

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS August 27, 2019 – BOARD AGENDA

Aitkin Public Library

- 9:00 1) Anne Marcotte, County Board Chair
- A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
- 9:00 E) Health & Human Services (see separate HHS agenda)
- 10:00 Break
- 10:10 F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File August 13, 2019 to August 26, 2019
 - B) Approve August 13, 2019 County Board Minutes
 - C) Approve Electronic Funds Transfers
 - D) Approve Commissioner Warrants
 - E) Approve Auditor Warrants – July Sales & Use Tax
 - F) Approve July Manual Warrants
 - G) Approve Out of State Travel – Sheriff's Office
 - H) Adopt Resolution: Vacant Land Purchase for Fairgrounds
 - I) Adopt Resolution: County VSO Operational Enhancement Grant
 - J) Adopt Resolution: Accept Donation to STS
 - K) Adopt Resolution: Final Contract Payment – Contract No. 20184
 - L) Approve 2020 East Central Regional Library Budget
- 10:12 3) Jessica Seibert, County Administrator
- A) Introduce Lynne Jacobs, CARE Director
- 10:20 4) Cynthia Bennett, Health & Human Services Director
- A) Proposed 2020 Health & Human Services Budget Presentation
- 10:50 5) Bobbie Danielson, HR Director
- A) Accept Consultant's Recommendation for Assistant Highway Maintenance Supervisor

- 10:55 6) John Welle, County Engineer**
A) Proposed 2020 Highway Department Budget Presentation
- 11:35 7) Jessica Seibert, County Administrator**
A) 2020 Legislative Policy Discussion
B) County Administrator Updates
- 11:50 8) Committee Updates**
- 12:20 Adjourn**

AITKIN COUNTY BOARD

28
August 13, 2019

The Aitkin County Board of Commissioners met this 13th day of August, 2019 at 9:00 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.

CALL TO ORDER

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the August 13, 2019 amended agenda. Agenda Item 7B – Timber Permit Extension Request, was added.

APPROVED
AGENDA

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: July 23, 2019 to August 12, 2019; B) Approve County Board Minutes: July 23, 2019; C) Approve Electronic Funds Transfers: \$1,173,146.02; D) Approve 7-26-19 Commissioner Warrants: General Fund \$186,259.96, Road & Bridge \$218,792.06, Health & Human Services \$9,854.95, State \$360.00, Trust \$19,489.45, Forest Development \$15,961.15, Agency \$68.00, Long Lake Conservation Center \$11,040.52, Parks \$37,265.99 for a total of \$499,092.08; E) Approve 8-9-19 Commissioner Warrants: General Fund \$132,422.70, Road & Bridge \$129,900.39, Health & Human Services \$21,113.85, State \$7,778.50, Trust \$30,996.91, Forest Development \$497.50, Long Lake Conservation Center \$2,508.53, Parks \$6,546.52 for a total of \$331,764.90; F) Approve Auditor Warrants – Period One Tax Overpays: Taxes & Penalties \$6,704.16; G) Approve Auditor Warrants – Contegrity: Capital Project \$417,219.42; H) Approve Manual Warrants: General Fund \$25.00, Road & Bridge \$3,971.99 for a total of \$3,996.99; I) Adopt Resolution: LG214 Premises Permit – Tamarack Snow-Flyers; J) Adopt Resolution: LG220 Application for Exempt Permit – The Ruffed Grouse Society; K) Adopt Resolution: LG220 Application for Exempt Permit – Lawler Area Community Club; L) Adopt Resolution: Large Assembly License – White Pine Logging; M) Adopt Resolution: Frontier Communications Convert Annual Leases to Perpetual Easement; N) Adopt Resolution: Aitkin Airport Expansion – Runway Protection Zone; O) Approve Amended Recycling Agreement; P) Adopt Resolution: Award Contract No. 20196

CONSENT
AGENDA

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – LG214 Premises Permit – Tamarack Sno-Flyers:

RESOLUTION
20190813-057
LG214
PREMISES
PERMIT –
TAMARACK
SNO-FLYERS

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Tamarack Sno-Flyers, at 202 Tavern LLC. This establishment has an address of 49482 202nd Place, McGregor, MN 55760

Under the consent agenda, motion for a resolution by Commissioner Wedel seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – LG220 Application for Exempt Permit – The Ruffed Grouse Society:

RESOLUTION
20190813-058
LG220
APPLICATION
FOR EXEMPT
PERMIT – THE
RUFFED
GROUSE
SOCIETY

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society / Aitkin Chapter, at the following location – The Landing, which has an address of 170 Southgate Drive, Aitkin, MN 56431 – Aitkin Township. (Note: Date of activity for Raffle – September 12, 2019)

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – LG220 Application for Exempt Permit – Lawler Area Community Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 16, 2019)

**RESOLUTION
20190813-059
LG220
APPLICATION
FOR EXEMPT
PERMIT –
LAWLER AREA
COMMUNITY
CLUB**

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Large Assembly License – White Pine Logging:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

**RESOLUTION
20190813-060
LARGE
ASSEMBLY
LICENSE –
WHITE PINE
LOGGING**

White Pine Logging & Threshing Show – Williams Township.

This is scheduled to take place August 31st, September 1st & 2nd, 2019 from 7:00 A.M. to 12:00 Midnight.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Frontier Communications Convert Annual Leases to Perpetual Easement:

Easement

Pursuant to the authority given to the County Auditor of Aitkin County, by the County Board of said County of Aitkin, as set forth in their resolution adopted by the County on August 13, 2019 to, Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159, a perpetual easement to construct and maintain a utility easement lying over, under, and across the following Aitkin County managed lands to wit:

**RESOLUTION
20190813-061
FRONTIER
COMM.
CONVERT
ANNUAL
LEASES TO
PERPETUAL
EASEMENT**

The easement is described as follows:

Lease #15210	Soo Line RR R/W encroachments west of MP 211 at McGrath, Mn survey station 1249-80	NE NW all in Sec 5, Twp 43, Rge 23
Lease #23563	Soo Line RR R/W 2061+85 approx. 4,032’ west of MP 280 at Palisade, Mn.	SW NW all in Sec 26, Twp 49, Rge 26
Lease #15656	Soo Line RR R/W – 1 anchor encroachment W of MP 209 at McGrath, Mn survey station 1279+68	SE SE all in Sec 32, Twp 44, Rge 23
Lease #14870	Soo Line RR R/W overhead wire crossing, 2	NE NW all in Sec 27, Twp 47, Rge 22

	pole encroachments W of MP 258 Lawler, Mn survey station 901+74		
Lease #19818	Soo Line RR lease 2036+25 approx. 1,100 feet E of MP 281 Palisade, Mn.	SW NW	all in Sec 26, Twp 49, Rge 26
Lease #23005	Soo Line RR lease survey station 2116+03 approx. 4,170 feet W of MP 281 Palisade, Mn.	NE SW	all in Sec 22, Twp 49, Rge 25
Lease #15874A	Soo Line RR lease overhead wire crossing w/ 2 poles and 6 anchor encroachment at survey station 2098+18 approx. 2,383 feet W of MP 281 Palisade, Mn.	SW SE	all in Sec 22, Twp 49, Rge 25
Lease #28598	Soo Line RR ROW easement McGregor to east county line	NE ¼ of SE ¼, NW ¼ of SE ¼, SW ¼ of NE ¼, SE ¼ of NW ¼, SW ¼ of NW ¼	all in Sec 25, Twp 47, Rge 22;
		SE ¼ of NE ¼, SW ¼ of NE ¼, NW ¼ of NE ¼, SE ¼ of NW ¼, NE ¼ of NW ¼, NW ¼ of NW ¼, SW ¼ of NW ¼	all in Sec 26, Twp 47, Rge 22;
		NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼, NW ¼ of NW ¼	all in Sec 27, Twp 47, Rge 22;
		NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼, NW ¼ of NW ¼	all in Sec 28, Twp 47, Rge 22;
		NE ¼ of NE ¼, NW ¼ of NE ¼, NE ¼ of NW ¼	all in Sec 29, Twp 47, Rge 22;
		SE ¼ of SW ¼; SW ¼ of SW ¼	all in Sec 20, Twp 47, Rge 22;
		SE ¼ of SE ¼, SW ¼ of SE ¼, SE ¼ of SW ¼, SW ¼ of SW ¼	all in Sec 19, Twp 47, Rge 22;
		SE ¼ of SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼;	

<p>Lease #28598 (Continued)</p>		<p>NE ¼ of SW ¼; SE ¼ of NW ¼; SW ¼ of NW ¼; NW ¼ of NW ¼ all in Sec 24, Twp 47, Rge 23;</p> <p>NE ¼ of NE ¼ all in Sec 23, Twp 47, Rge 23;</p> <p>SE ¼ of SE ¼; SW ¼ of SE ¼; SE ¼ of SW ¼; NE ¼ of SW ¼; NW ¼ of SW ¼; SW ¼ of NW ¼ all in Sec 14, Twp 47, Rge 23;</p> <p>SE ¼ of NE ¼; NE ¼ of NE ¼; NW ¼ of NE ¼; NE ¼ of NW ¼ all in Sec 15, Twp 47, Rge 23;</p> <p>SE ¼ of SW ¼; SW ¼ of SW ¼; NW ¼ of SW ¼ all in Sec 10, Twp 47, Rge 23;</p> <p>NE ¼ of SE ¼; SE ¼ of NE ¼; SW ¼ of NE ¼; NW ¼ of NE ¼; NE ¼ of NW ¼; NW ¼ of NW ¼ all in Sec 9, Twp 47, Rge 23;</p> <p>SW ¼ of SW ¼ all in Sec 4, Twp 47, Rge 23</p> <p>SE ¼ of SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼; SW ¼ of NE ¼; SW ¼ of NW ¼; SE ¼ of NW ¼; Govt Lot 4 (NW-NW); Govt Lot 3 (NE-NW) all in Sec 5, Twp 47, Rge 23;</p> <p>Govt Lot 1 (NE-NE); Govt Lot 2 (NW-NE) all in Sec 6, Twp 47, Rge 23;</p> <p>SW ¼ of SW ¼ all in Sec 30, Twp 48, Rge 23;</p> <p>SE ¼ or SE ¼; NE ¼ of SE ¼; NW ¼ of SE ¼; SW ¼ of NE ¼; SE ¼ of NW ¼ all in Sec 31, Twp 48, Rge 23</p>	
<p>Lease #365123</p>	<p>Part of SE-SW 36-51-23</p>	<p>SE SW all in Sec 36, Twp 51, Rge 23</p>	
<p>Lease #134825</p>	<p>Part of E ½-NE of 13-48-</p>	<p>SW NW, N NW, N NE</p>	

	25 (McGregor exchange)	all in Sec 13, Twp 48, Rge 25
Lease #144825	Part of NE-SE, SE-NE 14-48-25 and SW-NW, N 1/2- N 1/2 13-48-25	NE SE all in Sec 14, Twp 48, Rge 25

WHEREAS, said applicant will be charged \$9,250 for the easement and timber charges as appraised by the County Land Commissioner, and

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement, and

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Frontier Communications of P.O. Box 368, Mountain Lake, MN 56159 a perpetual easement to use said strip of land, if consistent with the law, as in the special conditions set forth herein,

BE IT FURTHER RESOLVED, that said easement be granted, subject to the following terms, and conditions:

1. The communication infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.

- 7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc, and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
- 8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
- 9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Aitkin Airport Expansion – Runway Protection Zone:

WHEREAS, the Airport Commission has resolved to expand the Aitkin airport (Steve Kurtz Field) runway protection zone necessitating acquisition of the Property by the County, and

WHEREAS, County has the power of eminent domain to cause a taking of the Property and would initiate a taking of the Property if Seller fails to sell the Property to County, and

WHEREAS, in lieu of County exercising its eminent domain power, the County has agreed to buy from Seller, and Seller has agreed to sell to County, the Property pursuant to the terms and conditions of the Purchase Agreement made between Richard J. Fannemel and Penny L. Fannemel, husband and wife, having an address of 703 Minnesota Avenue South, Aitkin, Minnesota 56431 ("Seller") and the County of Aitkin, a political subdivision of the State of Minnesota having an address of 217 2nd St. NW, Aitkin, Minnesota 56431 ("County"), and

WHEREAS, Seller is the fee owner of certain real property comprised of 19.25 acres of rural vacant land located in Aitkin County, Minnesota and legally described as follows:

The Northeast Quarter of the Northeast Quarter (NE¼ of NE¼) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26)

EXCEPT

A parcel of land in the Northeast Quarter of the Northeast Quarter (NE ¼ of NE¼) of Section Nineteen (19), Township Forty-seven (47), Range Twenty-six (26), described as follows:

Beginning at the northwest corner of said Northeast Quarter of the Northeast Quarter; thence on an assumed bearing of North 87 degrees 48 minutes 30 seconds East along the north line of said Northeast Quarter of the Northeast Quarter, 663.91 feet; thence South 02 degrees 48 minutes

**RESOLUTION
20190813-062
AITKIN AIRPORT
EXPANSION –
RUNWAY
PROTECTION
ZONE**

16 seconds East, 1323.56 feet to the south line of said Northeast Quarter of the Northeast Quarter; thence South 87 degrees 57 minutes 40 seconds West along said south line, 702.76 feet to the southwest corner of said Northeast Quarter of the Northeast Quarter; thence North 01 degree 07 minutes 18 seconds West along the west line of said Northeast Quarter of the Northeast Quarter, 1321.84 feet to the point of beginning.

NOW THEREFORE, BE IT RESOLVED, that having considered the facts relating to the Purchase Agreement, and having reviewed the Purchase Agreement, the County Board hereby approves the Purchase Agreement and directs that the Purchase Agreement be executed by the County Board Chair and County Administrator, and be placed on file in the office of the County Administrator.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve amendments to the recycling agreement with Garrison Disposal, as presented.

**AMENDMENTS
TO RECYCLING
AGREEMENT**

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Award Contract No. 20196:

WHEREAS, Contract No. 20196 is for construction of S.P 001-070-006, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, July 29, 2019 with a total of five bids received, and

WHEREAS, Design Electrical Contractors, Inc., St. Cloud, MN was the lowest responsible bidder in the amount of \$129,477.

**RESOLUTION
20190813-063
AWARD
CONTRACT NO.
20196**

THEREFORE, BE IT RESOLVED, that Design Electrical Contractors, Inc. is awarded Contract No. 20196.

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.

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve creating and filling a full-time Office Assistant II position, Grade 3, as recommended by the Personnel Committee, and to authorize the Payroll Technician transfer to HR by September 1, 2019.

**NEW FT OFFICE
ASSISTANT II &
PAYROLL
TECHNICIAN
TRANSFER**

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve budgeted purchase of (3) 2020 Ford 3.3L V6 AWD Policy Utility Vehicles from Aitkin Motors for \$33,975.00 each, for a total cost of \$101,925.00.

**2019 SQUAD
PURCHASES**

<p>Jessica Seibert, County Administrator discussed the following with the Board:</p> <ul style="list-style-type: none"> • Proposed New Aitkin County Logo • 2020 Proposed Appropriations and Dues Presentation • 2020 Proposed General Government Budget Presentation <p>No action was taken.</p> <p>Sheriff Dan Guida reviewed and discussed the proposed 2020 Sheriff's Office budget with the Board.</p> <p>Rich Courtemanche, Land Commissioner reviewed and discussed the proposed 2020 Land Department budget with the Board.</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members voting yes to approve Brian Vierkandt's extension request for Timber Permits #13702 and #13721, as presented.</p> <p>Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve Community Partner Broadband Grant of \$5,000 each for Mille Lacs Energy Cooperative, SCI Broadband, and Emily Cooperative Telephone Company. This \$15,000 will be taken from the remaining \$150,000 in the Aitkin County Broadband Grant program.</p> <p>John Welle, County Engineer updated the Board on the progress of the CSAH 25 project.</p> <p>John Welle, County Engineer gave the Board an update on the CSAH 3 project (TH232 turnback). Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – CSAH 3 Project – Authorize Eminent Domain:</p> <p>WHEREAS, the Aitkin County Highway Department is developing construction plans for S.A.P. 001-603-018 (hereinafter "Project") to reconstruct the 3.2-mile segment of Aitkin County State-Aid Highway (CSAH) No. 3 from 6 miles east of the City of Palisade to TH 65 as directed by the Aitkin County Board of Commissioners; and</p> <p>WHEREAS, the Project work consists of reconstructing the entire roadway including grading, culvert replacements, drainage improvements, aggregate base and bituminous paving on said County State-Aid Highway No. 3 to provide for the safety of the traveling public; and</p> <p>WHEREAS, in addition to the existing easements, certain land and interests therein are required to construct the Project; and</p> <p>WHEREAS, the land and interests therein which are needed to construct the Project are described in Aitkin County Highway Right of Way Plat No. 20 and Aitkin County Highway Right of Way Plat No. 21, which are attached hereto (hereinafter "New Right of Way"); and</p>	<p>COUNTY ADMINISTRATOR DISCUSSIONS</p> <p>PROPOSED 2020 SHERIFF'S OFFICE BUDGET</p> <p>PROPOSED 2020 LAND DEPT. BUDGET</p> <p>TIMBER PERMIT EXTENSION REQUEST</p> <p>COMMUNITY PARTNER BROADBAND GRANTS</p> <p>CSAH 25 PROJECT</p> <p>CSAH 3 PROJECT</p> <p>RESOLUTION 20190813-064 CSAH 3 PROJECT – AUTHORIZE EMINENT DOMAIN</p>
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WHEREAS, the Aitkin County Board of Commissioners wishes to begin construction of the Project in the spring of 2020; and

WHEREAS, to begin construction of the Project in the spring of 2020, the County will require title and possession of the New Right of Way prior to the filing of an award by the court-appointed commissioners pursuant to the provisions of Minn. Stat. sec. 117.042; and

WHEREAS, the Aitkin County Board of Commissioners previously authorized the Aitkin County Engineer to proceed to acquire the New Right of Way in accordance with the Minnesota Statutes.

NOW THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby authorizes the acquisition of the New Right of Way, that cannot be successfully acquired through negotiation, by eminent domain and to quick take title and possession thereto prior to the filing of an award by the court-appointed commissioners pursuant to Minn. Stat. sections 117.011 and 117.042.

BE IT FURTHER RESOLVED that the Aitkin County Board of Commissioners hereby requests that the Aitkin County Attorney file the necessary petition therefore, and to proceed with such action to a successful conclusion or until it is abandoned, dismissed, or terminated by the County or the court.

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

- Joint AMC/MCIT Training
- Excel Meeting in Duluth
- Government Center Construction Progress

The Board discussed: Economic Development, McGregor Airport, NRAC, HRA, DAC, 1W1P, CARE, Budget, Pictometry, Personnel, Aitkin Airport, Active Shooter Exercise, Census, KKIN, Facilities, and NCLUCB.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 12:17 p.m. until Tuesday, August 27, 2019 at the Aitkin Public Library.

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

**COUNTY
ADMINISTRATOR
UPDATES**

**BOARD
DISCUSSION**

ADJOURN



Board of County Commissioners Agenda Request

2c

Agenda Item #

Requested Meeting Date: 8/27/2019

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 8/19/19

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 August 19, 2019

Date	Amount	Reason
8/7/19	\$260.86	Manual Abstract
8/8/19	\$513.49	Auditor Warrants
8/9/19	\$39,978.03	Commissioner Warrants
8/9/19	\$1,597.12	Auditor Warrants
8/9/19	\$23,858.76	Commissioner Warrants
8/9/19	\$6,663.11	Manual Abstract
8/16/19	\$4,033.58	Auditor Warrants
8/16/19	\$545,717.97	Payroll Abstract

\$622,622.92

LAH1
8/19/19 12:25PM

Aitkin County

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
8/19/19 12:25PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1 DEPT		Commissioners			
86222 Aitkin Independent Age		Synopsis 7/9/19	715763	Printing, Publishing & Adv	N
01-001-000-0000-6230	99.75				
86222 Aitkin Independent Age	99.75	1 Transactions			
248 Association of Mn Counties		County Board Training	53775	Registration Fee	N
01-001-000-0000-6241	50.00				
248 Association of Mn Counties	50.00	1 Transactions			
14289 Pratt/Bill		July Mileage	637@.58	Transportation & Travel & Parking	N
01-001-000-0000-6330	369.46				
14289 Pratt/Bill	369.46	1 Transactions			
6097 Verizon Wireless		Cell phone - Wedel	28628780200001	Telephone	N
01-001-000-0000-6250	31.94				
01-001-000-0000-6250	35.01	Mifi charge	78666388100002	Telephone	N
6097 Verizon Wireless	66.95	2 Transactions			
1 DEPT Total:	586.16	Commissioners	4 Vendors	5 Transactions	
12 DEPT		Court Administration			
11634 Gammello & Pearson PLLC		Attorney fees 01- PR- 19- 8	69540	Attorney Services	Y
01-012-000-0000-6232	150.00				
01-012-000-0000-6232	37.12	Attorney Expenses 01- PR- 19- 8	69540	Attorney Services	Y
01-012-000-0000-6232	165.00	Attorney fees 01- JV- 19- 630	69543	Attorney Services	Y
11634 Gammello & Pearson PLLC	352.12	3 Transactions			
1976 Haberkorn Law Offices,Ltd		Attorney fees		Attorney Services	Y
01-012-000-0000-6232	5,085.00				
1976 Haberkorn Law Offices,Ltd	5,085.00	1 Transactions			
2810 Larson/Shari S		Attorney Fees June/July		Attorney Services	Y
01-012-000-0000-6232	1,837.50				
01-012-000-0000-6232	147.73	Attorney Expenses June/July		Attorney Services	Y
2810 Larson/Shari S	1,985.23	2 Transactions			
15294 Wipper Law and Custody Evaluation Cent		01- FA- 19- 449	329	Attorney Services	N
01-012-000-0000-6232	37.50				
01-012-000-0000-6232	390.00	01- FA- 19- 449	347	Attorney Services	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
8/19/19 12:25PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
15294 Wipper Law and Custody Evaluation Cent		427.50	2 Transactions		
12 DEPT Total:		7,849.85	Court Administration	4 Vendors	8 Transactions
40 DEPT			Auditor		
8175 Centurylink					
01-040-021-0000-6250		63.69	August Phone	314154028	License Center- Phone N
8175 Centurylink		63.69	1 Transactions		
2214 Holder/Maryann					
01-040-021-0000-6301		825.00	License Center Rent	Sept	Rentals 1
2214 Holder/Maryann		825.00	1 Transactions		
7910 MINNCORIndustries					
01-040-021-0000-6405		35.00	MV Title Service	SOI-082522	Office & Computer Supplies N
7910 MINNCORIndustries		35.00	1 Transactions		
40 DEPT Total:		923.69	Auditor	3 Vendors	3 Transactions
42 DEPT			Treasurer		
14330 US Bank					
01-042-000-0000-6231		117.53	Copier Contract	391969193	Services, Labor, Contracts N
14330 US Bank		117.53	1 Transactions		
42 DEPT Total:		117.53	Treasurer	1 Vendors	1 Transactions
43 DEPT			Assessor		
4641 Holiday Credit Office					
01-043-000-0000-6511		387.39	Gas	1400000147443	Gas And Oil N
4641 Holiday Credit Office		387.39	1 Transactions		
86235 The Office Shop Inc					
01-043-000-0000-6405		50.70	Post its, batteries, pads, pen	1067498-0	Office, Film & Computer Supplies N
86235 The Office Shop Inc		50.70	1 Transactions		
6097 Verizon Wireless					
01-043-000-0000-6250		152.73	Cell phone	68069088200001	Telephone N

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6097 Verizon Wireless		152.73	1 Transactions		
43 DEPT Total:		590.82	Assessor	3 Vendors	3 Transactions
44 DEPT			Central Services		
14945 Bobcat Properties					
01-044-000-0000-6231		100.00	Off site storage rent	Sept	Services, Labor, Contracts N
14945 Bobcat Properties		100.00	1 Transactions		
8175 Centurylink					
01-044-046-0000-6250		1,803.23	Courthouse Long Distance	313645966	Misc Unchargeable Telephone Charge N
8175 Centurylink		1,803.23	1 Transactions		
10185 Centurylink Communications Inc					
01-044-000-0000-6250		0.48	Central Svc phone	320295974	Telephone N
10185 Centurylink Communications Inc		0.48	1 Transactions		
1181 Crow Wing Co Auditor- Treasurer					
01-044-000-0000-6231		9,806.31	CMCC Retiree Health	2586	Services, Labor, Contracts N
1181 Crow Wing Co Auditor- Treasurer		9,806.31	1 Transactions		
3336 Office Of MN. IT Services					
01-044-000-0000-6231		1,300.00	July 2019	DV19070376	Services, Labor, Contracts N
3336 Office Of MN. IT Services		1,300.00	1 Transactions		
86235 The Office Shop Inc					
01-044-000-0000-6231		591.94	Quarterly copy charges	306144-0	Services, Labor, Contracts N
86235 The Office Shop Inc		591.94	1 Transactions		
44 DEPT Total:		13,601.96	Central Services	6 Vendors	6 Transactions
45 DEPT			Motor Pool		
12445 Brandl Chevrolet, Buick GMC					
01-045-000-0000-6302		80.93	Oil, Tires, filters #21	318588	Car Maintenance N
12445 Brandl Chevrolet, Buick GMC		80.93	1 Transactions		
45 DEPT Total:		80.93	Motor Pool	1 Vendors	1 Transactions

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<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>
49 DEPT			Information Technologies		
88880 Datacomm Computers & Networks Inc					
01-049-000-0000-6402		65.00	RBC5 Battery	12010	Computer Supplies & Software N
88880 Datacomm Computers & Networks Inc		65.00		1 Transactions	
6097 Verizon Wireless					
01-049-000-0000-6231		35.01	August Broadband	38669511000002	Programming, Services, Contracts N
6097 Verizon Wireless		35.01		1 Transactions	
49 DEPT Total:		100.01	Information Technologies	2 Vendors	2 Transactions
52 DEPT			Administration		
248 Association of Mn Counties					
01-052-000-0000-6241		50.00	County Board Training	53775	Registration Fee N
248 Association of Mn Counties		50.00		1 Transactions	
4641 Holiday Credit Office					
01-052-000-0000-6511		34.21	Gas	1400000135194	Gas And Oil N
4641 Holiday Credit Office		34.21		1 Transactions	
86235 The Office Shop Inc					
01-052-000-0000-6405		10.31	File folders	1067435-0	Office & Computer Supplies N
86235 The Office Shop Inc		10.31		1 Transactions	
52 DEPT Total:		94.52	Administration	3 Vendors	3 Transactions
60 DEPT			Elections		
9594 MACATFO					
01-060-000-0000-6208		60.00	PNP Training		Training/Education N
9594 MACATFO		60.00		1 Transactions	
60 DEPT Total:		60.00	Elections	1 Vendors	1 Transactions
90 DEPT			Attorney		
10185 Centurylink Communications Inc					
01-090-000-0000-6250		2.80	Atty Phone	320295974	Telephone N
10185 Centurylink Communications Inc		2.80		1 Transactions	

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
88628 Dalco					
1754 Garrison Disposal Company, Inc					
1754 Garrison Disposal Company, Inc					
4641 Holiday Credit Office					
4641 Holiday Credit Office					
2340 Hyytinen Hardware Hank					
2340 Hyytinen Hardware Hank					
110 DEPT Total:					
120 DEPT					
10185 Centurylink Communications Inc					
10185 Centurylink Communications Inc					
4641 Holiday Credit Office					
4641 Holiday Credit Office					
3518 Voyageur Press Of Mcgregor/The					
3518 Voyageur Press Of Mcgregor/The					
120 DEPT Total:					
122 DEPT					
86222 Aitkin Independent Age					

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
01- 122- 000- 0000- 6230		Revocation Hearing PC	714031	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		3 Transactions			
13066 Hargrave/Bryan		5 days & \$350		Services, Labor, Contracts, Programm	Y
01- 122- 000- 0000- 6231	1,750.00	08/05/2019 08/09/2019			
01- 122- 000- 0000- 6231	1,750.00	5 days & \$350		Services, Labor, Contracts, Programm	Y
		08/12/2019 08/16/2019			
13066 Hargrave/Bryan	3,500.00	2 Transactions			
4641 Holiday Credit Office					
01- 122- 000- 0000- 6511	66.26	P&Z Gas	1400000135321	Gas And Oil	N
4641 Holiday Credit Office	66.26	1 Transactions			
2953 MACPZA					
01- 122- 000- 0000- 6241	100.00	MACPZA Conf Reg- Gansen	101	Registration Fee	N
2953 MACPZA	100.00	1 Transactions			
122 DEPT Total:	3,864.76	Planning & Zoning	4 Vendors	7 Transactions	
123 DEPT		Coroner			
2939 McGee P.A./M.B.					
01- 123- 000- 0000- 6231	2,250.00	ME 1275, 1273, 1498, 1746,	1817 3181	Coroner Fees	6
2939 McGee P.A./M.B.	2,250.00	1 Transactions			
3987 Ramsey County Medical Examiner					
01- 123- 000- 0000- 6260	1,556.50	ME 19- 1764, Medex 025785	07/06/19	Autopsies- - Pathologist, Xrays, Etc	N
3987 Ramsey County Medical Examiner	1,556.50	1 Transactions			
4205 Rowe Funeral Home & Cremation Servs, I					
01- 123- 000- 0000- 6330	450.00	xport from RCME	07/12/19	Transportation For Autoposy	N
4205 Rowe Funeral Home & Cremation Servs, I	450.00	1 Transactions			
123 DEPT Total:	4,256.50	Coroner	3 Vendors	3 Transactions	
200 DEPT		Enforcement			
50 Aitkin Body Shop, Inc					
01- 200- 000- 0000- 6302	6,850.08	#224 vs. mailbox	11161	Car Maintenance	N

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No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01- 200- 000- 0000- 6302		#225 squad vs. deer	11255	Car Maintenance	N
	01- 200- 000- 0000- 6302		rear door lock #219	11317	Car Maintenance	N
50	Aitkin Body Shop, Inc					
		11,556.50			3 Transactions	
117	Aitkin County Sheriff					
	01- 200- 000- 0000- 6374	22.00	#217 tabs 329XZW	08/12/19	Auto & Trailer License	N
117	Aitkin County Sheriff					
		22.00			1 Transactions	
11960	ASAP Towing					
	01- 200- 000- 0000- 6359	277.50	19- 2210 F150 and trailer	6935	Wrecker Service	N
11960	ASAP Towing					
		277.50			1 Transactions	
15295	Block North Brew Pub					
	01- 200- 003- 0000- 6241	149.85	PIO Training Lunch	85	Registration Fee	N
			08/12/2019			
15295	Block North Brew Pub					
		149.85			1 Transactions	
12445	Brandl Chevrolet, Buick GMC					
	01- 200- 000- 0000- 6302	326.93	attempt #222 power diagnosis	318293	Car Maintenance	N
12445	Brandl Chevrolet, Buick GMC					
		326.93			1 Transactions	
13325	Bruggman/Paul					
	01- 200- 000- 0000- 6410	196.51	uniform shirts, headset, cap	4734	Clothing Allowance	Y
13325	Bruggman/Paul					
		196.51			1 Transactions	
783	Canon Financial Services, Inc					
	01- 200- 000- 0000- 6231	181.45	admin copier lease	20361189	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc					
		181.45			1 Transactions	
10185	Centurylink Communications Inc					
	01- 200- 000- 0000- 6250	10.15	Sheriff phone	320295974	Telephone	N
10185	Centurylink Communications Inc					
		10.15			1 Transactions	
10715	Civil Air Patrol Magazine					
	01- 200- 000- 0000- 6230	295.00	Northern Flights 2019	2706211	Printing, Publishing & Adv	N
10715	Civil Air Patrol Magazine					
		295.00			1 Transactions	
1333	Dell Marketing L.P.					
	01- 200- 000- 0000- 6610	5,427.34	squad pc's, 1 touch, 1 not	10331544939	Equipment & Radios	N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1333 Dell Marketing L.P.		5,427.34			
			1 Transactions		
1775 Galls LLC					
01-200-000-0000-6410		50.82	#210 uniform pant	013371204	Clothing Allowance N
01-200-000-0000-6410		235.83	#221 uniform shirts	013382275	Clothing Allowance N
1775 Galls LLC		286.65			
			2 Transactions		
4641 Holiday Credit Office					
01-200-000-0000-6511		92.00	#221 gas	1400000288942	Gas And Oil N
4641 Holiday Credit Office		92.00			
			1 Transactions		
2340 Hyytinen Hardware Hank					
01-200-000-0000-6405		199.99	dehumidifier evidence room	1533090	Office Supplies N
2340 Hyytinen Hardware Hank		199.99			
			1 Transactions		
13864 Sandberg/Kristi					
01-200-000-0000-6150		1,000.00	Health Insurance Sept		Health Insurance- Employer N
13864 Sandberg/Kristi		1,000.00			
			1 Transactions		
13934 Tire Barn					
01-200-000-0000-6302		199.45	battery #222 squad	48143	Car Maintenance N
01-200-000-0000-6302		58.05	oil change, rotate tires #206	48942	Car Maintenance N
01-200-000-0000-6302		31.50	new tire #223	48971	Car Maintenance N
01-200-000-0000-6302		44.05	oil change #209	49088	Car Maintenance N
13934 Tire Barn		333.05			
			4 Transactions		
6097 Verizon Wireless					
01-200-000-0000-6250		111.80	1378, 1388, 1389, 1398	78666388100002	Telephone N
6097 Verizon Wireless		111.80			
			1 Transactions		
200 DEPT Total:		20,466.72	Enforcement	16 Vendors	22 Transactions
202 DEPT			Boat & Water		
2340 Hyytinen Hardware Hank					
01-202-000-0000-6405		10.98	B&W fuses	1534429	Office Supplies N
2340 Hyytinen Hardware Hank		10.98			
			1 Transactions		
13934 Tire Barn					
01-202-000-0000-6302		50.09	oil change '16 Ford B&W	48977	B&W Maintenance N

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<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
01- 202- 000- 0000- 6302		908.16	4 tires '16 Ford B&W	49003	B&W Maintenance	N
01- 202- 000- 0000- 6302		189.98	2018 boat trailer tires	49046	B&W Maintenance	N
13934 Tire Barn		1,148.23				
			3 Transactions			
202 DEPT Total:		1,159.21	Boat & Water	2 Vendors	4 Transactions	
252 DEPT			Corrections			
12106 Antoine Electric						
01- 252- 000- 0000- 6590		164.30	ATQ25 fuses for chiller	16928	Repair & Maintenance Supplies	Y
12106 Antoine Electric		164.30		1 Transactions		
86467 Auto Value Aitkin						
01- 252- 252- 0000- 6408		38.00	ear plugs commissary	40144279	Commissary Supplies	N
86467 Auto Value Aitkin		38.00		1 Transactions		
15151 Breitbarth/Chaplain Steve						
01- 252- 000- 0000- 6231		125.00	8/8/19 sessions		Services & Labor (Incl Contracts)	N
15151 Breitbarth/Chaplain Steve		125.00		1 Transactions		
10185 Centurylink Communications Inc						
01- 252- 000- 0000- 6250		10.15	Sheriff phone	320295974	Telephone	N
10185 Centurylink Communications Inc		10.15		1 Transactions		
163 Charter Communications						
01- 252- 252- 0000- 6405		190.61	inmate cable	6081072819	Prisoner Welfare	N
163 Charter Communications		190.61		1 Transactions		
88628 Dalco						
01- 252- 000- 0000- 6422		231.68	janitorial supplies	3480628	Janitorial Supplies	N
88628 Dalco		231.68		1 Transactions		
1775 Galls LLC						
01- 252- 000- 0000- 6410		18.26	sergeant insignia	013371205	Clothing Allowance	N
01- 252- 000- 0000- 6410		235.83	#301 uniform shirts	013382288	Clothing Allowance	N
1775 Galls LLC		254.09		2 Transactions		
14559 Goodin Company						
01- 252- 000- 0000- 6590		78.92	faucet dispatch bathroom	06543493- 00	Repair & Maintenance Supplies	N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
14559 Goodin Company					
		1 Transactions			
2340 Hyytinen Hardware Hank					
01- 252- 000- 0000- 6590	1.05	wire, fittings	1533865	Repair & Maintenance Supplies	N
2340 Hyytinen Hardware Hank	1.05				
		1 Transactions			
13691 MEND Correctional Care, PLLC					
01- 252- 000- 0000- 6262	7,371.06	August Healthcare services	4157	Medical Expenses & Supplies - Inmat	6
13691 MEND Correctional Care, PLLC	7,371.06				
		1 Transactions			
89765 Minnesota Elevator, Inc					
01- 252- 000- 0000- 6590	179.16	August monthly service	813664	Repair & Maintenance Supplies	N
89765 Minnesota Elevator, Inc	179.16				
		1 Transactions			
3789 Pan-O-Gold Baking Company					
01- 252- 000- 0000- 6418	105.86	groceries	10002419213024	Groceries	N
01- 252- 000- 0000- 6418	60.22	groceries	10002419220017	Groceries	N
3789 Pan-O-Gold Baking Company	166.08				
		2 Transactions			
9295 Reinhart Foodservice					
01- 252- 000- 0000- 6418	83.88	ice cream	814389	Groceries	Y
01- 252- 000- 0000- 6420	11.19	utility knife	815434	Kitchen Supplies	Y
01- 252- 000- 0000- 6418	2,296.49	groceries	822494	Groceries	Y
01- 252- 000- 0000- 6418	64.37	groceries	822515	Groceries	Y
01- 252- 000- 0000- 6418	20.19	groceries	824034	Groceries	Y
01- 252- 000- 0000- 6418	2,038.98	groceries	830567	Groceries	Y
9295 Reinhart Foodservice	4,515.10				
		6 Transactions			
11608 Thrifty White Pharmacy- McGregor					
01- 252- 000- 0000- 6262	1,977.18	inmate meds	July 30, 2019	Medical Expenses & Supplies - Inmat	N
11608 Thrifty White Pharmacy- McGregor	1,977.18				
		1 Transactions			
13934 Tire Barn					
01- 252- 000- 0000- 6302	570.70	rear brakes, calipers xport Ex	48963	Car Maintenance	N
01- 252- 000- 0000- 6302	63.08	xport Imp oil change, rotate	49081	Car Maintenance	N
13934 Tire Barn	633.78				
		2 Transactions			
252 DEPT Total:	15,936.16	Corrections	15 Vendors	23 Transactions	

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
253 DEPT		Sentence to Serve			
13725 Beartooth True Value					
01- 253- 000- 0000- 6405	8.11	nutdriver	B95266	Operating Supplies	N
13725 Beartooth True Value	8.11		1 Transactions		
2340 Hyytinen Hardware Hank					
01- 253- 000- 0000- 6405	59.96	mop head, mop, handle	1531030	Operating Supplies	N
01- 253- 000- 0000- 6405	6.49	Gorilla Super Glue	1533234	Operating Supplies	N
01- 253- 000- 0000- 6405	21.97	universal joint, sockets	1534410	Operating Supplies	N
01- 253- 000- 0000- 6405	12.88	3 in 1 oil	1534658	Operating Supplies	N
2340 Hyytinen Hardware Hank	101.30		4 Transactions		
4010 Rasley Oil Company					
01- 253- 000- 0000- 6511	317.50	STS gas	July	Gas And Oil	N
4010 Rasley Oil Company	317.50		1 Transactions		
253 DEPT Total:	426.91	Sentence to Serve	3 Vendors	6 Transactions	
257 DEPT		Community Corrections			
4641 Holiday Credit Office					
01- 257- 255- 0000- 6335	19.33	Gas	1400000155373	Gas/Vehicle Fuel Charges	N
01- 257- 257- 0000- 6335	37.17	Gas	1400000155373	Gas/Vehicle Fuel Charges	N
01- 257- 258- 0000- 6335	117.73	Gas	1400000155373	Gas/Vehicle Fuel Charges	N
4641 Holiday Credit Office	174.23		3 Transactions		
11997 Minnesota Monitoring					
01- 257- 267- 0000- 6341	2,309.00	Equip rental	7377	Equipment Rental	N
11997 Minnesota Monitoring	2,309.00		1 Transactions		
6097 Verizon Wireless					
01- 257- 257- 0000- 6215	106.88	Cell phone	84210569900001	Wireless Telephone Services	N
6097 Verizon Wireless	106.88		1 Transactions		
13951 West Central Regional Juvenile Center					
01- 257- 255- 0000- 6204	15.00	AMN Medical prescriptions	1- 1- 1	Juvenile Detention	N
13951 West Central Regional Juvenile Center	15.00		1 Transactions		

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257 DEPT Total:		2,605.11	Community Corrections	4 Vendors	6 Transactions
280 DEPT			Emergency Management		
10185 Centurylink Communications Inc					
01-280-000-0000-6250		1.77	Sheriff phone	320295974	Telephone N
10185 Centurylink Communications Inc		1.77		1 Transactions	
280 DEPT Total:		1.77	Emergency Management	1 Vendors	1 Transactions
390 DEPT			Environmental Health (FBL)		
4641 Holiday Credit Office					
01-390-000-0000-6511		68.66	FBL Gas	1400000135321	Gas And Oil N
4641 Holiday Credit Office		68.66		1 Transactions	
390 DEPT Total:		68.66	Environmental Health (FBL)	1 Vendors	1 Transactions
391 DEPT			Solid Waste		
4641 Holiday Credit Office					
01-391-000-0000-6511		31.00	Solid Waste Gas	1400000135321	Gas And Oil N
4641 Holiday Credit Office		31.00		1 Transactions	
5056 Western Lake Superior Sanitary					
01-391-000-0000-6231		2,602.03	2nd Qtr HHW fees	072519AITHHW2	Services, Labor, & Minor Contracts N
5056 Western Lake Superior Sanitary		2,602.03		1 Transactions	
391 DEPT Total:		2,633.03	Solid Waste	2 Vendors	2 Transactions
601 DEPT			Extension		
89471 Aitkin Co 4- H Council					
01-601-551-0000-5840		400.00	Recorder's Office Sales	9418	4- H Plat Book Sales N
89471 Aitkin Co 4- H Council		400.00		1 Transactions	
601 DEPT Total:		400.00	Extension	1 Vendors	1 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
11458 MSPN					
01-700-909-0000-6800		300.00	ATV trail ad	4998	Tourism Miscellaneous N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11458 MSPN					
		300.00	1 Transactions		
700 DEPT Total:		300.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions
711 DEPT			Economic Development		
4641 Holiday Credit Office					
01-711-000-0000-6511		9.74	Gas	1400000135194	Gas And Oil N
4641 Holiday Credit Office		9.74		1 Transactions	
711 DEPT Total:		9.74	Economic Development	1 Vendors	1 Transactions
1 Fund Total:		79,525.70	General Fund		134 Transactions

