

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS September 25, 2018 – BOARD AGENDA

## Aitkin Public Library

- 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)
- 9:40 Break
- 9:50 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 September 11, 2018 to September 24, 2018
  - B) Approve September 11, 2018 County Board Minutes
  - C) Approve Personnel Committee Recommendation
  - D) Set Unorganized Township Levies for 2019
    - 1. Adopt Resolution: 2019 Unorganized Road & Bridge
    - 2. Adopt Resolution: 2019 Unorganized Fire Protection
    - 3. Adopt Resolution: 2019 Unorganized Cemetery
  - E) Approve Electronic Funds Transfers
  - F) Approve Commissioner Warrants
  - G) Approve Auditor Warrants – Sales & Use Tax
- 9:52 3) Jessica Seibert, County Administrator
- A) Adopt 2019 Preliminary Levy
  - B) Discuss 2019 Newspaper Bid Specifications
- 10:30 4) Committee Updates
- 11:00 5) Rich Courtemanche, Assistant Land Commissioner
- A) 11:00 Public Hearing – Land Exchange in Seavey Township
    - 1. Adopt Resolution: American Peat Technology Land Exchange

**11:10 6) Sheriff Scott Turner**

**A) Emergency Management Update**

**1. Adopt Resolution: Declaring a State of Emergency**

**Break to Close Meeting**

**B) Closed Session Under MN Statute 13D.05, subd. 3 (d) Security**

**12:00 Adjourn**

<p>The Aitkin County Board of Commissioners met this 11<sup>th</sup> day of September, 2018 at 9:03 a.m., at the Aitkin County Courthouse, 3<sup>rd</sup> Floor, Courtroom 3, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.</p>	<p><b>CALL TO ORDER</b></p>
<p>Board Chair Anne Marcotte called for a moment of silence in remembrance of September 11, 2001.</p>	<p><b>MOMENT OF SILENCE</b></p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve the September 11, 2018 amended agenda. Agenda Item 5C – Pipeline Easement Proposal, was removed.</p>	<p><b>APPROVED AGENDA</b></p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: August 28, 2018 to September 10, 2018; B) Approve County Board Minutes: August 28, 2018; C) Approve Commissioner Warrants: General Fund \$274,217.88, Road &amp; Bridge \$26,617.66, Health &amp; Human Services \$36,603.96, Trust \$6,278.17, Forest Development \$4,416.67, Long Lake Conservation Center \$4,742.35, Parks \$4,824.15 for a total of \$357,700.84; D) Approve July Manual Warrants: General Fund \$5,980.93, Road &amp; Bridge \$74.29, Health &amp; Human Services \$-77.40, State \$9,320.96, Trust \$-746.75, Agency \$62,694.00, Taxes &amp; Penalties \$1,913.00, Long Lake Conservation Center \$375.34, Parks \$80.00 for a total of \$79,614.37; E) Approve Elan Manual Warrants: General Fund \$7,328.52, Road &amp; Bridge \$503.14, Health &amp; Human Services \$3,488.79, Trust \$146.16, Long Lake Conservation Center \$306.46 for a total of \$11,773.07; F) Approve Auditor Warrants: Contract Payments Road &amp; Bridge - for a total of \$661,860.83; G) Approve Auditor Warrants: Contegrity Payment – for a total of \$434,634.05; H) Approve Electronic Funds Transfers: \$1,122,062.18; I) Approve Out of State Travel Request – Sheriff's Office; J) Approve Affidavit for Duplicate of Lost Warrant: Tammy Clos, Warrant #105352, dated July 1, 2016 in the amount of \$104.90; K) Approve AIT Airport Grant Agreement; L) Adopt Resolution: Final Contract Payment – Contract No. 20173; M) Information Only: TIF District Reports</p>	<p><b>CONSENT AGENDA</b></p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Sheriff's Office request to send two employees to the annual Zuercher conference held in Sioux Falls, SD on September 12<sup>th</sup> and 13<sup>th</sup>. There is no cost for the conference. The only cost incurred will be approximately \$500 for travel and two nights lodging.</p>	<p><b>OUT OF STATE TRAVEL REQUEST SHERIFF'S OFFICE</b></p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the AIT Grant Agreement for the Airport to purchase the land from Aitkin County Growth, to complete the Runway Crack Repair, and to authorize Board Chair's signature.</p>	<p><b>AIT GRANT AGREEMENT</b></p>

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution – Final Contract Payment – Contract No. 20173:

**WHEREAS**, Contract No. 20173 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 Young Excavating in the amount of \$47,500.49.

Bobbie Danielson, Human Resources Director presented Personnel Committee recommendations to the Board.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to update Flexible Schedules Policy as presented.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to authorize the Personnel Committee to conduct Land Commissioner interviews on September 21, 2018, make the conditional job offer and recommend the selected candidate to the Board after background check.

Ross Wagner, Economic Development & Forest Industry Coordinator shared with the Board that the County's IRRRB Grant request was acted upon. The IRRRB awarded Aitkin County \$150,000 for the 2018 Aitkin County Broadband Development Grant. Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve SCI Broadband Inc. and Mille Lacs Energy Cooperative each be awarded \$150,000 from Aitkin County Broadband Development Grant, as recommended by the Economic Development Committee. The \$150,000 IRRRB grant proceeds will go to Mille Lacs Energy Cooperative, and SCI Broadband, Inc. will receive \$150,000 from Aitkin County's Broadband Development Grant.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to sell the County's interest in Gov't Lot 1, S 28, T 47, R 27, PID 01-0-066200, 01-0-066300 to the other private interest, Janice Bare, at a cost of \$75,000, which is the fair market value as determined by the County Assessor. This land is classified as non-conservation and MN DNR has approved the sale.

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to budget \$50,000 from County Development Fund 10-921, which is a non-tax levy account, to contract private surveyors to re-locate survey corners in the Consolidated Conservation Areas in parts of Hazelton and Wealthwood Townships, as proposed.

Mark Jacobs, Land Commissioner gave a PowerPoint presentation to the Board titled State of the County Forest – 2018. The PowerPoint presentation included internal planning documents he created in 2005 when he took over as Land Commissioner and looked 15 years into the future, along with many of the results 13 years later.

**RESOLUTION  
20180911-061  
FINAL CONTRACT  
PAYMENT –  
CONTRACT NO.  
20173**

**PERSONNEL  
COMMITTEE**

**FLEXIBLE  
SCHEDULES**

**LAND  
COMMISSIONER  
POSITION**

**2018 AITKIN  
COUNTY  
BROADBAND  
DEVELOPMENT  
GRANT**

**SALE OF  
UNDIVIDED  
INTEREST**

**ACCELERATED  
SURVEY  
MONUMENT  
RELOCATION  
PROJECT**

**STATE OF THE  
COUNTY FOREST  
2018**

After Mark Jacob's presentation, Board Chair Anne Marcotte presented him with a gift from the Board for his more than 38 years of service, thanked him for his time and dedication to the Aitkin County Land Department, wished him well in his retirement, and told him he will be greatly missed.

**MARK JACOBS  
RECOGNITION**

Jessica Seibert, County Administrator discussed the following with the Board:

**COUNTY  
ADMINISTRATOR  
REPORTS**

- 2019 Proposed Budget
- 2019 Appropriations and Dues
- 2019 Public Budget Hearing
- 2019 Legislative Priorities
- Organizational Structure Update

The following action was taken:

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to schedule the 2019 Public Budget Hearing at 6:05 p.m. on December 11, 2018 at Aitkin City Hall.

**2019 PUBLIC  
BUDGET HEARING  
SET**

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present (4-0 Wedel stepped out momentarily) voting yes to approve the 2019 Legislative Priorities with changes as discussed.

**2019 LEGISLATIVE  
PRIORITIES**

The Board discussed: Library, McGregor Airport, Natural Resources Advisory Committee, ATV Kick-Off, Personnel Committee, Budget Committee, Facilities Committee, Aitkin Airport, and MHB.

**BOARD  
DISCUSSION**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to close the meeting at 12:11 p.m. under MN Statute 13D.03 Subd. 1(b) Labor Negotiations.

**CLOSED SESSION**

Board Chair Anne Marcotte reopened the meeting at 12:38 p.m.

**REOPEN MEETING**

Motion by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adjourn the meeting at 12:38 p.m. until Tuesday, September 25, 2018 at 9:00 a.m. at the Aitkin Public Library.

**ADJOURN**

---

Anne Marcotte, Board Chair  
Aitkin County Board of Commissioners

---

Jessica Seibert, County Administrator



# Board of County Commissioners Agenda Request

2C

Agenda Item #

**Requested Meeting Date:** 9/25/2018

**Title of Item:** Personnel Committee Recommendations

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Bobbie Danielson		<b>Department:</b> HR
<b>Presenter (Name and Title):</b> Bobbie Danielson, HR Director		<b>Estimated Time Needed:</b> Consent Agenda
<b>Summary of Issue:</b>  9/11/2018 Personnel Committee unanimously recommends:  *Hire Kristi Kunz as a non-union Temporary Office Assistant at a rate equivalent to Grade 5, Step D (\$20.37/hour in 2018), effective 9/24/2018. She has resigned her full-time regular position in the Environmental Services Department to take another position, but is available to perform some of the MS Access and RTVision permit programming work on a temporary basis.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to hire Kristi Kunz as a non-union temporary office assistant in the Environmental Services Department at an hourly rate equivalent to Grade 5, Step D on the county's uniform wage scale.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Estimated not to exceed 20 days per calendar year. Not to exceed funds available in the 2018 and 2019 budget.		



# Board of County Commissioners Agenda Request

20

Agenda Item #

**Requested Meeting Date:** September 25, 2018

**Title of Item:** Set Unorganized Township Levies for 2019

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

<b>Submitted by:</b> Kirk Peysar, County Auditor	<b>Department:</b> Auditor
---	-------------------------------

<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor	<b>Estimated Time Needed:</b> n/a
---	--------------------------------------

**Summary of Issue:**

Set Unorganized Township Levies for 2019

Road and Bridge: Levies adjusted to reflect increased needs in 47-24 and 48-27.

Fire Protection: Levies adjusted to reflect changes in fire protection contract services.

Cemetery: Levies proposed to remain the same as 2018.

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

**Recommended Action/Motion:**

Adopt 2019 levies for the unorganized townships.

**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 September 25, 2018

By Commissioner: xx

**20180925-0xx**

**2019 Unorganized Road & Bridge**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2019 for Road and Bridge purposes:

Unorg Township	
52-22	\$3000
45-24	\$2000
47-24	\$11000
52-24	\$1500
50-25	\$4000
51-25	\$0
52-25	\$4500
50-26	\$2000
48-27	\$5500
49-27	\$9000
50-27	\$0
51-27	\$0
52-27	\$3500

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

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 25th day of September 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 25th day of September 2018

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

Unorganized Township Road & Bridge Fund

September 14, 2018

<u>Township</u>	<u>2017 Expense</u>	<u>2018 Levy</u>	<u>Current Balance</u>	<u>Proposed 2019</u>
52-22	\$4,114.38	\$3,000	\$57,729.54	\$3,000
45-24	\$9,592.50	\$2,000	\$32,994.99	\$2,000
47-24	\$16,276.38	\$10,000	\$6,359.62	\$11,000
52-24	\$19,994.09	\$1,500	\$86,159.99	\$1,500
50-25	\$3,483.75	\$4,000	\$53,948.41	\$4,000
51-25	\$1,573.15	\$0	\$51,467.30	\$0
52-25	\$3,722.88	\$4,500	\$46,231.81	\$4,500
50-26	\$812.50	\$2,000	\$62,816.28	\$2,000
48-27	\$6,338.43	\$5,000	\$27,019.47	\$5,500
49-27	\$11,752.50	\$9,000	\$33,994.69	\$9,000
50-27	\$602.50	\$0	\$78,843.47	\$0
51-27	\$2,939.20	\$0	\$64,559.73	\$0
52-27	\$3,955.00	\$3,500	\$41,704.37	\$3,500
Totals:	\$85,157.26	\$44,500	\$643,829.67	\$46,000

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

ADOPTED September 25, 2018

By Commissioner: xx

**20180925-0xx**

**2019 Unorganized Fire Protection**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2019 for Fire Protection purposes:

Unorg Township	
52-22	\$15000
51-22	\$150
45-24	\$650
47-24	\$2000
52-24	\$1400
50-25	\$1600
51-25	\$300
52-25	\$2700
50-26	\$1600
48-27	\$5000
49-27	\$5500
50-27	\$350
51-27	\$1200
52-27	\$4600

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

**FIVE MEMBERS PRESENT**

**All Members Voting**

**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 25th day of September 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 25th day of September 2018

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

Unorganized Township Levies-Fire Fund

August 11, 2018

<u>Served By</u>	<u>Township</u>	<u>2018 Levy</u>	<u>2018 Expense</u>	<u>Current Balance</u>	<u>2019 Proposed Levy</u>	<u>2019 Budget</u>
Jacobson	52-22	\$12,000.00	\$12,043.00	\$7,214.78	\$15,000.00	\$12,043.00
Jacobson	51-22	\$150.00	\$149.84	\$751.22	\$150.00	\$149.84
McGrath	45-24	\$650.00	\$527.76	\$649.18	\$650.00	\$527.76
McGregor	47-24	\$2,000.00	\$1,960.24	\$3,513.71	\$2,000.00	\$1,960.24
Jacobson	52-24	\$1,400.00	\$1,369.29	\$3,124.34	\$1,400.00	\$1,369.29
Palisade	50-25	\$1,600.00	\$1,436.00	\$2,962.36	\$1,600.00	\$1,507.80
Palisade	51-25	\$300.00	\$261.00	\$854.76	\$300.00	\$274.05
Hill City	52-25	\$2,700.00	\$2,660.36	\$3,797.20	\$2,700.00	\$2,723.90
Palisade	50-26	\$1,600.00	\$1,437.00	\$2,269.09	\$1,600.00	\$1,508.85
Aitkin	48-27	\$5,000.00	\$4,014.45	\$3,806.33	\$5,000.00	\$3,012.01
Palisade	49-27	\$5,500.00	\$4,643.00	\$6,939.31	\$5,500.00	\$4,875.15
Palisade	50-27	\$350.00	\$307.00	\$617.55	\$350.00	\$322.35
Hill City	51-27	\$1,200.00	\$980.81	\$2,252.44	\$1,200.00	\$1,166.44
Hill City	52-27	\$3,000.00	\$2,846.26	\$2,979.59	\$4,600.00	\$4,553.09
Total:		\$37,450.00	\$34,636.01	\$41,731.86	\$42,050.00	\$35,993.77

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

ADOPTED September 25, 2018

By Commissioner: xx

**20180925-0xx**

**2019 Unorganized Cemetery**

**BE IT RESOLVED**, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2019 for Cemetery (Revenue):

Unorganized Township Cemetery:		
Shovel Lake Cemetery		
51-27		\$600
52-27		\$600
Hebron Cemetery		
50-25		\$1,500

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

**FIVE MEMBERS PRESENT**  
**STATE OF MINNESOTA}**  
**COUNTY OF AITKIN}**

**All Members Voting**

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 25th day of September 2018, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 25th day of September 2018**

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



# Board of County Commissioners Agenda Request

2E  
Agenda Item #

**Requested Meeting Date:** 9/25/18

**Title of Item:** Electronic funds transfers

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

<b>Submitted by:</b> Lori Grams	<b>Department:</b> County Treasurer
------------------------------------	--

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

**Summary of Issue:**  
Electronic funds transfers thru 9/17/18

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

**Recommended Action/Motion:**  
Approve

**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:*

ELECTRONIC FUNDS TRANSFERS

Thru September 17, 2018

Date	Amount	Reason
9/4/2018	\$276.86	Manual Warrants
9/7/2018	\$23,170.84	Commissioner Warrants
9/7/2018	\$155.02	Auditor Warrants
9/7/2018	\$10,214.13	Manual Warrants
9/7/2018	\$4,374.20	Auditor Warrants
9/10/2018	\$9,917.91	Commissioner Warrants
9/11/2018	\$80,726.86	Manual Warrants
9/12/2018	\$149.99	Manual Warrants
9/14/2018	\$2,770.64	Auditor Warrants
9/12/2018	\$545,818.51	Payroll Warrants
<hr/>		
	\$677,574.96	



JKK1  
9/17/18 1:42PM

# Aitkin County

Audit List for Board COMMISSIONER'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 COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1	DEPT			Commissioners		
86222	Aitkin Independent Age 01-001-000-0000-6230		126.00	Synopsis 8/14/18	629545	Printing, Publishing & Adv
86222	Aitkin Independent Age		126.00	1 Transactions		
10452	AT&T Mobility 01-001-000-0000-6250		65.96	Monthly wireless 07/18/2018	287259994975	Telephone
10452	AT&T Mobility		65.96	08/17/2018 1 Transactions		
1	DEPT Total:		191.96	Commissioners	2 Vendors	2 Transactions
12	DEPT			Court Administration		
11634	Gammello & Pearson PLLC 01-012-000-0000-6232		1,297.50	Attorney fees 01- PR- 18- 668	64300	Attorney Services
	01-012-000-0000-6232		414.20	Attorney expense 01- PR- 18- 668	64300	Attorney Services
11634	Gammello & Pearson PLLC		1,711.70	2 Transactions		
2650	Kingsley/Marlene E 01-012-000-0000-6232		75.00	01- PR- 18- 547		Attorney Services
	01-012-000-0000-6232		25.00	Mileage 01- PR- 18- 547		Attorney Services
2650	Kingsley/Marlene E		100.00	2 Transactions		
5176	Wetzel Law Firm 01-012-000-0000-6232		127.50	Attorney fees	01- PX- 99- 99	Attorney Services
5176	Wetzel Law Firm		127.50	1 Transactions		
12	DEPT Total:		1,939.20	Court Administration	3 Vendors	5 Transactions
40	DEPT			Auditor		
86222	Aitkin Independent Age 01-040-021-0000-6230		45.04	License Center	840858	Printing, Publishing & Adv
86222	Aitkin Independent Age		45.04	1 Transactions		
6115	Mn GIs Lis Conference 01-040-000-0000-6241		135.00	ArcGIS Pro workshop Liz Harmon	200003750	Registration Fee
6115	Mn GIs Lis Conference		135.00	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor Name	<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>
10879 Shred-It 01-040-000-0000-6231		110.88	Shredding	8125451289 Services, Labor, Contracts
10879 Shred-It		110.88	1 Transactions	
40 DEPT Total:		290.92	Auditor	3 Vendors 3 Transactions
41 DEPT			Internal Audit	
12780 CliftonLarsonAllen, LLP 01-041-000-0000-6231		3,000.00	Progress Billing #4 2017	1898948 Services, Labor, Etc
12780 CliftonLarsonAllen, LLP		3,000.00	1 Transactions	
41 DEPT Total:		3,000.00	Internal Audit	1 Vendors 1 Transactions
42 DEPT			Treasurer	
9878 Hughes/Julie 01-042-000-0000-6405		8.54	Batteries	Office & Computer Supplies
9878 Hughes/Julie		8.54	1 Transactions	
4689 Metro Sales Inc 01-042-000-0000-6231		135.00	Ricoh	1160681 Services, Labor, Contracts
4689 Metro Sales Inc		135.00	09/07/2018 12/06/2018 1 Transactions	
14330 US Bank 01-042-000-0000-6625		117.53	Ricoh Copier contract	365931757 Office Equipment
14330 US Bank		117.53	1 Transactions	
42 DEPT Total:		261.07	Treasurer	3 Vendors 3 Transactions
43 DEPT			Assessor	
10452 AT&T Mobility 01-043-000-0000-6250		531.48	Monthly wireless	287250162187 Telephone
10452 AT&T Mobility 01-043-000-0000-6250		675.14	06/18/2018 07/17/2018 Monthly wireless	287250162187 Telephone
10452 AT&T Mobility		1,206.62	07/18/2018 08/17/2018 2 Transactions	
10330 Dangers/Mike				

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10330	Dangers/Mike		Mileage	70@.445	Transportation & Travel & Parking
		31.15			
		31.15			1 Transactions
4641	Holiday Credit Office		August fuel	1400000147443	Gas And Oil
		428.89			
4641	Holiday Credit Office				
		428.89			1 Transactions
86235	The Office Shop Inc		Copy contract	300548-0	Office, Film & Computer Supplies
		366.99			
86235	The Office Shop Inc				
		366.99			1 Transactions
6097	Verizon Wireless		Monthly cell phone	68069088200001	Telephone
		147.94			
6097	Verizon Wireless				
		147.94			1 Transactions
43	DEPT Total:	2,181.59	Assessor	5 Vendors	6 Transactions
44	DEPT		Central Services		
86336	Arrowhead Transit- Virginia		2018 Appropriation		AEOA Rural Rides Program
		5,000.00			
86336	Arrowhead Transit- Virginia				
		5,000.00			1 Transactions
248	Association of Mn Counties		Strategic Planning training	50338	Services, Labor, Contracts
		1,500.00			
248	Association of Mn Counties				
		1,500.00			1 Transactions
3336	Office Of MN. IT Services		August usage	DV18080373	Services, Labor, Contracts
		1,300.00			
3336	Office Of MN. IT Services				
		1,300.00			1 Transactions
44	DEPT Total:	7,800.00	Central Services	3 Vendors	3 Transactions
45	DEPT		Motor Pool		
50	Aitkin Body Shop, Inc		New windshield #31	10161	Car Maintenance
		648.09			
50	Aitkin Body Shop, Inc				
		648.09			1 Transactions
170	Aitkin Motor Company				

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
	01-045-000-0000-6302		Oil Change, Tire rotation #55	19521	Car Maintenance
	01-045-000-0000-6302		Oil Change, Tire rotation #31	19615	Car Maintenance
	01-045-000-0000-6302		Oil Change, Tire rotation #47	19616	Car Maintenance
170	Aitkin Motor Company		3 Transactions		
45	DEPT Total:	785.37	Motor Pool	2 Vendors	4 Transactions
52	DEPT		Administration		
10452	AT&T Mobility		Monthly wireless	287259994975	Telephone
	01-052-000-0000-6250	112.61	07/18/2018 08/17/2018		
10452	AT&T Mobility	112.61	1 Transactions		
11303	Danielson/Bobbie		Mileage AMC Strategic Planning	37@.445	Transportation & Travel & Parking
	01-052-000-0000-6330	16.47			
11303	Danielson/Bobbie	16.47	1 Transactions		
4641	Holiday Credit Office		Gas	1400000135194	Gas And Oil
	01-052-000-0000-6511	24.80			
4641	Holiday Credit Office	24.80	1 Transactions		
12048	McDowell Agency, Inc./The		Background screening	106043	Background Check Fee
	01-052-000-0000-6234	171.00			
12048	McDowell Agency, Inc./The	171.00	1 Transactions		
86235	The Office Shop Inc		Partition bracket & hook	1051101-0	Office & Computer Supplies
	01-052-000-0000-6405	11.05			
	01-052-000-0000-6405	8.04	Certificate holders	1051339-0	Office & Computer Supplies
	01-052-000-0000-6405	25.13	Desk file	1051401-0	Office & Computer Supplies
86235	The Office Shop Inc	44.22	3 Transactions		
52	DEPT Total:	369.10	Administration	5 Vendors	7 Transactions
60	DEPT		Elections		
86222	Aitkin Independent Age		Ballot Procedures	629546	Printing, Publishing & Adv
	01-060-000-0000-6230	102.63			
86222	Aitkin Independent Age	102.63	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
11372	DS Solutions, Inc. 01-060-000-0000-6406		Election Judge Training setup	11904	Ballots & Programming
11372	DS Solutions, Inc.		1 Transactions		
60	DEPT Total:	1,602.63	Elections	2 Vendors	2 Transactions
90	DEPT		Attorney		
117	Aitkin County Sheriff 01-090-000-0000-6250	15.84	Jim Ratz Phone Bill	18-0184	Telephone
117	Aitkin County Sheriff	15.84	1 Transactions		
89541	Culligan 01-090-000-0000-6213	74.00	Monthly water	150X00994004	Drug & Forfeiture Ms387.213
89541	Culligan	74.00	1 Transactions		
2140	Hennepin County Sheriff's Office 01-090-000-0000-6234	80.00	Subpoena 01cr171100	81543	Co Sheriff Services
2140	Hennepin County Sheriff's Office	80.00	1 Transactions		
11176	Schiferl/Natalie 01-090-000-0000-6330	13.00	Parking Crim Justice Inst		Transportation & Travel & Parking
	01-090-000-0000-6340	9.08	Lunch CJI		Meals
	01-090-000-0000-6330	139.52	Mileage Crim Justice Inst	256@.545	Transportation & Travel & Parking
11176	Schiferl/Natalie	161.60	3 Transactions		
90	DEPT Total:	331.44	Attorney	4 Vendors	6 Transactions
100	DEPT		Recorder		
5398	CDW Government, Inc 01-100-195-0000-6231	5,131.36	SQL Server 2017 core license	NWT0433	Services, Labor, Contracts- Land Records
5398	CDW Government, Inc	5,131.36	1 Transactions		
10879	Shred-It 01-100-000-0000-6231	221.76	Shredding	8125451289	Services, Labor, Contracts
10879	Shred-It	221.76	1 Transactions		
100	DEPT Total:	5,353.12	Recorder	2 Vendors	2 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
110	DEPT		Courthouse Maintenance		
10452	AT&T Mobility		Monthly wireless	287259994975	Phone
	01- 110- 000- 0000- 6250		07/18/2018 08/17/2018		
		32.98			
10452	AT&T Mobility		1 Transactions		
		32.98			
13725	Beartooth True Value		Clear sheeting	B68962	Janitorial Supplies
	01- 110- 000- 0000- 6422				
		19.99			
13725	Beartooth True Value		1 Transactions		
		19.99			
88628	Dalco		Roll towel dispenser	3355777	Janitorial Supplies
	01- 110- 000- 0000- 6422				
		49.63			
88628	Dalco		1 Transactions		
		49.63			
1598	Ferrara's Htg Air Cond & Refrig Inc		Install fan coil unit	9353	Services, Labor, Contracts
	01- 110- 000- 0000- 6231				
		429.61			
1598	Ferrara's Htg Air Cond & Refrig Inc		1 Transactions		
		429.61			
1754	Garrison Disposal Company, Inc		September billing	67193	Garbage
	01- 110- 000- 0000- 6255				
		713.20			
1754	Garrison Disposal Company, Inc		1 Transactions		
		713.20			
2340	Hyytinen Hardware Hank		Mouse traps	1478488	Janitorial Supplies
	01- 110- 000- 0000- 6422				
		11.98			
	01- 110- 000- 0000- 6422		Grease gun	1479956	Janitorial Supplies
		14.99			
2340	Hyytinen Hardware Hank		2 Transactions		
		26.97			
89765	Minnesota Elevator, Inc		September service	766358	Services, Labor, Contracts
	01- 110- 000- 0000- 6231				
		178.27			
89765	Minnesota Elevator, Inc		1 Transactions		
		178.27			
1652	Northland Fire Protection		Service/Cert fire extinguisher	32818	Services, Labor, Contracts
	01- 110- 000- 0000- 6231				
		752.95			
1652	Northland Fire Protection		1 Transactions		
		752.95			
13146	The Retrofit Companies, Inc		Recycling fluorescent lamps et	0100096- IN	Services, Labor, Contracts
	01- 110- 000- 0000- 6231				
		226.41			
13146	The Retrofit Companies, Inc		1 Transactions		
		226.41			

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
110 DEPT Total:		Courthouse Maintenance	9 Vendors	10 Transactions
120 DEPT		Service Officer		
10452 AT&T Mobility 01-120-000-0000-6250		Monthly wireless 07/18/2018	287270539560	Telephone
10452 AT&T Mobility			08/17/2018	1 Transactions
10981 Bakken/Glen A.J. 01-120-000-0000-6350		Drive Vet Van SCVA	08-27-18	Per Diem
10981 Bakken/Glen A.J.				1 Transactions
14508 Janzen/Hugh 01-120-000-0000-6350 01-120-000-0000-6350		Drive Vet Van SCVA Drive Vet Van SCVA	8/21/18 8/9/18	Per Diem Per Diem
14508 Janzen/Hugh				2 Transactions
5767 Lamke/Dennis 01-120-000-0000-6350		Drive Vet Van SCVA	8/29/18	Per Diem
5767 Lamke/Dennis				1 Transactions
10234 Miller/Conrad 01-120-000-0000-6350 01-120-000-0000-6350		Drive Vet Van SCVA Drive Vet Van SCVA	8/15/18 8/7/18	Per Diem Per Diem
10234 Miller/Conrad				2 Transactions
10677 Olsen/Gerald D 01-120-000-0000-6350		Drive Vet Van SCVA	8/13/18	Per Diem
10677 Olsen/Gerald D				1 Transactions
3912 Peterson/Richard 01-120-000-0000-6350 01-120-000-0000-6350		Drive Vet Van Mpls Drive Vet Van Mpls	8/16/18 8/22/18	Per Diem Per Diem
3912 Peterson/Richard				2 Transactions
11362 Roscoe/Bernie 01-120-000-0000-6350 01-120-000-0000-6350		Drive Vet Van SCVA Drive Vet Van SCVA	8/1/18 8/23/18	Per Diem Per Diem

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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>
11362 Roscoe/Bernie		100.00	2 Transactions	
6097 Verizon Wireless				
01-120-000-0000-6250		13.11	Vet Van Cell Phone	88069036400001 Telephone
6097 Verizon Wireless		13.11	1 Transactions	
3518 Voyageur Press Of Mcgregor/The				
01-120-000-0000-6230		81.00	Display ad	38350 Printing, Publishing & Adv
3518 Voyageur Press Of Mcgregor/The		81.00	1 Transactions	
9255 Witt/Warren				
01-120-000-0000-6350		50.00	Drive Vet Van Mpls	8/8/18 Per Diem
9255 Witt/Warren		50.00	1 Transactions	
120 DEPT Total:		749.10	Service Officer	11 Vendors 15 Transactions
122 DEPT			Planning & Zoning	
86222 Aitkin Independent Age				
01-122-000-0000-6230		31.50	PC Notice	627995 Printing, Publishing & Adv
86222 Aitkin Independent Age		31.50	1 Transactions	
14320 Benson/Lin				
01-122-000-0000-6350		20.00	BOA Onsite	Per Diem
01-122-038-0000-6330		106.28	BOA mileage	195@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	BOA Meeting	9/5/18 Per Diem
14320 Benson/Lin		176.28	3 Transactions	
14339 Bright/Richard Edward				
01-122-000-0000-6350		20.00	BOA Onsite	Per Diem
01-122-038-0000-6330		68.68	BOA Mileage	126@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	BOA Meeting	9/5/18 Per Diem
14339 Bright/Richard Edward		138.68	3 Transactions	
5516 Paquette/Jeremy M				
01-122-000-0000-6350		20.00	BOA Onsite	Per Diem
01-122-038-0000-6330		95.92	BOA Mileage	176@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	BOA Meeting	9/5/18 Per Diem
5516 Paquette/Jeremy M		165.92	3 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
1 General Fund

Vendor Name	<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>
10028 Spiel/Edward				
01-122-000-0000-6350		20.00	BOA Onsites	Per Diem
01-122-038-0000-6330		64.31	BOA Mileage	118@.545 Boa/Pc Mileage
01-122-000-0000-6350		50.00	BOA Meeting	9/5/18 Per Diem
10028 Spiel/Edward		134.31	3 Transactions	
86235 The Office Shop Inc				
01-122-000-0000-6405		106.03	P&Z Office supplies	1051113-0 Office, Computer, Film, & Field Supplies
86235 The Office Shop Inc		106.03	1 Transactions	
122 DEPT Total:		752.72	Planning & Zoning	6 Vendors 14 Transactions
123 DEPT			Coroner	
2939 McGee P.A./M.B.				
01-123-000-0000-6231		500.00	ME 2018-1291	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1413	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1478	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1513	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1674	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1694	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1837	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-2146	2958 Coroner Fees
01-123-000-0000-6231		500.00	ME 2018-1987	2958 Coroner Fees
2939 McGee P.A./M.B.		4,500.00	9 Transactions	
123 DEPT Total:		4,500.00	Coroner	1 Vendors 9 Transactions
200 DEPT			Enforcement	
86467 Auto Value Aitkin				
01-200-000-0000-6302		52.98	set wipers #210	40127110 Car Maintenance
86467 Auto Value Aitkin		52.98	1 Transactions	
14568 Axon Enterprise, Inc				
01-200-000-0000-6610		2,640.00	Year 2 Billing 10 tasers	SI-1549459 Equipment & Radios
14568 Axon Enterprise, Inc		2,640.00	1 Transactions	
13325 Bruggman/Paul				
01-200-040-0000-6304		28.50	Phone & internet allowance Aug	TZD Grant Expenses

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
	01- 200- 040- 0000- 6304		August Mileage	100@.545	TZD Grant Expenses
	01- 200- 040- 0000- 6304		Hours worked August	20@\$35	TZD Grant Expenses
13325	Bruggman/Paul				3 Transactions
783	Canon Financial Services, Inc				
	01- 200- 000- 0000- 6231		admin copier	19140247	Services & Labor (Incl Contracts)
783	Canon Financial Services, Inc				1 Transactions
4641	Holiday Credit Office				
	01- 200- 000- 0000- 6511		#221 gas August	09- 01- 18	Gas And Oil
4641	Holiday Credit Office				1 Transactions
2340	Hyytinen Hardware Hank				
	01- 200- 000- 0000- 6405		keys	1477211	Office Supplies
2340	Hyytinen Hardware Hank				1 Transactions
5756	KEEPRS, Inc				
	01- 200- 000- 0000- 6410		uniform shirts #219	384679	Clothing Allowance
5756	KEEPRS, Inc				1 Transactions
3100	McGregor Oil				
	01- 200- 000- 0000- 6511		Gas	69276, 69658	Gas And Oil
3100	McGregor Oil				1 Transactions
1652	Northland Fire Protection				
	01- 200- 000- 0000- 6231		fire ext re- cert & repair	32817	Services & Labor (Incl Contracts)
1652	Northland Fire Protection				1 Transactions
10412	O'Reilly Auto Parts				
	01- 200- 000- 0000- 6302		wiper blades #211	1878- 402549	Car Maintenance
	01- 200- 000- 0000- 6302		warranty blades returned #211	1878- 402822	Car Maintenance
10412	O'Reilly Auto Parts				2 Transactions
4010	Rasley Oil Company				
	01- 200- 000- 0000- 6511		#220 gas	August	Gas And Oil
4010	Rasley Oil Company				1 Transactions
13864	Sandberg/Kristi				
	01- 200- 000- 0000- 6150		Health Insurance Oct 18		Health Insurance- Employer

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
13864	Sandberg/Kristi				
		1,000.00		1 Transactions	
86235	The Office Shop Inc				
	01- 200- 000- 0000- 6405	115.83	office supplies, print cartrdg	1051403- 0	Office Supplies
86235	The Office Shop Inc			1 Transactions	
13934	Tire Barn				
	01- 200- 000- 0000- 6302	38.45	wipers #224	44797	Car Maintenance
	01- 200- 000- 0000- 6302	332.62	oil change, rear brakes #219	44837	Car Maintenance
	01- 200- 000- 0000- 6302	58.05	oil change, rotate tires #218	44892	Car Maintenance
13934	Tire Barn			3 Transactions	
200	DEPT Total:	6,340.06	Enforcement	14 Vendors	19 Transactions
202	DEPT		Boat & Water		
2340	Hyytinen Hardware Hank				
	01- 202- 000- 0000- 6405	170.00	chain	1477211	Office Supplies
2340	Hyytinen Hardware Hank			1 Transactions	
13934	Tire Barn				
	01- 202- 000- 0000- 6302	48.00	boat trailer tires	44825	B&W Maintenance
13934	Tire Barn			1 Transactions	
13847	WHITES LEGACY GARAGE				
	01- 202- 000- 0000- 6302	135.74	'11 Lund Merc oil change	air filter	B&W Maintenance
13847	WHITES LEGACY GARAGE			1 Transactions	
202	DEPT Total:	353.74	Boat & Water	3 Vendors	3 Transactions
204	DEPT		ATV		
5171	Wiley's Marine Inc				
	01- 204- 000- 0000- 6409	591.50	winch for ATV	50433	Field Supplies
	01- 204- 000- 0000- 6630	12,000.00	'19 Polaris Ranger 900 Crew	50433	Misc- Capital Outlay
5171	Wiley's Marine Inc			2 Transactions	
204	DEPT Total:	12,591.50	ATV	1 Vendors	2 Transactions
206	DEPT		Forfeitures		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
5171	Willey's Marine Inc		2,392.50	'18 Floe XRT 13- 73 trailer	50441	Forfeiture Supplies
	01- 206- 000- 0000- 6409					
5171	Willey's Marine Inc		2,392.50			
				1 Transactions		
206	DEPT Total:		2,392.50	Forfeitures	1 Vendors	1 Transactions
252	DEPT			Corrections		
3483	AAF International		1,198.84	air filters	91281673	Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590					
3483	AAF International		1,198.84			
				1 Transactions		
5653	Accurate Controls,Inc		163.35	replacement Keri cards	12123	Office & Computer Supplies
	01- 252- 000- 0000- 6405					
5653	Accurate Controls,Inc		163.35			
				1 Transactions		
14005	American Tower Corporation		335.98	July Jacobson Tower lease	405261039	Services & Labor (Incl Contracts)
	01- 252- 000- 0000- 6231					
14005	American Tower Corporation		335.98			
				1 Transactions		
88628	Dalco		134.34	janitorial supplies	3355776	Janitorial Supplies
	01- 252- 000- 0000- 6422					
88628	Dalco		134.34			
				1 Transactions		
1598	Ferrara's Htg Air Cond & Refrig Inc		153.50	clean kitchen a/c condenser	9356	Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590					
1598	Ferrara's Htg Air Cond & Refrig Inc		153.50			
				1 Transactions		
7525	Hometown Bldg Supply		65.90	ceiling tiles training room	15594	Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590					
7525	Hometown Bldg Supply		65.90			
				1 Transactions		
5756	KEEPRS, Inc		347.14	uniform shirts Krista	384107	Clothing Allowance
	01- 252- 000- 0000- 6410					
5756	KEEPRS, Inc		347.14			
				1 Transactions		
11946	McGuire Mechanical		155.46	repair pipe leak in basement	8680	Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590					
11946	McGuire Mechanical		155.46			
				1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
13844	McKesson Medical Surgical		836.48	bandages, syringe, compress	34219236	Medical Expenses & Supplies - Inmates
	01- 252- 000- 0000- 6262					
13844	McKesson Medical Surgical		836.48			
				1 Transactions		
13691	MEnD Correctional Care, PLLC		7,371.06	Healthcare Services Sept '18	3482	Medical Expenses & Supplies - Inmates
	01- 252- 000- 0000- 6262					
13691	MEnD Correctional Care, PLLC		7,371.06			
				1 Transactions		
89765	Minnesota Elevator, Inc		178.27	Sept monthly service	765719	Services & Labor (Incl Contracts)
	01- 252- 000- 0000- 6231					
89765	Minnesota Elevator, Inc		178.27			
				1 Transactions		
9228	North Memorial Ambulance Service		467.83	L. Boyer to Riverwood	2142835	Medical Expenses & Supplies - Inmates
	01- 252- 000- 0000- 6262					
9228	North Memorial Ambulance Service		467.83			
				1 Transactions		
3638	Northern Air Plumbing & Heating, Inc		262.50	jet plugged sewer line	26123	Services & Labor (Incl Contracts)
	01- 252- 000- 0000- 6231					
3638	Northern Air Plumbing & Heating, Inc		262.50			
				1 Transactions		
2190	Northern Star Food Equipment		149.00	stainless steel standpipe	12848	Repair & Maintenance Supplies
	01- 252- 000- 0000- 6590					
2190	Northern Star Food Equipment		149.00			
				1 Transactions		
1652	Northland Fire Protection		631.70	fire ext re- cert & repair	32819	Services & Labor (Incl Contracts)
	01- 252- 000- 0000- 6231					
1652	Northland Fire Protection		631.70			
				1 Transactions		
3789	Pan- O- Gold Baking Company		140.78	groceries	1000218248007	Groceries
	01- 252- 000- 0000- 6418					
	01- 252- 000- 0000- 6418		171.82	groceries	10002418235013	Groceries
	01- 252- 000- 0000- 6418		260.38	groceries	10002418242023	Groceries
3789	Pan- O- Gold Baking Company		572.98			
				3 Transactions		
4010	Rasley Oil Company		102.10	transport gas	August	Prisoner Transportation & Travel
	01- 252- 000- 0000- 6330					
4010	Rasley Oil Company		102.10			
				1 Transactions		
9295	Reinhart Foodservice					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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 #	
01- 252- 000- 0000- 6418		47.33-	return groceries	425854 Groceries
01- 252- 000- 0000- 6418		2,060.70	groceries	427435 Groceries
01- 252- 000- 0000- 6418		17.38-	return groceries	430642 Groceries
01- 252- 000- 0000- 6418		12.55-	return groceries	434003 Groceries
01- 252- 000- 0000- 6420		27.87	foam cups	435426 Kitchen Supplies
01- 252- 000- 0000- 6418		2,585.62	groceries	435483 Groceries
<b>9295 Reinhart Foodservice</b>		<b>4,596.93</b>		
			6 Transactions	
<b>9499 Reliance Telephone Systems, Inc</b>				
01- 252- 252- 0000- 6406		900.00	phone cards	D- 21845 Phone Card Prisoner Welfare
<b>9499 Reliance Telephone Systems, Inc</b>		<b>900.00</b>		
			1 Transactions	
<b>84172 Riverwood Healthcare Center</b>				
01- 252- 000- 0000- 6262		223.12	Levesque, R.	RHH8443850200 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		267.75	Merrill, L.	Visit 82728727 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		335.25	Merrill, L.	Visit 82728989 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		1,201.69	Pringle, K.	Visit 83800425 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		488.25	Stangle, S.	visit 84149556 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		351.00	Schneider, K.	Visit 84550160 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		1,417.50	Barstad, J.	Visit 84980326 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		223.12	Scott, R.	Visit 85541620 Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262		1,181.25	Flaxbeard, J.	Visit 85548569 Medical Expenses & Supplies - Inmates
<b>84172 Riverwood Healthcare Center</b>		<b>5,688.93</b>		
			9 Transactions	
<b>4681 Streichers</b>				
01- 252- 000- 0000- 6410		111.94	belt, pants, cuff key Heidi	I1329175 Clothing Allowance
<b>4681 Streichers</b>		<b>111.94</b>		
			1 Transactions	
<b>4761 Sysco Minnesota Inc</b>				
01- 252- 000- 0000- 6418		318.35	groceries	153371253 Groceries
<b>4761 Sysco Minnesota Inc</b>		<b>318.35</b>		
			1 Transactions	
<b>86235 The Office Shop Inc</b>				
01- 252- 000- 0000- 6405		30.94	receipt envelopes	300677- 0 Office & Computer Supplies
<b>86235 The Office Shop Inc</b>		<b>30.94</b>		
			1 Transactions	
<b>11608 Thrifty White Pharmacy- McGregor</b>				
01- 252- 000- 0000- 6262		4,139.34	inmate meds	August Medical Expenses & Supplies - Inmates

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
11608	Thrifty White Pharmacy- McGregor		4,139.34		1 Transactions	
252	DEPT Total:		28,912.86	Corrections	24 Vendors	39 Transactions
253	DEPT			Sentence to Serve		
1430	Dotzler Power Equipment					
	01- 253- 000- 0000- 6405		43.90	Powercut saw chain	5138	Operating Supplies
1430	Dotzler Power Equipment		43.90		1 Transactions	
12927	Midwest Machinery Co.					
	01- 253- 000- 0000- 6405		36.95	trimmer line	1747989	Operating Supplies
12927	Midwest Machinery Co.		36.95		1 Transactions	
4010	Rasley Oil Company					
	01- 253- 000- 0000- 6511		282.50	STS gas	August	Gas And Oil
4010	Rasley Oil Company		282.50		1 Transactions	
5551	Unclaimed Freight North					
	01- 253- 000- 0000- 6405		5.38	hitch pins	09- 04- 18	Operating Supplies
5551	Unclaimed Freight North		5.38		1 Transactions	
253	DEPT Total:		368.73	Sentence to Serve	4 Vendors	4 Transactions
257	DEPT			Community Corrections		
87101	North Homes- Standard					
	01- 257- 255- 0000- 6204		3,915.90	Juvenile Detention fees	3659084	Juvenile Detention
				07/01/2018 07/15/2018		
87101	North Homes- Standard		3,915.90		1 Transactions	
3810	Paulbeck's County Market					
	01- 257- 022- 0000- 6406		39.33	Cupcakes, graduation supplies	9277299	Sobriety Crt Expenses
3810	Paulbeck's County Market		39.33		1 Transactions	
9360	Redwood Toxicology Laboratory, Inc.					
	01- 257- 267- 0000- 6274		347.03	Urinalysis testing supplies	656628	Drug Testing Fee
9360	Redwood Toxicology Laboratory, Inc.		347.03		1 Transactions	
86235	The Office Shop Inc					

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
01- 257- 022- 0000- 6406		Receipt books	1050437- 0	Sobriety Crt Expenses
86235 The Office Shop Inc		1 Transactions		
257 DEPT Total:	4,313.18	Community Corrections	4 Vendors	4 Transactions
280 DEPT		Emergency Management		
259 Arrowhead Region Emergency Mngmt As				
01- 280- 000- 0000- 6240	60.00	2018 Dues #220		Dues
01- 280- 000- 0000- 6240	20.00	2018 Dues K. White		Dues
01- 280- 000- 0000- 6240	20.00	2018 Dues P. Erickson		Dues
259 Arrowhead Region Emergency Mngmt As	100.00	3 Transactions		
280 DEPT Total:	100.00	Emergency Management	1 Vendors	3 Transactions
600 DEPT		Ag Society, Soil & Water, Ag Inspect		
91345 Elvecrog/Roberta C				
01- 600- 552- 0000- 6350	35.00	Snake River Watershed mtg	8/27/18	SRW Per Diem
91345 Elvecrog/Roberta C	35.00	1 Transactions		
600 DEPT Total:	35.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions
601 DEPT		Extension		
89471 Aitkin Co 4- H Council				
01- 601- 551- 0000- 5840	400.00	Recorder's Office Rec 4576	5873- 5882	4- H Plat Book Sales
89471 Aitkin Co 4- H Council	400.00	1 Transactions		
601 DEPT Total:	400.00	Extension	1 Vendors	1 Transactions
700 DEPT		Promotion,AEOA Tran,Airport,RC&D,Tou		
14555 The Butler Project				
01- 700- 909- 0000- 6801	1,000.00	Tourism Grant #182 Farmers Mkt		Appropriations- Grant
14555 The Butler Project	1,000.00	1 Transactions		
700 DEPT Total:	1,000.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions
1 Fund Total:	89,345.80	General Fund		170 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
0	DEPT		Undesignated		
12313	DIERCKS/GARY		DEPOSIT REFUND		Culverts
	03-000-000-0000-5857				
12313	DIERCKS/GARY			1 Transactions	
500.00					
11640	GRAY/JASON		DEPOSIT REFUND		Culverts
	03-000-000-0000-5857				
11640	GRAY/JASON			1 Transactions	
500.00					
12128	SCOTT/RONALD		APPROACH REFUND		Culverts
	03-000-000-0000-5857				
12128	SCOTT/RONALD			1 Transactions	
500.00					
0	<b>DEPT Total:</b>		<b>Undesignated</b>	<b>3 Vendors</b>	<b>3 Transactions</b>
		1,500.00			
301	DEPT		R&B Administration		
89541	Culligan		RENTAL- SEPT	STMT	Supplies And Materials
	03-301-000-0000-6400				
89541	Culligan			1 Transactions	
10.50					
11406	Innovative Office Solutions		OFFICE SUPPLIES	IN2183439	Supplies And Materials
	03-301-000-0000-6400				
11406	Innovative Office Solutions			1 Transactions	
21.74					
9671	Pitney Bowes		LEASE	3102405719	Postage
	03-301-000-0000-6205				
9671	Pitney Bowes			1 Transactions	
74.04					
74.04					
301	<b>DEPT Total:</b>		<b>R&amp;B Administration</b>	<b>3 Vendors</b>	<b>3 Transactions</b>
		106.28			
303	DEPT		R&B Highway Maintenance		
50	Aitkin Body Shop, Inc		REPAIR LABOR	10168	Repair & Maintenance Supplies
	03-303-000-0000-6590				
	03-303-000-0000-6590		REPAIR PARTS	10168	Repair & Maintenance Supplies
50	Aitkin Body Shop, Inc			2 Transactions	
175.50					
133.83					
309.33					
657	Aitkin Glass Service		REPAIR LABOR	16070	Repair & Maintenance Supplies
	03-303-000-0000-6590				
126.00					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No.</u> <u>Account/Formular</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
657 Aitkin Glass Service		REPAIR PARTS	16070	Repair & Maintenance Supplies
	233.10			
	359.10	2 Transactions		
13649 Aitkin Rental Center		CONCRETE SAW	10381	Maintenance Supplies
	55.00			
13649 Aitkin Rental Center				1 Transactions
	55.00			
195 Aitkin Tire Shop		TIRES	0-058387	Repair & Maintenance Supplies
	464.00			
	70.00	TIRE	0-058387	Repair & Maintenance Supplies
195 Aitkin Tire Shop				2 Transactions
	534.00			
8411 American Welding & Gas, Inc.		AITKIN SHOP SUPPLIES	0-5776224	Shop Maintenance
	28.20			
	394.08	AITKIN SHOP	0-5776235	Shop Maintenance
8411 American Welding & Gas, Inc.				2 Transactions
	422.28			
12106 Antoine Electric		AITKIN SHOP	16665	Shop Maintenance
	219.06			
12106 Antoine Electric				1 Transactions
	219.06			
14887 Cintas Corporation		SHOP LAUNDRY	4009282047	Shop Maintenance
	21.38			
	21.38	SHOP LAUNDRY	4009550761	Shop Maintenance
14887 Cintas Corporation				2 Transactions
	42.76			
11180 Fastenal Company		MISSED SHIPPING	MNBAX219033	Repair & Maintenance Supplies
	18.50			
11180 Fastenal Company				1 Transactions
	18.50			
1754 Garrison Disposal Company, Inc		AUGUST MCGREGOR SHOP	67171	Utilities
	80.73			
1754 Garrison Disposal Company, Inc				1 Transactions
	80.73			
1959 H & L Mesabi Inc		6' PLOW BLADES	0-01612	Repair & Maintenance Supplies
	23,649.61			
	3,941.60	4' PLOW BLADES	0-01612	Repair & Maintenance Supplies
	2,463.39	5' PLOW BLADES	0-01612	Repair & Maintenance Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
3 Road & Bridge

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>
1959 H & L Mesabi Inc		30,054.60		3 Transactions
4641 Holiday Credit Office				
03-303-000-0000-6513		19.58-	FEDERAL TAX ADJUSTMENT	Motor Fuel & Lubricants
03-303-000-0000-6513		3.21-	REBATE	Motor Fuel & Lubricants
03-303-000-0000-6513		28.35	GASOLINE	112644140 Motor Fuel & Lubricants
03-303-000-0000-6513		68.55	GASOLINE	113404044 Motor Fuel & Lubricants
03-303-000-0000-6513		78.14	GASOLINE	121320188 Motor Fuel & Lubricants
03-303-000-0000-6513		59.50	GASOLINE	123151144 Motor Fuel & Lubricants
03-303-000-0000-6513		54.20	GASOLINE	140731190 Motor Fuel & Lubricants
4641 Holiday Credit Office		265.95		7 Transactions
2340 Hyytinen Hardware Hank				
03-303-000-0000-6516		54.77	SIGN SUPPLIES	1476108 Signs & Posts
03-303-000-0000-6516		13.50	SIGN SUPPLIES	1477018 Signs & Posts
03-303-000-0000-6298		24.95	AITKIN SHOP SUPPLIES	1478661 Shop Maintenance
03-303-000-0000-6516		23.98	SIGN SUPPLIES	1478661 Signs & Posts
03-303-000-0000-6516		9.99	SIGN SUPPLIES	1478902 Signs & Posts
03-303-000-0000-6298		2.38	MCGRATH SHOP SUPPLIES	1481127 Shop Maintenance
2340 Hyytinen Hardware Hank		129.57		6 Transactions
2763 J & H Transfer Station-Lakes Sanitary				
03-303-000-0000-6254		57.65	SEPTEMBER PALISADE	143612 Utilities
2763 J & H Transfer Station-Lakes Sanitary		57.65		1 Transactions
91187 Lake Country Power				
03-303-000-0000-6254		70.06	JUL- AUG JACOBSON	1400073000 Utilities
91187 Lake Country Power		70.06		1 Transactions
2991 Malmo Market				
03-303-000-0000-6513		21.89	GASOLINE	1011492 Motor Fuel & Lubricants
03-303-000-0000-6513		39.40	GASOLINE	1012907 Motor Fuel & Lubricants
03-303-000-0000-6513		47.86	GASOLINE	1016403 Motor Fuel & Lubricants
03-303-000-0000-6513		35.44	GASOLINE	1019616 Motor Fuel & Lubricants
03-303-000-0000-6513		39.07	GASOLINE	1022620 Motor Fuel & Lubricants
03-303-000-0000-6513		33.15	GASOLINE	1024625 Motor Fuel & Lubricants
2991 Malmo Market		216.81		6 Transactions
3100 McGregor Oil				

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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>
03-303-000-0000-6513		18.85-	DISCOUNT	Motor Fuel & Lubricants
03-303-000-0000-6513		69.06	GASOLINE	2175 Motor Fuel & Lubricants
03-303-000-0000-6513		22.16	GASOLINE	2176 Motor Fuel & Lubricants
03-303-000-0000-6513		63.55	GASOLINE	2177 Motor Fuel & Lubricants
03-303-000-0000-6513		59.62	GASOLINE	2178 Motor Fuel & Lubricants
03-303-000-0000-6513		70.68	GASOLINE	2179 Motor Fuel & Lubricants
03-303-000-0000-6513		65.44	GASOLINE	2180 Motor Fuel & Lubricants
03-303-000-0000-6513		66.93	GASOLINE	2181 Motor Fuel & Lubricants
03-303-000-0000-6513		40.27	GASOLINE	2182 Motor Fuel & Lubricants
03-303-000-0000-6513		63.53	GASOLINE	2183 Motor Fuel & Lubricants
03-303-000-0000-6513		36.09	GASOLINE	2187 Motor Fuel & Lubricants
03-303-000-0000-6513		44.19	GASOLINE	2188 Motor Fuel & Lubricants
03-303-000-0000-6513		1,108.81	JACOBSON DIESEL	2705 Motor Fuel & Lubricants
03-303-000-0000-6513		1,624.35	PALISADE DIESEL	2722 Motor Fuel & Lubricants
03-303-000-0000-6513		1,595.80	SWATARA DIESEL	2737 Motor Fuel & Lubricants
03-303-000-0000-6513		68.00	GASOLINE	69460 Motor Fuel & Lubricants
03-303-000-0000-6513		70.60	GASOLINE	69607 Motor Fuel & Lubricants
03-303-000-0000-6513		73.15	GASOLINE	69706 Motor Fuel & Lubricants
03-303-000-0000-6513		11.58	GASOLINE	69717 Motor Fuel & Lubricants
03-303-000-0000-6513		77.67	GASOLINE	69785 Motor Fuel & Lubricants
03-303-000-0000-6513		84.63	GASOLINE	69814 Motor Fuel & Lubricants
<b>3100 McGregor Oil</b>		<b>5,297.26</b>		<b>21 Transactions</b>
<b>9692 Minnesota Energy Resources Corporation</b>				
03-303-000-0000-6297		51.53	NAT GAS: AITKIN SHOP	AUG Shop Fuel
<b>9692 Minnesota Energy Resources Corporation</b>		<b>51.53</b>		<b>1 Transactions</b>
<b>12219 MINNESOTA TRUCK LEASING INC</b>				
03-303-000-0000-6521		1,275.00	TRUCK RENTAL- CONT GRAV	R6881 Maintenance Supplies
<b>12219 MINNESOTA TRUCK LEASING INC</b>		<b>1,275.00</b>		<b>1 Transactions</b>
<b>10701 Northern Safety Technology Inc</b>				
03-303-000-0000-6590		856.67	REPAIR PARTS	46506 Repair & Maintenance Supplies
<b>10701 Northern Safety Technology Inc</b>		<b>856.67</b>		<b>1 Transactions</b>
<b>8436 Northland Parts</b>				
03-303-000-0000-6590		6.58	REPAIR PARTS	367385 Repair & Maintenance Supplies
<b>8436 Northland Parts</b>		<b>6.58</b>		<b>1 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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>Paid On Bhf #</u> <u>On Behalf of Name</u>
10720 Nuss Truck & Equipment				
03-303-000-0000-6590		1,837.08	REPAIR PARTS	6111393P Repair & Maintenance Supplies
03-303-000-0000-6590		2,058.40	REPAIR LABOR	639879 Repair & Maintenance Supplies
03-303-000-0000-6590		2,042.61	REPAIR PARTS	639879 Repair & Maintenance Supplies
03-303-000-0000-6590		131.25	REPAIR PARTS	CM6111393P Repair & Maintenance Supplies
10720 Nuss Truck & Equipment		5,806.84		4 Transactions
14861 Parman Energy Group				
03-303-000-0000-6298		203.66	AITKIN SHOP SUPPLIES	717360B- IN Shop Maintenance
14861 Parman Energy Group		203.66		1 Transactions
8537 Powerplan OIB				
03-303-000-0000-6590		632.80	REPAIR PARTS	1890424 Repair & Maintenance Supplies
8537 Powerplan OIB		632.80		1 Transactions
13116 Rally Snares				
03-303-000-0000-6521		494.10	BEAVER MILEAGE	AUGUST 2018 Maintenance Supplies
03-303-000-0000-6521		2,385.00	DAM REMOVAL LABOR	AUGUST 2018 Maintenance Supplies
03-303-000-0000-6521		550.00	BEAVER REMOVAL	AUGUST 2018 Maintenance Supplies
13116 Rally Snares		3,429.10		3 Transactions
4010 Rasley Oil Company				
03-303-000-0000-6513		68.74	GASOLINE	37988 Motor Fuel & Lubricants
03-303-000-0000-6513		43.81	GASOLINE	38052 Motor Fuel & Lubricants
03-303-000-0000-6513		39.15	GASOLINE	38063 Motor Fuel & Lubricants
03-303-000-0000-6513		46.60	GASOLINE	38078 Motor Fuel & Lubricants
03-303-000-0000-6513		60.58	GASOLINE	38080 Motor Fuel & Lubricants
03-303-000-0000-6513		85.24	GASOLINE	38095 Motor Fuel & Lubricants
03-303-000-0000-6513		51.26	GASOLINE	38154 Motor Fuel & Lubricants
03-303-000-0000-6513		107.60	GASOLINE	38160 Motor Fuel & Lubricants
03-303-000-0000-6513		49.39	GASOLINE	38166 Motor Fuel & Lubricants
03-303-000-0000-6513		74.55	GASOLINE	38171 Motor Fuel & Lubricants
03-303-000-0000-6513		33.14	GASOLINE	38247 Motor Fuel & Lubricants
03-303-000-0000-6513		39.16	GASOLINE	38248 Motor Fuel & Lubricants
03-303-000-0000-6513		59.64	GASOLINE	38253 Motor Fuel & Lubricants
03-303-000-0000-6513		46.60	GASOLINE	38285 Motor Fuel & Lubricants
03-303-000-0000-6513		41.00	GASOLINE	38310 Motor Fuel & Lubricants
03-303-000-0000-6513		69.92	GASOLINE	38320 Motor Fuel & Lubricants
03-303-000-0000-6513		76.78	GASOLINE	38322 Motor Fuel & Lubricants

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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>Paid On Bhf #</u> <u>On Behalf of Name</u>
03-303-000-0000-6513		51.26	GASOLINE	38409 Motor Fuel & Lubricants
03-303-000-0000-6513		68.96	GASOLINE	38471 Motor Fuel & Lubricants
03-303-000-0000-6513		49.86	GASOLINE	38474 Motor Fuel & Lubricants
03-303-000-0000-6513		27.07	GASOLINE	38484 Motor Fuel & Lubricants
03-303-000-0000-6513		57.30	GASOLINE	38530 Motor Fuel & Lubricants
03-303-000-0000-6513		46.05	GASOLINE	38534 Motor Fuel & Lubricants
03-303-000-0000-6513		47.60	GASOLINE	38538 Motor Fuel & Lubricants
03-303-000-0000-6513		69.06	GASOLINE	38575 Motor Fuel & Lubricants
03-303-000-0000-6513		60.70	GASOLINE	38577 Motor Fuel & Lubricants
03-303-000-0000-6513		62.53	GASOLINE	38580 Motor Fuel & Lubricants
03-303-000-0000-6513		29.86	GASOLINE	38617 Motor Fuel & Lubricants
03-303-000-0000-6513		37.37	GASOLINE	38629 Motor Fuel & Lubricants
03-303-000-0000-6513		43.80	GASOLINE	38642 Motor Fuel & Lubricants
03-303-000-0000-6513		72.04	GASOLINE	38643 Motor Fuel & Lubricants
03-303-000-0000-6513		50.70	GASOLINE	38655 Motor Fuel & Lubricants
03-303-000-0000-6513		62.25	GASOLINE	38675 Motor Fuel & Lubricants
03-303-000-0000-6513		53.12	GASOLINE	38782 Motor Fuel & Lubricants
03-303-000-0000-6513		72.68	GASOLINE	38823 Motor Fuel & Lubricants
03-303-000-0000-6513		37.51	GASOLINE	38826 Motor Fuel & Lubricants
03-303-000-0000-6513		48.47	GASOLINE	38835 Motor Fuel & Lubricants
03-303-000-0000-6513		68.03	GASOLINE	38865 Motor Fuel & Lubricants
03-303-000-0000-6513		43.80	GASOLINE	38867 Motor Fuel & Lubricants
03-303-000-0000-6513		53.58	GASOLINE	38886 Motor Fuel & Lubricants
03-303-000-0000-6513		59.26	GASOLINE	38918 Motor Fuel & Lubricants
03-303-000-0000-6513		46.20	GASOLINE	38950 Motor Fuel & Lubricants
03-303-000-0000-6513		47.54	GASOLINE	38974 Motor Fuel & Lubricants
03-303-000-0000-6513		100.03	GASOLINE	38979 Motor Fuel & Lubricants
03-303-000-0000-6513		62.91	GASOLINE	39057 Motor Fuel & Lubricants
03-303-000-0000-6513		65.18	GASOLINE	39061 Motor Fuel & Lubricants
03-303-000-0000-6513		44.26	GASOLINE	39070 Motor Fuel & Lubricants
03-303-000-0000-6513		83.86	GASOLINE	39108 Motor Fuel & Lubricants
03-303-000-0000-6513		35.77	GASOLINE	39113 Motor Fuel & Lubricants
03-303-000-0000-6513		60.58	GASOLINE	39145 Motor Fuel & Lubricants
03-303-000-0000-6513		52.19	GASOLINE	39148 Motor Fuel & Lubricants
03-303-000-0000-6513		42.87	GASOLINE	39153 Motor Fuel & Lubricants
03-303-000-0000-6513		70.83	GASOLINE	39169 Motor Fuel & Lubricants
03-303-000-0000-6513		56.12	GASOLINE	39188 Motor Fuel & Lubricants
03-303-000-0000-6513		55.72	GASOLINE	39214 Motor Fuel & Lubricants
03-303-000-0000-6513		47.67	GASOLINE	39291 Motor Fuel & Lubricants

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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>
4010 Rasley Oil Company		3,137.75			
			56 Transactions		
4070 Riley Auto Supply					
03-303-000-0000-6590		16.68	REPAIR PARTS	600285	Repair & Maintenance Supplies
03-303-000-0000-6590		27.98	REPAIR PARTS	600331	Repair & Maintenance Supplies
03-303-000-0000-6590		60.00	REPAIR PARTS	600342	Repair & Maintenance Supplies
03-303-000-0000-6590		52.36	REPAIR PARTS	600395	Repair & Maintenance Supplies
03-303-000-0000-6298		29.99	AITKIN SHOP SUPPLIES	600436	Shop Maintenance
03-303-000-0000-6590		12.99	REPAIR PARTS	600466	Repair & Maintenance Supplies
03-303-000-0000-6590		39.58	REPAIR PARTS	600472	Repair & Maintenance Supplies
03-303-000-0000-6298		399.99	AITKIN SHOP SUPPLIES	600517	Shop Maintenance
03-303-000-0000-6298		14.99	AITKIN SHOP SUPPLIES	600518	Shop Maintenance
03-303-000-0000-6590		97.78	REPAIR PARTS	600649	Repair & Maintenance Supplies
03-303-000-0000-6590		49.99	REPAIR PARTS	600651	Repair & Maintenance Supplies
03-303-000-0000-6590		12.78	REPAIR PARTS	600653	Repair & Maintenance Supplies
03-303-000-0000-6590		79.96	REPAIR PARTS	600695	Repair & Maintenance Supplies
03-303-000-0000-6590		44.98	REPAIR PARTS	600767	Repair & Maintenance Supplies
03-303-000-0000-6590		10.36	REPAIR PARTS	600789	Repair & Maintenance Supplies
03-303-000-0000-6590		75.00	REPAIR PARTS	600796	Repair & Maintenance Supplies
03-303-000-0000-6590		191.54	REPAIR PARTS	600891	Repair & Maintenance Supplies
03-303-000-0000-6590		12.49	REPAIR PARTS	600922	Repair & Maintenance Supplies
03-303-000-0000-6590		218.60	REPAIR PARTS	600951	Repair & Maintenance Supplies
03-303-000-0000-6298		5.99	AITKIN SHOP SUPPLIES	600952	Shop Maintenance
03-303-000-0000-6590		19.98	REPAIR PARTS	600995	Repair & Maintenance Supplies
03-303-000-0000-6590		21.94	REPAIR PARTS	601256	Repair & Maintenance Supplies
4070 Riley Auto Supply		1,495.95			
			22 Transactions		
4711 Sunnys Citgo					
03-303-000-0000-6513		57.30	GASOLINE	1013015	Motor Fuel & Lubricants
03-303-000-0000-6513		58.50	GASOLINE	1015373	Motor Fuel & Lubricants
03-303-000-0000-6513		69.00	GASOLINE	1015941	Motor Fuel & Lubricants
03-303-000-0000-6513		69.00	GASOLINE	1017213	Motor Fuel & Lubricants
03-303-000-0000-6513		66.60	GASOLINE	1019274	Motor Fuel & Lubricants
03-303-000-0000-6513		68.01	GASOLINE	1019800	Motor Fuel & Lubricants
4711 Sunnys Citgo		388.41			
			6 Transactions		
13499 Superior Automotive					
03-303-000-0000-6298		372.00	LIFT INSPECTION	4634	Shop Maintenance

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
13499	Superior Automotive				
		372.00	1 Transactions		
90805	Temco				
	03-303-000-0000-6590	17.60	REPAIR PARTS	23018	Repair & Maintenance Supplies
90805	Temco	17.60	1 Transactions		
12788	Timmer Implement of Aitkin				
	03-303-000-0000-6590	660.00	WHEEL/RIM	IA13899	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin	660.00	1 Transactions		
4871	Town Of Aitkin Clerk				
	03-303-000-0000-6519	665.00	2017 GRADING		Gravel & Royalties
4871	Town Of Aitkin Clerk	665.00	1 Transactions		
10431	Verizon Business				
	03-303-000-0000-6254	18.26	AUG- HWY OFFICE	4227948181808	Utilities
10431	Verizon Business	18.26	1 Transactions		
6097	Verizon Wireless				
	03-303-000-0000-6254	386.28	AUG- DEPT CELL PHONES	9813839147	Utilities
6097	Verizon Wireless	386.28	1 Transactions		
8671	Village Laundromat & Car Wash, Inc				
	03-303-000-0000-6298	26.00	RAGS	841496	Shop Maintenance
8671	Village Laundromat & Car Wash, Inc	26.00	1 Transactions		
5295	Ziegler Inc				
	03-303-000-0000-6590	759.00	4' GRADER BLADES	PC190079103	Repair & Maintenance Supplies
5295	Ziegler Inc	759.00	1 Transactions		
303	DEPT Total:	58,321.09	R&B Highway Maintenance	35 Vendors	164 Transactions
307	DEPT		R&B Capital Infrastructure		
14035	Saint Louis County Public Works Dept.				
	03-307-000-0000-6262	847.77	MULTI CO STRIPING AGREEMENT	186036	Contract Payments
14035	Saint Louis County Public Works Dept.	847.77	1 Transactions		
11632	TESCH/BRADLEY				
	03-307-000-0000-6362	1,825.99	LAND R- W	PARCEL NO 3	Right Of Way

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
	03-307-000-0000-6362		DAMAGES	PARCEL NO 3	Right Of Way
11632	TESCH/BRADLEY				
		699.01			
		2,525.00		2 Transactions	
307	DEPT Total:	3,372.77	R&B Capital Infrastructure	2 Vendors	3 Transactions
308	DEPT		R&B Equipment & Facilities		
88880	Datacomm Computers & Networks Inc				
	03-308-000-0000-6600		R QUALE TOWER	10753	Capital Outlay- Facilities
88880	Datacomm Computers & Networks Inc				
		1,376.00		1 Transactions	
		1,376.00			
10720	Nuss Truck & Equipment				
	03-308-000-0000-6600		TRUCK		Capital Outlay- Facilities
10720	Nuss Truck & Equipment				
		73,585.00		1 Transactions	
		73,585.00			
308	DEPT Total:	74,961.00	R&B Equipment & Facilities	2 Vendors	2 Transactions
3	Fund Total:	138,261.14	Road & Bridge		175 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
5 Health & Human Services

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
257	DEPT 10855 Culligan 05- 257- 000- 0000- 6342		18.68	Community Corrections Cooler Rental Service 09/01/2018 09/30/2018	Acct# 150- 1001	Office Equipment Rental/Contracts
	10855 Culligan		18.68	1 Transactions		
257	DEPT Total:		18.68	Community Corrections	1 Vendors	1 Transactions
390	DEPT 10855 Culligan 05- 390- 000- 0000- 6342		3.40	Environmental Health (FBL) Cooler Rental Service 09/01/2018 09/30/2018	Acct# 150- 1001	Office Equipment Rental/Contracts
	10855 Culligan		3.40	1 Transactions		
390	DEPT Total:		3.40	Environmental Health (FBL)	1 Vendors	1 Transactions
400	DEPT 783 Canon Financial Services, Inc 05- 400- 440- 0410- 6301		413.03	Public Health Department PH Contract Charge - Sept '18 09/20/2018 09/20/2018	19140244	Equipment Lease/Space Rental
	783 Canon Financial Services, Inc		413.03	1 Transactions		
	10855 Culligan 05- 400- 440- 0410- 6301		23.77	Cooler Rental Service 09/01/2018 09/30/2018	Acct# 150- 1001	Equipment Lease/Space Rental
	10855 Culligan		23.77	1 Transactions		
2340	Hyytinen Hardware Hank 05- 400- 440- 0410- 6405		0.48	Agency Supply - Repair Kit 08/01/2018 08/01/2018	Inv# 1475929	Office Supplies
	05- 400- 440- 0410- 6405		13.75	Agency Supply - Paint 08/02/2018 08/02/2018	Inv# 1475960	Office Supplies
	05- 400- 440- 0410- 6405		6.96	Agency Supply - Paint 08/13/2018 08/13/2018	Inv# 1478262	Office Supplies
	05- 400- 440- 0410- 6405		15.03	Agency Supply - Paint 08/30/2018 08/30/2018	Inv# 1481650	Office Supplies
2340	Hyytinen Hardware Hank		36.22	4 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
		Amount			
89079	McGregor Area Ambulance Service 05- 400- 401- 0000- 6812	1,890.00	Ambulance Runs - August 2018 08/01/2018 08/31/2018		Mcgregor Area Ambulance
89079	McGregor Area Ambulance Service	1,890.00	1 Transactions		
89081	North Ambulance Brainerd 05- 400- 401- 0000- 6809	2,115.00	Ambulance Runs - August 2018 08/01/2018 08/31/2018		No. Memorial Ambulance- Aitkin
89081	North Ambulance Brainerd	2,115.00	1 Transactions		
1652	Northland Fire Protection 05- 400- 440- 0410- 6300	54.79	Maintenance Re- Certification 08/17/2018 08/17/2018	Inv# 32816	Maintenance/Service Contracts
1652	Northland Fire Protection	54.79	1 Transactions		
4010	Rasley Oil Company 05- 400- 410- 0413- 6335	24.19	WIC - Gas Charges 08/01/2018 08/31/2018		Gas/Vehicle Fuel Charges
	05- 400- 430- 0408- 6335	66.92	MCH - Gas Charges 08/01/2018 08/31/2018		Gas/Vehicle Fuel Charges
	05- 400- 440- 0410- 6335	34.99	PH Admin - Gas Charges 08/01/2018 08/31/2018		Gas/Vehicle Fuel Charges
	05- 400- 450- 0451- 6335	36.14	CWG - Gas Charges 08/01/2018 08/31/2018		Gas/Vehicle Fuel Charges
4010	Rasley Oil Company	162.24	4 Transactions		
4425	Shirts Plus 05- 400- 450- 0451- 6406	223.00	Farm2Families Signs 08/22/2018 08/22/2018	Inv# 2059	PH Program Related Supplies
4425	Shirts Plus	223.00	1 Transactions		
86235	The Office Shop Inc 05- 400- 440- 0410- 6405	0.64	AGENCY - NOTE PAPER 08/06/2018 08/06/2018	INV# 1049740- 0	Office Supplies
	05- 400- 440- 0410- 6405	7.68	AGENCY - ENVELOPES 08/06/2018 08/06/2018	INV# 1049740- 0	Office Supplies
	05- 400- 440- 0410- 6405	4.33	AGENCY - LEGAL PADS 08/07/2018 08/07/2018	INV# 1049818- 0	Office Supplies
	05- 400- 440- 0410- 6405	6.68	AGENCY - STENO PADS 08/07/2018 08/07/2018	INV# 1049840- 0	Office Supplies

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
 9/17/18 1:42PM  
 5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
05-400-440-0410-6405	5.48	08/07/2018 08/07/2018 AGENCY - NOTE PAPER, ENV MOIST	INV# 1049909-0	Office Supplies
05-400-440-0410-6405	77.50	08/08/2018 08/08/2018 AGENCY - TONER ACCTG	INV# 1050093-0	Office Supplies
05-400-440-0410-6405	16.15	08/20/2018 08/20/2018 AGENCY - TONER OSS FAX	INV# 1050200-0	Office Supplies
05-400-400-0402-6405	62.21	08/14/2018 08/14/2018 PH - PLANNERS	INV# 1050358-0	Office Supplies
05-400-400-0402-6405	21.97	08/16/2018 08/16/2018 PH - PLANNER	INV# 1050358-1	Office Supplies
05-400-440-0410-6405	3.91	08/20/2018 08/20/2018 AGENCY - ENVELOPE OPENERS	INV# 1050390-0	Office Supplies
05-400-400-0402-6405	38.54	08/17/2018 08/17/2018 PH - PLANNERS	INV# 1050450-0	Office Supplies
05-400-400-0402-6405	17.80	08/20/2018 08/20/2018 PH - PLANNER	INV# 1050547-0	Office Supplies
05-400-440-0410-6405	3.32	08/21/2018 08/21/2018 AGENCY - BATTERIES	INV# 1050547-0	Office Supplies
05-400-440-0410-6405	7.51	08/21/2018 08/21/2018 AGENCY - CLEANING WIPES	INV# 1050547-2	Office Supplies
05-400-400-0402-6405	15.27	08/24/2018 08/24/2018 PH - PLANNER	INV# 1050680-0	Office Supplies
05-400-440-0410-6405	3.84	08/23/2018 08/23/2018 AGENCY - 9 X 12 ENVELOPES	INV# 1050680-0	Office Supplies
05-400-440-0410-6405	5.51	08/23/2018 08/23/2018 AGENCY - TABS	INV# 1050805-0	Office Supplies
05-400-440-0410-6300	2,883.18	08/27/2018 08/27/2018 PH- Copier Contract IRC5255	Inv# 300551-0	Maintenance/Service Contracts
<b>86235 The Office Shop Inc</b>	<b>3,181.52</b>	08/27/2018 08/27/2018 18 Transactions		
<b>6097 Verizon Wireless</b>				
05-400-410-0413-6250	47.22	WIC - Monthly Phone Charge 09/02/2018 10/01/2018	9813748158	Telephone
05-400-410-0413-6402	20.02	WIC Mifi Air Card 09/02/2018 10/01/2018	9813748158	Computer/Technology Supplies
05-400-440-0410-6250	12.80	Agency Data Bundle Mo Charge 09/02/2018 10/01/2018	9813748158	Telephone
05-400-440-0410-6250	8.53	DIR - Monthly Phone Charge	9813748158	Telephone

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
6097 Verizon Wireless		88.57	09/02/2018 10/01/2018 4 Transactions	
400 DEPT Total:		8,188.14	Public Health Department	10 Vendors 36 Transactions
420 DEPT			Income Maintenance	
783 Canon Financial Services, Inc 05- 420- 640- 4800- 6301		194.87	CS Contract Charge - Sept '18 09/20/2018 09/20/2018 1 Transactions	19140244 Equipment Lease/Space Rental
783 Canon Financial Services, Inc		194.87		
10855 Culligan 05- 420- 600- 4800- 6301		49.24	Cooler Rental Service 09/01/2018 09/30/2018 1 Transactions	Acct# 150- 1001 Equipment Lease/Space Rental
10855 Culligan		49.24		
2340 Hyytinen Hardware Hank 05- 420- 600- 4800- 6405		0.99	Agency Supply - Repair Kit 08/01/2018 08/01/2018	Inv# 1475929 Office Supplies
05- 420- 600- 4800- 6405		28.36	Agency Supply - Paint 08/02/2018 08/02/2018	Inv# 1475960 Office Supplies
05- 420- 600- 4800- 6405		14.34	Agency Supply - Paint 08/13/2018 08/13/2018	Inv# 1478262 Office Supplies
05- 420- 600- 4800- 6405		31.00	Agency Supply - Paint 08/30/2018 08/30/2018 4 Transactions	Inv# 1481650 Office Supplies
2340 Hyytinen Hardware Hank		74.69		
1652 Northland Fire Protection 05- 420- 600- 4800- 6300		112.99	Maintenance Re- Certification 08/17/2018 08/17/2018 1 Transactions	Inv# 32816 Maintenance/Service Contracts
1652 Northland Fire Protection		112.99		
4010 Rasley Oil Company 05- 420- 600- 4800- 6335		94.33	IM - Gas Charges 08/01/2018 08/31/2018 1 Transactions	Gas/Vehicle Fuel Charges
4010 Rasley Oil Company		94.33		
86235 The Office Shop Inc 05- 420- 600- 4800- 6405		1.31	AGENCY - NOTE PAPER INV# 1049740- 0	Office Supplies

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
 9/17/18 1:42PM  
 5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No. Account/Formular</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
05-420-600-4800-6405		08/06/2018 08/06/2018 AGENCY - ENVELOPES	15.84 INV# 1049740-0	Office Supplies
05-420-600-4800-6405		08/06/2018 08/06/2018 AGENCY - LEGAL PADS	8.94 INV# 1049818-0	Office Supplies
05-420-600-4800-6405		08/07/2018 08/07/2018 AGENCY - STENO PADS	13.78 INV# 1049840-0	Office Supplies
05-420-600-4800-6405		08/07/2018 08/07/2018 AGENCY - NOTE PAPER, ENV MOIST	11.30 INV# 1049909-0	Office Supplies
05-420-600-4800-6405		08/08/2018 08/08/2018 AGENCY - TONER ACCTG	159.85 INV# 1050093-0	Office Supplies
05-420-600-4800-6405		08/20/2018 08/20/2018 AGENCY - TONER OSS FAX	33.29 INV# 1050200-0	Office Supplies
05-420-600-4800-6405		08/14/2018 08/14/2018 IM - PLANNER	23.39 INV# 1050358-0	Office Supplies
05-420-640-4800-6405		08/16/2018 08/16/2018 CS - PLANNER	17.80 INV# 1050358-0	Office Supplies
05-420-640-4800-6405		08/16/2018 08/16/2018 CS - PLANNER	15.39 INV# 1050358-1	Office Supplies
05-420-600-4800-6405		08/20/2018 08/20/2018 AGENCY - ENVELOPE OPENERS	8.06 INV# 1050390-0	Office Supplies
05-420-600-4800-6405		08/17/2018 08/17/2018 AGENCY - BATTERIES	6.85 INV# 1050547-0	Office Supplies
05-420-600-4800-6405		08/21/2018 08/21/2018 IM - PLANNER	19.93 INV# 1050547-0	Office Supplies
05-420-640-4800-6405		08/21/2018 08/21/2018 CS - PLANNER	15.39 INV# 1050547-1	Office Supplies
05-420-600-4800-6405		08/23/2018 08/23/2018 AGENCY - CLEANING WIPES	15.49 INV# 1050547-2	Office Supplies
05-420-600-4800-6405		08/24/2018 08/24/2018 IM - PLANNER	8.24 INV# 1050631-0	Office Supplies
05-420-640-4800-6405		08/23/2018 08/23/2018 CS - PLANNER	15.39 INV# 1050631-1	Office Supplies
05-420-600-4800-6405		08/24/2018 08/24/2018 AGENCY - 9 X 12 ENVELOPES	7.92 INV# 1050680-0	Office Supplies
05-420-600-4800-6405		08/23/2018 08/23/2018 AGENCY - TABS	11.35 INV# 1050805-0	Office Supplies
05-420-600-4800-6405		08/27/2018 08/27/2018 IM - PLANNER	15.39 INV# 1050805-1	Office Supplies
		08/27/2018 08/27/2018		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
5 Health & Human Services

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
05-420-600-4800-6405		19.93	IM - PLANNER 08/28/2018 08/28/2018	INV# 1050904-0 Office Supplies
05-420-600-4800-6405		15.39	IM - PLANNER 08/30/2018 08/30/2018	INV# 1050904-1 Office Supplies
05-420-640-4800-6300		85.14	CS- Copier Contract IR4245 08/27/2018 08/27/2018	Inv# 300551-0 Maintenance/Service Contracts
<b>86235 The Office Shop Inc</b>		<b>545.36</b>	<b>23 Transactions</b>	
6097 Verizon Wireless				
05-420-600-4800-6250		26.40	Agency Data Bundle Mo Charge 09/02/2018 10/01/2018	9813748158 Telephone
05-420-600-4800-6250		17.61	DIR - Monthly Phone Charge 09/02/2018 10/01/2018	9813748158 Telephone
05-420-640-4800-6402		26.02	CS Mifi Air Card 09/02/2018 10/01/2018	9813748158 Computer/Technology Supplies
6097 Verizon Wireless		70.03	<b>3 Transactions</b>	
<b>420 DEPT Total:</b>		<b>1,141.51</b>	<b>Income Maintenance</b>	<b>7 Vendors 34 Transactions</b>
430 DEPT			Social Services	
10855 Culligan				
05-430-700-4800-6301		74.71	Cooler Rental Service 09/01/2018 09/30/2018	Acct# 150-1001 Equipment Lease/Space Rental
<b>10855 Culligan</b>		<b>74.71</b>	<b>1 Transactions</b>	
2340 Hyytinen Hardware Hank				
05-430-700-4800-6405		1.52	Agency Supply - Repair Kit 08/01/2018 08/01/2018	Inv# 1475929 Office Supplies
05-430-700-4800-6405		43.83	Agency Supply - Paint 08/02/2018 08/02/2018	Inv# 1475960 Office Supplies
05-430-700-4800-6405		22.16	Agency Supply - Paint 08/13/2018 08/13/2018	Inv# 1478262 Office Supplies
05-430-700-4800-6405		47.91	Agency Supply - Paint 08/30/2018 08/30/2018	Inv# 1481650 Office Supplies
<b>2340 Hyytinen Hardware Hank</b>		<b>115.42</b>	<b>4 Transactions</b>	
1652 Northland Fire Protection				
05-430-700-4800-6300		174.62	Maintenance Re- Certification 08/17/2018 08/17/2018	Inv# 32816 Maintenance/Service Contracts

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
1652 Northland Fire Protection		174.62	1 Transactions	
4010 Rasley Oil Company 05-430-700-4800-6335		326.98	SS - Gas Charges 08/01/2018 08/31/2018	Gas/Vehicle Fuel Charges
4010 Rasley Oil Company		326.98	1 Transactions	
86235 The Office Shop Inc 05-430-700-4800-6405		14.09	SS- PAPER 08/02/2018 08/02/2018	INV# 1049574-0 Office Supplies
05-430-700-4800-6405		2.03	AGENCY - NOTE PAPER 08/06/2018 08/06/2018	INV# 1049740-0 Office Supplies
05-430-700-4800-6405		24.48	AGENCY - ENVELOPES 08/06/2018 08/06/2018	INV# 1049740-0 Office Supplies
05-430-700-4800-6405		13.82	AGENCY - LEGAL PADS 08/07/2018 08/07/2018	INV# 1049818-0 Office Supplies
05-430-700-4800-6405		21.30	AGENCY - STENO PADS 08/07/2018 08/07/2018	INV# 1049840-0 Office Supplies
05-430-700-4800-6405		17.46	AGENCY - NOTE PAPER, ENV MOIST 08/08/2018 08/08/2018	INV# 1049909-0 Office Supplies
05-430-700-4800-6405		23.40	SS- 2 PKT FOLDERS 08/08/2018 08/08/2018	INV# 1049909-0 Office Supplies
05-430-700-4800-6405		39.32	SS- 2 PKT FOLDERS, POST- IT FLAG 08/13/2018 08/13/2018	INV# 1050089-0 Office Supplies
05-430-700-4800-6405		247.04	AGENCY - TONER ACCTG 08/20/2018 08/20/2018	INV# 1050093-0 Office Supplies
05-430-700-4800-6405		51.45	AGENCY - TONER OSS FAX 08/14/2018 08/14/2018	INV# 1050200-0 Office Supplies
05-430-700-4800-6405		47.66	SS - PLANNERS 08/16/2018 08/16/2018	INV# 1050358-0 Office Supplies
05-430-700-4800-6405		15.39	SS - PLANNER 08/20/2018 08/20/2018	INV# 1050358-1 Office Supplies
05-430-700-4800-6405		31.25	SS - PLANNERS 08/17/2018 08/17/2018	INV# 1050390-0 Office Supplies
05-430-700-4800-6405		12.45	AGENCY - ENVELOPE OPENERS 08/17/2018 08/17/2018	INV# 1050390-0 Office Supplies
05-430-700-4800-6405		55.68	SS - PLANNERS 08/20/2018 08/20/2018	INV# 1050450-0 Office Supplies
05-430-700-4800-6405		10.59	AGENCY - BATTERIES	INV# 1050547-0 Office Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
5 Health & Human Services

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>
05-430-700-4800-6405		14.44	08/21/2018 08/21/2018 SS - PLANNER	INV# 1050547-0 Office Supplies
05-430-700-4800-6405		23.93	08/21/2018 08/21/2018 AGENCY - CLEANING WIPES	INV# 1050547-2 Office Supplies
05-430-700-4800-6405		15.39	08/24/2018 08/24/2018 SS - PLANNER	INV# 1050631-1 Office Supplies
05-430-700-4800-6405		23.79	08/24/2018 08/24/2018 SS- PLANNER	INV# 1050680-0 Office Supplies
05-430-700-4800-6405		12.24	08/23/2018 08/23/2018 AGENCY - 9 X 12 ENVELOPES	INV# 1050680-0 Office Supplies
05-430-700-4800-6405		21.83	08/23/2018 08/23/2018 SS - PLANNER	INV# 1050761-0 Office Supplies
05-430-700-4800-6405		17.54	08/24/2018 08/24/2018 AGENCY - TABS	INV# 1050805-0 Office Supplies
<b>86235 The Office Shop Inc</b>		<b>756.57</b>	08/27/2018 08/27/2018 23 Transactions	
<b>6097 Verizon Wireless</b>				
05-430-700-4800-6250		40.80	Agency Data Bundle Mo Charge 09/02/2018 10/01/2018	9813748158 Telephone
05-430-700-4800-6250		27.21	DIR - Monthly Phone Charge 09/02/2018 10/01/2018	9813748158 Telephone
<b>6097 Verizon Wireless</b>		<b>68.01</b>	2 Transactions	
<b>430 DEPT Total:</b>		<b>1,516.31</b>	<b>Social Services</b>	<b>6 Vendors 32 Transactions</b>
<b>5 Fund Total:</b>		<b>10,868.04</b>	<b>Health &amp; Human Services</b>	<b>104 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
6 Debt Service

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
949	DEPT			Courthouse Addition		
14044	<b>Boarman Kroos Vogel Group Inc</b>					
	06-949-000-0000-6231		484.50	Expenses		Services, Labor, Contracts
	06-949-000-0000-6231		5,168.40	Construction Administration	48736	Services, Labor, Contracts
	06-949-000-0000-6231		400.00	Civil Consultant	48736	Services, Labor, Contracts
14044	<b>Boarman Kroos Vogel Group Inc</b>		6,052.90			
					3 Transactions	
949	DEPT Total:		6,052.90	Courthouse Addition	1 Vendors	3 Transactions
6	Fund Total:		6,052.90	Debt Service		3 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
9 State

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT		Undesignated		
4580	Mn Dept Of Finance				
	09- 000- 000- 0000- 2030		900.00		State Fees, Assessments & Surcharges
4580	Mn Dept Of Finance		900.00		
				1 Transactions	
0	DEPT Total:		900.00	Undesignated	1 Vendors
					1 Transactions
9	Fund Total:		900.00	State	1 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
919	Carlson/Bernard Agnar 10- 900- 000- 0000- 2300		Bond refund Rec 3276	13739	Timber Permit Bonds
919	Carlson/Bernard Agnar	778.75			1 Transactions
900	DEPT Total:	778.75	Timber Permit Bonds	1 Vendors	1 Transactions
923	DEPT		Forfeited Tax Sales		
86222	Aitkin Independent Age 10- 923- 000- 0000- 6230		Public hearing	629547	Printing, Publishing & Adv
86222	Aitkin Independent Age	26.25			1 Transactions
170	Aitkin Motor Company 10- 923- 000- 0000- 6590		Lock out hubs 452	19273	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	51.21	FLO 317	19413	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	335.82	Trailer wiring 452	19625	Repair & Maintenance Supplies
170	Aitkin Motor Company	208.83			3 Transactions
595.86					
86467	Auto Value Aitkin 10- 923- 000- 0000- 6590		Grease seal, bearing, taper cu	40124626	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	30.47	Grease cap	40124677	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	8.97	HD oil fleet, fuel const, ext	40124773	Repair & Maintenance Supplies
203.47					3 Transactions
86467	Auto Value Aitkin	242.91			
919	Carlson/Bernard Agnar 10- 923- 000- 0000- 6820		Overappraised refund	13739	Refunds & Reimbursements
919	Carlson/Bernard Agnar	519.14			1 Transactions
7525	Hometown Bldg Supply 10- 923- 000- 0000- 6590		Pine, sheetrock, torx, pail	15299	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590	115.25	Fastener, shims, mahagony	15374	Repair & Maintenance Supplies
7525	Hometown Bldg Supply	214.17			2 Transactions
329.42					
2340	Hyytinen Hardware Hank 10- 923- 000- 0000- 6406		Nonstick hardware	1474112	Field Supplies
	10- 923- 000- 0000- 6406	6.93	Groove lock, wasp killer	1478487	Field Supplies
	10- 923- 000- 0000- 6406	17.48	Garage opener battery	1478876	Field Supplies
	10- 923- 000- 0000- 6406	4.99	Credit PVC Bush, purple clear	1479272	Field Supplies
	10- 923- 000- 0000- 6406	0.98	Distilled water	1480007	Field Supplies
1.49					

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	10- 923- 000- 0000- 6406		Fix a flat	1481158	Field Supplies
	10- 923- 000- 0000- 6406		Tall timber bar/chain	1481164	Field Supplies
	10- 923- 000- 0000- 6406		Key	1481352	Field Supplies
	10- 923- 000- 0000- 6406		Multi tester	1481709	Field Supplies
<b>2340</b>	<b>Hyytinen Hardware Hank</b>				
		<b>79.25</b>			<b>9 Transactions</b>
<b>2410</b>	<b>Jacobs/Mark H</b>				
	10- 923- 000- 0000- 6330		MACLC Mileage	16@.445	Transportation & Travel
<b>2410</b>	<b>Jacobs/Mark H</b>				
		<b>47.17</b>			<b>1 Transactions</b>
<b>1652</b>	<b>Northland Fire Protection</b>				
	10- 923- 000- 0000- 6590		Service & certification	32815	Repair & Maintenance Supplies
<b>1652</b>	<b>Northland Fire Protection</b>				
		<b>316.90</b>			<b>1 Transactions</b>
<b>4010</b>	<b>Rasley Oil Company</b>				
	10- 923- 000- 0000- 6511		August gas	AITCOL&PS	Gas And Oil
<b>4010</b>	<b>Rasley Oil Company</b>				
		<b>2,606.90</b>			<b>1 Transactions</b>
<b>4070</b>	<b>Riley Auto Supply</b>				
	10- 923- 000- 0000- 6590		Wire plug	599443	Repair & Maintenance Supplies
<b>4070</b>	<b>Riley Auto Supply</b>				
		<b>3.98</b>			<b>1 Transactions</b>
<b>5791</b>	<b>Sappi</b>				
	10- 923- 000- 0000- 6820		Over charge refund	13552	Refunds & Reimbursements
<b>5791</b>	<b>Sappi</b>				
		<b>23.04</b>			<b>1 Transactions</b>
<b>86235</b>	<b>The Office Shop Inc</b>				
	10- 923- 000- 0000- 6405		Opener	300771- 0	Office Supplies
<b>86235</b>	<b>The Office Shop Inc</b>				
		<b>5.22</b>			<b>1 Transactions</b>
<b>13934</b>	<b>Tire Barn</b>				
	10- 923- 000- 0000- 6590		Tire replace, oil change #666	44848	Repair & Maintenance Supplies
<b>13934</b>	<b>Tire Barn</b>				
		<b>552.00</b>			<b>1 Transactions</b>
<b>923</b>	<b>DEPT Total:</b>	<b>5,348.04</b>	<b>Forfeited Tax Sales</b>	<b>13 Vendors</b>	<b>26 Transactions</b>
<b>10</b>	<b>Fund Total:</b>	<b>6,126.79</b>	<b>Trust</b>		<b>27 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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		
12526 Bixby/James				
11- 924- 000- 0000- 6330		Nat Resources Mtg Mileage	64@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
12526 Bixby/James		2 Transactions		
589 Blomberg/Judith				
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
589 Blomberg/Judith		1 Transactions		
5398 CDW Government, Inc				
11- 924- 000- 0000- 6405		Office Pro Plus 2016	NVQ5882	Office Supplies
5398 CDW Government, Inc		1 Transactions		
2270 Hoppe/Russell Peter				
11- 924- 000- 0000- 6330		Nat Resources Comm. Mlg	60@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Natural Resources Mtg	9/10/18	Per Diem
2270 Hoppe/Russell Peter		2 Transactions		
10890 Insley/Kevin				
11- 924- 000- 0000- 6330		Nat Resources Mtg Mileage	38@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
10890 Insley/Kevin		2 Transactions		
2448 Janzen/Carroll Mark				
11- 924- 000- 0000- 6330		Nat Resources Mtg Mileage	56@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
2448 Janzen/Carroll Mark		2 Transactions		
5759 Kitzrow/Donald				
11- 924- 000- 0000- 6330		Nat Resources Mtg Mileage	65.8@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
5759 Kitzrow/Donald		2 Transactions		
5784 Lake/Robert				
11- 924- 000- 0000- 6330		Nat Resources Mtg Mileage	28@.545	Transportation & Travel
11- 924- 000- 0000- 6350		Nat Resources Mtg	9/10/18	Per Diem
5784 Lake/Robert		2 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
11 Forest Development

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
12512	MARCUM/ROBERT						
	11- 924- 000- 0000- 6330			26.16	Nat Resources Mtg Mileage	48@.545	Transportation & Travel
	11- 924- 000- 0000- 6350			35.00	Nat Resources Meeting	9/10/18	Per Diem
12512	MARCUM/ROBERT			61.16	2 Transactions		
10906	Shipp/Dale						
	11- 924- 000- 0000- 6330			17.44	Nat Resources Mtg Mileage	32@.545	Transportation & Travel
	11- 924- 000- 0000- 6350			35.00	Nat Resources Meeting	9/10/18	Per Diem
10906	Shipp/Dale			52.44	2 Transactions		
4927	Turnock/Franklin Allen						
	11- 924- 000- 0000- 6330			32.70	Nat Resources Mtg Mileage	60@.545	Transportation & Travel
	11- 924- 000- 0000- 6350			35.00	Nat Resources Meeting	9/10/18	Per Diem
4927	Turnock/Franklin Allen			67.70	2 Transactions		
10017	Tveit/Galen						
	11- 924- 000- 0000- 6330			19.62	Nat Resources Mtg Mileage	36@.545	Transportation & Travel
	11- 924- 000- 0000- 6350			35.00	Nat Resources Meeting	9/10/18	Per Diem
10017	Tveit/Galen			54.62	2 Transactions		
6097	Verizon Wireless						
	11- 924- 000- 0000- 6250			87.93	August cell phone	58068382700001	Telephone
6097	Verizon Wireless			87.93	1 Transactions		
924	DEPT Total:			1,092.53	Forest Resource	13 Vendors	23 Transactions
925	DEPT				Resource Management		
9843	Elg Construction/Kenneth						
	11- 925- 000- 0000- 6361			4,980.00	Haul class for Jewett Forest		Road Construction Service
9843	Elg Construction/Kenneth			4,980.00	1 Transactions		
1652	Northland Fire Protection						
	11- 925- 000- 0000- 6590			316.90	Service & certification	32815	Repair & Maintenance Supplies
1652	Northland Fire Protection			316.90	1 Transactions		
925	DEPT Total:			5,296.90	Resource Management	2 Vendors	2 Transactions
11	Fund Total:			6,389.43	Forest Development		25 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
19 Long Lake Conservation Co

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT			LLCC Administration		
10618	Erik's Lawn Service 19- 521- 000- 0000- 6231		1,000.00	Mow Long Lake Pk August	5292	Services, Labor, Contracts
10618	Erik's Lawn Service		1,000.00	1 Transactions		
2340	Hyytinen Hardware Hank 19- 521- 000- 0000- 6303		100.40	Downspouts for butterly house	1479086	Monarch Grant Expenses
2340	Hyytinen Hardware Hank		100.40	1 Transactions		
2763	J & H Transfer Station- Lakes Sanitary 19- 521- 000- 0000- 6255		92.38	Sept garbage	143640	Garbage
2763	J & H Transfer Station- Lakes Sanitary		92.38	1 Transactions		
9431	Waterford Publishing Group 19- 521- 000- 0000- 6400		217.38	Pocket guides	40607	Commissary Items
9431	Waterford Publishing Group		217.38	1 Transactions		
521	DEPT Total:		1,410.16	LLCC Administration	4 Vendors	4 Transactions
522	DEPT			LLCC Education		
13725	Beartooth True Value 19- 522- 000- 0000- 6416		7.19	Plaster of paris, master nat	A66631	Education Supplies
13725	Beartooth True Value		7.19	1 Transactions		
522	DEPT Total:		7.19	LLCC Education	1 Vendors	1 Transactions
523	DEPT			LLCC Food		
5814	Hagen/Christine 19- 523- 000- 0000- 6418		20.07	Groceries		Groceries- Students
5814	Hagen/Christine		20.07	1 Transactions		
4968	Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418		45.54	Groceries	326325- 00	Groceries- Students
	19- 523- 000- 0000- 6418		1,393.15	Groceries	329026- 00	Groceries- Students
4968	Upper Lakes Foods, Inc		1,438.69	2 Transactions		
523	DEPT Total:		1,458.76	LLCC Food	2 Vendors	3 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

JKK1  
9/17/18 1:42PM  
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
524	DEPT		LLCC Maintenance		
13725	<b>Beartooth True Value</b>				
	19- 524- 000- 0000- 6422		Light bulbs	B69513	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422	11.98	Paint & supplies- apartment	B70517	Janitorial Services/Supplies
13725	<b>Beartooth True Value</b>	154.15			
		166.13			2 Transactions
2340	<b>Hyytinen Hardware Hank</b>				
	19- 524- 000- 0000- 6422		Cup hooks	1466384	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422	9.49	Wasp killer, cable ties	1475931	Janitorial Services/Supplies
2340	<b>Hyytinen Hardware Hank</b>	22.16			
		31.65			2 Transactions
14053	<b>Miller/Anthony</b>				
	19- 524- 000- 0000- 6422		Purchase of church pews		Janitorial Services/Supplies
14053	<b>Miller/Anthony</b>	200.00			
		200.00			1 Transactions
524	<b>DEPT Total:</b>	397.78	<b>LLCC Maintenance</b>	<b>3 Vendors</b>	<b>5 Transactions</b>
19	<b>Fund Total:</b>	3,273.89	<b>Long Lake Conservation Center</b>		<b>13 Transactions</b>

# Aitkin County

## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No.</u>	<u>Account/Formular</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
520	DEPT			Parks		
13725	<b>Beartooth True Value</b>					
	21- 520- 000- 0000- 6406		8.99	Chain saw tool	B68888	Field Supplies
	21- 520- 000- 0000- 6406		40.98	Hardware	B69321	Field Supplies
	21- 520- 000- 0000- 6406		63.95	Paint & Brushes	B69533	Field Supplies
	21- 520- 000- 0000- 6406		43.27	Paint tray & cover	B69571	Field Supplies
13725	<b>Beartooth True Value</b>		157.19			
				4 Transactions		
10618	<b>Erik's Lawn Service</b>					
	21- 520- 000- 0000- 6231		500.00	Mow Jacobson Park August	5292	Services, Labor, Contracts
10618	<b>Erik's Lawn Service</b>		500.00			
				1 Transactions		
1754	<b>Garrison Disposal Company, Inc</b>					
	21- 520- 000- 0000- 6254		280.56	September waste removal	67194	Utilities
1754	<b>Garrison Disposal Company, Inc</b>		280.56			
				1 Transactions		
5845	<b>Goble Portable Toilets</b>					
	21- 520- 000- 0000- 6231		150.00	Swatara Portable toilets	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		250.00	Lone Lake Portable toilets	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		165.00	Round Lake portable toilets	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	Lawler trail head port. toilet	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	McGregor portable toilet	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	Axtell portable toilet	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		155.00	Blind Lake portable toilet	1419	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		150.00	Swatara portable toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	Lawler trail head port toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	McGregor portable toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		85.00	Axtell portable toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		155.00	Blind Lake portable toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		250.00	Lone Lake portable toilet	1993	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		165.00	Round Lake portable toilet	1993	Services, Labor, Contracts
5845	<b>Goble Portable Toilets</b>		1,950.00			
				14 Transactions		
1829	<b>Goble's Sewer Service Inc.</b>					
	21- 520- 000- 0000- 6231		125.00	Aitkin Campground dump station	10228	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		125.00	Berglund Park dump station	10229	Services, Labor, Contracts
1829	<b>Goble's Sewer Service Inc.</b>		250.00			
				2 Transactions		
4641	<b>Holiday Credit Office</b>					

# Aitkin County

## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
4641	Holiday Credit Office		August fuel	1400000134961	Gas And Oil
		585.87			
		585.87		1 Transactions	
7525	Hometown Bldg Supply				
	21- 520- 000- 0000- 6802	22.50	Concrete S Soo Line	13819	Trail Grants- State
	21- 520- 000- 0000- 6802	2,613.78	Lumber, fasteners, screws	13848	Trail Grants- State
	21- 520- 000- 0000- 6802	2.39	Socket adapter	14353	Trail Grants- State
	21- 520- 000- 0000- 6802	45.00	Concrete S Soo Line	15332	Trail Grants- State
	21- 520- 000- 0000- 6802	410.72-	Credit for treated timber	7998	Trail Grants- State
7525	Hometown Bldg Supply	2,272.95		5 Transactions	
2340	Hyytinen Hardware Hank				
	21- 520- 000- 0000- 6406	39.46	Utility scrub, ratchet, tape	1475759	Field Supplies
	21- 520- 000- 0000- 6406	57.97	Tie downs	1476697	Field Supplies
	21- 520- 000- 0000- 6406	44.57	Paint & brushes	1478457	Field Supplies
	21- 520- 000- 0000- 6406	30.84	1/2 HD 135, star dr set, bolts	1478664	Field Supplies
	21- 520- 000- 0000- 6406	71.96	Paint & fee	1478890	Field Supplies
	21- 520- 000- 0000- 6406	45.99	Bolts	1479171	Field Supplies
	21- 520- 000- 0000- 6406	30.55	PVC Brush, brake cleaner	1479265	Field Supplies
	21- 520- 000- 0000- 6406	35.98	Paint & fee	1479973	Field Supplies
	21- 520- 000- 0000- 6406	7.99	Toilet seat	1480471	Field Supplies
	21- 520- 000- 0000- 6406	36.16	Pencil tube, nuts, washers	1481559	Field Supplies
2340	Hyytinen Hardware Hank	401.47		10 Transactions	
2763	J & H Transfer Station- Lakes Sanitary				
	21- 520- 000- 0000- 6254	102.67	Berglund Park garage	143689	Utilities
2763	J & H Transfer Station- Lakes Sanitary	102.67		1 Transactions	
2991	Malmo Market				
	21- 520- 000- 0000- 6511	417.36	August gas		Gas And Oil
2991	Malmo Market	417.36		1 Transactions	
10337	Mille Lacs Driftskippers				
	21- 520- 000- 0000- 6802	11,448.39	Redtop trail work		Trail Grants- State
	21- 520- 000- 0000- 6802	4,232.34	Redtop trail work		Trail Grants- State
10337	Mille Lacs Driftskippers	15,680.73		2 Transactions	
9692	Minnesota Energy Resources Corporation				
	21- 520- 000- 0000- 6254	49.45	July gas	50254456100001	Utilities

JKK1  
 9/17/18  
 21 Parks

1:42PM

# 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
9692	Minnesota Energy Resources Corporation		49.45		1 Transactions	
12718	Up North Riders					
	21- 520- 000- 0000- 6802		6,054.47	Lawler ATV		Trail Grants- State
12718	Up North Riders		6,054.47		1 Transactions	
14921	Welle/Kalvin					
	21- 520- 000- 0000- 6231		340.00	Mowing Aitkin Campground		Services, Labor, Contracts
	21- 520- 000- 0000- 6231		600.00	Mowing Berglund Park		Services, Labor, Contracts
	21- 520- 000- 0000- 6231		120.00	Mowing Round Lake Access		Services, Labor, Contracts
	21- 520- 000- 0000- 6231		720.00	Mowing Snake River Cmpgrd		Services, Labor, Contracts
14921	Welle/Kalvin		1,780.00		4 Transactions	
10339	White Pine Riders					
	21- 520- 000- 0000- 6802		6,492.04	Solana ATV reimbursement		Trail Grants- State
10339	White Pine Riders		6,492.04		1 Transactions	
520	DEPT Total:		36,974.76	Parks	15 Vendors	49 Transactions
21	Fund Total:		36,974.76	Parks		49 Transactions
	Final Total:		298,192.75	243 Vendors	567 Transactions	

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	89,345.80	General Fund
	3	138,261.14	Road & Bridge
	5	10,868.04	Health & Human Services
	6	6,052.90	Debt Service
	9	900.00	State
	10	6,126.79	Trust
	11	6,389.43	Forest Development
	19	3,273.89	Long Lake Conservation Center
	21	36,974.76	Parks
<b>All Funds</b>		<b>298,192.75</b>	<b>Total</b>

Approved by, .....

.....

.....

JKK1  
9/17/18 4:17PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



2G

Page 1

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

Sales + Use Tax

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



<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>
8410 Bremer Bank				
03-303-000-0000-6513		1,309.58	August Fuel Tax	Motor Fuel & Lubricants
8410 Bremer Bank		1,309.58	1 Transactions	
89991 Bremer Bank				
01-040-000-0000-5517		0.19	Receipt Nbr 4606 08/23/2018	Fees For Services
01-040-021-0000-5840		0.26	Receipt Nbr 4346 08/07/2018	Misc Receipts
01-040-021-0000-5840		4.50	Receipt Nbr 4347 08/07/2018	Misc Receipts
01-040-021-0000-5840		1.29	Receipt Nbr 4347 08/07/2018	Misc Receipts
01-040-021-0000-5840		0.96	Receipt Nbr 4588 08/21/2018	Misc Receipts
01-040-021-0000-5840		0.13	Receipt Nbr 4589 08/21/2018	Misc Receipts
01-040-000-0000-6405		0.46	Sales Tax Rounding	Office & Computer Supplies
01-042-000-0000-5840		0.05	Receipt Nbr 4369 08/08/2018	Misc Receipts
01-042-000-0000-5840		12.87	Receipt Nbr 4522 08/16/2018	Misc Receipts
01-042-000-0000-5840		0.13	Receipt Nbr 4567 08/20/2018	Misc Receipts
01-042-000-0000-5840		12.87	Receipt Nbr 4612 08/23/2018	Misc Receipts
01-043-000-0000-5840		0.26	Receipt Nbr 4572 08/20/2018	Misc Receipts
01-043-000-0000-5840		0.51	Receipt Nbr 4572 08/20/2018	Misc Receipts
01-043-000-0000-5840		0.26	Receipt Nbr 4572 08/20/2018	Misc Receipts
01-043-000-0000-5840		1.54	Receipt Nbr 4572 08/20/2018	Misc Receipts
01-049-000-0000-5525		10.73	Receipt Nbr 4446 08/13/2018	Label & Listing Sales
01-049-000-0000-5525		1.72	Receipt Nbr 4446 08/13/2018	Label & Listing Sales
01-049-000-0000-5525		17.33	Receipt Nbr 4446 08/13/2018	Label & Listing Sales
01-090-000-0000-5840		1.29	Receipt Nbr 4291 08/03/2018	Misc Receipts
01-090-000-0000-5840		0.64	Receipt Nbr 4291 08/03/2018	Misc Receipts
01-090-000-0000-5840		0.64	Receipt Nbr 4292 08/03/2018	Misc Receipts
01-090-000-0000-5840		0.64	Receipt Nbr 4293 08/03/2018	Misc Receipts
01-090-000-0000-5840		1.93	Receipt Nbr 4319 08/06/2018	Misc Receipts
01-090-000-0000-5840		1.29	Receipt Nbr 4320 08/06/2018	Misc Receipts
01-090-000-0000-5840		0.64	Receipt Nbr 4462 08/15/2018	Misc Receipts
01-090-000-0000-5840		0.24	Receipt Nbr 4463 08/15/2018	Misc Receipts
01-090-000-0000-5840		3.86	Receipt Nbr 4635 08/27/2018	Misc Receipts
01-090-000-0000-5840		1.29	Receipt Nbr 4636 08/27/2018	Misc Receipts
01-090-000-0000-5840		0.64	Receipt Nbr 4637 08/27/2018	Misc Receipts
01-100-000-0000-6311		234.54	Sales Tax - Recorder's Copies	Sales Tax
01-252-252-0000-5872		57.24	Receipt Nbr 4486 08/15/2018	Phone Card Prisoner Welfare(Taxable)
01-252-252-0000-5872		198.88	Receipt Nbr 4614 08/23/2018	Phone Card Prisoner Welfare(Taxable)
01-252-252-0000-5885		15.41	Receipt Nbr 4284 08/03/2018	Commissary Sales Taxable

# 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>
01-252-252-0000-5885		30.36	Receipt Nbr 4402 08/09/2018	Commissary Sales Taxable
01-252-252-0000-5885		27.40	Receipt Nbr 4486 08/15/2018	Commissary Sales Taxable
01-252-252-0000-5885		43.79	Receipt Nbr 4614 08/23/2018	Commissary Sales Taxable
01-252-252-0000-5885		14.49	Receipt Nbr 4685 08/29/2018	Commissary Sales Taxable
03-000-000-0000-5855		3.86	Receipt Nbr 4286 08/03/2018	Charges- Individuals
03-000-000-0000-5855		3.44	Receipt Nbr 4286 08/03/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4313 08/06/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4326 08/06/2018	Charges- Individuals
03-000-000-0000-5855		0.39	Receipt Nbr 4345 08/07/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4373 08/08/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4394 08/09/2018	Charges- Individuals
03-000-000-0000-5855		3.44	Receipt Nbr 4421 08/13/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4598 08/22/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4600 08/22/2018	Charges- Individuals
03-000-000-0000-5855		3.86	Receipt Nbr 4633 08/27/2018	Charges- Individuals
03-000-000-0000-5855		0.13	Receipt Nbr 4633 08/27/2018	Charges- Individuals
03-000-000-0000-5855		1.93	Receipt Nbr 4722 08/30/2018	Charges- Individuals
03-000-000-0000-5855		5.79	Receipt Nbr 4736 08/31/2018	Charges- Individuals
03-000-000-0000-5855		0.39	Receipt Nbr 4736 08/31/2018	Charges- Individuals
03-000-000-0000-5857		34.49	Receipt Nbr 4421 08/13/2018	Culverts
03-000-000-0000-5857		10.14	Receipt Nbr 4421 08/13/2018	Culverts
03-000-000-0000-5857		15.43	Receipt Nbr 4736 08/31/2018	Culverts
05-430-700-0000-5832		0.58	Receipt Nbr 4737 08/31/2018	Ss Administrative Recoveries
10-923-000-0000-5260		12.87	Receipt Nbr 456 08/01/2018	FTS- Leases/Easements
10-923-000-0000-5260		19.75	Receipt Nbr 457 08/01/2018	FTS- Leases/Easements
10-923-000-0000-5260		19.30	Receipt Nbr 468 08/06/2018	FTS- Leases/Easements
10-923-000-0000-5260		3.22	Receipt Nbr 486 08/21/2018	FTS- Leases/Easements
10-923-000-0000-5840		4.76	Receipt Nbr 480 08/16/2018	FTS Misc Receipts
19-521-000-0000-5885		0.85	Receipt Nbr 4652 08/27/2018	Commissary Sales Taxable
19-521-000-0000-5885		5.84	Receipt Nbr 4669 08/28/2018	Commissary Sales Taxable
19-521-000-0000-5885		12.31	Receipt Nbr 4672 08/28/2018	Commissary Sales Taxable
21-520-000-0000-5510		2.57	Receipt Nbr 460 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		8.62	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		20.58	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.54	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.67	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		8.30	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.89	Receipt Nbr 461 08/01/2018	Co. Parks Campground Fees

JKK1  
9/17/18  
Parks

4:17PM

# 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>
21-520-000-0000-5510		12.87	Receipt Nbr 463 08/03/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 463 08/03/2018	Co. Parks Campground Fees
21-520-000-0000-5510		6.43	Receipt Nbr 463 08/03/2018	Co. Parks Campground Fees
21-520-000-0000-5510		11.58	Receipt Nbr 464 08/06/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.57	Receipt Nbr 464 08/06/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.57	Receipt Nbr 465 08/06/2018	Co. Parks Campground Fees
21-520-000-0000-5510		16.73	Receipt Nbr 465 08/06/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.79	Receipt Nbr 466 08/06/2018	Co. Parks Campground Fees
21-520-000-0000-5510		19.30	Receipt Nbr 469 08/07/2018	Co. Parks Campground Fees
21-520-000-0000-5510		7.72	Receipt Nbr 469 08/07/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.79	Receipt Nbr 470 08/09/2018	Co. Parks Campground Fees
21-520-000-0000-5510		3.86	Receipt Nbr 470 08/09/2018	Co. Parks Campground Fees
21-520-000-0000-5510		6.43	Receipt Nbr 471 08/10/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 472 08/10/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.15	Receipt Nbr 473 08/13/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.57	Receipt Nbr 473 08/13/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 474 08/14/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.57	Receipt Nbr 477 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.29	Receipt Nbr 478 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		11.90	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		3.86	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		6.43	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.54	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.61	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		7.78	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		7.72	Receipt Nbr 481 08/16/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 482 08/17/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 482 08/17/2018	Co. Parks Campground Fees
21-520-000-0000-5510		10.29	Receipt Nbr 483 08/21/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.79	Receipt Nbr 483 08/21/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 483 08/21/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.79	Receipt Nbr 484 08/21/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.93	Receipt Nbr 484 08/21/2018	Co. Parks Campground Fees
21-520-000-0000-5510		5.79	Receipt Nbr 490 08/27/2018	Co. Parks Campground Fees
21-520-000-0000-5510		7.72	Receipt Nbr 490 08/27/2018	Co. Parks Campground Fees
21-520-000-0000-5510		2.25	Receipt Nbr 490 08/27/2018	Co. Parks Campground Fees
21-520-000-0000-5510		1.29	Receipt Nbr 490 08/27/2018	Co. Parks Campground Fees
21-520-000-0000-5510		7.72	Receipt Nbr 491 08/27/2018	Co. Parks Campground Fees

JKK1  
9/17/18  
Parks

4:17PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
	21- 520- 000- 0000- 5510		1.29	Receipt Nbr 491 08/27/2018	Co. Parks Campground Fees
	21- 520- 000- 0000- 5510		1.93	Receipt Nbr 495 08/31/2018	Co. Parks Campground Fees
	21- 520- 000- 0000- 5510		3.86	Receipt Nbr 496 08/31/2018	Co. Parks Campground Fees
	21- 520- 000- 0000- 5510		1.93	Receipt Nbr 496 08/31/2018	Co. Parks Campground Fees
	21- 520- 000- 0000- 5510		1.93	Receipt Nbr 498 08/31/2018	Co. Parks Campground Fees
89991	<b>Bremer Bank</b>		1,136.00	114 Transactions	
4580	<b>Mn Dept Of Finance</b>				
	09- 000- 000- 0000- 2022		428.00	Death/Birth Surcharges	Birth/Death Surcharges
	09- 000- 000- 0000- 2024		117.00	Children Surcharges	St Share Of Birth Cert.- Children
	09- 000- 000- 0000- 2031		16.50	Torrens Assurance	Real Estate Assurance (Was 5874 And 6277
	09- 000- 000- 0000- 2036		5,703.00	State Gen Fund	Recording Surcharges (Was 5871 & 6281)
4580	<b>Mn Dept Of Finance</b>		6,264.50	4 Transactions	
3375	<b>Mn Dept Of Health</b>				
	09- 000- 000- 0000- 2027		1,445.00		State Well Cert Fees (Was 5097 & 6203)
3375	<b>Mn Dept Of Health</b>		1,445.00	1 Transactions	
<b>Final Total .....</b>			10,155.08	3 Vendors	120 Transactions

JKK1  
9/17/18  
State

4:17PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	701.27	General Fund
	3	1,404.45	Road & Bridge
	5	0.58	Health & Human Services
	9	7,709.50	State
	10	59.90	Trust
	19	19.00	Long Lake Conservation Center
	21	260.38	Parks
<b>All Funds</b>		<b>10,155.08</b>	<b>Total</b>

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** September 25, 2018

**Title of Item:** Adopt 2019 Preliminary Levy

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

<b>Submitted by:</b> Jessica Seibert, County Administrator	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 10 minutes
---	---

**Summary of Issue:**

Please see the attached memo and 2019 budget recommendations from the Budget Committee. MN Statute 275.067 requires the Board to adopt the 2019 preliminary levy prior to September 30, 2018. A draft resolution is also attached.

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

**Recommended Action/Motion:**  
Adopt 2019 preliminary levy.

**Financial Impact:**

Is there a cost associated with this request?     Yes     No

What is the total cost, with tax and shipping? \$ 14,737,749

Is this budgeted?     Yes     No    *Please Explain:*

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
**Jessica Seibert, Administrator**  
217 Second Street N.W. Room 134  
Aitkin, MN 56431  
218-927-3093  
Fax: 218-927-7374

To: Aitkin County Commissioners  
From: Jessica Seibert, County Administrator  
Date: September 25, 2018  
Re: Budget Committee Recommendations

On September 12, 2018, the Budget Committee met to further review each department budget, identify potential adjustments to revenues and expenditures, and discuss long-range planning. The Committee has identified adjustments totaling \$372,085 lowering the initial 2019 preliminary levy from \$15,109,834 to \$14,737,749.

This amount represents a 9.18% levy increase. Of this amount, 2.3% is attributed to the general levy and 6.8% is reflected for bond payments on the general government center building project.

The attached 2019 Budget and Levy summary reflects this proposed preliminary levy and outlines the total revenues and expenditures. Also attached is a property tax calculation worksheet that reflects the impacts of the proposed preliminary levy.

The proposed preliminary level represents a "not to exceed" amount. The Budget Committee will continue to work with department heads and the Board to find additional adjustments if possible prior to adoption of the final 2019 levy in December.

## Aitkin County - 2019 Budget and Levy

	Adopted 2018	Initial Preliminary Levy 2019	Preliminary Levy w/Options 2019
<b>Funds</b>			
General Fund	\$13,867,623	\$14,351,370	\$14,351,370
Parks	\$470,839	\$481,556	\$481,556
Road and Bridge	\$13,339,370	\$8,819,377	\$8,819,377
Health and Human Services	\$7,177,108	\$7,273,094	\$7,273,094
Bond (Interest)		\$168,908	\$168,908
Surveyor		\$112,490	\$112,490
Options - Additions/Reductions	-\$89,515		-\$249,085
<b>Total Expenditures</b>	<b>\$34,765,425</b>	<b>\$31,206,795</b>	<b>\$30,957,710</b>
Revenues	\$20,392,960	\$16,635,721	\$16,635,721
<b>Levy</b>	<b>\$13,499,059</b>	<b>\$15,109,834</b>	<b>\$14,737,749</b>
Total of Other Funding Options	\$0	\$0	\$123,000
Planned Project Reserves (HHS & R&B)	\$873,406	-\$538,760	-\$538,760
<b>Total Revenues</b>	<b>\$34,765,425</b>	<b>\$31,206,795</b>	<b>\$30,957,710</b>
<b>Funding Options</b>			
Increase boarder fees			\$20,000
Use of R&B wetland credits			\$50,000
Phase in boarder revenue decrease			\$50,000
Recycling fees			\$3,000
<b>Total of Other Funding Options</b>			<b>\$123,000</b>
<b>Additions</b>			
<b>Total Additions</b>			<b>\$0</b>
<b>Reductions</b>			
Reduce Appropriations			-\$66,000
Overtime Adjustments			-\$22,089
Insurance Adjustments			-\$42,996
Postpone Assessor Hiring			-\$36,000
Sheriff Ins. Reimbursement			-\$12,000
Jail groceries			-\$10,000
License Center			-\$10,000
Reduce Community Corrections Detention Costs			-\$50,000
<b>Total Reductions</b>			<b>-\$249,085</b>
<b>Calculations</b>			
Levy Increase - Dollars	\$616,130	\$1,610,775	\$1,238,690
Levy Increase - Percentage	4.78%	11.93%	9.18%
Tax Capacity-(2018 estimate)	\$27,203,390	\$28,586,594	\$28,586,594
Fiscal Disparity Distribution	\$165,633	\$194,162	\$194,162
Estimated Tax Rate (before Disparity Aid Adjustment)	49.014%	52.177%	50.876%

2.38% regular levy, 6.8% bond payments

	<b>Adopted 2018</b>	<b>Initial Preliminary Levy 2019</b>	<b>Preliminary Levy w/Options 2019</b>
<b>Tax Rate</b>	49.014%	52.177%	50.876%
<b><u>Residential</u></b>			
Incr/Decr in Value	0%	0%	0%
Market Value	\$100,000.00	\$100,000.00	\$100,000.00
Mkt Exclusion	\$28,240.00	\$28,240.00	\$28,240.00
TMV less Exclusion	\$71,760.00	\$71,760.00	\$71,760.00
Tax Capacity	\$717.60	\$717.60	\$717.60
*Property Tax	\$351.72	\$374.42	\$365.08
Incr/Decr in Value	0%	0%	0%
Market Value	\$200,000.00	\$200,000.00	\$200,000.00
Mkt Exclusion	\$19,240.00	\$19,240.00	\$19,240.00
TMV less Exclusion	\$180,760.00	\$180,760.00	\$180,760.00
Tax Capacity	\$1,807.60	\$1,807.60	\$1,807.60
*Property Tax	\$885.97	\$943.15	\$919.63
Incr/Decr in Value	0%	0%	0%
Market Value	\$400,000.00	\$400,000.00	\$400,000.00
Mkt Exclusion	\$1,240.00	\$1,240.00	\$1,240.00
TMV less Exclusion	\$398,760.00	\$398,760.00	\$398,760.00
Tax Capacity	\$3,987.60	\$3,987.60	\$3,987.60
*Property Tax	\$1,954.48	\$2,080.62	\$2,028.71
<b><u>Residential over \$500K</u></b>			
Incr/Decr in Value	0%	0%	0%
Market Value	\$600,000.00	\$600,000.00	\$600,000.00
Mkt Exclusion	\$0.00	\$0.00	\$0.00
TMV less Exclusion	\$600,000.00	\$600,000.00	\$600,000.00
Tax Capacity	\$6,250.00	\$6,250.00	\$6,250.00
*Property Tax	\$3,063.36	\$3,261.07	\$3,179.72
<b><u>Commercial</u></b>			
Incr/Decr in Value	0%	0%	0%
Market Value	\$500,000.00	\$500,000.00	\$500,000.00
Tax Capacity	\$9,250.00	\$9,250.00	\$9,250.00
*Property Tax	\$4,533.78	\$4,826.39	\$4,705.99

\* This calculation represents only Aitkin County's share of the property taxes.

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

ADOPTED September 25, 2018

By Commissioner: xx

**20180925-0xx**

**2019 Preliminary Levy**

**BE IT RESOLVED**, that the preliminary Aitkin County tax levy for payable 2019 be set at  
\$ \_\_\_\_\_.

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 25<sup>th</sup> day of September 2018, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 25<sup>th</sup> day of September 2018**

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



# Board of County Commissioners Agenda Request

3B  
Agenda Item #

**Requested Meeting Date:** September 25, 2018

**Title of Item:** Discuss 2019 Newspaper Bid Specifications

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

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 30 minutes
---	---

**Summary of Issue:**

In January the Board asked that this item be brought back for discussion prior to approving the 2019 Newspaper Bid Specifications. The issues that came up last year were joint bids, and questions as to circulation in specific areas. Staff has received feedback from Carlton, Cass, Chisago, Crow Wing, Kanabec, and Mille Lacs Counties.

Attached is a copy of last year's Aitkin County Newspaper Bid Specifications, the bids received, the bid comparison, and staff recommendation for changes to the Aitkin County Newspaper Bid Specifications, highlighted in yellow. Also attached is a copy of MN Statute 331A.02 Requirements for a Qualified Newspaper.

At Tuesday's meeting staff will be looking for direction from the Board for possible changes to the newspaper bids specifications.

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

**Recommended Action/Motion:**  
Board direction for 2019 newspaper bid specifications

**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:*



# CALENDAR YEAR 2018 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

## I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2018 will be received in the **Aitkin County Administrator's Office**, 217 2<sup>nd</sup> Street NW - Room 134, Aitkin, MN 56431, until **Noon on Wednesday, December 20, 2017** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2018 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on ***January 2, 2018***.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Wednesday, December 20, 2017.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-3093.

## II. SPECIFIC REQUIREMENTS FOR BIDDERS

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

**CALENDAR YEAR 2018 BID SPECIFICATIONS  
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2018 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

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

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

**III. BID AWARD CRITERIA**

- A. A successful bidder will be designated by the County Board as the "Official County Newspaper" for calendar year 2018 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the "Second Publication of the County Financial Statement." That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statute 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as "Official Newspaper" (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

**AITKIN COUNTY - BID FORM  
PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2018**

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

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

Size in inches of newspaper single page sheet = \_\_\_\_\_ by \_\_\_\_\_

Maximum number of columns per page in legal notice section = \_\_\_\_\_

Newspaper circulation within the boundaries of Aitkin County = \_\_\_\_\_

Weekly circulation within the boundaries of Aitkin County = \_\_\_\_\_

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

**(Please Print Clearly)**

Name of Bidding Newspaper: \_\_\_\_\_

Official Address: \_\_\_\_\_  
\_\_\_\_\_

Printed Name of Submitter \_\_\_\_\_ Title \_\_\_\_\_

Phone: \_\_\_\_\_

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

\_\_\_\_\_  
Signature in Ink of Submitter

\_\_\_\_\_  
Date

Aitkin Independent Age  
P.O. Box 259  
Aitkin, MN 56431

December 6, 2017

Honorable Board of County Commissioners

Aitkin County Courthouse  
209 Second St. N.W.  
Aitkin, Mn 56431

Dear Board of Commissioners:

Thank you for naming the *Aitkin Independent Age* and *Voyageur Press* its legal newspapers in 2017. Attached is the bid sheet to run public notices again in 2018. And, it is again a joint bid with the *Voyageur Press* of McGregor. The joint bid is a great value based upon rates paid historically and the added reach of the public notices appearing in both county papers, and online.

If the bid is awarded to us, the *Aitkin Independent Age* will print the following items and furnish all legal printed materials to the *Voyager Press* of McGregor to be published as well:

- Publication of Official Proceedings (Commissioner and Board of Equalization)
- Publication of Legal Notices and miscellaneous advertisements
- In the matter of the delinquent tax list, the *Aitkin Independent Age* has elected to bid and the *Voyager Press* has elected not to bid.
- In the matter of the bid for printing the annual financial statement, if accepted, it will be printed in the *Aitkin Independent* with a second publication in the *Voyager Press* of McGregor. The *Age* will furnish all necessary printed materials when approved by the county auditor to the *Voyager Press* for publication.
- All correspondence and billing will be with the *Aitkin Independent Age* and it will forward all information to the *Voyager Press*. The *Voyager Press* will bill the county directly for the second printing of the county financial statement.
- All legal notices published in the *Age* and *Voyager Press* are posted at no additional charge at the region's No. 1 website, [www.aitkinage.com](http://www.aitkinage.com).

Please let us know if you have any questions regarding our bid and publications.

Sincerely,

Kevin G. Anderson, Publisher  
*Aitkin Independent Age*

John Grones, Publisher  
*Voyager Press*

Joint Bid: Aitkin Independent Age & Voyager Press

### AITKIN COUNTY - BID FORM PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2018

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

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)  
\$ 10<sup>50</sup> per column inch *Covers Both Publications*
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)  
\$ 10<sup>50</sup> per column inch *Covers Both Publications*
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)  
\$ 10<sup>50</sup> per column inch ~~Covers Both Publications~~
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)  
\$ 7<sup>00</sup> per column inch *Aitkin Age Only*
- (5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)  
\$ 3<sup>50</sup> per column inch *Voyager Press Only*

Size in inches of newspaper single page sheet = 10<sup>3/8</sup> by 21 *AGE*  
10<sup>1/4</sup> by 15 *Voyager*

Maximum number of columns per page in legal notice section = 6 *AGE*  
4 *V.P.*

Newspaper circulation within the boundaries of Aitkin County = 2615 *AGE*  
575 *VP*

Weekly circulation within the boundaries of Aitkin County = 2615 *AGE*  
575 *VP*

Subscription cost per individual customer within Aitkin County for 1 year = 37-

**(Please Print Clearly)**

Name of Bidding Newspaper: Aitkin Independent Age Voyager Press  
213 Minnesota Ave N 15 Country House Lane  
Aitkin MN 56431 PO Box 59  
(P.O. Box 259) McGregor MN 55760

Printed Name of Submitter Kevin G Anderson Title Publisher

Phone: 218-928-3761

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

[Signature] Voyager  
Signature in Ink of Submitter

Dec. 6, 2018  
Date

[Signature] AITKIN AGE  
Page 4 of 4

12/6/17

**AITKIN COUNTY - BID FORM**  
**PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2018**

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

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)  
\$ 8.00 per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)  
\$ 8.00 per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)  
\$ 8.00 per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)  
\$ 8.00 per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)  
\$ 8.00 per column inch

Size in inches of newspaper single page sheet = 10 <sup>3</sup>/<sub>8</sub>" by 21"

Maximum number of columns per page in legal notice section = 6

Newspaper circulation within the boundaries of Aitkin County = 6215

Weekly circulation within the boundaries of Aitkin County = 6215

Subscription cost per individual customer within Aitkin County for 1 year = \$52

**(Please Print Clearly)**

Name of Bidding Newspaper: News Hopper

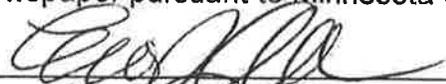
Official Address: P.O. Box 562

Ironton, MN 56455

Printed Name of Submitter Eric J. Heglund Title owner

Phone: 218-821-1393

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

  
Signature in Ink of Submitter

12-2-17  
Date

**AITKIN COUNTY - BID COMPARISON FORM**  
**PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2018**

(1) PUBLICATION OF OFFICIAL PROCEEDINGS

**Aitkin Age & Voyageur Press**

**NewsHopper**

\$ 10.50 per column inch (covers both publications)

\$ 8.00 per column inch

(2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS

**Aitkin Age & Voyageur Press**

**NewsHopper**

\$ 10.50 per column inch (covers both publications)

\$ 8.00 per column inch

(3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST

**Aitkin Age & Voyageur Press**

**NewsHopper**

\$ 10.50 per column inch (covers both publications)

\$ 8.00 per column inch

(4) FIRST PUBLICATION OF FINANCIAL STATEMENT

**Aitkin Age only**

**NewsHopper**

\$ 7.00 per column inch

\$ 8.00 per column inch

(5) SECOND PUBLICATION OF FINANCIAL STATEMENT

**Voyageur Press only**

**NewsHopper**

\$ 3.50 per column inch

\$ 8.00 per column inch

Size in inches of newspaper single page sheet = 10 3/8" by 21" **Aitkin Age**, 10 1/4" x 15" **VP**

Size in inches of newspaper single page sheet = 10 3/8" by 21" **NewsHopper**

Maximum number of columns per page in legal notice section = 6 **Aitkin Age** 4 **VP**

Maximum number of columns per page in legal notice section = 6 **NewsHopper**

Newspaper circulation within the boundaries of Aitkin County = 2615 **Age**, 575 **VP**

Newspaper circulation within the boundaries of Aitkin County = 6215 **NewsHopper**

Weekly circulation within the boundaries of Aitkin County = 2615 **Age**, 575 **VP**

Weekly circulation within the boundaries of Aitkin County = 6215 **NewsHopper**

Subscription cost per individual customer within Aitkin County for 1 year = \$37

Subscription cost per individual customer within Aitkin County for 1 year = \$52 **NewsHopper**

## CALENDAR YEAR 2018 BID SPECIFICATIONS NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES

### I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2018 will be received in the **Aitkin County Administrator's Office**, 217 2<sup>nd</sup> Street NW - Room 134, Aitkin, MN 56431, until **Noon on Wednesday, December 20, 2017** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2018 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on **January 2, 2018**.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Wednesday, December 20, 2017.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-3093.

### II. SPECIFIC REQUIREMENTS FOR BIDDERS

- A. Separate bids are required for each type of publication notice, **no joint bids will be accepted.**
- B. Bids must be submitted using the attached form.
- C. **Bidders are required to provide circulation statistics by zip code.**
- D. Types of legal notices to which bids are requested.
  - (1) **PUBLICATION OF OFFICIAL PROCEEDINGS IN SUMMARY FORM:** (Minnesota Statute 375.12 refers.) The County will provide all official proceedings in digital format and may specify font, point size and leading.
  - (2) **PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS:** (Minnesota Statute 331A.01 subd. 7 and 331A.05 - .07 refer.) The County will provide all legal notices and miscellaneous advertisements in digital format and may specify font, point size and leading.

**CALENDAR YEAR 2018 BID SPECIFICATIONS  
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2018 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

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

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

**III. BID AWARD CRITERIA**

- A. A successful bidder will be designated by the County Board as the "Official County Newspaper" for calendar year 2018 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the "Second Publication of the County Financial Statement." That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statue 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as "Official Newspaper" (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

# AITKIN COUNTY - BID FORM PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2018

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

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

Size in inches of newspaper single page sheet = \_\_\_\_\_ by \_\_\_\_\_

Maximum number of columns per page in legal notice section = \_\_\_\_\_

Newspaper circulation within the boundaries of Aitkin County = \_\_\_\_\_

Weekly newspaper circulation by zip code within the boundaries of Aitkin County =

56431 \_\_\_\_\_ 56469 \_\_\_\_\_ 55748 \_\_\_\_\_ 55760 \_\_\_\_\_ 55787 \_\_\_\_\_ 56350 \_\_\_\_\_

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

**(Please Print Clearly)**

Name of Bidding Newspaper: \_\_\_\_\_

Official Address: \_\_\_\_\_  
\_\_\_\_\_

Printed Name of Submitter \_\_\_\_\_ Title \_\_\_\_\_

Phone: \_\_\_\_\_

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

\_\_\_\_\_  
Signature in Ink of Submitter

\_\_\_\_\_  
Date

**331A.02 REQUIREMENTS FOR A QUALIFIED NEWSPAPER.**

Subdivision 1. **Qualification.** No newspaper in this state shall be entitled to any compensation or fee for publishing any public notice unless it is a qualified newspaper. A newspaper that is not qualified must inform a public body that presents a public notice for publication that it is not qualified. To be qualified, a newspaper shall:

(a) be printed in the English language in newspaper format and in column and sheet form equivalent in printed space to at least 1,000 square inches, or 800 square inches if the political subdivision the newspaper purports to serve has a population of under 1,300 and the newspaper does not receive a public subsidy;

(b) if a daily, be distributed at least five days each week. If not a daily, the newspaper may be distributed twice a month with respect to the publishing of government public notices. In any week in which a legal holiday is included, not more than four issues of a daily paper are necessary;

(c) in at least half of its issues each year, have no more than 75 percent of its printed space comprised of advertising material and paid public notices. In all of its issues each year, have 25 percent, if published more often than weekly, or 50 percent, if weekly, of its news columns devoted to news of local interest to the community which it purports to serve. Not more than 25 percent of its total nonadvertising column inches in any issue may wholly duplicate any other publication unless the duplicated material is from recognized general news services;

(d) be circulated in the political subdivision which it purports to serve, and either have at least 400 copies regularly delivered to paying subscribers, or 250 copies delivered to paying subscribers if the political subdivision it purports to serve has a population of under 1,300, or have at least 400 copies regularly distributed without charge to local residents, or 250 copies distributed without charge to local residents if the political subdivision it purports to serve has a population of under 1,300;

(e) have its known office of issue established in either the county in which lies, in whole or in part, the political subdivision which the newspaper purports to serve, or in an adjoining county;

(f) file a copy of each issue immediately with the State Historical Society;

(g) be made available at single or subscription prices to any person or entity requesting the newspaper and making the applicable payment, or be distributed without charge to local residents;

(h) have complied with all the foregoing conditions of this subdivision for at least one year immediately preceding the date of the notice publication;

(i) between September 1 and December 31 of each year publish a sworn United States Post Office periodicals-class statement of ownership and circulation or a statement of ownership and circulation verified by a recognized independent circulation auditing agency covering a period of at least one year ending no earlier than the June 30 preceding the publication deadline. When publication occurs after December 31 and before July 1, qualification shall be effective from the date of the filing described in paragraph (j) through December 31 of that year; and

(j) after publication, submit to the secretary of state by December 31 a filing containing the newspaper's name, address of its known office of issue, telephone number, and a statement that it has complied with all of the requirements of this section. The filing must be accompanied by a fee of \$25. The secretary of state shall make available for public inspection a list of newspapers that have filed. Acceptance of a filing does not constitute a guarantee by the state that any other qualification has been met.

Subd. 2. [Repealed, 2004 c 182 s 33]

Subd. 3. **Publication; suspension; changes.** The following circumstances shall not affect the qualification of a newspaper, invalidate an otherwise valid publication, or invalidate a designation as official newspaper.

(a) Suspension of publication for a period of not more than three consecutive months resulting from the destruction of its known office of issue, equipment, or other facility by the elements, unforeseen accident, or acts of God or by reason of a labor dispute.

(b) The consolidation of one newspaper with another published in the same county, or a change in its name or ownership, or a temporary change in its known office of issue.

(c) Change of the day of publication, the frequency of publication, or the change of the known office of issue from one place to another within the same county. Except as provided in this subdivision, suspension of publication, or a change of known office of issue from one county to another, or failure to maintain its known office of issue in the county, shall deprive a newspaper of its standing as a qualified newspaper until it again becomes qualified pursuant to subdivision 1.

Subd. 4. **Declaratory judgment of legality.** A person interested in a newspaper's qualification under this section may petition the district court in the county in which the newspaper has its known office of issue for a declaratory judgment to determine whether the newspaper is qualified. Unless filed by the publisher, the petition and summons shall be served on the publisher as in other civil actions. Service in other cases shall be made by publication of the petition and summons once each week for three successive weeks in the newspaper or newspapers the court may order and upon the persons as the court may direct. Publications made in a newspaper after a judgment that it is qualified but before the judgment is vacated or set aside shall be valid. Except as provided in this subdivision, the Uniform Declaratory Judgments Act and the Rules of Civil Procedure shall apply to the action.

Subd. 5. **Posting notices on Web site.** If, in the normal course of its business, a qualified newspaper maintains a Web site, then as a condition of accepting and publishing public notices, the newspaper must agree to post all the notices on its Web site at no additional cost. The notice must remain on the Web site during the notice's full publication period. Failure to post or maintain a public notice on the newspaper's Web site does not affect the validity of the public notice.

**History:** 1984 c 543 s 21; 1985 c 174 s 1; 1Sp1985 c 13 s 315; 1987 c 30 s 1; 1987 c 286 s 1; 1988 c 682 s 42; 1990 c 395 s 1; 1991 c 205 s 17; 1997 c 137 s 13; 2001 c 38 s 1; 2004 c 182 s 8-11; 2009 c 152 s 5



# Aitkin County Board of Commissioners Agenda Request Form

4

Agenda Item #

**Requested Meeting Date:** September 25, 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 <sup>st</sup> Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	2 <sup>nd</sup> Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	3 <sup>rd</sup> Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Monthly	3 <sup>rd</sup> Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Thursday	Pratt, Alt. Marcotte
Budget Committee 2019			Wedel, Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 <sup>st</sup> 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 <sup>st</sup> Wednesday	Wedel and Pratt
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA (Liaison)	Monthly	4 <sup>th</sup> 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 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 <sup>st</sup> Wednesday	Pratt
Mille Lacs Fisheries Input Group	Monthly		Westerlund
Mille Lacs Watershed	10x year	4 <sup>th</sup> 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 <sup>th</sup> Thursday	Marcotte, Alt. Sheriff Turner
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Niemi
Sobriety Court	Monthly	3 <sup>rd</sup> Tuesday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund



# Board of County Commissioners Agenda Request

5A

Agenda Item #

**Requested Meeting Date:** 9/25/18

**Title of Item:** Public hearing - land exchange in Seavey Township

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

<b>Submitted by:</b> Land Commissioner	<b>Department:</b> Land Department
---	---------------------------------------

<b>Presenter (Name and Title):</b> Rich Courtemanche	<b>Estimated Time Needed:</b> 15-minutes
---	---

**Summary of Issue:**

American Peat Technology is proposing a land exchange to acquire County land adjacent to their leased area in Seavey township. It involves County (fee) in SW-SW 26-44-24 land and Private land in SW-NW 20-44-24 (that they are acquiring) that is adjacent to County administered land.

The appraisal is below...  
 County = \$63,900 (40-acres)  
 Private = \$44,400 (40-acres)  
 APT has agreed to pay the value difference in cash.

MS 371.01 1.(e). defines the exchange process for County owned land.

A public hearing date/time was set for 9/25/18 11:00 AM, at the 8/28/18 Board meeting.  
 A notice of the public hearing was posted two-weeks notice in the Courthouse and the official newspaper of the County (copies enclosed). The notice was also mailed to adjoining property owners.

Enclosed is an e-mail supporting the exchange from the Chair of Seavey Town Board.

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

**Recommended Action/Motion:**

I believe that approving the exchange is in the best interest of Aitkin County and recommend signing the attached resolution.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

**ADOPTED September 25, 2018**

By Commissioner: xx

**20180925-0xx**

**American Peat Technology Land Exchange**

**WHEREAS**, on August 28, 2018 the Aitkin County Board of Commissioners set a public hearing for September 25, 2018 at 11:00 AM to consider a land exchange of property in Seavey Township described as follows:

County Fee Land – SW ¼ of SW ¼ Section 23 T 44 R 24

Private Land – SW ¼ of NW ¼ Section 20 T 44 R 24

**WHEREAS**, the necessary appraisals and public hearing notice as required by M.S 373.01 have been complied with, and

**WHEREAS**, American Peat Technology has agreed to pay the difference in appraised values, and

**WHEREAS**, the Aitkin County Board of Commissioners held a public hearing on September 25<sup>th</sup>, 2018 at 11:00 AM for the purpose of hearing public comments regarding the proposed land exchange.

**THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners authorizes the Land Commissioner’s Office to proceed with the title opinion on the privately owned parcels, and with the land exchange of the lands listed above.

**BE IT FURTHER RESOLVED**, that the lands exchanged are subject to zoning ordinances adopted by the County Board and that all lands are subject to highway and utility easements.

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 25<sup>th</sup> day of September 2018, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 25<sup>th</sup> day of September 2018

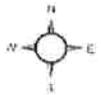
\_\_\_\_\_  
Jessica Seibert  
County Administrator

# SEAVEY T44N-R24W

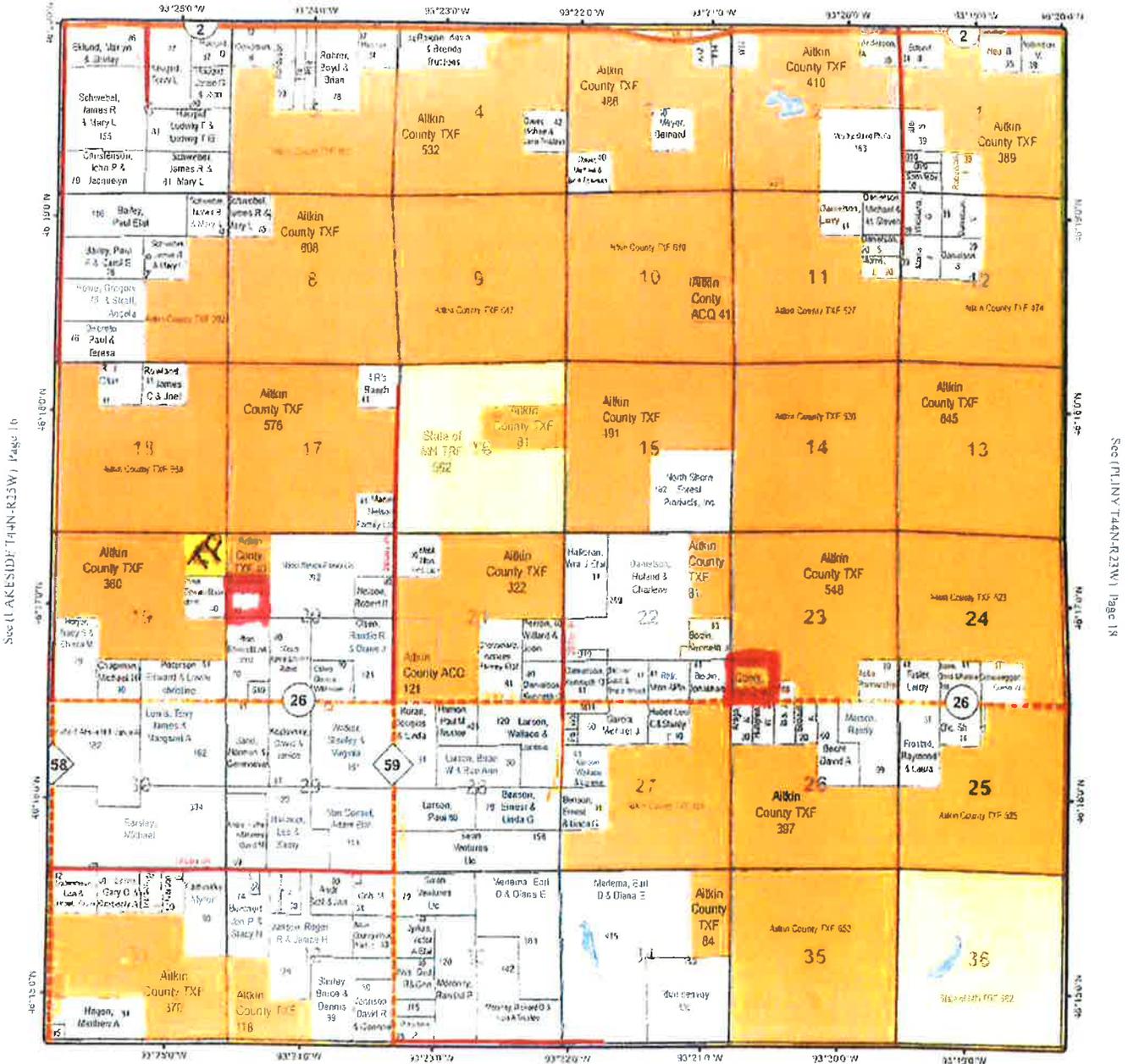


Acres are approximate.

©2016, Regents of the University of Minnesota. All Rights Reserved



See (UNORGANIZED T45N-R24W) Page 23



See (IDUN T43N-R24W) Page 13



The 4-H learning-by-doing approach uses fun projects to teach life skills.

- Kids can find out what they like and what they're good at doing.
- Fun project ideas and expert information come from the University of Minnesota.
- Choose from over 100 projects! Things like photography, food, leadership, wood working, art, animal science (you don't even have to own an animal).



**OFFICE OF  
AITKIN COUNTY ASSESSOR**  
209 2<sup>nd</sup> ST N.W. Room 111  
AITKIN, MINNESOTA 56431  
Phone: 218/927-7327 – Fax: 218/927-7379  
[assessor@co.aitkin.mn.us](mailto:assessor@co.aitkin.mn.us)

August 9, 2018

Mark Jacobs, Land Commissioner  
Aitkin County Land Department  
209 2<sup>nd</sup> Street NW Room 206  
Aitkin, MN 56431

Re: Valuation request for Parcels 28-0-031300 and 28-0-036600

Dear Mark:

Per your request, I have reviewed the valuation of these parcels in Seavey Township. As part of this assignment, 42 land sales were identified in Aitkin County that occurred from January 2017 through April 2018. These sales ranged in size from 32 to 48 acres and had varying elevation and land cover types.

Parcel 28-0-036600 has primarily high ground and public road frontage along one side. There were two sales of 40 acre parcels in Williams Township in 2017 that were comparable to this subject property. These parcels both are primarily high elevation with minimal wetlands like the subject. They sold for \$1425 and \$1575 per acre. Based on a review of these comparables and a review of the subject characteristics, the subject appears to be superior to the comparables. Therefore, the valuation of this subject parcel 28-0-036600 is **\$63,900**.

Parcel 28-0-031300 has no legal access and has significant wetland between the nearest public road and the parcel. The parcel itself appears to be primarily higher elevation and minimal wetland. Three different land sales with no public road frontage were identified to be comparable to this subject. All of these sales occurred in 2017. The sales prices per acre were as follows: \$450 per acre, \$1000 per acre, and \$851 per acre. All of these parcels have lower elevation than the subject. The valuation of the subject based on this analysis is **\$44,400**.

These value estimates are intended for the purposes of the Aitkin County Land Department. It was prepared using the procedures and methods of licensed Minnesota assessors. This estimate is not intended to have the level of detail, scope of work, and level of accuracy found in a full narrative appraisal conducted by an appraiser licensed by the Department of Commerce.

Please contact me with any questions.

Sincerely,

Mike Dangers  
Aitkin County Assessor

## Mark Jacobs

---

**From:** James Ratz [jratz@co.aitkin.mn.us]  
**Sent:** Monday, August 13, 2018 5:21 PM  
**To:** 'Mark Jacobs'  
**Subject:** RE: Proposed land exchange

Mark,

There are quite a few case annotations under Minn. Stat. sec 373.01, but none appear to define or offer a standard for "substantially similar or equal value."  
It appears that it is a county board determination.

Thanks,  
Jim

**From:** Mark Jacobs [<mailto:mjacobs@co.aitkin.mn.us>]  
**Sent:** Friday, August 10, 2018 11:43 AM  
**To:** 'James Ratz' <[jratz@co.aitkin.mn.us](mailto:jratz@co.aitkin.mn.us)>  
**Subject:** Proposed land exchange

Jim:

American Peat Technology is proposing a land exchange to acquire 40-acres adjacent to their leased area in Seavey township.

It involves County fee (26-44-24) land and Private (Potlatch) land (20-44-24 that they acquired) that is embedded in County land.

Mike Danger's appraisal is below...

County = \$63,900  
Private = \$44,400

MS 371.01 1.(e). defines the exchange process for County owned land, but does not define substantially similar or equal value.

(e) Notwithstanding anything in this section to the contrary, the county may, when acquiring real property for purposes other than county highway right-of-way, exchange parcels of real property of substantially similar or equal value without advertising for bids. The estimated values for these parcels must be determined by the county assessor or a private appraisal performed by a licensed Minnesota real estate appraiser. For the purpose of determining for the county the estimated values of parcels proposed to be exchanged, the county assessor need not be licensed under chapter 82B. Before giving final approval to any exchange of land, the county board shall hold a public hearing on the exchange. At least two weeks before the hearing, the county auditor shall post a notice in the auditor's office and the official newspaper of the county of the hearing that contains a description of the lands affected.

Typically the difference in value is paid in cash.

Is there a standard or is it a County Board determination?

## **Mark Jacobs**

---

**From:** Harold Harms [doubleh10q@gmail.com]  
**Sent:** Wednesday, August 15, 2018 8:23 AM  
**To:** 'Mark Jacobs'  
**Subject:** RE: Proposed land exchange

We have no problem with the exchange. We want to do anything we can to facilitate APT getting the plant up and running sooner rather than later. Everything I know about them and their existing facility would make them a very welcome addition to the township. Thanks for letting us know. If we can be of any assistance, please let me know.

Harold Harms  
Seavey Township Board Chair  
26818 170<sup>TH</sup> ST  
McGrath MN 56350  
218-232-2935  
[Doubleh10q@gmail.com](mailto:Doubleh10q@gmail.com)

# Public Notices

Legal Notices may be emailed to [publicnotice@ecm-inc.com](mailto:publicnotice@ecm-inc.com), contact Tonya Orbeck, 763-691-6001 for information.

## Mortgage Foreclosures

### NOTICE OF SHERIFFS EXECUTION SALE - REAL PROPERTY

Under and by virtue of an Execution issued out of and under the seal of the District Court of the State of Minnesota, in and for the First Judicial District and County of Dakota.

On the 30th day of January, 2018, upon an Amended Judgment rendered in Dakota County District Court in an action therein, between Mary J. Nicholson and Mary J. Nicholson, as trustee of the Mary J. Nicholson Revocable Trust dated September 22, 2006, plaintiff; and Samantha Kay Lubbesmeyer and Minnesota Department of Public Safety, Driver and Vehicle Services Division, defendants, for the sum of \$252,977.85, ordering the joint foreclosure of liens recorded as document numbers 413742 and 414012 in the office of the Aitkin County Recorder, Aitkin, Minnesota, according to the provisions of law relating to the sale of real estate on execution, and to make report to the court, as appears by the judgment...

contained in said mortgage, the above described property will be sold by the Sheriff of said county as follows:

**DATE AND TIME OF SALE:** October 11, 2018 at 10:00 AM.  
**PLACE OF SALE:** Aitkin County Sheriff's Office, 217 Second Street NW, Aitkin, Minnesota.

to pay the debt then secured by said mortgage and taxes, if any actually paid by the mortgagee, on the premises and the costs and disbursements allowed by law. The time allowed by law for redemption by said mortgagor(s), their personal representatives or assigns is six (6) months from the date of sale. The time allowed by law for redemption by the United States of America or any agency thereof is twelve (12) months from the date of the sale.

**TIME AND DATE TO VACATE PROPERTY:** Unless said mortgage is reinstated or the property redeemed, or unless the time for redemption is reduced by judicial order, you must vacate the premises by 11:59 p.m. on April 11, 2019.

**THE TIME ALLOWED BY LAW FOR REDEMPTION BY THE MORTGAGOR, THE MORTGAGOR'S PERSONAL REPRESENTATIVES OR ASSIGNS MAY BE**

To approve ATV Purchase - Sheriff's Office

To accept \$250 Donation to STS from Public Utilities Commission  
To authorize Payment of Primary and General Election Recounts  
To approve Purchase of Backup Device - IT Dept.

Resolution adopted, Wedel/Prait, - Aitkin County Electronic Funds Policy/Procedure

Motion carried, Niemi/Westerlund, to approve purchase of Mobile Assessor

Motion carried, Pratt/Niemi, to approve the hire of Bolten & Menk, Inc. for engineering and modeling services for the Wawina Wetland Bank at a cost of \$37,500

Resolution adopted, Niemi/Westerlund, - Award Contract No. 20185

Resolution adopted, Wedel/Niemi, - NIBRS Joint Powers Agreement

Motion carried, Westerlund/Prait, to authorize hiring a temporary clerical worker for the Land Department

Motion carried, Wedel/Niemi, to approve contract with Honeywell International, Inc. for controls in the new Government Center - \$205,970.00

### AITKIN COUNTY PUBLIC HEARING - LAND EXCHANGE

The Aitkin County Board will be holding a public hearing per MN Statute 373.01 on September 25, 2018 at 11:00 AM in the Aitkin Library Meeting Room, regarding a land exchange proposal of County land in SW-SW 23-44-24 and Private land in SW-NW 20-44-24.

Questions on the process should be addressed to; Mark Jacobs, Land Commissioner at 218-927-7367

Published in the Aitkin Independent Age September 5, 2018 852430

### Summons

#### SUMMONS

STATE OF MINNESOTA  
COUNTY OF AITKIN  
DISTRICT COURT  
NINTH JUDICIAL DISTRICT  
SUBJECT MATTER: OTHER CIVIL  
COURT FILE NO.: 01-CV-18-696  
Security State Bank of Aitkin  
a/k/a Security State Bank,  
Plaintiff,  
vs

PART OF THE PROPERTY TO BE SOLD CONTAINS YOUR HOUSE. YOU MAY DESIGNATE THE AREA OF A HOMESTEAD TO BE SOLD AND REDEEMED SEPARATELY.

YOU MAY DESIGNATE THE HOUSE YOU OCCUPY AND ANY AMOUNT OF THE PROPERTY AS A HOMESTEAD. THE DESIGNATED HOMESTEAD PROPERTY MUST CONFORM TO THE LOCAL ZONING ORDINANCES AND BE COMPACT SO THAT IT DOES NOT UNREASONABLY REDUCE THE VALUE OF THE REMAINING PROPERTY.

YOU MUST PROVIDE THE COURT WITH A LEGAL DESCRIPTION OF THE HOMESTEAD YOU HAVE DESIGNATED.

Dated: July 25, 2018  
HABERKORN LAW OFFICES, LTD.  
/s/ Christine M. Bright  
Attorneys for Plaintiff  
122 Second Street NW  
Aitkin, MN 56431  
(218)927-6913

Attorney License #395286

Published in the Aitkin Independent Age August 29, September 5, 12, 2018 850776

MARVIN L. SNEEN and as MARVIN LEROY SNEEN, JR. Decedent.

It is Ordered and Notice is given that on December 18, 2018 at 10:30 a.m., a hearing will be held in this Court at Aitkin County Courthouse, 209 - 2nd Street NW, Aitkin, Minnesota, for the formal probate of an instrument purporting to be the Will of the Decedent, dated November 17, 2003, and for the appointment of Janice F. Sneen, a/k/a Janice Faye Sneen, f/k/a Janice Faye Anderson and as Janice Fay Anderson whose address is 47821 188th Avenue, McGregor, Minnesota 55760 as Personal Representative of the Estate of the Decedent in an UNSUPERVISED administration.

Any objections to the petition must be filed with the Court prior to or raised at the hearing. If proper and if no objections are filed or raised, the Personal Representative will be appointed with full power to administer the Estate including the power to collect all assets, to pay all legal debts, claims, taxes and expenses, to sell real and personal property, and to do all necessary acts for the Estate.

Notice is also given that (sub-

## Public Hearing - Land Exchange

The Aitkin County Board will be holding a public hearing per MN Statute 373.01 on September 25, 2018 at 11:00 AM in the Aitkin Library Meeting Room, regarding a land exchange proposal of County land in SW-SW 23-44-24 and Private land in SW-NW 20-44-24.

Questions should be addressed to;  
Mark Jacobs, Land Commissioner at 218-927-7367

8/28/2018 BSH

Sent to landowners +  
Posted 3 places in  
Aitkin County Courthouse.

8/28/18 BSM

~~ATKIN COUNTY  
209 2ND ST NW  
ATKIN MN 56431~~

SWANSON, JEFFREY A & LISA L (1/2)  
VOUK, GARRICK M & BERNADETTE (1/2)  
9705 289TH AVENUE NW  
ZIMMERMAN MN 55398

ARRIGO, NICK  
9000 FOXLIN DRIVE  
CORCORAN MN 55340

WICKRE, RICHARD & NORDAHL, RICHARD  
13108 CANALVILLE LN  
GRASSTON MN 55030

BODIN, JONATHAN  
BODIN, RODGER & MARY TRUSTEES  
25636 GRAMFORD AVE  
WYOMING MN 55092

BODIN, KENNETH J  
BODIN, RODGER & MARY TRUSTEES  
132 7TH ST  
NASHWAUK MN 55769

CAMPBELL, RANDY & MARY  
22538 S HWY 95  
COEUR D'ALENE ID 83814

FIELDS, ROBERT M  
3121 206TH LANE NW  
OAK GROVE MN 55011

MABEL NELSON FAMILY LLC  
C/O ROBERT NELSON  
9181 CHESSHIRE LANE N  
MAPLE GROVE MN 55369

PETERSON, EDWARD & LOVLIE, CHRISTINE  
1710 LINCOLN ST NE  
MINNEAPOLIS MN 55413

~~POTLATCH MN TIMBERLANDS LLC  
601 W FIRST AVENUE SUITE 1600  
SPOKANE WA 99201~~

~~STATE OF MINNESOTA~~

*Land  
Exchange*



# Board of County Commissioners Agenda Request

6A  
Agenda Item #

Requested Meeting Date: 09/25/2018

Title of Item: Emergency Management Update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Scott Turner		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> Resolution Declaring a State of Emergency (storms of 8/31 through 9/2/18) Federal Disaster Declaration - Minnesota Severe Storms (DR-4390)		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 50px;">Please Explain:</span>		

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

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, Room 185  
Aitkin, MN 56431

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

**MEMO**

TO: Aitkin County Board                      DATE: September 20, 2018  
FROM: Sheriff Scott Turner                      RE: Disaster Declaration / Disaster Update

---

Over the Labor Day weekend, from August 31, 2018 to September 2, 2018, severe storms swept through Aitkin County resulting in much damage due to high winds and hail. The result was much damage to public property and electric cooperative property. The initial damages that have been reported to Aitkin County Emergency Management this far total \$41,500.

I am requesting that the Aitkin County Board pass the attached resolution declaring a state of emergency so that we can trigger financial assistance for those incurring damages.

As an update from disaster declaration for the storms that Aitkin County experienced during the time frame of June 15 – July 11, 2018, President Trump did sign the federal disaster declaration. It includes Aitkin County among the 27 counties and 3 tribal nations that were part of this declaration. Tentatively, an applicant briefing is being scheduled for the first week in October.

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

**ADOPTED September 25, 2018**

By Commissioner: xx

**20180925-0xx**

**Declaring a State of Emergency**

**WHEREAS**, severe storms impacted the population of Aitkin County and its cities; and

**WHEREAS**, the August 31, 2018 through September 2, 2018 severe storm event caused a significant amount of public property damage; and

**WHEREAS**, the Aitkin County Department of Emergency Management requests the Aitkin County Board of Commissioners to declare Aitkin County in a State of Emergency for the severe storm event of 2018.

**NOW, THEREFORE, BE IT RESOLVED**, that the Aitkin County Board of Commissioners declares a State of Emergency for Aitkin County in response to the conditions resulting from the severe storm event of August 31, 2018, through September 2, 2018.

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

**FIVE MEMBERS PRESENT**  
**STATE OF MINNESOTA}**  
**COUNTY OF AITKIN}**

**All Members Voting Yes**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 25<sup>th</sup> day of September 2018, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 25<sup>th</sup> day of September 2018**

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



# Board of County Commissioners Agenda Request

6B  
Agenda Item #

Requested Meeting Date: 09/25/2018

Title of Item: Security

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Scott Turner		<b>Estimated Time Needed:</b> 20 minutes
<b>Summary of Issue:</b>  Closed Session Under MN Statute 13D.05, subd. 3 (d) Security Response Procedures		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No      Please Explain:		