

**ADJOURNED MEETING OF THE
COUNTY BOARD OF COMMISSIONERS
May 14, 2019 – BOARD AGENDA**

**Aitkin City Hall
109 1st Avenue NW
Aitkin, MN**

- 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**
 - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File April 23, 2019 to May 14, 2019**
 - B) **Approve April 23, 2019 County Board Minutes**
 - C) **Approve Electronic Funds Transfers**
 - D) **Approve STS Joint Powers Contract**
 - E) **Approve Township Approval of Wine/Strong Beer License Application**
 - F) **Adopt Resolution: ON Sale Combination Wine/Strong Beer License**
 - G) **Adopt Resolution: Accept Donation to K-9 Unit**
 - H) **Adopt Resolution: 2019 State of MN Annual County Boat & Water Safety Grant Agreement**
 - I) **Adopt Resolution: Snowmobile / Ski Trail Funding**
 - J) **Adopt Resolution: Award Contract No. 20192**
 - K) **Adopt Resolution: Award Contract No. 20193**
 - L) **Approve Fair Ground Building Repairs**
 - M) **Approve LLCC SCI Broadband Agreement**
 - N) **Approve Commissioner Warrants**
 - O) **Approve Manual Warrants**
- 9:02 3) **Ross Wagner, Economic Development & Forest Industry Coordinator**
- A) **Approve Tourism and Development Grants**
- 9:15 4) **John Welle, County Engineer**
- A) **2019 Maintenance-Construction Project Update**
- 9:30 5) **Terry Neff, Environmental Services Director**
- A) **Public Hearing for Food Protection Ordinance and Lodging Establishments Ordinance**

10:00 6) Rich Courtemanche, Land Commissioner
A) Public Hearing for Land Classification

NOTE: Committee Updates will be given at the May 28, 2019 County Board meeting.

10:15 Adjourn

**Road Tour for Board of Commissioners is scheduled
at 10:30 a.m.**

The Aitkin County Board of Commissioners met this 23rd day of April, 2019 at 8:59 a.m., at the Aitkin Public Library, 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.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the April 23, 2019 amended agenda. Agenda Item 7A – Adopt Fund Balance Policy, will be a discussion item only. No action requested at this time.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
April 23, 2019**

Attendance

The Aitkin County Board of Commissioners met this 23rd day of April, 2019, at 9:00 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Accounting Supervisor Carli Goble, Children's Social Services Supervisor Jessi Schultz, Adult Social Services Supervisor Kim Larson, Public Health Supervisor Erin Melz, Child Support Supervisor Ruth Sundermeyer, Social Worker Reina Irvine, Assistant to the County Administrator Sue Bingham, Shawn Speed, H&HS Executive Assistant, and Guests: Kari Paulsen/H&HS Advisory Committee Member, Cindy Chuhanic/H&HS Advisory Committee Member, Bob Harworth, Barb Carr/Aitkin County Growth, and Brielle Bredsten/Aitkin Independent Age.

Agenda

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the March 26, 2019 Health & Human Services Board agenda with the change.

Minutes

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve the March 26, 2019 Health and Human Services Board minutes.

Bills

Carli Goble noted that there were no notable changes in the bills this past month.

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

Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director
Cynthia began by seeking approval of a resolution supporting the Mental Health Re-Entry Program. This resolution specifically gives the Adult Mental Health Initiative (AMHI) the authority to seek additional funding, to identify gaps in services, develop and implement programs and to develop a tracking system so they may evaluate and continually improve the services.

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH & HUMAN
SERVICES BOARD**

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members voting yes to approve the Mental Health Resolution.

Second she asked for approval of a resolution supporting continuation of the Health Care Access Fund which will be sent to our legislative representatives.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the Health Care Access Fund Resolution.

Third, she went on to thank and congratulate Ruth Sundermeyer, Child Support Supervisor, on her 39 years of faithful service to Aitkin County and Child Support.

Commissioner Marcotte noted how Ruth has made such a great impact to the citizens of Aitkin County and how well know she is within the County and State. Individuals Ruth works with trust and believe in her.

Cynthia moved into some legislative updates as follows-

We are nearing the end of the session following a two week break and there remains much work to do. The Republican controlled Senate and the Democratic controlled House do not agree on much however there have been two bills brought forth by both sides which the Governor signed.

One is the Hands Free Bill which prohibits any use of a cellular device while operating a motor vehicle.

The second bill that was passed and signed was the support for children's residential treatment payments that covers the gap for two months at the end of the State fiscal year. This gap was due to the federal government enactment of the Family's First Act. As such the federal funding ended 2 months prior to the end of the State fiscal year. There also is a bill proposal that will allow continued State financial support for this service a there will be no more federal funding for this purpose.

Health Care Access fund was not extended in the budget proposals submitted by Senator Abeler or Senator Benson. Senator Benson's did, however, include that the money that is currently in the Health Care Access Fund be moved into the General Fund to support SHIP and in addition there is a proposal to allow the SHIP funds to be more flexible in their use.

SF 92 was also discussed. This bill repeals the Child Care Assistance Program, the basic sliding fee, and Minnesota Families Investment Program Child Care, just the child care portion. The recent fraud incident brought to light that there are not many fraud controls within this program area and the intention is to put a freeze on the program until they are able to redesign it. The problem with that is that this will impact our low-income families who depend on this assistance. There are 25 families within Aitkin County, which benefit from this that would no longer have that support available to them. Members from MACSSA and AMC testified to the legislators about concerns for how this might impact our low-income families and it has been noted that this could create a barrier to working.

Commissioner Niemi spoke that Tony Sertich, from the Northland Foundation, mentioned that there are 4600 children in the 7 county area who do not have access to child care and that there should be a requirement that if you do a school bond that it

must include child care. Also said that there are communities that have an abundance of child care and that that is affecting whether or not new businesses move into the area more than anything else now.

Commissioner Wedel mentioned the Aitkin Health Services is starting a child care service that will be open to shift workers due to the hours available to parents.

Other legislative points of interest include: MACSSA continues to meet with the legislatures to support the appeals process for Regional Treatment Centers and is continuing to advocate for clarification related to competency restoration.

Commissioner Niemi asked if there was any room for compromising on the Health Care Access Fund and the 2% Provider tax and Cynthia said that she believes there would be but did not know if anyone has pursued that avenue yet.

Commissioner Marcotte added that she is dealing with the syringe access initiative and that Grand Rapids is getting involved more than they had before and asked whether we are involved with that at all. Erin Melz talked that it is more prevalent in the Duluth and Virginia area and that she has not heard of any need for it here but that we will look into it more. Erin added that they are transitioning from the old don't do drugs messaging to more of an if you are going to do drugs, to follow safe medical practices when doing so.

Review Approval of Contracts/Agreements/Appointments/Policies

Approve POS agreement between Aitkin County and the McGregor School District for Transportation of Children and Youth in Foster Care Placement.

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the POS for Transportation of Children and Youth in Foster Care Placement.

Adult Social Services Report, Kim Larson

Kim gave an update on the Clubhouse project that is underway through Northland Counseling and that they are now looking at a house in Aitkin, as opposed to the upstairs area of Riverwood's log building. Commissioners asked about the reason for the change of plan and it was noted that it was not fiscally realistic, as the renovation costs were higher than expected as well as rental costs associated with that building. There will be some renovations required of the house as it will need to be handicap accessible and the cost for heating and cooling may be high. In the meantime Northland is in discussions with the Aitkin Methodist Church and were meeting soon with them.

She went on to give an update on the Vitals program and this APP will be available to put on cell phones for all of the Aitkin County Sheriff's Department deputies and Aitkin Police Department officers to help responders know when they are approaching an individual who has emergent information. This is dependent on the individual registering their information and wearing a fob that will ping the responders phone app if information regarding this person is available.

Next she shared that on March 1st Reina Irvine received a certificate of appreciation from the Department of Human Services Mental Health and Chemical Dependency Unit and that she had never seen this happen before from DHS and that acknowledgments from them is very rare. It just speaks to the quality of work that Reina does and the stellar employees within our county.

Lastly Kim talked about the upcoming Mental Health Event on May 14th from 5-7pm at Maryhill Manor and the focus this year is on self-care. There will be presentations on healthy shopping, food demonstration, and a presentation on yoga and its benefits.

Financial Reports, Carli Goble

Carli began by talking about out of home placement costs and to wrap up 2018 we were at about 50% of where we ended in 2017.

In quarter 1 in 2019 we had \$58,680 in foster care charges and that compared to that same time in 2018 we had \$101,000.

Regional treatment center costs for quarter 1 was \$77,000 for six clients compared to \$92,000 in 2018 for the same amount of clients although one, at that time, was being paid for by us at the 100% rate.

We currently have no one at the Anoka Regional Treatment Center, however we have that recurring payment to them for a client who is now deceased.

At the Minnesota Sex Offender Program we have 4 clients there at varying levels of county responsibility that was in affect at the time of their placement there.

In St. Peter we currently have two clients and that cost for them is \$23,000 for the first quarter of 2019.

She ended her financial report by noting that we currently should be at a 25% for expenditures and we are actually at 22%. Revenues are at 14% but noted that is expected as we receive the majority of our revenues with tax payments in July and October.

Commissioner Wedel asked whether or not, in regards to the Anoka item, there were any bills or discussions taking place that would address those kind of situations in the future and Cynthia responded that she believes the ability to appeal would make an impact on those situations in the future, if that passes, and that until the appeal process is done that it will remain the state's responsibility.

Committee Reports**Joint Powers Board Report, Erin Melz**

Erin relayed that they discussed their first quarter grant spending as well as delegation agreements and the Health Care Access Fund.

Maggie, the CHB administrator, received approval to attend the National Association of City and County Health Officials Conference in Orlando in July.

The board received an update on Healthy Families America Programs.

Erin concluded by reminding the Commissioners that the first of three Substance Abuse Forums would be held this evening in McGregor at the school with a meal from 5-6pm and program from 6-730pm. The next one will be in Aitkin on May 2nd and in Malmo on May 7th.

H&HS Advisory Committee Update

Cindy and Kari briefed the Board for the Advisory Committee and that they had started work on their project to raise awareness for Suicide Prevention in the County through working with the Committee for the Awareness and Prevention of Suicide (CAPS).

The committee members will be spreading information at community organizations and church groups throughout the year to raise awareness of mental health and suicide.

A few of the members will be sitting in on the CAPS meetings and reporting our work to them and back to the Advisory Committee as a go between to each committee.

The goal is just to raise awareness that this is a problem and that it is ok to talk about this in our communities.

The meeting was adjourned at 10:00 a.m.

Next Meeting – May 28, 2019

Break: 10:00 a.m. to 10:12 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voting yes to approve the Consent Agenda as follows: A) Correspondence File: April 9, 2019 to April 22, 2019; B) Approve County Board Minutes: April 9, 2019; C) Approve Electronic Funds Transfers: \$632,754.22; D) Approve (2) Appointments to HRA Board; E) Approve Township Approval of 3.2% Malt Liquor License; F) Approve 3.2% Malt Liquor Licenses; G) Approve Temporary On-Sale Liquor License; H) Adopt (2) Resolutions – Annual Apportionment of Forfeited Tax Sales; I) Approve (2) AFSCME MOAs and (1) Personnel Policy Update; J) Approve (2) Union Agreements and Authorize Signatures; K) Approve Annual Brat Sale; L) Approve Commissioner Warrants: General Fund \$114,853.66, Road & Bridge \$22,257.21, Health & Human Services \$9,391.05, State \$105.00, Trust \$28,476.31, Forest Development \$6,123.72, Long Lake Conservation Center \$6,038.11, Parks \$656.39 for a total of \$187,901.45; M) Approve Auditor Warrants – Sales Tax: General Fund \$535.14, Road & Bridge \$975.39, State \$5,429.50, Trust \$1.35, Long Lake Conservation Center \$79.73, Parks \$81.03 for a total of \$7,102.14

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to appoint JoLynn Kullhem as the HRA District 4 Board member for a five year term, and Laura Emanuel as the HRA Resident Board member.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the issuance of the following 3.2 Malt Liquor License applied for in the within application for a period ending April 30, 2020.

ON Sale:

**HHS BOARD
ADJOURNS**

BREAK

CONSENT AGENDA

**HOUSING &
REDEVELOPMENT
AUTHORITY**

**TOWNSHIP
APPROVAL OF 3.2
MALT LIQUOR
LICENSE – HIDDEN
MEADOWS**

Danny J. Volk, d/b/a Hidden Meadows – Unorg 48-27 Township

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the following 3.2 Malt Liquor Licenses for a period ending April 30, 2020, subject to obtaining all completed paperwork:

ON Sale:

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

ON & OFF Sale:

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

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the following Temporary On-Sale Liquor License (Strong Beer) for July 6, 2019.

ON Sale:

Sherwood Forest Owners Association, d/b/a Sherwood Forest – Hazelton Township (Under Pavillion next to Clubhouse at Sherwood Forest, 21927 US Highway 169, Aitkin, MN 56431)

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Transfer of 2018 Tax-Forfeited Funds:

WHEREAS, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$3.00 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2018 calendar year was \$30,000.00, and

WHEREAS, the county revenue cost for office space and maintenance for the Aitkin County Land Dept in the Courthouse for the 2018 calendar year is \$20,000.00, and

WHEREAS, a gravel pit rehabilitation account has been established, and \$0.15 per yard of gravel taken out of county pits will be placed in this account, the 2018 amount to be placed in this account is \$19,663.65 (131,091cu yds x ¢15).

NOW THEREFORE, BE IT RESOLVED, that the amount of \$30,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County Auditor account (01-040-5590) to cover the costs of this clerical hire, AND that the amount of \$20,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County General Revenue Account (01-110-5840) for office rent and maintenance, AND that the amount of \$19,663.65 shall be transferred from the Forfeited Tax Sales Account (10-923-6901) to the Gravel Pit Account (11-936-5840).

3.2 MALT LIQUOR LICENSES

TEMPORARY ON-SALE LIQUOR LICENSE (STRONG BEER) – SHERWOOD FOREST

RESOLUTION 20190423-030 TRANSFER OF 2018 TAX-FORFEITED FUNDS

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Apportionment of Tax Forfeited Funds:

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

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

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve AFSCME Courthouse Unit Personal Leave MOA, AFSCME HHS Unit Personal Leave MOA, and Personnel Policy Personal Leave update, as presented.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the 2019-2021 Local 49 Union Agreement and the 2019-2020 Teamsters Supervisory Union Agreement as presented, and to authorize signatures.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve VFW brat sale on Friday, May 24, 2019 from 11:00 a.m. to 1:00 p.m. on the courthouse lawn.

Kari Paulsen, Career Counselor from NE MN Office of Job Training talked about the rebranding of the Workforce Center to Career Force, with the Board. Additionally, she and Barb Carr from Aitkin County Growth discussed the CDL training that will be taking place this August in Aitkin.

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Tax-Forfeited Land Sale:

WHEREAS, the classification of the following county owned and tax-forfeited lands to be offered for sale has been made by the County Board in accordance with Minnesota Statutes 282, and

WHEREAS, a public hearing was held on March 6, 2012 at 10:00am, November 24, 2015 at 11 :00am, September 12, 2017 at 10:00am and on March 13, 2018 at 10:00am in the Aitkin County Courthouse regarding the classification of the attached lands and classified them to dispose of, and

**RESOLUTION
20190423-031
APPORTIONMENT
OF TAX-
FORFEITED FUNDS**

PERSONAL LEAVE

**LOCAL 49 UNION
AND TEAMSTERS
SUPERVISORY
UNION
AGREEMENTS**

BRAT SALE

NEMOJT

**RESOLUTION
20190423-032
TAX-FORFEITED
LAND SALE**

WHEREAS, the County Board has made appraisals of the lands classified as non-conservation and of the timber and timber products thereon, and has made appraisal of timber and buildings on such lands as have not been classified, and a list of such lands and timber, timber only and of buildings so appraised has been filed with the County Auditor for the purpose of offering lands, timber and buildings, so listed, for sale at not less than the appraised value of the land, timber, and buildings combined, with said appraisals of each property following, and

WHEREAS, the County Board is by law designated with authority to provide for the sale of such lands on terms:

NOW, THEREFORE BE IT RESOLVED, that such parcels shall be sold on the following terms, to wit: That on sales amounting to \$5,000.00 or less per parcel, the purchase price shall be paid in full at the time of purchase. On sales amounting to more than \$5,000.00 per parcel, the purchaser shall pay a minimum of \$5,000.00 down or 25% of the purchase price (whichever is greater). Any remaining balance must be paid within 60 days. No timber shall be cut, removed, or damaged until the entire purchase price for the parcel is paid in full.

The land and improvements are being sold AS IS and the County makes no warranties as to the condition of any buildings, wells, septic systems, soils, roads, or any other thing on the tract. The tract is being sold with the understanding that the buyer and seller agree to waive disclosures required under Minnesota Statutes Chapters 513.52 to 513.60, and 1031.235 and any associated liabilities. No representation is made as to access, the condition of any structure, its fixtures or contents, or the suitability for any particular use.

Provided that in case any parcel of land bearing standing timber, buildings or timber products is sold at public auction for more than the appraised value, the amount bid in excess of the appraised value shall be allocated between the land, buildings, and timber in proportion to the respective appraised value. Upon payment in full, the purchaser of tax forfeited land at such sale shall be entitled to immediate possession, subject to the provision of any existing lease made in behalf of the State, and

BE IT FURTHER RESOLVED, that notice of such sale of lands, timber and buildings be given by publication in the official newspaper of the County as provided by law; that the County Auditor of Aitkin County offer such parcels of land for sale in the order in which they appear in said NOTICE OF SALE, and that such sale shall commence at 2:00 P.M. on Friday, the 28th day of June 2019 and continue until all parcels classified as non-conservation and timber only, buildings on parcels not classified, are offered to the highest bidder for sale. This sale will be held at the Aitkin County Courthouse 3rd floor courtroom in Aitkin, Minnesota - 209 2nd St. NW.

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 284.28, there will be added to the sale price of any tax-forfeited lands sold, an amount equal to three percent (3%) of the total sale price. Said additional amount to be deposited in the State Treasury and credited to the State Real Estate Assurance Fund, and

BE IT FURTHER RESOLVED, that the Land Commissioner may withdraw any description on the list, later subject to the approval of the County Board, when it may appear to be in the public interest to do so, and

BE IT FURTHER RESOLVED, Minnesota Statutes 282.014, imposes a \$25.00 fee upon purchasers of tax forfeited land for issuance of a State Deed.

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 282.01, Subdivision 6, all State Tax Deeds must be recorded with the County Recorder prior to issuing the Deed to the purchaser, therefore a recording fee for each State Deed issued must be paid to the Aitkin County Recorder by the purchaser when tax-forfeited land is paid for in full, as required in MS 357.18,

BE IT FURTHER RESOLVED, as required by Minnesota Statutes 287.22, all State Tax Deeds are subject to State Deed Tax which must be paid by the purchaser.

BE IT FURTHER RESOLVED, Aitkin County is not responsible for location of or determining property lines or boundaries.

BE IT FURTHER RESOLVED, that all lands sold hereunder are sold subject to the Zoning Ordinance adopted by the County Board, and all lands are sold subject to railroad and highway easements, power and pipeline easements, any recreational easements, and subject to all flowage rights, and

BE IT FURTHER RESOLVED, that except in the case of Deeds issued for platted property and Deeds issued to correct errors in either legal description or grantees, the Deeds issued for these parcels will contain a restrictive covenant which will prohibit enrollment of the land in a State Funded program providing compensation of marginal land or wetlands.

Aitkin County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment and the provision of services. Prospective bidders who require special accommodations to participate in this sale should inform the Land Department as soon as possible and more than three working days before the sale. You may write to Aitkin County Land Department at 502 Minnesota Ave N. Aitkin, MN 56431 or call 218-927-7364. Pre-registration prior to the sale is encouraged. If the bidder has not preregistered, registration will be required before the sale commences to receive a bidding number.

Land Sale Parcels

Parcel #	Pin ID	Access	Legal Desc	Sec	Twp	Rge	Acres	Minimum Starting Bid
1	02-0-019201	*	South 420 feet of West One Half of Lot 5	10	52	23	6	\$ 13,200.00

2	02-1-068900 and 02-1-070600 and 02-1-068800 and 02-1-070800	*	Thoes subdivision of Lot 8 of Bridge Park Lots 1, 2 & 19&20	9	52	23	0.67	\$ 11,325.00
3	12-1-076000	*	Quadna Mountain View 1st Addn Lot 6 Blk 1	2	52	26	1.19	\$ 33,075.00
4	20-1-073200	*	First Addition to Swatara Lot 5 and 6 Blk 3	19	51	26	0.34	\$ 5,550.00
5	57-1-019700	*	City of Hill City - Bucks Addn to Hill City Lot 10 Block 14				0.16	\$ 3,525.00
6	61-1-011600	*	Tingdale's Original Townsite of Tamarack				0.17	\$ 8,400.00
7	36-1-080702	*	Alfreda Addition; Lot 6 Less part in DOC #214407 (BLK 1)	24	45	26	0.49	\$ 81,375.00

Nothing = Access – none
 * = Access – maintained public road
 ** = Access – unmaintained public road
 *** = Access – road easement

Mike Dangers, County Assessor reviewed the 2019 Assessment Summary with the Board.

John Welle, County Engineer requested Board approval of the following Engineering Service Agreements:

SP 001-611-003 – WSN, Baxter, MN - \$15,150

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve.

SAP 001-612-023 – Erickson Engineering, Eden Prairie, MN - \$32,600

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve.

SAP 001-601-021 – WSN, Baxter, MN - \$18,838

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve.

**2019 ASSESSMENT
SUMMARY**

**ENGINEERING
SERVICE
AGREEMENTS**

SAP 001-618-005 – WSN, Baxter, MN - \$37,260

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve.

SAP 001-598-014 – Erickson Engineering, Eden Prairie, MN - \$32,300

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve.

SAP 001-598-016 – Erickson Engineering, Eden Prairie, MN - \$22,600

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members voting yes to adopt resolution – MnDOT Detour Agreement:

IT IS RESOLVED, that Aitkin County enter into MnDOT Agreement No. 1033184 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State-Aid Highway No. 12 and No. 28 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway (T.H.) No. 18 from 3.9 miles east of 360th Avenue to 1.0 mile west of T.H. 47 under State Project No. 0102-25(T.H. 18=157) and upon, along and adjacent to T.H. No. 47 from 1.1 miles north of T.H. No. 18 to 0.4 miles south of 235th Street under State Project No. 0108-27(T.H. 47=110).

IT IS FURTHER RESOLVED, that the Aitkin County Engineer is hereby authorized to execute the Agreement and any amendments to the Agreement.

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve Road & Bridge purchase of Trimble GPS and Total Station Equipment from Frontier Precision, Waite Park, MN for a total cost of \$67,808.20.

Jessica Seibert, County Administrator discussed the proposed Fund Balance Policy with the Board. No action was taken at this time. Jessica also reviewed and discussed the 2018 Year End Budget with the Board, and reviewed and discussed the 2020 Budget Timeline with the Board.

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

- Upcoming Road Tour
- Reminder: May 14th Board Meeting will be at Aitkin City Hall
- LEAN Training for Staff
- Scheduled Staff Tours of the Government Center
- Upcoming AMC District 1 Meeting
- Legislation

**RESOLUTION
20190423-033
MNDOT DETOUR
AGREEMENT**

**EQUIPMENT
PURCHASE –
ROAD & BRIDGE**

**FUND BALANCE
POLICY & BUDGET**

**COUNTY
ADMINISTRATOR
UPDATES**

The Board discussed: ARDC, Arrowhead Counties, NE MN Area Transportation, AIS, Association of Townships, Snake River, TZD, EDA, CARE, and Triad.

**BOARD
DISCUSSION**

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adjourn the meeting at 12:33 p.m. until Tuesday, May 14, 2019 at Aitkin City Hall.

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: 5/14/2019

Title of Item: Electronic funds transfers

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Lori Grams	Department: County Treasurer
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Presenter (Name and Title): N/A	Estimated Time Needed:
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Summary of Issue:
Electronic funds transfers thru 5/6/19

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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

ELECTRONIC FUNDS TRANSFERS

Thru May 6, 2019

Date	Amount	Reason
4/18/2019	\$10,332.91	Manual Abstract
4/18/2019	1420.64	Auditor Warrants
4/19/2019	\$173.92	Manual Abstract
4/19/2019	\$20,859.29	Commissioner Warrants
4/23/2019	\$7,024.23	Commissioner Warrants
4/24/2019	\$3,594.98	Manual Abstract
4/26/2019	\$3,325.64	Auditor Warrants
4/26/2019	\$528,898.98	Payroll Warrants
4/29/2019	\$6,824.00	Manual Abstract
5/3/2019	\$4,203.64	Auditor Warrants
5/3/2019	\$24,748.96	Commissioner Warrants
<hr/> \$611,407.19		



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: STS Joint Powers Contract

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

Submitted by: Sheriff Dan Guida	Department: Sheriff's Office
---	--

Presenter (Name and Title): Sheriff Dan Guida	Estimated Time Needed:
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Summary of Issue:

Attached is a copy of the contract offered by Minnesota Department of Corrections for fiscal years 2020 and 2021. The funds provided through this contract help fund the Aitkin County STS program. This contract goes into effect July 1, 2019, following the conclusion of our current contract on June 30, 2019.

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:*

budgeted as a revenue item to help offset Aitkin County's STS program expenses

**STATE OF MINNESOTA
JOINT POWERS AGREEMENT**

This agreement is between the State of Minnesota, acting through its commissioner of corrections, Field Services Unit, 1450 Energy Park Drive, Suite 200, St. Paul, MN 55108 ("State") and Aitkin County, 217 2nd Street NW, Aitkin, MN 56431 ("Governmental Unit").

Recitals

Under Minnesota Statute § 471.59, subdivision 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of operating a community work service program called "Sentencing to Service" (STS) and provides support and training for counties who wish to operate similar programs.

1. Term of Agreement

1.1. **Effective date:** July 1, 2019, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.

1.2. **Expiration date:** June 30, 2021, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Agreement between the Parties

2.1. GOVERNMENTAL UNIT DUTIES: Governmental Unit shall:

- 2.1.1. Identify non-dangerous offenders who are sentenced or authorized by the court to do community work service in lieu of a jail sentence, a fine, as a sole sanction, or eligible pursuant to other provisions in state law.
- 2.1.2. Employ 2 crew leader(s) who will supervise up to 10 offenders each approximately 40 hours per week, including the hour's crew leaders spend for daily preparation and communication.
- 2.1.3. Supervise crew leader(s) who shall be responsible for coordination of crew activities and supervision of offenders.
- 2.1.4. Ensure that crew leader(s) have current certification in first aid and Cardio Pulmonary Resuscitation (CPR).
- 2.1.5. Require crew leader(s) to attend a minimum of 40 hours of job-related training annually – 24 hours of this training are mandatory "Advanced Crew Leader Training," consisting of eight hours of chain saw training, plus 16 hours of program related topics all to be provided by the State. The Government Unit must reimburse the State for training fees for other training provided by the State and ensure that crew leaders do not use power equipment until trained by the State.

- 2.1.6. Require new crew leader(s) to attend any skill building training program provided by the State.
- 2.1.7. Ensure that the crew leader provides safety training for each crewmember relevant to the work performed in the STS program. Report all accidents or incidents involving crew leaders and offenders during crew work time to the State STS Supervisor.
- 2.1.8. Immediately report to the State's Authorized Representative all allegations of misconduct and disciplinary actions regarding crew leaders. Allow the State's Authorized Representative access to all STS crew leader employment and disciplinary records upon request.
- 2.1.9. Conduct activities to make the public aware of the program and the benefits to the citizens of the state.
- 2.1.10. Notify state agencies that STS services are available to them and ensure that projects performed under this agreement are divided proportionate to funding participation between the State and Governmental Unit.
- 2.1.11. Obtain any necessary permits, licenses or easements before beginning work on any project.
- 2.1.12. Certify in writing to the appropriate bargaining agent, that the work performed by offenders will not result in the displacement of currently employed workers or workers on seasonal layoff or layoff from substantially equivalent position including displacement such as reduction in hours of non-overtime work, wages or other employment benefits.
- 2.1.13. Submit program activity reports to the States Authorized representative within five working days after the end of each quarter on forms provided by the State.
- 2.1.14. Assume responsibility for proper disposal of any hazardous materials used in or on any project.

3. CONSIDERATION:

Consideration for all services performed by Governmental Unit pursuant to this agreement shall be paid by the STATE as follows: Compensation in an amount not to exceed \$36,865.56 for FY20 and an amount not to exceed \$38,155.85 for FY21 based on the following method of payment: Payments shall be made by the State promptly after Governmental Unit's presentation of *quarterly* invoices for services performed and acceptance of such services by the STATE'S Authorized Representative or Liaison to Purchaser.

- 3.1. Conditions of Payment: All services provided by Governmental Unit pursuant to this Agreement shall be performed to the satisfaction of the State, as determined at the sole discretion of its Authorized Representative or Liaison to Purchaser, and in accord with all applicable federal, state, and local laws, ordinances, rules and regulations. Governmental Unit shall not receive payment for work found by the State to be unsatisfactory, or performed in violation of federal, state or local law, ordinance, rule or regulation.
 - 3.1.1. Funds available under this agreement are for payment of salary (wages and the Governmental Unit's share of FICA, PERA, and Worker's Compensation costs), fringe benefits, (insurance, vacation, sick leave, training), and current expense items (transportation and small tools) for the crew leader.

3.2. Invoices must be submitted no later than the 30 days following the end of the billing period. The final invoice is due no later than 30 days following the expiration of the date of the agreement. Any remaining funds will be unencumbered 31 days after the expiration of the contract.

3.3. Total Obligation: The total obligation of the State under this agreement will not exceed \$ 75,021.41

4. Authorized Representatives

**The State's Authorized Representative is:
(or his/her successor)**

Dan Traun, Corrections Program Director
1450 Energy Park Drive, STE 200
St. Paul, MN 55108
dan.traun@state.mn.us
651-361-7120

Liaison to Purchaser

Vic Moen
104 Northeast 3rd Street, Suite 250
Grand Rapids, MN 55744
victor.a.moen@state.mn.us
218-322-2933

**The Purchaser's Authorized Representative is:
(or his/her successor)**

Aitkin County
~~Scott Turner~~ Daniel Guida
217 2nd Street NW
Aitkin, MN 56431
~~scott.turner@co.aitkin.mn.us~~ dguida@co.aitkin.mn.us
218-927-7435

5. Assignment, Amendments, Waiver, and Contract Complete

5.1. **Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.

5.2. **Amendments.** Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.

5.3. **Waiver.** If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.

5.4. **Contract Complete.** This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6. Indemnification

In the performance of this contract by the Governmental Unit, or Governmental Unit's agents or employees, the Governmental Unit must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the state, to the extent caused by Governmental Unit's:

- 1) Intentional, willful, or negligent acts or omissions; or
- 2) Actions that give rise to strict liability; or
- 3) Breach of contract or warranty.

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligation under this contract.

7. State Audits

Under Minnesota Statute § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement.

8. Government Data Practices

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

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

9. Venue

Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10. Termination

- 10.1. **Termination.** The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.
- 10.2. **Termination for Insufficient Funding.** The State may immediately terminate this agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

11. E-Verify Certification (In accordance with Minn. Stat. §16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify program for all newly hired employees in the United States who will perform work on behalf of the State. Governmental Unit is responsible for collecting all

subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

12. Certification of Nondiscrimination (In accordance with Minn. Stat. § 16C.053)

The following term applies to any contract for which the value, including all extensions, is \$50,000 or more: Contractor certifies it does not engage in and has no present plans to engage in discrimination against Israel, or against persons or entities doing business in Israel, when making decisions related to the operation of the vendor's business. For purposes of this section, "discrimination" includes but is not limited to engaging in refusals to deal, terminating business activities, or other actions that are intended to limit commercial relations with Israel, or persons or entities doing business in Israel, when such actions are taken in a manner that in any way discriminates on the basis of nationality or national origin and is not based on a valid business reason.

<p>1. STATE ENCUMBRANCE <i>Individual certifies that funds have been encumbered as required by Minnesota Statute §§ 16A.15 and 16C.05.</i></p>
<p>By <u><i>[Signature]</i></u></p>
<p>Date <u>4/12/19</u></p>
<p>CFMS Contract No. A- <u>156071 / 3-111060</u></p>

<p>3. STATE AGENCY</p>
<p>By: Sarah Walker, Deputy Commissioner</p>
<p>Date _____</p>

<p>2. GOVERNMENTAL UNIT</p>
<p>By: _____</p>
<p>Title <u>Sheriff</u></p>
<p>Date _____</p>

<p>4. COMMISSIONER OF ADMINISTRATION As delegated to Materials Management Division</p>
<p>By _____</p>
<p>Date _____</p>

<p>By _____</p>
<p>Title _____</p>
<p>Date _____</p>

<p>By _____</p>
<p>Title _____</p>
<p>Date _____</p>



Board of County Commissioners Agenda Request

2E

Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Township approval of Wine/Strong Beer License Application

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: <p style="text-align: center;">Sally M. Huhta</p>		Department: <p style="text-align: center;">Auditor's</p>
Presenter (Name and Title): <p style="text-align: center;">N/A</p>		Estimated Time Needed: <p style="text-align: center;">N/A</p>
Summary of Issue: <p>Please approve the issuance of the following On Sale Combination Wine/Strong Beer License applied for in the within application for a period ending December 31, 2020.</p> <p>ON Sale Wine/Strong Beer:</p> <p>Danny J. Volk, d/b/a Hidden Meadows Campground Bar & Grill – Unorg 48-27 Township</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: <p>Approve</p>		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: On Sale Combination Wine Strong Beer License

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Please adopt the below resolution:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from May 14, 2019 thru December 31, 2019:

“ON” Sale – WINE-STRONG BEER:

Danny J. Volk, d/b/a Hidden Meadows Campground Bar & Grill – Unorg 48-27 Township
This establishment has an address of 42206 438th Ln., Aitkin, MN 56431

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Aitkin
County

Board of County Commissioners Agenda Request

26
Agenda Item #

Requested Meeting Date: 05/14/2019

Title of Item: K-9 Donation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: The McGregor Area Lions Club has made a generous donation of \$100 to our K-9 unit.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

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

ADOPTED May 14, 2019

By Commissioner: xx

20190514-0xx

Accept Donation to K-9 Unit

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

McGregor Area Lions Club, Inc. \$100.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

McGregor Area Lions Club, Inc. K-9 Unit

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

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 14th day of May 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of May 2019

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: 05/14/2019

Title of Item: 2019 State of MN Boat & Water Safety Grant Agreement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sheriff Dan Guida	Department: Sheriff's Office
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Presenter (Name and Title): N/A	Estimated Time Needed:
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Summary of Issue:

Signatures and Resolution for 2019 State of Minnesota Annual County Boat & Water Safety Grant Agreement for grant amount of \$21,725.00 to supplement our Boat & Water budget.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Request Board Chair and County Administrator to sign agreement and return with signed 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:*

DANIEL G. GUIDA

AITKIN COUNTY SHERIFF

217 2nd St. N.W., Rm 185

Aitkin, MN 56431

218-927-7435 / 1-888-900-2138

Emergency 911

Sheriff Fax: 218-927-7359 / Dispatch Fax: 218-927-6887

MEMO

TO: Aitkin County Board DATE: May 3, 2019
FROM: Sheriff Daniel G. Guida RE: 2019 State of MN Annual
County Boat & Water Safety
Grant Agreement

Attached is a resolution for consideration for the acceptance of 21,725.00 for the 2019 State of Minnesota Annual County Boat & Water Safety Grant Agreement.

I ask that the Agreement be signed by the Aitkin County Board and the Aitkin County Administrator and returned with a signed resolution.

If you have any questions relative to this request, please do not hesitate to call me.

Thank you.

By Commissioner: xx

20190514-0xx

2019 State of Minnesota Annual County Boat & Water Safety Grant Agreement

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2019 State of Minnesota Annual County Boat & Water Safety Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$21,725.00 for the term of January 1, 2019 through June 20, 2020.

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 14th day of May, 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of May, 2019

Jessica Seibert
County Administrator



**DEPARTMENT OF
NATURAL RESOURCES**

**2019 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract #: 156409

PO#: 3-149291

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2019	Source Type State	Vendor Number 0000197275-001
Total Amount \$ 21,725	Project ID R29G70CGFFY18	Billing Location R297000221	DUNS 047464805	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A4CG002
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Grant Begin Date January 1, 2019	Grant End Date June 30, 2020
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Grantee Name and Address:

Aitkin County Sheriff's Office
217 Second St. NW, Rm. 185
Aitkin, MN 56431

**Payment Address:
(where DNR sends the check)**

Aitkin Co. Treasurer
209 - 2nd St. NW, Rm. 203
Aitkin, MN 56431

**2019 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 217 Second St. NW, Rm. 185, Aitkin, MN 56431 (DUNS 047464805) ("Grantee"). The payment address for this grant agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 203, Aitkin, MN 56431.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement

- 1.1 **Effective date:** January 1, 2019 or the date the State obtains all required signatures under Minnesota Statutes Section 16B.98, subdivision 5, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2019 grant expenditures incurred back to effective date. Reimbursements will only be made for expenditures made according to the terms of this grant agreement.
- 1.2 **Expiration date:** June 30, 2020. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract. The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

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

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Twenty-one thousand seven hundred twenty-five dollars (\$21,725).
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Twenty-one thousand seven hundred twenty-five dollars (\$21,725).

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (b) **Federal funds.** (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

- 4.3 Contracting and Bidding Requirements per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:
- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
 - (b) If the amount of the contract is estimated to be \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
 - (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
 - (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
 - (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 Conditions of Payment

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

6 Authorized Representative

The State's Authorized Representative is Rodmen Smith, Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5361, rodmen.smith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Daniel Guida, Aitkin County Sheriff's Office, 217 Second St. NW, Rm. 185, Aitkin, MN 56431. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 Liability

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

9 Audits (State and Single)

Under Minn. Stat. §16B.98, subd. 8 and 2 CFR 200.331, the Grantee books, records, documents, and accounting procedures and practices relevant to this grant agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement.

All state and local governments, colleges and universities, and non-profit organizations that expend \$750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is \$750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

10 Government Data Practices and Intellectual Property

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

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

11 Workers' Compensation

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

12 Publicity and Endorsement

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

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

13 Governing Law, Jurisdiction, and Venue

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

14 Termination

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

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

14.3 Termination for Insufficient Funding. The State may immediately terminate this grant contract if:

a) It does not obtain funding from the Minnesota Legislature

b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

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

16 American Disabilities Act

The Grantee must comply with the 2010 American Disabilities Act Standards for Accessible Design.

- 17 **Invasive Species Prevention**
WORK SITES WITH KNOWN AQUATIC INVASIVE SPECIES INFESTATIONS
Grantees and subcontractors must follow Minnesota DNR's Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. This applies to all activities performed on all lands under this grant agreement and is not limited to lands under DNR control or public waters. Operational Order 113 is incorporated into this grant agreement by reference and may be found at http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf. Duties are listed in Op Order 113 under Sections II and III (p. 5-8).

The grantee shall be responsible for becoming familiar with the location of any known infestations of aquatic pests. The DNR Infested Waters list is found at <https://www.dnr.state.mn.us/invasives/ais/infested.html>. The grantee shall prevent invasive species from entering into or spreading within a project site by cleaning equipment and clothing prior to arriving at the project site.

The grantee shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for (ex. zebra mussels) invasive species prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated. The grantee shall use the following inspection and removal procedures for decontamination prior to entering and when leaving the water body:

- a. Prior to leaving the waterbody, drain all water from equipment, boats, trailers, bilges, live wells, coolers, bait buckets, engine compartments and any other areas where water may be trapped or contained. Immediately after leaving the water body, drain water from transom wells onto dry land.
- b. Inspect boat hulls, propellers, trailers and other surfaces, scrape off any attached mussels, remove any aquatic plant material (fragments, stems, leaves, or roots) and dispose of removed mussels and plants in a garbage can prior to transporting any equipment on public roads.
- c. Flush boats (inside and outside) and all other equipment with hot water of 105 - 110 degrees F for a period of 30 minutes or 140 degrees F for a period of 5 minutes; or, instead of flushing equipment, leave the equipment in a location so that it dries completely for a minimum of at least 5 consecutive full days. A car wash can be used for cleaning.
- d. If equipment or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by grantee furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The grantee shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Grant Administrator or their representative. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.
- e. Before reuse, aquatic equipment used in invertebrate infested waters shall be dried, rinsed with hot water or power washed to remove invertebrates. Aquatic equipment used in pathogen infested water(s) shall be disinfected, according to Appendix A, immediately after exiting water.

18 **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions**

- 18.1 The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 18.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

19 **Whistleblower Protection Rights**

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: 

Date: 4/19/19

SWIFT Contract # 156409

Purchase Order # 3-149291

2. GRANTEE:

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

By: _____

Title: County Sheriff

Date: _____

By: _____

Title: Chairperson of County Board

Date: _____

By: _____

Title: County Auditor or Administrator

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

Title: Director, Enforcement Division – Central Office

Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Application for GIA funds for Snowmobile and Ski Trails

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Rich Courtemanche	Department: Land
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Presenter (Name and Title): Rich Courtemanche - Land Commissioner	Estimated Time Needed: n/a
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Summary of Issue:

The attached resolution enables the application for State Grant-in-Aid funds for snowmobile and ski trails

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt Resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

By Commissioner: xx

20190514-0xx

Snowmobile / Ski Trail Funding

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

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

WHEREAS, snowmobile clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2019-2020 winter season, and

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

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

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC ski trails

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the 2019-2020 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

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 14th day of May 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of May 2019

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: 5-14-19

Title of Item: Award Contract No. 20192

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

Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:
Bids were opened on Monday, April 29, 2019, for Contract No. 20192 which includes the following project: CP 001-090-031 - Bituminous crack sealing on portions of CSAH 1, CSAH 10, CSAH 15, and CSAH 28 totalling 28.7 miles.

Resolution:
WHEREAS, Contract No. 20192 is for the sealing of cracks in bituminous pavements on various county highways, and WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, April 29, 2019 with a total of five bids received, and
WHEREAS, Lot Pros, Inc. - Fergus Falls, MN - was the lowest responsible bidder in the amount of \$97,160.

NOW THEREFORE, BE IT RESOLVED, that Lot Pros, Inc. be awarded Contract 20192.

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

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve award resolution.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ Estimated total cost: \$97,160
Is this budgeted? Yes No Please Explain:
\$150,000 was budgeted for this work in 2019. Due to the low bid amount, additional work may be added to this contract up to the budgeted amount to seal cracks on other roads in need of that work.

**Aitkin County
Project Bid Abstract**

Project Crack Sealing
Client: Aitkin County
Bid 4/29/2019 at 2:00:00 PM

Contract No.: 20192
Project No.: CP 001-090-031
Owner: Aitkin, Minnesota

Project: CP 001-090-031 - Crack Sealing				Engineers Estimate				Lot Pros Inc. - Fergus Falls, MN		Asphalt Surface Technologies Corp. - St. Cloud, MN		KAMCO Inc - Dassel, MN		Fahrner Asphalt Sealers, LLC - Eau Claire, WI		Allied Blacktop Company - Maple Grove, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
CSAH 1																	
1	2021.501 MOBILIZATION	LS	1	\$1,000.00	\$1,000.00	\$1.00	\$1.00	\$500.00	\$500.00	\$1.00	\$1.00	\$2,500.00	\$2,500.00	\$2,330.00	\$2,330.00		
9	2331.619 SEAL BITUMINOUS PAVEMENT CRACKS	RDST	190	\$110.00	\$20,900.00	\$64.00	\$12,160.00	\$72.00	\$13,680.00	\$57.00	\$10,830.00	\$87.57	\$16,638.30	\$160.00	\$30,400.00		
5	2563.601 TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$1.00	\$1.00	\$300.00	\$300.00	\$1.00	\$1.00	\$1,000.00	\$1,000.00	\$8,550.00	\$8,550.00		
Total CSAH 1:					\$23,900.00		\$12,162.00		\$14,480.00		\$10,832.00		\$20,138.30		\$41,280.00		
CSAH 10																	
2	2021.501 MOBILIZATION	LS	1	\$1,000.00	\$1,000.00	\$1.00	\$1.00	\$500.00	\$500.00	\$1.00	\$1.00	\$2,500.00	\$2,500.00	\$6,500.00	\$6,500.00		
10	2331.619 SEAL BITUMINOUS PAVEMENT CRACKS	RDST	584	\$110.00	\$64,240.00	\$64.00	\$37,376.00	\$72.00	\$42,048.00	\$89.00	\$51,976.00	\$87.57	\$51,140.88	\$160.00	\$93,440.00		
6	2563.601 TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$1.00	\$1.00	\$300.00	\$300.00	\$1.00	\$1.00	\$1,000.00	\$1,000.00	\$26,300.00	\$26,300.00		
Total CSAH 10:					\$67,240.00		\$37,378.00		\$42,848.00		\$51,978.00		\$54,640.88		\$126,240.00		
CSAH 15																	
3	2021.501 MOBILIZATION	LS	1	\$1,000.00	\$1,000.00	\$1.00	\$1.00	\$500.00	\$500.00	\$1.00	\$1.00	\$2,500.00	\$2,500.00	\$3,500.00	\$3,500.00		
11	2331.619 SEAL BITUMINOUS PAVEMENT CRACKS	RDST	321	\$110.00	\$35,310.00	\$64.00	\$20,544.00	\$72.00	\$23,112.00	\$93.00	\$29,853.00	\$87.57	\$28,109.97	\$160.00	\$51,360.00		
7	2563.601 TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$1.00	\$1.00	\$300.00	\$300.00	\$1.00	\$1.00	\$1,000.00	\$1,000.00	\$14,450.00	\$14,450.00		
Total CSAH 15:					\$38,310.00		\$20,546.00		\$23,912.00		\$29,855.00		\$31,609.97		\$69,310.00		
CSAH 28																	
4	2021.501 MOBILIZATION	LS	1	\$1,000.00	\$1,000.00	\$1.00	\$1.00	\$500.00	\$500.00	\$1.00	\$1.00	\$2,500.00	\$2,500.00	\$4,750.00	\$4,750.00		
12	2331.619 SEAL BITUMINOUS PAVEMENT CRACKS	RDST	423	\$110.00	\$46,530.00	\$64.00	\$27,072.00	\$72.00	\$30,456.00	\$90.00	\$38,070.00	\$87.57	\$37,042.11	\$160.00	\$67,680.00		
8	2563.601 TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00	\$1.00	\$1.00	\$300.00	\$300.00	\$1.00	\$1.00	\$1,000.00	\$1,000.00	\$19,000.00	\$19,000.00		
Total CSAH 28:					\$49,530.00		\$27,074.00		\$31,256.00		\$38,072.00		\$40,542.11		\$91,430.00		
Total CSAH 1:					\$23,900.00		\$12,162.00		\$14,480.00		\$10,832.00		\$20,138.30		\$41,280.00		
Total CSAH 10:					\$67,240.00		\$37,378.00		\$42,848.00		\$51,978.00		\$54,640.88		\$126,240.00		
Total CSAH 15:					\$38,310.00		\$20,546.00		\$23,912.00		\$29,855.00		\$31,609.97		\$69,310.00		
Total CSAH 28:					\$49,530.00		\$27,074.00		\$31,256.00		\$38,072.00		\$40,542.11		\$91,430.00		
Summary																	
Project: CP 001-090-031 - Crack Sealing				Engineers Estimate				Lot Pros Inc. - Fergus Falls, MN		Asphalt Surface Technologies Corp. - St. Cloud, MN		KAMCO Inc - Dassel, MN		Fahrner Asphalt Sealers, LLC - Eau Claire, WI		Allied Blacktop Company - Maple Grove, MN	
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
	Totals for Project CP 001-090-031					\$178,980.00		\$97,160.00		\$112,496.00		\$130,737.00		\$146,931.26			\$328,260.00
	% of Estimate for Project CP 001-090-031							-45.71%		-37.15%		-26.95%		-17.91%			83.41%

I hereby certify that this is an exact reproduction of bids received.

Certified By: John Wall License No. 24340
 Date: 4-30-19



Board of County Commissioners Agenda Request

2K

Agenda Item #

Requested Meeting Date: 5-14-19

Title of Item: Award Contract No. 20193

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: Bids were opened on Monday, April 29, 2019, for Contract No. 20193 which includes the following project: CP 001-090-032 - Crushing of 84,000 tons of aggregate at three county-owned pits. This quantity includes 14,000 tons for the Land Department for their use on area forest roads. Resolution: WHEREAS, Contract No. 20193 is for the processing of aggregate at three pit locations, and WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, April 29, 2019 with a total of six bids received, and WHEREAS, Ferguson Brothers Excavating, Inc. - Alexandria, MN - was the lowest responsible bidder in the amount of \$205,800. NOW THEREFORE, BE IT RESOLVED, that Ferguson Brothers Excavating, Inc. be awarded Contract 20193. BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve award resolution.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Estimated total cost: \$205,800 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> \$230,700 was budgeted for this work in 2018/2019.		

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

**Aitkin County
Project Bid Abstract**

Project 2019 Aggregate Crushing
Client: Aitkin County
Bid 4/29/2019 at 2:00 PM

Contract No.: 20193
Project No.: CP 001-090-032
Owner: Aitkin, Minnesota

Project: CP 001-090-032 - 2019 Aggregate Crushing				Engineers Estimate		Ferguson Brothers Excavating, Inc - Alexandria, MN		Vogt Dirt Service - Bemidji, MN		TNT Aggregates, LLC - Grand Rapids, MN		Hard Rock Screening LLC. - Little Falls, MN		J.R. Ferche, Inc - Rice, MN		Central Specialties Inc - Alexandria, MN		
Line No.	Item	Units	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
1	2211.505 STOCKPILE AGGREGATE CLASS 6 MOD - SITE A	TON	30000	\$2.70	\$81,000.00	\$2.45	\$73,500.00	\$2.73	\$81,900.00	\$2.70	\$81,000.00	\$3.10	\$93,000.00	\$4.19	\$125,700.00	\$4.00	\$120,000.00	
2	2211.505 STOCKPILE AGGREGATE CLASS 5 MOD - SITE B	TON	15000	\$2.70	\$40,500.00	\$2.45	\$36,750.00	\$2.73	\$40,950.00	\$2.95	\$44,250.00	\$4.35	\$65,250.00	\$4.19	\$62,850.00	\$4.10	\$61,500.00	
3	2211.505 STOCKPILE AGGREGATE CLASS 5 MOD - SITE C	TON	25000	\$2.80	\$70,000.00	\$2.45	\$61,250.00	\$2.73	\$68,250.00	\$3.30	\$82,500.00	\$4.35	\$108,750.00	\$4.19	\$104,750.00	\$5.25	\$131,250.00	
4	2211.505 STOCKPILE AGGREGATE CLASS 5 MOD - SITE C	TON	14000	\$2.80	\$39,200.00	\$2.45	\$34,300.00	\$2.73	\$38,220.00	\$3.30	\$46,200.00	\$4.35	\$60,900.00	\$4.19	\$58,660.00	\$5.25	\$73,500.00	
Totals for Project CP 001-090-032						\$230,700.00		\$205,800.00		\$229,320.00		\$253,950.00		\$327,900.00		\$351,960.00		\$386,250.00
% of Estimate for Project CP 001-090-032								-10.79%		-0.60%		10.08%		42.13%		52.56%		67.43%

I hereby certify that this is an exact reproduction of bids received.

Certified By: *John Wells* License No. 24340
 Date: 4-30-19



Board of County Commissioners Agenda Request

22
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Fair grounds building repairs

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

**provide copy of hearing notice that was published*

Submitted by: Kirk Peysar	Department: Auditor
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Presenter (Name and Title): Kirk Peysar	Estimated Time Needed: n/a
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Summary of Issue:

Last August, the Aitkin area was hit by a major hail storm. Buildings at the fair grounds sustained damage from the large hail. The Ag Society is looking to replace the roofs on three structures that suffered the most damage. Quotes have been obtained from two contractors.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Authorize repairs to structures and award projects to Lueck Construction

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:*

paid for by MCIT insurance loss funds

Kirk Peysar
Aitkin County Auditor

Aitkin County Courthouse
209 2nd Street NW – Room 202
Aitkin, MN 56431
Phone: (218) 927-7354
Email: kpeysar@co.aitkin.mn.us

Date: May 7, 2019

To: Aitkin County Board of Commissioners

From: Kirk Peysar, County Auditor

Re: Authorize Signatures for repairs to fair grounds buildings

Last August the Aitkin area was hit by a major hail storm, structures at the fairgrounds sustained damage from the hail to varying degrees. Three structures are in need of total roof replacement, they are:

	Lueck Construction	Novak Construction
Industrial #2	\$16,507.00	\$22,840.00
Arts Pavilion	\$8,250.00	\$8,400.00
Log Museum	\$3,150.00	\$3,650.00

Industrial #2 has a metal roof and would be replaced with new metal roofing; the Arts Pavilion is currently shingled and would be replaced with metal roofing to help reduce snow build up; the Log Museum is shingled and would be replaced with shingles to maintain its current historic character.

If you have any questions prior to Tuesday's meeting, please give me a call.

Thank you.

Matt Lueck Construction LLC

36772 Deer St.

Aitkin, MN 56431 (218) 839-2828

Lic#BC635422

4/3/19

Roof Proposal

Aitkin County Fairgrounds

Industrial 2 building

Scope Remove roof cap, vent, gable trim, and steel roof panels from building
Supply and install Metal Sales 29 gauge steel roof panels, 20 inch vented ridge cap,
12 clear roof light panels, gable trim and roof closures.

Estimated cost materials and labor \$16,507.00

Log Museum

Scope Remove and dispose of old shingles, underlayment and roof trim.
Supply and install steel roof edge, ice & water shield, 30# felt, Timberline 30yr asphalt
shingles, vent and ridge cap.

1 Timberline shingled roof estimated cost \$ 3,150.00

2 Metal Sales Steel roof estimated cost \$3,495.00 (residential trim package)

Fine Arts building

Scope Remove roof cap, gable trim, and steel roof panels from building
Supply and install Metal Sales 29 gauge steel roof panels, 20 inch vented ridge cap,
gable trim and roof closures.

Estimated cost materials and labor \$8,250.00

Total cost materials, Labor and disposal \$ _____ + permit costs

50% materials deposit balance due upon completion

Roof deck/framing repairs due to water damage or rot that exceed \$150.00 in cost will be an extra charge over and above estimated cost. Owner will be notified so any extra cost can be discussed and agreed upon. All material is guaranteed to be as specified, and the above work performed in accordance with specifications submitted for above work and completed in a substantial workmanlike manner.

Owner to carry fire, tornado and other necessary insurance upon above work. Workman's compensation and public liability insurance on above work to be provided by: Matt Lueck Construction

Acceptance of proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Matt Lueck Construction is authorized to do the work as specified and payments will be made as outlined above.

Proposal accepted by: _____ date _____

Respectfully submitted: Matt Lueck Construction



ESTIMATE

Novak Contracting LLP
 30546 US HWY 169
 Aitkin, MN 56431
 United States

2184571174

BILL TO
Fair grounds
 Kirk Peysar

Estimate Number: 182
Estimate Date: April 9, 2019
Expires On: April 24, 2019
Grand Total (USD): \$22,840.00

Items	Quantity	Price	Amount
Labor and material cost			
Remove old roof steel from Industrial 2 building and replace with new still (26 gauge).	60	\$364.00	\$21,840.00
Lift Rental			
Estimated Cost	1	\$1,000.00	\$1,000.00
Total:			\$22,840.00
Grand Total (USD) :			\$22,840.00

Notes

Acceptance of Proposed Work -
 The Above Prices, Specifications, and conditions are satisfactory and Accepted. You are Authorized to perform the work listed above.
 Payment will be due 15 days after invoice date or else subject late fees of 2% for every 30 day period after the initial due date.

Signature: _____ Date: _____
 Signature: _____ Date: _____

Date and Signature



ESTIMATE

Novak Contracting LLP
 30546 US HWY 169
 Aitkin, MN 56431
 United States

2184571174

BILL TO
Fair grounds
 Kirk Peysar

Estimate Number: 179
Estimate Date: March 28, 2019
Expires On: April 12, 2019
Grand Total (USD): \$8,400.00

Items	Quantity	Price	Amount
Steel Panel Roof Install Steel Panel Roofing over existing shingles on Fine Arts building. Includes material and labor.	28	\$300.00	\$8,400.00
Total:			\$8,400.00
Grand Total (USD) :			\$8,400.00

Notes

Acceptance of Proposed Work -
 The Above Prices, Specifications, and conditions are satisfactory and Accepted. You are Authorized to perform the work listed above. Payment will be due 15 days after invoice date or else subject late fees of 2% for every 30 day period after the initial due date.

Signature: _____ Date: _____
 Signature: _____ Date: _____

Date and Signature



ESTIMATE

Novak Contracting LLP
30546 US HWY 169
Aitkin, MN 56431
United States

2184571174

BILL TO
Fair grounds
Kirk Peysar

Estimate Number: 177

Estimate Date: March 28, 2019

Expires On: April 12, 2019

Grand Total (USD): \$3,650.00

Items	Quantity	Price	Amount
Labor and Material Includes removal of old roofing and installation of new shingles on Log cabin at the Fair Grounds.	12	\$275.00	\$3,300.00
Dump Trailer Removal, clean up, and disposal of old roofing material.	1	\$350.00	\$350.00
Add-ons: Replacement of any damaged roof boards will be time and material. Labor rate will be \$50 and hour.	1	\$0.00	\$0.00
Total:			\$3,650.00
Grand Total (USD) :			\$3,650.00

Notes

Acceptance of Proposed Work -

The Above Prices, Specifications, and conditions are satisfactory and Accepted. You are Authorized to perform the work listed above. Payment will be due 15 days after invoice date or else subject late fees of 2% for every 30 day period after the initial due date.

Signature: _____ Date: _____
Signature: _____ Date: _____

Date and Signature



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: LLCC SCI Broadband Agreement

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

**provide copy of hearing notice that was published*

Submitted by: Rich Courtemanche	Department: Land
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Presenter (Name and Title): Rich Courtemanche - Land Commissioner	Estimated Time Needed:
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Summary of Issue:

Long Lake Conservation Center currently has slow internet and phone service. These speeds limit the campus' ability to host schools, events, webinars, and conventions. During previous school audits, the internet service has been brought up as a concern by the accrediting service.

SCI Broadband has provided a proposal to bring Fiber Optic internet and phone service to LLCC buildings and residences for a fiber build of \$20,000.

LLCC has obtained a grant from Blandin Foundation for \$15,000 and a commitment to financially match from the Long Lake Foundation for up to \$10,000 (\$5,000 direct costs and \$5,000 for equipment upgrades). All installation and equipment costs are covered by these two outside funds.

The new dedicated line will allow intent speeds of up to 1Gb upload and 1 Gb download allowing the facility to host more diverse programs.

Alternatives, Options, Effects on Others/Comments:

Current phone and internet monthly costs are \$580. Monthly cost will rise to \$640/mo (an increase of \$60/mo) but will have more reliable internet and phone speeds.

Recommended Action/Motion:

I would ask that you approve of moving forward by signing the fiber optic agreement

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 20,000 1x and \$640/mo

Is this budgeted? Yes No *Please Explain:*

Grants and LLCC Foundation to cover all build costs.
Monthly phone and internet prices will go up ≈\$60 per month. Resulting in approximately \$360 over budget for 2019 assuming a July installation.

Savage Communications Inc. 111 Tobies Mill Place Hinckley MN, 55037 Phone 320-384-7442 Fax 320-279-8085 Toll Free 800-222-9809		SCI Broadband Fiber Internet and Phone Agreement				
Company Name						
Long Lake Conservation Center						
Street Address		City	State	Zip		
28952 438 th Ln		Palisade	MN	56469		
Billing Address (if different)		City	State	Zip		
Main Phone Number		Fax Number	Contact Name	Direct Phone Number:	E-mail:	
218-768-4653			Wendie Carlson	218-768-4653	wendie@longlakecc.org	
Fed. ID Number/State ID Number/Social Security Number		Tax Exempt (if yes, attach copy of exemption certificate) YES NO		Current Customer (if yes, Account #) YES NO		
NO		NA		No		
Description of Monthly Recurring Charges				Qty	Rate	Total
<u>Digital Voice</u>						
Business Voice Unlimited Main Line				1	\$49.95	\$49.95
Additional Business Voice Unlimited Lines				5	\$34.95	\$174.75
Fax Line				1	\$24.95	\$24.95
Total Digital Voice MRC						\$249.65
<u>High-Speed Internet</u>						
1Gig Symmetrical Fiber Internet				1	\$350.00	\$350.00
Total High-Speed Internet						\$350.00
Total MRC (Phone and Fiber Internet)						\$599.65+tax
Description of Non-Recurring Charges/Service Location				Qty	Rate	Total
Fiber Build (Construction/Install)				1	\$20,000.00	\$20,000.00
Term: Sixty (60 Months)						
By signing below, Savage Communications Inc. (we, us, our) and Subscriber (you, your) agree to be bound by the terms and conditions of the attached Voice Terms of Service and Fiber Internet Terms of service. Each month you shall purchase the services and pay the monthly recurring fees set forth herein and on any/all attachments, all calculated prior to the application of any taxes, governmental fees or surcharges.						
Savage Communications Inc.			Long Lake Conservation Center			
Signature _____			Signature _____			
Printed Name _____			Printed Name _____			
Title _____			Title _____			
Date _____			Date _____			

Voice Terms of Service

BY SIGNING THIS AGREEMENT OR ACTIVATING OR USING THE SERVICE, YOU REPRESENT THAT YOU ARE OF LEGAL AGE TO ENTER INTO THIS AGREEMENT AND THAT YOU HAVE READ AND UNDERSTAND FULLY THE TERMS AND CONDITIONS OF THIS AGREEMENT. YOU ALSO AGREE TO SUBMIT ANY DISPUTE OR CLAIM YOU HAVE WITH OR AGAINST US AND OUR UNDERLYING CARRIERS AND INTERNET SERVICE PROVIDERS TO BINDING ARBITRATION AND YOU WAIVE ANY RIGHT YOU MIGHT OTHERWISE HAVE TO RESOLVE THE DISPUTES AND CLAIMS BY JURY TRIAL. YOU ALSO AGREE AND UNDERSTAND THAT BY SIGNING THIS AGREEMENT AND USING THE SERVICE YOU OTHERWISE LIMIT THE REMEDIES AND RECOURSES AVAILABLE TO YOU WITH RESPECT TO THE SERVICE. DO NOT SIGN THIS AGREEMENT NOR USE THE SERVICE UNLESS YOU UNDERSTAND AND AGREE TO THIS PARAGRAPH. YOUR USE OF THE SERVICE IS FURTHER EVIDENCE THAT YOU CONSENT TO THE TERMS OF THIS AGREEMENT.

EMERGENCY SERVICES 911 DIALING All of our customers have access to either basic 911 or Enhanced 911 (E911) service. With E911 service, when you dial 911, your telephone number and registered address may be sent to the local emergency center assigned to your location. Emergency operators may have access to the information they need to send help and call you back if necessary. We do not have control over emergency operators nor can we guarantee that a 911 call will be routed to the correct operator. Customers in locations where the emergency center is not equipped to receive their telephone number and address may have basic 911. With basic 911, the local emergency operator answering the call will not have your call back number or your exact location, so you must be prepared to give them this information. Until you give the operator your phone number, he/she may not be able to call you back or dispatch help if the call is not completed or is not forwarded, is dropped or disconnected, or if you are unable to speak. You authorize us to disclose your name and address to third-parties involved with providing 911 Dialing to you, including, without limitation, call routers, call centers and local emergency centers.

Notify All Users. You agree to assume the obligation to inform any employees, guests and other third persons who may be present at the physical location where you utilize the services and/or products we provide under this Agreement of the important differences in and limitations of your phone service as compared with basic 911 or E911. The documentation that accompanies each telephone device will include a sticker concerning the potential non-availability of basic 911 or E911 (the "911 Sticker"). It is your responsibility, in accordance with the instructions that accompany each device, to place the 911 Sticker as near as possible to each phone that you use with the service. If you did not receive a 911 Sticker with your telephone device, or you require additional 911 Stickers for phone devices we do not provide, please contact our customer care department at 1-800-222-9809 for additional 911 Stickers which we will provide for no additional cost.

Location of service. This service is provided at a specific permanent address and is not available as a nomadic offering. Before you move the telephone device(s) to another location, you must notify us to determine if service can be provided at your new permanent address. **Service will only be provided at locations where E911 or basic 911 connectivity are available.**

Service Outages.

(a) **Service Outages Due to Power Failure or Disruption.** Failure of network power backup systems or the telephone device's internal backup system during a power failure or disruption will prevent all service, including 911 dialing from functioning.

(b) **Service Outages Due to Internet Outage or Suspension or Disconnection of Broadband service or ISP service.** Service outages, suspensions or disconnections of your broadband service will prevent all service, including 911 Dialing, from functioning.

(c) **Service Outage Due to Disconnection of Your Account.** Service outages due to disconnection of your account will prevent all service, including 911 Dialing, from functioning.

(d) **Service Outages Due to ISP or Broadband Provider Blocking of Ports or Other Acts.** Other third party transport providers may intentionally or inadvertently block the ports over which the service is provided or otherwise impede the usage of the service. In that event, provided that you alert us to this situation, we will attempt to work with you to resolve the issue. During the period that the ports are being blocked or your service is impeded, and unless and until the blocking or impediment is removed or the blocking or impediment is otherwise resolved, your service, including the 911 Dialing feature, may not function. You acknowledge that we are not responsible for the blocking of ports or any other impediment to your usage of the service, and any loss of service, including 911 Dialing, which may result. In the event you lose service as a result of blocking of ports or any other impediment to your usage of the service, you will continue to be responsible for payment of the service charges unless and until you disconnect the service in accordance with this Agreement.

(e) **Other service Outages.** If there is a service outage for any reason, such outage will prevent all service, including 911 Dialing, from functioning. SUCH OUTAGES MAY OCCUR FOR A VARIETY OF REASONS, INCLUDING, BUT NOT LIMITED TO, THOSE REASONS DESCRIBED ELSEWHERE IN THIS AGREEMENT.

Network Congestion; Reduced Speed for Routing or Answering 911 Dialing Calls. There may be a greater possibility of network congestion and/or reduced speed in the routing of a 911 Dialing call made utilizing the service as compared to traditional 911 dialing over traditional public telephone networks.

Alternate 911 Arrangements. If you are not comfortable with the limitations of the 911 Dialing service, you should consider having an alternate means of accessing traditional 911 or E911 services or disconnecting the service.

Term; Termination. Term. This Agreement shall have an initial term of Five (5) years (the "Initial Term") beginning on the latest date that your last ordered service starts, and shall automatically renew for successive one (1) year terms thereafter (in each case, a "Renewal Term"), until terminated in accordance with the remaining terms of this Agreement

Termination

(a) Either party may terminate this Agreement, for any reason or for no reason, at the end of the Initial Term or any Renewal Term by providing the other party with not less than ninety (90) days prior written notice of termination.

(b) Either party may terminate this Agreement if the other party has committed a material breach of this Agreement, and such breach is not cured within thirty (30) days of the date the party in breach receives written notice of the breach.

(c) Before the end of the Initial Term or any Renewal Term, and without our breaching this Agreement, you may terminate this Agreement with respect to all services by written notification to us. The Agreement shall terminate thirty (30) days thereafter, at which time you shall pay us a termination charge equal to the sum of fifty percent (50%) of the remaining minimum monthly fees that would have been incurred for the remainder of the Term of this Agreement (the "Termination Charge"), plus all fees incurred prior to the date of termination of services.

Fees. We will bill all charges, applicable taxes and surcharges monthly in advance (except for usage-based charges, which will be billed monthly in arrears, and any other charges which we decide to bill in arrears), including but not limited to: activation fees; monthly service fees; usage charges international usage charges; advanced feature charges; advanced features/add-ons; subscriber line charge, universal service fund; 911 fees; federal, state and/or local taxes; disconnection fees; and shipping and handling charges.

We may introduce new products and services at special introductory pricing. Introductory pricing may change at our discretion. Notification of monthly invoices will be sent to you via your email address on file with us. Any usage charges will be billed in increments that are rounded up to the nearest minute unless otherwise set forth in the rate schedules found on our website. A directory listing will be provided. We shall not be liable for the content or accuracy of any Subscriber Listing Information (SLI) (including, but not limited to, failure to "un-publish" a number) provided under this Agreement. You shall indemnify, hold harmless and defend us from and against any damages, losses, liabilities, demands, claims, suits, judgments, costs and expenses (including, but not limited to, reasonable attorneys' fees and expenses) arising from our obligations to provide directory listing and resulting from or arising out of your or a third party's claim of inaccurate listings or use of the SLI, or failure to "un-publish" the listing provided pursuant to the Agreement.

Billing. Other than good faith disputes, you shall not be entitled to retain, withhold or delay any payments or other amounts due us under this Agreement. In the event that you in good faith dispute any fees, costs or other charges appearing on our invoices, you shall notify us in writing and specify the disputed amount and the reasons for the dispute within 30 days of the receipt of the invoice. Any fees, costs or other charges which remain undisputed for 30 days after receipt by you of our invoices shall be conclusively presumed to be correct. All good faith disputed fees, costs or other charges which we determine were invoiced in error shall be credited back to you on the next invoice. We shall invoice you monthly, by written or electronic mail, for amounts due us under this Agreement, and such amounts shall be due and payable ten (10) business days of the date of such invoice. Amounts not paid us when due shall bear interest at the lesser of one and one-half percent (1.5%) per month or the maximum amount permitted by applicable law until paid in full. Your failure to pay on time shall entitle us to immediately terminate this Agreement, your service and all of our obligations hereunder without the necessity of notice or other action on our part. We may require you to make a deposit or deliver another form of security as a condition to us providing our Services to you.

Disclaimer. We make no warranty of any kind, express or implied, and WE HEREBY DISCLAIM ANY AND ALL WARRANTIES WITH RESPECT TO THE PERFORMANCE OF ANY OF OUR OBLIGATIONS UNDER THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, AND WARRANTIES BASED ON CUSTOM, USAGE OR PRIOR COURSE OF DEALING. WE SHALL NOT BE LIABLE FOR UNAUTHORIZED ACCESS TO OR ALTERATION, THEFT OR DESTRUCTION OF AN END USER'S DATA FILES, PROGRAMS, PROCEDURES OR INFORMATION THROUGH ACCIDENT, FRAUDULENT MEANS OR DEVICES, OR ANY OTHER METHOD DEvised BY A THIRD-PARTY. We do not operate, control or endorse any products, including phone devices, whether purchased through us or otherwise. Making such products available to you is an accommodation to you only. We are not responsible for examining or evaluating, and we do not warrant the offerings of, any products, including phone devices. We do not assume any responsibility or liability for products manufactured by third parties, and you should carefully review their warranties if any.

Limited Liability. The services and products provided under this Agreement are provided on a strictly "as is" basis. Under no circumstances shall we be liable to you under this Agreement for loss of profits, loss of revenues, loss of goodwill, loss of anticipated savings, loss or corruption of data or cost of purchasing replacement services or products, injury to your network, or any indirect, incidental, special, consequential, exemplary or punitive damages arising out of the performance or failure to perform under this Agreement, even if you have been advised in advance of the possibility of such damages. Our maximum liability arising hereunder or relating hereto shall in no event and under no theory exceed the amounts paid to us by you in any calendar year.

Indemnification. You shall indemnify and hold us, our officers, directors, employees, agents and representatives harmless from and against any and all claims, costs, liabilities, damages, and expenses arising out of or in connection with (a) a breach of your obligations under this Agreement; (b) injury to property or person (including but not limited to death) if and to the extent caused by you, your employees or your agents in the course of performing your obligations under this Agreement, and (c) any injury claimed by any third-party to this Agreement, relating in any way to our performance or non-performance of its obligations under this Agreement or our services.

Disputes. Any and all disputes between us that arise under or in connection with this Agreement which cannot be resolved through good faith negotiation shall be submitted to binding arbitration, to be conducted in accordance with the Commercial Arbitration rules of the American Arbitration Association, and any judgment of the arbitrator(s) rendered pursuant to such a proceeding shall be enforceable in any court having jurisdiction thereof.

Fiber Internet Access Agreement □ General Terms

Unless the context otherwise requires, any reference herein to the "Agreement" shall be deemed to include these General Terms and the BAUP.

1. Provision of the Services. (a) Subject to the terms of the Agreement and subject to the performance by Customer of its responsibilities thereunder, SCI shall provide to Customer during the Service Term those Services described in the Agreement, and SCI's responsibilities are expressly limited to the provision of such Services.

(b) SCI's responsibility to provide the Services ends at the Demarcation Point. Customer will be responsible for all use and compatibility issues relating to the Services beyond the Demarcation Point.

(c) If SCI becomes aware that the Turn-Up Date will be delayed beyond the Estimated Availability Date, SCI shall notify Customer of the new Estimated Availability Date. The failure of the Turn-Up Date to occur by any Estimated Availability Date, or at all, shall not be a breach of the Agreement. If, for any reason other than the acts or omissions of Customer, the Turn-Up Date does not occur within one hundred (100) days after the date on which SCI executes the Agreement, Customer's sole right and remedy shall be to terminate the Agreement by written notice to SCI given not later than five (5) business days after the expiration of such one hundred (100) day period, upon receipt of which notice SCI will refund the Installation Fee to Customer.

(d) In providing and performing the Services, SCI shall use commercially reasonable efforts to observe the normal standards of performance within the telecommunications industry in the relevant market.

2. Fees and Charges. (a) All Fees will be billed via invoice and payment of such Fees will be due in advance, prior to the provision of the applicable Services. Customer agrees to pay SCI all Fees by the due date specified in the applicable invoice, without offset or reduction. In addition, Customer promises to pay, or reimburse SCI for its payment of, any applicable federal, state and local taxes, copyright fees, FCC fees, franchise fees or pass-throughs and other governmental charges or pass-throughs from time to time levied upon or in connection with the Services or otherwise related to the performance of the Agreement, any and all of which may be added to invoices rendered under the Agreement.

(b) During any Successive Term, the Fees are subject to adjustment and increase, at the sole discretion of SCI, upon thirty (30) days prior written notice to Customer.

(c) In the event that Customer fails to pay any Fees invoiced by SCI (i) within thirty (30) days following the due date specified in the applicable invoice, such unpaid Fees shall bear interest at an amount equal to the lesser of (x) 6% per annum and (y) the maximum amount permitted by law, and (ii) within sixty (60) days following the due date specified in the applicable invoice, SCI shall have the right to suspend performance of the Services. SCI will use reasonable efforts to provide Customer with notice of its intent to suspend the Services, provided, however, no failure of SCI to provide such notice will be deemed a bar to suspension or a breach of the Agreement by SCI. Customer shall also reimburse SCI for all expenses

(including reasonable attorney's fees) incurred by SCI in collecting past due amounts.

3. Tariffed Services. Provision of the Services may be subject to tariffs filed with certain state regulatory agencies having jurisdiction over the Services or the Federal Communications Commission ("Tariffed Services"). Tariffed Services shall be provided in accordance with the provisions of any applicable tariff, which provisions are incorporated herein by reference. In the event that the Fees, rates, terms and conditions set forth in the Agreement applicable to any Tariffed Service conflict at any time with those set forth in the applicable tariff, the rates, terms and conditions of the applicable tariff shall control. SCI shall notify Customer in writing in a timely manner of the conversion, at SCI's discretion and in SCI's sole judgment, of an untariffed Service to a Tariffed Service or of the modification of the terms of an applicable tariff.

4. Equipment; the Service Location. (a) SCI will be responsible for the installation of all equipment and materials required, in SCI's sole opinion, to provide the Services (collectively, the "Equipment"). SCI may modify, replace or remove any Equipment at any time during the Service Term. All Equipment will remain the sole property of, and all title thereto will remain with, SCI.

(b) Customer agrees to provide adequate secured space in the Service Location for the Equipment and adequate electrical power, climate control and protection against fire, theft, vandalism and casualty. Customer will insure that (i) non-SCI-supplied wiring, equipment and other items in the Service Location are adequate, compatible and safe for use with the Equipment, and (ii) the Equipment is not moved or tampered with by any person not authorized by SCI to do so. If any of the Equipment is destroyed, stolen or damaged in any way, Customer will pay SCI an amount equal to the value of the required repairs, if damaged, or the value of the applicable Equipment, if destroyed or stolen.

(c) Customer will provide SCI all necessary or desirable access at all reasonable times to the Service Location, and will provide reasonable access to the Service Location to allow SCI to remove the Equipment within sixty (60) days after termination of the Agreement.

(d) Customer will obtain all rights-of-entry, rights-of-way, easements, licenses, approvals, consents, authorizations, and permits necessary (i) to permit SCI access to the Service Location, (ii) to allow the provision of the Services and/or (iii) to allow installation of the Equipment and establishment of the Demarcation Point, in each case pursuant to reasonably satisfactory and acceptable arrangements with the Customer, or the agency, authority, entity or other person having control or jurisdiction over or owning, the applicable property (collectively, "Permits"), when such Permits (x) relate to property owned, leased or controlled by Customer or (y) are reasonably requested by SCI to be obtained by Customer ("Requested Permits"). With respect to Requested Permits, Customer acknowledges that (i) the applicable SCI request may come

as a result of Customer's superior, or more appropriate, relationship with the entity potentially granting the Requested Permit and (ii) such requests are reasonable. Upon request by SCI, Customer will provide copies of all such Permits to SCI as soon as reasonably practicable. If the costs of construction, installation of Equipment or, when applicable, repair to or restoration of any property disturbed or damaged by such construction or installation are in excess of those customary and reasonable for similar work because of peculiar or unexpected site conditions or requirements of Customer or any controlling agency, authority or other person, Customer will reimburse SCI for such excess costs.

SCI's representatives shall have the right to inspect the Service Location prior to the installation of the Equipment. From the date of execution of the Agreement until SCI retrieves all Equipment pursuant to Section 4(c), Customer shall provide SCI, upon request, with sufficient data to assist SCI in evaluating conditions at the Service Location (including the presence of hazardous materials). Customer is responsible for removing and disposing of hazardous materials, including asbestos, prior to the installation of the Equipment and for correcting, on an expedited basis, any conditions at any of the Service Locations if, in SCI's determination, the Service Location is unsecure, hazardous or unsuitable for the storage of the Equipment.

5. Customer Cooperation and Use of Services.

(a) Customer shall cooperate, and cause its agents, representatives, contractors, suppliers, landlords and licensors to cooperate, expeditiously and in good faith with SCI to enable the Services to be provided, the Equipment be installed and the Demarcation Point be established without delay.

(b) Customer is responsible for all authorized or unauthorized use of the Services at or through any Service Locations or by means of equipment or access which Customer allows and all claims directly or indirectly arising out of or based upon any such use. SCI is not responsible for any information or content provided by or act or omission of, any third party with whom Customer or any user interacts through use of the Services.

(c) Customer warrants and agrees that use of the Service by Customer and all Users shall not (i) violate any applicable law, (ii) infringe, violate or constitute a misappropriation of any person's intellectual property, publicity, privacy or other legally protected rights or property or (iii) interfere with the use of the networks and services of SCI or by any other customer.

(d) Customer will cooperate in any investigation of any alleged illegal use of the Service. If Customer fails to do so, SCI may suspend the Service. Additionally, SCI may modify or suspend the Service or take other action as necessary to comply with or obtain the benefit of any "safe harbor" or other protection under any law or regulation, including the Digital Millennium Copyright Act of 1998, as reasonably determined by SCI.

6. Termination. (a) Either party may terminate the Agreement upon thirty (30) days written notice to the other party if such other party materially breaches or violates any term or provision of the Agreement; provided, however, that if Customer determines that SCI has failed to deliver

Service in accordance with its Service Objectives which are set forth in the Service Schedule attached hereto, then SCI shall have thirty (30) days from the date it receives written notice from Customer of its intention to terminate this Agreement due to SCI's failure to meet its Service Objectives to deliver Service in accordance with the Service Objectives. In the event that SCI corrects such failure on a going forward basis, Customer's notice of termination shall be null and void and this Agreement shall continue in full force and effect.

(b) In addition to its termination rights under any other provision of the Agreement, SCI may upon two (2) days prior written notice terminate the Agreement without any liability if:

(i) all or any significant portion of the SCI Network is taken for any public or quasi-public purpose by any lawful power or authority by the exercise of the right of condemnation or eminent domain,

(ii) SCI determines in good faith that Customer's use of the Services is interfering unreasonably with the operation of the SCI Network; provided, however, that SCI shall provide in its notice to Customer information regarding the interference and its suspected cause and shall give Customer five (5) days to cure such interference prior to terminating the Agreement provided that Customer takes immediate action to attempt to cure, or

(iii) SCI sells, disposes of, or otherwise transfers, in one or a series of transactions, substantially all the assets used to provide the Services to Customer, provided, however, that SCI shall provide notice to the Customer as soon as such transaction is publicly announced in the event that the purchaser of such assets does not intend to assume SCI's obligations hereunder.

(c) At any time when SCI is entitled to terminate the Agreement under Section 6(b), then SCI may, at its sole discretion and without prior notice, suspend the provision of any and/or all Services without liability on the part of SCI or any requirement to allow any credit for an Unscheduled Interruption and without prejudice to SCI's discretion to subsequently exercise the applicable termination right.

(d) SCI will use commercially reasonable efforts to provide Customer with notice of any such termination or suspension within a reasonable amount of time, provided however that the timing of such notice will not affect the timing of such termination.

7. Effects of Termination. Upon the termination of the Agreement, all rights and obligations of each party under the Agreement (including SCI's obligation to provide any Services) shall immediately cease, except that:

(i) any rights or remedies arising out of a breach or violation of any terms of the Agreement, whether known or unknown, shall survive any expiration or termination of the Agreement for the applicable statute of limitations period or, if shorter, the period specified herein, subject to any applicable limitation or exclusion or rights or remedies or liability contained in the Agreement;

(ii) the provisions of the Agreement which state that they survive or which, by their nature, reasonably would be expected to be intended to survive expiration or termination (including any provisions relating to payment of Fees, disclaimers, limitations or exclusions of warranties and liability, confidentiality or indemnification) shall survive indefinitely; and

(iii) SCI may immediately invoice Customer for all accrued Fees, and Customer shall pay the invoiced amount immediately upon receipt of such invoice. In the event that SCI terminates this Agreement due to Customer's breach, then in addition to all accrued Fees payable through the date of termination, Customer shall also pay SCI a termination charge, which the parties recognize as liquidated damages, equal to: (i) any unpaid installation charges, plus (ii) 100% of the product of the number of months, if any, remaining in the first 30th months following the Turn Up Date multiplied by the Monthly Service Fee, plus (iii) 50% of the product of the number of months remaining after the 30th month following the Turn Up Date through the end of the Initial Term hereunder multiplied by the Monthly Service Fee.

8. Service Interruptions. (a) SCI will use commercially reasonable efforts in keeping with industry standards to ensure that the Services are available to Customer twenty four (24) hours a day, seven (7) days a week. Customer acknowledges and agrees, however, that availability of the Services may be interrupted from time to time, including during periods of routine maintenance of the SCI Network or the Equipment (each such interruption, a "**Scheduled Interruption**"), and that no Scheduled Interruption, regardless of cause or reason, shall constitute a breach of the Agreement or a failure by SCI to perform its obligations under the Agreement or result in any right or remedy on the part of Customer other than the right to receive credits as provided in this Section 8. SCI will use commercially reasonable efforts to provide Customer with advance notice of any known or anticipated Scheduled Interruption.

(b) In the event of a complete loss of the Services which (i) is not a Scheduled Interruption, (ii) lasts more than four (4) consecutive hours, (iii) is not caused by Customer or any third party not under the control of SCI, (iv) does not occur as result of equipment or connections that SCI does not provide, (v) is not the result of a fiber cut or a Force Majeure Event (as defined below) and (v) is reported to SCI within twenty four (24) hours after the commencement of such interruption (each such interruption, an "**Unscheduled Interruption**"), Customer will be entitled, for each Unscheduled Interruption, to request a billing credit, to be applied to the next monthly invoice issued to Customer, equal to the applicable pro-rata portion of the Monthly Service Fee affected by the Unscheduled Interruption, as calculated by SCI, against the following month's Monthly Service Fees (each credit, a "**Service Credit**"). No Service Credit or other credit will be provided for any Scheduled Interruption. Service Credits shall be customer's sole and exclusive right and remedy for SCI's failure to provide the Services.

(c) Service credits for Unscheduled Interruptions shall be calculated as follows: the Monthly Service Fee divided

by 30 days (average days in one month) equals the average daily rate, which is then divided by 24 hours in one day to arrive at the Average Service Hour Rate.

(d) SCI shall monitor the Services twenty-four (24) hours a day, seven (7) days a week. SCI shall provide Customer with a toll free telephone number the Customer may call to report Unscheduled Interruptions. If necessary, in SCI's sole opinion, SCI will conduct an on-site investigation of the Equipment, Service Location, Termination Location or any Service Interruption and will use commercially reasonable efforts to remedy any disruption in the Services.

9. Conditions to SCI's Obligations. Any obligation of SCI under the Agreement, including any obligation to provide any Service, is subject to:

(i) the due and punctual performance and satisfaction by Customer of each of its covenants, agreements, obligations, commitments and responsibilities; and

(ii) the receipt and continuation in effect throughout the Service Term of all Permits.

In the event any Permit is not granted or is not continued during the Term, the parties shall negotiate promptly and in good faith such revisions to the Agreement as may reasonably be required to obtain such Permit, but if they are unable to agree within sixty (60) days after such negotiations begin, either party may terminate the Agreement by written notice to the other. In the event of any effective legislative action or any effective regulatory or judicial order, rule, regulation, arbitration award or other legal action that makes the performance of the Agreement illegal, requires any additional Permit or otherwise materially affects either party's performance or significantly increases its costs of performance, either party may, by providing written notice to the other party, require that the affected provisions of the Agreement be renegotiated in good faith, but if the parties are unable to agree within sixty (60) days after such negotiations begin, the affected party may terminate the Agreement by written notice to the other party.

10. Disclaimer of Warranties. The Services are provided at the Customer's sole risk on an "as is" and "as available" basis, with no guarantee concerning performance or any other aspect of the Services. SCI has not made, and in rendering Services, neither SCI nor any of its affiliates or subcontractors shall be deemed to make, any representation or warranty of any nature whatsoever, whether express, implied, statutory or other, and SCI expressly disclaims all such representations or warranties, including any implied warranty of merchantability, fitness for a particular purpose, title or non-infringement, that the Services will operate in an uninterrupted fashion, that any communication, data or file sent by or sought to be accessed by Customer or any user will be transmitted or received successfully, at any particular speed, within any period of time, without interruption or in uncorrupted form, or resulting from course of dealing or course of performance. Specifically, SCI makes no representation that the Services will be compatible with any of Customer's networks, systems, facilities or equipment. No oral or written specification, advice, service description, quality characterization or other information or statement given or made outside of the Agreement by SCI or any of its

affiliates, employees, agents, subcontractors, licensors or suppliers shall create a representation or warranty or expand or otherwise affect the express warranties, if any, set forth herein.

11. Bandwidth. SCI will use commercially reasonable efforts, and reasonably expects, to provide the Services at the bandwidth noted in the Agreement and in accordance with the Service Schedule attached. Customer acknowledges that upon connection to the internet, actual performance speed is dependent upon a number of factors, some of which are out of the control of SCI. SCI is not responsible for the effect of such factors on actual performance speed.

12. Limitations on Liability. (a) Customer acknowledges and agrees that all obligations and liabilities of SCI pursuant to or arising out of the Agreement, including the Services, are solely obligations of Savage Communications, Inc. an S Corporation.

(b) Customer covenants and agrees that SCI, each of SCI's contractors, subcontractor, licensors and suppliers, each partner, stockholder, member director, officer, employee, agent or representative of any of the foregoing and each successor and assignee of any of the foregoing (the "**SCI Parties**") shall not have any liability (whether direct or indirect, in contract or tort or otherwise) to Customer or any other person for any damages, losses, liabilities, fines, penalties, settlement payments, indemnification and contribution payments, costs and expenses, including attorneys' fees and disbursements and costs and expenses of investigation, defense and settlement of any claim or appeal of decisions or judgments rendered therein or with respect thereto ("**Losses**") arising out of or in connection with the Agreement, except for such liability for such Losses directly caused by SCI's gross negligence or willful misconduct, which liability will be subject to the limitations set forth herein.

(c) Customer agrees that none of the SCI Parties shall be liable to Customer, or any other person for any indirect, incidental, consequential, reliance, special, exemplary or punitive damages or for any other damages (however denominated) for or based on or measured by harm to business, lost revenues, lost savings, loss of or on any investment, lost profits, loss of opportunity, loss of use, loss of data, loss of goodwill, costs of replacement goods or services, property damage, losses or liabilities that are a consequence of destruction or alteration of data, introduction of viruses, hacking, cracking or breaches of security, claims of users or other indirect or consequential loss, harm or damages arising out of or in connection with the Agreement.

(d) The aggregate liability of all SCI Parties with respect to the subject matter of the Agreement shall not exceed an amount equal to six times the Monthly Service Fee.

(e) Customer agrees that regardless of any statute or other law to the contrary, Customer must file any claim or cause of action arising out of or related to the Agreement or the Services (except with respect to billing disputes which are subject to the shorter time limitation set forth elsewhere in the Agreement) within one (1) year after such claim or cause of action arose, or such claim or cause of action shall be forever barred. Except as otherwise stated in the Agreement, any claim of any nature against SCI shall be deemed conclusively to have been waived unless presented

in writing to SCI within thirty (30) days after the date of the occurrence that gave rise to the claim.

(f) Each of the disclaimers and exclusions of and limitations on liability or damages contained in the Agreement shall independently apply regardless of (i) the form of action (including any action in contract or based on warranty, negligence, tort, strict liability or statute), (ii) any claim or finding that any breach of or default under the Agreement was total or fundamental, (iii) the type of damages, (iv) any claim or finding with respect to the adequacy, failure, purpose or sufficiency of any remedy provided for under the Agreement and (v) whether a person was informed or aware of, or otherwise could have anticipated the possibility of, such damages or liability.

(g) Customer understands and irrevocably accepts the limitations on liability contained in this section, and Customer acknowledges and agrees that but for such provisions, SCI would not offer or provide the Services or would require Customer to pay additional Fees.

(h) Each of the foregoing limitations contained in this Section 13(i) will apply regardless of form of action, any claim that breach of this Agreement or SCI's obligations was total or fundamental, the type of damages or any finding with respect to the adequacy, sufficiency or nature of the remedies contained herein, (ii) will apply to the maximum extent permitted by law and (iii) will survive the unenforceability of any other provision contained herein purporting to exclude or limit damages or liability.

13. Indemnification. Customer agrees to indemnify, defend and hold harmless SCI from and against all Losses incurred by or awarded against SCI arising out of or in connection with (i) any breach by Customer of the terms of the Agreement or Customer's obligations, covenants, representations or warranties contained therein, (ii) the operation or conduct of Customer's business or (iii) Customer's and its end users use of the Services including, but not limited to, violations of intellectual property rights of others by Customer and its end users, and the combination of the Services with other products or services not provided by SCI, in each case except as such Losses were caused by the gross negligence or willful misconduct of SCI. Customer's indemnification obligations will survive the expiration or termination of the Agreement.

14. [INTENTIONALLY LEFT BLANK]

15. Customer Use. Customer agrees not to resell or redistribute access to any of the Services or Equipment, or any part thereof, in any manner without the express prior written consent of SCI. Except with respect to actions taken for the limited purpose of accessing and using the Services, Customer agrees not to interfere with the use or operation of the Equipment or the SCI Network in any way.

16. Waivers. (a) To the fullest extent permitted by applicable law, Customer waives the application of all existing and future laws or provisions of any state constitution that otherwise would limit the enforceability or efficacy of (i) the disclaimers and exclusions of and limitations on liability or damages contained in the Agreement or (ii) Customer's indemnification obligations. If any of the disclaimers, exclusions or limitations or exclusions contained herein may not be enforced under applicable law of provisions of any state constitution, even though the express provisions hereof provide for it and the

parties intend for it to be enforced, then in such jurisdiction the liability of the SCI Parties collectively and individually for any and all causes of action and claims shall be limited, on an aggregate and cumulative basis, to the smallest amount permitted by applicable law.

(b) The parties specifically waive any right to trial by jury in any court with respect to any contractual, tortious, or statutory claim, counterclaim, or cross-claim against the other arising out of or connected in any way to the Agreement, because the parties hereto, both of whom are represented by counsel, believe that the complex commercial and professional aspects of their dealings with one another make a jury determination neither desirable nor appropriate.

(c) If Customer is a government or governmental subdivision, agency or authority or is otherwise entitled to sovereign immunity, Customer hereby waives to fullest extent permitted by applicable law, any immunity that it may have against claims, actions, suits or proceedings that directly or indirectly arises out of or relates to the Agreement, whether based on contract, tort or any other theory. Customer acknowledges that such waiver has constituted a material inducement for SCI to enter into the Agreement.

17. Business Acceptable Use Policy. At any time and at SCI's sole discretion, SCI may modify, delete or replace the BAUP, in part or in whole, and/or institute other policies and procedures relevant to the Service. Notice of such modifications, deletions or replacements, and such other policies and procedures, will be posted on SCI's website <http://www.scibroadband.com> or, at SCI's discretion, via e-mail, postal mail or other permitted means of notification.

18. Force Majeure. SCI will not be liable for any loss, damage, delay or failure of performance resulting directly or indirectly from any cause, event or circumstance which is beyond our reasonable control, including without limitation acts of God, government restrictions or actions, war, terrorism, epidemics, insurrection, sabotage, adverse weather conditions or adverse labor conditions or actions. If any such event causes an increase in the time necessary for SCI's performance under the Agreement, SCI shall be entitled to an equitable extension of time for such performance equal to at least one (1) day for each day of delay resulting from such event.

19. Independent Contractors; No Agency or Intellectual Property Licenses. The parties are independent contractors. Neither the Agreement nor any course of dealing creates or shall create any relationship of partnership, joint venture, employment, franchise or agency between the parties. Neither party has or shall have the right, power or authority to act for or on behalf of or assume, create or incur any liability or any obligation of any kind, expressed or implied, binding upon the other party. Customer acknowledges that the Agreement is nonexclusive and that SCI may contract with others to provide services work of the same or similar type as provided to Customer under the Agreement. No license under patents or other intellectual property rights is granted by either party or shall be implied or arise by estoppel in connection with the subject matter of the Agreement.

20. Assignability. Customer may not assign or delegate the Agreement or any of its rights or obligations hereunder, in whole or in part, without the prior written consent of

SCI, which will not be unreasonably withheld. SCI may freely assign the Agreement and may contract with subcontractors for the performance of any maintenance, repair or other services contemplated by the Agreement, including unaffiliated contractors. The Agreement shall be binding upon and inure to the benefit of the parties and their respective successors, heirs, legal representatives and permitted assigns.

21. Severability. If any provision of the Agreement or its application to any person or circumstance is held by a court with jurisdiction to be invalid or unenforceable, the remaining provisions, or the application of such provision to other persons or circumstances, shall remain in full force and effect. Such court may substitute therefore a suitable and equitable provision to carry out, so far as may be valid and enforceable, the intent and purpose of the invalid or unenforceable provision and, if such court shall not do so, the parties shall negotiate in good faith to agree upon such a provision. Any provision that is judicially unenforceable in any jurisdiction shall not be affected with respect to any other jurisdiction.

22. Governing Law. The Agreement shall be governed by the laws of the State in which the Service Location is located, without regard to or application of conflicts of law rules or principles.

23. Entire Agreement. The Agreement is the entire agreement between the parties pertaining to its subject matter, and all written or oral agreements, representations, warranties or covenants, if any, previously existing between the parties with respect to such subject matter are canceled. No course of dealing or practice shall be used to interpret, supplement or alter in any manner the express written terms of the Agreement.

24. No Third Party Beneficiaries. No other person is a third party beneficiary of the Agreement. Customer shall not be a third party beneficiary of any contract, agreement or arrangement between SCI and any other party.

25. Amendments and Waivers; Counterparts. Any amendments of the Agreement must be in writing and signed by both parties. No failure or delay in exercising any power, right, or remedy will operate as a waiver. A waiver, to be effective, must be written and signed by the waiving party. The Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which together shall constitute one and the same agreement. In addition to any other lawful means of execution or delivery, the Agreement may be executed by facsimile signatures and delivered by the exchange of signature pages by means of telecopier transmission.

26. Remedies Are Cumulative. Unless otherwise expressly stated in the Agreement, all remedies available under or with respect to the Agreement are cumulative and in addition to all other remedies, if any, available at law or in equity. The exercise of any suspension or termination right granted a party in the Agreement shall not result in a breach of the Agreement by such party, and neither such exercise nor any consequence thereof (even if the exercising party was notified or otherwise aware that such consequence would or might result) shall give rise to any claim by or liability to the other party, whether in contract, tort or otherwise. The prevailing party in any litigation between the parties arising out of the Agreement shall be entitled to recover its legal expenses, including court costs and attorneys' fees.

27. Binding Agreement. Each party represents and warrants to the other that (i) such party has the authority to execute, deliver and carry out the terms of the Agreement, and (ii) the Agreement has been duly authorized, executed and delivered by, and constitutes a legal, valid and binding agreement of, such party.

28. Notices. Any notice required or permitted to be given under the Agreement shall be in writing and shall be deemed to be given when delivered personally, , the next business day after being sent by reliable overnight courier or forty-eight (48) hours after it is deposited in the United States mail in a sealed envelope, with registered or certified mail postage prepaid thereon, addressed to the party to whom notice is being given at such party's notice address set forth below such party's signature to the Agreement or any other address designated by such party upon at least ten (10) days' prior written notice to the other party.

29. Confidential and Proprietary Information. All information, in whatever form obtained by Customer from SCI and the terms of the Agreement shall be held in confidence by Customer and shall not be used by Customer for any purpose other than the performance of the Agreement. Customer's confidentiality obligations will survive for a period of five (5) years after termination.

30. SCI's Discretion. If any provision of the Agreement states that SCI "may" take or refrain from taking any action or that any action requires the consent, approval or agreement of SCI or otherwise gives SCI any right, option, election or discretion that is not expressly limited, then the decision as to whether, when and how to take or refrain from taking such action, give or withhold such consent or approval or exercise or refrain from exercising such right, option, election or discretion shall be within the sole and absolute discretion of SCI.

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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		105.00	synopsis	687329	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		105.00		1 Transactions		
6097	Verizon Wireless 01-001-000-0000-6250		31.44	Cell phone - Wedel	28628780200001	Telephone	N
6097	Verizon Wireless		31.44		1 Transactions		
1	DEPT Total:		136.44	Commissioners	2 Vendors	2 Transactions	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC 01-012-000-0000-6232		60.00	Attorney fees 01-JV-18-522	67871	Attorney Services	Y
	01-012-000-0000-6232		187.50	Attorney fees 01-CR-17-1100	67872	Attorney Services	Y
	01-012-000-0000-6232		34.80	Attorney expenses 01-CR-17-110	67872	Attorney Services	N
	01-012-000-0000-6232		30.00	Attorney fees 01-PR-19-8	67873	Attorney Services	Y
11634	Gammello & Pearson PLLC		312.30		4 Transactions		
14906	Jones Law Office 01-012-000-0000-6232		1,428.75	Attorney fees 01-PR-17-186	1934675	Attorney Services	N
14906	Jones Law Office		1,428.75		1 Transactions		
12	DEPT Total:		1,741.05	Court Administration	2 Vendors	5 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age 01-040-000-0000-6230		1,424.63	exo of redemption	68514/68513	Printing, Publishing & Adv	N
	01-040-021-0000-6230		43.00	progress ad	915033	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		1,467.63		2 Transactions		
783	Canon Financial Services, Inc 01-040-021-0000-6231		86.28	copier contract	010142490041	Services, Labor, Contracts	N
	01-040-021-0000-6231		20.36	copier contract	010142490042	Services, Labor, Contracts	N
	01-040-000-0000-6231		200.16	copier contract	010142490044	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		306.80		3 Transactions		
163	Charter Communications						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	01-040-021-0000-6250		194.98	internet	0045865041919	License Center-Phone N
163	Charter Communications		194.98	1 Transactions		
1457	CPS Technology Solutions, Inc					
	01-040-000-0000-6231		26.40	Contract maint	376603	Services, Labor, Contracts N
1457	CPS Technology Solutions, Inc		26.40	1 Transactions		
86290	Mn Counties Information Systems					
	01-040-000-0000-6231		170.00	JIC User group annual dues	1668	Services, Labor, Contracts N
	01-040-000-0000-6231		380.00	Zend Support 2019	1668	Services, Labor, Contracts N
	01-040-000-0000-6231		4,188.00	Payroll 2019 Quarterly support	1668	Services, Labor, Contracts N
	01-040-000-0000-6231		16.00-	Payroll 2017 Quarterly Adjust	1668	Services, Labor, Contracts N
	01-040-000-0000-6231		257.00	Finance 2019 Quarterly Support	1668	Services, Labor, Contracts N
	01-040-000-0000-6231		19.00-	Finance 2017 Quarterly Adjust	1668	Services, Labor, Contracts N
86290	Mn Counties Information Systems		4,960.00	6 Transactions		
3267	Peysar/Kirk					
	01-040-000-0000-6330		59.16	Mileage MCIS Board meeting	102@.58	Transportation & Travel N
3267	Peysar/Kirk		59.16	1 Transactions		
10879	Shred-It					
	01-040-000-0000-6231		454.00	400 lbs purge services	8126936400	Services, Labor, Contracts N
10879	Shred-It		454.00	1 Transactions		
40	DEPT Total:		7,468.97	Auditor	7 Vendors	15 Transactions
42	DEPT			Treasurer		
	248 Association of Mn Counties					
	01-042-000-0000-6241		350.00	leadership training	52968	Registration Fee N
	248 Association of Mn Counties		350.00	1 Transactions		
14330	US Bank					
	01-042-000-0000-6231		117.53	Copier contract	382372282	Services, Labor, Contracts N
14330	US Bank		117.53	1 Transactions		
42	DEPT Total:		467.53	Treasurer	2 Vendors	2 Transactions
43	DEPT			Assessor		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
783	Canon Financial Services, Inc 01-043-000-0000-6231		164.08	copier contract	19951989	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		164.08	1 Transactions			
43	DEPT Total:		164.08	Assessor	1 Vendors	1 Transactions	
44	DEPT			Central Services			
783	Canon Financial Services, Inc 01-044-000-0000-6231		200.16	copier contract	19951993	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		200.16	1 Transactions			
13722	Neo Funds by Neopost 01-044-048-0000-6405		280.00	Ink		Postage Supplies	N
	01-044-048-0000-6405		39.00-	Late fee reversal		Postage Supplies	N
13722	Neo Funds by Neopost		241.00	2 Transactions			
44	DEPT Total:		441.16	Central Services	2 Vendors	3 Transactions	
45	DEPT			Motor Pool			
50	Aitkin Body Shop, Inc 01-045-000-0000-6302		1,442.28	Car 9 body repairs	10999	Car Maintenance	N
50	Aitkin Body Shop, Inc		1,442.28	1 Transactions			
45	DEPT Total:		1,442.28	Motor Pool	1 Vendors	1 Transactions	
49	DEPT			Information Technologies			
86290	Mn Counties Information Systems 01-049-000-0000-6231		17,496.00	Property Tax 2019 Qtly support	1668	Programming, Services, Contracts	N
	01-049-000-0000-6231		29.00-	Property Tax 2017 Qtly Adjust	1668	Programming, Services, Contracts	N
	01-049-000-0000-6231		7,875.00	Property Tax 2019 Qtly support	1668	Programming, Services, Contracts	N
	01-049-000-0000-6231		38.00-	Property Tax 2017 Qtly adjust	1668	Programming, Services, Contracts	N
86290	Mn Counties Information Systems		25,304.00	4 Transactions			
6097	Verizon Wireless 01-049-000-0000-6231		35.01	April broadband	9827223941	Programming, Services, Contracts	N
6097	Verizon Wireless		35.01	1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
49	DEPT Total:		25,339.01	Information Technologies	2 Vendors	5 Transactions	
53	DEPT			Human Resources			
86222	Aitkin Independent Age 01-053-000-0000-6230		177.00	help wanted ad	483648	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		177.00		1 Transactions		
248	Association of Mn Counties 01-053-000-0000-6208	Z	3,000.00	LEAN training	53070	Staff Development/Training	N
248	Association of Mn Counties		3,000.00		1 Transactions		
10629	Ergometrics 01-053-000-0000-6231		692.60	LE video testing	134923	Services, Labor, Contracts	N
10629	Ergometrics		692.60		1 Transactions		
13243	Shred-N-Go, Inc 01-053-000-0000-6231		24.83	Recycling	89974	Services, Labor, Contracts	N
13243	Shred-N-Go, Inc		24.83		1 Transactions		
53	DEPT Total:		3,894.43	Human Resources	4 Vendors	4 Transactions	
90	DEPT			Attorney			
783	Canon Financial Services, Inc 01-090-000-0000-6405		359.91	copier contract	19966712	Office & Computer Supplies	N
783	Canon Financial Services, Inc		359.91		1 Transactions		
2140	Hennepin County Sheriff's Office 01-090-000-0000-6234		80.00	Subpoena 01cr16602	83233	Co Sheriff Services	N
	01-090-000-0000-6234		80.00	Subpoena 01cr16602	83277	Co Sheriff Services	N
2140	Hennepin County Sheriff's Office		160.00		2 Transactions		
11176	Schiferl/Natalie 01-090-000-0000-6330		138.04	MCAOS Meeting mileage	238@.58	Transportation & Travel & Parking	N
11176	Schiferl/Natalie		138.04		1 Transactions		
10879	Shred-It 01-090-000-0000-6231		182.17	On Site Regular Service	8126932843	Services, Labor, Contracts	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
10879	Shred-It		182.17		1 Transactions		
3578	Skaj/Karen 01-090-000-0000-6233		24.50	Transcript 01cr19307	2019-5	Court Reporter Services	Y
3578	Skaj/Karen		24.50		1 Transactions		
86235	The Office Shop Inc 01-090-000-0000-6625		972.79	Copier Contract	304148-0	Office Equipment	N
86235	The Office Shop Inc		972.79		1 Transactions		
5173	Thomson Reuters-West Publishing 01-090-000-0000-6239		1,477.46	West information charges	840032191	Computer Research	N
	01-090-000-0000-6239		320.32	Subscription charges	840131057	Computer Research	N
5173	Thomson Reuters-West Publishing		1,797.78		2 Transactions		
90	DEPT Total:		3,635.19	Attorney	7 Vendors	9 Transactions	
100	DEPT			Recorder			
13850	NORTHSTAR 01-100-000-0000-6405		173.56	Vital Record Security Paper	2445199	Office & Computer Supplies	N
13850	NORTHSTAR		173.56		1 Transactions		
10930	Tidholm Productions 01-100-000-0000-6230		132.00	Envelopes	05168097	Printing, Publishing & Adv	Y
10930	Tidholm Productions		132.00		1 Transactions		
100	DEPT Total:		305.56	Recorder	2 Vendors	2 Transactions	
110	DEPT			Courthouse Maintenance			
88628	Dalco 01-110-000-0000-6422		88.57	Roll towels	3440255	Janitorial Supplies	N
88628	Dalco		88.57		1 Transactions		
2186	Hillyard Inc 01-110-000-0000-6422		352.86	Liners, cleaning supplies	603395301	Janitorial Supplies	N
2186	Hillyard Inc		352.86		1 Transactions		
9692	Minnesota Energy Resources Corporation						

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
					Service Dates	Paid On Bhf #	On Behalf of Name	
9692	Minnesota Energy Resources Corporation	01-110-000-0000-6254		872.47	Court House	505399584	Utilities & Heating	N
				872.47	1 Transactions			
3950	Public Utilities							
		01-110-000-0000-6254		138.88	CH Building Coordinator	0200050109016	Utilities & Heating	N
		01-110-000-0000-6254		153.35	Glarco	0200050186004	Utilities & Heating	N
		01-110-000-0000-6254		29.24	Old County Garage	0200050202003	Utilities & Heating	N
		01-110-000-0000-6254		1,765.51	Courthouse	0300000509007	Utilities & Heating	N
		01-110-000-0000-6254		422.17	LA Tool Building	0300050188007	Utilities & Heating	N
3950	Public Utilities			2,509.15	5 Transactions			
10698	Stericycle,Inc	01-110-000-0000-6255		30.10	Steri-Safe	4008538004	Garbage	6
					05/01/2019 05/31/2019			
10698	Stericycle,Inc			30.10	1 Transactions			
110	DEPT Total:			3,853.15	Courthouse Maintenance	5 Vendors	9 Transactions	
120	DEPT				Service Officer			
10097	Harms Monroe/Penny	01-120-000-0000-6340		81.00	Meals in Mankato (2 days)		Meals	N
		01-120-000-0000-6330		113.10	Mileage Mankato training	195@.58	Transportation & Travel	N
		01-120-000-0000-6330		121.80	Mileage Mankato training	210@.58	Transportation & Travel	N
10097	Harms Monroe/Penny			315.90	3 Transactions			
13934	Tire Barn	01-120-000-0000-6302		42.94	Vet van	47503	Car Maintenance	N
13934	Tire Barn			42.94	1 Transactions			
120	DEPT Total:			358.84	Service Officer	2 Vendors	4 Transactions	
122	DEPT				Planning & Zoning			
4641	Holiday Credit Office	01-122-000-0000-6511		48.11	Fuel	1400000135321	Gas And Oil	N
4641	Holiday Credit Office			48.11	1 Transactions			
2340	Hyytinen Hardware Hank	01-122-000-0000-6405		19.97	Pipe & sewer cap for augers	1511850	Office, Computer, Film, & Field Suppl	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Invoice #	On Behalf of Name
				Paid On Bhf #	
2340 Hyytinen Hardware Hank		19.97		1 Transactions	
14832 Kulifaj / Stephen					
01-122-000-0000-6350		60.00	PC Meeting		Per Diem Y
01-122-038-0000-6330		22.04	PC Meeting		Boa/Pc Mileage Y
14832 Kulifaj / Stephen		82.04		2 Transactions	
11990 Lange/David					
01-122-000-0000-6350		50.00	PC Meeting	04/15/19	Per Diem Y
01-122-000-0000-6350		10.00	PC Onsite	2019-004223	Per Diem Y
01-122-038-0000-6330		52.20	PC Mileage	90@.58	Boa/Pc Mileage N
11990 Lange/David		112.20		3 Transactions	
13424 Sonnee/Dennise J					
01-122-000-0000-6350		10.00	PC Onsite 2019-004223		Per Diem Y
01-122-000-0000-6350		50.00	PC Meeting	4/15/19	Per Diem Y
01-122-038-0000-6330		43.50	PC Mileage	75@.58	Boa/Pc Mileage N
13424 Sonnee/Dennise J		103.50		3 Transactions	
86235 The Office Shop Inc					
01-122-000-0000-6405		13.08	Staple remover	1061538-0	Office, Computer, Film, & Field Suppl N
86235 The Office Shop Inc		13.08		1 Transactions	
122 DEPT Total:		378.90	Planning & Zoning	6 Vendors	11 Transactions
123 DEPT			Coroner		
3987 Ramsey County Medical Examiner					
01-123-000-0000-6260		1,439.00	19-00664, Medex 025090	03/12/19	Autopsies--Pathologist, Xrays, Etc N
3987 Ramsey County Medical Examiner		1,439.00		1 Transactions	
123 DEPT Total:		1,439.00	Coroner	1 Vendors	1 Transactions
200 DEPT			Enforcement		
86359 Aitkin Co Attorney					
01-200-039-0000-6425		1,275.00	gun permit review consults	1st Q 2019	Gun Permit Expenses N
86359 Aitkin Co Attorney		1,275.00		1 Transactions	
86222 Aitkin Independent Age					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86222	Aitkin Independent Age		98.55	abandoned property ad 18-0328	985429	Printing, Publishing & Adv	N
			98.55	1 Transactions			
11960	ASAP Towing						
	01-200-000-0000-6359		206.25	19-0869 recovered	6858	Wrecker Service	N
11960	ASAP Towing		206.25	1 Transactions			
10442	Bureau Of Crim.Apprehension						
	01-200-039-0000-6425		525.00	1st quarter gun permits	01-000060	Gun Permit Expenses	N
10442	Bureau Of Crim.Apprehension		525.00	1 Transactions			
3392	Exsted/Debra						
	01-200-000-0000-6511		15.00	gas Hill City TRIAD mtg	04/16/19	Gas And Oil	N
3392	Exsted/Debra		15.00	1 Transactions			
1777	Grand Rapids Veterinary Clinic						
	01-200-019-0000-6231		288.80	exam, radiology	276251	Services, Labor, Contracts	Y
1777	Grand Rapids Veterinary Clinic		288.80	1 Transactions			
6121	Identisys						
	01-200-039-0000-6425		352.89	ribbon, poly, laminate	434092	Gun Permit Expenses	N
6121	Identisys		352.89	1 Transactions			
11538	RCB Collections Range Credit Bureau Inc						
	01-200-000-0000-6231		30.26	march credit reports	04/16/19	Services & Labor (Incl Contracts)	N
11538	RCB Collections Range Credit Bureau Inc		30.26	1 Transactions			
4681	Streichers						
	01-200-000-0000-6409		972.66	9MM 124GR tactical 3 cases	11363650	Deputy Supplies	N
4681	Streichers		972.66	1 Transactions			
86235	The Office Shop Inc						
	01-200-000-0000-6405		61.23	office supplies	1061907-0	Office Supplies	N
	01-200-000-0000-6231		504.17	toner, count reading admin	304149-0	Services & Labor (Incl Contracts)	N
86235	The Office Shop Inc		565.40	2 Transactions			
9642	WEX BANK						
	01-200-000-0000-6511		5,089.72	gas	58794172	Gas And Oil	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9642 WEX BANK		5,089.72	1 Transactions		
13848 WYATT'S TOWING					
01-200-000-0000-6359		212.00	19-0902	04/18/19	Wrecker Service Y
13848 WYATT'S TOWING		212.00	1 Transactions		
200 DEPT Total:		9,631.53	Enforcement	12 Vendors	13 Transactions
202 DEPT			Boat & Water		
3950 Public Utilities					
01-202-000-0000-6254		23.92	Boat & Water	0200063119006	Utilities N
01-202-000-0000-6254		1,179.62	New jail	0300000512016	Utilities N
3950 Public Utilities		1,203.54	2 Transactions		
9642 WEX BANK					
01-202-000-0000-6511		193.15	B&W gas	58794172	Gas And Oil N
9642 WEX BANK		193.15	1 Transactions		
202 DEPT Total:		1,396.69	Boat & Water	2 Vendors	3 Transactions
204 DEPT			ATV		
9642 WEX BANK					
01-204-000-0000-6511		158.72	OHV gas	58794172	Gas And Oil N
9642 WEX BANK		158.72	1 Transactions		
204 DEPT Total:		158.72	ATV	1 Vendors	1 Transactions
206 DEPT			Forfeitures		
86359 Aitkin Co Attorney					
01-206-000-0000-6409		15.80	18-2535 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		20.80	18-2514 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		61.40	18-2339 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		147.20	18-2160 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		20.00	18-2076 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		58.00	18-2076 forfeiture (2)		Forfeiture Supplies N
01-206-000-0000-6409		100.20	18-1942 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		73.80	18-1739 forfeiture		Forfeiture Supplies N
01-206-000-0000-6409		39.60	18-1564 forfeiture		Forfeiture Supplies N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-206-000-0000-6409		39.60	18-1458 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		8.00	18-1448 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		57.60	17-2254 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		103.00	18-3239 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		1.60	19-0109 forfeiture		Forfeiture Supplies	N
86359	Aitkin Co Attorney		746.60	14 Transactions			
117	Aitkin County Sheriff						
	01-206-000-0000-6409		43.50	title forfeited vehicles	04/10/19	Forfeiture Supplies	N
117	Aitkin County Sheriff		43.50	1 Transactions			
9429	State Treasurer's Office General Acct.						
	01-206-000-0000-6409		7.90	18-2535 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		10.40	18-2514 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		30.70	18-2339 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		73.60	18-2160 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		10.00	18-2076 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		29.00	18-2076 forfeiture (2)		Forfeiture Supplies	N
	01-206-000-0000-6409		50.10	18-1942 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		36.90	18-1739 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		19.80	18-1564 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		19.80	18-1458 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		4.00	18-1448 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		28.80	17-2254 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		51.50	18-3239 forfeiture		Forfeiture Supplies	N
	01-206-000-0000-6409		0.80	19-0109 forfeiture		Forfeiture Supplies	N
9429	State Treasurer's Office General Acct.		373.30	14 Transactions			
206	DEPT Total:		1,163.40	Forfeitures	3 Vendors	29 Transactions	
252	DEPT			Corrections			
	85 Aitkin Co Growth Inc						
	01-252-252-0000-6405		400.00	Reintegration Classes	Classes 24	Prisoner Welfare	N
	85 Aitkin Co Growth Inc		400.00	1 Transactions			
246	Brothers Fire & Security						
	01-252-000-0000-6231		462.50	fire panel batteries	110491	Services & Labor (Incl Contracts)	N
246	Brothers Fire & Security		462.50	1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
783	Canon Financial Services, Inc 01-252-000-0000-6231		126.52	dispatch copier lease	19951995	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc		126.52	1 Transactions			
5583	Crawford Supply Company 01-252-252-0000-6405		72.00	toothpaste	1092364	Prisoner Welfare	N
	01-252-252-0000-6405		180.48	commissary supplies	1130906	Prisoner Welfare	N
5583	Crawford Supply Company		252.48	2 Transactions			
1310	Door Doctor 01-252-000-0000-6590		125.00	repair sally port overhead dr	5844	Repair & Maintenance Supplies	Y
1310	Door Doctor		125.00	1 Transactions			
2186	Hillyard Inc 01-252-000-0000-6422		520.95	janitorial	603395368	Janitorial Supplies	N
2186	Hillyard Inc		520.95	1 Transactions			
5503	Keefe Supply Company 01-252-252-0000-6405		1,057.14	commissary	1130884	Prisoner Welfare	N
5503	Keefe Supply Company		1,057.14	1 Transactions			
12777	Lammers Appliance Repair 01-252-000-0000-6231		422.00	dryers: motor spindle, rebuild	2732	Services & Labor (Incl Contracts)	Y
12777	Lammers Appliance Repair		422.00	1 Transactions			
9692	Minnesota Energy Resources Corporation 01-252-000-0000-6254		1,599.92	Jail/STS 505399584/505221458	506726121	Utilities & Heating	N
9692	Minnesota Energy Resources Corporation		1,599.92	1 Transactions			
3789	Pan-O-Gold Baking Company 01-252-000-0000-6418		117.80	groceries	10002419101024	Groceries	N
	01-252-000-0000-6418		133.44	groceries	10002419108024	Groceries	N
3789	Pan-O-Gold Baking Company		251.24	2 Transactions			
3950	Public Utilities 01-252-000-0000-6254		69.94	Sheriff Emerg Storage garage	0200000507004	Utilities & Heating	N
	01-252-000-0000-6254		5,221.48	New Jail 2	0300000511002	Utilities & Heating	N
3950	Public Utilities		5,291.42	2 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9295	Reinhart Foodservice						
	01-252-000-0000-6418		24.36	groceries	580574	Groceries	Y
	01-252-000-0000-6418		29.77	groceries	618966	Groceries	Y
	01-252-000-0000-6418		30.81	groceries	627128	Groceries	Y
	01-252-000-0000-6418		36.99	groceries	643133	Groceries	Y
	01-252-000-0000-6420		24.68	spatula	644517	Kitchen Supplies	Y
	01-252-000-0000-6420		56.78	spray valve ultra	653381	Kitchen Supplies	Y
	01-252-000-0000-6418		25.00	groceries	658723	Groceries	Y
	01-252-000-0000-6418		11.37	groceries	659136	Groceries	Y
	01-252-000-0000-6418		1,734.09	groceries	683035	Groceries	Y
	01-252-000-0000-6418		41.78	return groceries	687520	Groceries	Y
	01-252-000-0000-6418		2,578.58	groceries	691438	Groceries	Y
9295	Reinhart Foodservice		4,510.65	11 Transactions			
9499	Reliance Telephone Systems, Inc						
	01-252-252-0000-6406		502.50	standard color camera x 2	10194	Phone Card Prisoner Welfare	N
	01-252-252-0000-6406		300.00	phone cards	D-22938	Phone Card Prisoner Welfare	N
9499	Reliance Telephone Systems, Inc		802.50	2 Transactions			
86235	The Office Shop Inc						
	01-252-000-0000-6405		61.23	office supplies	1061907-0	Office & Computer Supplies	N
	01-252-000-0000-6231		472.90	toner, count reading booking	304010-0	Services & Labor (Incl Contracts)	N
86235	The Office Shop Inc		534.13	2 Transactions			
9642	WEX BANK						
	01-252-000-0000-6330		282.87	transport gas	58794172	Prisoner Transportation & Travel	N
9642	WEX BANK		282.87	1 Transactions			
5295	Ziegler Inc						
	01-252-000-0000-6231		4,178.43	Cat 3306 flush, Level 1, 3 ins	SW050316622	Services & Labor (Incl Contracts)	N
5295	Ziegler Inc		4,178.43	1 Transactions			
252	DEPT Total:		20,817.75	Corrections	16 Vendors	31 Transactions	
254	DEPT			Enhanced 911 System			
13119	TalkPoint Technologies, Inc						
	01-254-000-0000-6405		264.95	3 headsets	14082	Office & Computer Supplies	N
13119	TalkPoint Technologies, Inc		264.95	1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
254	DEPT Total:		264.95	Enhanced 911 System	1 Vendors	1 Transactions	
255	DEPT			General Crime Victim Grant			
	1160 Craguns Conference Center						
	01-255-000-0000-6340		66.05	Meals for OJP Conference		Meals Reimbursed Non-Taxable	N
	1160 Craguns Conference Center		66.05		1 Transactions		
	14602 Mn Dept of Public Safety-OJP						
	01-255-000-0000-6208		150.00	OJP Annual Conference Reg		Staff Development/Training	N
	14602 Mn Dept of Public Safety-OJP		150.00		1 Transactions		
255	DEPT Total:		216.05	General Crime Victim Grant	2 Vendors	2 Transactions	
257	DEPT			Community Corrections			
	783 Canon Financial Services, Inc						
	01-257-000-0000-6342		140.67	copier contract	19951991	Office Equipment Rental/Contracts	N
	783 Canon Financial Services, Inc		140.67		1 Transactions		
	4641 Holiday Credit Office						
	01-257-000-0000-6335		36.97	Fuel	1400000155373	Gas/Vehicle Fuel Charges	N
	01-257-255-0000-6335		24.18	Fuel	1400000155373	Gas/Vehicle Fuel Charges	N
	01-257-257-0000-6335		43.96	Fuel	1400000155373	Gas/Vehicle Fuel Charges	N
	01-257-258-0000-6335		70.88	Fuel	1400000155373	Gas/Vehicle Fuel Charges	N
	4641 Holiday Credit Office		175.99		4 Transactions		
	15176 Koonce/Crystal						
	01-257-251-0000-6330		211.20	Mileage Camp Ripley training	440@.48	Mileage	N
	15176 Koonce/Crystal		211.20		1 Transactions		
	14642 Leonhardt/Jacob						
	01-257-251-0000-6330		109.44	MNATSA Conference Mileage	228@.48	Mileage	N
	14642 Leonhardt/Jacob		109.44		1 Transactions		
	87101 North Homes-Standard						
	01-257-255-0000-6204		1,613.34	Juvenile detention fees	3676241	Juvenile Detention	N
	87101 North Homes-Standard		1,613.34		1 Transactions		
	14088 Patras/Michael R.						

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	On Behalf of Name	1099
		01-257-251-0000-6339			15.00	MNATSA Meal				Meals (Overnight)		N
		01-257-251-0000-6330			106.56	MNATSA Mileage		222@.48		Mileage		N
14088	Patras/Michael R.				121.56		2 Transactions					
9489	Redwood Toxicology Laboratory, Inc	01-257-267-0000-6274			131.76	Urinalysis testing		2239920193		Drug Testing Fee		6
9489	Redwood Toxicology Laboratory, Inc				131.76		1 Transactions					
257	DEPT Total:				2,503.96	Community Corrections		7 Vendors		11 Transactions		
390	DEPT					Environmental Health (FBL)						
4641	Holiday Credit Office	01-390-000-0000-6511			43.52	Fuel		1400000135321		Gas And Oil		N
4641	Holiday Credit Office				43.52		1 Transactions					
390	DEPT Total:				43.52	Environmental Health (FBL)		1 Vendors		1 Transactions		
391	DEPT					Solid Waste						
170	Aitkin Motor Company	01-391-000-0000-6302			160.67	12 escape battery		22318		Car Maintenance		N
170	Aitkin Motor Company				160.67		1 Transactions					
1754	Garrison Disposal Company, Inc	01-391-060-0000-6360			8,758.27	Monthly recycling				Recycling Contract		N
1754	Garrison Disposal Company, Inc				8,758.27		1 Transactions					
4641	Holiday Credit Office	01-391-000-0000-6511			65.40	Fuel		1400000135321		Gas And Oil		N
4641	Holiday Credit Office				65.40		1 Transactions					
6097	Verizon Wireless	01-391-000-0000-6250			61.01	Cell phone - Neff		286252299		Telephone		N
6097	Verizon Wireless				61.01		1 Transactions					
391	DEPT Total:				9,045.35	Solid Waste		4 Vendors		4 Transactions		
392	DEPT					Water Wells						
10501	Sigma-Aldrich RTC											

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01-392-000-0000-6405		69.54	PE1364-20ML Anions-WS/20ml	547316254	Office & Film Supplies N
01-392-000-0000-6405		245.06	MIC001-10EA, Microbiolog PT-WS	547329114	Office & Film Supplies N
10501 Sigma-Aldrich RTC		314.60	2 Transactions		
392 DEPT Total:		314.60	Water Wells	1 Vendors	2 Transactions
500 DEPT			Library And Historical Society		
15003 Groulx/Bruce					
01-500-500-0000-6350		140.00	ECRL Library Board	Dec-Mar	Library Per Diem S
15003 Groulx/Bruce		140.00	1 Transactions		
500 DEPT Total:		140.00	Library And Historical Society	1 Vendors	1 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
15182 Winthrop EDA					
01-700-909-0000-6800		100.00	Rural Broadband Dues		Tourism Miscellaneous N
15182 Winthrop EDA		100.00	1 Transactions		
700 DEPT Total:		100.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions
1 Fund Total:		96,862.11	General Fund		174 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
301	DEPT			R&B Administration			
	783 Canon Financial Services, Inc 03-301-000-0000-6300		162.82	CONTRACT CHARGE	19986726	Service Contracts	N
	783 Canon Financial Services, Inc		162.82	1 Transactions			
	10855 Culligan 03-301-000-0000-6400		37.00	WATER	472492	Supplies And Materials	N
	10855 Culligan		37.00	1 Transactions			
	11406 Innovative Office Solutions, LLC 03-301-000-0000-6400		107.17	OFFICE SUPPLIES	IN2486434	Supplies And Materials	N
	11406 Innovative Office Solutions, LLC		107.17	1 Transactions			
	8238 Minnesota Pollution Control Agency 03-301-000-0000-6241		345.00	GUN LAKE PIT	10000068968	Fees/Prof/Misc	N
	8238 Minnesota Pollution Control Agency		345.00	1 Transactions			
301	DEPT Total:		651.99	R&B Administration	4 Vendors	4 Transactions	
303	DEPT			R&B Highway Maintenance			
	8411 American Welding & Gas, Inc. 03-303-000-0000-6298		51.98	AITKIN SHOP SUPPLIES	0-6258795	Shop Maintenance	N
	03-303-000-0000-6298		9.98	AITKIN SHOP SUPPLIES	0-6270979	Shop Maintenance	N
	8411 American Welding & Gas, Inc.		61.96	2 Transactions			
	8175 Centurylink 03-303-000-0000-6254		31.29	FAX: HWY OFFICE	APR-MAY	Utilities	N
	8175 Centurylink		31.29	1 Transactions			
	14887 Cintas Corporation 03-303-000-0000-6298		19.55	SHOP LAUNDRY	4020011391	Shop Maintenance	N
	03-303-000-0000-6298		19.55	SHOP LAUNDRY	4020433473	Shop Maintenance	N
	14887 Cintas Corporation		39.10	2 Transactions			
	5893 Consolidated Telecommunications Co. 03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	20645811	Utilities	N
	5893 Consolidated Telecommunications Co.		150.00	1 Transactions			
	1829 Goble's Sewer Service Inc.						

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1829	Goble's Sewer Service Inc. 03-303-000-0000-6298		165.00	SWATARA SHOP	12397	Shop Maintenance	N
			165.00	1 Transactions			
1880	Gravelle Plumbing & Heating, Inc 03-303-000-0000-6590		65.46	REPAIR PARTS	80535	Repair & Maintenance Supplies	N
1880	Gravelle Plumbing & Heating, Inc		65.46	1 Transactions			
2089	Heartland Distribution, Llc 03-303-000-0000-6590		20.80	REPAIR PARTS	15004572	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		5,190.72	TIRES	15004572	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		260.00	REPAIR LABOR	15004572	Repair & Maintenance Supplies	Y
2089	Heartland Distribution, Llc		5,471.52	3 Transactions			
14323	Kraemer/Duane 03-303-000-0000-6411		145.00	WORK BOOT REIMBURSEMENT	213588	Safety Footwear	N
14323	Kraemer/Duane		145.00	1 Transactions			
8101	Kris Engineering Inc 03-303-000-0000-6590		3,480.36	REPAIR PARTS	31752	Repair & Maintenance Supplies	N
8101	Kris Engineering Inc		3,480.36	1 Transactions			
91187	Lake Country Power 03-303-000-0000-6254		117.77	FEB-APR JACOBSON	1400073000	Utilities	N
	03-303-000-0000-6254		129.70	MAR-APR SWATARA	140946401	Utilities	N
91187	Lake Country Power		247.47	2 Transactions			
2831	Little Falls Machine Inc 03-303-000-0000-6590		162.96	REPAIR PARTS	355312	Repair & Maintenance Supplies	N
2831	Little Falls Machine Inc		162.96	1 Transactions			
2941	M R Sign Co Inc 03-303-000-0000-6516		165.23	ADOPT-A-HWY SIGN-AHS NHS	203664	Signs & Posts	N
2941	M R Sign Co Inc		165.23	1 Transactions			
10824	Maney International Inc 03-303-000-0000-6590		133.61	REPAIR PARTS	809589	Repair & Maintenance Supplies	N
10824	Maney International Inc		133.61	1 Transactions			
3100	McGregor Oil						

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
03-303-000-0000-6513		1,113.97	JACOBSON DIESEL	3878	Motor Fuel & Lubricants N
03-303-000-0000-6513		1,633.37	PALISADE DIESEL	3889	Motor Fuel & Lubricants N
3100 McGregor Oil		2,747.34		2 Transactions	
3160 Mille Lacs Energy Coop-Albert Lea					
03-303-000-0000-6254		971.84	POWER: PALISADE	18-52-026-01	Utilities N
03-303-000-0000-6254		65.15	169 & CSAH 3	19-23-010-01	Utilities N
03-303-000-0000-6254		182.99	POWER: MCGREGOR	29-53-003-01	Utilities N
03-303-000-0000-6254		1,829.07	POWER: AITKIN	33-52-007-02	Utilities N
03-303-000-0000-6254		62.12	169 & CSAH 28	39-62-022-01	Utilities N
03-303-000-0000-6254		42.64	CSAH 12	40-06-000-01	Utilities N
03-303-000-0000-6254		65.14	47 & CSAH 2	54-51-104-01	Utilities N
3160 Mille Lacs Energy Coop-Albert Lea		3,218.95		7 Transactions	
8537 Powerplan OIB					
03-303-000-0000-6590		1,032.00	REPAIR LABOR	1921296	Repair & Maintenance Supplies Y
03-303-000-0000-6590		2,015.06	REPAIR PARTS	1921296	Repair & Maintenance Supplies Y
03-303-000-0000-6590		1,218.24	FILTERS	1921654	Repair & Maintenance Supplies N
03-303-000-0000-6590		867.00	REPAIR PARTS	1921656	Repair & Maintenance Supplies N
8537 Powerplan OIB		5,132.30		4 Transactions	
4070 Riley Auto Supply					
03-303-000-0000-6298		7.97	AITKIN SHOP SUPPLIES	605851	Shop Maintenance N
03-303-000-0000-6590		39.98	REPAIR PARTS	605855	Repair & Maintenance Supplies N
03-303-000-0000-6590		31.35	REPAIR PARTS	605915	Repair & Maintenance Supplies N
03-303-000-0000-6590		1,141.91	REPAIR PARTS	606036	Repair & Maintenance Supplies N
03-303-000-0000-6298		49.99	AITKIN SHOP SUPPLIES	606080	Shop Maintenance N
03-303-000-0000-6590		68.36	REPAIR PARTS	606163	Repair & Maintenance Supplies N
03-303-000-0000-6590		76.91	REPAIR PARTS	606191	Repair & Maintenance Supplies N
03-303-000-0000-6590		184.98	REPAIR PARTS	606241	Repair & Maintenance Supplies N
03-303-000-0000-6590		32.00	REPAIR PARTS	606297	Repair & Maintenance Supplies N
03-303-000-0000-6590		117.00	REPAIR PARTS	606306	Repair & Maintenance Supplies N
03-303-000-0000-6590		37.98	REPAIR PARTS	606353	Repair & Maintenance Supplies N
03-303-000-0000-6590		23.98	REPAIR PARTS	606367	Repair & Maintenance Supplies N
03-303-000-0000-6590		82.44	REPAIR PARTS	606374	Repair & Maintenance Supplies N
03-303-000-0000-6590		131.96	REPAIR PARTS	606417	Repair & Maintenance Supplies N
03-303-000-0000-6298		124.98	AITKIN SHOP SUPPLIES	606434	Shop Maintenance N
03-303-000-0000-6590		117.00	REPAIR PARTS	606460	Repair & Maintenance Supplies N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
4070	Riley Auto Supply		2,268.79		16 Transactions		
5774	Riverwood Healthcare Clinic 03-303-000-0000-6296		100.00	Pre-employment physical		Meeting Expense/Physicals	6
5774	Riverwood Healthcare Clinic		100.00		1 Transactions		
7568	Shipman Auto Parts 03-303-000-0000-6590		125.00	REPAIR PARTS	546524	Repair & Maintenance Supplies	N
7568	Shipman Auto Parts		125.00		1 Transactions		
14827	Snow Wheel System, Inc 03-303-000-0000-6590		354.25	REPAIR PARTS	8473	Repair & Maintenance Supplies	N
14827	Snow Wheel System, Inc		354.25		1 Transactions		
90805	Temco 03-303-000-0000-6590		16.50	REPAIR PARTS	23776	Repair & Maintenance Supplies	Y
90805	Temco		16.50		1 Transactions		
6097	Verizon Wireless 03-303-000-0000-6254		387.24	APR-DEPT CELL PHONES	9827316287	Utilities	N
6097	Verizon Wireless		387.24		1 Transactions		
9642	WEX BANK 03-303-000-0000-6513		4,411.39	GASOLINE	03/08-04/07	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		30.03-	REBATE	03/08-04/07	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		127.21	DIESEL	03/08-04/07	Motor Fuel & Lubricants	N
9642	WEX BANK		4,508.57		3 Transactions		
5295	Ziegler Inc 03-303-000-0000-6590		331.08	REPAIR PARTS	PC190084553	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,440.81	8' EDGE-GRADER	PC190084845	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		544.60	4' EDGE-GRADER	PC190084845	Repair & Maintenance Supplies	N
5295	Ziegler Inc		2,316.49		3 Transactions		
303	DEPT Total:		31,494.39	R&B Highway Maintenance	24 Vendors	58 Transactions	
307	DEPT			R&B Capital Infrastructure			
15179	BARDEN/JENNIFER L 03-307-000-0000-6362		250.00	LAND R-W S26-T49N-R24W	PARCEL NO 15	Right Of Way	Y

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
15179	BARDEN/JENNIFER L			250.00		1 Transactions		
15175	KOLAND/GREGORY ALLEN 03-307-000-0000-6362			8,550.00	LAND R-W S25-T43N-R22W	PARCEL NO 21	Right Of Way	Y
15175	KOLAND/GREGORY ALLEN			8,550.00		1 Transactions		
9802	Kragness/Conrad 03-307-000-0000-6362			56.27	PAID DEED TAX ON PROP ACQ	MULTI PARCELS	Right Of Way	N
9802	Kragness/Conrad			56.27		1 Transactions		
10976	Larson/Leonard 03-307-000-0000-6362			5,991.45	LAND R-W S27-T49N-R24W	PARCEL NOS 2&5	Right Of Way	Y
	03-307-000-0000-6362			2,408.55	DAMAGES S27-T49N-R24W	PARCEL NOS 2&5	Right Of Way	N
10976	Larson/Leonard			8,400.00		2 Transactions		
307	DEPT Total:			17,256.27	R&B Capital Infrastructure	4 Vendors	5 Transactions	
3	Fund Total:			49,402.65	Road & Bridge		67 Transactions	

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 4 Special Revenue(Unorg R&

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Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	On Behalf of Name	1099
422	DEPT					Unorganized Fire						
6062	City Of McGrath Fire Department	04-422-000-0000-6801			554.14	fire protection unorg 45-24				Appropriations		N
6062	City Of McGrath Fire Department				554.14		1 Transactions					
7001	Town Of Ball Bluff Treasurer	04-422-000-0000-6801			149.00	2019 Fire Unorg 51-22				Appropriations		N
		04-422-000-0000-6801			12,865.83	2019 Fire Unorg 52-22				Appropriations		N
		04-422-000-0000-6801			1,191.02	2019 Fire Unorg 52-24				Appropriations		N
7001	Town Of Ball Bluff Treasurer				14,205.85		3 Transactions					
422	DEPT Total:				14,759.99	Unorganized Fire		2 Vendors		4 Transactions		
4	Fund Total:				14,759.99	Special Revenue(Unorg R&B,Fir				4 Transactions		

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
257	DEPT			Community Corrections			
8239	Ameripride Linen & Apparel Services 05-257-000-0000-6422		4.94	Cleaning Supplies 04/23/2019	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		4.94	1 Transactions			
88628	Dalco 05-257-000-0000-6422		34.85	Roll Towels - Kleenex 04/09/2019	3437769	Janitorial Services/Supplies	N
	05-257-000-0000-6422		12.48	Vinyl cart bag - yellow 04/16/2019	3440253	Janitorial Services/Supplies	N
88628	Dalco		47.33	2 Transactions			
2186	Hillyard Inc 05-257-000-0000-6422		38.43	Cleaning/Bathroom Supplies 04/12/2019	603395302	Janitorial Services/Supplies	N
2186	Hillyard Inc		38.43	1 Transactions			
9692	Minnesota Energy Resources Corporation 05-257-000-0000-6254		66.76	Gas Bill 03/20/2019	04/17/2019	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		66.76	1 Transactions			
3950	Public Utilities 05-257-000-0000-6254		241.24	Electric Bill 03/16/2019	03-00000513-03 04/16/2019	Utilities-Gas and Electric	N
3950	Public Utilities		241.24	1 Transactions			
257	DEPT Total:		398.70	Community Corrections	5 Vendors	6 Transactions	
390	DEPT			Environmental Health (FBL)			
8239	Ameripride Linen & Apparel Services 05-390-000-0000-6422		0.90	Cleaning Supplies 04/23/2019	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		0.90	1 Transactions			
88628	Dalco 05-390-000-0000-6422		6.34	Roll Towels - Kleenex 04/09/2019	3437769	Janitorial Services/Supplies	N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099	On Behalf of Name
		05-390-000-0000-6422			2.27	Vinyl cart bag - yellow	04/16/2019	3440253		Janitorial Services/Supplies	N	
88628	Dalco				8.61			2 Transactions				
2186	Hillyard Inc	05-390-000-0000-6422			6.99	Cleaning/Bathroom Supplies	04/12/2019	603395302		Janitorial Services/Supplies	N	
2186	Hillyard Inc				6.99			1 Transactions				
9692	Minnesota Energy Resources Corporation	05-390-000-0000-6254			12.14	Gas Bill	03/20/2019 04/17/2019			Utilities-Gas and Electric	N	
9692	Minnesota Energy Resources Corporation				12.14			1 Transactions				
3950	Public Utilities	05-390-000-0000-6254			43.86	Electric Bill	03/16/2019 04/16/2019	03-00000513-03		Utilities-Gas and Electric	N	
3950	Public Utilities				43.86			1 Transactions				
390	DEPT Total:				72.50	Environmental Health (FBL)		5 Vendors		6 Transactions		
400	DEPT					Public Health Department						
85003	Aitkin County DAC	05-400-440-0410-6231			2.87	Cleaning	03/12/2019 03/28/2019			Services/Labor/Contracts	N	
		05-400-440-0410-6231			44.91	Papershred	03/05/2019 03/28/2019			Services/Labor/Contracts	N	
85003	Aitkin County DAC				47.78			2 Transactions				
8239	Ameripride Linen & Apparel Services	05-400-440-0410-6422			6.29	Cleaning Supplies	04/23/2019	220666700		Janitorial Services/Supplies	N	
8239	Ameripride Linen & Apparel Services				6.29			1 Transactions				
783	Canon Financial Services, Inc	05-400-440-0410-6301			44.29	Mailroom Contract Charge - 01/	01/01/2019 01/31/2019	19654908		Equipment Lease/Space Rental	N	
		05-400-440-0410-6301			27.13	OSS Contract Charge - 04/19	04/01/2019 04/30/2019	19986727		Equipment Lease/Space Rental	N	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
	05-400-440-0410-6301		44.29	Mailroom Contract Charge - 04/ 04/01/2019 04/30/2019	19986728	Equipment Lease/Space Rental	N
783	Canon Financial Services, Inc		115.71	3 Transactions			
1457	CPS Technology Solutions, Inc 05-400-440-0410-6300		11.27	Contract maint	376603	Maintenance/Service Contracts	N
1457	CPS Technology Solutions, Inc		11.27	1 Transactions			
88628	Dalco 05-400-440-0410-6422		44.36	Roll Towels - Kleenex 04/09/2019	3437769	Janitorial Services/Supplies	N
	05-400-440-0410-6422		15.89	Vinyl cart bag - yellow 04/16/2019	3440253	Janitorial Services/Supplies	N
88628	Dalco		60.25	2 Transactions			
88880	Datacomm Computers & Networks Inc 05-400-440-0410-6402		139.20	Acctg - Intel Core i5 Computer 04/17/2019 04/17/2019	11681	Computer/Technology Supplies	N
88880	Datacomm Computers & Networks Inc		139.20	1 Transactions			
2186	Hillyard Inc 05-400-440-0410-6422		48.91	Cleaning/Bathroom Supplies 04/12/2019	603395302	Janitorial Services/Supplies	N
2186	Hillyard Inc		48.91	1 Transactions			
9692	Minnesota Energy Resources Corporation 05-400-440-0410-6254		84.96	Gas Bill 03/20/2019 04/17/2019		Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		84.96	1 Transactions			
3950	Public Utilities 05-400-440-0410-6254		307.04	Electric Bill 03/16/2019 04/16/2019	03-00000513-03	Utilities-Gas and Electric	N
3950	Public Utilities		307.04	1 Transactions			
10698	Stericycle, Inc 05-400-440-0410-6231		19.27	Steri-Safe 05/01/2019 05/31/2019	4008538004	Services/Labor/Contracts	6

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
10698	Stericycle, Inc		19.27		1 Transactions		
3518	Voyageur Press Of Mcgregor/The 05-400-450-0451-6231		45.00	HE-Comm Opioid Display Ad 04/16/2019	Budget - 39373	Services/Labor/Contracts	N
3518	Voyageur Press Of Mcgregor/The		45.00		1 Transactions		
400	DEPT Total:		885.68	Public Health Department	11 Vendors	15 Transactions	
420	DEPT			Income Maintenance			
85003	Aitkin County DAC 05-420-600-4800-6231		5.91	Cleaning 03/12/2019 03/28/2019		Services/Labor/Contracts	N
	05-420-600-4800-6231		92.61	Papershred 03/05/2019 03/28/2019		Services/Labor/Contracts	N
85003	Aitkin County DAC		98.52		2 Transactions		
8239	Ameripride Linen & Apparel Services 05-420-600-4800-6422		13.03	Cleaning Supplies 04/23/2019	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		13.03		1 Transactions		
783	Canon Financial Services, Inc 05-420-600-4800-6301		91.34	Mailroom Contract Charge - 01/ 01/01/2019 01/31/2019	19654908	Equipment Lease/Space Rental	N
	05-420-600-4800-6301		55.97	OSS Contract Charge - 04/19 04/01/2019 04/30/2019	19986727	Equipment Lease/Space Rental	N
	05-420-600-4800-6301		91.34	Mailroom Contract Charge - 04/ 04/01/2019 04/30/2019	19986728	Equipment Lease/Space Rental	N
783	Canon Financial Services, Inc		238.65		3 Transactions		
1457	CPS Technology Solutions, Inc 05-420-600-4800-6300		23.23	Contract maint	376603	Maintenance/Service Contracts	N
	05-420-640-4800-6300		35.20	Contract maint	376603	Maintenance/Service Contracts	N
1457	CPS Technology Solutions, Inc		58.43		2 Transactions		
88628	Dalco 05-420-600-4800-6422		91.88	Roll Towels - Kleenex 04/09/2019	3437769	Janitorial Services/Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
	05-420-600-4800-6422		32.91	Vinyl cart bag - yellow 04/16/2019	3440253	Janitorial Services/Supplies	N
88628	Dalco		124.79		2 Transactions		
88880	Datacomm Computers & Networks Inc 05-420-600-4800-6402		870.00	Acct - Intel Core i5 Computer 04/17/2019 04/17/2019	11681	Computer/Technology Supplies	N
	05-420-600-4800-6402		287.10	Acctg - Intel Core i5 Computer 04/17/2019 04/17/2019	11681	Computer/Technology Supplies	N
	05-420-640-4800-6402		1,740.00	Intel Core i5 Computers (2) 04/17/2019	11681	Computer/Technology Supplies	N
88880	Datacomm Computers & Networks Inc		2,897.10		3 Transactions		
11051	Department of Human Services 05-420-640-4800-6231		556.48	CS Monthly Fed Offset Fee 03/01/2019 03/31/2019	A300C910301	Services/Labor/Contracts	N
	05-420-650-4400-6025		1,061.36	MA LTC UN 65 03/01/2019 03/31/2019	A300MM9J011	State/Fed Share - MA	N
	05-420-650-4400-6025		190.64	G8 LTC LT65 CY19 03/01/2019 03/31/2019	A300MM9J011	State/Fed Share - MA	N
	05-420-650-4400-6025		10.39	MA ESTATE COLLECTIONS - FED 03/01/2019 03/31/2019	A300MM9J011	State/Fed Share - MA	N
	05-420-650-4400-6025		5.19	MA ESTATE COLLECTIONS - STATE 03/01/2019 03/31/2019	A300MM9J011	State/Fed Share - MA	N
11051	Department of Human Services		1,824.06		5 Transactions		
2186	Hillyard Inc 05-420-600-4800-6422		101.33	Cleaning/Bathroom Supplies 04/12/2019	603395302	Janitorial Services/Supplies	N
2186	Hillyard Inc		101.33		1 Transactions		
9692	Minnesota Energy Resources Corporation 05-420-600-4800-6254		175.99	Gas Bill 03/20/2019 04/17/2019		Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		175.99		1 Transactions		
3950	Public Utilities 05-420-600-4800-6254		636.00	Electric Bill 03/16/2019 04/16/2019	03-00000513-03	Utilities-Gas and Electric	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
3950	Public Utilities		636.00		1 Transactions		
10698	Stericycle, Inc 05-420-600-4800-6231		39.73	Steri-Safe 05/01/2019 05/31/2019	4008538004	Services/Labor/Contracts	6
10698	Stericycle, Inc		39.73		1 Transactions		
420	DEPT Total:		6,207.63	Income Maintenance	11 Vendors	22 Transactions	
430	DEPT			Social Services			
85003	Aitkin County DAC 05-430-700-4800-6231		9.13	Cleaning 03/12/2019 03/28/2019		Services/Labor/Contracts	N
	05-430-700-4800-6231		143.13	Papershred 03/05/2019 03/28/2019		Services/Labor/Contracts	N
85003	Aitkin County DAC		152.26		2 Transactions		
8239	Ameripride Linen & Apparel Services 05-430-700-4800-6422		19.76	Cleaning Supplies 04/23/2019	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services		19.76		1 Transactions		
783	Canon Financial Services, Inc 05-430-700-4800-6301		141.16	Mailroom Contract Charge - 01/ 01/01/2019 01/31/2019	19654908	Equipment Lease/Space Rental	N
	05-430-700-4800-6301		86.50	OSS Contract Charge - 04/19 04/01/2019 04/30/2019	19986727	Equipment Lease/Space Rental	N
	05-430-700-4800-6301		141.16	Mailroom Contract Charge - 04/ 04/01/2019 04/30/2019	19986728	Equipment Lease/Space Rental	N
783	Canon Financial Services, Inc		368.82		3 Transactions		
1457	CPS Technology Solutions, Inc 05-430-700-4800-6300		35.90	Contract maint	376603	Maintenance/Service Contracts	N
1457	CPS Technology Solutions, Inc		35.90		1 Transactions		
88628	Dalco 05-430-700-4800-6422		139.41	Roll Towels - Kleenex 04/09/2019	3437769	Janitorial Services/Supplies	N
	05-430-700-4800-6422		49.93	Vinyl cart bag - yellow	3440253	Janitorial Services/Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
88628	Dalco		189.34	04/16/2019	2 Transactions		
88880	Datacomm Computers & Networks Inc 05-430-700-4800-6402		4,350.00	Intel Core i5 Computers (5) 04/17/2019	11681	Computer/Technology Supplies	N
	05-430-700-4800-6402		443.70	Acctg - Intel Core i5 Computer 04/17/2019 04/17/2019	11681	Computer/Technology Supplies	N
88880	Datacomm Computers & Networks Inc		4,793.70	2 Transactions			
2186	Hillyard Inc 05-430-700-4800-6422		153.74	Cleaning/Bathroom Supplies 04/12/2019	603395302	Janitorial Services/Supplies	N
2186	Hillyard Inc		153.74	1 Transactions			
9692	Minnesota Energy Resources Corporation 05-430-700-4800-6254		267.02	Gas Bill 03/20/2019 04/17/2019		Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		267.02	1 Transactions			
3390	Minnesota UC Fund 05-430-700-4820-6267		1,765.29	Unemployment for 1st Qtr 2019		Unemployment Compensation	N
3390	Minnesota UC Fund		1,765.29	1 Transactions			
3950	Public Utilities 05-430-700-4800-6254		964.96	Electric Bill 03/16/2019 04/16/2019	03-00000513-03	Utilities-Gas and Electric	N
3950	Public Utilities		964.96	1 Transactions			
10698	Stericycle, Inc 05-430-700-4800-6231		61.40	Steri-Safe 05/01/2019 05/31/2019	4008538004	Services/Labor/Contracts	6
10698	Stericycle, Inc		61.40	1 Transactions			
430	DEPT Total:		8,772.19	Social Services	11 Vendors	16 Transactions	
5	Fund Total:		16,336.70	Health & Human Services		65 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
13355	Bell Timber 10-900-000-0000-2300		1,880.80	timber permit	13957	Timber Permit Bonds	N
13355	Bell Timber		1,880.80	1 Transactions			
13447	Futurewood 10-900-000-0000-2300		1,526.50	Bond refund Rec 797	13327	Timber Permit Bonds	N
13447	Futurewood		1,526.50	1 Transactions			
5791	Sappi 10-900-000-0000-2300		2,033.46	Bond Rec 806	13777	Timber Permit Bonds	N
5791	Sappi		2,033.46	1 Transactions			
900	DEPT Total:		5,440.76	Timber Permit Bonds	3 Vendors	3 Transactions	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10-923-000-0000-6230		63.00	tax for lan class	687242	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		63.00	1 Transactions			
10452	AT&T Mobility 10-923-000-0000-6250		278.22	cell phone	287257204209	Telephone	N
10452	AT&T Mobility		278.22	1 Transactions			
86467	Auto Value Aitkin 10-923-000-0000-6590		148.99	dba battery	40137918	Repair & Maintenance Supplies	N
86467	Auto Value Aitkin		148.99	1 Transactions			
13355	Bell Timber 10-923-000-0000-6820		2,797.73	timber permit	13957	Refunds & Reimbursements	N
13355	Bell Timber		2,797.73	1 Transactions			
783	Canon Financial Services, Inc 10-923-000-0000-6405		327.05	copier contract	19951990	Office Supplies	N
783	Canon Financial Services, Inc		327.05	1 Transactions			
91022	Courtemanche/Richard 10-923-000-0000-6330		8.00	Parking in Duluth		Transportation & Travel	N
	10-923-000-0000-6330		82.08	Mileage Duluth Meeting	171@.48	Transportation & Travel	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
91022	Courtemanche/Richard		90.08		2 Transactions		
13447	Futurewood 10-923-000-0000-6820		335.26	Overappraised refund	13327	Refunds & Reimbursements	N
13447	Futurewood		335.26		1 Transactions		
11407	Lightning Motor Sports 10-923-000-0000-6590		541.19	Ski-doo #209	18661	Repair & Maintenance Supplies	N
11407	Lightning Motor Sports		541.19		1 Transactions		
2991	Malmo Market 10-923-000-0000-6511		215.80	March gas		Gas And Oil	N
2991	Malmo Market		215.80		1 Transactions		
5791	Sappi 10-923-000-0000-6820		2,553.46	Overappraised refund	13777	Refunds & Reimbursements	N
5791	Sappi		2,553.46		1 Transactions		
14962	YourMembership.com, INC 10-923-000-0000-6230		315.00	Job posting	R40847443	Printing, Publishing & Adv	N
14962	YourMembership.com, INC		315.00		1 Transactions		
923	DEPT Total:		7,665.78	Forfeited Tax Sales	11 Vendors	12 Transactions	
926	DEPT			Law Library			
5173	Thomson Reuters-West Publishing 10-926-000-0000-6408		801.33	Library subscription	840114287	Law Books	N
5173	Thomson Reuters-West Publishing		801.33		1 Transactions		
926	DEPT Total:		801.33	Law Library	1 Vendors	1 Transactions	
10	Fund Total:		13,907.87	Trust		16 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
924	DEPT 10452 AT&T Mobility 11-924-000-0000-6250		30.91	Forest Resource cell phone	287257204209	Telephone	N
	10452 AT&T Mobility		30.91	1 Transactions			
924	DEPT Total:		30.91	Forest Resource	1 Vendors	1 Transactions	
925	DEPT 86222 Aitkin Independent Age 11-925-000-0000-6230		84.00	Resource Management mowing bids	482641	Printing, Publishing & Adv	N
	86222 Aitkin Independent Age		84.00	1 Transactions			
925	DEPT Total:		84.00	Resource Management	1 Vendors	1 Transactions	
935	DEPT 10452 AT&T Mobility 11-935-000-0000-6250		61.83	Forest Road cell phone	287257204209	Telephone	N
	10452 AT&T Mobility		61.83	1 Transactions			
935	DEPT Total:		61.83	Forest Road	1 Vendors	1 Transactions	
939	DEPT 6097 Verizon Wireless 11-939-000-0000-6250		26.02	County Surveyor March cell phone	9825254068	Telephone	N
	6097 Verizon Wireless		26.02	1 Transactions			
939	DEPT Total:		26.02	County Surveyor	1 Vendors	1 Transactions	
11	Fund Total:		202.76	Forest Development		4 Transactions	

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 4/30/19 8:52AM
 14 Capital Project

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
949	DEPT			Courthouse Addition			
	9692 Minnesota Energy Resources Corporation						
	14-949-000-0000-6231		1,893.66	CH construction	505399584	Services, Labor, Contracts	N
	9692 Minnesota Energy Resources Corporation		1,893.66		1 Transactions		
949	DEPT Total:		1,893.66	Courthouse Addition	1 Vendors	1 Transactions	
14	Fund Total:		1,893.66	Capital Project		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
521	DEPT			LLCC Administration			
85003	Aitkin County DAC 19-521-000-0000-6231		300.52	cleaning		Services, Labor, Contracts	N
85003	Aitkin County DAC		300.52		1 Transactions		
11419	Beaudry Propane 19-521-000-0000-6254		1,018.28	propane	43520507	Utilities	N
11419	Beaudry Propane		1,018.28		1 Transactions		
783	Canon Financial Services, Inc 19-521-000-0000-6231		106.01	copier contract	19952003	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		106.01		1 Transactions		
14831	K and M International Inc 19-521-000-0000-6400		80.00	Plush animals for canteen	SI1137077	Commissary Items	N
	19-521-000-0000-6400		120.00	Plush animals for canteen	SI1137113	Commissary Items	N
14831	K and M International Inc		200.00		2 Transactions		
5511	Milbradt/Kris 19-521-000-0000-6231		300.00	Snow plowing 04/12/19		Services, Labor, Contracts	Y
5511	Milbradt/Kris		300.00		1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		72.47	Director's Residence	27-13--004-01	Utilities	N
	19-521-000-0000-6254		1,033.39	Energy Center	27-13-005-02	Utilities	N
	19-521-000-0000-6254		805.79	Dining hall	27-13-006-01	Utilities	N
	19-521-000-0000-6254		666.12	North Star Lodge	27-13-007-03	Utilities	N
	19-521-000-0000-6254		123.64	Parking lot	27-13-008-01	Utilities	N
	19-521-000-0000-6254		80.17	Staff Residence	27-13-009-01	Utilities	N
3160	Mille Lacs Energy Coop-Albert Lea		2,781.58		6 Transactions		
521	DEPT Total:		4,706.39	LLCC Administration	6 Vendors	12 Transactions	
523	DEPT			LLCC Food			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		1,340.90	Groceries	458287-00	Groceries-Students	N
4968	Upper Lakes Foods, Inc		1,340.90		1 Transactions		

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 4/30/19 8:52AM
 19 Long Lake Conservation C

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>
523 DEPT Total:		1,340.90	LLCC Food	1 Vendors	1 Transactions
524 DEPT			LLCC Maintenance		
3390 Minnesota UC Fund					
19-524-000-0000-6267		343.60	Unemployment for 1st Qtr 2019		Unemployment Compensation N
3390 Minnesota UC Fund		343.60		1 Transactions	
524 DEPT Total:		343.60	LLCC Maintenance	1 Vendors	1 Transactions
19 Fund Total:		6,390.89	Long Lake Conservation Center		14 Transactions

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 4/30/19 8:52AM
 21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
520	DEPT			Parks			
10452	AT&T Mobility 21-520-000-0000-6250		61.83	cell phone	287257204209	Telephone	N
10452	AT&T Mobility		61.83		1 Transactions		
8506	Hotsy Equipment Of Minnesota 21-520-000-0000-6590		42.67	Inline filter	63295	Repair & Maintenance Supplies	N
8506	Hotsy Equipment Of Minnesota		42.67		1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 21-520-000-0000-6254		55.53	Berglund Park	18-51-106-02	Utilities	N
3160	Mille Lacs Energy Coop-Albert Lea		55.53		1 Transactions		
3950	Public Utilities 21-520-000-0000-6254		231.61	Land Dept	0200000348003	Utilities	N
	21-520-000-0000-6254		23.35	Miss Access	0200063077005	Utilities	N
	21-520-000-0000-6254		26.19	Parks shower access	0200063077050	Utilities	N
3950	Public Utilities		281.15		3 Transactions		
520	DEPT Total:		441.18	Parks	4 Vendors	6 Transactions	
21	Fund Total:		441.18	Parks		6 Transactions	
	Final Total:		200,197.81	207 Vendors	351 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	96,862.11	General Fund	
	3	49,402.65	Road & Bridge	
	4	14,759.99	Special Revenue(Unorg R&B,Fire	
	5	16,336.70	Health & Human Services	
	10	13,907.87	Trust	
	11	202.76	Forest Development	
	14	1,893.66	Capital Project	
	19	6,390.89	Long Lake Conservation Center	
	21	441.18	Parks	
	All Funds	200,197.81	Total	Approved by,
			
			

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5/13/19 12:05PM

Aitkin County

DISBURSEMENTS JOURNAL REPORT



Type of Report: 2 1 - Disbursement Journal By WARRANT#
2 - Disbursement Journal By FUND

G/L Months: From: 04/2019 Thru: 04/2019

Warrant Number: From: Thru:

Full/Partial: 1 1 - Full
2 - Partial

Warrant Type: 3 0 - All
1 - Auditor
2 - Commissioner
3 - M/V/C

Save Options: N

Comment:

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

WARRANT		G/L	Warrant	Account Number	Description	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name		
3	04/01/2019	4/2019	3586	01-044-904-0000-6360 Accr Code: FLEX PLAN WITHDRAWALS	561.85	med fsa BREMER BANK	8410	
3	04/04/2019	4/2019	3589	01-001-000-0000-6332 Accr Code: HOTEL / MOTEL LODGING	158.74	Arrowhead Counties BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-040-021-0000-6205 Accr Code: POSTAGE	29.40	postage BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-049-000-0000-6402 Accr Code: COMPUTER SUPPLIES & SOFTWARE	16.67	CDs BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-049-000-0000-6405 Accr Code: OFFICE SUPPLIES (NON COMPUTER)	16.99	power strip adapter BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-090-000-0000-6240 Accr Code: DUES & REGISTRATION FEE	40.00	Fed court reg BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-090-000-0000-6625 Accr Code: OFFICE EQUIPMENT	396.00	4 ext cd burners BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-000-0000-6240 Accr Code: DUES	720.00	post license renew x 8 BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-000-0000-6410 Accr Code: CLOTHING ALLOWANCE	172.44	uniform pants #204/206 BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-000-0000-6625 Accr Code: OFFICE EQUIPMENT	26.00	#212 Laptop Power Supp BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-000-0000-6625 Accr Code: OFFICE EQUIPMENT	303.99	#206 Hard drive BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-003-0000-6241 Accr Code: REGISTRATION FEE	75.00	#224 intox recert BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-003-0000-6241 Accr Code: REGISTRATION FEE	495.00	#204 taser inst recert BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-200-003-0000-6332 Accr Code: HOTELS / MOTELS	855.87	CCI hotel 212 evoc inst BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-252-000-0000-6405 Accr Code: OFFICE & COMPUTER SUPPLIES	25.13	coffee maker parts BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-252-000-0000-6418 Accr Code: GROCERIES	146.27	groceries BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-252-000-0000-6511 Accr Code: GAS AND OIL	14.00	dispatch meeting BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-252-252-0000-6405 Accr Code: PRISONER WELFARE	113.28	easel BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-257-251-0000-6332 Accr Code: HOTEL/MOTEL LODGING	111.50	Maccac hotel refund BREMER BANK (ELAN ACH)	5462	
3	04/04/2019	4/2019	3589	01-390-000-0000-6240	90.00	MEHA spring conf	5462	

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
				Accr Code: DUES		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	01-391-000-0000-6241	90.00	MEHA spring conf	5462		
				Accr Code: REGISTRATION FEE		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	01-391-000-0000-6800	374.00	Recycling Relay Water Bottles	5462		
				Accr Code: MISCELLANEOUS(PROMOTIONAL)		BREMER BANK (ELAN ACH)			
			3589	Warrant Total	4,047.28	21 Transactions			
3	04/08/2019	4/2019	3590	01-044-904-0000-6360	298.98	fsa claims	8410		
				Accr Code: FLEX PLAN WITHDRAWALS		BREMER BANK			
3	04/05/2019	4/2019	3592	01-042-000-0000-5079	0.08	deed tax	780		
				Accr Code: 3% STATE DEED TAX		BREMER BANK			
3	04/17/2019	4/2019	3614	01-044-904-0000-6360	5,348.58	fsa claims	8410		
				Accr Code: FLEX PLAN WITHDRAWALS		BREMER BANK			
3	04/18/2019	4/2019	3615	01-043-000-0000-6230	44.93	staples-business cards	5462		
				Accr Code: PRINTING, PUBLISHING & ADV		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-049-000-0000-6402	37.49	io gear kvm switch	5462		
				Accr Code: COMPUTER SUPPLIES & SOFTWARE		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-052-000-0000-6208	54.34	snacks lean training	5462		
				Accr Code: TRAINING/EDUCATION		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-053-000-0000-6241	179.00	onboarding vs orientation	5462		
				Accr Code: REGISTRATION FEE		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-090-000-0000-6406	329.00	finance and comm sub	5462		
				Accr Code: LAW PUBL. & SUBSCRIPTIONS		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-120-000-0000-6332	393.48	Mankato Hotel	5462		
				Accr Code: HOTEL / MOTEL LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-200-000-0000-6405	24.03	conf room door sign	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-200-003-0000-6241	250.00	BCA budgeting training	5462		
				Accr Code: REGISTRATION FEE		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6332	76.64	Pfromm Transport	5462		
				Accr Code: HOTEL / MOTEL LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6340	9.48	Pfromm Transport	5462		
				Accr Code: MEALS		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6340	14.12	Pfromm Transport	5462		
				Accr Code: MEALS		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6340	9.38	Pfromm Transport	5462		
				Accr Code: MEALS		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6340	10.12	Pfromm Transport	5462		
				Accr Code: MEALS		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-000-0000-6405	5.89	training expenses	5462		

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WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
				Accr Code: OFFICE & COMPUTER SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-252-252-0000-6405	16.00	prizes	5462		
				Accr Code: PRISONER WELFARE		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-257-000-0000-6332	145.27	MACCAC director mtg	5462		
				Accr Code: HOTEL/MOTEL LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	01-257-000-0000-6339	20.39	MACCAC director mtg	5462		
				Accr Code: MEALS (OVERNIGHT)		BREMER BANK (ELAN ACH)			
			3615	Warrant Total	1,619.56	17 Transactions			
3	04/24/2019	4/2019	3617	01-044-904-0000-6231	738.35	participant fees	8410		
				Accr Code: FLEX SERVICES, LABOR, ETC		BREMER BANK			
3	04/24/2019	4/2019	3618	01-044-904-0000-6360	614.51	fsa claims	8410		
				Accr Code: FLEX PLAN WITHDRAWALS		BREMER BANK			
3	04/24/2019	4/2019	3619	01-100-000-0000-5840	3.00	blocked account	8410		
				Accr Code: MISC RECEIPTS		BREMER BANK			
3	04/29/2019	4/2019	45017	01-045-000-0000-6621	16,329.57	2019 chevy equinox	12445		
				Accr Code: AUTO REPLACEMENT		BRANDL CHEVROLET, BUICK GMC			
			1	Fund Total	29,561.76	46 Transactions			

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WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
3	04/04/2019	4/2019	3589	03-303-000-0000-6521	149.62	Fluorescent orange fabric	5462		
			Accr Code:	MAINTENANCE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	03-303-000-0000-6590	140.42	electric pump	5462		
			Accr Code:	REPAIR & MAINTENANCE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	45014	03-303-000-0000-6590	825.00	radiator repair	15170		
			Accr Code:	REPAIR & MAINTENANCE SUPPLIES		HOLMES RADIATOR SHOP			
			3	Fund Total	1,115.04	3 Transactions			

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WARRANT		G/L	Warrant	Account Number	Description	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name		
3	04/04/2019	4/2019	3589	05-400-400-0402-6241	100.00	PHEP - UOR Conf Reg	5462	
				MEETING/CONFERENCE REGISTRATION FEE		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-410-0413-6402	111.96	WIC - Foldable Keyboards	5462	
				COMPUTER/TECHNOLOGY SUPPLIES		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-410-0413-6430	25.68	WIC - Safety Lancets	5462	
				WIC - MEDICAL SUPPLIES		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-440-0410-6231	1.36	Amazon Music - Personal	5462	
				SERVICES/LABOR/CONTRACTS		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-440-0410-6241	378.00	Admin Asst. Conf Reg	5462	
				MEETING/CONFERENCE REGISTRATION FEE		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-440-0410-6332	175.13	LPHG - LPHA Day Lodging	5462	
				HOTEL/LODGING		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-440-0410-6340	21.00	LPHG - LPHA Day Meal	5462	
				MEAL REIMBURSEMENT		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-440-0410-6402	4.00	Agency - Epson Projector Remot	5462	
				COMPUTER/TECHNOLOGY SUPPLIES		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-400-450-0451-6340	21.00	SHIP - HC - Meal	5462	
				MEAL REIMBURSEMENT		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-420-600-4800-6231	2.82	Amazon Music - Personal	5462	
				SERVICES/LABOR/CONTRACTS		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-420-600-4800-6241	378.00	Admin Asst. Conf Reg	5462	
				MEETING/CONFERENCE REGISTRATION FEE		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-420-600-4800-6332	122.41	MFIP Training - Lodging	5462	
				HOTEL/LODGING		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-420-600-4800-6402	8.25	Agency - Epson Projector Remot	5462	
				COMPUTER/TECHNOLOGY SUPPLIES		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-420-600-4800-6450	159.99	Plantronics-CS540 Headset (DJ)	5462	
				SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6231	4.36	Amazon Music - Personal	5462	
				SERVICES/LABOR/CONTRACTS		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6241	189.00	Admin Asst. Conf Reg	5462	
				MEETING/CONFERENCE REGISTRATION FEE		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6330	7.28	MSSA Conf Parking	5462	
				MILEAGE/PARKING		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6330	69.00	MSSA Conf Parking	5462	
				MILEAGE/PARKING		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6332	368.88	MSSA Conf Lodging	5462	
				HOTEL/LODGING		BREMER BANK (ELAN ACH)		
			Accr Code:					
3	04/04/2019	4/2019	3589	05-430-700-4800-6332	368.88	MSSA Conf Lodging	5462	

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WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
			Accr Code:	HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6332	296.08	CP Foundations Training Lodgin	5462		
			Accr Code:	HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6332	254.09	CP Foundations Training Lodgin	5462		
			Accr Code:	HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6340	139.37	MSSA Conf Meals	5462		
			Accr Code:	MEAL REIMBURSEMENT		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6340	118.48	MSSA Conf Meals	5462		
			Accr Code:	MEAL REIMBURSEMENT		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6340	11.16	MSSA Conf Meals	5462		
			Accr Code:	MEAL REIMBURSEMENT		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6402	12.74	Agency - Epson Projector Remot	5462		
			Accr Code:	COMPUTER/TECHNOLOGY SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6405	33.99	iPhone Case	5462		
			Accr Code:	OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-700-4800-6805	25.00	MH Flex - Gas Card	5462		
			Accr Code:	MH INIT - TRANSPORTATION		BREMER BANK (ELAN ACH)			
3	04/04/2019	4/2019	3589	05-430-710-3640-6020	49.09	Straight Talk Minutes	5462		
			Accr Code:	FAMILY ASSESSMENT RESPONSE SERVICES		BREMER BANK (ELAN ACH)			
			3589	Warrant Total	3,457.00	29 Transactions			
3	04/18/2019	4/2019	3615	05-400-400-0402-6430	34.46	DP&C - Hand cleaner/shoe cover	5462		
			Accr Code:	DP & C - MEDICAL SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-400-0402-6430	7.89	DP&C - Face Masks	5462		
			Accr Code:	DP & C - MEDICAL SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-400-0402-6430	46.69	DP&C - Shoe covers	5462		
			Accr Code:	DP & C - MEDICAL SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-410-0413-6402	27.96	WIC - Blue Tooth USB Adapter	5462		
			Accr Code:	COMPUTER/TECHNOLOGY SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-430-0408-6406	219.12	COS - Blanket Kits	5462	Budget	
			Accr Code:	PH PROGRAM RELATED SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6208	23.84	Agency - Webinar Comm thru Ema	5462		
			Accr Code:	STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6208	1.64	Agency - Webinar Tax	5462		
			Accr Code:	STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6332	60.41	Agency - MACSSA Conf Lodging	5462		
			Accr Code:	HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6405	5.89	Agency - Shredder Oil	5462		
			Accr Code:	OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6405	11.35	Acct -Printer Toner (CG)	5462		

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WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6405	3.74	Agency - Pens	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6450	9.16	Agency - Chair for lobby kiosk	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-400-440-0410-6450	7.68	Agency - Shop Vac	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6208	49.17	Agency - Webinar Comm thru Ema	5462		
				Accr Code: STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6208	3.38	Agency - Webinar Tax	5462		
				Accr Code: STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6332	124.60	Agency - MACSSA Conf Lodging	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6405	12.14	Agency - Shredder Oil	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6405	23.39	Acct -Printer Toner (CG)	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6405	7.71	Agency - Pens	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6450	18.89	Agency - Chair for lobby kiosk	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-420-600-4800-6450	15.84	Agency - Shop Vac	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6208	75.99	Agency - Webinar Comm thru Ema	5462		
				Accr Code: STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6208	5.22	Agency - Webinar Tax	5462		
				Accr Code: STAFF DEVELOPMENT/TRAINING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6241	222.00	Institute for Brain Potention	5462		
				Accr Code: MEETING/CONFERENCE REGISTRATION FEE		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6332	124.12 -	Person Center Training - Lodgi	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6332	124.12 -	Person Center Training - Lodgi	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6332	211.02	Person Center Training - Lodgi	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6332	192.57	Agency - MACSSA Conf Lodging	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	05-430-700-4800-6405	18.76	Agency - Shredder Oil	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			

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WARRANT		G/L	Warrant	Account Number	Description	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name		
3	04/18/2019	4/2019	3615	05-430-700-4800-6405	36.15	Acct -Printer Toner (CG)	5462	
			Accr Code:	OFFICE SUPPLIES		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6405	11.91	Agency - Pens	5462	
			Accr Code:	OFFICE SUPPLIES		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6450	177.13	Plantronics CS540/HL10 Headset	5462	
			Accr Code:	SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6450	29.19	Agency - Chair for lobby kiosk	5462	
			Accr Code:	SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6450	24.47	Agency - Shop Vac	5462	
			Accr Code:	SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6804	97.79	MH - Housing - Hotel Stay	5462	
			Accr Code:	MH INIT - HOUSING EXPENSE		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-700-4800-6810	120.00	MH Flex - Clothing	5462	
			Accr Code:	MH INIT - FLEX		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-710-3460-6065	345.00	Self - Rent fees	5462	
			Accr Code:	SELF FUNDS - ADOLESCENT LIFE SKILLS		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-710-3670-6020	348.46	PSOP - Household Items	5462	
			Accr Code:	PSOP - PARENT SUPPORT OUTREACH SERVICES		BREMER BANK (ELAN ACH)		
3	04/18/2019	4/2019	3615	05-430-710-3812-6057	90.19	FC - Car Seat	5462	
			Accr Code:	FAMILY FOSTER CARE-ICWA		BREMER BANK (ELAN ACH)		
			3615	Warrant Total	2,472.56	39 Transactions		
			5	Fund Total	5,929.56	68 Transactions		

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WARRANT		G/L	Warrant	Account Number	Description	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name		
3	04/05/2019	4/2019	3592	09-000-000-0000-2025	19,069.12	deed tax	780	
			Accr Code:	STATE'S SHARE OF DEED TAX (97%)		BREMER BANK		
3	04/05/2019	4/2019	3592	09-000-000-0000-2026	12,337.65	mtg reg	780	
			Accr Code:	STATE SHARE OF MORTGAGE REGISTRY (97%)		BREMER BANK		
			3592	Warrant Total	31,406.77	2 Transactions		
			9	Fund Total	31,406.77	2 Transactions		

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

WARRANT			Account Number	Description					
Type	Date	G/L Month	Warrant Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
3	04/18/2019	4/2019	3615	10-923-000-0000-6405	221.56	toner	5462		
			Accr Code:	OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	04/18/2019	4/2019	3615	10-923-000-0000-6590	26.89	fit sys replacement glass	5462		
			Accr Code:	REPAIR & MAINTENANCE SUPPLIES		BREMER BANK (ELAN ACH)			
			3615	Warrant Total	248.45	2 Transactions			
3	04/24/2019	4/2019	45016	10-923-000-0000-6620	55,651.56	2 new f-150 p/u's	170		
			Accr Code:	AUTO, TRAILERS, SNOWMOBILES		AITKIN MOTOR COMPANY			
			10	Fund Total	55,900.01	3 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
3	04/24/2019	4/2019	3620	13-943-000-0000-2001	2,239.12	account closed check	8410		
			Accr Code:	CUR - PROPERTY TAXES		BREMER BANK			
3	04/30/2019	4/2019	3636	13-943-000-0000-2001	3,996.00	nsf check	8410		
			Accr Code:	CUR - PROPERTY TAXES		BREMER BANK			
3	04/30/2019	4/2019	3637	13-943-000-0000-2001	1,726.00	nsf check	8410		
			Accr Code:	CUR - PROPERTY TAXES		BREMER BANK			
3	04/30/2019	4/2019	3638	13-943-000-0000-2001	1,102.00	nsf check	8410		
			Accr Code:	CUR - PROPERTY TAXES		BREMER BANK			
13 Fund Total					9,063.12	4 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

WARRANT		G/L	Warrant	Account Number		Description			
Type	Date	Month	Number	Account Description	AMOUNT	Vendor Name	Vendor #	Invoice #	R
3	04/03/2019	4/2019	3587	19-522-000-0000-6217	41.45	cc fees BREMER BANK	8410		
			Accr Code:	CREDIT CARD FEES					
3	04/03/2019	4/2019	3588	19-522-000-0000-6217	146.41	cc fees BREMER BANK	8410		
			Accr Code:	CREDIT CARD FEES					
3	04/04/2019	4/2019	3589	19-522-000-0000-6416	20.00	crickets BREMER BANK (ELAN ACH)	5462		
			Accr Code:	EDUCATION SUPPLIES					
3	04/09/2019	4/2019	3591	19-522-000-0000-5553	138.00	refund BREMER BANK	8410		
			Accr Code:	NON SCHOOL GROUPS					
3	04/19/2019	4/2019	3611	19-522-000-0000-6217	33.62	cc fees BREMER BANK	8410		
			Accr Code:	CREDIT CARD FEES					
3	04/19/2019	4/2019	3612	19-522-000-0000-6217	132.87	cc fees BREMER BANK	8410		
			Accr Code:	CREDIT CARD FEES					
3	04/16/2019	4/2019	3613	19-521-000-0000-5885	7.43	item refund BREMER BANK	8410		
			Accr Code:	COMMISSARY SALES TAXABLE					
3	04/18/2019	4/2019	3615	19-521-000-0000-6205	7.35	postage online order BREMER BANK (ELAN ACH)	5462		
			Accr Code:	POSTAGE					
3	04/18/2019	4/2019	3615	19-521-000-0000-6208	90.00	red cross training BREMER BANK (ELAN ACH)	5462		
			Accr Code:	TRAINING/EDUCATION					
3	04/18/2019	4/2019	3615	19-521-000-0000-6230	29.99	adobe cloud BREMER BANK (ELAN ACH)	5462		
			Accr Code:	PRINTING, PUBL & ADV PROMOTION					
3	04/18/2019	4/2019	3615	19-521-000-0000-6405	201.19	racks and powerstrip - it BREMER BANK (ELAN ACH)	5462		
			Accr Code:	OFFICE & COMPUTER SUPPLIES					
3	04/18/2019	4/2019	3615	19-522-000-0000-6416	86.81	supplies BREMER BANK (ELAN ACH)	5462		
			Accr Code:	EDUCATION SUPPLIES					
			3615	Warrant Total	415.34	5 Transactions			
3	04/18/2019	4/2019	3616	19-522-000-0000-5553	88.00	refund BREMER BANK	8410		
			Accr Code:	NON SCHOOL GROUPS					
				19 Fund Total	1,023.12	13 Transactions			
			Disbursements	Final Totals	133,999.38	139 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT G/L Months: 04/2019 - 04/2019

RECAP BY FUND	FUND	AMOUNT	NAME
	1	29,561.76	GENERAL FUND
	3	1,115.04	ROAD & BRIDGE
	5	5,929.56	HEALTH & HUMAN SERVICES
	9	31,406.77	STATE
	10	55,900.01	TRUST
	13	9,063.12	TAXES & PENALTIES
	19	1,023.12	LONG LAKE CONSERVATION CENTER
		133,999.38	Total Disbursements

RECAP BY TYPE	TYPE	AMOUNT	NAME
	3	133,999.38	MVC
		133,999.38	Total Disbursements



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Aitkin County Tourism and Development Grants

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Ross Wagner	Department: Economic Development & Forest Ind
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Presenter (Name and Title): Ross Wagner, Economic Development & Forest Industry Coordinator	Estimated Time Needed: 10 Minutes
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Summary of Issue:
 Aitkin county received 6 Grant Requests from the Tourism and Development Grant fund. We have \$5,800.00 in requests with \$4,000.00 available. Attached is a memo with the applications and Economic Development Committee Recommendations.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve grant requests

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 4,000.00
 Is this budgeted? Yes No *Please Explain:*

Aitkin County Economic Development & Forest Industry Coordinator
Aitkin County Courthouse
Ross Wagner
217 Second Street N.W.
Aitkin, MN 56431
Phone: 218/927-7305
Fax: 218/927-7374

TO: Aitkin County Board of Commissioners

FROM: Ross Wagner, Economic Development & Forest Industry Coordinator

DATE: May 7, 2019

SUBJECT: Aitkin County Tourism and Development Grants

Aitkin County received 6 Grant Requests for the Tourism and Development Grant fund. We have \$5,800.00 in requests with \$4,000.00 available. Applications and a listing of previous grants are attached. Grants Received are listed below with the Economic Development recommendations following in yellow.

- Aitkin County Habitat for Humanity, Toolin Tour Ride for Habitat, \$1,000.00 for promotions and other items.

The Economic Development Committee's recommendation is to not fund this proposal. Committee felt this request did not meet the requirements for a tourism event.

- Mille Lacs Drift Skippers, Handicap accessible portable toilet for the Soo Line and Red Top ATV Trails, \$1,000.00.

The Economic Development Committee's recommendation is to fund this proposal in full. Meets the ATV criteria and is something that will be of benefit to trail users for many years.

- Jaques Art Center, Community Canvas, \$800.00 for event promotions.

The Economic Development Committee's recommendation is to fund this proposal in the amount of \$500.00. Committee felt this is a great event but has been funded in the past and other requests have not.

- The Butler Project, 5th Annual Farmer's Market, \$1,000.00 for event promotions.

The Economic Development Committee's recommendation is to fund this proposal in the amount of \$500.00. Committee felt this is a great event but has been funded in the past and other requests have not.

- McGregor Chamber of Commerce, Explore MN # OnlyinMN Monument for Wild Rice Days, \$1,000.00 for project.

The Economic Development Committee's recommendation is to fund this proposal in full. Meets the criteria and is something new that hopefully will have a big impact on Wild Rice Days 2019.

- McGregor Lion's Club, City of McGregor, Welcome to McGregor Sign, \$1,000.00 for sign.

The Economic Development Committee's recommendation is to fund this proposal in full. Meets the criteria and is a quality sign that will be of benefit to McGregor for many years.

Aitkin County
Application for Aitkin County Tourism Promotion and Development Grants
January 1, 2014 - December 31, 2014

DEADLINE: Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in June. Application deadline is May 30th.

Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Event/Activity Eligibility: Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Special consideration will be given to applications that will enhance the Northwood's ATV Trail through signage, promotion, activities or trail amenities.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

General Criteria for funding annual or repeat events. Annual events are described as events such as 4th of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

APPLICANT INFORMATION

Note: No reimbursement grants will be awarded.

1. PROGRAM INFORMATION

Project Name: Tootin Tour Ride for Habitat
 Date(s) of Program: 5/19/2019 Location of Program: Aitkin County
 Organization/Community Name: Aitkin County Habitat for Humanity
 Person in Charge of Project: Ann Schwartz
 Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
PO Box 281 214 1st Ave NW Aitkin MN 56431
 Contact Person's Phone #: 218 927 5656
 Legal Status of Organization: Unit of Government (for example cities, townships etc.)
 Non-profit Tourism Association
 Non-profit Association

Is your organization registered as a nonprofit corporation with the Secretary of State? yes
 If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

Description/focus/purpose of your organization Build and repair affordable housing. Do community partnerships

2. FUNDING:

Amount requested from Aitkin County Tourism (ACTGAC) \$ 700
 (Minimum \$100.00, maximum request is 1,000.00)

Amount of your organization's match \$ 4,300

Total projected budget

\$ 2,300

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Motorcycle, classic car ride, Leave from Butler building: stop at Pine, In, Glen; Mark's Bar, McBrener, Rustic Fallsade, side trip to Jacobson and back, end at Aitkin American Legion for food, pills, auction

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

Bring people to Aitkin County for a nice ride through scenic countryside. Bring business to 5 venues; Awareness for Habitat for Humanity.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

100 people will come that day and stop 5 places in our county and see the beautiful countryside. They'll win gift certificates to bring them back

List target markets:

Where - geographic areas (s)

Aitkin Glen McBrener Fallsade Jacobson

List target audience:

Who - type of group or activity

Motorcycle and classic car enthusiasts

Please estimate the number of people who will come from: Your local community and surrounding area: _____
From other communities in Minnesota: _____
From outside of Minnesota: _____

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
Promotion	200	300	500
Specialty items	100	100	200
Food	100	200	300
Copies, printing	100	200	300
Advertising, video	100	100	200
Salary		600	600
Mileage	100	100	200
TOTALS	900	1600	2300

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to: ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd & NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name Ann Schwartz

Date: 3.6.2019

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Acquire and install an ADA Compliant, wheel-chair accessible portable toilet for gate #9, the intersection of the Soo Line Trail and Red Top Trail.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

The grant funds will be used towards the purchase of the toilet.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

This has been requested by many members of our riding community. Our trails are used by people of many different ability levels, including wheelchair users. Snowmobilers have also requested the more spacious units for more room when wearing winter gear.

List target markets:

Where - geographic areas (s)
Our riders come from all over Minnesota

List target audience:
Who - type of group or activity
ATV Riders

Snowmobile Riders

Please estimate the number of people who will come from: Your local community and surrounding area: 50%
this project covers all seasons. From other communities in Minnesota: 48%
we often have 100's of riders/day. From outside of Minnesota: 2%

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
PORTA POTTI	\$1000	\$1188 + shipping	
TOTALS			

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to: ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name Elsie V. Peterson

Date: 4/5/2019

Veteran Owned Small Business (VOSB) • DUNS: 118927487 • CAGE CODE: 3BGW5

PolyJohn ADA Compliant Portable Restroom SA1-1000-Aqua [SA1-1000-Aqua]



We'll Care ADA
Compliant Portable
Restroom Aqua

<https://www.allsafetyproducts.com/images/products>



MFR #:SA1-1000

Your Price: ~~\$2,320.00~~ \$2,188.00

List Price: \$2,971.20

Qty: 1

Pkg Qty: 1 each

Min. Qty: 1

Write Review

https://www.allsafetyproducts.com/product_reviews_write.php?products_id=35652

Financing as low as...

\$60 / mo

[Click to Apply Now!](#)

[https://secure.quick](#)

Description

/polyjohn-ada-compliant-portable-restroom-sa1-1000-aqua.html#products_description

Product Files

/polyjohn-ada-compliant-portable-restroom-sa1-1000-aqua.html#catalog_files

Accessories

/polyjohn-ada-compliant-portable-restroom-sa1-1000-aqua.html#accessory_products

Quantity	1-9	10+
Price for each	\$2,320.00 \$2,188.00	\$2,188.00
Approx. Saving	6%	6%



The Jaques Art
Center
121 2nd St. NW
Aitkin, MN 56431

Board of
Directors

Barden Heft
President

Jerry Holm
Vice-President
Emeritus

Pamela Andell
Secretary

Open Position
Treasurer

Pamela Andell
Director

Chip Borkenhagen

James Bzura

Linda Causton

Jenni Cline

Janice Hasselius

Shirley Lundstrom

*

218.927.2363

info@jaquesart.com
www.jaquesart.com

Hours:
11 a.m. to 4 p.m.
Tuesday - Saturday

Jaques Art Center
is committed to
equal opportunity
and equal access.

Building
Handicapped
Accessible

4/17/2019

To: Aitkin County Tourism Board,

Thank you for considering our grant
request from The Jaques Art Center.

We are in our 24th year of service bringing,
to the community, the works of Francis Lee
Jaques and countless exhibiting artists.

We are also excited to bring 'Community
Canvas' to Aitkin residents and tourists the
summer of 2020 celebrating our 25th year.

This is a year long effort to provide a multi-
generational and cultural art experience to
our community as we put together a wall
to wall mural of artistic expression.

Sincerely,

A handwritten signature in cursive script that reads "Pamela Andell".

Pamela Andell, Director

Mission Statement

The Jaques Art Center publicly presents exhibits, workshops, seminars and programming for people of all ages, cultures and backgrounds. We collect and exhibit the art of renowned wildlife artist and Aitkin resident, Francis Lee Jaques (1887-1969)

Aitkin County
Application for Aitkin County Tourism Promotion and Development Grants
January 1, 2019 - December 31, 2019

DEADLINE: Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in May. Application deadline is April 23, 2019.

Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Event/Activity Eligibility: Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Special consideration will be given to applications that will enhance the Northwood's ATV Trail through signage, promotion, activities or trail amenities.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

General Criteria for funding annual or repeat events. Annual events are described as events such as 4th of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

APPLICANT INFORMATION

Note: No reimbursement grants will be awarded.

1. PROGRAM INFORMATION

Project Name: COMMUNITY CANVAS'

Date(s) of Program: 5/18/2020-7/13/2020 **Location of Program:** JACQUES ART CENTER

Organization/Community Name: JACQUES ART CENTER 121 2nd ST. NW
Aitkin, MN 56431

Person in Charge of Project: Pamela Ande II

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
121 2nd St. NW. Aitkin, MN, 56431

Contact Person's Phone #: 218-927-2363

Legal Status of Organization: Unit of Government (for example cities, townships etc.)

Non-profit Tourism Association

Non-profit Association

Is your organization registered as a nonprofit corporation with the Secretary of State? Yes

If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

Description/focus/purpose of your organization TO BRING VISUAL ARTS TO AITKIN
AITKIN COUNTY AND SURROUNDING REGION THROUGH ART EXHIBITS, WORKSHOPS + CLASSES.

2. FUNDING:

Amount requested from Aitkin County Tourism (ACTGAC) \$ 800.00
 (Minimum \$100.00, maximum request is 1,000.00)

Amount of your organization's match \$ 720.76

Total projected budget \$ 1500.00

3. **PROJECT/EVENT DESCRIPTION:** Be concise and complete; attach supporting information if needed.

WE WILL PROVIDE AN EXHIBIT THAT THE WHOLE COMMUNITY CAN ENGAGE IN. 'COMMUNITY CANVAS' PROJECT IS A YEAR LONG P&E PLANNING AND PREP THAT BRINGS MULTI-GENERATIONAL PERSONS CONTRIBUTING TO MAKE A MURAL OF ART THROUGH THEIR INDIVIDUAL PIECES. SEE PHOTO FROM 2017.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

THIS 'COMMUNITY CANVAS' PROJECT SUPPORTS THE INDIVIDUALS CREATIVE SPARK AND EACH PIECE INTERLOCKS WITH OTHERS TO CREAT A WALL TO WALL MURAL. THE GRANT WILL HELP BUY CANVASES + ADVERTISE.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

THIS PROJECT WILL BRING HUNDREDS TO AITKIN TO PICK UP THEIR BLANK CANVAS AND WILL BRING THEM BACK TO DROP OFF AND BACK AGAIN WITH FAMILY + FRIENDS TO VIEW. TOURISTS WILL SEE IT AS A DESTINATION!

List target markets:

Where - geographic areas (s)

AITKIN, AITKIN COUNTY,

NORTH CENTAL MN

List target audience:

Who - type of group or activity

PERSONS FROM THE VERY YOUNG

TO SENIOR CITIZEN

Please estimate the number of people who will come from: Your local community and surrounding area: 300 +

From other communities in Minnesota: 150 +

From outside of Minnesota: 100 +

4. **PROJECT BUDGET:** in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
ART CANVASES	263.30	263.30	526.60
AITKIN INDEPENDENT AGE	246.36		246.36
" SUMMER GLIDE	191.54	207.46	399.00
BANNER	98.80		98.80
POSTERS - ANNOUNCEMENTS		100.00	100.00
RECEPTION		150.00	150.00
TOTALS	<u>800.00</u>	<u>720.76</u>	<u>1520.76</u>

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to; ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name Pamela Andell

Date: 04/17/19

Come to the 2017
**Community
Canvas
Gala Artists
Reception
Sat. July 15
12 - 3 p.m.**



See a giant mosaic of over
300 works of art completed
by community members.

VOTE FOR YOUR FAVORITE!

**JAQUES
ART
CENTER**
& Gallery Gift Shop

JAQUES ART CENTER
121 2nd Street NW • Aitkin
218-927-2363
www.jaquesart.com

Balances PR & Social Media (1792)

5 weeks of Radio @ \$70) on Hubbard station

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

The Farmers' Market was developed to attract people to town as well as providing a space (the Butcher Bldg parking lot) that was easily accessible

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

We produced posters & rack cards (\$438), brochures on display at Mall of America (\$400), and to all resorts/campgrounds/hotels within a 25 mile radius

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

We have consistently grown the market & have developed a large database of names who have visited. Zip codes from MN, WI, IA, ND, SD

List target markets:

Where - geographic areas (s)
See above

List target audience:

Who - type of group or activity
Healthy food alternatives

Please estimate the number of people who will come from: Your local community and surrounding area: 500
From other communities in Minnesota: 1500
From outside of Minnesota: 500

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
Radio	870-	-	870-
Mall of America	130-	270	400-
Brochures		438-	438-
PR, Social Media		792	792-
TOTALS	1000	1500	2500-

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to: ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name: Sylvia Allen Date: 4/22/19

Aitkin County
Application for Aitkin County Tourism Promotion and Development Grants
January 1, 2019 - December 31, 2019

DEADLINE: Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in May. Application deadline is April 23, 2019.

Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Event/Activity Eligibility: Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Special consideration will be given to applications that will enhance the Northwood's ATV Trail through signage, promotion, activities or trail amenities.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

General Criteria for funding annual or repeat events. Annual events are described as events such as 4th of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

APPLICANT INFORMATION

Note: No reimbursement grants will be awarded.

1. PROGRAM INFORMATION

Project Name: Explore MN # OnlyinMN Monument Addition to Wild Rice Days

Date(s) of Program: August 30-Sept 1, 2019 **Location of Program:** McGregor, MN

Organization/Community Name: McGregor Area Chamber of Commerce

Person In Charge of Project: Karl Horbacz

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
 PO Box 68 McGregor MN 55760

Contact Person's Phone #: 218-768-3692

Legal Status of Organization: _____ **Unit of Government (for example cities, townships etc.)**
 x _____ **Non-profit Tourism Association**
 _____ **Non-profit Association**

Is your organization registered as a nonprofit corporation with the Secretary of State? Yes
 If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

Description/focus/purpose of your organization The McGregor Area Chamber of Commerce is working to effectively promote, support and grow the economic environment for the business and tourism industry in the area.

2. FUNDING:

Amount requested from Aitkin County Tourism (ACTGAC) \$ 1000
 (Minimum \$100.00, maximum request is 1,000.00)

Amount of your organization's match \$ 2000

Total projected budget \$ 3000

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

The #OnlyInMN Monument is a 40 foot lighted Monument (see attached specifications) that is rented to a individual communities in MN through Explore MN Co-Op Programs.
 We would like to add this attraction to our already established Wild Rice Days Festival to increase the awareness of the event and offer one more attraction during the event.
 Each year, Wild Rice Days attracts thousands of people. The event currently features arts, craft and food vendors, a car show, a parade and variety of drawings and prizes.
 It takes place over Labor Day weekend every year and serves as an end of summer celebration. Many of our local businesses consider it one of the busiest weekends of the year.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

The Monument and the promotion that comes along with the monument is not free and costs upwards of \$3000. The grant money would help to offset the cost of bringing the monument to McGregor. We hope that the additional attendees at Wild Rice Days will continue to make McGregor a vacation destination year after year, increasing our Lodging Tax revenue and supporting our local businesses and organizations.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

Our hope is that through the additional marketing that comes along with the Monument we will be able to increase attendance to our largest community event. Explore MN has 60k Twitter Followers, 150k Instagram Followers and over 250k Facebook Followers. The outreach they have to advertise and promote our event as the location of the monument could potentially double our attendance at Wild Rice Days. We hope these visitors will continue to visit year after year utilizing our lodging, trails and parks.

**List target markets:
Where – geographic areas (s)**

All of Minnesota

**List target audience:
Who – type of group or activity**

Families, Trail Riders, Campers, Fisherman, Outdoor Enthusiasts

Please estimate the number of people who will come from: Your local community and surrounding area: 1000
 From other communities in Minnesota: 4000
 From outside of Minnesota: 1000

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
Explore MN #ONLYInMN Monument	\$1000	\$2000	\$3000
TOTALS	\$1000	\$2000	\$3000

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to; ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name

Karen Hales

Date:

4/23/19

#ONLYINMN MONUMENTS:

Explore Minnesota is offering the Minnesota tourism industry the opportunity to host one of the #OnlyinMN Monuments. This co-op gives you the chance to leverage the brand and draw people to your #OnlyinMN destination, attraction or event – and offering a prime photo opportunity

Here is more information:

Rental:

- #OnlyinMN monument letters – included with installation and dismantle labor.
- Lighting: LED floodlights are included with each reservation of either monument (keep in mind, there will need to be power access somewhere near installation).
- A-frame sign: This will also be delivered with the letters and is to be set up somewhere near the monument to discourage people from climbing/standing/sitting on them – they are not built to withstand the weight of people (even children) and we don't want to see anyone get hurt.

Freight/Traffic Management:

- Drop-off and pick-up of the monument to your (one) desired location. They will be set up and dismantled by representatives of our partner, Star Exhibits.

Explore Minnesota Social Media Posts – Added Value:

- Twitter: over 60k followers
- Instagram: nearly 150k followers
- Facebook: over 250k followers
- Posts to include a photo, link to related page on exploreminnesota.com, and the industry partner's social handle.

Large Monument specifications:

- Each letter stands at 4'H x 2'D (varying widths)
- Each letter is permanently affixed to a heavy-weight, metal base measuring at ¾"H x 4'D
- The entire monument, with scaled spacing, stands 40' wide
- Color: Calhoun blue

Small, Stacked Monument specifications:

- Stands at 4'9"H x 18"D x 11' 3-1/2"W
- The letters are permanently affixed to heavy-weight, metal base plates
- Color: Calhoun blue

Aitkin County
Application for Aitkin County Tourism Promotion and Development Grants
January 1, 2019 - December 31, 2019

DEADLINE: Grant requests must be submitted to ACTPDG c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St. N.W.#131, Aitkin, MN 56431. Funding recommendations will be considered at the regularly scheduled meeting of the Aitkin County Economic Development Committee in May. Application deadline is April 23, 2019.

Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Event/Activity Eligibility: Tourism Grant Funds shall be used to market tourism and related events that will benefit Aitkin County. Funds shall be targeted towards attracting new, repeat and extended stay tourism visitations to Aitkin County or activities that will enhance the Aitkin County economy. Events eligible for funding include: community/recreational events such as races, rides, tournaments, shows and exhibits; community celebrations; logistic and informational materials for tourism related information booths or trade shows and other. Eligible uses include radio, newspaper, TV, signage, internet, brochures and other related advertising; printed publications and marketing promotions.

Special consideration will be given to applications that will enhance the Northwood's ATV Trail through signage, promotion, activities or trail amenities.

Tourism grant funds shall not be used for salaries, awards, prizes or gifts. Maximum grant amount is \$1,000.00 minimum is \$100.00.

General Criteria for funding annual or repeat events. Annual events are described as events such as 4th of July Celebrations, annually held races or contests and similar type events. New annual events will be considered for funding. Repeat annual events may be considered if the event changes in a significant way or if the event wants to try new advertising/promotion activities to reach a significantly new market. Tourism funds are not intended to be used an annual subsidy or line item budget amount.

APPLICANT INFORMATION

Note: No reimbursement grants will be awarded.

1. PROGRAM INFORMATION

Project Name: McGregor Welcome Signs

Date(s) of Program: work is scheduled to be to start asap **Location of Program:** City of McGregor

Organization/Community Name: Fiscal Agent, McGregor Lion's Club

Person in Charge of Project: Walt Ford/Kari Horbacz Fiscal agent contact: Jerry Fuecht

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

Contact Person's Phone #: 218-951-7921 Jerry Fuecht 218-426-4593

Legal Status of Organization: _____ **Unit of Government (for example cities, townships etc.)**
 _____ **Non-profit Tourism Association**
 Non-profit Association

Is your organization registered as a nonprofit corporation with the Secretary of State? yes
 If yes, please include a copy of your certificate of corporation. (Local units of government do not need to file.) In multi-community/multi-organization projects, only the entity responsible for signing documents and administering funds needs to be registered. Use your registered name on all documents.

Description/focus/purpose of your organization We are a group of citizens, with representation from the City of McGregor,
and a large donation from the McGregor Lions Club (Fiscal Agent), that would like to see some Welcome to McGregor signs as tourists come through town.

2. FUNDING:

Amount requested from Aitkin County Tourism (ACTGAC) \$ 500
 (Minimum \$100.00, maximum request is 1,000.00)

Amount of your organization's match \$ 35,000

Total projected budget \$ 40,000

3. PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.

Three Welcome to McGregor signs will be constructed to welcome visitors coming through town, one on Hwy 210 coming into the town from the east, one on Hwy 210 coming into town from the west, and one on North Hwy 65 that will be visible as people come into town from the north. These signs have been designed by a local business Glen's Sign Design. Dean Masonry is completing the construction of the base of these signs at an affordable rate. The McGregor Lions Club has donated \$10,000, the City of McGregor has put in another \$10,000 and Grand Timber Bank has donated \$5000. We intend to write grant to the Blandin Foundation and ask other local businesses for money to fund the remainder. This grant request is specifically for additions to the sign, such as lighting equipment.

What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

The group hopes to make McGregor stand out to motorists passing through and remind them of the wonderful resources we have in the area with the hope they will return. The bid for the construction of the signs does not include any mechanics to light the signs so they are visible to motorists as they pass by at night. We are asking for the grant money specifically to purchase the additional equipment to light the signs or any needed equipment to make the sign stand out even more.

Explain how your project will bring visitors to or provide a positive economic impact on Aitkin County.

We hope that welcoming people to our area with signs will invite them to return and visit the local businesses, utilize area trails and resources, and spread the word about the area to the people they know. Our entire County benefits when people choose McGregor or the surrounding area as the place they want to spend their money. The welcome signs will serve as an identifier to the tourists, reminding them where they should plan future trips.

**List target markets:
Where – geographic areas (s)**

People traveling through McGregor

**List target audience:
Who – type of group or activity**

Tourists

Please estimate the number of people who will come from: Your local community and surrounding area: _____
From other communities in Minnesota: Unknown and variable
From outside of Minnesota: Unknown and variable

4. PROJECT BUDGET: in the space below, provide a budget for the entire event.

Category	ACTGAC Funds	Applicant Funds	Total
General Sign Construction including lighting equipment	\$500	\$35,000	\$40,000
TOTALS	\$500	\$35,000	\$40,000

NOTE: A written evaluation must be completed and returned to the Aitkin County Economic Development Committee within 30 days of the completion of the project/event to be eligible to receive future funds. Submit to: ACTDGP, c/o Ross Wagner, Aitkin County Courthouse, 217 2nd St NW, #131, Aitkin, MN 56431.

Signature: Official person for community/organization, who will be responsible for the funding request and returning the evaluation to the Aitkin County Tourism Grant Advisory Committee.

Name Kaethen

Date: 4/23/19



WELCOME TO

McGREGOR

Est. 1903

Aitkin County Tourism Development and Promotion Grant Award History

Year Granted	Grant #	Organization	Grant Amount	Purpose
1995	1	Aitkin County Historical Society	7,500	Recreation and Tourism Guide Books
1995	2	Hill Lake Trail Association	1,000	Trail
1995	3	McGregor Chamber of Commerce	4,500	Tourism Booth
1995	4	Aitkin Chamber of Commerce	600	Phone System Upgrade to handle tourism calls
1995	5	Aitkin Chamber of Commerce	5,000	Printing and distribution of brochures
1995	6	City of Hill City	500	Printing and distribution of brochures
1995	7			
1995	8	McGregor Chamber of Commerce	4,000	Tourism Booth
1995	9	Aitkin Chamber of Commerce	7,500	Advertising and 800#
1995	10	Aitkin County Historical Society	500	Archaeology Week
1997	11	Aitkin Chamber of Commerce	4,838.85	Snowmobile Marketing
1997	12	Mid-Minnesota 150 Sled Dog Race	1,000	Sled Dog Race
1997	13	Aitkin Chamber of Commerce	900	Corn Feed Ad
1997	14	Aitkin Chamber of Commerce	7,100	Print Brochure and Advertising
1997	15	Aitkin Chamber of Commerce	4,868.50	Snowmobile Promotion and Advertising
1997	16	McGregor Chamber of Commerce	4,000	Tourism Booth
1997	17	McGregor Chamber of Commerce	2,000	Tourism Coordinator
1998	18	Aitkin Chamber of Commerce	1,807.73	County Snowmobile Promotion
1998	19	Mid-Minnesota 150 Sled Dog Race	1,000	Sled Dog Race
1998	20	Aitkin Chamber of Commerce	7,000	Advertising
1998	21	McGregor Chamber of Commerce	4,000	Tourism Booth
1998	22	Jaques Art Center	2,030	Superimpressionism Exhibit
1998	23	Mille Lacs Area Tourism	720	Tourism Marketing Video
1998	24	Aitkin County Rivers and Lakes Fair	1,300	Promotion
1999	25	City of McGregor	1,600	Airport Dedication
1999	26	Mid-Minnesota Dog Sled Race	1,000	Sled Dog Race
1999	27	Central Cattlemen's Association	475	4-H Beef Show
1999	28	Aitkin Chamber of Commerce	750	Riverboat Days
1999	29	Aitkin Chamber of Commerce	5000	Advertising
1999	30	McGregor Chamber of Commerce	7,500	Tourism Booth
1999	31	Tamarack Activities Club	750	Hey Days Promotion
1999	32	Aitkin Chamber of Commerce	2000	Snowmobile Promotion Advertising
1999	33	Aitkin County Rivers and Lakes Fair	700	Promotion
1999	34	City of Palisade	500	Brochures
1999	35	Aitkin County Historical Society	540	Advertising
1999	36	Aitkin Jaycee's	1,750	Fishing Contest Promotion
2000	37	McGregor Chamber of Commerce	7,500	Tourism Booth
2000	38	McGregor Jaycee's	1,000	Just Plane Fun and Up North Days
2000	39	Aitkin Chamber of Commerce	7,500	Advertising and Marketing
2000	40	City of Hill City	477.30	Community Profile
2000	41	Central Minnesota Cattleman's Assoc.	175	4-H Beef Show
2000	42	Aitkin Chamber of Commerce	1,597.70	Snowmobile Advertising
2000	43	Aitkin Jaycee's	2,500	Fishing Contest
2000	44	City of Palisade	120	Web Site Development

2001	45	Aitkin Chamber of Commerce	7,500	Advertising and Marketing
2001	46	Aitkin Chamber of Commerce	3,000	Snowmobile Advertising
2001	47	McGregor Chamber of Commerce	7,500	Tourism Booth
2001	48	Aitkin County Historical Society	550	Post Cards and Web Site
2001	49	Aitkin Chamber of Commerce	1,500	Fish House Parade
2001	50	Aitkin Jaycees	1,750	Fishing Contest
2002	51	Mid-Minnesota 150 Sled Dog Race	1,500	Sled Dog Race
2002	52	McGregor Chamber of Commerce	7,500	Tourism Booth
2002	53	Aitkin Chamber of Commerce	7,500	Advertising and Marketing
2002	54	Aitkin Chamber of Commerce	3,500	Snowmobile Advertising
2002	55	Aitkin Chamber of Commerce	3,000	Crappie USA Tourney
2003	56	Palisade Mid-Winter Festival	300	Mid-Winter Festival
2003	57	Aitkin Jaycees	1,350	Fishing Contest
2003	58	Mid-Minnesota 150 Sled Dog Race	1,000	Sled Dog Race
2003	59	McGregor Chamber of Commerce	7,500	Tourism Booth
2003	60	Aitkin Chamber of Commerce	7,500	Advertising and Marketing
2003	61	Tamarack Hey Days	300	Hey Days
2003	62	Palisade Mid-Winter Festival	400	Mid-Winter Festival
2003	63	Aitkin Chamber of Commerce	2,366.70	Snowmobile Advertising
2004	64	Jaques Art Center	300	Fresh Fish Exhibit
2004	65	Aitkin Chamber of Commerce	7,500	Advertising and Marketing
2004	66	McGregor Chamber of Commerce	7,500	Tourism Booth
2004	67	Mid-Minnesota 150 Sled Dog Race	850	Sled Dog Race
2004	68	McGregor Chamber of Commerce	1,473	Brochure Development
2004	69	Aitkin Chamber of Commerce	1,473	Snowmobile Advertising
2004	70	Hill City Chamber of Commerce	800	Wild Game – Fishing Contest
2004	71	Jaques Art Center	250	Juried Art – Ex – Fowl Play
2005	72	Jaques Art Center	2,000	2005 Advertising Campaign
2005	73	Hill City Chamber of Commerce	2,500	Tourism booth, signage, website
2005	74	McGregor Chamber of Commerce	2,500	Tourism booth
2005	75	Tamarack Hey Days	500	Banners
2005	76	Jaques Art Center	1,500	Adv. Riverboat Art Fest
2005	77	Aitkin Chamber of Commerce	3,773	Snowmobile Advertising
2005	78	Palisade Community Improvement C.	500	Midwinter Festival
2005	79	Friends of Rice Lake Refuge	2,500	Aitkin County Bird Trail Brochure
2005	80	Wild Encounters	2,000	1 st Annual Birding Festival
2005	81	Ball Bluff Township	375	Vintage Snowmobile Run
2006	82	McGregor Area Historical Society	150	Brochure, Adv. For Wild Rice Day Booth
2006	83	McGregor Chamber of Commerce	2,500	Advertising, Wild Rice Days
2006	84	Aitkin Chamber of Commerce	5,000	2006 County Marketing Campaign
2006	85	Jaques Art Center	1,060	Distribution of 2006 Program Booklet
2006	86	Aitkin Chamber of Commerce	3,709.50	2006/2007 Snowmobile Advertising
2006	87	Jaques Art Center	3,000	Billboard Advertising
2007	88	Aitkin Chamber of Commerce	3,000	Tourism Advertising
2007	89	McGregor Chamber of Commerce	2,000	Fishing Contest Promotion
2007	90	McGregor Chamber of Commerce	3,000	Travel Information Center
2007	91	Jaques Art Center	2,500	Twin City Advertising Campaign
2007	92	Aitkin Area Chamber of Commerce	1,800	Snowmobile Advertising

2007	93	Advancing Rural Talents (ARTS)	400	McGregor Music Festival
2008	94	Palisade Community Improvement Co.	500	20 th Mid Winter Festival
2008	95	McGregor Chamber of Commerce	5,000	WSA Pro Ice Racing
2008	96	Hill City Chamber of Commerce	3,000	All Class Reunion
2008	97	Dwelling in the Woods	1,500	Wetland Nature Walk Days
2008	98	McGrath Historical Committee	200	Promote McGrath Centennial Book
2008	99	McGrath Historical Committee	550	Promote 4 th of July and Historical
2008	100	Aitkin County Ag Society	1,200	Promote County Fair Rodeo
2008	101	City of Tamarack	250	Promote 4 th of July
2008	102	Hill City Chamber of Commerce	1,050	Arts in the Park
2008	103	Tamarack Activity Club	1,433	Expand Hey Day Advertising
2008	104	Aitkin Chamber of Commerce	3,000	Snowmobile Advertising
2008	105	Jaques Art Center	4,600	2009 Advertising Campaign
2008	106	Aitkin Co. Economic Development	3,900	Market Area Profiles
2009	107	Aitkin Chamber of Commerce	1,500	MN Gateways Advertising
2009	108	Hill City Chamber of Commerce	5,000	Summer Events Advertising
2009	109	McGregor Chamber of Commerce	3,800	Web Site Mgmt. Postage & Distribution
2009	110	McGrath Historical Committee	1,750	Museum Exhibit Promotion
2009	111	Palisade Community Improvement	500	River Fest Promotion
2009	112	Tamarack Activity Club	1,200	Hey Day Advertising/Promotion
2009	113	City of McGregor	600	Fly In Promotion, Trail Signage
2009	114	Aitkin Jaycees	1,000	Ice Fishing Contest
2009	115	Upper Miss. Cert. Wood Prod. Group	750	Living Green Expo Booth
2009	116	Jaques Art Center	1,181	2010 Advertising
2009	117	Tourism Committee, Aitkin County	2,330	Snowmobile Advertising
2010	118	Aitkin Area Chamber of Commerce	2,850	Commerce and Sport Show Promotions
2010	119	City of Tamarack	630	4 th of July Advertising
2010	120	Aitkin County Ag Society	1,200	2010 County Fair Adv, Promo
2010	121	McGrath Historical Committee	1,750	4 th of July, Threshing Show Exhibit Adv.
2010	122	Aitkin County Historical Society	650	New Brochures
2010	123	Aitkin County	4,635	Snowmobile Advertising
2010	124	Tamarack Activities Club	3,000	50 th Annual Hey Day Promotion
2010	125	Aitkin Riverboat Capt. & Queen Assoc	550	Renovate Riverboat Float
2010	126	McGrath Historical Committee	2,000	Promote Events, brochure printing
2010	127	Aitkin Area Chamber of Commerce	2,735	Fish House Parade promotion, advertising
2011	128	Aitkin Area Chamber of Commerce	2,500	2011 Aitkin Area Sports & Commerce Show
2011	129	Aitkin County Historical Society	485	2011 Discovery Rack Subscription
2011	130	Jaques Art Center	1,800	Century of Service Birthday Party
2011	131	City of Tamarack	1,885	4th of July Celebration
2011	132	Tamarack Activities Club	2,000	Annual Hey Days
2011	133	Aitkin Area Chamber of Commerce	3,550	Riverboat Days Advertising
2011	134	McGrath Historical Committee	1,210	Promote Display at Logging & Threshing Show
2011	135	Aitkin County Economic Development	2,060	Signage & Advertising Northwoods ATV
2011	136	Aitkin Area Chamber of Commerce	4,510	2011 Fish House Parade Promotion

2012	137	City of Aitkin	750	4 th of July Community Celebration
2012	138	Aitkin County Trail Towns	5,000	Northwoods ATV Trail Promotions
2012	139	Aitkin County Historical Society	530	Discovery Rack Subscription
2012	140	Jaques Art Center	2,124	Promoting Tourism with Advertising
2012	141	Aitkin Area Chamber of Commerce	3,500	Aitkin Riverboat Days promotions
2012	142	McGrath 4 th of July Committee	1,552	4 th of July promotions
2012	143	Aitkin Chamber Retail Committee	1,000	Moonlight Madness Promotions
2012	144	Aitkin Area Chamber of Commerce	2,500	Fish House Parade Promotions
2012	145	Tamarack Activities Club	1,000	Annual Hey Day Promotions
2012	146	Hill City Lions Club	1,000	2013 Ice Fishing Contest
2012	147	Hill City Chamber of Commerce	1,044	2013 4 th of July
2013	148	Hill City Chamber of Commerce	500	2013 4 th of July Events
2013	149	City of Tamarack	500	2013 4 th of July Celebration
2013	150	City of Aitkin	640	Amazing Race – Aitkin Edition
2013	151	Aitkin County	500	Quadna Mud Nationals Promotions
2013	152	McGrath Historical Committee	650	McGrath/So. Aitkin County Brochure
2013	153	Jaques Art Center	1,000	Promotion for the JAC and Events
2014	154	Aitkin County Historical Society	1,000	Map of Historic Sites in Aitkin County
2014	155	Aitkin Area Chamber of Commerce	1,000	Web, Economic Brochure Development
2014	156	Up North Riders ATV Club	1,000	Trailer and Graphics for “Rolling Billboard”
2014	157	McGregor Chamber of Commerce	1,000	Promote new events for Wild Rice Days
2014	158	Tamarack Activities Club	500	Promotions for School of Screams
2014	159	Evergreen PAC ATV Club	250	Northwood’s ATV Booth at Carlton Co Fair
2015	160	McGregor Chamber of Commerce	1,000	2016 MN Governors Fishing Opener
2015	161	Up North Riders ATV Club	1,000	Kiosk Signage – Lawler Loops
2015	162	Aitkin Co. ATV Alliance, Ec Dev Dept	1,000	Kiosk Signage Northwood’s ATV Trail
2015	163	Economic Development Department	1,000	McGregor “Walleye” Tank
2015	164	Jaques Art Center	500	Frances Jaques Mural replacement
2015	165	City of Aitkin	250	Phase II Bike Trail promotion/input
2015	166	Aitkin Area Chamber of Commerce	500	Advertising and Promotion campaign
2016	167	Up North Riders ATV Club	1,000	Advertising for ATVAM Fall Ride & Rally
2016	168	Aitkin Area Chamber of Commerce	1,000	Billboard advertising
2016	169	Salo Township	800	ATV Trail Signage
2016	170	McGrath 4 th of July Committee	800	Stay and Play 4 th of July promotion
2016	171	Jaques Art Center	1,000	Community Canvas promotion
2016	172	Aitkin County Historical Society	1,000	Map of County Historical sites
2017	173	The Butler Project	500	Brewfest promotion
2017	174	The Butler Project	1,000	Farmers Market Promotion
2017	175	Aitkin Chamber of Commerce	1,000	Billboard Advertising
2017	176	Aitkin Growth	1,000	Economic Development Work plan
2017	177	Showboat of the Mississippi	500	Dedication Ceremony promotion
2018	178	Long Lake Conservation Foundation	1,000	Stewards of Long Lake website
2018	179	Up North Riders ATV Club	500	Billboard Banners and Posters
2018	180	White Pine Riders ATV Club	500	Promotions for ATVAM Ride and Rally



Aitkin
County

Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 5-14-19

Title of Item: 2019 Maintenance-Construction Project Update

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

Submitted by: John Welle	Department: Highway
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 15 minutes
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Summary of Issue:
The attached 2019 Summary of Highway Contracts will be reviewed to give an outline of projects anticipated to be constructed during the 2019 construction season.

Alternatives, Options, Effects on Others/Comments:
None.

Recommended Action/Motion:
None.

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

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

2019 Highway Contracts

Contract Number	Road Number	Project Number	Project Description	Project Location	Project Length (miles)	Bid Opening Date	Cost Estimate	Actual Bid	Comments
Maintenance:									
1	NA		Application of pavement markings	various locations		3/25/2019	\$ 44,028	\$ 46,396.53	
2	NA		Application of calcium chloride	various locations		3/25/2019	\$ 252,000	\$ 251,720.00	
3		CP 001-090-031	Crack Sealing	CSAH 1, 10, 15, 28	28.74	4/29/2019	\$ 178,980	\$ 97,160.00	
4		CP 001-090-032	Aggregate Crushing	Gun Lake, Fish Trap, and Ball Bluff Pits		4/29/2019	\$ 230,700	\$ 205,800.00	includes \$34,300 for Land Dept.
Total:							\$ 705,708	\$ 601,077	
Construction:									
1	CSAH 3	SAP 001-603-019	Pavement Resurfacing	CSAH 29 to US Hwy 169	4.15	6/3/2019	\$ 641,012		Advanced from 2020
	CSAH 10	SAP 001-610-030	Pavement Resurfacing	TH 200 to Itasca County Line	2.25	6/3/2019	\$ 373,191		Advanced from 2020
	CSAH 16	SAP 001-616-007	Pavement Resurfacing	CSAH 13 to TH 210	8.9	6/3/2019	\$ 1,257,722		
	CR 70	CP 001-070-001	Pavement Resurfacing	TH 65 to TH 65	1.08	6/3/2019	\$ 180,000		Advanced from 2020
	various	CP 001-090-033	Aggregate Shouldering	CSAH 3, 4, 10	46.2	6/3/2019	\$ 150,000		
2	various	SP 001-070-006	HSIP Interection Lighting	CSAH 2, 4, 5, 6, 8, 10, 11, 12		7/8/2019	\$ 112,000		
3	various	SP 001-070-005	HSIP Pavement Markings	CSAH 1, 3, 6, 11, 14, 39		7/8/2019	\$ 231,432		
4	CSAH 25	SAP 001-625-001	Reconstruction (Grading and Agg. Base)	Kanabec County Line to CSAH 23	3.3	9/9/2019	\$ 1,485,000.00		
5	CR 76	CP 001-076-001	Culvert Replacements	US Hwy 169 to US Hwy 169	2.82		\$ 200,000		Will be done with paving 2021
6	CSAH 3	SAP 001-603-018	Reconstruction	6 miles east of CSAH 5 to TH 65	3.2		\$ 3,200,000		Delayed to 2020 Construction
7	CSAH 5	SAP 001-605-013	Bridge (Culvert) Replacement	CSAH 5 over Fleming Lake inlet			\$ 179,182		Delayed until funding is available.
Total:							\$ 8,009,538	\$ -	



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Public Hearing for Food and Lodging Ordinance Revisions

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

**provide copy of hearing notice that was published*

Submitted by: Terry Neff, Environmental Services Director	Department: Environmental Services
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Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed: 20 minutes
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Summary of Issue:

The Minnesota Department of Health has updated the state food code and it is necessary that we update our Food Protection Ordinance to be in compliance.

The Lodging Establishments Ordinance is being proposed for amendment to update definitions, address regulations in the fire code and remove language regarding assisted living as per change in statute.

The proposed amendments were published as required by law.

Recommend adopting the proposed ordinance amendments.

Alternatives, Options, Effects on Others/Comments:

Alternative is to continue administering outdated ordinances, which would likely result in problems with our delegation agreement with the Department of Health.

Recommended Action/Motion:

Approve the proposed amendments to the Food Protection Ordinance and Lodging Establishments Ordinance.

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:*

April 24 and May 8, 2019

NOTICE OF HEARING

The Aitkin County Board of Commissioners will hold a public hearing on the adoption of amendments to the Aitkin County Food Protection and Lodging Establishment Ordinances. The hearing will be conducted on May 14, 2019 at 9:30am in the Aitkin City Hall meeting room located at 109 1st Ave NW, Aitkin, MN 56431.

The Aitkin County Board has entered into a Delegation Agreement with the Minnesota Department of Health based on MN Statutes Section 145A.07. Through this delegation of authority, the Aitkin County Board has been charged with protecting the public health as outlined under MN Statutes Chapters 144, 157, and 327. The Food Protection and Lodging Establishment Ordinances are being updated to maintain consistency with Statute and Rule as required in the Scope of the Delegation Agreement.

A summary of the areas for proposed changes within the Food Protection Ordinance are:

SECTIONS 2.00 SCOPE; 4.00 DEFINITIONS; 5.00 ADOPTION OF FOOD AND BEVERAGE ESTABLISHMENT STANDARDS; 6.00 LICENSING; 7.00 INSPECTIONS; 10.00 SOLID WASTE; adding Section 11.00 HANDWASH SINK REQUIREMENTS and SECTION 12.00 FOOD AND BEVERAGE EQUIPMENT REQUIREMENTS, and renumbering in SECTIONS 13.00 thru 17.00.

Proposed changes within the Lodging Ordinance are:

SECTIONS 2.00 SCOPE; 4.00 DEFINITIONS; 5.00 GENERAL REQUIREMENTS; 14.00 FIRE PROTECTION; eliminate SECTION 20.00 PROVISION OF SPECIAL SERVICES; SECTION 21 VARIANCES and renumbering in SECTIONS 20.00 thru 23.00.

Language that is proposed for deletion is in ~~strikethrough~~ and proposed new language is in red.

Copies of these Ordinances with the proposed amendments are available for review and inspection at the Aitkin County Planning and Zoning Office and the Aitkin County Auditor's Office in the Aitkin County Courthouse during regular business hours. A copy with proposed amendments can also be viewed in their entirety on the Aitkin County website at www.co.aitkin.mn.us. Comments can be submitted in writing to the Aitkin County Planning and Zoning Office 209 2nd St NW, Aitkin, MN 56431, by fax# (218) 927-4372, or by e-mail to aitkinpz@co.aitkin.mn.us before 4:30pm on May 10, 2019. Please include a full name and a complete address with all correspondence.

AITKIN COUNTY FOOD PROTECTION ORDINANCE

SECTION 1.00 PURPOSE AND INTENT.

- 1.01 Purpose.** The purpose of this ordinance is to establish standards for food and beverage service establishments and to protect the health, safety and general welfare of the people of Aitkin County.
- 1.02 Intent.** The intent of this ordinance is to prevent foodborne illnesses; to correct and prevent conditions that may adversely affect the health and safety of persons utilizing food and beverage service establishments; to provide minimum standards for the design, construction, operation, and maintenance of food and beverage service establishments; and to meet consumer expectations of the quality and safety of food and beverage service establishments.

SECTION 2.00 SCOPE.

This ordinance shall provide for the Licensing and Inspection of all establishments providing food and beverage services; regulation of the design, construction, operation and maintenance of such establishments; and the enforcement of violations of this ordinance.

This ordinance shall be applicable to all food and beverage **service** establishments, such as restaurants, boarding houses and places of refreshments, as defined in Minn. Stat. Chapter 157 and this ordinance, and shall include temporary, **seasonal**, push cart **and mobile food unit** commissaries, taverns, bars, **food** caterers, clubs, lodges, eating facilities at resorts and youth camps, bed and breakfasts, schools, public buildings, day care facilities and churches, except as exempted in Minn. Stat. Section 157.22 and all other businesses and establishments where food or beverages are served.

SECTION 3.00 AUTHORITY.

This ordinance is adopted by the Board pursuant to Minnesota Statutes Chapter ~~157A.05~~ 157 and Section 145A.07 which authorizes the Commissioner of Health to enter into a delegation agreement with counties or cities organized under the provisions of to perform all or part of the licensing, inspection and enforcement duties.

SECTION 4.00 DEFINITIONS.

For the purpose of this ordinance, the following words shall have the following meanings:

- 4.01 Bed and Breakfast.** "Bed and Breakfast" shall mean an eating and lodging establishment that is the owner's personal residence, is occupied by the owner at the time of rental and in which guests are only provided with a breakfast meal.
- 4.02 Commissary.** "Commissary" shall mean a licensed food and beverage service establishment where food is prepared, portioned, packaged or stored and where such food is intended for consumption at another establishment or place. It is also a place which is used as the base of operations for servicing, cleaning, supplying and maintaining food catering, mobile food units, push carts and seasonal food stands.
- 4.03 County Board.** "County Board" shall mean the Aitkin County Board of Commissioners and its authorized representatives.
- 4.04 Certified Food Protection Manager.** "Certified Food Protection Manager" means an individual who has a valid Minnesota Food Protection Manager's certification under Part 6.05.
- 4.05 Department.** "Department" shall mean the Aitkin County Environmental Services Department and its authorized representatives.

- 4.06 Food and Beverage Service Establishment.** "Food and Beverage Service Establishment" shall mean those establishments as defined in Minnesota Statutes Chapter 157 ~~and shall include drive-ins, bars, taverns, drive-in cafes, clubs, lodges, eating facilities at resorts, schools, group day care facilities, children's camps, fairs, circuses, carnivals, churches, and public buildings, except as exempted by Minnesota Statutes Section 157.22, and all other businesses and establishments where meals, lunches or beverages are served~~ and shall include a building, structure, enclosure, or any part of a building, structure, or enclosure used as, maintained as, advertised as, or held out to be an operation that prepares, serves, or otherwise provides food or beverages, or both, for human consumption.
- 4.07 Food Catering.** "Food Catering" shall mean the preparation of food in a licensed food and beverage service establishment and may include the transportation of such food for service and consumption at some other site. A food establishment doing food catering is responsible for maintaining control of and ensuring the safety of the food from preparation to service to the consumer.
- 4.08 Mobile Food Unit.** "Mobile Food Unit" shall mean a vehicle-mounted food service establishment, or trailered, designed to be readily movable.
- 4.09 Person.** "Person" shall mean any individual, firm, partnership, public or private corporation, municipality or other organization, receiver, trustee, assignee or agent, and with respect to acts prohibited or required herein, shall include employees or licensees.
- 4.10 Push (FOOD) Cart.** "Push Cart" shall mean a non-self-propelled vehicle limited to serving non-potentially hazardous foods or commissary-wrapped food maintained at proper temperatures, or limited to the preparation and serving of frankfurters.
- 4.11 Seasonal Food Stand.** "Seasonal Food Stand" shall mean a food and beverage service establishment that is either permanent or temporary of a "knock-down" nature and moved around with both operating no more than 14 consecutive days at a time.
- 4.12 Temporary Food Service Establishment.** "Temporary Food Service Establishment" shall mean a mobile food unit or seasonal food stand that operates at a fixed location for a temporary period of time of not more than 10 consecutive days in conjunction for 3 times a year maximum with a fair, carnival, circus, public exhibition, special event or celebration or similar transitory gathering.

SECTION 5.00 ADOPTION OF FOOD AND BEVERAGE SERVICE ESTABLISHMENT STANDARDS.

The standards for Food ~~&~~ Beverage ~~Service~~ Establishments as defined in Minnesota Rules Chapter 4626.0010 to 4626.1855, ~~except Section 4626.0033 subparts G to O~~ are hereby incorporated in and made part of this ordinance whose authority is the Minnesota Department of Health, and those authorities which are the responsibility of the Minnesota Department of Agriculture. ~~The standards for Certified Food Protection Manager requirements outlined in Minnesota Rules Chapter 4626.0033 to 4626.2010 are hereby incorporated in and made part by adoption of this ordinance.~~ Where Minnesota Rules Chapter 4626 refer to the Commissioner, Commissioner shall mean the Aitkin County Board and its designated agents.

SECTION 6.00 LICENSING.

- 6.01 License Required.** No person shall operate a food establishment within Aitkin County unless a license for the current year has been obtained pursuant to this ordinance.
- 6.02 Application.** License application shall be made on forms furnished by the Department and shall set forth the general nature of the business, the location, and other information as the County Board may require. The issuance, maintenance, termination and administration of such licenses shall be in accordance with and subject to all conditions of the Aitkin County Administrative Ordinance relative to the general requirements for licenses in Aitkin County.

- 6.03 License Fees.** Fees for licenses issued hereunder shall be those established by resolution of the County Board.
- 6.04 Transfer and Display of License.** Only a person who complies with the requirements of this ordinance shall be entitled to receive a license. Licenses shall not be transferable as to person or place. All licenses obtained for a food ~~and or~~ beverage service establishment shall be conspicuously displayed in public areas of said establishment.
- 6.05 Certified Food ~~Protection~~ Manager Requirements for Food and Beverage Service Establishments.** The standards for a Certified Food Protection Manager as defined in Minnesota Rules Chapter 4626.0033.A to F are hereby incorporated in and made part of this ordinance. ~~An owner or operator of a food establishment must either possess or employ a certified food manager for each food establishment except for a satellite or catered feeding location. Exemption from needing a CFM shall be:~~
- ~~6.051. Where a food establishment's preparation activities are solely limited to one or more of the following:~~
- ~~(1) heating or serving precooked hot dog or sausage products, popcorn, nachos, pretzels, or frozen pizza;~~
 - ~~(2) preparing or serving a continental breakfast such as rolls, coffee, juice, milk, and cold cereal;~~
 - ~~(3) preparing or serving nonalcoholic or alcoholic beverages or ice;~~
 - ~~(4) grinding coffee beans;~~
 - ~~(5) packaging foods that are not potentially hazardous foods;~~
 - ~~(6) serving bulk food as defined in Minnesota Statutes, section 31.80, subdivision 2;~~
 - ~~(7) processing raw meat, poultry, fish, or wild game intended for cooking after sale;~~
 - ~~(8) heating as the only preparation step for a bakery product;~~
 - ~~(9) providing prepackaged food in its original package; or~~
 - ~~(10) cleaning or sanitizing eating, drinking, or cooking utensils, when the only food served is prepared off site;~~
- ~~6.052. The following establishments if food is prepared for 18 or fewer persons per mealtime: a boarding establishment as defined in Minnesota Statutes, section 157.15, subdivision 4, a bed and breakfast, a child care facility, or an adult day care center;~~
- ~~6.053. A food cart, mobile food unit, seasonal permanent food stand, seasonal temporary food stand, or special event food stand, as defined in Minnesota Statutes, section 157.15, subdivisions 6, 9, 12a, 13, and 14, respectively;~~
- ~~6.054. A retail food vehicle, portable structure, cart, or vending machine; and~~
- ~~6.055. A food establishment that provides meals no more than one day in a seven-day period and that is owned and operated by a business or a nonprofit organization whose primary activity is not food service.~~

SECTION 7.00 INSPECTIONS.

- 7.01 Access to Premises.** The person operating the food ~~and or~~ beverage service establishment shall, upon request of the Department and after proper identification,

permit access to all parts of the establishment at any reasonable time for the purpose of inspection and shall exhibit and allow copying of any records necessary to ascertain sources of foods or beverages. No persons shall interfere with or hinder the Department in the performance of their duties, or refuse to permit the Department to make such inspections.

- 7.02 Inspection Prior to Approval of Application.** Prior to approval of an application for a license for a new food and or-beverage service establishment or an establishment that has not previously been licensed by Aitkin County or the Minnesota Department of Health, the Department shall inspect the proposed establishment to determine compliance with the requirements of this ordinance.
- 7.03 Inspection Frequency.** The Department shall inspect every high-risk establishment at least every 12 months; every medium-risk establishment at least once every 18 months; and all low-risk establishments at least once every 2 years.
- High-risk, medium-risk and low-risk have the meaning given to them in Minn. Stat. Section 157.20.
- 7.04 Notification of Inspection Results.** The Department shall notify the licensee in writing regarding the results of each inspection. The inspection report shall be delivered to the licensee or his authorized agent in person or by first-class, certified or registered mail. A copy of the inspection report shall be filed with the records of the Department and the Licensee shall maintain a copy for at least three (3) years of the date of the last inspection.
- 7.05 Removal and Correction of Violations.** All licensees, owners, or operators of establishments having received a report giving notification of one or more violations of this ordinance shall correct or remove each violation in a reasonable length of time determined by the Department. The length of time for the correction or removal of each such violation shall be noted on the inspection report. The failure to remove or correct each such violation within the time period noted on the inspection report shall constitute a separate violation of this ordinance.

SECTION 8.00 CONSTRUCTION - PLAN REVIEW.

- 8.01 Plan Review.** All persons who hereafter construct, remodel or convert buildings or facilities for use as a food and or beverage service establishments, shall submit a complete set of plans and specifications to the Department for review and approval before construction, remodeling, or conversion begins. The plans and specifications shall show the layout; arrangement; mechanical, plumbing and electrical specifications; construction materials of work areas; and location, size and type of equipment and facilities. The plans must be drawn to scale and must be legible and complete in all details. Plumbing specifications must be submitted to the Minnesota Department of Labor and Industry Health.
- 8.02 Building Permit.** A city or town shall not issue a building permit for a food and or beverage service establishment or remodeling or alteration permit for such establishment until such plans have the approval of the Department.
- 8.03 Plan Review Fees.** The appropriate fee, as established by resolution of the County Board, shall be submitted at the time construction plans are submitted.
- 8.04 Plan Approval.** The Department shall review and approve or not approve the plans and specifications within 30 days of the time a complete set of plans and specifications are submitted. The Department shall notify the applicant, in writing, of the results of the review.
- 8.05 Construction Inspection.** The Department shall inspect the establishment as frequently as it may deem necessary during construction to ensure that construction occurs in conformance with this ordinance.

- 8.06 Final Inspection.** The Department shall conduct a final inspection prior to the start of operations and issuance of an approved license. The food ~~and or~~ beverage service establishment shall be constructed and finished in conformance with the approved plans.

SECTION 9.00 SEWAGE DISPOSAL.

All sewage and other water carried wastes shall be managed in accordance with the Aitkin County Individual Sewage Treatment System and Wastewater Ordinance No. 1.

SECTION 10.00 SOLID WASTE.

- 10.01** The storage, collection and disposal of refuse and garbage ~~at a food and beverage service establishment in the manufactured home parks and recreational camping areas~~ shall be so conducted as to create no health hazards, rodent harborage, insect-breeding areas, accident or fire hazards or air pollution. All refuse and garbage shall be stored in fly-tight, water-tight ~~and~~ rodent-proof containers. ~~which shall be located convenient to any manufactured home site, provided that, on days of collection plastic garbage and refuse bags may be used for outside storage as long as no nuisance conditions are created. In recreational camping areas, garbage and refuse containers shall be provided on the ratio of at least one for every four sites or centrally located facilities may be provided.~~ Refuse and garbage collection shall be made as often as necessary, but not less frequently than once per week, to prevent nuisance conditions. Final disposal of refuse and garbage shall be accomplished in accordance with the criteria and standards established by the Aitkin County Solid Waste Ordinance.

- 10.02 Open Burning.** Open burning of solid waste is prohibited.

SECTION 11.00 HANDWASH SINK REQUIREMENTS.

Warm water measuring between 100°F and 120°F must be provided at any handwash sink in a food and beverage service establishment.

SECTION 12.00 FOOD AND BEVERAGE EQUIPMENT REQUIREMENTS.

When a food and beverage service establishment is located in a child care center, residential care home, supervised living facility, apartment building with congregate dining, boarding establishment, bed and breakfast or similar establishment, all food service equipment must meet the requirements in Minnesota Rules 4626.0506.

SECTION 13.00 PROCEDURE WHEN INFECTION IS SUSPECTED.

When the Department has reasonable basis to suspect the possibility of disease transmission from a food ~~and or~~ beverage service establishment employee, the Department shall secure an illness or morbidity history of the suspected employee, and/or make other investigations as may be required, and take appropriate action. The Department may require any or all of the following measures:

- 13.01** The immediate exclusion of the food employee from all food service establishments;
- 13.02** The immediate closure of the food service establishment concerned until, with the facts provided to the Environmental Service Director, no further danger of disease outbreak exists;
- 13.03** Restriction of the employee's services to some area of the establishment where there would be no danger of transmitting disease, and;
- 13.04** Adequate medical and laboratory examinations of the employee, or other employees, and their bodily fluids and discharges.

SECTION 14.00 EMERGENCY CLOSURE.

- 14.01 Emergency Closure.** Notwithstanding the other provisions of this ordinance, whenever the Department finds an imminent health hazard to exist, such as, but not limited to, those listed below; the establishment shall immediately cease food service operations

according to the procedures outlined in this section. Operations shall not be resumed until authorized in writing by the Department.

14.02 Imminent Health Hazard. An imminent health hazard may include, but not necessarily be limited to, the following:

14.021 Lack of any basic facilities such as water, electricity or sewer;

14.022 Evidence of a sewer backup in the food preparation or food storage areas;

14.023 The presence of a food service worker ~~in~~ with a communicable disease or infected wound who refuses to comply with the orders of the Department;

14.024 An infestation of rodents or insects; or

14.025 Evidence of an on-going foodborne illness associated with the operation of the establishment.

14.03 If following an on-site inspection the Department determines that closure of a food establishment is required in order to protect public health, the Department shall order the immediate closure of the establishment in writing. The order shall identify the food establishment, describe the specific grounds upon which the closure is based, direct the immediate closure of the establishment and vacating of the premises by consumers, list the corrective actions necessary to re-open the establishment, and state that a hearing on the emergency closure may be requested by the licensee. The order shall be served in person to the owner, manager, or person in charge.

14.031 The person receiving the order shall immediately close the establishment and require all persons to vacate. The establishment shall remain closed until the Department rescinds the order for emergency closure. Failure to close the establishment or keep the establishment closed is a misdemeanor.

14.032 In the event the person receiving the order fails to close the establishment, the Department may order all persons to vacate the premises. Failure to leave upon said orders is a misdemeanor. If a person fails to vacate the premises as ordered by the Department, the Aitkin County Sheriff or local police may be summoned to assist in vacating the premises and issuing such citations or making such arrests as may be necessary to comply with this Ordinance.

14.033 The licensee may request, in writing, a hearing on the emergency closure order, and the conditions for reopening the establishment. The hearing shall be held within two (2) business days following the request. The hearing shall be before The Environmental Services Director who shall render a written decision within two (2) business days after the conclusion of the hearing. The decision of the Department may be appealed to the County Board as provided in the Aitkin County Administrative Procedures Ordinance.

14.034 Whenever a food service establishment is required under the provisions of this Ordinance to cease operations, it shall not resume operations until it is shown on re-inspection that conditions responsible for the order to cease operation no longer exist. Opportunity for re-inspection shall be offered within a reasonable time.

SECTION 15.00 ENFORCEMENT.

15.01 Misdemeanor. Any person who violates a provision of this County ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished therefore as provided by law. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

15.02 Equitable Relief. In the event of a violation or a threat of violation of this ordinance, the County Attorney may take appropriate action to enforce this ordinance, including application of injunctive relief, action to compel performance,

or other appropriate action in court, if necessary, to prevent, restrain, correct or abate such violations or threatened violation.

SECTION 16.00 SEVERABILITY.

If any provision or application of any provision of this ordinance is held invalid, that invalidity shall not affect other provisions or applications of this ordinance.

SECTION 17.00 EFFECTIVITY.

This shall be effective upon passage by the County Board and publication according to law.

AITKIN COUNTY ORDINANCE REGULATING LODGING ESTABLISHMENTS

SECTION 1.00 PURPOSE.

The purpose of this ordinance is to establish standards for all lodging establishments and to protect the health, safety and general welfare of the people of Aitkin County.

SECTION 2.00 SCOPE.

This ordinance shall provide for the licensing and inspection of all lodging establishments; regulation of the design, construction, operation and maintenance of such establishments; and the enforcement of violations of this ordinance.

This ordinance shall be applicable to all lodging establishments, such as hotels, motels, lodging houses, bed and breakfasts, ~~vacation/private home rentals~~ and resorts as defined in ~~this ordinance~~ or Minnesota Statutes Chapters 157 and 327, and Rule 4625.

SECTION 3.00 AUTHORITY.

This ordinance is adopted by the Board pursuant to Minnesota Statutes Chapter ~~157A.05-157~~ and Rule 145A.07 which authorizes the Commissioner of Health to enter into a delegation agreement with counties or cities organized under the provisions of to perform all or part of the licensing, inspection and enforcement duties.

SECTION 4.00 DEFINITIONS.

For the purpose of this ordinance, the following words shall have the following meanings:

- 4.01 Approved.** "Approved" shall mean acceptable to the Department as determined by conformance to applicable standards and good public health practices.
- 4.02 Bed and Breakfast.** ~~"Bed & Breakfast" are owner-occupied establishments which offer lodging and breakfast, without a limitation on the number of rooms offered, shall mean an eating and lodging establishment that is the owner's personal residence, is occupied by the owner at the time of rental and in which guests are only provided with a breakfast meal. If breakfast is offered to more than 10 persons, a commercial kitchen is required.~~
- 4.03 Boarding House.** "Boarding House" shall mean a lodging establishment maintained as, or advertised as, or held out to be an enclosure where meals or lunches are furnished to five or more regular boarders, whether with or without sleeping accommodations, for periods of one week or more.
- 4.04 Clean.** "Clean" shall mean the absence of dirt, grease, rubbish, garbage and other offensive, unsightly or extraneous matter.
- 4.05 Commercial Planned Unit Developments.** "Commercial Planned Unit Developments" shall mean land uses that provide transient, short-term lodging spaces, rooms, or parcels and their operations are essentially service-oriented. For example, hotel/motel accommodations, resorts, recreational vehicle and camping parks, and other service-oriented activities.
- 4.06 County.** "County" shall mean the County of Aitkin.
- 4.07 County Board.** "County Board" shall mean the Aitkin County Board of Commissioners and its authorized representatives.
- 4.08 Deck.** "Deck" means a horizontal, unenclosed platform with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and at any point the deck surface extends more than ~~30~~ **six (6)** inches above ground.

- 4.09 **Department.** "Department" shall mean the Aitkin County Environmental Services Department and its authorized representatives.
- 4.10 **Good Repair.** "Good Repair" shall mean free of corrosion, breaks, cracks, chips, pitting, excessive wear and tear, leaks, obstructions and similar defects so as to constitute a good and sound condition.
- 4.11 **Hotel or Motel.** "Hotel or Motel" means a lodging structure maintained as, advertised as, or held out to be a place where sleeping accommodations are furnished to the public and furnishing accommodations for periods of less than one week.
- 4.12 **Individual Sewage Treatment System.** "Individual Sewage Treatment System" shall mean a system as described and regulated in the Aitkin County Individual Sewage Treatment System and Wastewater Ordinance No. 1.
- 4.13 **Landing.** "Landing" shall mean the top or bottom of a section of stairway, with or without railings.
- 4.14 **Lodging Establishment.** "Lodging Establishment" shall mean a hotel, motel, lodging house, bed and breakfast, resort, ~~vacation/private home rental~~ or other establishment that meets the definition of Lodging Establishment as defined in Minn. Stat., Chapter 157.
- 4.15 **Person.** "Person" shall mean any individual, firm, partnership, public or private corporation, municipality, or other organization, receiver, trustee, assignee or agent, and with respect to acts prohibited or required herein, shall include employees or licensees.
- 4.16 ~~**Platform.** "Platform" shall mean a horizontal, unenclosed structure with or without attached railings, seats, trellises, or other features, attached or functionally related to a principal use or site and the platform surface extends less than 30 inches above ground.~~
- 4.16 **Resort.** "Resort" means a lodging structure located on or near any lake, stream, skiing or hunting area, or any recreational area for convenient access, and held out to the public to be a place where sleeping accommodations are furnished to the public for recreational periods of one day, one week, or longer, and having for rent ~~three five~~ or more cottages, units or enclosures.
- 4.17 ~~**Single Service Articles.** "Single Service Articles" shall mean tableware, utensils and other items such as bags, containers, stirrers, straws, toothpicks and wrappers, that are designed and constructed to be used one time by one person, after which they are intended to be discarded.~~
- 4.18 **Usable Floor Space.** "Usable Floor Space" shall mean all floor space in a sleeping room not occupied by closets, toilet rooms, shower or bathrooms.
- 4.19 ~~**Vacation/Private Home Rental.** "Vacation/Private Home Rental" means a single family dwelling and/or related structure that is rented out on a transient basis for a charge. A transient basis shall be any period of time less than thirty (30) consecutive days.~~

SECTION 5.00 GENERAL REQUIREMENTS.

- 5.01 **Space.** Every room occupied for sleeping purposes by one person shall contain at least 70 sq. ft. of usable floor space, and every room occupied for sleeping purposes by more than one person shall contain not less than 60 sq. ft. of usable floor space for each occupant thereof. Under no circumstances shall there be provided less than 400 cu. ft. of air space per occupant. Beds shall be spaced at least 3 ft. apart when placed side by side. No sleeping quarters shall be provided in any basement having more than half its clear floor to ceiling height below the average grade of the adjoining ground. When strict compliance herewith is impracticable, the Department may waive any of the provisions of this paragraph subject to such conditions as may be deemed desirable in the individual case.

- 5.02 Bedding and Linen.** All beds, bunks, cots, and other sleeping places provided for guests in ~~lodging establishments hotels, motels, resorts and lodging houses~~ shall be supplied with suitable pillow slips and under and top sheets. All bedding including mattresses, quilts, blankets, pillows, sheets, spreads, and all bath linen shall be kept clean. No bedding including mattresses, quilts, blankets, pillows, bed and bath linen, shall be used that are worn out or unfit for further use. Pillow slips, sheets, and bath linen after being used by one guest shall be washed before they are used by another guest, a clean set being furnished each succeeding guest. For any guests occupying a guest room for an extended period of time, a fresh set of sheets and pillow slips shall be furnished at least once each week, and at least two clean towels shall be furnished each day, except that the proprietor will not be responsible for the sheets, towels, pillow slips, and bath linen furnished by a guest.
- 5.03 Room Furnishings.** All equipment, fixtures, furniture and furnishings, including windows, draperies, curtains and carpets, shall be kept clean and free of dust, dirt, vermin and other contaminants, and shall be maintained in good order and repair.
- 5.04 Toilets.** Every ~~lodging establishment hotel, motel and lodging house~~ shall be equipped with adequate and conveniently located water closets for the accommodation of its employees and guests. Water closets, lavatories and bathtubs or showers, shall be available on each floor when not provided in each individual room. Toilet, lavatory and bath facilities shall be provided in the ratio of one toilet and one lavatory for every ten occupants, or fraction thereof, and one bath tub or shower for every twenty occupants, or fraction thereof. Toilet rooms shall be well ventilated by natural or mechanical methods. The doors of all toilet rooms serving the public and employees shall be self-closing. Toilets and bathrooms shall be kept clean and in good repair and shall be well lighted and ventilated. Hand washing signs shall be posted in each toilet room used by employees. Every resort shall be equipped with adequate and convenient toilet facilities for its employees and guests. If privies are provided they shall be separate buildings and shall be constructed, equipped, and maintained in conformity with the standard of the Department and shall be kept clean.
- 5.05 Hand Washing.** All lavatories for public use or furnished in guestrooms shall be supplied with hot and cold running water and with soap. Scullery sinks should not be used as hand washing sinks.

Individual or other approved sanitary towels or warm-air dryers shall be provided at all lavatories for use by employees or the public.

5.06 Eating Utensils and Drinking Vessels Provided in Guestrooms.

- 5.061** After each usage, all multi-use eating utensils and drinking vessels shall be thoroughly washed in hot water containing a suitable soap or synthetic detergent, rinsed in clean water, and effectively subjected to a bactericidal process approved by the Department. Approved facilities for manual dishwashing shall consist of a three-compartment sink with stacking and drain boards at each end. All mechanical dishwashing machines ~~shall conform to Standard Number 3 of the NSF International, dated 1996 and any subsequent revisions.~~ **must be certified or classified for sanitation by an American National Standards Institute (ANSI) accredited certification program.**
- 5.062** All dishes, glasses, utensils and equipment after washing and bactericidal treatment shall be permitted to drain and air dry.
- 5.063** Single service ~~articles utensils or vessels as defined in the Aitkin County Food Protection Ordinance~~ **articles utensils may shall** not be reused.

- 5.07 Insect and Rodent Control.** Every ~~lodging establishment~~ ~~hotel, motel, lodging house~~ ~~and resort~~ shall be so constructed and equipped as to prevent the entrance, harborage or breeding of flies, roaches, bedbugs, rats, mice and all other insects and vermin, and specific means necessary for the elimination of such pests such as cleaning, renovation or fumigation shall be used. The Department may order the facility to hire an exterminator licensed by the state to exterminate pests when:
- 5.071** The infestation is so extensive that it is unlikely that a non-professional can eradicate the pests effectively, or
- 5.072** The extermination method of choice can only be carried out by a licensed exterminator, or
- 5.073** Upon reinspection, it is found that an establishment has not been brought into compliance with a prior order to rid the establishment of pests.
- 5.08 Personnel Health and Cleanliness.** No person shall resume work after visiting the toilet without first thoroughly washing their hands.
- Personnel of ~~lodging establishments~~ ~~hotels, motels, lodging houses and resorts~~ may be required to undergo medical examination to determine whether or not they are cases or carriers of a communicable disease.
- 5.09 Cleanliness of Premises.** The premises of all ~~lodging establishments~~ ~~hotels, motels, lodging houses, and resorts~~ shall be kept clean and free of litter or rubbish.
- 5.10 Food Service.** If food is served at a lodging establishment the food service is subject to all requirements of the Aitkin County Food Protection Ordinance.
- 5.11 Carbon Monoxide Alarms.** Carbon monoxide alarms must be provided as required per the 2015 Minnesota State Building Code MR1305.0908 and Minnesota Statutes 299F.50 and 299F.51.

SECTION 6.00 LICENSING.

- 6.01 License Required.** No person shall operate a lodging establishment within Aitkin County unless a license for the current year has been obtained pursuant to this ordinance.
- 6.02 Transfer and Display of License.** Only a person who complies with the requirements of this ordinance shall be entitled to receive a license. Licenses shall not be transferable as to person or place. All licenses obtained for a lodging establishment shall be conspicuously displayed.
- 6.03 License Fees.** Fees for licenses issued hereunder shall be those established by resolution of the County Board.
- 6.04 Application.** License application shall be made on forms furnished by the Department and shall set forth the general nature of the business, the location, and other information as the County Board may require. The issuance, maintenance, termination and administration of such licenses shall be in accordance with and subject to all conditions of the Aitkin County Administrative Procedure Ordinance relative to the general requirements for licenses in Aitkin County.

SECTION 7.00 INSPECTION.

- 7.01 Inspection Prior to Approval of Application.** Prior to approval of an application for a license for a new lodging establishment or an establishment that has not previously been licensed by Aitkin County or the Minnesota Department of Health, the Department shall inspect the proposed establishment to determine compliance with the requirements of this ordinance.

- 7.02 Inspection Frequency.** The Department shall inspect every high-risk establishment at least once every 12 months; every medium-risk establishment at least once every 18 months; and all low-risk establishments at least once every two years.
- High-risk, medium-risk and low-risk have the meaning given to them in Minn. Stat. Section 157.20.
- 7.03 Notification of Inspection Results.** The Department shall notify the licensee in writing regarding the results of each inspection. The inspection report shall be delivered to the licensee or his authorized agent in person or by first class, certified or registered mail. A copy of the inspection report shall be filed with the records of the Department and the Licensee shall maintain a copy for at least three (3) years of the date of the last inspection
- 7.04 Removal and Correction of Violations.** All licensees, owners, or operators of establishments having received a report giving notification of one or more violations of this ordinance shall correct or remove each violation in a reasonable length of time determined by the Department. The length of time for the correction or removal of each such violation shall be noted on the inspection report. The failure to remove or correct each such violation within the time period noted on the inspection report shall constitute a separate violation of this ordinance.

SECTION 8.00 CONSTRUCTION - PLAN REVIEW.

- 8.01 Plan Review.** All persons who hereafter construct, remodel or convert buildings or facilities for use as lodging establishments, shall submit a complete set of plans and specifications to the Department for review and approval before construction, remodeling, or conversion shall begin. The plans and specifications shall show the layout; arrangement; mechanical, plumbing and electrical specifications; construction materials of work areas; and location, size and type of equipment and facilities. The plans must be drawn to scale and must be legible and complete in all details. Plumbing specifications must be submitted to the Minnesota Department of Labor and Industry.
- 8.02 Plan Approval.** The Department shall review and approve or not approve the plans and specifications within 30 days of the time a complete set of plans and specifications are submitted. The Department shall notify the applicant, in writing, of the results of the review.
- 8.03. Plan Review Fees.** The appropriate fee, as established by resolution of the County Board, shall be submitted at the time construction plans are submitted.
- 8.04** A city or town shall not issue a building permit for a lodging establishment or remodeling or alteration permit for such establishment until such plans have the approval of the Department.
- 8.05 Construction Inspection.** The Department shall inspect the lodging establishment as frequently as it may deem necessary during construction to ensure that construction occurs in conformance with this ordinance.
- 8.06 Final Inspection.** The Department shall conduct a final inspection prior to the start of operations and issuance of an approved license. The lodging establishment shall be constructed and finished in conformance with the approved plans.
- 8.07 Expansion.**
- 8.071** An expansion, conversion or change of use of a lodging establishment shall be through a Conditional Use Permit through the Aitkin County Planning and Zoning Office. Expansions, conversions or changes in use within Shorelands of Aitkin County shall meet the requirements set forth in Section 8.0 (Commercial Planned Unit Development) of the Aitkin County Shoreland Ordinance.

8.072 A compliance inspection of all individual sewage treatment systems on the property shall be completed prior to acceptance of an application for a Conditional Use Permit. Any individual sewage treatment systems not in compliance shall be repaired, replaced or otherwise brought into compliance when the Conditional Use Permit is approved or as otherwise agreed upon, in writing, by the Department.

SECTION 9.00 BUILDING REQUIREMENTS.

- 9.01 Building Maintenance.** Every building, structure or enclosure used to provide lodging accommodations for the public shall be kept in good repair, and so maintained as to promote the health, comfort, safety and well-being of persons accommodated.
- 9.02 Floors.** The floors of all guestrooms, hallways, bathrooms, storerooms, and all other spaces used or traversed by guests shall be of such construction as to be easily cleaned, shall be smooth, and shall be kept clean and in good repair. Cleaning of floors shall be done as to minimize the raising of dust and the exposure of guests thereto. The requirements of this section shall not prevent the use of rugs, carpets or natural stone, which can be kept clean. Abrasive strips for safety purposes may be used wherever deemed necessary to prevent accidents.
- 9.03 Walls and Ceilings.** The walls and ceilings of all rooms, halls and stairways shall be kept clean and in good repair. Studs, joists or rafters shall not be left exposed except when suitably finished and kept clean.
- 9.04 Screening.** When flies, mosquitoes, and other insects are prevalent, all outside doors, windows and other outer openings shall be screened; provided that such screening shall not be required for rooms deemed by the Department to be located high enough in the upper stories of the building as to be free of such insects, or in such areas where other effective means are provided to prevent their entrance.
- 9.05 Lighting and Ventilation.** All rooms and areas used by patrons and guests and all other rooms or spaces in which lighting and ventilation, either natural or artificial, are essential to the efficiency of the business operation shall be well lighted and ventilated.

An area shall be considered well ventilated when excessive heat, odors, fumes, vapors, smoke or condensation is reduced to a negligible level and barely perceptible to the normal senses. During seasons when weather conditions require tempering of make-up air, adequate equipment shall be provided to temper the make-up air. Every gas-fired or oil-fired room heater and water heater shall be vented to the outside air.

SECTION 10.00 WATER SUPPLY.

- 10.01 Water Source.** A safe adequate supply shall be located, constructed and operated in accordance with Minn. Rules Chapter 4720 or Minn. Rules Chapter 4725.
- 10.02 Water Temperature.** The temperature of hot water that is provided in any public area or guestroom, including but not limited to lavatories, bathtubs or showers shall not exceed 130 degrees F (approximately 55 degrees C).

SECTION 11.00 REGISTRATIONS OF GUESTS.

- 11.01** Persons operating a lodging establishment, as defined in this Ordinance, furnishing overnight accommodations for transient guests shall provide and keep a guest register. Upon arrival, every guest shall provide the name and home address of all persons in their party, the make of the party's motor vehicle, vehicle registration number, the state the vehicle is registered and other identifying letters or characters appearing on the plate. Such registration shall be kept in an accurate and orderly manner and retained for one year.

- 11.02 Guest Registration.** Every person, upon arriving at a lodging establishment applying for guest accommodations shall furnish the operator or other attendant in charge the information necessary to complete registration.
- 11.03 Registration Records, Inspection.** The registration records shall be open to the inspection of all state and local law enforcement officers.

SECTION 12.00 SEWAGE DISPOSAL.

All sewage shall be managed in accordance with the Aitkin County **Subsurface Sewage Treatment System Ordinance**. ~~Individual Sewage Treatment System and Wastewater Ordinance No. 1.~~

SECTION 13.00 SOLID WASTE.

- 13.01 Solid Waste.** The storage, collection and disposal of refuse and garbage shall be in accordance with the Aitkin County Solid Waste Ordinance. All garbage, trash and refuse shall be removed from the premises frequently to prevent nuisance and unsightly conditions, and shall be disposed of in a sanitary manner. All garbage receptacles shall be kept clean and in good repair. All refuse and garbage storage shall be kept in fly-tight, watertight rodent-proof containers.
- 13.02 Open Burning.** Burning of solid waste except at a licensed facility is prohibited.

SECTION 14.00 FIRE PROTECTION.

All fire protection measures shall be in accordance with requirements of **Minnesota Statute, the State Fire Marshall Chapter 299F**. ~~All lodging establishments shall provide suitable fire escapes, which shall be kept in good repair, and accessible at all times. Hallways shall be marked and exit lights provided; fire extinguishers shall be provided and shall be recharged annually and kept accessible for use. No sleeping quarters shall be maintained in rooms which do not have unobstructed egress to the outside or to a central hall leading to a fire escape. All fire protection measures shall be in accordance with requirements of the state fire marshal.~~

- 14.01 Fire Exits and Escapes.** Suitable fire escapes and emergency exit routes must be provided, maintained in good repair and accessible at all times. Multi-unit dwellings must post signs indicating fire escapes and emergency exit routes and provide suitable exit lighting.
- 14.02 Fire Extinguishers.** At least one easily accessible fire extinguisher per lodging establishment and no fewer than the number required by the state fire marshal must be provided. Fire extinguishers must be inspected annually by an approved extinguisher servicing company.
- 14.03 Egress Escape.** No sleeping quarters shall be maintained in rooms which do not have unobstructed egress to the outside.
- 14.04 Smoke Alarm Installation.** Smoke alarms must be installed as required in the Minnesota State Fire Code, adopted per Minnesota Statute 299F.011.
- 14.05 Smoke Alarm Replacement.** Smoke alarms must be replaced as required in the Minnesota State Fire Code, adopted per Minnesota Statute 299F.011.

SECTION 15.00 PLUMBING.

All new plumbing in hotels, motels, lodging houses and resorts, and all plumbing reconstructed after January 1968 shall be designed, constructed and maintained in accordance with Minn. Rules, Chapter ~~4714 4715~~.

SECTION 16.00 SWIMMING POOLS.

All swimming pools and other artificial recreational bathing facilities shall be located, constructed and operated in conformity with Minn. Rules.

SECTION 17.00 SANITARY DISPENSING OF ICE.

Any lodging establishment which makes ice available in public areas, including but not limited to lobbies, hallways, and outdoor areas, shall restrict access to such ice in accordance with the following provisions:

- 17.01** After the effective date of this rule, any newly-constructed lodging establishment which installs ice-making equipment, and any existing lodging establishment which replaces its ice-making equipment, shall install only automatic dispensing, sanitary ice-making and storage equipment in areas that the public has access. Any such establishment may install open-type ice bins only if the ice therefrom is dispensed in the manner provided in Subsection 2.
- 17.02** After December 31, 1984, any existing lodging establishment which has not converted to automatic dispensing ice-making and storage equipment shall no longer permit unrestricted public access to open-type ice bins, and shall dispense ice to guests only by having employees give out prefilled, individual, sanitary containers of ice, or by making available prefilled, disposable, closed, bags of ice.

SECTION 18.00 ACCESSIBILITY.

All new establishments and any major remodeling or renovation of an existing establishment shall, when appropriate, bring the establishment into compliance with Minn. Rules Chapter 1341, cited as the Minnesota Accessibility Code.

SECTION 19.00 INDOOR AIR QUALITY.

The person in charge of a lodging establishment shall ensure that the requirements of the Minnesota Clean Indoor Act, Minn. Stat. Chapter 144 are met throughout the establishment.

SECTION 20.00 PROVISION OF SPECIAL SERVICES.

~~A boarding and lodging establishment or a lodging establishment that provides special services such as "Health Supervision Services" or "Supportive Services", as defined in Minn. Stat. Section 157.17, must obtain a license from Aitkin County. In addition, the applicant must register with the Commissioner of Health, on forms provided by the Minnesota Department of Health and comply with the provisions of Minn. Stat. Section 157.17.~~

~~This section does not prohibit the provision of health care services to residents of a board and lodging establishment by family members or the resident or by a registered or licensed home care agency employed by the resident.~~

SECTION 20.00 VARIANCE.

In any case where, upon application of responsible persons, the Department finds that by reason of exceptional circumstances the strict enforcement of Section 5.01, Section 5.04 and Section 9.03. ~~and Section 14.00 except the last sentence, and Section 17.00~~ would cause undue hardship and would be unreasonable, impractical or not feasible, the Department in its discretion may permit a variance therefrom. The Department shall grant a variance only to these sections according to the procedures set forth in Minnesota Rules, Section 4625.2355.

Such variances may be reviewed periodically and rescinded or altered as necessary to protect the public health or eliminate nuisance conditions.

SECTION 21.00 ENFORCEMENT.

- 21.01 Misdemeanor.** Any person who violates a provision of this County ordinance shall be guilty of a misdemeanor and upon conviction thereof shall be punished therefor as provided by law. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

21.02 Equitable Relief. In the event of a violation or a threat of violation of this ordinance, the County Attorney may take appropriate action to enforce this ordinance, including application of injunctive relief, action to compel performance, or other appropriate action in court, if necessary, to prevent, restrain, correct or abate such violations or threatened violations.

SECTION 22.00 SEVERABILITY.

If any provision or application of any provision of this ordinance is held invalid, that invalidity shall not affect other provisions or applications of this ordinance.

SECTION 23.00 EFFECTIVITY.

This ordinance shall be effective upon passage by the County Board and publication according to law.



Aitkin
County

Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: May 14, 2019

Title of Item: Public Hearing for Land Classification

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

Submitted by: Rich Courtemanche	Department: Land
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Presenter (Name and Title): Rich Courtemanche - Land Commissioner	Estimated Time Needed: 30 min
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Summary of Issue:

MS 282,01 requires that tax forfeited land be classified by the County Board after a public meeting is held for input.

At the February 12, 2019 County Board meeting the date/time for the public meeting was set for March 14,2019 @ 10:00 AM. Attached are the recommended classifications from Land Department staff and the Natural Resources Advisory Committee.

Attached is the proposed resolution with the list of parcels and their recommended classification, and the notice of the public hearing.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt Resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED May 14, 2019

By Commissioner: xx

20190514-0xx

Classification of Tax-Forfeited Land

WHEREAS, a public meeting was held on May 14, 2019 at 10:00 am at the regular county board meeting and that prior to meeting for the purpose of classifying or reclassifying tax-forfeited lands, the county board gave notice of its intent to meet for that purpose in postings, on the web site, and in the local newspaper, in addition to sending letters to any township, city, and school district in which the properties were located, and

WHEREAS, at the meeting, no objections were raised on any of the attached parcels.

THEREFORE, BE IT RESOLVED, that the Aitkin County tax forfeited parcels be classified as per below.

#	PIN #	LEGAL	Sec.	Twp.	Rge.	Classification Recommendation
1	01-0-037201	(NE-NE) LOT 3, (NW-NE) LOT 2, SW NE, AND (SE-NE) LOT 5 LYING SLY OF RD ROW AS IN DOC 385158	18	47	27	non-conservation
2	01-1-152900	RIVERSIDE POINT 2ND ADDITION, LOT 68	25	136	25	conservation
3	01-1-153000	RIVERSIDE POINT 2ND ADDITION, Lot 69	25	136	25	conservation
4	09-0-031708	0.52 AC G LOT 1 AS IN DOC 356347	19	46	25	non-conservation
5	19-0-038100	2.15 AC S&W OF R/W IN SE NW IN B26 D P536	22	49	25	conservation
6	20-1-063100	COUNTY AUDITORS PLAT OF SWATARA, LOT 2 BLK 4	20	51	26	non-conservation
7	20-1-063300	COUNTY AUDITORS PLAT OF SWATARA, LOT 4 BLK 4	20	51	26	non-conservation
8	20-1-063400	COUNTY AUDITORS PLAT OF SWATARA, LOT 5 BLK 4	20	51	26	non-conservation
9	20-1-063500	COUNTY AUDITORS PLAT OF SWATARA, LOT 6 BLK 4	20	51	26	non-conservation
10	26-0-044000	1 AC IN NW NW LESS .48 AC HY	27	46	23	non-conservation
11	27-1-072101	LAWLER, LOTS 11 & 12 BLK 8	19	47	22	non-conservation
12	29-1-082900	INDIAN PROTAGE, LOT 11 BLK 9	20	49	23	non-conservation
13	29-1-083000	INDIAN PROTAGE, LOT 12 BLK 9	20	49	23	non-conservation
14	29-1-083100	INDIAN PROTAGE, LOT 13 BLK 9	20	49	23	non-conservation
15	29-1-086800	INDIAN PROTAGE, LOT 4 BLK 11	20	49	23	non-conservation
16	29-1-086900	INDIAN PROTAGE, LOT 5 BLK 11	20	49	23	non-conservation
17	29-1-087000	INDIAN PROTAGE, LOT 6 BLK 11	20	49	23	non-conservation
18	29-1-088400	INDIAN PROTAGE, LOT 20 BLK 11	20	49	23	non-conservation
19	29-1-088500	INDIAN PROTAGE, LOT 21 BLK 11	20	49	23	non-conservation
20	29-1-180400	SHESEBE POINT, LOT 375	21	49	23	non-conservation
21	29-1-180500	SHESEBE POINT, LOT 376	21	49	23	non-conservation
22	29-1-244000	SHESEBE POINT THIRD ADDITION, LOT 10 BLK 18	27	49	23	non-conservation
23	29-1-244100	SHESEBE POINT THIRD ADDITION, LOT 11 BLK 18	27	49	23	non-conservation

24	29-1-257400	SHESHEBE POINT THIRD ADDITION, LOT 6 BLK 24	27	49	23	non-conservation
25	29-1-271000	SHESHEBE POINT THIRD ADDITION, LOT 1 BLK 33	27	49	23	non-conservation
26	29-1-271100	SHESHEBE POINT THIRD ADDITION, LOT 2 BLK 33	27	49	23	non-conservation
27	29-1-283700	SHESHEBE POINT THIRD ADDITION, LOT 5 BLK 40	27	49	23	non-conservation
28	29-1-289000	SHESHEBE POINT THIRD ADDITION, LOTS 3 & 4 BLK 44	27	49	23	non-conservation
29	30-1-062500	EASTLAKE, LOT 3 BLK 10	20	47	23	non-conservation
30	52-1-040200	EVERGREEN BEACH, OUTLOT B LYING NW OF TWP RD	13	49	27	non-conservation
31	57-0-003002	LOT 6 LESS 0.72 AC PLAT	23	52	26	non-conservation
32	57-0-003107	PART OF NW SW LYING W & N OF CO RD # 82	24	52	26	non-conservation
33	57-0-003108	PART OF SW SW LYING W & N OF CO RD #82	24	52	26	non-conservation
34	57-1-088400	QUADNA MOUNTAIN VACATION CLUB FIRST ADD, OUTLOT A	23	52	26	non-conservation
35	57-1-088500	QUADNA MOUNTAIN VACATION CLUB FIRST ADD, OUTLOT B	26	52	26	non-conservation
36	57-1-088900	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 120	23	52	26	non-conservation
37	57-1-089000	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 121	23	52	26	non-conservation
38	57-1-089100	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 122	23	52	26	non-conservation
39	57-1-089200	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 123	23	52	26	non-conservation
40	57-1-089300	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 124	23	52	26	non-conservation
41	57-1-089400	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 125	23	52	26	non-conservation
42	57-1-089500	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 126	23	52	26	non-conservation
43	57-1-089600	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 127	23	52	26	non-conservation
44	57-1-089700	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 130	23	52	26	non-conservation
45	57-1-089800	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 131	23	52	26	non-conservation
46	57-1-089900	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 132	23	52	26	non-conservation
47	57-1-090000	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 133	23	52	26	non-conservation
48	57-1-090100	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 134	23	52	26	non-conservation
49	57-1-090200	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 135	23	52	26	non-conservation
50	57-1-090300	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 136	23	52	26	non-conservation
51	57-1-090400	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 137	23	52	26	non-conservation
52	57-1-090500	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 140	23	52	26	non-conservation
53	57-1-090600	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 141	23	52	26	non-conservation
54	57-1-090700	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 142	23	52	26	non-conservation
55	57-1-090800	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 143	23	52	26	non-conservation
56	57-1-090900	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 144	23	52	26	non-conservation
57	57-1-091100	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 146	23	52	26	non-conservation
58	57-1-091200	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 147	23	52	26	non-conservation
59	57-1-091300	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 162	23	52	26	non-conservation
60	57-1-091400	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 163	23	52	26	non-conservation

61	57-1-091500	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 164	23	52	26	non-conservation
62	57-1-091600	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 166	23	52	26	non-conservation
63	57-1-091700	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 167	23	52	26	non-conservation
64	57-1-091800	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 170	23	52	26	non-conservation
65	57-1-091900	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 171	23	52	26	non-conservation
66	57-1-092000	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 172	23	52	26	non-conservation
67	57-1-092100	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 173	23	52	26	non-conservation
68	57-1-092200	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 174	23	52	26	non-conservation
69	57-1-092300	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 175	23	52	26	non-conservation
70	57-1-092400	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 176	23	52	26	non-conservation
71	57-1-092500	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 177	23	52	26	non-conservation
72	57-1-092600	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 180	23	52	26	non-conservation
73	57-1-092700	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 181	23	52	26	non-conservation
74	57-1-092800	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 182	23	52	26	non-conservation
75	57-1-092900	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 183	23	52	26	non-conservation
76	57-1-093000	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 184	23	52	26	non-conservation
77	57-1-093100	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 185	23	52	26	non-conservation
78	57-1-093200	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 186	23	52	26	non-conservation
79	57-1-093300	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, AU 187	23	52	26	non-conservation
80	57-1-093500	QUADNA MOUNTAIN LODGE CONDO NUMBER 4, C.E. & L.C.E.	23	52	26	non-conservation
81	58-1-005200	MCGRATH, LOTS 1-2 BLK 5 HESPER J NEWELLS ADDITION IN MCGREGOR	5	43	23	non-conservation
82	59-1-026200	, LOT 5 BLK 3 HESPER J NEWELLS ADDITION IN MCGREGOR, LOT 6 LESS W 12	31	48	23	non-conservation
83	59-1-026301	FT OF N 100 FT BLK 3 TINGDALES ORIGINAL TOWNSITE OF TAMARACK, LOTS 24 & 25	31	48	23	non-conservation
84	61-1-014400	BLK 3	15	48	22	non-conservation

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 14th day of May 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of May 2019

Jessica Seibert
County Administrator

Land Classification of Aitkin County Tax-Forfeited Lands Public Meeting

The Aitkin County Board will be holding a public meeting on May 14, 2019 at 10:00am at the Aitkin City Hall to hear comments on the classification of 2018 Aitkin County Tax-Forfeited Lands. Information on the possible classification is available by going to the following website: <http://www.co.aitkin.mn.us> and clicking on "Public Meeting - Classification of Tax-Forfeited Lands". Questions on the process should be addressed to Rich Courtemanche, Land Commissioner at acld@co.aitkin.mn.us or 502 Minnesota Ave N, Aitkin MN 56431 or 218-927-7364.



Aitkin County Land Department

502 Minnesota Ave. N
Aitkin, MN 56431

218-927-7364
acl@co.aitkin.mn.us

March 4, 2019

To all Township, City and School District officers,

This new land classification list is being sent to you as an update/correction to the list that was mailed to you on February 25, 2019. Parcel # 84 was inadvertently left off the original list. The addition of parcel #84 is the only change.

Thank you,

Beth Strande Haasken

Copy of original letter sent (no changes):

The Aitkin County Board of Commissioners is requesting comments and recommendations for the classification of tax forfeited lands. The list and proposed classification is enclosed.

Public Meeting – Classification of Tax Forfeited Lands

Tuesday, May 14, 2019 @ 10:00am

Aitkin Public Library

110 1st Ave NE, Aitkin, MN 56431

The Aitkin County Land Department (ACLD) manages County tax forfeited lands under MN Statutes 282. MN 282.01 explicitly requires that all parcels be given one of two designations (Conservation or Non-Conservation):

“...the County Board to have the discretion to decide that some lands in public ownership should be retained and managed for public benefits (Conservation)...”

MN 282 guided the FAC in classifying the lands as Conservation by:

“... considering present use of adjacent lands, the productivity of the soil, the character of forest or other growth, accessibility of lands to established roads, schools, and other public services, their peculiar suitability or desirability for particular uses, and the suitability of the forest resources of the land for multiple use and sustained yield management. The classification, furthermore, must: (1) encourage and foster a mode of land utilization that will facilitate the economical and adequate provision of transportation, roads, water supply, drainage, sanitation, education, and recreation; (2) facilitate deduction of governmental expenditures; (3) conserve and develop the natural resource; and (4) foster and develop agriculture and other industries in the districts and places best suited for them.

Comments will be accepted at the public meeting, may be mailed to the Aitkin County Land Dept., 502 Minnesota Ave N., Aitkin, MN 56431, or emailed to: acld@co.aitkin.mn.us. If you have any questions on the classifications, please feel free to contact me.

Sincerely,

Rich Courtemanche
Land Commissioner