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LAH1
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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
15296	REIBEL/DENNIS 03-000-000-0000-5857		500.00	APPROACH REFUND		Culverts	N
15296	REIBEL/DENNIS		500.00		1 Transactions		
15010	Saterdalen/Elmer 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
15010	Saterdalen/Elmer		500.00		1 Transactions		
0	DEPT Total:		1,000.00	Undesignated		2 Vendors	2 Transactions
301	DEPT			R&B Administration			
10855	Culligan 03-301-000-0000-6400		37.00	WATER	481521	Supplies And Materials	N
	03-301-000-0000-6400		21.00	RENTAL- JULY	STMT	Supplies And Materials	N
10855	Culligan		58.00		2 Transactions		
301	DEPT Total:		58.00	R&B Administration		1 Vendors	2 Transactions
302	DEPT			R&B Engineering/Construction			
2340	Hyytinen Hardware Hank 03-302-000-0000-6449		10.98	ENGINEERING SUPPLIES	1531430	Rd/Br Engr. Supplies	N
2340	Hyytinen Hardware Hank		10.98		1 Transactions		
302	DEPT Total:		10.98	R&B Engineering/Construction		1 Vendors	1 Transactions
303	DEPT			R&B Highway Maintenance			
13649	Aitkin Rental Center 03-303-000-0000-6298		12.99	AITKIN SHOP SUPPLIES	51113	Shop Maintenance	N
13649	Aitkin Rental Center		12.99		1 Transactions		
195	Aitkin Tire Shop 03-303-000-0000-6590		60.00	REPAIR LABOR	0-059175	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		60.00		1 Transactions		
9402	Ammala Excavating/Allen 03-303-000-0000-6521		300.00	FIX POTHOLES	8/5	Maintenance Supplies	Y

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9402 Ammala Excavating/Allen					300.00				
						1 Transactions			
8544 Brock White		03-303-000-0000-6521			97.13	BRIDGE REPAIR	13424603-00	Maintenance Supplies	N
8544 Brock White					97.13				
						1 Transactions			
14887 Cintas Corporation		03-303-000-0000-6298			19.55	SHOP LAUNDRY	4027229800	Shop Maintenance	N
		03-303-000-0000-6298			19.55	SHOP LAUNDRY	4027722020	Shop Maintenance	N
14887 Cintas Corporation					39.10				
						2 Transactions			
5893 Consolidated Telecommunications Co.		03-303-000-0000-6254			150.00	HIGH SPEED INTERNET	20683601	Utilities	N
5893 Consolidated Telecommunications Co.					150.00				
						1 Transactions			
1430 Dotzler Power Equipment		03-303-000-0000-6298			13.95	AITKIN SHOP SUPPLIES	10260	Shop Maintenance	N
1430 Dotzler Power Equipment					13.95				
						1 Transactions			
7060 Federated Co- Ops Inc.		03-303-000-0000-6297			696.66	JACOBSON SHOP PROPANE	TMO-426244	Shop Fuel	N
		03-303-000-0000-6297			203.10	MCGREGOR SHOP PROPANE	TMO-429605	Shop Fuel	N
7060 Federated Co- Ops Inc.					899.76				
						2 Transactions			
9368 FirstSource		03-303-000-0000-6296			156.60	DRUG SCREEN	FL00317732	Meeting Expense/Physicals	Y
9368 FirstSource					156.60				
						1 Transactions			
12181 Fleet Pride, Inc.		03-303-000-0000-6590			132.80	REPAIR PARTS	32655091	Repair & Maintenance Supplies	N
12181 Fleet Pride, Inc.					132.80				
						1 Transactions			
8521 Force America Distributing, LLC		03-303-000-0000-6590			94.32	REPAIR PARTS	001-1361702	Repair & Maintenance Supplies	N
8521 Force America Distributing, LLC					94.32				
						1 Transactions			
1754 Garrison Disposal Company, Inc		03-303-000-0000-6254			119.90	JULY AITKIN SHOP	105276	Utilities	N
		03-303-000-0000-6521			60.00	BRIDGE REPAIR DEMO	835567	Maintenance Supplies	N

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No. Account/Formula	Accr	Amount	Service Dates	Invoice #	Account/Formula Descripti	1099
				Paid On Bhf #	On Behalf of Name	
		40.00				
1754 Garrison Disposal Company, Inc		219.90	GARBAGE	835649	Maintenance Supplies	N
			3 Transactions			
2340 Hyytinen Hardware Hank						
03-303-000-0000-6516		23.92	SIGN SUPPLIES	1531473	Signs & Posts	N
03-303-000-0000-6590		14.99	REPAIR PARTS	1532996	Repair & Maintenance Supplies	N
03-303-000-0000-6298		6.98	AITKIN SHOP SUPPLIES	1533097	Shop Maintenance	N
03-303-000-0000-6298		63.97	AITKIN SHOP SUPPLIES	1533232	Shop Maintenance	N
03-303-000-0000-6298		8.98	AITKIN SHOP SUPPLIES	1534406	Shop Maintenance	N
03-303-000-0000-6590		27.98	REPAIR PARTS	1535131	Repair & Maintenance Supplies	N
03-303-000-0000-6516		19.57	SIGN SUPPLIES	1535285	Signs & Posts	N
03-303-000-0000-6590		18.99	REPAIR PARTS	1535534	Repair & Maintenance Supplies	N
03-303-000-0000-6298		89.99	AITKIN SHOP SUPPLIES	1535536	Shop Maintenance	N
2340 Hyytinen Hardware Hank		275.37				
			9 Transactions			
2763 J & H Transfer Station-Lakes Sanitary						
03-303-000-0000-6254		111.15	APRIL MCGREGOR	153381	Utilities	Y
03-303-000-0000-6254		220.50	MAY MCGREGOR	154718	Utilities	Y
03-303-000-0000-6254		111.15	JUNE MCGREGOR	157414	Utilities	Y
03-303-000-0000-6254		111.15	JULY MCGREGOR	157533	Utilities	Y
03-303-000-0000-6254		76.05	AUGUST PALISADE	158937	Utilities	Y
2763 J & H Transfer Station-Lakes Sanitary		630.00				
			5 Transactions			
10295 Knife River Corporation						
03-303-000-0000-6521		24,721.44	SHOULDERING MAINTENANCE	12832	Maintenance Supplies	N
10295 Knife River Corporation		24,721.44				
			1 Transactions			
91187 Lake Country Power						
03-303-000-0000-6254		74.46	JUL/AUG JACOBSON	1400073000	Utilities	N
03-303-000-0000-6254		86.36	JUL/AUG SWATARA	140946401	Utilities	N
91187 Lake Country Power		160.82				
			2 Transactions			
10824 Maney International Inc						
03-303-000-0000-6590		54.26	REPAIR PARTS	817770	Repair & Maintenance Supplies	N
03-303-000-0000-6590		215.26	REPAIR PARTS	818335	Repair & Maintenance Supplies	N
10824 Maney International Inc		269.52				
			2 Transactions			
15300 MCGREGOR ACE HARDWARE						
03-303-000-0000-6298		10.43	MCGREGOR SHOP SUPPLIES	1907-017570	Shop Maintenance	N

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			Paid On Bhf #		
15300 MCGREGOR ACE HARDWARE		10.43			
			1 Transactions		
3100 McGregor Oil					
03-303-000-0000-6513		1.33-	DISCOUNT	Motor Fuel & Lubricants	N
03-303-000-0000-6513		1,370.20	PALISADE DIESEL	4424 Motor Fuel & Lubricants	N
03-303-000-0000-6513		317.26	JACOBSON DIESEL	4426 Motor Fuel & Lubricants	N
03-303-000-0000-6513		61.33	GASOLINE	80318 Motor Fuel & Lubricants	N
3100 McGregor Oil		1,747.46			
			4 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
03-303-000-0000-6254		88.98	POWER: PALISADE	18-52-026-01 Utilities	N
03-303-000-0000-6254		61.13	169 & CSAH 3	19-23-010-01 Utilities	N
03-303-000-0000-6254		97.04	POWER: MCGREGOR	29-53-003-01 Utilities	N
03-303-000-0000-6254		933.63	POWER: AITKIN	33-52-007-02 Utilities	N
03-303-000-0000-6254		57.62	169 & CSAH 28	39-62-022-01 Utilities	N
03-303-000-0000-6254		41.42	CSAH 12	40-06-000-01 Utilities	N
03-303-000-0000-6254		61.76	47 & CSAH 2	54-51-104-01 Utilities	N
3160 Mille Lacs Energy Coop- Albert Lea		1,341.58			
			7 Transactions		
9692 Minnesota Energy Resources Corporation					
03-303-000-0000-6297		42.61	NAT GAS: AITKIN SHOP	JUL Shop Fuel	N
9692 Minnesota Energy Resources Corporation		42.61			
			1 Transactions		
8691 Northland Hydraulic Service					
03-303-000-0000-6590		400.00	REPAIR LABOR	10462 Repair & Maintenance Supplies	Y
03-303-000-0000-6590		174.06	REPAIR PARTS	10462 Repair & Maintenance Supplies	Y
8691 Northland Hydraulic Service		574.06			
			2 Transactions		
8436 Northland Parts					
03-303-000-0000-6590		34.99	REPAIR PARTS	386406 Repair & Maintenance Supplies	N
8436 Northland Parts		34.99			
			1 Transactions		
10720 Nuss Truck & Equipment					
03-303-000-0000-6590		421.75	FILTERS	6120140P Repair & Maintenance Supplies	N
03-303-000-0000-6590		90.09-	REPAIR PARTS	CM6118785P Repair & Maintenance Supplies	N
10720 Nuss Truck & Equipment		331.66			
			2 Transactions		
14861 Parman Energy Group					
03-303-000-0000-6590		273.79	REPAIR PARTS	0805237-IN Repair & Maintenance Supplies	N

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
14861 Parman Energy Group					
	273.79				
		1 Transactions			
3871 People's Security Co. Inc,					
03-303-000-0000-6298	1,809.00	MCGREGOR SHOP	208828	Shop Maintenance	N
03-303-000-0000-6298	1,582.00	SWATARA SHOP	209960	Shop Maintenance	N
3871 People's Security Co. Inc,	3,391.00				
		2 Transactions			
4070 Riley Auto Supply					
03-303-000-0000-6590	9.63	REPAIR PARTS	609526	Repair & Maintenance Supplies	N
03-303-000-0000-6590	24.00	REPAIR PARTS	609542	Repair & Maintenance Supplies	N
03-303-000-0000-6298	25.16	AITKIN SHOP SUPPLIES	609617	Shop Maintenance	N
03-303-000-0000-6590	274.00	REPAIR PARTS	609701	Repair & Maintenance Supplies	N
03-303-000-0000-6590	131.96	REPAIR PARTS	609878	Repair & Maintenance Supplies	N
03-303-000-0000-6590	43.10	REPAIR PARTS	609936	Repair & Maintenance Supplies	N
03-303-000-0000-6590	45.49	REPAIR PARTS	609973	Repair & Maintenance Supplies	N
03-303-000-0000-6298	54.98	AITKIN SHOP SUPPLIES	609985	Shop Maintenance	N
03-303-000-0000-6590	6.29	REPAIR PARTS	609986	Repair & Maintenance Supplies	N
03-303-000-0000-6590	54.99	REPAIR PARTS	610087	Repair & Maintenance Supplies	N
03-303-000-0000-6590	39.98	REPAIR PARTS	610130	Repair & Maintenance Supplies	N
03-303-000-0000-6590	118.97	REPAIR PARTS	610212	Repair & Maintenance Supplies	N
03-303-000-0000-6590	39.98	REPAIR PARTS	610233	Repair & Maintenance Supplies	N
03-303-000-0000-6590	95.58	REPAIR PARTS	610278	Repair & Maintenance Supplies	N
03-303-000-0000-6590	54.53	REPAIR PARTS	610355	Repair & Maintenance Supplies	N
4070 Riley Auto Supply	938.68				
		15 Transactions			
9285 Rocon Paving					
03-303-000-0000-6521	741.68	PATCHING MATERIAL	8/2	Maintenance Supplies	N
9285 Rocon Paving	741.68				
		1 Transactions			
90805 Temco					
03-303-000-0000-6298	295.00	AITKIN SHOP	24156	Shop Maintenance	Y
90805 Temco	295.00				
		1 Transactions			
12788 Timmer Implement of Aitkin					
03-303-000-0000-6590	259.98	REPAIR PARTS	IA16170	Repair & Maintenance Supplies	N
12788 Timmer Implement of Aitkin	259.98				
		1 Transactions			
8364 Towmaster, Inc					
03-303-000-0000-6590	397.23	REPAIR PARTS	418590	Repair & Maintenance Supplies	N

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8364 Towmaster, Inc					
	397.23				
		1 Transactions			
10431 Verizon Business					
03-303-000-0000-6254	20.48	JUL- HWY OFFICE	4227948181907	Utilities	N
10431 Verizon Business	20.48				
		1 Transactions			
6097 Verizon Wireless					
03-303-000-0000-6254	534.02	DEPT CELL PHONES	9835229512	Utilities	N
6097 Verizon Wireless	534.02				
		1 Transactions			
8671 Village Laundromat & Car Wash, Inc					
03-303-000-0000-6298	29.25	RAGS	841500	Shop Maintenance	N
8671 Village Laundromat & Car Wash, Inc	29.25				
		1 Transactions			
8605 Wayne's Sanitation Llc					
03-303-000-0000-6254	52.51	GARBAGE; MCGRATH	295210	Utilities	N
8605 Wayne's Sanitation Llc	52.51				
		1 Transactions			
5295 Ziegler Inc					
03-303-000-0000-6590	66.71	REPAIR PARTS	PC190087736	Repair & Maintenance Supplies	N
03-303-000-0000-6590	112.23	FILTERS	PC190087736	Repair & Maintenance Supplies	N
03-303-000-0000-6590	254.94	REPAIR PARTS	PC190087737	Repair & Maintenance Supplies	N
03-303-000-0000-6590	48.15	REPAIR PARTS	PC190087800	Repair & Maintenance Supplies	N
03-303-000-0000-6590	120.17	REPAIR PARTS	PC190087801	Repair & Maintenance Supplies	N
5295 Ziegler Inc	602.20				
		5 Transactions			
303 DEPT Total:	39,852.31	R&B Highway Maintenance	36 Vendors	84 Transactions	
307 DEPT		R&B Capital Infrastructure			
7652 Erickson Engineering Co.					
03-307-000-0000-6260	2,539.50	PROFESSIONAL SVCS	13200	Professional Services	Y
03-307-000-0000-6260	468.00	PROFESSIONAL SVCS	13201	Professional Services	Y
7652 Erickson Engineering Co.	3,007.50				
		2 Transactions			
5128 Widseth Smith & Nolting Inc					
03-307-000-0000-6260	5,213.80	PROFESSIONAL SERVICES	131743	Professional Services	N
03-307-000-0000-6260	7,508.51	PROFESSIONAL SERVICES	131745	Professional Services	N
03-307-000-0000-6260	348.50	PROFESSIONAL SERVICES	131926	Professional Services	N

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
5128	Widseth Smith & Nolting Inc		13,070.81		3 Transactions		
307	DEPT Total:		16,078.31	R&B Capital Infrastructure	2 Vendors		5 Transactions
3	Fund Total:		56,999.60	Road & Bridge			94 Transactions

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
257 DEPT		Community Corrections			
8239 Ameripride Linen & Apparel Services		Cleaning Supplies	2201226938	Janitorial Services/Supplies	N
05- 257- 000- 0000- 6422		08/13/2019			
8239 Ameripride Linen & Apparel Services		1 Transactions			
88628 Dalco		Microfiber Cloths	3457549	Janitorial Services/Supplies	N
05- 257- 000- 0000- 6422		06/03/2019			
05- 257- 000- 0000- 6422		Toilet tissue/Nitrile Gloves	3480622	Janitorial Services/Supplies	N
		08/06/2019			
88628 Dalco		2 Transactions			
2340 Hyytinen Hardware Hank		Agency - Toilet Seat	1531510	Janitorial Services/Supplies	N
05- 257- 000- 0000- 6422		07/10/2019			
05- 257- 000- 0000- 6422		Agency - Plumbing Coupling	1533186	Janitorial Services/Supplies	N
		07/18/2019			
2340 Hyytinen Hardware Hank		2 Transactions			
89765 Minnesota Elevator, Inc		Elevator Service - August '19	813497	Maintenance- Service Contracts	N
05- 257- 000- 0000- 6300		08/01/2019 08/31/2019			
89765 Minnesota Elevator, Inc		1 Transactions			
257 DEPT Total:		Community Corrections	4 Vendors	6 Transactions	
390 DEPT		Environmental Health (FBL)			
8239 Ameripride Linen & Apparel Services		Cleaning Supplies	2201226938	Janitorial Services/Supplies	N
05- 390- 000- 0000- 6422		08/13/2019			
8239 Ameripride Linen & Apparel Services		1 Transactions			
88628 Dalco		Microfiber Cloths	3457549	Janitorial Services/Supplies	N
05- 390- 000- 0000- 6422		06/03/2019			
05- 390- 000- 0000- 6422		Toilet tissue/Nitrile Gloves	3480622	Janitorial Services/Supplies	N
		08/06/2019			

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No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
88628	Dalco		2.62				
				2 Transactions			
2340	Hyytinen Hardware Hank						
	05- 390- 000- 0000- 6422		0.32	Agency - Toilet Seat	1531510	Janitorial Services/Supplies	N
				07/10/2019			
	05- 390- 000- 0000- 6422		0.02	Agency - Plumbing Coupling	1533186	Janitorial Services/Supplies	N
				07/18/2019			
2340	Hyytinen Hardware Hank		0.34				
				2 Transactions			
89765	Minnesota Elevator, Inc						
	05- 390- 000- 0000- 6300		3.58	Elevator Service - August '19	813497	Maintenance- Service Contracts	N
				08/01/2019	08/31/2019		
89765	Minnesota Elevator, Inc		3.58				
				1 Transactions			
390	DEPT Total:		7.53	Environmental Health (FBL)	4 Vendors	6 Transactions	
400	DEPT			Public Health Department			
8239	Ameripride Linen & Apparel Services						
	05- 400- 440- 0410- 6422		6.93	Cleaning Supplies	2201226938	Janitorial Services/Supplies	N
				08/13/2019			
8239	Ameripride Linen & Apparel Services		6.93				
				1 Transactions			
15295	Block North Brew Pub						
	05- 400- 400- 0402- 6231		149.85	PIO Training Lunch	85	Services/Labor/Contracts	N
				08/12/2019			
15295	Block North Brew Pub		149.85				
				1 Transactions			
10185	Centurylink Communications Inc						
	05- 400- 440- 0410- 6250		4.18	HHS Phone	320295974	Telephone	N
10185	Centurylink Communications Inc		4.18				
				1 Transactions			
88628	Dalco						
	05- 400- 440- 0410- 6422		1.29	Microfiber Cloths	3457549	Janitorial Services/Supplies	N
				06/03/2019			
	05- 400- 440- 0410- 6422		17.12	Toilet tissue/Nitrile Gloves	3480622	Janitorial Services/Supplies	N
				08/06/2019			
88628	Dalco		18.41				
				2 Transactions			
2340	Hyytinen Hardware Hank						

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formulara Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
05- 400- 440- 0410- 6422	2.23	Agency - Toilet Seat 07/10/2019	1531510	Janitorial Services/Supplies	N
05- 400- 440- 0410- 6422	0.10	Agency - Plumbing Coupling 07/18/2019	1533186	Janitorial Services/Supplies	N
2340 Hyytinen Hardware Hank	2.33			2 Transactions	
89079 McGregor Area Ambulance Service					
05- 400- 401- 0000- 6812	2,015.00	Ambulance Runs for 07/19 07/01/2019 07/31/2019		Mcgregor Area Ambulance	N
89079 McGregor Area Ambulance Service	2,015.00			1 Transactions	
89765 Minnesota Elevator, Inc					
05- 400- 440- 0410- 6300	25.08	Elevator Service - August '19 08/01/2019 08/31/2019	813497	Maintenance/Service Contracts	N
89765 Minnesota Elevator, Inc	25.08			1 Transactions	
89081 North Ambulance Brainerd					
05- 400- 401- 0000- 6809	2,430.00	Ambulance Runs for 07/19 07/01/2019 07/31/2019		No. Memorial Ambulance- Aitkin	N
89081 North Ambulance Brainerd	2,430.00			1 Transactions	
88859 Spee*Dee- St Cloud					
05- 400- 440- 0410- 6205	190.14	PH Service 07/02/2019 08/05/2016	3813781	Postage	N
88859 Spee*Dee- St Cloud	190.14			1 Transactions	
86235 The Office Shop Inc					
05- 400- 440- 0410- 6405	9.99	Agency - Pens 07/03/2019	1065742- 0	Office Supplies	N
05- 400- 440- 0410- 6405	11.19	Agency - Post Its 07/03/2019	1065743- 0	Office Supplies	N
05- 400- 440- 0410- 6231	8.00	Agency - Repair shredder 07/10/2019	1066056- 0	Services/Labor/Contracts	N
05- 400- 410- 0413- 6405	32.62	WIC - labels 07/19/2019	1066531- 0	Office Supplies	N
05- 400- 440- 0410- 6405	23.63	Agency - Pens, Pencils, Legal 07/24/2019	1066693- 0	Office Supplies	N
05- 400- 440- 0410- 6405	3.45	Agency - Staples 07/30/2019	1066919- 0	Office Supplies	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
05- 400- 440- 0410- 6300		OSS - Copier Contract IRC5550I 07/29/2019	306232- 0	Maintenance/Service Contracts	N
86235 The Office Shop Inc					
	133.31		7 Transactions		
10930 Tidholm Productions 05- 400- 440- 0410- 6405		Agency- #10 Window Envelopes 08/05/2019	0783 8418	Office Supplies	Y
10930 Tidholm Productions	40.07		1 Transactions		
400 DEPT Total:	5,015.30	Public Health Department	11 Vendors	19 Transactions	
420 DEPT		Income Maintenance			
8239 Ameripride Linen & Apparel Services 05- 420- 600- 4800- 6422		Cleaning Supplies 08/13/2019	2201226938	Janitorial Services/Supplies	N
8239 Ameripride Linen & Apparel Services	14.37		1 Transactions		
10185 Centurylink Communications Inc 05- 420- 600- 4800- 6250		HHS Phone	320295974	Telephone	N
10185 Centurylink Communications Inc	8.63		1 Transactions		
88628 Dalco 05- 420- 600- 4800- 6422		Microfiber Cloths 06/03/2019	3457549	Janitorial Services/Supplies	N
05- 420- 600- 4800- 6422	2.68				
	35.44	Toilet tissue/Nitrile Gloves 08/06/2019	3480622	Janitorial Services/Supplies	N
88628 Dalco	38.12		2 Transactions		
2340 Hyytinen Hardware Hank 05- 420- 600- 4800- 6422		Agency - Toilet Seat 07/10/2019	1531510	Janitorial Services/Supplies	N
05- 420- 600- 4800- 6422	4.64				
	0.23	Agency - Plumbing Coupling 07/18/2019	1533186	Janitorial Services/Supplies	N
2340 Hyytinen Hardware Hank	4.87		2 Transactions		
89765 Minnesota Elevator, Inc 05- 420- 600- 4800- 6300		Elevator Service - August '19 08/01/2019 08/31/2019	813497	Maintenance/Service Contracts	N
	51.96				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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5 Health & Human Services

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
On Behalf of Name											
89765	Minnesota Elevator, Inc				51.96				1 Transactions		
88859	Spee*Dee- St Cloud	05- 420- 600- 4800- 6205			30.86	IM Service	07/02/2019 08/05/2019	3813781		Postage	N
88859	Spee*Dee- St Cloud				30.86				1 Transactions		
86235	The Office Shop Inc	05- 420- 600- 4800- 6405			20.61	Agency - Pens	07/03/2019	1065742- 0		Office Supplies	N
		05- 420- 600- 4800- 6405			23.08	Agency - Post Its	07/03/2019	1065743- 0		Office Supplies	N
		05- 420- 600- 4800- 6231			16.50	Agency - Repair shredder	07/10/2019	1066056- 0		Services/Labor/Contracts	N
		05- 420- 600- 4800- 6405			26.52	IM - 9x12 Envelopes	07/18/2019	1066440- 0		Office Supplies	N
		05- 420- 600- 4800- 6405			48.73	Agency - Pens, Pencils, Legal	07/24/2019	1066693- 0		Office Supplies	N
		05- 420- 600- 4800- 6405			7.13	Agency - Staples	07/30/2019	1066919- 0		Office Supplies	N
		05- 420- 600- 4800- 6300			91.63	OSS - Copier Contract IRC5550I	07/29/2019	306232- 0		Maintenance/Service Contracts	N
86235	The Office Shop Inc				234.20				7 Transactions		
10930	Tidholm Productions	05- 420- 600- 4800- 6405			82.67	Agency- #10 Window Envelopes	08/05/2019	0783 8418		Office Supplies	Y
10930	Tidholm Productions				82.67				1 Transactions		
420	DEPT Total:				465.68	Income Maintenance			8 Vendors	16 Transactions	
430	DEPT					Social Services					
8239	Ameripride Linen & Apparel Services	05- 430- 700- 4800- 6422			21.80	Cleaning Supplies	08/13/2019	2201226938		Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services				21.80				1 Transactions		
10185	Centurylink Communications Inc	05- 430- 700- 4800- 6250			13.33	HHS Phone		320295974		Telephone	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAHI
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5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10185 Centurylink Communications Inc		13.33				
			1 Transactions			
88628 Dalco						
05- 430- 700- 4800- 6422		4.07	Microfiber Cloths	3457549	Janitorial Services/Supplies	N
			06/03/2019			
05- 430- 700- 4800- 6422		53.77	Toilet tissue/Nitrile Gloves	3480622	Janitorial Services/Supplies	N
			08/06/2019			
88628 Dalco		57.84				
			2 Transactions			
2340 Hyytinen Hardware Hank						
05- 430- 700- 4800- 6422		7.04	Agency - Toilet Seat	1531510	Janitorial Services/Supplies	N
			07/10/2019			
05- 430- 700- 4800- 6422		0.35	Agency - Plumbing Coupling	1533186	Janitorial Services/Supplies	N
			07/18/2019			
2340 Hyytinen Hardware Hank		7.39				
			2 Transactions			
89765 Minnesota Elevator, Inc						
05- 430- 700- 4800- 6300		78.83	Elevator Service - August '19	813497	Maintenance/Service Contracts	N
			08/01/2019 08/31/2019			
89765 Minnesota Elevator, Inc		78.83				
			1 Transactions			
86235 The Office Shop Inc						
05- 430- 700- 4800- 6405		31.84	Agency - Pens	1065742- 0	Office Supplies	N
			07/03/2019			
05- 430- 700- 4800- 6405		35.66	Agency - Post Its	1065743- 0	Office Supplies	N
			07/03/2019			
05- 430- 700- 4800- 6231		25.50	Agency - Repair shredder	1066056- 0	Services/Labor/Contracts	N
			07/10/2019			
05- 430- 700- 4800- 6405		26.52	HCBS - 9x12 Envelopes	1066440- 0	Office Supplies	N
			07/18/2019			
05- 430- 700- 4800- 6405		10.99	HCBS - Paper	1066470- 0	Office Supplies	N
			07/18/2019			
05- 430- 700- 4800- 6405		12.07	HCBS - 2 Pkt Folders	1066470- 1	Office Supplies	N
			07/19/2019			
05- 430- 700- 4800- 6405		75.32	Agency - Pens, Pencils, Legal	1066693- 0	Office Supplies	N
			07/24/2019			
05- 430- 700- 4800- 6405		11.02	Agency - Staples	1066919- 0	Office Supplies	N
			07/30/2019			
05- 430- 700- 4800- 6300		141.61	OSS - Copier Contract IRC5550I	306232- 0	Maintenance/Service Contracts	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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5 Health & Human Services

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>
86235 The Office Shop Inc		370.53	07/29/2019 9 Transactions		
10930 Tidholm Productions					
05- 430- 700- 4800- 6405		127.76	Agency- #10 Window Envelopes 08/05/2019	0783 8418	Office Supplies Y
05- 430- 700- 4800- 6405		59.95	HCBS- Business Cards (TL) 08/08/2019	0789 8434	Office Supplies Y
05- 430- 700- 4800- 6405		59.95	Business Cards (SJ) 08/08/2019	0790 8407	Office Supplies Y
10930 Tidholm Productions		247.66	3 Transactions		
430 DEPT Total:		797.38	Social Services	7 Vendors	19 Transactions
5 Fund Total:		6,327.36	Health & Human Services		66 Transactions

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9 State

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT		Undesignated			
	4580 Mn Dept Of Finance					
	09-000-000-0000-2030					
	4580 Mn Dept Of Finance					
		750.00	Marriage License Fees	July 2019	State Fees, Assessments & Surcharge	N
		750.00		1 Transactions		
0	DEPT Total:		Undesignated	1 Vendors		1 Transactions
9	Fund Total:		State			1 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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10 Trust

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			
943	Cook Logging 10-900-000-0000-2300		5,302.44	Bond refund trans#6976	13700	Timber Permit Bonds	N
943	Cook Logging		5,302.44	1 Transactions			
13447	Futurewood 10-900-000-0000-2300		2,015.63	Bond Refund trans#6819	13437	Timber Permit Bonds	N
13447	Futurewood		2,015.63	1 Transactions			
11574	Timber Transport- Curt Raveill 10-900-000-0000-2300		578.50	Bond refund trans#1906	13333	Timber Permit Bonds	N
11574	Timber Transport- Curt Raveill		578.50	1 Transactions			
900	DEPT Total:		7,896.57	Timber Permit Bonds	3 Vendors	3 Transactions	
921	DEPT			Co. Development			
11324	Otto's Lawn Care Llc 10-921-000-0000-6231		125.00	Round Lake Mowing	4879	Services, Labor, Contracts	Y
11324	Otto's Lawn Care Llc		125.00	1 Transactions			
921	DEPT Total:		125.00	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
10855	Culligan 10-923-000-0000-6254		52.00	July Water	150100464562	Utilities	N
	10-923-000-0000-6254		47.20	August Water	150100464562	Utilities	N
10855	Culligan		99.20	2 Transactions			
1754	Garrison Disposal Company, Inc 10-923-000-0000-6231		80.00	LP Tanks	104705	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		80.00	1 Transactions			
2340	Hyytinen Hardware Hank 10-923-000-0000-6406		9.99	Drill bit	1529856	Field Supplies	N
	10-923-000-0000-6406		48.96	Rug Dr Rental, cleaning suppli	1532777	Field Supplies	N
	10-923-000-0000-6406		10.98	Grease	1532877	Field Supplies	N
2340	Hyytinen Hardware Hank		69.93	3 Transactions			

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10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formul	Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name		
15297	NEPCon							
	10- 923- 000- 0000- 6231		8,875.00	FSC FM Annual Audit	US- 51900538	Services, Labor, Contracts		N
	10- 923- 000- 0000- 6231		304.00	FSC Annual Admin fee	US- 51900538	Services, Labor, Contracts		N
15297	NEPCon		9,179.00				2 Transactions	
4711	Sunnys Citgo							
	10- 923- 000- 0000- 6511		32.79	Gas	1023947	Gas And Oil		N
4711	Sunnys Citgo		32.79				1 Transactions	
86235	The Office Shop Inc							
	10- 923- 000- 0000- 6405		38.78	rubber bands, envelopes, folde	305892- 0	Office Supplies		N
	10- 923- 000- 0000- 6231		1,038.44	Contract charges	306229- 0	Services, Labor, Contracts		N
86235	The Office Shop Inc		1,077.22				2 Transactions	
11574	Timber Transport- Curt Raveill							
	10- 923- 000- 0000- 6820		3,003.51	Overappraised refund	13333	Refunds & Reimbursements		N
11574	Timber Transport- Curt Raveill		3,003.51				1 Transactions	
13934	Tire Barn							
	10- 923- 000- 0000- 6590		17.50	Tr patch & stem	20325	Repair & Maintenance Supplies		N
	10- 923- 000- 0000- 6590		49.94	Oil change #046	48643	Repair & Maintenance Supplies		N
13934	Tire Barn		67.44				2 Transactions	
13234	Western EcoSystems Technology, Inc.							
	10- 923- 000- 0000- 6231		2,080.81	Project 734- 03.001	65893	Services, Labor, Contracts		N
13234	Western EcoSystems Technology, Inc.		2,080.81				1 Transactions	
923	DEPT Total:		15,689.90	Forfeited Tax Sales	9 Vendors		15 Transactions	
926	DEPT			Law Library				
5173	Thomson Reuters- West Publishing							
	10- 926- 000- 0000- 6408		1,388.44	West Information charges	840699086	Law Books		N
5173	Thomson Reuters- West Publishing		1,388.44				1 Transactions	
926	DEPT Total:		1,388.44	Law Library	1 Vendors		1 Transactions	
10	Fund Total:		25,099.91	Trust			20 Transactions	

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LAH1
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11 Forest Development

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			Forest Resource			
12512	MARCUM/ROBERT						
	11-924-000-0000-6330		27.84	Natural Resources mileage	48@.58	Transportation & Travel	N
	11-924-000-0000-6350		35.00	Natural Resources meeting	7/8/19	Per Diem	Y
	11-924-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
12512	MARCUM/ROBERT		97.84	3 Transactions			
924	DEPT Total:		97.84	Forest Resource	1 Vendors	3 Transactions	
925	DEPT			Resource Management			
14742	Berg/James						
	11-925-000-0000-6330		22.04	Natural Resources mileage	38@.58	Transportation & Travel	N
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	N
14742	Berg/James		57.04	2 Transactions			
12526	Bixby/James						
	11-925-000-0000-6330		37.12	Natural Resources mileage	64@.58	Transportation & Travel	N
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
12526	Bixby/James		72.12	2 Transactions			
589	Blomberg/Judith						
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
589	Blomberg/Judith		35.00	1 Transactions			
2270	Hoppe/Russell Peter						
	11-925-000-0000-6330		34.80	Natural Resources mileage	60@.58	Transportation & Travel	N
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
2270	Hoppe/Russell Peter		69.80	2 Transactions			
2448	Janzen/Carroll Mark						
	11-925-000-0000-6330		32.48	Natural Resources mileage	56@.58	Transportation & Travel	N
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
2448	Janzen/Carroll Mark		67.48	2 Transactions			
5759	Kitzrow/Donald						
	11-925-000-0000-6330		38.16	Natural Resources mileage	65.8@.58	Transportation & Travel	N
	11-925-000-0000-6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
5759	Kitzrow/Donald		73.16	2 Transactions			

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11 Forest Development

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5784 Lake/Robert						
11- 925- 000- 0000- 6330		16.24	Natural Resources mileage	28@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resource meeting	8/12/19	Per Diem	Y
5784 Lake/Robert		51.24	2 Transactions			
11990 Lange/David						
11- 925- 000- 0000- 6330		41.76	Natural Resources mileage	72@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
11990 Lange/David		76.76	2 Transactions			
12512 MARCUM/ROBERT						
11- 925- 000- 0000- 6330		27.84	Natural Resources Mileage	48@.58	Transportation & Travel	N
12512 MARCUM/ROBERT		27.84	1 Transactions			
10906 Shipp/Dale						
11- 925- 000- 0000- 6330		18.56	Natural Resources mileage	32@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
10906 Shipp/Dale		53.56	2 Transactions			
4927 Turnock/Franklin Allen						
11- 925- 000- 0000- 6330		34.80	Natural Resources mileage	60@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
4927 Turnock/Franklin Allen		69.80	2 Transactions			
10017 Tveit/Galen						
11- 925- 000- 0000- 6330		20.88	Natural Resources mileage	36@.58	Transportation & Travel	N
11- 925- 000- 0000- 6350		35.00	Natural Resources meeting	8/12/19	Per Diem	Y
10017 Tveit/Galen		55.88	2 Transactions			
925 DEPT Total:		709.68	Resource Management	12 Vendors	22 Transactions	
935 DEPT			Forest Road			
3100 McGregor Oil						
11- 935- 000- 0000- 6511		1,307.23	July gas	AITKINLA	Gas And Oil	N
3100 McGregor Oil		1,307.23	1 Transactions			
935 DEPT Total:		1,307.23	Forest Road	1 Vendors	1 Transactions	

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LAH1
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11 Forest Development

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
											On Behalf of Name
939	DEPT					County Surveyor					
	3326	Minnesota GIS- LIS Consortium									
		11- 939- 000- 0000- 6208			275.00	2019 Conference Registraton		200004229		Staff Development/Training	N
	3326	Minnesota GIS- LIS Consortium			275.00		1 Transactions				
	6097	Verizon Wireless									
		11- 939- 000- 0000- 6250			26.02	July cell phone		5806838270001		Telephone	N
	6097	Verizon Wireless			26.02		1 Transactions				
939	DEPT Total:				301.02	County Surveyor		2 Vendors		2 Transactions	
11	Fund Total:				2,415.77	Forest Development				28 Transactions	

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LAH1
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15 Aitkin County Collaborativ

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>
452 DEPT			Collaborative- Mcgregor School		
86580 McGregor Public School					
15- 452- 000- 0000- 6231		20,000.00	19- '20 LCTS Allocation	2019- 2	Mcgregor School Services N
86580 McGregor Public School		20,000.00	1 Transactions		
452 DEPT Total:		20,000.00	Collaborative- Mcgregor School	1 Vendors	1 Transactions
15 Fund Total:		20,000.00	Aitkin County Collaborative		1 Transactions

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LAH1
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19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount				
521	DEPT		LLCC Administration			
15298	Cherbestad/Aaron		Refund for canteen balance		Commissary Items	N
	19- 521- 000- 0000- 6400	91.00				
15298	Cherbestad/Aaron	91.00	1 Transactions			
8622	Frontier		Service & long distance	2187684653	Telephone	N
	19- 521- 000- 0000- 6250	476.40				
8622	Frontier	476.40	1 Transactions			
2763	J & H Transfer Station- Lakes Sanitary		August garbage	158964	Garbage	Y
	19- 521- 000- 0000- 6255	105.30				
2763	J & H Transfer Station- Lakes Sanitary	105.30	1 Transactions			
3160	Mille Lacs Energy Coop- Albert Lea		Director's Residence	27- 13- 004- 01	Utilities	N
	19- 521- 000- 0000- 6254	56.97				
	19- 521- 000- 0000- 6254	293.02	Energy Center	27- 13- 005- 02	Utilities	N
	19- 521- 000- 0000- 6254	802.67	Dining Hall	27- 13- 006- 01	Utilities	N
	19- 521- 000- 0000- 6254	463.91	North Star Lodge	27- 13- 007- 03	Utilities	N
	19- 521- 000- 0000- 6254	41.41	Parking Lot	27- 13- 008- 01	Utilities	N
	19- 521- 000- 0000- 6254	136.02	Staff Residence	27- 13- 009- 01	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea	1,794.00	6 Transactions			
11120	Nardini Fire Equipment Co.,Inc		NSL Alarm Inspection	IN00114410	Services, Labor, Contracts	N
	19- 521- 000- 0000- 6231	350.00				
	19- 521- 000- 0000- 6231	350.00	Dining Hall alarm inspection	IN00114411	Services, Labor, Contracts	N
	19- 521- 000- 0000- 6231	707.13	Extinguisher Inspection	IN00114414	Services, Labor, Contracts	N
	19- 521- 000- 0000- 6231	150.00	Schoolhouse alarm inspection	IN00114415	Services, Labor, Contracts	N
	19- 521- 000- 0000- 6231	250.00	MH Alarm Inspection	IN00114416	Services, Labor, Contracts	N
11120	Nardini Fire Equipment Co.,Inc	1,807.13	5 Transactions			
521	DEPT Total:	4,273.83	LLCC Administration	5 Vendors	14 Transactions	
522	DEPT		LLCC Education			
9606	Minnesota Deer Hunters Association		Forkhorn memberships/gift bags	13711	Registration Fee	N
	19- 522- 000- 0000- 6241	2,450.00				
9606	Minnesota Deer Hunters Association	2,450.00	1 Transactions			
9753	Mn Dept Of Natural Resources		Forkhorn II Course fees		Registration Fee	N
	19- 522- 000- 0000- 6241	60.00				

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LAHI
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19 Long Lake Conservation Co

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
19- 522- 000- 0000- 6241		285.00		Registration Fee	N
9753 Mn Dept Of Natural Resources		345.00	2 Transactions		
15299 Sheets/Jennifer					
19- 522- 000- 0000- 5557		50.00		Adventure Program Pkg Fees	N
15299 Sheets/Jennifer		50.00	1 Transactions		
522 DEPT Total:		2,845.00	LLCC Education	3 Vendors	4 Transactions
523 DEPT			LLCC Food		
5814 Hagen/Christine					
19- 523- 000- 0000- 6418		45.47	Groceries	Groceries- Students	N
5814 Hagen/Christine		45.47	1 Transactions		
5662 McGregor Dairy, Inc					
19- 523- 000- 0000- 6418		236.77	Groceries	29935 Groceries- Students	N
19- 523- 000- 0000- 6418		212.00	Groceries	29966 Groceries- Students	N
19- 523- 000- 0000- 6418		141.94	Groceries	30003 Groceries- Students	N
5662 McGregor Dairy, Inc		590.71	3 Transactions		
4968 Upper Lakes Foods, Inc					
19- 523- 000- 0000- 6418		1,414.39	Groceries	514072- 00 Groceries- Students	N
19- 523- 000- 0000- 6418		576.16	Groceries	517416- 00 Groceries- Students	N
19- 523- 000- 0000- 6420		39.84	Supplies	517424- 00 Food Service Supplies	N
19- 523- 000- 0000- 6418		4,521.07	Groceries	520748- 00 Groceries- Students	N
4968 Upper Lakes Foods, Inc		6,551.46	4 Transactions		
523 DEPT Total:		7,187.64	LLCC Food	3 Vendors	8 Transactions
524 DEPT			LLCC Maintenance		
657 Aitkin Glass Service					
19- 524- 000- 0000- 6590		896.43	NSL window repair	17038 Repair & Maintenance Supplies	N
657 Aitkin Glass Service		896.43	1 Transactions		
13725 Beartooth True Value					
19- 524- 000- 0000- 6590		16.84	Toilet repair	A77069 Repair & Maintenance Supplies	N
19- 524- 000- 0000- 6590		47.85	Screen repair	B92991 Repair & Maintenance Supplies	N
19- 524- 000- 0000- 6422		5.99	Batteries	B93176 Janitorial Services/Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAHI
8/19/19 12:25PM
19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	19- 524- 000- 0000- 6422		Hardware, bits	B93951	Janitorial Services/Supplies	N
	19- 524- 000- 0000- 6422		Batteries, caulk, gasket	B94350	Janitorial Services/Supplies	N
	19- 524- 000- 0000- 6422		Wasp spray	B94351	Janitorial Services/Supplies	N
13725	Beartooth True Value					
		103.80				
			6 Transactions			
3760	Palisade Cooperative Oil Assoc					
	19- 524- 000- 0000- 6511		Fuel- Van	433017	Gas And Oil	N
	19- 524- 000- 0000- 6511		Fuel Tractor	433435	Gas And Oil	N
3760	Palisade Cooperative Oil Assoc					
		53.28				
			2 Transactions			
4010	Rasley Oil Company					
	19- 524- 000- 0000- 6511		Van fuel	LONGLAKES	Gas And Oil	N
4010	Rasley Oil Company					
		22.92				
		22.92				
			1 Transactions			
524	DEPT Total:					
		1,076.43	LLCC Maintenance	4 Vendors	10 Transactions	
19	Fund Total:					
		15,382.90	Long Lake Conservation Center		36 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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21 Parks

