

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS May 9, 2017 – BOARD AGENDA

- 9:00 1) J. Mark Wedel, County Board Chair
- 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 five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 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 April 25, 2017 – May 8, 2017
 - B) Approve April 25, 2017 County Board Minutes
 - C) Approve Commissioner Warrants
 - D) Approve Affidavit for Duplicate of Lost Municipal Order or Warrant - James Anderson
 - E) Accept \$300 Donation to STS from Wealthwood Township
 - F) Ratify Teamsters Supervisory Unit Agreement
 - G) Adopt Resolution: Form LG214 - American Legion Post 86
 - H) Approve Recycling Agreement Extensions
- 9:05 3) Ross Wagner, Economic Development & Forest Industry Coordinator
- A) Building Project - Next Steps
- 9:30 4) John Welle, County Engineer
- A) Adopt Resolution: Award Contract No. 20172
- 9:40 5) Bobbie Danielson, HR Director
- A) Personnel Committee Recommendations
 - 1. Appoint Community Corrections Director
- 9:45 6) Jessica Seibert, County Administrator
- A) 2018 Budget Discussion - Board Priorities
- 10:00 7) Mark Jacobs, Land Commissioner
- A) Approve Trail Permit to Crow Wing County for "Emily ATV Trail"
 - B) Approve Quotes for Demo/Removal of Structures on Tax-Forfeited Lands
 - C) Parks & Trails Update
 - D) 11:00 Public Hearing - County Park Ordinance Update
- 11:15 8) Committee Updates
- 11:45 Adjourn

The Aitkin County Board of Commissioners met this 25th day of April, 2017 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

CALL TO ORDER

A moment of silence was held for Dick Siemers, former Aitkin County Commissioner, who proudly served as Commissioner for two years.

MOMENT OF SILENCE

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the April 25, 2017 agenda.

APPROVED AGENDA

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
April 25, 2017**

**HEALTH &
HUMAN
SERVICES
BOARD**

Attendance

The Aitkin County Board of Commissioners met this 25th day of April, 2017 at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, and Anne Marcotte. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Fiscal Supervisor Kathleen Ryan, Financial Services Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Social Service Supervisor Jessi Schultz, Child Support Supervisor Ruth Sundermeyer, Administrative Assistant Sue Bingham, and Guests: Bob Marcum and Roberta Elvecrog/H&HS Advisory Committee Members, Adam Hoogenakker/Aitkin Independent Age, and Citizen Georgia Johnson.

Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve the April 25, 2017 Health & Human Services Board agenda.

Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the March 28, 2017 Health and Human Services Board minutes.

Bills

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the bills.

Director Reports

Cynthia Bennett, Health & Human Services Director updated the Board on the following:

1. AMC Leadership Summit

Cynthia gave a brief summary on the benefits of this training. The summit was informative and focused on action. Attendees were encouraged to actively work on improving their leadership qualities. In addition, leaders were given tools that would assist with developing a plan to build a culture of leadership within their organization.

2. Legislative Updates

No significant legislative decisions at this time. The legislature reconvened last week and conference committee members will be identifying target spending goals and will then proceed to reconcile the house and senate proposals.

3. 1:1 Meetings with Employees

Cynthia reported that she has conducted around 50 1:1 meetings with HHS employees. These were very positive and informative sessions. Her conversations confirmed that all the employees are fully dedicated and committed to the services they provide and the individuals they serve. This commitment and dedication is a positive for our communities and wanted this to be known to our commissioners.

METS Video

Jessi Goble, Financial Services Supervisor showed the Board a video on METS - Minnesota Eligibility Technical System - System of Record.

Contract

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to approve contract with Presbyterian Family Foundation for Guardianship Services.

Financial Reports

Kathleen Ryan, Fiscal Supervisor reviewed the Health & Human Services 5-Year Trend, Financial Report, and Foster Care Report with the Board.

Joint Powers Board Reports

- Tri-County Community Health Services Board (CHS)

Committee Reports

- H&HS Advisory Committee
- CJI (Children's Justice Initiative)

Next Meeting – May 23, 2017

Break: 10:12 a.m. to 10:25 a.m.

Robert Harwarth, Aitkin County resident, voiced his concerns about the proposed building project, and stated he will be presenting a petition for a reverse referendum.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: April 11, 2017 to April 24, 2017; B) Approve County Board Minutes: April 11, 2017; C) Approve Commissioner Warrants: General Fund \$92,267.75, Road & Bridge \$26,812.71, State \$270.00, Trust \$42,826.07, Forest Development \$16,950.41, Long Lake Conservation Center \$8,665.88, Parks \$35,619.26 for a total of \$223,412.08; D) Approve Auditor Warrants - March Sales & Use Tax: General Fund \$732.84, Road & Bridge \$411.10, State \$7,283.00, Trust \$1.29, Long Lake Conservation Center \$39.69, Parks \$113.53 for a total of \$8,581.45; E) Adopt Resolution: 2017 State Boat & Water Agreement Grant; F) Accept Resignation - Elizabeth DeRuyck, Community Corrections Director; G) Approve Consumption & Display Permit - Larson's Barn; 2H) Approve 3.2

**HHS BOARD
ADJOURNS**

BREAK

**CITIZENS PUBLIC
COMMENT**

**CONSENT
AGENDA**

Malt Liquor Licenses; I) Adopt Resolution: Form LG220 - The Hennepin Health Foundation; J) Accept \$250 Donation to STS from Logan Township; K) Adopt Resolution: Project Sponsor - City of Aitkin; L) Adopt Resolution: Snowmobile / Ski Trail Funding; M) Adopt Resolution: Repurchase Application Tax Forfeited Land - Becker; N) Approve Request to Use Courthouse Property

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - 2017 State Boat & Water Agreement Grant:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2017 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$6,375.00 for the term of May 12, 2017, through September 4, 2017.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the following Application for Consumption & Display (Set Up) Permit:

Larson, Leonard and Kathy, d/b/a Larson's Barn - Workman Township

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the following 3.2 Malt Liquor Licenses for a period ending April 30, 2018:

OFF Sale:

- KRIM15, LLC, d/b/a **(The) Junction** – Hazelton Township

ON Sale:

- Danny J. Volk, d/b/a **Hidden Meadows** – Unorg 48-27 Township
- Minnewawa Sportsmen's Club Inc., d/b/a **Minnewawa Sportsmen's Club** – Shamrock Township

ON & OFF Sale:

- Dean H. Hanson, d/b/a **Agate Bay Resort** – Lakeside Township
- Kulifaj Resorts Inc., d/b/a **The Red Door Resort & Motel** – Wealthwood Township

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Form LG220 - The Hennepin Health Foundation:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Hennepin Health Foundation, at the following location – VFW, which has an address of 36558 410th Avenue – Aitkin Township. (Note: Date of activity for Raffle – June 24, 2017)

**RESOLUTION
20170425-029
2017 STATE BOAT
& WATER
AGREEMENT
GRANT**

**CONSUMPTION &
DISPLAY PERMIT
LARSON'S BARN**

**3.2 MALT LIQUOR
LICENSES**

**RESOLUTION
20170425-030
FORM LG220 -
THE HENNEPIN
HEALTH
FOUNDATION**

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Project Sponsor - City of Aitkin:

WHEREAS, the City of Aitkin desires to submit a grant application for the Local Road Improvement Program for the 1st Street NW- 1st Avenue NW – 2nd Avenue NW reconstruction project, and

WHEREAS, the Local Road Improvement grant requires that Aitkin County act as the project sponsor for this project.

THEREFORE BE IT RESOLVED, that Aitkin County agrees to act as the sponsoring agency for the 1st Street NW- 1st Avenue NW – 2nd Avenue NW reconstruction project to accept, on behalf of the City of Aitkin, the Local Road Improvement Program grant and to ensure that the project is performed in compliance with all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED that John Welle, Aitkin County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Snowmobile / Ski Trail Funding:

WHEREAS, Local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, Snowmobile clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2017-2018 winter season, and

WHEREAS, these trails benefit the winter recreation, resort, industry, and economy of Aitkin County.

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails

**RESOLUTION
20170425-031
PROJECT
SPONSOR - CITY
OF AITKIN**

**RESOLUTION
20170425-032
SNOWMOBILE /
SKI TRAIL
FUNDING**

No Achen / LLCC ski trails

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the 2017-2018 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Repurchase Application Tax Forfeited Land - Becker:

WHEREAS, William J. Becker and Terri L. Becker the former owners have made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota, and described as follows, to-wit:

West 330 feet of the Southeast Quarter of the Northwest Quarter (SE-NW) less r/w Section Fourteen (14) Township Fifty-two (52) Range Twenty-six (26)

And **WHEREAS**, said applicant has set forth in their application, that

- a) *Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:* Unfortunately it was a miscommunication between three parties when paying off the mortgage. We would never intentionally not paid our taxes. We are law abiding citizens of Aitkin County and have made this our home for 23 years. The lawyer dropped the ball in this snowball effect and we are deeply sorry for this. We have made our roots here and would appreciate if you please let us stay.
- b) *That the repurchase of said land by me will promote and best serve the public interest, because:* My husband and I take pride in our community. Being involved in Hill City Chamber, Lion's Club and being the Commander of the American Legion Post of Hill City and Past President of the Auxillary. Our children went to the school here. We have done a lot for Hill City and plan to do so in coming years. We have kept our property almost like a park like setting. And we get a lot of compliments on this. Please consider this in making your decision. Thank you.

And **WHEREAS**, this board is of the opinion that said application should be granted for such reasons.

NOW THEREFORE BE IT RESOLVED, that the application of William J Becker and Terri L. Becker for the purchase of the above described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized, and directed to permit such repurchase according to the provisions of Minnesota Statues 1945, Section 282.241, as amended.

Tom Whiteside with Representative Nolan's Office updated the Board on current legislation and answered questions.

Mike Dangers, County Assessor reviewed the 2017 Assessment Summary with the Board.

**RESOLUTION
20170425-033
REPURCHASE
APPLICATION
TAX FORFEITED
LAND - BECKER**

**FEDERAL
LEGISLATIVE
UPDATE**

**ASSESSMENT
SUMMARY**

Bobbie Danielson, Human Resources Director presented Personnel Committee Recommendations:

1. Interview Panel for Community Corrections Director

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to authorize Community Corrections Director interview panel as proposed.

2. Restructure of Community Corrections

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to authorize restructuring within the Community Corrections as proposed.

3. Land Department Office Support

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to hire a new FT Land Department Office Support position.

It was noted that this authorization includes submitting three positions for re-evaluations.

Jessica Seibert, County Administrator updated the Board on the following:

- Goal Setting/Strategic Planning
- 1st Quarter Financial Report
- 2018 Budget Schedule & Process
- Quotes for Cleaning Jail Duct Work

The Board expressed an interest in Strategic Planning, but felt the timing isn't right due to the proposed building project. Motion by Commissioner Pratt, seconded by Commissioner Marcotte and carried, all members voting to table the topic of Strategic Planning.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve quote from Dust Busters Furnace & Duct Cleaning, Inc. for cleaning jail duct work at a cost of \$24,994.00.

The Board discussed: Arrowhead Counties, Mississippi Headwaters Board, ARDC, AMC Leadership Meeting, Association of Townships, Big Sandy Lake Watershed, AIS, TZD, Facilities, Aitkin County Community Corrections, and Sobriety Court.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to adjourn the meeting at 12:58 p.m. until Tuesday, May 9, 2017 at 9:00 a.m.

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

 Jessica Seibert, County Administrator

**PERSONNEL
 COMMITTEE**

**COUNTY
 ADMINISTRATOR
 UPDATES**

**STRATEGIC
 PLANNING
 PROPOSAL**

JAIL DUCT WORK

**BOARD
 DISCUSSION**

ADJOURN

20

DKB1
4/28/17 12:17PM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

DKB1
 4/28/17 12:17PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
1 DEPT		Commissioners		
248 Association of Mn Counties				
01-001-000-0000-6241		AMC Reg Pratt,Marcotte,Westerl	47079	Registration Fee
248 Association of Mn Counties		1 Transactions		
365.00				
10452 AT&T Mobility				
01-001-000-0000-6250		Foundation Account	287259994975	Telephone
		03/18/2017 04/17/2017	0	
10452 AT&T Mobility		1 Transactions		
69.98				
14289 Pratt/Bill				
01-001-000-0000-6330		March Mileage	344@.535	Transportation & Travel & Parking
14289 Pratt/Bill		1 Transactions		
184.04				
6097 Verizon Wireless				
01-001-000-0000-6250		Cell phone	28628780200001	Telephone
01-001-000-0000-6250		Commissioner MIFI	78666388100002	Telephone
6097 Verizon Wireless		2 Transactions		
66.30				
1 DEPT Total:		Commissioners	4 Vendors	5 Transactions
905.32				
12 DEPT		Court Administration		
8175 Centurylink				
01-012-000-0000-6250		LD/LOCAL Q2	313645966	Telephone
8175 Centurylink		1 Transactions		
365.50				
14422 Forensic Associates LLC				
01-012-000-0000-6232		Fees 01- CR- 16- 214		Attorney Services
14422 Forensic Associates LLC		1 Transactions		
300.00				
1976 Haberkorn Law Offices,Ltd				
01-012-000-0000-6232		Fees	Jan- March	Attorney Services
01-012-000-0000-6232		Costs	Jan- March	Attorney Services
01-012-000-0000-6232		Law Library Self Help program	Jan,Feb,Mar	Attorney Services
1976 Haberkorn Law Offices,Ltd		3 Transactions		
3,142.50				
32.10				
80.00				
3,254.60				
10208 Ketola/Marvin E.				
01-012-000-0000-6232		Fees01- P4- 99- 000194		Attorney Services
250.00				

DKB1
4/28/17 12:17PM
1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>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>
10208 Ketola/Marvin E.		250.00	1 Transactions	
12 DEPT Total:		4,170.10	Court Administration	4 Vendors 6 Transactions
40 DEPT			Auditor	
783 Canon Financial Services, Inc 01-040-000-0000-6231		220.24	Contract Charges-026	17200795 Services, Labor, Contracts
783 Canon Financial Services, Inc		220.24	1 Transactions	
8175 Centurylink 01-040-000-0000-6250		23.85	LD/LOCAL	313645966 Telephone
01-040-021-0000-6250		309.67	Local Calls License Center	314154028 License Center- Phone
8175 Centurylink		333.52	2 Transactions	
10185 Centurylink Communications Inc 01-040-021-0000-6250		144.97	L/D license center	320146217 License Center- Phone
10185 Centurylink Communications Inc		144.97	1 Transactions	
1457 CPS Technology Solutions, Inc 01-040-000-0000-6231		26.40	May Maintenance	372384 Services, Labor, Contracts
1457 CPS Technology Solutions, Inc		26.40	1 Transactions	
86235 The Office Shop Inc 01-040-000-0000-6405		71.46	Personnel jackets for payroll	1024417-0 Office & Computer Supplies
86235 The Office Shop Inc		71.46	1 Transactions	
40 DEPT Total:		796.59	Auditor	5 Vendors 6 Transactions
42 DEPT			Treasurer	
208 American Solutions For Business 01-042-000-0000-6205		2,020.18	Postage Tax Statements	INV02920937 Postage
01-042-000-0000-6231		4,331.91	Print/process tax statements	INV02920937 Services, Labor, Contracts
01-042-000-0000-6405		1,353.29	Tax Statements	INV02920937 Office & Computer Supplies
208 American Solutions For Business		7,705.38	3 Transactions	
8175 Centurylink 01-042-000-0000-6250		7.60	LD/LOCAL	313645966 Telephone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
8175 Centurylink				
	7.60		1 Transactions	
86235 The Office Shop Inc				
01-042-000-0000-6405	16.99	Paper, Resume	1024632-0	Office & Computer Supplies
01-042-000-0000-6405	16.84	Organizer, desktop	1024632-0	Office & Computer Supplies
01-042-000-0000-6405	15.65	wipes	1024632-0	Office & Computer Supplies
86235 The Office Shop Inc	49.48		3 Transactions	
42 DEPT Total:	7,762.46	Treasurer	3 Vendors	7 Transactions
43 DEPT		Assessor		
208 American Solutions For Business				
01-043-000-0000-6205	2,020.18	Postage Valuation Notices	INV02920937	Postage
01-043-000-0000-6230	4,571.90	Print/process Valuation Notice	INV02920937	Printing, Publishing & Adv
01-043-000-0000-6230	1,370.18	Valuation Notices	INV02920937	Printing, Publishing & Adv
208 American Solutions For Business	7,962.26		3 Transactions	
10452 AT&T Mobility				
01-043-000-0000-6250	209.94	Monthly wireless	287250162187	Telephone
		03/18/2017	04/17/2017	0
10452 AT&T Mobility	209.94		1 Transactions	
783 Canon Financial Services, Inc				
01-043-000-0000-6231	164.08	Copier contract 033	17200800	Services, Labor, Contracts
783 Canon Financial Services, Inc	164.08		1 Transactions	
8175 Centurylink				
01-043-000-0000-6250	48.53	LD/LOCAL	313645966	Telephone
8175 Centurylink	48.53		1 Transactions	
43 DEPT Total:	8,384.81	Assessor	4 Vendors	6 Transactions
44 DEPT		Central Services		
783 Canon Financial Services, Inc				
01-044-000-0000-6231	326.43	Contract charge 031	17200799	Services, Labor, Contracts
783 Canon Financial Services, Inc	326.43		1 Transactions	
8175 Centurylink				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
8175	Centurylink 01-044-000-0000-6250		2.29	LD/LOCAL	313645966	Telephone
			2.29		1 Transactions	
10185	Centurylink Communications Inc 01-044-000-0000-6250		0.33	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		0.33		1 Transactions	
44	DEPT Total:		329.05	Central Services	3 Vendors	3 Transactions
49	DEPT			Information Technologies		
8175	Centurylink 01-049-000-0000-6250		15.31	LD/LOCAL	313645966	Telephone
8175	Centurylink		15.31		1 Transactions	
49	DEPT Total:		15.31	Information Technologies	1 Vendors	1 Transactions
52	DEPT			Administration/Personnel Dept		
248	Association of Mn Counties 01-052-000-0000-6241		390.00	AMC Reg Seibert & Danielson	47079	Registration Fee
248	Association of Mn Counties		390.00		1 Transactions	
10452	AT&T Mobility 01-052-000-0000-6250		108.82	Foundation Account 03/18/2017 04/17/2017	287259994975 0	Telephone
10452	AT&T Mobility		108.82		1 Transactions	
8175	Centurylink 01-052-000-0000-6250		48.21	LD/LOCAL	313645966	Telephone
8175	Centurylink		48.21		1 Transactions	
11303	Danielson/Bobbie 01-052-000-0000-6330		75.95	Mileage Duluth meeting	174.6@.435	Transportation & Travel & Parking
	01-052-000-0000-6330		164.26	MCHRMA Meeting	377.6@.435	Transportation & Travel & Parking
11303	Danielson/Bobbie		240.21		2 Transactions	
10629	Ergometrics 01-052-000-0000-6208		452.60	Testing for law enforcement	128233	Training/Education

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
4/28/17 12:17PM
1 General Fund

Vendor No.	Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
10629	Ergometrics		452.60			
				1 Transactions		
12808	Gallagher Benefit Services, Inc.					
	01-052-000-0000-6231		3,000.00	Compensating Consulting Fees	114154	Services, Labor, Contracts
12808	Gallagher Benefit Services, Inc.		3,000.00			
				1 Transactions		
12048	McDowell Agency, Inc./The					
	01-052-000-0000-6234		35.00	Background screen	87313	Background Check Fee
12048	McDowell Agency, Inc./The		35.00			
				1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLI					
	01-052-000-0000-6232		21.00	County Law - Peterson	.2@105	Attorney Services
	01-052-000-0000-6232		34.00	County Law - Hastings	.2@170	Attorney Services
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		55.00			
				2 Transactions		
86235	The Office Shop Inc					
	01-052-000-0000-6405		18.87	Tab indexes	1024119-0	Office & Computer Supplies
	01-052-000-0000-6405		1.63	Tab index inserts	1024199-0	Office & Computer Supplies
	01-052-000-0000-6405		29.23	Folders, pens, eraser	1024252-0	Office & Computer Supplies
86235	The Office Shop Inc		49.73			
				3 Transactions		
6097	Verizon Wireless					
	01-052-000-0000-6250		26.02	HR Director MIFI	78666388100002	Telephone
6097	Verizon Wireless		26.02			
				1 Transactions		
52	DEPT Total:		4,405.59	Administration/Personnel Dept	10 Vendors	14 Transactions
60	DEPT			Elections		
11051	Department of Human Services					
	01-060-000-0000-6405		85.05	Mailing Services	A300IC01169I	Office & Computer Supplies
11051	Department of Human Services		85.05			
				1 Transactions		
1601	Election Systems & Software Inc					
	01-060-000-0000-6231		2,558.56	Firmware License Renewal Fees	1006595	Services, Labor, Contracts
	01-060-000-0000-6231		12,757.88	Hardware Maintnace Fees	1006595	Services, Labor, Contracts
	01-060-000-0000-6231		1,764.00	Unity ERM Software License	1006595	Services, Labor, Contracts
1601	Election Systems & Software Inc		17,080.44			
				3 Transactions		
3390	Minnesota UC Fund					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01-060-000-0000-6267		1st Qtr unemploy.- Math	11246925	Unemployment Compensation
3390 Minnesota UC Fund		1 Transactions		
86235 The Office Shop Inc				
01-060-000-0000-6405		Dymo labels for elections	1024417-0	Office & Computer Supplies
86235 The Office Shop Inc		1 Transactions		
60 DEPT Total:	17,223.58	Elections	4 Vendors	6 Transactions
90 DEPT		Attorney		
8175 Centurylink				
01-090-000-0000-6250	36.97	LD/LOCAL	313645966	Telephone
8175 Centurylink	36.97	1 Transactions		
10185 Centurylink Communications Inc				
01-090-000-0000-6250	1.66	Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc	1.66	1 Transactions		
90 DEPT Total:	38.63	Attorney	2 Vendors	2 Transactions
100 DEPT		Recorder		
8175 Centurylink				
01-100-000-0000-6250	20.31	LD/LOCAL	313645966	Telephone
8175 Centurylink	20.31	1 Transactions		
11406 Innovative Office Solutions				
01-100-000-0000-6405	30.55	Office supplies	IN1577067	Office & Computer Supplies
11406 Innovative Office Solutions	30.55	1 Transactions		
100 DEPT Total:	50.86	Recorder	2 Vendors	2 Transactions
110 DEPT		Courthouse Maintenance		
10452 AT&T Mobility				
01-110-000-0000-6250	34.99	Foundation Account	287259994975	Phone
		03/18/2017 04/17/2017	0	
10452 AT&T Mobility	34.99	1 Transactions		
8175 Centurylink				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
8175 Centurylink		4.48	LD/LOCAL	Phone
		4.48		
			1 Transactions	
88628 Dalco		268.63	Tissue, towels, mop handle	Janitorial Supplies
		268.63		
			1 Transactions	
2186 Hillyard Inc - Kansas City		452.53	Cleaner, wipes, mop wet	Janitorial Supplies
		452.53		
			1 Transactions	
7525 Hometown Bldg Supply		31.05	Hardware	Janitorial Supplies
		31.05		
			1 Transactions	
12927 Midwest Machinery Co.		29.90	Grease,oil, fiter for tractor	Janitorial Supplies
		29.90		
			1 Transactions	
3950 Public Utilities		442.78	Jail West Annex	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
01-110-000-0000-6254		195.99	CH Bldg Coordinator	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
01-110-000-0000-6254		79.29	Glarco	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
01-110-000-0000-6254		25.50	Old County Garage	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
01-110-000-0000-6254		1,667.65	Utilities courthouse	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
01-110-000-0000-6254		288.32	LA Tool Building	Utilities & Heating
			03/16/2017 04/16/2017	
			0	
3950 Public Utilities		2,699.53		
			6 Transactions	
6097 Verizon Wireless		31.27	Cell phone	Phone
		31.27		
			1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
110 DEPT Total:		3,552.38	Courthouse Maintenance	8 Vendors 13 Transactions
120 DEPT			Service Officer	
10452 AT&T Mobility			Foundation Account	Telephone
01-120-000-0000-6250		62.05	03/18/2017 04/17/2017	287270539560 0
10452 AT&T Mobility		62.05		1 Transactions
8175 Centurylink			LD/LOCAL	Telephone
01-120-000-0000-6250		47.59		313645966
8175 Centurylink		47.59		1 Transactions
10185 Centurylink Communications Inc			Toll Free Charges	Telephone
01-120-000-0000-6250		3.39		320295974
10185 Centurylink Communications Inc		3.39		1 Transactions
3518 Voyageur Press Of Mcgregor/The			Veterans Benefits Ad	Printing, Publishing & Adv
01-120-000-0000-6230		162.00		35936
3518 Voyageur Press Of Mcgregor/The		162.00		1 Transactions
120 DEPT Total:		275.03	Service Officer	4 Vendors 4 Transactions
122 DEPT			Planning & Zoning	
783 Canon Financial Services, Inc			Copier charges 029	Services, Labor, Contracts, Programming
01-122-000-0000-6231		248.73		17200797
783 Canon Financial Services, Inc		248.73		1 Transactions
8175 Centurylink			LD/LOCAL	Telephone
01-122-000-0000-6250		73.83		313645966
8175 Centurylink		73.83		1 Transactions
13442 Hagen/Michael			PC Onsite	Per Diem
01-122-000-0000-6350		10.00		Per Diem
01-122-000-0000-6350		50.00		04/17/2017
01-122-038-0000-6330		28.89	PC Mileage	Boa/Pc Mileage
13442 Hagen/Michael		88.89		54@.535
				3 Transactions
11990 Lange/David				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
01-122-000-0000-6350		20.00		Per Diem
01-122-038-0000-6330		63.13	118@.535	Boa/Pc Mileage
01-122-000-0000-6350		50.00	4/17/2017	Per Diem
11990 Lange/David		133.13		3 Transactions
14416 Samual/Robert				
01-122-000-0000-6820		150.00		Refunds & Reimbursements
14416 Samual/Robert		150.00		1 Transactions
13424 Sonnee/Dennise J				
01-122-000-0000-6350		20.00		Per Diem
01-122-000-0000-6350		50.00	04/17/2017	Per Diem
01-122-038-0000-6330		75.97	142@.535	Boa/Pc Mileage
13424 Sonnee/Dennise J		145.97		3 Transactions
86235 The Office Shop Inc				
01-122-000-0000-6405		131.18	1024689-0	Office, Computer, Film, & Field Supplies
86235 The Office Shop Inc		131.18		1 Transactions
6097 Verizon Wireless				
01-122-000-0000-6250		40.10	38069013800001	Telephone
			03/14/2017 04/13/2017	0
6097 Verizon Wireless		40.10		1 Transactions
122 DEPT Total:		1,011.83	8 Vendors	14 Transactions
200 DEPT				
170 Aitkin Motor Company				Enforcement
01-200-000-0000-6302		48.73	13265	Car Maintenance
170 Aitkin Motor Company		48.73		1 Transactions
11960 ASAP Towing				
01-200-000-0000-6359		308.00	5569	Wrecker Service
01-200-000-0000-6359		174.00	5657	Wrecker Service
11960 ASAP Towing		482.00		2 Transactions
10452 AT&T Mobility				
01-200-000-0000-6250		1,061.22	287258495419	Telephone
			03/18/2017 04/17/2017	0

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<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>
10452 AT&T Mobility				
		1 Transactions		
4488 Automated Word Professionals				
01- 200- 000- 0000- 6231	106.50	Transcription	17- SO10110	Services & Labor (Incl Contracts)
4488 Automated Word Professionals	106.50	1 Transactions		
10442 Bureau Of Crim.Apprehension				
01- 200- 039- 0000- 6425	700.00	Permit to carry new & renew	01- 000052	Gun Permit Expenses
10442 Bureau Of Crim.Apprehension	700.00	1 Transactions		
8175 Centurylink				
01- 200- 000- 0000- 6250	111.32	LD/LOCAL	313645966	Telephone
8175 Centurylink	111.32	1 Transactions		
10185 Centurylink Communications Inc				
01- 200- 000- 0000- 6250	5.85	Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc	5.85	1 Transactions		
10715 Civil Air Patrol Magazine				
01- 200- 000- 0000- 6230	145.00	Ad	IN2704863	Printing, Publishing & Adv
10715 Civil Air Patrol Magazine	145.00	1 Transactions		
5756 KEEPRS, Inc				
01- 200- 000- 0000- 6410	67.14	Uniform shirt #216	335306	Clothing Allowance
5756 KEEPRS, Inc	67.14	1 Transactions		
3390 Minnesota UC Fund				
01- 200- 000- 0000- 6267	177.00	1st Qtr unemploy.- Mathis	11246925	Unemployment Compensation
3390 Minnesota UC Fund	177.00	1 Transactions		
12110 Revelin Vehicle Solutions, LLC				
01- 200- 000- 0000- 6302	1,850.00	Wireless uploads,repairs	178	Car Maintenance
12110 Revelin Vehicle Solutions, LLC	1,850.00	1 Transactions		
9642 WEX BANK				
01- 200- 000- 0000- 6511	3,910.61	Gas for squads	0424007043961	Gas And Oil
9642 WEX BANK	3,910.61	1 Transactions		
13848 WYATT'S TOWING				

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13848 WYATT'S TOWING		Tow forfeiture	17- 1010	Wrecker Service
		1 Transactions		
13132 Zuercher Technologies, LLC		maint Zsuite, NCIC, GIS	000593	Services & Labor (Incl Contracts)
		05/05/2017 05/04/2018	0	
13132 Zuercher Technologies, LLC		1 Transactions		
200 DEPT Total:		Enforcement	14 Vendors	15 Transactions
202 DEPT		Boat & Water		
1682 Fishers Resort		2017 Boat Slip	1104	Services & Labor (Incl Contracts)
		1 Transactions		
3950 Public Utilities		Boat & Water	0200063119006	Utilities
		03/16/2017 04/16/2017	0	
3950 Public Utilities		1 Transactions		
202 DEPT Total:		Boat & Water	2 Vendors	2 Transactions
204 DEPT		ATV		
10452 AT&T Mobility		Foundation Account	287258495419	Telephone
		03/18/2017 04/17/2017	0	
10452 AT&T Mobility		1 Transactions		
9642 WEX BANK		Gas	0424007043961	Gas And Oil
		1 Transactions		
204 DEPT Total:		ATV	2 Vendors	2 Transactions
252 DEPT		Corrections		
116 Aitkin Pet & Farm Supply Inc		Softener Salt	799694	Repair & Maintenance Supplies

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<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>
116 Aitkin Pet & Farm Supply Inc		293.51			
			1 Transactions		
10452 AT&T Mobility					
01- 252- 000- 0000- 6250		56.04	Foundation Account	287258495419	Telephone
			03/18/2017 04/17/2017	0	
10452 AT&T Mobility		56.04			
			1 Transactions		
783 Canon Financial Services, Inc					
01- 252- 000- 0000- 6231		96.07	Monthly copier lease 032	17200793	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		96.07			
			1 Transactions		
8175 Centurylink					
01- 252- 000- 0000- 6250		312.29	LD/LOCAL	313645966	Telephone
8175 Centurylink		312.29			
			1 Transactions		
10185 Centurylink Communications Inc					
01- 252- 000- 0000- 6250		5.85	Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc		5.85			
			1 Transactions		
163 Charter Communications					
01- 252- 252- 0000- 6405		184.39	Cable tv	83523056600060	Prisoner Welfare
163 Charter Communications		184.39			
			1 Transactions		
5583 Crawford Supply Company					
01- 252- 252- 0000- 6408		53.40	Commissary supplies	821055	Commissary Supplies
5583 Crawford Supply Company		53.40			
			1 Transactions		
88628 Dalco					
01- 252- 000- 0000- 6422		580.38	Paper products for jail	3163252	Janitorial Supplies
88628 Dalco		580.38			
			1 Transactions		
2186 Hillyard Inc - Kansas City					
01- 252- 000- 0000- 6422		84.55	Janitorial	602489018	Janitorial Supplies
		823.49	Janitorial	602498195	Janitorial Supplies
2186 Hillyard Inc - Kansas City		908.04			
			2 Transactions		
5503 Keefe Supply Company					
01- 252- 252- 0000- 6408		525.06	Commissary supplies	821039	Commissary Supplies

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
5503 Keefe Supply Company		525.06	1 Transactions	
5892 McGregor Printing & Graphics, Inc 01- 252- 000- 0000- 6230		69.00	Patrice business cards	192262 Printing, Publishing & Adv
5892 McGregor Printing & Graphics, Inc		69.00	1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea 01- 252- 000- 0000- 6254		313.68	Shelter/tower 03/01/2017 03/30/2017	34- 54- 015- 01 0 Utilities & Heating
3160 Mille Lacs Energy Coop- Albert Lea		313.68	1 Transactions	
3789 Pan- O- Gold Baking Company 01- 252- 000- 0000- 6418		216.14	Groceries	10002417103035 Groceries
01- 252- 000- 0000- 6418		196.34	Groceries	10002417110030 Groceries
3789 Pan- O- Gold Baking Company		412.48	2 Transactions	
11947 Phoenix Supply 01- 252- 000- 0000- 6424		560.35	Inmate supplies	11717 Inmate Supplies
11947 Phoenix Supply		560.35	1 Transactions	
3950 Public Utilities 01- 252- 000- 0000- 6254		61.58	Sheriff Emerg Storage garage 03/16/2017 04/16/2017	0200000507004 0 Utilities & Heating
01- 252- 000- 0000- 6254		4,731.84	New Jail 2 03/16/2017 04/16/2017	0300000511002 0 Utilities & Heating
01- 252- 000- 0000- 6254		1,435.79	New Jail 03/16/2017 04/16/2017	0300000512016 0 Utilities & Heating
3950 Public Utilities		6,229.21	3 Transactions	
9499 Reliance Telephone Systems, Inc 01- 252- 252- 0000- 6406		200.00	Phone cards	D- 19208 Phone Card Prisoner Welfare
01- 252- 252- 0000- 6406		1,200.00	phone cards	D- 19224 Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,400.00	2 Transactions	
4070 Riley Auto Supply 01- 252- 000- 0000- 6590		17.99	Air handler belts	585837 Repair & Maintenance Supplies
4070 Riley Auto Supply		17.99	1 Transactions	
4761 Sysco Minnesota Inc				

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<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>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
		3,430.23	153074210	Groceries
		2,610.54	153078086	Groceries
4761 Sysco Minnesota Inc		6,040.77		2 Transactions
13934 Tire Barn				
01-252-000-0000-6302		523.20	38355	Car Maintenance
01-252-000-0000-6302		57.35	38373	Car Maintenance
13934 Tire Barn		580.55		2 Transactions
9642 WEX BANK				
01-252-000-0000-6330		324.55	0424007043961	Prisoner Transportation & Travel
9642 WEX BANK		324.55		1 Transactions
13132 Zuercher Technologies, LLC				
01-252-252-0000-6405		6,425.16	000593	Prisoner Welfare
			05/04/2018 0	
13132 Zuercher Technologies, LLC		6,425.16		1 Transactions
252 DEPT Total:		25,388.77	21 Vendors	28 Transactions
253 DEPT				
10452 AT&T Mobility				
01-253-000-0000-6250		34.99	287258495419	Telephone
			03/18/2017 04/17/2017 0	
10452 AT&T Mobility		34.99		1 Transactions
8175 Centurylink				
01-253-000-0000-6250		12.18	313645966	Telephone
8175 Centurylink		12.18		1 Transactions
13934 Tire Barn				
01-253-000-0000-6302		522.73	38283	Car Maintenance
13934 Tire Barn		522.73		1 Transactions
5551 Unclaimed Freight North				
01-253-000-0000-6405		7.96	097641	Operating Supplies
5551 Unclaimed Freight North		7.96		1 Transactions

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
253 DEPT Total:		Sentence to Serve	4 Vendors	4 Transactions
254 DEPT		Enhanced 911 System		
13132 Zuercher Technologies, LLC 01- 254- 000- 0000- 6231	19,275.48	maint Zsuite, NCIC, GIS 05/05/2017 05/04/2018	000593 0	Services, Labor, Contracts
13132 Zuercher Technologies, LLC	19,275.48		1 Transactions	
254 DEPT Total:	19,275.48	Enhanced 911 System	1 Vendors	1 Transactions
257 DEPT		Community Corrections		
22 Aitkin Area Chamber of Commerce 01- 257- 022- 0000- 6406	250.00	Aitkin Bucks for Graduation	1179	Sobriety Crt Expenses
22 Aitkin Area Chamber of Commerce	250.00		1 Transactions	
10495 Arrowhead Juvenile Center 01- 257- 255- 0000- 6204	1,125.00	DBM Detention fees 03/03/2017 03/23/2017	AT201707 0	Juvenile Detention
10495 Arrowhead Juvenile Center	1,125.00		1 Transactions	
248 Association of Mn Counties 01- 257- 251- 0000- 6241	195.00	AMC Leadership conference	47079	Registration Fee
248 Association of Mn Counties	195.00		1 Transactions	
783 Canon Financial Services, Inc 01- 257- 000- 0000- 6342	140.67	Contract charge 036	17200802	Office Equipment Rental/Contracts
783 Canon Financial Services, Inc	140.67		1 Transactions	
8175 Centurylink 01- 257- 000- 0000- 6220	125.69	LC/LOCAL PROBATION	313645966	Telephone
8175 Centurylink	125.69		1 Transactions	
12174 GRANDVIEW LODGE 01- 257- 251- 0000- 6339	126.07	Leadership conf meals- DeRuyck	R7839A	Meals (Overnight)
12174 GRANDVIEW LODGE	126.07		1 Transactions	
13056 McKenzie/Jill 01- 257- 022- 0000- 6406	15.99	Graduation cookies	Costco	Sobriety Crt Expenses

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
13056 McKenzie/Jill		Graduation pizza	Rosallini's	Sobriety Crt Expenses
			2 Transactions	
11997 Minnesota Monitoring		Home monitor equip rental	3872	Equipment Rental
		Monitoring	3873	Sobriety Crt Expenses
			2 Transactions	
14411 MnATSA		MNATSA Conf Registration		Registration Fee
			1 Transactions	
87101 North Homes- Standard		BE Teens in Transition	3631651	Juvenile Detention
		03/01/2017 03/31/2017	0	
		DB Secure Program	3631713	Juvenile Detention
		03/27/2017 03/31/2017	0	
		SB Secure Program	3631719	Juvenile Detention
		03/20/2017 03/21/2017	0	
		JG Secure Program	3631720	Juvenile Detention
		03/23/2017 03/31/2017	0	
		DS Secure Program	3631720	Juvenile Detention
		03/23/2017 03/31/2017	0	
		Juv Detention fees	3632518	Juvenile Detention
		03/21/2017 03/26/2017	0	
			6 Transactions	
3810 Paulbeck's County Market		Grad cards, plates, etc.	9277299	Sobriety Crt Expenses
			1 Transactions	
13951 West Central Regional Juvenile Center		Juvenile Detention fees	62- 1- 1	Juvenile Detention
		03/27/2017 03/28/2017	0	
			1 Transactions	
257 DEPT Total:		Community Corrections	12 Vendors	19 Transactions
280 DEPT		Emergency Management		

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10185 Centurylink Communications Inc 01- 280- 000- 0000- 6250		Toll Free Charges	320295974	Telephone
10185 Centurylink Communications Inc			1 Transactions	
280 DEPT Total:		Emergency Management	1 Vendors	1 Transactions
390 DEPT		Environmental Health (FBL)		
8175 Centurylink 01- 390- 000- 0000- 6250		LD/LOCAL	313645966	Telephone
8175 Centurylink			1 Transactions	
390 DEPT Total:		Environmental Health (FBL)	1 Vendors	1 Transactions
391 DEPT		Solid Waste		
88430 Aitkin County Fair Board 01- 391- 000- 0000- 6231		Fair booth		Services, Labor, & Minor Contracts
88430 Aitkin County Fair Board			1 Transactions	
8175 Centurylink 01- 391- 000- 0000- 6250		LD/LOCAL	313645966	Telephone
8175 Centurylink			1 Transactions	
2763 J & H Transfer Station- Lakes Sanitary 01- 391- 060- 0000- 6360		March recycling		Recycling Contract
2763 J & H Transfer Station- Lakes Sanitary			1 Transactions	
6097 Verizon Wireless 01- 391- 000- 0000- 6250		Neff Cellular	28625229900001	Telephone
		03/03/2017	04/02/2017	0
6097 Verizon Wireless			1 Transactions	
3518 Voyageur Press Of Mcgregor/The 01- 391- 000- 0000- 6230		HHW Spring Ad	13970	Printing, Publishing & Adv
3518 Voyageur Press Of Mcgregor/The			1 Transactions	
391 DEPT Total:		Solid Waste	5 Vendors	5 Transactions
392 DEPT		Water Wells		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
405 A.W. Research Laboratories, Inc. 01- 392- 000- 0000- 6231		27.00	Lead, ug/L- C	16366	Services, Labor, Contracts
405 A.W. Research Laboratories, Inc.		27.00		1 Transactions	
392 DEPT Total:		27.00	Water Wells	1 Vendors	1 Transactions
601 DEPT			Extension		
8175 Centurylink 01- 601- 000- 0000- 6250		0.10	LD/LOCAL	313645966	Telephone
8175 Centurylink		0.10		1 Transactions	
601 DEPT Total:		0.10	Extension	1 Vendors	1 Transactions
711 DEPT			Economic Development		
8175 Centurylink 01- 711- 000- 0000- 6250		16.87	LD/LOCAL	313645966	Telephone
8175 Centurylink		16.87		1 Transactions	
711 DEPT Total:		16.87	Economic Development	1 Vendors	1 Transactions
1 Fund Total:		133,507.19	General Fund		170 Transactions

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3 Road & Bridge

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
301 DEPT		R&B Administration		
86222 Aitkin Independent Age		CALC CHLORIDE PUBLIC NOTICE		Fees/Prof/Misc
03-301-000-0000-6241				
86222 Aitkin Independent Age		1 Transactions		
783 Canon Financial Services, Inc		CONTRACT CHARGE	17200794	Service Contracts
03-301-000-0000-6300				
783 Canon Financial Services, Inc		1 Transactions		
11406 Innovative Office Solutions		OFFICE SUPPLIES	IN1585729	Supplies And Materials
03-301-000-0000-6400				
11406 Innovative Office Solutions		1 Transactions		
301 DEPT Total:		R&B Administration	3 Vendors	3 Transactions
301 DEPT		R&B Engineering/Construction		
9556 American Engineering Testing Inc		SUPPLIES	400146	Rd/Br Engr. Supplies
03-302-000-0000-6449				
9556 American Engineering Testing Inc		1 Transactions		
505 Ben Meadows Co Inc		ENG SUPPLIES	SI03340825	Rd/Br Engr. Supplies
03-302-000-0000-6449				
505 Ben Meadows Co Inc		1 Transactions		
302 DEPT Total:		R&B Engineering/Construction	2 Vendors	2 Transactions
303 DEPT		R&B Highway Maintenance		
195 Aitkin Tire Shop		REPAIR LABOR	0-056839	Repair & Maintenance Supplies
03-303-000-0000-6590				
03-303-000-0000-6590		REPAIR LABOR	0-056853	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	0-056853	Repair & Maintenance Supplies
03-303-000-0000-6590		TIRE	0-056853	Repair & Maintenance Supplies
195 Aitkin Tire Shop		4 Transactions		
8411 American Welding & Gas, Inc.		AITKIN SHOP SUPPLIES	0-4729072	Shop Maintenance
03-303-000-0000-6298				
8411 American Welding & Gas, Inc.		1 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10452 AT&T Mobility 03- 303- 000- 0000- 6254	34.99	PAUL'S IPAD SERVICE	287266104878X0	Utilities
10452 AT&T Mobility	34.99			1 Transactions
13725 Beartooth True Value 03- 303- 000- 0000- 6298	19.47	AITKIN SHOP SUPPLIES	B33429	Shop Maintenance
13725 Beartooth True Value	19.47			1 Transactions
12445 Brandl Chevrolet, Buick GMC 03- 303- 000- 0000- 6590	484.44	REPAIR PARTS	300421	Repair & Maintenance Supplies
03- 303- 000- 0000- 6590	178.20	REPAIR LABOR	300421	Repair & Maintenance Supplies
12445 Brandl Chevrolet, Buick GMC	662.64			2 Transactions
8175 Centurylink 03- 303- 000- 0000- 6254	49.15	LD/LOCAL	313645966	Utilities
03- 303- 000- 0000- 6254	31.33	FAX: HWY OFFICE	APR- MAY	Utilities
8175 Centurylink	80.48			2 Transactions
11411 Charter Communications 03- 303- 000- 0000- 6254	140.25	PHONE: HWY OFFICE	APR- MAY	Utilities
11411 Charter Communications	140.25			1 Transactions
173 City Of Hill City 03- 303- 000- 0000- 6825	2,944.42	2017- 2018 MUNICIPAL MAINTENANC	2017- 2018	Maintenance Agreements
173 City Of Hill City	2,944.42			1 Transactions
178 City Of Tamarack 03- 303- 000- 0000- 6825	2,639.82	2017/2018 MUNICIPAL MAINT AGMT		Maintenance Agreements
178 City Of Tamarack	2,639.82			1 Transactions
7920 Dixon Mechanical Electric, LLP 03- 303- 000- 0000- 6590	259.00	REPAIR PARTS	641	Repair & Maintenance Supplies
7920 Dixon Mechanical Electric, LLP	259.00			1 Transactions
7935 East Central Energy 03- 303- 000- 0000- 6254	177.97	MAR- APR POWER- MCGRATH	70415419	Utilities
7935 East Central Energy	177.97			1 Transactions
7060 Federated Co- Ops Inc.				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
7060 Federated Co- Ops Inc.		MCGREGOR SHOP PROPANE	102104385	Shop Fuel
	315.22			
	315.22	1 Transactions		
13468 G & K Services		SHOP LAUNDRY	104374553	Shop Maintenance
	14.79			
13468 G & K Services				
	14.79	1 Transactions		
1754 Garrison Disposal Company, Inc		ROAD CLEAN UP	154097	Utilities
	24.00			
1754 Garrison Disposal Company, Inc				
	24.00	1 Transactions		
1880 Gravelle Plumbing & Heating, Inc		AITKIN SHOP- FIX FURNACE LINE	73903	Shop Maintenance
	147.12			
1880 Gravelle Plumbing & Heating, Inc				
	147.12	1 Transactions		
10824 Maney International Inc		FILTERS	750692	Repair & Maintenance Supplies
	147.20			
	1,053.01	REPAIR PARTS	750692	Repair & Maintenance Supplies
	175.84	REPAIR PARTS	751061	Repair & Maintenance Supplies
	273.66	REPAIR PARTS	MN750272	Shop Maintenance
10824 Maney International Inc				
	1,102.39	4 Transactions		
3100 McGregor Oil		DISCOUNT		Motor Fuel & Lubricants
	9.21			
	1,256.64	SWATARA DIESEL	10965	Motor Fuel & Lubricants
	1,212.01	PALISADE DIESEL	10966	Motor Fuel & Lubricants
	52.13	GASOLINE	56408	Motor Fuel & Lubricants
	38.30	GASOLINE	56410	Motor Fuel & Lubricants
	49.18	GASOLINE	56411	Motor Fuel & Lubricants
	39.22	GASOLINE	56412	Motor Fuel & Lubricants
	53.53	GASOLINE	56413	Motor Fuel & Lubricants
	33.64	GASOLINE	56414	Motor Fuel & Lubricants
	27.57	GASOLINE	56415	Motor Fuel & Lubricants
	42.75	GASOLINE	56416	Motor Fuel & Lubricants
	47.93	GASOLINE	59106	Motor Fuel & Lubricants
3100 McGregor Oil				
	2,843.69	12 Transactions		
8527 Midstates Equipment & Supply		FILTERS	217230	Repair & Maintenance Supplies
	183.85			

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<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>
8527 Midstates Equipment & Supply		183.85	1 Transactions	
12927 Midwest Machinery Co.				
03-303-000-0000-6590		63.42	REPAIR PARTS	1421682 Repair & Maintenance Supplies
12927 Midwest Machinery Co.		63.42	1 Transactions	
3160 Mille Lacs Energy Coop- Albert Lea				
03-303-000-0000-6254		918.13	POWER: PALISADE	18-52-026-01 Utilities
03-303-000-0000-6254		58.33	169 & CSAH 3	19-23-010-01 Utilities
03-303-000-0000-6254		153.48	POWER: MCGREGOR	29-53-003-01 Utilities
03-303-000-0000-6254		1,791.71	POWER: AITKIN	33-52-007-02 Utilities
03-303-000-0000-6254		59.07	169 & CSAH 28	39-62-022-01 Utilities
03-303-000-0000-6254		38.49	CSAH 12	40-06-000-01 Utilities
03-303-000-0000-6254		62.36	47 & CSAH 2	54-51-104-01 Utilities
3160 Mille Lacs Energy Coop- Albert Lea		3,081.57	7 Transactions	
3950 Public Utilities				
03-303-000-0000-6254		41.76	HWY 210 W & CR 28	02-00059455-00 Utilities
03-303-000-0000-6254		82.33	AITKIN SHOP: WATER	02-00063335-00 Utilities
03-303-000-0000-6254		42.27	HWY 210/169 E & CR 12	02-00063388-00 Utilities
03-303-000-0000-6254		69.51	HWY 47 & CR 12	02-00064092-00 Utilities
3950 Public Utilities		235.87	4 Transactions	
7888 Ruffridge Johnson Equip.Co,Inc.				
03-303-000-0000-6590		1,196.83	REPAIR PARTS	IA06671 Repair & Maintenance Supplies
7888 Ruffridge Johnson Equip.Co,Inc.		1,196.83	1 Transactions	
90805 Temco				
03-303-000-0000-6590		2.22	REPAIR PARTS	21281 Repair & Maintenance Supplies
03-303-000-0000-6590		15.00	REPAIR LABOR	21281 Repair & Maintenance Supplies
90805 Temco		17.22	2 Transactions	
4988 Viking Industrial Center				
03-303-000-0000-6298		263.81	SAFTEY SUPPLIES	3105589 Shop Maintenance
4988 Viking Industrial Center		263.81	1 Transactions	
8605 Wayne's Sanitation Llc				
03-303-000-0000-6254		26.25	GARBAGE: MCGRATH	269309 Utilities

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
8605	Wayne's Sanitation Llc				
		26.25		1 Transactions	
5295	Ziegler Inc				
	03-303-000-0000-6590	1,174.88	6' CUTTING EDGES	PC190065693	Repair & Maintenance Supplies
	03-303-000-0000-6590	580.72	4' CUTTING EDGES	PC190065693	Repair & Maintenance Supplies
	03-303-000-0000-6590	699.73	REPAIR PARTS	PC190065807	Repair & Maintenance Supplies
5295	Ziegler Inc	2,455.33		3 Transactions	
303	DEPT Total:	19,356.51	R&B Highway Maintenance	26 Vendors	57 Transactions
307	DEPT		R&B Capital Infrastructure		
14415	Bistodeau/Dennis D				
	03-307-000-0000-6362	4,698.00	DAMAGES	PARCEL NO. 9	Right Of Way
	03-307-000-0000-6362	1,302.00	LAND R- W	PARCEL NO. 9	Right Of Way
14415	Bistodeau/Dennis D	6,000.00		2 Transactions	
14414	Kuhnhenh/Ervin Raymond				
	03-307-000-0000-6362	650.00	LAND R- W	PARCEL NO 6	Right Of Way
14414	Kuhnhenh/Ervin Raymond	650.00		1 Transactions	
14413	Kuhnhenh/Steven				
	03-307-000-0000-6362	650.00	LAND R- W	PARCEL NO 6	Right Of Way
14413	Kuhnhenh/Steven	650.00		1 Transactions	
307	DEPT Total:	7,300.00	R&B Capital Infrastructure	3 Vendors	4 Transactions
3	Fund Total:	27,210.94	Road & Bridge		66 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
400	DEPT			Public Health Department		
8175	Centurylink					
	05- 400- 440- 0410- 6250		4.08	LD/LOCAL	313645966	Telephone
	05- 400- 440- 0410- 6250		9.63	LD/LOCAL- HHS	313645966	Telephone
	05- 400- 440- 0410- 6250		84.35	LD/LOCAL PH	313645966	Telephone
8175	Centurylink		98.06			3 Transactions
10185	Centurylink Communications Inc					
	05- 400- 440- 0410- 6250		5.36	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		5.36			1 Transactions
1457	CPS Technology Solutions, Inc					
	05- 400- 440- 0410- 6300		11.26	May Maintenance	372384	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		11.26			1 Transactions
400	DEPT Total:		114.68	Public Health Department	3 Vendors	5 Transactions
420	DEPT			Income Maintenance		
8175	Centurylink					
	05- 420- 600- 4800- 6250		8.67	LD/LOCAL	313645966	Telephone
	05- 420- 600- 4800- 6250		20.46	LD/LOCAL- HHS	313645966	Telephone
	05- 420- 600- 4800- 6250		277.41	LD/LOCAL - IM	313645966	Telephone
	05- 420- 640- 4800- 6250		83.16	LD/LOCAL- CS	313645966	Telephone
8175	Centurylink		389.70			4 Transactions
10185	Centurylink Communications Inc					
	05- 420- 600- 4800- 6250		11.39	Toll Free Charges	320295974	Telephone
10185	Centurylink Communications Inc		11.39			1 Transactions
1457	CPS Technology Solutions, Inc					
	05- 420- 600- 4800- 6300		23.94	May Maintenance	372384	Maintenance/Service Contracts
	05- 420- 640- 4800- 6300		35.20	May Maintenance	372384	Maintenance/Service Contracts
1457	CPS Technology Solutions, Inc		59.14			2 Transactions
420	DEPT Total:		460.23	Income Maintenance	3 Vendors	7 Transactions
430	DEPT			Social Services		
8175	Centurylink					

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5 Health & Human Services

<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>
05- 430- 700- 4800- 6250		12.76	LD/LOCAL	313645966 Telephone
05- 430- 700- 4800- 6250		30.10	LD/LOCAL- HHS	313645966 Telephone
05- 430- 700- 4800- 6250		467.24	LD/LOCAL- SS	313645966 Telephone
8175 Centurylink		510.10		3 Transactions
10185 Centurylink Communications Inc				
05- 430- 700- 4800- 6250		16.75	Toll Free Charges	320295974 Telephone
10185 Centurylink Communications Inc		16.75		1 Transactions
1457 CPS Technology Solutions, Inc				
05- 430- 700- 4800- 6300		35.20	May Maintenance	372384 Maintenance/Service Contracts
1457 CPS Technology Solutions, Inc		35.20		1 Transactions
430 DEPT Total:		562.05	Social Services	3 Vendors 5 Transactions
5 Fund Total:		1,136.96	Health & Human Services	17 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
921	DEPT 8175 Centurylink 10- 921- 000- 0000- 6250		4.58	Co. Development LD/LOCAL - GIS	313645966	Telephone
	8175 Centurylink		4.58	1 Transactions		
921	DEPT Total:		4.58	Co. Development	1 Vendors	1 Transactions
923	DEPT 783 Canon Financial Services, Inc 10- 923- 000- 0000- 6405		327.05	Forfeited Tax Sales Copier contract 034	17200801	Office Supplies
	783 Canon Financial Services, Inc		327.05	1 Transactions		
	8175 Centurylink 10- 923- 000- 0000- 6250		5.21	LD/LOCAL	313645966	Telephone
	8175 Centurylink		5.21	1 Transactions		
	13965 Nuss Truck & Equipment 10- 923- 000- 0000- 6590		198.33	Grader parts	6099112P	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		354.25	Grader parts	6099172P	Repair & Maintenance Supplies
13965	Nuss Truck & Equipment		552.58	2 Transactions		
	86235 The Office Shop Inc 10- 923- 000- 0000- 6405		29.95	Labels	1023930- 1	Office Supplies
	10- 923- 000- 0000- 6405		43.80	Staples	1024106- 0	Office Supplies
86235	The Office Shop Inc		73.75	2 Transactions		
923	DEPT Total:		958.59	Forfeited Tax Sales	4 Vendors	6 Transactions
10	Fund Total:		963.17	Trust		7 Transactions

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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		
4425 Shirts Plus		Land Dept apparel	920	Services, Labor, Contracts
11- 924- 000- 0000- 6231				
4425 Shirts Plus			1 Transactions	
924 DEPT Total:		Forest Resource	1 Vendors	1 Transactions
925 DEPT		Reforestation		
91022 Courtemanche/Richard		Mileage of Backus	108@.435	Transportation & Travel
11- 925- 000- 0000- 6330		Mileage to LLCC	36@.435	Transportation & Travel
11- 925- 000- 0000- 6330			2 Transactions	
91022 Courtemanche/Richard				
2403 Itasca Greenhouse Inc		500 white spruce	20556	Timber Improvement
11- 925- 000- 0000- 6273			1 Transactions	
2403 Itasca Greenhouse Inc				
4425 Shirts Plus		Land Dept apparel	920	Services, Labor, Contracts
11- 925- 000- 0000- 6231			1 Transactions	
4425 Shirts Plus				
925 DEPT Total:		Reforestation	3 Vendors	4 Transactions
11 Fund Total:		Forest Development		5 Transactions

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19 Long Lake Conservation C

Vendor Name	No.	Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521 DEPT						LLCC Administration		
11419 Beaudry Propane		19- 521- 000- 0000- 6254			299.70	Propane Director Residence	449496	Utilities
		19- 521- 000- 0000- 6254			328.68	Propane Dining Hall	449497	Utilities
		19- 521- 000- 0000- 6254			309.69	Propane Instruct. Residence	449498	Utilities
11419 Beaudry Propane					938.07	3 Transactions		
783 Canon Financial Services, Inc		19- 521- 000- 0000- 6231			106.01	Contract Charges	17200816	Services, Labor, Contracts
783 Canon Financial Services, Inc					106.01	1 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea		19- 521- 000- 0000- 6254			98.84	Director's Residence	27- 13- 004- 01	Utilities
		19- 521- 000- 0000- 6254			1,134.02	Energy Center	27- 13- 005- 02	Utilities
		19- 521- 000- 0000- 6254			607.12	Dining Hall	27- 13- 006- 01	Utilities
		19- 521- 000- 0000- 6254			437.88	North Star Lodge	27- 13- 007- 03	Utilities
		19- 521- 000- 0000- 6254			83.51	Parking Lot	27- 13- 008- 01	Utilities
		19- 521- 000- 0000- 6254			104.45	Staff Residence	27- 13- 009- 01	Utilities
3160 Mille Lacs Energy Coop- Albert Lea					2,465.82	6 Transactions		
521 DEPT Total:					3,509.90	LLCC Administration	3 Vendors	10 Transactions
522 DEPT						LLCC Education		
85003 Aitkin County DAC		19- 522- 000- 0000- 6416			6.00	60 Wood Cookies		Education Supplies
		19- 522- 000- 0000- 6416			47.00	470 Wood Cookies		Education Supplies
85003 Aitkin County DAC					53.00	2 Transactions		
14418 Dynan/Karie		19- 522- 000- 0000- 6820			77.50	50% refund LLSEW retreat		Refunds & Reimbursements
14418 Dynan/Karie					77.50	1 Transactions		
14419 Finstick/Sue		19- 522- 000- 0000- 6820			77.50	50% refund LLSEW retreat		Refunds & Reimbursements
14419 Finstick/Sue					77.50	1 Transactions		
14420 Huffman/Carrie		19- 522- 000- 0000- 6820			77.50	50% refund LLSEW retreat		Refunds & Reimbursements

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19 Long Lake Conservation C

<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
<u>On Behalf of Name</u>				
14420 Huffman/Carrie		77.50	1 Transactions	
14421 Schmitz/Kathy				
19- 522- 000- 0000- 6820		77.50	50% refund LLSEW retreat	Refunds & Reimbursements
14421 Schmitz/Kathy		77.50	1 Transactions	
522 DEPT Total:		363.00	LLCC Education	5 Vendors 6 Transactions
523 DEPT			LLCC Food	
5814 Hagen/Christine				
19- 523- 000- 0000- 6418		15.20	Cornbread	Walmart Groceries- Students
5814 Hagen/Christine		15.20	1 Transactions	
5662 McGregor Dairy, Inc				
19- 523- 000- 0000- 6418		163.50	Groceries	26567 Groceries- Students
19- 523- 000- 0000- 6418		147.20	Groceries	26568 Groceries- Students
19- 523- 000- 0000- 6418		254.77	Groceries	26736 Groceries- Students
5662 McGregor Dairy, Inc		565.47	3 Transactions	
4761 Sysco Minnesota Inc				
19- 523- 000- 0000- 6418		1,417.01	Groceries	153078088 Groceries- Students
4761 Sysco Minnesota Inc		1,417.01	1 Transactions	
4968 Upper Lakes Foods, Inc				
19- 523- 000- 0000- 6418		613.96	Groceries	888415- 00 Groceries- Students
19- 523- 000- 0000- 6418		601.42	Groceries	891721- 00 Groceries- Students
4968 Upper Lakes Foods, Inc		1,215.38	2 Transactions	
523 DEPT Total:		3,213.06	LLCC Food	4 Vendors 7 Transactions
19 Fund Total:		7,085.96	Long Lake Conservation Center	23 Transactions

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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
1805	Giese Sno- Cruisers Trail Assn. 21- 520- 000- 0000- 6802		3,908.70	3rd Benchmark GIA payment		Trail Grants- State
1805	Giese Sno- Cruisers Trail Assn.		3,908.70	1 Transactions		
1880	Gravelle Plumbing & Heating, Inc 21- 520- 000- 0000- 6590		249.06	Fountain, water lines at campg	73962	Repair & Maintenance Supplies
	21- 520- 000- 0000- 6590		131.30	Repair water heater- Berglund	73985	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		380.36	2 Transactions		
2060	Haypoint Jackpine Savages 21- 520- 000- 0000- 6802		12,443.20	3rd benchmark GIA payment		Trail Grants- State
	21- 520- 000- 0000- 6808		4,588.80	7/16 storm damage funding		State Grant- Other
2060	Haypoint Jackpine Savages		17,032.00	2 Transactions		
2991	Malmo Market 21- 520- 000- 0000- 6511		63.90	March Gas Bills	28385	Gas And Oil
2991	Malmo Market		63.90	1 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea 21- 520- 000- 0000- 6254		50.03	Berglund Park 03/01/2017	18- 51- 106- 02 0	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		50.03	03/30/2017 1 Transactions		
12182	Northwoods Quads 21- 520- 000- 0000- 6808		9,744.92	7/16 storm damage funding		State Grant- Other
	21- 520- 000- 0000- 6808		1,208.66	Storm reimburse 2016	Rec 3042	State Grant- Other
12182	Northwoods Quads		10,953.58	2 Transactions		
3780	Palisade Supersledders Inc. 21- 520- 000- 0000- 6802		7,625.50	3rd benchmark GIA payment		Trail Grants- State
3780	Palisade Supersledders Inc.		7,625.50	1 Transactions		
3950	Public Utilities 21- 520- 000- 0000- 6254		162.73	Land Dept 03/16/2017	0200000348003 0	Utilities
	21- 520- 000- 0000- 6254		21.60	Mississippi Access 03/16/2017	0200063077005 0	Utilities
	21- 520- 000- 0000- 6254		28.01	Shower MS Access	0200063077050	Utilities

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
4/28/17 12:17PM
21 Parks

<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>Amount</u>	<u>Service Dates</u>	<u>On Behalf of Name</u>
			<u>Paid On Bhf #</u>	
3950 Public Utilities		212.34	03/16/2017 04/16/2017 3 Transactions	
12718 Up North Riders 21- 520- 000- 0000- 6808		1,252.50	Storm damage reimburse 2016	State Grant- Other
12718 Up North Riders		1,252.50	1 Transactions	
520 DEPT Total:		41,478.91	Parks	9 Vendors 14 Transactions
21 Fund Total:		41,478.91	Parks	14 Transactions
Final Total:		213,178.27	201 Vendors	302 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	133,507.19	General Fund
3	27,210.94	Road & Bridge
5	1,136.96	Health & Human Services
10	963.17	Trust
11	1,795.14	Forest Development
19	7,085.96	Long Lake Conservation Center
21	41,478.91	Parks
All Funds	213,178.27	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: Affidavit for Duplicate of lost Municipal Order or Warrant

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Julie Hughes, Chief Deputy Treasurer		Department: Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approve affidavit for Duplicate of Lost Municipal Order or Warrant: James Anderson Commissioner Warrant Number 68136, dated 8-26-2016, in the amount of 500.00		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve affidavit for Duplicate of Lost Municipal Order or Warrant: James Anderson, Commissioner Warrant Number 68136, dated 8-26-2016, in the amount of 500.00		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> duplicate check		

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

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss. _____
)

being duly sworn, on oath says; that (s)he is the owner of a certain commissioner warrant,

dated the Twenty-sixth day of August, 2016, numbered 68136,

issued by Aitkin County to James Anderson

in the sum of \$ 500.00 has been Lost in the manner
("Lost" or "Destroyed")

following, to wit:

I never received it

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)

according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be

approved, in the sum equal to double the amount of said Commissioner Warrant

X *James E. Anderson*

Subscribed and sworn to before me this 26th day of April, 2017

notarized - James Anderson - by Catherine A. Buhlmann

Notary Public *Aitkin* County, Minnesota

My Commission Expires *1-31-2020*



Board of County Commissioners Agenda Request

2E

Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: STS Donation

<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) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
--	--	---

Submitted by: Sheriff Scott Turner	Department: Sheriff's Office
--	--

Presenter (Name and Title):	Estimated Time Needed:
------------------------------------	-------------------------------

Summary of Issue:

Wealthwood Township has made a generous donation of \$300 to the Aitkin County STS Program.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Accept donation.

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



Board of County Commissioners Agenda Request

2F

Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Ratify Teamsters Supervisory Unit 2017-2018 Agreement

<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: Bobbie Danielson		Department: Administration/HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 0~consent agenda
Summary of Issue: <p>A tentative agreement (TA) was reached on 4/24/2017. The Teamsters Supervisory Unit voted on 5/3/2017 to ratify the Agreement. The TA includes a 2-year duration 2017-2018. Includes pattern wage settlement for 2017 and 2018 and conversion from the Teamsters Health Fund plan to PEIP on 6/1/2017. The Personal Leave Article was modified 1/1/2018. Christmas Eve 2018 (Monday) recognized by MOA with 8 personal hours. Plus misc language updates. A red-lined copy is attached.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to ratify the Teamsters Supervisory Unit 2017-2018 Collective Bargaining Agreement and authorize the Chairman, County Administrator, and HR Director to sign.		
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? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> 3% GA, no step 1/1/2017, one-time \$575 lump sum to 2 employees (15+ yrs service) 0% GA, plus step 1/1/2018, one-time \$575 lump sum to 2 employees (15+ yrs service)		

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

AGREEMENT

By and Between

AITKIN COUNTY

and

TEAMSTERS GENERAL LOCAL UNION NO. 346

Duluth, Minnesota

SUPERVISORY UNIT

January 1, 2017

through

December 31, 2018

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Comment [BD1]: Will update Table of contents and Page #'s on signature copy

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TEAMSTERS SUPERVISORY UNIT

AGREEMENT

By and Between

AITKIN COUNTY

AND

**TEAMSTERS GENERAL LOCAL UNION NO. 346
(Supervisory Unit)**

PREAMBLE

Aitkin County, hereinafter referred to as the "Employer" and the Teamsters General Local Union No. 346 of Duluth, Minnesota, affiliated with the International Brotherhood of Teamsters, representing employees in those classifications covered by this Agreement, hereinafter referred to as the "Union", agree to the following provisions covering wages, hours and working conditions during the period of this Agreement. This Agreement shall supersede and replace all previous agreements between the parties hereto.

TERMS AND RELATIONS

This Agreement is intended to secure proper employment terms and conditions of said Employer and to advance friendly relations between the Employer and the employees. Both the Employer and the employees agree to carry it out fairly.

ARTICLE I

Section 1. RECOGNITION

Local Union No. 346, affiliated with the International Brotherhood of Teamsters, shall be recognized as the sole and exclusive Collective Bargaining agent for the Supervisory Unit as set forth in the Certification of Exclusive Representative, Case No. 95-PCE-1521, dated the 3rd day of May 1995, by the Bureau of Mediation Services, State of Minnesota.

Section 2. REPRESENTATION

The Union shall be the sole representative of all classifications of employees covered by this Agreement in collective bargaining with the Employer, and there shall be no discrimination against any employee because of non-Union affiliation.

Section 3. CHECKOFF

In recognition of the Union as the exclusive representative, the Employer shall deduct from the pay of all employees an amount sufficient to provide payment of dues (or a fair share deduction, as provided in Minn. Stat. 179A.06, subd. 3, if the employee elects not to become a member of the Union) established by the Union from the wages of all employees authorizing, in writing, such a deduction. The Employer shall remit such deduction to the appropriate designated officers of the Union.

The Union agrees to indemnify and hold the Employer harmless against any and all claims, suits, orders or judgments brought or issued against the Employer as a result of any action taken or not taken by the Employer under the provisions of this section.

(New) Section 4. TIME OFF

Comment [BD2]: New Section

The Employer agrees to grant reasonable and necessary time off, without discrimination or loss of seniority rights and without pay, to any employee designated by the Union to attend a labor convention or serve in any capacity or other Official Union business, provided one (1) week's written notice is given to the Sheriff by the Union, specifying length of time off. The Union agrees that in making its request for time off for Union activities, due consideration shall be given to the number of individuals affected in order that there shall be no disruption of the Employer's operations due to lack of available employees.

The Employer will not pay any employee to come in on their scheduled time or day(s) off for negotiations, but when on-duty, the Employer will permit the Teamsters Negotiating Committee, comprised of up to two members of the bargaining unit, to appear at all negotiation meetings with the Employer without the loss of pay.

ARTICLE 2

VESTED RIGHT OF MANAGEMENT

The right to employ, transfer, direct and discipline employees and the management of the property and equipment of the Aitkin County is reserved and shall be vested exclusively in the County Board, including the sole authority of the County Board to define "cause" for management action. The County Board through authority vested through the Minnesota State Statutes shall have the right to determine how many individuals will be employed or retained together with the right to exercise full control and discipline in the proper conduct of its operation. The Aitkin County Board shall have the sole right to contract for any work it chooses, and direct employees to perform such work wherever located in its jurisdiction. The County Board shall have the exclusive right to determine the hours of employment and the length of the work week and to make changes in the detail of the employment of the various employees from time to time as is deemed necessary for the efficient operation of the Sheriff's Department, and the Union and the members agree to cooperate with the County Board in all respects to promote the efficient operation of the Sheriff's Department. The Union will be notified by the County Board of any said changes or adjustments. The provisions of this Article are subject to the procedural rights of the employees as set forth in the other Articles contained in this Agreement.

ARTICLE 3

EMPLOYMENT STATUS

A regular employee is hereby defined as a person hired to fill a full-time permanent position.

ARTICLE 4

Section 1. PROBATION

All employees newly hired in a position covered by this Agreement, except the position of Undersheriff, shall serve a one (1) year probationary period of continuous service. During such probationary period they shall be subject to dismissal for any reason without recourse to the grievance procedure.

During the first ninety (90) days of the probationary period, the employee will not be entitled to any of the benefits provided by this Agreement, except Health Insurance which starts as per the plan specified in Article 15. Upon satisfactory completion of the ninety (90) day period, the employee shall be entitled to all of the benefits provided by this Agreement, except paid holidays, and long term disability, computed from their starting date of employment. Long term disability benefits shall commence following six (6) months of probation.

Employees who have completed their probationary period as outlined for the Deputy/Jailer Dispatcher Bargaining Unit shall be entitled to immediate coverages for all benefits upon transfer to a position with the Supervisory Unit.

Section 2. TRANSFER OF EMPLOYEES FROM THE TEAMSTERS LICENSED ESSENTIAL UNIT OR NON-LICENSED ESSENTIAL UNIT TO THE SUPERVISORY UNIT:

Any employees accepting a supervisory position outside of the Teamsters Licensed Essential Unit or Non-licensed Essential Unit will be granted a leave of absence and have their seniority and sick leave benefits frozen as of the date they accepted the new position.

Section 3. TERMINATION OF APPOINTMENT - UNDERSHERIFF

The Undersheriff serves in a unique position of trust and in a confidential relationship with the Sheriff. The parties therefore agree that the Sheriff may terminate the appointment of the Undersheriff at any time, upon written notice and without cause. The parties further agree that termination of the appointment of the Undersheriff is not and shall not be construed as disciplinary action, and said termination of appointment is not subject to the grievance procedure of this Agreement. Upon termination of appointment, the Undersheriff may elect to return to the previous position held in an Aitkin County non-supervisory bargaining unit, provided he/she holds more seniority in that bargaining unit than the least senior employee in the applicable job class. Termination from employment with Aitkin County is subject to the Grievance Procedure.

ARTICLE 5

Section 1. EXPENSES

In accordance with the established policy of the County of Aitkin on presentation of expense

report with receipts, all employees, when away from their homes overnight because of their duty, or outside the County, shall be reimbursed for food and lodging expenses during their absence.

Section 2. LOSS OR DAMAGE

Employees shall not be charged for loss or damage to equipment unless clear proof of negligence is shown. This Article is not to be construed as applying to charging for normal usage or wear and tear on equipment.

ARTICLE 6

UNIFORMS

The County agrees to supply to all regular full-time employees, three (3) winter and three (3) summer uniforms. Replacements will be furnished when needed.

ARTICLE 7

MEDICAL EXAMINATION

Physical, mental or other examinations required by the Employer shall be promptly complied with by all employees, provided, however, the Employer shall pay for all such examinations. Examinations not to exceed one (1) in any one (1) year, unless the employee has suffered serious injury or illness during the year. Employees shall receive their regular compensation and shall not be deducted pay for time spent during an examination required by the Employer. If the employee disagrees with the results of the medical examination required by the Employer, the employee may be examined by a doctor chosen by the employee or the Union. The Employer shall not be required to pay for said examination. The employee and the Union shall provide the Employer with a copy of the second opinion.

If the opinions of the employer's and the employee's or Union's physician differ, the employer may require the employee to submit to a third examination, at the expense of the Employer. The opinion of the third physician shall be binding. Employees shall receive their regular compensation and shall not be deducted pay for time spent during this third examination.

ARTICLE 8

WORK HOURS

The Sheriff's Department maintains the facilities on a twenty-four (24) hour a day basis. Supervisory personnel may be required to respond on a twenty-four (24) hour a day basis. The normal work week is forty (40) hours. However, it is expected that employees will provide service necessary to carry out the functions of the position. This includes weekends and nights as required.

ARTICLE 9

PAY PERIOD

All employees covered by this Agreement shall be paid bi-weekly on Friday for work performed during the previous pay period. If a holiday falls on Friday, pay day will be the last workday

before the holiday. Each employee shall be provided with a statement of gross earnings and an itemized statement of all deductions made for any purpose.

ARTICLE 10

Section 1. FAMILY AND MEDICAL LEAVE

Eligible employees will be granted FMLA in accordance with legal mandates and County policy.

Section 2. LEAVE OF ABSENCE

Any employee desiring leave of absence from his or her employment shall secure written permission from the County Administrator. The maximum leave of absence shall be two (2) thirty (30) day periods and may be extended for like periods upon approval of the County Administrator. During the period of absence, the employee shall not engage in gainful employment. An employee who engages in gainful employment while on a leave of absence shall be deemed to have voluntarily quit employment with Aitkin County. The employee must make suitable arrangements for continuation of Health and Welfare and Pension payment before leave may be approved by the Employer.

Section 3. PERSONAL LEAVE

Effective January 1, 2017, a regular employee shall be granted four (4) days (32 hours) personal leave each year, not to be accumulative. Personal leave days shall be granted on a pro-rated basis for employees working a portion of the calendar year.

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Effective January 1, 2018, full-time (probationary and non-probationary) employees shall be granted eight (8) hours of personal leave each quarter, and may accumulate up to 32 hours of personal leave at any given time. Personal leave is not paid out upon termination of employment or death.

Part-time (probationary and non-probationary) employees shall be entitled to personal leave on a pro-rated basis. Seasonal and temporary employees are not entitled to personal leave with pay.

ARTICLE 11

HOLIDAYS

The following are designated holidays:

New Year's Day	Labor Day
Presidents Day	Veteran's Day
Martin Luther King Day	Thanksgiving Day
Memorial Day	Friday after Thanksgiving Day
Fourth of July	Christmas Day

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

ARTICLE 12

Section 1. VACATIONS

Regular full-time employees shall be granted vacation based on length of County employment as follows:

<u>Completed Years of Service</u>	<u>Rate of Accumulation of Vacation Days Per Month of Work</u>	<u>Working Days Employee May Earn as Vacation Per Year</u>
0-3	1.0	12
3-5	1.25	15
5-10	1.50	18
10-15	1.75	21
15+	2.0	24

Upon termination of employment, permanent employees shall be paid for any accumulated vacation credits, unless the employee is terminated for just cause.

Section 2. MAXIMUM ACCRUAL

Employees are expected to use their accumulated vacation within the year of accrual. Vacation leave may be accumulated up to a maximum of 280 hours. Vacation hours over 280 hour maximum shall be forfeited as accumulated on a monthly basis until such time as the employee is below the 280 hour maximum.

Section 3. VACATION CASH OUT

Employees who have used at least twelve (12) vacation days in the previous twelve (12) month period may elect pay in lieu of accumulated vacation hours, for up to ten (10) days once in any calendar year.

ARTICLE 13

SICK LEAVE BENEFITS/CARE OF RELATIVES

Full-time (probationary and non-probationary) employees are allowed to accumulate sick leave at the rate of eight (8) hours per month of continuous employment. Employees are allowed to accumulate up to a maximum of 960 hours (120 working days) of sick leave. Upon separation, employees shall not be paid for any unused sick leave.

Accrued sick leave may be used when an employee cannot perform work duties due to but not limited to the following: personal illness or injury; necessity for medical or dental treatment or examination, where such treatment cannot be scheduled outside of working hours; emergency, illness or injury of the employee's immediate family member which requires the employee's attendance and care; quarantine directed by a medical physician; disability; pre and postnatal care. For the purpose of this paragraph, immediate family is defined as; spouse, child, step child, adult child, parent, step parent, mother-in-law, father-in-law, or grandchild. The County Sheriff or designee, at his/her discretion, may require a doctor's certificate showing the nature of an injury or illness.

Sick leave may be used because of illness of the employee's sibling or grandparent as well. For siblings and grandparents, use is limited to 160 hours all combined per calendar year.

The County may require a doctor's certificate for the need of an employee's absence. Employees who have completed their probationary period as outlined for the Deputy/Jailer Bargaining Unit shall be entitled to immediate coverages for all benefits upon transfer to a position within the Supervisory Unit.

ARTICLE 14

RETIREMENT

The parties agree and understand that PERA retirement benefits are governed by Minnesota statutes.

ARTICLE 15 **INSURANCE AND BONDS**

Section 1A. GROUP HEALTH INSURANCE

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Section 1A Effective January 1, 2017 - May 31, 2017

Regular full-time employees and their dependents shall be provided with group insurance through the Teamsters Local 346 Health Fund, Benefit Plan E and effective July 1, 2000 through Benefit Plan G. The employer's contribution toward the total premium for group insurance shall be as follows:

Effective January 1, 2017, ~~\$1,000~~ per month flat dollar contribution.

Deleted: Effective January 1, 2014, \$900.00 per month flat dollar contribution. ¶
Effective January 1, 2015, \$920.00 per month flat dollar contribution. ¶

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In no event will the Employer's contribution exceed the actual cost of the coverage. Any additional amount due shall be paid by the employee. Notwithstanding anything herein contained, it is agreed that in the event the County is delinquent in the payment of its contribution to the Health and Welfare Program in effect for the employees covered by this contract, the Local Union shall have the right to take such legal action as they deem necessary until such delinquent payments are made. It is further agreed that in the event that action is taken, the County shall be responsible to the employees for losses resulting therefrom.

Coverage starts on the first of the month following date of hire.

In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid any penalties, taxes or fines for the Employer.

This Section 1A becomes void on May 31, 2017, end of day.

Section 1B. Effective June 1, 2017:

The Employer agrees to offer a Group Health Insurance plan equivalent to existing coverage, subject to the provisions of this Article and limitations, benefit and conditions established by the contract with the insurance carrier. The aggregate value of benefits provided by the group health insurance contract for employees covered by this collective bargaining agreement shall not be reduced, unless the employer and union agree to a reduction in benefits.

In the event the health insurance provisions of this Agreement fail to meet the requirements of the Affordable Care Act and its related regulations or cause the Employer to be subject to a penalty, tax or fine, the Union and the Employer will meet immediately to bargain over alternative provisions so as to comply with the Act and avoid any penalties, taxes or fines for the Employer.

The Employer shall contribute on behalf of eligible permanent and probationary employees working thirty (30) or more hours per week as follows:

<u>HSA Compatible Plan</u>	<u>Employer's Share of the Premium per month</u>	<u>Employee's Share of the Premium per month</u>
<u>Single</u>	<u>\$502.48 per month for 2017.</u> <u>To be determined for 2018.</u>	<u>\$0/month for 2017.</u> <u>\$0/month for 2018.</u>
<u>Single + 1</u>	<u>\$1,005.24 per month for 2017.</u> <u>To be determined for 2018.</u>	<u>\$150.00/month for 2017.</u> <u>\$150.00/month for 2018.</u>
<u>Family</u>	<u>\$1,142.82 per month for 2017.</u> <u>To be determined for 2018.</u>	<u>\$300.00/month for 2017.</u> <u>\$300.00/month for 2018.</u>

The Employer's contribution shall not exceed the cost of the premium.

The employer may offer a waiver plan by county policy.

The employee may "buy up" to available higher cost plans by paying the premium difference. However, note, there is no employer HSA contribution offered on the higher cost plans.

Effective June 1, 2017, the Employer shall make a contribution to each eligible employee's HSA account, pro-rated by pay period [over 24 pay periods per calendar year], as follows:

<u>Single</u>	<u>\$2,260 per year, pro-rated by pay period</u>
<u>Single + 1</u>	<u>\$3,260 per year, pro-rated by pay period</u>
<u>Family</u>	<u>\$3,260 per year, pro-rated by pay period</u>

Eligible employees will receive a pro-rated HSA contribution for all pay periods in which the employee is in a compensated payroll status or on FMLA.

The Employer shall be obligated to make only one (1) HSA account contribution on behalf of an employee. Therefore, if the employee is enrolled as a dependent of another employee for whom

the Employer has made a family coverage contribution, the Employer is not obligated to make a separate single coverage contribution on behalf of the employee.

(Jeff: Just a note for your discussion purposes, the pro-rated HSA amount for 6/1/2017 - 12/31/2017 is \$1318.33 for Single, \$1901.67 for Single+1 or Family.)

Section 2. LIABILITY INSURANCE

The County of Aitkin agrees to furnish, at no cost to the employee, liability insurance to protect officers in amounts equal to the County's statutory liability for claims where the County has a duty of indemnification pursuant to Minnesota Statute Section 466.07.

Section 3. LIFE INSURANCE

The County Board agrees to provide and pay for a life insurance policy of \$15,000.00 for all employees and to provide life insurance coverage in the amount of \$10,000.00 for their spouses and dependents to age 26.

Section 4. BONDS AND PREMIUMS

Should the Employer require any employee to give bond, cash bond shall not be compulsory, and any standard premium involved shall be paid by the Employer.

The primary obligation to procure the bond shall be on the Employer. If the Employer cannot arrange for a bond within ninety (90) days, he must notify the employee in writing. Failure to so notify shall relieve the employee of the bonding requirement.

If the proper notice is given, the employee shall be allowed thirty (30) days from the date of such notice to make his/her bonding requirements. Standard premiums only on said bond to be paid by the Employer. The standard premium shall be that premium paid by the Employer for bonds applicable to all other of its employees in similar classifications. Any excess premium to be paid by the employee.

Section 5. LONG TERM DISABILITY

The County shall provide long-term disability insurance to supervisory employees at no cost to the employee. Said insurance shall take effect upon completion of six (6) months probationary period as defined in Article 4.

ARTICLE 16

Section 1. INDIVIDUAL AGREEMENT

The Employer agrees not to enter into any contract or agreement with any employees, individually or collectively, which in any way conflicts with the terms and provisions of this Agreement.

ARTICLE 17

Section 1. GRIEVANCE PROCEDURE

Crucial to the cooperative spirit with which this Agreement is made and in the sense of fairness and justice brought by the parties to the adjudicator of employee grievance, should an employee feel that their rights and privileges under this Agreement have been violated, they shall consult with their Union Steward. The Steward shall arrange for a Step 1 grievance meeting. Discharges shall be handled as specified in Article 19, except as provided in Article 4 of this Agreement. Any such dispute, complaint or grievance shall be deemed to have been waived if not presented in writing by the aggrieved employee within fourteen (14) calendar days following the known occurrence out of which the grievance arose or from the first date of which the grievance could reasonably be assumed to be known.

Any controversy arising out of the interpretation of, or adherence to, the terms and provisions of this Agreement shall be settled by the grievance procedure hereinafter set forth: Should a difference arise between the Employer and the Union or employees as to the meaning and application of the provisions of this Agreement or as to the compliance of either party with any of its obligations under this Agreement, or should there be any complaint or grievance by an employee, the Union or the Employer, an earnest effort shall be made to settle such differences immediately under the following procedure:

Step 1.

Between the employee affected, Steward, and Human Resources Director.

Step 2.

Should the Union feel that the reply of the Human Resources Director is unsatisfactory, the Union shall immediately submit the facts in writing to the County Administrator. The parties shall arrange for a meeting within five (5) calendar days for negotiation of the issue. If the parties desire, a representative of the Union and a representative of the Employer shall attend said meetings. If the issue remains unresolved it shall be submitted within ten (10) calendar days to arbitration in accordance with Step 3.

Step 3.

Any dispute, difference or grievance relative to the interpretation of or adherence to the terms of this Agreement which has not been concluded through the above procedure within ten (10) calendar days after reduction in writing in the manner hereinabove provided, the matter may be referred by either party within five (5) calendar days to a neutral arbitrator to be mutually agreed upon by the representatives of the parties. Should the representatives of the Union and the Employer fail to agree upon a neutral arbitrator within five (5) additional calendar days, the neutral arbitrator shall be appointed as follows:

Section 2. ARBITRATOR'S AUTHORITY

The Commissioner of the Minnesota Bureau of Mediation Services shall be called upon to submit a panel of seven (7) neutral arbitrators. After said panel has been submitted to the parties by the Bureau of Mediation Services, the Neutral arbitrator shall be selected by striking six (6) names. The first strike to be determined by drawing lots, the seventh remaining name shall be the

neutral arbitrator. The decision of the arbitrator shall be final and binding on the Union, the Employer and any employee affected in a controversy so settled. If either party fails to abide by the decision of the arbitrator, the parties will then be allowed to use whatever legal recourse they deem necessary. The Union and the Employer shall share equally any cost for the arbitrator. The arbitrator shall not add to, subtract from, or vary the terms of this Agreement. The arbitrator shall only determine issues submitted in writing. All decisions must be rendered in accordance with the language of this Agreement or written interpretation pertaining thereto signed by the parties to this Agreement or their representatives.

Section 3. WAIVER

If a grievance is not presented within the time limits set forth above, it shall be considered waived. If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer's last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and Union in each step.

Section 4. CHOICE OF REMEDY

If as a result of the written Employer response in Step 2 the grievance remains unresolved and if the grievance involves the suspension, demotion or discharge of an employee who has completed the required probationary period, the grievance may be appealed either to Step 3 of this grievance procedure or to another procedure such as Veterans Preference or Fair Employment. If appealed to any procedure other than Step 3, the grievance shall not be subject to the arbitration procedure provided in Step 3. The aggrieved employee shall indicate in writing which procedure is to be used – Step 3 of this grievance procedure or an alternative procedure. The election set forth above shall not apply to claims subject to the jurisdiction of the United States Equal Employment Opportunity Commission unless allowed by law.

ARTICLE 18

DISCIPLINE

Section 1. The Employer will discipline employees who have completed the required probationary period only for just cause. A written reprimand, suspension, demotion or discharge of an employee who has completed the required probationary period may be appealed through the grievance procedure as contained in Article 17 of the Agreement subject to the limitations set forth in Article 17.

Section 2. Written reprimands, suspensions, demotions, and discharges will be in written form. To become part of an employee's personnel file, notices of written reprimand, suspension, demotion or discharge shall be read and acknowledged by signature of the employee. Employees will receive a copy of written reprimands and notices of suspension, demotion, and discharge.

ARTICLE 19

DISCHARGE - *(This Article 19 shall pertain to discharge cases only, except as provided in Article 4 of this Agreement.)*

An employee who has completed the required probationary period shall be discharged only for just cause after an investigation. An action to discharge an employee shall be taken by the appointing authority only after a meeting has been held between the designated Union representative and employee, and the County Administrator . The employee and the Union shall be given written notice of the charges against the employee and of the meeting date and time at least ten (10) calendar days prior to the meeting. The Union and the employee shall be present at the meeting, and the Union shall present information relevant to the proposed discharge and may present witnesses and evidence. The Sheriff and/or Human Resources Director shall have the right to present information, witnesses and evidence at the meeting. This meeting shall be in lieu of Steps 1 and 2 of the Grievance Procedure set forth in Article 17 of this Agreement.

In the event the appointing authority proceeds to discharge, then a grievance relating to discharge shall be filed at Step 3 of the Grievance Procedure within fourteen (14) calendar days of the date of the discharge action.

ARTICLE 20

SAVINGS AND SEPARABILITY CLAUSE

If any Articles or Section of this Agreement or any riders thereto should be held invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or Section should be restrained by such tribunal pending a final determination as to its validity, or if any Article, Section or rider is contrary to a state or federal administrative ruling or in violation of state or federal legislation or administrative regulations, the remainder of this contract and any rider thereto, or the application of such Article or Section to persons or circumstances other than those to which it had been held invalid or to which compliance with or enforcement of has been restrained, shall not be affected thereby.

In the event that any Article or Section of this Agreement is held invalid or enforcement of or compliance with which has been restrained, as set forth, the parties affected thereby shall enter into immediate Collective Bargaining negotiations, upon the request of the Union or the County, for the purpose of arriving at a mutually satisfactory replacement, pertaining to the same subject matter for such Article or Section during the period of invalidity or restraint.

ARTICLE 21

WAGES

Section A.

Employees covered by this Agreement shall be paid in accordance with Appendix A.

1/1/2017 3.0% general adjustment, no step increase.

1/1/2017 \$575.00 one-time lump sum payment (taxable income) to all full-time employees who have 15 or more years of service with Aitkin County as of 12/31/2016.

Comment [BD3]: John Drahota and Karla White are eligible for lump sums both years.

In no event shall an employee's wage be adjusted to exceed the maximum of the appropriate salary range.

Effective January 1, 2018, employees covered by this Agreement shall be paid in accordance with Appendix A.

1/1/2018 0% general adjustment. Employees whose wage is below the maximum of the appropriate wage schedule will advance to the next step on January 1, 2018.

1/1/2018 \$575.00 one-time lump sum payment (taxable income) to all full-time employees who have 15 or more years of service with Aitkin County as of 12/31/2017.

In no event shall an employee's wage be adjusted to exceed the maximum of the appropriate salary range.

All employees shall remain at their rate of pay at the expiration date of this Agreement until a new Agreement is executed by the parties.

Section B. Overtime Hours: Overtime compensation will be based on status under the Fair Labor Standards Act. All non-exempt employees who are assigned by the Employer to work in excess of 40 hours in a work week shall be compensated for such overtime hours at the rate of one and one-half (1 ½) times the regular straight time rate of pay.

Deleted: Employees whose wage is below the maximum of the appropriate wage schedule will advance to the next step on the wage schedule on January 1 each year of the 2014-2016 Agreement. In no event shall an employee's wage exceed the maximum of the appropriate wage schedule. All employees shall remain at their rate of pay at the expiration date of this Agreement until a new Agreement is executed by the parties ¶

Section C. Termination: Employees who terminate employment prior to the date of County Board approval of this Agreement shall not be eligible for retroactive wage adjustments.

Section D. (New) An employee who is promoted to a higher paid classification would be placed on the step that results in at least a \$0.25 per hour increase (or \$520/year increase for full-time salaried/FLSA exempt positions). Thereafter, the employee would receive increases as provided for by the Agreement.

Section E. (New) An employee whose job classification is upgraded will be placed on the step in the new pay range that results in at least a \$0.75 per hour increase (or \$1,560/year increase for full-time salaried/FLSA exempt positions).

ARTICLE 22

MSRS HCSP

This section applies only to employees who were hired on or before April 1, 2008, after completion of ten (10) years continuous service, and who were eligible for severance pay under the Teamsters Licensed or Teamsters Non-licensed collective bargaining agreement prior to promotion to this Teamsters Supervisory unit: For employees who have met age and service requirements necessary to receive an annuity from PERA or who are receiving a disability benefit from PERA, the County will deposit 100% of the employee's severance pay and accrued but unused vacation into a MSRS HCSP account upon retirement or resignation in good standing.

ARTICLE 23

EXPIRATION

The period of this Agreement shall be from the 1st day of January, 2017, until the 31st day of December, 2018, and shall continue in full force and effect from year to year thereafter, unless written notice of intention to terminate or modify this Agreement is given by either party to the other party sixty (60) days prior to the date of expiration or any anniversary thereof. Such notice may be delivered personally or by certified mail and if by mail, the notice must be received sixty (60) days prior to the expiration or anniversary date thereof. If the notice is to terminate, this Agreement shall then terminate on the anniversary date next following. If the notice is to change or modify, such notice shall specify the changes or modifications demanded.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 9th day of May, 2017.

AITKIN COUNTY BOARD OF COMMISSIONERS

By: _____
Chairperson

By: _____
County Administrator

By: _____
Human Resources Director

TEAMSTERS GENERAL LOCAL UNION NO. 346

By: _____
Secretary-Treasurer, Local No. 346

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Comment [BD4]: Jeff - the next Board meeting is May 9th (for a 6/1 conversion to PEIP)

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Deleted: 2014

By: _____
President, Local No. 346

By: _____
Business Agent

Teamster's Supervisory Unit
January 1, 2017

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Undersheriff, Grade 15
Jail Administrator, Grade 14
Assistant Jail Administrator, Grade 10
Dispatch Supervisor / Co-Jail Program Coordinator, Grade 9
STS Coordinator / Co-Jail Program Coordinator, Grade 7

APPENDIX A: Wage Schedules

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2017 3% general adjustment, no steps, effective 1/1/2017																
Grade	Minimum/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Maximum/	
20	\$ 41.87	\$43.11	\$44.38	\$45.69	\$47.04	\$48.43	\$49.86	\$51.34	\$52.86	\$54.43	\$56.04	\$57.70	\$59.41	\$61.17	\$ 62.47	
19	\$ 40.32	\$41.51	\$42.74	\$44.00	\$45.30	\$46.64	\$48.02	\$49.44	\$50.90	\$52.41	\$53.96	\$55.56	\$57.21	\$58.90	\$ 60.11	
18	\$ 38.78	\$39.92	\$41.10	\$42.31	\$43.56	\$44.85	\$46.17	\$47.54	\$48.95	\$50.39	\$51.89	\$53.42	\$55.01	\$56.64	\$ 57.81	
17	\$ 37.23	\$38.33	\$39.46	\$40.63	\$41.82	\$43.06	\$44.33	\$45.64	\$46.99	\$48.38	\$49.81	\$51.28	\$52.80	\$54.37	\$ 55.51	
16	\$ 35.69	\$36.74	\$37.82	\$38.94	\$40.08	\$41.27	\$42.49	\$43.74	\$45.03	\$46.36	\$47.73	\$49.15	\$50.60	\$52.10	\$ 53.21	
15	\$ 34.14	\$35.15	\$36.18	\$37.25	\$38.35	\$39.48	\$40.64	\$41.84	\$43.07	\$44.35	\$45.66	\$47.01	\$48.40	\$49.83	\$ 50.81	
14	\$ 32.60	\$33.56	\$34.54	\$35.56	\$36.61	\$37.69	\$38.80	\$39.94	\$41.12	\$42.33	\$43.58	\$44.87	\$46.19	\$47.56	\$ 48.51	
13	\$ 31.05	\$31.97	\$32.90	\$33.87	\$34.87	\$35.89	\$36.95	\$38.04	\$39.16	\$40.32	\$41.50	\$42.73	\$43.99	\$45.29	\$ 46.21	
12	\$ 29.51	\$30.37	\$31.27	\$32.18	\$33.13	\$34.10	\$35.11	\$36.14	\$37.20	\$38.30	\$39.43	\$40.59	\$41.79	\$43.02	\$ 43.91	
11	\$ 27.96	\$28.78	\$29.63	\$30.50	\$31.39	\$32.31	\$33.26	\$34.24	\$35.25	\$36.28	\$37.35	\$38.45	\$39.59	\$40.75	\$ 41.61	
10	\$ 26.42	\$27.19	\$27.99	\$28.81	\$29.65	\$30.52	\$31.42	\$32.34	\$33.29	\$34.27	\$35.28	\$36.31	\$37.38	\$38.48	\$ 39.21	
9	\$ 24.87	\$25.60	\$26.35	\$27.12	\$27.91	\$28.73	\$29.57	\$30.44	\$31.33	\$32.25	\$33.20	\$34.17	\$35.18	\$36.22	\$ 36.91	
8	\$ 23.33	\$24.01	\$24.71	\$25.43	\$26.17	\$26.94	\$27.73	\$28.54	\$29.37	\$30.24	\$31.12	\$32.04	\$32.98	\$33.95	\$ 34.61	
7	\$ 21.78	\$22.42	\$23.07	\$23.74	\$24.43	\$25.15	\$25.88	\$26.64	\$27.42	\$28.22	\$29.05	\$29.90	\$30.77	\$31.68	\$ 32.34	
6	\$ 20.24	\$20.83	\$21.43	\$22.05	\$22.70	\$23.36	\$24.04	\$24.74	\$25.46	\$26.20	\$26.97	\$27.76	\$28.57	\$29.41	\$ 30.01	
5	\$ 18.69	\$19.24	\$19.79	\$20.37	\$20.96	\$21.57	\$22.19	\$22.84	\$23.50	\$24.19	\$24.89	\$25.62	\$26.37	\$27.14	\$ 27.71	
4	\$ 17.15	\$17.64	\$18.15	\$18.68	\$19.22	\$19.77	\$20.35	\$20.94	\$21.55	\$22.17	\$22.82	\$23.48	\$24.17	\$24.87	\$ 25.39	
3	\$ 15.60	\$16.05	\$16.51	\$16.99	\$17.48	\$17.98	\$18.50	\$19.04	\$19.59	\$20.16	\$20.74	\$21.34	\$21.96	\$22.60	\$ 23.07	
2	\$ 14.06	\$14.46	\$14.87	\$15.30	\$15.74	\$16.19	\$16.66	\$17.14	\$17.63	\$18.14	\$18.66	\$19.20	\$19.76	\$20.33	\$ 20.71	
1	\$ 12.51	\$12.87	\$13.24	\$13.61	\$14.00	\$14.40	\$14.81	\$15.24	\$15.67	\$16.12	\$16.59	\$17.07	\$17.56	\$18.06	\$ 18.44	

2018 0% general adjustment, plus one step for eligible employees, up to the Maximum 1/1/2018																
Grade	Minimum/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Maximum/	
20	\$ 41.87	\$43.11	\$44.38	\$45.69	\$47.04	\$48.43	\$49.86	\$51.34	\$52.86	\$54.43	\$56.04	\$57.70	\$59.41	\$61.17	\$ 62.47	
19	\$ 40.32	\$41.51	\$42.74	\$44.00	\$45.30	\$46.64	\$48.02	\$49.44	\$50.90	\$52.41	\$53.96	\$55.56	\$57.21	\$58.90	\$ 60.11	
18	\$ 38.78	\$39.92	\$41.10	\$42.31	\$43.56	\$44.85	\$46.17	\$47.54	\$48.95	\$50.39	\$51.89	\$53.42	\$55.01	\$56.64	\$ 57.81	
17	\$ 37.23	\$38.33	\$39.46	\$40.63	\$41.82	\$43.06	\$44.33	\$45.64	\$46.99	\$48.38	\$49.81	\$51.28	\$52.80	\$54.37	\$ 55.51	
16	\$ 35.69	\$36.74	\$37.82	\$38.94	\$40.08	\$41.27	\$42.49	\$43.74	\$45.03	\$46.36	\$47.73	\$49.15	\$50.60	\$52.10	\$ 53.21	
15	\$ 34.14	\$35.15	\$36.18	\$37.25	\$38.35	\$39.48	\$40.64	\$41.84	\$43.07	\$44.35	\$45.66	\$47.01	\$48.40	\$49.83	\$ 50.81	
14	\$ 32.60	\$33.56	\$34.54	\$35.56	\$36.61	\$37.69	\$38.80	\$39.94	\$41.12	\$42.33	\$43.58	\$44.87	\$46.19	\$47.56	\$ 48.51	
13	\$ 31.05	\$31.97	\$32.90	\$33.87	\$34.87	\$35.89	\$36.95	\$38.04	\$39.16	\$40.32	\$41.50	\$42.73	\$43.99	\$45.29	\$ 46.21	
12	\$ 29.51	\$30.37	\$31.27	\$32.18	\$33.13	\$34.10	\$35.11	\$36.14	\$37.20	\$38.30	\$39.43	\$40.59	\$41.79	\$43.02	\$ 43.91	
11	\$ 27.96	\$28.78	\$29.63	\$30.50	\$31.39	\$32.31	\$33.26	\$34.24	\$35.25	\$36.28	\$37.35	\$38.45	\$39.59	\$40.75	\$ 41.61	
10	\$ 26.42	\$27.19	\$27.99	\$28.81	\$29.65	\$30.52	\$31.42	\$32.34	\$33.29	\$34.27	\$35.28	\$36.31	\$37.38	\$38.48	\$ 39.21	
9	\$ 24.87	\$25.60	\$26.35	\$27.12	\$27.91	\$28.73	\$29.57	\$30.44	\$31.33	\$32.25	\$33.20	\$34.17	\$35.18	\$36.22	\$ 36.91	
8	\$ 23.33	\$24.01	\$24.71	\$25.43	\$26.17	\$26.94	\$27.73	\$28.54	\$29.37	\$30.24	\$31.12	\$32.04	\$32.98	\$33.95	\$ 34.61	
7	\$ 21.78	\$22.42	\$23.07	\$23.74	\$24.43	\$25.15	\$25.88	\$26.64	\$27.42	\$28.22	\$29.05	\$29.90	\$30.77	\$31.68	\$ 32.34	
6	\$ 20.24	\$20.83	\$21.43	\$22.05	\$22.70	\$23.36	\$24.04	\$24.74	\$25.46	\$26.20	\$26.97	\$27.76	\$28.57	\$29.41	\$ 30.01	
5	\$ 18.69	\$19.24	\$19.79	\$20.37	\$20.96	\$21.57	\$22.19	\$22.84	\$23.50	\$24.19	\$24.89	\$25.62	\$26.37	\$27.14	\$ 27.71	
4	\$ 17.15	\$17.64	\$18.15	\$18.68	\$19.22	\$19.77	\$20.35	\$20.94	\$21.55	\$22.17	\$22.82	\$23.48	\$24.17	\$24.87	\$ 25.39	
3	\$ 15.60	\$16.05	\$16.51	\$16.99	\$17.48	\$17.98	\$18.50	\$19.04	\$19.59	\$20.16	\$20.74	\$21.34	\$21.96	\$22.60	\$ 23.07	
2	\$ 14.06	\$14.46	\$14.87	\$15.30	\$15.74	\$16.19	\$16.66	\$17.14	\$17.63	\$18.14	\$18.66	\$19.20	\$19.76	\$20.33	\$ 20.71	
1	\$ 12.51	\$12.87	\$13.24	\$13.61	\$14.00	\$14.40	\$14.81	\$15.24	\$15.67	\$16.12	\$16.59	\$17.07	\$17.56	\$18.06	\$ 18.44	

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2014			
Grade	Minimum/A	B	C
15	\$ 32.50	\$ 33.48	\$ 34.46
14	\$ 31.00	\$ 31.93	\$ 32.86
10	\$ 25.00	\$ 25.75	\$ 26.50
9	\$ 23.50	\$ 24.21	\$ 24.92
7	\$ 20.50	\$ 21.12	\$ 21.74

(JD StD, H StD, KW StG, PS StE)
Effective January 1, 2014, employees sl

2015			
Grade	Minimum/A	B	C
15	\$ 32.80	\$ 33.78	\$ 34.76
14	\$ 31.30	\$ 32.23	\$ 33.18
10	\$ 25.30	\$ 26.05	\$ 26.80
9	\$ 23.80	\$ 24.51	\$ 25.22
7	\$ 20.80	\$ 21.42	\$ 22.04

2016			
Grade	Minimum/A	B	C
15	\$ 33.15	\$ 34.13	\$ 35.11
14	\$ 31.65	\$ 32.58	\$ 33.56
10	\$ 25.65	\$ 26.40	\$ 27.15
9	\$ 24.15	\$ 24.86	\$ 25.57
7	\$ 21.15	\$ 21.77	\$ 22.39

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Memorandum of Agreement (8 Hours Personal Leave)

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and the Teamsters General Local Union No. 346 (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, during negotiations for the 2017-2018 collective bargaining agreement, the union expressed interest in adding Christmas Eve as a holiday; and

WHEREAS, the County indicated its interest in maintaining open facilities on Christmas Eve and is not interested in adding Christmas Eve as a holiday; and

WHEREAS, in the spirit of compromise with the expedited settlement, the parties agreed that one-time, on December 24, 2018, 8 hours of personal leave would be provided to active (probationary and non-probationary) full-time employees.

NOW, THEREFORE, the parties agree as follows:

1. The parties agree these 8 hours of personal leave granted on December 24, 2018, will be administered in accordance with the existing Personal Leave Article (Article 18) and that prior supervisory approval is required.
2. The parties agree these personal leave hours will not be stacked in any way to generate overtime pay.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 9th day of May, 2017.

FOR LOCAL NO. 346: _____ FOR COUNTY OF AITKIN: _____

Secretary/Treasurer, Local No. 346 _____ Chairperson,
Aitkin County Board of Commissioners

President, Local No. 346 _____ County Administrator

Business Agent _____ Human Resources Director

Memorandum of Agreement (Funeral Leave)

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and the Teamsters General Local Union No. 346 (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, the Union has expressed interest in adding Funeral Leave to the 2017-2018 collective bargaining agreement; and

WHEREAS, in the spirit of compromise and settlement, the County is willing to grant funeral leave to eligible employees of this bargaining unit in accordance with the County's Funeral Leave policy, as outlined in the County Personnel Policy manual.

NOW, THEREFORE, the parties agree as follows:

1. The parties agree the County's Funeral Leave policy, as outlined in the County's Personnel Policy manual, and as updated from time to time, shall apply to members of the Teamsters Supervisory Unit for the term of this Agreement, 2017-2018.

3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 9th day of May, 2017.

FOR LOCAL NO. 346: _____ FOR COUNTY OF AITKIN: _____

Secretary/Treasurer, Local No. 346 Chairperson,
Aitkin County Board of Commissioners

President, Local No. 346 County Administrator

Business Agent Human Resources Director



Board of County Commissioners Agenda Request

26
Agenda Item #

Requested Meeting Date: May 09, 2017

Title of Item: LG214 Premises Permit / American Legion Post 86

<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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
--	---	---

Submitted by: Sally M. Huhta	Department: Auditor's
--	---------------------------------

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Please adopt the following resolution:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the American Legion Post 86, at the Roberts-Glad VFW Post 1727 – Aitkin Township. This establishment has an address of 36558 410th Avenue, Aitkin, MN 56431

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request

24

Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: Recycling Agreement Extensions

<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*
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Submitted by: Terry Neff, Environmental Services Director	Department: Environmental Services
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Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed: N/A
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Summary of Issue:

Extend recycling agreements with Garrison Disposal and J&H Transfer. This will extend the agreements until December 31, 2019.

Alternatives, Options, Effects on Others/Comments:

Deny requests and solicit RFP's from all interested companies. This could allow an outside company to take over the solid waste market in Aitkin County, which may not be in the County's best interest.

Recommended Action/Motion:

Approve the requested two year extensions.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ Varies based on commodity markets.

Is this budgeted? Yes No *Please Explain:*

There is an annual inflation adjustment based on the Consumer Price Index. Costs vary based on the market price for materials recycled.

Aitkin County Environmental Services Planning and Zoning
209 Second Street NW
Room 100
Aitkin, MN 56431
Phone: 218-927-7342
Fax: 218-927-4372



MEMORANDUM

DATE: May 2, 2017

TO: Aitkin County Board of Commissioners
Jessica Seibert, County Administrator

FROM: Terry Neff, Environmental Services Director 

RE: Recycling Agreement Extensions

Enclosed are letters from Garrison Disposal and J&H Transfer requesting to exercise the one-year extension option to the recycling agreements. The agreements expire on December 31, 2017. Both have requested a 2 year extension to the agreement which would extend the expiration date to December 31, 2019. I recommend the County Board approve of the two-year extension to the agreements.

If you have any questions, please feel free to contact me at 218-927-7342 or by e-mail at tneff@co.aitkin.mn.us.

enclosures

c:\ctybrd\ctybrd2017

MAY 01 2017



April 28, 2017

Mr. Terry Neff
Aitkin County
Aitkin, MN 56431

Dear Mr. Neff,

Garrison Disposal would like to continue to operate the Aitkin County Recycling Center and proposes that a renewal of the recycling agreement be for a two year contract ending 12/31/2019.

Respectfully,

A handwritten signature in blue ink, appearing to read "Paul B. Fischer", is written over a faint, illegible stamp.

Paul B. Fischer

President

Terry Neff

From: jhalek@frontiernet.net
Sent: Tuesday, May 02, 2017 10:32 AM
To: Terry Neff
Subject: RE: contract extension

Yes that would be great!

On Tue, 5/2/17, Terry Neff <tneff@co.aitkin.mn.us> wrote:

Subject: RE: contract extension
To: jhalek@frontiernet.net
Date: Tuesday, May 2, 2017, 10:25 AM

Would you like to try for 2 years
and go thru 2019?

-----Original

Message-----

From: jhalek@frontiernet.net
[<mailto:jhalek@frontiernet.net>]

Sent: Tuesday, May 02, 2017 10:06 AM
To: Terry Neff
Subject: Re:
contract extension

Hi
Terry,
Sorry I missed this email and
didn't respond quicker we have had internet issues at our office.

I would like
to continue with our transfer station and recycling agreement through 2018.

Sincerely, Jessie Hooper

On Mon, 4/17/17, Terry Neff <tneff@co.aitkin.mn.us>
wrote:

Subject: contract
extension
To: jhalek@frontiernet.net
Date: Monday, April 17, 2017, 12:21 PM

Good Afternoon Jessie! Per
Section 3B of the recycling agreement there are one year extensions that can be granted
by the County Board upon receipt of a letter of request from the contractor. The present
agreement will expire on 12/31/16. Please let me know if you are interested in a one year
extension which will extend the contract until 12/31/18. If so, I will need a letter of
request which you can e-mail to me or send through regular mail.

Thanks!
Terry Neff Environmental Services

DirectorPhone:



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: Building Project - Next Steps

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Ross Wagner	Department: Economic Development & Forest Ind
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Presenter (Name and Title): Ross Wagner, Economic Development & Forest Industry Coordinator	Estimated Time Needed: 15 Minutes
---	---

Summary of Issue:
 I would like to discuss the the next steps needed to take for the Courthouse Addition and Remodel project. They would include authorizing the sale of bonds and accepting a proposal from BKV Group for final design and bid documents. If agreeable to the board, they would be on the May 23rd agenda. A memo with more information is attached.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve next step items to be on the May 23rd Agenda

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 Economic Development & Forest Industry Coordinator

Aitkin County Courthouse

Ross Wagner

217 Second Street N.W.

Aitkin, MN 56431

Phone: 218/927-7305

Fax: 218/927-7374

TO: Aitkin County Commissioners

FROM: Ross Wagner, Economic Development & Forest Industry Coordinator

DATE: May 3, 2017

SUBJECT: Building Project – Next Steps

It is time to take the next steps for the new building addition and courthouse remodel. Specifically, we need to start the Final Design and Bid Documents and start the process for the actual bond issue. I am proposing that both actions get started at the next regular board meeting, May 23rd.

First process, authorize Final Design and Bid Documents from Bruce Schwartzman, BKV Group. Bruce would be present at the May 23rd meeting and we will receive the proposal prior to the meeting. The cost for this is included under the project budget as Architect/Engineering Fee.

Second process is starting the Bond Issuance. The first step in this process is passing a Resolution to authorize the sale of Bonds to finance the Courthouse Addition and Remodel project. The resolution and other bond related documents will come from Springsted. Though we are authorized to issue \$10,500,000.00 I would recommend sticking with the original estimate of \$10,215,000.00. The resolution authorizing the sale of bonds is the first step among several that will take place over the course of the summer.

I would like to note that both of these steps will take time to complete. Should the Board want to hold more informational type of meetings, this could be done while the work is ongoing.



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: Award Contract No. 20172

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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*
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Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
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Summary of Issue:
 Bids will be opened on Monday, May 8, 2017 for Contract No. 20172 which includes the following five projects:
 (1) SAP 001-601-020 - Bituminous mill and overlay of 3.7 miles of CSAH 1 north of CSAH 22;
 (2) SAP 001-610-029 - Bituminous overlay of 11.1 miles of CSAH 10 from CSAH 3 in Palisade to CSAH 18.
 (3) SAP 001-615-007 - Bituminous mill and overlay and bridge replacement on 6 miles of CSAH 15 from Crow Wing county line to CSAH 1 in Aitkin;
 (4) CP 001-074-001 - Bituminous mill and overlay and curb and gutter street reconstruction on 1.5 miles of CR 74 west of US Hwy 169 in Hill City;
 (5) CP 001-090-029 - Bituminous paving at Jacobson Maintenance Facility.

An abstract of bids will be presented with a recommendation for award of the construction contract by the attached draft resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve resolution.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ Estimated total cost: \$3,662,402
 Is this budgeted? Yes No *Please Explain:*

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

ADOPTED May 9, 2017

By Commissioner: xx

20170509-0xx

Award Contract No. 20172

WHEREAS, Contract No. 20172 is for construction of S.A.P. 001-601-020, S.A.P. 001-610-029, S.A.P. 001-615-007, C.P. 001-074-001, and C.P. 001-090-029, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, May 9, 2017 with a total of _____ bids received, and

WHEREAS, _____ was the lowest responsible bidder in the amount of _____

THEREFORE, BE IT RESOLVED, that _____ is awarded Contract No. 20172.

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

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

FIVE MEMBERS PRESENT
STATE OF MINNESOTA}
COUNTY OF AITKIN}

All Members Voting Yes

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 9th day of May 2017, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of May 2017

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Personnel Committee Rec. - Appoint Community Corrections Director

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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: Bobbie Danielson		Department: Administration/HR
Presenter (Name and Title): Jessica Seibert, County Administrator, or Bobbie Danielson, HR Director		Estimated Time Needed: 5 minutes
Summary of Issue: <p>The Personnel Committee, along with Ms. Nicole Kern, Morrison County Community Corrections Director, interviewed 4 finalists for the Community Corrections Director position on May 3, 2017. The Personnel Committee recommends appointment of Ms. Kameron (Kami) Genz, effective May 15, 2017. Ms. Genz has a Bachelor's degree in Applied Psychology/Criminal Justice from Bemidji State University and is currently employed as an Aitkin County Career Corrections Agent (7/2016 - Present). She was previously employed by Central MN Community Corrections as a Career Corrections Agent (10/2006-7/2016) and as a Diversion Programs Coordinator in the Aitkin County Sheriff's Office (6/2000-10/2006). Criminal background is clear. A positive supervisory reference was received.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Motion to appoint Ms. Kameron Genz as Community Corrections Director, with a start date of May 15, 2017.		
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> Increase from \$58,697 to \$67,800/yr. <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Start step on salary schedule, \$67,800/yr.		



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: May 9, 2017

Title of Item: 2018 Budget Parameters Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 minutes
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Summary of Issue:

Please see attached questions to facilitate discussion of the 2018 budget parameters.

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:*

2018 Budget Parameters Discussion

1. Does the County Board plan to enhance, reduce or keep service levels the same?
2. Does the County Board have any specific service priorities/projects they would like to see occur in 2018?
3. Does the County Board wish to utilize Fund Balance for the 2018 Budget? If so, how much does the Board feel is appropriate? As a point of discussion, the Fund Balance has been reduced by \$12,447,940 since 2012.
4. Are there any non-profits or discretionary appropriations the Board wishes to review more thoroughly?
5. Does the Board want to review any specific fee schedules in greater detail?
6. Aitkin County's Local Government Aid for 2017 is currently \$624,126, down \$31,608 from 2016. More information on the 2018 amount may be available after the current legislative session.

Please feel free to call if there is any specific information you would like for this discussion.



Board of County Commissioners Agenda Request

7A

Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Trail Permit to Crow Wing County for "Emily ATV Trail"

<input checked="" type="checkbox"/> REGULAR AGENDA <input 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: 10-minutes
Summary of Issue: <p>Crow Wing County is the sponsor for the proposed "Emily ATV Trail". The eastern 1.5-miles crosses Aitkin County administered land in 21/22-49-27 and connects to the Northwoods ATV trail system (see attached map).</p> <p>To complete this important connection between the Emily/Outing area and our trail system we must grant them a trail permit. Once completed, Crow Wing County will be the trail sponsor and local clubs will maintain the trail via State grant-in-aid funding.</p> <p>Landowners within 1/2-mile of the proposed alignment were notified on 2/8/2017 and we received no responses opposing to the new trail link.</p>		
Alternatives, Options, Effects on Others/Comments: This connection to our trail system will provide recreational and economic benefits for Aitkin and Crow Wing County.		
Recommended Action/Motion: I recommend approval of the easement to Crow Wing County.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



GRANT-IN-AID TRAIL PERMIT

This permit is granted by the State of Minnesota acting by and through the County of Aitkin, under the authority and subject to the provisions of M.S. 282 and other applicable statutes, to the PERMITTEE, as named below:

Permittee: Crow Wing County			
Address:			
Purpose of Permit Special use as an ATV/OHV trail connecting Crow Wing County's trail to the Blind Lake ATV trail in Aitkin County			
Type of Trail ATV/OHV	Width of Trail 16.5 feet	Summer Mechanized Travel is permitted	Number of Trail Shelters Permitted: 0

Property being covered on this permit:

Part of SE-SW, SW-SE, SE-SE of 21-49-27 and SW-SW, SE-SW, NE-SW of 22-49-27

1. This permit shall be continuous and will terminate upon notification in writing to Aitkin County six (6) months prior to termination by the Landowner(s).
2. The right-of-way shall be open to the general public for ATV/OHV use during specified dates.
3. Aitkin County shall at all times have the right to enter upon said right-of-way for any purpose necessary to the performance of lawful powers and duties.
4. Aitkin County shall have the right to close said right-of-way during any emergency.

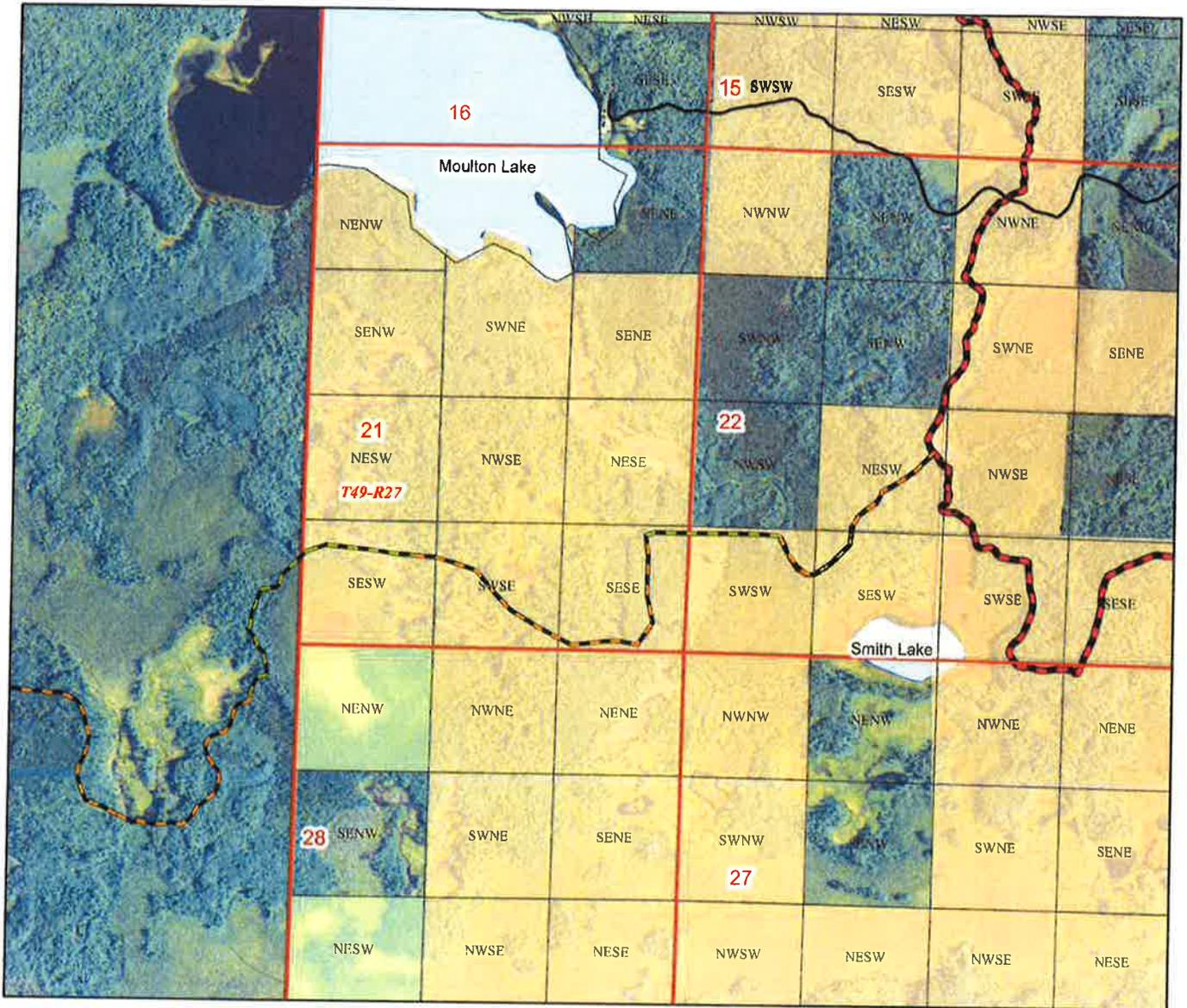
This permit is issued and accepted upon the conditions and subject to all terms and limitations contained in the statutes of the State of Minnesota and all conditions herein specified.

Permittee has read, understands, and agrees to comply with all the requirements of this permit.

THIS PERMIT IS NOT VALID UNTIL SIGNED BY ALL PARTIES.

Permittee	Date
Permittee	Date
Aitkin County	Date

Proposed ATV Trail Connection Crow Wing County to Northwoods ATV Trail



0 0.25 0.5 1 Miles



Legend

-  Proposed new trail construction
-  Proposed on existing trail
-  Northwoods ATV Trail

Public Lands

CLASS_CODE_1

- State
- County



Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Quotes for demo/removal of structures on tax-forfeited lands

- 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 Department

Presenter (Name and Title):
Mark Jacobs

Estimated Time Needed:
10-minutes

Summary of Issue:

Quotes for demolition/removal of structures on 4 parcels of tax-forfeited land were received until 2:00 PM on 4/28/2017.

Attached is the proposal and breakdown of quotes received.

Low quotes are...

Project 1 - Dependable Demolition - McGregor = \$4,000

Project 2 - Dependable Demolition - McGregor = \$3,500

Project 3 - Schrupp Excavating - Pine River = \$5,150

Project 4 - DeChantel Excavating - Brainerd = \$ 13,620

Total = \$26,270

Alternatives, Options, Effects on Others/Comments:

Dilapidated structures such as these are a growing concern as they are becoming more prevalent on tax forfeited property and the cost of removal is high and typically exceeds the value of the cleared land parcel.

Recommended Action/Motion:

I recommend the low quotes above.

Financial Impact:

Is there a cost associated with this request?

Yes

No

What is the total cost, with tax and shipping? \$ 26,270

Is this budgeted?

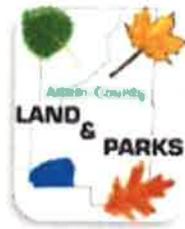
Yes

No

Please Explain:

Demolition Bids 4-28-17

Name of Bidder	Site 1	Site 2	Site 3	Site 4
	32-1-073902		58-1-006600	
	32-1-073801	02-0-019201	58-1-006400	57-1-019700
Deer River Trucking - Deer River	\$ -	\$ -	\$ -	\$ 28,500.00
Schrupp Excavating LLC Pine Rive	\$ 11,700.00	\$ 3,720.00	\$ 5,150.00	\$ 18,422.00
DeChantel Excavating LLC Brainer	\$ 6,020.00	\$ 7,420.00	\$ 5,920.00	\$ 13,620.00
Tony Lastovich, Hibbing	\$ 5,200.00	\$ 9,400.00	\$ 9,200.00	\$ 26,300.00
Kern Escavating LLC	\$ 5,699.00	\$ 6,725.00	\$ 8,775.00	\$ 21,935.00
Dependable Demolition - McGregor	\$ 4,000.00	\$ 3,500.00	\$ 6,000.00	\$ 14,000.00
Roberts Excavating - Askov	\$ -	\$ -	\$ 6,200.00	\$ -



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

April 10, 2017

To: Certified Demolition Contractors and Asbestos and Regulated Material Abatement Contractors

From: Aitkin County Land Department

Re: Quotes for Demolition and Abatement 2017

The Aitkin County Land Department is seeking quotes for demolition and abatement on the following properties.

BIDS DUE April 28, 2017 at 2:00 PM

Project 1: Cleanup of debris on lot

18079 526th St McGregor, Mn. 55760

PIN# 32-1-073902 and 32-1-073801

Legal Desc – Big Sandy Lake Highlands 5th Addn – Lot 154 less 171x100 feet and less N 220 feet and 100 x 200 feet Lot 155

Project 2: Demo Trailer and remove all personal property

18686 State Hwy 200 Jacobson, Mn. 55752

Jacobson, Mn.

PIN# 02-0-019201

Legal Desc – South 420' of West One Half of Lot 5 Sec 10 Twp 52 Rge 23

Project 3: Demo Trailers and remove personal property

106 N 4th St McGrath, Mn. 56350

PIN# 58-1-006600 and 58-1-006400

Legal Desc – Plat of McGrath – Lots 2 and 3 of Block 6

Project 4: Demo House and remove all personal property

121 Ione Ave Hill City, Mn. 55748

PIN# 57-1-019700

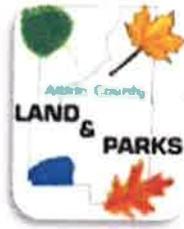
Legal Desc – Bucks Addn to Hill City Lot 10 Blk 14

The following specifications reference the projects listed. Inspection reports for asbestos and regulated materials will be provided upon request.

An Equal Opportunity Employer

Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

AITKIN COUNTY LAND DEPARTMENT

Specifications for Demolition –2017

These specifications shall govern the demolition of structures, abatement of asbestos and regulated materials and site cleanup on State of Minnesota Lands in Trust for Taxing Districts in Aitkin County. All projects are located in Aitkin County. The term "County" will refer to Aitkin County for the purpose of these specifications.

Demolition of identified structures, garbage cleanup, dirt work, and seeding shall be completed by July 15, 2017 weather permitting. The County reserves the right to withhold 20% of total bid price if final dirt work cannot be completed due to weather conditions. Total payment will be made as soon as the total project is complete. Contractor must show a good faith effort to complete as much of the project as possible by July 15, 2017. Contractor must have all required documentation to the County before moving on site. There are 4 sites scheduled for demolition. The sites have public access and may be viewed at any time. Buildings may be locked and may require a key from County Land Department. If you would like to be accompanied by County staff, please call for an appointment.

Instructions to Bidders

The County will provide a map of the site and the inspection for asbestos and regulated materials reports for inspection by bidders. The inspection report provided to bidders is in no way to be used for volume estimates during the bidding process. This document is strictly provided to identify asbestos and regulated materials found on the site. It is the responsibility of all bidders to examine such sites for purposes of bidding. Failure of a bidder to examine a demolition site will not relieve them from any of the provisions of the contract. Submission of a Quote shall be considered as prima facie evidence that such examination has been made by the bidder.

Bidders must accompany their bid with a performance bond or a certified cashier's check payable to the County of Aitkin for the sum of not less than ten percent (10%) of the quote amount within 10 days of the acceptance of the bid. In the event the successful bidder fails or neglects to enter into a contract with the County, and furnish all necessary bonds and insurance, all within ten (10) days of the date of the award, the acceptance of the proposal will be withdrawn.

An Equal Opportunity Employer

Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

Experience Clause

Bidders may be required to furnish a statement showing whether they are now or ever have engaged in any contract or other work similar to that proposed when requested. The name of the companies or agencies for which such work has been done, the name of persons representing said company or agency responsible for the work, and to give such other information as will tend to show his ability to complete the work required by these specifications.

If you have any questions, please contact Cathy Buhlmann at the Aitkin County Land Department at 218-927-7364.

Opening of Quotes

Date of opening – April 28, 2017 at 2:00 PM.

ALL BIDS WILL BE MARKED “2017 Demolition and Abatement.”

The right is reserved by the County to reject any or all quotes. Bids will be accepted by Fax, email, Regular mail, or delivered in person.

County's Right to Terminate the Contract

If contractor is insolvent or commits any act of bankruptcy, or if contractor fails, for a period exceeding 48 hours, to supply sufficient manpower and material to diligently prosecute the work or shall otherwise breach its obligations under this contract, the County may terminate this contract for cause, exclude contractor from the work site and finish work by means as it may see fit.

In the event of such termination, Contractor shall supply the County with a statement of its uncompensated costs incurred prior to the effective date of such termination and the County shall within 30 days verify the amount claimed and pay such amount to Contractor along with any retainage held by the County, provided that if the termination is for cause (such as Contractor's bankruptcy or breach), the County shall be entitled to retain an amount sufficient to offset damages incurred by the County as a result of Contractors breach.

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Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

Contractor Responsibilities

- Contractor will submit the Minnesota Pollution Control Agency (MPCA) Intent to Demo notification and follow time restraints of that notification before work begin. The County will be provided a copy of the submitted notification before work can begin.
- Contractor agrees to hire, supervise, pay, provide transportation and have required insurance for all subcontractors and employees.
- Contractor will accept responsibility in regards to protecting the site and adjacent property from damage as a result of the demolition and or abatement process.
- No part of the structures or foundations of structures will be buried or left on site. Any voids left from foundations will be filled by the contractor. The contractor will provide and install clean fill for this purpose. All concrete and bituminous driveway surfaces will be removed from site at the contractors expense.
- Any wells, outhouses, or septic systems on the site will be sealed and abandoned under current MPCA regulations and requirements by the contractor at the contractors' expense if so directed by the county on the individual sites. Well and Boring Sealing Record must be provided to the County before final payment is made.
- Contractor will provide and install erosion control devices if needed to protect exposed soil during demolition.
- Contractor will provide final grading suitable for mowing and free of walking hazards. This includes but is not limited to the building site free of holes, exposed tree roots, steep grade changes, and all exposed soil covered with back dirt. All exposed soil areas will be covered with at least 3" of black dirt and seeded with a mixture of MNDOT Seed Mixture 330 at 85lbs per acre.
- Contractor shall contact the appropriate electric company to verify that power has been disconnected before work begins.
- Contractor will make provisions to complete work during County working hours so that final inspections can be completed as required.
- Contractor shall provide the County with proof of an underground utility locate before moving any equipment on site. This will be in the form of a locate number.
- Contractor will accept responsibility for all materials removed from the site and disposal of said material will be done in accordance with all Minnesota Pollution Control Agency regulations.
- Contractor shall provide all necessary equipment required to perform work including safety equipment for the contractors employees required to safely perform the demolition or abatement.
- Contractor shall diligently prosecute the work, providing sufficient manpower, materials and other supplies at all times to assure completion of the work in an orderly fashion by the completion date stated in the specifications attachment. Contractor shall at all times keep the work site reasonably neat and clean and upon completion shall remove and dispose of all rubbish, trash and refuse from the work area and leave the work site clean. If there is an

An Equal Opportunity Employer

Fax - 218-927-7249

e-mail: acld@co.aitkin.mn.us



Aitkin County Land Department

209 2nd St. NW Room 206
Aitkin, MN 56431

218-927-7364

adjoining neighbor close by the work may need to be kept thoroughly wetted to prevent an undue amount of dust. Contractors shall at all times coordinate its work and cooperate with the County.

- Contractor shall, in its performance of the work, comply with all applicable codes and industry standards and with all applicable federal, state and local laws, rules and regulations, including but not limited to, the requirements of the Federal Occupational Safety and Health Act, the Federal Fair Labor Standards Act of 1938 as amended, the Minnesota State Worker's Compensation Laws, and all applicable Civil Rights laws, rules and regulations.
- Contractor shall promptly pay all laborers, subcontractors or material men connected with the work and if any shall file liens against the work, contractor shall promptly obtain a release of any such lien or post a bond indemnifying the County against all loss by reason of such lien. The County shall have the right, prior to making any payment due under this contract, to require Contractor to deliver lien waivers duly executed by itself and each of its subcontractors and material men for all work done prior to such payment.
- Survey markers will be marked in the field with flagging and paint, and labeled on the site map. Damage to any of these markers is prohibited. Flagged or painted survey monuments or reference objects, which are damaged or destroyed during contract operations, must be properly replaced by a Registered Land Surveyor hired by the contractor. The cost of this replacement shall be the sole responsibility of the contractor.
- Contractor shall contact the County before moving any equipment or personnel on the site to begin work.
- Contractor shall remove all trees that are damaged as part of the demolition of structures. The stumps from removed trees will be removed or ground in-place from each tree removed.
- The County does not guarantee salvage items in any way. Contractor shall retain the rights and responsibilities associated with all salvage items on property. Salvage items do not include dirt or minerals. The risk of loss with regards to salvage items goes to the contractor.

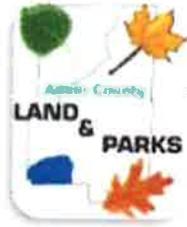
Inspection and Penalties

- The Contractor shall contact the County before moving off site. If the contractor moves off site before a final inspection is completed, they may be asked to come back to the site for additional work without compensation and payment will held until requested work is completed.
- Burning of any materials, trees, or brush on site is strictly prohibited and may result in fines from local fire authorities.
- On sites with City utilities, the Contractor is required to have a City Employee sign a waiver stating they have inspected the disconnection of utilities and agree they have been done in accordance with City specifications. Failure to provide a signed waiver upon completion of the work may result in a

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Aitkin County Land Department

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Aitkin, MN 56431

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reduction in payment equal to the cost of exposing disconnected utilities for inspection.

- The Contractor agrees that failure to complete the work as specified shall result in liquidated damages not less than the difference between their bid and another bid required to complete the work. Associated fees required to re-bid the work will be included with the liquidated damages.

County Responsibilities

- Provide access to the site for equipment and personnel
- Provide verification of project area and property lines in the field
- Provide a MPCA Intent to Demo form for the Contractor to submit

County's Rights

County shall have the right at all times during the performance of the work to conduct such tests and inspections as it deems necessary to assure Contractor's compliance with this contract. If any work or materials are found not to be in compliance with the specifications, the County shall have the right to order such work redone in conformance with this contract. No payment by the County of any sums due pursuant to this contract shall be interpreted as a waiver of any defect in labor and materials.

County shall have the right to order changes in the work at any time. Contractor shall proceed with such changes immediately upon receipt of a written change order signed by the County. The contract price and the completion date specified shall be equitably adjusted to reflect any increase or decrease in the work. Upon the County's request, contractor shall provide satisfactory evidence from which contract price adjustments can be made. These changes include but are not limited to environmental conditions such as: drought, rain, and wind speed.

Insurance & Other Requirements

- Shall maintain General Liability Insurance to include coverage of \$500,000 per claimant and \$1,500,000.00 per occurrence.
- Shall maintain automobile liability coverage of \$500,000 per claimant and \$1,500,000.00 per occurrence.
- Shall maintain Minnesota statutory limits of workers compensation and employers liability insurance.
- Shall name the County as an additional insured and shall provide the County with a certificate of insurance before work commences.
- Shall hold harmless and indemnify the County for any and all claims caused either in whole or in part by the contractor.
- Shall have the duty to comply (without County supervision) with all applicable labor laws and provide appropriate safety measures based on relevant OSHA standards.

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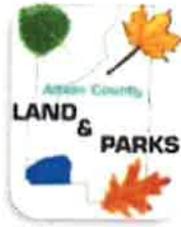
218-927-7364

- Shall have the duty to comply (without County supervision) with all applicable State and Federal labor laws regarding discrimination, wages, benefits, and other conditions of employment.
- Shall provide performance and payment bonds as required by Minnesota statutes.
- Must have a current W9 on file with the County.
- Must not be delinquent in the payment of Federal, State or Local taxes.
- Is hereby notified that in the event of default, any and all means shall be used by the County to recover damages and fees from the Contractor. All disputes that require judicial action shall be filed in Aitkin County District Court.

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AGREEMENT

In consideration of the mutual covenants contained herein, the parties hereto hereby agree:

1. That the undersigned Contractor agrees to demolish and/or abate regulated materials for the County on the State of Minnesota in Trust for Taxing Districts on the properties identified.
2. That said demolition and abatement shall be performed in accordance with Aitkin County's Specifications, a copy of which Specifications are attached hereto and made a part thereof.
3. That the Contractor shall be responsible for providing all necessary tools and equipment and transportation necessary for the performance of this Agreement.
4. **The Contractor will complete demolition and or abatement of all regulated materials as specified for the following price.**

Bid for work to be done

Project 1	PIN#32-1-073902 and 32-1-073801	\$ _____
Project 2	PIN#02-0-019201	\$ _____
Project 3	PIN#58-1-006600 and 58-1-006400	\$ _____
Project 4	PIN#57-1-019700	\$ _____

5. It is specifically understood and agreed by and between the parties hereto that the Contractor performs this contract as an independent contractor, and is not an employee of the County, Township, or any of its agencies. The Contractor is responsible for providing all necessary insurance for his or her own protection, as well as being responsible for payment of all applicable taxes.
6. The contractor certifies that he has provided the 10% surety bond and proof of insurance to the County.

Date

Contractor

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Project 1 – PIN # 32-1-073902 AND 32-1-073801



All debris to be removed that is on the property. Septic system to be capped and remain on property.

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e-mail: acld@co.aitkin.mn.us



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Project #2 – PIN #02-0-019201



Trailer to be removed and/or demolished. All personal property to be removed from the property. Well and septic system to be removed from the property.

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e-mail: acld@co.aitkin.mn.us



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Project 3 – PIN #s 58-1-006600 and 58-1-006400



Remove both trailers and all
personal property



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e-mail: acld@co.aitkin.mn.us



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Project 4 - 57-1-019700



Demo building and clean up all debris/personal property.

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e-mail: acld@co.aitkin.mn.us



Board of County Commissioners Agenda Request

7C
Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Parks and Trails update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: 20-minutes
Summary of Issue: ACLD staff to present an update regarding Aitkin County parks and trails system.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

7D
Agenda Item #

Requested Meeting Date: 5/9/2017

Title of Item: Public hearing - Park Ordinance

- 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 Department

Presenter (Name and Title):
Mark Jacobs

Estimated Time Needed:
15-minutes

Summary of Issue:

At the 4/11/2017 meeting of the Aitkin County a public hearing was set for 5/9/2017 at 11:00 AM regarding an update to the Aitkin County Park Ordinance.

Attached is the draft ordinance/resolution and the hearing notice.

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:

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

PUBLIC HEARING

A hearing will be held by the Aitkin County Board of Commissioner's at 11:00 AM on May 9th, 2017 in the County Board Room of the Aitkin County Courthouse for the purpose of reviewing proposed changes and additions to the Aitkin County Park Ordinance. The purpose of this ordinance, which is enacted pursuant to Minnesota Statutes, is to secure the orderly, suitable use and enjoyment of developed and undeveloped recreation areas such as, recreational trail systems, forestlands, campgrounds, historical sites, and public water accesses that are managed or established by Aitkin County. The purpose is also to further the safety, health, comfort, and welfare of all persons using these facilities.

Copies of the proposed park ordinances may be obtained from the Aitkin County Land Department at 209 2nd St. NW Aitkin, Mn. 56431 218-927-7364 or obtained off the web site: co.aitkin.mn.us under land department, News.



Kirk Peysar, Auditor

April 14th, 2017

I certify that this is a true and correct copy of the notice as posted on April 14th, 2017.



Kirk Peysar, Auditor

April 14th, 2017

5/9/2017 DRAFT

County Parks and Recreation Ordinance

WHEREAS, The County Board is, by law, designated with the authority to establish a County Park Ordinance under Minnesota Statutes 398.34-36 and 375.51;

BE IT RESOLVED, The following ordinance be enacted to govern the operation of the County Parks System, the Long Lake Conservation Center, and the recreational use of lands managed by Aitkin County; and establish the duties of the County Land Department and authority of the Natural Resources Advisory Committee.

Section I Duties of the County Land Department

Subd. 1 The County Land Department shall prepare yearly budgets of expenditures. They shall prepare annual work plans of park development to present to the Natural Resources Advisory Committee for review, change, or alteration at the annual Natural Resources Advisory Committee meeting.

Subd. 2 The Land Department and its staff shall supervise work projects manage personnel and purchase equipment, supplies and other items needed to build picnic areas, camping areas, boat accesses, recreational trails and related facilities. The Land Department shall also post signs, enforce regulations, maintain and clean camp areas in accordance with Natural Resources Advisory Committee directives.

Subd. 3 The Land Department shall also prepare past expenditure records for review by the Natural Resources Advisory Committee and County Board of Commissioners.

Subd. 4 The Land Department shall classify park land into two main categories; LIMITED USE and OPEN USE areas. Classification can be changed by Natural Resources Advisory Committee action.

Section II Expenditures

Subd. 1 No expenditures shall be made from the County Parks Fund unless included in the annual budget as recommended by the Natural Resources Advisory Committee and approved by the County Board. The County Board may approve expenditures over the allotted budget requests, as per County policy. Warrants submitted for payment shall be signed by the County Land Commissioner.

Section III
Protection of Parks and Recreation Areas

Subd 1. Purpose. The purpose of this ordinance, which is enacted pursuant to Minnesota Statutes, is to secure the orderly, suitable use and enjoyment of developed and undeveloped recreation areas such as, recreational trail systems, forestlands, campgrounds, historical sites, and public water accesses that are managed or established by Aitkin County. The purpose is also to further the safety, health, comfort, and welfare of all persons using these facilities.

Subd. 2 Definitions.

1. "Natural Resources Advisory Committee" (NRAC) means the Aitkin County Natural Resources Advisory Committee appointed by the Aitkin County Board of Commissioners to advise and make recommendation to the County Board on matters related to natural resources (i.e. forestry, recreation/parks, etc.).
2. "Drug" means any substance defined as a controlled substance by Minnesota Statutes Chapter 152, or other statutes, Federal Law or regulation.
3. "Intoxicating Beverage" means any beverage which is intoxicating pursuant to Minnesota Law and includes ethyl alcohol, distilled, fermented, spirituous, vinous, and malt beverages.
4. "Park" means any land or water area, and all facilities thereon, established as a Park by Aitkin County pursuant to Minnesota Statutes.
5. "County Managed Land" is land owned or managed by Aitkin County, such as County Tax-Forfeited land.
6. "Park User" means any person, firm, partnership, association, corporation, governmental unit, company, or organization of any kind visiting a park.
7. "Recreational Trail" means a trail or strip of land designated and administered by Aitkin County for a specific recreational purpose, such as hiking, ATV, snowmobile, cross country skiing, etc.
8. "County forest road" is an Aitkin County Land Department inventoried forest access road. Forest roads are not considered part of the public road infrastructure.
9. "Off-Highway Vehicle" (OHV) means all-terrain vehicles (ATV), off-highway motorcycles (OHM), or off-road vehicles (ORV) as defined by MN Statute
10. "Vehicle" means any motorized, self-propelled, animal drawn or human powered conveyance.
11. "Weapons" means any device from which shot or a projectile of any type can be discharged by means of an explosive, gas, or compressed air or otherwise propelled, including but not limited to firearms, bows, slings, and spring guns.
12. "LIMITED USE AREAS": include camping areas, parking areas, tent camping areas, boat accesses, limited access nature trails, swimming areas, recreation trails, ball fields, environmental education areas, wayside rests, scenic areas, etc
13. "OPEN USE AREAS": shall be all other park land not designated as limited use areas.
14. "Long Lake Conservation Center Management Team" means a group that oversees the day-to-day operation of LLCC; consisting of the LLCC Business Manager, LLCC Education Director, and Land Commissioner.

Subd. 3 General Conduct.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Use threatening, abusive, insulting, obscene or indecent language or to act in an indecent manner, disturb, harass, or interfere with any park visitor or park visitor's property or to do any act which constitutes a breach of public peace in a park.
2. Deposit, scatter, drop or abandon in a park, any bottles, cans, broken glass, sewage, waste or other material, except in receptacles provided for such purposes. Only park use refuse shall be deposited in such receptacles.
3. Start a fire in a limited use area except a small fire in a designated area, or fail to fully extinguish such a fire.
4. Drop, throw, or otherwise leave unattended in a park, lighted matches, burning cigars, cigarettes, tobacco, paper or other combustible material.
5. Sell, solicit, or carry on any business or commercial enterprise in a park unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.
6. Use loudspeakers or other amplifying systems in a park, unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.
7. Willfully destroy, deface, or steal park property.

Subd. 4 Protection of Natural Resources Within Developed Parks and Recreation Areas.
(limited use areas)

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Injure, destroy, or remove any tree, shrub, flower, plant, rock, soil or mineral in a limited use area.
2. Kill, trap, hunt, disturb, or cause to be disturbed any species of wildlife within a designated camping or swimming area.
3. Discharge any weapon in a designated camping or posted area.
4. Permit any dog, cat, or other pet in a picnic area, park building, campground unless on a leash.
5. Permit a dog, cat, or other pet to disturb, harass or interfere with any park visitor or park visitor's property.
6. Possess any loaded uncased weapon (as defined in Subd. 2) within a campground.

Subd. 5 Camping in limited use areas.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Camp in a limited use area except in areas provided and designated for that purpose.
2. Camp in a limited use area without paying the appropriate fees.

3. Cause, create or make a noise which disturbs the peace, quiet and tranquility of the camping area.

Subd. 6 Swimming.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Wade, swim, or use any beach in a limited use area without proper bathing attire.
2. Take cans, bottles, or glass of any kind except eye glasses into a designated beach area.
3. Wade, swim, or use developed beaches during restricted hours.

Subd. 7 Meetings, Speeches, Demonstrations, and Parades in Parks.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Conduct public meetings, assemblies, parades, or demonstrations within a park unless authorized in writing by the Natural Resources Advisory Committee or County Land Commissioner.

Subd. 8 Vehicles.

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Operate any vehicle within a park except upon roadways, recreation trails, parking areas, or other designated locations.
2. Operate a vehicle in a park at a speed in excess of posted speed limit or legal speed limit if not posted.
3. Park or leave a vehicle within a limited use area except in a designated parking area.
4. Operate a vehicle in a reckless or careless manner in a park.
5. Operate a vehicle in a park while intoxicated or while consuming intoxicating beverages or to have in possession any bottle or receptacle containing intoxicating beverages that has been opened, or the seal broken, or the contents of which have been partially removed.

Subd. 9 Park Operation.

1. Only registered campers in designated campsites are allowed within a developed County campground between the hours of 10:00 P.M. and 7:00 A.M.
2. It is unlawful for any person to use any park facility for which a fee is charged without payment of such fee.
3. Aitkin County, the Aitkin County Board of Commissioners, the Aitkin County Natural Resources Advisory Committee, the Aitkin County Land Department, and Aitkin County employees shall not be liable for any loss, damage, or injury sustained by a park visitor.
4. Any park or portion thereof may be declared closed to the public by the Aitkin County

Land Commissioner or designated employee at any time for any interval of time, or to certain uses as reasonably necessary.

Subd. 10 Forest Roads and Recreation Trails

1. County forest roads are open to highway licensed vehicle use unless gated or posted closed.
2. Off-highway vehicle (OHV) operation is prohibited on County forest roads or recreation trails unless designated open for a specific OHV use.
3. Off-highway vehicle travel on County forest roads or recreation trails not designated open to OHV use is prohibited except for ATV's used for trapping during open season and big game hunting during October – December.
4. Operating a motorized vehicle on a designated non-motorized trail is prohibited
5. Off-trail, cross-country travel with a motorized vehicle is prohibited on County managed land, except to retrieve downed big game animals with ATV's during legal hunting season.
6. No person shall construct an unauthorized permanent trail on County managed lands.
7. Motorized vehicles on County forest roads or recreation trails must travel at a reasonable and prudent speed; obey regulation signs; observe closures; and may not operate in a manner that causes damage to the road, land, or other natural resources.
8. Consuming intoxicating beverages or to have in possession any bottle or receptacle containing intoxicating beverages that has been opened, or the seal broken, or the contents of which have been partially removed, while operating a motorized vehicle on a County forest road or recreation trail is prohibited.
9. Depositing litter on or adjacent to a County forest road or recreation trail is prohibited
10. Operating a motorized vehicle in a reckless manner on a County forest road or recreation trail is prohibited
11. Placing unauthorized signage on a County forest road or recreation trail is prohibited
12. Motorized recreation vehicles may not operate within the boundaries of an area that is posted and designated as closed to such use.
13. Unauthorized off-trail travel with a motorized vehicle from a recreation trail is prohibited.

Section IV
Axtell Technical Riding Area (ATRA) S. 23-T. 48 R. 24W

It shall be unlawful to:

1. To operate any motor vehicle:
 - a) Between October 31 and May 15
 - b) Between the hours of 8:00 p.m. and 8:00 a.m.
2. To operate any motor vehicle other than Class I and Class II All-terrain vehicles (ATVs) or Off-highway motorcycles without permission of the Aitkin County Land Commissioner or Natural Resources Advisory Committee
3. To enter or exit the park through any location other than the designated entrance adjacent to the Soo Line trail
4. Possess or Consume alcoholic beverages without written permission of the Natural Resources Advisory Committee or County Land Commissioner.

5. Operate any permitted vehicle with a sound levels greater than 96 db as measured sung SAE International (SAE) J1287 Measurement of Exhaust Sound Levels of Stationary Motorcycles.
6. Operate any vehicle with tire tread greater than 3/4" tread height
7. Operate any permitted vehicle contrary to any applicable state law
8. Discharge a firearm in ATRA between May 15 and October 31.
9. Camp overnight in ATRA

Section V
Long Lake Conservation Center

Subd. 1 Long Lake Conservation Center is an environmental education center owned and operated by Aitkin County. The Long Lake Conservation Center Management Team shall be directly supervised by the Land Commissioner.

Subd. 2 The Management Team shall also post signs, enforce regulations, maintain facilities and operate Long Lake Conservation Center in accordance with State and Federal laws, County Policy and procedure, Natural Resources Advisory Committee directives and job description.

Subd. 3 1967 Laws of Minnesota Chapter 14 states in part: Notwithstanding the provisions of Minnesota Statutes, Section 398.33, all moneys, fees, and donations specified for or received from the operation of the Aitkin County Long Lake Conservation Center shall be deposited in a separate account, other than the park fund, to be under the jurisdiction of the Aitkin County Auditor. This act in no way restricts the transferring of annual profits from the operation of the conservation center to the park fund for other park activities.

Subd. 4 All expenditures shall be made from the Long Lake Conservation Center accounts. Warrants submitted for payment shall be itemized on a verified claim form and shall be approved and signed by the Long Lake Conservation Center Management Team and the Land Commissioner. The Aitkin County Board of Commissioners will authorize payments of bills for Long Lake Conservation Center. Any non-budgeted expenditures will be approved by the LLCC Management Team and the Land Commissioner following Aitkin County Policy. All payment of bills will be authorized by the Aitkin County Board of Commissioners.

General Conduct

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Operate any motorized or non-motorized recreation vehicle including, but not limited to ATV's, snowmobiles, and dirt bikes within Long Lake Conservation Center (LLCC) unless authorized in writing by the Natural Resources Advisory Committee or the LLCC management team. Non-motorized recreation vehicles can be used, but only on a trail or road designated for that purpose.
2. Have in possession or bring into Long Lake Conservation Center (LLCC), any intoxicating beverage when student or juvenile campers are present at Long Lake Conservation Center (LLCC). Consumption of alcohol on the grounds of LLCC will be permitted only with the written permission of the LLCC Management Team.
3. For any person to discharge or have in possession a weapon on Long Lake Conservation Center without written permission of the Natural Resources Advisory Committee.

Protection of Natural Resources Within Long Lake Conservation Center
(limited use areas)

IT SHALL BE UNLAWFUL FOR ANY PERSON TO:

1. Injure, destroy, remove any flora or fauna or remove any soils or minerals from LLCC.

2. Hunt, trap, take, disturb, or cause to be disturbed any species of wildlife within the boundaries of Long Lake Conservation Center unless authorized by the Natural Resources Advisory Committee or LLCC management team.
3. Permit any dog, cat, or other pet in LLCC buildings, unless authorized by the Natural Resources Advisory Committee or LLCC management team. All pets allowed on campus will be on a leash at all times and shall not interfere with any other visitors at LLCC.

Please refer to the rest of the regulations in the Park Ordinance to address any other areas not specifically outlined in this section concerning Long Lake Conservation Center.

**Section VI
Enforcement and Penalties**

1. A person guilty of violating any provision of this ordinance shall be guilty of a misdemeanor which is punishable by a fine and/or imprisonment according to Minn. Statutes.
2. Park Ambassadors, peace officers and designated County employees may, in connection with their duties imposed by law, diligently enforce the provisions of this ordinance and eject from parks, persons acting in violation of this ordinance.
3. The Natural Resources Advisory Committee or designated County employees have the authority to revoke for good cause any user permit issued by the Natural Resources Advisory Committee.
4. No person shall impersonate any employee or designated volunteer of the County, nor interfere with, harass or hinder any employee in the discharge of his/her duties.
5. Nothing in this ordinance shall prevent employees or agents of the County from performing their assigned duties.
6. If any provisions of this ordinance are held invalid, such invalidity shall not affect the validity of any other provisions of this ordinance.

Dated at Aitkin, Minnesota, this () day of (month), (year).

Chair, Aitkin County Board of Commissioners

(ATTEST)

County Administrator,
Aitkin County, Minnesota
Witnessed by Hand and Seal

Date



Aitkin County Board of Commissioners Agenda Request Form

8

Agenda Item #

Requested Meeting Date: May 9, 2017
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 Anne Marcotte Commissioner Don Niemi Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Mark Wedel Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Pratt
Aitkin County CARE Board			Westerlund
Aitkin County Community Corrections Advisory			Wedel and Westerlund
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		Pratt and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Pratt, Alt. Marcotte
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	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Pratt
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	Pratt 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	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Marcotte
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund