

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS May 22, 2018 – BOARD AGENDA

- 9:00** 1) **Anne Marcotte, County Board Chair**
A) **Call to Order**
B) **Pledge of Allegiance**
C) **Board of Commissioners Meeting Procedure**
D) **Approval of Agenda**
- 9:02** E) **Health & Human Services (see separate HHS agenda)**
- 9:45** Break
- 10:00** F) **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 May 8, 2018 to May 21, 2018**
 - B) **Approve May 8, 2018 County Board Minutes**
 - C) **Approve Commissioner Warrants**
 - D) **Approve Auditor Warrants – Sales & Use Tax**
 - E) **Approve Auditor Warrants – Government Center Construction Project**
 - F) **Approve April Manual Warrants**
 - G) **Adopt Resolution: County Administrator Authorization to Approve Change Orders**
 - H) **Approve Updates to Aitkin County Board of Commissioners Meeting Procedures and Rules of Business**
 - I) **Committee of the Whole Meeting Rescheduled**
 - J) **Approve Collaborative Transportation System – Sheriff's Office**
 - 1. **Criminal Justice System Services Agreement**
 - 2. **Mutual Aid Agreement for County Sheriff Transport**
 - K) **Adopt Annual Resolutions for Apportionment of Forfeited Tax Sales**
 - 1. **Transfer of 2017 Tax-Forfeited Funds**
 - 2. **Apportionment of 2017 Tax-Forfeited Funds**
 - L) **Adopt Resolution: Federal Advance Construction Agreement No. 1031159**
 - M) **Approve Affidavit of Lost Warrant – Health & Human Services**
 - N) **Adopt Resolution: High Lifter Quadna Mud Nationals**
- 10:02** 3) **Steve Hughes, District Manager Aitkin County SWCD**
A) **AIS Update**
B) **One Watershed One Plan (Rum River) Update**

- 10:25 4) John Welle, County Engineer**
A) Adopt Resolution: Award Contract No. 20182
B) Adopt Resolution: Final Contract Payment – Contract No. 20161
C) Discuss Road Construction Materials Special Permit
- 11:05 5) Jessica Seibert, County Administrator**
A) Adopt/Deny Resolution: In Support of Enbridge
B) City Storm Sewer Cooperative Construction Agreement Amendment
- 11:35 6) Committee Updates**
- 12:05 Adjourn**

AITKIN COUNTY BOARD

2B
May 8, 2018

The Aitkin County Board of Commissioners met this 8th day of May, 2018 at 9:02 a.m. with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Confidential Office Assistant Melissa Voitalla.

CALL TO ORDER

Motion by Commissioner Neimi, seconded by Commissioner Wedel and carried, all members voting yes to approve the below additions to the April 24, 2018 amended agenda. Jessica Seibert, County Administrator - added agenda item 3E Government Center Updates, and Anne Marcotte, Board Chair – added agenda item 3F Enbridge

APPROVED AGENDA

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: April 24 – May 7, 2018; B) Approve County Board Minutes: April 24, 2018; C) Approve Commissioner Warrants: General Fund \$110,180.37, Road & Bridge \$41,771.76, Health & Human Services \$1,282.99, Debt Service \$29,175.00, Trust \$3,301.55, Forest Development \$1,912.50, Parks \$317.92 for a total of \$187,942.09 D) Accept \$300 Donation to Aitkin County STS from Logan Township; E) Approve Annual Brat Sale; F) Adopt Resolution: Region V+ Adult Mental Health Initiative; G) Adopt Resolution: 2017 Federal Boating Supplemental Equipment Grant Agreement; H) Adopt Resolution: Snowmobile/Ski Trail State GIA Funding; I) Adopt (2) Resolutions: Towards Zero Deaths

CONSENT AGENDA

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the American Legion Annual Brat Sale on the Courthouse lawn on May 25, 2018.

ANNUAL BRAT SALE

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Region V+ Adult Mental Health Initiatives:

WHEREAS, the Aitkin County Board is increasingly seeing the impacts of ongoing reductions in state and federal funding for serious mental illness in our community and the resulting increased rates of serious mental illness in child protection cases and in incarcerations in the county jail at rates three to six times higher than the general population;

**RESOLUTION
20180508-30
REGION V+ADULT
MENTAL HEALTH
INITIATIVE**

WHEREAS, the net effect of these changes is the increasing criminalization of serious mental illness, which reflects an actual change from one kind of institutionally-based care for serious mental illness in which appropriate psychiatric treatment and programming elements were provided in a residential setting to an institutionalized residential setting that is ill-equipped to do the same, which we believe to be a worse system than what we had with the state hospitals;

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families;

WHEREAS, Region V+ Adult Mental Health Initiative (Cass, Crow Wing, Morrison,

Aitkin, Todd and Wadena Counties) takes pride in its responsibility to protect and enhance the health, welfare, and safety of its residents in efficient and cost-effective ways;

WHEREAS, Region V+ Adult Mental Health Initiative will offer a regional Comprehensive Re-Entry Program in partnership with other key stakeholders that will safely reduce the number of adults with mental illnesses in jails by connecting them to community-based treatment and services.

NOW, THEREFORE, LET IT BE RESOLVED, THAT THE AITKIN COUNTY BOARD, does hereby sign on to the development of our Comprehensive Re-Entry Program as a regional project of the Adult Mental Health Initiative to reduce the number of people with mental illnesses in our county jails. We resolve to: Apply for funding through the National Joint Powers Alliance to begin our regional efforts around safely reducing the number of people with mental illnesses in jails; and Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making at the system, program, and case levels; and Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community; and Develop a plan with measurable outcomes that draws on the jail assessment and prevalence data and the examination of available treatment and service capacity, while considering identified barriers; and Create a process to track progress using data and information systems, and to report on barriers and successes.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – 2017 Federal Boating Supplemental Equipment Grant Agreement:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2017 Boat & Water Federal Safety 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 \$4,246.00 for the term of March 15, 2018 through August 31, 2018.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Snowmobile/Ski Trail State GIA 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

**RESOLUTION
20180508-31 2017
FEDERAL
BOATING
SUPPLEMENTAL
EQUIPMENT
GRANT
AGREEMENT**

**RESOLUTION
20180508-32
SNOWMOBILE/SKI
TRAIL STATE GIA
FUNDING**

contract with the County for maintaining trails during the 2018-2019 winter season;
and

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

NOW, THEREFORE, LET IT BE RESOLVED, THAT THE AITKIN COUNTY BOARD, 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
- No Achen /LLCC ski trails

BE IT FURTHER RESOLVED, That the Aitkin county Trail Administrator be authorized to contract for the 2018-2019 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 Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Towards Zero Deaths:

BE IT RESOLVED, that the Aitkin County Board supports the Toward Zero Deaths Coalition.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Towards Zero Deaths Fiscal Agent Agreement:

WHEREAS, That Towards Zero Deaths enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1,2018 through September 30, 2019.

BE IT FURTHER RESOLVED, That Kirk Peysar, Aitkin County Auditor, is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Toward Zero Deaths and to be the fiscal agent and administer the grant.

Merritt Bussiere, Community Economics Educator, with the Center for Community Vitality at the University of Minnesota Extension office did a presentation on the results of the Local Option Sales Tax review.

Maureen Mishler provided an update to the board on the Aitkin County CARE.

**RESOLUTION
20180508-33
TOWARDS ZERO
DEATHS**

**RESOLUTION
20180508-34
TOWARDS ZERO
DEATHS FISCAL
AGENT
AGREEMENT**

**LOCAL OPTIONS
SALES TAX
PRESENTATION**

**AITKIN COUNTY
CARE**

Jessica Seibert, County Administrator discussed the following topics with the board:

- Progress of the Government Center Project
- 2018 1st Quarter Budget Review
- 2019 Budget Parameters

COUNTY ADMINISTRATOR REPORTS

Anne Marcotte, Board Chair requested that Enbridge be discussed at the May 22, 2018 Board Meeting and a proposed resolution offering Board support be presented.

ENBRIDGE

Break: 10:31 am to 10:46 am

BREAK

Motion for a resolution by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Public Service Recognition Week:

WHEREAS, the week of May 7 through 13, 2018 has been designated “Public Service Recognition Week”

RESOLUTION 20180508-035 – PUBLIC SERVICE RECOGNITION WEEK

BE IT FURTHER RESOLVED, in celebration of Public Service Recognition Week, the Aitkin County Board of Commissioners would like to express their sincere gratitude and send a heartfelt thank you to each of the hardworking, dedicated employees of Aitkin County. The Board is proud of our passionate, excellence-driven team of professionals who serve our citizens and guests well every single day, providing quality services and efficient resource management.

The board discussed: McGregor airport meetings, Mille Lacs Watershed, Aitkin County Care Board, Mille Lacs Fisheries, MRC, Enbridge, Clean Water Legacy Bill 4269, No net loss policy, Budget Committee, Organizational Study, Aitkin Airport, AIS, Horse barn, Palisade Community Comprehensive Plan, White House Invite.

BOARD DISCUSSION

Motion by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adjourn the meeting at 11:22 a.m. until Thursday May 10, 2018 at 9:00 a.m. in the County Boardroom for the Committee of the Whole Meeting.

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

JKK1
5/16/18 10:48AM

Aitkin County

20



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

Page Break By:

1

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

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

JKK1
 5/16/18 10:48AM
 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	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
1 DEPT				Commissioners
10452 AT&T Mobility				
01-001-000-0000-6250		69.98	287259994975	04858263 Telephone
10452 AT&T Mobility		69.98		1 Transactions
3590 Niemi/Donald				
01-001-000-0000-6330		268.68		Transportation & Travel & Parking
3590 Niemi/Donald		268.68		1 Transactions
10895 Westerlund/Laurie Ann				
01-001-000-0000-6330		319.37		Transportation & Travel & Parking
10895 Westerlund/Laurie Ann		319.37		1 Transactions
1 DEPT Total:		658.03	Commissioners	3 Vendors 3 Transactions
12 DEPT				Court Administration
1210 Clinical & Forensic Psychology				
01-012-000-0000-6232		1,501.00	01-JV-18-50	Attorney Services
1210 Clinical & Forensic Psychology		1,501.00		1 Transactions
12 DEPT Total:		1,501.00	Court Administration	1 Vendors 1 Transactions
40 DEPT				Auditor
86222 Aitkin Independent Age				
01-040-000-0000-6230		10,081.58	Tax For.	1014 Printing, Publishing & Adv
01-040-021-0000-6230		36.00	License Ctr Serv Dir	1014 Printing, Publishing & Adv
86222 Aitkin Independent Age		10,117.58		2 Transactions
11411 Charter Communications				
01-040-021-0000-6250		280.79	Internet	0045865041918 License Center-Phone
11411 Charter Communications		280.79		1 Transactions
2214 Holder/Maryann				
01-040-021-0000-6301		825.00	Rent for License Center	Rentals
2214 Holder/Maryann		825.00		1 Transactions
9594 MACATFO				
01-040-000-0000-6241		30.00	Summer Conference	Registration Fee

JKK1
 5/16/18 10:48AM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
9594 MACATFO		30.00			
			1 Transactions		
86235 The Office Shop Inc					
01-040-000-0000-6405		13.94	Page Protectors	1044988	Office & Computer Supplies
86235 The Office Shop Inc		13.94			
			1 Transactions		
40 DEPT Total:		11,267.31	Auditor	5 Vendors	6 Transactions
42 DEPT			Treasurer		
4173 Grams/Lori					
01-042-000-0000-6330		68.78	Mileage Duluth MN		Transportation & Travel
01-042-000-0000-6332		570.87	MACATFO Conf Hotel		Hotel / Motel Lodging
4173 Grams/Lori		639.65			
			2 Transactions		
12088 Official Payments Corporation					
01-042-000-0000-5524		5.00	Electronic Payment Fees	4451088347	Handling Fee (Nfs Check)
12088 Official Payments Corporation		5.00			
			1 Transactions		
13243 Shred-N-Go, Inc					
01-042-000-0000-6231		8.70		78101	Services, Labor, Contracts
13243 Shred-N-Go, Inc		8.70			
			1 Transactions		
86235 The Office Shop Inc					
01-042-000-0000-6405		162.49	Clac	1045005-0	Office & Computer Supplies
86235 The Office Shop Inc		162.49			
			1 Transactions		
42 DEPT Total:		815.84	Treasurer	4 Vendors	5 Transactions
43 DEPT			Assessor		
10452 AT&T Mobility					
01-043-000-0000-6250		209.94	287250162187		Telephone
10452 AT&T Mobility		209.94			
			1 Transactions		
4641 Holiday Credit Office					
01-043-000-0000-6511		142.50	1400-000-147-443		Gas And Oil
4641 Holiday Credit Office		142.50			
			1 Transactions		
5430 Minnesota State Board Of Assessors					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	01-043-000-0000-6240		875.00			Dues & License Renewal
5430	Minnesota State Board Of Assessors		875.00	1 Transactions		
86235	The Office Shop Inc					
	01-043-000-0000-6405		36.36	Mechanical Pencils	1044496-01	Office, Film & Computer Supplies
86235	The Office Shop Inc		36.36	1 Transactions		
43	DEPT Total:		1,263.80	Assessor	4 Vendors	4 Transactions
44	DEPT			Central Services		
3255	Mn Counties Intergovernmental Trust					
	01-044-000-0000-6231		2,500.00	Deductible for Claim 102GL0914	D9104	Services, Labor, Contracts
3255	Mn Counties Intergovernmental Trust		2,500.00	1 Transactions		
3724	Performance Office Papers					
	01-044-000-0000-6405		1,948.00	80 Cases Paper	387242-00	Office & Computer Supplies
3724	Performance Office Papers		1,948.00	1 Transactions		
44	DEPT Total:		4,448.00	Central Services	2 Vendors	2 Transactions
49	DEPT			Information Technologies		
10452	AT&T Mobility					
	01-049-000-0000-6231		36.24	287279507473		Programming, Services, Contracts
10452	AT&T Mobility		36.24	1 Transactions		
88880	Datacomm Computers & Networks Inc					
	01-049-000-0000-6402		65.00	APC Battery	10598	Computer Supplies & Software
	01-049-000-0000-6402		228.00	Panduit Cat3 / Spot Box	10616	Computer Supplies & Software
88880	Datacomm Computers & Networks Inc		293.00	2 Transactions		
49	DEPT Total:		329.24	Information Technologies	2 Vendors	3 Transactions
52	DEPT			Administration/Personnel Dept		
10452	AT&T Mobility					
	01-052-000-0000-6250		108.96	287259994975	04858263	Telephone
10452	AT&T Mobility		108.96	1 Transactions		
11303	Danielson/Bobbie					

Aitkin County

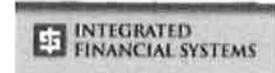


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
01-052-000-0000-6330	32.05	Mileage		Transportation & Travel & Parking
01-052-000-0000-6625	180.52	Reimbur. For office Furniture		Office Equipment
11303 Danielson/Bobbie	212.57		2 Transactions	
12048 McDowell Agency, Inc./The				
01-052-000-0000-6234	281.00		101106	Background Check Fee
12048 McDowell Agency, Inc./The	281.00		1 Transactions	
3334 MCIT				
01-052-000-0000-6241	65.00	Data Practices Seminar		Registration Fee
3334 MCIT	65.00		1 Transactions	
13243 Shred-N-Go, Inc				
01-052-000-0000-6231	275.88		78101	Services, Labor, Contracts
13243 Shred-N-Go, Inc	275.88		1 Transactions	
86235 The Office Shop Inc				
01-052-000-0000-6405	18.46	Legal size folders	1044459-0	Office & Computer Supplies
86235 The Office Shop Inc	18.46		1 Transactions	
10930 Tidholm Productions				
01-052-000-0000-6405	99.95	500 Human Resources Envel	9839	Office & Computer Supplies
10930 Tidholm Productions	99.95		1 Transactions	
52 DEPT Total:	1,061.82	Administration/Personnel Dept	7 Vendors	8 Transactions
60 DEPT		Elections		
14892 Knutson / Jonathan				
01-060-000-0000-6330	73.43	Mileage to Auditor's Training		Transportation & Travel
14892 Knutson / Jonathan	73.43		1 Transactions	
3267 Peysar/Kirk				
01-060-000-0000-6330	22.18	Election Training Gas		Transportation & Travel
3267 Peysar/Kirk	22.18		1 Transactions	
60 DEPT Total:	95.61	Elections	2 Vendors	2 Transactions
90 DEPT		Attorney		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
<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>
9489 Redwood Toxicology Laboratory, Inc 01-090-000-0000-6213		97.07	Testing Pretrial Defendants	122891	Drug & Forfeiture Ms387.213
9489 Redwood Toxicology Laboratory, Inc		97.07	1 Transactions		
90 DEPT Total:		97.07	Attorney	1 Vendors	1 Transactions
100 DEPT			Recorder		
10795 Moriarty/Michael 01-100-000-0000-6625		8.54	Utility Cord	145896	Office Equipment
10795 Moriarty/Michael		8.54	1 Transactions		
86235 The Office Shop Inc 01-100-000-0000-6625		116.94	Office Equipment	1045016-0	Office Equipment
01-100-000-0000-6625		99.85	Stacking Trays	298305/298278	Office Equipment
86235 The Office Shop Inc		216.79	2 Transactions		
100 DEPT Total:		225.33	Recorder	2 Vendors	3 Transactions
110 DEPT			Courthouse Maintenance		
10452 AT&T Mobility 01-110-000-0000-6250		34.99	287259994975	04858263	Phone
10452 AT&T Mobility		34.99	1 Transactions		
13725 Beartooth True Value 01-110-000-0000-6422		14.99	Twist Ex Pole	A26806	Janitorial Supplies
13725 Beartooth True Value		14.99	1 Transactions		
88628 Dalco 01-110-000-0000-6422		195.52	Toilet Tissue	3306599	Janitorial Supplies
01-110-000-0000-6422		27.00	Shipping Refund	3306599	Janitorial Supplies
01-110-000-0000-6422		164.40	Toilet Tissue	3311974	Janitorial Supplies
88628 Dalco		332.92	3 Transactions		
2340 Hyytinen Hardware Hank 01-110-000-0000-6422		15.47	Keys	0000004	Janitorial Supplies
2340 Hyytinen Hardware Hank		15.47	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
110 DEPT Total:		398.37	Courthouse Maintenance	4 Vendors	6 Transactions
120 DEPT			Service Officer		
10452 AT&T Mobility					
01- 120- 000- 0000- 6250		62.14	287270539560	04858263	Telephone
10452 AT&T Mobility		62.14		1 Transactions	
88880 Datacomm Computers & Networks Inc					
01- 120- 000- 0000- 6625		959.00	Computer System	10462	Office Equipment
88880 Datacomm Computers & Networks Inc		959.00		1 Transactions	
4641 Holiday Credit Office					
01- 120- 000- 0000- 6511		175.63	4/18 Vet Van	1400000136- 034	Gas And Oil
4641 Holiday Credit Office		175.63		1 Transactions	
14508 Janzen/Hugh					
01- 120- 000- 0000- 6350		50.00			Per Diem
14508 Janzen/Hugh		50.00		1 Transactions	
5767 Lamke/Dennis					
01- 120- 000- 0000- 6350		50.00			Per Diem
5767 Lamke/Dennis		50.00		1 Transactions	
10234 Miller/Conrad					
01- 120- 000- 0000- 6350		50.00			Per Diem
10234 Miller/Conrad		50.00		1 Transactions	
3912 Peterson/Richard					
01- 120- 000- 0000- 6350		50.00			Per Diem
3912 Peterson/Richard		50.00		1 Transactions	
11362 Roscoe/Bernie					
01- 120- 000- 0000- 6350		50.00			Per Diem
11362 Roscoe/Bernie		50.00		1 Transactions	
13243 Shred- N- Go, Inc					
01- 120- 000- 0000- 6231		29.00		78101	Services, Labor, Contracts
13243 Shred- N- Go, Inc		29.00		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
11970 Wikelius/Charles 01-120-000-0000-6350		50.00		Per Diem
11970 Wikelius/Charles		50.00	1 Transactions	
5960 Wilmo/Wesley S. 01-120-000-0000-6350		50.00		Per Diem
5960 Wilmo/Wesley S.		50.00	1 Transactions	
9255 Witt/Warren 01-120-000-0000-6350		50.00		Per Diem
9255 Witt/Warren		50.00	1 Transactions	
120 DEPT Total:		1,625.77	Service Officer	12 Vendors 12 Transactions
122 DEPT			Planning & Zoning	
14339 Bright/Richard Edward 01-122-000-0000-6350 01-122-038-0000-6330		80.00 75.21		Per Diem Boa/Pc Mileage
14339 Bright/Richard Edward		155.21	2 Transactions	
4641 Holiday Credit Office 01-122-000-0000-6511		48.01	1400-000-135-321	Gas And Oil
4641 Holiday Credit Office		48.01	1 Transactions	
2340 Hyytinen Hardware Hank 01-122-000-0000-6405 01-122-000-0000-6405		32.97 8.99	Gorilla Tape Power Strip	Office, Computer, Film, & Field Supplies Office, Computer, Film, & Field Supplies
2340 Hyytinen Hardware Hank		41.96	2 Transactions	
2953 MACPZA 01-122-000-0000-6241		80.00	Spring MACPZA Conf	Registration Fee
2953 MACPZA		80.00	1 Transactions	
5516 Paquette/Jeremy M 01-122-000-0000-6350 01-122-038-0000-6330		80.00 97.01		Per Diem Boa/Pc Mileage
5516 Paquette/Jeremy M		177.01	2 Transactions	
4010 Rasley Oil Company				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01- 122- 000- 0000- 6511	21.29			
4010 Rasley Oil Company	21.29		AITCOZOS	Gas And Oil
		1 Transactions		
10028 Spiel/Edward				
01- 122- 000- 0000- 6350	80.00			Per Diem
01- 122- 038- 0000- 6330	67.04			Boa/Pc Mileage
10028 Spiel/Edward	147.04			
		2 Transactions		
12077 Stromberg/Kevin				
01- 122- 000- 0000- 6350	80.00			Per Diem
01- 122- 038- 0000- 6330	85.57			Boa/Pc Mileage
12077 Stromberg/Kevin	165.57			
		2 Transactions		
86235 The Office Shop Inc				
01- 122- 000- 0000- 6625	178.39	Office Chair	1044652	Office Equipment
01- 122- 000- 0000- 6231	499.96	copy contract	298426	Services, Labor, Contracts, Programming
86235 The Office Shop Inc	678.35			
		2 Transactions		
14833 Value Payment Systems				
01- 122- 000- 0000- 6820	450.00	Refund App 2018- 002983		Refunds & Reimbursements
14833 Value Payment Systems	450.00			
		1 Transactions		
6097 Verizon Wireless				
01- 122- 000- 0000- 6250	38.84			
6097 Verizon Wireless	38.84		380690138	Telephone
		1 Transactions		
122 DEPT Total:	2,003.28	Planning & Zoning	11 Vendors	17 Transactions
200 DEPT		Enforcement		
86222 Aitkin Independent Age				
01- 200- 000- 0000- 6230	42.00	Notice of Sale Cadillac	300202242	Printing, Publishing & Adv
01- 200- 000- 0000- 6230	42.00	Notice of Sale Cadillac	300202256	Printing, Publishing & Adv
01- 200- 000- 0000- 6230	42.00	Notice of Sale Cadillac	300202261	Printing, Publishing & Adv
01- 200- 000- 0000- 6405	24.40	rubber stamp dna	300203229	Office Supplies
86222 Aitkin Independent Age	150.40			
		4 Transactions		
170 Aitkin Motor Company				
01- 200- 000- 0000- 6302	45.76	#220 Oil	18050	Car Maintenance

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
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>
170 Aitkin Motor Company		45.76			1 Transactions
10452 AT&T Mobility					
01- 200- 000- 0000- 6250		1,025.06	287258495419	04858263	Telephone
10452 AT&T Mobility		1,025.06			1 Transactions
783 Canon Financial Services, Inc					
01- 200- 000- 0000- 6231		164.95	Copier Contract	18566433	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		164.95			1 Transactions
11978 City of Minneapolis Receivables					
01- 200- 000- 0000- 6231		204.00	APS Access	400413007062	Services & Labor (Incl Contracts)
11978 City of Minneapolis Receivables		204.00			1 Transactions
4641 Holiday Credit Office					
01- 200- 000- 0000- 6511		176.98	1400- 000- 288- 942		Gas And Oil
4641 Holiday Credit Office		176.98			1 Transactions
2925 L & M Supply, Inc.					
01- 200- 019- 0000- 6405		4.49	Dog Biscuits	1000000108	Office & Computer Supplies
2925 L & M Supply, Inc.		4.49			1 Transactions
3371 Minnesota Sheriffs' Association					
01- 200- 003- 0000- 6241		10.00	NICS Training		Registration Fee
3371 Minnesota Sheriffs' Association		10.00			1 Transactions
4010 Rasley Oil Company					
01- 200- 000- 0000- 6511		118.70		AITCOSHERS	Gas And Oil
4010 Rasley Oil Company		118.70			1 Transactions
13864 Sandberg/Kristi					
01- 200- 000- 0000- 6150		1,000.00			Health Insurance- Employer
13864 Sandberg/Kristi		1,000.00			1 Transactions
4681 Streichers					
01- 200- 000- 0000- 6610		1,484.50	Helmets / Gas Mask	I311803	Equipment & Radios
4681 Streichers		1,484.50			1 Transactions
13934 Tire Barn					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description		
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>		
		01- 200- 000- 0000- 6302	63.08	Oil Change	42788	Car Maintenance
		01- 200- 000- 0000- 6302	61.07	oil change	42996	Car Maintenance
13934 Tire Barn		124.15		2 Transactions		
6097 Verizon Wireless						
		01- 200- 000- 0000- 6250	12.83	Vet Van Cell	880690364	Telephone
6097 Verizon Wireless		12.83		1 Transactions		
13848 WYATT'S TOWING						
		01- 200- 000- 0000- 6359	426.00	18- 1086 / 18- 1087		Wrecker Service
13848 WYATT'S TOWING		426.00		1 Transactions		
200 DEPT Total:		4,947.82	Enforcement	14 Vendors		18 Transactions
202 DEPT			Boat & Water			
13934 Tire Barn						
		01- 202- 000- 0000- 6302	278.54	Oil Change	43022	B&W Maintenance
13934 Tire Barn		278.54		1 Transactions		
202 DEPT Total:		278.54	Boat & Water	1 Vendors		1 Transactions
203 DEPT			Snowmobile			
10452 AT&T Mobility						
		01- 203- 000- 0000- 6250	53.06	287258495419	04858263	Telephone
10452 AT&T Mobility		53.06		1 Transactions		
203 DEPT Total:		53.06	Snowmobile	1 Vendors		1 Transactions
252 DEPT			Corrections			
3483 AAF International						
		01- 252- 000- 0000- 6590	126.53	Air Filters	91237416	Repair & Maintenance Supplies
3483 AAF International		126.53		1 Transactions		
14005 American Tower Corporation						
		01- 252- 000- 0000- 6231	335.98	Jacobson Tower Rent	405081666	Services & Labor (Incl Contracts)
14005 American Tower Corporation		335.98		1 Transactions		
10452 AT&T Mobility						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
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
10452 AT&T Mobility		287258495419	04858263	Telephone
	50.04			
	50.04	1 Transactions		
5583 Crawford Supply Company		Commissary Supplies	986868	Commissary Supplies
01-252-252-0000-6408	88.32			
5583 Crawford Supply Company	88.32	1 Transactions		
88628 Dalco		Paper Products	3311973	Janitorial Supplies
01-252-000-0000-6422	628.76			
88628 Dalco	628.76	1 Transactions		
1598 Ferrara's Htg Air Cond & Refrig Inc		Repair leaks in dispatch	9196	Repair & Maintenance Supplies
01-252-000-0000-6590	1,441.52			
1598 Ferrara's Htg Air Cond & Refrig Inc	1,441.52	1 Transactions		
2186 Hillyard Inc - Kansas City			602967561	Janitorial Supplies
01-252-000-0000-6422	470.08			
2186 Hillyard Inc - Kansas City	470.08	1 Transactions		
14895 Johnson/Jessie		Pay t stay refund.		Pay To Stay Incountry Boarding Mn641.12
01-252-000-0000-5541	315.00			
14895 Johnson/Jessie	315.00	1 Transactions		
5503 Keefe Supply Company			986869	Commissary Supplies
01-252-252-0000-6408	358.84			
5503 Keefe Supply Company	358.84	1 Transactions		
12777 Lammers Appliance Repair		inspect washer and adjust	2323	Services & Labor (Incl Contracts)
01-252-000-0000-6231	178.00			
12777 Lammers Appliance Repair	178.00	1 Transactions		
13844 McKesson Medical Surgical		Medical Supplies	26037139	Medical Expenses & Supplies - Inmates
01-252-000-0000-6262	252.62			
13844 McKesson Medical Surgical	252.62	1 Transactions		
13691 MEnD Correctional Care, PLLC		Health Services for May	3217	Medical Expenses & Supplies - Inmates
01-252-000-0000-6262	7,226.53			
13691 MEnD Correctional Care, PLLC	7,226.53	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89765 Minnesota Elevator, Inc 01-252-000-0000-6231		178.27	Monthly Service	748941	Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		178.27		1 Transactions	
3712 Office Depot 01-252-000-0000-6405		963.05	toner / printer cartridges	131562582001	Office & Computer Supplies
3712 Office Depot		963.05		1 Transactions	
3789 Pan-O-Gold Baking Company 01-252-000-0000-6418		182.22		10002418116031	Groceries
		169.80		10002418123026	Groceries
3789 Pan-O-Gold Baking Company		352.02		2 Transactions	
9499 Reliance Telephone Systems, Inc 01-252-252-0000-6406		900.00	Phone Cards	D21247	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		900.00		1 Transactions	
86235 The Office Shop Inc 01-252-000-0000-6405		304.38	copy count	298420	Office & Computer Supplies
86235 The Office Shop Inc		304.38		1 Transactions	
13934 Tire Barn 01-252-000-0000-6302		585.40	tires	43127	Car Maintenance
13934 Tire Barn		585.40		1 Transactions	
252 DEPT Total:		14,755.34	Corrections	18 Vendors	19 Transactions
253 DEPT			Sentence to Serve		
10452 AT&T Mobility 01-253-000-0000-6250		34.99	287258495419	04858263	Telephone
10452 AT&T Mobility		34.99		1 Transactions	
1430 Dotzler Power Equipment 01-253-000-0000-6405		58.61	Chainsaw oil	2390	Operating Supplies
1430 Dotzler Power Equipment		58.61		1 Transactions	
4010 Rasley Oil Company 01-253-000-0000-6511		360.44		AITCOSHERS	Gas And Oil

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
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
4010	Rasley Oil Company				
		360.44		1 Transactions	
253	DEPT Total:	454.04	Sentence to Serve	3 Vendors	3 Transactions
254	DEPT		Enhanced 911 System		
14410	Northland Business Systems				
	01- 254- 000- 0000- 6231	2,173.00	Audiolog Maint	IN81409	Services, Labor, Contracts
14410	Northland Business Systems	2,173.00		1 Transactions	
254	DEPT Total:	2,173.00	Enhanced 911 System	1 Vendors	1 Transactions
255	DEPT		General Crime Victim Grant		
14602	Mn Dept of Public Safety- OJP				
	01- 255- 000- 0000- 6208	150.00	OJP Annual Conf	Gabrea Andrson	Staff Development/Training
14602	Mn Dept of Public Safety- OJP	150.00		1 Transactions	
255	DEPT Total:	150.00	General Crime Victim Grant	1 Vendors	1 Transactions
257	DEPT		Community Corrections		
11997	Minnesota Monitoring				
	01- 257- 267- 0000- 6341	2,871.00	Electronic Home Monitoring	5415	Equipment Rental
11997	Minnesota Monitoring	2,871.00		1 Transactions	
9360	Redwood Toxicology Laboratory, Inc.				
	01- 257- 267- 0000- 6274	530.46		642591	Drug Testing Fee
9360	Redwood Toxicology Laboratory, Inc.	530.46		1 Transactions	
86235	The Office Shop Inc				
	01- 257- 000- 0000- 6405	12.99	Batteries	298144	Office Supplies
86235	The Office Shop Inc	12.99		1 Transactions	
11030	Tougas/Janet				
	01- 257- 257- 0000- 6330	129.94			Mileage
11030	Tougas/Janet	129.94		1 Transactions	
6097	Verizon Wireless				
	01- 257- 257- 0000- 6215	54.43		84210569900001	Wireless Telephone Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
6097 Verizon Wireless		54.43	1 Transactions	
257 DEPT Total:		3,598.82	Community Corrections	5 Vendors 5 Transactions
390 DEPT			Environmental Health (FBL)	
170 Aitkin Motor Company 01-390-000-0000-6302		79.98	2012 Impala Fule Saver	17840 Car Maintenance
170 Aitkin Motor Company		79.98	1 Transactions	
4641 Holiday Credit Office 01-390-000-0000-6511		51.54	1400-000-135-321	Gas And Oil
4641 Holiday Credit Office		51.54	1 Transactions	
12486 Leitinger/Michelle 01-390-000-0000-6340		25.93		Meals
12486 Leitinger/Michelle		25.93	1 Transactions	
14899 Tech Tronix Inc 01-390-000-0000-6231		2,000.00	Env Health Software	27 Services, Labor, Contracts
14899 Tech Tronix Inc		2,000.00	1 Transactions	
390 DEPT Total:		2,157.45	Environmental Health (FBL)	4 Vendors 4 Transactions
391 DEPT			Solid Waste	
1754 Garrison Disposal Company, Inc 01-391-060-0000-6360		8,863.60	Monthly Recycling	Recycling Contract
1754 Garrison Disposal Company, Inc		8,863.60	1 Transactions	
4641 Holiday Credit Office 01-391-000-0000-6511		20.26	1400-000-135-321	Gas And Oil
4641 Holiday Credit Office		20.26	1 Transactions	
2340 Hyytinen Hardware Hank 01-391-000-0000-6405		45.47	Power STRips / Trash Can	9277342 Office & Film Supplies
2340 Hyytinen Hardware Hank		45.47	1 Transactions	
2953 MACPZA 01-391-000-0000-6241		80.00	Spring MACPZA Conf	Registration Fee

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
1 General Fund

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
2953 MACPZA		80.00			
			1 Transactions		
3810 Paulbeck's County Market					
01- 391- 000- 0000- 6405		30.71	Supplies for Spring HHW	0011/0062	Office & Film Supplies
3810 Paulbeck's County Market		30.71			
			1 Transactions		
4150 Rosallini's					
01- 391- 000- 0000- 6405		102.54	Pizza and cookies for HHW		Office & Film Supplies
4150 Rosallini's		102.54			
			1 Transactions		
391 DEPT Total:		9,142.58	Solid Waste	6 Vendors	6 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
6110 Lakes & Pines CAC, Inc					
01- 700- 909- 0000- 6800		1,500.00	Pre App for Small Cities Dev	1	Tourism Miscellaneous
6110 Lakes & Pines CAC, Inc		1,500.00			
			1 Transactions		
11458 MSPN					
01- 700- 909- 0000- 6800		300.00	ATV AD	16156	Tourism Miscellaneous
11458 MSPN		300.00			
			1 Transactions		
14372 The Iowa Sportsman					
01- 700- 909- 0000- 6800		330.00	ATV Ad	13007	Tourism Miscellaneous
14372 The Iowa Sportsman		330.00			
			1 Transactions		
700 DEPT Total:		2,130.00	Promotion,AEOA Tran,Airport,RC&D,T	3 Vendors	3 Transactions
711 DEPT			Economic Development		
13834 Minnesota Interactive Inc					
01- 711- 000- 0000- 6303		210.00	Web Diagnostcs for Small Bus	5832	Mcnight/Blandin Grant Expenses
13834 Minnesota Interactive Inc		210.00			
			1 Transactions		
711 DEPT Total:		210.00	Economic Development	1 Vendors	1 Transactions
1 Fund Total:		65,841.12	General Fund		136 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
0	DEPT			Undesignated		
14891	Engdahl / David 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts
14891	Engdahl / David		500.00		1 Transactions	
14581	Rabenberg/Eric 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts
14581	Rabenberg/Eric		500.00		1 Transactions	
0	DEPT Total:		1,000.00	Undesignated	2 Vendors	2 Transactions
301	DEPT			R&B Administration		
86222	Aitkin Independent Age 03-301-000-0000-6241		167.94	CALC CHLORIDE PUBLIC NOTICE		Fees/Prof/Misc
86222	Aitkin Independent Age		167.94		1 Transactions	
89541	Culligan 03-301-000-0000-6400		51.80	WATER	448522	Supplies And Materials
	03-301-000-0000-6400		10.50	EQUIP RENTAL	STMT	Supplies And Materials
89541	Culligan		62.30		2 Transactions	
11406	Innovative Office Solutions 03-301-000-0000-6400		129.25	OFFICE SUPPLIES	IN2041575	Supplies And Materials
11406	Innovative Office Solutions		129.25		1 Transactions	
11387	Olsen/Sarah 03-301-000-0000-6296		20.97	LUNCH		Meeting Expense/Physicals
	03-301-000-0000-6296		172.66	ROUND TRIP MILEAGE- MANKATO- ACC		Meeting Expense/Physicals
	03-301-000-0000-6296		9.00	PARKING FEES	00-2442	Meeting Expense/Physicals
11387	Olsen/Sarah		202.63		3 Transactions	
11605	Shred Right 03-301-000-0000-6400		30.00	DOCUMENT DESTRUCTION	302551	Supplies And Materials
11605	Shred Right		30.00		1 Transactions	
301	DEPT Total:		592.12	R&B Administration	5 Vendors	8 Transactions
302	DEPT			R&B Engineering/Construction		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
2340	Hyytinen Hardware Hank 03-302-000-0000-6449		SURVEY SUPPLIES	1453756	Rd/Br Engr. Supplies
2340	Hyytinen Hardware Hank	7.99			
		7.99	1 Transactions		
7899	Locators & Supplies, Inc 03-302-000-0000-6449		SURVEY SUPPLIES	0265104- IN	Rd/Br Engr. Supplies
7899	Locators & Supplies, Inc	289.90			
		289.90	1 Transactions		
2880	Long Lake Conservation Ctr 03-302-000-0000-6296		SAFETY DAY	465	Meeting Expense/Physicals
2880	Long Lake Conservation Ctr	77.50			
		77.50	1 Transactions		
302	DEPT Total:	375.39	R&B Engineering/Construction	3 Vendors	3 Transactions
303	DEPT		R&B Highway Maintenance		
50	Aitkin Body Shop, Inc 03-303-000-0000-6298		AITKIN SHOP SUPPLIES	1318	Shop Maintenance
50	Aitkin Body Shop, Inc	100.02			
		100.02	1 Transactions		
13620	American Door Works 03-303-000-0000-6298		AITKIN SHOP REPAIRS	0194998- IN	Shop Maintenance
13620	American Door Works	599.80			
		599.80	1 Transactions		
660	Blaszak/Florian D. 03-303-000-0000-6411		WORK BOOTS REIMBURSEMENT	0-008262	Safety Footwear
660	Blaszak/Florian D.	145.00			
		145.00	1 Transactions		
14887	Cintas Corporation 03-303-000-0000-6298		SHOP LAUNDRY	4005714895	Shop Maintenance
14887	Cintas Corporation	21.38			
		21.38	1 Transactions		
5484	Darlow Excavating 03-303-000-0000-6825		PLOWING	APRIL	Maintenance Agreements
5484	Darlow Excavating	200.00			
		200.00	1 Transactions		
7935	East Central Energy 03-303-000-0000-6254		MAR- APR POWER- MCGRATH	34376157	Utilities
7935	East Central Energy	213.79			
		213.79	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
9368 FirstSource		DRUG SCREEN	FL00214022	Meeting Expense/Physicals
03-303-000-0000-6296	52.20			
9368 FirstSource				1 Transactions
8622 Frontier		JACOBSON	218-752-6591	Utilities
03-303-000-0000-6254	66.52			
03-303-000-0000-6254	66.52	MCGREGOR	218-768-4481	Utilities
03-303-000-0000-6254	66.52	PALISADE	218-845-2607	Utilities
03-303-000-0000-6254	66.52	MCGRATH	320-592-3580	Utilities
8622 Frontier	266.08			4 Transactions
1754 Garrison Disposal Company, Inc		APR MCGREGOR SHOP	51212	Utilities
03-303-000-0000-6254	80.73			
03-303-000-0000-6254	12.00	ROAD CLEAN UP	883993	Utilities
03-303-000-0000-6254	24.00	ROAD CLEAN UP	884024	Utilities
1754 Garrison Disposal Company, Inc	116.73			3 Transactions
1829 Goble's Sewer Service Inc.		PALISADE SHOP	7963	Shop Maintenance
03-303-000-0000-6298	160.00			
1829 Goble's Sewer Service Inc.	160.00			1 Transactions
4641 Holiday Credit Office		REBATE		Motor Fuel & Lubricants
03-303-000-0000-6513	1.39-			
03-303-000-0000-6513	8.48-	FEDEARL TAX ADJUSTMENT		Motor Fuel & Lubricants
03-303-000-0000-6513	58.04	GASOLINE	0-84354069	Motor Fuel & Lubricants
03-303-000-0000-6513	59.00	GASOLINE	0-95535043	Motor Fuel & Lubricants
4641 Holiday Credit Office	107.17			4 Transactions
2340 Hyytinen Hardware Hank		AITKIN SHOP SUPPLIES	1451557	Shop Maintenance
03-303-000-0000-6298	4.99			
03-303-000-0000-6298	3.49	MCGREGOR SHOP SUPPLIES	1452442	Shop Maintenance
03-303-000-0000-6516	19.99	SIGN SUPPLIES	1453191	Signs & Posts
2340 Hyytinen Hardware Hank	28.47			3 Transactions
2763 J & H Transfer Station- Lakes Sanitary		MAY AITKIN	137873	Utilities
03-303-000-0000-6254	93.89			
03-303-000-0000-6254	57.65	MAY PALISADE	137874	Utilities
2763 J & H Transfer Station- Lakes Sanitary	151.54			2 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
9534 Jeff's Mobile Lock & Key		55.00	REPAIR SHOP KNOBS	0- 003330	Shop Maintenance
9534 Jeff's Mobile Lock & Key		55.00			1 Transactions
91187 Lake Country Power		76.76	MAR- APR JACOBSON	1400073000	Utilities
91187 Lake Country Power		57.11	MAR- APR CSAH 14	141979801	Utilities
91187 Lake Country Power		59.04	MAR- APR CSAH 6	141979901	Utilities
91187 Lake Country Power		192.91			3 Transactions
2831 Little Falls Machine Inc		395.35	REPAIR PARTS	351807	Repair & Maintenance Supplies
2831 Little Falls Machine Inc		395.35			1 Transactions
7899 Locators & Supplies, Inc		314.80	REPAIR PARTS	0265521- IN	Repair & Maintenance Supplies
7899 Locators & Supplies, Inc		314.80			1 Transactions
2880 Long Lake Conservation Ctr		356.50	SAFETY DAY	465	Meeting Expense/Physicals
2880 Long Lake Conservation Ctr		356.50			1 Transactions
2991 Malmo Market		44.10	GASOLINE	1010641	Motor Fuel & Lubricants
2991 Malmo Market		25.23	GASOLINE	1010753	Motor Fuel & Lubricants
2991 Malmo Market		29.47	GASOLINE	1010922	Motor Fuel & Lubricants
2991 Malmo Market		30.79	GASOLINE	1011026	Motor Fuel & Lubricants
2991 Malmo Market		25.50	GASOLINE	1011502	Motor Fuel & Lubricants
2991 Malmo Market		39.72	GASOLINE	1012327	Motor Fuel & Lubricants
2991 Malmo Market		27.79	GASOLINE	1012557	Motor Fuel & Lubricants
2991 Malmo Market		36.08	GASOLINE	1021025	Motor Fuel & Lubricants
2991 Malmo Market		38.04	GASOLINE	1022096	Motor Fuel & Lubricants
2991 Malmo Market		34.59	GASOLINE	25960	Motor Fuel & Lubricants
2991 Malmo Market		331.31			10 Transactions
10824 Maney International Inc		413.23	REPAIR PARTS	781429	Repair & Maintenance Supplies
10824 Maney International Inc		413.23			1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>
3100 McGregor Oil					
03-303-000-0000-6513		11.04	DISCOUNT		Motor Fuel & Lubricants
03-303-000-0000-6513		59.25	GASOLINE	10795	Motor Fuel & Lubricants
03-303-000-0000-6513		51.85	GASOLINE	10796	Motor Fuel & Lubricants
03-303-000-0000-6513		60.15	GASOLINE	10797	Motor Fuel & Lubricants
03-303-000-0000-6513		45.29	GASOLINE	10798	Motor Fuel & Lubricants
03-303-000-0000-6513		38.08	GASOLINE	10799	Motor Fuel & Lubricants
03-303-000-0000-6513		58.14	GASOLINE	10800	Motor Fuel & Lubricants
03-303-000-0000-6513		39.80	GASOLINE	1984	Motor Fuel & Lubricants
03-303-000-0000-6513		901.14	JACOBSON DIESEL	2073	Motor Fuel & Lubricants
03-303-000-0000-6513		769.03	SWATARA DIESEL	2076	Motor Fuel & Lubricants
03-303-000-0000-6513		30.92	GASOLINE	2120	Motor Fuel & Lubricants
03-303-000-0000-6513		64.94	GASOLINE	2151	Motor Fuel & Lubricants
03-303-000-0000-6513		59.04	GASOLINE	2152	Motor Fuel & Lubricants
3100 McGregor Oil		2,166.59			13 Transactions
5917 Mike's Bobcat Service					
03-303-000-0000-6825		100.00	PLOWING	APR 2018	Maintenance Agreements
03-303-000-0000-6825		100.00	GRADING	MAY 2018	Maintenance Agreements
5917 Mike's Bobcat Service		200.00			2 Transactions
9692 Minnesota Energy Resources Corporation					
03-303-000-0000-6297		619.53	NAT GAS: AITKIN SHOP	APR	Shop Fuel
9692 Minnesota Energy Resources Corporation		619.53			1 Transactions
8678 Morton Salt					
03-303-000-0000-6518		2,503.47	DE-ICING SALT	5401574681	De- Icing Salt
8678 Morton Salt		2,503.47			1 Transactions
8446 Northern Star Coop Service					
03-303-000-0000-6297		458.03	LP: SWATARA SHOP	95024	Shop Fuel
8446 Northern Star Coop Service		458.03			1 Transactions
8436 Northland Parts					
03-303-000-0000-6590		68.42	REPAIR PARTS	358674	Repair & Maintenance Supplies
03-303-000-0000-6590		8.29	REPAIR PARTS	358874	Repair & Maintenance Supplies
03-303-000-0000-6590		15.38	REPAIR PARTS	359507	Repair & Maintenance Supplies
03-303-000-0000-6590		4.69	REPAIR PARTS	359540	Repair & Maintenance Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
8436	Northland Parts			87.40			
					4 Transactions		
10720	Nuss Truck & Equipment						
	03-303-000-0000-6590			926.21	REPAIR PARTS	3182814P	Repair & Maintenance Supplies
10720	Nuss Truck & Equipment			926.21			
					1 Transactions		
3760	Palisade Cooperative Oil Assoc						
	03-303-000-0000-6513			63.90	GASOLINE	399252	Motor Fuel & Lubricants
	03-303-000-0000-6513			40.28	GASOLINE	399477	Motor Fuel & Lubricants
	03-303-000-0000-6513			62.97	GASOLINE	399566	Motor Fuel & Lubricants
	03-303-000-0000-6513			37.97	GASOLINE	400110	Motor Fuel & Lubricants
	03-303-000-0000-6513			56.77	GASOLINE	400207	Motor Fuel & Lubricants
	03-303-000-0000-6513			60.66	GASOLINE	400737	Motor Fuel & Lubricants
	03-303-000-0000-6513			65.50	GASOLINE	401101	Motor Fuel & Lubricants
	03-303-000-0000-6513			37.97	GASOLINE	401407	Motor Fuel & Lubricants
	03-303-000-0000-6513			46.30	GASOLINE	401464	Motor Fuel & Lubricants
3760	Palisade Cooperative Oil Assoc			472.32			
					9 Transactions		
8537	Powerplan OIB						
	03-303-000-0000-6590			622.77	FILTERS	1870288	Repair & Maintenance Supplies
8537	Powerplan OIB			622.77			
					1 Transactions		
4010	Rasley Oil Company						
	03-303-000-0000-6513			46.26	GAS	33188	Motor Fuel & Lubricants
	03-303-000-0000-6513			51.23	GAS	33212	Motor Fuel & Lubricants
	03-303-000-0000-6513			44.41	GAS	33222	Motor Fuel & Lubricants
	03-303-000-0000-6513			22.50	DIESEL	33265	Motor Fuel & Lubricants
	03-303-000-0000-6513			52.23	GAS	33265	Motor Fuel & Lubricants
	03-303-000-0000-6513			62.16	GAS	33268	Motor Fuel & Lubricants
	03-303-000-0000-6513			71.68	GAS	33299	Motor Fuel & Lubricants
	03-303-000-0000-6513			49.33	GAS	33311	Motor Fuel & Lubricants
	03-303-000-0000-6513			55.53	GAS	33317	Motor Fuel & Lubricants
	03-303-000-0000-6513			68.48	GAS	33340	Motor Fuel & Lubricants
	03-303-000-0000-6513			20.64	GAS	33398	Motor Fuel & Lubricants
	03-303-000-0000-6513			67.55	GAS	33434	Motor Fuel & Lubricants
	03-303-000-0000-6513			50.95	GAS	33453	Motor Fuel & Lubricants
	03-303-000-0000-6513			51.66	GAS	33454	Motor Fuel & Lubricants
	03-303-000-0000-6513			64.21	GAS	33481	Motor Fuel & Lubricants
	03-303-000-0000-6513			47.84	GAS	33490	Motor Fuel & Lubricants

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

<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>
03-303-000-0000-6513		37.02	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		37.76	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		50.90	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		44.60	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		38.82	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		85.23	DIESEL	Motor Fuel & Lubricants
03-303-000-0000-6513		7.47	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		62.54	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		55.56	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		31.34	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		45.24	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		44.56	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		42.66	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		43.98	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		24.00	DIESEL	Motor Fuel & Lubricants
03-303-000-0000-6513		70.31	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		38.01	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		27.50	DIESEL	Motor Fuel & Lubricants
03-303-000-0000-6513		31.46	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		40.50	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		41.31	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		48.62	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		49.10	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		53.30	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		117.19	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		36.24	DIESEL	Motor Fuel & Lubricants
03-303-000-0000-6513		47.28	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		71.75	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		78.01	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		45.65	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		38.11	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		49.94	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		55.12	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		44.06	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		37.09	GAS	Motor Fuel & Lubricants
03-303-000-0000-6513		59.71	GAS	Motor Fuel & Lubricants
4010 Rasley Oil Company		2,558.60		
			52 Transactions	
4070 Riley Auto Supply				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
03-303-000-0000-6590		REPAIR PARTS	596375	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596433	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596482	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596501	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596573	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596619	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596681	Repair & Maintenance Supplies
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	596711	Shop Maintenance
03-303-000-0000-6590		REPAIR PARTS	596734	Repair & Maintenance Supplies
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	596751	Shop Maintenance
03-303-000-0000-6590		REPAIR PARTS	596761	Repair & Maintenance Supplies
03-303-000-0000-6590		REPAIR PARTS	596781	Repair & Maintenance Supplies
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	596930	Shop Maintenance
03-303-000-0000-6298		AITKIN SHOP SUPPLIES	596953	Shop Maintenance
4070 Riley Auto Supply				
			14 Transactions	
8208 Royal Tire, Inc				
03-303-000-0000-6590		TIRE	442-536	Repair & Maintenance Supplies
03-303-000-0000-6590		TIRE	442-538	Repair & Maintenance Supplies
8208 Royal Tire, Inc			2 Transactions	
4711 Sunnys Citgo				
03-303-000-0000-6513		GASOLINE	1013039	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	1013378	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	1014054	Motor Fuel & Lubricants
03-303-000-0000-6513		GASOLINE	1015878	Motor Fuel & Lubricants
4711 Sunnys Citgo			4 Transactions	
8364 Towmaster, Inc				
03-303-000-0000-6590		REPAIR PARTS	403757	Repair & Maintenance Supplies
8364 Towmaster, Inc			1 Transactions	
10431 Verizon Business				
03-303-000-0000-6254		APR- HWY OFFICE	4227948181804	Utilities
10431 Verizon Business			1 Transactions	
6097 Verizon Wireless				
03-303-000-0000-6254		APR- DEPT CELL PHONES	9806423617	Utilities

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
3 Road & Bridge

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
6097 Verizon Wireless			336.04			
				1 Transactions		
4988 Viking Industrial Center						
03-303-000-0000-6590			78.99	REPAIR PARTS	3131553	Repair & Maintenance Supplies
03-303-000-0000-6298			213.01	AITKIN SHOP SUPPLIES	3135086	Shop Maintenance
03-303-000-0000-6298			96.00	AITKIN SHOP SUPPLIES	3135087	Shop Maintenance
03-303-000-0000-6298			21.31	AITKIN SHOP SUPPLIES	3135365	Shop Maintenance
03-303-000-0000-6298			79.21	AITKIN SHOP SUPPLIES	3135623	Shop Maintenance
4988 Viking Industrial Center			488.52			
				5 Transactions		
8605 Wayne's Sanitation Llc						
03-303-000-0000-6254			26.25	GARBAGE: MCGRATH	279604	Utilities
8605 Wayne's Sanitation Llc			26.25			
				1 Transactions		
5295 Ziegler Inc						
03-303-000-0000-6590			11.13	REPAIR PARTS	PC190075797	Repair & Maintenance Supplies
5295 Ziegler Inc			11.13			
				1 Transactions		
303 DEPT Total:			23,319.17	R&B Highway Maintenance	39 Vendors	157 Transactions
307 DEPT				R&B Capital Infrastructure		
14886 Anderson / Christopher C						
03-307-000-0000-6362			2,875.00	LAND R- W	PARCEL NOS 7&8	Right Of Way
14886 Anderson / Christopher C			2,875.00			
				1 Transactions		
14890 Ashton / David N						
03-307-000-0000-6362			650.00	LAND R- W	PARCEL NO 3	Right Of Way
14890 Ashton / David N			650.00			
				1 Transactions		
5128 Widseth Smith & Nolting Inc						
03-307-000-0000-6260			390.00	PROFESSIONAL SERVICES	123516	Professional Services
5128 Widseth Smith & Nolting Inc			390.00			
				1 Transactions		
307 DEPT Total:			3,915.00	R&B Capital Infrastructure	3 Vendors	3 Transactions
3 Fund Total:			29,201.68	Road & Bridge		173 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
257 DEPT		Community Corrections		
8239 Ameripride Linen & Apparel Services 05- 257- 000- 0000- 6422		Cleaning Supplies	2201040900	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services	4.25	1 Transactions		
89765 Minnesota Elevator, Inc 05- 257- 000- 0000- 6300	19.61	Elevator Service May 18	744096	Maintenance- Service Contracts
89765 Minnesota Elevator, Inc	19.61	1 Transactions		
257 DEPT Total:	23.86	Community Corrections	2 Vendors	2 Transactions
390 DEPT		Environmental Health (FBL)		
8239 Ameripride Linen & Apparel Services 05- 390- 000- 0000- 6422	0.77	Cleaning Supplies	2201040900	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services	0.77	1 Transactions		
89765 Minnesota Elevator, Inc 05- 390- 000- 0000- 6300	3.57	Elevator Service May 18	744096	Maintenance- Service Contracts
89765 Minnesota Elevator, Inc	3.57	1 Transactions		
390 DEPT Total:	4.34	Environmental Health (FBL)	2 Vendors	2 Transactions
400 DEPT		Public Health Department		
8239 Ameripride Linen & Apparel Services 05- 400- 440- 0410- 6422	5.41	Cleaning Supplies	2201040900	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services	5.41	1 Transactions		
2340 Hyytinen Hardware Hank 05- 400- 410- 0413- 6405	104.94	WIC - Paint	9273744	Office Supplies
2340 Hyytinen Hardware Hank	104.94	1 Transactions		
89765 Minnesota Elevator, Inc 05- 400- 440- 0410- 6300	24.95	Elevator Service May 18	744096	Maintenance/Service Contracts
89765 Minnesota Elevator, Inc	24.95	1 Transactions		
89081 North Ambulance Brainerd 05- 400- 401- 0000- 6809	2,520.00	Ambulance Runs 4/18		No. Memorial Ambulance- Aitkin

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
5 Health & Human Services

<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>
89081 North Ambulance Brainerd		2,520.00			
			1 Transactions		
4010 Rasley Oil Company					
05-400-430-0408-6335		39.65	GAS CHARGES APRIL	AITCOHHSS	Gas/Vehicle Fuel Charges
05-400-440-0410-6335		2.24		AITCOHHSS	Gas/Vehicle Fuel Charges
05-400-440-0410-6335		58.47	GAS CHARGES APRIL	AITCOHHSS	Gas/Vehicle Fuel Charges
05-400-450-0451-6335		14.14	GAS CHARGES APRIL	AITCOHHSS	Gas/Vehicle Fuel Charges
4010 Rasley Oil Company		114.50			
			4 Transactions		
88859 Spee*Dee- St Cloud					
05-400-440-0410-6205		71.17	PH Service	3514734	Postage
88859 Spee*Dee- St Cloud		71.17			
			1 Transactions		
86235 The Office Shop Inc					
05-400-440-0410-6405		11.25	Admin Printer Toner	1043399	Office Supplies
05-400-440-0410-6405		30.77	Agency Pens , Pencils . Labels	1044002	Office Supplies
05-400-440-0410-6405		6.81	Agency Markers	1044047	Office Supplies
05-400-440-0410-6405		16.26	Agency note Pads	1044069	Office Supplies
05-400-440-0410-6405		11.20	ACCTG - Printer Toner	1044071	Office Supplies
05-400-440-0410-6405		69.12	ACCTG - Check Printer Toner	1044096	Office Supplies
05-400-440-0410-6405		1.87	Admin - Name Plates	1044269	Office Supplies
05-400-440-0410-6405		35.85	PH Name Plates	1044269	Office Supplies
05-400-440-0410-6300		52.03	OSSS Copier Contract	298423-0	Maintenance/Service Contracts
05-400-440-0410-6300		96.21	Mail Room Copier Contract	298423-0	Maintenance/Service Contracts
86235 The Office Shop Inc		331.37			
			10 Transactions		
10930 Tidholm Productions					
05-400-440-0410-6405		49.95	Business Cards ES	9826 7347	Office Supplies
10930 Tidholm Productions		49.95			
			1 Transactions		
6097 Verizon Wireless					
05-400-410-0413-6250		47.29	WIC Smartphone	9806330045	Telephone
05-400-410-0413-6402		20.02	wic Mifi Card	9806330045	Computer/Technology Supplies
05-400-440-0410-6250		12.80	Agency Data Bundle	9806330045	Telephone
05-400-440-0410-6250		8.55	DIR smartphone	9806330045	Telephone
6097 Verizon Wireless		88.66			
			4 Transactions		
400 DEPT Total:		3,310.95	Public Health Department	9 Vendors	24 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
420	DEPT		Income Maintenance		
8239	Ameripride Linen & Apparel Services				
	05- 420- 600- 4800- 6422		Cleaning Supplies	2201040900	Janitorial Services/Supplies
8239	Ameripride Linen & Apparel Services		1 Transactions		
1333	Dell Marketing L.P.				
	05- 420- 600- 4800- 6402	1,673.54	Dell Laptop	10235467967	Computer/Technology Supplies
1333	Dell Marketing L.P.		1 Transactions		
89765	Minnesota Elevator, Inc				
	05- 420- 600- 4800- 6300	51.70	Elevator Service May 18	744096	Maintenance/Service Contracts
89765	Minnesota Elevator, Inc		1 Transactions		
4010	Rasley Oil Company				
	05- 420- 600- 4800- 6335	4.64		AITCOHHSS	Gas/Vehicle Fuel Charges
	05- 420- 600- 4800- 6335	36.90	GAS CHARGES APRIL	AITCOHHSS	Gas/Vehicle Fuel Charges
4010	Rasley Oil Company		2 Transactions		
88859	Spee*Dee- St Cloud				
	05- 420- 600- 4800- 6205	314.53	IM Service	3514734	Postage
88859	Spee*Dee- St Cloud		1 Transactions		
86235	The Office Shop Inc				
	05- 420- 600- 4800- 6405	23.22	Admin Printer Toner	1043399	Office Supplies
	05- 420- 600- 4800- 6405	63.48	Agency Pens , Pencils . Labels	1044002	Office Supplies
	05- 420- 600- 4800- 6405	14.05	Agency Markers	1044047	Office Supplies
	05- 420- 600- 4800- 6405	33.55	Agency note Pads	1044069	Office Supplies
	05- 420- 600- 4800- 6405	23.08	ACCTG - Printer Toner	1044071	Office Supplies
	05- 420- 600- 4800- 6405	142.56	ACCTG - Check Printer Toner	1044096	Office Supplies
	05- 420- 600- 4800- 6405	3.87	Admin - Name Plates	1044269	Office Supplies
	05- 420- 640- 4800- 6405	24.13	CS - Name Plates	1044269	Office Supplies
	05- 420- 630- 4800- 6801	5,459.00	Re design Chairs	1044567	Bonus Bucks Expenditures
	05- 420- 600- 4800- 6300	107.32	OSSS Copier Contract	298423- 0	Maintenance/Service Contracts
	05- 420- 600- 4800- 6300	198.44	Mail Room Copier Contract	298423- 0	Maintenance/Service Contracts
86235	The Office Shop Inc		11 Transactions		
6097	Verizon Wireless				
	05- 420- 600- 4800- 6250	26.40	Agency Data Bundle	9806330045	Telephone
	05- 420- 600- 4800- 6250	17.63	DIR smartphone	9806330045	Telephone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
6097 Verizon Wireless		CD Mifi Card	9806330045	Computer Supplies
				3 Transactions
420 DEPT Total:	8,255.26	Income Maintenance	7 Vendors	20 Transactions
430 DEPT		Social Services		
8239 Ameripride Linen & Apparel Services		Cleaning Supplies	2201040900	Janitorial Services/Supplies
	16.99			1 Transactions
8239 Ameripride Linen & Apparel Services	16.99			
1333 Dell Marketing L.P.		Dell Laptop	10235467967	Computer/Technology Supplies
	3,347.08			1 Transactions
1333 Dell Marketing L.P.	3,347.08			
3334 MCIT		Data Practices Seminar		Meeting/Conference Registration Fee
	65.00			1 Transactions
3334 MCIT	65.00			
89765 Minnesota Elevator, Inc		Elevator Service May 18	744096	Maintenance/Service Contracts
	78.44			1 Transactions
89765 Minnesota Elevator, Inc	78.44			
4010 Rasley Oil Company		GAS CHARGES APRIL	AITCOHHSS	Gas/Vehicle Fuel Charges
	7.17		AITCOHHSS	Gas/Vehicle Fuel Charges
4010 Rasley Oil Company	162.44			2 Transactions
86235 The Office Shop Inc		Admin Printer Toner	1043399	Office Supplies
	35.88	Agency Pens , Pencils . Labels	1044002	Office Supplies
	98.10	Agency Markers	1044047	Office Supplies
	21.72	Agency note Pads	1044069	Office Supplies
	51.85	ACCTG - Printer Toner	1044071	Office Supplies
	35.67	ACCTG - Check Printer Toner	1044096	Office Supplies
	220.31	Admin - Name Plates	1044269	Office Supplies
	5.98	SS Name plates	1044269	Office Supplies
	23.44	OSSS Copier Contract	298423-0	Maintenance/Service Contracts
	165.86	Mail Room Copier Contract	298423-0	Maintenance/Service Contracts
	306.67			

JKK1
 5/16/18 10:48AM
 5 Health & Human Services

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>
86235 The Office Shop Inc		965.48	10 Transactions	
6097 Verizon Wireless				
05- 430- 700- 4800- 6250		40.80	Agency Data Bundle	9806330045 Telephone
05- 430- 700- 4800- 6250		27.24	DIR smartphone	9806330045 Telephone
6097 Verizon Wireless		68.04	2 Transactions	
430 DEPT Total:		4,710.64	Social Services	7 Vendors 18 Transactions
5 Fund Total:		16,305.05	Health & Human Services	66 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
6 Debt Service

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
949	DEPT		Courthouse Addition		
86235	The Office Shop Inc		Moving Boxes	1044325-0	Services, Labor, Contracts
	06-949-000-0000-6231				
86235	The Office Shop Inc				
		136.59			
		136.59	1 Transactions		
949	DEPT Total:		Courthouse Addition	1 Vendors	1 Transactions
		136.59			
6	Fund Total:		Debt Service		1 Transactions
		136.59			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
9 State

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance		480.00	Mairrage License Fees		State Fees, Assessments & Surcharges
	09- 000- 000- 0000- 2030					
	4580 Mn Dept Of Finance		480.00	1 Transactions		
0	DEPT Total:		480.00	Undesignated	1 Vendors	1 Transactions
9	Fund Total:		480.00	State		1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
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
900	DEPT				Timber Permit Bonds		
12589	Haapoja/George	10-900-000-0000-2300		2,409.00	Timber Bond Refund 13685		Timber Permit Bonds
12589	Haapoja/George			2,409.00	1 Transactions		
4549	Jobe/Daryl	10-900-000-0000-2300		310.17	Timber Bond REFUND	13645	Timber Permit Bonds
4549	Jobe/Daryl			310.17	1 Transactions		
2694	Kromy/Ted	10-900-000-0000-2300		2,380.32	Timber Bond Permit Refund	13439	Timber Permit Bonds
2694	Kromy/Ted			2,380.32	1 Transactions		
13534	Reibel Logging	10-900-000-0000-2300		2,715.00	Timber Bond Permit Refund	13-48-25	Timber Permit Bonds
13534	Reibel Logging			2,715.00	1 Transactions		
5938	Rieger Logging	10-900-000-0000-2300		835.54	Timber Bond Permit	15-49-22	Timber Permit Bonds
5938	Rieger Logging			835.54	1 Transactions		
4655	Westerlund/Chad	10-900-000-0000-2300		738.00	Timber Bond Refund	14-45-25	Timber Permit Bonds
4655	Westerlund/Chad			738.00	1 Transactions		
900	DEPT Total:			9,388.03	Timber Permit Bonds	6 Vendors	6 Transactions
923	DEPT				Forfeited Tax Sales		
10452	AT&T Mobility	10-923-000-0000-6254		106.74	287257204209		Utilities
10452	AT&T Mobility			106.74	1 Transactions		
13725	Beartooth True Value	10-923-000-0000-6590		13.93	Paint Supplies	B57255	Repair & Maintenance Supplies
		10-923-000-0000-6590		111.76	Paint Supplies	B57599	Repair & Maintenance Supplies
		10-923-000-0000-6590		61.74	Bulbs, Broom, Dust Pan	B58734	Repair & Maintenance Supplies
13725	Beartooth True Value			187.43	3 Transactions		
11411	Charter Communications						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
10 Trust

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11411 Charter Communications		Internet	0045857042018	Utilities
	273.98			
	273.98	1 Transactions		
2186 Hillyard Inc - Kansas City		Rugs for Shop	602959152	Repair & Maintenance Supplies
	929.50			
2186 Hillyard Inc - Kansas City				
	929.50	1 Transactions		
7525 Hometown Bldg Supply		Shope RENo	A1203	Repair & Maintenance Supplies
	1,161.33			
7525 Hometown Bldg Supply				
	1,161.33	1 Transactions		
2340 Hyytinen Hardware Hank		zip ties / bulbs / paint	9277364	Repair & Maintenance Supplies
	374.18			
2340 Hyytinen Hardware Hank				
	374.18	1 Transactions		
2410 Jacobs/Mark H				Transportation & Travel
	47.17			
2410 Jacobs/Mark H				
	47.17	1 Transactions		
14119 John's Repair		Working on Grader / Service ca	402	Repair & Maintenance Supplies
	1,480.00			
14119 John's Repair				
	1,480.00	1 Transactions		
13965 Nuss Truck & Equipment		Clutch	6108143P	Repair & Maintenance Supplies
	1,022.77			
13965 Nuss Truck & Equipment				
	1,022.77	1 Transactions		
10412 O'Reilly Auto Parts		Jump Start	1878389604	Repair & Maintenance Supplies
	105.92			
10412 O'Reilly Auto Parts				
	105.92	1 Transactions		
9576 OCC		Phones for Shop	1552	Repair & Maintenance Supplies
	715.00			
9576 OCC				
	715.00	1 Transactions		
4010 Rasley Oil Company			AITCOL&PS	Gas And Oil
	552.85			
4010 Rasley Oil Company				
	552.85	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
4070	Riley Auto Supply		hoses	597037	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590				
4070	Riley Auto Supply		1 Transactions		
14898	Taylor Lake Carpenter LLC		Demo and Remodel of Shop		Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	5,426.56			
14898	Taylor Lake Carpenter LLC		1 Transactions		
86235	The Office Shop Inc		Shop Reno Chair Mats	1043949- 0/1	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	776.52			
	10- 923- 000- 0000- 6405	150.00		1045020- 0	Office Supplies
	10- 923- 000- 0000- 6405	432.37	copies	298419- 0	Office Supplies
86235	The Office Shop Inc		3 Transactions		
923	DEPT Total:	13,920.27	Forfeited Tax Sales	15 Vendors	19 Transactions
926	DEPT		Law Library		
5173	Thomson Reuters- West Publishing		West Complete Library Sub	1000324759	Law Books
	10- 926- 000- 0000- 6408	748.91			
5173	Thomson Reuters- West Publishing		1 Transactions		
926	DEPT Total:	748.91	Law Library	1 Vendors	1 Transactions
10	Fund Total:	24,057.21	Trust		26 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
924 DEPT		Forest Resource		
10452 AT&T Mobility				
11- 924- 000- 0000- 6250	56.93	287257204209		Telephone
10452 AT&T Mobility	56.93		1 Transactions	
86467 Auto Value Aitkin				
11- 924- 000- 0000- 6406	473.01	Grader Supplies	40118938	Field Supplies
86467 Auto Value Aitkin	473.01		1 Transactions	
14897 MN Assoc of County Surveyors				
11- 924- 000- 0000- 6240	80.00	Voting Membership		Dues/Assoc Fees
14897 MN Assoc of County Surveyors	80.00		1 Transactions	
4489 Rainforest Alliance, Inc.				
11- 924- 000- 0000- 6231	9,087.00	RC- C- 120US- 10883		Services, Labor, Contracts
4489 Rainforest Alliance, Inc.	9,087.00		1 Transactions	
924 DEPT Total:	9,696.94	Forest Resource	4 Vendors	4 Transactions
925 DEPT		Reforestation		
13234 Western EcoSystems Technology, Inc.				
11- 925- 000- 0000- 6231	628.88	Project 734- 03.001	58555	Services, Labor, Contracts
13234 Western EcoSystems Technology, Inc.	628.88		1 Transactions	
925 DEPT Total:	628.88	Reforestation	1 Vendors	1 Transactions
11 Fund Total:	10,325.82	Forest Development		5 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
13 Taxes & Penalties

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
943 DEPT				
4258 St Louis County Auditor				
13- 943- 000- 0000- 2068				
4258 St Louis County Auditor		87,723.67	2018 Fisc Disp 1st Half	Cur - State Aids
		87,723.67	1 Transactions	
943 DEPT Total:		87,723.67	Taxes And Penalties	1 Vendors 1 Transactions
13 Fund Total:		87,723.67	Taxes & Penalties	1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
521 DEPT		LLCC Administration		
11348 Advance Education Inc		Engagement	00100283	Dues/Assoc Fees
19- 521- 000- 0000- 6240	900.00			
19- 521- 000- 0000- 6240	900.00	Improve Network Fee	00107021	Dues/Assoc Fees
11348 Advance Education Inc	1,800.00			2 Transactions
12710 AdventureKEEN		Nature Guides and Journals	81169	Commissary Items
19- 521- 000- 0000- 6400	481.85			
19- 521- 000- 0000- 6400	214.56	Nature Guides and Journals	81787	Commissary Items
12710 AdventureKEEN	696.41			2 Transactions
11419 Beaudry Propane		475542 / 475543 / 475011		Utilities
19- 521- 000- 0000- 6254	820.79			
11419 Beaudry Propane	820.79			1 Transactions
783 Canon Financial Services, Inc		Copier Contract	18387471	Services, Labor, Contracts
19- 521- 000- 0000- 6231	106.01			
783 Canon Financial Services, Inc	106.01			1 Transactions
14893 COSTCO MEMBERSHIP		Annual Membership	0001184299137	Dues/Assoc Fees
19- 521- 000- 0000- 6240	60.00			
14893 COSTCO MEMBERSHIP	60.00			1 Transactions
8622 Frontier		218- 768- 4653- 111976- 2		Telephone
19- 521- 000- 0000- 6250	520.63			
8622 Frontier	520.63			1 Transactions
2763 J & H Transfer Station- Lakes Sanitary		May Garbage	137903	Garbage
19- 521- 000- 0000- 6255	92.38			
2763 J & H Transfer Station- Lakes Sanitary	92.38			1 Transactions
14831 K and M International Inc		Plush Animals	SI1084671	Commissary Items
19- 521- 000- 0000- 6400	51.00			
19- 521- 000- 0000- 6400	511.00	Plush Animals	SI1089935	Commissary Items
14831 K and M International Inc	562.00			2 Transactions
3160 Mille Lacs Energy Coop- Albert Lea		LLCC Electric	21- 13- 008- 01	Utilities
19- 521- 000- 0000- 6254	78.15			
19- 521- 000- 0000- 6254	86.73	LLCC Electric	27- 13- 004- 01	Utilities

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
19- 521- 000- 0000- 6254		1,044.19	LLCC Electric	27- 13- 005- 02 Utilities
19- 521- 000- 0000- 6254		560.12	LLCC Electric	27- 13- 006- 01 Utilities
19- 521- 000- 0000- 6254		389.03	LLCC Electric	27- 13- 007- 03 Utilities
19- 521- 000- 0000- 6254		94.53	LLCC Electric	27- 13- 009- 01 Utilities
3160 Mille Lacs Energy Coop- Albert Lea		2,252.75		6 Transactions
9463 NMN,Inc				
19- 521- 000- 0000- 6400		107.00	Playing Cards	100586682 Commissary Items
9463 NMN,Inc		107.00		1 Transactions
4425 Shirts Plus				
19- 521- 000- 0000- 6400		1,640.07	Bandanas / Sunglasses / Hoodie	1709 / 1725 Commissary Items
19- 521- 000- 0000- 6400		1,683.62		1716 Commissary Items
4425 Shirts Plus		3,323.69		2 Transactions
9431 Waterford Publishing Group				
19- 521- 000- 0000- 6400		243.60	POCKET GUIDES	39667 Commissary Items
9431 Waterford Publishing Group		243.60		1 Transactions
521 DEPT Total:		10,585.26	LLCC Administration	12 Vendors 21 Transactions
522 DEPT			LLCC Education	
85003 Aitkin County DAC				
19- 522- 000- 0000- 6416		57.50	Wood Cookies	Education Supplies
85003 Aitkin County DAC		57.50		1 Transactions
14894 FDGL				
19- 522- 000- 0000- 6217		170.04	052- 1156231- 000	Credit Card Fees
14894 FDGL		170.04		1 Transactions
14896 Lies/Michelle				
19- 522- 000- 0000- 6820		112.95	Refund for Rovers Weekend	Refunds & Reimbursements
14896 Lies/Michelle		112.95		1 Transactions
522 DEPT Total:		340.49	LLCC Education	3 Vendors 3 Transactions
523 DEPT			LLCC Food	
5662 McGregor Dairy,Inc				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
19- 523- 000- 0000- 6418		518.02	Groceries	28185 / 28210 Groceries- Students
19- 523- 000- 0000- 6418		397.34		28237 / 28265 Groceries- Students
5662 McGregor Dairy,Inc		915.36		2 Transactions
4761 Sysco Minnesota Inc				
19- 523- 000- 0000- 6418		1,102.69	Groceries	153291552 Groceries- Students
19- 523- 000- 0000- 6418		2,900.19	Groceries	153296002 Groceries- Students
19- 523- 000- 0000- 6418		2,666.48	Groceries	153301224 Groceries- Students
4761 Sysco Minnesota Inc		6,669.36		3 Transactions
4968 Upper Lakes Foods, Inc				
19- 523- 000- 0000- 6418		2,039.42	Groceries	256773/260389 Groceries- Students
19- 523- 000- 0000- 6420		138.43	Supplies	260389 Food Service Supplies
19- 523- 000- 0000- 6420		76.56	Buffet Pan	260648- 00 Food Service Supplies
19- 523- 000- 0000- 6418		1,716.25	Groceries	267926- 00 Groceries- Students
4968 Upper Lakes Foods, Inc		3,970.66		4 Transactions
523 DEPT Total:		11,555.38	LLCC Food	3 Vendors 9 Transactions
524 DEPT			LLCC Maintenance	
14559 Goodin Company				
19- 524- 000- 0000- 6590		159.59	Pump Seal Kit	06510447- 00 Repair & Maintenance Supplies
14559 Goodin Company		159.59		1 Transactions
2340 Hyytinen Hardware Hank				
19- 524- 000- 0000- 6422		120.58	Floor Paint / Toilet Repair	7684653 Janitorial Services/Supplies
2340 Hyytinen Hardware Hank		120.58		1 Transactions
12709 K & N Electric LLC				
19- 524- 000- 0000- 6590		442.98	Parking Lot Bulbs	2127 Repair & Maintenance Supplies
12709 K & N Electric LLC		442.98		1 Transactions
3390 Minnesota UC Fund				
19- 524- 000- 0000- 6267		551.06	07972219	Unemployment Compensation
3390 Minnesota UC Fund		551.06		1 Transactions
3760 Palisade Cooperative Oil Assoc				
19- 524- 000- 0000- 6511		112.33	400879 / 400139	Gas And Oil

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
19 Long Lake Conservation C

<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>
3760 Palisade Cooperative Oil Assoc		112.33	1 Transactions		
4010 Rasley Oil Company					
19- 524- 000- 0000- 6511		40.01		33975	Gas And Oil
4010 Rasley Oil Company		40.01	1 Transactions		
524 DEPT Total:		1,426.55	LLCC Maintenance	6 Vendors	6 Transactions
19 Fund Total:		23,907.68	Long Lake Conservation Center		39 Transactions

JKK1
5/16/18 10:48AM
21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
10452	AT&T Mobility 21- 520- 000- 0000- 6250		35.58	287257204209		Telephone
10452	AT&T Mobility		35.58		1 Transactions	
13725	Beartooth True Value 21- 520- 000- 0000- 6590		31.98	Tape Measure	B57291	Repair & Maintenance Supplies
13725	Beartooth True Value		31.98		1 Transactions	
10083	Cedarbrook Lumber Comp 21- 520- 000- 0000- 6406		135.92	Lumber for Bog Walk	344	Field Supplies
10083	Cedarbrook Lumber Comp		135.92		1 Transactions	
1754	Garrison Disposal Company, Inc 21- 520- 000- 0000- 6254		140.40	1999900	50607	Utilities
1754	Garrison Disposal Company, Inc		140.40		1 Transactions	
5845	Goble Portable Toilets 21- 520- 000- 0000- 6231		975.00	Portable Toilets	1238	Services, Labor, Contracts
5845	Goble Portable Toilets		975.00		1 Transactions	
1880	Gravelle Plumbing & Heating, Inc 21- 520- 000- 0000- 6254		195.81	Aitkin Campgrpund Water Servic	76720	Utilities
1880	Gravelle Plumbing & Heating, Inc		195.81		1 Transactions	
2186	Hillyard Inc - Kansas City 21- 520- 000- 0000- 6406		1,008.66	Cleaning Supplies / Toilet Pap	202175	Field Supplies
2186	Hillyard Inc - Kansas City		1,008.66		1 Transactions	
7525	Hometown Bldg Supply 21- 520- 000- 0000- 6590		132.04	Screws INV #8331L	A1203	Repair & Maintenance Supplies
7525	Hometown Bldg Supply		132.04		1 Transactions	
2340	Hyytinen Hardware Hank 21- 520- 000- 0000- 6406		28.96	Wiper Blades / Broom	9277364	Field Supplies
2340	Hyytinen Hardware Hank		28.96		1 Transactions	
3176	Mille Lacs Trails, Inc. 21- 520- 000- 0000- 6802		41,755.00	Snowmobile Groomer Reimburseme		Trail Grants- State

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1
5/16/18 10:48AM
21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>
3176 Mille Lacs Trails, Inc.		41,755.00			
			1 Transactions		
520 DEPT Total:		44,439.35	Parks	10 Vendors	10 Transactions
21 Fund Total:		44,439.35	Parks		10 Transactions
Final Total:		302,418.17	261 Vendors	458 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	65,841.12	General Fund	
	3	29,201.68	Road & Bridge	
	5	16,305.05	Health & Human Services	
	6	136.59	Debt Service	
	9	480.00	State	
	10	24,057.21	Trust	
	11	10,325.82	Forest Development	
	13	87,723.67	Taxes & Penalties	
	19	23,907.68	Long Lake Conservation Center	
	21	44,439.35	Parks	
All Funds		302,418.17	Total	Approved by,
			
			

JKK1
5/17/18 10:15AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

20



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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'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>Paid On Bhf # On Behalf of Name</u>
89991 Bremer Bank				
1 01-042-000-0000-5840		0.13	Receipt Nbr 2319 04/04/2018	Misc Receipts
2 01-042-000-0000-5840		0.13	Receipt Nbr 2357 04/05/2018	Misc Receipts
3 01-042-000-0000-5840		0.13	Receipt Nbr 2434 04/11/2018	Misc Receipts
4 01-042-000-0000-5840		0.13	Receipt Nbr 2480 04/16/2018	Misc Receipts
5 01-042-000-0000-5840		0.26	Receipt Nbr 2527 04/19/2018	Misc Receipts
6 01-042-000-0000-5840		0.51	Receipt Nbr 2585 04/23/2018	Misc Receipts
7 01-042-000-0000-5840		0.13	Receipt Nbr 2585 04/23/2018	Misc Receipts
8 01-042-000-0000-5840		0.13	Receipt Nbr 2600 04/24/2018	Misc Receipts
9 01-042-000-0000-5840		0.13	Receipt Nbr 2636 04/26/2018	Misc Receipts
10 01-042-000-0000-5840		0.26	Receipt Nbr 2636 04/26/2018	Misc Receipts
11 01-043-000-0000-5840		0.26	Receipt Nbr 2368 04/06/2018	Misc Receipts
12 01-043-000-0000-5840		0.26	Receipt Nbr 2538 04/20/2018	Misc Receipts
13 01-043-000-0000-5840		1.54	Receipt Nbr 2538 04/20/2018	Misc Receipts
14 01-043-000-0000-5840		0.64	Receipt Nbr 2538 04/20/2018	Misc Receipts
15 01-049-000-0000-5525		3.22	Receipt Nbr 2436 04/11/2018	Label & Listing Sales
16 01-049-000-0000-5525		1.72	Receipt Nbr 2592 04/23/2018	Label & Listing Sales
17 01-090-000-0000-5840		0.64	Receipt Nbr 2334 04/05/2018	Misc Receipts
18 01-090-000-0000-5840		2.57	Receipt Nbr 2335 04/05/2018	Misc Receipts
19 01-090-000-0000-5840		0.64	Receipt Nbr 2336 04/05/2018	Misc Receipts
20 01-090-000-0000-5840		0.64	Receipt Nbr 2337 04/05/2018	Misc Receipts
21 01-090-000-0000-5840		1.29	Receipt Nbr 2413 04/09/2018	Misc Receipts
22 01-090-000-0000-5840		0.64	Receipt Nbr 2448 04/13/2018	Misc Receipts
23 01-090-000-0000-5840		1.29	Receipt Nbr 2449 04/13/2018	Misc Receipts
24 01-090-000-0000-5840		0.21	Receipt Nbr 2454 04/13/2018	Misc Receipts
25 01-090-000-0000-5840		0.64	Receipt Nbr 2541 04/20/2018	Misc Receipts
26 01-090-000-0000-5840		0.64	Receipt Nbr 2543 04/20/2018	Misc Receipts
27 01-090-000-0000-5840		6.58	Receipt Nbr 2544 04/20/2018	Misc Receipts
28 01-090-000-0000-5840		0.64	Receipt Nbr 2641 04/26/2018	Misc Receipts
29 01-252-252-0000-5872		66.51	Receipt Nbr 2352 04/05/2018	Phone Card Prisoner Welfare(Taxable)
30 01-252-252-0000-5872		309.65	Receipt Nbr 2521 04/19/2018	Phone Card Prisoner Welfare(Taxable)
31 01-252-252-0000-5885		23.82	Receipt Nbr 2352 04/05/2018	Commissary Sales Taxable
32 01-252-252-0000-5885		36.04	Receipt Nbr 2462 04/13/2018	Commissary Sales Taxable
33 01-252-252-0000-5885		23.90	Receipt Nbr 2521 04/19/2018	Commissary Sales Taxable
34 01-252-252-0000-5885		16.50	Receipt Nbr 2620 04/25/2018	Commissary Sales Taxable
71 01-040-000-0000-6405		1.00	Apr Sales Tax Adjustment	Office & Computer Supplies
72 01-100-000-0000-6311		121.39	Apr Sales Tax Recorder's Copy	Sales Tax
73 01-100-000-0000-6312		0.39-	Apr Sales Tax Recorder's Copy	Sales Tax Adjustment

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
5/17/18 10:15AM
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. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank		624.42			
			37 Transactions		
1 Fund Total:		624.42	General Fund	1 Vendors	37 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
5/17/18 10:15AM
3 Road & Bridge

<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 # On Behalf of Name</u>
70 8410 Bremer Bank		581.69	April Diesel Tax	Motor Fuel & Lubricants
8410 Bremer Bank		581.69	1 Transactions	
89991 Bremer Bank				
35 03-000-000-0000-5855		1.93	Receipt Nbr 2302 04/03/2018	Charges- Individuals
36 03-000-000-0000-5855		1.93	Receipt Nbr 2354 04/05/2018	Charges- Individuals
37 03-000-000-0000-5855		3.44	Receipt Nbr 2369 04/06/2018	Charges- Individuals
38 03-000-000-0000-5855		1.93	Receipt Nbr 2467 04/13/2018	Charges- Individuals
39 03-000-000-0000-5855		0.13	Receipt Nbr 2467 04/13/2018	Charges- Individuals
40 03-000-000-0000-5855		7.72	Receipt Nbr 2553 04/20/2018	Charges- Individuals
41 03-000-000-0000-5855		3.44	Receipt Nbr 2553 04/20/2018	Charges- Individuals
42 03-000-000-0000-5855		1.93	Receipt Nbr 2557 04/20/2018	Charges- Individuals
43 03-000-000-0000-5855		1.93	Receipt Nbr 2608 04/24/2018	Charges- Individuals
44 03-000-000-0000-5855		1.93	Receipt Nbr 2660 04/27/2018	Charges- Individuals
45 03-000-000-0000-5855		3.44	Receipt Nbr 2660 04/27/2018	Charges- Individuals
46 03-000-000-0000-5855		6.43	Receipt Nbr 2660 04/27/2018	Charges- Individuals
89991 Bremer Bank		36.18	12 Transactions	
3 Fund Total:		617.87	Road & Bridge	2 Vendors 13 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
 5/17/18 10:15AM
 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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
89991 Bremer Bank				
47 05-430-700-0000-5832		1.29	Receipt Nbr 2466 04/13/2018	Ss Administrative Recoveries
89991 Bremer Bank		1.29	1 Transactions	
5 Fund Total:		1.29	Health & Human Services	1 Vendors 1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
5/17/18 10:15AM
9 State

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
4580 Mn Dept Of Finance				
75 09-000-000-0000-2022		628.00	April Tax	Birth/Death Surcharges
76 09-000-000-0000-2024		114.00	April Tax	St Share Of Birth Cert.- Children
77 09-000-000-0000-2031		4.50	April Tax	Real Estate Assurance (Was 5874 And 627
78 09-000-000-0000-2036		4,790.00	April Tax	Recording Surcharges (Was 5871 & 6281)
4580 Mn Dept Of Finance		5,536.50	4 Transactions	
3375 Mn Dept Of Health				
74 09-000-000-0000-2027		565.50	Apr State Well	State Well Cert Fees (Was 5097 & 6203)
3375 Mn Dept Of Health		565.50	1 Transactions	
9 Fund Total:		6,102.00	State	2 Vendors 5 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
 5/17/18 10:15AM
 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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
48	19- 521- 000- 0000- 5885		4.89	Receipt Nbr 2416 04/10/2018	Commissary Sales Taxable
49	19- 521- 000- 0000- 5885		21.77	Receipt Nbr 2565 04/23/2018	Commissary Sales Taxable
50	19- 521- 000- 0000- 5885		52.42	Receipt Nbr 2661 04/27/2018	Commissary Sales Taxable
89991 Bremer Bank			79.08	3 Transactions	
19 Fund Total:			79.08	Long Lake Conservation Center	1 Vendors 3 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
5/17/18 10:15AM
21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>
89991 Bremer Bank					
51 21-520-000-0000-5510		7.72	Receipt Nbr 263 04/02/2018		Co. Parks Campground Fees
52 21-520-000-0000-5510		7.72	Receipt Nbr 264 04/03/2018		Co. Parks Campground Fees
53 21-520-000-0000-5510		5.79	Receipt Nbr 274 04/10/2018		Co. Parks Campground Fees
54 21-520-000-0000-5510		2.57	Receipt Nbr 275 04/10/2018		Co. Parks Campground Fees
55 21-520-000-0000-5510		6.43	Receipt Nbr 276 04/10/2018		Co. Parks Campground Fees
56 21-520-000-0000-5510		1.29	Receipt Nbr 277 04/16/2018		Co. Parks Campground Fees
57 21-520-000-0000-5510		0.96	Receipt Nbr 277 04/16/2018		Co. Parks Campground Fees
58 21-520-000-0000-5510		2.89	Receipt Nbr 278 04/16/2018		Co. Parks Campground Fees
59 21-520-000-0000-5510		2.57	Receipt Nbr 278 04/16/2018		Co. Parks Campground Fees
60 21-520-000-0000-5510		1.93	Receipt Nbr 280 04/16/2018		Co. Parks Campground Fees
61 21-520-000-0000-5510		7.72	Receipt Nbr 290 04/19/2018		Co. Parks Campground Fees
62 21-520-000-0000-5510		1.29	Receipt Nbr 292 04/20/2018		Co. Parks Campground Fees
63 21-520-000-0000-5510		1.29	Receipt Nbr 292 04/20/2018		Co. Parks Campground Fees
64 21-520-000-0000-5510		2.57	Receipt Nbr 294 04/27/2018		Co. Parks Campground Fees
65 21-520-000-0000-5510		2.89	Receipt Nbr 294 04/27/2018		Co. Parks Campground Fees
66 21-520-000-0000-5510		3.86	Receipt Nbr 296 04/27/2018		Co. Parks Campground Fees
67 21-520-000-0000-5510		3.86	Receipt Nbr 296 04/27/2018		Co. Parks Campground Fees
68 21-520-000-0000-5510		4.82	Receipt Nbr 298 04/30/2018		Co. Parks Campground Fees
69 21-520-000-0000-5510		3.86	Receipt Nbr 298 04/30/2018		Co. Parks Campground Fees
89991 Bremer Bank		72.03		19 Transactions	
21 Fund Total:		72.03	Parks	1 Vendors	19 Transactions
Final Total:		7,496.69	8 Vendors	78 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	624.42	General Fund	
	3	617.87	Road & Bridge	
	5	1.29	Health & Human Services	
	9	6,102.00	State	
	19	79.08	Long Lake Conservation Center	
	21	72.03	Parks	
	All Funds	7,496.69	Total	Approved by,
			
			
			

JKK1
5/10/18 1:28PM

Aitkin County

2E



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

JKK1
5/10/18 1:28PM
6 Debt Service

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
949 DEPT		Courthouse Addition		
13545 Contegrity Group, Inc.		Preconstruction Phase	2018080	Services, Labor, Contracts
06-949-000-0000-6231	11,787.50	Permits / Blueprinting	2018081	Services, Labor, Contracts
06-949-000-0000-6231	77,079.39			
13545 Contegrity Group, Inc.	88,866.89			2 Transactions
89541 Culligan		Culligan Water	447464	Services, Labor, Contracts
06-949-000-0000-6231	41.40			
89541 Culligan	41.40			1 Transactions
3950 Public Utilities		Construction Trailer Service	02-0513-00-3	Services, Labor, Contracts
06-949-000-0000-6231	23.84			
3950 Public Utilities	23.84			1 Transactions
949 DEPT Total:	88,932.13	Courthouse Addition	3 Vendors	4 Transactions
6 Fund Total:	88,932.13	Debt Service		4 Transactions
Final Total:	88,932.13	3 Vendors	4 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
6	88,932.13	Debt Service
All Funds	88,932.13	Total

Approved by,

.....

.....

JKK1
5/15/18 4:27PM

Aitkin County April

2F



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

JKK1
 5/15/18 4:27PM
 1 General Fund

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

	<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>
40	DEPT			Auditor		
	780 Bremer Bank					
19	01-040-000-0000-5081		0.04			Mortgage Registry- 3%
	780 Bremer Bank		0.04	1 Transactions		
40	DEPT Total:		0.04	Auditor	1 Vendors	1 Transactions
42	DEPT			Treasurer		
	780 Bremer Bank					
20	01-042-000-0000-5079		0.10			3% State Deed Tax
	780 Bremer Bank		0.10	1 Transactions		
	8410 Bremer Bank					
15	01-042-000-0000-5524		24.84	NSF Check - Linda Borreson		Handling Fee (Nfs Check)
	8410 Bremer Bank		24.84	1 Transactions		
42	DEPT Total:		24.94	Treasurer	2 Vendors	2 Transactions
43	DEPT			Assessor		
	5462 Bremer Bank (Elan ACH)					
46	01-043-000-0000-6405		24.90	MN Notary Stamp		Office, Film & Computer Supplies
	5462 Bremer Bank (Elan ACH)		24.90	1 Transactions		
	3948 Public Employees Retirement					
22	01-043-000-0000-6159		88.33	Tom Burman Buy Back		Pera Co- Or 7.25%
	3948 Public Employees Retirement		88.33	1 Transactions		
43	DEPT Total:		113.23	Assessor	2 Vendors	2 Transactions
44	DEPT			Central Services		
	8410 Bremer Bank					
3	01-044-904-0000-6360		804.32	Dep Care FSA Claims		Flex Plan Withdrawals
10	01-044-904-0000-6360		1,904.42	MII Life Claims		Flex Plan Withdrawals
21	01-044-904-0000-6360		2,156.59	Dep Care FSA		Flex Plan Withdrawals
91	01-044-904-0000-6360		543.62	Dep Care FSA Claims		Flex Plan Withdrawals
92	01-044-904-0000-6360		688.20	Dep Care FSA Claims		Flex Plan Withdrawals
1	01-044-904-0000-6231		804.80	Participant Fees	1226932	Flex Services, Labor, Etc

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
1 General Fund

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
8410	Bremer Bank			6,901.95		6 Transactions	
4	13722 Neo Funds by Neopost	01-044-048-0000-6205		4,000.00	Postage		Postage
	13722 Neo Funds by Neopost			4,000.00		1 Transactions	
44	DEPT Total:			10,901.95	Central Services	2 Vendors	7 Transactions
49	DEPT				Information Technologies		
	5462 Bremer Bank (Elan ACH)						
39		01-049-000-0000-6402		341.76	VOIP Phone		Computer Supplies & Software
126		01-049-000-0000-6402		55.99	DEVO Keyboard		Computer Supplies & Software
37		01-049-000-0000-6405		134.45	Bradey Label Printer		Office Supplies (Non Computer)
97		01-049-000-0000-6405		6.61	Puch Button Terminals		Office Supplies (Non Computer)
127		01-049-000-0000-6405		21.35	Safety Glasses		Office Supplies (Non Computer)
	5462 Bremer Bank (Elan ACH)			560.16		5 Transactions	
49	DEPT Total:			560.16	Information Technologies	1 Vendors	5 Transactions
52	DEPT				Administration/Personnel Dept		
	5462 Bremer Bank (Elan ACH)						
60		01-052-000-0000-6108		16.46	County Administrator Coord Mee		Meals (Not Overnight)
	5462 Bremer Bank (Elan ACH)			16.46		1 Transactions	
52	DEPT Total:			16.46	Administration/Personnel Dept	1 Vendors	1 Transactions
90	DEPT				Attorney		
	5462 Bremer Bank (Elan ACH)						
40		01-090-000-0000-6405		5.84	Phone Cord		Office & Computer Supplies
128		01-090-000-0000-6406		329.00	Finance & Commerce Sub		Law Publ. & Subscriptions
	5462 Bremer Bank (Elan ACH)			334.84		2 Transactions	
90	DEPT Total:			334.84	Attorney	1 Vendors	2 Transactions
120	DEPT				Service Officer		
	5462 Bremer Bank (Elan ACH)						
98		01-120-000-0000-6332		434.24			Hotel / Motel Lodging
41		01-120-000-0000-6405		40.99	Kensington Mouse		Office & Computer Supplies

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
99 01-120-000-0000-6405 5462 Bremer Bank (Elan ACH)		66.65 541.88	Wall Mount Referce System 3 Transactions	Office & Computer Supplies
120 DEPT Total:		541.88	Service Officer	1 Vendors 3 Transactions
122 DEPT			Planning & Zoning	
8410 Bremer Bank				
11 01-122-000-0000-6820		150.00	App 2018-002918 Refund	Refunds & Reimbursements
12 01-122-000-0000-6820		150.00	App 2018-002872 Refund	Refunds & Reimbursements
13 01-122-000-0000-5135		75.00	Deposit App 2018-002931	Planning & Zoning Permits
8410 Bremer Bank		225.00	3 Transactions	
5462 Bremer Bank (Elan ACH)				
85 01-122-000-0000-6208		440.00	U of MN Basic Design - S. West	Training/Education
38 01-122-000-0000-6625		172.99	24" Monitor for Intern	Office Equipment
5462 Bremer Bank (Elan ACH)		612.99	2 Transactions	
122 DEPT Total:		837.99	Planning & Zoning	2 Vendors 5 Transactions
200 DEPT			Enforcement	
5462 Bremer Bank (Elan ACH)				
112 01-200-000-0000-6205		5.07	USPS	Postage
113 01-200-000-0000-6205		16.05	USPS	Postage
59 01-200-003-0000-6241		375.00	Narcotics Investigation Traini	Registration Fee
5462 Bremer Bank (Elan ACH)		396.12	3 Transactions	
200 DEPT Total:		396.12	Enforcement	1 Vendors 3 Transactions
252 DEPT			Corrections	
5462 Bremer Bank (Elan ACH)				
111 01-252-000-0000-6330		27.00	Gas Transport	Prisoner Transportation & Travel
24 01-252-000-0000-6405		78.70	Jail Supplies	Office & Computer Supplies
25 01-252-000-0000-6418		99.20	Groceries	Groceries
93 01-252-000-0000-6418		50.56		Groceries
106 01-252-000-0000-6420		55.92	Step Ladder	Kitchen Supplies
23 01-252-003-0000-6241		25.00	NIBRS Training	School Registration Fee
54 01-252-003-0000-6241		25.00	NIBRS Training	School Registration Fee
56 01-252-003-0000-6241		25.00	NIBRS Training	School Registration Fee

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

JKK1
5/15/18 4:27PM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
58 01-252-003-0000-6241		NIBRS Training		School Registration Fee
52 01-252-252-0000-6405		Oatmeal for Commissary		Prisoner Welfare
55 01-252-252-0000-6405		Garlic Salt		Prisoner Welfare
57 01-252-252-0000-6405		Adult Coloring Books		Prisoner Welfare
129 01-252-252-0000-6405		Inmate Prizes		Prisoner Welfare
5462 Bremer Bank (Elan ACH)			13 Transactions	
252 DEPT Total:		579.60	1 Vendors	13 Transactions
257 DEPT		Community Corrections		
5462 Bremer Bank (Elan ACH)				
62 01-257-000-0000-6330		MACCAC Directors Meeting		Mileage
61 01-257-000-0000-6332		MACCAC Directors Meeting		Hotel/Motel Lodging
79 01-257-022-0000-6406		Birthday Cards		Sobriety Crt Expenses
80 01-257-022-0000-6406		Fishbowl Candy		Sobriety Crt Expenses
5462 Bremer Bank (Elan ACH)			4 Transactions	
257 DEPT Total:		184.82	1 Vendors	4 Transactions
280 DEPT		Emergency Management		
5462 Bremer Bank (Elan ACH)				
82 01-280-003-0000-6332		TCCP Taining		Hotel / Motel Lodging
83 01-280-003-0000-6511		TCCP Taining		Gas & Oil
110 01-280-003-0000-6511				Gas & Oil
5462 Bremer Bank (Elan ACH)			3 Transactions	
280 DEPT Total:		323.23	1 Vendors	3 Transactions
391 DEPT		Solid Waste		
5462 Bremer Bank (Elan ACH)				
86 01-391-000-0000-6241		MEHA Spring Conf		Registration Fee
87 01-391-000-0000-6241		MEHA Spring Conf		Registration Fee
84 01-391-036-0000-6416		EED Essay Winner		EED Expenses/Supplies
5462 Bremer Bank (Elan ACH)			3 Transactions	
391 DEPT Total:		175.00	1 Vendors	3 Transactions
1 Fund Total:		14,990.26	General Fund	54 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

JKK1
5/15/18 4:27PM
3 Road & Bridge

<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>
307 DEPT		R&B Capital Infrastructure		
13713 Young Excavating				
2 03-307-000-0000-6262	4,548.52	Contract Payment	20173	Contract Payments
13713 Young Excavating	4,548.52	1 Transactions		
307 DEPT Total:	4,548.52	R&B Capital Infrastructure	1 Vendors	1 Transactions
3 Fund Total:	4,548.52	Road & Bridge		1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
257 DEPT		Community Corrections		
5462 Bremer Bank (Elan ACH)				
77 05-257-000-0000-6422	3.13	Agency - carpet Sweeper		Janitorial Services/Supplies
123 05-257-000-0000-6605	3.12-	Incorrect Sales Tax		Building & Structures
124 05-257-000-0000-6605	45.32	Soundproof WCR Supplies		Building & Structures
125 05-257-000-0000-6605	3.12	Incorrect Sales Tax		Building & Structures
5462 Bremer Bank (Elan ACH)	48.45		4 Transactions	
257 DEPT Total:	48.45	Community Corrections	1 Vendors	4 Transactions
390 DEPT		Environmental Health (FBL)		
5462 Bremer Bank (Elan ACH)				
77 05-390-000-0000-6422	0.57	Agency - carpet Sweeper		Janitorial Services/Supplies
123 05-390-000-0000-6605	0.57-	Incorrect Sales Tax		Building & Structures
124 05-390-000-0000-6605	8.24	Soundproof WCR Supplies		Building & Structures
125 05-390-000-0000-6605	0.57	Incorrect Sales Tax		Building & Structures
5462 Bremer Bank (Elan ACH)	8.81		4 Transactions	
390 DEPT Total:	8.81	Environmental Health (FBL)	1 Vendors	4 Transactions
400 DEPT		Public Health Department		
5462 Bremer Bank (Elan ACH)				
130 05-400-400-0402-6340	11.39	EP - Meal		Meal Reimbursement
131 05-400-400-0402-6340	56.31	EP - Meals Overnight		Meal Reimbursement
71 05-400-400-0402-6405	24.74	EP - Color Paper / Folders		Office Supplies
96 05-400-430-0408-6406	70.47	COS - Meals		PH Program Related Supplies
74 05-400-440-0410-6205	31.20	Postage Meter - Ink		Postage
88 05-400-440-0410-6239	37.00	CHA - Survey Monkey		Software Fees/License Fees
137 05-400-440-0410-6239	67.07-	Prime Membership Refund		Software Fees/License Fees
95 05-400-440-0410-6330	4.00	LPHG Meeting - Parking		Mileage/Parking
31 05-400-440-0410-6332	165.13	LPHA Meeting - Hotel		Hotel/Lodging
32 05-400-440-0410-6340	27.63	LPHA Meeting - Overnight Meals		Meal Reimbursement
67 05-400-440-0410-6340	2.40	MEAL - Charged Incorrectly		Meal Reimbursement
118 05-400-440-0410-6340	1.78	ICS Training - Meal		Meal Reimbursement
133 05-400-440-0410-6402	371.04-	Incorrect Sales Tax		Computer/Technology Supplies
134 05-400-440-0410-6402	371.04	Incorrect Sales Tax		Computer/Technology Supplies
135 05-400-440-0410-6402	2,047.98	ACCTG - Surface Book		Computer/Technology Supplies
136 05-400-440-0410-6402	4,095.96	PH - Surface Books		Computer/Technology Supplies

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
64 05-400-440-0410-6405		ACCTG - Key Board Wrist Pad		Office Supplies
66 05-400-440-0410-6405		Agency - Front Door Keys		Office Supplies
70 05-400-440-0410-6405		Agency - Interview Question Bo		Office Supplies
73 05-400-440-0410-6405		Agency - Pens		Office Supplies
76 05-400-440-0410-6405		Agency - Command Strips		Office Supplies
117 05-400-440-0410-6405		Agency - Cord Safety Wraps		Office Supplies
77 05-400-440-0410-6422		Agency - carpet Sweeper		Janitorial Services/Supplies
69 05-400-440-0410-6450		Agency - Transcription Headset		Small Equipment: Telephones,Chairs, etc.
123 05-400-440-0410-6605		Incorrect Sales Tax		Building & Structure Related Expenditure
124 05-400-440-0410-6605		Soundproof WCR Supplies		Building & Structure Related Expenditure
125 05-400-440-0410-6605		Incorrect Sales Tax		Building & Structure Related Expenditure
114 05-400-450-0451-6406		PH - Display Board		PH Program Related Supplies
5462 Bremer Bank (Elan ACH)		28 Transactions		
400 DEPT Total:	6,926.84	Public Health Department	1 Vendors	28 Transactions
420 DEPT		Income Maintenance		
5462 Bremer Bank (Elan ACH)				
74 05-420-600-4800-6205	64.35	Postage Meter - Ink		Postage
137 05-420-600-4800-6239	138.32-	Prime Membership Refund		Software Fees/License Fees
67 05-420-600-4800-6340	4.93	MEAL - Charged Incorrectly		Meal Reimbursement
118 05-420-600-4800-6340	3.69	ICS Training - Meal		Meal Reimbursement
64 05-420-600-4800-6405	7.59	ACCTG - Key Board Wrist Pad		Office Supplies
66 05-420-600-4800-6405	5.76	Agency - Front Door Keys		Office Supplies
70 05-420-600-4800-6405	6.25	Agency - Interview Question Bo		Office Supplies
73 05-420-600-4800-6405	7.89	Agency - Pens		Office Supplies
75 05-420-600-4800-6405	21.37	OSS - Recordable CD's		Office Supplies
76 05-420-600-4800-6405	23.90	Agency - Command Strips		Office Supplies
117 05-420-600-4800-6405	3.28	Agency - Cord Safety Wraps		Office Supplies
77 05-420-600-4800-6422	8.26	Agency - carpet Sweeper		Janitorial Services/Supplies
69 05-420-600-4800-6450	11.85	Agency - Transcription Headset		Small Equipment: Telephones,Chairs, etc.
123 05-420-600-4800-6605	8.21-	Incorrect Sales Tax		Building & Structure Related Expenditure
124 05-420-600-4800-6605	119.47	Soundproof WCR Supplies		Building & Structure Related Expenditure
125 05-420-600-4800-6605	8.21	Incorrect Sales Tax		Building & Structure Related Expenditure
115 05-420-630-4800-6801	881.07	Redesign - Projector / Screen		Bonus Bucks Expenditures
121 05-420-630-4800-6801	180.56	Redesign - Screen		Bonus Bucks Expenditures
68 05-420-640-4800-6405	17.95	CS- Transcription Headset		Office Supplies
116 05-420-640-4800-6405	94.08	CS - Printer Maitenance Kit		Office Supplies
65 05-420-640-4800-6450	147.10	CS - Chair		Small Equipment: Telephones,Chairs, etc.

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
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. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
<u>On Behalf of Name</u>				
5462 Bremer Bank (Elan ACH)		1,471.03	21 Transactions	
420 DEPT Total:		1,471.03	Income Maintenance	1 Vendors 21 Transactions
430 DEPT			Social Services	
5462 Bremer Bank (Elan ACH)				
81 05-430-700-4800-6108		18.26	DIR - day meal incorr charge	Meals Reimbursed Taxable
74 05-430-700-4800-6205		99.45	Postage Meter - Ink	Postage
137 05-430-700-4800-6239		213.77-	Prime Membership Refund	Software Fees/License Fees
30 05-430-700-4800-6330		42.00	MSSA Conference - Parking	Mileage/Parking
34 05-430-700-4800-6330		42.00	MSSA Conference - Parking	Mileage/Parking
42 05-430-700-4800-6330		41.00	MSSA - Parking	Mileage/Parking
28 05-430-700-4800-6332		539.73	MSSA Conference - Hotel	Hotel/Lodging
43 05-430-700-4800-6332		359.82	MSSA - Hotel	Hotel/Lodging
29 05-430-700-4800-6340		38.74	MSSA Conference - Meals	Meal Reimbursement
33 05-430-700-4800-6340		45.87	MSSA Conference - Meals	Meal Reimbursement
44 05-430-700-4800-6340		66.26	MSSA - Overnight Meals	Meal Reimbursement
45 05-430-700-4800-6340		8.00	MSSA - Meal Tips	Meal Reimbursement
67 05-430-700-4800-6340		7.62	MEAL - Charged Incorrectly	Meal Reimbursement
118 05-430-700-4800-6340		5.70	ICS Training - Meal	Meal Reimbursement
89 05-430-700-4800-6402		199.21	ViewSonic Monitor	Computer/Technology Supplies
119 05-430-700-4800-6402		20.99	SS - Wireless Keyboard	Computer/Technology Supplies
64 05-430-700-4800-6405		11.72	ACCTG - Key Board Wrist Pad	Office Supplies
66 05-430-700-4800-6405		8.90	Agency - Front Door Keys	Office Supplies
70 05-430-700-4800-6405		9.66	Agency - Interview Question Bo	Office Supplies
72 05-430-700-4800-6405		249.99	SS- Rolling Cart	Office Supplies
73 05-430-700-4800-6405		12.19	Agency - Pens	Office Supplies
76 05-430-700-4800-6405		36.93	Agency - Command Strips	Office Supplies
78 05-430-700-4800-6405		25.39	SS - 2018 Planner	Office Supplies
117 05-430-700-4800-6405		5.07	Agency - Cord Safety Wraps	Office Supplies
77 05-430-700-4800-6422		12.53	Agency - carpet Sweeper	Janitorial Services/Supplies
63 05-430-700-4800-6450		186.74	SS - Headset / Lifter	Small Equipment: Telephones,Chairs, etc.
69 05-430-700-4800-6450		18.31	Agency - Transcription Headset	Small Equipment: Telephones,Chairs, etc.
90 05-430-700-4800-6450		41.90	Computer Wall Mount	Small Equipment: Telephones,Chairs, etc.
120 05-430-700-4800-6450		249.99-	SS - Rolling CArT	Small Equipment: Telephones,Chairs, etc.
122 05-430-700-4800-6450		339.07	SS - Rolling Cart	Small Equipment: Telephones,Chairs, etc.
123 05-430-700-4800-6605		12.46-	Incorrect Sales Tax	Building & Structure Related Expenditure
124 05-430-700-4800-6605		181.26	Soundproof WCR Supplies	Building & Structure Related Expenditure
125 05-430-700-4800-6605		12.46	Incorrect Sales Tax	Building & Structure Related Expenditure

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
5 Health & Human Services

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
26 05-430-710-3960-6050		25.00	Fathers Registry		Adoptions & Kinship
27 05-430-710-3960-6050		25.00-	Fathers Registry		Adoptions & Kinship
94 05-430-710-3960-6050		100.00	Fathers Registry		Adoptions & Kinship
35 05-430-710-3460-6065		6.13	SELF - Africa Books	SELF Funds- DB	Self Funds - Adolescent Life Skills
36 05-430-710-3460-6065		87.80	SELF - Africa Books	SELF Funds- DB	Self Funds - Adolescent Life Skills
5462 Bremer Bank (Elan ACH)		2,404.48			
11572 Cooperative Solutions Inc.					
138 05-430-710-3660-6020		650.00-	FGDM Mediator Expense VOID		Family Group Decision Making
139 05-430-710-3660-6020		39.99-	FGDM Food Expense VOID		Family Group Decision Making
140 05-430-710-3660-6020		18.00-	FGDM Faciliator Expense VOID		Family Group Decision Making
11572 Cooperative Solutions Inc.		707.99-			
			3 Transactions		
430 DEPT Total:		1,696.49	Social Services	2 Vendors	41 Transactions
5 Fund Total:		10,151.62	Health & Human Services		98 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

JKK1
5/15/18 4:27PM
9 State

	<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>
0	DEPT			Undesignated	
	780 Bremer Bank				
18	09-000-000-0000-2025		12,886.98	Deed Tax	State's Share Of Deed Tax (97%)
17	09-000-000-0000-2026		51,511.76		State Share Of Mortgage Registry (97%)
	780 Bremer Bank		64,398.74	2 Transactions	
0	DEPT Total:		64,398.74	Undesignated	1 Vendors 2 Transactions
9	Fund Total:		64,398.74	State	2 Transactions

Aitkin County



JKK1
5/15/18 4:27PM
10 Trust

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<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>
923	DEPT			Forfeited Tax Sales		
	5462 Bremer Bank (Elan ACH)					
132	10- 923- 000- 0000- 6406		208.77	Forestry Supplies		Field Supplies
	5462 Bremer Bank (Elan ACH)		208.77	1 Transactions		
923	DEPT Total:		208.77	Forfeited Tax Sales	1 Vendors	1 Transactions
10	Fund Total:		208.77	Trust		1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

JKK1
5/15/18 4:27PM
13 Taxes & Penalties

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
943	DEPT			Taxes And Penalties		
	8410 Bremer Bank					
16	13-943-000-0000-2001		746.00	Ronald Sprague Returned Check		Cur - Property Taxes
14	13-943-000-0000-2004		405.81	NSF Check - Linda Borreson		Del - Property Taxes
	8410 Bremer Bank		1,151.81	2 Transactions		
943	DEPT Total:		1,151.81	Taxes And Penalties	1 Vendors	2 Transactions
13	Fund Total:		1,151.81	Taxes & Penalties		2 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
521 DEPT		LLCC Administration		
5462 Bremer Bank (Elan ACH)				
50 19- 521- 000- 0000- 6205		53.50 Postage		Postage
100 19- 521- 000- 0000- 6205		9.35 USPS		Postage
102 19- 521- 000- 0000- 6230		32.21 Facebook Ads		Printing, Publ & Adv Promotion
107 19- 521- 000- 0000- 6230		10.00 Facebook Ad		Printing, Publ & Adv Promotion
53 19- 521- 000- 0000- 6231		29.99 Adobe Creative Cloud		Services, Labor, Contracts
108 19- 521- 000- 0000- 6231		47.88 Wix		Services, Labor, Contracts
5462 Bremer Bank (Elan ACH)		182.93	6 Transactions	
5892 McGregor Printing & Graphics, Inc				
8 19- 521- 000- 0000- 6230		1,900.00 Program Brochures	194058	Printing, Publ & Adv Promotion
5892 McGregor Printing & Graphics, Inc		1,900.00	1 Transactions	
521 DEPT Total:		2,082.93	2 Vendors	7 Transactions
522 DEPT		LLCC Education		
8410 Bremer Bank				
5 19- 522- 000- 0000- 6217		26.49 Bambora		Credit Card Fees
6 19- 522- 000- 0000- 6217		186.48 LLCC Credit Card Fee		Credit Card Fees
7 19- 522- 000- 0000- 6217		19.98 Monthly Credit Card Fees		Credit Card Fees
8410 Bremer Bank		232.95	3 Transactions	
5462 Bremer Bank (Elan ACH)				
51 19- 522- 000- 0000- 6416		20.00 The Bug Company		Education Supplies
101 19- 522- 000- 0000- 6416		34.65 Aquarium Lights / Bugs		Education Supplies
103 19- 522- 000- 0000- 6416		9.99 Bio Bags		Education Supplies
109 19- 522- 000- 0000- 6416		77.92 Pitchers / Condiment Cups		Education Supplies
5462 Bremer Bank (Elan ACH)		142.56	4 Transactions	
5892 McGregor Printing & Graphics, Inc				
9 19- 522- 000- 0000- 6416		1,300.00 Program Brochures		Education Supplies
5892 McGregor Printing & Graphics, Inc		1,300.00	1 Transactions	
522 DEPT Total:		1,675.51	3 Vendors	8 Transactions
524 DEPT		LLCC Maintenance		
5462 Bremer Bank (Elan ACH)				

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

JKK1
5/15/18 4:27PM
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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
47	19- 524- 000- 0000- 6422				Janitorial Services/Supplies
104	19- 524- 000- 0000- 6422		Floor Finish		Janitorial Services/Supplies
48	19- 524- 000- 0000- 6590		Door Closer		Repair & Maintenance Supplies
5462	Bremer Bank (Elan ACH)			3 Transactions	
524	DEPT Total:	460.04	LLCC Maintenance	1 Vendors	3 Transactions
525	DEPT		LLCC Capital Improvement		
5462	Bremer Bank (Elan ACH)				
49	19- 525- 000- 0000- 6601		Apartment Flooring		Capital Outlay- Non Marcum House
105	19- 525- 085- 0000- 6600		Flooring		Capital Improvement- Residential
5462	Bremer Bank (Elan ACH)			2 Transactions	
525	DEPT Total:	1,248.37	LLCC Capital Improvement	1 Vendors	2 Transactions
19	Fund Total:	5,466.85	Long Lake Conservation Center		20 Transactions
	Final Total:	100,916.57	35 Vendors	178 Transactions	

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	14,990.26	General Fund
3	4,548.52	Road & Bridge
5	10,151.62	Health & Human Services
9	64,398.74	State
10	208.77	Trust
13	1,151.81	Taxes & Penalties
19	5,466.85	Long Lake Conservation Center
All Funds	100,916.57	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: County Administrator Authorization to Approve Change Orders

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
---	--------------------------------------

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

Summary of Issue:

The attached resolution is needed in order to allow the County Administrator to approve change orders in the amount of \$10,000 or less for the Government Center construction project.

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:*

By Commissioner:

20180522-0xx

County Administrator Authorization to Approve Change Orders

WHEREAS, the Aitkin County Board has authorized construction of the Aitkin County Government Center project; and

WHEREAS, construction change orders may be requested throughout the process; and

WHEREAS, change orders are required to be completed in a timely manner;

NOW THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby authorizes County Administrator, Jessica Seibert, to approve construction change orders for the Government Center building project in the amount of \$10,000 or less per change order.

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

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: Updates to County Board Meeting Procedures & Rules of Business

<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: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>Since we will be conducting Board meetings in Courtroom 3 beginning in June, we need to update the Aitkin County Board Meeting Procedures & Rules of Business accordingly. Changes are indicated with red strike-outs for wording to be removed and with yellow highlights reflecting new wording. Changes are being made on the Cover, Pages 3, 11, and 12. Page 12 adds Kami Genz to the Department Head listing as she had not been added previously.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve updates as indicated.		
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 COMMISSIONERS
MEETING PROCEDURES and
RULES OF BUSINESS

Revised ~~January 2~~, May 22, 2018

Welcome to this meeting of the Aitkin County Board of Commissioners. We are extremely pleased that you have shown your interest in Aitkin County affairs by attending this meeting. It is the wish of the Board of Commissioners that interested citizens participate in the deliberations of its meetings and that residents of the county become aware of the procedures to be followed.

This pamphlet has been prepared to familiarize you with the function and the organization of the Aitkin County Board of Commissioners and to outline for you the procedures that must be followed if you wish to actively participate in the meeting. We are pleased that you have decided to attend a meeting and we wish to invite you to attend our future meetings.

The Aitkin County Board of Commissioners

Board Members

Your Board of Commissioners is composed of five members elected to serve over-lapping terms. The County Administrator serves as the recording clerk to the Board and prepares the agendas for consideration. The election of the Board members takes place on the first Tuesday in November of even numbered years and all members are elected by district. New Board members take office on the first Monday in January.

Your Board members this year are:

District I	J. Mark Wedel	(218) 927-6500
District II	Laurie Westerlund, Vice Chair	(320) 684-2652
District III	Donald Niemi	(218) 927-9947
District IV	Bill Pratt	(218) 330-1759
District V	Anne Marcotte, Chair	(218) 256-0277

Board Meeting

The Aitkin County Board of Commissioners meets the 2nd and 4th Tuesdays of each month, with the exception of December. In December the Board will meet the second and third Tuesdays. Meeting dates and times are subject to change.

Each Tuesday meeting begins at 9:00 a.m. unless otherwise posted, in ~~the Commissioners Boardroom in the West Annex of Courtroom 3~~ of the Aitkin County Courthouse, Aitkin, MN. The Health & Human Services Board meets the fourth Tuesday each month. On the fourth Tuesday of each month, the Health & Human Services Board meeting will convene following approval of the regular agenda.

The Chair or three members of the County Board may call special meetings. Such meetings shall be called with a twelve-hour advance notice to all available County Board members and members of the news media. If time will allow, published notice in the official newspaper shall also be given to the public. Notwithstanding any other requirements, notice shall be posted ~~on bulletin boards located in the Courthouse lobby and outside the County Administrator's office~~, outside Courtroom 3, along with the County's website, www.co.aitkin.mn.us. Notices shall specify 1) the specific item or items to be considered at the special meeting, and (2) the date, times, and places of the meeting. Special meetings of the County Board shall be held in the Courthouse unless the County Board has determined that other facilities are to be used. All special meetings of the County Board shall be limited to the specific item or items set forth in the notice.

In the event that an emergency meeting is needed, the Board will make a good faith effort to provide notice of the meeting to the media, as required by M.S. 13D.04, Subd. 3.

All meetings of the full Board (regular, special, emergency and adjourned) are open to the public. In fact, the public is urged to attend.

Board Actions

A majority of the members of the County Board shall constitute a quorum for the transaction of business. The Chair shall be a member of the County Board and shall have the right to vote on all matters coming before it, but shall have no veto power. If the vote of the Chair creates a tie, the motion shall fail.

The Board of Commissioners has complete and final control over County matters subject only to the limitation imposed by law, and of course, ultimately the will of the local residents.

Public Participation at Board Meetings

Meetings of the Board of Commissioners will follow a standard agenda. Items not placed on the agenda may be considered at the meeting upon agreement of the members of the Board present. To place an item on the agenda, the following procedures should be used:

The applicant should file a written request with the County Administrator's Office at least seven days prior to the scheduled meeting. The request should include the name, address and telephone number of the person or persons making the request; a statement describing the action the applicant wishes the Board to take and background information outlining the reasons for the request. The County Administrator shall enter the item on the County Board agenda in a work summary adequate to alert the public as to the nature of the matter to be discussed. If the County Administrator is unable to prepare a summary from the information received, the County Administrator may refuse to place the matter on the agenda.

The Board of Commissioners desires public participation at its meetings but at the same time has the responsibility for conducting its business in an orderly fashion. The Board Chair will provide the audience with an opportunity to provide their comments or propose an agenda item for future consideration. This will be done at the beginning of the meeting.

After presentation of the comments, the Board may discuss the comments. After Board discussion, members of the audience shall have an opportunity to be heard prior to Board action.

Each speaker will be allowed 5 minutes for his/her presentation unless the time limit is waived by a majority of the Board members present. When there are a large number of speakers to be heard, the Board of Commissioners may shorten this time. Interruption or other interference with the orderly conduct of Board of Commissioners' business cannot be allowed. Defamatory or abusive remarks are always out of order. The presiding officer (Chair) may terminate the speaker's privilege of address, if after being called to order, he/she persists in improper conduct or remarks.

At a public meeting of the Board, no person shall orally initiate charges or complaints against individual employees of the County (due to laws governing data practices) or debate any subjects under jurisdiction of the courts. All such charges, if presented to the Board directly, shall be referred to the County Administrator's Office for investigation and report.

No action will be taken on any item not considered a part of the agenda on the same day it is presented unless action is considered necessary by a majority of the Board.

AITKIN COUNTY BOARD RULES OF BUSINESS

Rule 1. Presiding Officer. Roll Call.

The Chair, or in the Chair's absence, the Vice Chair of the County Board shall take the chair at the time appointed for the meeting and call the County Board to order.

Rule 2. Quorum.

A majority of the members of the County Board shall constitute a quorum for the transaction of business.

Rule 3. Minutes.

The County Administrator shall prepare written copies of the minutes of the preceding session or sessions of the County Board and distribute them to its members no later than the start of its current session, unless otherwise notified. One or more copies of the minutes shall be available in the Office of the County Administrator for examination by members of the public. Upon the appearance of a quorum at a County Board meeting, the Chair shall inquire of the County Board whether they wish to approve, disapprove, or amend the minutes of the previous session or sessions of the County Board as prepared by the County Administrator. Any mistake or omission in the minutes may then be corrected by the County Board. Meetings may be recorded, and if so, recordings will be kept securely by the office of the County Administrator.

Rule 4. Order of Business.

The Chair or presiding officer of the County Board shall preserve order and decorum. Upon the appearance of a quorum at a County Board meeting, the Chair shall inquire of the County Board whether they wish to approve, disapprove, or amend the agenda as prepared by the County Administrator.

Agenda Preparation: The County Administrator shall prepare a written agenda in advance of all regular County Board meetings in consultation with the Board Chair and shall place Call to Order, Pledge of Allegiance, Board of Commissioners Meeting Procedures, Approval of Agenda, and Citizens' Public Comment as the first five items; thereafter, other items of business shall be presented in the order deemed best by the County Administrator or as directed by the County Board.

Rule 5. Recognition by Chair.

Every County Board member or member of the public shall respectfully address the Chair by the appellation of "Chair" followed by the Chair's surname, and shall not speak further until recognized by the Chair. Once a member of the audience has been recognized by the Chair as requesting to address the County Board, the Chair shall require the individual to identify themselves by stating their name and address.

Rule 6. Designation by Chair.

When two or more members request to speak, the Chair or presiding officer shall designate who is first to speak, but in all cases the member who shall first address the Chair shall speak first.

Rule 7. Presentment of Petitions and Communication.

Petitions and communications on the agenda may be presented by a member of the County Board or by either the Secretary or County Administrator.

Rule 8. Voting. Excuse. Failure.

When a question is put by the Chair, every member present shall vote; unless the County Board, for special reason, shall

excuse a member prior to the calling of the roll or a legal conflict of interest prohibits a member from voting. Any member, who being present when his or her name is called, fails to vote upon any then pending proposition, unless previously excused by the County Board, shall be counted as having voted in the positive. The Chair will conduct a roll call vote at the request of any member of the Board.

Rule 9. Calling Vote.

The ayes and nays shall be called upon the passage of ordinances. Unless a member requests, or is designated by Statute, other items will be by voice vote. When a vote is called for and a County Board member is silent, the County Board will be recorded as voting in the affirmative on the question. A member may demand a roll call vote at any time prior to the assumption of other business.

Rule 10. Public Hearing Procedure.

Prior to any public hearing, the Chair or presiding officer shall establish the following rules as part of their introduction to the hearing:

- 1) The Chair will remind all parties of the County Board Rules of Business.
- 2) The presenter of the issue/item/proposal will present the entire issue/item/proposal and any proposed amendments prior to taking any testimony by the citizens or the County Board.
- 3) The County Board shall have the opportunity to discuss the issue/item/proposal and ask any questions they may have of the presenter immediately after the presentation of the issue/item/proposal.

- 4) There will be a public comment period where the audience will have the opportunity to provide comments or questions on the issue/item/proposal after the County Board has discussed the issue/item/proposal. Time limits may be set as to allow for appropriate public comment. Repetitive comments will be discouraged.
- 5) After the public comment period the County Board will discuss the issue/item/proposal and select the appropriate action for the issue/item/proposal.

Rule 11. Ordinances. Procedure.

Every proposed ordinance shall be considered at two separate regular sessions of the County Board. Amendments may be offered at either meeting when the ordinance is under consideration. Amendment to any section may be made and acted upon at any time up to the final passage. If amendments are made, the sections of the ordinance amended shall be read as amended before the question of its passage is taken. Approval of the second reading of the ordinance shall constitute final adoption of said ordinance. When a proposed ordinance fails to pass, a motion to reconsider the same may be made, but such motion must be made at the session at which the same failed to pass and action thereupon shall be postponed to the next regular session.

Rule 12. Absent Member.

Every member of the County Board who anticipates being absent during a County Board meeting shall notify the County Administrator.

Rule 13. Journal.

It shall be the duty of the County Administrator to serve as Clerk to the County Board, and as such keep the journal of the proceedings of the County Board and perform such duties as may be required by Minnesota Statutes. The County Administrator shall not allow the official journal of the County to be taken from the custody of the County Administrator without the knowledge and consent of the County Board. The approved minutes will be the official record of the County Board meetings. In addition, any recorded copies of the proceeding will be securely kept by the Office of the County Administrator for a period of four years.

Rule 14. Robert's Rules of Order.

The rules of parliamentary practice, embraced in Robert's Rules of Order shall govern the County Board in all cases in which they are applicable, and in which they are not inconsistent with the Standing Rules of the County Board.

Rule 15. Conduct.

Any County Board member, employee, or citizen may be asked to cease their comments, sit down, leave the premises, leave by law enforcement escort, or get arrested for not following the County's policies of mutual respect, harassment, and violence in the workplace. The Chair, or presiding officer shall enforce the conduct policy. Any member of the County Board, or the County Administrator can ask for the enforcement of this policy or recess in the meeting when it becomes apparent that the policies are not being followed. Some general things for which the policy may be enforced include, but are not limited to:

- 1) Being in attendance under the influence of intoxicant or non-prescription illegal drugs, or using such substances

while on County property.

- 2) Conduct which violated the common decency or morality of individuals.
- 3) Commission of a felony or gross misdemeanor.
- 4) Violating safety rules and regulations.
- 5) Speaking or making derogatory or false accusations so as to discredit other individuals.
- 6) The use of profanity or abusive language towards any individual.
- 7) Harassment or discrimination.
- 8) Speaking without being recognized by the Chair.

Rule 16. Suspension or Amendment of Rules.

No rule of the County Board shall be suspended, altered, or rescinded except upon the affirmation vote of a quorum of the County Board, unless notice of such change shall have been given at a previous meeting in which case only a majority shall be required.

Rule 17. Notice of Agenda.

The regular County Board meeting agendas shall be provided to the official County newspaper, posted ~~on bulletin boards~~ outside ~~the County Administrator's office~~, Courtroom 3, and posted on the County's website, www.co.aitkin.mn.us to provide the public with timely and accurate notice of regular County Board meetings.

THESE RULES SHALL TAKE EFFECT and be in force from and after their adoption by the County Board, and any and all prior rules are hereby rescinded.

Aitkin County Department Heads

Administrator	Jessica Seibert	927-3093
Assessor	Mike Dangers	927-7327
Attorney	Jim Ratz	927-7347
Auditor	Kirk Peysar	927-7354
Community Corrections	Kami Genz	927-7281
Engineer	John Welle	927-3741
Environmental Services	Terry Neff	927-7342
Health & Human Services	Cynthia Bennett	927-7200
Human Resources	Bobbie Danielson	927-7306
Land Commissioner	Mark Jacobs	927-7364
Information Technology	Steve Bennett	927-7345
Recorder	Mick Moriarty	927-7336
Sheriff	Scott Turner	927-7400
Treasurer	Lori Grams	927-7325

Send Inquiries to:

Aitkin County Administrator's Office
Attn: County Administrator – Jessica Seibert
217 2nd St. NW – Room 134
Aitkin, MN 56431



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: Committee of the Whole Rescheduled

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input checked="" type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
---	--------------------------------------

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

Summary of Issue:

The Committee of the Whole Meeting that had been scheduled for May 10th has been rescheduled to June 12, 2018 at 10:00 a.m. in Courtroom 3. The purpose of the meeting is to review and discuss the Organizational Structure Study.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Information only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: 05/22/2018

Title of Item: Collaborative Transportation System

<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: Sheriff Scott Turner	Department: Sheriff's Office
--	--

Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed:
--	-------------------------------

Summary of Issue:

Collaborative between counties for transport of inmates.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve entering into both agreements.

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:*

Inmate Transport is a budgeted item.

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, Room 185
Aitkin, MN 56431

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

MEMO

TO: Aitkin County Board

DATE: May 15, 2018

FROM: Sheriff Scott Turner

RE: Sheriffs Transport System

Attached are copies of the Mutual Aid Agreement for County Sheriff Transport and the Criminal Justice System Services Agreement from Dakota County. Both are needed for Aitkin County to be part of a collaborative transportation system amongst the sheriffs to share transportation of inmates around the state. It is designed to save transportation time and cost by assisting each other in moving inmates to the county of destination.

It was a system that was designed at the cost of others and each county is responsible for a portion of annual maintenance which is derived based on a population formula. Our annual cost will be \$332.23.

We can opt out at any time, but I am estimating that we will receive services as a result of our inclusion in this project that far exceed the cost to belong. I am requesting approval to enter into both agreements. Both agreements have been approved as appropriate as to form by County Attorney Ratz.

If you have any questions, please do not hesitate to call.

Thanks,

Scott

Memorandum

To: Sheriff Scott Turner

From: Jim Ratz, County Attorney

Date: May 11, 2018

Re: Review of the Criminal Justice System Services Agreement and the Mutual Aid Agreement for County Sheriff Transport

I have reviewed both of the above-referenced agreements and find each to be appropriate as to form.

If you have any questions, please feel free to contact my office.

JPR:sls

**Criminal Justice System Services Agreement
between
Dakota County
(Criminal Justice Network)
And
Aitkin County Sheriff's Office**

THIS CRIMINAL JUSTICE SYSTEM SERVICES AGREEMENT (the "Agreement") is made and entered into by and between the County of Dakota, Minnesota, through its Criminal Justice Network program ("CJN"), and the County of Aitkin, located at 217 2nd Street NW, Room 185, Aitkin, MN 56431 acting through its authorized representatives ("the Agency"). Dakota County/CJN and the Agency are each sometimes referred to herein as a "Party" and collectively as the "Parties."

The Parties enter into this Agreement pursuant to their authority under Minn. Stat. §471.59 to provide assistance to, and act in coordination with, other political subdivisions within the State of Minnesota as deemed necessary to benefit the public. Execution of this Agreement terminates and supersedes any and all previous criminal justice system services agreement between the Parties.

1. Definitions.

"System Software" means CJN's proprietary computer software program(s) set forth in Attachment A (the "System Overview"), in object code form only, including all Updates.

"CJN System" means the Internet site operated by Dakota County/CJN, accessible by the Agency through secure access points, with a specific Uniform Resource Locator to be provided to the Agency (or any successor URL).

"Agency Data" means the data that the Agency's Permitted Users enter into the CJN System.

"Equipment" means the minimum required hardware and operating environment used by the Agency to access the CJN System as detailed in **Attachment E** to this Agreement ("Hardware Requirements").

"Documentation" means any CJN user manuals, training or education materials, technical manuals, and specifications describing the System Software and Services created by CJN, and any Provider Content made available to the Agency in printed and/or electronic form, including all Updates.

"Permitted User" means the Agency's employees and agents who are provided access to the System Software in accordance with the procedures in Section 10 of this Agreement.

"Provider Content" means CJN's reports, information, and data, other than the Agency's Data, made available to the Agency and its Permitted Users as part of the Services.

"Services" means the operation and maintenance of the System Software and utilities in CJN's host computer system, providing Provider Content to the Agency storing Agency Data, and making the System Software, Provider Content, and Agency Data available to Permitted Users via the CJN System, as more fully described in **Attachment A** to this Agreement (the "System Overview"). Services do not include integrating the CJN System or Agency Data with any application or computer system outside of the CJN Applications.

"Update" means, as applicable, any update, modification, or new release of the System Software, Documentation, or Provider Content that CJN makes generally available to the Agency.

2. Provision of On-line Services.

(a) The Agency hereby engages CJN, and CJN hereby agrees (subject to the terms and conditions herein) to provide the Services more fully described in this Agreement and in the System Overview. CJN agrees to

provide the Services to the Agency in accordance with the terms of this Agreement and grants to the Agency a non-exclusive, non-assignable and non-transferable license during the Term of this Agreement to enter Agency Data into the CJNI System and access and use the System Software and Provider Content, only by Permitted Users, in accordance with all of the terms and conditions in this Agreement.

(b) The Agency acknowledges and agrees that CJNI's provision and performance of the Services is dependent and conditioned upon the Agency's full performance of its duties, obligations and responsibilities hereunder. CJNI acknowledges and agrees that the Agency is obligated to make payment for the Services on behalf of the Agency and that payment for the Services obligates CJNI to perform its duties, obligations and responsibilities during the term of this Agreement or any subsequent term.

(c) Each Party shall at all times during the term of this Agreement designate an individual to serve as its CJNI services manager who shall be the primary point of contact regarding the Services provided and the rights or obligations of each Party under this Agreement.

3. Additional CJNI Responsibilities.

During the Term of this Agreement, CJNI shall be responsible for the following:

(a) CJNI shall provide all required hosting and operations support for the applications described in the System Overview in a centralized facility.

(b) CJNI may from time to time, in its sole discretion, install Updates, modify the Services or any component thereof provided that such Updates shall perform and contain functionality that is equivalent to or better than the current version of the Services. CJNI will complete such installations and modifications between the hours of 4 AM and 7 AM, when possible, to minimize any impact on the Agency's use of the System Software and Services. CJNI will notify the Agency by standard methods of notification such as email, system generated messages on the System home page or similar communication methods, in advance of the installation of an Update or modification to the Services.

(c) CJNI will provide support and System maintenance to the Agency as more fully described in this Agreement and the System Overview.

(d) Excluding the costs the Agency must pay CJNI as described in this Agreement, CJNI shall provide, at no additional cost to the Agency all communications equipment, telephone and communications lines, power, telephone service and other utilities at CJNI's facilities up to the point of connection to the State optic fiber at the Dakota County Administration Center in Hastings, Minnesota, and to perform the Services and accomplish the purposes of this Agreement.

(e) Excluding the costs the Agency must pay CJNI as described in this Agreement, CJNI shall provide, at no additional cost to the Agency the necessary personnel, facilities, hardware, software, servers, routers and related equipment up to the point of connection to the State optic fiber at the Dakota County Administration Center in Hastings, Minnesota to meet CJNI's responsibilities under this Agreement.

(f) CJNI will install and maintain System security measures including password protection, firewall protection, data encryption, continuous monitoring of CJNI's system, and will conduct regular security audits. If CJNI learns that any person has breached the security implemented for CJNI's System, or suspects that such security has been breached, CJNI will promptly notify the Agency and take corrective action to prevent such breaches.

(g) CJNI shall have in place during the Term of this Agreement a Business Continuity and Disaster Recovery Plan and will utilize industry standard back-up and archival procedures.

(h) CJNI will configure and maintain the system to provide reasonable system response time for the Agency's Permitted Users, to the extent within the control of Dakota County/CJNI.

(i) If requested, CJN will provide best practices advice to the Agency for implementing the Services at the Agency's business locations.

(j) CJN will provide training on the use of CJN's System for the Agency's Permitted Users as set forth in Section 9 of this Agreement.

(k) CJN shall be responsible for ensuring that its Services and the performance of CJN's other obligations hereunder comply with all laws applicable to CJN, including the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

4. Agency Responsibilities.

During the Term of this Agreement, the Agency shall be responsible for the following:

(a) The Agency shall provide, at no cost to CJN, all communications equipment, telephone and communication lines, power, telephone service and other utilities at the Agency's facilities as may be necessary or reasonably desirable to utilize the Services and accomplish the purposes of this Agreement.

(b) The Agency shall provide, at no cost to CJN, the necessary personnel and facilities to meet the Agency's obligations hereunder.

(c) The Agency shall follow the identity management procedures and provide the first-line support, maintenance and other services more fully described in this Agreement and the System Overview and such other procedures and services as the Parties may establish from time to time.

(d) The Agency agrees that CJN's logos may appear on the pages of the Agency's web site or the Agency's internal criminal justice applications screens.

(e) The Agency shall be responsible for ensuring that the Agency's use of the Services and the performance of its other obligations hereunder comply with this Agreement and all laws applicable to the Agency.

(f) As between the Parties, the Agency shall be responsible for the accuracy and completeness of all records and data provided by the Agency in connection with this Agreement for use on CJN's System.

(g) When accessing or using the CJN System, the Agency shall comply with the Minnesota Government Data Practices Act and other applicable data practices or privacy laws.

5. System Features and Configuration.

The Agency acknowledges and agrees that it will be using criminal justice applications that are also utilized by other criminal justice agencies in the State of Minnesota. The capabilities and functions of the System Software now and in the future will be determined primarily by direction from the CJN Steering Committee and available funding. When settings or features have been added to the System Software that are designed by CJN to be configurable for specific users of the System, the Parties shall work cooperatively to identify System features or functionality (common practices, processes, and procedures conducted by the Agency in day-to-day operations as they relate to utilizing the System Software and Provider Content) that are configurable to best fit the Agency's business practices. CJN shall set available configurations in the System Software for the Agency or shall train designated Agency staff how to configure the Services and System Software.

6. Ownership, Protection and Security.

(a) The Agency acknowledges and agrees that nothing in this Agreement or any other agreement grants the Agency any licenses or other rights with respect to CJN's Software System (source code or object code) or

Services other than the right to receive Services as expressly provided herein. CJNI shall retain all ownership in the intellectual property and all other proprietary rights and interests associated with CJNI's Software System and Services and all components thereof and associated documentation, except as expressly provided herein.

(b) Ownership of any Agency Data including text, graphics or other information or content materials and all records and databases supplied or furnished or entered into the System by the Agency hereunder for incorporation into or delivery through the application(s) described in the System Overview shall remain with the Agency and CJNI shall cease use of all such material upon termination of this Agreement. Upon termination of this Agreement CJNI shall return all Agency Data, text, graphics or other information to the Agency.

(c) CJNI grants to the Agency a limited license during the term of this Agreement to use and reproduce CJNI's trademarks and logos for purposes of including such trademarks and logos in Agency's materials and links solely as permitted hereunder. All uses of such trademarks and logos shall conform to the Agency's standard guidelines and requirements for use of such trademarks and logos.

(d) By storing Agency Data on CJNI's equipment and System, CJNI does not obtain any ownership interest in Agency's Data except to the extent that CJNI is obligated to keep this data intact and secure and to regularly backup the data for redundancy and disaster recovery purposes. As between the Agency and CJNI, Agency's Data is and shall remain the sole and exclusive property of the Agency, including all applicable rights to copyrights, trademarks or other proprietary or intellectual property rights thereto.

(e) The Agency shall be responsible for responding to any data practices requests related to any Agency Data that the Agency or its Permitted Users have entered into the System.

7. Implementation.

CJNI and the Agency shall complete a mutually agreed-upon implementation plan that includes an access/installation schedule and a System training and testing schedule.

Before the Agency has access to the Sheriff's Jail Transportation Management System, it must enter into the Mutual Aid Agreement (the "Mutual Aid Agreement") that defines the rights, responsibilities, and liabilities by and between the sheriff's offices who have access to this System.

8. Acceptance Testing.

The Agency shall have thirty (30) days in which to test the System Software and Services in a live production environment to ensure that they conform to the Documentation and descriptions in this Agreement. The System Software and the Services are deemed rejected by the Agency if the Agency submits a written notice of rejection to CJNI, prior to the expiration of the thirty (30) day testing period. Upon such notice, CJNI shall have thirty (30) days to correct the System Software and/or Services at no cost to the Minnesota Sheriff's Association ("MSA") or to the Agency. In the event CJNI is unable to make adequate corrections within such thirty (30) day period, the Agency may terminate this Agreement. In the event the Agency fails to submit a notice of rejection within the required period or if CJNI makes all corrections within the applicable cure period, the Agency will be deemed to have accepted the System Software and Services ("Acceptance").

9. Maintenance/Support/Training.

CJNI shall provide the Agency and its Permitted Users with technical support and training regarding the use of the Services. The technical support shall include: (i) unlimited telephone, facsimile and e-mail "hot-line" support during CJNI's business hours, and (ii) other support set forth in **Attachment B** to this Agreement. CJNI shall provide eight (8) hours of user and administrator training to Permitted Users of the Agency on the use of the Services, with individual sessions of not more than two (2) hours in length. The training will occur at the Agency's facilities and be of sufficient detail for a "train the trainer" model of instruction. CJNI will provide the

Agency with any training materials and documentation it has created for this purpose for use by Permitted Users and the Agency's internal trainers.

10. Identity Management Responsibilities.

(a) User Access Restrictions

The Parties acknowledge and agree that access to the System Software and Services will be restricted to those employees or agents of the Agency having a business need to enter and view Agency Data or Provider Content. The Agency will restrict access to the System to Permitted Users with verified identities that have created a digital identity on the CJN System using the procedures in this Section 10 and **Attachment D** to this Agreement.

(b) Request for Access

The Agency commences the identity authentication process by completing and submitting a Request for CJN System Access Form and an Agency Identification Form (provided by the County). The Agency official or employee signing this Agreement cannot be the same person signing the Request for Access Form.

The Request for Access Form and the Agency Identification Form must be signed by two (2) Agency employees; the person initiating the request for access and another person approving the request for access. At the discretion of CJN, these signatures may be electronic signatures.

The Agency may authorize one (1) or more persons to initiate the Request for Access Form and one (1) or more persons to approve the Request for Access Form. These authorized persons can be identified by name or by position title. The Agency shall notify CJN of the authorized persons and the Agency shall provide notification of any changes to the list of authorized persons.

(c) Permitted Users Digital Identities

The Agency shall identify each employee or agent who will have access to the CJN Software System or Services by providing user profile data on each person on the Agency Identification Form. CJN staff will verify the identity of the persons signing the Request for Access Form and the Permitted Users listed on the Agency Identification Form. If the Request for Access Form is properly executed, the CJN program will notify verified Permitted Users of the procedures for creating a unique digital identity on the CJN system. After completing the digital identity process, each Permitted User shall be the owner of his or her own digital identity on the System consisting of a user name and password.

The Agency shall promptly notify the CJN program whenever a Permitted User ceases to be an employee or agent of the Agency or no longer holds a position that requires access to the System. Authorization to access the System by all Agency Permitted Users will expire on the date this Agreement terminates.

11. CJN Representations and Warranties.

(a) Dakota County/CJN shall cause the Services to be accessible to the Agency except for scheduled maintenance and required repairs, and except for any interruption due to causes beyond the reasonable control of Dakota County/CJN including, but not limited to, any Force Majeure Event (as defined in Section 19).

(b) Dakota County/CJN warrants that the System Software, Provider Content, and Services will conform in all material respects to the specifications, functions, descriptions, standards, and criteria set forth in this Agreement, its Schedules and attachments, and the applicable specifications and Documentation, not including any post-Acceptance modifications or alterations to the Documentation which represent a material change to the functionality of the System Software, Service, or Provider Content; when used on the Equipment in accordance with the Documentation and all of the terms and conditions hereof.

(c) The System Software and Services are compatible with and will operate successfully on the Equipment and CJNI will use reasonable efforts to make the System Software and Services function properly with Internet browsers approved by CJNI.

(d) In the event that the Agency discovers a non-conformance with any of Dakota County/CJNI's warranties or representations as stated in this Agreement, the Agency shall promptly inform CJNI in writing and, upon receipt of such notice: (i) Dakota County/CJNI shall correct the non-conformity within a reasonable period of time not to exceed thirty (30) days without any additional charge to the Agency, or (ii) in the event that Dakota County/CJNI cannot effect such corrections within a reasonable time using best efforts, the Agency may terminate the Agreement and obtain a pro rata refund of the annual fees paid to CJNI hereunder, allocable to the period after the termination of this Agreement.

(e) *Termination Option for Chronic Problems.* The Agency may terminate this Agreement for cause and without penalty by notifying CJNI within ten (10) days following the end of a calendar month in the event either of the following occurs: (1) the Agency experiences more than ten (10) downtime periods resulting from five (5) or more nonconsecutive downtime events during the calendar month; or (2) the Agency experiences more than forty-eight (48) consecutive hours of downtime due to any single event. Such termination will be effective thirty (30) days after receipt of such notice by CJNI. If the Agency terminates this Agreement for such chronic problems, within thirty (30) days CJNI shall refund to the Agency on behalf of the Agency a prorated share of the annual fees paid by the Agency for the current year. Downtime as used in this section does not include periods that the System is unavailable due to routine or scheduled maintenance or the installation of upgrades or patches.

(f) THE SERVICE LEVEL WARRANTY SET FORTH HEREIN SHALL ONLY APPLY TO THE SYSTEM PROVIDED BY DAKOTA COUNTY/CJNI AND DOES NOT APPLY TO: (A) ANY PROFESSIONAL SERVICES; (B) ANY SUPPLEMENTAL SERVICES; (C) ANY SERVICE(S) THAT EXPRESSLY EXCLUDE THIS SERVICE LEVEL WARRANTY (AS STATED IN THE SYSTEM OVERVIEW FOR SUCH SERVICES). THIS SECTION STATES THE AGENCY'S SOLE AND EXCLUSIVE REMEDY FOR ANY FAILURE BY DAKOTA COUNTY/CJNI TO PROVIDE SERVICE(S).

(g) *Ownership of Services and System Software.* Dakota County/CJNI warrants that it is the sole owner or otherwise has the right and authority to provide the System Software, Provider Content and Services to the Agency and Permitted Users as set forth in this Agreement. If Dakota County/CJNI's ownership rights are successfully challenged to the extent that the Agency must cease using the Services, CJNI shall refund a prorated portion of the annual fees paid by the Agency for the current term of this Agreement as measured from the date the Agency must cease using the Services.

(h) *No Other Warranty.* EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT, THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS, AND THE AGENCY'S USE OF THE SERVICES IS AT ITS OWN RISK. DAKOTA COUNTY/CJNI DOES NOT MAKE, AND HEREBY DISCLAIMS, ANY AND ALL OTHER EXPRESS AND/OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NONINFRINGEMENT AND TITLE, AND ANY WARRANTIES ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE. CJNI DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED, ERROR-FREE, OR COMPLETELY SECURE.

(i) *Disclaimer of Actions Caused by and/or Under the Control of Third Parties.* DAKOTA COUNTY/CJNI DOES NOT AND CANNOT CONTROL THE FLOW OF DATA BETWEEN THE POINT THAT THE CJNI SYSTEM CONNECTS TO THE INTERNET (WHETHER SECURE OR NOT) AND THE AGENCY'S OFFICE'S FACILITIES AND EQUIPMENT. SUCH FLOW DEPENDS IN LARGE PART ON THE PERFORMANCE OF THE INTERNET SERVICES PROVIDED OR CONTROLLED BY THIRD PARTIES. ACTIONS OR INACTIONS OF SUCH THIRD PARTIES CAN IMPAIR OR DISRUPT THE AGENCY'S OFFICE'S CONNECTIONS TO CJNI'S SYSTEM. ALTHOUGH CJNI WILL USE REASONABLE EFFORTS IT DEEMS APPROPRIATE TO REMEDY AND AVOID SUCH EVENTS, CJNI CANNOT GUARANTEE THAT SUCH EVENTS WILL NOT OCCUR. ACCORDINGLY, DAKOTA COUNTY/CJNI DISCLAIMS ANY AND ALL LIABILITY RESULTING FROM OR RELATED TO SUCH EVENTS.

12. Nondisclosure.

Through exercise of each Party's rights under this Agreement, each Party may be exposed to the other Party's technical and financial information and criminal justice data, in electronic, magnetic, photographic and other forms, that is confidential or private information ("Confidential Information"). In recognition of the other Party's need to protect its legitimate business interests and legal obligations, each Party agrees that it shall regard and treat each item of information or data constituting Confidential Information of the other Party as confidential or private and that, except as required by law including the Minnesota Government Data Practices Act, it will not redistribute or disclose to any other person, firm or entity, or use or modify for use, directly or indirectly in any way for any person or entity any of the other Party's Confidential Information. If Confidential Information is required by subpoena, court order or government requirement to be disclosed, each Party shall give the other Party prompt written notice of such subpoena, court order or government requirement to allow the other Party an opportunity to obtain a protective order to prohibit or restrict such disclosure.

13. Data Security.

During the term of this Agreement, CJN shall, at a minimum, implement the following procedures designed to protect the security of Agency Data:

- (a) User identification and access controls designed to limit access to Agency Data and the Agency's Confidential Information to the Agency's Permitted Users;
- (b) Industry standard firewalls regulating data entering CJN's internal data network from an external source, which will enforce valid secure connections between internal and external systems;
- (c) CJN and Dakota County will maintain and follow a disaster recovery plan designed to maintain access to the System Software and Services and to prevent the unintended destruction of Agency Data or Agency Confidential Information;
- (d) Regular CJN employee training regarding the security and data recovery programs referenced in this Section.

14. Liability Limitations.

(a) OTHER THAN THOSE WARRANTIES EXPRESSLY SET FORTH IN THIS AGREEMENT, DAKOTA COUNTY/CJN DOES NOT MAKE ANY WARRANTIES TO THE AGENCY OR ANY OTHER PERSON OR ENTITY, EITHER EXPRESS OR IMPLIED (INCLUDING, WITHOUT LIMITATION, ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE) WITH RESPECT TO THE SERVICES PROVIDED HEREUNDER. DAKOTA COUNTY/CJN SHALL NOT BE LIABLE TO THE AGENCY OR TO ANY OTHER PERSON OR ENTITY, UNDER ANY CIRCUMSTANCE OR DUE TO ANY EVENT WHATSOEVER, FOR CONSEQUENTIAL OR INDIRECT DAMAGES, INCLUDING, WITHOUT LIMITATION, LOSS OF PROFIT, LOSS OF USE OR BUSINESS STOPPAGE.

(b) Under no circumstances shall Dakota County/CJN's total liability to the Agency or any other person or entity, related to the System Software, Provider Content, or performance of Services under this Agreement exceed the aggregate amount of fees and revenue received by CJN hereunder for the prior twelve (12) month period.

(c) Under no circumstances shall Dakota County/CJN, its officers, employees or agents have liability to the Agency, its officers, employees, agents, or any other person or entity, in connection with or related to the performance of transport services pursuant to the Mutual Aid Agreement.

15. Indemnity.

Each Party (the "Indemnifying Party") agrees to defend, indemnify, and hold harmless the other Party against any and all claims, liability, loss, damage or expenses arising under the provisions of this Agreement and caused by or resulting from negligent acts or omissions of the Indemnifying Party or those of the Indemnifying Party's officers, employees or agents. Under no circumstances will the Indemnifying Party be required to pay on behalf of itself and the other Party any amounts in excess of the limits of liability established in Minnesota Statutes Chapter 466 applicable to any one Party. The limits of liability for all Parties may not be added together to determine the maximum amount of liability for either Party. The intent of this paragraph is to impose on each Party a limited duty to defend and indemnify each other subject to the limits of liability under Minnesota law. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts among the Parties. Nothing in this Agreement will be construed as a waiver by either Party of any immunity defenses or other limitations on liability to which either Party is entitled by law. Notwithstanding the above, Dakota County shall indemnify, defend, and hold harmless the Agency and its officers, employees and agents with respect to claims, losses, damages, causes of action and liability of any kind, including court costs, attorneys' fees and expert witness fees ("Claims") to the extent that it is based upon any third party claim that the Services, System Software, Provider Content or Documentation infringes any copyright, patent, trademark, trade secret or other intellectual property right of any third party (an "Infringement Claim").

16. Term and Termination.

(a) This Agreement shall commence on the date executed by both Parties and shall remain in effect until terminated by either Party as set forth herein.

(b) Each Party reserves the right to terminate this Agreement immediately if the Services provided hereunder become illegal or contrary to any applicable law, rule, regulation or public policy. Each Party shall have the right to terminate this Agreement without cause upon ninety (90) days prior written notice to the other Party. If the Agency has not breached this Agreement and CJN terminates this Agreement pursuant to this Section 16 (b), within thirty (30) days CJN shall refund to the Agency that portion of the annual fee paid by the Agency that is equivalent to the remainder of the current term of this Agreement. If CJN has not breached this Agreement and the Agency terminates this Agreement pursuant to this Section 16 (b), CJN shall retain all of the annual fee(s) paid by the Agency for the current term of this Agreement.

(c) Within sixty (60) days of termination of this Agreement, CJN shall provide the Agency with a copy of all Agency Data contained in Dakota County/CJN's System. Within a reasonable time after providing the Agency Data, CJN shall delete and remove all of the Agency Data from Dakota County/CJN's servers and data storage facilities and shall verify to the Agency that this has been accomplished.

17. Fees and Payments.

(a) *Initial Term.* For the services provided by CJN under this Agreement, the Agency shall pay CJN the fees set forth in **Attachment F** to this Agreement for the types of services it is utilizing. The amount of the Annual User fee will be prorated for the number of months in the current year that access to the application is provided to the Agency.

(b) *Subsequent Terms.* CJN will continue to provide the Agency with the Services, and will provide maintenance and support services as described herein, provided the Agency continues to meet its payment obligation in effect for the number of Agency Permitted Users. The Dakota County Board of Commissioners will set the fees for the Services provided herein each calendar year. All fees set by the Board are effective January 1. On or after January 1 of each year, agencies can contact CJN for updated fee information.

(c) Fees for any consulting services provided by CJN that are outside the services that CJN must provide under this Agreement shall be at the rates stated in **Attachment C** to this Agreement.

18. Participation on the CJN Steering Committee.

The CJN Steering Committee provides direction to CJN program staff and Dakota County on the use of CJN funds and upgrades and modifications to the CJN criminal justice applications and System. The Steering Committee consists of representatives from Dakota County and cities located within Dakota County that have committed staff time and financial resources to develop the CJN applications and System. During the Term of this Agreement, the Agency may participate in the CJN User Groups and provide input through those groups; however the Agency will not be a member of the Steering Committee. The Steering Committee will consider suggestions from the User's Group for modifications to or additional functionality of the System Software and Provider Content, although the final decision on changes and additions to the System will be made by the voting members of the Committee.

19. Force Majeure.

Neither Party shall be liable to the other Party for any damages, costs, expenses or other consequences incurred by a Party or by any other person or entity as a result of delay in or inability to deliver any Services or comply with other obligations and responsibilities under this Agreement due to circumstances or events beyond the Party's reasonable control, including, without limitation: (i) acts of God; (ii) changes in or in the interpretation of any law, rule, regulation or ordinance; (iii) strikes, lockouts or other labor problems; (iv) transportation delays; (v) unavailability of supplies or materials; (vi) fire or explosion; (vii) riot, military action or usurped power; or (viii) actions or failures to act on the part of a governmental authority.

20. Miscellaneous.

Assignment. The Parties shall not assign its rights or obligations under this Agreement without the prior written consent of the other party.

Severability. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, such provision shall be changed and interpreted so as to best accomplish the objectives of the original provision to the fullest extent allowed by law and the remaining provisions of this Agreement shall remain in full force and effect.

Waiver and Amendment. No modification, amendment or waiver of any provision of this Agreement shall be effective unless in writing and signed by the Parties. No failure or delay by either Party in exercising any right, power, or remedy under this Agreement shall operate as a waiver of any such right, power or remedy.

Governing Law. This Agreement shall be governed by the laws of the State of Minnesota, and the Parties hereby submit to exclusive jurisdiction in the federal and state courts located in Minnesota for all disputes in connection with this Agreement or the transaction contemplated hereby.

Notices. Except as provided otherwise in this Agreement, all notices and other communications required or permitted hereunder shall be in writing and shall be mailed by United States first class mail, postage prepaid, sent by facsimile or delivered personally by hand or nationally recognized courier. All such notices and other written communications shall be effective one (1) business day after the date of mailing, receipt of confirmed facsimile transmittal or delivery. All notices shall be addressed to the applicable Party at its respective address first set forth above or such other address as may be designated on notice to the other Party pursuant hereto.

Independent Contractors. Dakota County/CJN and its personnel or agents, in performance of this Agreement, are acting as independent contractors and not as employees or agents of the Agency. Under no circumstances will either Party have the right or authority to enter into any contracts or assume any obligations for the other or to give any warranty to or make any representation on behalf of the other.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized representatives as of the date set forth. This Agreement shall be effective only when executed below by both Parties.

Approved by _____ Board
Resolution No. _____

COUNTY OF AITKIN

By _____
Its _____
Date of Signature _____

Approved by Dakota County Board
Resolution No. 07-233

COUNTY OF DAKOTA

By Jean Erickson
Its Deputy County Manager/OMB Division Director
Date of Signature _____

Dakota County Attorney's Office
Dakota County Judicial Center
1560 Highway 55
Hastings, MN 55033
651-438-4438

Approved as to Form:

/s/Margaret M. Horsch 12/21/17
Assistant County Attorney/Date

KS-17-150-17

ATTACHMENT A
SYSTEM OVERVIEW

The CJN System includes the following applications:

eBriefing: eBriefing is a web application that enables the data entry, viewing, and tracking of police roll call briefing information. Nine categories of data are available and shared between law enforcement agencies. The application includes notifications of situational changes, various levels of security, and advanced auditing.

Search, Preference, Clipboard: The CJN Search application provides criminal justice users the ability to search local databases for briefing, forms, prisoner, warrant and arrest information. Configurable Preferences allow agencies to customize the CJN applications for their personal and agency use. The Clipboard application is the foundation for allowing personnel to enter information once, and then copy data to the CJN Clipboard to re-use that information throughout the criminal justice process.

eForms: eForms is CJN's field based reporting application for law enforcement. It is a web application that enables the data entry, viewing, and tracking of law enforcement forms. Currently, five form types are available to local agencies. The application includes notifications of situational changes, various levels of security, and advanced auditing.

Scheduling: CJN Scheduling provides criminal justice users the ability to electronically create, modify, view, and distribute staff work schedules. Scheduling includes the ability to set agency specific work patterns, work types, teams/groups, and assignment areas for all staff as well as set the agency's schedules for weeks, months, even years in advance.

CJN Integration Hub: The CJN Integration Hub is based on Microsoft's BizTalk integration middleware and is used for the routing of information among CJN partners. Fully deployed, the Integration Hub will link regional criminal justice information systems in Dakota County.

Sheriff's Jail Transportation Management System: The CJN Sheriff's Jail Transportation Management System provides Minnesota sheriff's offices with a software application that coordinates the scheduling of secure transports of persons subject to detention for a criminal offense and of other persons according to a lawful duty or obligation, all as defined and governed by the Mutual Aid Agreement by and between the participating sheriff's offices.

Gun Permit Application for Processing Applications and Renewals and Conducting Background Investigations: The CJN Gun Permit application allows easy processing of permit applications and renewals; including a supervisor work flow module for processing the application and renewal. In addition, CJN's integration hub electronically links criminal justice data of participating CJN partners to allow CJN partners secured, direct access to search and retrieve data in connection with gun permit background investigations as authorized by Minnesota law.

ATTACHMENT B
MAINTENANCE AND SUPPORT SERVICES

CJN shall maintain all CJN applications including related hardware and software hosted by Dakota County.

Support shall include:

1. Unlimited phone support, facsimile and email, including the use of the "CJNSUPPORT" email system available to all users during regular business hours.
2. Regular business hours will be 8:00 a.m. – 5:00 p.m., Monday – Friday.
3. 24x7x365 after hours support for major system failures will be available by contacting CJN Support at 651 438-8348 and following the emergency phone procedures.
4. CJN application staff shall support a 24x7 phone to respond to any and all emergencies.
5. All applications will include the ability to email "CJN SUPPORT" at any time. This email account will be monitored during regular business hours.
6. CJN staff will attend user group meetings that will be held at least annually, but not more than quarterly, to solicit user feedback on system improvements.

ATTACHMENT C
CONSULTING SERVICE HOURLY RATE*

On the effective date of this Agreement (2107 rate), CJN will charge \$138 per hour, including travel time, for consulting services that are outside the scope of this Agreement.

*Hourly rate is subject to increase January 1 of each calendar year as determined by the Dakota County Board of Commissioners.

ATTACHMENT D
TERMS AND CONDITIONS FOR USING THE CJNI SYSTEM

When a Permitted User accesses the CJNI System for the first time, the user will be presented the information reproduced below. To create a digital identity in CJNI System and access the CJNI Applications, the Permitted User must read and accept these Terms and Conditions. This language may be displayed to the Permitted User periodically to remind the user of the terms for using the CJNI System and to confirm user acceptance of the terms and conditions.

Read this before clicking any buttons on the bottom of this page. You are agreeing to the following Terms and Conditions:

You are requesting access to the CJNI System and specific CJNI applications over a secure criminal justice network. By clicking on the "I Accept" button below, you are digitally signing this Agreement and creating a digital identity that you own and manage. You are also signifying your agreement with the following:

You will use the CJNI System, Services and applications for legitimate business purposes only;

You will not disclose your system password or security question/answer to others;

You will comply with privacy and confidentiality provisions of the Minnesota Government Data Practices Act and other applicable data privacy laws;

You will not access the CJNI System if you are no longer employed by or under contract with the criminal justice agency.

By submitting your personal information and clicking the "I Accept" button, you indicate that you have read, understand, and agree to these Terms and Conditions. Your submission of this form will constitute your consent to the collection and use of this information and to the transmission of this information to Dakota County/CJNI staff as necessary to provide you with access to the System and Software Applications.

ATTACHMENT E
MINIMUM EQUIPMENT AND HARDWARE SPECIFICATIONS

A Secure Web Browser - Internet Explorer 10 or better or over a secure connection to the internet.

A CJDN Network IP is required to ensure that you are accessing Law Enforcement Data from a secure location.

1024 X 768 resolution or better will provide the best experience.

Keyboard and pointing device. Tabbing can be used to access most functionality, but a Mouse or other point and click device will help speed up navigation in certain instances.

Silverlight and .net Framework 4.0 (for scheduling).

ATTACHMENT F

2017 FEE SCHEDULE*

Fee Description	2017
eForms	
Sign On Fee (per user)	\$159.00
Annual Fee (per user).....	\$53.00
Annual Hosting Fee	\$3,184.00
Countywide eForms Hosting Fee (per user).....	\$44.00
eBriefing (per user).....	\$30.00
Scheduling	
Per Bundle (1 bundle = up to 25 employees).....	\$1,061.00
Annual Hosting Fee	\$1,061.00
Initial Set-Up Cost (per hour).....	\$106.00
Annual Maintenance Fee.....	20% of initial cost
Training and Consulting (per hour, not included expenses)	\$138.00
Sheriff's Jail Transportation Management System Annual Maintenance and Support Fee (to be paid by the Minnesota Sheriff's Association on behalf of the participating Agency)	
County-Wide Alternative Fee for Search, eBriefing and Gun Permit Applications**:	
Per valid permit to carry issued annually.....	\$1.70

**Under this county-wide alternative fee, a county sheriff's office agrees to subscribe/purchase Search for purposes of performing background checks for permits to carry to access multiple local records systems through CJN. The annual cost paid by the subscribing sheriff's office for Search/eBriefing/Gun Permit Applications is calculated based on the number of permits to carry it issues annually. All local law enforcement agencies within the jurisdiction of the subscribing sheriff's office are also entitled to receive the Search/eBriefing/Gun Permit Applications for no charge upon execution of all appropriate CJN agreements.

*Fees are subject to increase on January 1 of each calendar year as determined by the Dakota County Board of Commissioners.

**MUTUAL AID AGREEMENT
FOR COUNTY SHERIFF TRANSPORT**

I. Purpose and Authority. This Mutual Aid Agreement ("Agreement") for County Sheriff Transport is by and among any of the Parties that have executed this Agreement. The Parties are political subdivisions under the laws of the State of Minnesota. This Agreement is made pursuant to Minn. Stat. § 471.59 that authorizes the joint and cooperative exercise of powers common to the contracting Parties. The purpose of this Agreement is to make equipment and personnel available to counties from other counties with respect to the duties of the county sheriff to provide secure transport of persons subject to detention for a criminal offense and to any other persons according to a lawful duty or obligation.

II. Definitions.

1. "Party" or "Parties" mean any of the following Minnesota counties by and through their respective county boards that have executed this Agreement: Counties of Dakota, Carver, Ramsey, Scott and Washington.
2. "Requesting Official" means the person designated by a Party who is responsible for Requesting Assistance from Parties.
3. "Requesting Party" means a Party that requests Assistance from other Parties.
4. "Responding Official" means the person designated by a Party who is responsible for determining whether and to what extent that Party will provide Assistance to a Requesting Party.
5. "Responding Party" means a Party that provides Assistance to a Requesting Party.
6. "Assistance" means sheriff's office personnel and equipment used for the transport of persons subject to detention by a lawful authority under the laws of the State of Minnesota.
7. "CJN" means the Criminal Justice Network program operated by the County of Dakota, Minnesota.

III. Procedure.

1. Coordination of Transports. The Parties have entered into a Criminal Justice Systems Services Agreement with CJN to provide for the electronic coordination of transports made pursuant to this Agreement through the use of a software application by CJN's entitled Sheriff's Jail Transportation Management System ("System"). The System is used by the Parties to coordinate the Requesting of Assistance by the Requesting Official and the acceptance of Assistance by the Responding Official pursuant to the term and condition of this Agreement.
2. Request for Assistance. Through the System, whenever, in the sole opinion of a Requesting Official, there is a need for Assistance from other Parties, the Requesting Official may request the Assistance of any other Party.

3. Response to Request for Assistance. Through the System, upon the request for Assistance from a Requesting Official, a Responding Official may authorize and direct that Party's personnel to provide the requested Assistance. The decision to respond to a request for Assistance and the extent to which Assistance will be provided shall be determined solely by the Responding Official, whose decision is final.
4. Recall of Assistance. Through the System, a Responding Official may at any time, and in the Responding Official's sole discretion, terminate and recall the Assistance provided or any part thereof.
5. Exercise of Peace Officer Power. A peace officer who is providing Assistance to any Requesting Party pursuant to this Agreement has the full and complete authority of a peace officer as though appointed by the Requesting Party, provided that the officer meets the requirements set forth at Minn. Stat. § 471.59, subd. 12(1) and (2). Any other employee or agent of a Responding Party who is providing Assistance to a Requesting Party has the full and complete authority conferred by the Responding Party.
6. Workers' Compensation. Each Party shall be responsible for injuries to or death of its own personnel. Each Party agrees to maintain workers' compensation insurance or self-insurance, covering its own personnel while they are providing Assistance pursuant to this Agreement. Each Party waives the right to sue any other Party for any workers' compensation benefits paid to its own personnel or their dependents, even if the injuries were caused wholly or partially by the negligence of any other Party or its officers, employees or volunteers.
7. Damage to Equipment. Each Party shall be responsible for damages to or loss of its own equipment. Each Party waives the right to sue any other Party for any damages to or loss of its own equipment, even if the damages or loss were caused wholly or partially by the negligence of any other Party or its officer, employees or volunteers.
8. Liability.
 - a. For purposes of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees of the Responding Party are deemed to be employees of the Responding Party.
 - b. The Responding Party agrees to defend and indemnify the Requesting Party against any claims brought or actions filed against the Requesting Party or any officer, employee or volunteer of the Requesting Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provision of Assistance in Responding to a request for Assistance by the Requesting Party pursuant to this Agreement.
 - c. Under no circumstances shall a Party be required to pay on behalf of itself and other Parties any amounts in excess of the limits on liability established in Minn. Stat. Ch. 466 applicable to any one Party. The limits of liability for some or all of the Parties may not be added together to determine the maximum amount of liability for any Party.

- d. The intent of this section is to impose on each Responding Party a duty to defend and indemnify a Requesting Party for claims arising under Section III. Paragraph 8b. subject to the limits of liability under Minn. Stat. Ch. 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts, where possible, among defendants, and to permit liability claims against multiple defendants from a single occurrence to be defended, where possible, by a single attorney.
- e. No Party to this Agreement or any officer of any Party shall be liable to any other Party or to any other person or entity for failure of any Party to furnish Assistance to any other Party, or for recalling Assistance as described in this Agreement.
9. Compensation. No charges shall be levied by a Responding Party to the Agreement for Assistance provided to a Requesting Party pursuant to this Agreement.
10. Data Practices. The Parties may exchange and provide to each other all government data relevant to this Agreement and necessary in order to fulfill the purposes of this Agreement, in accordance with the Minnesota Government Data Practices Act and other applicable state and federal statutes, rules and regulations. This paragraph expressly includes without limitation data defined as law enforcement data under Minn. Stat. § 13.82 and corrections and detention data under Minn. Stat. § 13.85. The Parties will protect the data practices status of any not public data obtained in the course of performing services under this Agreement. It is further understood that any data relative to a person transported under this Agreement for purposes of Minn. Stat. Ch. 13 remains the responsibility of the Requesting Party.
11. Effective Date. This Agreement shall be effective for the Counties of Dakota, Carver, Ramsey, Scott and Washington as of the date that these Parties have executed this Agreement. This Agreement shall be effective for any other Party as of the date that such Party has executed this Agreement but not until the date that the Counties of Dakota, Carver, Ramsey, Scott and Washington have executed this Agreement.
12. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall be deemed to constitute one and the same Agreement. A counterpart is a signed copy of this Agreement. Counterparts shall be filed with the Minnesota Sheriff's Association, together with a certified copy of the resolution evidencing approval of the Agreement, as follows:
- Minnesota Sheriff's Association
100 Empire Drive, #222
St. Paul, MN 55103
13. Administration. In order to coordinate the services so as to accomplish the purpose of this Agreement, the County Sheriff for each Party shall be the contact for each Party under this Agreement. The County Sheriff may designate one or more designees from the County Sheriff's Office by providing written notice to the Minnesota Sheriff's Association.
14. Duration. This Agreement shall remain in effect as to any Party until such Party withdraws pursuant to Section III. Paragraph 15 or until this Agreement is terminated by operation of

law or until order of a court with competent jurisdiction or until the number of Parties to this Agreement fails to less than two or by mutual agreement of all Parties, whichever first occurs.

15. Withdrawal. Any Party may withdraw from this Agreement upon thirty (30) days' written notice to the Minnesota Sheriff's Association, who shall notify the Parties to this Agreement. Withdrawal by any Party shall not terminate this Agreement with respect to any Parties who have not withdrawn. Withdrawal shall not act to discharge any liability incurred by any Party prior to withdrawal. Such liability shall continue until discharged by law or agreement. The terms of Section III. Paragraphs 6, 7, 8 and 10 shall survive the termination of or withdrawal from this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates indicated below.

Approved as to form:

Maupat M. Horn 8/23/17
Assistant County Attorney/Date
Dakota County File No.: KS-16-488

COUNTY OF DAKOTA

By: Timothy Leslie
Timothy Leslie
Dakota County Sheriff

Date: 8/24/17

County Board Resolution No. 17-446

Contract # _____

COUNTY OF CARVER

By: 

Jim Olson
Carver County Sheriff

Date: 8/29/17

COUNTY OF RAMSEY

By: 

Jack J. Serles
Ramsay County Sheriff

Date: 9/27/17

Approved as to form:

COUNTY OF SCOTT


Assistant County Attorney

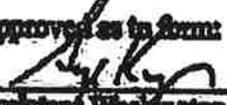
By: 
Luke Hennen
Scott County Sheriff

Date: 7/13/17

Date: 7/19/17

COUNTY OF WASHINGTON

Approved as to form:


Assistant Washington County Attorney

By:


Daniel E. Starry
Washington County Sheriff

Date:

9/12/17

COUNTY OF AITKIN

By: _____

**Scott Turner
Aitkin County Sheriff**

Date: _____

COUNTY OF CARLTON

By: _____

**Kelly Lake
Carlton County Sheriff**

Date: _____

COUNTY OF CASS

By: _____

**Tom Burch
Cass County Sheriff**

Date: _____

COUNTY OF COOK

By: _____

**Patrick Eliassen
Cook County Sheriff**

Date: _____

COUNTY OF CROW WING

By: _____
Todd Dahl
Crow Wing County Sheriff

Date: _____

COUNTY OF ISANTI

By: _____

**Chris Caulk
Isanti County Sheriff**

Date: _____

COUNTY OF ITASCA

By: _____

**Vic Williams
Itasca County Sheriff**

Date: _____

COUNTY OF KANABEC

By: _____

Brian Smith
Kanabec County Sheriff

Date: _____

COUNTY OF KOOCHICHING

By: _____

**Perryn Hedlund
Koochiching County Sheriff**

Date: _____

COUNTY OF LAKE

By: _____

Carey Johnson
Lake County Sheriff

Date: _____

COUNTY OF MILLE LACS

By: _____

Brent Lindgren
Mille Lacs County Sheriff

Date: _____

COUNTY OF MORRISON

By: _____

**Shawn Larsen
Morrison County Sheriff**

Date: _____

COUNTY OF PINE

By: _____

Jeff Nelson
Pine County Sheriff

Date: _____



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: 5/22/18

Title of Item: Annual Apportionment of Forfeited Tax Sales

<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>*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: Land Commissioner		Department: Land Department
Presenter (Name and Title): Mark Jacobs		Estimated Time Needed: n/a
Summary of Issue: The attached resolution enables disbursement of forfeited tax sales per MS 282.08 - 282.09 and approved in the 2018 budget.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolutions		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner:

20180522-0xx

Transfer of 2017 Tax-Forfeited Funds

WHEREAS, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$3.00 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2017 calendar year was \$30,000.00, and

WHEREAS, the county revenue cost for office space and maintenance for the Aitkin County Land Dept in the Courthouse for the 2017 calendar year is \$20,000.00, and

WHEREAS, a gravel pit rehabilitation account has been established, and \$.15 per yard of gravel taken out of county pits will be placed in this account, the 2017 amount to be placed in this account is \$422.74.

NOW THEREFORE, BE IT RESOLVED, that the amount of \$30,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County Auditor account (01-040-5590) to cover the costs of this clerical hire, AND that the amount of \$20,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County General Revenue Account (01-110-5840) for office rent and maintenance, AND that the amount of \$422.74 shall be transferred from the Forfeited Tax Sales Account (10-923-6901) to the Gravel Pit Account (11-936-5840).

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

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator

By Commissioner:

20180522-0xx

Apportionment of 2017 Tax-Forfeited Funds

WHEREAS, pursuant to Minnesota Statute 282.08, County boards are authorized to set aside monies from the tax forfeited sale fund for timber and park development.

NOW, THEREFORE, BE IT RESOLVED, that in compliance with said law, that thirty (30) percent of the remaining receipts are to be used for forest development and twenty (20) percent of these receipts remaining are to be used for the maintenance and development of County Parks or recreational areas, as defined in Minnesota Statute Section 398.31 to 398.36 to be expended under the supervision of the County Board.

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

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: 5-22-18

Title of Item: Federal Advance Construction Agreement No. 1031159

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: Bids will be opened on June 11, 2018 for a bituminous mill/overlay project on CSAH 6. This project will be largely funded with federal fiscal year 2019 funds. Since the construction will take place prior to federal fiscal year 2019, a Federal Advance Construction Agreement is needed. Attached is the agreement language that has been supplied by MnDOT and reviewed by the County Attorney. Also attached is a resolution authorizing execution of the agreement.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Authorize by resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

ADOPTED May 22, 2018

By Commissioner:

20180522-0xx

Federal Advance Construction Agreement No. 1031159

BE IT RESOLVED, that pursuant to Minnesota Statute Sec. 161.36, the Commissioner of Transportation be appointed as Agent of the County of Aitkin to accept as its agent, federal aid funds which may be made available for eligible transportation related projects.

BE IT FURTHER RESOLVED, the Aitkin County Board Chairman and the Aitkin County Administrator are hereby authorized and directed for and on behalf of the County to execute and enter into an agreement with the Commissioner of Transportation prescribing the terms and conditions of said federal aid participation as set forth and contained in "Minnesota Department of Transportation Agency Agreement No. 1031159, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

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

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator



STATE OF MINNESOTA

AGENCY AGREEMENT

for

FEDERAL PARTICIPATION IN ADVANCE CONSTRUCTION

State Project Number: 001-606-021

FAIN Number: STPF 0118(247)

This agreement is entered into by and between Aitkin County ("Local Government") and the State of Minnesota acting through its Commissioner of Transportation ("MnDOT").

RECITALS

1. MnDOT Contract Number 1030001 which has been executed between the Local Government and MnDOT, appoints MnDOT as the Local Government's agent to receive and disburse transportation related federal funds, and sets forth duties and responsibilities for letting, payment, and other procedures for a federally funded contract let by the Local Government; and
2. Pursuant to Minnesota Statutes Section 161.36, the Local Government desires MnDOT to act as the Local Government's agent to accept and disburse federal funds for the construction, improvement, or enhancement of transportation financed in whole or in part by federal funds, hereinafter referred to as the "Project"; and
3. The Local Government is proposing a federal aid project to perform a bituminous mill and overlay, turn lane construction, clearing and grubbing and guardrail installation on County State Aid Highway 6, hereinafter referred to as the "Project"; and
4. The Project is eligible for the expenditure of federal aid funds and is programmed in the approved federally approved STIP for the fiscal years 2018 and 2019, and is identified in MnDOT records as State Project 001-606-021, and in Federal Highway Administration ("FHWA") records as Minnesota Project STPF 0118(247); and
5. The Local Government desires to proceed with the construction of the project in advance of the year it is programmed for the federal funds; and
6. It is permissible under Federal Highway Administration procedures to perform advance construction of eligible projects with non-federal funds, with the intent to request federal funding for the federally eligible costs in a subsequent federal fiscal year(s), if sufficient funding and obligation authority are available; and
7. The Local Government desires to temporarily provide Local Government State Aid and/or other local funds in lieu of the federal funds so that the project may proceed prior to the fiscal year(s) designated in the STIP; and
8. MnDOT requires that the terms and conditions of this agency be set forth in an agreement.

AGREEMENT TERMS

1. Term of Agreement

- 1.1. **Effective Date.** This agreement will be effective upon execution by the Local Government and by appropriate State officials, pursuant to Minnesota Statutes Section 16C.05, and will remain in effect for five (5) years from the effective date or until all obligations set forth in this agreement have been satisfactorily fulfilled, whichever occurs first.

2. Local Government's Duties

- 2.1. The Local Government will perform all of its duties and obligations in MnDOT Contract Number 1030001, which is incorporated herein by reference, in the solicitation, letting, award, and administration of the construction of the Project.

3. MnDOT's Duties

- 3.1. MnDOT will perform all of its duties in accordance with MnDOT Contract Number 1030001, which is incorporated herein by reference.
- 3.2. MnDOT will make the necessary requests to the FHWA for authorization to use federal funds for the Project, and for reimbursement of eligible costs pursuant to the terms of this agreement.
- 3.3. MnDOT will request the conversion of the Project to federal funding of eligible costs, when funding and obligation authority are available.
- 3.4. At such time that the project is converted to federal funding and such funding is received by MnDOT, MnDOT will reimburse to the Local Government the federal aid share of the federally eligible costs, previously provided by the Local Government. Reimbursement for Local Government State Aid funds used in lieu of federal funds, will be deposited in the Local Government's State Aid Account. Reimbursement for other Local Government funds used in lieu of federal funds will be forwarded to the Local Government.

4. Time

- 4.1. The Local Government must comply with all the time requirements described in this agreement. In the performance of this agreement, time is of the essence
- 4.2. The period of performance is defined as beginning on the date of federal authorization and ending on the date defined in the federal financial system or federal agreement ("end date"). **No work completed after the end date** will be eligible for federal funding. Local Government must submit all contract close out paperwork to MnDOT, twenty four months prior to the **end date**.

5. Payment

- 5.1. It is estimated that the total cost of the Project is \$1,100,000. The remaining share will be paid by the Local Government.
 - 5.1.1. Of these Surface Transportation Program flexible funds, \$215,000 is available in federal fiscal year 2018.
 - 5.1.2. Of these Surface Transportation Program flexible funds, \$665,000 is available in federal fiscal year 2019.
- 5.2. The Local Government will pay any part of the cost or expense of the work that the FHWA does not pay.
- 5.3. Request for reimbursement of the federal aid share of the federally eligible costs can be made any time after the work is completed, however payment may not be made until after October 1, 2018 for federal fiscal year 2019. It could be earlier if funding and obligation authority are available (subject to the Area Transportation Partnership (ATP) policy).
- 5.4. The Local Government will make requests for reimbursement in accordance with the payment provisions in MnDOT Contract Number 1030001, which is incorporated by reference, and will comply with the requirements of 2 CFR Part 200.

6. Authorized Representatives

- 6.1. MnDOT's Authorized Representative is:

Name: Lynnette Roshell, or her successor.

Title: State Aid, Special Projects

Phone: 651-366-3822

Email: lynette.roshell@state.mn.us

MnDOT's Authorized Representative has the responsibility to monitor Local Government's performance and the authority to accept the services provided under this agreement. If the services are satisfactory, MnDOT's Authorized Representative will certify acceptance on each invoice submitted for payment.

6.2. The Local Government's Authorized Representative is:

Name: John Welle _____, or his successor.

Title: Aitkin County Engineer _____

Phone: 218-927-3741 _____

Email: jwelle@co.aitkin.mn.us _____

If the Local Government's Authorized Representative changes at any time during this agreement, the Local Government will immediately notify MnDOT.

7. Assignment Amendments, Waiver, and Agreement Complete

- 7.1. **Assignment.** The Local Government may neither assign nor transfer any rights or obligations under this agreement without the prior written consent of MnDOT and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 7.2. **Amendments.** Any amendments to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 7.3. **Waiver.** If MnDOT fails to enforce any provision of this agreement, that failure does not waive the provision or MnDOT's right to subsequently enforce it.
- 7.4. **Agreement Complete.** This agreement contains all negotiations and agreements between MnDOT and the Local Government. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.
- 7.5. **Severability.** If any provision of this Agreement or the application thereof is found invalid or unenforceable to any extent, the remainder of the Agreement, including all material provisions and the application of such provisions, will not be affected and will be enforceable to the greatest extent permitted by the law.

8. Liability and Claims

- 8.1. **Tort Liability.** Each party is responsible for its own acts and omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of any others and the results thereof. The Minnesota Tort Claims Act, Minnesota Statutes Section 3.736, governs MnDOT liability.
- 8.2. **Claims.** The Local Government acknowledges that MnDOT is acting only as the Local Government's agent for acceptance and disbursement of federal funds, and not as a principal or co-principal with respect to the Project. The Local Government will pay any and all lawful claims arising out of or incidental to the Project including, without limitation, claims related to contractor selection (including the solicitation, evaluation, and acceptance or rejection of bids or proposals), acts or omissions in performing the Project work, and any *ultra vires* acts. The Local Government will indemnify, defend (to the extent permitted by the Minnesota Attorney General), and hold MnDOT harmless from any claims or costs arising out of or incidental to the Project(s), including reasonable attorney fees incurred by MnDOT. The Local Government's indemnification obligation extends to any actions related to the certification of DBE participation, even if such actions are recommended

by MnDOT.

9. Audits

- 9.1. Under Minn. Stat. § 16C.05, Subd.5, the Local Government's books, records, documents, and accounting procedures and practices of the Local Government, or other party relevant to this agreement or transaction, are subject to examination by MnDOT and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later. The Local Government will take timely and appropriate action on all deficiencies identified by an audit.
- 9.2. All requests for reimbursement are subject to audit, at MnDOT's discretion. The cost principles outlined in 2 CFR 200.400-.475 will be used to determine whether costs are eligible for reimbursement under this agreement.
- 9.3. If Local Government expends \$750,000 or more in Federal Funds during the Local Government's fiscal year, the Local Government must have a single audit or program specific audit conducted in accordance with 2 CFR Part 200.

10. Government Data Practices. The Local Government and MnDOT must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by MnDOT under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Local Government under this agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Local Government or MnDOT.

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

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

13. Termination; Suspension

- 13.1. **Termination by MnDOT.** MnDOT may terminate this agreement with or without cause, upon 30 days written notice to the Local Government. Upon termination, the Local Government will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 13.2. **Termination for Cause.** MnDOT may immediately terminate this agreement if MnDOT finds that there has been a failure to comply with the provisions of this agreement, that reasonable progress has not been made, that fraudulent or wasteful activity has occurred, that the Local Government has been convicted of a criminal offense relating to a state agreement, or that the purposes for which the funds were granted have not been or will not be fulfilled. MnDOT may take action to protect the interests of MnDOT of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 13.3. **Termination for Insufficient Funding.** MnDOT may immediately terminate this agreement if:
 - 13.3.1. Funding is not obtained from the Minnesota Legislature; or
 - 13.3.2. Funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Local Government. MnDOT is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Local Government will be entitled to payment, determined on a pro rata basis, for services

satisfactorily performed to the extent that funds are available. MnDOT will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MnDOT will provide the Local Government notice of the lack of funding within a reasonable time of MnDOT's receiving that notice.

- 13.4. **Suspension.** MnDOT may immediately suspend this agreement in the event of a total or partial government shutdown due to the failure to have an approved budget by the legal deadline. Work performed by the Local Government during a period of suspension will be deemed unauthorized and undertaken at risk of non-payment.
14. **Data Disclosure.** Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Local Government consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to MnDOT, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Local Government to file state tax returns and pay delinquent state tax liabilities, if any.
15. **Fund Use Prohibited.** The Local Government will not utilize any funds received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Local Government from utilizing these funds to pay any party who might be disqualified or debarred after the Local Government's contract award on this Project.
16. **Discrimination Prohibited by Minnesota Statutes §181.59.** The Local Government will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this Agreement.
17. **Appendix II 2 CFR Part 200 Federal Contract Clauses.** The Local Government agrees to comply with the following federal requirements as identified in 2 CFR 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, and agrees to pass through these requirements to its subcontractors and third party contractors, as applicable. In addition, the Local Government shall have the same meaning as "Contractor" in the federal requirements listed below.
- 17.1.1. **Remedies.** Contracts for more than the simplified acquisition threshold currently set at \$150,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.
- 17.1.2. **Termination.** All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis

for settlement.

- 17.1.3. **Equal Employment Opportunity.** Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."
- 17.1.4. **Davis-Bacon Act, as amended.** (40 U.S.C. 3141-3148) When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.
- 17.1.5. **Contract Work Hours and Safety Standards Act.** (40 U.S.C. 3701-3708) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.
- 17.1.6. **Rights to Inventions Made Under a Contract or Agreement.** If the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the

awarding agency.

- 17.1.7. **Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended.** Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued under the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- 17.1.8. **Debarment and Suspension.** (Executive Orders 12549 and 12689) A contract award (see 2 CFR 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.
- 17.1.9. **Byrd Anti-Lobbying Amendment.** (31 U.S.C. 1352) Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.
- 17.1.10. **Procurement of Recovered Materials.** See 2 CFR 200.322 Procurement of Recovered Materials.
- 17.2. **Drug-Free Workplace.** In accordance with 2 C.F.R. § 32.400, the Local Government will comply with the Drug-Free Workplace requirements under subpart B of 49 C.F.R. Part 32.
- 17.3. **Nondiscrimination.** The Local Government hereby agrees that, as a condition of receiving any Federal financial assistance under this agreement, it will comply with Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. § 2000d), related nondiscrimination statutes (i.e., 23 U.S.C. § 324, Section 504 of the Rehabilitation Act of 1973 as amended, and the Age Discrimination Act of 1975), and applicable regulatory requirements to the end that no person in the United States shall, on the grounds of race, color, national origin, sex, handicap, or age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the Local Government receives Federal financial assistance. The specific requirements of the Department of Transportation Civil Rights assurances (required by 49 C.F.R. §§ 21.7 and 27.9) are incorporated in the agreement.
- 17.4. **Federal Funding Accountability and Transparency Act (FFATA).**
- 17.4.1. This Agreement requires the Local Government to provide supplies and/or services that are funded in whole or in part by federal funds that are subject to FFATA. The Local Government is responsible for ensuring that all applicable requirements, including but not limited to those set forth herein, of FFATA are met and that the Local Government provides information to the MnDOT as required.
- a. Reporting of Total Compensation of the Local Government's Executives.
 - b. The Local Government shall report the names and total compensation of each of its five most highly compensated executives for the Local Government's preceding completed fiscal year, if in the Local Government's preceding fiscal year it received:

- i. 80 percent or more of the Local Government's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and
- ii. \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
- iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)

Executive means officers, managing partners, or any other employees in management positions.

- c. Total compensation means the cash and noncash dollar value earned by the executive during the Local Government's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)):
 - i. Salary and bonus.
 - ii. Awards of stock, stock options, and stock appreciation rights. Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.
 - iii. Earnings for services under non-equity incentive plans. This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.
 - iv. Change in pension value. This is the change in present value of defined benefit and actuarial pension plans.
 - v. Above-market earnings on deferred compensation which is not tax qualified.
- 17.4.2. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.
- 17.4.3. The Local Government must report executive total compensation described above to the MnDOT by the end of the month during which this agreement is awarded.
- 17.4.4. The Local Government will obtain a Data Universal Numbering System (DUNS) number and maintain its DUNS number for the term of this agreement. This number shall be provided to MnDOT on the plan review checklist submitted with the plans for each project. More information about obtaining a DUNS Number can be found at: <http://fedgov.dnb.com/webform/>
- 17.4.5. The Local Government's failure to comply with the above requirements is a material breach of this agreement for which the MnDOT may terminate this agreement for cause. The MnDOT will not be obligated to pay any outstanding invoice received from the Local Government unless and until the Local Government is in full compliance with the above requirements.

Aitkin County

Aitkin County certifies that the appropriate person(s) have executed the contract on behalf of the Local Government as required by applicable articles, bylaws, resolutions or ordinances

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

By: _____

Title: State Aid Engineer

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____

Date: _____



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: 05/22/18

Title of Item: Affidavit of Lost 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*

**provide copy of hearing notice that was published*

Submitted by: Sara Math	Department: ACHHS Accounting
-----------------------------------	--

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

Summary of Issue:
Need to replace warrant that was never received in the mail - warrant #108708 issued 04/27/18 to Kimberly Lynn for \$39.82.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve replacing lost warrant

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:*

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

Kimberly Lynn

Being duly sworn, on oath says; that he is the owner of a certain Warrant

Dated the 27th day of April 2018, Numbered 108708

Issued by Aitkin County Health and Human Services to
Kimberly Lynn in the sum of

\$ 39.82, has been LOST in the manner following, to-wit:
(“Lost” or “Destroyed”)

Did not receive in the mail.

and that he makes this affidavit for the purpose of having a duplicate thereof issued to him according to law;
and to that end herewith files his indemnifying bond, with sureties to be approved, in a sum equal to double the
amount of said WARRANT

Client Signature*

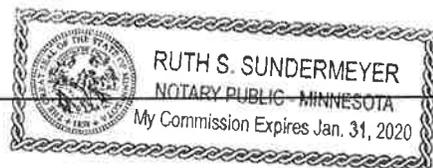
Kimberly Lynn *

Subscribed and sworn to before me this 16th day of May, 2018.

Notary Public

Ruth Sundermeyer
Aitkin County, Minnesota

My Commission Expires 1-31-2020





Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: Large Assembly License

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly: ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township This is scheduled to take place June 7th – 10th, 2018 from 8:00 A.M. to 10:00 P.M. daily.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Proposed Resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: AIS update

<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>
Submitted by: Steve Hughes		Department: Aitkin Co. SWCD
Presenter (Name and Title): Steve Hughes, District Manager		Estimated Time Needed: 10 minutes
Summary of Issue: Discussion item. We are starting the aquatic invasive species (AIS) summer activities for 2018. The clean water for bait project has also just started. I would like to give an update and answer any questions that you may have.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Discussion item.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> The program comes with funding to compensate existing staff for their work.		

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



Board of County Commissioners Agenda Request

3B
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: One Watershed One Plan (Rum River) update

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

Submitted by: Steve Hughes	Department: Aitkin Co. SWCD
--------------------------------------	---------------------------------------

Presenter (Name and Title): Steve Hughes, District Manager	Estimated Time Needed: 10 minutes
--	---

Summary of Issue:

Discussion item. The One Watershed One Plan request for proposals is due July 2nd. We recently met with our neighboring counties in the Rum River (Mille Lacs Lake) watershed. I would like to give an update and answer any questions that you may have.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion item.

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:*

The program comes with funding to compensate existing staff for their work.

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



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 5-22-18

Title of Item: Award Contract No. 20182

<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*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 10 minutes
Summary of Issue: Bids will be opened on Monday, May 21, 2018 for Contract No. 20182 which includes the following three projects: (1) SAP 001-612-021 - Shoulder widening and bituminous paving of 2.1 miles of CSAH 12 from Oriole Avenue to 2.1 miles north; (2) SAP 001-612-022 - Bituminous mill/overlay on 2.6 miles of CSAH 12 from 375th Avenue to Oriole Avenue. (3) CP 001-053-003 - Bituminous paving and bituminous mill/overlay on 3.2 miles of CR 53 from CSAH 4 to CSAH 5. Be aware that the Husky refinery fire that happened on April 26th in Superior, Wisconsin could have a large impact on the cost of these projects as that event has disrupted the availability of the asphalt binders specified in these projects. The total estimated cost of these three projects is \$3,159,029.50. 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? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Estimated total cost: \$3,159,029.50 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED May 22, 2018

By Commissioner:

20180522-0xx

Award Contract No. 20182

WHEREAS, Contract No. 20182 is for construction of S.A.P. 001-612-021, S.A.P. 001-612-022 and C.P. 001-053-003, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, May 21, 2018 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. 20182.

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 for adoption of the resolution and it was declared adopted upon the following vote:

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: 5-22-18

Title of Item: Final Contract Payment - Contract No. 20161

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: John Welle	Department: Highway
------------------------------------	-------------------------------

Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
--	---

Summary of Issue:
 Authorization by the following resolution is requested to make final payment to Anderson Brothers Construction, Brainerd, MN in the amount of \$80,950.02 for this contract, which included shoulder widening and bituminous paving on County Highway 3 from Palisade to the Rat Lake area.

A copy of the final payment document outlining project costs is attached. The final contract amount of \$3,992,913.77 is approximately 7% higher than the bid amount of \$3,733,034.01. The increased cost was primarily due to increased quantities of common excavation, granular borrow, geotextile fabric, structure excavation, and aggregate base needed to complete the project and incentive payments for ride and density.

Resolution:
 WHEREAS, Contract No. 20161 has in all been completed, and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Anderson Brothers Construction in the amount of \$80,950.02.

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? \$ 80,950.02
 Is this budgeted? Yes No *Please Explain:*

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



AITKIN COUNTY

1211 Air Park Drive
Aitkin, MN 56431

Project SAP 001-603-017 [SAP 01-603-017] - Widening and Bituminous Pavement - Palisade to CR 62
Project CP 001-088-001 - County Road 88
Contract Final Payment No. 13

Contractor: Anderson Brothers Construction
Company of Brainerd LLC
11325 State Hwy 210
Brainerd, MN 56401

Contract No. 20161
Vendor No. 7050
For Period: 8/23/2017 - 4/24/2018
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$3,733,034.01
Contract Changes	\$376,447.10
Revised Contract	\$4,109,481.11

Funds Encumbered

Original	\$3,733,034.01
Additional	N/A
Total	\$3,733,034.01

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 001-603-017 [SAP 01-603-017]	\$1,113.02	\$3,877,003.98	\$0.00	\$3,798,373.14	\$78,630.84	\$3,877,003.98
Percent Retained: 0.0000%						
CP 001-088-001	\$1.00	\$115,909.79	\$0.00	\$113,590.61	\$2,319.18	\$115,909.79
Percent Retained: 0.0000%						
Contract 20161	\$1,114.02	\$3,992,913.77	\$0.00	\$3,911,963.75	\$80,950.02	\$3,992,913.77
Percent Retained: 0.0000%						
Amount Paid This Contract Final Payment					\$80,950.02	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

John Welle - P.E. No. 24340
Aitkin County Highway Engineer

4-25-18
Date

Kirk Peysar
Aitkin County Auditor

Date

Anderson Brothers Construction. –
Company of Brainerd, LLC

5-2-18
Date

WARRANT NUMBER _____

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017], CP 001-088-001

Contract Final Payment No. 13

Contract Payment Summary

From Date	To Date	Work Certified Per Period	Amount Retained Per Period	Amount Paid Per Period	Amount Paid To Date
05/18/2016	06/18/2016	\$351,626.64	\$17,581.33	\$334,045.31	\$334,045.31
06/19/2016	07/04/2016	\$206,160.61	\$10,308.03	\$195,852.58	\$529,897.89
07/05/2016	07/23/2016	\$279,839.57	\$13,991.98	\$265,847.59	\$795,745.48
07/24/2016	08/07/2016	\$226,495.23	\$11,324.76	\$215,170.47	\$1,010,915.95
08/08/2016	08/31/2016	\$563,714.89	\$28,185.75	\$535,529.14	\$1,546,445.09
09/01/2016	09/18/2016	\$405,516.65	\$20,275.83	\$385,240.82	\$1,931,685.91
09/19/2016	09/30/2016	\$312,781.18	\$15,639.06	\$297,142.12	\$2,228,828.03
10/01/2016	10/31/2016	\$1,295,905.85	\$64,795.29	\$1,231,110.56	\$3,459,938.59
11/01/2016	11/30/2016	\$107,014.61	\$5,350.73	\$101,663.88	\$3,561,602.47
12/01/2016	01/11/2017	\$124,863.07	\$6,243.16	\$118,619.91	\$3,680,222.38
01/12/2017	02/28/2017	\$23,962.24	\$1,198.11	\$22,764.13	\$3,702,986.51
03/01/2017	08/22/2017	\$93,919.21	(\$115,058.03)	\$208,977.24	\$3,911,963.75
08/23/2017	04/24/2018	\$1,114.02	(\$79,836.00)	\$80,950.02	\$3,992,913.77
Totals:		\$3,992,913.77	\$0.00	\$3,992,913.77	

SAP 001-603-017 [SAP 01-603-017] Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	05/18/2016	06/18/2016	\$351,626.64	\$17,581.33	\$334,045.31
2	06/19/2016	07/04/2016	\$206,160.61	\$10,308.03	\$195,852.58
3	07/05/2016	07/23/2016	\$279,839.57	\$13,991.98	\$265,847.59
4	07/24/2016	08/07/2016	\$226,495.23	\$11,324.76	\$215,170.47
5	08/08/2016	08/31/2016	\$563,714.89	\$28,185.75	\$535,529.14
6	09/01/2016	09/18/2016	\$405,516.65	\$20,275.83	\$385,240.82
7	09/19/2016	09/30/2016	\$250,599.99	\$12,530.00	\$238,069.99
8	10/01/2016	10/31/2016	\$1,242,178.25	\$62,108.91	\$1,180,069.34
9	11/01/2016	11/30/2016	\$107,014.61	\$5,350.73	\$101,663.88
10	12/01/2016	01/11/2017	\$124,863.07	\$6,243.16	\$118,619.91
11	01/12/2017	02/28/2017	\$23,962.24	\$1,198.11	\$22,764.13
12	03/01/2017	08/22/2017	\$93,919.21	(\$111,580.77)	\$205,499.98
13	08/23/2017	04/24/2018	\$1,113.02	(\$77,517.82)	\$78,630.84
Totals:			\$3,877,003.98	\$0.00	\$3,877,003.98

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017], CP 001-088-001

Contract Final Payment No. 13

CP 001-088-001 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	05/18/2016	06/18/2016	\$0.00	\$0.00	\$0.00
2	06/19/2016	07/04/2016	\$0.00	\$0.00	\$0.00
3	07/05/2016	07/23/2016	\$0.00	\$0.00	\$0.00
4	07/24/2016	08/07/2016	\$0.00	\$0.00	\$0.00
5	08/08/2016	08/31/2016	\$0.00	\$0.00	\$0.00
6	09/01/2016	09/18/2016	\$0.00	\$0.00	\$0.00
7	09/19/2016	09/30/2016	\$0.00	\$0.00	\$0.00
8	10/01/2016	10/31/2016	\$62,181.19	\$3,109.06	\$59,072.13
9	11/01/2016	11/30/2016	\$53,727.60	\$2,686.38	\$51,041.22
10	12/01/2016	01/11/2017	\$0.00	\$0.00	\$0.00
11	01/12/2017	02/28/2017	\$0.00	\$0.00	\$0.00
12	03/01/2017	08/22/2017	\$0.00	\$0.00	\$0.00
13	08/23/2017	04/24/2018	\$0.00	(\$3,477.26)	\$3,477.26
			\$1.00	(\$2,318.18)	\$2,319.18
Totals:			\$115,909.79	\$0.00	\$115,909.79

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017], CP 001-088-001

Contract Final Payment No. 13

Aitkin County Certificate of Final Contract Acceptance

Low S.P. No.: SAP 001-603-017

Final Voucher No.: 13

Contract No.: 20161

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated _____ Signature _____ County/City/Project Engineer _____

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$3,992,913.77 and agrees to the amount of \$80,950.02 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor Anderson Brothers Construction Company of Brainerd LLC By Mike Niemi
Mike Niemi, Sr VP of operations

And _____ And _____

State of , Aitkin County

On This 2nd Day May, 2018, Before me appeared _____ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as _____ free to act and deed

(Corporate Acknowledgment)

Mike Niemi And _____, to me personally known, who, being each by me duly sworn

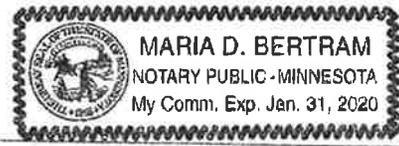
each did say that they are respectively the Sr VP of Operations and _____ of the

Anderson Brothers Construction Company of Brainerd LLC

Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Sr VP of Operations and said _____ and he acknowledged said instrument to be the free act and deed of said Corporation.

Notarial



Seal

My Commission as Notary Public in St. Crow Wing County

Expires Jan 31, 2020 Signature Maria D. Bertram

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017], CP 001-088-001

Contract Final Payment No. 13

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017], CP 001-088-001

Contract Final Payment No. 13

**Aitkin County
Certificate of Final Acceptance
County Board Acknowledgment**

Contract Number: 20161
Contractor: 7050 - Anderson Brothers Construction Company of Brainerd LLC
Date Certified: 4/24/2018
Payment Number: 13

Whereas; Contract No. 20161 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Aitkin County and authorize final payment as specified herein.

Aitkin County
State of

I, _____, County _____ within and for said county do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this _____ day of _____, 20__

At _____

Signed By _____
County _____

(SEAL)



AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project SAP 001-603-017 [SAP 01-603-017] - Widening and Bituminous Pavement - Palisade to CR 62
Final Payment No. 13

Contractor: Anderson Brothers Construction
Company of Brainerd LLC
11325 State Hwy 210
Brainerd, MN 56401

Contract No. 20161
Vendor No. 7050
For Period: 8/23/2017 - 4/24/2018
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$3,610,951.38
Contract Changes	\$379,941.20
Revised Contract	\$3,990,892.58

Work Certified To Date

Base Bid Items	\$3,616,076.84
Backsheet	(\$94,470.53)
Change Order	\$122,414.96
Supplemental Agreement	\$0.00
Work Order	\$232,982.71
Material On Hand	\$0.00
Total	\$3,877,003.98

Funds Encumbered

Original	\$3,610,951.38
Additional	N/A
Total	\$3,610,951.38

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 001-603-017 [SAP 01-603-017]	\$1,113.02	\$3,877,003.98	\$0.00	\$3,798,373.14	\$78,630.84	\$3,877,003.98
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$78,630.84	

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	05/18/2016	06/18/2016	\$351,626.64	\$17,581.33	\$334,045.31
2	06/19/2016	07/04/2016	\$206,160.61	\$10,308.03	\$195,852.58
3	07/05/2016	07/23/2016	\$279,839.57	\$13,991.98	\$265,847.59
4	07/24/2016	08/07/2016	\$226,495.23	\$11,324.76	\$215,170.47
5	08/08/2016	08/31/2016	\$563,714.89	\$28,185.75	\$535,529.14
6	09/01/2016	09/18/2016	\$405,516.65	\$20,275.83	\$385,240.82
7	09/19/2016	09/30/2016	\$250,599.99	\$12,530.00	\$238,069.99
8	10/01/2016	10/31/2016	\$1,242,178.25	\$62,108.91	\$1,180,069.34
9	11/01/2016	11/30/2016	\$107,014.61	\$5,350.73	\$101,663.88
10	12/01/2016	01/11/2017	\$124,863.07	\$6,243.16	\$118,619.91
11	01/12/2017	02/28/2017	\$23,962.24	\$1,198.11	\$22,764.13
12	03/01/2017	08/22/2017	\$93,919.21	(\$111,580.77)	\$205,499.98
13	08/23/2017	04/24/2018	\$1,113.02	(\$77,517.82)	\$78,630.84
Totals:			\$3,877,003.98	\$0.00	\$3,877,003.98

SAP 001-603-017 [SAP 01-603-017] Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
001	3,877,003.97	0.00	3,798,373.12	78,630.85	3,877,003.97
Totals:	\$3,877,003.97	\$0.00	\$3,798,373.12	\$78,630.85	\$3,877,003.97

SAP 001-603-017 [SAP 01-603-017] Funding Source Report

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
313	Local	78,630.85	3,990,892.58	3,610,951.38	3,877,003.97
Totals:		\$78,630.85	\$3,990,892.58	\$3,610,951.38	\$3,877,003.97

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
PARTICIPATING									
1	2021.501	MOBILIZATION	LS	\$100,000.00	1	0	\$0.00	1	\$100,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$1.00	1	1	\$1.00	1	\$1.00
3	2101.511	CLEARING & GRUBBING	LS	\$50,648.47	1	0	\$0.00	1	\$50,648.47
4	2102.502	PAVEMENT MARKING REMOVAL	L F	\$1.06	1312	0	\$0.00	1298	\$1,375.88
5	2104.501	REMOVE PIPE CULVERTS	L F	\$10.55	2258	0	\$0.00	2334	\$24,623.70
6	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.76	511	0	\$0.00	559.02	\$1,542.90
7	2104.513	SAWING BITUMINOUS PAVEMENT	L F	\$1.10	475	0	\$0.00	422.7	\$464.97
8	2104.521	SALVAGE PIPE CULVERT	L F	\$15.83	40	0	\$0.00	117	\$1,852.11
9	2104.523	SALVAGE CONCRETE APRON	EACH	\$527.59	2	0	\$0.00	2	\$1,055.18
10	2104.523	SALVAGE SIGN	EACH	\$26.38	77	0	\$0.00	94	\$2,479.72
11	2105.501	COMMON EXCAVATION (P)	C Y	\$4.91	121236	0	\$0.00	122559	\$601,764.69
12	2105.511	CHANNEL AND POND EXCAVATION (P)	C Y	\$5.28	13418	0	\$0.00	13418	\$70,847.04
13	2105.521	GRANULAR BORROW (EV)	C Y	\$9.50	42149	0	\$0.00	50373	\$478,543.50
14	2105.603	SHOULDER EXCAVATION	L F	\$0.87	3050	0	\$0.00	3227	\$2,807.49
15	2105.604	GEOTEXTILE FABRIC TYPE V	S Y	\$1.79	17763	0	\$0.00	19177.81	\$34,328.28
16	2105.607	SALVAGED AGGREGATE (CV)	C Y	\$6.86	3321	0	\$0.00	3991.15	\$27,379.29
17	2118.501	AGGREGATE SURFACING CLASS 1	TON	\$14.00	8318	0	\$0.00	5294	\$74,116.00
18	2118.607	AGGREGATE SURFACING (CV) CLASS 5	C Y	\$24.00	3252	0	\$0.00	3489.56	\$83,749.44
19	2211.501	AGGREGATE BASE CLASS 5	TON	\$10.00	35583	0	\$0.00	32954.69	\$329,546.90
20	2215.501	FULL DEPTH RECLAMATION	S Y	\$0.65	93267	0	\$0.00	92041.72	\$59,827.12
21	2232.501	MILL BITUMINOUS SURFACE	S Y	\$6.00	2264	0	\$0.00	2233.28	\$13,399.68
22	2232.501	MILL BITUMINOUS SURFACE (2.0")	S Y	\$0.85	81915	0	\$0.00	72438	\$61,572.30
23	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.95	6260	0	\$0.00	6123	\$11,939.85
24	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$40.00	28301	0	\$0.00	28415.6	\$1,136,624.00
25	2451.501	STRUCTURE EXCAVATION CLASS U (P)	C Y	\$7.39	2721	0	\$0.00	3062	\$22,628.18
26	2451.509	AGGREGATE BEDDING (MOD) CV	C Y	\$52.76	185	0	\$0.00	186.5	\$9,839.74
27	2501.511	8" CS PIPE CULVERT	L F	\$22.16	348	0	\$0.00	336	\$7,445.76
28	2501.511	10" CS PIPE CULVERT	L F	\$23.74	26	0	\$0.00	26	\$617.24
29	2501.511	12" CS PIPE CULVERT	L F	\$24.27	232	0	\$0.00	232	\$5,630.64

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
30	2501.511	15" CS PIPE CULVERT	L F	\$26.38	556	0	\$0.00	556	\$14,667.28
31	2501.511	18" CS PIPE CULVERT	L F	\$29.55	1360	0	\$0.00	1406	\$41,547.30
32	2501.511	24" CS PIPE CULVERT	L F	\$37.99	944	0	\$0.00	944	\$35,862.56
33	2501.515	12" GS PIPE APRON	EACH	\$184.66	18	0	\$0.00	18	\$3,323.88
34	2501.515	15" GS PIPE APRON	EACH	\$195.21	34	0	\$0.00	34	\$6,637.14
35	2501.515	18" GS PIPE APRON	EACH	\$232.14	4	0	\$0.00	4	\$928.56
36	2501.515	18" RC PIPE APRON	EACH	\$553.97	2	0	\$0.00	2	\$1,107.94
37	2501.515	24" RC PIPE APRON	EACH	\$685.87	10	0	\$0.00	10	\$6,858.70
38	2501.521	102" SPAN RC PIPE-ARCH CULV CL IIA	L F	\$580.35	20	0	\$0.00	20	\$11,607.00
39	2501.561	18" RC PIPE CULVERT DES 3006	L F	\$52.76	80	0	\$0.00	80	\$4,220.80
40	2501.561	24" RC PIPE CULVERT DES 3006	L F	\$63.31	344	0	\$0.00	344	\$21,778.64
41	2501.569	18" GS SAFETY APRON	EACH	\$263.80	64	0	\$0.00	64	\$16,883.20
42	2501.569	24" GS SAFETY APRON	EACH	\$337.66	44	0	\$0.00	44	\$14,857.04
43	2501.573	INSTALL CONCRETE APRON	EACH	\$527.59	2	0	\$0.00	2	\$1,055.18
44	2503.602	24" PIPE PLUG	EACH	\$1,055.18	1	0	\$0.00	1	\$1,055.18
45	2511.501	RANDOM RIPRAP CLASS II	C Y	\$68.59	100	0	\$0.00	157	\$10,768.63
46	2511.507	GROUTED RIPRAP	C Y	\$131.90	10	0	\$0.00	10	\$1,319.00
47	2540.602	MAIL BOX SUPPORT	EACH	\$100.24	21	0	\$0.00	23	\$2,305.52
48	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$52.76	2	0	\$0.00	3	\$158.28
49	2557.602	INSTALL VEHICULAR GATE	EACH	\$552.51	2	0	\$0.00	3	\$1,657.53
50	2563.601	TRAFFIC CONTROL	LS	\$3,000.00	1	0	\$0.00	0.95	\$2,850.00
51	2564.531	SIGN PANELS TYPE C	S F	\$33.77	194	0	\$0.00	183.88	\$6,209.63
52	2564.602	INSTALL SIGN	EACH	\$21.10	23	0	\$0.00	41	\$865.10
53	2573.502	SILT FENCE, TYPE HI	L F	\$2.11	15082	0	\$0.00	13883	\$29,293.13
54	2573.505	FLOTATION SILT CURTAIN TYPE MOVING WATER	L F	\$17.89	30	0	\$0.00	30	\$536.70
55	2573.533	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$4.75	1932	0	\$0.00	0	\$0.00
56	2573.602	TEMPORARY SEDIMENT TRAP	EACH	\$1,055.18	12	0	\$0.00	12	\$12,662.16
57	2574.508	FERTILIZER TYPE 3	LB	\$0.58	22470	0	\$0.00	22502	\$13,051.16
58	2575.501	SEEDING (P)	ACRE	\$205.76	64.2	0	\$0.00	64.2	\$13,209.79
59	2575.502	SEED MIXTURE 25-141	LB	\$4.06	3788	0	\$0.00	3806.65	\$15,455.00

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
60	2575.511	MULCH MATERIAL TYPE 1	TON	\$184.66	129	0	\$0.00	131.15	\$24,218.16
61	2575.519	DISK ANCHORING	ACRE	\$158.28	64.2	0	\$0.00	64.2	\$10,161.58
62	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	S Y	\$1.53	4024	0	\$0.00	0	\$0.00
63	2575.571	RAPID STABILIZATION METHOD 3	MGAL	\$237.42	250	0	\$0.00	190	\$45,109.80
64	2580.603	INTERIM PAVEMENT MARKING	L F	\$0.24	34954	0	\$0.00	41875	\$10,050.00
65	2582.502	4" SOLID LINE EPOXY	L F	\$0.20	80431	0	\$0.00	80471	\$16,094.20
66	2582.502	4" BROKEN LINE EPOXY	L F	\$0.20	5410	0	\$0.00	5300	\$1,060.00
Totals For Section PARTICIPATING:								\$1.00	\$3,616,076.84
Backsheet 1									
71	2573.602	WITHHOLDING FOR TEMPORARY SEDIMENT TRAP	EACH	(\$527.59)	12	0	\$0.00	12	(\$6,331.08)
72	2573.602	RELEASE FOR TEMPORARY SEDIMENT TRAP REMOVAL	EACH	\$527.59	12	0	\$0.00	12	\$6,331.08
67	2573.603	WITHHOLDING FOR SILT FENCE	LIN FT	(\$1.05)	15082	0	\$0.00	13883	(\$14,577.15)
68	2573.603	RELEASE FOR SILT FENCE REMOVAL	LIN FT	\$1.05	15082	636.5	\$668.33	13883	\$14,577.15
69	2573.603	WITHHOLDING FOR FLOTATION SILT CURTAIN	LIN FT	(\$8.94)	30	0	\$0.00	30	(\$268.20)
70	2573.603	RELEASE FOR FLOTATION SILT CURTAIN REMOVAL	LIN FT	\$8.94	30	0	\$0.00	30	\$268.20
Totals For Backsheet 1:								\$668.33	\$0.00
Backsheet 2									
73	2574.605	WITHHOLDING FOR ERODIBLE SOIL	ACRE	(\$3,000.00)	64.2	0	\$0.00	40.19	(\$120,570.00)
74	2574.605	RELEASE FOR TOPSOIL PLACEMENT	ACRE	\$1,500.00	64.2	0	\$0.00	40.19	\$60,285.00
75	2574.605	RELEASE FOR MULCH PLACEMENT	ACRE	\$750.00	64.2	0	\$0.00	40.19	\$30,142.50
76	2574.605	RELEASE FOR VEGETATION ESTABLISHMENT	ACRE	\$750.00	64.2	0	\$0.00	40.19	\$30,142.50
Totals For Backsheet 2:								\$0.00	\$0.00
Backsheet 3									
77	2131.502	CALCIUM CHLORIDE SOLUTION	GAL	\$0.90	2600	0	\$0.00	2600	\$2,340.00
Totals For Backsheet 3:								\$0.00	\$2,340.00
Backsheet 4									
86	2105.503	ROCK EXCAVATION	C Y	\$20.00	57.87	0	\$0.00	57.87	\$1,157.40

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
Totals For Backsheet 4:							\$0.00		\$1,157.40
Backsheet 5									
87	2118.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	11645.62	(\$18,632.99)
88	2211.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	48167.6	(\$77,068.16)
89	2360.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	21400	(\$34,240.00)
Totals For Backsheet 5:							\$0.00		(\$129,941.15)
Backsheet 6									
90	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$24,530.64	1	0	\$0.00	1	\$24,530.64
Totals For Backsheet 6:							\$0.00		\$24,530.64
Backsheet 7									
91	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$14,334.94	1	0	\$0.00	1	\$14,334.94
Totals For Backsheet 7:							\$0.00		\$14,334.94
Backsheet 8									
99	2451.607	AGGREGATE ROYALTY FEE	CU YD	(\$12.75)	258.5	0	\$0.00	258.5	(\$3,295.88)
Totals For Backsheet 8:							\$0.00		(\$3,295.88)
Backsheet 9									
98	2105.601	WORK ORDER ADJUSTMENT	LUMP SUM	(\$3,596.48)	1	0	\$0.00	1	(\$3,596.48)
Totals For Backsheet 9:							\$0.00		(\$3,596.48)
Change Order 1									
78	2105.501	COMMON EXCAVATION (P)	C Y	\$4.91	5362	0	\$0.00	5278	\$25,914.98
79	2211.501	AGGREGATE BASE CLASS 5	TON	\$10.00	9652	0	\$0.00	9641.71	\$96,417.10
80	2215.501	FULL DEPTH RECLAMATION	S Y	(\$0.65)	17547	0	\$0.00	0	\$0.00
Totals For Change Order 1:							\$0.00		\$122,332.08
Change Order 2									
81	2104.505	REMOVE BITUMINOUS PAVEMENT	S Y	\$2.76	160	0	\$0.00	158	\$436.08
82	2104.513	SAWING BITUMINOUS PAVEMENT	L F	\$1.10	52	0	\$0.00	0	\$0.00
83	2211.501	AGGREGATE BASE CLASS 5	TON	\$10.00	9	0	\$0.00	0	\$0.00

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
84	2232.501	MILL BITUMINOUS SURFACE (2.0")	S Y	(\$0.85)	160	0	\$0.00	0	\$0.00
85	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$40.00	22	0	\$0.00	23.22	\$928.80
Totals For Change Order 2:							\$0.00		\$1,364.88
Change Order 3									
102	2105.607	ROYALTY DISCOUNT	CU YD	(\$2.00)	641	641	(\$1,282.00)	641	(\$1,282.00)
Totals For Change Order 3:							(\$1,282.00)		(\$1,282.00)
Work Order 1									
92	2105.601	SUBGRADE CORRECTION	LUMP SUM	\$158,780.65	1	0	\$0.00	1	\$158,780.65
Totals For Work Order 1:							\$0.00		\$158,780.65
Work Order 2									
93	2105.601	SUBGRADE CORRECTION	LUMP SUM	\$2,702.52	1	0	\$0.00	1	\$2,702.52
Totals For Work Order 2:							\$0.00		\$2,702.52
Work Order 3									
94	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$1,398.67	1	0	\$0.00	1	\$1,398.67
Totals For Work Order 3:							\$0.00		\$1,398.67
Work Order 4									
95	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$15,934.66	1	0	\$0.00	1	\$15,934.66
Totals For Work Order 4:							\$0.00		\$15,934.66
Work Order 5									
96	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$2,940.95	1	0	\$0.00	1	\$2,940.95
Totals For Work Order 5:							\$0.00		\$2,940.95
Work Order 6									
97	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$9,315.85	1	0	\$0.00	1	\$9,315.85
Totals For Work Order 6:							\$0.00		\$9,315.85
Work Order 7									

SAP 001-603-017 [SAP 01-603-017] Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
101	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$798.96	1	0	\$0.00	1	\$798.96
Totals For Work Order 7:							\$0.00		\$798.96
Work Order 8									
100	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$25,667.25	1	0	\$0.00	1	\$25,667.25
Totals For Work Order 8:							\$0.00		\$25,667.25
Work Order 9									
103	2123.509	DOZER	HOUR	\$225.00	29.5	0	\$0.00	29.5	\$6,637.50
104	2123.509	DOZER	HOUR	\$155.00	36	0	\$0.00	36	\$5,580.00
105	2123.610	LOWBOY	HOUR	\$125.00	12	0	\$0.00	12	\$1,500.00
Totals For Work Order 9:							\$0.00		\$13,717.50
Work Order 10									
106	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$734.34	1	1	\$734.34	1	\$734.34
Totals For Work Order 10:							\$734.34		\$734.34
Work Order 11									
107	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$991.36	1	1	\$991.36	1	\$991.36
Totals For Work Order 11:							\$991.36		\$991.36
Project Totals:							\$1,113.03		\$3,877,003.98

SAP 001-603-017 [SAP 01-603-017] Material On Hand Balance

Line	Item	Date	Added	Used	Remaining
15	2105.604 GEOTEXTILE FABRIC TYPE V	6/6/2016	17763 S Y \$7,887.38	17763 S Y \$7,887.38	0 S Y \$0.00
29	2501.511 12" CS PIPE CULVERT	7/5/2016	132 L F \$940.41	132 L F \$940.41	0 L F \$0.00
29	2501.511 12" CS PIPE CULVERT	7/6/2016	100 L F \$715.80	100 L F \$715.80	0 L F \$0.00
30	2501.511	5/27/2016	234 L F	234 L F	0 L F

SAP 001-603-017 [SAP 01-603-017] Material On Hand Balance

Line	Item	Date	Added	Used	Remaining
	15" CS PIPE CULVERT		\$1,996.52	\$1,996.52	\$0.00
30	2501.511 15" CS PIPE CULVERT	7/5/2016	236 L F \$2,027.49	236 L F \$2,027.49	0 L F \$0.00
30	2501.511 15" CS PIPE CULVERT	7/6/2016	86 L F \$742.33	86 L F \$742.33	0 L F \$0.00
31	2501.511 18" CS PIPE CULVERT	5/27/2016	272 L F \$2,886.76	272 L F \$2,886.76	0 L F \$0.00
31	2501.511 18" CS PIPE CULVERT	7/5/2016	42 L F \$448.83	42 L F \$448.83	0 L F \$0.00
31	2501.511 18" CS PIPE CULVERT	7/6/2016	506 L F \$5,432.96	506 L F \$5,432.96	0 L F \$0.00
31	2501.511 18" CS PIPE CULVERT	7/13/2016	482 L F \$5,191.54	482 L F \$5,191.54	0 L F \$0.00
32	2501.511 24" CS PIPE CULVERT	5/27/2016	276 L F \$3,718.95	276 L F \$3,718.95	0 L F \$0.00
32	2501.511 24" CS PIPE CULVERT	7/5/2016	120 L F \$1,628.11	120 L F \$1,628.11	0 L F \$0.00
32	2501.511 24" CS PIPE CULVERT	7/13/2016	288 L F \$3,938.32	288 L F \$3,938.32	0 L F \$0.00
32	2501.511 24" CS PIPE CULVERT	7/21/2016	260 L F \$3,566.32	260 L F \$3,566.32	0 L F \$0.00
33	2501.515 12" GS PIPE APRON	7/5/2016	8 EACH \$318.50	8 EACH \$318.50	0 EACH \$0.00
33	2501.515 12" GS PIPE APRON	7/6/2016	10 EACH \$400.01	10 EACH \$400.01	0 EACH \$0.00
34	2501.515 15" GS PIPE APRON	5/27/2016	12 EACH \$574.36	12 EACH \$574.36	0 EACH \$0.00
34	2501.515 15" GS PIPE APRON	7/5/2016	16 EACH \$771.10	16 EACH \$771.10	0 EACH \$0.00
34	2501.515 15" GS PIPE APRON	7/6/2016	6 EACH \$290.53	6 EACH \$290.53	0 EACH \$0.00
35	2501.515 18" GS PIPE APRON	7/5/2016	4 EACH \$234.68	4 EACH \$234.68	0 EACH \$0.00
36	2501.515 18" RC PIPE APRON	7/22/2016	2 EACH \$541.20	2 EACH \$541.20	0 EACH \$0.00
39	2501.561	7/22/2016		80 L F	0 L F

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Material On Hand Balance

Line	Item	Date	Added	Used	Remaining
	18" RC PIPE CULVERT DES 3006		\$1,094.40	\$1,094.40	\$0.00
41	2501.569 18" GS SAFETY APRON	5/27/2016	12 EACH \$1,061.31	12 EACH \$1,061.31	0 EACH \$0.00
41	2501.569 18" GS SAFETY APRON	7/6/2016	24 EACH \$2,147.41	24 EACH \$2,147.41	0 EACH \$0.00
41	2501.569 18" GS SAFETY APRON	7/13/2016	24 EACH \$2,154.17	24 EACH \$2,154.17	0 EACH \$0.00
42	2501.569 24" GS SAFETY APRON	5/27/2016	10 EACH \$1,508.73	10 EACH \$1,508.73	0 EACH \$0.00
42	2501.569 24" GS SAFETY APRON	7/5/2016	6 EACH \$911.49	6 EACH \$911.49	0 EACH \$0.00
42	2501.569 24" GS SAFETY APRON	7/13/2016	14 EACH \$2,143.61	14 EACH \$2,143.61	0 EACH \$0.00
42	2501.569 24" GS SAFETY APRON	7/21/2016	14 EACH \$2,150.17	14 EACH \$2,150.17	0 EACH \$0.00
Material On Hand Total Amounts:			\$57,423.39	\$57,423.39	\$0.00

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	6/17/2016	As per MnDOT Spec. 2573.5, 50% of the contract price for temporary sediment control devices will be withheld until removal of the devices. This backsheet will continue throughout the project and will be adjusted each month to comply with Spec. 2573.5.	\$0.00	\$0.00
BK2	Backsheet	6/17/2016	As per MnDOT Spec. 2574, a value of \$3000 per acre will be withheld for soils exposed to probable erosion. The withholding will be released as finishing and turf establishment operations proceed as per Spec. 2574.5. This backsheet will continue throughout the project and will be adjusted each month as necessary to comply with Spec. 2574.	\$0.00	\$0.00
BK3	Backsheet	7/22/2016	As per Special Provision S-7.2(A), the contractor applied 2600 gallons of calcium chloride from Sta. 352+98 to Sta. 384+38 and at the various centerline pipe replacement locations with reclaimed aggregate surfacing. The contractor applied the calcium chloride at the 0.023 gallons per square foot rate specified in the special provision and for the specified unit price of \$0.90 per gallon.	\$2,340.00	\$2,340.00
	Change		In accordance with Specifications 1903 and 1904, the plan quantity of item 2105.501 Common Excavation is changed to 126,598 CY, the estimated quantity of item 2211.501 Aggregate Base Class 5 is changed to 45,235 Ton, and the estimated quantity of item 2215.501 Full Depth Reclamation is changed to 75,720 SY. The additional 5,362 CY of Common Excavation and 9,652 Ton of Aggregate Base Class 5 and the reduction in Full Depth Reclamation of 17547 SY is due to common excavation type soils discovered in the shoulders of the existing road rather than the		

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
CO1	Order	8/11/2016	aggregate base materials shown on previous plans. Additional common excavation was required to remove material approximately 11 inches deep by 3 feet wide from Sta. 328+50 to Sta. 357+44 and Sta. 380+58 to Sta. 623+00 on the left and from Sta. 328+50 to Sta. 351+00 and Sta. 379+79 to Sta. 623+00 on the right. The material removed was originally planned to be reclaimed and incorporated in the new aggregate aggregate base section so the additional quantity of aggregate base is necessary to replace the unsuitable material.	\$111,441.87	\$122,332.08
CO2	Change Order	9/7/2016	Prior to milling and paving operations, the County corrected settlement problems on the approach panels to the existing bridge from Sta. 309+17 to Sta. 312+45. The elevation corrections will require modified work from approximately Sta. 308+97 to Sta. 309+17 and from Sta. 312+45 to approximately Sta. 312+65. The modifications will be to remove the bituminous pavement full depth rather than the planned 2" milling, recompaction of the existing aggregate base and inspection of the grade for void areas, placement of new aggregate base to raise the road grade to the appropriate elevation to match into the adjusted approach panels, and paving of an additional 2.5" lift of wearing course in addition to the planned 2" lift. The contractor agreed to perform the above listed work for contract prices. Any additional work required for correction of void areas will be paid on a separate work order.	\$1,332.80	\$1,364.88
BK4	Backsheet	9/16/2016	In accordance with MnDOT Specification 2105.5D.2, the contractor is paid an additional \$20.00 per cubic yard for materials defined as rock excavation throughout the project. A total of 57.87 CY of rock excavation was encountered while completing the grading operations. A list of the stations and dimensions of qualifying boulders is in the inspection file for documentation.	\$1,157.40	\$1,157.40
BK5	Backsheet	10/30/2016	As per Special Provision S-9, the County hereby deducts \$1.60 per ton for processed aggregates removed from the Gun Lake Pit.	(\$4.80)	(\$129,941.15)
BK6	Backsheet	10/31/2016	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-29 (2360) Plant Mixed Asphalt Pavement, the following density incentive / disincentive was earned on the project. The total density incentive is \$24,530.64. The density worksheets are in the inspection file for documentation.	\$24,530.64	\$24,530.64
BK7	Backsheet	11/1/2016	In accordance with MnDOT Specification 2399 Pavement Surface Smoothness and Special Provisions S-29 (2360) Plant Mixed Asphalt Pavement and S-30 (2399) Pavement Surface Smoothness, the following ride incentive / disincentive was earned on the project. The total ride incentive is \$14,334.94. The IRI and ALR sheets and the summary sheets are in the inspection file for documentation.	\$14,334.94	\$14,334.94
WO1	Work Order	1/9/2017	After milling and reclaiming operations, numerous soft areas developed in the existing grade throughout the project requiring corrective work prior to paving. As the corrective work and other contract work progressed, more soft areas were encountered. The contractor was directed to excavate the soft areas, salvage the reclaim material, dispose of any contaminated reclaim and the unsuitable subgrade material, backfill with the salvaged reclaim, and place aggregate base to bring the area back to the required grade. The contractor agreed to perform the work on a force account basis and the Summary of Daily Force Account forms are in the inspection file for documentation. The total force account costs for each day are \$28,663.39 for Sept. 20, \$9,823.21 for Sept. 21,	\$158,780.65	\$158,780.65

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			\$4,945.14 for Sept. 22, \$227.26 for Oct. 5, \$26,873.34 for Oct. 6, \$27,361.86 for Oct. 10, \$21,440.40 for Oct. 11, \$24,264.10 for Oct. 12, \$2,167.11 for Oct. 13, and \$13,014.84 for Oct. 14 for a grand total of \$158,780.65.		
WO2	Work Order	1/11/2017	After paving of the bottom lift of asphalt pavement, 3 soft areas developed in the existing roadbed from Sta. 621+50 to Sta. 622+42 requiring corrective work. The soft areas were not in locations where repairs were performed prior to paving. The contractor was directed to mill out the broken pavement, salvage the reclaim / CL-5 aggregate layer, dispose of any contaminated aggregate and unsuitable subgrade materials, backfill the excavation with the salvaged aggregate and milling materials, and re-pave the patches. The contractor agreed to perform the subgrade corrections on a force account basis. The total force account costs incurred by the contractor were \$2702.52. The Summary of Daily Force Account forms are in the inspection file for documentation.	\$2,702.52	\$2,702.52
WO3	Work Order	1/23/2017	During shoulder excavation operations a large windrow of excess shouldering and grading material was developed from approximately station 313+75 LT to station 325+00 LT and from approximately station 313+75 RT to station 319+75 RT. According to the plans, the contractor was to replaced the salvaged material as aggregate shouldering. The windrow was excess material that would not fit within the design section and was not suitable for shouldering so the contractor was directed to haul away the material and dispose of it off site. The contractor incurred \$1,398.67 in force account costs while completing the disposal work. The Summary of Daily Force Account form is in the inspection file for documentation.	\$1,398.67	\$1,398.67
WO4	Work Order	2/10/2017	Extra ditching work was required at various locations throughout the project to provide adequate drainage. The contractor was directed to clean out County Ditch #4 beginning at approximately Sta.475+70 LT and running approximately 1800' NW, to clean out the ditch at the toe of designed fill slope from Sta. 563+00 to Sta. 569+00 RT, to clean out the existing ditch from Sta. 622+00 to Sta. 624+87 LT, to regrade the ditch from Sta. 515+20 to Sta. 525+06 LT to a lower elevation after the design grade had been constructed, to construct a ditch at the toe of the design fill slope from Sta. 471+67 to Sta. 475+62 LT, to regrade the ditch from Sta. 443+65 to Sta. 460+85 LT due to GPS/VRS staking issues, and to regrade the 290th PL ditch from Sta. 1+42 to Sta. 7+45 RT after the original design grade was constructed. The contractor incurred a grand total of \$15,934.66 in force account expenses while completing the extra ditching work. The Summary of Daily Force Account forms are in the inspection file for documentation.	\$15,934.66	\$15,934.66
WO5	Work Order	2/13/2017	After the installation of the approach culvert at Sta. 370+78 RT, it was determined that the approach grade needed to be raised to better match into the new road grade and the existing approach elevation. The contractor was directed to remove the aprons, add 6 LF of 18" CS Pipe Culvert to each side, and reinstall the aprons to allow for the additional height of approach and longer slopes. After the township road approach culvert at Sta. 399+86 LT was installed as per the construction stakes, it was determined that the culvert outlet would not allow the approach slope to be built to the 1:5 plan requirement. The contractor was directed to remove the outlet apron, add 6LF of 24" CS Pipe Culvert, and reinstall the apron. After installation of the ATV trail culvert at Sta. 426+00 LT, the contractor was directed to salvage the previously installed 12" CS Pipe Culvert and aprons and to reinstall the culvert at a lower elevation. The lower elevation will allow the township to clean out and	\$2,940.95	\$2,940.95

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			improve the drainage in the township road ditch to the north. After the installation of the ATV trail culvert at Sta. 582+70 LT as per the construction stakes, it was determined that the inlet location did not allow for the construction of the 1:3 approach slope for 250th PL. The contractor was directed to salvage the previously placed 15" CS Pipe Culvert with aprons and reinstall the culvert with the inlet further east. The contractor was also directed to provide extra ditching to connect the existing township road ditch with the new pipe inlet. The contractor incurred a total of \$2940.95 in force account charges while completing the extra work. The Summary of Daily Force Account forms are in the inspection file for documentation.		
WO6	Work Order	2/16/2017	During grading operations, unsuitable organic material was discovered in the outer edge of the roadbed from approximately Sta. 470+60 to Sta. 475+50 LT. The contractor was directed to excavate the organic material, place geotextile fabric in the bottom of the excavation, and backfill with granular borrow. Due to the inslope ATV trail being previously constructed, the excavated material had to be hauled out and disposed of off site. The contractor incurred \$9,315.85 in force account expenses while completing the extra excavation. The Summary of Daily Force Account form is in the inspection file for documentation.	\$9,315.85	\$9,315.85
BK8	Backsheet	2/17/2017	During the course of construction, the contractor used 258.5 CY of County owned 1 1/2" rock. The contractor agreed to a contract deduct of \$12.75 per CY for the rock used.	(\$3,295.88)	(\$3,295.88)
WO7	Work Order	2/17/2017	During construction, it was determined by the engineer that the ATV trail should be constructed and surfaced with 1 1/2" rock from approximately Sta. 556+00 to Sta. 562+00. The contractor was directed to not strip the trail segment and to install the rock on top of the existing topsoil surface. After shaping of the ditch and inslope in this area, the contractor was then directed to strip the trail prior to placement of the rock. Since the grading and topsoil placement had been completed in this area the contractor had to strip the material, load it for disposal off-site, and refinish the disturbed area with an excavator rather than using a dozer to strip and place the material on the inslope as originally planned. The contractor incurred \$798.96 in force account expenses while completing the revised trail preparation.	\$798.96	\$798.96
WO8	Work Order	2/17/2017	After placement of the salvaged aggregate on the relocation area, several soft areas developed in the gravel surface. After blading and re-compacting the soft areas several times, it was determined that soft existing in-place materials were not allowing the aggregate to pass ordinary compaction. In order to provide an adequate driving surface for the public and to prepare the roadbed for future paving operations, the contractor was directed to salvage the aggregate base and any uncontaminated granular borrow, remove and dispose of the soft foundation soils to a depth of approximately 2', place geotextile fabric in the bottom of the excavation, backfill with the salvaged granular borrow, provide additional granular borrow to the grading grade elevation, and replace the aggregate base. The repairs were completed approximately from Sta. 357+50 to Sta. 358+00 LT lane, Sta. 361+20 to Sta. 364+20 RT lane, Sta. 373+90 to Sta. 374+45 LT and RT lane, Sta. 376+60 to Sta. 378+30 RT lane, and Sta. 376+80 to Sta. 377+70 LT lane. Also, after construction of the Ladd approach and salvaging of the reclaimed material to the final aggregate elevation, a soft area developed in the approach from approximately Sta. 1+30 to Sta. 2+30 in the old road bed. The contractor was directed to salvage any aggregate surfacing, excavate the old road core	\$25,667.25	\$25,667.25

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			approximately 1' deep, dispose of the unsuitable materials, backfill the excavation with granular borrow, and replace the salvaged aggregate. The contractor incurred \$25,667.25 in force account expenses while completing the subgrade repairs.		
BK9	Backsheet	2/21/2017	In order to complete the Summary of Force Account forms for Work Order #1, the MnDOT Estimating Unit was contacted to get equipment rental rates for all the pieces of equipment used in the completion of the extra work. While completing further force account forms and verifying equipment rental rates with the Estimating Unit, it was determined that incorrect rates for the Hitachi Zaxis 200LC excavator and for the John Deere 250G LC excavator were supplied by MnDOT. The original rate for the Hitachi was \$152.93 and the correct rate is \$96.79. The original rate for the John Deere was \$74.93 and the correct rate is \$105.17. Applying the correct rates for the Hitachi and John Deere excavators gives new total force account costs for each day of \$27,922.35 for Sept. 20, \$9,797.11 for Sept. 21, \$5,044.93 for Sept. 22, \$196.39 for Oct. 5, \$26,194.04 for Oct. 6, \$26,682.57 for Oct. 10, \$20,988.73 for Oct. 11, \$23,662.84 for Oct. 12, \$2,081.21 for Oct. 13, and \$12,614.00 for Oct. 14 for a new grand total of \$155,184.17. The previous grand total was \$158,780.65 which results in an adjustment of -\$3,596.48. \$3,525.98 of the adjustment was to work performed by a subcontractor and the remaining \$70.50 of the adjustment is for the prime contractor allowance. The revised Summary of Daily Force Account forms are in the inspection file for documentation.	(\$3,596.48)	(\$3,596.48)
CO3	Change Order	2/28/2017	During construction, the contractor expanded a borrow pit off of private property and onto county owned right-of-way from approximately Sta. 543+15 RT to Sta. 545+50 RT. The total quantity of granular borrow that was removed from the county owned land was 641 CY (EV). Due to the absence of the \$2.00 material royalty that would have been paid to the private landowner, the contractor agreed to a price reduction of \$2.00 per CY off the contract price of \$9.50 for item 2105.521 Granular Borrow for the 641 CY. The 641 CY will be paid on the contract line item 2105.521 Granular Borrow at the contract price and the \$2.00 reduction will be assessed on this change order.	(\$1,282.00)	(\$1,282.00)
WO9	Work Order	8/16/2017	After removal of the material for the grading and paving of the CSAH 3 project, it was necessary to reclaim a portion of the Gun Lake pit to be in compliance with the conditional use permit issued for the pit operations. Part of the pit reclamation was to relocate the entrance road so the engineer directed the contractor to construct a new road with the use of a D-8 and a D-5 dozer. The contractor agreed to perform the road construction for the unit prices of \$125.00 per hour for the lowboy mobilizing the dozers, \$225.00 per hour for the D-8 with operator, and \$155.00 per hour for the D-5 with operator. The contractor incurred 12 hours with the lowboy, 29.5 hours with the D-8, and 36 hours with the D-5 while completing the entrance road construction for a total cost of \$13,717.50.	\$13,717.50	\$13,717.50
WO10	Work Order	12/28/2017	Prior to shoulder graveling operations, Sta. 514+40 RT to Sta. 538+30 RT experienced continuous soft shoulders. Drying and blending operations did not improve the grade enough to meet the quality compaction requirements to allow placement of the shoulder aggregate. The contractor was directed to cut weep holes into the constructed inslope approximately every 100' to allow trapped water to drain out of the saturated soils. Since the soft shoulders were due to a number of issues including wet borrow, trapped surface water, and soft, saturated existing foundation soils, the contractor and	\$734.34	\$734.34

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SAP 001-603-017 [SAP 01-603-017]

Final Payment No. 13

SAP 001-603-017 [SAP 01-603-017] Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			engineer agreed to split the force account expenses required to complete the weep hole excavation. The contractor incurred a total of \$1468.68 in force account expenses, including prime allowance, so the total cost of this work order is \$734.34. The Summary of Daily Force Account form is in the inspection file for documentation.		
WO11	Work Order	12/29/2017	After installation of approaches at the plan locations, approaches at Stas. 385+34 LT, 400+55 RT, and 562+46 LT required adjustment to better align with the existing driveway beyond the R/W. Since the realignment of the approaches was due to a number of issues including the plan stations were approximate, the new approach culverts were not staked, and the contractor installed them strictly at the plan stations without verifying the location with the inspector, the engineer and contractor agreed to split the force account costs incurred while realigning the approaches. The contractor incurred \$1982.71 in force account expenses, including prime allowance, so the total cost of this work order is \$991.36. The Summary of Daily Force Account forms are in the inspection file for documentation.	\$991.36	\$991.36
Contract Change Totals:				\$379,941.20	\$260,927.14



AITKIN COUNTY

1211 Air Park Drive
 Aitkin, MN 56431
 Project CP 001-088-001 - County Road 88
 Final Payment No. 13

Contractor: Anderson Brothers Construction
 Company of Brainerd LLC
 11325 State Hwy 210
 Brainerd, MN 56401

Contract No. 20161
Vendor No. 7050
For Period: 8/23/2017 - 4/24/2018
Warrant # _____ **Date** _____

Contract Amounts

Original Contract	\$122,082.63
Contract Changes	(\$3,494.10)
Revised Contract	\$118,588.53

Work Certified To Date

Base Bid Items	\$122,586.29
Backsheet	(\$6,676.50)
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$115,909.79

Funds Encumbered

Original	\$122,082.63
Additional	N/A
Total	\$122,082.63

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
CP 001-088-001	\$1.00	\$115,909.79	\$0.00	\$113,590.61	\$2,319.18	\$115,909.79
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$2,319.18	

CP 001-088-001 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	05/18/2016	06/18/2016	\$0.00	\$0.00	\$0.00
2	06/19/2016	07/04/2016	\$0.00	\$0.00	\$0.00
3	07/05/2016	07/23/2016	\$0.00	\$0.00	\$0.00
4	07/24/2016	08/07/2016	\$0.00	\$0.00	\$0.00
5	08/08/2016	08/31/2016	\$0.00	\$0.00	\$0.00
6	09/01/2016	09/18/2016	\$0.00	\$0.00	\$0.00
7	09/19/2016	09/30/2016	\$62,181.19	\$3,109.06	\$59,072.13
8	10/01/2016	10/31/2016	\$53,727.60	\$2,686.38	\$51,041.22
9	11/01/2016	11/30/2016	\$0.00	\$0.00	\$0.00
10	12/01/2016	01/11/2017	\$0.00	\$0.00	\$0.00
11	01/12/2017	02/28/2017	\$0.00	\$0.00	\$0.00
12	03/01/2017	08/22/2017	\$0.00	(\$3,477.26)	\$3,477.26
13	08/23/2017	04/24/2018	\$1.00	(\$2,318.18)	\$2,319.18
Totals:			\$115,909.79	\$0.00	\$115,909.79

CP 001-088-001 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date	
001	115,909.79	0.00	113,590.61	2,319.18	115,909.79	
Totals:		\$115,909.79	\$0.00	\$113,590.61	\$2,319.18	\$115,909.79

CP 001-088-001 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
8801	Local	2,319.18	118,588.53	122,082.63	115,909.79
Totals:		\$2,319.18	\$118,588.53	\$122,082.63	\$115,909.79

CP 001-088-001 Project Item Status										
Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date	
PARTICIPATING										
1	2021.501	MOBILIZATION	LS	\$1,000.00	1	0	\$0.00	1	\$1,000.00	
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$1.00	1	1	\$1.00	1	\$1.00	
3	2118.502	AGGREGATE SURFACING (LV), CLASS 1	C Y	\$35.00	127	0	\$0.00	185	\$6,475.00	
4	2211.502	AGGREGATE BASE (LV) CLASS 5	C Y	\$25.00	97	0	\$0.00	65	\$1,625.00	
5	2215.501	FULL DEPTH RECLAMATION	S Y	\$0.84	12907	0	\$0.00	12956	\$10,883.04	
6	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.95	645	0	\$0.00	388	\$756.60	
7	2360.501	TYPE SP 12.5 WEARING COURSE MIX (2,C)	TON	\$45.00	2200	0	\$0.00	2194.09	\$98,734.05	
8	2563.601	TRAFFIC CONTROL	LS	\$1,000.00	1	0	\$0.00	1	\$1,000.00	
9	2582.502	4" SOLID LINE EPOXY	L F	\$0.20	10560	0	\$0.00	10558	\$2,111.60	
Totals For Section PARTICIPATING:									\$1.00	\$122,586.29
Backsheet 1										
10	2118.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	259	(\$414.40)	
11	2211.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	91	(\$145.60)	
12	2360.609	AGGREGATE ROYALTY FEE	TON	(\$1.60)	1	0	\$0.00	1642	(\$2,627.20)	
Totals For Backsheet 1:									\$0.00	(\$3,187.20)
Backsheet 2										
13	2360.601	WEARING COURSE DISINCENTIVE	LUMP SUM	(\$3,489.30)	1	0	\$0.00	1	(\$3,489.30)	
Totals For Backsheet 2:									\$0.00	(\$3,489.30)
Project Totals:									\$1.00	\$115,909.79

CP 001-088-001 Contract Changes					
No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	10/30/2016	As per Special Provision S-9, the County hereby deducts \$1.60 per ton for processed aggregates removed from the Gun Lake Pit.	(\$4.80)	(\$3,187.20)
BK2	Backsheet	10/31/2016	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-29 (2360) Plant Mixed Asphalt Pavement, the following density incentive / disincentive was earned on the project. The total density disincentive is -\$3,489.30. The density worksheets are in the inspection file for documentation.	(\$3,489.30)	(\$3,489.30)
Contract Change Totals:				(\$3,494.10)	(\$6,676.50)



Board of County Commissioners Agenda Request

4c
Agenda Item #

Requested Meeting Date: 5-22-18

Title of Item: Road Construction Materials Special Permit

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

Submitted by: John Welle	Department: Highway
------------------------------------	-------------------------------

Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 20 minutes
--	---

Summary of Issue:
The Minnesota Legislature in 2017 took action to allow the issuance of a road construction materials special permit by MnDOT and local road authorities. A copy of the enabling statute, M.S. 169.869, is attached. A summary of this permit is as follows:

- permit is issued on an annual basis and is applicable to the hauling of road construction materials only
- permits issued by MnDOT are valid only on the state highway system
- local road authorities are authorized to issue this permit, which is valid only on roads under that their jurisdiction
- permit allows vehicles with six or more axles to haul 90,000 pounds, cost is \$300 per vehicle per year
- permit allows vehicles with seven or more axles to haul 97,000 pounds, cost is \$500 per vehicle per year
- during winter weight increase period, the permit allows vehicles with six or more axles to haul 99,000 pounds
- local preferred routes can be established for operation under this permit

Alternatives, Options, Effects on Others/Comments:
It is Aitkin County's option to either offer this special hauling permit, or to not offer this special hauling permit. At least one local contractor has inquired whether this permit would be available for hauling on Aitkin County highways.

Recommended Action/Motion:
Discussion with potential action by 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:*

169.869 ROAD CONSTRUCTION MATERIALS SPECIAL PERMIT.

Subdivision 1. **Definition.** For purposes of this section, "road construction materials" means street or highway construction materials, including but not limited to aggregate material as defined in section 298.75, subdivision 1, paragraph (a), hot mix asphalt, plastic concrete, cementitious materials, concrete admixtures, asphalt cement, and recycled road materials.

Subd. 2. **Six-axle vehicles.** (a) A road authority may issue an annual permit authorizing a vehicle or combination of vehicles with a total of six or more axles to haul road construction materials and be operated with a gross vehicle weight of up to:

- (1) 90,000 pounds; and
- (2) 99,000 pounds during the period set by the commissioner under section 169.826, subdivision 1.

(b) The fee for a permit issued under this subdivision is \$300, or a proportional amount as provided in section 169.86, subdivision 5.

Subd. 3. **Seven-axle vehicles.** (a) A road authority may issue an annual permit authorizing a vehicle or combination of vehicles with a total of seven or more axles to haul road construction materials and be operated with a gross vehicle weight of up to:

- (1) 97,000 pounds; and
- (2) 99,000 pounds during the period set by the commissioner under section 169.826, subdivision 1.

(b) The fee for a permit issued under this subdivision is \$500, or a proportional amount as provided in section 169.86, subdivision 5.

Subd. 4. **Authority; restrictions.** A vehicle or combination of vehicles operating under this section:

- (1) may only be operated on paved or unpaved streets and highways, other than interstate highways;
- (2) must comply with the requirements and restrictions in section 169.865, subdivision 3, paragraph (a), clauses (1) to (3), (5), (7), and (8); and
- (3) must be operated in compliance with truck route requirements and vehicle weight restrictions, as established under section 169.87, subdivision 1, by a local road authority or the commissioner.

Subd. 5. **Revenues.** Revenue from the permits issued by the commissioner under this section must be deposited in the bridge inspection and signing account under section 169.86, subdivision 5b.

Subd. 6. **Expiration date.** Upon request of the permit applicant, the expiration date for a permit issued under this section must be the same as the expiration date of the permitted vehicle's registration.

Subd. 7. **Permit information.** The commissioner must make information available to local road authorities on an Internet Web site that identifies permit issuances under this section and the counties in which a vehicle with a permit is intended to be operated.

Subd. 8. **Local preferred routes.** A local road authority may identify local preferred routes for operating a vehicle on local streets and highways under a permit issued in this section. A holder of a permit issued in this section and any person seeking to apply for a permit are encouraged to:

- (1) upon request of a local road authority, provide comment on identification of preferred routes; and

(2) make reasonable efforts to operate a vehicle on the preferred routes when operating under the permit.

History: *1Sp2017 c 3 art 3 s 72*



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: Enbridge Resolution of Support

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

Submitted by: Jessica Seibert, County Administrator	Department: Administration
---	--------------------------------------

Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 15 minutes
---	---

Summary of Issue:

Please see the attached resolution of support for Enbridge's Line 3 and proposed route for Board action.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve/Deny resolution of support

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED May 22, 2018

By Commissioner: xx

20180522-0xx

In support of Line 3 Replacement Project and Enbridge's Proposed Route

WHEREAS, on April 23, 2018, Administrative Law Judge, Ann C. O'Reilly confirmed the need to replace Line 3 stating that, "(Enbridge) has established, by a preponderance of the evidence, that the probable result of denial of the Certificate of Need Application would adversely affect the future adequacy, reliability, or efficiency of the transportation of crude oil supply by Applicant's customers, particularly Canadian crude oil shippers".;

WHEREAS, Judge C. O'Reilly expressly states that Enbridge's Route Alternative 7 be approved rather than the proposed route;

WHEREAS, Enbridge has been operating safely and successfully in our state for more than 65 years, with hundreds of employees and contractors that live, work and raise their families here in Minnesota;

WHEREAS, the proposed route reduces the safety hazards involved in disturbing an existing pipeline;

WHEREAS, any delay in the Line 3 Replacement Project, or any significant reroute, will prevent Aitkin County from benefiting from the significant positive economic impact that will result from this project;

WHEREAS, construction delays will limit the availability of employment for skilled craft workers;

WHEREAS, Enbridge has worked with all state and local authorities to determine the proposed route of the Line 3 Replacement across the state of Minnesota, respecting all impacts to people and the environment while fulfilling all applicable regulatory requirements;

WHEREAS, the Enbridge proposed route honors the request of the Leech Lake Band of Ojibwe that the replacement line not be constructed across their reservation;

NOW, THEREFORE, BE IT RESOLVED that Aitkin County extends its support for Enbridge's proposed Line 3 Replacement Project, their Preferred Route and their plan for deactivating the existing Line 3 and urges an efficient permitting process for the Line 3 Replacement and approval Enbridge's proposed route.

FISCAL NOTE: There is no direct cost to Aitkin County resulting from the adoption of this resolution.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA)
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 22nd day of May, 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of May, 2018

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: May 22, 2018

Title of Item: City Storm Sewer Cooperative Construction Agreement Amendment

<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: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 15 minutes
Summary of Issue: The Board previously adopted a Cooperative Construction Agreement with the City of Aitkin for State Aid Project 001-594-003. At the time the agreement was signed, anticipated County costs totaled \$105,375.00. An amendment will be presented to the Board on Tuesday for consideration as a result of bids received.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve/Deny construction agreement amendment.		
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? \$ 115,000 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Request was received after 2018 budget was adopted.		



Aitkin County Board of Commissioners Agenda Request Form

6

Agenda Item #

Requested Meeting Date: May 22, 2018

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 HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund 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	Monthly	2 nd Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
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	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Pratt, Alt. Marcotte
Budget Committee 2019			Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Pratt
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	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Wedel and Pratt
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA (Liaison)	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	Monthly		Westerlund
Mille Lacs Watershed	10x year	4 th Thursday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4th Friday	Marcotte, Alt. Pratt
MN Rural Counties	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
NE MN ATP	Quarterly		Pratt, Alt. Niemi and Engineer Welle
NE MN Regional ECB	5x year	4 th Thursday	Marcotte, Alt. Sheriff Turner
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