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			
15223	Aardvark Septic Pumping						
	21- 520- 000- 0000- 6231		240.00	Lone Lake July	28905	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		150.00	Round Lake July	28906	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		99.00	Swatara July	28906	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		99.00	Bline Lake July	28906	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		150.00	Round Lake August	29117	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		99.00	Swatara August	29117	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		99.00	Blind Lake August	29117	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		240.00	Lone Lake August	29117	Services, Labor, Contracts	Y
15223	Aardvark Septic Pumping		1,176.00	8 Transactions			
116	Aitkin Pet & Farm Supply Inc						
	21- 520- 000- 0000- 6406		83.70	Dirt Berglund Park	453801	Field Supplies	N
	21- 520- 000- 0000- 6406		43.90	Dirt Berglund Park	453829	Field Supplies	N
116	Aitkin Pet & Farm Supply Inc		127.60	2 Transactions			
13725	Beartooth True Value						
	21- 520- 000- 0000- 6406		128.23	Hardware, paint supplies	B93113	Field Supplies	N
	21- 520- 000- 0000- 6406		8.58	Wasp spray	B93197	Field Supplies	N
	21- 520- 000- 0000- 6406		129.53	Stainkiller, paint, bit	B93208	Field Supplies	N
	21- 520- 000- 0000- 6406		14.99	Screw bit	B95077	Field Supplies	N
13725	Beartooth True Value		281.33	4 Transactions			
10083	Cedarbrook Lumber Comp						
	21- 520- 000- 0000- 6406		509.85	Lumber, nails, screws, rafter	101250	Field Supplies	N
	21- 520- 000- 0000- 6406		9.16	Bulk fastener	101251	Field Supplies	N
	21- 520- 000- 0000- 6406		83.94	Trailer decking	101254	Field Supplies	N
10083	Cedarbrook Lumber Comp		602.95	3 Transactions			
1430	Dotzler Power Equipment						
	21- 520- 000- 0000- 6406		49.99	Battery #248	8926	Field Supplies	Y
1430	Dotzler Power Equipment		49.99	1 Transactions			
10618	Erik's Lawn Service						
	21- 520- 000- 0000- 6231		850.00	Snake River mowing July	6046	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		400.00	Aitkin Park mowing July	6046	Services, Labor, Contracts	Y
10618	Erik's Lawn Service		1,250.00	2 Transactions			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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21 Parks

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>
1829 Goble's Sewer Service Inc.					
21- 520- 000- 0000- 6231		120.00	Aitkin Dump Station	14421	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		120.00	Aitkin Dump Station	14541	Services, Labor, Contracts N
1829 Goble's Sewer Service Inc.		240.00	2 Transactions		
4641 Holiday Credit Office					
21- 520- 000- 0000- 6511		789.31	July billing	1400000134961	Gas And Oil N
4641 Holiday Credit Office		789.31	1 Transactions		
7525 Hometown Bldg Supply					
21- 520- 000- 0000- 6590		4.80	Fastener & drill bit	26829	Repair & Maintenance Supplies N
21- 520- 000- 0000- 6590		55.57	Lumber torx bit	27308	Repair & Maintenance Supplies N
21- 520- 000- 0000- 6590		221.27		28377	Repair & Maintenance Supplies N
21- 520- 000- 0000- 6590		1.54	Wood shims	28378	Repair & Maintenance Supplies N
21- 520- 000- 0000- 6590		52.35	Culk, finish, pine	28428	Repair & Maintenance Supplies N
7525 Hometown Bldg Supply		335.53	5 Transactions		
2340 Hyytinen Hardware Hank					
21- 520- 000- 0000- 6406		8.49	Post level	1535565	Field Supplies N
2340 Hyytinen Hardware Hank		8.49	1 Transactions		
2763 J & H Transfer Station-Lakes Sanitary					
21- 520- 000- 0000- 6231		204.75	Berglund Park garbage	159019	Services, Labor, Contracts Y
2763 J & H Transfer Station-Lakes Sanitary		204.75	1 Transactions		
9354 Kangas Enterprise, Inc					
21- 520- 000- 0000- 6231		85.00	Axtell Toilet rental July	17957	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		85.00	Lawler Toilet rental July	17957	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		85.00	McGrath Soo Line rental July	17957	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		85.00	McGregor Trailhead rental July	17957	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		119.95	Jacobson Pumping	17958	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		119.95	Jacobson Rest Area Pumping	17958	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		119.95	Jacobson Rest Area Pumping	17958	Services, Labor, Contracts N
21- 520- 000- 0000- 6231		199.99	Snake River Campground	17958	Services, Labor, Contracts N
9354 Kangas Enterprise, Inc		899.84	8 Transactions		
2991 Malmo Market					
21- 520- 000- 0000- 6511		321.62	July gas		Gas And Oil N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1
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21 Parks

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2991	Malmo Market		321.62				
				1 Transactions			
12927	Midwest Machinery Co.						
	21- 520- 000- 0000- 6590		40.92	Mower blade kit	1929339	Repair & Maintenance Supplies	N
	21- 520- 000- 0000- 6590		62.51	Maint kit Gator	1938738	Repair & Maintenance Supplies	N
	21- 520- 000- 0000- 6590		7.20	Spark plug	1957294	Repair & Maintenance Supplies	N
	21- 520- 000- 0000- 6511		16.75-	Inv 1899029 Paid twice	Ck 78817	Gas And Oil	N
	21- 520- 000- 0000- 6590		31.16-	Inv 1896167 Paid Twice	Ck 78817	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		62.72				
				5 Transactions			
9692	Minnesota Energy Resources Corporation						
	21- 520- 000- 0000- 6254		46.87	Heating gas for shop	50254456100001	Utilities	N
9692	Minnesota Energy Resources Corporation		46.87				
				1 Transactions			
3780	Palisade Supersledders Inc.						
	21- 520- 000- 0000- 6802		8,883.71	GIA Payment 2nd Benchmark		Trail Grants- State	N
3780	Palisade Supersledders Inc.		8,883.71				
				1 Transactions			
4010	Rasley Oil Company						
	21- 520- 000- 0000- 6511		1,803.53	June gas	AITCOL&PS	Gas And Oil	N
4010	Rasley Oil Company		1,803.53				
				1 Transactions			
4425	Shirts Plus						
	21- 520- 000- 0000- 6406		125.40	T- Shirts for parks	2802	Field Supplies	N
4425	Shirts Plus		125.40				
				1 Transactions			
4800	Tamarack Sno- Flyers						
	21- 520- 000- 0000- 6802		4,000.00	GIS payment 4th Benchmark		Trail Grants- State	N
4800	Tamarack Sno- Flyers		4,000.00				
				1 Transactions			
12718	Up North Riders						
	21- 520- 000- 0000- 6802		1,395.26	Lawler loops Grant payment		Trail Grants- State	N
12718	Up North Riders		1,395.26				
				1 Transactions			
520	DEPT Total:		22,604.90	Parks	20 Vendors	50 Transactions	
21	Fund Total:		22,604.90	Parks		50 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
Final Total:		229,106.14	239 Vendors	430 Transactions	1099

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	79,525.70	General Fund
	3	56,999.60	Road & Bridge
	5	6,327.36	Health & Human Services
	9	750.00	State
	10	25,099.91	Trust
	11	2,415.77	Forest Development
	15	20,000.00	Aitkin County Collaborative
	19	15,382.90	Long Lake Conservation Center
	21	22,604.90	Parks
All Funds		229,106.14	Total

Approved by,

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Aitkin County

2E



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

July Sales & Use Tax

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1
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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formu	Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name		
40	DEPT		Auditor				
	89991 Bremer Bank						
1	01-040-021-0000-5840		Receipt Nbr 9507 07/16/2019		Misc Receipts		N
	89991 Bremer Bank		1 Transactions				
40	DEPT Total:		Auditor	1 Vendors		1 Transactions	
42	DEPT		Treasurer				
	89991 Bremer Bank						
2	01-042-000-0000-5840		Receipt Nbr 9276 07/01/2019		Misc Receipts		N
3	01-042-000-0000-5840		Receipt Nbr 9276 07/01/2019		Misc Receipts		N
4	01-042-000-0000-5840		Receipt Nbr 9353 07/08/2019		Misc Receipts		N
5	01-042-000-0000-5840		Receipt Nbr 9447 07/12/2019		Misc Receipts		N
6	01-042-000-0000-5840		Receipt Nbr 9456 07/12/2019		Misc Receipts		N
7	01-042-000-0000-5840		Receipt Nbr 9649 07/25/2019		Misc Receipts		N
	89991 Bremer Bank		6 Transactions				
42	DEPT Total:		Treasurer	1 Vendors		6 Transactions	
43	DEPT		Assessor				
	89991 Bremer Bank						
8	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
9	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
10	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
11	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
12	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
13	01-043-000-0000-5840		Receipt Nbr 9677 07/26/2019		Misc Receipts		N
	89991 Bremer Bank		6 Transactions				
43	DEPT Total:		Assessor	1 Vendors		6 Transactions	
49	DEPT		Information Technologies				
	89991 Bremer Bank						
14	01-049-000-0000-5525		Receipt Nbr 9591 07/22/2019		Label & Listing Sales		N
15	01-049-000-0000-5525		Receipt Nbr 9591 07/22/2019		Label & Listing Sales		N
	89991 Bremer Bank		2 Transactions				

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1
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1 General Fund

	<u>Vendor Name</u>	<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
49	DEPT Total:		Information Technologies	1 Vendors	2 Transactions	
90	DEPT		Attorney			
	89991 Bremer Bank					
16	01-090-000-0000-5840		Receipt Nbr 9299 07/02/2019		Misc Receipts	N
17	01-090-000-0000-5840		Receipt Nbr 9300 07/02/2019		Misc Receipts	N
18	01-090-000-0000-5840		Receipt Nbr 9448 07/12/2019		Misc Receipts	N
19	01-090-000-0000-5840		Receipt Nbr 9644 07/25/2019		Misc Receipts	N
	89991 Bremer Bank	6.43	4 Transactions			
90	DEPT Total:	6.43	Attorney	1 Vendors	4 Transactions	
100	DEPT		Recorder			
	89991 Bremer Bank					
106	01-100-000-0000-6311	175.00	Sales Tax, Recorder's Copies		Sales Tax	N
	89991 Bremer Bank	175.00	1 Transactions			
100	DEPT Total:	175.00	Recorder	1 Vendors	1 Transactions	
252	DEPT		Corrections			
	89991 Bremer Bank					
20	01-252-000-0000-5840	1.93	Receipt Nbr 9438 07/11/2019		Misc Receipts	N
21	01-252-252-0000-5872	31.84	Receipt Nbr 9304 07/02/2019		Phone Card Prisoner Welfare(Taxable	N
22	01-252-252-0000-5872	76.08	Receipt Nbr 9438 07/11/2019		Phone Card Prisoner Welfare(Taxable	N
23	01-252-252-0000-5872	113.30	Receipt Nbr 9617 07/23/2019		Phone Card Prisoner Welfare(Taxable	N
24	01-252-252-0000-5885	28.83	Receipt Nbr 9304 07/02/2019		Commissary Sales Taxable	N
25	01-252-252-0000-5885	33.27	Receipt Nbr 9438 07/11/2019		Commissary Sales Taxable	N
26	01-252-252-0000-5885	21.28	Receipt Nbr 9617 07/23/2019		Commissary Sales Taxable	N
27	01-252-252-0000-5885	16.60	Receipt Nbr 9729 07/31/2019		Commissary Sales Taxable	N
	89991 Bremer Bank	323.13	8 Transactions			
252	DEPT Total:	323.13	Corrections	1 Vendors	8 Transactions	
1	Fund Total:	658.06	General Fund		28 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAHI
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3 Road & Bridge

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
0	DEPT		Undesignated			
89991	Bremer Bank					
28	03-000-000-0000-5855		5.79 Receipt Nbr 9323 07/03/2019		Charges- Individuals	N
29	03-000-000-0000-5855		6.88 Receipt Nbr 9323 07/03/2019		Charges- Individuals	N
30	03-000-000-0000-5855		0.13 Receipt Nbr 9350 07/05/2019		Charges- Individuals	N
31	03-000-000-0000-5855		1.93 Receipt Nbr 9415 07/10/2019		Charges- Individuals	N
32	03-000-000-0000-5855		1.93 Receipt Nbr 9415 07/10/2019		Charges- Individuals	N
33	03-000-000-0000-5855		11.58 Receipt Nbr 9457 07/12/2019		Charges- Individuals	N
34	03-000-000-0000-5855		1.93- Receipt Nbr 9457 07/12/2019		Charges- Individuals	N
35	03-000-000-0000-5855		6.88 Receipt Nbr 9457 07/12/2019		Charges- Individuals	N
36	03-000-000-0000-5855		0.51 Receipt Nbr 9508 07/16/2019		Charges- Individuals	N
37	03-000-000-0000-5855		1.93 Receipt Nbr 9530 07/17/2019		Charges- Individuals	N
38	03-000-000-0000-5855		1.93 Receipt Nbr 9550 07/19/2019		Charges- Individuals	N
39	03-000-000-0000-5855		1.93 Receipt Nbr 9550 07/19/2019		Charges- Individuals	N
40	03-000-000-0000-5855		1.93 Receipt Nbr 9550 07/19/2019		Charges- Individuals	N
41	03-000-000-0000-5855		11.58 Receipt Nbr 9560 07/19/2019		Charges- Individuals	N
42	03-000-000-0000-5855		3.44 Receipt Nbr 9560 07/19/2019		Charges- Individuals	N
43	03-000-000-0000-5855		1.93 Receipt Nbr 9571 07/22/2019		Charges- Individuals	N
44	03-000-000-0000-5855		7.72 Receipt Nbr 9676 07/26/2019		Charges- Individuals	N
45	03-000-000-0000-5855		3.44 Receipt Nbr 9676 07/26/2019		Charges- Individuals	N
46	03-000-000-0000-5855		1.93 Receipt Nbr 9680 07/29/2019		Charges- Individuals	N
47	03-000-000-0000-5855		1.93 Receipt Nbr 9722 07/31/2019		Charges- Individuals	N
48	03-000-000-0000-5857		24.91 Receipt Nbr 9323 07/03/2019		Culverts	N
49	03-000-000-0000-5857		95.73 Receipt Nbr 9560 07/19/2019		Culverts	N
89991	Bremer Bank		194.03		22 Transactions	
0	DEPT Total:		194.03	Undesignated	1 Vendors	22 Transactions
303	DEPT			R&B Highway Maintenance		
89991	Bremer Bank					
107	03-303-000-0000-6513		1,584.03	July 2019 Diesel tax	Motor Fuel & Lubricants	N
89991	Bremer Bank		1,584.03	1 Transactions		
303	DEPT Total:		1,584.03	R&B Highway Maintenance	1 Vendors	1 Transactions
3	Fund Total:		1,778.06	Road & Bridge		23 Transactions

LAH1
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 10 Trust

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
923	DEPT		Forfeited Tax Sales			
	89991 Bremer Bank					
50	10-923-000-0000-5260		7.40 Receipt Nbr 1078 07/02/2019		FTS- Leases/Easements	N
51	10-923-000-0000-5260		14.80 Receipt Nbr 1080 07/03/2019		FTS- Leases/Easements	N
52	10-923-000-0000-5260		7.40 Receipt Nbr 1115 07/30/2019		FTS- Leases/Easements	N
53	10-923-000-0000-5260		3.00 Receipt Nbr 1116 07/30/2019		FTS- Leases/Easements	N
54	10-923-000-0000-5840		66.48 Receipt Nbr 1093 07/18/2019		FTS Misc Receipts	N
	89991 Bremer Bank		99.08 5 Transactions			
923	DEPT Total:		99.08 Forfeited Tax Sales	1 Vendors	5 Transactions	
10	Fund Total:		99.08 Trust		5 Transactions	

Aitkin County

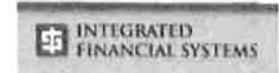


Audit List for Board AUDITOR'S VOUCHERS ENTRIES

LAH1
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11 Forest Development

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
939	DEPT			County Surveyor			
	89991 Bremer Bank						
55	11- 939- 000- 0000- 5840		3.80	Receipt Nbr 1107 07/29/2019		Misc Receipts	N
	89991 Bremer Bank		3.80	1 Transactions			
939	DEPT Total:		3.80	County Surveyor	1 Vendors	1 Transactions	
11	Fund Total:		3.80	Forest Development		1 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
	89991 Bremer Bank					
56	19- 521- 000- 0000- 5885		2.19 Receipt Nbr 9277 07/01/2019		Commissary Sales Taxable	N
57	19- 521- 000- 0000- 5885		10.96 Receipt Nbr 9479 07/15/2019		Commissary Sales Taxable	N
58	19- 521- 000- 0000- 5885		88.47 Receipt Nbr 9663 07/25/2019		Commissary Sales Taxable	N
	89991 Bremer Bank		101.62 3 Transactions			
521	DEPT Total:		101.62 LLCC Administration	1 Vendors	3 Transactions	
19	Fund Total:		101.62 Long Lake Conservation Center		3 Transactions	

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21 Parks

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Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
89991	Bremer Bank					
59	21-520-000-0000-5398		1.93 Receipt Nbr 1090 07/17/2019		Trail Grants- Federal	N
60	21-520-000-0000-5510		12.87 Receipt Nbr 1079 07/02/2019		Co. Parks Campground Fees	N
61	21-520-000-0000-5510		3.60 Receipt Nbr 1079 07/02/2019		Co. Parks Campground Fees	N
62	21-520-000-0000-5510		4.82 Receipt Nbr 1079 07/02/2019		Co. Parks Campground Fees	N
63	21-520-000-0000-5510		16.73 Receipt Nbr 1079 07/02/2019		Co. Parks Campground Fees	N
64	21-520-000-0000-5510		4.57 Receipt Nbr 1079 07/02/2019		Co. Parks Campground Fees	N
65	21-520-000-0000-5510		7.72 Receipt Nbr 1081 07/05/2019		Co. Parks Campground Fees	N
66	21-520-000-0000-5510		2.57 Receipt Nbr 1081 07/05/2019		Co. Parks Campground Fees	N
67	21-520-000-0000-5510		6.43 Receipt Nbr 1082 07/08/2019		Co. Parks Campground Fees	N
68	21-520-000-0000-5510		10.29 Receipt Nbr 1082 07/08/2019		Co. Parks Campground Fees	N
69	21-520-000-0000-5510		14.73 Receipt Nbr 1085 07/09/2019		Co. Parks Campground Fees	N
70	21-520-000-0000-5510		2.57 Receipt Nbr 1086 07/10/2019		Co. Parks Campground Fees	N
71	21-520-000-0000-5510		1.29 Receipt Nbr 1086 07/10/2019		Co. Parks Campground Fees	N
72	21-520-000-0000-5510		9.01 Receipt Nbr 1087 07/11/2019		Co. Parks Campground Fees	N
73	21-520-000-0000-5510		10.61 Receipt Nbr 1087 07/11/2019		Co. Parks Campground Fees	N
74	21-520-000-0000-5510		13.19 Receipt Nbr 1087 07/11/2019		Co. Parks Campground Fees	N
75	21-520-000-0000-5510		4.49 Receipt Nbr 1087 07/11/2019		Co. Parks Campground Fees	N
76	21-520-000-0000-5510		1.29 Receipt Nbr 1088 07/11/2019		Co. Parks Campground Fees	N
77	21-520-000-0000-5510		3.86 Receipt Nbr 1089 07/17/2019		Co. Parks Campground Fees	N
78	21-520-000-0000-5510		3.86 Receipt Nbr 1089 07/17/2019		Co. Parks Campground Fees	N
79	21-520-000-0000-5510		9.65 Receipt Nbr 1090 07/17/2019		Co. Parks Campground Fees	N
80	21-520-000-0000-5510		16.73 Receipt Nbr 1090 07/17/2019		Co. Parks Campground Fees	N
81	21-520-000-0000-5510		9.01 Receipt Nbr 1090 07/17/2019		Co. Parks Campground Fees	N
82	21-520-000-0000-5510		2.57 Receipt Nbr 1094 07/18/2019		Co. Parks Campground Fees	N
83	21-520-000-0000-5510		3.86 Receipt Nbr 1095 07/18/2019		Co. Parks Campground Fees	N
84	21-520-000-0000-5510		16.73 Receipt Nbr 1098 07/22/2019		Co. Parks Campground Fees	N
85	21-520-000-0000-5510		5.79 Receipt Nbr 1098 07/22/2019		Co. Parks Campground Fees	N
86	21-520-000-0000-5510		2.57 Receipt Nbr 1099 07/23/2019		Co. Parks Campground Fees	N
87	21-520-000-0000-5510		2.57 Receipt Nbr 1101 07/23/2019		Co. Parks Campground Fees	N
88	21-520-000-0000-5510		16.40 Receipt Nbr 1101 07/23/2019		Co. Parks Campground Fees	N
89	21-520-000-0000-5510		9.97 Receipt Nbr 1101 07/23/2019		Co. Parks Campground Fees	N
90	21-520-000-0000-5510		4.95 Receipt Nbr 1101 07/23/2019		Co. Parks Campground Fees	N
91	21-520-000-0000-5510		5.15 Receipt Nbr 1103 07/24/2019		Co. Parks Campground Fees	N
92	21-520-000-0000-5510		6.43 Receipt Nbr 1103 07/24/2019		Co. Parks Campground Fees	N
93	21-520-000-0000-5510		5.15 Receipt Nbr 1104 07/25/2019		Co. Parks Campground Fees	N
94	21-520-000-0000-5510		6.43 Receipt Nbr 1104 07/25/2019		Co. Parks Campground Fees	N
95	21-520-000-0000-5510		7.72 Receipt Nbr 1106 07/29/2019		Co. Parks Campground Fees	N

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 21 Parks

Aitkin County



Audit List for Board AUDITOR'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.</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>
96 21-520-000-0000-5510		2.57	Receipt Nbr 1106 07/29/2019		Co. Parks Campground Fees N
97 21-520-000-0000-5510		20.58	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
98 21-520-000-0000-5510		6.88	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
99 21-520-000-0000-5510		0.96	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
100 21-520-000-0000-5510		3.86	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
101 21-520-000-0000-5510		15.44	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
102 21-520-000-0000-5510		3.28	Receipt Nbr 1119 07/30/2019		Co. Parks Campground Fees N
103 21-520-000-0000-5510		3.22	Receipt Nbr 1121 07/31/2019		Co. Parks Campground Fees N
104 21-520-000-0000-5510		9.65	Receipt Nbr 1121 07/31/2019		Co. Parks Campground Fees N
105 21-520-000-0000-5510		3.86	Receipt Nbr 1121 07/31/2019		Co. Parks Campground Fees N
89991 Bremer Bank		338.41	47 Transactions		
520 DEPT Total:		338.41	Parks	1 Vendors	47 Transactions
21 Fund Total:		338.41	Parks		47 Transactions
Final Total:		2,979.03	13 Vendors	107 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	658.06	General Fund
	3	1,778.06	Road & Bridge
	10	99.08	Trust
	11	3.80	Forest Development
	19	101.62	Long Lake Conservation Center
	21	338.41	Parks
All Funds		2,979.03	Total

Approved by,

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Aitkin County

DISBURSEMENTS JOURNAL REPORT

2F



Page 1

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

Specific Dates: From: 07/01/2019 Thru: 07/31/2019

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: Y

Comment:

July Manual Warrants

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Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
3	07/03/2019	7/2019	3821	01-044-904-0000-6360 FLEX PLAN WITHDRAWALS	1,090.74	Dep Care / Med FSA BREMER BANK	8410		
			Accr Code:						
3	07/10/2019	7/2019	3844	01-044-904-0000-6360 FLEX PLAN WITHDRAWALS	971.94	Dep Care / Med FSA BREMER BANK	8410		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-043-000-0000-6230 PRINTING, PUBLISHING & ADV	59.92	Staples Order BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-043-000-0000-6241 REGISTRATION FEE	50.00	Local gov Sup Workshop BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-043-000-0000-6332 HOTEL / MOTEL LODGING	241.72	Lodging @ Hampton Inn & Suites BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-049-000-0000-6402 COMPUTER SUPPLIES & SOFTWARE	29.00	OST PST Software BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-049-000-0000-6405 OFFICE SUPPLIES (NON COMPUTER)	11.99	Packing Tape BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-053-000-0000-6298 EMPLOYEE RECOGNITION	100.00	D. Gordon YOS award BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-120-000-0000-6625 OFFICE EQUIPMENT	89.99	Dual Arm Monitor Desk Mount St BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-122-000-0000-6405 OFFICE, COMPUTER, FILM, & FIELD SUPPLIES	16.07	Amazon Planner (Jan) BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-000-0000-6405 OFFICE & COMPUTER SUPPLIES	31.33	Walmart jail supplies BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-000-0000-6590 REPAIR & MAINTENANCE SUPPLIES	37.39	Amazon plumbing elbows BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-000-0000-6590 REPAIR & MAINTENANCE SUPPLIES	100.68	Amazon Relief valve in kitchen BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-003-0000-6241 SCHOOL REGISTRATION FEE	190.00	MSA Jail - Admin Conf Reg BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-252-0000-6405 PRISONER WELFARE	226.00	Walmart T.V.'s BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-252-252-0000-6405 PRISONER WELFARE	51.69	Jet.com commissary oatmeal BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-257-000-0000-6332 HOTEL/MOTEL LODGING	118.30	MACCAC Director mtgs BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-257-000-0000-6332 HOTEL/MOTEL LODGING	10.00	MACCAC Director Mtgs Parking BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-280-003-0000-6241 REGISTRATION FEE	225.00	AMEM Conf Registrations BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	01-391-000-0000-6405	66.43	Amazon Toner for Terry's print	5462		

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Warrant Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
				OFFICE & FILM SUPPLIES		BREMER BANK (ELAN ACH)			
			3846	Warrant Total	1,655.51	18 Transactions			
3	07/12/2019	7/2019	3847	01-040-000-0000-5081	0.09	Mtg Reg BREMER BANK	780		
				MORTGAGE REGISTRY- 3%					
3	07/12/2019	7/2019	3847	01-042-000-0000-5079	0.09	Deed Tax BREMER BANK	780		
				3% STATE DEED TAX					
			3847	Warrant Total	0.18	2 Transactions			
3	07/17/2019	7/2019	3849	01-044-904-0000-6360	936.55	Dep Care / Med FSA BREMER BANK	8410		
				FLEX PLAN WITHDRAWALS					
3	07/24/2019	7/2019	3871	01-122-000-0000-6820	400.00	Chargeback / Phillips BREMER BANK	8410	#2019-4718	
				REFUNDS & REIMBURSEMENTS					
3	07/24/2019	7/2019	3872	01-042-000-0000-5840	25.00	Returned check/unable to proce BREMER BANK	8410		
				MISC RECEIPTS					
3	07/24/2019	7/2019	3873	01-044-904-0000-6231	758.10	Participant fees - July BREMER BANK	8410		
				FLEX SERVICES, LABOR, ETC					
3	07/24/2019	7/2019	3874	01-044-904-0000-6360	792.23	Dep Care / Med FSA BREMER BANK	8410		
				FLEX PLAN WITHDRAWALS					
3	07/25/2019	7/2019	3875	01-040-000-0000-6230	46.00	MCFOA Chief Financial Officer BREMER BANK (ELAN ACH)	5462		
				PRINTING, PUBLISHING & ADV					
3	07/25/2019	7/2019	3875	01-040-021-0000-6205	40.40	Postage BREMER BANK (ELAN ACH)	5462		
				POSTAGE					
3	07/25/2019	7/2019	3875	01-040-021-0000-6205	29.40	Postage BREMER BANK (ELAN ACH)	5462		
				POSTAGE					
3	07/25/2019	7/2019	3875	01-110-000-0000-6422	237.54	US Flag, MN Flag, Laser Tool BREMER BANK (ELAN ACH)	5462		
				JANITORIAL SUPPLIES					
3	07/25/2019	7/2019	3875	01-200-000-0000-6405	22.14	Amazon- lithium CR 123A BREMER BANK (ELAN ACH)	5462		
				OFFICE SUPPLIES					
3	07/25/2019	7/2019	3875	01-200-019-0000-6405	225.00	E- Collar/dog remote trainer BREMER BANK (ELAN ACH)	5462		
				OFFICE & COMPUTER SUPPLIES					
3	07/25/2019	7/2019	3875	01-252-003-0000-6241	190.00	MSA- 2019 Jail Admin Conf BREMER BANK (ELAN ACH)	5462		
				SCHOOL REGISTRATION FEE					
3	07/25/2019	7/2019	3875	01-253-000-0000-6405	14.97	Fair set- up water BREMER BANK (ELAN ACH)	5462		
				OPERATING SUPPLIES					
3	07/25/2019	7/2019	3875	01-253-000-0000-6405	9.98	Fair dismantle water BREMER BANK (ELAN ACH)	5462		
				OPERATING SUPPLIES					
3	07/25/2019	7/2019	3875	01-257-000-0000-6332	200.13	Hotel- MACCAC Director Mtgs BREMER BANK (ELAN ACH)	5462		
				HOTEL/MOTEL LODGING					
3	07/25/2019	7/2019	3875	01-280-201-0000-6511	11.00	Holiday- Em Mgmt/gas	5462		

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Warrant Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
			Accr Code:	GAS & OIL		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	01-390-000-0000-6405	79.78	Amazon-FBL supplies/Ink Cartri	5462		
			Accr Code:	OFFICE, FILM, AND FIELD SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	01-391-000-0000-6405	49.00	Clearstream Recycling/Recycle	5462		
			Accr Code:	OFFICE & FILM SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	01-711-000-0000-6241	18.17	GoDaddy- MN Certified Wood doma	5462		
			Accr Code:	REGISTRATION FEE		BREMER BANK (ELAN ACH)			
			3875	Warrant Total	1,173.51	14 Transactions			
3	07/25/2019	7/2019	3877	01-257-267-0000-5557	330.00	Returned check/insufficient fu	8410		
			Accr Code:	ELECTRONIC MONITORING		BREMER BANK			
3	07/31/2019	7/2019	3878	01-044-904-0000-6360	47.39	Dep Care / Med FSA	8410		
			Accr Code:	FLEX PLAN WITHDRAWALS		BREMER BANK			
3	07/24/2019	7/2019	45037	01-043-000-0000-6208	85.00	Workshop Registration/Willmar	9686		
			Accr Code:	TRAINING/EDUCATION		MAAP			
3	07/24/2019	7/2019	45037	01-043-000-0000-6240	10.00	Membership fees/Cathy Olson	9686		
			Accr Code:	DUES & LICENSE RENEWAL		MAAP			
			45037	Warrant Total	95.00	2 Transactions			
3	07/12/2019	7/2019	79076	01-001-000-0000-6241	140.00	AMC District Meeting	248	53345	
			Accr Code:	REGISTRATION FEE		ASSOCIATION OF MN COUNTIES			
3	07/12/2019	7/2019	79076	01-252-000-0000-6241	35.00	AMC District Meeting- Seibert	248	53345	
			Accr Code:	REGISTRATION FEE		ASSOCIATION OF MN COUNTIES			
3	07/12/2019	7/2019	79076	01-257-251-0000-6241	60.00	Training User Conference	248	1906104	
			Accr Code:	REGISTRATION FEE		ASSOCIATION OF MN COUNTIES			
			79076	Warrant Total	235.00	3 Transactions			
3	07/12/2019	7/2019	79155	01-202-000-0000-6405	3,372.50	buoys and caps with scre	6044	3671861	
			Accr Code:	OFFICE SUPPLIES		ROLYAN BUOYS			
			1	Fund Total	4,668.65	49 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
3	07/11/2019	7/2019	3846	03-302-000-0000-6449 RD/BR ENGR. SUPPLIES	3.21	FEDEX BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	03-302-000-0000-6449 RD/BR ENGR. SUPPLIES	195.00	FEDEX BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
			3846	Warrant Total	198.21	2 Transactions			
3	07/25/2019	7/2019	3875	03-301-000-0000-6400 SUPPLIES AND MATERIALS	833.40	Bluetooth for highway vehicles BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	03-301-000-0000-6400 SUPPLIES AND MATERIALS	42.72	Iphone carcharger for techs BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	03-302-000-0000-6449 RD/BR ENGR. SUPPLIES	54.92	SD Cards for drone BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	03-302-000-0000-6449 RD/BR ENGR. SUPPLIES	3.21	Fedex BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	03-302-000-0000-6449 RD/BR ENGR. SUPPLIES	3.21	Fedex BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	03-303-000-0000-6590 REPAIR & MAINTENANCE SUPPLIES	35.30	Seal line washer steel BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
			3875	Warrant Total	972.76	6 Transactions			
3	07/18/2019	7/2019	45035	03-307-000-0000-6362 RIGHT OF WAY	239.58	Deed tax and recording PINE COUNTY RECORDER'S OFFICE	15280		
			Accr Code:						
3	07/19/2019	7/2019	45036	03-307-000-0000-6262 CONTRACT PAYMENTS	14,758.37	Contract Payment No. 10 KNIFE RIVER CORPORATION	10295		
			Accr Code:						
3	07/24/2019	7/2019	45038	03-307-000-0000-6362 RIGHT OF WAY	2,000.00	Easement Application DEPARTMENT OF NATURAL RESOURCES	11185		
			Accr Code:						
			3	Fund Total	18,168.92	11 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Warrant Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
3	07/11/2019	7/2019	3846	05-400-410-0413-6406 PH PROGRAM RELATED SUPPLIES	14.82	WIC - Iron on Transfers BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-400-410-0413-6406 PH PROGRAM RELATED SUPPLIES	6.09	WIC - Gift Bags BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-400-430-0408-6416 EDUCATIONAL SUPPLIES/FOLLOW A LONG BOOK	251.25	TANF - Educational Supplies-Bo BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-400-440-0410-6330 MILEAGE/PARKING	6.00	LPHA Meeting - Parking BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-400-440-0410-6406 PH PROGRAM RELATED SUPPLIES	97.92	Fair Booth- Sign/Brochure Holde BREMER BANK (ELAN ACH)	5462	Budget	
			Accr Code:						
3	07/11/2019	7/2019	3846	05-400-440-0410-6406 PH PROGRAM RELATED SUPPLIES	41.00	Fair Booth - Supplies BREMER BANK (ELAN ACH)	5462	Budget	
			Accr Code:						
3	07/11/2019	7/2019	3846	05-420-600-4800-6402 COMPUTER/TECHNOLOGY SUPPLIES	17.99	Wireless Keyboard (BS) BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-430-700-4800-6241 MEETING/CONFERENCE REGISTRATION FEE	487.89 -	CP Foundation Trianing Lodging BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-430-700-4800-6332 HOTEL/LODGING	34.14 -	CP Training - Lodging BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/11/2019	7/2019	3846	05-430-710-3460-6065 SELF FUNDS - ADOLESCENT LIFE SKILLS	17.48 -	SELF Resources BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
			3846	Warrant Total	104.44 -	10 Transactions			
3	07/25/2019	7/2019	3875	05-400-410-0413-6241 MEETING/CONFERENCE REGISTRATION FEE	35.00	WIC - Nat'l Nutrition Trng BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-430-0408-6406 PH PROGRAM RELATED SUPPLIES	194.97	PH - Car Seats BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-440-0410-6239 SOFTWARE FEES/LICENSE FEES	9.60	Express Scribe Pro BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-440-0410-6239 SOFTWARE FEES/LICENSE FEES	0.66	Express Scribe Pro - Tax BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-440-0410-6405 OFFICE SUPPLIES	7.68	Agency - Soundproof Tiles BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-440-0410-6405 OFFICE SUPPLIES	4.13	Agency - Sheet Protectors BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-440-0410-6450 SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.	7.50	Agency - Chair Floor Mat BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-450-0451-6406 PH PROGRAM RELATED SUPPLIES	99.99	SHIP HC - Refrigerator BREMER BANK (ELAN ACH)	5462		
			Accr Code:						
3	07/25/2019	7/2019	3875	05-400-450-0451-6406 PH PROGRAM RELATED SUPPLIES	3.00	SHIP HC - Images BREMER BANK (ELAN ACH)	5462		
			Accr Code:						

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT		G/L	Warrant	Account Number	Description	Vendor Name	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT				
3	07/25/2019	7/2019	3875	05-420-600-4800-6239	19.80	Express Scribe Pro	5462		
				Accr Code: SOFTWARE FEES/LICENSE FEES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-420-600-4800-6239	1.36	Express Scribe Pro - Tax	5462		
				Accr Code: SOFTWARE FEES/LICENSE FEES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-420-600-4800-6405	15.84	Agency - Soundproof Tiles	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-420-600-4800-6405	8.52	Agency - Sheet Protectors	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-420-600-4800-6450	15.48	Agency - Chair Floor Mat	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6239	30.59	Express Scribe Pro	5462		
				Accr Code: SOFTWARE FEES/LICENSE FEES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6239	2.10	Express Scribe Pro - Tax	5462		
				Accr Code: SOFTWARE FEES/LICENSE FEES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6330	75.00	CP Training - Parking	5462		
				Accr Code: MILEAGE/PARKING		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6332	509.01	CP Training - Lodging	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6332	446.37	CP Training - Lodging	5462		
				Accr Code: HOTEL/LODGING		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6405	24.47	Agency - Soundproof Tiles	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6405	13.17	Agency - Sheet Protectors	5462		
				Accr Code: OFFICE SUPPLIES		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6450	23.92	Agency - Chair Floor Mat	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6450	58.95	SS - Chair Floor Mat (NA)	5462		
				Accr Code: SMALL EQUIPMENT: TELEPHONES,CHAIRS, ETC.		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-700-4800-6805	48.00	MH INIT - Trans Bus Ticket	5462	63846484	
				Accr Code: MH INIT - TRANSPORTATION		BREMER BANK (ELAN ACH)			
3	07/25/2019	7/2019	3875	05-430-710-3080-6020	26.99	FA - Dry Erase Boart	5462	647378456	
				Accr Code: FAMILY ASSESSMENT RESPONSE		BREMER BANK (ELAN ACH)			
			3875	Warrant Total	664.08	25 Transactions			
3	07/11/2019	7/2019	110116	05-420-650-4400-6020	135.50	VOID Warrant Number 110116	15200		
				Accr Code: MEDICARE PREMIUM REIMBURSEMENT		KINNEY/LORI A			
3	07/23/2019	7/2019	110163	05-430-745-3720-6081	2,904.00	State operated inpatient	10670		
				Accr Code: STATE-OPERATED INPATIENT - RTC OR CBHH		DHS- CBHH ANNANDALE			
3	07/23/2019	7/2019	110163	05-430-745-3720-6081	26,136.00	State operated inpatient	10670		
				Accr Code: STATE-OPERATED INPATIENT - RTC OR CBHH		DHS- CBHH ANNANDALE			

Aitkin County



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DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

<u>WARRANT</u>	<u>G/L</u>	<u>Warrant</u>	<u>Account Number</u>	<u>Description</u>	<u>Vendor #</u>	<u>Invoice #</u>	<u>R</u>
<u>Type</u>	<u>Date</u>	<u>Number</u>	<u>Account Description</u>	<u>AMOUNT</u>	<u>Vendor Name</u>		
		110163	Warrant Total	29,040.00 -	2 Transactions		
			5 Fund Total	28,615.86 -	38 Transactions		

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Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT Type	G/L Date	Warrant Month	Warrant Number	Account Number Account Description	AMOUNT	Description Vendor Name	Vendor #	Invoice #	R
3	07/12/2019	7/2019	3847	09-000-000-0000-2025 STATE'S SHARE OF DEED TAX (97%)	7,457.74	Deed Tax- May BREMER BANK	780		
				Accr Code:					
3	07/12/2019	7/2019	3847	09-000-000-0000-2026 STATE SHARE OF MORTGAGE REGISTRY (97%)	4,929.62	Mtg Reg- June 26- June 28 BREMER BANK	780		
				Accr Code:					
			3847	Warrant Total	12,387.36	2 Transactions			
3	07/24/2019	7/2019	3872	09-000-000-0000-2030 STATE FEES, ASSESSMENTS & SURCHARGES	90.00	Returned check/unable to proce BREMER BANK	8410		
				Accr Code:					
			9	Fund Total	12,477.36	3 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT		G/L	Warrant	Account Number	Description	Vendor Name	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT				
3	07/03/2019	7/2019	3822	19- 522- 000- 0000- 5557	100.00 -	Camping Deposit/Sellers BREMER BANK	8410		
				Accr Code: ADVENTURE PROGRAM PKG FEES					
3	07/03/2019	7/2019	3822	19- 522- 000- 0000- 5557	325.00	Camping Refund/Lindner BREMER BANK	8410		
				Accr Code: ADVENTURE PROGRAM PKG FEES					
			3822	Warrant Total	225.00	2 Transactions			
3	07/03/2019	7/2019	3825	19- 522- 000- 0000- 6217	116.73	Merchant Service Charge BREMER BANK	8410		
				Accr Code: CREDIT CARD FEES					
3	07/03/2019	7/2019	3826	19- 522- 000- 0000- 6217	43.45	Merchant Account Fees BREMER BANK	8410		
				Accr Code: CREDIT CARD FEES					
3	07/11/2019	7/2019	3846	19- 521- 000- 0000- 6205	29.99	Adobe Subscription BREMER BANK (ELAN ACH)	5462		
				Accr Code: POSTAGE					
3	07/11/2019	7/2019	3846	19- 521- 000- 0000- 6400	44.50 -	Amazon.com USB Drivers return BREMER BANK (ELAN ACH)	5462		
				Accr Code: COMMISSARY ITEMS					
3	07/11/2019	7/2019	3846	19- 524- 000- 0000- 6590	26.38	Amazon.com Wheels for steam ta BREMER BANK (ELAN ACH)	5462		
				Accr Code: REPAIR & MAINTENANCE SUPPLIES					
			3846	Warrant Total	11.87	3 Transactions			
3	07/25/2019	7/2019	3875	19- 521- 000- 0000- 6405	23.84	Amazon- time cards BREMER BANK (ELAN ACH)	5462		
				Accr Code: OFFICE & COMPUTER SUPPLIES					
3	07/25/2019	7/2019	3875	19- 521- 000- 0000- 6405	12.99	Amazon- pens BREMER BANK (ELAN ACH)	5462		
				Accr Code: OFFICE & COMPUTER SUPPLIES					
3	07/25/2019	7/2019	3875	19- 522- 000- 0000- 6416	20.00	Bug Company- crickets BREMER BANK (ELAN ACH)	5462		
				Accr Code: EDUCATION SUPPLIES					
3	07/25/2019	7/2019	3875	19- 523- 000- 0000- 6418	61.85	Super One Foods- wedding dinner BREMER BANK (ELAN ACH)	5462		
				Accr Code: GROCERIES- STUDENTS					
3	07/25/2019	7/2019	3875	19- 523- 000- 0000- 6418	55.44	Amazon- ladyfingers BREMER BANK (ELAN ACH)	5462		
				Accr Code: GROCERIES- STUDENTS					
3	07/25/2019	7/2019	3875	19- 523- 000- 0000- 6420	18.73	Amazon- ticket rack (for fair) BREMER BANK (ELAN ACH)	5462		
				Accr Code: FOOD SERVICE SUPPLIES					
			3875	Warrant Total	192.85	6 Transactions			
3	07/25/2019	7/2019	3876	19- 522- 000- 0000- 5557	200.00	Camping Refund/Woods(2 campers) BREMER BANK	8410		
				Accr Code: ADVENTURE PROGRAM PKG FEES					
				19 Fund Total	789.90	14 Transactions			

Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

WARRANT		G/L	Warrant	Account Number	Description	Vendor Name	Vendor #	Invoice #	R
Type	Date	Month	Number	Account Description	AMOUNT				
3	07/03/2019	7/2019	3823	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	10.00	Camping Refund/Goodrich- Aitkin BREMER BANK	8410		
				Accr Code:					
3	07/03/2019	7/2019	3823	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	90.00	Camping Refund/Felkner- Aitkin BREMER BANK	8410		
				Accr Code:					
3	07/03/2019	7/2019	3823	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	90.00	Camping Refund/Smieja- Berglund BREMER BANK	8410		
				Accr Code:					
3	07/03/2019	7/2019	3823	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	20.00 -	Camping Reservation/Austin- Ait BREMER BANK	8410		
				Accr Code:					
3	07/03/2019	7/2019	3823	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	20.00 -	Camping Reservation/Young- Berg BREMER BANK	8410		
				Accr Code:					
			3823	Warrant Total	150.00	5 Transactions			
3	07/03/2019	7/2019	3824	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	90.00	Camping Refund/Allen- Aitkin BREMER BANK	8410		
				Accr Code:					
3	07/03/2019	7/2019	3824	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	40.00 -	Camping Reservation/Pundsack- B BREMER BANK	8410		
				Accr Code:					
			3824	Warrant Total	50.00	2 Transactions			
3	07/11/2019	7/2019	3845	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	30.00	Camping Refund/Lucksinger BREMER BANK	8410		
				Accr Code:					
3	07/19/2019	7/2019	3850	21-520-000-0000-5510 CO. PARKS CAMPGROUND FEES	30.00	Camping Refund/Letourneau BREMER BANK	8410		
				Accr Code:					
3	07/12/2019	7/2019	79154	21-520-000-0000-6231 SERVICES, LABOR, CONTRACTS	250.00 -	Clean valve Berglund Park RITTER & RITTER,INC	4095	172832	
				Accr Code:					
3	07/12/2019	7/2019	79154	21-520-000-0000-6231 SERVICES, LABOR, CONTRACTS	600.00 -	Pull truck out of Palisade RITTER & RITTER,INC	4095	172832	
				Accr Code:					
			79154	Warrant Total	850.00 -	2 Transactions			
				21 Fund Total	590.00 -	11 Transactions			
			Disbursements	Final Totals	6,939.27	129 Transactions			

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Aitkin County



DISBURSEMENTS JOURNAL REPORT Specific Dates: 07/01/2019 - 07/31/2019

RECAP BY FUND	FUND	AMOUNT	NAME
	1	4,668.65	GENERAL FUND
	3	18,168.92	ROAD & BRIDGE
	5	28,615.86	HEALTH & HUMAN SERVICES
	9	12,477.36	STATE
	10	40.30	TRUST
	19	789.90	LONG LAKE CONSERVATION CENTER
	21	590.00	PARKS
		6,939.27	Total Disbursements

RECAP BY TYPE	TYPE	AMOUNT	NAME
	3	6,939.27	MVC
		6,939.27	Total Disbursements



Board of County Commissioners Agenda Request

26
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: Out of State Travel

<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: Undersheriff Heidi Lenk	Department: Sheriff's Office
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Presenter (Name and Title): Undersheriff Heidi Lenk	Estimated Time Needed: N/A
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Summary of Issue:
The Sheriff's Office is requesting County Board approval to send Deputy Sergeant Greg Payment to Sioux Falls SD for a training conference. The conference dates are September 10th-11th, 2019. The conference is hosted by Zuercher Technologies, which maintains the sheriff's office records management system. The conference is free of charge although there are budgeted training travel expenses.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
I recommend sending Greg Payment to the 2019 Zuercher conference.

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:*
 Education funds (registration, meals, travel expenses) are budgeted.



SQUARE

SQUARE Z1 USER EVENT

Z1 User Event: Introduction to CentralSquare is your opportunity to speak with subject matter experts, network with peers and gain more insight on Public Safety Suite Pro Powered by Zuercher, EmergiTech and LETG.

September 10 – 11 • Sioux Falls, SD

Register Now





Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: Vacant Land Purchase for Fairgrounds

<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: Jessica Seibert	Department: Administration
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Presenter (Name and Title):	Estimated Time Needed:
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Summary of Issue:

On July 9, 2019 the County Board authorized staff to proceed with the purchase of vacant land for the fairgrounds for a price of \$10,000. Staff asks that the Board adopt the attached resolution of approval.

Also attached is a copy of the signed Purchase Agreement for your review.

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 August 27, 2019

By Commissioner: xx

20190827-0xx

Vacant Land Purchase for Fairgrounds

WHEREAS, on July 9, 2019 the Aitkin County Auditor asked for County Board approval to purchase vacant land adjacent to the County Fairgrounds, and

WHEREAS, the Aitkin County Board of Commissioners authorized moving ahead with such acquisition for a price of Ten Thousand Dollars (\$10,000.00), and

WHEREAS, on July 19, 2019 a Purchase Agreement was made between Leroy D. Wohlers, (Seller) and the County of Aitkin (Buyer), and

WHEREAS, Seller agreed to sell real property in Aitkin County, Minnesota, legally described as follows:

The South 477 feet of the North 661 feet of the Northeast Quarter of the Southwest Quarter (NE¼ SW¼) which lies West of Mud River in Section 24, Township 47, Range 27.

NOW THEREFORE, BE IT RESOLVED that the County Board officially approves the Purchase Agreement and directs that the Purchase Agreement be placed on file in the office of the County Administrator.

Commissioner xx moved for 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 27th day of August, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of August, 2019

Jessica Seibert
County Administrator

COPY

VACANT LAND PURCHASE AGREEMENT

1. **PARTIES.** This Purchase Agreement is made on July 19, 2019, by and between, Leroy D. Wohlers, a single person (hereinafter referred to as "Seller") and the County of Aitkin, a political subdivision of the State of Minnesota (hereinafter referred to as "Buyer").

2. **OFFER-ACCEPTANCE.** Buyer offers to purchase and Seller agrees to sell real property in Aitkin County, Minnesota, legally described as follows:

The South 477 feet of the North 661 feet of the Northeast Quarter of the Southwest Quarter (NE $\frac{1}{4}$ SW $\frac{1}{4}$) which lies West of Mud River in Section 24, Township 47, Range 27.

Aitkin County, Minnesota
(Abstract)

("Property").

3. **PRICE AND TERMS.** The price for the real property included in this sale is Ten Thousand Dollars (\$10,000.00), which Buyer shall pay as follows:

\$10,000.00 due and payable on or before the date of closing.

4. **DEED/MARKETABLE TITLE.** Upon performance by Buyer, Seller agrees to execute and deliver a Warranty Deed in recordable form conveying fee simple marketable title to said premises subject only to the following exceptions:

- (a) Building and zoning laws, ordinances, State and Federal regulations.
- (b) Restrictions relating to use or improvement of premises not subject to unreleased forfeiture.
- (c) Reservation of any minerals or mineral rights.
- (d) Road and utility easements.

5. **DEED TAX/CLOSING COSTS.** Buyer will pay all closing costs that are necessary to close the transaction.

6. **REAL ESTATE TAXES AND SPECIAL ASSESSMENTS.** Seller shall pay the real estate taxes due in 2018, and all prior years, and any unpaid installments of special assessments payable therewith. Seller and Buyer shall prorate the real estate taxes, and any unpaid installments of special assessments payable therewith, that are due in 2019 on a calendar year basis.

7. **CONDITION OF PROPERTY/WAIVER OF DISCLOSURES.** The land "the property" is being sold "AS IS" with no express or implied representations or warranties by Seller as to the physical condition or fitness for any particular purpose. Seller and Buyer hereby waive any written disclosure that may be required under Minn. Stat. Sections 513.52 through 513.60.

8. ENVIRONMENTAL CONCERNS. To the best of Seller's knowledge, there are no hazardous substances or underground storage tanks on the described real property and the described real property is not in violation of any law relating to environmental conditions, including, without limitation, soil and ground water condition. Seller has not done anything to the described real property during Seller's ownership thereof that could be considered to be a "disposal," "release," or "threatened release" as defined by the Comprehensive Environmental Response, Compensation and Liability Act of 1980 (42 U.S.C. §960 *et. seq.*), as amended, of any "Hazardous Material" defined as any hazardous or toxic substance, material or waste or pollutants, contaminants, or asbestos-containing material which is or becomes regulated by any authority with jurisdiction over the described real property.

9. POSSESSION. Seller shall deliver possession of the property on the Date of Closing.

10. CLOSING. The closing shall take place at Ryan, Brucker, & Kalis, Ltd. on or before August ____, 2019, unless Seller and Buyer mutually agree otherwise in writing.

11. TITLE AND EXAMINATION. Within a reasonable time period after acceptance of this Purchase Agreement, Buyer will obtain title evidence, which may include proper searches covering bankruptcies, state and federal judgments and liens, and levied and pending special assessments.

A commitment for an owner's policy of title insurance on a current ALTA form issued by an insurer licensed to write title insurance in Minnesota as selected by Buyer. Buyer shall be responsible for the title search and exam costs related to the commitment. Buyer shall be responsible for all additional costs related to the issuance of any title insurance policy(ies) if so requested by Buyer, including but not limited to the premium(s), Buyer's name search and plat drawing, if any. Seller shall surrender a copy of any owner's title insurance policy and Abstract of Title, if in Seller's possession or control, for this property to Buyer.

Seller shall use Seller's best efforts to provide marketable title by the Date of Closing. In the event Seller has not provided marketable title by the Date of Closing, Seller shall have an additional 30 days to make title marketable, or in the alternative, Buyer may waive title defects by written notice to Seller. In addition to the 30-day extension, Buyer and Seller may, by mutual agreement, further extend the closing date. Lacking such extension, either party may declare this Purchase Agreement canceled by written notice to the other party, or licensee representing or assisting the other party, in which case this Purchase Agreement is canceled. If either party declares this Purchase Agreement canceled, Buyer and Seller shall immediately sign a Cancellation of Purchase Agreement form confirming said cancellation and directing any earnest money and any additional money paid hereunder to be refunded to Buyer.

12. WELL DISCLOSURE. Seller certifies that there are no wells on the described real property.

13. SEPTIC SYSTEM DISCLOSURE. Seller certifies that there is no septic system on the described real property.

14. TIME IS OF THE ESSENCE. Time is of the essence for all provisions of this Purchase Agreement.

15. ENTIRE AGREEMENT. This Purchase Agreement, signed by the parties shall constitute the entire agreement between Buyer and Seller and supersedes any other written or oral agreements between Buyer and Seller. This Purchase Agreement can be modified or canceled only in writing signed by Buyer and Seller or by operation of law. All monetary sums are deemed to be United States currency for purposes of the Purchase Agreement. **Buyer may be required to pay certain closing costs, which may effectively increase the cash outlay at closing.**

16. ACCEPTANCE. To be binding, this Purchase Agreement must be fully executed by both parties and a copy must be delivered to each party.

17. DEFAULT. If Buyer defaults in any of the agreements hereunder, Seller may terminate this Purchase Agreement under the provisions of Minn. Stat. Section 559.21 or 559.217. If this Purchase Agreement is not canceled or terminated as provided hereunder, Buyer or Seller may seek actual damages for breach of this Purchase Agreement or specific performance of this Purchase Agreement; and, as to specific performance, such action must be commenced within six (6) months after such right of action arises.

18. MINNESOTA LAW. This Purchase Agreement shall be governed by the laws of the State of Minnesota.

19. SURVIVAL. This Purchase Agreement shall survive the closing and delivery of title to Buyer and shall not merge with the deed conveying title to the subject premises from Seller to Buyer.

20. MULTIPLE ORIGINALS. Seller and Buyer may sign multiple originals of this Purchase Agreement, each of which shall be deemed to be an original for all purposes.

SELLER

A handwritten signature in cursive script, appearing to read "Leroy D. Wohlert", written over a horizontal line.

Leroy D. Wohlert

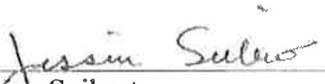
BUYER

COUNTY OF AITKIN

By: 

Anne Marcotte

Its: County Board Chair

By: 

Jessica Seibert

Its: County Administrator



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: CVS0 Operation Enhancement Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Penny Harms		Department: Veterans Services
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Aitkin CVS0 is again eligible for the MN DVA grant in the amount of \$10,000. The purpose of this grant is to enhance the operations of the Aitkin County Veterans Service Office. The grant can be used for expenses for outreach, marketing, training, transportation and office equipment.		
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 <i>Please Explain:</i>		

By Commissioner: xx

20190827-0xx

County VSO Operational Enhancement Grant Program

BE IT RESOLVED by **Aitkin County** that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service Officer, **Penny Harms**, be authorized to execute the attached Grant Contract for the above-mentioned program on behalf of the County.

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 27th day of August 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of August 2019

Jessica Seibert
County Administrator



STATE OF MINNESOTA
MINNESOTA DEPARTMENT OF VETERANS AFFAIRS

COUNTY VETERANS SERVICE OFFICE OPERATIONAL ENHANCEMENT GRANT PROGRAM
GRANT AGREEMENT

This grant agreement is between the State of Minnesota, acting through its Commissioner of the **MINNESOTA DEPARTMENT OF VETERANS AFFAIRS** ("State" or "MDVA") and **Aitkin County**, 217 2nd St. NW, Room 130, Aitkin, MN 56431, ("Grantee").

Recitals

1. Under Minnesota Statutes §197.608, as amended by Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2, the State is empowered to enter into this grant.
2. The State is in need of enhancing the operation of the County Veterans Service Offices (CVSO). This grant must be used to enhance the operations of the Grantee's CVSO under Minnesota Statutes §197.608, Subdivision 4(a), and should not be used to supplant or replace other funding.
3. The Minnesota Legislature has funded grants to the counties through MDVA for many years. The established practice has been to provide advanced payments of the full grant amount to the Grantee. This has been done to ensure that the counties have sufficient funds available to conduct programming and complete the tasks required by the grant. The counties often have limited cash reserves and do not have the financial capabilities to make grant expenditures first and wait for reimbursements from the State. Therefore, based on their past performance, MDVA is confident that the Grantee will be able to account for the grant funds and abide by the terms of the grant agreement.
4. 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 Statutes §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:** **July 1, 2019**, or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5, whichever is later. Per, Minn. Stat. § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant agreement is fully executed. The Grantee must not begin work under this grant agreement until this agreement is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work except as permitted by Minnesota Statutes §16B.98, Subdivision 11.
- 1.2 **Expiration date:** **June 30, 2020**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms:** The following clauses survive the expiration or cancellation of this grant 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:

- 2.1 Comply with required grants management policies and procedures set forth through Minn. Stat. §16B.97, Subd. 4 (a) (1).
- 2.2 Conduct this grant only as authorized under Minnesota Statute 197.608, Subd.5. This grant must not be used to supplant any existing funding, or to duplicate any programs or services available to Veterans from other agencies or organizations.
- 2.3 Conduct the CVSO Operational Enhancement Grant Program ("Program") by purchasing one, or more, of the allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A, which is attached and incorporated into this grant agreement. If the Grantee wishes to purchase a good or service not listed on the approved items list of the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A, they must submit an email request to the State Authorized Representative listing the item, the estimated cost, and how the item will benefit county veterans. The item may only be purchased with grant funds upon receipt of written approval from State Authorized Representative.
- 2.4 Comply with the requirements as specified in the MDVA Grants Manual (Rev. 5), Attachment B, which is incorporated into this grant agreement by reference and available on the MDVA Website – Grants Page: <http://mn.gov/mdva/resources/federalresources/grants/>. In the event that any provision of the MDVA Grants Manual (Rev. 5), Attachment B, is not consistent with any language of the grant agreement, then the terms of this grant agreement supersede the inconsistent provision.
- 2.5 Upon executing the grant agreement, the Grantee must submit to the State for approval:
 - 2.5.1 A Conflict of Interest Disclosure Form (page 1 only) for Grantee staff members with fiscal and/or programmatic responsibilities for administering the grant as required in the MDVA Grants Manual (Rev. 5), Attachment B;
 - 2.5.2 The current annual County Budget for the CVSO Program, a sample of which is attached and incorporated into this grant agreement as Attachment C; and
 - 2.5.3 A County Board Resolution with a raised County seal, a sample of which is attached and incorporated into this grant agreement as Attachment D.
- 2.6 If at any time during administering the grant, a personal or professional conflict of interest situation becomes apparent, the Grantee shall disclose that conflict immediately to the State Authorized Representative in writing as provided for in the MDVA Grants Manual (Rev. 5), Attachment B, to determine if corrective action is necessary.
- 2.7 Upon the conclusion of this Project, the Grantee must close out the grant as specified in the MDVA Grants Manual (Rev. 5), Attachment B to the satisfaction of the State, in order to account for all grant funds expended. Grantees must document expenditures using the CVSO Budget Expenditure Spreadsheet, Attachment E, in Excel format, a sample of which is attached and incorporated into this grant agreement. Grant expense supporting documentation (e.g. invoices and receipts) must be retained on-file and must be made available to the State Authorized Representative upon request.
- 2.8 In the event that any provision of the Grantee's charter or mission, incorporated into this grant agreement by reference, is not consistent with any portion of the grant agreement, then the terms of this grant agreement supersede the inconsistent provision.
- 2.9 Allow the State, at any time, to conduct periodic site visits and inspections to ensure work progress as specified in the MDVA Grant Manual (Rev. 5), Attachment B, including a final inspection upon grant completion.

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.** Consideration for all services performed by Grantee pursuant to this grant agreement shall be paid by the State as follows:

4.1.1 **Compensation.** The Grantee will be paid an Advanced Payment lump sum of **\$10,000.00** and must utilize funds for allowable goods and services as specified in the CVSO Operational Enhancement Grant Items Approved/Disapproved, Attachment A.

4.1.2 **Travel Expenses.** Travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement is an allowable expense. The total travel budget may comprise all or a portion of the Total Obligation. The Grantee will report all travel-related expense on the Travel Log (as provided in the MDVA Grant Manual (Rev. 5), Attachment B) in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). Travel and subsistence expenses incurred outside Minnesota is allowed, when necessary for the accomplishment of routine tasks (e.g. transporting Veterans to medical appointments, attending conferences etc.) related to the CVSO work.

4.1.3 **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed **\$10,000.00 (Ten thousand dollars and no cents)**

4.2 Payment

4.2.1 **Invoices.** The State will promptly pay the Grantee an Advance Payment lump sum payment upon execution of this grant agreement.

4.2.2 **Eligible Costs.** In order to be eligible for grant funds, costs must be reasonable, necessary, and allocated to the grant, permitted by appropriate State cost principles, approved by the State and determined to be eligible pursuant Minnesota Statutes §197.608, as amended by Minnesota Laws 2017, Chapter 4, Article 1, Section 38, Subdivision 2 and this grant agreement.

4.2.3 **Unexpended Funds.** If the work specified in the Grantee's Duties is not completed, or is completed without expending the budgeted total of MDVA grant funds, the Grantee shall apply MDVA grant funds towards the total cost properly expended on the Tasks specified in the Grantee's duties, and shall promptly return to the MDVA any funds greater than \$25.00 not so expended. All advance payments on the grant must be reconciled within 12 months of issuance or within 20 business days of the end of the grant period, whichever comes first.

4.3 Contracting and Bidding Requirements.

4.3.1 Any services and/or materials that are expected to cost \$100,000 or more must undergo a formal notice and bidding process.

4.3.2 Services and/or materials that are expected to cost between \$25,000 and \$99,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.

- 4.3.3 Services and/or materials that are expected to cost between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.
- 4.3.4 The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:
- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
 - Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
 - Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: [Central Certification Program](#)
- 4.3.5 The grantee must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.
- 4.3.6 The grantee must maintain support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.
- 4.3.7 Notwithstanding 4.3.1 – 4.3.4., the State may waive bidding process requirements when:
- 4.3.7.1 Vendors included in response to competitive grant request for proposal process were approved and incorporated as an approved work plan for the grant; and
- 4.3.7.2 It is determined there is only one legitimate or practical source for such materials or services and that grantee has established a fair and reasonable price.
- 4.3.8 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.
- 4.3.9 The grantee must not contract with vendors who are suspended or debarred in MN: <http://www.mmd.admin.state.mn.us/debarredreport.asp>
- 4.3.10 The Grantee will record all contract and bidding quotes according to the bidding threshold specified above on the Contract and Bidding Log Sheet, as provided in the MDVA Grants Manual (Rev. 5), Attachment B, and submit this record with the Final Report (as applicable).

5. Conditions of Payment

All services provided by the Grantee under this grant agreement 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, or will return payment already received, for work found by the State to be **unsatisfactory** or performed in violation of federal, state, or local law. The Grantee will be bound by the MDVA Grant Manual, (Rev. 5), Attachment B, as provided by the State.

6. Authorized Representative

The State's Authorized Representative is **Liz Kelly**, Grants Specialist, Minnesota Department of Veterans Affairs, Veterans Service Building, 20 West 12th Street, St. Paul, Minnesota 55155, 651-201-8225, liz.kelly@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.

The Grantee's Authorized Representative is **Penny Harms**, CVSO, Aitkin County, 217 2nd St. NW, Room 130, Aitkin, MN, 56431, (218) 927-7320, penny.harms@co.aitkin.mn.us, or his/her successor. 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 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. State Audits

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

10. Government Data Practices and Intellectual Property

10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant 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 Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this clause, the Grantee must immediately notify the State. The State will give

the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 **Intellectual Property Rights**

10.2.1 **Intellectual Property Rights.** The State owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the works and documents *created and paid for under this grant agreement*. The "works" means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. "Works" includes documents. The "documents" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The documents will be the exclusive property of the State and all such documents must be immediately returned to the State by the Grantee upon completion or cancellation of this grant agreement. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the works and the documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the works and documents.

10.2.2 **Obligations**

10.2.2.1 **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee will immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the State's Authorized Representative with complete information and/or disclosure thereon.

10.2.2.2 **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The Grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause 8, the Grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or

action arises, or in the Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

11. Workers' Compensation

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

12. Publicity and Endorsement

12.1 Publicity. Any publicity regarding the subject matter of this grant 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. All projects primarily funded by state grant appropriation must publicly credit the Minnesota Department of Veterans Affairs, and list MDVA as a Sponsor on the Grantee's website when practicable.

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

13. Governing Law, Jurisdiction, and Venue

13.1 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 agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, 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. If the Grantee does not commence the grant project within six (6) months of the effective date of this grant agreement, as evidenced by the incurrence of documented expenses for eligible grant costs, then this grant agreement shall be reviewed by MDVA, and may be terminated and the funds returned to MDVA to be reallocated.

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

14.3.1 It does not obtain funding from the Minnesota Legislature;

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

APPROVED:

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16C.05 Subd. 2 (a) (3).

Signed: *Jennifer Bean*

Date: 7-19-19

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

SWIFT Contract/PO No(s) PO 3-40136

2. GRANTEE -

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

ATTACHMENT A CVSO Grant - Items Approved/Disapproved – FY2020

Minnesota Statute § 197.608, as amended, provides that this grant may be utilized for the following general purposes.

- To provide outreach to the county's veterans.
- To assist in the reintegration of combat veterans into society.
- To collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.
- To reduce homelessness among veterans.
- To enhance the operations of the county veterans service office.

Only the items approved on this form are authorized for purchase using grant funds. The MDVA will seek recovery from your county for any items not on this list that have been purchased with grant funds.

Expenses must be incurred (e.g. invoice date/service period) before the end of the grant period (June 30, 2020)

EQUIPMENT & SUPPLIES

Monitors and Dual monitor video cards	Teleconferencing equipment
Laptops/Tablet PC's/I-Pad (including accessories)	Paper shredders or shredding contracts
Personal computers - Desktop	TV /DVD combinations
Printers/Scanners	Mobile broadband data access device/Hotspot
Phone & Internet Service/Cellular Phones/Smart Phones/Headsets – Phone ONLY	Fax machines and installation of initial phone line
Photo copiers (or 12 month lease) (Including user maintenance agreements.)	Cell Phone Repeater (and installation)
Digital Video Recorders, Cameras , Projectors – LCD/DLP	Office Supplies related to administering the CVSO grant (e.g. copy paper, toner cartridges, ink cartridges, label printers and supplies etc.).
<p>Office Furniture that <i>is necessary</i> and is directly related to computerization and organization efforts (required furniture for newly purchased equipment such as computer desk, printer stand, scanner table, etc. or other items to increase organization like filing cabinets, etc.).</p> <p>Office Furniture that <i>is necessary</i> and is directly related to *new/increased staffing (desk, chair, cubicles, etc.).</p> <p>Note: Locking filing cabinets, sit/stand desk accessories and new furniture to accommodate Veterans' visits in VSO office OK anytime.</p>	

COMPUTER SOFTWARE, TRAINING & REFERENCE MATERIALS

Extended Warranties/extended maintenance contracts – on equipment and related software <u>purchased during current grant cycle only</u> . (1 year max)	Veterans Information/Case Management Systems and Software (Including user maintenance agreements.) Reference Materials (Medical dictionaries, VA rules and regulations manuals, etc.).
<p>CVSO Trainings/Webinars</p> <ul style="list-style-type: none"> • * Training at local colleges – Includes all staff in CVSO Office and must relate to the position of CVSO/ACVSO. (Must be pre-approved) • Admin Staff Training MACVSO Assistant and Secretaries Conference <p>* Allowed for CVSOs and ACVSOs who are qualified under MS 197.601.</p>	

MARKETING

Marketing Expenses (Display boards, radio airtime, TV airtime and newspaper ads, billboards, CVSO shirts & jackets (*every ad must reference the LinkVet*))

Note: Proof of LinkVet is required for every expenditure at grant closeout.

Publicity Items (*Magnets, Brochures, holiday cards, Challenge Coins – must include reference to LinkVet*) up to a maximum of **15% of the annual CVSO grant amount.** (e.g. Total Grant Amount \$7,500 = \$1,125 publicity items.)

Note: Proof of LinkVet is required for every expenditure at grant closeout.

MISCELLANEOUS

Salary Expenses for new, increased CVSO staff that provide direct services to Veterans.

Note – Salaries may also be applied to CVSO grant in subsequent years.

VETERANS SERVICES

Payments made to a third party on behalf of a Veteran, their survivors or their dependents, such as mortgage, rent, auto loans, insurance, credit cards, etc. without prior State approval.

Veteran Homelessness

- Expenses related to the goal of reducing Veteran homelessness (*Must be MDVA pre-approved*).
- Supplies for Homeless Vets (e.g. backpacks, blankets etc.)

Transportation expenses related to the transport of Veterans needing to access their benefits (Including van/vehicle purchases/lease for this primary purpose, maintenance, fuel, etc.)

Medical Expenses

- To pay for 2nd opinions on previously denied VA disability claims.
- Assisted listening devices

“Outreach” Expenses such as benefits fairs, town halls and seminars are allowed for events when CVSO staff are physically present to handout Veteran information and answer Veteran’s questions.

(Refreshments & food over \$500.00 must be pre-approved)

Returning Service Member Reintegration

- Including travel expenses to official reintegration events
- Veteran Trainings/Webinars

Veteran Medallions

- **Veteran Medallion Samples (VA Marker)** (three sizes) to display in the office
- **Veteran Cemetery Markers/Flag Holders** (Replacement of damaged/stolen MDVA supplied)
- **Veteran Cemetery Markers/Flag Holders** (New for Veterans not eligible for MDVA supplied)

Gift Cards (gas, food, bus, hotel etc.) All Gift Card purchases applied to a grant in a given year must be logged on the Gift Certificate Log and be distributed to Veterans within the same grant period.

CVSO Staff Meals related to official travel for required training are allowable as specified in Chapter 15 – Expense Reimbursement per the State of Minnesota “Commissioner’s Plan” located at www.mn.gov/mmb Website.

Expenses related to the collaboration with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans.

Note: A detailed Account Activity Statement including 1) Veteran Name, 2) Total Dollars, 3) Payee info and 4) Description is required for the Final Closeout Report.

***NOTE: The maximum purchase price for certain items does NOT include tax or shipping charges.**

Items Not Approved:

- Direct cash assistance payments to Veterans, their survivors or dependents.
- Donations & Sponsorships (including donations to Veteran Service Organization events)

Attachment B

MDVA Grant Manual Rev. 5 (available on the MDVA Website - Grants Page:
<https://mn.gov/mdva/resources/federalresources/grants/>)

Attachment C

County Budget EXAMPLE - County Veteran Service Office Program

12/13/18 10:27AM

COUNTY



Page 2

01 FUND GENERAL REVENUE FUND

USER-SELECTED BUDGET REPORT

Report Basis: Cash

<u>Account Number</u>		<u>Account Description</u>	2019 <u>BUDGET</u>	Spent Year <u>To Date</u> <u>Mo. 01 - 12</u>
121	DEPT	Veterans Service Officer		
01	121-000-0000-6100	Salaries- Full Time	68,126	0
01	121-000-0000-6150	Life Insurance	48	0
01	121-000-0000-6153	Health Insurance	10,200	0
01	121-000-0000-6163	Pers- Employer	5,100	0
01	121-000-0000-6175	Fica- Employer	5,100	0
01	121-000-0000-6201	Telephone	800	0
01	121-000-0000-6202	Postage	318	0
01	121-000-0000-6225	Veterans Rides	22,500	0
01	121-000-0000-6240	Advertising/Notices/Subscriptions	1,250	0
01	121-000-0000-6241	Conf. Exp/Regs/Tngs/Dues	666	0
01	121-000-0000-6262	Data Proc. Serv. & Support	1,000	0
01	121-000-0000-6330	Travel Expenses - Mileage	2,355	0
01	121-000-0000-6331	Lodging & Parking	1,500	0
01	121-000-0000-6335	Meals - Taxable	200	0
01	121-000-0000-6340	Rentals & Service Agreements	52	0
01	121-000-0000-6401	Office Supplies	250	0
01	121-558-0000-5302	OUTREACH & OPERATIONS GRANT	7,500	0
01	121-558-0000-6240	Advert/Legal Notices/Subsc.	3,000	0
01	121-558-0000-6260	Prof&Tech.Services	4,600	0
DEPT	121	Veterans Service Officer	Revenue	7,500 -
			Expend.	126,964
			Net	119,464
FUND	01	GENERAL REVENUE FUND	Revenue	7,500 -
			Expend.	126,964
			Net	119,464
Final Totals			Revenue	7,500 -
			Expend.	126,964
			Net	119,464

Copyright 2010- 2017 Integrated Financial Systems

Attachment D

County Board Resolution EXAMPLE

RESOLUTION OF ABC County

BE IT RESOLVED by ABC County that the County enter into the attached **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following Program: **County Veterans Service Office Operational Enhancement Grant Program**. The grant must be used to provide outreach to the county's Veterans; to assist in the reintegration of combat Veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county Veterans service office, as specified in Minnesota Statutes 197.608 and Minnesota Laws 2019, Chapter 10, Article 1, Section 37, Subdivision 2. This Grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by the ABC County that John Smith the County Veteran Service Officer be authorized to execute the attached Grant Contract for the above-mentioned Program on behalf of the County.

WHEREUPON the above resolution was adopted at a monthly meeting of the County Board Chair this second day of August, 2019.

Board Chair Signature
Authorized Signature and Title

August 2, 2019
Date

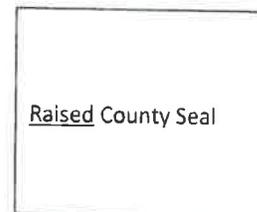
STATE OF MINNESOTA

ABC County

I, Clerk Name, do hereby certify that I am the custodian of the minutes of all proceedings had and held by the County Board of said ABC County, that I have compared the above resolution with the original passed and adopted by the County Board of said ABC County at a monthly meeting thereof held on the first Thursday of August, 2019 at 7:30 pm that the above constitutes a true and correct copy thereof, that the same has not been amended or rescinded and is in full force and effect.

IN WITNESS WHEREOF, I have hereunto placed my hand and signature this first Thursday of August, 2019, and have hereunto affixed the seal of the County.

Clerk Signature Authorized Signature and Title



Attachment E – Sections One and Two Final Report & Budget Expenditure Spreadsheet

	A	B	C	D	E	F	G	H
1								
2	Date: _____							
3	Organization Name: _____							
4	Representative Name: _____							
5	Reimbursement Payment Request Number: _____ (e.g. RPR #1)							
6	Reimbursement Payment Request Amount: \$ _____							
7	RPR Period: _____ - _____ (i.e. Invoice/Receipt Date Range)							
8	SECTION ONE - CVSO Final Report/Summary Statement							
9	<p>Grant Expenditure Summary Statement</p> <p>In 1-2 paragraphs, please describe the background/context for this years' CVSO grant expenditures. For instance:</p> <ul style="list-style-type: none"> • Do the County's grant expenditures address a particular "gap" in services to Veterans unique to your County? • Are your expenditures related to new programming this year? • Are there other significant "gaps" in services unique to your County? 							
0								
1								
2	SECTION TWO - CVSO Metrics							
3	1. Total number of Full-time (% FTE) CVSO Staff (filled): _____							
4	2. Total number of Full-time (% FTE) CVSO Staff (open): _____							
5	3. Total County CVSO Program Budget: _____							
6	4. Total Number Veteran/Family Office Visits (inc. Phone mtgs): _____							
7	5. Total Number Veteran/Family Outreach Visits (CVSO Staff Must Be Present): _____							
8	6. Approximate Total Number Veterans served at Outreach Visits: _____							

Attachment E - Section Three – Example Final Report & Budget Expenditure Spreadsheet

Budget Expenditure Spreadsheet Example								
Enter each individual invoice/receipt expenditure separately. Adding rows as needed and adjust the Excel formulas.							Total Expenditures (e.g. Receipts)	TOTAL EXPENDITURES by Budget Category (to Date)
BUDGET CLASS	Budget Category (e.g. Publicity, Travel, Equipment etc.)	Budget Item (e.g. Star Tribune, Apple Store, Office Max.)	Vendor/ Business Name (e.g. Star Tribune, Apple Store, Office Max.)	Invoice Date or Service Dates	Was LinkVet printed/referenced?	Invoice Number		
ADMINISTRATION	Office	Information Management	Vetera Spec	8/15/2019		# 6588231	\$ 750.00	\$ 750.00
OPERATIONS	Advertising	Newspaper Advertising	Star Tribune	12/1/19 - 6/30/20	Y		\$ 4,050.00	\$ 9,702.89
	Advertising	Newspaper Advertising	Pioneer Press	9/1/19 - 12/31/19	Y		\$ 1,080.00	
	Equipment	Apple iPhone and MacBook	Office Max	3/22/2020		# 7723489	\$ 1,294.00	
	Travel	(See Travel Log for individual expenditures)					\$ 2,578.90	
	Office Furniture (New employee)	Desk & chair	Best Buy	9/4/2019		# 21336008	\$ 699.99	
SUPPORT SERVICES	Veteran Services & Events	Veteran Transportation to Medical Appointment	Rainbow Rider, Inc	7/1/19 - 6/30/20		# 402	\$ 897.21	\$ 1,486.21
		Homeless Veteran Lodging (2 nights)	Super 8 Hotel	12/1/19 - 12/2/2019		# 76990	\$ 386.68	
		Veteran Booths	County Fair	3/15/2020 - 3/30/2020		# 25	\$ 202.32	
SUB-TOTAL							\$ 11,939.10	\$ 11,939.10
Difference Paid by the County							\$ (1,939.10)	\$ (1,939.10)
Column Total		Column Total					\$ 10,000.00	\$ 10,000.00



Board of County Commissioners Agenda Request

25

Agenda Item #

Requested Meeting Date: 08/27/2019

Title of Item: STS 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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Cedar Lake Norwegian Lutheran Church has made a generous donation of \$50.00 to the Aitkin County STS Program.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED August 27, 2019

By Commissioner: xx

20190827-0xx

Accept Donation to STS

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:

Cedar Lake Norwegian Lutheran Church \$50.00

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

Cedar Lake Norwegian Lutheran Church STS

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 for 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 27th day of August, 2019 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of August, 2019

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2K

Agenda Item #

Requested Meeting Date: 8-27-19

Title of Item: Final Contract Payment - Contract No. 20184

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: <p>Authorization by the following resolution is requested to make final payment to Anderson Brothers Construction, Brainerd, MN in the amount of \$21,343.86 for this contract, which included bituminous surfacing work on County Highways 6, 8 and 32 in the McGregor area.</p> <p>The final contract amount of \$2,134,385.37 is approximately 6.4% higher than the bid amount of \$2,005,194.00. The increased cost was primarily due to increased quantities of bituminous mix needed for the projects, approximately \$42,000 of earned incentives for bituminous ride and density and approximately \$40,000 of shouldering work that was added on CSAH 6 outside of the CSAH 6 project area.</p> <p>Resolution: WHEREAS, Contract No. 20184 has in all been completed, and the County Board being fully advised in the premises.</p> <p>NOW THEN BE IT RESOLVED, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Anderson Brothers Construction in the amount of \$21,343.86.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Adopt 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? \$ 21,343.86 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



RECEIVED AUG 12 2019

AITKIN COUNTY

1211 Air Park Drive
Aitkin, MN 56431

Project SP 001-606-021 - Bituminous Mill and Overlay CSAH 6
Project SAP 001-632-007 - Agg Base/Shoulder, Bit Surfacing/Striping
Project SAP 001-608-006 - Bituminous Mill and Overlay
Contract Final Payment No. 5

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

Contract No. 20184
Vendor No. 7050
For Period: 6/13/2019 - 8/5/2019
Warrant # _____ Date _____

Contract Amounts

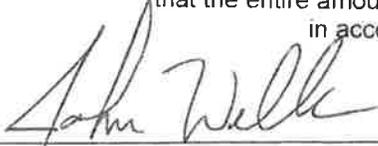
Original Contract	\$2,005,194.00
Contract Changes	\$97,049.22
Revised Contract	\$2,102,243.22

Funds Encumbered

Original	\$2,005,194.00
Additional	N/A
Total	\$2,005,194.00

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SP 001-606-021	\$0.00	\$1,141,969.51	\$0.00	\$1,130,549.81	\$11,419.70	\$1,141,969.51
Percent Retained: 0.0000%						
SAP 001-632-007	\$0.00	\$803,035.62	\$0.00	\$795,005.26	\$8,030.36	\$803,035.62
Percent Retained: 0.0000%						
SAP 001-608-006	\$0.00	\$189,380.24	\$0.00	\$187,486.44	\$1,893.80	\$189,380.24
Percent Retained: 0.0000%						
Contract 20184	\$0.00	\$2,134,385.37	\$0.00	\$2,113,041.51	\$21,343.86	\$2,134,385.37
Percent Retained: 0.0000%						
Amount Paid This Contract Final Payment					\$21,343.86	3-307-6262

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



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

8-8-19

Date

Kirk Peysar
Aitkin County Auditor

Date



Anderson Brothers Construction
Company of Brainerd LLC

8/12/19

Date

WARRANT NUMBER

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SP 001-606-021, SAP 001-632-007, SAP 001-608-006

Contract Final Payment No. 5

Contract Payment Summary

From Date	To Date	Work Certified Per Period	Amount Retained Per Period	Amount Paid Per Period	Amount Paid To Date
08/01/2018	08/26/2018	\$486,631.35	\$24,331.57	\$462,299.78	\$462,299.78
08/27/2018	09/23/2018	\$1,529,699.87	\$76,484.99	\$1,453,214.88	\$1,915,514.66
09/24/2018	12/21/2018	\$117,152.35	\$5,857.62	\$111,294.73	\$2,026,809.39
12/22/2018	06/12/2019	\$901.80	(\$85,330.32)	\$86,232.12	\$2,113,041.51
06/13/2019	08/05/2019	\$0.00	(\$21,343.86)	\$21,343.86	\$2,134,385.37
Totals:		\$2,134,385.37	\$0.00	\$2,134,385.37	

SP 001-606-021 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$227,795.48	\$11,389.77	\$216,405.71
2	08/27/2018	09/23/2018	\$838,087.35	\$41,904.37	\$796,182.98
3	09/24/2018	12/21/2018	\$75,411.88	\$3,770.60	\$71,641.28
4	12/22/2018	06/12/2019	\$674.80	(\$45,645.04)	\$46,319.84
5	06/13/2019	08/05/2019	\$0.00	(\$11,419.70)	\$11,419.70
Totals:			\$1,141,969.51	\$0.00	\$1,141,969.51

SAP 001-632-007 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$84,461.30	\$4,223.07	\$80,238.23
2	08/27/2018	09/23/2018	\$678,638.09	\$33,931.90	\$644,706.19
3	09/24/2018	12/21/2018	\$39,835.23	\$1,991.76	\$37,843.47
4	12/22/2018	06/12/2019	\$101.00	(\$32,116.37)	\$32,217.37
5	06/13/2019	08/05/2019	\$0.00	(\$8,030.36)	\$8,030.36
Totals:			\$803,035.62	\$0.00	\$803,035.62

SAP 001-608-006 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$174,374.57	\$8,718.73	\$165,655.84
2	08/27/2018	09/23/2018	\$12,974.43	\$648.72	\$12,325.71

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SP 001-606-021, SAP 001-632-007, SAP 001-608-006

Contract Final Payment No. 5

SAP 001-608-006 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
3	09/24/2018	12/21/2018	\$1,905.24	\$95.26	\$1,809.98
4	12/22/2018	06/12/2019	\$126.00	(\$7,568.91)	\$7,694.91
5	06/13/2019	08/05/2019	\$0.00	(\$1,893.80)	\$1,893.80
Totals:			\$189,380.24	\$0.00	\$189,380.24

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SP 001-606-021, SAP 001-632-007, SAP 001-608-006

Contract Final Payment No. 5

**Aitkin County
Certificate of Final Contract Acceptance**

Low S.P. No.: SP 001-606-021

Final Voucher No.: 5

Contract No.: 20184

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

Dated 8-8-19 Signature [Signature] County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is \$2,134,385.37 and agrees to the amount of \$21,343.86 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor Anderson Brothers Construction Company of Brainerd LLC By [Signature]
Mike Niemi, Sr VP of Operations

And _____ And _____

State of, Aitkin County

On This 12th Day August, 2019, Before me appeared _____ To me known to

(Individual Acknowledgment)

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

(Corporate Acknowledgment)

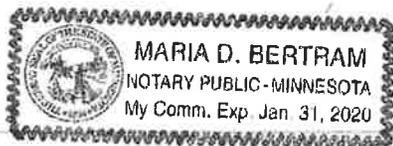
Mike Niemi And _____ to me personally known, who, being each by me duly sworn

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

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

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

Notarial



Seal

My Commission as Notary Public in Crow Wing County

Expires Jan 31 2020 Signature Maria D. Bertram

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

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SP 001-606-021, SAP 001-632-007, SAP 001-608-006

Contract Final Payment No. 5

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

Dated _____ Signature _____ District Engineer

AITKIN COUNTY

1211 Air Park Drive

Aitkin, MN 56431

Project No. SP 001-606-021, SAP 001-632-007, SAP 001-608-006

Contract Final Payment No. 5

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

Contract Number: 20184
Contractor: 7050 - Anderson Brothers Construction Company of Brainerd LLC
Date Certified: 8/5/2019
Payment Number: 5

Whereas; Contract No. 20184 has in all things been completed, and the County Board being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of the Aitkin County and authorize final payment as specified herein.

Aitkin County
State of

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

Dated this _____ day of _____, 20____

At _____,

Signed By _____
County _____

(SEAL)



AITKIN COUNTY

1211 Air Park Drive
Aitkin, MN 56431

Project SP 001-606-021 - Bituminous Mill and Overlay CSAH 6
Final Payment No. 5

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

Contract No. 20184
Vendor No. 7050
For Period: 6/13/2019 - 8/5/2019
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$1,024,089.71
Contract Changes	\$68,793.88
Revised Contract	\$1,092,883.59

Work Certified To Date

Base Bid Items	\$1,078,971.63
Backsheet	\$19,953.82
Change Order	\$43,044.06
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$1,141,969.51

Funds Encumbered

Original	\$1,024,089.71
Additional	N/A
Total	\$1,024,089.71

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SP 001-606-021	\$0.00	\$1,141,969.51	\$0.00	\$1,130,549.81	\$11,419.70	\$1,141,969.51
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$11,419.70	

SP 001-606-021 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$227,795.48	\$11,389.77	\$216,405.71
2	08/27/2018	09/23/2018	\$838,087.35	\$41,904.37	\$796,182.98
3	09/24/2018	12/21/2018	\$75,411.88	\$3,770.60	\$71,641.28
4	12/22/2018	06/12/2019	\$674.80	(\$45,645.04)	\$46,319.84
5	06/13/2019	08/05/2019	\$0.00	(\$11,419.70)	\$11,419.70
Totals:			\$1,141,969.51	\$0.00	\$1,141,969.51

SP 001-606-021 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date	
001	1,141,969.51	0.00	1,130,549.81	11,419.70	1,141,969.51	
Totals:		\$1,141,969.51	\$0.00	\$1,130,549.81	\$11,419.70	\$1,141,969.51

SP 001-606-021 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
0001	Federal	8,800.00	874,306.87	819,271.77	880,000.00
6021	Regular (CSAH)	2,619.70	218,576.72	204,817.94	261,969.51
Totals:		\$11,419.70	\$1,092,883.59	\$1,024,089.71	\$1,141,969.51

SP 001-606-021 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
PARTICIPATING									
1	2021.501	MOBILIZATION	LS	\$12,500.00	1	0	\$0.00	1	\$12,500.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$1.00	1	0	\$0.00	1	\$1.00
3	2101.501	CLEARING & GRUBBING	LS	\$21,000.00	1	0	\$0.00	1	\$21,000.00
4	2104.502	SALVAGE PIPE APRON	EACH	\$525.00	2	0	\$0.00	2	\$1,050.00
5	2104.502	SALVAGE SIGN	EACH	\$32.00	33	0	\$0.00	34	\$1,088.00
6	2104.503	REMOVE PIPE CULVERTS	L F	\$37.50	54	0	\$0.00	54	\$2,025.00
7	2105.507	COMMON EXCAVATION (P)	C Y	\$9.25	3228	0	\$0.00	3228	\$29,859.00
8	2105.507	GRANULAR BORROW (EV)	C Y	\$10.50	4391	0	\$0.00	5294	\$55,587.00
9	2105.603	SHOULDER EXCAVATION	L F	\$0.21	48193	0	\$0.00	49349	\$10,363.29
10	2118.507	AGGREGATE SURFACING (LV), CLASS SPECIAL	C Y	\$28.00	1326	0	\$0.00	2383	\$66,724.00
11	2211.507	AGGREGATE BASE (LV) CLASS 5	C Y	\$15.75	1846	0	\$0.00	1588	\$25,011.00
12	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$4.25	1115	0	\$0.00	736	\$3,128.00
13	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$0.74	82085	0	\$0.00	82428	\$60,996.72
14	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.85	11365	0	\$0.00	11027	\$20,399.95
15	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$43.25	13701	0	\$0.00	14622.4	\$632,418.80
16	2501.502	15" GS PIPE APRON	EACH	\$500.00	2	0	\$0.00	2	\$1,000.00
17	2501.502	INSTALL PIPE APRON	EACH	\$800.00	2	0	\$0.00	2	\$1,600.00
18	2501.503	15" CS PIPE CULVERT	L F	\$52.00	76	0	\$0.00	76	\$3,952.00
19	2501.503	24" CS PIPE CULVERT	L F	\$105.00	18	0	\$0.00	18	\$1,890.00
20	2501.503	24" RC PIPE CULVERT	L F	\$132.00	12	0	\$0.00	12	\$1,584.00
21	2540.602	MAIL BOX SUPPORT	EACH	\$100.00	27	0	\$0.00	26	\$2,600.00
22	2563.601	TRAFFIC CONTROL	LS	\$4,500.00	1	0	\$0.00	1	\$4,500.00
23	2564.502	INSTALL SIGN TYPE C	EACH	\$125.00	31	0	\$0.00	33	\$4,125.00
24	2573.503	SILT FENCE, TYPE HI	L F	\$2.65	665	0	\$0.00	340	\$901.00
25	2574.507	COMMON TOPSOIL BORROW	C Y	\$30.00	200	0	\$0.00	196	\$5,880.00
26	2574.508	FERTILIZER TYPE 3	LB	\$0.73	1880	0	\$0.00	1500	\$1,095.00
27	2575.504	EROSION CONTROL BLANKETS CATEGORY 3N	S Y	\$1.85	1689	0	\$0.00	0	\$0.00
28	2575.505	SEEDING (P)	ACRE	\$210.00	9.4	0	\$0.00	7	\$1,470.00

SP 001-606-021 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
29	2575.505	RAPID STABILIZATION METHOD 2	ACRE	\$475.00	2.7	0	\$0.00	1.6	\$760.00
30	2575.508	SEED MIXTURE 25-141	LB	\$3.45	555	0	\$0.00	458	\$1,580.10
31	2575.508	HYDRAULIC BONDED FIBER MATRIX	LB	\$1.32	32900	0	\$0.00	24300	\$32,076.00
32	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.19	84336	0	\$0.00	82287	\$15,634.53
33	2582.503	6" SOLID LINE MULTI COMP	L F	\$0.38	26408	0	\$0.00	27353	\$10,394.14
34	2582.503	6" SOLID LINE MULTI COMP GR IN (WR)	L F	\$0.85	53862	0	\$0.00	52350	\$44,497.50
35	2582.603	6" BROKEN LINE MULTI COMP	L F	\$0.38	3405	0	\$0.00	3370	\$1,280.60
Totals For Section PARTICIPATING:								\$0.00	\$1,078,971.63
Backsheet 1									
36	2573.603	WITHHOLDING FOR SILT FENCE	LIN FT	(\$1.32)	665	0	\$0.00	340	(\$448.80)
37	2573.603	RELEASE FOR SILT FENCE REMOVAL	LIN FT	\$1.32	665	0	\$0.00	340	\$448.80
Totals For Backsheet 1:								\$0.00	\$0.00
Backsheet 2									
38	2574.605	WITHHOLDING FOR ERODIBLE SOIL	ACRE	(\$3,500.00)	9.4	0	\$0.00	9.4	(\$32,900.00)
39	2574.605	RELEASE FOR TOPSOIL PLACEMENT	ACRE	\$1,750.00	9.4	0	\$0.00	9.4	\$16,450.00
40	2574.605	RELEASE FOR MULCH PLACEMENT	ACRE	\$875.00	9.4	0	\$0.00	9.4	\$8,225.00
41	2574.605	RELEASE FOR VEGETATION ESTABLISHMENT	ACRE	\$875.00	9.4	0	\$0.00	9.4	\$8,225.00
Totals For Backsheet 2:								\$0.00	\$0.00
Backsheet 3									
45	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$3,610.77	1	0	\$0.00	1	\$3,610.77
Totals For Backsheet 3:								\$0.00	\$3,610.77
Backsheet 4									
46	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$16,343.05	1	0	\$0.00	1	\$16,343.05
Totals For Backsheet 4:								\$0.00	\$16,343.05
Change Order 1									
42	2118.507	AGGREGATE SURFACING (LV), CLASS SPECIAL	C Y	\$28.00	1650	0	\$0.00	1443	\$40,404.00
Totals For Change Order 1:								\$0.00	\$40,404.00

SP 001-606-021 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
Change Order 2									
43	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$132.79	1	0	\$0.00	1	\$132.79
Totals For Change Order 2:							\$0.00		\$132.79
Change Order 3									
44	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$2,507.27	1	0	\$0.00	1	\$2,507.27
Totals For Change Order 3:							\$0.00		\$2,507.27
Project Totals:							\$0.00		\$1,141,969.51

SP 001-606-021 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	8/24/2018	As per MnDOT Spec. 2573.5, 50% of the contract price for temporary sediment control devices will be withheld until removal of the devices. This backsheet will continue throughout the project and will be adjusted each month to comply with Spec. 2573.5.	\$0.00	\$0.00
BK2	Backsheet	8/24/2018	As per MnDOT Spec. 2574, a value of \$3500 per acre will be withheld for soils exposed to probable erosion. The withholding will be released as finishing and turf establishment operations proceed as per Table 2574-5. This backsheet will continue throughout the project and will be adjusted each month as necessary to comply with Spec. 2574.	\$0.00	\$0.00
CO1	Change Order	8/30/2018	During construction, the engineer determined that additional shouldering material was required beyond the end of the SP 001-606-021 project at Sta. 259+75 to Sta. 662+45. The contractor was directed to provide and place Aggregate Surfacing (LV), Class Special 2 feet wide at a variable depth as necessary to match the existing bituminous elevation. The contractor agreed to provide and place the approximate 1650 CY (LV) of Aggregate Surfacing (LV), Class Special for the contract price of \$28.00 per CY for an estimated total of \$46,200.00. State Aid funding only will be used to pay for the additional shouldering.	\$46,200.00	\$40,404.00
CO2	Change Order	11/29/2018	During construction of the Turn Lane 6 embankment, a natural low area in the existing ditch was filled in causing storm run-off to leave the new ditch and enter into a residential yard. The contractor was directed to utilize onsite materials and construct a shallow berm to keep the water from leaving the ditch. The contractor incurred \$132.79 of force account expenses while completing the berm. The Summary of Daily Force Account form is in the inspection file for documentation.	\$132.79	\$132.79
			After completion of the clear and grub operations of the project, it was determined that there were several areas with visual hazards remaining due to the fact that there were trees with trunks that fell outside the clear and grub limits but had hazard branches that grew close to the road edge and greatly		

SP 001-606-021 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
CO3	Change Order	11/29/2018	reduced the sight distance of motorists as they maneuvered around the curves. The contractor was directed to complete branch trimming to improve the sight distances in these areas. The contractor incurred \$2507.27 in force account expenses while completing the branch trimming operation. The Summary of Daily Force Account form is in the inspection file for documentation.	\$2,507.27	\$2,507.27
BK3	Backsheet	12/3/2018	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-28 (2360) Plant Mixed Asphalt Pavement, the following density incentive / disincentive was earned on the project. The total density incentive is \$3,610.77. The density worksheets are in the inspection file for documentation.	\$3,610.77	\$3,610.77
BK4	Backsheet	12/3/2018	In accordance with MnDOT Specification 2399 Pavement Surface Smoothness and Special Provisions S-28 (2360) Plant Mixed Asphalt Pavement and S-29 (2399) Pavement Surface Smoothness, the following ride incentive / disincentive was earned on the project. The total ride incentive is \$16,343.05. The IRI and ALR sheets and the summary sheets are in the inspection file for documentation.	\$16,343.05	\$16,343.05
Contract Change Totals:				\$68,793.88	\$62,997.88



AITKIN COUNTY

1211 Air Park Drive
Aitkin, MN 56431

Project SAP 001-632-007 - Agg Base/Shoulder, Bit Surfacing/Striping
Final Payment No. 5

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

Contract No. 20184
Vendor No. 7050
For Period: 6/13/2019 - 8/5/2019
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$794,271.59
Contract Changes	\$26,350.10
Revised Contract	\$820,621.69

Work Certified To Date

Base Bid Items	\$768,767.02
Backsheet	\$20,343.12
Change Order	\$13,925.48
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$803,035.62

Funds Encumbered

Original	\$794,271.59
Additional	N/A
Total	\$794,271.59

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 001-632-007	\$0.00	\$803,035.62	\$0.00	\$795,005.26	\$8,030.36	\$803,035.62
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$8,030.36	

SAP 001-632-007 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$84,461.30	\$4,223.07	\$80,238.23
2	08/27/2018	09/23/2018	\$678,638.09	\$33,931.90	\$644,706.19
3	09/24/2018	12/21/2018	\$39,835.23	\$1,991.76	\$37,843.47
4	12/22/2018	06/12/2019	\$101.00	(\$32,116.37)	\$32,217.37
5	06/13/2019	08/05/2019	\$0.00	(\$8,030.36)	\$8,030.36
Totals:			\$803,035.62	\$0.00	\$803,035.62

SAP 001-632-007 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date	
001	803,035.62	0.00	795,005.26	8,030.36	803,035.62	
Totals:		\$803,035.62	\$0.00	\$795,005.26	\$8,030.36	\$803,035.62

SAP 001-632-007 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
2007	Regular (CSAH)	8,030.36	820,621.69	794,271.59	803,035.62
Totals:		\$8,030.36	\$820,621.69	\$794,271.59	\$803,035.62

SAP 001-632-007 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date	
PARTICIPATING										
1	2021.501	MOBILIZATION	LS	\$8,400.00	1	0	\$0.00	1	\$8,400.00	
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$1.00	1	0	\$0.00	1	\$1.00	
3	2102.503	PAVEMENT MARKING REMOVAL	L F	\$1.00	1197	0	\$0.00	1301	\$1,301.00	
4	2104.502	SALVAGE SIGN	EACH	\$32.00	4	0	\$0.00	5	\$160.00	
5	2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$2.00	728	0	\$0.00	0	\$0.00	
6	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$3.00	217	0	\$0.00	157	\$471.00	
7	2105.507	COMMON EXCAVATION (P)	C Y	\$8.50	322	0	\$0.00	322	\$2,737.00	
8	2118.509	AGGREGATE SURFACING CLASS 1	TON	\$16.50	4059	0	\$0.00	3705	\$61,132.50	
9	2211.509	AGGREGATE BASE CLASS 5	TON	\$9.20	10339	0	\$0.00	8471	\$77,933.20	
10	2211.607	SALVAGE AGGREGATE (EV)	C Y	\$5.00	753	0	\$0.00	753	\$3,765.00	
11	2232.504	MILL BITUMINOUS SURFACE (2.0")	S Y	\$4.50	220	0	\$0.00	139	\$625.50	
12	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.85	2705	0	\$0.00	2973	\$5,500.05	
13	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B) SPEC	TON	\$46.50	12038	0	\$0.00	12086.56	\$562,025.04	
14	2540.602	RELOCATE MAIL BOX SUPPORT	EACH	\$100.00	19	0	\$0.00	19	\$1,900.00	
15	2563.601	TRAFFIC CONTROL	LS	\$2,000.00	1	0	\$0.00	1	\$2,000.00	
16	2564.502	INSTALL SIGN TYPE C	EACH	\$135.00	4	0	\$0.00	5	\$675.00	
17	2564.518	SIGN PANELS TYPE C	S F	\$52.50	48	0	\$0.00	24	\$1,260.00	
18	2574.508	FERTILIZER TYPE 3	LB	\$0.73	840	0	\$0.00	1600	\$1,168.00	
19	2574.607	SALVAGED TOPSOIL FROM STOCKPILE (EV)	CY	\$22.50	808	0	\$0.00	559	\$12,577.50	
20	2575.505	SEEDING (P)	ACRE	\$370.00	2.4	0	\$0.00	5.6	\$2,072.00	
21	2575.505	DISK ANCHORING	ACRE	\$370.00	2.4	0	\$0.00	0	\$0.00	
22	2575.508	SEED MIXTURE 25-141	LB	\$4.17	142	0	\$0.00	412	\$1,718.04	
23	2575.509	MULCH MATERIAL TYPE 3	TON	\$285.00	4.8	0	\$0.00	0	\$0.00	
24	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.19	26738	0	\$0.00	40587	\$7,711.53	
25	2582.503	4" SOLID LINE MULTI COMP	L F	\$0.27	45660	0	\$0.00	45827	\$12,373.29	
26	2582.503	4" BROKEN LINE MULTI COMP	L F	\$0.27	2989	0	\$0.00	2181	\$588.87	
27	2582.503	6" SOLID LINE MULTI COMP GR IN (WR)	L F	\$0.85	445	0	\$0.00	790	\$671.50	
Totals For Section PARTICIPATING:								\$0.00		\$768,767.02
Backsheet 1										
28	2574.605	WITHHOLDING FOR ERODIBLE SOIL	ACRE	(\$3,500.00)	2.4	0	\$0.00	0.5	(\$1,750.00)	

SAP 001-632-007 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
29	2574.605	RELEASE FOR TOPSOIL PLACEMENT	ACRE	\$1,750.00	2.4	0	\$0.00	0.5	\$875.00
30	2574.605	RELEASE FOR MULCH PLACEMENT	ACRE	\$875.00	2.4	0	\$0.00	0.5	\$437.50
31	2574.605	RELEASE FOR VEGETATION ESTABLISHMENT	ACRE	\$875.00	2.4	0	\$0.00	0.5	\$437.50
Totals For Backsheet 1:								\$0.00	\$0.00
Backsheet 2									
34	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$4,887.85	1	0	\$0.00	1	\$4,887.85
Totals For Backsheet 2:								\$0.00	\$4,887.85
Backsheet 3									
33	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$15,455.27	1	0	\$0.00	1	\$15,455.27
Totals For Backsheet 3:								\$0.00	\$15,455.27
Change Order 1									
32	2123.601	MISC. FORCE ACCOUNT WORK	LUMP SUM	\$837.98	1	0	\$0.00	1	\$837.98
Totals For Change Order 1:								\$0.00	\$837.98
Change Order 2									
36	2575.505	DISK ANCHORING	ACRE	(\$370.00)	2.4	0	\$0.00	0	\$0.00
35	2575.508	HYDRAULIC MULCH MATRIX	LB	\$0.75	9900	0	\$0.00	17450	\$13,087.50
37	2575.509	MULCH MATERIAL TYPE 3	TON	(\$285.00)	4.8	0	\$0.00	0	\$0.00
Totals For Change Order 2:								\$0.00	\$13,087.50
Project Totals:								\$0.00	\$803,035.62

SAP 001-632-007 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	8/24/2018	As per MnDOT Spec. 2574, a value of \$3500 per acre will be withheld for soils exposed to probable erosion. The withholding will be released as finishing and turf establishment operations proceed as per Table 2574-5. This backsheet will continue throughout the project and will be adjusted each month as necessary to comply with Spec. 2574.	\$0.00	\$0.00
CO1	Change Order	11/28/2018	During construction, it was determined that there was going to be some of the County supplied topsoil borrow material remaining after construction. The County lease for the storage and access to the topsoil stockpile was going to expire at the end of the construction project so the contractor was directed to perform extra work to shape the remaining material to a condition acceptable to the landowner. The	\$837.98	\$837.98

SAP 001-632-007 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
			contractor incurred \$837.98 of force account expenses while shaping the remaining material and reclaiming the topsoil stockpile area. A copy of the Summary of Daily Force Account form is in the inspection file for documentation.		
CO2	Change Order	11/28/2018	Due to the long, narrow area of turf establishment, it was determined that applying hydraulic mulch matrix at an application rate of approximately 2020 pounds per acre rather than utilizing the planned Type 3 mulch and disk anchoring would provide more uniform and effective soil stabilization for the project. The contractor agreed to provide and apply the hydraulic mulch matrix for the unit price of \$0.75 per pound. Also, in order to adequately blend the new shoulder in to the existing inslope, the disturbed area of the project increased from an estimated 2.4 acres to 4.9 acres. The contract is hereby changed by the elimination of items 2575.505 Disk Anchoring and 2575.509 Mulch Material Type 3 and the addition of 9900 pounds of item 2575.508 Hydraulic Mulch Matrix at \$0.75 per pound.	\$5,169.00	\$13,087.50
BK2	Backsheet	12/3/2018	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-28 (2360) Plant Mixed Asphalt Pavement, the following density incentive / disincentive was earned on the project. The total density incentive is \$4,887.85. The density worksheets are in the inspection file for documentation.	\$4,887.85	\$4,887.85
BK3	Backsheet	12/3/2018	In accordance with MnDOT Specification 2399 Pavement Surface Smoothness and Special Provisions S-28 (2360) Plant Mixed Asphalt Pavement and S-29 (2399) Pavement Surface Smoothness, the following ride incentive / disincentive was earned on the project. The total ride incentive is \$15,455.27. The IRI and ALR sheets and the summary sheets are in the inspection file for documentation.	\$15,455.27	\$15,455.27
Contract Change Totals:				\$26,350.10	\$34,268.60



AITKIN COUNTY

1211 Air Park Drive
Aitkin, MN 56431

Project SAP 001-608-006 - Bituminous Mill and Overlay
Final Payment No. 5

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

Contract No. 20184
Vendor No. 7050
For Period: 6/13/2019 - 8/5/2019
Warrant # _____ Date _____

Contract Amounts

Original Contract	\$186,832.70
Contract Changes	\$1,905.24
Revised Contract	\$188,737.94

Work Certified To Date

Base Bid Items	\$187,475.00
Backsheet	\$1,905.24
Change Order	\$0.00
Supplemental Agreement	\$0.00
Work Order	\$0.00
Material On Hand	\$0.00
Total	\$189,380.24

Funds Encumbered

Original	\$186,832.70
Additional	N/A
Total	\$186,832.70

	Work Certified This Payment	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date
SAP 001-608-006	\$0.00	\$189,380.24	\$0.00	\$187,486.44	\$1,893.80	\$189,380.24
Percent Retained: 0.0000%						
Amount Paid This Final Payment					\$1,893.80	

SAP 001-608-006 Payment Summary

No.	From Date	To Date	Work Certified Per Payment	Amount Retained Per Payment	Amount Paid Per Payment
1	08/01/2018	08/26/2018	\$174,374.57	\$8,718.73	\$165,655.84
2	08/27/2018	09/23/2018	\$12,974.43	\$648.72	\$12,325.71
3	09/24/2018	12/21/2018	\$1,905.24	\$95.26	\$1,809.98
4	12/22/2018	06/12/2019	\$126.00	(\$7,568.91)	\$7,694.91
5	06/13/2019	08/05/2019	\$0.00	(\$1,893.80)	\$1,893.80
Totals:			\$189,380.24	\$0.00	\$189,380.24

SAP 001-608-006 Funding Category Report

Funding Category No.	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Payment	Total Amount Paid To Date	
001	189,380.24	0.00	187,486.44	1,893.80	189,380.24	
Totals:		\$189,380.24	\$0.00	\$187,486.44	\$1,893.80	\$189,380.24

SAP 001-608-006 Funding Source Report

Accounting No.	Funding Source	Amount Paid This Payment	Revised Contract Amount	Funds Encumbered To Date	Paid To Contractor To Date
8006	Municipal (CSAH < 5000)	1,893.80	188,737.94	186,832.70	189,380.24
Totals:		\$1,893.80	\$188,737.94	\$186,832.70	\$189,380.24

SAP 001-608-006 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
PARTICIPATING									
1	2021.501	MOBILIZATION	LS	\$11,000.00	1	0	\$0.00	1	\$11,000.00
2	2051.501	MAINT & RESTORATION OF HAUL ROADS	LS	\$1.00	1	0	\$0.00	1	\$1.00
3	2104.504	REMOVE CONCRETE PAVEMENT	S Y	\$10.00	43	0	\$0.00	38	\$380.00
4	2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$1.30	2010	0	\$0.00	2118	\$2,753.40
5	2105.507	SUBGRADE EXCAVATION	C Y	\$26.00	112	0	\$0.00	118	\$3,068.00
6	2118.507	AGGREGATE SURFACING (LV), CLASS SPECIAL	C Y	\$32.00	52	0	\$0.00	16.4	\$524.80
7	2232.504	MILL BITUMINOUS SURFACE (1.5")	S Y	\$1.35	17673	0	\$0.00	16971	\$22,910.85
8	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$1.85	1882	0	\$0.00	1263	\$2,336.55
9	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$46.00	2266	0	\$0.00	2428.77	\$111,723.42
10	2504.602	ADJUST VALVE BOX	EACH	\$130.00	7	0	\$0.00	3	\$390.00
11	2506.502	CONST DRAINAGE STRUCTURE DESIGN SPECIAL	EACH	\$9,000.00	1	0	\$0.00	1	\$9,000.00
12	2521.518	4" CONCRETE WALK	S F	\$25.50	145	0	\$0.00	154	\$3,927.00
13	2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$75.00	25	0	\$0.00	29	\$2,175.00
25	2531.604	8" CONCRETE VALLEY GUTTER	S Y	\$220.00	12	0	\$0.00	9	\$1,980.00
14	2531.618	TRUNCATED DOMES	S F	\$65.00	15	0	\$0.00	13	\$845.00
15	2540.602	MAIL BOX SUPPORT	EACH	\$100.00	2	0	\$0.00	2	\$200.00
16	2563.601	TRAFFIC CONTROL	LS	\$2,500.00	1	0	\$0.00	1	\$2,500.00
17	2573.510	SEDIMENT REMOVAL VAC TRUCK	HOUR	\$265.00	10	0	\$0.00	1.25	\$331.25
24	2575.501	TURF ESTABLISHMENT	LS	\$2,650.00	1	0	\$0.00	1	\$2,650.00
18	2580.503	INTERIM PAVEMENT MARKING	L F	\$0.19	6154	0	\$0.00	3345	\$635.55
19	2582.503	4" SOLID LINE MULTI COMP	L F	\$0.27	11822	0	\$0.00	10494	\$2,833.38
20	2582.503	24" SOLID LINE MULTI COMP	L F	\$8.44	106	0	\$0.00	69	\$582.36
21	2582.503	4" BROKEN LINE MULTI COMP	L F	\$0.27	773	0	\$0.00	776	\$209.52
22	2582.518	PAVT MSSG MULTI COMP	S F	\$8.44	220	0	\$0.00	220	\$1,856.80
23	2582.518	CROSSWALK MULTI COMP	S F	\$5.28	420	0	\$0.00	504	\$2,661.12
Totals For Section PARTICIPATING:							\$0.00		\$187,475.00
Backsheet 1									
26	2360.601	WEARING COURSE INCENTIVE	LUMP SUM	\$1,905.24	1	0	\$0.00	1	\$1,905.24

SAP 001-608-006 Project Item Status

Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Payment	Amount This Payment	Quantity To Date	Amount To Date
Totals For Backsheet 1:							\$0.00		\$1,905.24
Project Totals:							\$0.00		\$189,380.24

SAP 001-608-006 Contract Changes

No.	Type	Date	Explanation	Estimated Amount	Amount Paid To Date
BK1	Backsheet	12/3/2018	In accordance with MnDOT Specification 2360 Plant Mixed Asphalt Pavement and Special Provision S-28 (2360) Plant Mixed Asphalt Pavement, the following density incentive / disincentive was earned on the project. The total density incentive is \$1,905.24. The density worksheets are in the inspection file for documentation.	\$1,905.24	\$1,905.24
Contract Change Totals:				\$1,905.24	\$1,905.24



Board of County Commissioners Agenda Request

2L

Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: ECRL 2020 Budget

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

The East Central Regional Library Board has asked that the Aitkin County Board approve the ECRL 2020 budget. Please see the attached request and supporting documents.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve ECRL 2020 Budget.

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:



Our mission: To strengthen communities by connecting people with resources, spaces, and educational experiences that enrich and empower their lives

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Branches in Aitkin, Chisago, Isanti,
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August 19, 2019

County Administrators and Coordinators,

I request on behalf of the Board of East Central Regional Library that your County Board take action to approve the ECRL 2020 budget and notify me of the action as soon as it has been made. The Joint Powers Agreement (quoted later in this document) requires that two thirds of the counties (four of six) approve the budget before it is official. We need to verify our budget in time to accomplish sufficient planning before the new year begins.

The Board of Directors of East Central Regional Library approved the 2020 budget for the Library at its August 12 meeting. Two documents are attached to this E-mail.

1. 2020 Budget Request to Counties
2. ECRL 2020 Budget Summary

The county portion is apportioned according to the formula defined in the Joint Powers Agreement. According to the Joint Powers Agreement, Section II. 1: 1.

A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county. The total amount budgeted shall then be prorated in equitable shares among the member counties according to the following formula:

Tax capacity 1/3

Population 1/3

Borrower circulation, by county of residence 1/3

beginning with the 2011 budget. When two thirds of the current members have approved the budget, it shall be considered implemented by the East Central Regional Library Board. Should any member approve lower than its required share of the approved

budget, library service to that member shall be reduced correspondingly, so as not to restrict development of library services in the remaining member counties. The method of said limitation shall be arrived at by consultation between members of the Joint Library Board. Authorization of funds by member counties will at least meet the minimum state-federal requirements for securing available state-federal grants.

The 2020 ECRL budget has an increase of 1.83% over the 2019 budget and continues to be very lean. It provides for maintenance of our existing services with increases in areas of demonstrated rising costs and need.

We are proud to be part of the infrastructure of each county, partnering to provide information and enhance the quality of life in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties.

I can be available to make a report to the Board and present the budget if you wish. Please contact me if you have questions or if I can provide additional information.

Thank you for your support of libraries for the residents of east central Minnesota.

A handwritten signature in cursive script that reads "Carla Lydon". The signature is written in black ink and is positioned above the typed name and contact information.

Carla Lydon, Executive Director
Phone 763-392-0649 clydon@ecrlib.org



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*Branches in Aitkin, Chisago, Isanti,
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	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
	2020 Budget Request to Counties - historical information															
1																
2	County	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
3	Aitkin	187,568	198,397	216,269	225,552	232,006	\$226,163	224,645	230,242	234,366	231,602	219,932	225,882	224,577	233,220	236,698
4	Chisago	478,435	515,451	561,810	566,738	559,188	\$534,199	533,887	517,833	523,015	543,083	554,211	560,783	572,116	621,401	656,735
5	Isanti	354,615	364,482	392,140	392,811	387,870	\$391,887	386,531	385,480	372,553	368,972	372,933	384,348	410,420	426,627	444,838
6	Kanabec	143,711	150,449	158,772	158,687	146,064	\$170,142	163,875	153,004	151,427	145,402	141,564	144,026	147,942	153,518	159,613
7	Mille Lacs	223,641	230,363	250,278	258,128	257,637	\$260,711	255,568	252,920	251,706	268,029	270,850	273,835	272,321	284,710	290,249
8	Pine	268,259	278,139	299,507	303,276	301,928	\$301,592	293,903	303,010	303,992	302,911	301,025	308,851	306,480	329,722	338,061
9	Total	1,656,229	1,737,281	1,878,776	1,905,191	1,884,692	\$1,884,693	1,858,409	1,842,489	1,837,059	1,860,000	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194
10																
11	Contractual Assessments															
12	Formula-50% Tax Capacity, 25% Population, 25% Registrations						Formula - 1/3 Borrower circulation, 1/3 tax capacity, 1/3 population									
13	County	Year 2006	Year 2007	Year 2008	Year 2009	Year 2010	Year 2011	Year 2012	Year 2013	Year 2014	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020
14	Aitkin	11.33%	11.42%	11.51%	11.84%	12.31%	12.00%	12.09%	12.50%	12.76%	12.45%	11.82%	11.90%	11.61%	11.38%	11.13%
15	Chisago	28.89%	29.67%	29.90%	29.75%	29.67%	28.34%	28.73%	28.11%	28.47%	29.20%	29.79%	29.55%	29.58%	30.32%	30.89%
16	Isanti	21.41%	20.98%	20.87%	20.62%	20.58%	20.79%	20.80%	20.92%	20.28%	19.84%	20.04%	20.25%	21.22%	20.82%	20.92%
17	Kanabec	8.68%	8.66%	8.45%	8.33%	7.75%	9.03%	8.82%	8.30%	8.24%	7.82%	7.61%	7.59%	7.65%	7.49%	7.51%
18	Mille Lacs	13.50%	13.26%	13.32%	13.55%	13.67%	13.83%	13.75%	13.73%	13.70%	14.41%	14.56%	14.43%	14.08%	13.89%	13.65%
19	Pine	16.20%	16.01%	15.94%	15.92%	16.02%	16.00%	15.82%	16.45%	16.55%	16.29%	16.18%	16.27%	15.85%	16.09%	15.90%
20									100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
21																
22										1,837,059	1,860,000	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194



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	A	B	C	D	E	F	G	H	I
1	2020 ECRL Budget Summary								
2		2013 Budget	2014 Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget
3	Counties (Operations)	1,842,489	1,837,059	1,860,000	1,860,514	1,897,724	1,933,856	2,049,199	2,126,194
4	Regional Basic Support (State)	769,282	839,419	839,420	862,188	862,188	853,957	881,408	879,899
5	Miscellaneous	216,500	212,000	210,088	235,300	192,500	157,500	157,500	184,500
6	Local Contracts	57,847	55,161	57,106	57,731	55,860	57,038	70,646	80,015
7	Transfer from previous year:	20,000	20,000	69,119	54,262	124,423	241,474	150,000	100,000
8	Telecommunications	60,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
9	TOTAL INCOME:	2,966,118	3,028,640	3,100,733	3,134,995	3,197,695	3,308,825	3,373,753	3,435,609
10	Salaries and related expenses	2,085,160	2,119,923	2,186,876	2,196,338	2,247,065	2,370,266	2,427,634	2,444,686
11	Materials (Books, CDs, DVDs, etc.)	420,566	424,765	424,765	435,765	457,187	458,967	467,927	480,967
12	Vehicles (1 Outreach, 1 Delivery, 1 Staff)	33,000	32,000	30,000	30,000	22,500	22,500	21,500	21,700
13	Technical Services & library automation system	74,600	75,660	74,500	72,000	73,450	72,000	67,000	67,000
14	Headquarters building costs	56,592	54,392	54,392	54,392	54,392	54,392	56,392	65,956
15	Equipment & technology costs	12,500	11,500	11,500	11,500	11,500	11,500	11,500	11,500
16	Supplies, photocopiers, printers	55,000	56,000	65,000	65,000	62,000	51,000	51,000	51,000
17	Administrative/Miscellaneous	114,700	106,700	106,000	122,300	121,900	125,500	128,100	141,600
18	Capital - Vehicles	18,000	5,000	15,000	15,000	15,000	10,000	10,000	10,000
19	Capital - Computers, misc.	36,000	77,700	67,700	67,700	67,700	67,700	67,700	76,200
20	Telecommunications	60,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
21	TOTAL EXPENDITURES:	2,966,118	3,028,640	3,100,733	3,134,995	3,197,694	3,308,825	3,373,753	3,435,609
22									
23	2020 Budget approved by ECRL Board, August 12, 2019								



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: Introduction to new CARE Director

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 to 10 minutes
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Summary of Issue:

At Tuesday's meeting the County Board will have the opportunity to meet the new CARE Director, Lynne Jacobs.

Alternatives, Options, Effects on Others/Comments:

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:*



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: Proposed 2020 Health & Human Services Budget

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Cynthia Bennett		Department: HHS
Presenter (Name and Title): Carli Goble		Estimated Time Needed: 20-30 minutes
Summary of Issue: Carli will be presenting the proposed 2020 Health & Human Services Budget. This budget was presented at the 08/07/19 HHS Advisory Board		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

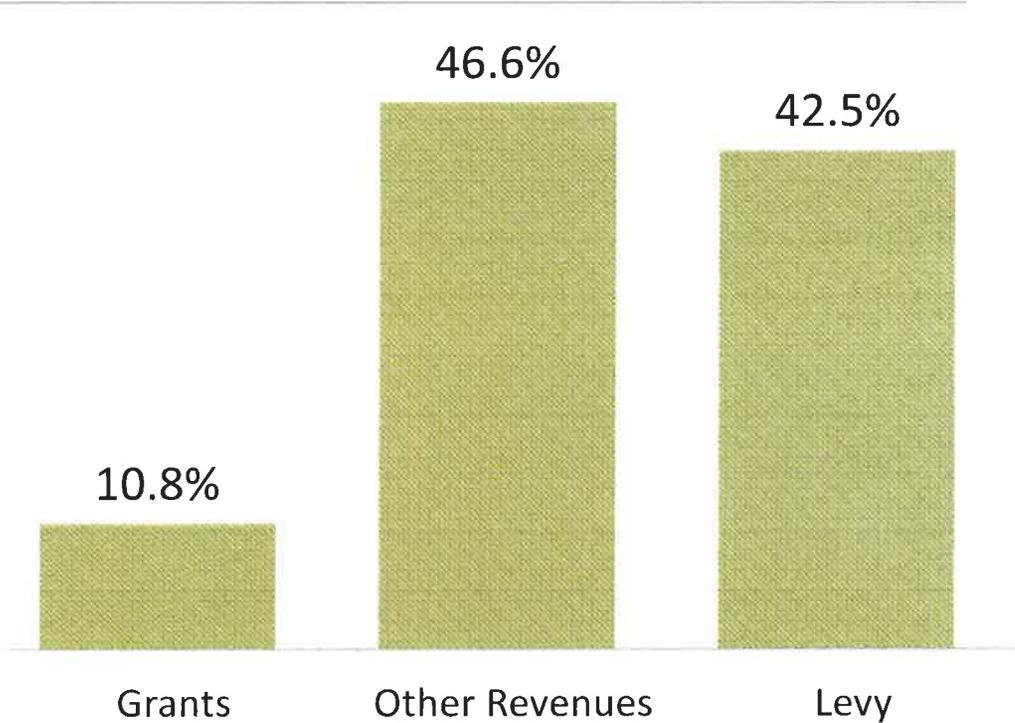
Health & Human Services

Proposed 2020 Budget

AUGUST 27, 2019

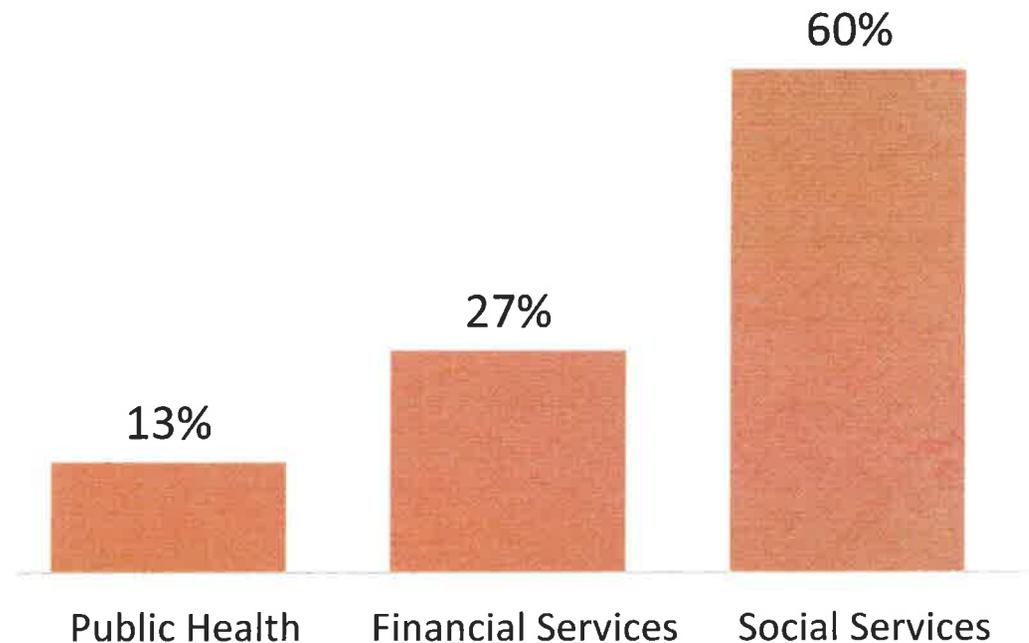
Revenues

- Grants - \$745,859
 - State & Federal
- Other Revenues - \$3,212,246
 - State & Federal Allocations
 - Third Party Reimbursements
- Proposed Levy - \$2,928,182
 - 4.46% Increase



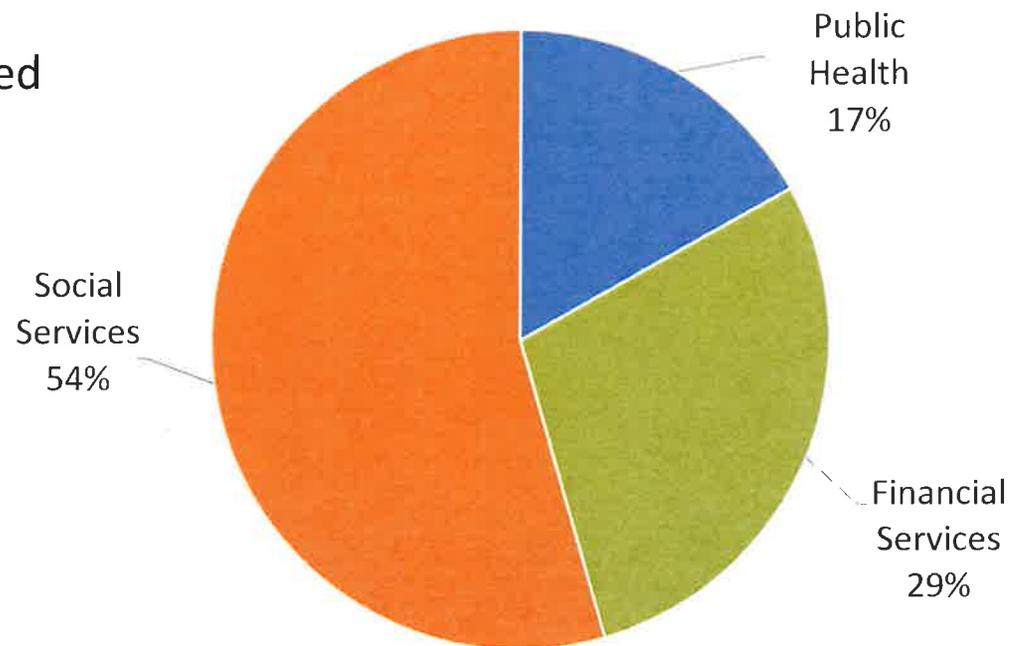
Expenditure Department Breakdown

- Public Health: \$960,018
- Financial Services: \$1,926,864
 - Child Support
- Social Services: \$4,350,314
 - Children/Adult
- Majority of program areas are mandated services



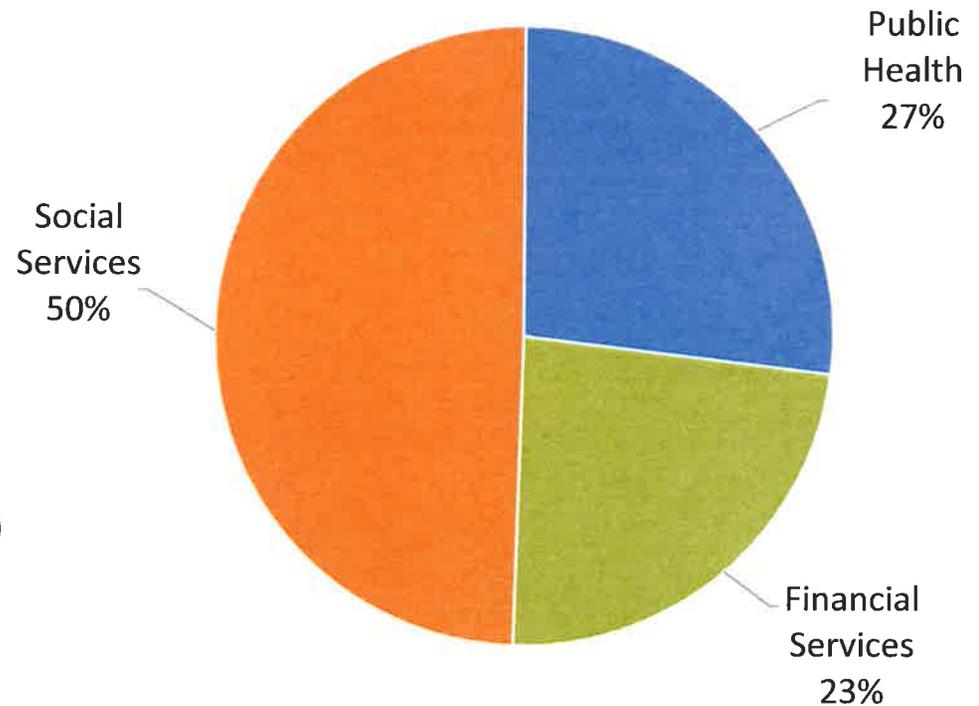
1. Salaries/Benefits

- All approved positions are included in the budget
- Budget Amounts:
 - Public Health - \$808,774
 - Financial Services - \$1,373,357
 - Social Services - \$2,609,503
- Increase of 0.77%
- 66.22% of Budget



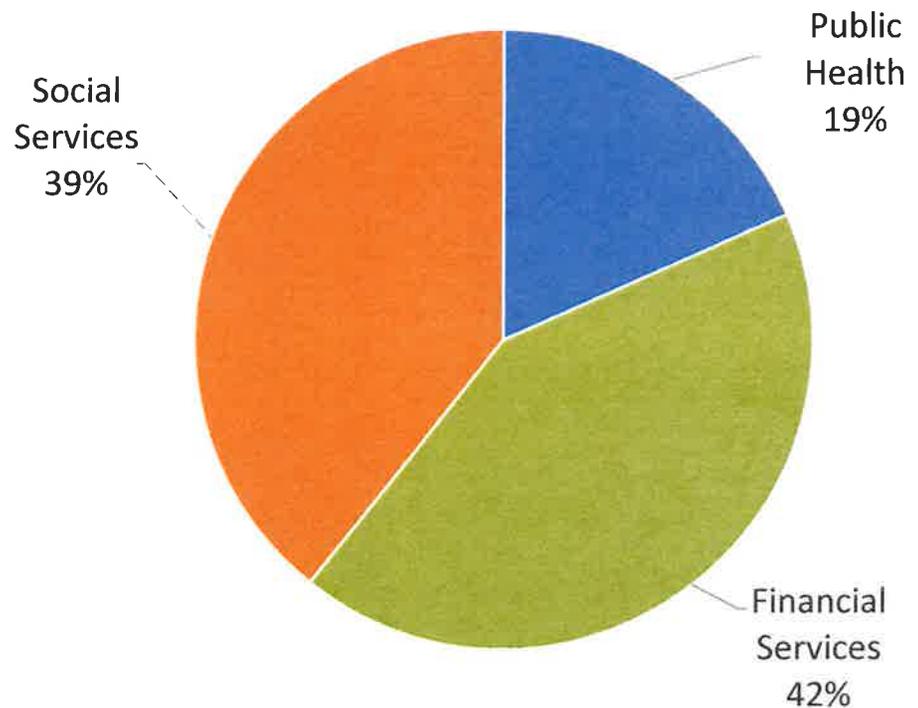
2. Insurance

- Includes:
 - Vehicle/Liability Insurance
 - Workers Comp Insurance
- Budget Amounts:
 - Public Health - \$8,700
 - Financial Services - \$7,600
 - Social Services - \$16,000
- Slight Increase Expected for 2020
- 0.45% of Budget



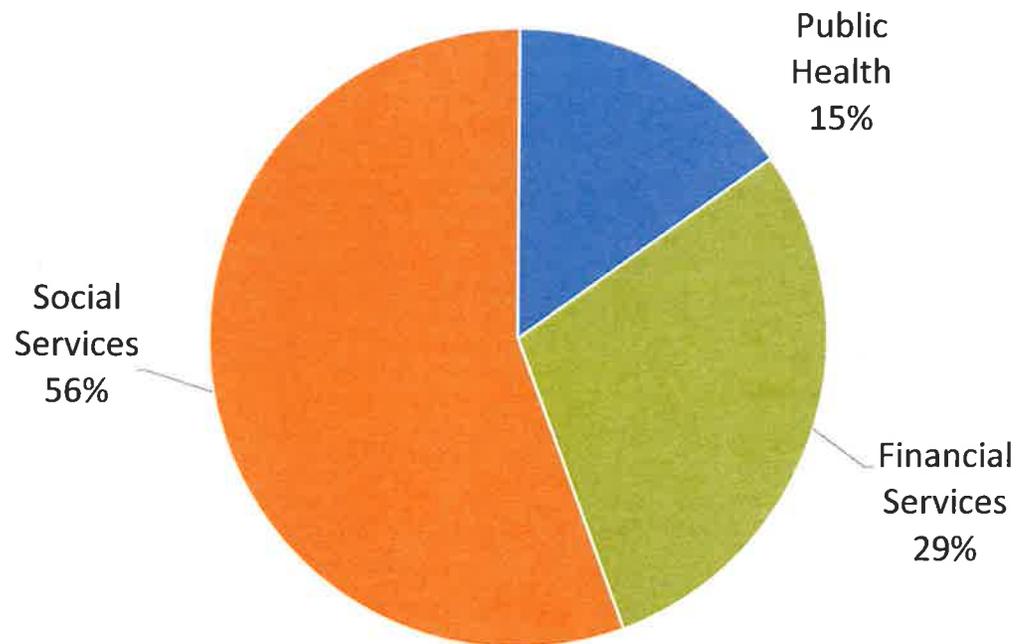
3. Materials/Supplies

- Includes:
 - Agency Office Supplies, Postage & Computer/Monitor Replacements
- Budget Amounts:
 - Public Health - \$18,112
 - Financial Services - \$41,716
 - Social Services - \$38,702
- Increase of 2.32%
- 1.36% of Budget



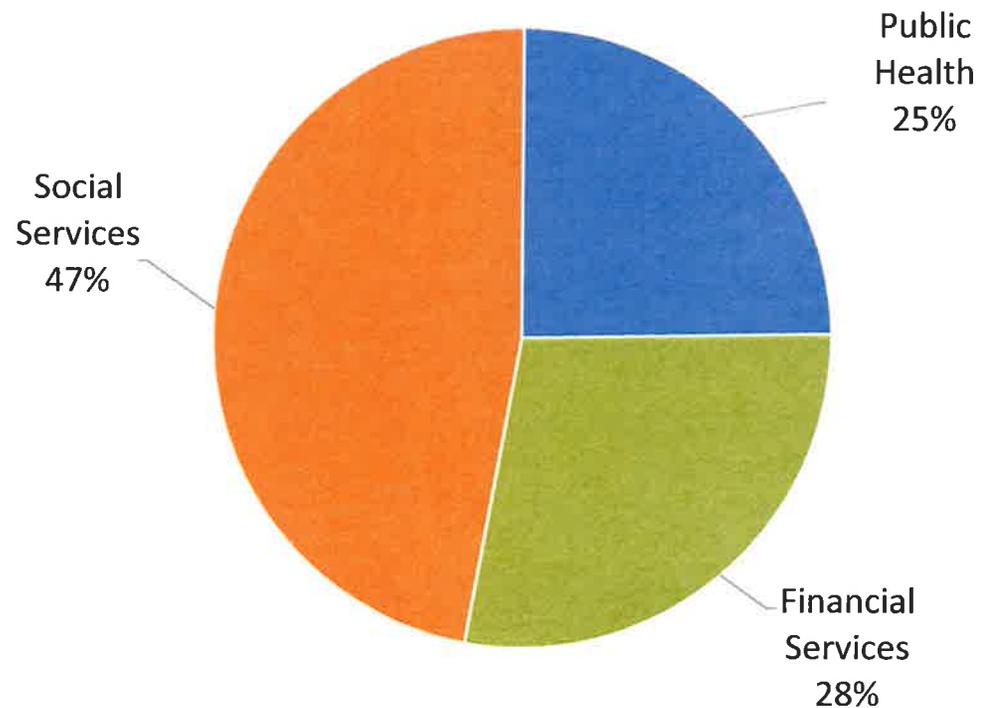
4. Utilities

- Includes:
 - Telephone
 - Utilities – Gas & Electric
- Budget Amounts:
 - Public Health - \$10,335
 - Financial Services - \$19,950
 - Social Services - \$38,000
- Decrease of 1.06%
- 0.94% of Budget



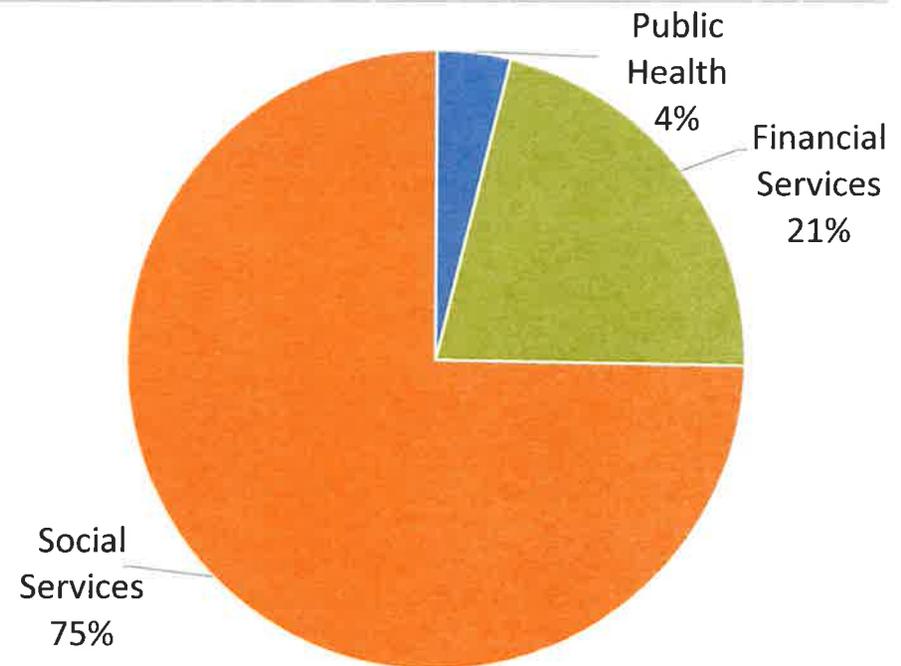
5. Dues/Registration/Professional Development

- Includes:
 - Meetings, Trainings & Conference Fees
 - Lodging/Meals
- Budget Amounts:
 - Public Health - \$8,585
 - Financial Services - \$9,745
 - Social Services - \$16,350
- Increase of 1.19%
- 0.48% of Budget



6. Service Agreements/Contracts

- Includes:
 - Services/Contracts
 - Program Costs
- Budget Amounts:
 - Public Health - \$78,010
 - Financial Services - \$440,770
 - Social Services - \$1,525,153
- Decrease of 2.29%
- 28.20% of Budget

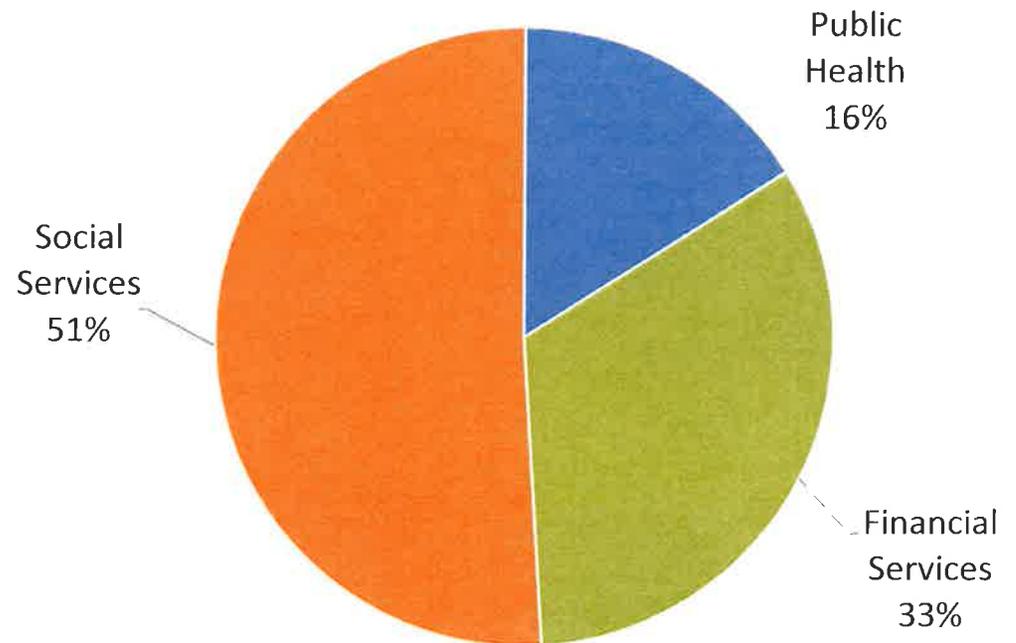


7. Capital Equipment

- None budgeted in 2020

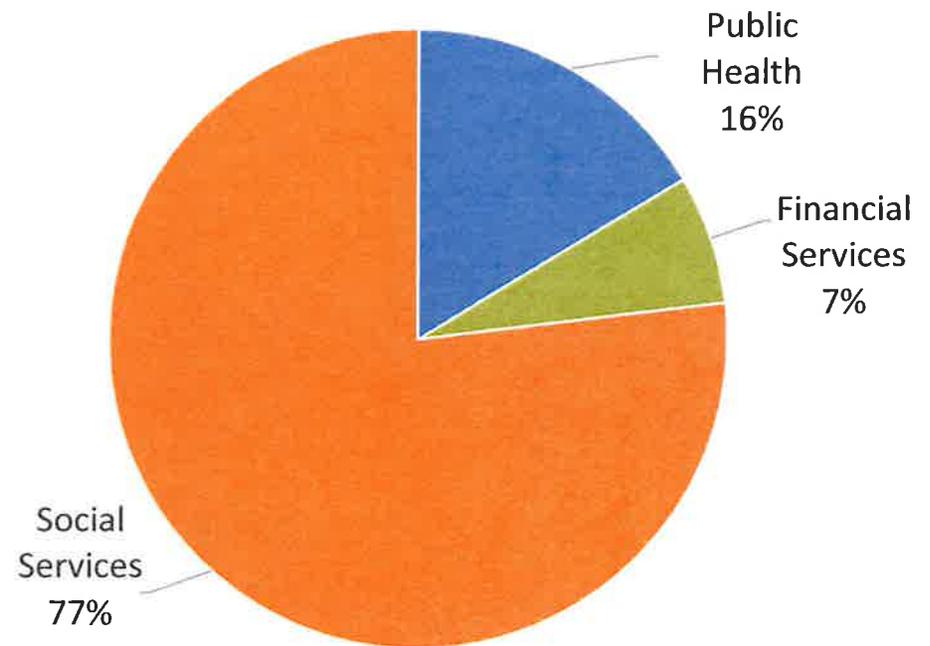
8. Capital Construction

- Includes:
 - Building Maintenance & Updates
- Budget Amounts:
 - Public Health - \$13,552
 - Financial Services - \$27,951
 - Social Services - \$43,197
- Increase of 80.21%
- 1.17% of Budget



9. Transportation

- Includes:
 - Gas/Fuel Vehicle Charges
 - Mileage/Parking
- Budget Amounts:
 - Public Health - \$13,950
 - Financial Services - \$5,775
 - Social Services - \$65,500
- Decrease of 0.64%
- 1.18% of Budget



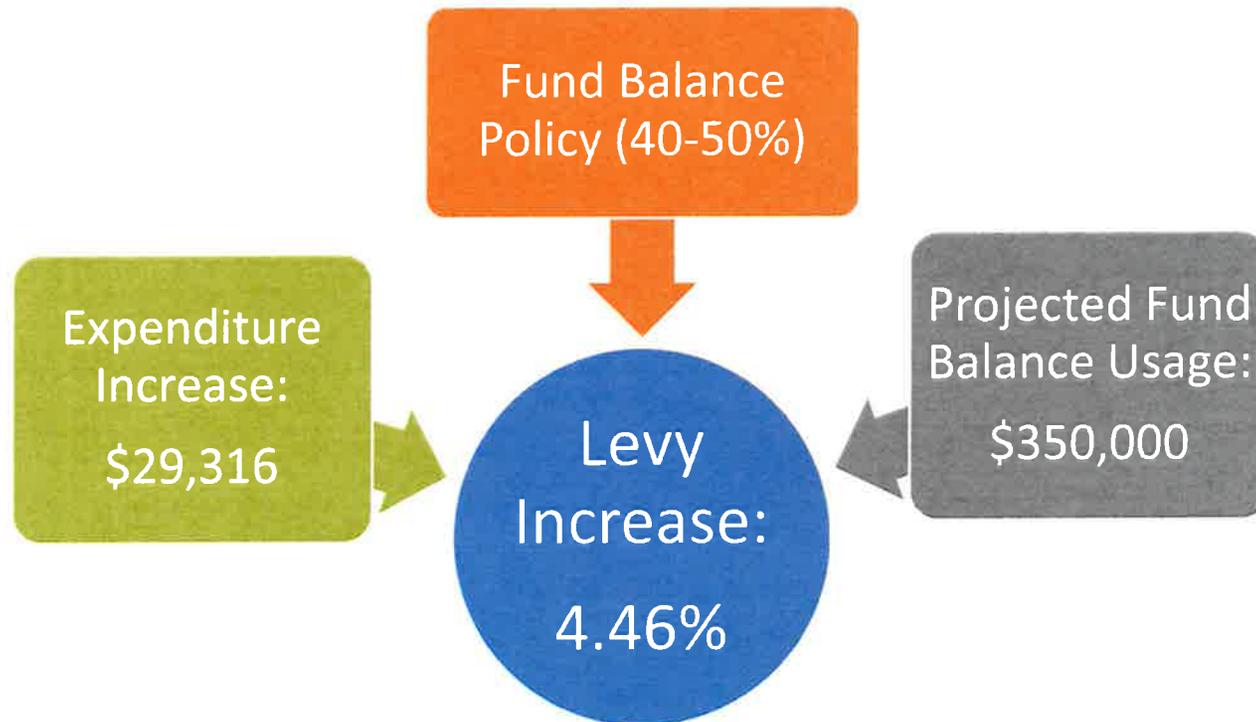
10. Other Expenses

- None budgeted in 2020
- All expenses included in the other categories

Comparison

2019 – APPROVED BUDGET	2020 – PROPOSED BUDGET
<ul style="list-style-type: none">▪ Expenses: \$7,206,971<ul style="list-style-type: none">▪ Children’s Family Foster Care: \$350,000▪ Adult Residential Treatment: \$340,000▪ Building Maintenance: \$47,000▪ Salaries/Benefits: \$4,755,244 ▪ Revenues: \$6,806,971	<ul style="list-style-type: none">▪ Expenses: \$7,236,287<ul style="list-style-type: none">▪ Children’s Family Foster Care: \$330,000▪ Adult Residential Treatment: \$345,000▪ Building Maintenance: \$84,700▪ Salaries/Benefits: \$4,791,634▪ Expense Increase of \$29,316 ▪ Revenues: \$6,939,287

Summary





Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: 8/27/2019

Title of Item: Accept Consultant's Recommendation for Assistant Highway Maint. Sup.

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Bobbie Danielson		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 3 minutes
Summary of Issue: <p>The Assistant Highway Maintenance Supervisor job description was re-evaluated based on assigned duties. Please find the job description with additional notes attached. The consultant indicated, given the position is doing mostly the same work as the Maintenance Supervisor (Grade 10), the evaluations should be similar. The consultant is recommending the Assistant Maintenance Supervisor be placed one grade lower than the Supervisor (at Grade 9) to recognize reporting relationships. This position is responsible for jointly overseeing and supervising, with the Maintenance Supervisor, all maintenance personnel engaged in the operation and maintenance of equipment, and the maintenance of all public drainage ditches and county highways. In addition, the position plans, organizes, and coordinates all maintenance operations, acquires maintenance materials, and provides input to the development of department budget and programs, in cooperation with the Maintenance Supervisor.</p> <p>The personnel policy provides a FLSA exempt employee whose job classification is upgraded be placed in the new pay range that results in at least a \$1560/year increase.</p> <p>Grade 7 (current) 2019 pay range, \$45,538 to \$67,607. Grade 9 (new) 2019 pay range, \$51,997 to \$77,296.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to accept the consultant's recommendation of Grade 9 for the Assistant Highway Maintenance Supervisor position.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> The incumbent's salary will increase by \$1,560/year, from \$61,073.85 to \$62,633.85, effective August 27, 2019.		

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



John Welle
approved
8/8/2019
B.D.

Position Description

ASSISTANT MAINTENANCE SUPERVISOR

Notes for the consultant (these notes will be removed from the final job description after consultant review): The Assistant Maintenance Supervisor reports to the Maintenance Supervisor (Grade 10), however, performs nearly identical essential functions due to the size of our county. E.g. 600 miles of road is too much territory for the one Maintenance Supervisor to cover on his own. The Maintenance Supervisor and Assistant Maintenance Supervisor take turns every other week being on call and are both independently responsible for monitoring road conditions in the entire county and the weather forecast while on call. In this role, both make independent decisions about when to dispatch out the road crews for snow plowing and other public safety work after normal business hours, between 4:30 p.m. and 7:00 a.m. weekdays, and on weekends and holidays. They jointly supervise a crew of 15 Equipment Operators, 2 Mechanics, and occasionally temporary/seasonal workers. The Maintenance Supervisor is primarily responsible for acquiring materials, supplies, and equipment while the Assistant Maintenance Supervisor has more 1:1 time with the individual equipment operators, but the Assistant Maintenance Supervisor also participates in ordering some materials (e.g. calculating quantities of asphalt needed and ordering), supplies (e.g. bluetooth devices and maintenance supplies), and recommending equipment purchases (e.g. truck, backhoe, security cameras, and other major purchases.). Both supervisors seek out ways to save money and provide valuable input to the County Engineer for his consideration as it relates to annual budget requests and projects. The County Engineer directs his road condition questions in the north half of our county to the Assistant Maintenance Supervisor and south half to the Maintenance Supervisor. Utility permits and applications for new driveways are primarily the responsibility of the Maintenance Supervisor, but are also at times delegated to the Assistant Maintenance Supervisor or split between the north and south half of the county for efficiency. Both supervisors regularly take complaints from the general public or staff, answer questions, and communicate with other departments and governmental agencies, including multiple townships. The primary difference between the two positions is the reporting chain of command and the years of prior experience upon hire - Maintenance Supervisor 5 years vs. Assistant Maintenance Supervisor 2 years.

- Department** Road and Bridge Department
- Grade** To be determined
- Reports to** Maintenance Supervisor
- FLSA Status** Exempt
- Union Status** Non-union Position

Final Appointing Authority

This position shall not be filled until final approval of the County Administrator. All offers of employment are made in writing by the Human Resources Department.

Job Summary

To jointly oversee and supervise all maintenance personnel engaged in the operation of equipment, maintenance of equipment, and the maintenance of all public drainage ditches and county highways. To plan, organize, and coordinate all maintenance operations, acquire maintenance materials, and provide input to the development of department budget and programs, in cooperation with the Maintenance Supervisor.



Position Description

Supervision Received

Employees working in this job class work under general direction and are usually in charge of an organizational unit. They plan and carry out assignments with considerable independence, and have some latitude in developing procedures and methods. They report to a superior by occasional conferences to discuss work progress or problems requiring upper advisement.

Supervision Exercised

Supervises assigned staff, including equipment operators, mechanics, and seasonal equipment operators.

Carries out supervisory responsibilities in accordance with the organization's policies and applicable laws. Responsibilities include planning, assigning, and directing work; appraising performance; addressing complaints; training and rewarding employees. Responsibilities also include, in collaboration with the County Engineer and Human Resources Department, interviewing, hiring, implementing performance improvement plans, disciplining employees, and resolving grievances.

Essential Functions

This position description is not intended to be all-inclusive. Employee may perform other essential and nonessential functions as assigned or apparent to meet the ongoing needs of the department and organization. Regular attendance is an essential requirement of this position.

1. Oversees maintenance staff of the road and bridge department to ensure a safe and well-maintained county highway system for the general public, in cooperation with the Maintenance Supervisor. Supervises subordinates engaged in repairing and maintaining highways, snow and ice removal, hauling materials, mowing and clearing roadsides, posting signs, and other related activities. Estimates equipment and manpower needs of maintenance projects and schedules work time of subordinates to efficiently complete the project. Trains maintenance personnel on repair and maintenance techniques.
2. Oversees equipment maintenance and supervises subordinates engaged in maintenance and repair of equipment.
3. Assists in coordinating annual emergency practice drills at all shops with maintenance personnel. Provides proper safety training to staff. Conducts risk assessment of department policies and facilities.
4. Observes and instructs subordinates of governmental safety regulations regarding road maintenance; alerts subordinates to dangerous equipment and working conditions. Inspects highway maintenance projects to ensure that all standards have been met.
5. Assists with the management of various activities related to the maintenance of roads and road rights-of way. Inspects roads for maintenance needs and report findings to County Engineer. Inspects road conditions outside of the normal work day on an alternating basis with the Maintenance Supervisor and dispatch subordinates for snow and ice removal operations.
6. Meets and confers with County Engineer and Maintenance Supervisor to assess equipment, material and maintenance needs and to develop annual maintenance program. Acquires the necessary quantity and grade of materials to be used for road maintenance activities in compliance with department purchasing policies.
7. Performs field reviews of entrance permits and utility permits as assigned.



Position Description

8. In collaboration with the Human Resources Department, assists in resolving personnel issues involving maintenance employees, participates in the hiring of applicants. Disciplines maintenance employees by issuing verbal and written reprimands. Recommends the suspension and discharge of maintenance employees.
 9. Answers questions and take complaints from the general public. Communicates with the public on various departmental matters.
 10. Represents the department at various meetings, seminars, and conferences.
 11. Adheres to collective bargaining agreements, county policies and procedures, and applicable laws, including timely/accurate reporting and consistent/uniform administration of EEO, FLSA, FMLA, ADA, Workers' Compensation and Return to Work programs, in close collaboration with the Human Resources Department. Completes departmental new hire orientations promptly and staff performance appraisals in accordance with county policy.
 12. May serve on the Safety Committee as assigned.
- Performs other related duties as assigned or apparent.

Minimum Qualifications

High school diploma or general education degree (GED), plus two or more years experience in a supervisory capacity in roadway maintenance or construction; or an equivalent combination of education and experience.

A Class A commercial driver's license is preferred, but not required. Required to obtain Class A CDL upon request by the employer

Employment reference checks, a criminal background check, pre-employment physical and drug test (with Class A CDL) will be performed as part of the pre-employment process.

With a Class A CDL, this position is subject to drug and alcohol testing pursuant to the federal Omnibus Transportation Employee Testing Act which requires that all employees whose job duties include operating a commercial motor vehicle (CMV) and who are required to hold a commercial driver's license (CDL) shall be subject to testing.

Must be willing to work flexible hours and weekends as needed.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. County and departmental policies, procedures, and practices to safely and effectively accomplish the needs of the department.
2. Materials, methods, and techniques commonly used in highway maintenance and repair activities.
3. Occupational hazards involved and the safety precautions necessary to safely conduct work.
4. Forces of nature that affect road conditions and proper procedures to ensure safe use of roads under unusual conditions.



Position Description

5. Correct usage of construction equipment and tools used for the maintenance and construction of roads and bridges.
6. Materials safety data (MSDS) information and the necessary precautions of materials handled.
7. Safety procedures and rules.

Skill in:

1. Communication and interpersonal skills as applied to interaction with staff and the general public sufficient to exchange or convey information and to receive work direction.
2. Organizing, prioritizing, delegating, and supervising work.
3. Operating heavy road equipment.
4. Operating survey equipment.

Ability to:

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat co-workers, supervisor, and subordinates with respect, honesty, and consideration.
2. Maintain confidentiality regarding personnel matters.
3. Plan, assign, evaluate, discipline, and motivate diverse highway maintenance personnel in a manner conducive to high morale efficiency.
4. Determine precedents and practices.
5. Use resourcefulness and tact in solving new problems.
6. Comprehend and follow complex oral and written instructions and to work from sketches and plans.
7. Exercise independent judgment, initiative, and discretion in developing work methods and operating procedures in order to implement departmental activities and policies.
8. Remain prepared for road maintenance emergencies.
9. Establish and maintain effective working relationships with other employees, subordinates, county officials, contractors, property owners, other government agencies, and the general public.

Language Skills

High Skills – Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public.

Mathematical Skills

Intermediate Skills - Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume.

Reasoning Skills

High Skills – Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.



Position Description

Computer Skills

To perform this job successfully, an individual should be proficient at using the following software.

County Payroll Software, E-time, Webfusion, Microsoft Word, Excel, Outlook, and Internet.

Ability to Travel

Frequent travel required throughout the county, an estimated 30,000 miles per year.

Competencies

To perform the job successfully, an individual should consistently demonstrate the following competencies (definitions attached or available upon request):

Ethics, attendance/punctuality, safety and security, dependability, design, problem solving, project management, technical skills, customer service, interpersonal skills, oral communication, written communication, teamwork, delegation, leadership, managing people, quality management, business acumen, cost consciousness, diversity, organizational support, judgment, motivation, planning/organizing, professionalism, quality, quantity, adaptability, initiative, strategic thinking, visionary leadership, innovation, flexibility, and crisis management.

Work Environment

The noise level in the work environment is usually loud.

Working conditions will be dirty and hazardous at times, including exposure to hazardous chemicals, traffic control, construction equipment operations, excessive noise, overhead and underground utility lines, and adverse weather conditions. Duties beyond regular working schedule require an "on call" status.

This position requires a considerable amount of time beyond 40 hours per week to deal with the ever changing effects that nature has on a roadway system especially in the winter months. Incumbent must be self-motivated to perform this job to the level required. Incumbent is the person making the decisions when, where and how the department is going to react to all weather-related conditions that affect the roadways.

Equipment and Tools

Computer, copier, fax, telephone, printer, calculator, power tools, hand tools, surveying equipment, laser levels, measuring and metering devices, county-owned vehicles, and personal vehicle (requires proof of insurance on file).

Physical Activities/Requirements

Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, use of fingers, grasping, feeling, hearing, seeing, and repetitive motions. Must have the ability to lift and/or carry up to 70 pounds.



Position Description

While performing the duties of this job, the employee performs heavy work, exerting up to 70 pounds of force occasionally, and/or up to 50 pounds of force frequently, and/or up to 20 pounds of force constantly to move objects.

Working safely is a condition of employment. Aitkin County is a drug-free workplace.

Disclaimer

The above statements are intended to describe the general nature and level of the work being performed by employees assigned to this job classification. This is not an exhaustive list of all duties and responsibilities. Aitkin County reserves the right to amend and change responsibilities to meet organizational needs as necessary. This job description does not constitute an employment agreement between the employer and employee.

Reasonable Accommodation Notice

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

7/30/2019 - draft

Our Vision: *We strive to be a county of safe, vibrant communities that place value on good stewardship of local resources.*

Our Mission: *Aitkin County's mission is to provide outstanding service in a fiscally responsible manner through innovation and collaboration with respect for all.*

Our Core Values: *Collaboration, Innovation, Integrity, People-Focused, Professionalism*



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: 8-27-19

Title of Item: 2020 Budget Presentation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 40 minutes
Summary of Issue: Attached are the detailed budget sheets for the proposed Highway Department Budget including the Operations, Capital Equipment/Facilities, and Capital Infrastructure Budgets. Note that the five-year capital equipment and facilities program is included as part of the Capital Equipment/Facilities budget and the 5-year capital road construction program is included as part of the Capital Infrastructure Budget. The budget will be summarized by a brief presentation.		
Alternatives, Options, Effects on Others/Comments: NA		
Recommended Action/Motion: Discussion only, for future action.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

2020 Highway Department Budget Summary

Revenue:	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
Operating	\$ 4,504,695	\$ 4,441,372	\$ 4,563,099	\$ 2,008,926	\$ 4,769,697
Capital Equipment/Facilities	\$ 555,200	\$ 571,600	\$ 605,000	\$ -	\$ 616,400
Capital Infrastructure	\$ 3,748,789	\$ 3,112,769	\$ 4,395,000	\$ 1,405,695	\$ 4,327,700
Total:	\$ 8,808,684	\$ 8,125,741	\$ 9,563,099	\$ 3,414,621	\$ 9,713,797
Expenditures:					
Operating	\$ 4,050,886	\$ 4,013,396	\$ 4,563,099	\$ 2,308,809	\$ 4,769,697
Capital Equipment/Facilities	\$ 126,816	\$ 371,948	\$ 605,000	\$ 660,654	\$ 616,400
Capital Infrastructure	\$ 5,255,463	\$ 6,031,144	\$ 4,395,000	\$ 677,945	\$ 4,327,700
Total:	\$ 9,433,165	\$ 10,416,488	\$ 9,563,099	\$ 3,647,408	\$ 9,713,797

2020 Highway Department Budget Levy Revenue Summary

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
Operating	\$ 1,384,570	\$ 1,415,624	\$ 1,236,169	\$ 148,348	\$ 1,361,467
Capital Equipment/Facilities	\$ 555,200	\$ 571,600	\$ 605,000	\$ 605,000	\$ 616,400
Capital Infrastructure	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
Total:	\$ 2,539,770	\$ 2,587,224	\$ 2,441,169	\$ 1,353,348	\$ 2,577,867
% Increase Over Previous Year's Budget:					5.60%

Highway Department Operations Budget Fund 003

Revenue:

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
5001 Taxes, Aids, etc.	1,384,960	1,415,624	1,236,169	148,348	1,361,467
5227 Twp Road Allotment Gas Tax	378,264	442,343	452,000	471,541	495,000
5330 State Grants - Disaster Funds	162,519	-	-	-	-
5425 Federal Grants - FEMA	-	-	-	114,348	-
5430 Federal FHWA - ER Funds	-	-	-	-	-
5840 Misc. Refunds and Reimbursements	54,979	71,442	40,000	762	40,000
5846 State-aid: Town Bridge Funds	32,706	-	-	-	20,000
5848 County Bridge Bonding	-	-	-	-	-
5850 State-aid: Regular Construction Funds	120,522	11,596	90,000	135,545	90,000
5851 State-aid: Municipal Construction Funds	-	-	10,000	-	10,000
5852 State-aid: Regular Maintenance Funds	1,840,288	1,972,469	1,970,000	995,421	2,079,800
5853 State-aid: Municipal Maintenance Funds	107,725	127,242	130,000	58,381	120,000
5854 Township/City/Public Drainage Ditch Receipts	347,125	340,354	269,500	38,803	335,000
5855 Individual Receipts	14,466	43,276	11,430	15,043	13,430
5857 Culverts (Individual) Receipts	4,488	1,729	2,000	5,620	2,000
5866 Auction Receipts	4,946	3,769	2,000	-	3,000
5881 Wetland Bank Credits	51,708	11,528	-	25,116	-
5949 Transfer from Fund Balance	-	-	350,000	-	200,000
Total Revenue:	\$ 4,504,695	\$ 4,441,372	\$ 4,563,099	\$ 2,008,926	\$ 4,769,697

Highway Department Operations Budget Fund 003

Department 301 (Administration) Expenditures:

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
6101 Salaries, Full Time	340,123	349,453	342,407	172,951	357,994
6102 Salaries, Part Time	-	-	-	-	
6108 Meals Reimbursed	142	64	200	33	150
6109 Overtime	-	-	-	-	
6124 Medicare - Employer (1.45%)	4,602	4,791	4,965	2,352	5,191
6148 Employer Deductible Contribution- H.S.A.	12,209	12,379	12,040	6,190	12,040
6150 Health Insurance - Employer	46,136	47,570	48,621	24,257	51,426
6152 Life Insurance - Employer	215	215	294	162	317
6154 Long Term Disability - Employer	744	692	669	324	739
6159 PERA - Employer	23,805	24,554	24,755	12,509	25,924
6165 FICA - Employer (6.2%)	19,439	20,182	21,229	10,055	22,196
6205 Postage	796	1,796	1,000	648	1,200
6234 Background Checks	-	-	-	-	
6240 Dues	2,960	3,010	3,050	3,060	3,070
6241 Registration Fees/Prof. Serv./Printing	1,764	1,716	1,500	1,137	1,500
6296 Meeting Expenses	1,643	3,557	2,000	1,236	2,000
6300 Service Contracts	12,183	9,965	13,490	3,861	13,790
6352 Insurance	12,854	46,737	49,129	51,324	52,800
6353 Workers Compensation Insurance	5,241	4,722	5,113	5,114	5,250
6400 Supplies and Materials	4,774	5,481	5,000	2,251	5,000
Total Administration Expenditures:	\$ 489,631	\$ 536,884	\$ 535,462	\$ 297,461	\$ 560,587

Highway Department Operations Budget Fund 003

Department 302 (Engineering) Expenditures:

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
6101 Salaries	255,159	272,451	325,420	164,736	389,715
6102 Salaries, Part Time	6,640	7,181	7,457	-	-
6108 Meals Reimbursed	31	84	100	36	100
6109 Overtime	30,240	37,949	42,903	4,372	47,962
6124 Medicare - Employer (1.45%)	4,117	4,470	5,448	2,372	6,347
6148 Employer Deductible Contribution- H.S.A.	2,260	2,260	2,260	1,130	2,260
6150 Health Insurance - Employer	53,689	55,661	73,052	33,968	73,443
6152 Life Insurance - Employer	216	247	379	237	503
6154 Long Term Disability - Employer	168	155	521	95	1,072
6159 PERA - Employer	21,283	23,104	27,626	12,681	32,269
6165 FICA - Employer (6.2%)	17,606	19,112	23,298	10,144	27,135
6296 Meeting Expense/Physicals	363	4,951	2,500	5,320	5,000
6353 Workers Compensation Insurance	2,038	2,613	2,452	2,452	2,550
6411 Safety Footwear	269	278	725	130	725
6449 Engineering Supplies	2,831	8,497	6,000	3,358	6,000
6820 Health Insurance Fund	-	-	-	-	-
Total Engineering Expenditures:	\$ 396,910	\$ 439,013	\$ 520,141	\$ 241,032	\$ 595,081

Highway Department Operations Budget Fund 003

Department 303 (Road Maintenance) Expenditures:

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
6101 Salaries, Full Time	941,805	924,350	977,957	480,998	1,049,470
6102 Salaries, Part Time	-	18,763	30,547	1,174	
6108 Meals Reimbursed	-	-	100	3	
6109 Overtime	34,772	44,080	49,900	37,424	52,562
6124 Medicare - Employer (1.45%)	13,749	13,783	15,350	7,275	15,979
6148 Employer Deductible Contribution- H.S.A.	5,248	2,260	2,260	1,130	2,260
6150 Health Insurance - Employer	225,842	241,561	246,212	118,668	259,923
6152 Life Insurance - Employer	975	970	1,384	705	1,585
6154 Long Term Disability - Employer	319	261	2,127	173	2,836
6159 PERA - Employer	71,760	71,657	77,087	38,356	81,126
6165 FICA - Employer (6.2%)	58,790	58,935	65,622	31,106	68,328
6254 Utilities	49,996	51,260	55,000	26,636	55,000
6296 Meeting Expense/Physicals	2,244	2,936	2,000	1,889	2,000
6297 Shop Fuel	14,722	21,137	17,000	19,794	20,000
6298 Shop Maintenance and supplies	50,837	53,477	54,000	18,600	54,000
6352 Insurance	4,758	4,470	5,297	5,297	5,450
6353 Workers Compensation Insurance	60,691	56,469	48,441	48,441	49,900
6411 Safety Footwear	1,820	2,028	2,465	833	2,465
6513 Motor Fuel and Lubricants	200,419	207,268	222,400	108,771	226,480
6514 Pavement Striping	49,301	60,269	46,355	-	52,265
6515 Culverts	36,470	41,339	30,000	52,729	37,000
6516 Signs and Posts	7,384	9,021	12,000	9,599	15,000
6517 Asphalt, Crack Sealant, Etc	25,857	1,380	30,000	36,583	54,000
6518 De-icing Salt	117,883	69,914	96,260	50,998	144,400
6519 Gravel & Royalty	198,107	26,642	130,000	-	120,000
6520 Calcium Chloride	244,915	198,819	196,488	-	240,000
6521 Other Maintenance Supplies/Services(Road only)	26,602	57,313	355,000	23,049	225,000
6524 Sand for Salt Mixture	19,121	17,557	30,000	-	25,000
6590 Repair and Maintenance of Equipment	285,382	293,533	225,000	147,075	225,000
6820 Approach Deposit Refund	-	-	-	-	
6825 Municipal Maintenance Agreements	36,314	43,705	32,000	31,472	32,000
6830 Twp Road Allotment Gas Tax	378,264	442,343	452,000	471,541	495,000
Total Road Maintenance Expenditures:	\$ 3,164,345	\$ 3,037,499	\$ 3,510,252	\$ 1,770,316	\$ 3,614,029
Grand Total Operations Expenditures:	\$ 4,050,886	\$ 4,013,396	\$ 4,565,855	\$ 2,308,809	\$ 4,769,697

Highway Department Capital Equipment and Facilities Budget Fund 308

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
Revenue:					
5001 Taxes, Aids, etc.	555,200	571,600	605,000	605,000	616,400
5840 Miscellaneous Receipts	-	-	-	-	
Total Revenue:	\$ 555,200	\$ 571,600	\$ 605,000	\$ 605,000	\$ 616,400
Expenditures:					
6600 Capital Outlay - Facilities	20,938	-	110,000	8,216	100,000
6600 Capital Outlay - Equipment	105,878	371,948	495,000	652,438	516,400
Total Expenditures:	\$ 126,816	\$ 371,948	\$ 605,000	\$ 660,654	\$ 616,400

ADMIN

Atkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE	PROJ. LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
		AQ. COST									
Unit #621 Office Desks - Acct & Office Assistant		11/30/94 \$ 2,754.09	20								
Unit #631 Office Furniture - Engineer		03/06/00 \$ 3,031.74	10								
Unit #632 Office Furniture - Asst Engineer		03/06/00 \$ 2,323.78	10								
Unit #633 Office Furniture - ROW/Permit Agent		03/06/00 \$ 2,126.53	10								
Unit #635 Conference Room Furniture		02/02/01 \$ 2,642.74	10								
Unit #637 Office Furniture - Surveyor		1/31/2003 \$ 1,385.64	10								
Unit #644 Computer - Maintenance Foremen		08/21/15 \$ 905.00	4								
Unit #646 NEC Projector		11/27/2007 \$ 1,261.73	0								
Unit #648 Engineer Tech Desks/Chairs		5/22/2008 \$ 2,896.81	5								
Unit #652 (John) Laptop Thinkpad W500- Engineer		12/28/17 \$ 2,089.07	4								
Unit #653 (Carol) Office Assistant Computer		11/13/2014 \$ 905.00	4					1,300	1,300		\$1.4k in 2018
Unit #657 (John) Engineer Computer		7/2/2018 \$ 1,376.00	4				1,300		1,300		\$1.4k in 2017
Unit #658 (Sarah) Accountant Computer		12/7/2016 \$ 910.00	4		1,200				1,200		
Unit #659 (Conrad) ROW/Permit Agent Computer		12/7/2016 \$ 1,288.00	4		1,200				1,200		
Unit #660 (Mike) Asst. Engineer Computer		12/07/16 \$ 1,286.00	4		1,200				1,200		
Unit #785 NewRoads ACS Software		10/1/2013 \$ 9,084.38	30								
Assistant Maint Supervisor Computer			5	1,200					1,200		
Total:				\$ 1,200	\$ 3,600	\$ -	\$ 1,300	\$ 1,300	\$ 7,400	R&B levy	

ATV

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			TOTAL
Unit #13 2011 Polaris 500 Ranger ATV	4XARH50A6BB070008 1,916 miles	4/15/2011 \$ 9,894.94	08								
Unit #720: 1998 Polaris ATV	4XAACH2A2WB052100 1,941 miles	05/13/98 \$ 4,897.94	8								
Total:				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	R&B levy	

BELLY DUMPS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			TOTAL
Unit #499 Red River Belly Dump	1R9BD423XS1051056 151,840 miles	05/04/95 \$ 26,417.80	20				70,000		70,000		tractor & belly dump trailer
Unit #500: Ranco Belly Dump	1R9BSE608PL008911 250,058 miles	01/14/94 \$ 28,235.00	20	70,000					70,000		tractor & belly dump trailer
Unit #501: Red River Belly Dump	4ZYBD42311000233 119,691 miles	05/22/01 \$ 28,462.32	20								
Total:				\$ 70,000	\$ -	\$ -	\$ 70,000	\$ -	\$ 140,000	R&B levy	

CONST
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE						5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
				2020	2021	2022	2023	2024			
Unit #435: (Drill Rig) 1986 Ford Pickup	1FTEF26N9GP886481 135.102 miles	02/20/96 \$ 5,872.50	05							-	
Unit #709: Pin Finder Locator FT150	45B9086F	01/01/89 \$ 500.00	10							-	
Unit #711: Concrete Air Tester	P116	04/07/95 \$ 575.18	20							-	
Unit #718: Laser Level	14165	06/06/97 \$ 2,337.68	10							-	
Unit #726: Course Sieve Shaker		06/19/01 \$ 3,522.26	5							-	
Unit #727 Digital Scale		03/27/02 \$ 1,452.00	5							-	
Unit #731 One Office DataBase/Egram		9/2/2005 \$ 15,763.93	10							-	
Unit #738 HP Laserjet 5200 DTN Printer		11/27/2012 \$ 2,396.00	8							-	
Unit #739 Autocad Civil 3D 2017		1/12/2017 \$ 41,224.62	5							-	
Unit #740 Trimble Survey Equipment 2019	5834F00202	5/28/2019 \$ 67,863.01	8							-	
Unit #769 Toughbooks #1		9/21/2011 \$ 1,757.03	5							-	\$1,400 in 2017
Unit #772 IPAD - Sign Truck		9/2/2015 \$ 930.97	4	1,200					1,200		
Unit 776 Extra Engineer Station Computer		5/13/2009 \$ 1,039.44	4								
Unit #777 Nikon Auto Level		6/3/2009 \$ 1,050.94	1							-	
Unit #778 E-TimeCard		12/24/2009 \$ 9,570.00								-	
Unit #783 Surveyor Computer		10/31/2012 \$ 1,432.96	4								
Unit #784 Engineer Tech Computer #5		4/14/2013 \$ 1,159.59	4							-	\$1.4K in 2018
Unit #786 Eng. Tech Desktop Computers - 4		1/1/2018 \$ 6,664.36	4				7,000		7,000		
Unit #787 Eng. Tech Laptop's - 4		1/1/2018 \$ 7,210.80	4					7,000	7,000		
Total:				\$ 1,200	\$ -	\$ -	\$ 7,000	\$ 7,000	\$ 15,200	R&B levy	

DUMP TRUCKS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ DATE AQ COST	PROJ. LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #126: (Swatara - Florian) 2000 Ford Single Axle	2FZHJBBYAB12881 102,647 miles	10/22/99 \$ 89,105.34	08		195,000				195,000		acquire in 2021
Unit #127: (Spare) 2000 Ford Single Axle	2FZHJBBYAB12882 111,720 miles	10/22/99 \$ 93,834.69	08						-		Keep as spare.
Unit #128: (Palisade - Greg) 2001 Sterling LT9511	2FZHAZAS31AJ37253 285,862 miles	04/17/01 \$ 110,632.06	08		95,000	105,000			200,000		acquire in 2021
Unit #131: (McGrath - Ben) 2001 Sterling LT9511	2FZHAZAS91AJ37256 199,217 miles	04/17/01 \$ 109,972.80	08			200,000			200,000		acquire in 2021
Unit #135: (Aitkin - Josh) 2012 International Tandem	1HTGRSJT1CJ634654 137,466 miles	2/13/2012 \$ 180,115.33	8						-		acquire in 2024
Unit #136: (Aitkin - Randy) 2012 International Tandem	1HTGRSJT1CJ634655 140,466 miles	2/13/2012 \$ 180,115.32	8					210,000	210,000		acquire in 2024
Unit 137 (Scott - McGregor) 2012 International Tandem	1HTGRSJT1CJ634656 99,832 miles	2/13/2012 \$ 181,526.21	8					210,000	210,000		acquire in 2024
Unit 138 (Aitkin - Al) 2012 International Tandem	1HTGRSJT1CJ634657 117,186 miles	2/13/2012 \$ 181,837.07	8						-		acquire in 2024
Unit 139 (McGregor - Ben) 2016 Mack GU 713	1M2AX09C5GM031563 52,969 miles	11/25/2015 \$ 182,454.37	8						-		
Unit 140 (Palisade - Gary) 2016 Mack GU 713	1M2AX09C7GM031564 39,323 miles	11/25/2015 \$ 182,454.37	8						-		
Unit 141 (McGrath - Randy) 2016 Mack GU 713	1M2AX09C9GM031565 42,987 miles	11/25/2015 \$ 182,454.37	8						-		
Unit 142 (Jacobson) 2010 Mack GU812 Single Axle	1M2AX11C0AM001296 92,912 miles	10/30/2018 \$ 93,234.00	8						-		
Unit 143 (Palisade - Don) 2019 Mack GR64F	1M2GR3C1KM011697 2,290 miles	5/2/2019 \$ 192,262.32	8						-		
Unit 144 (Aitkin - Rick) 2020 Mack GR64F	1M2GR3GC1LM011698 1,663 miles	5/2/2019 \$ 192,262.32	8						-		
Unit 145 (McGregor - Dave) 2019 Mack GR64F	1M2GR3GC5KM011699 2,254 miles	5/2/2019 \$ 192,262.32	8						-		
Total:				\$ -	\$ 290,000	\$ 305,000	\$ -	\$ 420,000	\$ 1,015,000	R&B levy	

LOADERS

Aitkin County Highway Department

DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #010 Case 1840 Skidsteer	JAF 0046781 1,847 hours	06/30/91 \$ 14,320.00	5								
Unit #020 Bobcat Skidsteer	519025062 1,731 hours	8/21/2009 \$12,500	6								
Unit #366: John Deere Tractor-Loader	4S6575 7,625 hours	06/01/85 \$ 27,895.00	07								
Unit #371 (Aitkin) John Deere 624J Loader	DW624J2620150 2,865 hours	5/15/2008 \$ 102,623.40	10								
Unit #386: (Swatara) JD 410E Wheel Loader Backhoe	T0410EX885689 258 hours	11/21/2013 \$ 30,459.38	10								
Unit #389: (Jacobson) Ford Loader/Backhoe	A428046 3,293 hours	11/01/94 \$ 49,456.05	10			50,000			50,000		
Unit #391: (Palisade) Cat 938F Loader	1KM02373 5,117 hours	06/09/97 \$ 121,976.00	10		140,000				140,000		
Unit #397 (McGrath) John Deere Loader/Backhoe	T0310SG927807 2,587 hours	12/22/2003 \$ 45,382.85	12								
Unit #398 (McGregor) John Deere 624J Loader	DW624JZ591593 2,671 hours	4/8/2004 \$ 114,444.90	12								
Total:				\$ -	\$ 140,000	\$ 50,000	\$ -	\$ -	\$ 190,000	R&B levy	

MAINT

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE						5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
				2020	2021	2022	2023	2024			
Unit #016 Stow VPC60E Plate Compactor	9301000	10/01/83 \$ 1,618.80	08							-	
Unit #018 Graco Pavement Marker	3003	06/17/94 \$ 6,704.18	08							-	
Unit #019 Roscoe SweepPro	4820-44017 2,041 hours	3/21/2006 \$ 30,625.14	10			70,000			70,000		
Unit #041 2014 Cimline 230DH Gen IV Melter	752 hours	3/26/2015 \$ 36,495.00	5							-	
Unit #042 Ingersoll Rand Compressor	327329UBM288 1,121 hours	02/26/02 \$ 11,762.93	5							-	
Unit #43 Pavement Compactor CATCB24	24001325 486 hours	10/15/2012 \$ 27,787.50	10							-	
Unit #048 Hydro Tek Steamer	201400566	3/13/2014 \$ 6,478.90	08							-	
Unit #50 STEPP Pothole Patch Trailer	4S9PH15Y1ES127059 752 hours	5/29/2014 \$ 15,572.00	8							-	
Unit #066 Honda Water Pump		8/15/2003 \$ 2,628.51	5		4,000				4,000		
Unit #067 Puil-type Pneumatic Roller	190604	11/15/2004 \$ 11,162.50	5							-	
Unit #096 All American Disk	105DH	12/11/95 \$ 4,473.00	07							-	
Unit #098 Ford Tandem Wheel Disc		07/25/88 \$ 1,600.00	04							-	
Unit #300 PT100G Terex Track Brush Machine	ASVPT100LDWF00338 1,570 hours	6/27/2011 \$ 71,832.83	10				80,000		80,000		
Unit #304 Ulrich Shoulder Mach		06/30/86 \$ 6,000.00	10	20,000					20,000		\$10k in 2017, \$15k in 2019
Unit #369 Self-propelled Steel Drum Roller	3TM01311 2,053 hours	11/16/2004 \$ 43,665.00	5							-	
Unit #370 Cat 312 Excavator	CBA04594 7,083 hours	1/22/2008 \$ 119,667.30	10	110,000					110,000		
Unit #399 Caterpillar D5NLGP Dozer	ADK01236 3,148 hours	12/29/2004 \$ 107,649.54	12							-	
Unit #498 Water Tanker Trailer	OMA102901	6/11/2003 \$ 2,500.00	2		5,000				5,000		Replace with dump box tank 2021
Total:				\$ 130,000	\$ 9,000	\$ 70,000	\$ 80,000	\$	\$ 289,000	R&B levy	

MOTOR GRADERS
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			TOTAL
Unit 200 (McGregor) Caterpillar 120M Motor Grader	CAT0120MJD9W00208 4,295 hours	2/28/2013 \$ 193,743.00	15		30,000				30,000		Add wing
Unit 201 (McGrath - Randy) Caterpillar 120M Motor Grader	CAT0120MPD9W00206 3,122 hours	2/28/2013 \$ 193,743.00	15								
Unit 205: (Swatara) 2016 John Deere 670GP	1DW670GPCGF678041 1,198 hours	11/17/2016 \$ 208,090.00	15								
Unit #206: (McGrath-Ben) 2016 John Deere 670GP	1DW670GPAGF678048 1,602 hours	11/17/2016 \$ 208,090.00	15								
Unit #209: (Spare) Cat 140G Motor Grader	72V9886:Rebuilt'99 17,858 hours	06/15/87 \$ 151,794.91	5								Trade in with Unit #212 in 2020
Unit #211: (Jacobson) Cat 140G Motor Grader	72V11844: Rebuilt '06 15,150 hours	04/19/89 \$ 118,166.00	7				230,000		230,000		
Unit #212: (Aitkin) Cat 140G Motor Grader	72V11903:Rebuilt '04 21,140 hours	04/19/89 \$ 126,506.00	7	220,000					220,000		Acquire with wing.
Unit #213: (Palisade) CAT 120M2 Motor Grader	CAT0120MKM9C01011 323 hours	11/27/2018 \$ 207,780.00	7								
Total:				\$ 220,000	\$ 30,000	\$ -	\$ 230,000	\$ -	\$ 480,000	R&B levy	

PICKUPS
Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR TOTAL					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			
Unit #440: (Mower) 1999 Ford Pickup	1FTSF30S7XEE77886 233,375 miles	06/24/99 \$ 27,307.66	05								
Unit #448 (former eng. maint) 2004 Ford F-150 4x4	2FTRF18W04CA57284 118,898 miles	9/9/2004 \$ 18,264.12	5	24,000					24,000		
Unit #453 (Maint.) (w/tn lift) 2008 Ford F-250	1FTNF215X8ED 108,785 miles	1/2/2008 \$ 21,153.03	5				30,000		30,000		
Unit #454 (Randy) 2008 Ford F-150	1FTRX14W58FC 100,410 miles	5/13/2008 \$ 20,588.85	5			26,000			26,000		
Unit #456 (Maint.) 2008 Ford F-350 Flatbed	1FDWF36Y88EE41635 62,198 miles	8/21/2008 \$ 25,893.33	5				30,000		30,000		Replace w/Crew Cab
Unit #458 (McGregor) 2010 Ford F150 CrewCab	1FTW1E82AFC37178 89,220 miles	5/21/2010 \$ 26,065.86	5				26,000		26,000		
Unit #459 (Tech) 2010 Ford F150	1FTEX1E81AKE10754 46,485 miles	5/14/2010 \$ 23,704.75	5								
Unit #460 (Survey) 2011 Ford F350 SD	1FD8W3B66BEA79874 95,941 miles	8/4/2010 \$ 39,336.40	5					45,000	45,000		
Unit #462 (Swatara) 2012 Chevy 4DR Ext.	1GC2KXC3CZ177243 191,362 miles	12/19/2011 \$ 24,912.00	5				16,000		16,000		\$17k shown in 2018 for Unit #457
Unit 464 (Conrad) 2008 Ford F150 Ext Cab	IDRPX12VX8FB81383 47,770 miles	8/4/2012 \$ 12,000.00	5					26,000	26,000		
Unit# 465 (Mechanic) 2012 Chevy Mechanic Truck	1GB3KZCG1CF120836 134,429 miles	10/15/2012 \$ 55,726.00	5	35,000	23,000				58,000		consider diesel
Unit #466 (Paul K) 2014 Ford F-150	1FTEX1EM3EKE13609 31,014 miles	04/10/2014 \$ 25,362.88	8								
Unit #467 (Quale) 2007 Ford F-150 4x4 Styleside	1FTPW14V37KC86787 121,379 miles	7/6/2015 \$ 16,997.50	5		24,000				24,000		
Unit #468 (McGratn) 2007 Ford F-150	1FTPX14V37KD14388 111,704 miles	10/6/2015 \$ 17,895.95	5				20,000		20,000		
Unit #469: (Jacobson Shop) 2005 Ford F150	1FTRF145X5NA52845 102,926 miles	3/23/2016 \$ 12,795.75	5				20,000		20,000		
Unit #470 (Palisade Shop) 2006 GMC Sierra 150	1GTEK19B26Z186669 104,518 miles	5/26/2016 \$ 16,867.75	5					20,000	20,000		
Unit #471 (Sign Truck) 2017 Ford F-450 Super Duty	1FOUF4GY5HED18824 43,087 miles	5/12/2017 \$ 47,292.13	5								
Unit #472 (Bulch) 2018 Ford F-250 SuperDuty	1FT7X2B63JEC64325 30,232 miles	6/5/2018 \$ 26,631.91	5					30,000	30,000		
Unit #473 (Scott) 2018 Ford F-250 SuperDuty	1FT7X2B61JEC64324 31,032 miles	6/11/2018 \$ 33,554.41	5				30,000		30,000		
Total:				\$ 59,000	\$ 47,000	\$ 26,000	\$ 172,000	\$ 121,000	\$ 425,000	R&B levy	0.00

SHOP

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			TOTAL
Unit #801: Hydraulic Hoist		04/14/94 \$ 5,458.13	10	35,000						35,000	
Unit #802: Airco Welder Outfit	DH911005	01/01/80 \$ 1,758.88	10							-	
Unit #804: (Aitkin) Pressure Washer	118215	01/01/80 \$ 750.49	10							-	
Unit #806: John Deere Snowblower	TY0522A003004	01/11/76 \$ 800.00	10							-	
Unit 807: Sears Portable Generator		03/17/95 \$ 1,124.24	10							-	
Unit #809 Plasma Cutter		1/12/2007 \$ 2,343.00	4							-	
Unit #810 Husqvarna Mower	610 hours	5/27/2009 \$ 4,260.00	4		5,000					5,000	
Unit #811 Husqvarna Chop Saw K760		9/11/2013 \$ 1,916.92	4							-	
Unit #812 AC/DC 225/115 Welder		6/12/2018 \$ 701.87	1							-	
Unit #813 Power Mig 256 Mig Welder		6/12/2018 \$ 2,483.40	1							-	
Total:				35,000	5,000					40,000	

TRACTORS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	5 YEAR					FUNDING SOURCE	COMMENTS	
				2020	2021	2022	2023	2024			TOTAL
Unit #350 (Aitkin) John Deer Tractor/Mower	L06430H520378 6,118 hours	4/19/2007 \$ 75,268.00	10			75,000				75,000	
Unit #351 New Holland Tractor Mower	NT01172M 1,131 hours	10/6/2016 \$ 66,121.56	10							-	
Unit 394: (Palisade) John Deere Tractor/Mower	L06420H392431 6,730 hours	01/29/02 \$ 62,878.12	10							-	\$85k in 2018, \$25k in 2019
Total:				\$ -	\$ -	\$ 75,000.00	\$ -	\$ -	\$ -	\$ 75,000.00	R&B levy

TRAILERS

Aitkin County Highway Department

EQUIPMENT DESCRIPTION	SERIAL # MILEAGE	AQ. DATE AQ. COST	PROJ. LIFE	2020	2021	2022	2023	2024	\$ YEAR TOTAL	FUNDING SOURCE	COMMENTS
Unit #028 (Dozer) Felling Trailer	5FTDA292871027973	6/21/2006 \$ 15,819.88	8						-		
Unit #029 (Skid Loader) Felling Trailer	1F9FS1425M1072074	05/08/91 \$ 9,400.00	08		8,000.0				8,000		
Unit #031 Survey Trailer	4P5671213B2160170	4/1/2011 \$ 1,760.25	08						-		
Unit #032 (McGrath) Felling Trailer	5FTDA242321017075	06/07/01 \$ 11,988.86	08			30,000			30,000		
Unit #033 Homemade Culvert Trailer	DPWMN890722	01/01/90 \$ -	05						-		
Unit #034 (Jacobson) Towmaster Trailer	2471	06/21/88 \$ 10,705.35	08					32,000.0	32,000		
Unit #035 Homemade 6X8 Trailer	DPSMN890723	03/14/86 \$ 100.00	08						-		
Unit #051 (Trackhoe) Towmaster Trailer T-50	4KNFT2431EL162184	05/30/2014 \$ 26,005.96	10						-		
Unit #52 Continental Cargo 6x10 Trailer	5NHUVH019FN079008	4/14/2016 \$ 3,243.93	10						-		
Unit #97 (pipe trailer) Home Made Trailer	DSPMN890724	03/10/89 \$ 694.34	08						-		
Total				\$ -	\$ 8,000.00	\$ 30,000.00	\$ -	\$ 32,000.00	\$ 70,000.00	R&B levy	
Grand Total Capital Equipment:				\$ 516,400	\$ 532,800	\$ 556,000	\$ 560,300	\$ 581,300	\$ 2,746,600		

Aitkin Area Maintenance Facility:

- constructed 1975
- addition constructed in 2000

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Office Renovation/ Addition		100,000	70,000	30,000			200,000		\$465k total budgeted in 2014-2019, 2020 const.
Diesel Fuel Tank Replacement				50,000	50,000		100,000		Installed 1983, Replace 2022
Total:		\$ 100,000	\$ 70,000	\$ 80,000	\$ 50,000	\$ -	\$ 300,000		

Jacobson Area Maintenance Facility

- constructed 1992
- \$106,741 construction cost

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
							-		
Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

McGrath Area Maintenance Facility

- constructed 1973
- \$59,556 construction cost

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Diesel Fuel Tank Replacement						50,000	50,000		Installed 1988, Replace 2026
Total:		\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000		

McGregor Area Maintenance Facility

- constructed 1974
 - \$60,716 construction cost

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Diesel Fuel Tank Replacement							0		Installed 1988, Replace 2026
							0		
Total:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		

Palisade Area Maintenance Facility

- constructed 2004
 - \$390,865 construction cost

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
Cold Storage Building			30000	30000			60,000		
Total:		\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ 60,000		

Swatara Area Maintenance Facility

- constructed 2006
 - \$408,807 construction cost

DESCRIPTION	PROJ LIFE	2020	2021	2022	2023	2024	5 YEAR TOTAL	FUNDING SOURCE	COMMENTS
							-		
							-		
Total:		\$0	\$0	\$0	\$0	\$0	\$0		
Grand Total									
Capital Facilities:		\$100,000	\$100,000	\$110,000	\$50,000	\$50,000	\$410,000		

Highway Department Capital Infrastructure Budget Fund 307

	2017 Actual	2018 Actual	Adopted 2019 Budget	2019 As of 6-30-19	Proposed 2020 Budget
Revenue:					
5001 Taxes, Aids, etc.	600,000	600,000	600,000	600,000	600,000
5840 Misc. Receipts	-	102,750	-	-	-
5841 Federal Transportation Funds	-	810,071	124,000	9,201	-
5842 State Park Funds	-	378,181	-	-	-
5844 State-aid Disaster Funds	-	-	-	-	-
5846 Town Bridge Funds	17,619	91,470	40,000	157,548	245,000
5848 State Bonding Funds	-	-	-	-	-
5849 LRIP (Local Road Improvement Funds)	-	-	-	-	-
5850 State-aid Regular Construction Funds	2,924,199	952,806	3,541,000	630,764	2,779,700
5851 State-aid Municipal Construction Funds	186,972	177,491	20,000	8,182	160,000
5854 Township/City/Private/Other Funds	20,000	-	-	-	30,500
5864 Trunk Highway Turnback	-	-	70,000	-	-
5865 DEED Money	-	-	-	-	-
5947 Transfer from Fund Balance	-	-	-	-	512,500
Total Revenue:	\$ 3,748,789	\$ 3,112,769	\$ 4,395,000	\$ 1,405,695	\$ 4,327,700
Expenditures:					
6230 Printing and Publishing	520	528	1,000	1,133	1,700
6260 Professional Services	71,935	113,142	260,000	24,061	96,000
6262 Contract Payments	4,979,771	5,835,449	3,574,000	408,016	3,813,000
6295 Utility Moves	140,848	-	30,000	-	-
6362 Right of Way	62,389	82,025	50,000	244,734	417,000
6311 Transfer to Fund Balance	-	-	477,244	-	-
Total Expenditures:	\$ 5,255,463	\$ 6,031,144	\$ 4,392,244	\$ 677,945	\$ 4,327,700

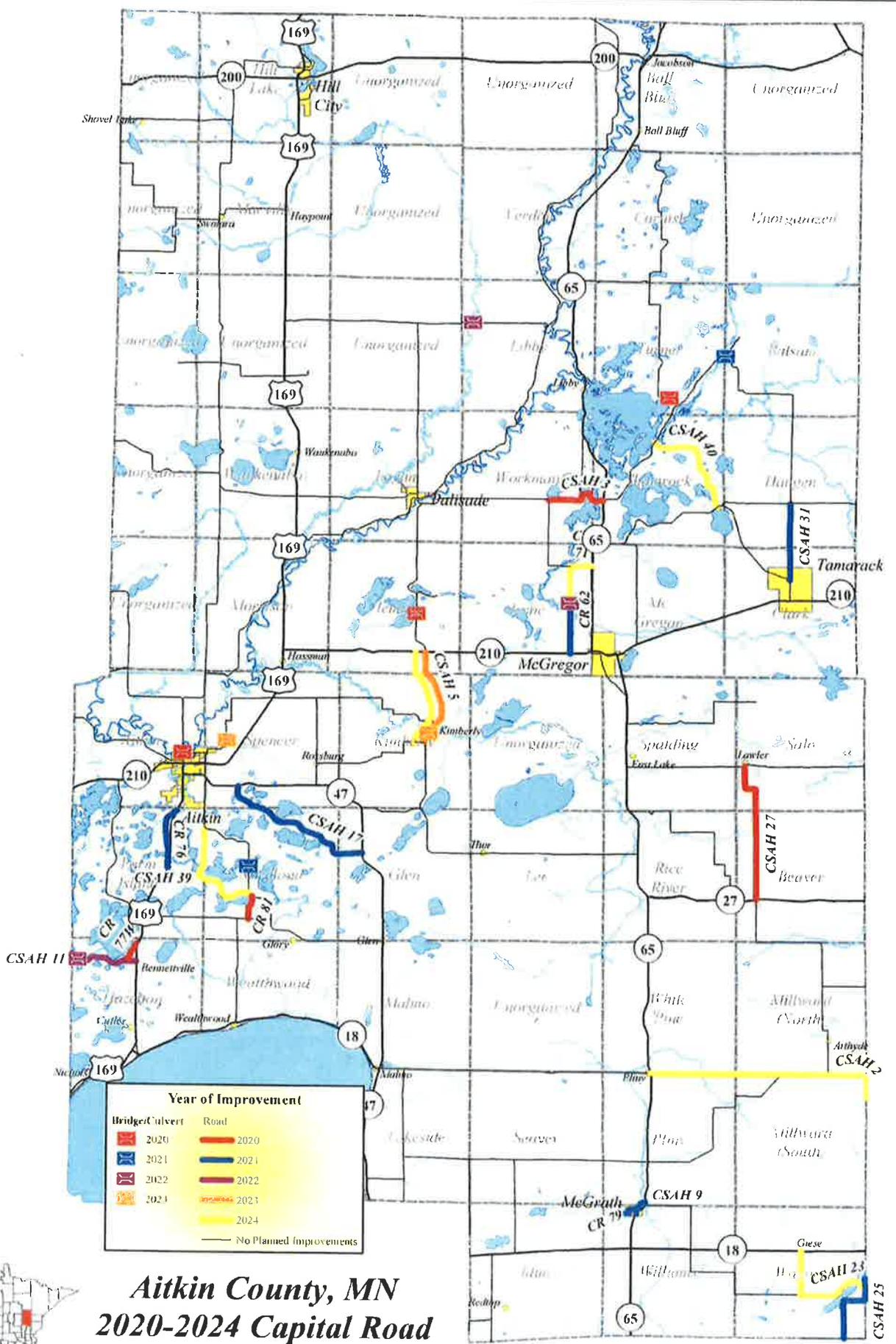
Notes: Revenue line item 5001 based on proposed 2019-2023 Capital Road Improvement Program average per year.

2020 Disbursements						2020 Receipts									Notes
Project	Printing and Publishing	Professional Services	Contract Payments	Utility Moves	Right of Way	Property Tax Revenue	Federal Transportation Funds	State Park Funds	State-aid Disaster Funds	Town Bridge Funds	State Bond Funds	State-aid Regular Construction	State-aid Municipal Construction	Township/City/State/Other Funds	
2019 Projects															
S.A.P. 001-603-019	\$ 100	\$ 10,000	\$ 725,000									\$ 735,100			
S.A.P. 001-610-030	\$ 100	\$ 6,000	\$ 475,000									\$ 481,100			
S.A.P. 001-616-007															\$1,374,200 budgetted previous years
S.A.P. 001-625-001			\$ 100,000		\$ 112,000							\$ 212,000			\$1,553,200 budgetted previous years
S.A.P. 001-641-002			\$ 160,000										\$ 160,000		
C.P. 001-070-001		\$ 2,000	\$ 230,000			\$ 232,000									
S.P. 001-070-005			\$ 8,000									\$ 8,000			\$138,200 budgetted previous years (072-
S.P. 001-070-006															\$128,200 budgetted previous years
2020 Projects															
S.A.P. 001-601-021	\$ 300	\$ 20,000	\$ 400,000									\$ 420,300			
S.A.P. 001-603-018		\$ 20,000	\$ 500,000		\$ 125,000							\$ 645,000			\$2,960,200 budgetted previous years
S.A.P. 001-605-013		\$ 4,000	\$ 10,000									\$ 14,000			\$169,200 budgetted previous years
S.A.P. 001-636-004	\$ 200	\$ 4,000	\$ 60,000									\$ 64,200			
C.P. 001-027-001	\$ 200		\$ 800,000			\$ 800,200									
CR 77 chipseal	\$ 150		\$ 40,000			\$ 40,150									
CR 81 chipseal	\$ 150		\$ 40,000			\$ 40,150									
S.A.P. 001-599-041	\$ 250	\$ 5,000	\$ 115,000						\$ 105,000					\$ 15,250	
S.A.P. 001-599-042	\$ 250	\$ 5,000	\$ 150,000						\$ 140,000					\$ 15,250	
Future Projects															
S.A.P. 001-605-014		\$ 20,000										\$ 20,000			\$30,000 budgetted previous years
S.A.P. 001-611-003					\$ 175,000							\$ 175,000			\$30,000 budgetted previous years
S.A.P. 001-612-023															\$35,000 budgetted previous years
S.A.P. 001-614-014															\$5,000 budgetted previous years
S.A.P. 001-618-005					\$ 5,000							\$ 5,000			\$35,000 budgetted previous years
S.A.P. 001-598-014															\$35,000 budgetted previous years
S.A.P. 001-598-016															\$35,000 budgetted previous years
C.P. 001-076-001															\$355,000 budgetted previous years
Totals	\$ 1,700	\$ 96,000	\$3,813,000	\$ -	\$417,000	\$ 1,112,500	\$ -	\$ -	\$ -	\$245,000	\$ -	\$ 2,779,700	\$ 160,000	\$ 30,500	

Notes
Total professional service expenditures/revenues for a given project are listed in first anticipated year of the expenditure
Total right of way expenditures/revenues for a given project are listed in first anticipated year of the expenditure
Total contract, utility move, and printing and publishing expenditures/revenue are all listed in anticipated year of contract letting

Proposed 2020 through 2024 Capital Road Improvement Plan

	Length	Location	Pavement Age/RQI	Estimated Construction Cost
2020				
SAP 001-601-021 - CSAH 1 Bridge Rehabilitation	0.1	CSAH 1 over Mississippi River		\$ 400,000
S.A.P. 001-603-018 - CSAH 3 Reconstruction	3.2	6 miles east of CSAH 5 to TH 65	2001/1.7-1.8 ('17)	\$ 3,200,000
S.A.P. 001-605-013 - CSAH 5 Bridge (Culvert) Replacement	0.1	CSAH 5 over Fleming Lake inlet		\$ 179,182
CSAH 36 Culvert Replacement				\$ 60,000
CP 001-027-001 CSAH 27 Gravel Road Improvement	6.6			\$ 800,000
CR 77W Resurfacing (chip seal)	1.04		1999/2.3 ('17)	\$ 40,000
CR 81 Resurfacing (chipseal)	1.05		1999/3.1-3.3('17)	\$ 40,000
			Total:	\$ 4,719,182
2021				
SAP 001-609-004 - CSAH 9 Resurfacing	0.82		2003/2.2-2.4('17)	\$ 130,000
SAP 001-612-023 - CSAH 12 Bridge Replacement	0.2	CSAH 12 over Ripple River		\$ 600,000
SAP 001-614-014 CSAH 14 Bridge Replacement	0.2	CSAH 14 over Savanna River		\$ 370,000
SAP 001-617-004 - CSAH 17 Resurfacing	7.1		1997/3.1 ('17)	\$ 1,200,000
SAP 001-625-002 - CSAH 25 Bituminous Paving	3.3			\$ 1,200,000
SAP 001-631-003 - CSAH 31 Resurfacing	3.53		2002/2.4-2.5('17)	\$ 600,000
CP 001-062-004 - CR 62 Resurfacing	2.64	TH 210 to 435th Street	2002/2.6-2.8('17)	\$ 450,000
CP 001-076-001 - CR 76 Resurfacing/Culvert Replacement	2.82		1999/2.7 ('17)	\$ 700,000
CP 001-079-002 - CR 79 Resurfacing	0.48		2003/2.0-2.1('17)	\$ 80,000
			Total:	\$ 5,330,000
2022				
SP 001-611-003 - CSAH 11 Widening/Resurfacing/Bridge Replacement	3.2		2003/3.1-3.3 ('17)	\$ 3,400,000
SAP 001-618-005 - CSAH 18 Bridge Replacement	0.2	CSAH 18 over Willow River		\$ 975,000
SAP 001-598-014 - CR 62 Bridge Replacement	0.2	CR 62 over Sandy River		\$ 650,000
HSIP Pavement Markings				\$ 230,000
			Total:	\$ 5,255,000
2023				
SAP 001-605-014 - CSAH 5 Reconstruction (Grading and Agg. Base)	4.7	CR 53 to TH 210		\$ 2,500,000
CSAH 5 Bridge Replacement	0.1	CSAH 5 over Rice River		\$ 735,000
SAP 001-598-016 - CR 54 Bridge Replacement	0.5	CR 54 over Sissabagamah Creek		\$ 450,000
			Total:	\$ 3,685,000
2024				
CSAH 2 Resurfacing	10.4	TH 65 to Pine County Line		\$ 800,000
CSAH 5 Bituminous Paving	4.7	CR 53 to TH 210		\$ 1,800,000
CSAH 23 Resurfacing	5.3			\$ 380,000
CSAH 39 Resurfacing	5.1		1999/3.6('17)	\$ 375,000
SAP 001-640-003 - CSAH 40 Resurfacing	4.9		2002/3.0-3.1('17)	\$ 830,000
CR 62 Reconstruction (Grading and Agg. Base)	1.36	435th Street to CR 71		\$ 650,000
CR 71 Reconstruction (Grading and Agg. Base)	1			\$ 475,000
			Total:	\$ 5,310,000
Five Year Total:				\$ 23,586,937



Year of Improvement

Bridge/Culvert	Road
2020	2020
2021	2021
2022	2022
2023	2023
2024	2024
— No Planned Improvements	

Aitkin County, MN 2020-2024 Capital Road Improvement Plan



Map prepared by Aitkin County GIS for graphic display purposes only.
Aitkin County assumes no liability for any errors, omissions or inaccuracies herein contained.

Project Selection Process

Identified improvements fall into one of four construction categories. Those categories, listed in priority order are as follows.

1. Bridge Replacement
2. Pavement Resurfacing/Shoulder Widening
3. Gravel Road Reconstruction to Paved Road Standards
4. Gravel Road Improvement

1. Bridge Replacement

Bridge replacement projects are selected based on calculated sufficiency ratings that are the result of bridge safety inspections conducted on each bridge under the County's jurisdiction. See attached listing of all local highway bridges in Aitkin County.

2. Pavement Resurfacing/Shoulder Widening

Pavement resurfacing projects are selected based on pavement condition data collected on a two-year frequency. See attached listing of Ride Quality Index (RQI) information for all of Aitkin County's paved highway segments.

In addition, observed pavement conditions and the geographical grouping of projects for lower construction prices are factors that determine when a resurfacing project is scheduled.

The specific type of pavement resurfacing project is determined during the design stage of the project based on the project's individual characteristics. Overlay, mill and overlay, reclaim and pave, and cold in-place recycle and pave are included in this construction category.

For segments that have deficient shoulder width, slopes, or culverts, additional work to correct these deficiencies may be added to the resurfacing project.

3. Gravel Road Reconstruction to Paved Road Standards

Projects in this category are programmed on existing gravel roads to reconstruct them as improved, paved highways. Projects are chosen based on a prioritization worksheet that ranks the various gravel road segments based on annual average daily traffic (AADT) count, residence density, functional classification, sight distance deficiencies, improved route system layout, and private land ownership. The resulting priority ratings are updated with each Capital Road Improvement Plan update. See attached priority rating worksheet.

4. Gravel Road Improvement

Projects in this category involve drainage and roadbed improvements on roads that will remain as gravel surfaced roads. Projects constructed under this category are programmed based on observed deficiencies of gravel road segments.

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BR NO	AGENCY BR NO	FACILITY CARRIED	FEATURE CROSSED	REF POINT	MAIN SPAN TYPE	D	C	E	G	U	A	DEF	SUFF	FHWA STATUS				
						E	S	S	H	V	E				C	H	P	
						C	U	L	A	A	O	L	2	P				
						K	P	B	V	N	L	M	R	O				
7367		PEDESTRIAN	RIPPLE RIVER		TIMB BEAM SPAN	3	5	4	N	8	0	0	N	5	N	S.D.	54.0	CLOSED
01503	CSAH 14		SAVANNA RIVER	009+00.220	TIMB SLAB SPAN	6	6	4	N	5	4	6	N	8	8	S.D.	62.7	LOAD POSTEC
L5965	210TH LN		SNAKE RIVER	000+00.210	STEEL BM SPAN	4	6	6	N	6	5	4	N	6	4	S.D.	67.8	LOAD POSTEC
01505	CSAH 18		WILLOW RIVER	008+00.720	TIMB SLAB SPAN	4	4	5	N	6	4	7	N	6	8	S.D.	68.4	LOAD POSTEC
01509	CSAH 5		WILLOW RIVER	021+00.150	TIMB SLAB SPAN	4	4	6	N	5	4	9	N	6	8	S.D.	69.9	LOAD POSTEC
01507	CSAH 12		RIPPLE RIVER	006+00.201	TIMB SLAB SPAN	6	5	4	N	5	4	7	N	8	8	S.D.	71.5	LOAD POSTEC
01510	CR 62		SANDY RIVER	002+00.280	TIMB SLAB SPAN	6	6	4	N	6	4	7	N	8	7	S.D.	71.6	LOAD POSTEC
88100	CSAH 11		RIPPLE RIVER	000+00.380	STEEL PIPE ARCH	N	N	N	5	7	5	N	N	8	8	ADEQ	73.5	OPEN
01502	CSAH 22		WAKEFIELD BROOK	000+00.200	TIMB SLAB SPAN	6	5	5	N	6	5	5	N	8	8	ADEQ	77.1	OPEN
L2357	495TH LN		DITCH	002+00.170	STEEL BM SPAN	7	6	6	N	7	6	7	N	5	3	F.O.	77.9	OPEN
7216	CSAH 2		SNAKE RIVER	011+00.550	TIMB BEAM SPAN	6	6	5	N	6	5	6	N	8	8	ADEQ	78.4	OPEN
94156	CSAH 16		SANDY RIVER TRIB	004+00.706	TIMB BOX CULV	N	N	N	5	6	5	N	N	8	8	ADEQ	79.1	OPEN
94157	CSAH 16		SANDY RIVER	005+00.900	TIMB BOX CULV	N	N	N	5	6	5	N	N	8	8	ADEQ	79.1	OPEN
94154	CSAH 16		SANDY RIVER TRIB	004+00.283	TIMB BOX CULV	N	N	N	5	5	5	N	N	8	8	ADEQ	79.2	OPEN
94155	CSAH 16		RICE LAKE OUTLET	004+00.165	TIMB BOX CULV	N	N	N	5	5	5	N	N	8	8	ADEQ	79.2	OPEN
7215	CSAH 2		STREAM	010+00.700	TIMB BEAM SPAN	6	6	5	N	5	5	6	N	8	8	ADEQ	79.8	OPEN
L5891	150TH PL		SPLIT ROCK RIVER	001+00.952	TIMB SLAB SPAN	6	6	5	N	5	5	6	N	7	4	ADEQ	81.9	OPEN
88102	CSAH 19		MOOSE RIVER	004+00.470	STEEL PIPE CULV	N	N	N	5	6	5	N	N	7	5	ADEQ	82.6	OPEN
L9181	CR 67		WILLOW RIVER	000+00.130	TIMB SLAB SPAN	5	6	5	N	6	5	6	N	4	5	ADEQ	85.0	OPEN
01J10	420TH ST		SANDY RIVER	000+00.007	STEEL PIPE ARCH	N	N	N	6	6	6	N	N	8	2	F.O.	85.3	OPEN
01513	CSAH 29		WILLOW RIVER	013+00.410	TIMB SLAB SPAN	5	5	6	N	7	5	8	N	8	8	ADEQ	85.9	LOAD POSTEC
01508	CSAH 5		RICE RIVER	007+00.230	TIMB SLAB SPAN	5	5	6	N	5	5	7	N	6	7	ADEQ	86.3	LOAD POSTEC
7375	CR 54		SISSABAGAMAH CREEK	002+00.520	TIMB SLAB SPAN	6	6	6	N	6	6	5	N	5	5	ADEQ	86.9	LOAD POSTEC
01J09	155TH PL		SPLIT ROCK R	000+00.172	STEEL PIPE ARCH	N	N	N	7	6	6	N	N	8	5	ADEQ	88.8	OPEN
92918	CR 61		CHESLEY BROOK	010+00.480	PRECST PIPE ARCH	N	N	N	5	5	5	N	N	7	8	ADEQ	89.0	OPEN
01J03	140TH PL		SPLIT ROCK RIVER	000+00.073	STEEL PIPE ARCH	N	N	N	7	6	6	N	N	6	8	ADEQ	89.7	OPEN
01J06	420TH LN		SANDY RIVER (CD #14)	000+00.100	STEEL PIPE ARCH	N	N	N	7	6	6	N	N	8	8	ADEQ	89.8	OPEN
01J13	300TH PL		BORDEN CRK	000+00.044	STEEL PIPE CULV	N	N	N	7	7	6	N	N	6	8	ADEQ	89.8	OPEN
01J34	520 LN		SANDY LAKE	001+00.295	STEEL PIPE CULV	N	N	N	6	7	6	N	N	9	8	ADEQ	89.8	OPEN
95197	265TH LN		RIPPLE RIVER	000+00.230	STEEL PIPE ARCH	N	N	N	6	6	6	N	N	6	6	ADEQ	89.8	OPEN
R0716	FIELD ENTRANCE		DRAINAGE DITCH	011+00.290	STEEL PIPE ARCH	N	N	N	8	6	6	N	N	7	8	ADEQ	89.8	OPEN
R0717	350TH PL		DRAINAGE DITCH	000+00.011	STEEL PIPE ARCH	N	N	N	8	7	6	N	N	7	8	ADEQ	89.8	OPEN
01514	140TH PL		PRAIRIE RIVER	000+00.430	TIMB SLAB SPAN	6	6	7	N	5	6	5	N	8	5	ADEQ	90.0	OPEN
01516	CSAH 23		CHAN BETWEEN TWO LAKES	004+00.990	PRESTR QUAD TEE	7	6	7	N	7	6	7	N	8	8	ADEQ	90.1	OPEN
01512	CSAH 28		RIPPLE RIVER	004+00.440	PRESTR QUAD TEE	7	7	6	N	5	6	6	N	8	8	ADEQ	91.3	OPEN

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BR NO	AGENCY BR NO	FACILITY CARRIED	FEATURE CROSSED	REF POINT	MAIN SPAN TYPE	D	C	E	G	U	A	DEF	SUFF	FHWA STATUS				
						K	P	B	V	N	L				M	R	O	R
01506	CSAH 1		MISSISSIPPI RIVER	000+00.490	PRESTR BM SPAN	5	6	6	N	6	6	N	8	ADEQ	91.9	OPEN		
01522	145TH PL (CEM ENT)		PRAIRIE RIVER	000+00.320	CCONC SLAB SPAN	8	8	7	N	7	7	N	8	ADEQ	91.9	OPEN		
01511	200TH LANE		SNAKE RIVER	000+00.730	TIMB SLAB SPAN	6	6	6	N	5	6	4	N	7	8	ADEQ	93.0	LOAD POSTEC
01525	LONG POINT PL		BIG SANDY LAKE	001+00.300	TIMB SLAB SPAN	7	8	7	N	7	7	8	N	9	6	ADEQ	93.2	OPEN
L4055	2ND AVE SE		RIPPLE RIVER	000+00.360	CONC BOX CULV	N	N	N	6	7	6	N	N	8	5	ADEQ	93.8	OPEN
L5889	350TH PL		WILLOW RIVER	002+00.870	TIMB SLAB SPAN	6	6	6	N	6	6	5	N	8	6	ADEQ	94.0	LOAD POSTEC
01523	205TH LN		SNAKE RIVER	000+00.108	PRESTR BM SPAN	7	8	8	N	6	8	7	N	6	8	ADEQ	94.5	OPEN
01J30	185TH PL		SANDY RIVER	002+00.120	PRECST BOX CULV	N	N	N	7	8	7	N	N	8	6	ADEQ	94.6	OPEN
01J32	340TH LN		RIPPLE RIVER	000+00.250	PRECST BOX CULV	N	N	N	8	7	8	N	N	8	8	ADEQ	94.6	OPEN
01J37	430TH LN		LITTLE WILLOW RIVER	000+00.016	PRECST BOX CULV	N	N	N	8	8	8	N	N	6	7	ADEQ	94.6	OPEN
01J40	500TH LN		DITCH	001+00.360	PRECST BOX CULV	N	N	N	9	7	8	N	N	8	8	ADEQ	94.6	OPEN
01J41	155TH PL		SPLIT ROCK RIVER	000+00.740	PRECST BOX CULV	N	N	N	8	7	8	N	N	7	7	ADEQ	94.6	OPEN
01J42	155TH PL		SPLIT ROCK RIVER	000+00.894	PRECST BOX CULV	N	N	N	8	7	8	N	N	7	7	ADEQ	94.6	OPEN
92699	CSAH 21		DITCH	003+00.310	STEEL PIPE CULV	N	N	N	6	6	6	N	N	8	6	ADEQ	94.8	OPEN
L6445	420TH ST		SANDY RIVER	003+00.452	STEEL PIPE ARCH	N	N	N	6	6	6	N	N	8	8	ADEQ	94.9	OPEN
R0163	230TH PL		STREAM	001+00.200	PRECST PIPE ARCH	N	N	N	7	7	7	N	N	7	8	ADEQ	94.9	OPEN
01J05	532ND LN		STREAM	001+00.360	PRECST PIPE CULV	N	N	N	6	6	6	N	N	8	7	ADEQ	95.0	OPEN
L5932	300TH LN		RICE RIVER	001+00.220	PRECST PIPE ARCH	N	N	N	6	7	6	N	N	8	6	ADEQ	95.0	OPEN
01529	362 LN		RICE RIVER	000+00.695	CCONC SLAB SPAN	8	8	7	N	8	7	6	N	8	8	ADEQ	95.9	OPEN
01011	CSAH 3		CHAN BETWEEN TWO LAKES	025+00.042	PRESTR BM SPAN	7	8	7	N	8	7	7	N	9	4	ADEQ	97.2	OPEN
01515	CR 54		RIPPLE RIVER	000+00.040	PRESTR QUAD TEE	7	7	6	N	7	6	6	N	8	6	ADEQ	97.9	OPEN
01518	CSAH 26		SNAKE RIVER	010+00.880	PRESTR DOUB TEE	7	7	7	N	7	7	9	N	8	8	ADEQ	97.9	OPEN
01517	CSAH 10		WILLOW RIVER	001+00.200	PRESTR DOUB TEE	7	7	7	N	5	7	9	N	6	8	ADEQ	98.0	OPEN
01519	435TH ST		SANDY RIVER	003+00.980	PRESTR BM SPAN	7	7	7	N	8	7	7	N	8	7	ADEQ	98.0	OPEN
01521	CR 56		RICE RIVER	004+00.539	TIMB SLAB SPAN	7	7	7	N	7	7	7	N	6	8	ADEQ	98.0	OPEN
01J15	125 AVE		SPLIT ROCK RIVER	000+00.254	PRECST BOX CULV	N	N	N	8	6	8	N	N	6	8	ADEQ	98.0	OPEN
L5895	4th St		BEAR CREEK	000+00.008	PRECST PIPE ARCH	N	N	N	6	7	6	N	N	7	4	ADEQ	98.0	OPEN
01012	CSAH 3		MISSISSIPPI RIVER	016+00.144	PRESTR BM SPAN	7	7	7	N	6	7	7	N	9	8	ADEQ	98.4	OPEN
01J36	CSAH 32		CO DITCH #13	003+00.025	PRECST BOX CULV	N	N	N	8	7	8	N	N	5	8	ADEQ	98.9	OPEN
01J23	432 LN		BLIND LAKE OUTLET	001+00.300	PRECST BOX CULV	N	N	N	7	7	7	N	N	7	7	ADEQ	99.0	OPEN
01526	CSAH 22		MISS R DIVERSION CHANNEL	001+00.030	PRESTR BM SPAN	7	7	8	N	7	7	7	N	8	8	ADEQ	99.3	OPEN
01530	CSAH 3		BIG WILLOW RIVER	012+00.345	PRESTR BM SPAN	8	7	8	N	8	7	7	N	9	8	ADEQ	99.3	OPEN
93455	CSAH 4		DAM BROOK	003+00.090	PRECST PIPE ARCH	N	N	N	6	7	6	N	N	8	8	ADEQ	99.3	OPEN
01J35	CSAH 3		WHITE ELK BROOK	010+00.284	PRECST BOX CULV	N	N	N	8	8	8	N	N	9	8	ADEQ	99.4	OPEN
01J04	CSAH 39		RIPPLE RIVER	003+00.240	PRECST BOX CULV	N	N	N	7	7	7	N	N	8	8	ADEQ	99.5	OPEN

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BR NO	AGENCY		FEATURE CROSSED	REF POINT	MAIN SPAN TYPE	D	C	E	G	U	A	DEF	SUFF	FHWA STATUS				
	BR NO	FACILITY CARRIED				E	S	S	H	V	E				C	H	P	
						C	U	U	L	A	A	O	L	2	P	STAT	RTG	
						K	P	B	V	N	L	M	R	O	R			
01J08	CSAH 3	Little Willow River	005+00.170	PRECST BOX CULV	N N N 8 7	8	N	N	8	8	ADEQ	99.5	OPEN					
01J28	CSAH 28	CHAN BETWEEN TWO LAKES	006+00.955	PRECST BOX CULV	N N N 8 8	8	N	N	8	8	ADEQ	99.5	OPEN					
01531	CSAH 14	PRAIRIE RIVER	004+00.180	PRESTR BM SPAN	8 8 8 N 8	8	7	N	9	8	ADEQ	99.6	OPEN					
01532	CSAH 4	RICE RIVER	013+00.847	PRESTR BM SPAN	8 9 9 N 8	9	8	N	8	8	ADEQ	99.6	OPEN					
01J33	CSAH 10	POKEGAMA CREEK	025+00.165	PRECST BOX CULV	N N N 7 7	7	N	N	8	8	ADEQ	99.6	OPEN					
01J39	CSAH 15	CEDAR CREEK	001+00.613	PRECST BOX CULV	N N N 8 8	8	N	N	8	6	ADEQ	99.6	OPEN					
96703	CSAH 4	CREEK	008+00.168	PRECST BOX CULV	N N N 8 6	8	N	N	8	8	ADEQ	99.6	OPEN					
92844	CSAH 3	DITCH	008+00.190	PRECST PIPE ARCH	N N N 7 7	7	N	N	7	8	ADEQ	99.7	OPEN					
93178	CSAH 38	SEVENTEEN CREEK	004+00.740	PRECST PIPE ARCH	N N N 6 6	6	N	N	8	8	ADEQ	99.8	OPEN					
96811	CSAH 2	SNAKE RIVER	014+00.790	PRECST PIPE ARCH	N N N 7 7	7	N	N	8	8	ADEQ	99.8	OPEN					
01527	CSAH 1	Miss. R. Diversion Chan.	005+00.004	PRESTR BM SPAN	8 8 8 N 7	8	8	N	8	8	ADEQ	99.9	OPEN					
01528	CSAH 32	TAMARACK RIVER	006+00.160	PRESTR BM SPAN	8 7 8 N 7	7	8	N	9	8	ADEQ	99.9	OPEN					
01J07	CSAH 1	LITTLE WILLOW RIVER	012+00.993	PRECST BOX CULV	N N N 7 8	7	N	N	6	8	ADEQ	99.9	OPEN					
01J24	630TH LN	WILLOW RIVER	000+00.820	PRECST PIPE CULV	N N N 7 6	7	N	N	6	8	ADEQ	99.9	OPEN					
01J26	CSAH 26	STREAM	010+00.260	PRECST BOX CULV	N N N 8 7	8	N	N	8	8	ADEQ	99.9	OPEN					
01J27	CR 73	MINNEWAWA CREEK	004+00.030	PRECST BOX CULV	N N N 8 7	8	N	N	8	8	ADEQ	99.9	OPEN					
01J31	CR 73	SANDY RIVER	000+00.287	PRECST BOX CULV	N N N 8 8	8	N	N	8	8	ADEQ	99.9	OPEN					
91895	CR 64	PRAIRIE RIVER	006+00.260	PRECST PIPE ARCH	N N N 7 6	7	N	N	8	8	ADEQ	99.9	OPEN					
91896	CR 64	TAMARACK RIVER	002+00.230	PRECST PIPE ARCH	N N N 7 6	7	N	N	8	8	ADEQ	99.9	OPEN					
92917	CSAH 12	RIPPLE RIVER	009+00.691	PRECST PIPE ARCH	N N N 6 6	6	N	N	8	8	ADEQ	99.9	OPEN					
93122	CSAH 26	DITCH	017+00.270	PRECST PIPE ARCH	N N N 6 7	6	N	N	8	8	ADEQ	99.9	OPEN					
95330	CSAH 36	STREAM	010+00.980	PRECST PIPE ARCH	N N N 8 5	8	N	N	8	8	ADEQ	99.9	OPEN					
95331	CSAH 1	LITTLE WILLOW RIVER	009+00.550	PRECST PIPE ARCH	N N N 7 5	7	N	N	8	8	ADEQ	99.9	OPEN					
95332	CSAH 5	SISSABAGAMAH CREEK	000+00.110	PRECST PIPE ARCH	N N N 7 6	7	N	N	8	8	ADEQ	99.9	OPEN					
95612	CR 51	RIPPLE RIVER	001+00.670	PRECST PIPE ARCH	N N N 7 7	7	N	N	8	8	ADEQ	99.9	OPEN					
01524	CR 62	SANDY RIVER	004+00.420	CCONC SLAB SPAN	8 8 7 N 6	7	9	N	6	6	ADEQ	100.0	OPEN					
01J01	CR 74	MORRISON BROOK	002+00.730	PRECST PIPE ARCH	N N N 7 5	7	N	N	8	8	ADEQ	100.0	OPEN					
01J02	CSAH 10	WHITE ELK BROOK	000+00.480	PRECST PIPE ARCH	N N N 7 7	7	N	N	8	7	ADEQ	100.0	OPEN					
01J11	CSAH 9	Bear Creek	000+00.170	PRECST BOX CULV	N N N 7 6	7	N	N	7	8	ADEQ	100.0	OPEN					
01J12	180TH AVE	Cowan Brook	000+00.390	PRECST PIPE ARCH	N N N 8 7	8	N	N	8	7	ADEQ	100.0	OPEN					
01J14	CSAH 34	BIRCH CREEK	005+00.295	PRECST BOX CULV	N N N 7 7	7	N	N	6	8	ADEQ	100.0	OPEN					
01J16	600TH ST	Moose River	001+00.300	PRECST BOX CULV	N N N 8 8	8	N	N	8	8	ADEQ	100.0	OPEN					
01J17	214TH AVE	Bear Creek	000+00.950	PRECST PIPE ARCH	N N N 8 7	8	N	N	7	8	ADEQ	100.0	OPEN					
01J19	110TH AVE	STREAM	000+00.800	PRECST BOX CULV	N N N 8 7	8	N	N	7	8	ADEQ	100.0	OPEN					
01J20	310TH AVE	BORDEN CREEK	000+00.239	PRECST BOX CULV	N N N 8 7	8	N	N	7	8	ADEQ	100.0	OPEN					

**STATE OF MINNESOTA
BRIDGE ROSTER
AITKIN COUNTY
(SORTED BY SUFFICIENCY RATING)**

07/15/2019

Page

BR NO	AGENCY BR NO	FACILITY CARRIED	FEATURE CROSSED	REF POINT	MAIN SPAN TYPE	D	C	C	E	G	U	A	DEF	SUFF	FHWA STATUS			
						CU	UL	LA	AO	L	2	P				STAT	RTG	
01J21		350TH AVE	MOOSE RIVER	002+00.052	PRECST BOX CULV	N	N	N	8	8	8	N	N	8	7	ADEQ	100.0	OPEN
01J22		CSAH 29	MOOSE RIVER	010+00.680	PRECST BOX CULV	N	N	N	6	6	6	N	N	8	8	ADEQ	100.0	OPEN
01J29		CR 75	BIRCH CREEK	000+00.400	PRECST BOX CULV	N	N	N	7	5	7	N	N	6	8	ADEQ	100.0	OPEN
01J38		350TH ST	SISSABAGAMAH CREEK	001+00.395	PRECST BOX CULV	N	N	N	8	7	8	N	N	8	8	ADEQ	100.0	OPEN
91791		360TH ST	SISSABAGAMAH CREEK	001+00.860	PRECST PIPE ARCH	N	N	N	6	6	6	N	N	6	8	ADEQ	100.0	OPEN
92924		CSAH 23	STREAM	004+00.670	PRECST PIPE ARCH	N	N	N	7	8	7	N	N	7	7	ADEQ	100.0	OPEN
93123		CR 75 (KESTERAL AV	SPLIT ROCK RIVER	003+00.860	PRECST PIPE ARCH	N	N	N	7	6	7	N	N	7	8	ADEQ	100.0	OPEN
93424		CR 67	LITTLE HILL RIVER	004+00.980	PRECST PIPE ARCH	N	N	N	7	7	7	N	N	7	7	ADEQ	100.0	OPEN
94221		CR 61	STREAM	011+00.220	PRECST PIPE ARCH	N	N	N	7	5	7	N	N	8	8	ADEQ	100.0	OPEN
96142		CSAH 29	LITTLE HILL RIVER	016+00.510	PRECST PIPE ARCH	N	N	N	7	5	7	N	N	8	8	ADEQ	100.0	OPEN
L5886		295TH ST	RIPPLE RIVER	002+00.220	PRECST PIPE ARCH	N	N	N	6	6	6	N	N	8	8	ADEQ	100.0	OPEN
L5892		ORIOLE AVE	RIPPLE RIVER	000+00.840	PRECST PIPE ARCH	N	N	N	6	6	6	N	N	8	6	ADEQ	100.0	OPEN
L6398		450TH ST	CO DITCH # 22	001+00.010	PRECST PIPE ARCH	N	N	N	6	7	6	N	N	7	8	ADEQ	100.0	OPEN

118 BRIDGES

YEARLY LISTING

Bituminous Pavements - Age and RQI Data

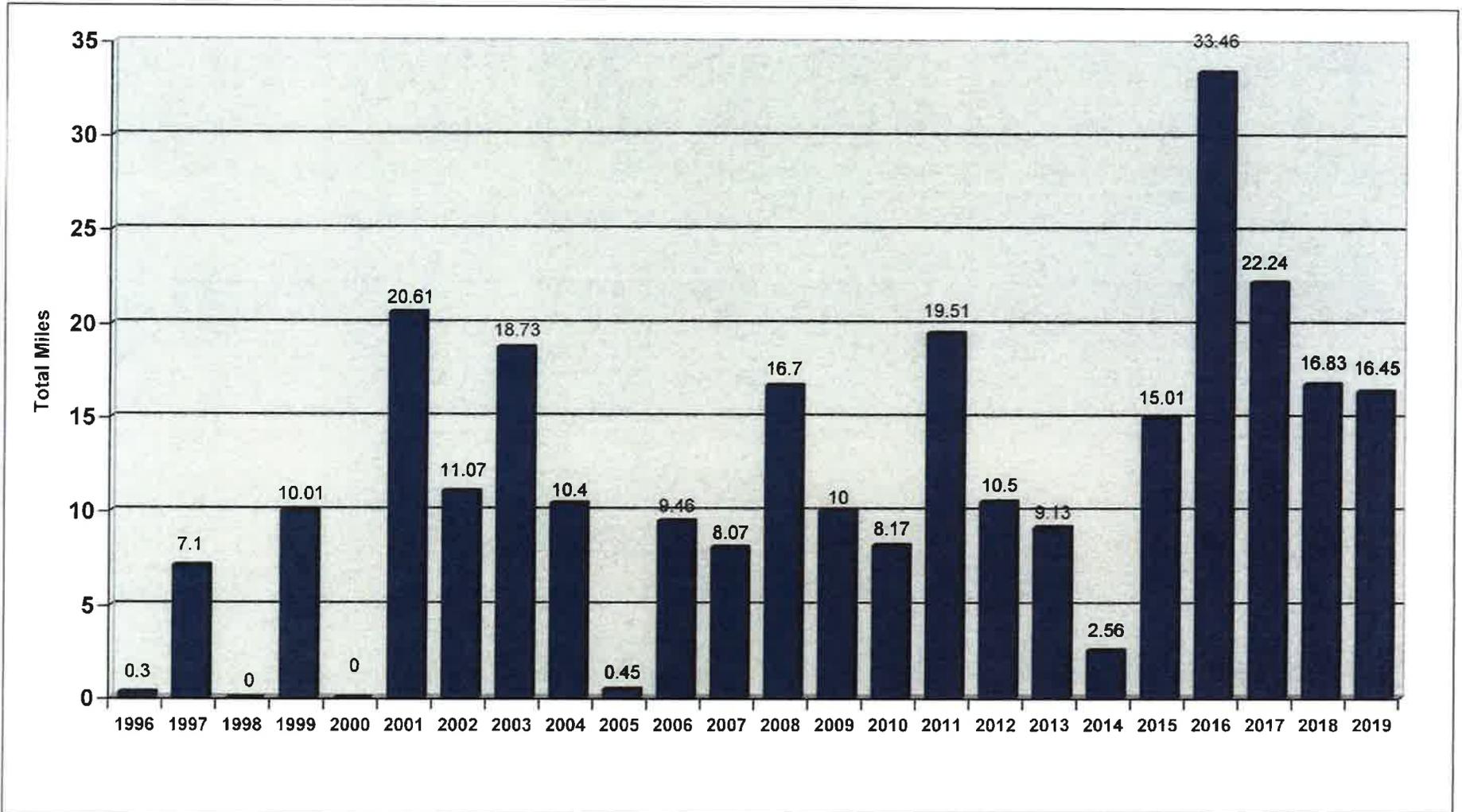
	Length	2017 RQI		Length	2017 RQI
1996			2012		
CR 69	0.3		CSAH 3 from US Hwy 169 to n jct CSAH 5	5.6	3.3/3.6
1997			CSAH 5 from TH 47 to CR 50	1	3.5
CSAH 17	7.1	3.1	CSAH 14 from TH 65 to 2.3 miles northeast	2.3	3.4/3.5
1999			CSAH 36 from CSAH 14 to 1.6 mile north	1.6	2.8/2.9
CSAH 39	5.1	3.6	2013		
CR 76	2.82	2.7	CSAH 12 from 35 m. E. of N. jct. CSAH 39 to TH 47 (NW)		
CR 77W	1.04	2.3	CR 54 from CSAH 1 to 47 miles east	0.47	2.7/2.9
CR 81	1.05	3.1/3.3	CR 54 from CR 83 to end of pavement	0.56	3.0/3.1
2000			CR 60	3.98	3.7
2001			CR 68 from 0.28 miles east of US 169 to US 169	0.83	2.5/2.7
CSAH 3 from 6.36 miles east of north jct CSAH 5 to TH 61	3.2	1.2/1.4	CR 77	0.57	3.7
CSAH 14 from 2.3 m northeast of TH 65 to State Park	8.61	3.4/3.5	CR 82	1.03	2.5/2.7
CSAH 22	4.6	3.5	CR 83	0.49	3.4/3.5
CSAH 24	4.2	3.6	CR 85	1.2	3
2002			2014		
CSAH 31	3.53	2.4/2.5	CSAH 12 from 35 m E of N jct. CSAH 39 to TH 47 (Wear)	2.56	3.5
CSAH 40	4.9	3.0/3.1	2015		
CR 62 from TH 210 to 435th Street	2.64	2.6/2.8	CSAH 10 from US Hwy 169 to CSAH 3	7.01	3.8
2003			CSAH 28 from TH 210 to TH 169	8	3.6
CSAH 9	0.82	2.2/2.4	2016		
CSAH 11	3.2	3.1/3.3	CSAH 2 from TH 47 to TH 65	12.38	3.8
CSAH 23	5.3	3.2/3.5	CSAH 3 from north jct. CSAH 5 to 6.36 miles east	6.2	3.9
CSAH 28 from TH 169 to CSAH 12	5.8	3.7	CSAH 12 from TH 47 to TH 210	0.58	3.3/3.4
CSAH 37	2.3	2.8/3.0	CSAH 12 from TH 47 to 375th Avenue	6.88	3.9/4.0
CR 54 from 47 miles east of CSAH 1 to CR 83	0.83	2.9	CSAH 13 from TH 65 to CSAH 16	5.39	3.8/4.0
CR 79	0.48	2.0/2.1	CSAH 41 from 1st Street to west jct. TH 210	1.01	3.5
2004			CR 88	1.02	2.9/3.5
CSAH 2 from TH 65 to Pine County Line	10.4	3.4/3.5	2017		
2005			CSAH 1 from CSAH 22 to 3.6 miles north		3.6
CSAH 1 from TH 210 to beginning of Mississippi River Bri	0.45	2.0/2.4	CSAH 10 from TH 232 to CSAH 18	11.06	
2006			CSAH 15 from Crow Wing County Line to CSAH 1	6.08	
CSAH 3 from Crow Wing County Line to CSAH 29	5.74	3.3	CR 74	1.5	
CSAH 7	3.2	3.2/3.3	2018		
CR 66 from US 169 to 0.26 miles east	0.26	1.7/2.0	CSAH 6 from TH 65 to 5.3 miles east		4.9
CSAH 29 from CSAH 19 to CSAH 7	0.26		CSAH 8 from TH 210 to old Soo Line RR		0.87
2007			CSAH 12 from 375th Avenue to Lanie's corner		2.74
CSAH 8 from old Soo Line RR to TH 65	1.87	3.3/3.4	CSAH 12 from Lanie's Corner to n jct CSAH 39		1.95
CSAH 38	6.1	3.4/3.5	CSAH 32 from CSAH 6 to CSAH 31		3.29
2008			CR 53 from CSAH 4 to 0.78 mile north		3.08
CSAH 4 from TH 47 to TH 65	14.4	3.4/3.5	2019		
CSAH 29 from CSAH 3 to 509th Lane	2.3	2.6/2.7	CSAH 3 from CSAH 29 to TH 169		4.15
2009			CSAH 10 from TH 200 to Itasca County Line		2.25
CSAH 1 from beginning of Mississippi River Bridge to CS	2.5	3.3	CSAH 16		8.9
CSAH 5 from TH 210 to TH 232	7.5	3	CSAH 41 from east jct TH 210 to 1st Street		0.07
2010			CR 70		1.08
CSAH 10 from CSAH 18 to 8.2 miles south of TH 200	6.88	3.6	Subtotal:		128.18
CSAH 33	0.29	1.5/1.5	Grand Total:		276.76
CR 62 from TH 232 to 1.0 mile south	1.0	3.4/3.5			
2011					
CSAH 6 from 5.27 miles est of TH 65 to TH 210	8.08	3.1			
CSAH 10 from TH200 to 8.12 miles south	8.12	3.3/3.4			
CSAH 32 from CSAH 31 to Carlton County Line	3.01	3.6/3.7			
CR 241	0.3				
Sub-total:	150.58				

Updated: 7-15-19

Updated: 11-21-16

	Good (RQI)>3	Poor (RQI)<=2
MnDOT District 1 (non-NHS)	52.2%	13.9%
MnDOT District 3 (non-NHS)	74.1%	1.7%
Aitkin County Roads and County State-Aid Highways	91%	1.4%

Pavement Age of Aitkin County Roads and County State-Aid Highways



Priority Rating Worksheet

Road Number	Segment Description	Length	2016 ADT (20 points decile)	Residence Density (20 point decile)	Functional Classification (10 points)	Sight Distance Deficiency (10 point decile)	Improved Route System Layout (10 points)	Privately-Owned Land (10 point decile)	Priority Rating (80 points)
25	CSAH 23 to Kanabec County Line	3.3	18	20	7	5	10	10	61.0
5.2	CR 53 to TH 210	4.7	12	20	10	6	10	7	58.7
71		1	20	12	4	1	10	10	48.0
30	TH 65 to CSAH 16	7	16	14	7	6	0	10	44.0
51	TH 18 to CSAH 28	4.77	12	14	4	3	10	8	43.8
62.1	2 miles N of TH 210 to CR 71	1.36	20	6	4	1	10	10	42.0
1	3.6 miles N of CSAH 22 to CSAH 3	7.4	16	6	7	2	10	6	41.6
64.2	CSAH 32 to 5 miles North	5	16	16	4	3	0	3	39.3
19.2	CSAH 20 to CSAH 29	2	14	4	10	5	5	3	38.3
50	CSAH 5 to CR 56	2.95	18	2	4	3	10	10	38.0
13	CSAH 16 to Carlton County Line	5.6	12	2	7	4	10	5	35.5
62.2	CR 71 to 1 mile south of TH 232	3	10	8	4	1	10	10	34.0
19.1	Cass County Line to CSAH 20	4.8	6	10	10	7	0	2	33.2
5.1	CR 50 to CR 53	5.9	8	10	10	4	0	10	33.0
57.1	TH 65 to 5 miles east	5	14	8	4	5	0	10	32.0
27	CSAH 13 to TH 27	6.6	4	6	7	4	10	9	31.9
75	TH 27 to CSAH 34	6.9	4	8	7	5	5	6	29.6
74		2.07	4	6	4	4	10	10	29.0
36.2	CR 65 to 1.5 miles N of CSAH 14	5.2	8	6	7	7	0	5	28.5
59		4.28	16	4	4	3	0	10	28.0
63		2.69	6	8	4	9	0	10	28.0
54	End of Blacktop to TH 210	4.88	8	2	4	3	10	10	28.0
29.3	CSAH 7 to CR 67	4.54	10	6	7	4	0	6	27.6
36.1	TH 65 to CR 65	4.2	8	4	7	8	0	3	27.3
65		8.96	6	6	4	10	0	3	26.3
61.1	TH 65 to TH 18	4.23	6	10	4	5	0	10	26.0
72		1.2	8	8	4	5	0	10	26.0
20	Cass County Line to CSAH 19	5.9	6	4	7	3	5	6	25.6
64.1	5 miles N of CSAH 32 to CSAH 14	4.49	6	10	4	5	0	6	25.6
21	CSAH 1 to TH 169	6.9	6	4	10	4	0	10	25.0
73		5.1	14	4	4	2	0	6	24.6
5.3	CSAH 3 to CSAH 18	7.81	10	6	7	1	0	5	24.5
34	CSAH 2 to CR 75	6.3	4	4	7	3	5	6	23.6
26.3	TH 65 to CSAH 2	9.1	8	4	7	4	0	3	23.3
29.4	CR 67 to TH 200	2	10	4	7	2	0	2	23.2
26.1	CSAH 38 to CR 59	5	8	4	7	3	0	10	23.0
60W		1.08	10	6	4	2	0	10	23.0
35	TH 65 to Itasca County Line	0.4	8	4	7	1	0	10	21.0
61.2	TH 18 to CSAH 23	7	4	6	4	5	0	9	19.9
68.1	CSAH 29 to dead end west	2	4	6	4	5	0	8	19.8
26.2	CR 59 to TH 65	6	4	6	7	2	0	7	19.7
29.2	CR 68 to CSAH 7	6.3	6	4	7	2	0	1	19.1
18.2	CSAH 5 to CSAH 10	6.1	2	2	7	2	5	10	19.0
80		1.7	6	4	4	3	0	10	18.0
18.1	TH 169 to CSAH 5	6.1	2	2	7	1	5	3	17.3
29.1	2.3 miles N of CSAH 3 to CR 68	3.3	6	2	7	2	0	3	17.3
57.2	TH 27 to 4 miles North	4.04	2	4	4	6	0	10	17.0
58		2.67	4	4	4	4	0	8	16.8
67		5.17	2	4	4	6	0	8	16.7
56.1	TH 210 to CR 50	2	8	2	4	1	0	6	15.6
68.2	CSAH 29 to TH 169	3.3	4	4	4	3	0	2	15.2
68.3	TH 169 to dead end east	1.2	4	4	4	2	0	8	14.8
56.2	CR 50 to CSAH 5	6.4	2	2	4	5	0	8	13.7

2016 ADT: Up to 20 points in ten decile ranges based on actual 2016 Average Annual Daily Traffic Count

Residence Density: Up to 20 points in ten decile ranges based on total number of residences on segment and adjacent road segments

Functional Classification: 10 points for major collector classification, 7 points for minor collector classification, 4 points for local road classification

Sight Distance Safety Rating: Up to 10 points in ten decile ranges based on horizontal and vertical curve sight distance deficiency

Improved Route System Layout: 10 points if part of 4-8 mile system grid, 5 points if part of 8+ mile system grid

Privately Owned Land: Up to 10 points based on percentage of privately-owned land adjacent to segment



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: August 27, 2019

Title of Item: Discuss 2020 Legislative Priorities

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Jessica Seibert, County Administrator		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 Minutes
Summary of Issue: <p>Staff have begun the process of compiling the 2020 legislative priorities for Board approval. A copy of the 2019 priorities is attached for reference. At this time, the Board is being asked to provide feedback and staff direction if there are particular areas of interest to the Board that may require research.</p> <p>The final draft will be brought before the Board for approval on September 10, 2019 prior to the AMC Policy Conference.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

2019 Aitkin County Legislative Priorities by Department

Administration

1. Aitkin County and the Association of MN Counties support the state of Minnesota providing financial compensation to all units of local government for court ordered refunds due to state determined values or state required assessment practices.
2. Aitkin County supports promoting legislation that preserves tax base in response to increased property tax appeals, utility tax refunds, and potential “dark store” assessing practices.
3. Aitkin County supports legislative changes allowing counties to appoint the following positions: Auditor, Treasurer, and Recorder.

Assessor

1. Repeal of the Statute that requires field appraisers to have the AMA license. This is Minnesota Statute 270C.9901. This law should be repealed because small rural counties have no need for this level of licensure. It will likely exacerbate a shortage of rural appraisers that perform assessment functions. The County Board passed a resolution supporting this back in 2014.
2. Simplification of the property tax system. We should support legislation that would reduce the number of classifications of property in Minnesota. When assessors spend lots of time classifying property, they have less time available to value property. The complexity makes the system difficult for most people to understand. After the last legislative session, Minnesota has expanded the total number of classifications to 68 which is the most in the US by a wide margin.
3. Change State Law to grant assessors access to location data of more predatory offenders. Field staff are required to do physical inspections of all real estate in the County. Not knowing where dangerous criminals live puts the staff at risk. The Stearns County Assessor is proposing a legislative change to grant assessors access to the locations of Level 2 offenders.
4. Any new program mandated by the State should be funded by the State.

Attorney's Office

1. Additional sustainable (on-going) funding for County Attorneys for child protection.
2. Additional sustainable (on-going) funding for County Attorneys for the state judiciary's shift of a substantial amount of court administration duties to the County Attorneys' Offices.

Community Corrections

Aitkin County supports the following MN Association of Community Corrections Act Counties (MACCAC) legislative policy positions:

- 1. Effective supervision and offender programming in the community are key to reducing prison growth, while producing preferable offender outcomes.** It is intended that changes in Department of Corrections (DOC) policies related to Intensive Supervised Release (ISR) eligibility criteria and Supervised Release (SR) revocation criteria have already impacted caseload and programming resources in CCA counties, and will continue to do so at an increasing rate in the future. These changes are grounded in good correctional practice and are not an issue in principle, but there has been NO commensurate increase in state funding to address the associated caseload/workload increase or to develop local housing, treatment and other resources that are needed to successfully implement these changes in the community.
- 2. Community corrections supervision must address both short and long-term issues in order to reduce recidivism and protect public safety over the long term.** Research shows that the use of offender risk and needs assessment, case planning, and targeting interventions specific to client needs yields improved public safety. These supervision methods cannot be implemented effectively without increased financial support at the state level. Minnesota counties will not be able to sustain current efforts to utilize proven evidence-based practices without increased state funding. The recent Minnesota Management and Budget Results First Cost-Benefit Analysis highlighted great return on taxpayer investment through the use of evidence-based community interventions.
- 3. Increased emphasis on pre-trial services will require additional correctional resources.** MACCAC recognizes the research-supported national trend to move away from cash bail in favor of proven practices that more effectively address public safety. The Minnesota State Judiciary has followed suit and implemented statewide changes in pre-trial bail evaluation methods meant to standardize assessments and release decisions. These changes will place additional demands on county resources, and call for commensurate state funding.
- 4. Community Corrections Act agencies have benefitted from progress made in the last three biennia towards improved funding of basic services.** However, over the last decade and a half, statewide funding for community corrections has not kept pace at the level required to provide effective correctional practices proven by research to keep incarceration rates low, reduce recidivism, and increase public safety.
- 5. Community Corrections Act (CCA) Jurisdictions**
MACCAC supports the expansion of CCA counties with full and ongoing state funding. MACCAC supports the removal of systemic or statutory requirements that act as barriers to counties in choosing the correctional delivery system that best meets their individual needs.
- 6. Distribution of Funds**
Future funding should be allocated using an equitable and transparent model that considers the need of each county.
- 7. Mental Health and Substance Abuse**
MACCAC supports legislation to provide a continuum of effective mental health and substance abuse services for offenders suffering from these issues. This should include providing adequate and effective mental health treatment in a timely manner, access to substance abuse assessments followed by the appropriate type and length of treatment, and strong collaboration between the criminal justice, public health, and social service partners. MACCAC also urges the legislature to address the urgent need for appropriate treatment and residential settings for juveniles with serious mental health issues.

8. **Sex Offender Supervision**

MACCAC supports legislation that takes a strong statewide approach to sex offender supervision by effectively monitoring overall behavior and activities of offenders using risk assessment and evidence based practices that enhance public safety.

State funding must be increased for local implementation of any enhanced state standards for the supervision of sex offenders, particularly those offenders that may transition to the community from the state Minnesota Sex Offender Program (MSOP). Additionally, MACCAC supports the following principles related to sex offender supervision:

- Residency restriction laws do nothing to address offender treatment or overall risk reduction, which are paramount to protecting public safety.
- Lengthy probation terms (in excess of the current 12-year average) are not consistent with correctional best practices and will have costly caseload impacts for counties.
- Juvenile sex offender registration requirements should focus on the appropriate group of the most serious offenders.

9. **Probation Length**

MACCAC recognizes that a robust discussion and evaluation of probation lengths is needed as part of a broader review of sentencing policy and potential new practices.

10. **Human Trafficking**

MACCAC supports ongoing efforts to treat victims of human trafficking with trauma specific and trauma sensitive services rather than subjecting them to the criminal justice system. MACCAC also supports ongoing efforts to prosecute offenders who are subjecting these victims to exploitation. MACCAC further supports continued education and awareness efforts to eliminate human trafficking.

11. **Re-Entry**

MACCAC supports the development and implementation of comprehensive initiatives and expanded transitional housing to assist juvenile and adult offenders' reintegration back into their communities and reduce recidivism and its public costs.

Economic Development

1. Funding for the Border to Border Grant fund be set at \$1,000,000.00. For communities that are un-served by the State of MN definition, the current 50/50 match be lowered to a 30/70 match. This would allow more Border to Border Broadband grant funds to be utilized in areas that are most in need.
2. Increased funding for the State Grant In Aid (GIA) trails for ATV use. ATV riding is a fast growing family activity and current GIA funding is not keeping up for trail construction or maintenance.

Environmental Services

1. SWAA supports efforts to make improvements that would maximize the e-waste recycling program. Additionally, SWAA supports the use of manufacturer payments to fully reimburse county collection efforts.
2. MACPZA supports modifications to the SSTS licensing programs to ensure tests are consistent with course materials and Minnesota Rules 7080-7083.
3. MACPZA supports administering and allocating current NRBG funding for mandated state programs through the Minnesota Department of Revenue, similar to County Program Aid. Allocations for mandated state programs through the NRBG should not be considered grants.
4. MACPZA supports state funding to the Minnesota Department of Natural Resources for purposes of establishing ordinary high water and 100 year flood elevations on public waters.

Health & Human Services

1. Aitkin County supports the need to reallocate dollars originally associated with Anoka Metro Regional Treatment Center (AMRTC) to invest in a mental health infrastructure.
2. Aitkin County supports legislative language to eliminate the cost sharing responsibilities associated with AMRTC and reallocating to community mental health resources.
3. Aitkin County supports DHS transparency in time study formulas.
4. Aitkin County supports increased housing options and services for children/teens with behaviors.
5. Aitkin County supports improving reliability and systems of the DHS MN Choices program.

Specific to the AMRTC Issues- here is additional information:

Proposals to use the county cost share associated with the Anoka Metro Regional Treatment Center (AMRTC) to invest in mental health infrastructure and services are likely to continue to come forward. Recall that Governor Dayton's budget proposal suggests directing a portion of the current county cost share to a grant program for counties to build and expand community-based mental health infrastructure. This week, the Minnesota Hospital Association introduced similar legislation that would direct \$10 million of the cost share to hospitals, nonprofits and/or counties for infrastructure investments. We also know that NAMI is likely to come forward with a proposal to direct that funding.

In order to best position counties, AMC and MACSSA will be introducing a bill to sunset the existing county cost share and to direct the current cost share to counties for mental health investments. The county lobbying team will be working this week to coordinate bill drafting and recruit legislative authors.

ISSUES:

1. When an individual is receiving care at the Anoka-Metro Regional Treatment Center (AMRTC) or a Community Behavioral Health Hospital (CBHH) and no longer requires the high level of care these programs provide, counties are responsible for 100 percent of the cost.
2. While the recent increases in county shares have facilitated more proactive discharge planning on the part of counties, they have also created significant financial pressure on county budgets and highlighted

barriers related to finding community placements for people once they no longer need care at a state-operated facility.

3. Currently, all of the revenue collected from counties for cost of care goes back into the state's General Fund, where it supports the entire range of state-funded priorities rather than specifically helping to address the underlying issues leading people to stay in state-operated facilities when they don't need that level of care.

Highway Department

1. Local Road Improvement Program/Local Bridge Bonding Program
Aitkin County supports immediate funding of the Local Road Improvement Program and the Local Bridge Bonding Program to fund regionally significant local road and bridge projects throughout the state.
2. Increase in Highway Funding
Aitkin County supports long term, sustainable transportation funding increases distributed through the Highway User Tax Distribution Fund by increases in the state gas tax and license tab fees. Aitkin County also supports dedicating the existing sales tax revenue on motor vehicle parts to the Highway User Tax Distribution Fund.
3. Revise M.S. 163.06 Subd. 6, to allow all counties, regardless of the number of townships or market value, the ability, by resolution, to expend the funds provided in subdivision 4 in any unorganized territory or portion thereof in such county.

Human Resources

1. Require the State Bureau of Mediation Services to create a neutral informational flyer, posted on their website, that employers and union representatives can share with new hires outlining the 3 options that employees now have for union membership following the Janus v. AFSCME supreme court decision, including the full share, fair share, and (new) **non-paying dues member** option, all of which entitle the employee to the benefits contained under the collective bargaining agreement. These options need to be clearly and openly communicated to all employees. No employer should have to fear receiving or defend a costly Unfair Labor Practice charge for openly sharing the new **non-paying dues member** option with current employees and new hires.
2. Simplify the process and shorten the timeline (no longer than 6 months) for Minnesota Counties who are interested in exiting the Minnesota Merit System. Allow counties to exit at any time throughout the calendar year.
3. Employers are required to promote the Public Service Loan Forgiveness (PSLF) Program annually and to every new hire. Remove this mandate. Allow information to be placed on the intranet.
4. Pay Equity – eliminate the need for pay equity reporting for all employers that have a uniform wage scale and no employees placed either below the MIN or above the MAX.
5. Require the State to go through all of the mandates that require county staff training, and have the State develop a condensed online video training library –partnering with OSHA and the federal government as necessary– so the counties can access a free training library 24/7/365. The trainings can be shown to existing staff and to new hires during orientation, and would ensure all MN counties had access to the same training info, law changes, legislative updates, etc. -- and would provide efficiencies and reduce local

costs because all staff could take the training in a staff meeting or at their desk (instead of traveling long distances across the State to obtain the required trainings).

6. Develop a system to allow county HR staff, with training, electronic access to the BCA system for running immediate/onsite criminal background checks to expedite recruitments. Currently, we are required to mail requests and it can take a week or more to receive the results.
7. Clearly state in the law that County Boards (and city/township/school) are allowed to discuss non-union wages and benefits in closed session too, in addition to union negotiations strategy.
8. Public Employee Insurance Program (PEIP) groups (Aitkin County offers PEIP) are exempt from the health insurance bidding law which requires employers to bid every 60 months. PEIP also offers dental insurance and life insurance. Recommend the State offer a short-term disability, long-term disability, and vision plan, also exempt from the bidding law and that pools MN public-sector employees benefits together to obtain the best purchasing power.
9. State Unemployment – Update eligibility criteria to ensure employees who voluntarily resign or retire are not later deemed eligible for unemployment benefits charged to the employer, if they have not held subsequent employment. Example: Employee voluntarily resigned, was brought back temporarily to train in new hire, then filed for unemployment and was approved. Update eligibility to include an end date for eligibility when hours are reduced so the claim does not continue to accrue for multiple years on end (LLCC). Update eligibility to ensure employees who resign instead of going through an investigation, following alleged crimes being committed against the employer (i.e. theft), should not be eligible to receive unemployment. Update eligibility criteria so that limited term jobs, seasonal/summer temps jobs, and election clerks do not trigger unemployment eligibility.

Land Department

1. Outdoor Heritage (Legacy) funds to support RELC's (i.e. Long Lake CC) – if we're acquiring/protecting lands for our future, it would seem like educating our youth about the "outdoors" should be a priority.
2. Outdoor Heritage (Legacy) funds to support updating forest inventory on County/State lands – how can we protect/enhance habitat if we have irregular data on what we currently have?
3. Address tax-forfeited blight clean-up costs.
4. Support state funding for beaver control.

Recorder's Office

1. Set minimum deed tax to \$3.30 from \$1.65 (considerations equal to \$1,000 and \$500) so it matches when a Certificate of Real Estate Value is required. Alternately, repeal minimum deed tax so offices do not have to collect \$1.65 when no money is changing hands.
2. Require that deed in fulfillment of contracts reference contract recording information and consideration to ensure proper deed tax is being collected on fulfillment. Allow Certificate of Real Estate for fulfillment to be "reused" from contract if no terms have changed (currently one needs to be filed with contract and with deed).

Sheriff's Office

1. Pursue legislation that would prohibit firearms in county buildings where court services occur.

Treasurer's Office

1. Under Return of state fees - Suggest adding Marriage License fees to be retained by the county as the state receives most of the revenue but all the work is done in my office.
2. Have Mobile Homes returned to tabs issued by the DVM rather than being taxed thru the property tax system or raising the value threshold for them to be taxed thru the property tax system.



Aitkin County Board of Commissioners

Agenda Request Form

8

Agenda Item #

Requested Meeting Date: August 27, 2019
Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	3 rd Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	Monthly	3 rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 rd Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 rd Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 rd Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 nd Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 st Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 rd or 4 th Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 st Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 th Monday	Pratt and Land Cmr Courtemanche
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 rd Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 th Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2 nd Monday	Marcotte and Pratt
NE MN Office Job Training	As called		Niemi
Northeast MN ATP	Quarterly	Varies	Pratt and Engineer Welle, Niemi Alt.
Northeast MN ECB	5-6x year	4 th Thursday	Marcotte, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed	2 nd Tuesday	Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 th Monday	Pratt
Sobriety Court	Bi-Monthly	3 rd Thursday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund