

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS November 10, 2015 – BOARD AGENDA

9:00 1) J. Mark Wedel, County Board Chairperson

- A) Call to Order**
- B) Pledge of Allegiance**
- C) Board of Commissioners Meeting Procedure**
- D) Approval of Agenda**
- E) Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those three minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.

- 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 items 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 October 27, 2015 – November 9, 2015**
- B) Approve October 27, 2015 County Board Minutes**
- C) Approve Commissioner Warrants**
- D) Approve Auditor Warrants – October/November School Advance**
- E) Approve October Manual Warrants**
- F) Approve 2016 Newspaper Bid Specifications**
- G) Adopt Resolution: 2015-2017 State Snowmobile Safety Enforcement Grant**
- H) Approve Vehicle Purchase – Sheriff's Office**
- I) Approve Medical Examiner Contract 2016**
- J) Adopt Resolution: Snowmobile Trail Easement 17-52-25**
- K) Approve Out-of-Country Travel (Canada) – Land Dept.**
- L) Adopt Resolution: Abandoned Personal Property on Tax-Forfeited Land**
- M) Adopt Resolution: Form LG214 – Minnewawa Sportsmen's Club**

9:02 3) Nathan Burkett, County Administrator

- A) 2014 State Audit Discussion – Conference Call with Chuck Knandel**
- B) Third Quarter Financial Review**
- C) Financial Policy Discussion and Guidance**

10:15 Break

10:45 4) Committee Updates

11:30 Adjourn

The Aitkin County Board of Commissioners met this 27th day of October, 2015 at 9:03 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Don Niemi, Brian Napstad, and Anne Marcotte. Commissioner Laurie Westerlund was absent. County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham were also present.

Chairperson J. Mark Wedel called for a moment of silence in memory of Aitkin County Investigator Steven M. Sandberg, who was shot and killed in the line of duty on October 18, 2015.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0 Westerlund absent), all members voting yes to approve the October 27, 2015 agenda.

AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING MINUTES October 27, 2015

I. Attendance

The Aitkin County Board of Commissioners met this 27th day of October, 2015, at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Ann Marcotte, Brian Napstad, and Don Niemi; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Ann Rivas, Social Service Supervisor; Erin Melz, Public Health Supervisor; Jessica Goble, Income Maintenance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, H&HS Advisory Committee Member; Bob Harwarth & Mike Hagen, citizens.

Absent – Commissioner Laurie Westerlund.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the Agenda.

III. Review September 22, 2015 Health & Human Service Board Minutes

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the September 22, 2015 Health & Human Services Board Meeting.

IV. Review Bills

Motion by Commissioner Niemi, seconded by Commissioner Napstad, and carried; the vote was to approve the Bills.

V. FYI

A. State of Minnesota Proclamation – County Financial Worker & Case Aide Day – Wednesday, October 28, 2015. Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve and support the State of Minnesota Proclamation – County Financial Worker & Case Aide Day on Wednesday, October 28, 2015.

B. DHS Certificate of Congratulations to ACH&HS Income Maintenance Staff for achieving 100% timeliness for SNAP 30-Day Processing between July 2014

CALL TO ORDER

**MOMENT OF
SILENCE FOR
INVESTIGATOR
STEVEN M.
SANDBERG**

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

and June 2015. Jessi Goble clarified that the SNAP program processes on average 200 new applications per month and this is quite an accomplishment for our Financial Workers to achieve 100% timely processing within each 30 day time period for the entire year. Congratulations go out to our Financial Workers.

- C. **Anoka County Hold Order Costs** – Tom Burke / Kathleen Ryan updated the Commissioners on this topic since our last Board meeting.

VI. Contracts/Agreements

- A. **Purchase of Service Agreement between ACHHS and Dr. George Petrangelo, dba Family Assessment Services for the period October 1, 2015 to December 1, 2016.** Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement between ACHHS and Dr. George Petrangelo, dba Family Assessment Services for the period October 1, 2015 to December 31, 2016.
- B. **County Board Approval of the 2016-2017 County MFIP Biennial Service Agreement.** Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the 2016-2017 County MFIP Biennial Service Agreement.

VII. Administrative Reports:

- A. **Financial & Transportation Reports** – Kathleen Ryan reported to the Board that we are running on course with our budget including the Foster Care payments. Transportation costs are down as far as the county funds used for the no load miles and per diems not billable to MA.

VIII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Committee Members attending today: Jim Carlson and Jessica Seibert October 7th meeting minutes were reviewed/discussed with respect to the presentation made by Stacey Durgin about the Good Foods Assessment Results.
- B. **AEOA Committee Update** – Commissioner Westerlund – No Report
- C. **NEMOJT Committee Update** – Commissioner Napstad – Updated the Board on the layoffs occurring on the Iron Range and how they are dealing with the population laid off who must be in a re-training to continue receiving unemployment benefits.
- D. **CJI (Children's Justice Initiative)** – Commissioner Westerlund – No Report
- E. **Lakes & Pines Update** – Commissioner Niemi – No Report

Next Meeting - November 24, 2015

Break: 9:58 a.m. to 10:19 a.m.

BREAK

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: October 13, 2015 to October 26, 2015; B) Approve County Board Minutes: October 13, 2015; C) Approve Commissioner Warrants: General Fund \$93,175.31, Road & Bridge \$306,907.12, Health & Human Services \$989.86, State \$480.00, Trust \$16,549.71, Forest Development \$17,579.47, Long Lake Conservation Center \$8,099.90, Parks \$5,123.77 for a total of \$448,905.14; D) Approve Auditor Warrants – September Sales

**REGULAR
BOARD
RECONVENED**

**CONSENT
AGENDA**

& Use Tax: General Fund \$633.31, Road & Bridge \$1,980.37, State \$6,505.50, Trust \$10.62, Forest Development \$-0.40, Long Lake Conservation Center \$45.29, Parks \$191.47 for a total of \$9,366.16; E) Accept \$100 Donation to Sheriff's Office K-9 Unit from Hill City Lions Club; F) Accept \$1,500 Donation to STS from McGregor Area Lions Club; G) Accept \$100 Donation from Gordon and Marilyn Ellingboe to Aitkin County Veteran Services to be used for Christmas Gifts; H) Approve Application for License to Sell Tobacco Products – Gould's Mississippi Landing; I) Adopt Resolution: 2015 Liquor License – Gould's Mississippi Landing; J) Authorize Sale of Used Pickup Truck Unit #436 – Highway Dept.; K) Approve 2016 East Central Regional Library Budget; L) Authorize Filling FT 911 Dispatcher, New Position 2016; M) Ratify Funeral Leave Pay for Employees

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), all members voting yes to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2016:

#20 B Grand Rapids Greenhouse inc., d/b/a Gould's Mississippi Landing – Ball Bluff Twp

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), all members voting yes to adopt resolution - 2015 Liquor License – Gould's Mississippi Landing:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2015:

"OFF" Sale:

Grand Rapids Greenhouse inc, d/b/a Gould's Mississippi Landing – Ball Bluff Township
This establishment has an address of 68298 State Hwy 65, Jacobson, MN 55752

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), all members voting yes to approve East Central Regional Library's 2016 budget and to set Aitkin County's appropriation at \$219,932 as requested.

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), all members voting yes to authorize starting the 911 Dispatcher recruitment now, with the understanding that the position will not be filled prior to January 2016, and only after the County Board grants final budget approval in December.

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0 Westerlund absent), to ratify funeral leave pay for employees who attended the funeral service of Investigator Steven M. Sandberg on October 23, 2015.

Steve Hughes, District Manager Aitkin County SWCD updated the Board on the 2015 Aquatic Invasive Species (AIS) summer season, discussed plans for the 2016 season, and introduced Kyle Daun and Lynn Pribbenow, two of Aitkin County's AIS Inspectors.

**TOBACCO
LICENSE –
GOULD'S
MISSISSIPPI
LANDING**

**RESOLUTION
20151027-060
2015 LIQUOR
LICENSE –
GOULD'S
MISSISSIPPI
LANDING**

**2016 ECRL
BUDGET
REQUEST**

**911 DISPATCHER
RECRUITMENT**

**RATIFY
FUNERAL LEAVE**

**2015 AIS
UPDATE**

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0 Westerlund absent), all members voting yes to adopt resolution – Aitkin County Technical OHV Riding Area:

WHEREAS, an environmental assessment sheet (EAS) has been completed for the proposed Aitkin County Technical OHV Riding Area in S. 23 T. 48 R. 24 and the findings of the EAS indicate that this project creates no undue environmental impacts and there is no prudent and feasible alternative to the project;

THEREFORE, the Aitkin County Board of Commissioners agrees with the conclusions in the EAS that there are no undue environmental impacts created by this project and there is no prudent and feasible alternative to the project.

Nathan Burkett, County Administrator and Bobbie Danielson, HR Director reviewed data and documents necessary to transition the employee health insurance benefits to a new health insurance plan. Ben Rasmussen and Andrew Gurbada from Nexben were also present to answer questions. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Westerlund absent), all members voting yes to authorize the transition to the new health insurance plan and to adopt resolution – Aitkin County Health Care Plan:

WHEREAS, the Aitkin County Board of Commissioners desires to offer health care coverage for Aitkin County employees that is affordable and effective for the employees and the employer in compliance with the provisions of the Patient Protection and Affordable Care Act (hereafter “ACA”); and

WHEREAS, the Aitkin County Board of Commissioners has observed an average annual premium increase of 10% in the County’s current employee health insurance plan (NESC CCOGA pool) for the period of 2003 - 2016; and

WHEREAS, the Aitkin County Board of Commissioners has observed and believes it is reasonable to presume that the 10% growth trend in employee health care expenses will continue for the foreseeable future; and

WHEREAS, at the current growth trend it is reasonable to presume that the current Aitkin County group health plan (NESC CCOGA pool) will be subject to the ACA “Cadillac Tax” upon enforcement of said tax, and estimates that the County would be subject to a tax of approximately \$88,000 annually; and

WHEREAS, the employee’s share of premiums for Family health care plans on the Aitkin County group health insurance plan (NESC CCOGA pool) range from 11% to 29% of the average Aitkin County Employee’s annual income; and

WHEREAS, Aitkin County staff has researched many options to provide affordable health insurance benefits in accordance with the ACA including the **Aitkin County Health Care Plan**, the Local 49ers union plan, the Teamsters union plan, self-insurance, fully insured plans and has received responses to requests for proposal, all of which proved to be cost prohibitive for the employees and/or the employer or proved to decrease the value of health benefits to employees; and

WHEREAS, the Aitkin County Board of Commissioners has reviewed an option to provide

**RESOLUTION
20151027-061
AITKIN COUNTY
TECHNICAL OHV
RIDING AREA**

**TRANSITION TO
NEW HEALTH
INSURANCE
PLAN**

**RESOLUTION
20151027-62
AITKIN COUNTY
HEALTH CARE
PLAN**

employee health benefits named the “**Aitkin County Health Care Plan**” and made comparisons to the current group plan (NESC CCOGA pool) and considered the requirements of the ACA; and

WHEREAS, the Aitkin County Board has relied on the legal expertise of Darcy Hitesman, who has 25 years of employee benefits legal experience in making the following findings.

NOW THEREFORE BEFORE IT RESOLVED the Aitkin County Board makes the following findings:

1. Due to the high premiums of the plan, the current Aitkin County employee group health plan (NESC CCOGA pool), while meeting the basic requirements of the ACA, does not meet the spirit of the ACA which is to ensure that employees of the County have access to affordable and effective health care coverage; and
2. An employee eligible for coverage under the **Aitkin County Health Care Plan** has greater flexibility with respect to his or her “total” health coverage (i.e., through **Aitkin County’s Health Care Plan** in combination with coverage available outside **Aitkin County’s Health Care Plan**) than is available under the current Aitkin County employee group health plan (NESC CCOGA pool), including but not limited to breadth of coverage (e.g., premium costs, network selection, deductible and co-pay specifics); and
3. The **Aitkin County Health Care Plan** satisfies the applicable mandates of ACA, including but not limited to preventive care, age of dependent child, rescission, and enhanced claims and appeals procedures; and
4. The **Aitkin County Health Care Plan** qualifies as “minimum essential coverage” (MEC) for purposes of ACA, including but not limited to part (a) of the Employer Shared Responsibility provisions; and
5. The list of covered expenses under the **Aitkin County Health Care Plan** includes preventive care, as required under ACA, and the payment of the premium for an individual insurance policy; and
6. The **Aitkin County Health Care Plan** is not an “employer payment plan” as defined in, and precluded by, IRS Notice 2013-54. The **Aitkin County Health Care Plan** is not a health reimbursement arrangement (HRA). The **Aitkin County Health Care Plan** is a defined benefit, self-insured medical plan fully operating within the employer sponsored group health plan environment, including but not limited to compliance with applicable ACA mandates such as preventive care; and
7. The **Aitkin County Health Care Plan** is being offered to employees as a single, single +1 or family plan without regard to any other demographic factor or health history in compliance with the ACA.

BE IT FURTHER RESOLVED that the Aitkin County Board:

1. Hereby adopts the **Aitkin County Health Care Plan** effective January 1, 2016; and
2. Authorizes the County Administrator to finalize plan documentation necessary to put the intentions of the Aitkin County Board, as reflected in these

Resolutions, into full effect for 2016; and

3. Authorizes the County Administrator to engage in an MOU with bargaining units in accordance with the intent of this resolution and in accordance with the October 20, 2015 proposal to bargaining units from the Aitkin County Administrator hereby incorporated by reference; and
4. Authorizes the County Administrator to engage in an agreement to utilize Nexben Inc.'s technology platform and insurance services; and
5. Authorizes the County Administrator to engage in a risk sharing agreement with Nexben, Inc.

The Board reported on the following: JCNRB, AMC, ACA, Snake River Watershed, Forest Advisory, TZD, and CMCC.

Commissioner Brian Napstad left at 12:49 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0 Westerlund/Napstad absent), all members voting yes to adjourn the meeting at 12:58 p.m. until Tuesday, November 10, 2015 at 9:00 a.m.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator

**BOARD
DISCUSSION**

NAPSTAD LEFT

ADJOURN

DKB1
11/2/15 3:52PM

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 1

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

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

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 2

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	DEPT		Commissioners		
	10452 AT&T Mobility		Wireless	287259994975	Telephone
	01- 001- 000- 0000- 6250	69.98	09/18/2015 10/17/2015		
	10452 AT&T Mobility	69.98	1 Transactions		
	8175 Centurylink				
	01- 001- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
	8175 Centurylink	7.03	1 Transactions		
	2880 Long Lake Conservation Ctr				
	01- 001- 000- 0000- 6231	50.00	Facility Use- Broadband Mtg	167	Services, Labor, Etc
	2880 Long Lake Conservation Ctr	50.00	1 Transactions		
	6097 Verizon Wireless				
	01- 001- 000- 0000- 6250	31.07	CELL PHONE CHARGES	286287802	Telephone
			09/07/2015 10/06/2015		
	6097 Verizon Wireless	31.07	1 Transactions		
1	DEPT Total:	158.08	Commissioners	4 Vendors	4 Transactions
12	DEPT		Court Administration		
	8175 Centurylink				
	01- 012- 000- 0000- 6250	112.47	Local phone Q4	313645966	Telephone
	8175 Centurylink	112.47	1 Transactions		
	11634 Gammello,Qualley & Pearson PLLC				
	01- 012- 000- 0000- 6232	22.50	FEES 01JV- 09- 1134	49938	Attorney Services
	11634 Gammello,Qualley & Pearson PLLC	22.50	1 Transactions		
	1976 Haberkorn Law Offices,Ltd				
	01- 012- 000- 0000- 6232	5,880.00	FEES		Attorney Services
			06/02/2015 09/23/2015		
	01- 012- 000- 0000- 6232	451.15	COSTS		Attorney Services
			06/02/2015 06/02/2015		
	1976 Haberkorn Law Offices,Ltd	6,331.15	2 Transactions		

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 3

	<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No.</u>	<u>Account/Formula</u>		<u>Service Dates</u>			<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12	DEPT Total:			6,466.12	Court Administration		3 Vendors	4 Transactions
40	DEPT				Auditor			
	783	Canon Financial Services, Inc						
		01- 040- 000- 0000- 6231		220.24	Contract Charge- 026		15375843	Services, Labor, Contracts
	783	Canon Financial Services, Inc		220.24				1 Transactions
	8175	Centurylink						
		01- 040- 000- 0000- 6250		49.17	Local phone		313645966	Telephone
		01- 040- 021- 0000- 6250		299.21	Local phone		314154028	License Center- Phone
	8175	Centurylink		348.38				2 Transactions
	1457	CPS Technology Solutions, Inc						
		01- 040- 000- 0000- 6231		26.40	NOVEMBER MAINTENANCE		369205	Services, Labor, Contracts
	1457	CPS Technology Solutions, Inc		26.40				1 Transactions
	11406	Innovative Office Solutions						
		01- 040- 000- 0000- 6405		16.49	(1) Appointment bk for Kirk		IN0952953	Office & Computer Supplies
		01- 040- 000- 0000- 6405		6.99	(1) Monthly Planner Book		IN0952953	Office & Computer Supplies
		01- 040- 000- 0000- 6405		17.49	(1) Desk Pad Calendar- Donna		IN0952953	Office & Computer Supplies
		01- 040- 000- 0000- 6405		14.49	(1) Wall Calendar		IN0952953	Office & Computer Supplies
		01- 040- 000- 0000- 6405		21.43	(1) Box 6x9 Envelopes		IN0952953	Office & Computer Supplies
	11406	Innovative Office Solutions		76.89				5 Transactions
	3267	Peysar/Kirk						
		01- 040- 000- 0000- 6330		58.65	MILEAGE/MCIS BOARD MTG		102@.575	Transportation & Travel
					10/22/2015 10/22/2015			
	3267	Peysar/Kirk		58.65				1 Transactions
	12287	Skattum/Brett						
		01- 040- 021- 0000- 6231		8.00	WASH WINDOWS		649256	Services, Labor, Contracts
	12287	Skattum/Brett		8.00				1 Transactions
40	DEPT Total:			738.56	Auditor		6 Vendors	11 Transactions
41	DEPT				Internal Audit			
	3358	Minnesota State Auditor						
		01- 041- 000- 0000- 6231		11,190.00	Audit Services		66319	Services, Labor, Etc

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 4

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
3358	Minnesota State Auditor		08/26/2015 09/22/2015		
		11,190.00	1 Transactions		
41	DEPT Total:	11,190.00	Internal Audit	1 Vendors	1 Transactions
42	DEPT		Treasurer		
208	American Solutions For Business				
	01- 042- 000- 0000- 6405	614.85	TNT Forms	02328804	Office & Computer Supplies
208	American Solutions For Business	614.85	1 Transactions		
8175	Centurylink				
	01- 042- 000- 0000- 6250	28.12	Local phone	313645966	Telephone
8175	Centurylink	28.12	1 Transactions		
11603	Girard's Business Solutions,Inc.				
	01- 042- 000- 0000- 6231	1,825.00	SERVICE CONTRACT JAG	201511AITCO	Services, Labor, Contracts
	01- 042- 000- 0000- 6231	457.00	MAINT.AGREEMENT	201511AITCO	Services, Labor, Contracts
11603	Girard's Business Solutions,Inc.	2,282.00	2 Transactions		
4173	Grams/Lori				
	01- 042- 000- 0000- 6330	34.50	Mileage/Brd Meeting	60@.575	Transportation & Travel
			10/27/2015 10/27/2015		
4173	Grams/Lori	34.50	1 Transactions		
9878	Hughes/Julie				
	01- 042- 000- 0000- 6330	49.88	MILEAGE/MCIS MTG	105@.475	Transportation & Travel
			10/21/2015 10/21/2015		
9878	Hughes/Julie	49.88	1 Transactions		
42	DEPT Total:	3,009.35	Treasurer	5 Vendors	6 Transactions
43	DEPT		Assessor		
10452	AT&T Mobility				
	01- 043- 000- 0000- 6250	209.94	MONTHLY WIRELESS	287250162187	Telephone
			09/18/2015 10/17/2015		
10452	AT&T Mobility	209.94	1 Transactions		
783	Canon Financial Services, Inc				

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 5

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	01- 043- 000- 0000- 6231		152.08	Copier Contract- 033	15375848	Services, Labor, Contracts
783	Canon Financial Services, Inc		152.08	1 Transactions		
8175	Centurylink					
	01- 043- 000- 0000- 6250		77.32	Local phone	313645966	Telephone
8175	Centurylink		77.32	1 Transactions		
1457	CPS Technology Solutions, Inc					
	01- 043- 000- 0000- 6231		46.20	NOVEMBER MAINTENANCE	369205	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc		46.20	1 Transactions		
10330	Dangers/Mike					
	01- 043- 000- 0000- 6330		124.45	PACE Mileage	262@.575	Transportation & Travel & Parking
10330	Dangers/Mike		124.45	1 Transactions		
86235	The Office Shop Inc					
	01- 043- 000- 0000- 6405		59.24	tape,battery,clips,pads,lead	992648- 0	Office, Film & Computer Supplies
86235	The Office Shop Inc		59.24	1 Transactions		
43	DEPT Total:		669.23	Assessor	6 Vendors	6 Transactions
44	DEPT			Central Services		
783	Canon Financial Services, Inc					
	01- 044- 000- 0000- 6231		326.43	Copier Contract Charge- 031	15375847	Services, Labor, Contracts
783	Canon Financial Services, Inc		326.43	1 Transactions		
10185	Centurylink Communications Inc					
	01- 044- 000- 0000- 6250		1.17	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		1.17	1 Transactions		
44	DEPT Total:		327.60	Central Services	2 Vendors	2 Transactions
49	DEPT			Information Technologies		
8175	Centurylink					
	01- 049- 000- 0000- 6250		35.15	Local phone	313645966	Telephone
8175	Centurylink		35.15	1 Transactions		
3255	Mn Counties Intergovernmental Trust					

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 6

Vendor	Name	Rpt					
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	
				Service Dates	Paid On Bhf #	On Behalf of Name	
	01- 049- 000- 0000- 6208		120.00	Cyber Security Seminar	113	Training/Education	
3255	Mn Counties Intergovernmental Trust		120.00				
				1 Transactions			
6097	Verizon Wireless						
	01- 049- 000- 0000- 6231		140.67	Renewal	386695110	Programming, Services, Contracts	
				09/02/2015 10/01/2015			
6097	Verizon Wireless		140.67				
				1 Transactions			
49	DEPT Total:		295.82	Information Technologies	3 Vendors	3 Transactions	
52	DEPT			Administration/Personnel Dept			
10452	AT&T Mobility						
	01- 052- 000- 0000- 6250		49.71	Wireless	287259994975	Telephone	
				09/18/2015 10/17/2015			
10452	AT&T Mobility		49.71				
				1 Transactions			
8175	Centurylink						
	01- 052- 000- 0000- 6250		42.18	Local phone	313645966	Telephone	
8175	Centurylink		42.18				
				1 Transactions			
52	DEPT Total:		91.89	Administration/Personnel Dept	2 Vendors	2 Transactions	
90	DEPT			Attorney			
117	Aitkin County Sheriff						
	01- 090- 000- 0000- 6250		18.99	Ratz- Phone bill	15- 0287	Telephone	
117	Aitkin County Sheriff		18.99				
				1 Transactions			
8175	Centurylink						
	01- 090- 000- 0000- 6250		63.27	Local phone	313645966	Telephone	
8175	Centurylink		63.27				
				1 Transactions			
10185	Centurylink Communications Inc						
	01- 090- 000- 0000- 6250		1.05	Toll Free Charges	320295974	Telephone	
10185	Centurylink Communications Inc		1.05				
				1 Transactions			
9489	Redwood Toxicology Laboratory, Inc						
	01- 090- 000- 0000- 6213		92.16	UA REIMBURSEMENTS	12289120159	Drug & Forfeiture Ms387.213	

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 7

Vendor	Name	Rpt					
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	
				Service Dates	Paid On Bhf #	On Behalf of Name	
9489	Redwood Toxicology Laboratory, Inc		92.16				
				1 Transactions			
6074	Robinson/Kelly Anne						
	01-090-000-0000-6233		38.50	original & copy- 01CR15604	AC-08	Court Reporter Services	
6074	Robinson/Kelly Anne		38.50				
				1 Transactions			
86235	The Office Shop Inc						
	01-090-000-0000-6405		14.98	HIGHLIGHTERS	992646-0	Office & Computer Supplies	
	01-090-000-0000-6405		11.28	STAPLES & REMOVER	993041-0	Office & Computer Supplies	
86235	The Office Shop Inc		26.26				
				2 Transactions			
90	DEPT Total:		240.23	Attorney	6 Vendors	7 Transactions	
100	DEPT			Recorder			
8175	Centurylink						
	01-100-000-0000-6250		21.09	Local phone	313645966	Telephone	
8175	Centurylink		21.09				
				1 Transactions			
10795	Moriarty/Michael						
	01-100-000-0000-6330		126.35	miles/Real Property Conference	266@.475	Transportation & Travel	
				10/21/2015 10/22/2015			
	01-100-000-0000-6332		391.48	Hotel/Real Property Conference	St Paul	Hotels / Motels	
				10/21/2015 10/22/2015			
10795	Moriarty/Michael		517.83				
				2 Transactions			
86235	The Office Shop Inc						
	01-100-000-0000-6405		3.25	CALCULATOR RIBBON	281470-0	Office & Computer Supplies	
	01-100-000-0000-6405		5.46	STAMP INK	992649-0	Office & Computer Supplies	
86235	The Office Shop Inc		8.71				
				2 Transactions			
100	DEPT Total:		547.63	Recorder	3 Vendors	5 Transactions	
110	DEPT			Courthouse Maintenance			
12106	Antoine Electric						
	01-110-000-0000-6231		850.00	completion of proposal P15019	13958	Services, Labor, Contracts	
	01-110-000-0000-6231		183.28	Install LED lamps in Motor Poo	13959	Services, Labor, Contracts	
	01-110-000-0000-6422		67.11	35 Watt HPS Lamps MED	13960	Janitorial Supplies	

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 8

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12106	Antoine Electric		1,100.39	3 Transactions		
8175	Centurylink					
	01- 110- 000- 0000- 6250		14.06	Local phone	313645966	Phone
8175	Centurylink		14.06	1 Transactions		
1310	Door Doctor					
	01- 110- 000- 0000- 6231		245.00	Torsion springs- Motor Pool	37658	Services, Labor, Contracts
1310	Door Doctor		245.00	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	01- 110- 000- 0000- 6422		28.50	(3) Clean- aire Deodorizer	70038	Janitorial Supplies
	01- 110- 000- 0000- 6422		28.50	(3) Orange air cleaner	70242	Janitorial Supplies
1880	Gravelle Plumbing & Heating, Inc		57.00	2 Transactions		
2186	Hillyard Inc - Kansas City					
	01- 110- 000- 0000- 6422		243.85	Liners & Bags, Versamatic filt	601820386	Janitorial Supplies
2186	Hillyard Inc - Kansas City		243.85	1 Transactions		
9692	Minnesota Energy Resources Corporation					
	01- 110- 000- 0000- 6254		110.05	GAS- COURTHOUSE	4323328- 7	Utilities & Heating
9692	Minnesota Energy Resources Corporation		110.05	1 Transactions		
3950	Public Utilities					
	01- 110- 000- 0000- 6254		1,965.15	Courthouse		Utilities & Heating
	01- 110- 000- 0000- 6254		26.16	Old County Garage		Utilities & Heating
	01- 110- 000- 0000- 6254		402.14	Jail West Annex		Utilities & Heating
	01- 110- 000- 0000- 6254		147.79	CH Bldg Coordinator		Utilities & Heating
	01- 110- 000- 0000- 6254		143.85	Glarco- Motor Pool Garage		Utilities & Heating
	01- 110- 000- 0000- 6254		147.46	LA Tool Bldg		Utilities & Heating
3950	Public Utilities		2,832.55	6 Transactions		
6097	Verizon Wireless					
	01- 110- 000- 0000- 6250		31.05	CELL PHONE CHARGES	286287802	Phone
				09/07/2015 10/06/2015		
6097	Verizon Wireless		31.05	1 Transactions		
110	DEPT Total:		4,633.95	Courthouse Maintenance	8 Vendors	16 Transactions

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 9

Vendor	Name	Rpt					
No.	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	
				Service Dates	Paid On Bhf #	On Behalf of Name	
120	DEPT			Service Officer			
8175	Centurylink						
	01- 120- 000- 0000- 6250		7.03	Local phone	313645966	Telephone	
8175	Centurylink		7.03				
				1 Transactions			
10185	Centurylink Communications Inc						
	01- 120- 000- 0000- 6250		2.70	Toll Free Charges	320295974	Telephone	
10185	Centurylink Communications Inc		2.70				
				1 Transactions			
120	DEPT Total:		9.73	Service Officer	2 Vendors	2 Transactions	
122	DEPT			Planning & Zoning			
8175	Centurylink						
	01- 122- 000- 0000- 6250		49.21	Local phone	313645966	Telephone	
8175	Centurylink		49.21				
				1 Transactions			
13442	Hagen/Michael						
	01- 122- 000- 0000- 6350		50.00	PC MEETING	10/19/15	Per Diem	
	01- 122- 038- 0000- 6330		56.93	PC/ONSITE MILEAGE	99@.575	Boa/Pc Mileage	
	01- 122- 000- 0000- 6350		10.00	ONSITE	GLEN	Per Diem	
	01- 122- 000- 0000- 6350		10.00	ONSITE	RED DOOR	Per Diem	
13442	Hagen/Michael		126.93				
				4 Transactions			
13066	Hargrave/Bryan						
	01- 122- 000- 0000- 6231		3,500.00	CONTRACT INSPECTIONS	10@\$350	Services, Labor, Contracts, Programming	
				10/19/2015 10/30/2015			
13066	Hargrave/Bryan		3,500.00				
				1 Transactions			
10567	Lake Country Auto Center Of Aitkin						
	01- 122- 000- 0000- 6302		35.32	Oil Change- Chevy Equinox	21542	Car Maintenance	
10567	Lake Country Auto Center Of Aitkin		35.32				
				1 Transactions			
11990	Lange/David						
	01- 122- 000- 0000- 6350		50.00	PC MEETING	10/19/15	Per Diem	
	01- 122- 038- 0000- 6330		126.50	PC/ONSITE MILEAGE	220@.575	Boa/Pc Mileage	
	01- 122- 000- 0000- 6350		10.00	ONSITE	41587C	Per Diem	
	01- 122- 000- 0000- 6350		10.00	ONSITE	41588C	Per Diem	
11990	Lange/David		196.50				
				4 Transactions			

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 10

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
13424 Sonnee/Dennise J		01- 122- 000- 0000- 6350			50.00	PC MEETING		10/19/15		Per Diem	
		01- 122- 000- 0000- 6350			10.00	ONSITE		41587C		Per Diem	
		01- 122- 000- 0000- 6350			10.00	ONSITE		41588C		Per Diem	
		01- 122- 038- 0000- 6330			28.75	PC/ONSITE MILEAGE		50@.575		Boa/Pc Mileage	
13424 Sonnee/Dennise J					98.75		4 Transactions				
6097 Verizon Wireless		01- 122- 000- 0000- 6250			39.87	CELL PHONE CHARGES		380690138		Telephone	
						09/14/2015	10/13/2015				
6097 Verizon Wireless					39.87		1 Transactions				
10895 Westerlund/Laurie Ann		01- 122- 000- 0000- 6350			10.00	ONSITE		401588C		Per Diem	
		01- 122- 000- 0000- 6350			10.00	ONSITE		41587C		Per Diem	
		01- 122- 038- 0000- 6330			42.55	ONSITE MILEAGE		74@.575		Boa/Pc Mileage	
10895 Westerlund/Laurie Ann					62.55		3 Transactions				
122 DEPT Total:					4,109.13	Planning & Zoning		8 Vendors		19 Transactions	
123 DEPT						Coroner					
6105 National Medical Services		01- 123- 000- 0000- 6260			204.00	ME 15- 2306		9/15/15		Autopsies- - Pathologist, Xrays, Etc	
6105 National Medical Services					204.00		1 Transactions				
3987 Ramsey County Medical Examiner		01- 123- 000- 0000- 6260			1,400.00	ME 15- 2218		09/08/15		Autopsies- - Pathologist, Xrays, Etc	
		01- 123- 000- 0000- 6260			1,400.00	ME 15- 2306		09/16/15		Autopsies- - Pathologist, Xrays, Etc	
3987 Ramsey County Medical Examiner					2,800.00		2 Transactions				
4192 Regions Hospital		01- 123- 000- 0000- 6260			76.00	ME 15- 2218		09/7/15		Autopsies- - Pathologist, Xrays, Etc	
4192 Regions Hospital					76.00		1 Transactions				
123 DEPT Total:					3,080.00	Coroner		3 Vendors		4 Transactions	
200 DEPT						Enforcement					
11960 ASAP Towing											

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 11

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
01- 200- 000- 0000- 6359		88.75	Tow Chrysler Intrepid- 15- 3938	3318 Wrecker Service
01- 200- 000- 0000- 6359		233.00	Tow GMC Yukon 15- 4102	3330 Wrecker Service
11960 ASAP Towing		321.75	2 Transactions	
10452 AT&T Mobility				
01- 200- 000- 0000- 6250		1,170.95	Wireless connections	287258495419 Telephone
			09/18/2015 10/17/2015	
10452 AT&T Mobility		1,170.95	1 Transactions	
4488 Automated Word Professionals				
01- 200- 000- 0000- 6231		64.50	Transcription	15- SO0102 Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		94.50	Transcription	15- SO0103 Services & Labor (Incl Contracts)
01- 200- 000- 0000- 6231		135.00	Transcription	15- SO0104 Services & Labor (Incl Contracts)
4488 Automated Word Professionals		294.00	3 Transactions	
8175 Centurylink				
01- 200- 000- 0000- 6250		182.77	Local phone	313645966 Telephone
01- 200- 000- 0000- 6250		56.24	Local phone- PROBATION	313645966 Telephone
8175 Centurylink		239.01	2 Transactions	
10185 Centurylink Communications Inc				
01- 200- 000- 0000- 6250		7.39	Toll Free Charges	320295974 Telephone
10185 Centurylink Communications Inc		7.39	1 Transactions	
3516 Coffman/Sue				
01- 200- 000- 0000- 6405		30.98	Community open house supplies	10/28/15 Office Supplies
3516 Coffman/Sue		30.98	1 Transactions	
5756 KEEPRS, Inc				
01- 200- 000- 0000- 6410		24.72	tie clip, mourning bands	290203 Clothing Allowance
01- 200- 000- 0000- 6410		60.19	tie bar, tie tac	290303 Clothing Allowance
5756 KEEPRS, Inc		84.91	2 Transactions	
3654 Novotny/John				
01- 200- 003- 0000- 6340		45.70	MEALS/Desert Snow Trng #210	Meals
			10/14/2015 10/16/2015	
3654 Novotny/John		45.70	1 Transactions	
4681 Streichers				

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 12

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01- 200- 000- 0000- 6409		flashlight charger #225	I1176235	Deputy Supplies
4681 Streichers	142.98			
	142.98	1 Transactions		
10930 Tidholm Productions				
01- 200- 000- 0000- 6230	83.10	DANGEROUS DOG FORM	8000 5246	Printing, Publishing & Adv
01- 200- 000- 0000- 6230	72.30	potentially dangerous dog form	8001 5247	Printing, Publishing & Adv
10930 Tidholm Productions	155.40	2 Transactions		
6128 Tire Barn				
01- 200- 000- 0000- 6302	171.95	BATTERY #200	32625	Car Maintenance
6128 Tire Barn	171.95	1 Transactions		
4870 Turner/Scott A.				
01- 200- 000- 0000- 6405	53.95	Community open house supplies	Costgo	Office Supplies
01- 200- 000- 0000- 6405	25.74	Community open house supplies	CUB	Office Supplies
4870 Turner/Scott A.	79.69	2 Transactions		
5066 Visa				
01- 200- 019- 0000- 6332	130.15	Hotel/Canine Training/Cert.	3082 #2	Hotel/Motel Lodging
01- 200- 003- 0000- 6241	75.00	Interview Registr.- Bennett	3108 #4	Registration Fee
01- 200- 003- 0000- 6241	75.00	Interview Registr.- Winter	3108 #4	Registration Fee
5066 Visa	280.15	3 Transactions		
9642 WEX BANK				
01- 200- 000- 0000- 6511	3,960.37	GAS	0424007043961	Gas And Oil
9642 WEX BANK	3,960.37	1 Transactions		
200 DEPT Total:	6,985.23	Enforcement	14 Vendors	23 Transactions
202 DEPT		Boat & Water		
3950 Public Utilities				
01- 202- 000- 0000- 6254	20.42	Boat & Water		Utilities
3950 Public Utilities	20.42	1 Transactions		
202 DEPT Total:	20.42	Boat & Water	1 Vendors	1 Transactions
204 DEPT		ATV		
10567 Lake Country Auto Center Of Aitkin				

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 13

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
01- 204- 000- 0000- 6302		829.97	Silverado ball joint,hub assem	21399 Car Maintenance
01- 204- 000- 0000- 6302		20.00	Silverado Tire Repair	21510 Car Maintenance
10567 Lake Country Auto Center Of Aitkin		849.97	2 Transactions	
9642 WEX BANK				
01- 204- 000- 0000- 6511		483.25	GAS	0424007043961 Gas And Oil
9642 WEX BANK		483.25	1 Transactions	
204 DEPT Total:		1,333.22	ATV	2 Vendors 3 Transactions
252 DEPT			Corrections	
10452 AT&T Mobility				
01- 252- 000- 0000- 6250		57.48	Wireless connections	287258495419 Telephone
			09/18/2015 10/17/2015	
10452 AT&T Mobility		57.48	1 Transactions	
783 Canon Financial Services, Inc				
01- 252- 000- 0000- 6231		96.07	Dispatch Copier Contract- 032	15375840 Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		96.07	1 Transactions	
8175 Centurylink				
01- 252- 000- 0000- 6250		112.47	Local phone	313645966 Telephone
8175 Centurylink		112.47	1 Transactions	
10185 Centurylink Communications Inc				
01- 252- 000- 0000- 6250		7.39	Toll Free Charges	320295974 Telephone
10185 Centurylink Communications Inc		7.39	1 Transactions	
163 Charter Communications				
01- 252- 252- 0000- 6405		181.67	Cable TV	Prisoner Welfare
163 Charter Communications		181.67	1 Transactions	
5583 Crawford Supply Company				
01- 252- 252- 0000- 6408		170.40	Commissary Supplies	607463 Commissary Supplies
01- 252- 252- 0000- 6408		37.68	COMMISSARY SUPPLIES	612919 Commissary Supplies
01- 252- 252- 0000- 6408		296.76	COMMISSARY SUPPLIES	612942 Commissary Supplies
5583 Crawford Supply Company		504.84	3 Transactions	
88628 Dalco				

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 14

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
88628 Dalco		01- 252- 000- 0000- 6422			453.16	JAIL PAPER PRODUCTS		2946685		Janitorial Supplies	
					453.16		1 Transactions				
88880 Datacomm Computers & Networks Inc		01- 252- 000- 0000- 6625			175.00	REPLACEMENT BATTERY		8392		Office Equipment	
88880 Datacomm Computers & Networks Inc					175.00		1 Transactions				
1880 Gravelle Plumbing & Heating, Inc		01- 252- 000- 0000- 6590			34.96	2 Faucet repair kits		70246		Repair & Maintenance Supplies	
1880 Gravelle Plumbing & Heating, Inc					34.96		1 Transactions				
11889 Honeywell International Inc.		01- 252- 000- 0000- 6590			939.43	AHU #3 Controller failing		5234375855		Repair & Maintenance Supplies	
11889 Honeywell International Inc.					939.43		1 Transactions				
5503 Keefe Supply Company		01- 252- 252- 0000- 6405			191.28	Commissary Supplies		607462		Prisoner Welfare	
		01- 252- 252- 0000- 6405			374.44	COMMISSARY SUPPLIES		612941		Prisoner Welfare	
5503 Keefe Supply Company					565.72		2 Transactions				
5756 KEEPRS, Inc		01- 252- 000- 0000- 6410			24.73	tie clip, mourning bands		290203		Clothing Allowance	
		01- 252- 000- 0000- 6410			60.19	tie bar, tie tac		290303		Clothing Allowance	
5756 KEEPRS, Inc					84.92		2 Transactions				
3160 Mille Lacs Energy Coop- Albert Lea		01- 252- 000- 0000- 6254			559.62	Shelter/Tower		34- 54- 015- 01		Utilities & Heating	
3160 Mille Lacs Energy Coop- Albert Lea					559.62		1 Transactions				
9692 Minnesota Energy Resources Corporation		01- 252- 000- 0000- 6254			30.15	STS		4058862- 6		Utilities & Heating	
		01- 252- 000- 0000- 6254			353.25	JAIL		4244670- 8		Utilities & Heating	
		01- 252- 000- 0000- 6254			616.51	JAIL		4334475- 3		Utilities & Heating	
9692 Minnesota Energy Resources Corporation					999.91		3 Transactions				
3789 Pan- O- Gold Baking Company		01- 252- 000- 0000- 6418			181.86	Groceries		010024528817		Groceries	
		01- 252- 000- 0000- 6418			134.30	GROCERIES		010024529512		Groceries	

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 15

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
3789 Pan-O-Gold Baking Company					316.16						
							2 Transactions				
11947 Phoenix Supply											
	01-252-000-0000-6424				60.04	Inmate Supplies		7850		Inmate Supplies	
11947 Phoenix Supply					60.04		1 Transactions				
3950 Public Utilities											
	01-252-000-0000-6254				62.39	Sheriff's Garage				Utilities & Heating	
	01-252-000-0000-6254				1,185.40	New Jail				Utilities & Heating	
	01-252-000-0000-6254				6,235.10	New Jail				Utilities & Heating	
3950 Public Utilities					7,482.89		3 Transactions				
11538 RCB Collections Range Credit Bureau Inc											
	01-252-000-0000-6231				15.13	Credit Reports		10/8/15		Services & Labor (Incl Contracts)	
11538 RCB Collections Range Credit Bureau Inc					15.13		1 Transactions				
9499 Reliance Telephone Systems, Inc											
	01-252-252-0000-6406				1,500.00	PHONE CARDS		D-16088		Phone Card Prisoner Welfare	
9499 Reliance Telephone Systems, Inc					1,500.00		1 Transactions				
4761 Sysco Minnesota Inc											
	01-252-000-0000-6418				3,226.84	Groceries		510150819		Groceries	
	01-252-000-0000-6418				3,174.45	GROCERIES		510220789		Groceries	
4761 Sysco Minnesota Inc					6,401.29		2 Transactions				
9642 WEX BANK											
	01-252-000-0000-6330				344.01	GAS		0424007043961		Prisoner Transportation & Travel	
9642 WEX BANK					344.01		1 Transactions				
252 DEPT Total:					20,892.16	Corrections		21 Vendors		31 Transactions	
253 DEPT						Aitkin Co Community Corrections					
8175 Centurylink											
	01-253-000-0000-6250				7.03	Local phone		313645966		Telephone	
8175 Centurylink					7.03		1 Transactions				
12927 Midwest Machinery Co.											
	01-253-000-0000-6405				16.00	Bar Oil		1166150		Operating Supplies	

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 16

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
12927	Midwest Machinery Co.			1 Transactions	
253	DEPT Total:	23.03	Aitkin Co Community Corrections	2 Vendors	2 Transactions
255	DEPT		General Crime Victim Grant		
8175	Centurylink				
	01- 255- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
8175	Centurylink	7.03		1 Transactions	
255	DEPT Total:	7.03	General Crime Victim Grant	1 Vendors	1 Transactions
257	DEPT		Sobriety Court		
88879	Central Mn Community Corrections- DT				
	01- 257- 000- 0000- 6330	223.67	JUNE MILES	389@.575	Transportation/Travel/Parking
	01- 257- 000- 0000- 6330	258.18	JULY MILES	449@.575	Transportation/Travel/Parking
88879	Central Mn Community Corrections- DT	481.85		2 Transactions	
8175	Centurylink				
	01- 257- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
8175	Centurylink	7.03		1 Transactions	
9489	Redwood Toxicology Laboratory, Inc				
	01- 257- 022- 0000- 6406	32.00	DRUG TESTING	12645820159	Sobriety Crt Expenses
9489	Redwood Toxicology Laboratory, Inc	32.00		1 Transactions	
257	DEPT Total:	520.88	Sobriety Court	3 Vendors	4 Transactions
280	DEPT		Emergency Management		
8175	Centurylink				
	01- 280- 000- 0000- 6250	14.06	Local phone	313645966	Telephone
8175	Centurylink	14.06		1 Transactions	
10185	Centurylink Communications Inc				
	01- 280- 000- 0000- 6250	1.29	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc	1.29		1 Transactions	

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 17

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
280 DEPT Total:		Emergency Management	2 Vendors	2 Transactions
390 DEPT		Environmental Health (FBL)		
8175 Centurylink				
01- 390- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
8175 Centurylink	7.03		1 Transactions	
12214 Shopko Store Operating Co. LLC				
01- 390- 000- 0000- 6405	15.54	Isopropyl alcohol & swabs	7868	Office, Film, And Field Supplies
12214 Shopko Store Operating Co. LLC	15.54		1 Transactions	
390 DEPT Total:	22.57	Environmental Health (FBL)	2 Vendors	2 Transactions
391 DEPT		Solid Waste		
248 Association Of Mn Counties				
01- 391- 000- 0000- 6241	350.00	AMC Conf. Registration	42873	Registration Fee
		12/07/2015 12/07/2015		
248 Association Of Mn Counties	350.00		1 Transactions	
783 Canon Financial Services, Inc				
01- 391- 000- 0000- 6231	248.73	Copier contract charges- 013	15375845	Services, Labor, & Minor Contracts
783 Canon Financial Services, Inc	248.73		1 Transactions	
8175 Centurylink				
01- 391- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
8175 Centurylink	7.03		1 Transactions	
2763 J & H Transfer Station- Lakes Sanitary				
01- 391- 060- 0000- 6360	3,265.65	September Recycling		Recycling Contract
2763 J & H Transfer Station- Lakes Sanitary	3,265.65		1 Transactions	
5472 Newshopper				
01- 391- 000- 0000- 6230	375.00	Composting Ad	4676	Printing, Publishing & Adv
5472 Newshopper	375.00		1 Transactions	
391 DEPT Total:	4,246.41	Solid Waste	5 Vendors	5 Transactions
392 DEPT		Water Wells		

DKB1
11/2/15 3:52PM
1 General Fund

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 18

Vendor	Name	Rpt					
No.	Account/Formula	Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	
12214	Shopko Store Operating Co. LLC						
	01- 392- 000- 0000- 6405		15.54	Isopropyl alcohol & swabs	7868	Office & Film Supplies	
12214	Shopko Store Operating Co. LLC		15.54	1 Transactions			
392	DEPT Total:		15.54	Water Wells	1 Vendors	1 Transactions	
601	DEPT			Extension			
8175	Centurylink						
	01- 601- 000- 0000- 6250		7.03	Local phone	313645966	Telephone	
8175	Centurylink		7.03	1 Transactions			
601	DEPT Total:		7.03	Extension	1 Vendors	1 Transactions	
711	DEPT			Economic Development			
8175	Centurylink						
	01- 711- 000- 0000- 6250		7.03	Local phone	313645966	Telephone	
8175	Centurylink		7.03	1 Transactions			
711	DEPT Total:		7.03	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:		69,663.22	General Fund		169 Transactions	

DKB1
11/2/15 3:52PM
3 Road & Bridge

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 19

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
0	DEPT		Undesignated		
13775	Healy/Thomas				
	03- 000- 000- 0000- 5857		500.00	DEPOSIT REFUND 102315	Culverts
13775	Healy/Thomas		500.00	1 Transactions	
0	DEPT Total:		500.00	Undesignated	1 Vendors 1 Transactions
301	DEPT		R&B Administration		
248	Association Of Mn Counties				
	03- 301- 000- 0000- 6296		350.00	ANNUAL CONFERENCE- JOHN 093015 42873	Meeting Expense/Physicals
248	Association Of Mn Counties		350.00	1 Transactions	
783	Canon Financial Services, Inc				
	03- 301- 000- 0000- 6300		212.26	CONTRACT CHARGE 101315 153785842	Service Contracts
783	Canon Financial Services, Inc		212.26	1 Transactions	
9261	RTVision, Inc.				
	03- 301- 000- 0000- 6241		315.00	CONSULTING 102015 12162	Fees/Prof/Misc
9261	RTVision, Inc.		315.00	1 Transactions	
301	DEPT Total:		877.26	R&B Administration	3 Vendors 3 Transactions
303	DEPT		R&B Highway Maintenance		
195	Aitkin Tire Shop				
	03- 303- 000- 0000- 6590		48.00	REPAIR LABOR 100715 55240	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		50.00	REPAIR LABOR 100915 55256	Repair & Maintenance Supplies
195	Aitkin Tire Shop		98.00	2 Transactions	
10452	AT&T Mobility				
	03- 303- 000- 0000- 6254		36.24	PAULS IPAD SVC 101715 X10252015	Utilities
10452	AT&T Mobility		36.24	1 Transactions	
86467	Auto Value Aitkin				
	03- 303- 000- 0000- 6298		39.96	AITKIN SHOP SUPPLIES 091515 40071479	Shop Maintenance
	03- 303- 000- 0000- 6590		18.99	REPAIR PARTS 092915 40072255	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		33.99	REPAIR PARTS 093015 40072312	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		49.40	WIX FILTERS 093015 40072316	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		368.96	REPAIR PARTS 100815 40072718	Repair & Maintenance Supplies

DKB1
11/2/15 3:52PM
3 Road & Bridge

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 20

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
03- 303- 000- 0000- 6590		REPAIR PARTS 101015	40072851	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		FILTERS 101315	40072984	Repair & Maintenance Supplies
03- 303- 000- 0000- 6298		AITKIN SHOP SUPPLIES 091515	U40071522	Shop Maintenance
86467 Auto Value Aitkin		503.36		
		8 Transactions		
8175 Centurylink				
03- 303- 000- 0000- 6254		FAX: HWY OFFICE 101115		Utilities
8175 Centurylink		31.21		
		1 Transactions		
11411 Charter Communications				
03- 303- 000- 0000- 6254		PHONE: HWY OFFICE 100915		Utilities
11411 Charter Communications		140.25		
		1 Transactions		
8618 Compass Minerals America				
03- 303- 000- 0000- 6518		DE- ICING SALT 101415	71394485	De- Icing Salt
03- 303- 000- 0000- 6518		DE- ICING SALT 101515	71395209	De- Icing Salt
8618 Compass Minerals America		15,627.77		
		2 Transactions		
7935 East Central Energy				
03- 303- 000- 0000- 6254		SEPT- OCT POWER - MCGRAT 101215	70415419	Utilities
7935 East Central Energy		131.40		
		1 Transactions		
8622 Frontier				
03- 303- 000- 0000- 6254		JACOBSON 102215	218- 752- 6591	Utilities
03- 303- 000- 0000- 6254		MCGREGOR 102215	218- 768- 4481	Utilities
03- 303- 000- 0000- 6254		PALISADE 102215	218- 845- 2607	Utilities
03- 303- 000- 0000- 6254		MCGRATH 102215	320- 592- 3580	Utilities
8622 Frontier		248.24		
		4 Transactions		
13468 G & K Services				
03- 303- 000- 0000- 6298		SHOP LAUNDRY 101915	1043312304	Shop Maintenance
03- 303- 000- 0000- 6298		SHOP LAUNDRY 102615	1043317859	Shop Maintenance
13468 G & K Services		34.80		
		2 Transactions		
1818 Glen's Sign Dezine				
03- 303- 000- 0000- 6590		TRUCK DECAL 102015	DECAL	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		TRUCK DECAL 102015	DECAL	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		TRUCK DECAL 102015	DECAL	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590		TRUCK DECAL 102015	DECAL	Repair & Maintenance Supplies

DKB1
11/2/15 3:52PM
3 Road & Bridge

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 21

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1818	Glen's Sign Dezine		240.00		4 Transactions	
1880	Gravelle Plumbing & Heating, Inc					
	03- 303- 000- 0000- 6298		45.00	FIX BOILER CUT- OFF 092315	70124	Shop Maintenance
1880	Gravelle Plumbing & Heating, Inc		45.00		1 Transactions	
10824	Maney International Inc					
	03- 303- 000- 0000- 6590		348.90	REPAIR PARTS 102015	709597	Repair & Maintenance Supplies
10824	Maney International Inc		348.90		1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea					
	03- 303- 000- 0000- 6254		96.92	POWER: PALISADE 100915	18- 52- 026- 01	Utilities
	03- 303- 000- 0000- 6254		48.83	169 & CSAH 3 100915	19- 23- 010- 01	Utilities
	03- 303- 000- 0000- 6254		25.00	GUN LAKE 100915	27- 56- 029- 03	Utilities
	03- 303- 000- 0000- 6254		92.44	POWER: MCGREGOR 100915	29- 53- 003- 01	Utilities
	03- 303- 000- 0000- 6254		632.78	POWER: AITKIN 100915	33- 52- 007- 02	Utilities
	03- 303- 000- 0000- 6254		56.32	169 & CSAH 28 100915	39- 62- 022- 01	Utilities
	03- 303- 000- 0000- 6254		36.83	CSAH 12 100915	40- 06- 000- 01	Utilities
	03- 303- 000- 0000- 6254		53.17	47 & CSAH 2 100915	54- 51- 104- 01	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		1,042.29		8 Transactions	
9692	Minnesota Energy Resources Corporation					
	03- 303- 000- 0000- 6297		49.96	NAT GAS: AITKIN SHOP 100615	4255217- 4	Shop Fuel
9692	Minnesota Energy Resources Corporation		49.96		1 Transactions	
8691	Northland Hydraulic Service					
	03- 303- 000- 0000- 6590		2,108.41	REPAIR PARTS 101215	7841	Repair & Maintenance Supplies
8691	Northland Hydraulic Service		2,108.41		1 Transactions	
10720	Nuss Truck & Equipment					
	03- 303- 000- 0000- 6590		132.06	REPAIR PARTS 101915	3142906P	Repair & Maintenance Supplies
10720	Nuss Truck & Equipment		132.06		1 Transactions	
8537	Powerplan OIB					
	03- 303- 000- 0000- 6590		108.34	REPAIR PARTS 102115	1376989	Repair & Maintenance Supplies
8537	Powerplan OIB		108.34		1 Transactions	
3950	Public Utilities					
	03- 303- 000- 0000- 6254		45.57	HWY 210 W & CR 28 102115	0200059455006	Utilities

DKB1
11/2/15 3:52PM
3 Road & Bridge

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 22

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	03- 303- 000- 0000- 6254		65.30	AITKIN SHOP: WATER 102115	0200063335002	Utilities
	03- 303- 000- 0000- 6254		50.23	HWY 210/169 E & CR 12 102115	0200063388000	Utilities
	03- 303- 000- 0000- 6254		70.21	HWY 47 & CR 12 102115	0200064092005	Utilities
3950	Public Utilities		231.31	4 Transactions		
8208	Royal Tire, Inc					
	03- 303- 000- 0000- 6590		1,296.66	TIRES 101415	317- 20102	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		1,296.67	TIRES 101415	317- 20102	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590		1,296.67	TIRES 101415	317- 20102	Repair & Maintenance Supplies
8208	Royal Tire, Inc		3,890.00	3 Transactions		
10257	Sadie Llama Designs					
	03- 303- 000- 0000- 6516		362.54	SIGNS FOR FUNERAL 102115	84596.5128	Signs & Posts
10257	Sadie Llama Designs		362.54	1 Transactions		
8364	Towmaster, Inc					
	03- 303- 000- 0000- 6590		202.20	REPAIR PARTS 101915	373915	Repair & Maintenance Supplies
8364	Towmaster, Inc		202.20	1 Transactions		
303	DEPT Total:		25,612.28	R&B Highway Maintenance	21 Vendors	49 Transactions
307	DEPT			R&B Capital Infrastructure		
7652	Erickson Engineering Co.					
	03- 307- 000- 0000- 6260		308.00	BRIDGE PLANS 101315	11453	Professional Services
7652	Erickson Engineering Co.		308.00	1 Transactions		
13729	SIMS/MEGAN REBECCA					
	03- 307- 000- 0000- 6362		2,150.00	LAND R- W 101915	PARCEL NO. 14	Right Of Way
13729	SIMS/MEGAN REBECCA		2,150.00	1 Transactions		
307	DEPT Total:		2,458.00	R&B Capital Infrastructure	2 Vendors	2 Transactions
308	DEPT			R&B Equipment & Facilities		
5128	Widseth Smith & Nolting Inc					
	03- 308- 000- 0000- 6600		1,565.00	JACOBSON SHOP ADDITION 061915	103921	Capital Outlay- Facilities
5128	Widseth Smith & Nolting Inc		1,565.00	1 Transactions		

DKB1
11/2/15 3:52PM
3 Road & Bridge

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 23

	<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
308	DEPT Total:		1,565.00	R&B Equipment & Facilities	1 Vendors	1 Transactions
3	Fund Total:		31,012.54	Road & Bridge		56 Transactions

DKB1
11/2/15 3:52PM
5 Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 24

Vendor	<u>Name</u>	<u>Rpt</u>		<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
400	DEPT			Public Health Department		
8175	Centurylink					
	05- 400- 440- 0410- 6250		63.27	Local phone - PH	313645966	Telephone
	05- 400- 440- 0410- 6250		11.60	Local phone - HHS/Accting	313645966	Telephone
8175	Centurylink		74.87	2 Transactions		
10185	Centurylink Communications Inc					
	05- 400- 440- 0410- 6250		6.37	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		6.37	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 400- 440- 0410- 6300		10.56	NOVEMBER MAINTENANCE	369205	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		10.56	1 Transactions		
400	DEPT Total:		91.80	Public Health Department	3 Vendors	4 Transactions
420	DEPT			Income Maintenance		
8175	Centurylink					
	05- 420- 600- 4800- 6250		70.30	Local phone - IM	313645966	Telephone
	05- 420- 600- 4800- 6250		27.06	Local phone - HHS/Accting	313645966	Telephone
	05- 420- 640- 4800- 6250		49.21	Local phone - CS	313645966	Telephone
8175	Centurylink		146.57	3 Transactions		
10185	Centurylink Communications Inc					
	05- 420- 600- 4800- 6250		14.88	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		14.88	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 420- 600- 4800- 6300		24.64	NOVEMBER MAINTENANCE	369205	Maintenance/Service Contracts
	05- 420- 640- 4800- 6300		35.20	NOVEMBER MAINTENANCE	369205	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		59.84	2 Transactions		
420	DEPT Total:		221.29	Income Maintenance	3 Vendors	6 Transactions
430	DEPT			Social Services		
8175	Centurylink					
	05- 430- 700- 4800- 6250		38.66	Local phone - HHS/Accting	313645966	Telephone
	05- 430- 700- 4800- 6250		182.77	Local phone - SS	313645966	Telephone

DKB1
 11/2/15 3:52PM
 5 Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 25

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8175	Centurylink		221.43	2 Transactions		
10185	Centurylink Communications Inc					
	05- 430- 700- 4800- 6250		21.26	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		21.26	1 Transactions		
1457	CPS Technology Solutions, Inc					
	05- 430- 700- 4800- 6300		35.20	NOVEMBER MAINTENANCE	369205	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		35.20	1 Transactions		
430	DEPT Total:		277.89	Social Services	3 Vendors	4 Transactions
5	Fund Total:		590.98	Health & Human Services		14 Transactions

DKB1
11/2/15 3:52PM
10 Trust

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 26

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT			Timber Permit Bonds		
13447	Futurewood					
	10- 900- 000- 0000- 2300		1,895.85	Bond Refund Rcpt 2339	13550	Timber Permit Bonds
13447	Futurewood		1,895.85	1 Transactions		
6079	Nistler- Kowitz Logging, Inc					
	10- 900- 000- 0000- 2300		2,832.00	Bond Refund Rcpt 2398	13706	Timber Permit Bonds
6079	Nistler- Kowitz Logging, Inc		2,832.00	1 Transactions		
900	DEPT Total:		4,727.85	Timber Permit Bonds	2 Vendors	2 Transactions
921	DEPT			Co. Development		
8175	Centurylink					
	10- 921- 000- 0000- 6250		7.03	Local phone - surveyor	313645966	Telephone
	10- 921- 000- 0000- 6250		7.03	Local phone - GIS	313645966	Telephone
8175	Centurylink		14.06	2 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	10- 921- 000- 0000- 6590		180.25	PVC PIPES, CAPS	70184	Repair & Maintenance Supplies
	10- 921- 000- 0000- 6590		216.50	PVC PIPE, COUPLING	70247	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		396.75	2 Transactions		
13776	U.S. Department of Agriculture					
	10- 921- 000- 0000- 6231		6,366.38	beaver trapping on Rabey line	3001798554	Services, Labor, Contracts
				06/05/2015 08/31/2015		
13776	U.S. Department of Agriculture		6,366.38	1 Transactions		
921	DEPT Total:		6,777.19	Co. Development	3 Vendors	5 Transactions
923	DEPT			Forfeited Tax Sales		
10452	AT&T Mobility					
	10- 923- 000- 0000- 6254		70.35	CELL PHONE CHARGES	287257204209	Utilities
				09/18/2015 10/17/2015		
10452	AT&T Mobility		70.35	1 Transactions		
8175	Centurylink					
	10- 923- 000- 0000- 6250		56.24	Local phone	313645966	Telephone

