ☐ No



Supporting Attachment(s)

- ☒ Memorandum Summary of Item
- ☐ Copy of applicable county policy and/or ordinance (excerpts acceptable)
- ☐ Copy of applicable state/federal statute/regulation (excerpts acceptable)
- ☐ Copy of applicable contract and/or agreement
- ☐ Original bid spec or quote request (excluding complex construction projects)
- ☐ Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- ☐ Bid/quote comparison worksheet
- ☐ Draft County Board resolution
- ☐ Plat approval check-list and supporting documents
- ☐ Copy of previous minutes related to this issue
- ☐ Other supporting document(s) (please list) _____

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
217 Second Street N.W. Room 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

TO: Aitkin County Board of Commissioners

FROM: Patrick Wussow, County Administrator

RE: Authorize Payment to Minnesota Department of Labor and Industry

DATE: May 8, 2013

On April 25, 2013 OSHA conducted a random inspection of the Courthouse, Jail, HHS, Land Department, and the Road and Bridge buildings. Overall, the inspector found Aitkin County buildings to meet OSHA's criteria, however the County was cited for handful of safety violations relating to exposed fans and belts, lack of safety springs on a guard for a radial arm saw, a lack of a hand rail on one set of steps, uneven risers on those steps, and lack of a guard for a grinder.

All alleged violations have been resolved/fixed.

The fines for the violations totaled \$12,900.00, which was a reduced amount because of the County's good safety record. A meeting was held with OSHA staff to discuss the violations and clarify locations and details. At that time staff was able to come to agreement with OSHA staff to a reduced fine in the amount of \$7,500.00.

At this time staff is requesting Board authorization to pay the OSHA fines in the amount of \$7,500.00, which will be billed to the appropriate departments.