DKB1
11/2/15 3:52PM
10 Trust

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE



Page 27

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8175	Centurylink		56.24		1 Transactions	
13447	Futurewood					
	10- 923- 000- 0000- 6820		398.78	OVERPAID REFUND	RCPT 27579	Refunds & Reimbursements
13447	Futurewood		398.78		1 Transactions	
2410	Jacobs/Mark H					
	10- 923- 000- 0000- 6330		50.35	MACLC MILEAGE	106@.475	Transportation & Travel
				10/22/2015	10/22/2015	
2410	Jacobs/Mark H		50.35		1 Transactions	
3100	McGregor Oil					
	10- 923- 000- 0000- 6511		705.21	SEPT GAS	AITKINLA	Gas And Oil
3100	McGregor Oil		705.21		1 Transactions	
6079	Nistler- Kowitz Logging, Inc					
	10- 923- 000- 0000- 6820		1,960.82	Overappraised Refund	13706	Refunds & Reimbursements
6079	Nistler- Kowitz Logging, Inc		1,960.82		1 Transactions	
86235	The Office Shop Inc					
	10- 923- 000- 0000- 6405		17.99	Flash drive	281557- 0	Office Supplies
	10- 923- 000- 0000- 6405		1,191.90	copies on copier	281589- 0	Office Supplies
86235	The Office Shop Inc		1,209.89		2 Transactions	
10930	Tidholm Productions					
	10- 923- 000- 0000- 6405		53.95	(1000) timber sale card stock	7990- 5232	Office Supplies
10930	Tidholm Productions		53.95		1 Transactions	
923	DEPT Total:		4,505.59	Forfeited Tax Sales	8 Vendors	9 Transactions
926	DEPT			Law Library		
8175	Centurylink					
	10- 926- 000- 0000- 6250		7.03	Local phone	313645966	Telephone
8175	Centurylink		7.03		1 Transactions	
5173	West Payment Center					
	10- 926- 000- 0000- 6408		654.13	Subscription Charges	832723059	Law Books
				09/05/2015	10/04/2015	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 28

DKB1
11/2/15 3:52PM
10 Trust

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
					<u>On Behalf of Name</u>
5173	West Payment Center		654.13	1 Transactions	
926	DEPT Total:		661.16	Law Library	2 Vendors 2 Transactions
10	Fund Total:		16,671.79	Trust	18 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 29

DKB1
11/2/15 3:52PM
11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
924	DEPT		Forest Resource		
10452	AT&T Mobility				
	11- 924- 000- 0000- 6250		CELL PHONE CHARGES	287257204209	Telephone
		131.90	09/18/2015 10/17/2015		
			1 Transactions		
10452	AT&T Mobility				
		131.90			
12526	Bixby/James				
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	10/20/15	Per Diem
	11- 924- 000- 0000- 6330	36.80	FAC MILEAGE	64@.575	Transportation & Travel
			10/20/2015 10/20/2015		
			2 Transactions		
12526	Bixby/James				
		71.80			
2270	Hoppe/Russell Peter				
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	10/20/15	Per Diem
	11- 924- 000- 0000- 6330	34.50	FAC MILEAGE	60@.575	Transportation & Travel
			10/20/2015 10/20/2015		
			2 Transactions		
2270	Hoppe/Russell Peter				
		69.50			
10890	Insley/Kevin				
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	10/20/15	Per Diem
	11- 924- 000- 0000- 6330	24.15	FAC MILEAGE	42@.575	Transportation & Travel
			10/20/2015 10/20/2015		
			2 Transactions		
10890	Insley/Kevin				
		59.15			
11685	Lahoud/John				
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	10/20/15	Per Diem
	11- 924- 000- 0000- 6330	19.55	FAC MILEAGE	34@.575	Transportation & Travel
			10/20/2015 10/20/2015		
			2 Transactions		
11685	Lahoud/John				
		54.55			
5511	Milbradt/Kris				
	11- 924- 000- 0000- 6231	560.00	BUDCAP 5000 TREES	30- 46- 25	Services, Labor, Contracts
5511	Milbradt/Kris				
		560.00		1 Transactions	
13016	Pedersen/Steven				
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	10/20/15	Per Diem
	11- 924- 000- 0000- 6330	44.85	FAC MILEAGE	78@.575	Transportation & Travel
			10/20/2015 10/20/2015		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 30

DKB1
11/2/15 3:52PM
11 Forest Development

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
13016 Pedersen/Steven		79.85	2 Transactions	
12111 Schmidt/William A.				
11- 924- 000- 0000- 6350		35.00	FAC MEETING	10/20/15 Per Diem
11- 924- 000- 0000- 6330		25.88	FAC MILEAGE	45@.575 Transportation & Travel
			10/20/2015 10/20/2015	
12111 Schmidt/William A.		60.88	2 Transactions	
10906 Shipp/Dale				
11- 924- 000- 0000- 6350		35.00	FAC MEETING	10/20/15 Per Diem
11- 924- 000- 0000- 6330		18.40	FAC MILEAGE	32@.575 Transportation & Travel
			10/20/2015 10/20/2015	
10906 Shipp/Dale		53.40	2 Transactions	
10017 Tveit/Galen				
11- 924- 000- 0000- 6350		35.00	FAC MEETING	10/20/15 Per Diem
11- 924- 000- 0000- 6330		18.40	FAC MILEAGE	32@.575 Transportation & Travel
			10/20/2015 10/20/2015	
10017 Tveit/Galen		53.40	2 Transactions	
924 DEPT Total:		1,194.43	Forest Resource	10 Vendors 18 Transactions
925 DEPT			Reforestation	
13777 CROP PRODUCTION SERVICES INC				
11- 925- 000- 0000- 6406		312.88	GARLON, BARK OIL BLUE	28568883 Field Supplies
13777 CROP PRODUCTION SERVICES INC		312.88	1 Transactions	
11397 Holmvg Excavating, LLC				
11- 925- 000- 0000- 6231		3,116.00	Hauling Class 5/Road 6- 11	4445 Services, Labor, Contracts
11- 925- 000- 0000- 6231		5,441.60	Hauling Class 5/Road 6- 5	4445 Services, Labor, Contracts
11397 Holmvg Excavating, LLC		8,557.60	2 Transactions	
9354 Kangas Enterprise, Inc				
11- 925- 000- 0000- 6231		90.00	LAWLER TRAIL HEAD	12002 Services, Labor, Contracts
11- 925- 000- 0000- 6231		90.00	MCGREGOR TRAIL HEAD	12002 Services, Labor, Contracts
11- 925- 000- 0000- 6231		90.00	CITY OF MCGRATH/SOO LINE	12002 Services, Labor, Contracts
9354 Kangas Enterprise, Inc		270.00	3 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 31

DKB1
11/2/15 3:52PM
11 Forest Development

Vendor Name		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>					
		<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
925	DEPT Total:		9,140.48	Reforestation	3 Vendors	6 Transactions
11	Fund Total:		10,334.91	Forest Development		24 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 32

DKB1
11/2/15 3:52PM
19 Long Lake Conservation Co

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
521	DEPT			LLCC Administration		
9270	FRESHWATER SOCIETY					
	19- 521- 000- 0000- 6400		173.85	12 calendars, 6 planners	2041	Commissary Items
9270	FRESHWATER SOCIETY		173.85	1 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea					
	19- 521- 000- 0000- 6254		84.82	DIRECTORS RESIDENCE	27- 13- 004- 01	Utilities
	19- 521- 000- 0000- 6254		202.70	ENERGY CENTER	27- 13- 005- 02	Utilities
	19- 521- 000- 0000- 6254		507.72	DINING HALL	27- 13- 006- 01	Utilities
	19- 521- 000- 0000- 6254		264.86	NORTH STAR LODGE	27- 13- 007- 03	Utilities
	19- 521- 000- 0000- 6254		31.82	PARKING LOT	27- 13- 008- 01	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		1,091.92	5 Transactions		
4425	Shirts Plus					
	19- 521- 000- 0000- 6400		672.75	MONARCH 1/4 ZIP (25)	62087	Commissary Items
4425	Shirts Plus		672.75	1 Transactions		
86235	The Office Shop Inc					
	19- 521- 000- 0000- 6405		23.98	Timecards	281491- 0	Office & Computer Supplies
86235	The Office Shop Inc		23.98	1 Transactions		
521	DEPT Total:		1,962.50	LLCC Administration	4 Vendors	8 Transactions
522	DEPT			LLCC Education		
9606	Minnesota Deer Hunters Association					
	19- 522- 000- 0000- 6416		980.00	FORKHORN CAMP FEES	8648	Education Supplies
	19- 522- 000- 0000- 6416		1,470.00	MEMBERSHIPS	8648	Education Supplies
9606	Minnesota Deer Hunters Association		2,450.00	2 Transactions		
13440	Neprud/Jacob					
	19- 522- 000- 0000- 6208		45.00	reimb. for CPR refresher	10/25/15	Training/Education
13440	Neprud/Jacob		45.00	1 Transactions		
13730	UNIVERSITY OF MINNESOTA					
	19- 522- 000- 0000- 6208		75.00	Mn Naturalist Training- Brand	84620410	Training/Education
	19- 522- 000- 0000- 6208		75.00	Mn Naturalist Training- Dowell	84620963	Training/Education
	19- 522- 000- 0000- 6208		75.00	Mn Naturalist Training- Stuber	84714872	Training/Education
13730	UNIVERSITY OF MINNESOTA		225.00	3 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 33

DKB1
11/2/15 3:52PM
19 Long Lake Conservation C

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
522	DEPT Total:		2,720.00	LLCC Education	3 Vendors	6 Transactions	
523	DEPT			LLCC Food			
5998	Appert's Foodservice						
	19- 523- 000- 0000- 6418		1,305.07	GROCERIES	510080555	Groceries- Students	
	19- 523- 000- 0000- 6420		12.29	GROCERIES	510080555	Food Service Supplies	
5998	Appert's Foodservice		1,317.36	2 Transactions			
5662	McGregor Dairy, Inc						
	19- 523- 000- 0000- 6418		583.93	GROCERIES	24557	Groceries- Students	
5662	McGregor Dairy, Inc		583.93	1 Transactions			
4968	Upper Lakes Foods, Inc						
	19- 523- 000- 0000- 6418		1,171.41	Groceries	593949- 00	Groceries- Students	
4968	Upper Lakes Foods, Inc		1,171.41	1 Transactions			
523	DEPT Total:		3,072.70	LLCC Food	3 Vendors	4 Transactions	
524	DEPT			LLCC Maintenance			
2186	Hillyard Inc - Kansas City						
	19- 524- 000- 0000- 6422		404.34	PAPER TOWELS	601825291	Janitorial Services/Supplies	
2186	Hillyard Inc - Kansas City		404.34	1 Transactions			
13731	LITTLE PINE MECHANICAL						
	19- 524- 000- 0000- 6590		829.45	WELDING WORK ON BOILER	0000113	Repair & Maintenance Supplies	
13731	LITTLE PINE MECHANICAL		829.45	1 Transactions			
524	DEPT Total:		1,233.79	LLCC Maintenance	2 Vendors	2 Transactions	
19	Fund Total:		8,988.99	Long Lake Conservation Center		20 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 34

DKB1
11/2/15 3:52PM
21 Parks

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
520	DEPT		Parks		
10452	AT&T Mobility				
	21- 520- 000- 0000- 6250	43.97	CELL PHONE CHARGES	287257204209	Telephone
			09/18/2015 10/17/2015		
10452	AT&T Mobility	43.97	1 Transactions		
8175	Centurylink				
	21- 520- 000- 0000- 6250	7.03	Local phone	313645966	Telephone
8175	Centurylink	7.03	1 Transactions		
91022	Courtemanche/Richard				
	21- 520- 000- 0000- 6205	6.91	postage for geocaching prize	10/29/15	Postage
91022	Courtemanche/Richard	6.91	1 Transactions		
12124	Crow Wing Construction &Management				
	21- 520- 000- 0000- 6231	13,700.00	relocate campground road	1270	Services, Labor, Contracts
12124	Crow Wing Construction &Management	13,700.00	1 Transactions		
2880	Long Lake Conservation Ctr				
	21- 520- 000- 0000- 6231	75.00	FIELD TOUR FACILITY FEE	168	Services, Labor, Contracts
2880	Long Lake Conservation Ctr	75.00	1 Transactions		
3950	Public Utilities				
	21- 520- 000- 0000- 6254	152.98	Land department		Utilities
	21- 520- 000- 0000- 6254	103.77	Mississippi Landing		Utilities
	21- 520- 000- 0000- 6254	82.31	Mississippi Shower House		Utilities
3950	Public Utilities	339.06	3 Transactions		
5551	Unclaimed Freight North				
	21- 520- 000- 0000- 6590	15.98	3.25 hitch	048239	Repair & Maintenance Supplies
5551	Unclaimed Freight North	15.98	1 Transactions		
520	DEPT Total:	14,187.95	Parks	7 Vendors	9 Transactions
21	Fund Total:	14,187.95	Parks		9 Transactions
	Final Total:	151,450.38	202 Vendors	310 Transactions	

DKB1
11/2/15

3:52PM

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Page 35

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	69,663.22	General Fund
3	31,012.54	Road & Bridge
5	590.98	Health & Human Services
10	16,671.79	Trust
11	10,334.91	Forest Development
19	8,988.99	Long Lake Conservation Center
21	14,187.95	Parks
All Funds	151,450.38	Total

Approved by,

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10/22/15 8:20AM

Aitkin County

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

October / November School Advance

DKB1
10/22/15 8:20AM
12 Agency

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 2

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
932	DEPT		Schools		
393	Isd 1 Aitkin- Treasurer				
	12- 932- 000- 0000- 6801		392,774.95	Oct/November Advance	Appropriations
393	Isd 1 Aitkin- Treasurer		392,774.95	1 Transactions	
1985	Isd 182 Crosby- Treasurer				
	12- 932- 000- 0000- 6801		105.40	Oct/November Advance	Appropriations
1985	Isd 182 Crosby- Treasurer		105.40	1 Transactions	
392	Isd 2 Hill City- Treasurer				
	12- 932- 000- 0000- 6801		123,405.18	Oct/November Advance	Appropriations
392	Isd 2 Hill City- Treasurer		123,405.18	1 Transactions	
1983	Isd 2165 Hinckley Finlayson- Treasurer				
	12- 932- 000- 0000- 6801		51,527.89	Oct/November Advance	Appropriations
1983	Isd 2165 Hinckley Finlayson- Treasurer		51,527.89	1 Transactions	
1979	ISD 2580 East Central- Treasurer				
	12- 932- 000- 0000- 6801		12,401.05	Oct/November Advance	Appropriations
1979	ISD 2580 East Central- Treasurer		12,401.05	1 Transactions	
395	ISD 4 McGregor- Treasurer				
	12- 932- 000- 0000- 6801		515,941.93	Oct/November Advance	Appropriations
395	ISD 4 McGregor- Treasurer		515,941.93	1 Transactions	
1982	Isd 473 Isle- Treasurer				
	12- 932- 000- 0000- 6801		115,798.99	Oct/November Advance	Appropriations
1982	Isd 473 Isle- Treasurer		115,798.99	1 Transactions	
1981	Isd 577 Willow River- Treasurer				
	12- 932- 000- 0000- 6801		3,300.72	Oct/November Advance	Appropriations
1981	Isd 577 Willow River- Treasurer		3,300.72	1 Transactions	
394	Isd 698 Floodwood- Treasurer				
	12- 932- 000- 0000- 6801		1,298.59	Oct/November Advance	Appropriations
394	Isd 698 Floodwood- Treasurer		1,298.59	1 Transactions	
1984	Isd 95 Cromwell- Wright- Treasurer				
	12- 932- 000- 0000- 6801		162.38	Oct/November Advance	Appropriations

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 3

DKB1
10/22/15 8:20AM
12 Agency

<u>Vendor Name</u>		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1984	Isd 95 Cromwell- Wright- Treasurer		162.38		1 Transactions	
932	DEPT Total:		1,216,717.08	Schools	10 Vendors	10 Transactions
12	Fund Total:		1,216,717.08	Agency		10 Transactions
	Final Total:		1,216,717.08	10 Vendors	10 Transactions	

DKB1
10/22/15 8:20AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Page 4

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
12	1,216,717.08	Agency
All Funds	1,216,717.08	Total

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11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 1

Manual Warrants

October

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
1226	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1226 Total	25.00	annual special fuel tax	03- 303- 000- 0000- 6513		0
			25.00	Date 10/1/15			
1227	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1227 Total	1,817.66	CLAIMS PAID	01- 044- 904- 0000- 6360	38065053	0
			1,817.66	Date 10/7/15		10/5/15	10/5/15
1231	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431					
		Warrant # 1231 Total	0.02	SEPT MTG REG	01- 040- 000- 0000- 5081		0
			0.03	SEPT DEED TAX	01- 042- 000- 0000- 5079		0
			20,073.20	SEPT DEED TAX	09- 000- 000- 0000- 2025		0
			16,602.11	SEPT MTG REG	09- 000- 000- 0000- 2026		0
			36,675.36	Date 10/7/15			
1232	5,462	Bremer Bank (Elan ACH) ELAN ACH AITKIN, MN 56431					
			106.24	Hotel/AMC Conf	01- 001- 000- 0000- 6332		0
			413.45	Hotel/Income Course- Stacy	01- 043- 000- 0000- 6332	10/22/15	10/23/15
			413.45	Hotel/Income Course- Sanbeck	01- 043- 000- 0000- 6332	9/20/15	9/25/15
			66.01	Meals/Income Course- Sanbeck	01- 043- 000- 0000- 6340	9/20/15	9/25/15
			72.95	Meals/Income Course- Stacy	01- 043- 000- 0000- 6340	9/20/15	9/25/15
			145.00	Reg Fee/Broadband Conference	01- 052- 000- 0000- 6241	9/21/15	9/24/15
			8.99	access to 1 day bk download	01- 052- 000- 0000- 6405	11/18/15	11/20/15
			26.83	MBL Charger	01- 052- 000- 0000- 6625		0

DKB1
11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 2

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
			<u>Amount</u>	<u>OBO#</u> <u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			108.82	Hotel/MACPZA Conf.- Gansen 01- 122- 000- 0000- 6332		0
					9/22/15	9/25/15
			210.00	Glucose test strips 01- 252- 000- 0000- 6262		0
			6.99	Itch Reliever 01- 252- 000- 0000- 6262		0
			-1.87	- sales tax credit on phone stan 01- 252- 000- 0000- 6405		0
			129.99	pressure washer pump 01- 253- 000- 0000- 6405		0
			50.00	Meals/AMEM conference #220 01- 280- 003- 0000- 6340		0
					9/21/15	9/22/15
			152.59	Hotel/MACPZA Conf.- Neff 01- 391- 000- 0000- 6332		0
					9/22/15	9/25/15
			120.00	Reg Fee/Broadband Conference 01- 711- 000- 0000- 6241		0
					11/18/15	11/20/15
			3.00	PHEP- PARKING 05- 400- 400- 0402- 6330		0
					9/23/15	9/23/15
			120.86	Hotel\SHIP- HSF Mtg 05- 400- 450- 0451- 6332		0
					9/22/15	9/23/15
			166.27	HE- I- Sight R&L Fair 05- 400- 450- 0451- 6406		0
			430.58	Hotel/MH Conf.- Reina 05- 430- 700- 4800- 6332		0
					9/16/15	9/18/15
			294.82	Hotel/CJI Conf.- Jesse 05- 430- 700- 4800- 6332		0
					9/27/15	9/29/15
			27.88	Meals/MH Conf.- Reina 05- 430- 700- 4800- 6340		0
					9/16/15	9/18/15
			35.40	Meals/CJI Conf.- Jesse 05- 430- 700- 4800- 6340		0
					9/27/15	9/29/15
			21.95	Meals/MH Conf.- Persons 05- 430- 700- 4800- 6340		0
					9/16/15	9/18/15
			310.87	Initial Clothing SA#54328794 05- 430- 710- 3810- 6057		0
			189.34	Initial Clothing SA#54328761 05- 430- 710- 3810- 6057		0
			265.51	Initial Clothing SA#54328728 05- 430- 710- 3810- 6057		0
			21.84	Glue for seed art 19- 522- 000- 0000- 6416		0
			219.90	Target faces 19- 522- 000- 0000- 6416		0
			36.51	Stop Watches 19- 522- 000- 0000- 6416		0
			30.00	Critter Food 19- 522- 000- 0000- 6416		0
			14.99	Fletching Glue 19- 522- 000- 0000- 6416		0
			39.80	Vacuum Bags 19- 524- 000- 0000- 6422		0
			-19.48	- refund of sales tax 19- 524- 000- 0000- 6590		0
			40.85	Mower Parts 19- 524- 000- 0000- 6590		0

DKB1
11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 3

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Description</u>			<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
			<u>Amount</u>	<u>OBO#</u>	<u>On- Behalf- of</u>	<u>Name</u>	<u>From Date</u>	<u>To Date</u>
			378.12		Hotel/SFEC Silvicultural Libr.	10- 923- 000- 0000- 6332	3 employees	0
							9/29/15	9/29/15
			48.75		Wireless Laser Pointer	19- 522- 000- 0000- 6405	Best Buy	0
			106.24		Hotel/AMC- Cancelled	01- 052- 000- 0000- 6332	Burkett	0
							10/22/15	10/22/15
			59.21		Project Supplies	19- 522- 000- 0000- 6416	Home Depot	0
			106.24		Hotel/AMC- Cancelled	01- 001- 000- 0000- 6332	Marcotte	0
							10/22/15	10/22/15
			106.24		Hotel/AMC- Cancelled	01- 001- 000- 0000- 6332	Niemi	0
							10/22/15	10/22/15
			3.88		Beans and Peas	19- 522- 000- 0000- 6416	Super One	0
			5,089.01		Date 10/8/15			
		Warrant # 1232 Total						
1233	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431						
		Warrant # 1233 Total						
			21.35		CC CARD MACHINE LEASE	19- 522- 000- 0000- 6217		0
			21.35		Date 10/12/15			
1234	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431						
		Warrant # 1234 Total						
			114.21		CREDIT CARD FEE	19- 522- 000- 0000- 6217		0
			114.21		Date 10/13/15			
1235	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431						
		Warrant # 1235 Total						
			3,335.77		CLAIMS PAID	01- 044- 904- 0000- 6360	38068741	0
			3,335.77		Date 10/14/15		10/12/15	10/12/15
1236	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431						
		Warrant # 1236 Total						
			10.00		NSF CHECK- TOPWATER	01- 090- 000- 0000- 5840	RCPT 1643	0
			10.00		Date 10/20/15			
1239	8,410	Bremer Bank						

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11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 4

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		101 MINNESOTA AVENUE NORTH					
		AITKIN, MN 56431					
			569.79	CLAIMS PAID	01- 044- 904- 0000- 6360	38073002	0
						10/19/15	10/19/15
	Warrant #	1239	Total	569.79	Date 10/21/15		
1246	5,462	Bremer Bank (Elan ACH)					
		ELAN ACH					
		AITKIN, MN 56431					
			576.20	(2) Replacement Batteries	01- 049- 000- 0000- 6625		0
			281.78	APC Smart- UPS System	01- 120- 000- 0000- 6625		0
			207.40	Sony recorders & cases	01- 200- 000- 0000- 6405		0
			102.97	Headphones, DVD's	01- 252- 000- 0000- 6405		0
			96.44	DVD's	01- 252- 000- 0000- 6405		0
			38.36	water testing supply bag	01- 392- 000- 0000- 6405		0
			33.75	Learning Carpet	05- 400- 410- 0413- 6406		0
			30.90	MCH- Handouts	05- 400- 430- 0408- 6406		0
			86.73	SHIP- HSF Look Inside Books	05- 400- 450- 0451- 6406		0
			48.70	Birth Cert. SA#54356517	05- 430- 710- 3930- 6020		0
			3.33	postage for school packets	19- 521- 000- 0000- 6205		0
			30.00	Critter Food	19- 522- 000- 0000- 6416		0
			67.08	GROCERIES	19- 523- 000- 0000- 6418		0
			11.28	GROCERIES	19- 523- 000- 0000- 6420		0
			5.00	Parking/St Cloud Security Mtg	01- 049- 000- 0000- 6330	10/01/15	0
			398.89	bomber jackets,axe,gloves	01- 253- 000- 0000- 6405	Ahlborn	0
			72.55	UPS shipping charges	03- 302- 000- 0000- 6449	bridge equip.	0
			249.24	Hotel/Zuercher Training	01- 200- 003- 0000- 6332	SiouxFalls	0
						10/7/15	10/9/15
			4.23	Meals/Zuercher Training	01- 200- 003- 0000- 6340	SiouxFalls	0
						10/7/15	10/9/15
			567.48	Hotel/Zuercher Training	01- 252- 003- 0000- 6332	SiouxFalls	0
						10/7/15	10/9/15
			4.23	Meals/Zuercher Training	01- 252- 003- 0000- 6340	SiouxFalls	0
						10/7/15	10/9/15
			39.76	Gas/Zuercher Training	01- 252- 003- 0000- 6511	SiouxFalls	0
						10/7/15	10/7/15
	Warrant #	1246	Total	2,956.30	Date 10/22/15		

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11/04/2015

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Aitkin County

WARRANT REGISTER



Page 5

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
1247	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			346.04	Participant Fees	01- 044- 904- 0000- 6231	1123490	0
			346.04	Date 10/22/15			
		Warrant # 1247 Total					
1248	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			1,043,133.95	STATE GENERAL TAX	09- 000- 000- 0000- 2058		0
			1,043,133.95	Date 10/23/15			
		Warrant # 1248 Total					
1249	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			10.20	yearly CC machine lease fee	19- 522- 000- 0000- 6217		0
			10.20	Date 10/26/15			
		Warrant # 1249 Total					
1250	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			180.00	05- 0- 039000 NSF Per 2	13- 943- 000- 0000- 2001	MELD	0
			478.00	52- 1- 044500 NSF Per 2	13- 943- 000- 0000- 2001	MELD	0
			658.00	Date 10/26/15			
		Warrant # 1250 Total					
44720	13,721	Miller's Roofing, Siding & Window LLC					
			1,992.00	down payment for roofing job	05- 400- 440- 0410- 6605		0
			4,648.00	down payment for roofing job	05- 420- 600- 4800- 6605		0
			6,640.00	down payment for roofing job	05- 430- 700- 4800- 6605		0
			13,280.00	Date 10/5/15			
		Warrant # 44720 Total					
44721	5,954	Mills Motor, Inc 14858 Dellwood Drive BRAINERD, MN 56401					
			17,895.95	Tandem Truck- UNIT 468	03- 308- 000- 0000- 6600	1ftpx14v37kd14	0

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11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 6

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>		<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
			<u>Total</u>		<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Warrant # 44721		17,895.95	Date 10/5/15			
44722	7,050	Anderson Bros Construction Co PO BOX 668 BRAINERD, MN 56401		229,922.13	CONTRACT PAYMENT	03- 307- 000- 0000- 6262	20142	0
		Warrant # 44722	Total	229,922.13	Date 10/7/15			
44723	13,713	Young Excavating PO Box 400 Hackensack, MN 56452		470,746.13	CONTRACT PAYMENT	03- 307- 000- 0000- 6262	20154	0
		Warrant # 44723	Total	470,746.13	Date 10/7/15			
44724	13,722	Neo Funds by Neopost PO BOX 30193 Tampa, FL 33630- 3193		4,000.00	Postage	01- 044- 048- 0000- 6301	9/18/15	0
		Warrant # 44724	Total	4,000.00	Date 10/7/15			
44725	87	Aitkin Co Highway Dept 1211 AIR PARK DR AITKIN, MN 56431		44.35	SAFETY DAY- SCOTT B	19- 524- 000- 0000- 6208	263	0
		Warrant # 44725	Total	44.35	Date 10/9/15			
44726	10,452	AT&T Mobility PO BOX 6463 CAROL STREAM, IL 60197- 6463		5.92	PAULS IPAD SVC 091715	03- 303- 000- 0000- 6254	287266104878XC	0
		Warrant # 44726	Total	5.92	Date 10/9/15			
44727	8,835	Hammerlund Construction, Inc 3201 W HWY 2 GRAND RAPIDS, MN 55744		196,270.00	CONTRACT PAYMENT	03- 307- 000- 0000- 6262		0
		Warrant # 44727	Total	196,270.00	Date 10/9/15			
44728	2,155	Hicks/James 38421 GROVE ST PALISADE, MN 56469						

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11/04/2015

1:16PM

Aitkin County

WARRANT REGISTER



Page 7

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On-Behalf-of- Name</u>	<u>From Date</u>	<u>To Date</u>
			40.57	MEALS/INCOME COURSE	01-043-000-0000-6340		0
		Warrant # 44728 Total	40.57	Date 10/12/15			
44729	8,352	Central Specialties, Inc. 6325 CO. RD. 87 SW ALEXANDRIA, MN 56308					
		Warrant # 44729 Total	605,375.44	CONTRACT PAYMENT	03-307-000-0000-6262	20152	0
			605,375.44	Date 10/13/15			
44731	13,722	Neo Funds by Neopost PO BOX 30193 Tampa, FL 33630-3193					
		Warrant # 44731 Total	4,000.00	POSTAGE 10/20/15	01-044-048-0000-6301	79000440801866	0
			4,000.00	Date 10/22/15			
44732	86,198	Aitkin County Treasurer 209 2ND ST NW, ROOM 203 AITKIN, MN 56431					
		Warrant # 44732 Total	43.08	STATE DEED TAX	03-307-000-0000-6362		0
			43.08	Date 10/22/15			
44733	12,121	Ulland Brothers, Inc. PO Box 340 Cloquet, MN 55720					
		Warrant # 44733 Total	79,934.82	CONTRACT PAYMENT	03-307-000-0000-6262	20151	0
			79,934.82	Date 10/23/15			
44734	13,207	Ranger GM 1502 E Howard St Hibbing, MN 55746					
			20,730.20	2016 Impala	01-200-000-0000-6620	06408	0
			20,730.20	2016 Impala	01-200-000-0000-6620	06469	0
			20,730.20	2016 Impala	01-200-000-0000-6620	06657	0
		Warrant # 44734 Total	62,190.60	Date 10/26/15			
44735	13,656	Sanford/Steff 33597 433rd Pl Aitkin, MN 56431					
			50.00	refund deposit Forkhorn	19-522-000-0000-6820		0

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**INTEGRATED
FINANCIAL SYSTEMS**

Page 8

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				OBO#	On- Behalf- of- Name	From Date	To Date
		Warrant # 44735 Total	50.00	Date 10/30/15			
44736	7,050	Anderson Bros Construction Co PO BOX 668 BRAINERD, MN 56401					
		Warrant # 44736 Total	1,674,925.51	CONTRACT PAYMENT	03- 307- 000- 0000- 6262	20142	0
			1,674,925.51	Date 10/30/15			
44737	13,713	Young Excavating PO Box 400 Hackensack, MN 56452					
		Warrant # 44737 Total	1,060.20	add'l amt owed- revised contr,	03- 307- 000- 0000- 6262	20154	0
			1,060.20	Date 10/30/15			
64340	13,656	Sanford/Steff 33597 433rd Pl Aitkin, MN 56431					
		Warrant # 64340 Total	-50.00 -	1st name was keyed in wrong	19- 522- 000- 0000- 6820	redeposit	0
			50.00 -	Date 10/30/15			
64657	87,801	Aitkin Co Treasurer- Hwy Dept 1211 AIR PARK DR AITKIN, MN 56431					
		Warrant # 64657 Total	-44.35 -	SAFETY DAY- SCOTT B	19- 524- 000- 0000- 6208	263	0
			44.35 -	Date 10/9/15			
64667	7,916	AT&T PO BOX 105068 ATLANTA, GA 30348- 5068					
		Warrant # 64667 Total	-5.92 -	PAUL'S IPAD SVC 091715	03- 303- 000- 0000- 6254	287266104878XC	0
			5.92 -	Date 10/9/15			
64702	9,834	Hicks/James R 317 2ND ST NE WADENA, MN 56482					
		Warrant # 64702 Total	-40.57 -	MEALS/INCOME COURSE	01- 043- 000- 0000- 6340		0
			40.57 -	Date 10/12/15			
103791	89,511	Ronald Mcdonald House Charities UPPER MIDWEST 818 FULTON ST SE MINNEAPOLIS, MN 55414					

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11/04/2015

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Aitkin County

WARRANT REGISTER



Page 9

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Description</u>			<u>Account Number</u>		<u>Invoice #</u>	<u>PO #</u>
			<u>Amount</u>	<u>OBO#</u>	<u>On- Behalf- of- Name</u>			<u>From Date</u>	<u>To Date</u>
			-180.00 - MA LODGING- REDEPOSIT			05- 420- 650- 4406- 6210		A0180	0
			180.00 - Date 10/15/15						
		Warrant # 103791	Total						
103844	10,144	A- 1 Drivers Training							
		516 BELTRAMI AV STE F							
		BEMIDJI, MN 56601							
			-264.00 - Redeposit #103844			05- 430- 710- 3460- 6065		wrong vendor	0
			-176.00 - Redeposit #103844			05- 430- 710- 3460- 6065		wrong vendor	0
			440.00 - Date 10/30/15						
		Warrant # 103844	Total						
Final Total...			4,453,786.50	108	Transactions				

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	81,190.05	General Fund
3	3,276,270.81	Road & Bridge
5	14,726.56	Health & Human Services
9	1,079,809.26	State
10	378.12	Trust
13	658.00	Taxes & Penalties
19	753.70	Long Lake Conservation Center
	4,453,786.50	TOTAL



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: 2016 Newspaper Bid Specifications

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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*
Submitted by: Sue Bingham		Department: Administration
Presenter (Name and Title): n/a		Estimated Time Needed: n/a
Summary of Issue: Attached is a draft of the 2016 Newspaper Bid Specifications. Upon approval this will be mailed out to Aitkin Independent Age, Voyageur Press, and NewsHopper.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 2016 Newspaper Bid Specifications.		
Financial Impact: <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>		

AITKIN COUNTY ADMINISTRATION

Nathan Burkett, County Administrator

Aitkin County Courthouse

217 Second Street N.W., Rm. 134

Aitkin, MN 56431

218-927-3093

Fax: 218-927-7374

November 12, 2015

Aitkin Independent Age
213 Minnesota Avenue N.
Aitkin, MN 56431

Voyageur Press
PO Box 59
McGregor, MN 55760

NewsHopper
PO Box 563
Ironton, MN 56455

Re: 2016 Newspaper Bid Specifications

Please see the attached information requesting 2016 newspaper advertising bids.

The deadline for submitting your bid is Noon on Wednesday, December 23rd. We look forward to receiving your bid.

Please contact Nathan Burkett at 927-3093 or Kirk Peysar at 927-7354 if you have any questions or concerns.

Sincerely,

Sue Bingham
Administrative Assistant

CALENDAR YEAR 2016 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

Aitkin County is requesting bids for newspaper publication of the following County legal notices for 2016:

1. Official Proceedings (in Summary form)
2. Legal Notices
3. Delinquent Real Estate Notice and List
4. First Publication of the Financial Statement
5. Second Publication of the Financial Statement

This bid package contains the following:

- I. General Information for Bidders (page 2)
- II. Specific Requirements for Bidders (pages 2-3)
- III. Bid Award Criteria (page 3)
- IV. Bid Form (page 4)

County Contact Person: Nathan Burkett, Aitkin County Administrator
(218) 927-3093

CALENDAR YEAR 2016 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2016 will be received in the **Aitkin County Administrator's Office**, 217 2nd Street NW - Room 134, Aitkin, MN 56431, until **Noon on Wednesday, December 23, 2015** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2016 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on ***January 5, 2016***.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Wednesday, December 23, 2015.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-3093.

II. SPECIFIC REQUIREMENTS FOR BIDDERS

- A. Separate bids are required for each type of publication notice.
- B. Bids must be submitted using the attached form.
- C. Types of legal notices to which bids are requested.
 - (1) **PUBLICATION OF OFFICIAL PROCEEDINGS IN SUMMARY FORM:** (Minnesota Statute 375.12 refers.) The County will provide all official proceedings in digital format and may specify font, point size and leading.
 - (2) **PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS:** (Minnesota Statute 331A.01 subd. 7 and 331A.05 - .07 refer.) The County will provide all legal notices and miscellaneous advertisements in digital format and may specify font, point size and leading.

CALENDAR YEAR 2016 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2014 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

(4) **FIRST PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication to be done in a newspaper located in a different municipality. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit, and first publisher may be asked to provide copies of Financial Statement **insert** for second publication. The County will provide the Financial Statement in camera ready format.

(5) **SECOND PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication of the financial statement to be done in one other newspaper, if one of general circulation is located in a different municipality in the county than the official newspaper. Per MN statute the county board shall call for separate bids for each publication. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit. To be considered for award of the bid for second publication of the financial statement, bidders must include a specific bid for the second publication of the Financial Statement. The County will provide the Financial Statement in camera ready format.

III. BID AWARD CRITERIA

- A. A successful bidder will be designated by the County Board as the "Official County Newspaper" for calendar year 2016 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the "Second Publication of the County Financial Statement." That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statue 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as "Official Newspaper" (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

AITKIN COUNTY - BID FORM

PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2016

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ _____ per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ _____ per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ _____ per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch
- (5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch

Size in inches of newspaper single page sheet = _____ by _____

Maximum number of columns per page in legal notice section = _____

Newspaper circulation within the boundaries of Aitkin County = _____

Weekly circulation within the boundaries of Aitkin County = _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: _____

Official Address: _____

Printed Name of Submitter _____ Title _____

Phone: _____

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.

Signature in Ink of Submitter

Date



Board of County Commissioners Agenda Request

26

Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: 2015 - 2017 State Snowmobile Enforcement Grant

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☒ Approve/Deny Motion
☒ Adopt Resolution (attach draft)

- ☐ Direction Requested
☐ Discussion Item
☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Sheriff Scott A. Turner

Department:

Sheriff Office

Presenter (Name and Title):

N/A

Estimated Time Needed:

N/A

Summary of Issue:

Signature and Resolution for 2015-2017 State of Minnesota Snowmobile Safety Enforcement Grant Agreement

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Please adopt resolution and sign the grant agreement.

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☒ No

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

Is this budgeted?

☐ Yes

☐ No

Please Explain:

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

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, RM #185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO:	Aitkin County Board	DATE:	October 30, 2015
FROM:	Scott A. Turner, Sheriff	RE:	2015-2017 Snowmobile Safety Enforcement Grant

I would like to place the attached 2015-2017 Snowmobile Safety Enforcement Grant on board for November 10, 2015. This grant will allow us to be reimbursed \$11,916.00 divided between the next two Snowmobile seasons. I ask that all three (3) forms be signed and returned with a signed resolution.

Thank you.
Scott A. Turner, Sheriff

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

ADOPTED November 10, 2015

By Commissioner: xx

20151110-0xx

2015-2017 State Snowmobile Safety Enforcement Grant

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2015-2017 Snowmobile Safety Enforcement Grant file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Auditor to sign the agreement in the amount of \$11,916.00 for the term of November 10, 2015 through July 1, 2017.

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

FIVE MEMBERS PRESENT

All Members Voted Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 10th day of November A.D., 2015, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 10th day of November A.D. 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, RM #185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO:	Aitkin County Board	DATE:	October 30, 2015
FROM:	Scott A. Turner, Sheriff	RE:	2015-2017 Snowmobile Safety Enforcement Grant

I would like to place the attached 2015-2017 Snowmobile Safety Enforcement Grant on board for November 10, 2015. This grant will allow us to be reimbursed \$11,916.00 divided between the next two Snowmobile seasons. I ask that one (1) form be signed and returned with a signed resolution.

Thank you.
Scott A. Turner, Sheriff

STATE OF MINNESOTA GRANT CONTRACT

This grant contract is between the State of Minnesota, acting through its Commissioner of Natural Resources ("STATE") and Aitkin County Sheriff's Office, 217 2nd Street, Room 185, Aitkin, MN 56431 ("GRANTEE").

Recitals

1. Under Minn. Stat. 84.024, the State is empowered to enter into this grant.
2. The State, under Laws of Minnesota 2015, First Special Session, Chapter 4, Article 3, Section 3, Subdivision 7, is authorized to provide reimbursement grants to counties to cover costs related to labor and equipment in the enforcement of off highway vehicle laws, rules and regulations, as well as holding staff training in the same, and providing local youth training classes, in the manner described in the Grantee's Proposed Budget.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** October 15, 2015, or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per Minn.Stat. §16B.98, Subd. 11, the grantee submitted and the State approved a work plan and budget whose expenditures can be reimbursed. Per, Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.
- 1.2 **Expiration date:** June 30, 2017, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract:
8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15 Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1). The Grantee will be reimbursed once annually, for only eligible Snowmobile Safety Grant Enforcement activities, including one or more of the following:

- Grantee staff time to participate in Snowmobile Safety activities, including attendance at training classes, also holding local safety training education programs for local participants. Training of Grantee staff working to enforce any related law, rule or regulation is **MANDATORY**;
- Purchase of snowmobiles for use in patrolling;
- Snowmobile maintenance, fuel and enforcement related costs;

- Trailers, trailer maintenance and repair (**not** costs related to towing vehicle repair);
- Helmets and other related protective gear (no standard uniforms or equipment);
- Purchase other equipment dedicated **SOLELY** to Snowmobile Safety Enforcement work;
- Submit **ANNUAL** Performance Reports and Reimbursement Requests for each year of participation in this Program. All needed documents to accomplish this are posted on the DNR website. The Grantee will be responsible for the administration, supervision, management, record keeping and program oversight required for the work performed under this grant contract. Further, the Grantee is responsible for maintaining an adequate conflict of interest policy. Throughout the term of this grant contract, the Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.
- **POST** on the Grantee's website, a copy of the two page performance report, in accordance with 2009 Laws of Minnesota, Chapter 37, Article 1, Section 4, Subdivision 1.

3 **Time**

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 **Consideration and Payment**

4.1 **Consideration.** Funds made available pursuant to this Agreement shall be used only for expenses incurred in performing and accomplishing the purposes and activities specified herein. Notwithstanding all other provisions of this grant contract, it is understood that any reduction or termination of funds allocated to the State may result in a like reduction to the Grantee. The State will pay for all services performed by the Grantee under this grant contract as follows:

(a) **Compensation.** The Grantee will be reimbursed up to \$5,958.00 in state fiscal year 2016, for expenses incurred between the effective date of the grant and June 30, 2016, and \$5,958.00 in fiscal year 2017, for expenses incurred between July 1, 2016, and June 30, 2017, as determined by the grant funding formula.

(b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$11,916.00

4.2. **Payment**

(a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Invoices for state fiscal year 2016 must be submitted **before** June 30, 2017. Invoices for state fiscal year 2017 must be submitted **before** June 30, 2018. Only submit **ONE** invoice for the total expenses incurred during each state fiscal year.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law, or for expenses incurred prior to the effective dates for each program year.

Eligible reimbursement costs may not exceed \$5,958.00 prior to July 1, 2016.

Eligible reimbursement costs may not exceed \$5,958.00 prior to July 1, 2017.

6 Authorized Representative

The State's Authorized Representative is Chuck Niska, Program Manager Senior, MN DNR Division of Enforcement, Box 47, 500 Lafayette Road, St. Paul, MN 55155-4047, (612) 756-4165, chuck.niska@state.mn.us, or his successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Debra Exsted, Aitkin County Sheriff's Office, 217 2nd Street, Room 185, Aitkin, MN 56431, (218) 927-7431, sheriff@co.aitkin.mn.us. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Contract Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

7.2 Amendments. Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

7.3 Waiver. If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

7.4 Grant Contract Complete. This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 State Audits

Under Minn. Stat. §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 Government Data Practices and Intellectual Property

10.1. *Government Data Practices.* The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. §13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 *Publicity.* Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 *Endorsement.* The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue

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

14 Termination

14.1 **Termination by the State.** The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

15 Data Disclosure

Under Minn. Stat. §270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Statutes §16A.15 and §16C.05.

Signed: Brenda Medd

Date: 10/27/15

SWIFT Contract/PO Number: 102192

PO # 30000 86159

30000 86298

3. State Agency

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution:

Agency

Grantee

State's Authorized Representative - Photo Copy



Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: Vehicle Purchase

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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>
Submitted by: Undersheriff John Drahota	Department: Sheriff's Office
Presenter (Name and Title): Undersheriff John Drahota	Estimated Time Needed: N/A
Summary of Issue: The Sheriff's Office is requesting the purchase of "1" 2016 Ford F150 pickup vehicle from Aitkin Motors for the price of \$29,727.00.	
Alternatives, Options, Effects on Others/Comments:	
Recommended Action/Motion: It is recommended that the bid of \$29,727.00 accepted and the vehicle be purchased from Aitkin Motors.	
Financial Impact: 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? \$ \$29,727.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain: Sheriff Turner budgeted \$120,000.00 for vehicle replacement costs for 2015.	

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

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, Room 185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

November 3, 2015

Aitkin County Boards of Commissioners,

The Sheriff's Office requests the purchase of a new pickup. The primary use of the vehicle will be for recreational enforcement (Boat & Water, ATV, Snowmobile, etc.) This purchase would replace a 2005 Dodge $\frac{3}{4}$ ton pickup with 103,000 miles.

We requested quotes from our local dealerships, Aitkin Motors and Brandl Motors. One of the criteria was that the vehicle be a $\frac{1}{2}$ ton, extended cab pickup with an 8 ft box. We received the following information:

- **Aitkin Motors-Ford F150 model year 2016: \$29,727.00**
- Brandl Motors-General Motors does not offer an 8 foot box in an extended cab version for 2015 or 2016 model years.

I recommend the purchase of the following:

- 2016 Ford F150 from Aitkin Motors for the price of **\$29,727.00**

Undersheriff John Drahota



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: Nov. 10, 2015

Title of Item: Medical Examiner Contract 2016

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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*
Submitted by: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Scott Turner		Estimated Time Needed:
Summary of Issue: Michael B. McGee, M.D., Medical Examiner Contract for 2016		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Michael B. McGee, M.D., Medical Examiner Contract for 2016		
Financial Impact: <i>Is there a cost associated with this request?</i> <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

JAMES P. RATZ
AITKIN COUNTY ATTORNEY
217 SECOND STREET N.W., ROOM 231
AITKIN, MINNESOTA 56431

TELEPHONE (218) 927-7347
TOLL FREE 1-888-422-7347
FAX (218) 927-7365

SENIOR ASSISTANT COUNTY ATTORNEY
LISA ROGGENKAMP RAKOTZ


ASSISTANT COUNTY ATTORNEYS
SARAH WINGE
STEPHANIE SHOOK
NATHAN T. BENUSA

PARALEGALS
MICHELE J. MOTHERWAY
TAMMY K. MILLER

CRIME VICTIM COORDINATOR
JESSICA L. BROWN
TELEPHONE (218) 927-7446

MEMORANDUM

TO: Scott Turner, County Sheriff

FROM: James P. Ratz, County Attorney 

DATE: November 4, 2015

RE: Review of Medical Examiner Agreement for 2016

I have reviewed the above-referenced Agreement and find it to be appropriate as to form.

P.A. CONTRACT AGREEMENT

Agreement entered into this 1st day of January, 2016 by and between the County of Aitkin, a political subdivision of the State of Minnesota, and M.B. McGee, P.A. for the services of Dr. Michael B. McGee, M.D. as Medical Examiner of Aitkin County.

I. Relationship of Parties

- A. Pursuant to County Board action that took place on _____ and the authority of Minnesota Statutes Ch. 390, the board of Aitkin County commissioners designates Dr. Michael B. McGee as Medical Examiner for Aitkin County, hereinafter "the Medical Examiner."
- B. It is agreed that nothing contained in the Agreement is intended or should be construed as creating the relationship of co-partners, joint ventures or an association or an employer/employee relationship between Aitkin County and Dr. Michael B. McGee, M.B. McGee, P.A., or their employees or designee. M.B. McGee, P.A., is an independent contractor, and neither it, its officers, agents or employees shall be considered agents or representatives of the County. The County is interested only in the results to be achieved. The manner and means of conducting the works are under the control of the Medical Examiner, except to the extent they are limited by statute or regulation and the express terms of this Agreement. None of the benefits provided by the County to its employees, including, without limitation, unemployment insurance, workers' compensation insurance, retirement and deferred compensation plans, vacation and sick leave, are available from the County to the Medical Examiner, M.B. McGee, P.A., or the employees, agents or contractors of either. No civil service status shall attach to the Medical Examiner, Medical Staff, agent of contractors of the Medical Examiner or M.B. McGee, P.A. and the County shall make no deductions from sums payable under the terms of this Agreement for state or federal income taxes, FICA, PERA or other payroll type deductions which are associated with an employer-employee relationship.

II. Personnel

- A. The Medical Examiner will designate Dr. Kelly Mills, Dr. Victor Froloff and Dr. Butch Huston to assist in performing the contract and shall be under the control and supervision of the Medical Examiner. Dr. Mills, Dr. Froloff and Dr. Huston shall not be considered employees of the County, nor have a contractual relationship with the County. The County shall be notified prior to the effective date of any changes thereto.
- B. The non-medical personnel necessary to support the Medical Examiner in the performance of his duties under this Agreement shall be provided through the County Sheriff's Department. The compensation, benefits,

and other terms of employment of these non-medical personnel shall be determined and paid solely by the county.

III. Scope of Duties

- A. The Medical Examiner shall be responsible for conducting a modern medico-legal investigative system for Aitkin County applying the standards of the National Association of Medical Examiners, as they may be amended from time to time. The Medical Examiner shall periodically consult with the County Attorney's Office, police agencies, and others concerned with forensic pathology to review procedures and formats for preparing medical reports and protocols. The Medical Examiner shall perform all duties imposed by Minnesota Statutes Chapter 390, as well as the duties imposed by other statutes applicable to the Medical Examiner's activities. The Medical Examiner shall testify, as required, at inquests, hearings and trials.
- B. The Medical Examiner shall be responsible for the final determination of the cause and manner of death, and the signing of certificates attesting the cause and manner of death. During the temporary absence of the Medical Examiner, a qualified person designated by the Medical Examiner may make the final determination of death, and sign a certificate attesting to the cause and manner of death.
- C. The Medical Examiner shall be entitled to perform other gainful activities which do not interfere with the performance of his duties hereunder.

IV. Compensation

- A. All payments made under this agreement for services rendered by or at the designation of Dr. Michael B. McGee, M.D. shall be made to M.B. McGee, P.A.
- B. The County will be responsible for the payment for each complete autopsy or external examination performed by Dr. Michael B. McGee, M.D., or his assistants, as the Medical Examiner pursuant to this agreement and billed to Aitkin County upon completion of each examination in keeping with the past practice of the County Medical Examiner's Office.
- C. Compensation for the services under this contract shall be \$250.00/month plus the following on a per service basis: (1) complete forensic autopsy with basic toxicology, at approximately \$2,000, and (2) external examination with basic toxicology at approximately \$1000.

- D. Additionally, the County will be responsible for court related preparation / consultation and out of office charges, billed on an hourly basis of \$300/hr., including travel to and from Aitkin County in order to provide testimony in legal proceedings arising out of the duties of the Medical Examiner.

V. **Facilities**

The facility, together with all the necessary equipment, the supplies, shall be the responsibility of Dr. Michael B. McGee. It is represented by Dr. Michael B. McGee and understood by the County that Ramsey County Morgue shall be available to Dr. Michael B. McGee for the performance of this agreement.

VI. **Insurance and Indemnification**

- A. M.B. McGee, P.A. agrees to indemnify and hold harmless the County of Aitkin, its officials, employees and agents from any and all liability, loss or damage, that the County of Aitkin, its officials, employees and agents may suffer as a result of claims, demands, costs of judgments, including without limitation reasonable attorney's fees arising out of the provision of professional services by Dr. Michael B. McGee, M.D., as the Medical Examiner of Aitkin County pursuant to Minnesota Statutes Ch. 390, provided, however, that this indemnification shall be limited to the extent of such claims, demands, costs or judgments, including, without limitation, reasonable attorney's fees are covered by insurance.
- B. The County of Aitkin agrees to indemnify and hold harmless M.B. McGee, P.A., Dr. Michael B. McGee, M.D., its and their agents, officers or employees from any and all liability, loss or damage, it, he, its agents, officers or employees may suffer as a result of claims, demands, costs or judgments, including without limitation reasonable attorney's fees, arising from the Medical Examiner's or his agents' performance of his or their duties under this Agreement.
- C. M.B. McGee, P.A., shall obtain and keep in effect the following insurance coverage:
- 1) Comprehensive General Liability Insurance:
 - (a) Minimum Combined Single Limit
\$2,000,000 per occurrence
\$4,000,000 aggregate
 - (a) The following coverage must be specifically insured and certified with no internal sublimits.

1. Independent Contractors' Contingent Liability
2. Products/Completed Operations Liability
3. Contractual Liability
4. Personal Injury Liability including claims related to employment and coverage (a) through (e).
5. Broad Form Property Damage Liability, or deletion of the "Care, Custody and Control" Exclusion
6. Aircraft Liability (if applicable)
7. Watercraft Liability (if applicable)

(b) The Contractual Liability is to be either on a blanket basis for all written and oral contracts or specifically endorsed to acknowledge the contract between the insured and the County.

2. Professional Liability Insurance

Minimum Limits

\$2,000,000 per occurrence

\$4,000,000 aggregate

3. Automobile Liability Insurance on Vehicles Owned by M. B. McGee, P.A., or Michael B. McGee, M.D., Kelly Mills, M.D., Victor Froloff, M.D., or Butch Huston, M.D.

- D. All certificates of insurance shall provide that the insurance company shall give the County thirty (30) days prior written notice of cancellation, non-renewal or any material changes in the policy.
- E. The above subparagraphs establish the minimum insurance requirements, and it is the sole responsibility of M. B. McGee, P.A. to purchase and maintain additional insurance that may be necessary in connection with this contract.
- F. The Medical Examiner shall provide a certificate of insurance to the County in a form acceptable to Aitkin County. All insurance policies shall be submitted to the County upon written request.
- G. Nothing in this contract shall constitute a waiver by the County of any statutory limits or exceptions on liability.

VII. Transportation

- A. Transportation of the deceased bodies from Aitkin County to the Ramsey County Morgue shall be the responsibility of Aitkin County.

VIII. Miscellaneous Provisions

- A. The Medical Examiner and all the members of the Medical Staff must be licensed to practice in Minnesota, with the Medical Examiner holding certification by the American Board of Pathology.
- B. At the termination of this Agreement, the Medical Examiner shall return all files, records and objects related to cases completed, or in progress, to the County upon written request.

IX. Term and Termination

- A. This agreement shall continue for a period ending December 31, 2016 unless terminated sooner pursuant hereto.
- B. This Agreement may be terminated by either party on forty-five (45) days written notice to the other.
- C. This Agreement may be renewed on an annual basis upon agreement of both parties.

X. Entire Agreement, Modification

- A. It is understood and agreed that the entire Agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous Agreements presently in effect between the parties relating to the subject matter hereof.
- B. This Agreement shall be altered, varied, modified or amended only in writing duly executed by the parties and attached hereto.

COUNTY OF AITKIN

(date)

By _____
Aitkin County Board Chair

(date)

By _____
Aitkin County Administrator

(date)

Michael B. McGee, M.D.
Medical Examiner

M. B. McGee, P.A.

(date)

By _____
M. B. McGee, President



Board of County Commissioners Agenda Request

25

Agenda Item #

Requested Meeting Date: 11/10/15

Title of Item: Snowmobile trail easement on tax forfeited land offered for sale

- ☐ REGULAR AGENDA
☒ CONSENT AGENDA
☐ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☒ Adopt Resolution (attach draft)

☐ Direction Requested

☐ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Land Commissioner

Department:

Land

Presenter (Name and Title):

Mark Jacobs

Estimated Time Needed:

n/a

Summary of Issue:

The NE-NE of Section 17 Township 52 Range 25 will be offered for sale on the public tax forfeit land auction. The grant-in-aid snowmobile trail crosses this parcel of land. To protect the integrity of the snowmobile trail system I believe that an easement should be retained prior to sale.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

The attached resolution retains a 16-foot wide snowmobile trail easement on this property.

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 November 10, 2015

By Commissioner: xx

20151110-0xx

Snowmobile Trail Easement 17-52-25

WHEREAS, certain parcels of County-managed tax-forfeited land are needed for recreational purposes,

NOW, THEREFORE, BE IT RESOLVED, pursuant to M.S. 282.04, Subd 4, that the Auditor is authorized and instructed to issue a perpetual easement for snowmobile trail purposes to Aitkin County over and across the following tax-forfeited lands:

1. Northeast Quarter of the Northeast Quarter (NE-NE) in Section Seventeen (17) Township Fifty-two (52) Range Twenty-five (25) as presently located

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

FIVE MEMBERS PRESENT

All Members Voted Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 10th day of November A.D., 2015, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 10th day of November A.D. 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: LiDAR training in Thunder Bay, ON

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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>
Submitted by: Mark Jacobs	Department: Land
Presenter (Name and Title):	Estimated Time Needed:
Summary of Issue: New technologies are being developed that could improve how future forest inventories are created using remote sensing tools such as LiDAR and photogrammetry. A training session is offered in Thunder Bay, ON, Canada on November 25, 2018. I would like to send up to two staff (Rich Courtemanche and possibly one forester/forest technician) to this training. This would involve overnight (Nov. 24-25) and cross border travel. The training fee is \$100 per participant with all monies collected being donated to the charity "Forests Without Borders."	
Alternatives, Options, Effects on Others/Comments: Similar training has not been offered in the region to date.	
Recommended Action/Motion: Approve overnight and cross-border travel for up to two ACLD foresters <i>(budgeted expense)</i>	
Financial Impact: <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> \$ ≈ 550-700 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Education (staff development)	



Board of County Commissioners Agenda Request



Requested Meeting Date: 11/10/15

Title of Item: Abandoned personal property on tax forfeited land

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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*
Submitted by: Land Commissioner		Department: Land
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: <p>Sometimes, the former owner will vacate a parcel of real property when it forfeits without removing the personal property located on the real property. It is only the real property that forfeits for failure to pay real property taxes. Until 1994, the county auditor did not have jurisdiction over the abandoned personal property. So, it remained unclear what to do with it.</p> <p>The 1994 Minnesota Legislature clarified the issue by authorizing the county auditor to seize and sell any personal property abandoned on tax-forfeited land. The seizure and sale of the abandoned personal property must be completed before the sale of the tax-forfeited land itself. (M.S. 282.04, Subd. 2).</p> <p>The county board must approve by resolution the seizure and sale of any abandoned personal property on tax-forfeited land. The county board may approve the seizure and sale either under the provisions governing the sale of abandoned property by the county sheriff under M.S. 345.15 or by the county auditor under M.S. 504B.271.</p> <p>The net proceeds from the sale of abandoned personal property must be deposited in the forfeited tax sale fund. They must be distributed according to the apportionment plan prescribed in M.S. 282.08.</p>		
Alternatives, Options, Effects on Others/Comments: The board can pass a resolution for each individual forfeited property as they arise or pass a resolution to authorize the Land Commissioner to seize and dispose of personal property on tax forfeited property as outlined in statute, to expedite the clean up of forfeited properties.		
Recommended Action/Motion: The attached resolution authorizes the Land Commissioner to seize and dispose of abandoned personal property when the land owner has been notified, an inventory of the personal property from each parcel is maintained, and the process is approved by the Sheriff, County Attorney and County Auditor.		
Financial Impact: <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>		

By Commissioner: xx

20151110-0xx

Abandoned Personal Property on Tax-Forfeited Land

WHEREAS, certain tax forfeited parcels of lands forfeit with abandoned personal property located on them, and

WHEREAS, the interests of Aitkin County would be best served to clean up the parcels by removing the personal property from the parcels.

THEREFORE, the Aitkin County Land Commissioner is authorized to seize and sell any abandoned personal property located on tax forfeited lands in the manner dictated by the Minnesota Statute 504B.271 and/or MS 345.15 depending on the type of personal property. This process includes notification of the landowner at the last known address, consultation with the Sheriff/Co Atty/Co Auditor as to which process to use, and maintain an inventory list of the seized personal property.

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

FIVE MEMBERS PRESENT

All Members Voted Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 10th day of November A.D., 2015, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 10th day of November A.D. 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy



Board of County Commissioners Agenda Request



Requested Meeting Date: November 10, 2015

Title of Item: LG214 Premises Permit - Minnewawa Sportsmen's Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <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*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Minnewawa Sportsmen's Club, at Eagle Point Lounge – Shamrock Township. This establishment has an address of 49394 State Highway 65, McGregor, MN 55760.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the above resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: 2014 State Audit Discussion



REGULAR AGENDA



CONSENT AGENDA



INFORMATION ONLY

Action Requested:

Approve/Deny Motion



Adopt Resolution (attach draft)



Direction Requested



Discussion Item



Hold Public Hearing*

provide copy of hearing notice that was published*Submitted by:**

Nathan Burkett

Department:

Administration

Presenter (Name and Title):

Nathan Burkett, County Administrator

Estimated Time Needed:

20 minutes

Summary of Issue:

At Tuesday's meeting Chuck Knandel, Jr. of the State Auditor's Office will discuss Aitkin County's 2014 State Audit with the Board via a conference call.

Alternatives, Options, Effects on Others/Comments:**Recommended Action/Motion:****Financial Impact:**

Is there a cost associated with this request?



Yes



No

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

Is this budgeted?



Yes



No

Please Explain:



Board of County Commissioners Agenda Request

3B

Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: Third Quarter Financial Review

- ☒ REGULAR AGENDA
☐ CONSENT AGENDA
☒ INFORMATION ONLY

Action Requested:

- ☐ Approve/Deny Motion
☐ Adopt Resolution (attach draft)

☐ Direction Requested

☒ Discussion Item

☐ Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Nathan Burkett

Department:

Administration

Presenter (Name and Title):

Nathan Burkett, County Administrator

Estimated Time Needed:

Summary of Issue:

At Tuesday's meeting I will review the third quarter finances with the Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request?

☐ Yes

☐ No

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

Is this budgeted? ☐ Yes

☐ No

Please Explain:



Board of County Commissioners Agenda Request

3C

Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: Financial Policy Discussion and Guidance



REGULAR AGENDA



CONSENT AGENDA



INFORMATION ONLY

Action Requested:



Approve/Deny Motion



Adopt Resolution (attach draft)



Direction Requested



Discussion Item



Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Nathan Burkett

Department:

Administration

Presenter (Name and Title):

Nathan Burkett, County Administrator

Estimated Time Needed:

Summary of Issue:

At Tuesday's meeting I will discuss the creation of an Aitkin County Finance Policy and ask for guidance from the Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request?



Yes



No

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

Is this budgeted?



Yes



No

Please Explain:



Aitkin County Board of Commissioners Agenda Request Form

4
 Agenda Item #

Requested Meeting Date: November 10, 2015

Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Brian Napstad Commissioner Anne Marcotte HHS Director Tom Burke HHS Director Tom Burke Commissioner Laurie Westerlund Commissioner Don Niemi
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 rd Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Marcotte and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Napstad
Forest Advisory	Every other month	3 rd Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Monday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Napstad and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Napstad
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Napstad
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Marcotte
NE MN Office Job Training	As called		Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 nd Monday	Westerlund
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Purchasing/Building	As needed		All Commissioners
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund