

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 3, 2019 – BOARD AGENDA

**AITKIN CITY HALL  
109 1<sup>st</sup> Avenue NW  
Aitkin, MN**

- 4:30 1) **Anne Marcotte, County Board Chair**
- A) **Call to Order**
  - B) **Pledge of Allegiance**
  - C) **Board of Commissioners Meeting Procedure**
  - D) **Approval of Agenda**
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File November 26, 2019 – December 2, 2019**
  - B) **Approve November 26, 2019 County Board Minutes**
  - C) **Approve Electronic Funds Transfers**
  - D) **Approve Fire Protection Contract – Town of Ball Bluff**
  - E) **Approve Fire Protection Contract – City of McGrath**
  - F) **Adopt Resolution: Designating Annual Polling Places**
  - G) **Approve Commissioner Warrants – 11-27-19**
  - H) **Approve Auditor Manual Warrants – 11-27-19**
  - I) **Approve Elan Payments – 11-14-19**
  - J) **Approve Consumption & Display Permit – 202 Tavern**
  - K) **Approve 3.2 On Sale Malt Liquor License – 202 Tavern**
- 4:32 3) **Steve Hughes, SWCD District Manager**
- A) **Snake River Watershed Policy Committee**
- 4:45 4) **Kami Genz, Community Corrections Director**
- A) **Approve Community Corrections Comp Plan and Grant**
- 4:55 5) **Jessica Seibert, County Administrator**
- A) **2020 Appropriations & Dues Discussion**
  - B) **2020 Budget Review**
  - C) **County Administrator Updates**
- 5:25 6) **Committee Updates**
- 5:50 **Adjourn**

The Aitkin County Board of Commissioners met this 26<sup>th</sup> day of November, 2019 at 9:00 a.m., at the Aitkin Public Library, with the following members present: Vice Chair J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham. Board Chair Anne Marcotte was absent.

**CALL TO ORDER**

Vice Chair J. Mark Wedel called for a moment of silence in memory of former Aitkin County Auditor, Alice Dotzler.

**MOMENT OF SILENCE**

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to approve the November 26, 2019 agenda.

**APPROVED AGENDA**

The Aitkin County Board of Commissioners met as the Aitkin County Health & Human Services Board at 9:02 a.m. and adjourned at 10:08 a.m. Their next meeting is scheduled December 17, 2019.

**HEALTH & HUMAN SERVICES BOARD**

Break: 10:08 a.m. to 10:19 a.m.

**BREAK**

Jessica Seibert, County Administrator introduced Carl Clark, Construction Manager with Contegrity, Inc. to the Board.

**CONSTRUCTION MANAGER**

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to approve the Consent Agenda as follows: A) Correspondence File: November 12, 2019 to November 25, 2019; B) Approve County Board Minutes: November 12, 2019; C) Approve Electronic Funds Transfers: \$1,442,530.41; D) Approve Commissioner Warrants: General Fund \$117,281.97, Reserves Fund \$9,191.80, Road & Bridge \$50,818.55, Health & Human Services \$20,991.56, State \$9,112.00, Trust \$15,828.59, Forest Development \$7,176.57, Capital Project \$21,327.07, Long Lake Conservation Center \$12,117.53, Parks \$7,565.64 for a total of \$271,411.28; E) Approve Auditor Warrants – Anderson Brothers: Road & Bridge \$732,152.63; F) Approve Auditor Warrants – Contegrity: Capital Project \$213,936.67; G) Approve Auditor Manual Warrants – 11-14-19: Forest Development \$3,783.66; H) Approve Disbursement Journal – Elan 10-31-19: General Fund \$2,821.61, Road & Bridge \$9.63, Health & Human Services \$1,428.75, Capital Project \$6,347.68, Long Lake Conservation Center \$451.41 for a total of \$11,059.08; I) Approve Auditor Warrants – Sales Tax Payment: General Fund \$592.81, Road & Bridge \$1,209.28, Trust \$28.11, Forest Development \$7.45, Long Lake Conservation Center \$46.12, Parks \$86.12 for a total of \$1,969.89; J) Approve Auditor Warrants – October Settlement: Agency \$3,018,255.13; K) Adopt Resolution: MN Department of Agriculture Invasive Species Grant; L) Adopt Resolution: 2020 All Terrain Vehicle Trail Funding; M) Approve Fire Protection Contract with City of Palisade; N) Adopt Resolution: LG220 Application for Exempt Permit – Up North Riders ATV Club; O) Approve Application for License to Sell Tobacco Products, with Contingency; P) Approve 2020 Countywide Fee Schedule; Q) Approve Affidavit for Duplicate of Lost Warrant – Treasurer’s Office: Arrowhead Counties Association, Commissioner Warrant #77315, dated 1-29-19 in the amount of \$2,750.00; R) Adopt Resolution: Mail Balloting

**CONSENT AGENDA**

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to adopt resolution – MN Department of Agriculture Invasive Species Act:

**WHEREAS**, the Aitkin County Board of Commissioners supports the grant application made to the Minnesota Department of Agriculture for the Noxious Weed and Invasive Plant Grant Program. The application is to acquire herbicide chemicals and equipment.

**WHEREAS**, Aitkin County has the financial capability to meet the match of non-state funds or in-kind resources.

**THEREFORE, BE IT RESOLVED, IF** Aitkin County is awarded the grant by the Minnesota Department of Agriculture, Aitkin County agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced acquisition. Aitkin County will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement.

**BE IT FURTHER RESOLVED**, that the Aitkin County Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County.

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to adopt resolution – 2020 All Terrain Vehicle Trail Funding:

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

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

**WHEREAS**, Clubs wish to contract with the County for maintaining these trails, and

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

**NOW THEREFORE, BE IT RESOLVED**, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Axtell ATV technical riding area, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.

**BE IT FURTHER RESOLVED**, that the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

**RESOLUTION  
20191126-091  
MN DEPT OF  
AGRICULTURE  
INVASIVE  
SPECIES ACT**

**RESOLUTION  
20191126-092  
2020 ALL  
TERRAIN  
VEHICLE TRAIL  
FUNDING**

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to adopt resolution – LG220 Application for Exempt Permit – Up North Riders ATV Club Inc.:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Up North Riders ATV Club Inc., at the following location – Fisherman’s Bay, which has an address of 50933 State Highway 65, McGregor, MN 55760 – Workman Township. (Note: Date of activity for Raffle – October 10<sup>th</sup>, 2020)

**RESOLUTION  
20191126-093  
LG220  
APPLICATION  
FOR EXEMPT  
PERMIT – UP  
NORTH RIDERS  
ATV CLUB INC.**

Under the consent agenda, motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2020, contingent upon all delinquent real estate taxes being paid in full.

**APPLICATION  
FOR LICENSE TO  
SELL TOBACCO  
PRODUCTS –  
VILLAGE PUMP  
SALOON**

#29 Village Pump Saloon LLC, d/b/a Village Pump Saloon – Tamarack City

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to adopt resolution – Mail Balloting:

**WHEREAS**, Minnesota Statute 204B.45 requires the designation of local polling places for elections annually; Two additional townships that supported unorganized township elections are no longer available for that support.

**RESOLUTION  
20191126-094  
MAIL  
BALLOTING**

Waukenabo Township, which supported the NW P2 Unorganized Towns of (49-27, 50-27, 50-26, 50-25, &51-25) has adopted mail balloting; Hill Lake Township, which supported the NW P1 Unorganized Towns of (52-25 and 52-27) has also adopted mail balloting.

With the majority of unorganized towns moving to mail balloting, it is further recommended that the remainder of unorganized towns be designated mail ballot precincts, those are Unorganized Town 45-24 (Jewett), Unorganized Town 47-24 (Davidson), and Unorganized Town 51-27 (LeMay).

The County Board has the authority to designate mail balloting for these unorganized towns under MN Statute 204B.45 for federal, state, county, and local elections.

**NOW THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners, acting on behalf of the unorganized townships in Aitkin County designate Mail Balloting for the precincts of NW P2 Unorganized Towns of (49-27, 50-27, 50-26, 50-25, &51-25), Hill Lake Township, which supported the NW P1 Unorganized Towns of (52-25; and Unorganized Town 45-24 (Jewett), Unorganized Town 47-24 (Davidson), and Unorganized Town 51-27 (LeMay).

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – Proposed State Conservation Acquisition:

**WHEREAS**, in accordance with; Minnesota Statutes 84.944, Subd. 3, the Commissioner of the Department of Natural Resources on September 30, 2019, provided the county board with a description of lands to be acquired by the State of Minnesota for Aquatic Management Area purposes.

Hill Lake AMA, Tract 2. Those parts of Section 12, Township 52 North, Range 26 West, Aitkin County, Minnesota, described as follows:

Government Lot 3, the Southwest Quarter of the Southeast Quarter and the east 33 feet of the Northwest Quarter of the Southeast Quarter,

AND

Government Lot 2 EXCEPT a 2-acre parcel along the shore of Hill Lake. Government Lot 2 is subject to a 33-foot easement lying 16.5 feet on each side of the following described centerline: Commencing at the northeast corner of said Government Lot 2; thence west, bearing assumed, along the north line of said Government Lot 2 a distance of 260 feet, more or less, to the intersection with an in place driveway and the point of beginning; thence southwesterly 500 feet, more or less, to the aforementioned 2-acre EXCEPTION and there terminating.

**IT IS HEREBY RESOLVED**, by the Board of County Commissioners of Aitkin County on November 26, 2019 that the State's proposed acquisition of the attached described property be

- Approved
- Disapproved. If so, state reason(s) for disapproval: \_\_\_\_\_

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

- Facilities – Phase 2 Update
- MACA Pathways Meeting

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the purchase of Pictometry Aerial Photography at a cost of \$164,135.50 as presented, using the Recorder's Compliance Funds minus \$20,000 from Aitkin County Soil and Water Conservation District, and to authorize the Board Chair and County Administrator to sign the contract after it has been approved by the County Attorney.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to approve distribution of Blandin Iron Range Community Broadband Grants as follows:

- \$ 3,600.00 Wi-Fi Hotspot, Jacobson Community Center
- \$15,000.00 Long Lake Conservation Center Fiber Build
- \$20,000.00 My Chart, Riverwood Healthcare Center
- \$ 5,910.00 Enhancements to Remote Learning Center
- \$44,510.00

**RESOLUTION  
20191126-095  
PROPOSED  
STATE  
CONSERVATION  
ACQUISITION**

**COUNTY  
ADMINISTRATOR  
UPDATES**

**PICTOMETRY  
AERIAL  
PHOTOGRAPHY**

**BLANDIN IRON  
RANGE  
COMMUNITY  
BROADBAND  
GRANTS**

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members present voting yes to approve Aitkin County membership to ARDC Brownfield Coalition and to submit Letter of Support, as recommended by the Economic Development Committee.

**ARDC  
BROWNFIELD  
COALITION**

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – Award Contract No. 20198:

**WHEREAS**, Contract No. 20198 is for construction of S.A.P 001-625-001, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, October 28, 2019 with a total of eight bids received, and

**WHEREAS**, Kern & Tabery, Inc., Wadena, MN was the lowest responsible bidder in the amount of \$1,855,752.80.

**THEREFORE, BE IT RESOLVED**, that Kern & Tabery, Inc. is awarded Contract No. 20198.

**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.

**RESOLUTION  
20191126-096  
AWARD  
CONTRACT  
NO. 20198**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to accept AIA Agreement from Widseth Smith Nolting & Associates for Aitkin County Highway Department Office Addition/Renovation in the amount of \$66,000.00, and to authorize signatures, as recommended by the Facilities Committee.

**AIA AGREEMENT  
AITKIN COUNTY  
HIGHWAY DEPT.**

John Welle, County Engineer reviewed the 2019 Highway Construction Project Summary and the anticipated 2020 Highway Construction Projects with the Board.

**2019 & 2020  
HIGHWAY  
CONSTRUCTION  
UPDATES**

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – Bridge Priority:

**WHEREAS**, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

**WHEREAS**, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

**NOW, THEREFORE BE IT RESOLVED** that the following deficient bridges are high priority and Aitkin County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

**RESOLUTION  
20191126-097  
BRIDGE  
PRIORITY**

Existing Bridge Number	Road Number	Section/ Township/ Range	Project Cost	State-Aid Funds	Town Bridge Funds	Local Funds	Local Bridge Replacement Program Funds	Program Year
NA	CSAH 5	23-48N-25W	\$170,000	\$100,000			\$70,000	2020
01503	CSAH 14	19-50N-22W	\$284,000	\$184,000			\$100,000	2020

L2357	490 <sup>th</sup> Lane Waukenabo Twp	15-49N-26W	\$160,000		\$150,000	\$10,000		2020
NA	420 <sup>th</sup> Avenue Farm Island Twp	26-46N-27W	\$105,000		\$95,000	\$10,000		2021
1507	CSAH 12	16-46N-26W	\$600,000	\$365,000			\$235,000	2021
88100	CSAH 11	6-45N-27W	\$150,000	\$75,000			\$75,000	2022
01505	CSAH 18	7-50N-24W	\$975,000	\$565,000			\$410,000	2022
01510	CR 62	13-48N-24W	\$650,000			\$150,000	\$500,000	2022
01508	CSAH 5	14-47N-25W	\$735,000	\$415,000			\$320,000	2023
7375	CR 54	17-47N-26W	\$450,000			\$100,000	\$350,000	2023

**FURTHERMORE**, Aitkin County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

**FURTHERMORE**, Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

The Board discussed: CARE Board, P&Z, Mille Lacs Watershed, ACA, Community Meal, ARDC, Economic Development, Snake River Watershed, TZD, ACWPTF, Historical Society, and Facilities.

Motion by Commissioner Westerlund seconded by Commissioner Pratt and carried, all members present voting yes to adjourn the meeting at 12:37 p.m. until Tuesday, December 3, 2019 at Aitkin City Hall.

**BOARD  
DISCUSSION**

**ADJOURN**

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

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Jessica Seibert, County Administrator



# Board of County Commissioners Agenda Request

2c  
Agenda Item #

**Requested Meeting Date:** 12/3/2019

**Title of Item:** Electronic funds transfers

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Electronic funds transfers thru 11/25/19		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

ELECTRONIC FUNDS TRANSFER

Thru November 25, 2019 Board Meeting December 3, 2019

Date	Amount	Reason
11/19/19	12331.18	Manual Abstract
11/20/19	\$4,813.45	Manual Abstract
11/21/19	\$2,395,039.18	Auditor Warrants
11/21/19	\$1,329.97	Manual Abstract
11/22/19	\$530,584.44	Payroll Abstract
11/22/19	\$1,077.64	Auditor Warrants

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\$2,945,175.86



# Board of County Commissioners Agenda Request

20  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Fire Protection Contract-Town of Ball Bluff

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>

<b>Submitted by:</b> Kirk Peysar, County Auditor	<b>Department:</b> County Auditor
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<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor	<b>Estimated Time Needed:</b> n/a
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**Summary of Issue:**

Approve and authorize signatures to the 2020 Fire Protection Contract for the Unorganized Towns of 51-22 \$162.50; 52-22 \$13,110.14; and 52-24 \$1,249.92 with the Town of Ball Bluff.

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

**Recommended Action/Motion:**

Approve and authorize signatures to the contract with Ball Bluff Township for 2020

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

November 21, 2019

To: Board of Commissioners

From: Kirk Peysar, County Auditor

Re: 2020 Fire Protection contract with Ball Bluff Township

Ball Bluff Township has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 51-22 \$162.50; 52-22 \$13,110.14; and 52-24 \$1,249.92.

Request to authorize signatures to the 2020 Fire Protection contract with Ball Bluff Township for the unorganized townships.

**Jacobson Volunteer Fire Department  
Fiduciary Agent: Ball Bluff Township  
Fire Protection Agreement  
with Aitkin County Fiduciary Agent for:  
Unorg. Townships: 51-22, 52-22, 52-24  
Effective January 1, 2020**

This agreement made and entered into by and between the Jacobson Volunteer Fire Department, in the Township of Ball Bluff, in the County of Aitkin in the State of Minnesota and the Townships of 51-22, 52-22, 52-24, a township of the County of Aitkin in the State of Minnesota.

**WHEREAS**, the Townships of 51-22, 52-22, 52-24 desires the services of the Jacobson Volunteer Fire Department in case of fires occurring in 51-22, 52-22, 52-24 Townships as well as the emergency medical services of the Jacobson Volunteer Fire Department 1st Responders in case of a medical emergency, and

**WHEREAS**, the Township of Ball Bluff maintains a volunteer fire department with emergency medical response capability, which department is available to provide fire protection and emergency medical response services to properties located in the Townships of 51-22, 52-22, 52-24, and

**THEREFORE**, it is agreed by and between said parties as follows:

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from **January 1, 2020 through December 31, 2020** with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. **The portions are as follows 51-22 \$162.50, 52-22 \$13,110.14, 52-24 \$1,249.92, which will provide coverage from January 1, 2020 to December 31, 2020.** Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198<sup>th</sup> Ave, Box B, Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
  - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
  - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

- c. In the event a fire call is answered by the Jacobson Volunteer Fire Department, but before the fire in question is extinguished, the fire fighting equipment or volunteer firemen, or both are needed to fight another fire in the Jacobson Fire Departments fire district to protect property in the Jacobson Fire Departments fire district from a fire, the Chief or his Assistant Chief or Captains without liability therefore to any person or to the Jacobson Volunteer Fire Department or Township of Ball Bluff under this agreement, may in their judgment recall the fire equipment and firemen to another emergency for the purpose of fighting the fire in the fire district. The judgment of the Fire Chief, Assistant Chief or Captains shall be final and no person or party shall have recourse against the Townships or fire department for any damages or losses resulting from such action or decision.
- d. The first Responder's protocols for medical response units receiving medical direction from Med-1 Ambulance Service Inc., Minnesota Emergency Medical Services Regulatory Board, Minnesota Statutes 144E.27 subd. 5: The 1st responders from the Jacobson area and of the Jacobson Volunteer Fire Department responds in the geographical are licensed to Med-1 Inc. and their mutual aid area.
- 4. The parties acknowledge the fact that the Jacobson Volunteer Fire Department may enter into similar contracts with other townships, and acknowledge that the Jacobson Volunteer Fire Department has entered into mutual aid contracts with other Fire Departments in other municipalities, and that a fire call under any such contract preceding a call in the Township could be a valid and reasonable basis for the decision of the Fire Chief, Assistant Chief or Captains in refusing to answer a fire call in the Township.
- 5. Because the Jacobson Volunteer Fire Department has heretofore entered into mutual assistance fire fighting agreements with other municipalities possessing fire fighting equipment and firemen, which equipment and firemen could be called by the Chief, Assistant Chief or Captains to a fire in the Township, the Township agrees to pay such additional cost as may be incurred thereby if the sole judgment of the Chief, or his Assistant Chief or Captains, such additional fire fighting equipment and firemen are needed to fight a fire in the Township and are in fact called to such fire by the Chief, or his Assistant Chief or Captains.
- 6. Ball Bluff Township shall appoint one person from its board to sit on the Jacobson Volunteer Fire Department Budget Committee to assist in preparing the following year's fire department budget and attend their monthly fire department meetings.
- 7. Townships contracted with the Jacobson Volunteer Fire Department is invited to send representatives to the Jacobson Volunteer Fire Department meetings and Ball Bluff Township meetings. The Jacobson Volunteer Fire Department business meeting is held the first Thursday of each month. The Township of Ball Bluff meets the second Tuesday of each month.

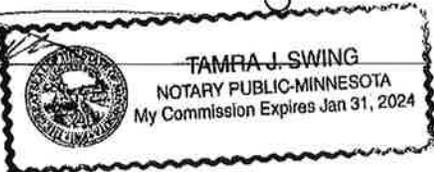
IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 14<sup>th</sup> day of November, 2019.

Township of **Ball Bluff Township**

by Steven J. Seer  
Chairman

Attest: Samantha Sui  
Township Clerk

by Tamra J. Swing  
Fire Chief



Township of **Unorganized 51-22, 52-22, 52-24**

by \_\_\_\_\_  
Chairman

Attest: \_\_\_\_\_  
Township Clerk



# Board of County Commissioners Agenda Request

**2E**  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Fire Protection Contract-City of McGrath

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> County Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Approve and authorize signatures to the 2020 Fire Protection Contract for the Unorganized Town of 45-24 (Jewett) with McGrath Fire Department.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve and authorize signatures to the contract with Ball Bluff Township for 2020		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

**Kirk Peysar**  
**Aitkin County Auditor**  
209 Second Street Northwest Room 202  
Aitkin, Minnesota 56431  
218.927.7354

November 21, 2019

To: Board of Commissioners

From: Kirk Peysar, County Auditor

Re: 2020 Fire Protection contract with City of McGrath

City of McGrath has submitted a renewal contract to provide fire protection to the unorganized township 45-24 (Jewett). The allocation of fire protection cost is as follows:  
45-24 \$581.85

Request to authorize signatures to the 2020 Fire Protection contract with City of McGrath Township for the unorganized township.

CONTRACT FOR TOWNSHIP FIRE PROTECTION

This agreement, made and entered into this 1<sup>ST</sup> day of JAN 2020 by and between the City of McGrath, Aitkin County, Minnesota and the township of UNORGANIZED, Aitkin County, Minnesota.

45-24

Whereas, the second party, deeming it advisable to have available for the benefit of the residents of said Township, services of the McGrath Fire Department and electors of Township have pursuant to law, provided a fund for furnishing of such services and

Whereas, City by appropriate action authorized it's Mayor and Clerk to enter into contract with Township.

Now, therefore; it is mutually agreed between parties, that for a period of 1 year from and after the date hereof, the Fire Department of McGrath will answer any and all fire calls of the residents in the following sections 45-24 of Township and will respond to such calls with suitable firefighting apparatus to render all assistance possible in the saving of life and property. In the event of two calls, the first call shall have priority and the second call shall be answered as soon as possible, it being understood that McGrath has other contracts, and it being further understood that the property within City limits shall have first call on the services of the Fire Department.

In consideration of such services, second party agrees to pay the sum of \$ 581.85, payable in advance.

It is understood and agreed however that in the event that the road and weather conditions be such that the fire run cannot be made with reasonable safety to men and equipment, the decision of the Fire Chief or other Fire Department official being final in such event, that said City shall not be liable in any way to Township, or to any person, firm or corporation for failure of the department to attend a fire or to extinguish a fire or for damage to or loss of goods.

In consideration of such services, parties served agreed to pay \$350.00 per fire run.

It is understood and agreed that this contract shall continue in effect for a period of not more than 1 year with the privilege of cancelling by either party with a written notice within thirty days.

CONTRACT DATE JAN 1 2020 to Dec. 31 2020

In witness thereof, the respective parties have caused this instrument to be executed by the respective officers thereof.

CITY OF MCGRATH

TOWNSHIP

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
CLERK

\_\_\_\_\_  
CLERK



# Board of County Commissioners Agenda Request

2F  
Agenda Item #

Requested Meeting Date: December 3, 2019

Title of Item: Polling Place Designation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input 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*
<b>Submitted by:</b> Kirk Peysar		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Designation of the 2020 polling places for the unorganized townships.  Polling places are now required to be designated annually, the County Board as custodian of the unorganized townships acts as the town board for the designation.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Approve by <i>resolution</i> to designate 2020 polling places for the unorganized townships		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		
The result of legislation (2016).		

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

By Commissioner: xx

20191203-0xx

Designating Annual Polling Places

**WHEREAS**, it is important that citizens exercise their right to vote at their polling place; and

**WHEREAS**, Minnesota Statute 204B.16 requires the designation of local polling places for elections annually.

**NOW THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners, acting on behalf of the unorganized townships in Aitkin County designate its 2020 polling places as follows:

Precinct:	Location:
NE Unorganized Towns (51-22, 52-22, and 52-24)	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN
Unorganized Township 45-24	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin , MN
Unorganized Township 47-24	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN
Unorganized Township 48-27	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN
Unorganized Township 51-27	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN
NW Aitkin Unorganized Precinct 1 (52-25 & 52-27)	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN
NW Aitkin Unorganized Precinct 2 (49-27, 50-27, 50-26, 50-25, & 51-25)	Government Center 307 2 <sup>nd</sup> Street NW, Aitkin, MN

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 3<sup>rd</sup> day of December, 2019, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 3<sup>rd</sup> day of December 2019

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

26



LAH1  
11/22/19 11:28AM

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

11-27-19

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

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE!

LAH1  
11/22/19 11:28AM  
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			
248 Association of Mn Counties		AMC District meeting	54827	Registration Fee	N
01-001-000-0000-6241	105.00				
248 Association of Mn Counties	105.00	1 Transactions			
3590 Niemi/Donald		ARDC meal		Meals (Overnight)	N
01-001-000-0000-6340	12.21				
01-001-000-0000-6330	129.92	Mileage	224@.58	Transportation & Travel & Parking	N
3590 Niemi/Donald	142.13	2 Transactions			
6097 Verizon Wireless		Wedel cell phone	28628780200001	Telephone	N
01-001-000-0000-6250	32.02				
01-001-000-0000-6250	35.01	Marcotte Mifi	78666388100002	Telephone	N
6097 Verizon Wireless	67.03	2 Transactions			
1 DEPT Total:	314.16	Commissioners	3 Vendors	5 Transactions	
12 DEPT		Court Administration			
8175 Centurylink		Phone	313645966	Telephone	N
01-012-000-0000-6250	2.77				
8175 Centurylink	2.77	1 Transactions			
11634 Gammello & Pearson PLLC		Fees 01- PR- 19- 520	70847	Attorney Services	Y
01-012-000-0000-6232	75.00				
01-012-000-0000-6232	142.50	Fees 01- JV- 19- 630	70848	Attorney Services	Y
01-012-000-0000-6232	74.24	Expenses 01- JV- 19- 885	70850	Attorney Services	N
01-012-000-0000-6232	525.00	Fees 01- JV- 19- 885	70850	Attorney Services	Y
11634 Gammello & Pearson PLLC	816.74	4 Transactions			
14906 Jones Law Office		Fees 01- PR- 17- 186	1941455	Attorney Services	N
01-012-000-0000-6232	67.50				
14906 Jones Law Office	67.50	1 Transactions			
2810 Larson/Shari S		Expenses		Attorney Services	N
01-012-000-0000-6232	532.89				
01-012-000-0000-6232	4,562.00	Fees	November	Attorney Services	Y
2810 Larson/Shari S	5,094.89	2 Transactions			
5176 Wetzel Law Firm					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
5176 Wetzel Law Firm			60.00	Fees 01- PX- 99- 99	14281	Attorney Services	Y
			60.00		1 Transactions		
<b>12 DEPT Total:</b>			<b>6,041.90</b>	<b>Court Administration</b>	<b>5 Vendors</b>	<b>9 Transactions</b>	
<b>40 DEPT</b>				<b>Auditor</b>			
783 Canon Financial Services, Inc			20.36	License Center Fax 042	20735624	Services, Labor, Contracts	N
			86.28	License Center #041	20749414	Services, Labor, Contracts	N
<b>783 Canon Financial Services, Inc</b>			<b>106.64</b>		<b>2 Transactions</b>		
8175 Centurylink			11.10	Phone	313645966	Telephone	N
			4.16	Phone	313645966	License Center- Phone	N
			57.18	Local License Center	314154028	License Center- Phone	N
<b>8175 Centurylink</b>			<b>72.44</b>		<b>3 Transactions</b>		
2214 Holder/Maryann			825.00	License Center Rent Dec 2019		Rentals	1
<b>2214 Holder/Maryann</b>			<b>825.00</b>		<b>1 Transactions</b>		
86235 The Office Shop Inc			32.20	Liz Notary Stamp	1071552- 0	Office & Computer Supplies	N
			30.45	Storage boxes	1071834- 0	Office & Computer Supplies	N
			155.92	Dymo label printer	1071834- 1	Office & Computer Supplies	N
			29.61	Laser labels	1072058- 0	Office & Computer Supplies	N
			9.33	Calculator ribbon	1072058- 1	Office & Computer Supplies	N
<b>86235 The Office Shop Inc</b>			<b>257.51</b>		<b>5 Transactions</b>		
10930 Tidholm Productions			132.00	Envelopes	0974 8637	Office & Computer Supplies	Y
<b>10930 Tidholm Productions</b>			<b>132.00</b>		<b>1 Transactions</b>		
<b>40 DEPT Total:</b>			<b>1,393.59</b>	<b>Auditor</b>	<b>5 Vendors</b>	<b>12 Transactions</b>	
<b>42 DEPT</b>				<b>Treasurer</b>			
8175 Centurylink			6.94	Phone	313645966	Telephone	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula 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>	
8175 Centurylink					
			1 Transactions		
4173 Grams/Lori					
01-042-000-0000-6241		275.00	MACO Conference	Registration Fee	N
01-042-000-0000-6332		526.84	MACO Conf hotel	Hotel / Motel Lodging	N
01-042-000-0000-6405		213.11	Rolling cart	Office & Computer Supplies	N
01-042-000-0000-6405		20.84	Key chains, drawer orgnaizers	Office & Computer Supplies	N
4173 Grams/Lori		1,035.79	4 Transactions		
86235 The Office Shop Inc					
01-042-000-0000-6405		55.88	Folder, labels	Office & Computer Supplies	N
01-042-000-0000-6405		241.71	DYMO Printer	Office & Computer Supplies	N
01-042-000-0000-6405		197.69	Calculator	Office & Computer Supplies	N
86235 The Office Shop Inc		495.28	3 Transactions		
14330 US Bank					
01-042-000-0000-6231		117.53	Ricoh contract	Services, Labor, Contracts	N
14330 US Bank		117.53	1 Transactions		
42 DEPT Total:		1,655.54	Treasurer	4 Vendors	9 Transactions
43 DEPT			Assessor		
86222 Aitkin Independent Age					
01-043-000-0000-6405		39.00	1 year subscription	TAA- 210366	Office, Film & Computer Supplies N
86222 Aitkin Independent Age		39.00	1 Transactions		
783 Canon Financial Services, Inc					
01-043-000-0000-6231		164.08	Copier contract 033	20622504	Services, Labor, Contracts N
783 Canon Financial Services, Inc		164.08	1 Transactions		
8175 Centurylink					
01-043-000-0000-6250		18.03	Phone	313645966	Telephone N
8175 Centurylink		18.03	1 Transactions		
4641 Holiday Credit Office					
01-043-000-0000-6511		333.43	Oct fuel	1400000147443	Gas And Oil N
4641 Holiday Credit Office		333.43	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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
43 DEPT Total:		554.54	Assessor	4 Vendors	4 Transactions
44 DEPT			Central Services		
14945 Bobcat Properties					
01-044-000-0000-6231		100.00	Off site storage Dec 2019		Services, Labor, Contracts N
14945 Bobcat Properties		100.00		1 Transactions	
8175 Centurylink					
01-044-000-0000-6250		2.77	Phone	313645966	Telephone N
8175 Centurylink		2.77		1 Transactions	
10185 Centurylink Communications Inc					
01-044-000-0000-6250		0.33	Phone	320295974	Telephone N
10185 Centurylink Communications Inc		0.33		1 Transactions	
13624 MailFinance					
01-044-048-0000-6301		573.27	Lease	N8016904	Postage Rentals 1
			09/18/2019	12/17/2019	
13624 MailFinance		573.27		1 Transactions	
3336 Office Of MN. IT Services					
01-044-000-0000-6231		1,300.00	Oct 2019	DV19100383	Services, Labor, Contracts N
3336 Office Of MN. IT Services		1,300.00		1 Transactions	
3724 Performance Office Papers					
01-044-000-0000-6405		1,140.00	Copy paper	405098-00	Office & Computer Supplies N
3724 Performance Office Papers		1,140.00		1 Transactions	
44 DEPT Total:		3,116.37	Central Services	6 Vendors	6 Transactions
45 DEPT			Motor Pool		
170 Aitkin Motor Company					
01-045-000-0000-6302		48.73	Oil, tire rotation #47	25565	Car Maintenance N
01-045-000-0000-6302		45.76	Oil, tire rotation #18	25590	Car Maintenance N
170 Aitkin Motor Company		94.49		2 Transactions	
13934 The Tire Barn					
01-045-000-0000-6302		339.90	Align & control arm #38	50293	Car Maintenance N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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
13934 The Tire Barn		339.90	1 Transactions		
<b>45 DEPT Total:</b>		<b>434.39</b>	<b>Motor Pool</b>	<b>2 Vendors</b>	<b>3 Transactions</b>
<b>49 DEPT</b>			<b>Information Technologies</b>		
8175 Centurylink					
01-049-000-0000-6250		15.26	Phone	313645966	Telephone N
8175 Centurylink		15.26	1 Transactions		
88880 Datacomm Computers & Networks Inc					
01-049-000-0000-6402		16.00	NIC for testing	12280	Computer Supplies & Software N
88880 Datacomm Computers & Networks Inc		16.00	1 Transactions		
86290 Mn Counties Information Systems					
01-049-000-0000-6231		1,112.50	MCIS 4th Qtr DCS	1775	Programming, Services, Contracts N
86290 Mn Counties Information Systems		1,112.50	1 Transactions		
10820 Prodata					
01-049-000-0000-6231		540.00	DBU maint	509474	Programming, Services, Contracts N
10820 Prodata		540.00	1 Transactions		
6097 Verizon Wireless					
01-049-000-0000-6231		35.01	Mobile broadband	38669511000002	Programming, Services, Contracts N
6097 Verizon Wireless		35.01	1 Transactions		
<b>49 DEPT Total:</b>		<b>1,718.77</b>	<b>Information Technologies</b>	<b>5 Vendors</b>	<b>5 Transactions</b>
<b>52 DEPT</b>			<b>Administration</b>		
8175 Centurylink					
01-052-000-0000-6250		33.29	Phone	313645966	Telephone N
8175 Centurylink		33.29	1 Transactions		
86235 The Office Shop Inc					
01-052-000-0000-6405		15.04	Labels	1072190-0	Office & Computer Supplies N
01-052-000-0000-6405		13.88	Neon poster & foam board	308034-0	Office & Computer Supplies N
86235 The Office Shop Inc		28.92	2 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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	
52 DEPT Total:		Administration	2 Vendors	3 Transactions	
53 DEPT		Human Resources			
11303 Danielson/Bobbie		Mileage Ruttgers & MCIS	164.8@.48	Transportation/Travel/Parking	N
01-053-000-0000-6330	79.11	St Cloud Mileage	186@.58	Transportation/Travel/Parking	N
01-053-000-0000-6330	107.88				
11303 Danielson/Bobbie	186.99			2 Transactions	
12048 McDowell Agency, Inc./The					
01-053-000-0000-6234	37.00	Background - Anderson		Background Check Fees	N
01-053-000-0000-6234	119.00	Background - Mello		Background Check Fees	N
01-053-000-0000-6234	61.00	Background - Nett		Background Check Fees	N
01-053-000-0000-6234	49.00	Background - Erickson	118716	Background Check Fees	N
01-053-000-0000-6234	83.00	Background - Parker	118716	Background Check Fees	N
01-053-000-0000-6234	313.00	Background - Peterson	118716	Background Check Fees	N
12048 McDowell Agency, Inc./The	662.00			6 Transactions	
3810 Paulbeck's County Market					
01-053-000-0000-6405	19.40	Windex, towels, wipes	9277201	Office & Computer Supplies	N
3810 Paulbeck's County Market	19.40			1 Transactions	
53 DEPT Total:	868.39	Human Resources	3 Vendors	9 Transactions	
60 DEPT		Elections			
86235 The Office Shop Inc					
01-060-000-0000-6405	155.92	Dymo label printer	1071834- 1	Office & Computer Supplies	N
86235 The Office Shop Inc	155.92			1 Transactions	
60 DEPT Total:	155.92	Elections	1 Vendors	1 Transactions	
90 DEPT		Attorney			
86222 Aitkin Independent Age					
01-090-000-0000-6406	39.00	1 year subscription	TAA- 210244	Law Publ. & Subscriptions	N
01-090-000-0000-6406	39.00	1 year subscription	TAA- 210251	Law Publ. & Subscriptions	N
86222 Aitkin Independent Age	78.00			2 Transactions	
10452 AT&T Mobility					
01-090-000-0000-6250	277.53	Atty cell phones	287287384077	Telephone	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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
10452 AT&T Mobility		277.53	1 Transactions		
783 Canon Financial Services, Inc 01-090-000-0000-6405		359.91	Contract charge #038	20749413	Office & Computer Supplies N
783 Canon Financial Services, Inc		359.91	1 Transactions		
8175 Centurylink 01-090-000-0000-6250		16.64	Phone	313645966	Telephone N
8175 Centurylink		16.64	1 Transactions		
10185 Centurylink Communications Inc 01-090-000-0000-6250		1.51	Phone	320295974	Telephone N
10185 Centurylink Communications Inc		1.51	1 Transactions		
1180 Crow Wing Co Sheriff's Office 01-090-000-0000-6234		75.00	Subpoena 01cr19989	7842	Co Sheriff Services N
1180 Crow Wing Co Sheriff's Office		75.00	1 Transactions		
10855 Culligan 01-090-000-0000-6213		74.00	Montly water	150X01085000	Drug & Forfeiture Ms387.213 N
10855 Culligan		74.00	1 Transactions		
2569 Kanabec Co Sheriff 01-090-000-0000-6234		75.00	Subpoena 01cr18282	201902414	Co Sheriff Services N
01-090-000-0000-6234		75.00	Subpoena 01cr19110	201902485	Co Sheriff Services N
2569 Kanabec Co Sheriff		150.00	2 Transactions		
6039 Motherway/Michele 01-090-000-0000-6330		74.24	Mileage St Cloud Training	128@.58	Transportation & Travel & Parking N
6039 Motherway/Michele		74.24	1 Transactions		
15241 Perpich/Tracy 01-090-000-0000-6208		101.50	Mileage St Cloud training	175@.58	Training/Education N
15241 Perpich/Tracy		101.50	1 Transactions		
8454 Ramsey County Sheriff 01-090-000-0000-6234		70.00	Subpoena 01cr171281	201910840	Co Sheriff Services N
8454 Ramsey County Sheriff		70.00	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9489	Redwood Toxicology Laboratory, Inc		51.84	Testing pretrial defend	122891201910	Drug & Forfeiture Ms387.213	6
9489	Redwood Toxicology Laboratory, Inc		51.84				
4139	Roggenkamp- Rakotz/Lisa M		5.00	Parking TZD Conf		Training/Education	N
	01- 090- 000- 0000- 6208		13.34	Meals 10/25		Training/Education	N
	01- 090- 000- 0000- 6208		98.60	Mileage TZD Conf	170@.58	Training/Education	N
	01- 090- 000- 0000- 6208		98.60	Mileage Trial Tactics	170@.58	Training/Education	N
4139	Roggenkamp- Rakotz/Lisa M		215.54				
4260	St Louis Co Sheriff's Office		55.00	Subpoena 01cr181080	1904424	Co Sheriff Services	N
4260	St Louis Co Sheriff's Office		55.00				
11949	Swanson/Sondra		10.90	Postage		Postage	N
11949	Swanson/Sondra		10.90				
5173	Thomson Reuters- West Publishing		1,492.23	Information charges	841219217	Computer Research	N
	01- 090- 000- 0000- 6239			10/01/2019			
5173	Thomson Reuters- West Publishing		1,492.23				
90	DEPT Total:		3,103.84	Attorney	16 Vendors	21 Transactions	
100	DEPT			Recorder			
8175	Centurylink		13.87	Phone	313645966	Telephone	N
8175	Centurylink		13.87				
10795	Moriarty/Michael		361.58	Real Property Institute	Hotels	Hotels / Motels	N
	01- 100- 000- 0000- 6332		30.10	West Central Index Conf	Meals	Meals	N
	01- 100- 000- 0000- 6340		44.03	Real Property Institute	Meals	Meals	N
	01- 100- 000- 0000- 6330		87.65	West Central Index Conf	Mlg 182.6@.48	Transportation & Travel	N
	01- 100- 000- 0000- 6330		127.68	Real Property Institute	Mlg 266@.48	Transportation & Travel	N
	01- 100- 000- 0000- 6332		153.18	West Central Index Conf	Motels	Hotels / Motels	N
	01- 100- 000- 0000- 6330		66.90	Real Property Institute	Parking	Transportation & Travel	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10795	Moriarty/Michael			871.12				
					7 Transactions			
86235	The Office Shop Inc							
	01- 100- 000- 0000- 6405			835.12	Office supplies	1071788- 0	Office & Computer Supplies	N
	01- 100- 000- 0000- 6405			7.92	Office supplies	1071814- 0	Office & Computer Supplies	N
	01- 100- 196- 0000- 6625			14,802.66	Copier- IR- C55601 III	1072184- 0	Office & Other Equipment- Recorder's	N
86235	The Office Shop Inc			15,645.70				
					3 Transactions			
100	DEPT Total:			16,530.69	Recorder		3 Vendors	11 Transactions
110	DEPT				Courthouse Maintenance			
8175	Centurylink							
	01- 110- 000- 0000- 6250			5.55	Phone	313645966	Phone	N
8175	Centurylink			5.55				
					1 Transactions			
88628	Dalco Enterprises, Inc.							
	01- 110- 000- 0000- 6422			164.64	Ice melt	3514827	Janitorial Supplies	N
88628	Dalco Enterprises, Inc.			164.64				
					1 Transactions			
10698	Stericycle,Inc							
	01- 110- 000- 0000- 6255			30.10	Steri- Safe	4008973782	Garbage	6
					12/01/2019	12/31/2019		
10698	Stericycle,Inc			30.10				
					1 Transactions			
110	DEPT Total:			200.29	Courthouse Maintenance		3 Vendors	3 Transactions
120	DEPT				Service Officer			
8175	Centurylink							
	01- 120- 000- 0000- 6250			31.90	Phone	313645966	Telephone	N
8175	Centurylink			31.90				
					1 Transactions			
10185	Centurylink Communications Inc							
	01- 120- 000- 0000- 6250			17.36	Phone	320295974	Telephone	N
10185	Centurylink Communications Inc			17.36				
					1 Transactions			
120	DEPT Total:			49.26	Service Officer		2 Vendors	2 Transactions
122	DEPT				Planning & Zoning			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

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>
86222 Aitkin Independent Age 01-122-000-0000-6230		36.75	Notice of hearing 11/18	736034	Printing, Publishing & Adv N
86222 Aitkin Independent Age		36.75	1 Transactions		
783 Canon Financial Services, Inc 01-122-000-0000-6231		166.12	Copier charge #046	20771738	Services, Labor, Contracts, Programm N
783 Canon Financial Services, Inc		166.12	1 Transactions		
8175 Centurylink 01-122-000-0000-6250		54.10	Phone	313645966	Telephone N
8175 Centurylink		54.10	1 Transactions		
4641 Holiday Credit Office 01-122-000-0000-6511		108.34	P&Z fuel	1400000135321	Gas And Oil N
4641 Holiday Credit Office		108.34	1 Transactions		
5516 Paquette/Jeremy M 01-122-000-0000-6350		10.00	PC Onsite		Per Diem Y
01-122-000-0000-6350		50.00	PC Meeting	11/18/2019	Per Diem Y
01-122-038-0000-6330		53.94	PC Mileage	93@.58	Boa/Pc Mileage N
5516 Paquette/Jeremy M		113.94	3 Transactions		
9035 Poser/Richard 01-122-000-0000-6820		300.00	Partial refund App 2019- 005200		Refunds & Reimbursements N
9035 Poser/Richard		300.00	1 Transactions		
9047 Ranweiler/Andrew 01-122-000-0000-6820		400.00	Partial refund App 2019- 005300		Refunds & Reimbursements N
9047 Ranweiler/Andrew		400.00	1 Transactions		
4010 Rasley Oil Company 01-122-000-0000-6511		43.68	Fuel	AITCOZOS	Gas And Oil N
4010 Rasley Oil Company		43.68	1 Transactions		
9033 Schmicking/Alan 01-122-000-0000-6820		150.00	Full refund app 2019- 005336		Refunds & Reimbursements N
9033 Schmicking/Alan		150.00	1 Transactions		
86235 The Office Shop Inc					

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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	
		Calendars, phone rests, envel	1071840-0	Office, Computer, Film, & Field Suppl	N
		Address stamps	1071848-0	Office, Computer, Film, & Field Suppl	N
86235 The Office Shop Inc		2 Transactions			
10895 Westerlund/Laurie Ann					
01-122-000-0000-6405		161.98			
01-122-000-0000-6405		54.60			
10895 Westerlund/Laurie Ann		24.36	42@.58	Boa/Pc Mileage	N
01-122-038-0000-6330		24.36	1 Transactions		
122 DEPT Total:		1,613.87	11 Vendors	14 Transactions	
123 DEPT		Coroner			
9041 Karvonen Funeral & Cremation Service					
01-123-000-0000-6330		450.00	10-22-19 transport	Transportation For Autoposy	N
9041 Karvonen Funeral & Cremation Service		450.00	1 Transactions		
123 DEPT Total:		450.00	1 Vendors	1 Transactions	
200 DEPT		Enforcement			
117 Aitkin County Sheriff					
01-200-000-0000-6231		20.00	Coffman notary filing	Services & Labor (Incl Contracts)	N
117 Aitkin County Sheriff		20.00	1 Transactions		
170 Aitkin Motor Company					
01-200-000-0000-6302		942.59	fuel pump & sending unit	Car Maintenance	N
170 Aitkin Motor Company		942.59	1 Transactions		
86467 Auto Value Aitkin					
01-200-000-0000-6302		17.98	pair wiper blades #206	Car Maintenance	N
86467 Auto Value Aitkin		17.98	1 Transactions		
5398 CDW Government, Inc					
01-200-000-0000-6625		164.89	deputy room monitor	Office Equipment	N
5398 CDW Government, Inc		164.89	1 Transactions		
8175 Centurylink					
01-200-000-0000-6250		109.58	Phone	Telephone	N
8175 Centurylink		109.58	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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	
	Amount				
10185 Centurylink Communications Inc		Phone	320295974	Telephone	N
01- 200- 000- 0000- 6250	8.63				
10185 Centurylink Communications Inc	8.63		1 Transactions		
1775 Galls LLC		taclite shirt #206	014183208	Clothing Allowance	N
01- 200- 000- 0000- 6410	162.36				
1775 Galls LLC	162.36		1 Transactions		
4641 Holiday Credit Office		#221 gas	1400000288942	Gas And Oil	N
01- 200- 000- 0000- 6511	96.18				
4641 Holiday Credit Office	96.18		1 Transactions		
2925 L & M Supply, Inc.		dog food	9420529	Office & Computer Supplies	N
01- 200- 019- 0000- 6405	48.99				
2925 L & M Supply, Inc.	48.99		1 Transactions		
9046 Loffler Companies		phone wall mount #221	3272500	Office Supplies	N
01- 200- 000- 0000- 6405	20.00				
9046 Loffler Companies	20.00		1 Transactions		
3654 Novotny/John		Mileage for DRE Training	700@.48	Transportation & Travel & Parking	N
01- 200- 003- 0000- 6330	336.00				
3654 Novotny/John	336.00		1 Transactions		
13864 Sandberg/Kristi		Health Insurance Dec 2019		Health Insurance- Employer	N
01- 200- 000- 0000- 6150	1,000.00				
13864 Sandberg/Kristi	1,000.00		1 Transactions		
13934 The Tire Barn		tire repair on vehicle #224	50212	Car Maintenance	N
01- 200- 000- 0000- 6302	50.00				
01- 200- 000- 0000- 6302	50.00	tire repair on vehicle #225	50213	Car Maintenance	N
01- 200- 000- 0000- 6302	54.04	oil change #212	50540	Car Maintenance	N
01- 200- 000- 0000- 6302	49.39	headlight #218	50612	Car Maintenance	N
13934 The Tire Barn	203.43		4 Transactions		
6097 Verizon Wireless		1378, 1388, 1389, 1398	9841499328	Telephone	N
01- 200- 000- 0000- 6250	112.00				
6097 Verizon Wireless	112.00		1 Transactions		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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	
9642	WEX BANK		deputy gas	62360598	Gas And Oil	N
	01-200-000-0000-6511	5,448.26				
9642	WEX BANK					
		5,448.26		1 Transactions		
200	DEPT Total:	8,690.89	Enforcement	15 Vendors	18 Transactions	
202	DEPT		Boat & Water			
13847	WHITES LEGACY GARAGE					
	01-202-000-0000-6302	180.18	winterize Merc Lund A717		B&W Maintenance	N
	01-202-000-0000-6302	179.98	winterize Merc Lund H708		B&W Maintenance	N
	01-202-000-0000-6302	179.98	winterize Merc Lund 1910		B&W Maintenance	N
	01-202-000-0000-6302	179.98	winterie Merc Lund L011		B&W Maintenance	N
13847	WHITES LEGACY GARAGE	720.12		4 Transactions		
202	DEPT Total:	720.12	Boat & Water	1 Vendors	4 Transactions	
204	DEPT		ATV			
9642	WEX BANK					
	01-204-000-0000-6511	445.14	ATV gas	62360598	Gas And Oil	N
9642	WEX BANK	445.14		1 Transactions		
204	DEPT Total:	445.14	ATV	1 Vendors	1 Transactions	
252	DEPT		Corrections			
783	Canon Financial Services, Inc					
	01-252-000-0000-6231	101.52	dispatch copier lease	20735627	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc	101.52		1 Transactions		
8175	Centurylink					
	01-252-000-0000-6250	144.26	Phone	313645966	Telephone	N
8175	Centurylink	144.26		1 Transactions		
10185	Centurylink Communications Inc					
	01-252-000-0000-6250	8.63	Phone	320295974	Telephone	N
10185	Centurylink Communications Inc	8.63		1 Transactions		
9040	Cooks Correctional					
	01-252-000-0000-6420	27.09	temp sensor, chlorine test str	N625531	Kitchen Supplies	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

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>
9040 Cooks Correctional		27.09	1 Transactions		
5503 Keefe Supply Company					
01-252-000-0000-6418		328.32	snack cakes	1216020	Groceries N
5503 Keefe Supply Company		328.32	1 Transactions		
13844 McKesson Medical Surgical					
01-252-000-0000-6262		479.80	OTC meds	68043432	Medical Expenses & Supplies - Inmat N
13844 McKesson Medical Surgical		479.80	1 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
01-252-000-0000-6254		271.46	shelter/tower	34-54-015-01	Utilities & Heating N
3160 Mille Lacs Energy Coop- Albert Lea		271.46	1 Transactions		
3789 Pan- O- Gold Baking Company					
01-252-000-0000-6418		78.22	groceries	10002419311010	Groceries N
01-252-000-0000-6418		89.86	groceries	10002419318028	Groceries N
01-252-000-0000-6418		14.70	groceries	10002419320018	Groceries N
3789 Pan- O- Gold Baking Company		182.78	3 Transactions		
9295 Reinhart Foodservice					
01-252-000-0000-6418		13.36-	return groceries	934225	Groceries Y
01-252-000-0000-6418		1,727.81	groceries	940943	Groceries Y
01-252-000-0000-6418		2,562.69	groceries	948953	Groceries Y
9295 Reinhart Foodservice		4,277.14	3 Transactions		
9499 Reliance Telephone Systems, Inc					
01-252-252-0000-6406		253.00	adjust camera 130	10371	Phone Card Prisoner Welfare N
9499 Reliance Telephone Systems, Inc		253.00	1 Transactions		
4761 Sysco Minnesota Inc					
01-252-000-0000-6418		322.97	groceries	153631840	Groceries N
4761 Sysco Minnesota Inc		322.97	1 Transactions		
11608 Thrifty White Pharmacy- McGregor					
01-252-000-0000-6262		1,421.09	inmate meds	11/02/19	Medical Expenses & Supplies - Inmat N
11608 Thrifty White Pharmacy- McGregor		1,421.09	1 Transactions		
9642 WEX BANK					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

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>On Behalf of Name</u>	
01-252-000-0000-6330		429.56	transport gas	Prisoner Transportation & Travel	N
9642 WEX BANK		429.56	1 Transactions		
252 DEPT Total:		8,247.62	Corrections	13 Vendors	17 Transactions
253 DEPT			Sentence to Serve		
8175 Centurylink					
01-253-000-0000-6250		8.32	Phone	Telephone	N
8175 Centurylink		8.32	1 Transactions		
253 DEPT Total:		8.32	Sentence to Serve	1 Vendors	1 Transactions
254 DEPT			Enhanced 911 System		
14797 Everbridge, Inc					
01-254-000-0000-6231		6,500.00	mass notification base	Services, Labor, Contracts	N
14797 Everbridge, Inc		6,500.00	1 Transactions		
254 DEPT Total:		6,500.00	Enhanced 911 System	1 Vendors	1 Transactions
255 DEPT			General Crime Victim Grant		
8175 Centurylink					
01-255-000-0000-6250		15.26	Phone	Telephone	N
8175 Centurylink		15.26	1 Transactions		
255 DEPT Total:		15.26	General Crime Victim Grant	1 Vendors	1 Transactions
257 DEPT			Community Corrections		
783 Canon Financial Services, Inc					
01-257-000-0000-6342		140.67	Copier contract 036	Office Equipment Rental/Contracts	N
783 Canon Financial Services, Inc		140.67	1 Transactions		
8175 Centurylink					
01-257-000-0000-6220		76.29	Phone	Telephone	N
8175 Centurylink		76.29	1 Transactions		
4641 Holiday Credit Office					
01-257-251-0000-6335		93.00	Gas	Gas/Vehicle Fuel Charges	N
01-257-255-0000-6335		40.49	Gas	Gas/Vehicle Fuel Charges	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-257-257-0000-6335		40.50	Gas	1400000155373	Gas/Vehicle Fuel Charges	N
	01-257-258-0000-6335		78.43	Gas	1400000155373	Gas/Vehicle Fuel Charges	N
4641	Holiday Credit Office		252.42				
				4 Transactions			
15176	Koonce/Crystal						
	01-257-251-0000-6339		55.71	Meal Reimbursement DOC train		Meals (Overnight)	N
15176	Koonce/Crystal		55.71				
				1 Transactions			
9489	Redwood Toxicology Laboratory, Inc						
	01-257-267-0000-6274		70.20	Urinalysis testing	022399201910	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		70.20				
				1 Transactions			
257	DEPT Total:		595.29	Community Corrections	5 Vendors	8 Transactions	
280	DEPT			Emergency Management			
10185	Centurylink Communications Inc						
	01-280-000-0000-6250		1.50	Phone	320295974	Telephone	N
10185	Centurylink Communications Inc		1.50				
				1 Transactions			
280	DEPT Total:		1.50	Emergency Management	1 Vendors	1 Transactions	
390	DEPT			Environmental Health (FBL)			
8175	Centurylink						
	01-390-000-0000-6250		11.10	Phone	313645966	Telephone	N
8175	Centurylink		11.10				
				1 Transactions			
4641	Holiday Credit Office						
	01-390-000-0000-6511		51.15	FBL fuel	1400000135321	Gas And Oil	N
4641	Holiday Credit Office		51.15				
				1 Transactions			
86235	The Office Shop Inc						
	01-390-000-0000-6405		19.04	Calendars, phone rests, envel	1071840-0	Office, Film, And Field Supplies	N
86235	The Office Shop Inc		19.04				
				1 Transactions			
390	DEPT Total:		81.29	Environmental Health (FBL)	3 Vendors	3 Transactions	
391	DEPT			Solid Waste			
86222	Aitkin Independent Age						

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

Vendor No.	Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86222	Aitkin Independent Age	01-391-000-0000-6230		83.97	Composting Ad		736256	Printing, Publishing & Adv	N
				83.97		1 Transactions			
8175	Centurylink	01-391-000-0000-6250		6.94	Phone		313645966	Telephone	N
8175	Centurylink			6.94		1 Transactions			
2763	Countryside Sanitation	01-391-060-0000-6360		1,318.00	Monthly recycling			Recycling Contract	Y
					08/01/2019	10/31/2019			
2763	Countryside Sanitation			1,318.00		1 Transactions			
4641	Holiday Credit Office	01-391-000-0000-6511		20.19	Solid Waste fuel		1400000135321	Gas And Oil	N
4641	Holiday Credit Office			20.19		1 Transactions			
86235	The Office Shop Inc	01-391-000-0000-6405		27.89	Calendars, phone rests, envel		1071840-0	Office & Film Supplies	N
86235	The Office Shop Inc			27.89		1 Transactions			
6097	Verizon Wireless	01-391-000-0000-6250		47.87	Neff cell phone		286252299	Telephone	N
6097	Verizon Wireless			47.87		1 Transactions			
391	DEPT Total:			1,504.86	Solid Waste		6 Vendors	6 Transactions	
601	DEPT				Extension				
89471	Aitkin Co 4- H Council	01-601-551-0000-5840		600.00	Recorder sales 5974- 83,5986- 90		10727	4- H Plat Book Sales	N
89471	Aitkin Co 4- H Council			600.00		1 Transactions			
10850	Carlson/David L	01-601-000-0000-6350		35.00	Extension meeting			Per Diem	Y
		01-601-000-0000-6360		23.20	Extension mileage		40@.58	Extension Comm Expenses (Not Per I	N
10850	Carlson/David L			58.20		2 Transactions			
8175	Centurylink	01-601-000-0000-6250		8.32	Phone		313645966	Telephone	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
8175 Centurylink		8.32	1 Transactions		
9440 Dotzler/Sharon A					
01-601-000-0000-6350		140.00	Extension meeting	4 in 2019	Per Diem Y
9440 Dotzler/Sharon A		140.00	1 Transactions		
91345 Elvecrog/Roberta C					
01-601-000-0000-6350		35.00	Extension meeting	11/4/19	Per Diem Y
01-601-000-0000-6350		35.00	Extension meeting	2/11/19	Per Diem Y
01-601-000-0000-6350		35.00	Extension meeting	4/1/19	Per Diem Y
01-601-000-0000-6350		35.00	Extension meeting	6/10/19	Per Diem Y
91345 Elvecrog/Roberta C		140.00	4 Transactions		
12045 Janzen/Joy					
01-601-000-0000-6350		105.00	Extension meetings	11/4,4/1,2/11	Per Diem Y
01-601-000-0000-6360		31.32	Extension mileage	54@.58	Extension Comm Expenses (Not Per I N
12045 Janzen/Joy		136.32	2 Transactions		
14813 Joerger, Rebecca					
01-601-000-0000-6360		78.88	Extension mileage	136@.58	Extension Comm Expenses (Not Per I N
01-601-000-0000-6350		140.00	Extension meetings	4 in 2019	Per Diem Y
14813 Joerger, Rebecca		218.88	2 Transactions		
601 DEPT Total:		1,301.72	Extension	7 Vendors	13 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot		
14166 Cenaiko Productions Inc					
01-700-909-0000-6800		750.00	Booth fee 2020 show		Tourism Miscellaneous N
14166 Cenaiko Productions Inc		750.00	1 Transactions		
9052 McGregor Lions Club					
01-700-909-0000-6801		1,000.00	Tourism Grant 188 Signs		Appropriations- Grant N
9052 McGregor Lions Club		1,000.00	1 Transactions		
700 DEPT Total:		1,750.00	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors	2 Transactions
711 DEPT			Economic Development		
8175 Centurylink					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
1 General Fund

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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	01- 711- 000- 0000- 6250	4.16	Phone	313645966	Telephone	N
8175	Centurylink	4.16		1 Transactions		
4641	Holiday Credit Office					
	01- 711- 000- 0000- 6511	19.50	Gas	1400000135194	Gas And Oil	N
4641	Holiday Credit Office	19.50		1 Transactions		
711	DEPT Total:	23.66	Economic Development	2 Vendors	2 Transactions	
1	Fund Total:	68,149.40	General Fund		196 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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			
9050	NORTON/MIKE & MONA 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
9050	NORTON/MIKE & MONA		500.00		1 Transactions		
0	DEPT Total:		500.00	Undesignated	1 Vendors	1 Transactions	
301	DEPT			R&B Administration			
783	Canon Financial Services, Inc 03-301-000-0000-6300		162.82	CONTRACT CHARGE	20771735	Service Contracts	N
783	Canon Financial Services, Inc		162.82		1 Transactions		
11605	Shred Right 03-301-000-0000-6400		30.00	DOCUMENT DESTRUCTION	515479	Supplies And Materials	N
11605	Shred Right		30.00		1 Transactions		
5097	Welle/John Thomas 03-301-000-0000-6296		666.00	MCEA CONFERENCE ROOM		Meeting Expense/Physicals	N
	03-301-000-0000-6296		210.00	2020 MCEC REGISTRATION @ CRAGU		Meeting Expense/Physicals	N
5097	Welle/John Thomas		876.00		2 Transactions		
301	DEPT Total:		1,068.82	R&B Administration	3 Vendors	4 Transactions	
302	DEPT			R&B Engineering/Construction			
2340	Hyytinen Hardware Hank 03-302-000-0000-6449		3.49	ENGINEERING SUPPLIES	1547292	Rd/Br Engr. Supplies	N
	03-302-000-0000-6449		43.98	ENGINEERING SUPPLIES	1548621	Rd/Br Engr. Supplies	N
2340	Hyytinen Hardware Hank		47.47		2 Transactions		
3963	Quale/Michael J 03-302-000-0000-6449		96.99	ENGINEERING SUPPLIES	14737	Rd/Br Engr. Supplies	N
3963	Quale/Michael J		96.99		1 Transactions		
302	DEPT Total:		144.46	R&B Engineering/Construction	2 Vendors	3 Transactions	
303	DEPT			R&B Highway Maintenance			
12106	Antoine Electric 03-303-000-0000-6298		173.46	MCGRATH SHOP	19040	Shop Maintenance	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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3 Road & Bridge

<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>	
12106 Antoine Electric		173.46				
8693 ASV, LLC						
03-303-000-0000-6590		209.37	FILTERS	488455	Repair & Maintenance Supplies	N
8693 ASV, LLC		209.37				
8048 Cemstone Products Co						
03-303-000-0000-6521		60.00	MANHOLE REPAIRS	C2124987	Maintenance Supplies	N
8048 Cemstone Products Co		60.00				
8175 Centurylink						
03-303-000-0000-6254		44.39	Phone	313645966	Utilities	N
03-303-000-0000-6254		31.57	FAX: HWY OFFICE	NOV/DEC	Utilities	N
8175 Centurylink		75.96				
14887 Cintas Corporation						
03-303-000-0000-6298		19.55	SHOP LAUNDRY	4033490085	Shop Maintenance	N
03-303-000-0000-6298		19.55	SHOP LAUNDRY	4034058296	Shop Maintenance	N
03-303-000-0000-6298		19.55	SHOP LAUNDRY	4035221572	Shop Maintenance	N
14887 Cintas Corporation		58.65				
8618 Compass Minerals America						
03-303-000-0000-6518		1,834.62	DEICING SALT	529606	De- Icing Salt	N
03-303-000-0000-6518		5,766.72	DEICING SALT	530626	De- Icing Salt	N
8618 Compass Minerals America		7,601.34				
5893 Consolidated Telecommunications Co.						
03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	20712786	Utilities	N
5893 Consolidated Telecommunications Co.		150.00				
5484 Darlow Excavating						
03-303-000-0000-6524		8,793.75	SALT SAND- MCGREGOR		Winter Sand	N
5484 Darlow Excavating		8,793.75				
1430 Dotzler Power Equipment						
03-303-000-0000-6298		90.08	MCGREGOR SHOP SUPPLIES	11689	Shop Maintenance	N
03-303-000-0000-6298		449.95	AITKIN CHAIN SAW	11808	Shop Maintenance	N
1430 Dotzler Power Equipment		540.03				

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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	
	Amount				
11180 Fastenal Company		SIGN SUPPLIES	MNBAX231493	Signs & Posts	N
03-303-000-0000-6516	162.02				
11180 Fastenal Company	162.02	1 Transactions			
7060 Federated Co- Ops Inc.		MCGREGOR SHOP PROPANE	59027698	Shop Fuel	N
03-303-000-0000-6297	122.18				
7060 Federated Co- Ops Inc.	122.18	1 Transactions			
1754 Garrison Disposal Company, Inc		AITKIN SHOP MISSED SOLID WASTE	105891	Utilities	N
03-303-000-0000-6254	20.38				
03-303-000-0000-6254	12.00	GARBAGE	835908	Utilities	N
03-303-000-0000-6254	80.00	GARBAGE	835910	Utilities	N
1754 Garrison Disposal Company, Inc	112.38	3 Transactions			
8844 H & R Construction Co		GUARDRAIL REPAIR	17856	Maintenance Supplies	N
03-303-000-0000-6521	253.80				
8844 H & R Construction Co	253.80	1 Transactions			
14741 Hawkinson Sand & Gravel		COLD MIX	227601	Asphalt,Crackfiller,Tack Oil,Etc	Y
03-303-000-0000-6517	695.14				
14741 Hawkinson Sand & Gravel	695.14	1 Transactions			
2089 Heartland Distribution, Llc		TIRES	15007601	Repair & Maintenance Supplies	Y
03-303-000-0000-6590	2,595.36				
03-303-000-0000-6590	26.42	REPAIR PARTS	15007601	Repair & Maintenance Supplies	Y
03-303-000-0000-6590	65.00	REPAIR LABOR	15007601	Repair & Maintenance Supplies	Y
2089 Heartland Distribution, Llc	2,686.78	3 Transactions			
7525 Hometown Bldg Supply		MAILBOX REPAIR	33611	Maintenance Supplies	N
03-303-000-0000-6521	27.00				
03-303-000-0000-6521	14.15	GUN LAKE PIT	33649	Maintenance Supplies	N
7525 Hometown Bldg Supply	41.15	2 Transactions			
2340 Hyytinen Hardware Hank		SIGN SUPPLIES	1547196	Signs & Posts	N
03-303-000-0000-6516	36.90				
03-303-000-0000-6298	28.98	AITKIN SHOP SUPPLIES	1548216	Shop Maintenance	N
03-303-000-0000-6298	16.47	AITKIN SHOP SUPPLIES	1548934	Shop Maintenance	N
03-303-000-0000-6590	21.34	REPAIR PARTS	1549366	Repair & Maintenance Supplies	N
03-303-000-0000-6298	350.95	PALISADE SHOP SUPPLIES	1550431	Shop Maintenance	N

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	Amount				
03-303-000-0000-6298	47.94	AITKIN SHOP SUPPLIES	1550580	Shop Maintenance	N
03-303-000-0000-6298	14.94	AITKIN SHOP SUPPLIES	1550927	Shop Maintenance	N
03-303-000-0000-6298	49.99	AITKIN SHOP SUPPLIES	1551907	Shop Maintenance	N
<b>2340 Hyytinen Hardware Hank</b>	<b>567.51</b>				
		8 Transactions			
12002 Johnson/Carter					
03-303-000-0000-6411	145.00	BOOT REIMBURSEMENT		Safety Footwear	N
<b>12002 Johnson/Carter</b>	<b>145.00</b>				
		1 Transactions			
91187 Lake Country Power					
03-303-000-0000-6254	97.21	OCT/NOV JACOBSON	1400073000	Utilities	N
03-303-000-0000-6254	97.10	OCT/NOV SWATARA	140946401	Utilities	N
<b>91187 Lake Country Power</b>	<b>194.31</b>				
		2 Transactions			
7899 Locators & Supplies, Inc					
03-303-000-0000-6298	77.92	AITKIN SHOP SUPPLIES	0280677- IN	Shop Maintenance	N
03-303-000-0000-6298	79.45	AITKIN SHOP SUPPLIES	0280814- IN	Shop Maintenance	N
<b>7899 Locators &amp; Supplies, Inc</b>	<b>157.37</b>				
		2 Transactions			
2941 M R Sign Co Inc					
03-303-000-0000-6516	7,676.20	CHEVRON PROJECT SUPPLIES	206579	Signs & Posts	N
03-303-000-0000-6516	239.22	30X30 STOP SIGNS	206580	Signs & Posts	N
03-303-000-0000-6516	238.92	NO PASSING ZONE SIGNS	206580	Signs & Posts	N
03-303-000-0000-6516	654.01	E- 911 RESIDENTIAL SIGNS	206700	Signs & Posts	N
<b>2941 M R Sign Co Inc</b>	<b>8,808.35</b>				
		4 Transactions			
10824 Maney International Inc					
03-303-000-0000-6590	141.73	REPAIR PARTS	825240	Repair & Maintenance Supplies	N
03-303-000-0000-6590	1,155.78	REPAIR PARTS	825240X1	Repair & Maintenance Supplies	N
03-303-000-0000-6590	9.47	REPAIR PARTS	825629	Repair & Maintenance Supplies	N
03-303-000-0000-6590	31.23	REPAIR PARTS	825951	Repair & Maintenance Supplies	N
03-303-000-0000-6590	67.92	REPAIR PARTS	826130	Repair & Maintenance Supplies	N
03-303-000-0000-6590	417.94	REPAIR PARTS	826147	Repair & Maintenance Supplies	N
<b>10824 Maney International Inc</b>	<b>1,824.07</b>				
		6 Transactions			
3160 Mille Lacs Energy Coop- Albert Lea					
03-303-000-0000-6254	495.63	POWER: PALISADE	18- 52- 026- 01	Utilities	N
03-303-000-0000-6254	66.61	169 & CSAH 3	19- 23- 010- 01	Utilities	N
03-303-000-0000-6254	150.09	POWER: MCGREGOR	29- 53- 003- 01	Utilities	N

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3160 Mille Lacs Energy Coop- Albert Lea	2,365.20		7 Transactions		
10412 O'Reilly Auto Parts					
03- 303- 000- 0000- 6298	47.76	POWER: AITKIN	33- 52- 007- 02	Utilities	N
		169 & CSAH 28	39- 62- 022- 01	Utilities	N
10412 O'Reilly Auto Parts	47.76		1 Transactions		
4070 Riley Auto Supply					
03- 303- 000- 0000- 6590	2.25	CSAH 12	40- 06- 000- 01	Utilities	N
03- 303- 000- 0000- 6590	58.85	47 & CSAH 2	54- 51- 104- 01	Utilities	N
03- 303- 000- 0000- 6590	79.92				
03- 303- 000- 0000- 6298	66.95	REPAIR PARTS	607334	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	87.86	REPAIR PARTS	607358	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6590	59.98	REPAIR PARTS	607372	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6590	259.88	AITKIN SHOP SUPPLIES	607420	Shop Maintenance	N
03- 303- 000- 0000- 6298	4.29	AITKIN SHOP SUPPLIES	607484	Shop Maintenance	N
03- 303- 000- 0000- 6298	6.29	REPAIR PARTS	607602	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6590	37.78	REPAIR PARTS	607724	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	95.94	AITKIN SHOP SUPPLIES	607793	Shop Maintenance	N
03- 303- 000- 0000- 6590	20.64	AITKIN SHOP SUPPLIES	607895	Shop Maintenance	N
03- 303- 000- 0000- 6590	42.79	REPAIR PARTS	607900	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	67.99	AITKIN SHOP SUPPLIES	608076	Shop Maintenance	N
03- 303- 000- 0000- 6590	163.87	REPAIR PARTS	608179	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6590	9.89	REPAIR PARTS	610406	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	18.99	AITKIN SHOP SUPPLIES	610421	Shop Maintenance	N
03- 303- 000- 0000- 6298	42.98	REPAIR PARTS	610547	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6590	172.77	REPAIR PARTS	610553	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	155.94	AITKIN SHOP SUPPLIES	610585	Shop Maintenance	N
03- 303- 000- 0000- 6298	14.90	JACOBSON SHOP SUPPLIES	610616	Shop Maintenance	N
03- 303- 000- 0000- 6298	12.98	REPAIR PARTS	610674	Repair & Maintenance Supplies	N
03- 303- 000- 0000- 6298	156.26	AITKIN SHOP SUPPLIES	610702	Shop Maintenance	N
03- 303- 000- 0000- 6298	8.29	AITKIN SHOP SUPPLIES	610723	Shop Maintenance	N
03- 303- 000- 0000- 6298	37.71	AITKIN SHOP SUPPLIES	610903	Shop Maintenance	N
03- 303- 000- 0000- 6298	80.56	AITKIN SHOP SUPPLIES	610920	Shop Maintenance	N
03- 303- 000- 0000- 6590	15.98	AITKIN SHOP SUPPLIES	610921	Shop Maintenance	N
03- 303- 000- 0000- 6590	49.00	REPAIR PARTS	610929	Shop Maintenance	N
		REPAIR PARTS	610945	Shop Maintenance	N
		REPAIR PARTS	611020	Repair & Maintenance Supplies	N
		REPAIR PARTS	611068	Repair & Maintenance Supplies	N

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LAH1  
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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03- 303- 000- 0000- 6590		REPAIR PARTS	611116	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590		REPAIR PARTS	611117	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590		REPAIR PARTS	611170	Repair & Maintenance Supplies	N
	03- 303- 000- 0000- 6590		REPAIR PARTS	611221	Repair & Maintenance Supplies	N
4070	Riley Auto Supply					
		1,897.49		32 Transactions		
13114	Stepp Manufacturing					
	03- 303- 000- 0000- 6590		REPAIR PARTS	0- 56522	Repair & Maintenance Supplies	N
13114	Stepp Manufacturing			1 Transactions		
		306.51				
12788	Timmer Implement of Aitkin					
	03- 303- 000- 0000- 6590		FILTERS	IA16835	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin			1 Transactions		
		100.00				
8364	Towmaster, Inc					
	03- 303- 000- 0000- 6590		REPAIR PARTS	421847	Repair & Maintenance Supplies	N
8364	Towmaster, Inc			1 Transactions		
		140.15				
6097	Verizon Wireless					
	03- 303- 000- 0000- 6254		DEPT CELL PHONES	9841286046	Utilities	N
6097	Verizon Wireless			1 Transactions		
		505.20				
8605	Wayne's Sanitation Llc					
	03- 303- 000- 0000- 6254		GARBAGE: MCGRATH	298590	Utilities	N
8605	Wayne's Sanitation Llc			1 Transactions		
		52.51				
5295	Ziegler Inc					
	03- 303- 000- 0000- 6521		MILLING RENTAL- PATCHING	A9843601	Maintenance Supplies	N
5295	Ziegler Inc			1 Transactions		
		1,480.00				
303	DEPT Total:		R&B Highway Maintenance	31 Vendors	95 Transactions	
		40,327.44				
307	DEPT		R&B Capital Infrastructure			
9556	American Engineering Testing Inc					
	03- 307- 000- 0000- 6260		PROJECT TESTING SERVICES	700969	Professional Services	N
9556	American Engineering Testing Inc			1 Transactions		
		13,658.50				
10083	Cedarbrook Lumber Comp					
	03- 307- 000- 0000- 6260		STAKING SUPPLIES	103960	Professional Services	N
		114.93				

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LAH1  
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3 Road & Bridge

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>
10083 Cedarbrook Lumber Comp		172.68	STAKING SUPPLIES	103965	Professional Services N
			2 Transactions		
8694 Department of Transportation					
03-307-000-0000-6260		720.70	JOB COST TRANSFERS	P00010914	Professional Services N
8694 Department of Transportation		720.70			
			1 Transactions		
7652 Erickson Engineering Co.					
03-307-000-0000-6260		3,620.00	PROFESSIONAL SERVICES	13323	Professional Services Y
03-307-000-0000-6260		3,604.00	PROFESSIONAL SERVICES	13324	Professional Services Y
03-307-000-0000-6260		2,288.00	PROFESSIONAL SERVICES	13325	Professional Services Y
7652 Erickson Engineering Co.		9,512.00			
			3 Transactions		
307 DEPT Total:		24,063.88	R&B Capital Infrastructure	4 Vendors	7 Transactions
3 Fund Total:		66,104.60	Road & Bridge		110 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
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4 Special Revenue(Unorg R&

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
423 DEPT		Unorganized Cemetary			
14090 Caverly, Treasurer/Brandi					
04- 423- 000- 0000- 6801		600.86 Unorg Cem 51- 27	2019 Apportion	Appropriations	N
04- 423- 000- 0000- 6801		515.25 Unorg Cem 52- 27	2019 Apportion	Appropriations	N
04- 423- 000- 0000- 6801		12.80 Unorg Cem 51- 27	MV 1st Half	Appropriations	N
04- 423- 000- 0000- 6801		8.02 Unorg Cem 52- 27	MV 1st Half	Appropriations	N
14090 Caverly, Treasurer/Brandi		1,136.93	4 Transactions		
3757 Packer- Treasurer/Warren					
04- 423- 000- 0000- 6801		94.77 PILT WMA		Appropriations	N
04- 423- 000- 0000- 6801		1,392.70 Unorg Cem 50- 25	2019 Apportion	Appropriations	N
04- 423- 000- 0000- 6801		21.41 Unorg Cem 50- 25	MV 1st Half	Appropriations	N
3757 Packer- Treasurer/Warren		1,508.88	3 Transactions		
423 DEPT Total:		2,645.81	Unorganized Cemetary	2 Vendors	7 Transactions
4 Fund Total:		2,645.81	Special Revenue(Unorg R&B,Fir		7 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
5 Health & Human Services

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			
9486 Larson Plumbing & Heating		Hot water heater installation	6537	Janitorial Services/Supplies	Y
05- 257- 000- 0000- 6422		10/31/2019			
9486 Larson Plumbing & Heating		1 Transactions			
257 DEPT Total:		Community Corrections	1 Vendors	1 Transactions	
390 DEPT		Environmental Health (FBL)			
9486 Larson Plumbing & Heating		Hot water heater installation	6537	Janitorial Services/Supplies	Y
05- 390- 000- 0000- 6422		10/31/2019			
9486 Larson Plumbing & Heating		1 Transactions			
390 DEPT Total:		Environmental Health (FBL)	1 Vendors	1 Transactions	
400 DEPT		Public Health Department			
85003 Aitkin County DAC		Cleaning		Services/Labor/Contracts	N
05- 400- 440- 0410- 6231		10/03/2019 10/24/2019			
05- 400- 440- 0410- 6231		Papershred		Services/Labor/Contracts	N
85003 Aitkin County DAC		10/07/2019 10/29/2019			
		2 Transactions			
248 Association of Mn Counties		AMC District Meeting 2019 (CB)	54827	Meeting/Conference Registration Fee	N
05- 400- 440- 0410- 6241		11/01/2019			
248 Association of Mn Counties		1 Transactions			
783 Canon Financial Services, Inc		OSS Contract Charge - 11/19	20771736	Equipment Lease/Space Rental	N
05- 400- 440- 0410- 6301		11/01/2019 11/30/2019			
05- 400- 440- 0410- 6301		Mailroom Contract Charge - 11/	20771737	Equipment Lease/Space Rental	N
783 Canon Financial Services, Inc		11/01/2019 11/30/2019			
		2 Transactions			
8175 Centurylink		Phone	313645966	Telephone	N
05- 400- 440- 0410- 6250					

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LAH1  
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5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	05-400-440-0410-6250		Phone	313645966	Telephone	N
	05-400-440-0410-6250		Phone	313645966	Telephone	N
8175	Centurylink					
		46.77		3 Transactions		
10185	Centurylink Communications Inc					
	05-400-440-0410-6250		Phone	320295974	Telephone	N
10185	Centurylink Communications Inc					
		4.18		1 Transactions		
11051	Department of Human Services					
	05-400-440-0410-6231		Merit System QE 12/31/19	A300MR0120B	Services/Labor/Contracts	N
		520.48	10/01/2019 12/31/2019			
11051	Department of Human Services					
		520.48		1 Transactions		
9486	Larson Plumbing & Heating					
	05-400-440-0410-6422		Hot water heater installation	6537	Janitorial Services/Supplies	Y
		28.66	10/31/2019			
9486	Larson Plumbing & Heating					
		28.66		1 Transactions		
88859	Spee*Dee- St Cloud					
	05-400-440-0410-6205		PH Service	3873408	Postage	N
		191.47	10/31/2019 11/02/2019			
88859	Spee*Dee- St Cloud					
		191.47		1 Transactions		
10698	Stericycle,Inc					
	05-400-440-0410-6231		Steri- Safe	4008973782	Services/Labor/Contracts	6
		19.27	12/01/2019 12/31/2019			
10698	Stericycle,Inc					
		19.27		1 Transactions		
10930	Tidholm Productions					
	05-400-440-0410-6405		#10 Window Security Envelopes	0985 8663	Office Supplies	Y
		55.31	11/19/2019			
10930	Tidholm Productions					
		55.31		1 Transactions		
400	DEPT Total:		Public Health Department	10 Vendors	14 Transactions	
		975.85				
420	DEPT		Income Maintenance			
85003	Aitkin County DAC					
	05-420-600-4800-6231		Cleaning		Services/Labor/Contracts	N
		9.39	10/03/2019 10/24/2019			

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
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>	
05- 420- 600- 4800- 6231		58.00	Papershred		Services/Labor/Contracts	N
85003 Aitkin County DAC		67.39	10/07/2019 10/29/2019 2 Transactions			
248 Association of Mn Counties 05- 420- 600- 4800- 6241		11.55	AMC District Meeting 2019 (CB) 11/01/2019	54827	Meeting/Conference Registration Fee	N
248 Association of Mn Counties		11.55	1 Transactions			
783 Canon Financial Services, Inc 05- 420- 600- 4800- 6301		55.97	OSS Contract Charge - 11/19 11/01/2019 11/30/2019	20771736	Equipment Lease/Space Rental	N
05- 420- 600- 4800- 6301		91.34	Mailroom Contract Charge - 11/ 11/01/2019 11/30/2019	20771737	Equipment Lease/Space Rental	N
783 Canon Financial Services, Inc		147.31	2 Transactions			
8175 Centurylink 05- 420- 600- 4800- 6250		4.12	Phone	313645966	Telephone	N
05- 420- 600- 4800- 6250		26.55	Phone	313645966	Telephone	N
05- 420- 600- 4800- 6250		226.09	Phone	313645966	Telephone	N
05- 420- 640- 4800- 6250		56.87	Phone	313645966	Telephone	N
8175 Centurylink		313.63	4 Transactions			
10185 Centurylink Communications Inc 05- 420- 600- 4800- 6250		8.64	Phone	320295974	Telephone	N
10185 Centurylink Communications Inc		8.64	1 Transactions			
11051 Department of Human Services 05- 420- 620- 4400- 6025		371.69	MCRE/GAMC/NONRES RECIP- 10/19 10/01/2019 10/31/2019	A300MM9R01I	State Share- GAMC	N
05- 420- 650- 4400- 6025		11,829.10	MA LTC UN 65 10/01/2019 10/31/2019	A300MM9R01I	State/Fed Share - MA	N
05- 420- 650- 4400- 6025		230.79	G8 LTC LT65 CY19 10/01/2019 10/31/2019	A300MM9R01I	State/Fed Share - MA	N
05- 420- 650- 4400- 6025		32,515.97	MA ESTATE COLLECTIONS - FED 10/01/2019 10/31/2019	A300MM9R01I	State/Fed Share - MA	N
05- 420- 650- 4400- 6025		16,257.98	MA ESTATE COLLECTIONS - STATE 10/01/2019 10/31/2019	A300MM9R01I	State/Fed Share - MA	N
05- 420- 600- 4800- 6231		1,073.49	Merit System QE 12/31/19	A300MR0120B	Services/Labor/Contracts	N

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11/22/19 11:28AM  
5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
11051	Department of Human Services		62,279.02	10/01/2019 12/31/2019 6 Transactions			
9486	Larson Plumbing & Heating 05- 420- 600- 4800- 6422		59.36	Hot water heater installation 10/31/2019	6537	Janitorial Services/Supplies	Y
9486	Larson Plumbing & Heating		59.36	1 Transactions			
88859	Spee*Dee- St Cloud 05- 420- 600- 4800- 6205		36.44	IM Service 10/31/2019 11/02/2019	3873408	Postage	N
88859	Spee*Dee- St Cloud		36.44	1 Transactions			
10698	Stericycle,Inc 05- 420- 600- 4800- 6231		39.73	Steri- Safe 12/01/2019 12/31/2019	4008973782	Services/Labor/Contracts	6
10698	Stericycle,Inc		39.73	1 Transactions			
10930	Tidholm Productions 05- 420- 600- 4800- 6405		114.08	#10 Window Security Envelopes 11/19/2019	0985 8663	Office Supplies	Y
10930	Tidholm Productions		114.08	1 Transactions			
420	DEPT Total:		63,077.15	Income Maintenance	10 Vendors	20 Transactions	
430	DEPT			Social Services			
85003	Aitkin County DAC 05- 430- 700- 4800- 6231		14.51	Cleaning 10/03/2019 10/24/2019		Services/Labor/Contracts	N
	05- 430- 700- 4800- 6231		89.64	Papershred 10/07/2019 10/29/2019		Services/Labor/Contracts	N
85003	Aitkin County DAC		104.15	2 Transactions			
248	Association of Mn Counties 05- 430- 700- 4800- 6241		17.85	AMC District Meeting 2019 (CB) 11/01/2019	54827	Meeting/Conference Registration Fee	N
248	Association of Mn Counties		17.85	1 Transactions			
783	Canon Financial Services, Inc						

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## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
05- 430- 700- 4800- 6301		86.50	OSS Contract Charge - 11/19 11/01/2019 11/30/2019	20771736 Equipment Lease/Space Rental	N
05- 430- 700- 4800- 6301		141.16	Mailroom Contract Charge - 11/ 11/01/2019 11/30/2019	20771737 Equipment Lease/Space Rental	N
<b>783 Canon Financial Services, Inc</b>		<b>227.66</b>	<b>2 Transactions</b>		
<b>8175 Centurylink</b>					
05- 430- 700- 4800- 6250		6.36	Phone	313645966 Telephone	N
05- 430- 700- 4800- 6250		41.03	Phone	313645966 Telephone	N
05- 430- 700- 4800- 6250		306.54	Phone	313645966 Telephone	N
<b>8175 Centurylink</b>		<b>353.93</b>	<b>3 Transactions</b>		
<b>10185 Centurylink Communications Inc</b>					
05- 430- 700- 4800- 6250		13.35	Phone	320295974 Telephone	N
<b>10185 Centurylink Communications Inc</b>		<b>13.35</b>	<b>1 Transactions</b>		
<b>11051 Department of Human Services</b>					
05- 430- 710- 0000- 5453		75.00	SFY 2019 CW- TCM Admin Fee 01/01/2019 12/31/2019	00000574534 CW TCM Revenue (F05)	N
05- 430- 710- 0000- 5482		59.00	SFY2019 IV- E LCTS Admin Fee 01/01/2019 12/31/2019	00000574534 IV- E Admin LCTS (F07)	N
05- 430- 740- 0000- 5444		13.00	SFY 2019 Rule 5 Admin Fee 01/01/2019 12/31/2019	00000574534 MA Rule 5 Foster Care (F66)	N
05- 430- 740- 0000- 5450		10.08	SFY 2019 Child MH- TCM Admin Fe 01/01/2019 12/31/2019	00000574534 MA CMH TCM (F64)	N
05- 430- 745- 0000- 5421		15.05	SFY 2019 Adult MH- TCM Admin Fe 01/01/2019 12/31/2019	00000574534 MA Adult MH TCM (F31)	N
05- 430- 700- 4800- 6231		1,659.03	Merit System QE 12/31/19 10/01/2019 12/31/2019	A300MR0120B Services/Labor/Contracts	N
<b>11051 Department of Human Services</b>		<b>1,831.16</b>	<b>6 Transactions</b>		
<b>9486 Larson Plumbing &amp; Heating</b>					
05- 430- 700- 4800- 6422		90.06	Hot water heater installation 10/31/2019	6537 Janitorial Services/Supplies	Y
<b>9486 Larson Plumbing &amp; Heating</b>		<b>90.06</b>	<b>1 Transactions</b>		
<b>88859 Spee*Dee- St Cloud</b>					
05- 430- 700- 4800- 6205		7.29	SS Service 10/31/2019 11/02/2019	3873408 Postage	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	
88859	Spee*Dee- St Cloud					
		7.29		1 Transactions		
10698	Stericycle,Inc					
	05- 430- 700- 4800- 6231	61.40	Steri- Safe	4008973782	Services/Labor/Contracts	6
			12/01/2019 12/31/2019			
10698	Stericycle,Inc	61.40		1 Transactions		
10930	Tidholm Productions					
	05- 430- 700- 4800- 6405	176.30	#10 Window Security Envelopes	0985 8663	Office Supplies	Y
			11/19/2019			
10930	Tidholm Productions	176.30		1 Transactions		
10657	Totalfunds By Hasler					
	05- 430- 000- 0000- 1205	2,000.00	Postage	790001 1000596	Postage Account	N
			10/18/2019			
10657	Totalfunds By Hasler	2,000.00		1 Transactions		
430	DEPT Total:	4,883.15	Social Services	11 Vendors	20 Transactions	
5	Fund Total:	68,962.76	Health & Human Services		56 Transactions	

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LAH1  
11/22/19 11:28AM  
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
900	DEPT		Timber Permit Bonds			
13447	Futurewood					
	10-900-000-0000-2300		Bond Refund Rec 1091	14034	Timber Permit Bonds	N
13447	Futurewood					
		2,316.20				
		2,316.20				
			1 Transactions			
900	DEPT Total:	2,316.20	Timber Permit Bonds	1 Vendors	1 Transactions	
921	DEPT		Co. Development			
8175	Centurylink					
	10-921-000-0000-6250	2.77	Phone	313645966	Telephone	N
	10-921-000-0000-6250	6.94	Phone	313645966	Telephone	N
8175	Centurylink	9.71				
			2 Transactions			
921	DEPT Total:	9.71	Co. Development	1 Vendors	2 Transactions	
923	DEPT		Forfeited Tax Sales			
170	Aitkin Motor Company					
	10-923-000-0000-6590	480.91	Ford F350 #452	25857	Repair & Maintenance Supplies	N
170	Aitkin Motor Company	480.91				
			1 Transactions			
13725	Beartooth True Value					
	10-923-000-0000-6406	31.98	Battery	B100989	Field Supplies	N
	10-923-000-0000-6406	72.03	PVC, smoke detector etc	B101858	Field Supplies	N
13725	Beartooth True Value	104.01				
			2 Transactions			
783	Canon Financial Services, Inc					
	10-923-000-0000-6231	327.05	Copier contract 034	20735622	Services, Labor, Contracts	N
783	Canon Financial Services, Inc	327.05				
			1 Transactions			
8175	Centurylink					
	10-923-000-0000-6250	18.03	Phone	313645966	Telephone	N
8175	Centurylink	18.03				
			1 Transactions			
4641	Holiday Credit Office					
	10-923-000-0000-6511	600.06	Gas	1400000134961	Gas And Oil	N
4641	Holiday Credit Office	600.06				
			1 Transactions			
2991	Malmo Market					

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LAH1  
11/22/19 11:28AM  
10 Trust

## Audit List for Board COMMISSIONER'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	
2991	Malmo Market		Oct gas		Gas And Oil	N
		224.96				
		224.96		1 Transactions		
3100	McGregor Oil		Oct Gas	AITKINLA	Gas And Oil	N
		49.75				
3100	McGregor Oil			1 Transactions		
		49.75				
12927	Midwest Machinery Co.		John Deere 8251	2041600	Repair & Maintenance Supplies	N
		1,490.77				
12927	Midwest Machinery Co.			1 Transactions		
		1,490.77				
4010	Rasley Oil Company		Oct gas	AITCOL&PS	Gas And Oil	N
		1,702.39				
4010	Rasley Oil Company			1 Transactions		
		1,702.39				
4135	Roadside Market		Gas	1026590	Gas And Oil	N
		50.17				
4135	Roadside Market			1 Transactions		
		50.17				
4711	Sunnys Citgo		Gas	1017709	Gas And Oil	N
		18.14				
4711	Sunnys Citgo			1 Transactions		
		18.14				
12788	Timmer Implement of Aitkin		Filter, FUE B142	IA16704	Repair & Maintenance Supplies	N
		19.00				
12788	Timmer Implement of Aitkin			1 Transactions		
		19.00				
923	DEPT Total:	5,085.24	Forfeited Tax Sales	12 Vendors	13 Transactions	
926	DEPT		Law Library			
5173	Thomson Reuters- West Publishing		West info charges	841219218	Law Books	N
		1,388.44	10/01/2019	10/31/2019		
5173	Thomson Reuters- West Publishing			1 Transactions		
		1,388.44				
926	DEPT Total:	1,388.44	Law Library	1 Vendors	1 Transactions	
10	Fund Total:	8,799.59	Trust		17 Transactions	

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## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
925 DEPT		Resource Management			
3951 Pro West & Associates, Inc 11-925-000-0000-6231		3,528.13 Partial billing #4	003816- A	Services, Labor, Contracts	N
3951 Pro West & Associates, Inc		3,528.13	1 Transactions		
10930 Tidholm Productions 11-925-000-0000-6231		608.95 Bud Caps	0883 8530	Services, Labor, Contracts	Y
11-925-000-0000-6231		608.95 Bud caps	0981 8653	Services, Labor, Contracts	Y
10930 Tidholm Productions		1,217.90	2 Transactions		
925 DEPT Total:		4,746.03	Resource Management	2 Vendors	3 Transactions
935 DEPT		Forest Road			
9354 Kangas Enterprise, Inc 11-935-000-0000-6361		440.00 Rock & Dozer work	54	Road Construction Service	N
9354 Kangas Enterprise, Inc		440.00	1 Transactions		
3100 McGregor Oil 11-935-000-0000-6511		978.57 Oct Gas	AITKINLA	Gas And Oil	N
3100 McGregor Oil		978.57	1 Transactions		
10891 Roth Construction 11-935-000-0000-6361		990.00 Jewett Road 44- 1		Road Construction Service	Y
10891 Roth Construction		990.00	1 Transactions		
935 DEPT Total:		2,408.57	Forest Road	3 Vendors	3 Transactions
939 DEPT		County Surveyor			
6097 Verizon Wireless 11-939-000-0000-6250		26.02 Cell phone	58068382700001	Telephone	N
6097 Verizon Wireless		26.02	1 Transactions		
939 DEPT Total:		26.02	County Surveyor	1 Vendors	1 Transactions
11 Fund Total:		7,180.62	Forest Development		7 Transactions

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LAH1  
11/22/19 11:28AM  
12 Agency

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
930	DEPT		ARDC			
90081	ARDC					
	12-930-000-0000-6801		Wildlife Revenue Sharing		Apportionments	N
	12-930-000-0000-6801		Public Hunting		Apportionments	N
	12-930-000-0000-6801		HRA 2018 & 1st half 2019		Apportionments	N
	12-930-000-0000-6801		May/June Settlement	2019	Apportionments	N
	12-930-000-0000-6801		Oct/Nov Settlement	2019	Apportionments	N
90081	ARDC		5 Transactions			
930	DEPT Total:		ARDC	1 Vendors	5 Transactions	
12	Fund Total:		Agency		5 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAHI  
11/22/19 11:28AM  
14 Capital Project

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>	
949	DEPT		Courthouse Addition			
11303	Danielson/Bobbie		ID badge material		Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231					
	26.48					
11303	Danielson/Bobbie			1 Transactions		
	26.48					
9032	Henricksen PSG		Aluminum frame boards	684935	Miscellaneous- Capital Expense	N
	14- 949- 000- 0000- 6630					
	394.77					
9032	Henricksen PSG			1 Transactions		
	394.77					
7525	Hometown Bldg Supply		Wood for mailbox stand	33383	Miscellaneous- Capital Expense	N
	14- 949- 000- 0000- 6630					
	39.68					
7525	Hometown Bldg Supply			1 Transactions		
	39.68					
86235	The Office Shop Inc		Receptacles	1071462- 0	Miscellaneous- Capital Expense	N
	14- 949- 000- 0000- 6630					
	136.29					
	14- 949- 000- 0000- 6630		Receptacles, lids	1071462- 0	Miscellaneous- Capital Expense	N
	332.30					
	14- 949- 000- 0000- 6231		Labels for ID badges	307893- 0	Services, Labor, Contracts	N
	15.04					
86235	The Office Shop Inc			3 Transactions		
	483.63					
949	DEPT Total:		Courthouse Addition	4 Vendors	6 Transactions	
	944.56					
14	Fund Total:		Capital Project		6 Transactions	
	944.56					

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LAH1  
11/22/19 11:28AM  
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	
521	DEPT		LLCC Administration			
85003	Aitkin County DAC					
	19- 521- 000- 0000- 6231		983.51		October cleaning	Services, Labor, Contracts N
	19- 521- 000- 0000- 6231		36.00		Wood disks	Services, Labor, Contracts N
85003	Aitkin County DAC		1,019.51		2 Transactions	
11419	Beaudry Propane					
	19- 521- 000- 0000- 6254		304.30	1475391	Instructor residence	Utilities N
	19- 521- 000- 0000- 6254		259.25	1475392	Director's Residence	Utilities N
	19- 521- 000- 0000- 6254		705.63	1477265	Dining Hall	Utilities N
11419	Beaudry Propane		1,269.18		3 Transactions	
783	Canon Financial Services, Inc					
	19- 521- 000- 0000- 6231		106.01	20735631	Copier contract 037	Services, Labor, Contracts N
783	Canon Financial Services, Inc		106.01		1 Transactions	
2763	Countryside Sanitation					
	19- 521- 000- 0000- 6255		105.30	163567	November garbage	Garbage Y
2763	Countryside Sanitation		105.30		1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea					
	19- 521- 000- 0000- 6254		55.46	27- 13- 004- 01	Director's Residence	Utilities N
	19- 521- 000- 0000- 6254		775.55	27- 13- 005- 02	Energy Center	Utilities N
	19- 521- 000- 0000- 6254		984.71	27- 13- 006- 01	Dining Hall	Utilities N
	19- 521- 000- 0000- 6254		721.80	27- 13- 007- 03	North Star Lodge	Utilities N
	19- 521- 000- 0000- 6254		48.31	27- 13- 008- 01	Parking Lot	Utilities N
	19- 521- 000- 0000- 6254		78.36	27- 13- 008- 01	Staff Residence	Utilities N
3160	Mille Lacs Energy Coop- Albert Lea		2,664.19		6 Transactions	
15227	Nathan Erickson Lawn Care					
	19- 521- 000- 0000- 6231		747.00	1166	Mowing	Services, Labor, Contracts Y
15227	Nathan Erickson Lawn Care		747.00		1 Transactions	
521	DEPT Total:		5,911.19		LLCC Administration	6 Vendors 14 Transactions
522	DEPT				LLCC Education	
9049	Waconia Middle School					
	19- 522- 000- 0000- 6820		2,237.60		Refund school trip payment	Refunds & Reimbursements N

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LAH1  
11/22/19 11:28AM  
19 Long Lake Conservation C

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>
9049 Waconia Middle School		2,237.60	1 Transactions		
522 DEPT Total:		2,237.60	LLCC Education	1 Vendors	1 Transactions
523 DEPT			LLCC Food		
13475 Bright/Wendie 19- 523- 000- 0000- 6418		30.05	Groceries for weekend group		Groceries- Students N
13475 Bright/Wendie		30.05	1 Transactions		
5662 McGregor Dairy, Inc 19- 523- 000- 0000- 6418		489.00	Groceries	32347	Groceries- Students N
5662 McGregor Dairy, Inc		489.00	1 Transactions		
4968 Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418		2,554.04	Groceries	578600- 00	Groceries- Students N
4968 Upper Lakes Foods, Inc		2,554.04	1 Transactions		
523 DEPT Total:		3,073.09	LLCC Food	3 Vendors	3 Transactions
524 DEPT			LLCC Maintenance		
13725 Beartooth True Value 19- 524- 000- 0000- 6422		7.26	Hardware	A80514	Janitorial Services/Supplies N
19- 524- 000- 0000- 6422		3.56	DMV MPT Plug	B101308	Janitorial Services/Supplies N
13725 Beartooth True Value		10.82	2 Transactions		
13934 The Tire Barn 19- 524- 000- 0000- 6302		522.77	Van Brakes Repair	50466	Vehicle Maintenance N
13934 The Tire Barn		522.77	1 Transactions		
524 DEPT Total:		533.59	LLCC Maintenance	2 Vendors	3 Transactions
19 Fund Total:		11,755.47	Long Lake Conservation Center		21 Transactions

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LAH1  
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21 Parks

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			
13725	Beartooth True Value					
	21- 520- 000- 0000- 6406		PCV pipe, coupling	A80195	Field Supplies	N
13725	Beartooth True Value					
		34.11				
		34.11		1 Transactions		
9625	Blind Lake ATV Club					
	21- 520- 000- 0000- 6802		Blind Lake ATV Reimbursement		Trail Grants- State	N
		3,974.52	06/01/2019 07/31/2019			
9625	Blind Lake ATV Club					
		3,974.52		1 Transactions		
10618	Erik's Lawn Service					
	21- 520- 000- 0000- 6231		Mow Snake River	6353	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		Mow Aitkin park	6353	Services, Labor, Contracts	Y
10618	Erik's Lawn Service					
		250.00		2 Transactions		
1880	Gravelle Plumbing & Heating, Inc					
	21- 520- 000- 0000- 6523		Drain & winterize Aitkin Park	82171	Misc Bldg & Bshop Supplies	N
1880	Gravelle Plumbing & Heating, Inc					
		377.52		1 Transactions		
14921	Kalvin Welle Lawn Care					
	21- 520- 000- 0000- 6231		Mow Jacobson Campground	904	Services, Labor, Contracts	Y
	21- 520- 000- 0000- 6231		Mow Berglund Park	904	Services, Labor, Contracts	Y
14921	Kalvin Welle Lawn Care					
		506.00		2 Transactions		
9354	Kangas Enterprise, Inc					
	21- 520- 000- 0000- 6231		Pump McGregor Trail Head	18505	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		McGrath Soo Line	18505	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Axtell Area	18505	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Lawler Trail Head	18505	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6231		Jacobson Rest Area	18536	Services, Labor, Contracts	N
	21- 520- 000- 0000- 6361		Rock & Dozer work	54	Road Construction Service	N
9354	Kangas Enterprise, Inc					
		874.95		6 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea					
	21- 520- 000- 0000- 6254		Berglund Park	18- 51- 106- 02	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea					
		182.88		1 Transactions		
12182	Northwoods Quads					
	21- 520- 000- 0000- 6802		Hill City Connector		Trail Grants- State	N
		6,530.56				

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

LAH1  
11/22/19 11:28AM  
21 Parks

Vendor No.	Vendor Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
12182	Northwoods Quads		6,530.56	05/12/2019 07/31/2019 1 Transactions			
12718	Up North Riders 21- 520- 000- 0000- 6802		4,312.41	Lawler loops 07/03/2019 08/28/2019 1 Transactions		Trail Grants- State	N
12718	Up North Riders		4,312.41				
10339	White Pine Riders 21- 520- 000- 0000- 6802		1,562.20	Solana ATV Reimbursement 05/14/2019 05/25/2019 1 Transactions		Trail Grants- State	N
10339	White Pine Riders		1,562.20				
520	DEPT Total:		18,605.15	Parks	10 Vendors	17 Transactions	
21	Fund Total:		18,605.15	Parks		17 Transactions	
	Final Total:		299,841.46	259 Vendors	442 Transactions		

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
1	68,149.40	General Fund	
3	66,104.60	Road & Bridge	
4	2,645.81	Special Revenue(Unorg R&B,Fire	
5	68,962.76	Health & Human Services	
10	8,799.59	Trust	
11	7,180.62	Forest Development	
12	46,693.50	Agency	
14	944.56	Capital Project	
19	11,755.47	Long Lake Conservation Center	
21	18,605.15	Parks	
<b>All Funds</b>	<b>299,841.46</b>	<b>Total</b>	Approved by, .....
			.....
			.....

SMH1  
11/26/19 9:30AM

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

*Manuals*  
*11-27-19*

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

SMH1  
 11/26/19 9:30AM  
 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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
90 DEPT			Attorney		
2390 Itasca Co Sheriff					
01-090-000-0000-6234		75.00	Subpoena 01cr18282	201902414	Co Sheriff Services N
			10/15/2019 10/15/2019		
01-090-000-0000-6234		75.00	Subpoena 01cr19110	201902485	Co Sheriff Services N
			10/25/2019 10/25/2019		
2390 Itasca Co Sheriff		150.00	2 Transactions		
90 DEPT Total:		150.00	Attorney	1 Vendors	2 Transactions
1 Fund Total:		150.00	General Fund		2 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

SMH1  
 11/26/19 9:30AM  
 14 Capital Project

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
949	DEPT				Courthouse Addition					
	14302	Tierney								
		14- 949- 000- 0000- 6630		8,198.15	SMART board for trng room	10/22/2019 10/22/2019	810051		Miscellaneous- Capital Expense	N
	14302	Tierney		8,198.15		1 Transactions				
949	DEPT Total:			8,198.15	Courthouse Addition		1 Vendors		1 Transactions	
14	Fund Total:			8,198.15	Capital Project				1 Transactions	
	Final Total:			8,348.15		2 Vendors	3 Transactions			

SMH1  
11/26/19

9:30AM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	150.00	General Fund
14	8,198.15	Capital Project
All Funds	8,348.15	Total

Approved by, .....  
.....  
.....

21

KMR1  
11/26/19 3:43PM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

Elan  
11-14-19

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/26/19 3:43PM  
1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
18	5462 Bremer Bank (Elan ACH) 01-001-000-0000-6332			144.86	ARDC/NEMOJT Lodging 10/24/2019		Hotel / Motel Lodging	N
20	01-053-000-0000-6405			161.68	Retractable ID Badge Holders 10/31/2019		Office & Computer Supplies	N
38	01-200-003-0000-6241			295.00	MSA Winter Conf. - Registratio 12/08/2019 12/10/2019		Registration Fee	N
27	01-200-003-0000-6332			352.01	MSA Winter Conf. - Lodging 12/08/2019 12/10/2019		Hotels / Motels	N
28	01-200-003-0000-6340			175.39	#210 DRE Training Meals 10/28/2019 11/07/2019		Meals	N
29	01-200-003-0000-6340			21.87	#223 Training Meals 10/24/2019 10/25/2019		Meals	N
23	01-252-000-0000-6424			90.27	Scale, Ear Thermometer 10/31/2019		Inmate Supplies	N
44	01-252-252-0000-6405			9.61	Lapel Microphone 10/29/2019		Prisoner Welfare	N
45	01-252-252-0000-6405			42.35	Prize Treats 11/06/2019		Prisoner Welfare	N
37	01-040-021-0000-6205			58.80	Postage 10/31/2019 10/31/2019		Postage	N
17	01-120-000-0000-6625			77.84	Plantronics APD- 80 Hook Switch 11/06/2019 11/06/2019		Office Equipment	N
19	01-043-000-0000-6231			225.00	AplicantStack Recruit + Onboar 11/01/2019 12/01/2019	114645	Services, Labor, Contracts	N
39	01-200-003-0000-6241			265.00	MSA Winter Conf. - Registratio 12/11/2019 12/12/2019	Heidi	Registration Fee	N
40	01-200-003-0000-6332			177.62	MSA Winter Conf. - Lodging 12/11/2019 12/12/2019	Heidi	Hotels / Motels	N
30	01-257-251-0000-6332			251.36	DOC SO Training - Lodging 10/29/2019 10/30/2019	Koonce	Hotel/Motel Lodging	N
46	01-700-909-0000-6800			154.23-	Credit for Reserv Cancellation 16 Transactions	Otrix	Tourism Miscellaneous	N
	5462 Bremer Bank (Elan ACH)			2,194.43				
<b>1 Fund Total:</b>				<b>2,194.43</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>16 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/26/19 3:43PM  
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
8	5462 Bremer Bank (Elan ACH) 05- 400- 430- 0403- 6416		315.31 C&TC - Smartphone Wallet Stand 10/16/2019		C & TC Outreach Supplies	N
12	05- 400- 440- 0410- 6405		20.87 Planner (LS) 11/05/2019		Office Supplies	N
13	05- 400- 440- 0410- 6405		12.88 Planner (NL) 11/05/2019		Office Supplies	N
14	05- 400- 440- 0410- 6405		2.56 Agency - Wall Shelves 11/04/2019		Office Supplies	N
15	05- 400- 440- 0410- 6405		9.99 Planner (BH) 11/05/2019		Office Supplies	N
16	05- 400- 450- 0451- 6332		249.34 HC - Lodging 11/04/2019 11/05/2019		Hotel/Lodging	N
14	05- 420- 600- 4800- 6405		5.28 Agency - Wall Shelves 11/04/2019		Office Supplies	N
11	05- 420- 600- 4800- 6450		119.99 IM- Chair Mat (DJ) 11/04/2019		Small Equipment: Telephones,Chair	N
2	05- 420- 640- 4800- 6402		322.86 ViewSonic VG2439SMH Monitors 11/06/2019		Computer/Technology Supplies	N
6	05- 430- 700- 4800- 6405		9.90 Planner (DJ) 10/25/2019		Office Supplies	N
9	05- 430- 700- 4800- 6405		22.56 Planner (SJ) 10/28/2019		Office Supplies	N
14	05- 430- 700- 4800- 6405		8.15 Agency - Wall Shelves 11/04/2019		Office Supplies	N
10	05- 430- 700- 4800- 6450		119.99 SS- Chair Mat (CS) 11/04/2019		Small Equipment: Telephones,Chair	N
5	05- 430- 720- 3980- 6020		40.00 Daycare Background Check 11/01/2019	64436459	License And Resource Development	N
7	05- 430- 710- 3810- 6057		11.91 FC - Initial Clothing 10/21/2019	64436486	Family Foster Care	N
4	05- 430- 700- 4800- 6810		450.00 MH- Flex Psychiatric Services 11/04/2019	66533152	Mh Init - Flex	N
3	05- 430- 700- 4800- 6805		185.00 MH- Trans Repair CV Joint 10/31/2019	66880264	Mh Init - Transportation	N
1	05- 430- 710- 3960- 6050		25.00 Adoptions & Kinship- Fathers Re 10/29/2019	67282083	Adoptions & Kinship	N
	5462 Bremer Bank (Elan ACH)		1,931.59		18 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/26/19 3:43PM  
5 Health & Human Services

<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>	
5 Fund Total:		1,931.59	Health & Human Services	1 Vendors	18 Transactions

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/26/19 3:43PM  
10 Trust

<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>	
35 5462 Bremer Bank (Elan ACH) 10-923-000-0000-6208		225.00	3 Regs- 2020 Forestry&Wildlife 01/09/2020	Training/Education	N
5462 Bremer Bank (Elan ACH)		225.00	1 Transactions		
10 Fund Total:		225.00	Trust	1 Vendors	1 Transactions

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1  
11/26/19 3:43PM  
11 Forest Development

<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>	
5462 Bremer Bank (Elan ACH)		2 Oil- Only Heavy Weight Pad		Repair & Maintenance Supplies	N
36 11- 925- 000- 0000- 6590		10/29/2019			
5462 Bremer Bank (Elan ACH)		1 Transactions			
11 Fund Total:		59.98		Forest Development	1 Vendors 1 Transactions

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/26/19 3:43PM  
14 Capital Project

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
31	5462 Bremer Bank (Elan ACH) 14- 949- 000- 0000- 6630		674.21 Surge Protectors and Patch Cab 11/05/2019		Miscellaneous- Capital Expense	N
32	14- 949- 000- 0000- 6630		484.29 3 Viewsonic Monitors 10/30/2019		Miscellaneous- Capital Expense	N
33	14- 949- 000- 0000- 6630		67.94 2- 15 Ft Cables/DP&VGA 11/05/2019		Miscellaneous- Capital Expense	N
34	14- 949- 000- 0000- 6630		34.99 20- 4 Ft Patch Cables 11/05/2019		Miscellaneous- Capital Expense	N
41	14- 949- 000- 0000- 6630		79.95- Amazon - Returns		Miscellaneous- Capital Expense	N
47	14- 949- 000- 0000- 6630		47.97 2- Printer Cable - 20 Feet		Miscellaneous- Capital Expense	N
48	14- 949- 000- 0000- 6630		17.98 3 - SQUOTI Power Extension Cor		Miscellaneous- Capital Expense	N
49	14- 949- 000- 0000- 6630		104.90 2 - 12 Ft High Speed HDMI Cabl		Miscellaneous- Capital Expense	N
43	14- 949- 000- 0000- 6630		51.03 Drop Box w/Key Lock	Assessor	Miscellaneous- Capital Expense	N
42	14- 949- 000- 0000- 6630		860.01 Refrigerators & Microwaves	Govt Center	Miscellaneous- Capital Expense	N
	5462 Bremer Bank (Elan ACH)		2,263.37 10 Transactions			
<b>14 Fund Total:</b>			<b>2,263.37</b>	<b>Capital Project</b>	<b>1 Vendors</b>	<b>10 Transactions</b>

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
 11/26/19 3:43PM  
 19 Long Lake Conservation C

<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
25 5462 Bremer Bank (Elan ACH)		78.31	Pencils, Pouches and Sharpener 10/29/2019	Education Supplies	N
26 19- 522- 000- 0000- 6430		53.71	Alcohol Swabs, Gauze, Gloves 11/06/2019	Medical Supplies	N
24 19- 521- 000- 0000- 6230		29.99	Creative Cloud Indiv- DSP 1 Yea 10/28/2019	Printing, Publ & Adv Promotion	N
22 19- 522- 000- 0000- 6416		20.00	The Bug Company - Crickets - 1 11/05/2019	Education Supplies	N
21 19- 521- 000- 0000- 6405		10.00	Techsoup - Lenovo Affinity Pgm 10/29/2019	Office & Computer Supplies	N
5462 Bremer Bank (Elan ACH)		192.01	5 Transactions		
<b>19 Fund Total:</b>		192.01	Long Lake Conservation Center	1 Vendors	5 Transactions
<b>Final Total:</b>		6,866.38	6 Vendors	51 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	2,194.43	General Fund
5	1,931.59	Health & Human Services
10	225.00	Trust
11	59.98	Forest Development
14	2,263.37	Capital Project
19	192.01	Long Lake Conservation Center
<b>All Funds</b>	<b>6,866.38</b>	<b>Total</b>

Approved by, .....

.....

.....



Aitkin  
County

# Board of County Commissioners Agenda Request

25  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Consumption & Display Permit

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Please approve the following Application for Consumption & Display (Set Up) Permit. (December 15, 2019 – March 31, 2020).  LuRae L. Melaas, d/b/a 202 Tavern – Shamrock Township		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Approve Application for Consumption and Display Permit - 202 Tavern		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request

2K  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** 3.2% On Sale Malt Liquor License

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> <p>Please approve the following 3.2 Malt Liquor License for a period ending April 30, 2020.</p> <p>ON Sale:</p> <p>LuRae L. Melaas, d/b/a 202 Tavern – Shamrock Township          This establishment has an address of 49482 202nd Place, McGregor, MN 55760</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Snake River Watershed Policy Committee

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Steve Hughes		<b>Department:</b> Aitkin County SWCD
<b>Presenter (Name and Title):</b> Steve Hughes, District Manager		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b>  The Snake River Watershed is beginning the 1 Watershed 1 Plan (1W1P) process. They are requesting that each participating County appoint a County Commissioner to serve on the Policy Committee. Commissioner Pratt has been involved with some of these discussions at the Snake River Joint Powers Board (JPB) meetings.		
<b>Alternatives, Options, Effects on Others/Comments:</b> These meetings may temporarily replace some of the JPB meetings. That decision would need to be made by the JPB.		
<b>Recommended Action/Motion:</b> Please consider appointing a County Commissioner to serve on the 1W1P Policy Committee.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$    possible additional meetings Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> These meetings may temporarily replace some of the JPB meetings. That decision would need to be made by the JPB.		

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



# Board of County Commissioners Agenda Request

4A

Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Community Corrections Comp Plan and grant

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kameron Genz		<b>Department:</b> Community Corrections
<b>Presenter (Name and Title):</b> Kameron Genz		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> <p>Present the 2020 Interim Comprehensive Plan, Strategic Plan and budget, as required by MN DOC for distribution of funds from the Community Corrections Act (CCA) Subsidy Grant. The Plan and Budget were approved by the Corrections Advisory Board on October 22, 2019. Requesting approval and signatures of County Administrator and Board Chair.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approval of plan and budget and signatures, as required		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin County  
Community  
Corrections

**2020**  
**Interim Comprehensive**  
**Plan**

# ADMINISTRATION AND ORGANIZATION OF CORRECTIONAL SERVICES

Aitkin County Community Corrections began its first year of operating as a single county entity in July 2016. Prior to that date, the agency was part of a joint powers agreement and operated as Central Minnesota Community Corrections, with Crow Wing and Morrison counties.

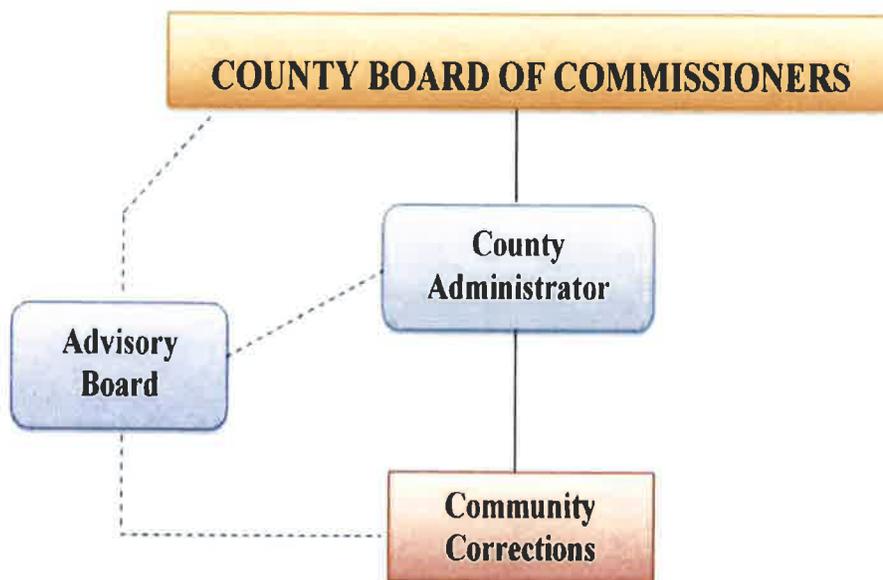
## VISION

It is the vision of Aitkin County Community Corrections to reduce recidivism within our community and work with our local stakeholders and other Minnesota Correctional Agencies to promote positive change among our clientele.

## MISSION

It is the mission of Aitkin County Community Corrections to promote public safety and victim restoration by holding offenders accountable, exercising an evidence-based model of correctional services and actively providing offenders opportunities to become law-abiding citizens.

## CURRENT ORGANIZATIONAL STRUCTURE



### County Commissioners

J. Mark Wedel

Laurie Westerlund

Donald Niemi

Bill Pratt

Anne Marcotte

District #1

District #2

District #3

District #4

District #5

## AITKIN COUNTY COMMUNITY CORRECTIONS ADVISORY BOARD

The Advisory Board is appointed by the Aitkin County Board of Commissioners to oversee the corrections planning process and to take an active role in the development of the Comprehensive Plan. The Plan is then approved by the Board.

<u>MEMBERS</u>	<u>CATEGORY</u>
J. Mark Wedel	Commissioner, Aitkin County
Anne Marcotte	Commissioner, Aitkin County
Honorable David Hermerding	Judiciary
Sheriff Dan Guida (or designee)	Law Enforcement
Attorney James Ratz	Prosecution
Attorney Jeff Haberkorn	Defense
Cynthia Bennett (or designee)	Social Services
Cheryl Meld	Education
Nancy Johnson-Houg	Citizen Member
<i>vacant</i>	Citizen Minority
Gabrea Anderson	Victim Services
<u>Ex-Officio Advisory Board members</u>	
Kameron Genz	Corrections
Mark Smith	State Liaison, Minnesota Department of Corrections

## **DEPARTMENT BUDGET and FTE BY PROGRAM AREA**

### FTE's BY PROGRAM AREA

<u>PROGRAM AREA</u>	<u>DESCRIPTION</u>	<u>FTE's</u>
ADMINISTRATIVE	Director employed as the Department Head to oversee the correctional operations in Aitkin County and liaison with all stakeholders.	1.0
SPECIALITY COURT AGENT	Corrections Agent to provide full-time services to the Aitkin County Sobriety Court.	1.0
ADULT PROBATION SERVICES	Corrections Agents and Part-Time Administrative Specialist/Corrections Agent Assistant provide services to adult offenders sentenced to probation in Aitkin County and supervised release offenders accepted to supervision in Aitkin County.	4.4
JUVENILE PROBATION SERVICES	Corrections Agent and Part-Time Administrative Specialist/Corrections Agent Assistant provide services to juveniles in diversion programs or sentenced to probation in Aitkin County.	1.2
EVALUATION	Part-Time Administrative Specialist/Corrections Agent Assistant services provided to oversee the CSTS database statistical reports and assist the Director in gathering outcomes.	0.125

## **SALARY ROSTER**

<b>Position</b>	<b>Salary</b>
Director	\$108,684
Administrative Assistant/Corrections Agent Assistant (PT)	\$29,289
Corrections Agent	\$107,679
Corrections Agent	\$84,808
Corrections Agent	\$75,195
Corrections Agent	\$73,322
Corrections Agent	\$71,530
Corrections Agent	\$65,265

**DEPARTMENT BUDGET**    *See Appendix*

## **SERVICES AND PROGRAMMING**

Aitkin County is in its third year as a stand-alone community corrections agency after the dissolution of a Central Minnesota Community Corrections. We continue to participate in the Minnesota Association of Community Corrections Act Counties (MACCAC). Below are some of the highlights specific to Aitkin County for 2019.

This office has continued to have staffing changes, due to two retirements in 2018 and promotions within the office. In 2016, the full-time case aide position was eliminated and re-classified as a part-time Administrative Specialist/Corrections Agent Assistant. It has been difficult to maintain a long-term employee in this part-time/no benefits position and we will be hiring our third employee for this position within a three-year period. As a result, Director and Agents are taking on duties of the “case aide” position during vacancies and on that staff member’s day off. It does become a bit of a struggle at times, especially when agents continue to have high caseloads numbers.

### **MACCAC Quality Assurance Model**

Aitkin County Community Corrections continues to be dedicated to improving and maintaining quality assurance regarding supervision and programming for offenders. We continue to work in maintaining the MACCAC quality assurance model. The model includes four phases, and includes the following five skills sets:

- Professional alliance
- Risk assessments
- Cognitive interventions
- Case planning
- Motivational interviewing

Staff have received training in four of these five key areas and new staff is scheduled to complete training at the 2020 Agent Academy.

Aitkin County Community Corrections continues to provide a 32-hour “Thinking for a Change” group for higher risk adult offenders. Three staff are trained as facilitators and three more staff

will be sent for the next full training that becomes available. We also operate Driving with Care, a cognitive-behavioral based program for DWI Offenders, when sufficient client numbers allow. The Agent that was facilitating this has since resigned and another staff will need to be trained in order to continue this curriculum.

The Aitkin County Sobriety Court continues to provide needed services to high risk drug and alcohol offenders. We have been able to continue Aitkin's specialty court with county funds and legislatively appropriated grant funds for at-risk specialty courts. As funding and contractual requirements continue to change, we are hoping to maintain this program if/when funding expires; however, it will be a significant increase to our annual budget, from County funds.

In 2017, Aitkin County agents were trained in the use of the Carey Guides. We continue to train staff as they onboard and utilize and improve delivery of programs and services outlined in the Comprehensive Plan. We have been working to organize the Carey Guides in our physical office spaces to encourage and support the use of the guides on a regular basis. We have begun the process of implementing regular "Cognitive Behavioral Group Reporting" which will utilize an available agent to process through single Carey Guide books and assignments with clients whom agents feel are in need of the additional short term support the curriculum can provide.

Although we did gain the addition of two providers for mental health and chemical dependency within Aitkin County, the availability to our clients has been far less than anticipated. The services are very limited. It was announced recently that another provider will be opening services in the county this coming year and we are hoping to see a significant benefit for our clients, at least with regard to the quick availability of chemical use assessments.

Due to changes in staff, our department will continue to review the goals of our strategic plan to ensure all staff are trained and our daily practices continue to align with evidence-based practices. Our hiring practices were modified to include knowledge and experience in evidence based practices specific to corrections staff. Our agency continues to make every effort to keep up to date with trainings that support evidence-based practices.

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## STRATEGIC PLAN ANNUAL PROGRESS REPORT

The MACCAC Continuous Quality Improvement Plan was adopted by MACCAC in its entirety in April 2013. Aitkin County Community Corrections will continue to strive toward effectively implementing the CQI Plan in its entirety. Phase One and Two were completed while operating under Central Minnesota Community Corrections and Phase Three was partially completed.

However, based on the recent structural and staffing changes, Aitkin County Community Corrections has reviewed many of the objectives of both Phases One and is in the process of training new staff in elements of Phase Two. Aitkin County Community Corrections will be reinforcing Phase One and Phase Two elements while continuing to bring new staff up to date with Phase Two. Phase Two and Three will be fully reviewed in the next Comprehensive Plan.

The following is a review of the progress our agency has made with regard to Phases 1-3:

**Motivational Interviewing:** Director and five agents are trained in MI 1 & MI 2. The newest hired agent will be trained at the 2020 Agent Academy. Staff will attend annual booster sessions as required. The agency supports the utilization of MI as an effective tool to assist offenders in making positive changes in their lives.

**Risk Assessments:** Director and five agents are trained in the LS/CMI and /or YLS 2.0. The newest hired agent will be trained at the 2020 Agent Academy. Agents will continue to participate in booster sessions and the statewide proficiency testing as required. With the resignation of one agent in August 2019, two additional agents will have attend training in the Dynamic Risk Assessment (DRA) tools for sex offenders in December 2019.

**Case Plans:** Director and five agents are trained in the statewide case plan tool and will begin to utilize the case plan once it is implemented statewide. The newest hired agent will be trained at the 2020 Agent Academy.

**Cognitive Behavioral Programming:** Director and three agents are trained in cognitive behavior interventions. Director will work with agents to assure that the lessons learned in cognitive behavior programs are reinforced in agent meetings with offenders. Since 2015, staff facilitates 1-2 T4C classes per year. Remaining agents will be trained in 2020. We are also developing policy and best practices for administering Carey Guides as support to the cognitive behavior intention.

## NARRATIVE UPDATE OF OBJECTIVES WITH ONGOING WORK:

Develop an EBP plan to guide implementation strategies and progress. All staff have been trained in the core practices and ACCC will continue to attend more in depth training along with the Director. A formal guide needs to be development; however, many of the tools and their use are referenced in our policy.

Ensure staff's participation in EBP through communication strategies and/or involvement in a task force. This goal is ongoing. ACCC will strive to involve direct line staff as Master Trainers in specialized areas. Staff recently began attending the EBP Café meetings.

Develop a plan that outlines methodology for tracking outcomes. Quality assurance is conducted via statewide proficiency testing and booster trainings. Reviews are conducted on an annual basis and goals are set with staff to increase their proficiency.

Define actual outcomes to establish a baseline and to establish a process to measure outcomes annually. This goal is ongoing.

The following is a review of the progress our agency has made with regard to EBP Phases 1-3:

**Motivational Interviewing:** Director and five agents are trained in MI 1 & MI 2. The agent hired in September 2019, will complete MI 1 and MI 2 at the 2020 Agent Academy. Director will seek training to effectively audit the MI skill set of staff and staff will attend annual booster sessions. The agency supports the utilization of MI as an effective tool to assist offenders in making positive changes in their lives.

**Risk Assessments:** Director and five agents are trained in the LS/CMI and YLS 2.0. The agent hired in September 2019, will complete MI 1 and MI 2 at the 2020 Agent Academy. Agents will continue to participate in booster sessions and the statewide proficiency testing. As required, the specialty court agent has now began utilizing the RANT for a risk assessment and follows up with LS/CMI for case planning as needed. One adult agent will be trained in the Dynamic Risk Assessment (DRA) tools for sex offenders at the next available training.

**Case Plans:** Director and five agents are trained in the statewide case plan tool and will begin to utilize the case plan once the template is implemented statewide. The new agent is scheduled for this training at the 2020 Agent Academy.

**Cognitive Behavioral Programming:** Director and five agents are trained in cognitive behavior interventions. Director will continue to work with agents to assure that the lessons learned in cognitive behavior programs are reinforced in agent meetings with offenders.

## OBJECTIVES (review)

### **Restore the Victim**

- The agency will take a baseline measurement of the collection rate and work to improve the rate by having clients commit to regular payment arrangements. – **ongoing**
- A victim survey will be developed and implemented. – **ongoing and working with victim coordinator**
- The STS Crew operated through the Aitkin County Sheriff's Office will work on community projects. – **on track**

### **Rehabilitate the Offender**

- Agents will continue to participate in training in the core evidence based practice skill sets and receive booster training as applicable. – **ongoing and on track**
- Agents will participate in communities of practice with neighboring agencies to improve their skills for working with offenders. – **ongoing**
- Case plans will be implemented for high risk clients. - **Ongoing and pending implementation in Statewide**
- Violation rates will be measured to determine a baseline. - **Not yet developed**
- Recidivism rates on felony cases will be reviewed. – **ongoing**
- Performance feedback to staff will support EBP. –**ongoing and on track**
- Agents will work closely with law enforcement to ensure proper notification is provided in sex offender and violent offender cases. – **on track**
- Agents will include the factors linked to rehabilitation in case plans including employment and education. – **on track**
- Aitkin County Community Corrections will continue to provide intensive supervision for the Aitkin County Sobriety Court. – **on track**

**MINNESOTA DEPARTMENT OF CORRECTIONS  
COMMUNITY CORRECTIONS ACT  
COMPREHENSIVE PLAN BUDGET  
(nearest dollar)**

County/Group: Aitkin County

Budget Year: 2020

**Consolidated Budget**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				616,463
Service & Contractual				282,500
Travel				6,670
Training				6,128
Supplies & Materials				7,000
Capital Outlays				0
*Other Services (specify below)				0
<b>Direct Budgeted Expenses</b>	<b>306,422</b>	<b>454,239</b>	<b>158,100</b>	<b>918,761</b>
Use of State Institutions	0	0	0	0
<b>Total Budgeted Expenses</b>	<b>306,422</b>	<b>454,239</b>	<b>158,100</b>	<b>918,761</b>

Staff Training Budget (minimum requirement = 2% of Subsidy) 6,128

Minimum County/Group Level of Spending Current Year: 25,321  
 Percent of County budget 6%

<i>For Internal Use Only:</i>	
Fiscal Services Grant Administrator Approval & Date	_____
Date Notified Grants Administrator	_____

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Administration**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				137,973
Service & Contractual				11,200
Travel				2,200
Training				0
Supplies & Materials				7,000
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	100,000	40,673	17,700	158,373
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>100,000</b>	<b>40,673</b>	<b>17,700</b>	<b>158,373</b>

**Budget for Subsidy Program: Training**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				6,128
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	6,128	0	0	6,128
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>6,128</b>	<b>-</b>	<b>-</b>	<b>6,128</b>

**Budget for Subsidy Program: Adult Facilities**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Adult Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				329,973
Service & Contractual				1,600
Travel				2,850
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	165,000	143,423	26,000	334,423
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>165,000</b>	<b>143,423</b>	<b>26,000</b>	<b>334,423</b>

**Budget for Subsidy Program: Court & Field Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**Budget for Subsidy Program: Evaluation Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Jail Programs**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**Budget for Subsidy Program: Juvenile Facilities**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**Budget for Subsidy Program: Juvenile Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				73,322
Service & Contractual				220,000
Travel				420
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	35,294	257,448	1,000	293,742
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>35,294</b>	<b>257,448</b>	<b>1,000</b>	<b>293,742</b>

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Residential Programming**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**Budget for Subsidy Program: Non-Residential Programming**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**Budget for Subsidy Program: Parole Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Probation Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				48,400
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	0	0	48,400	48,400
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>-</b>	<b>48,400</b>	<b>48,400</b>

**Budget for Subsidy Program: Service & Contractual**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0</b>

**Budget for Subsidy Program: Specialty Court (Drug, DWI, ETC)**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				75,195
Service & Contractual				1,300
Travel				1,200
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses	0	12,695	65,000	77,695
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	<b>-</b>	<b>12,695</b>	<b>65,000</b>	<b>77,695</b>

**MINNESOTA DEPARTMENT OF CORRECTIONS**  
**COMMUNITY CORRECTIONS ACT**  
**COMPREHENSIVE PLAN BUDGET**  
(nearest dollar)

County/Group: Aitkin County

Budget Year: 2020

**Budget for Subsidy Program: Supervised Release Services**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**Budget for Subsidy Program: Other-**

FUNDING SOURCE	DOC SUBSIDY	COUNTY	OTHER	TOTAL
Personnel				
Service & Contractual				
Travel				
Training				
Supplies & Materials				
Capital Outlays				
*Other Services (specify below)				
Direct Budgeted Expenses				0
Use of State Institutions				0
<b>Total Budgeted Expenses</b>	-	-	-	<b>0</b>

**\*OTHER SERVICES (FUNDING SOURCE SPECIFIED)**

Program Name	Description	Amount
<b>Total</b>		<b>0</b>

**NOTES:**

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MINNESOTA DEPARTMENT OF CORRECTIONS - COMMUNITY CORRECTIONS ACT SUBSIDY

To be used for original application and for amendments to the original comprehensive plan that adds or delete units of service. Check one:  **Original Application**  Amendment

Applicant: AITKIN COUNTY COMMUNITY CORRECTIONS

Application Period: JANUARY 1, 2020 to DECEMBER 31, 2020

Original Proposed Budget:	DOC Subsidy	\$ <u>306,422</u>
	Other State Funds	\$ <u>0</u>
	County Funding	\$ <u>454,239</u>
	Other Funding	\$ <u>158,100</u>
	<b>TOTAL BUDGET</b>	<b>\$ <u>918,761</u></b>

\*Amendment: Name of Units of Service (attach budget sheets) \_\_\_\_\_

Community Corrections Administrator:

Name/Title/Signature Kameron Genz, Director

Address 204 1<sup>st</sup> Street NW, AITKIN, MN 56431

Telephone # (218) 927-7202

Financial Officer:

Name/Title/Signature Kirk Peysar, AITKIN COUNTY AUDITOR

Address 307 2<sup>nd</sup> Street NW, ROOM 121, AITKIN, MN 56431

Telephone # (218) 927-7354

APPLICANT'S AGREEMENT

It is understood and agreed to by the applicant that:

- 1) Funds granted for this community corrections comprehensive plan will be used only to implement the plan as approved by the Commissioner of Corrections.
- 2) The grant may be terminated in whole, or in part, by the Commissioner of the Minnesota Department of Corrections. Such termination shall not affect obligations incurred under the subsidy prior to the effective date of such termination.
- 3) The applicant will apply for approval to change the plan whenever implementation or financing will be materially changed. Approval will be governed by Minnesota Rules Chapter 2905.0500.
- 4) Financial status reports will be submitted every three months and narrative progress reports every six months as directed by the Commissioner of Corrections. Necessary records and accounts, including financial and property controls, will be maintained and made available to the Department of Corrections.
- 5) The applicant will strictly adhere to rules promulgated by the Department of Corrections (Minnesota Rules 2905).

SIGNATURES OF AUTHORIZED OFFICIALS

Please remember: These same signatures are required to be on any amendment that adds or deletes programs/services/funding.

Name/Title/Signature: Anne Marcotte, Aitkin County Board Chair

Name/Title/Signature Jessica Seibert, Aitkin County Administrator



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** Appropriations and Dues Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" 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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<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**

1. ANGELS - has requested an appropriation of \$25,000 for 2020. Please see the attached documentation.
2. MRC - is in the process of discussing their 2020 dues request. It will be discussed in detail at the AMC Annual Conference. The original amount of the increase was to be \$200, but it could be as low as \$44.
3. Soil & Water - the amount of their 2020 appropriation has been reduced by an additional \$3,800 due to utility expenses.

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

**Recommended Action/Motion:**  
Give direction to staff in order to finalize the 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:*



ANGELS  
7 So Maddy St  
PO Box 35  
McGregor, MN 55760

November 22, 2019

Jessica Seibert, MPA  
County Administrator  
217 Second St N.W. Rm. 134  
Aitkin MN 56431

Dear Ms. Seibert,

We are pleased to reply to your letter requesting data on ANGELS of McGregor.

**SUMMARY OF SERVICES:** Aitkin County has a very high proportion of senior citizens. Many live in rural areas and often alone. ANGELS of McGregor was formed in 2004 by a group of volunteers who saw the need for reliable, affordable transportation for local seniors to doctor and other appointments. The goal was to enable individuals to remain living in their own homes even if they lost driving privileges, either temporarily or permanently. Over the years the scope of programs has expanded significantly as the organization identified additional needs and services. Program areas now also include: occasional chores, health and wellness, safety, nutrition, community outreach, and socialization to promote mental health. When appropriate, ANGELS coordinates with Aitkin County CARE on programs, but ANGELS is well-positioned to efficiently serve the eastern and northern parts of the county. A Program Coordinator and team of 65 volunteers currently serve approximately 130 clients, operating from a building in downtown McGregor.

Our services enable area citizens to avoid or delay the stress and expense of moving to nursing homes until their physical condition demands it. The wide range of services provides ease of mind for clients and their families. Socialization activities encourage seniors to stay active, improving their mental health and outlook. All Aitkin County seniors age 60+ are eligible for services. Most services are no-cost or share-the-cost, based on ability to pay. Without these services, members of our community often would need to move into nursing or care facilities. This is an emotionally and financially stressful outcome. The cost to taxpayers is significant.

**PROGRAMS:** The following program categories are examples of specific services provided:

**TRANSPORTATION:** Rides to medical appointments, shopping, social events and grocery and medication delivery.

**OCCASIONAL CHORES:** Light housework, light home maintenance and repairs, snow removal, move furniture and similar tasks.

**HEALTH AND WELLNESS:** Monthly Memory Loss Support Group for clients and their caregivers, regular Foot Care Clinics, annual Health Fair, and regular home wellness checks.

**SAFETY:** Home safety assessments, construction of home access ramps, installation of safety equipment.

**NUTRITION:** Distribution point for low-cost frozen meals, AEOA Senior Diner's program in Palisade and McGregor.

**MENTAL HEALTH SOCIALIZATION:** Field trips to points of interest, special holiday events, monthly community meals, weekly Movie Fridays and friendly visits.

**COMMUNITY OUTREACH:** Educational programs on topics such as Alzheimer's Awareness, Suicide Prevention and Opioid Safety; individualized training on computers, tablets and cell phones; bi-monthly newsletter to keep clients, volunteers, family members, donors, area businesses and organizations informed of ANGELS activities.

These services are available to all citizens of Aitkin County age 60+, regardless of race, color, creed, religion, national origin, gender, sexual orientation, disability or use of public assistance. In some situations, individuals under 60 also qualify.

The ANGELS building is a hub for seniors Monday-Friday. The office coordinates the programs. The Activity Center provides space for meetings, educational programs and social events. The Attic thrift store sells gently-used household items. The McGregor Area Clothing Closet sells used clothing for adults and children. In addition, part of the storage area will soon be the distribution center for frozen meals. The concept is to be a one-stop center for seniors

**CLIENT SERVICE DATA:** All clients are registered and are Aitkin County residents age 60 or older. When they request services, ANGELS provides the appropriate service or refers the client to other agencies if needed. In addition to transportation and chore services, all clients also qualify for socialization services. The following is recent client data which involves multiple services for many. The 2019 numbers are estimated year end.

**Client Services Performed and Volunteer Hours**

	<b>2018 Services Performed</b>	<b>2018 Hours</b>	<b>2019 Services Performed*</b>	<b>2019 Hours*</b>
<b>Client Services (Transportation, chores, repairs, etc.)</b>	1,173	3,694	1,130	3,500

\* Estimate year end

ANGELS is requesting \$25,000.00 for the year 2020. We have a preliminary 2020 budget of \$62,100, a reduction of \$13,000 from 2018 actuals.

Our preliminary budget for 2020 reflects the following:

**Preliminary 2020 Budget**

<b>Funding Source</b>	<b>Income</b>		<b>Expense</b>
Donations and grants	\$38,000	Personnel	\$25,000
Meals	3,000	Building	17,000
Rent	6,000	Insurance	6,000
Fundraising events	3,000	Office supplies	3,500
Attic store	4,000	Training	1,000
Interest	100	Outreach	8,000
<b>TOTAL</b>	<b>\$50,100</b>	Other	2,500
		<b>TOTAL</b>	<b>\$63,000</b>

We estimate a 2019 year-end cash balance of under \$10,000 unless an additional grant is received. Most of our grants are applied for annually, and there is much uncertainty in the selection process. In addition, two factors could have significant impact on our 2020 income and expenses. First, one donation of \$5,000 is likely a one-time event. Second, the impact of unemployment compensation is unknown.

We are requesting money from Aitkin County for program coordination base funding which usually is not available through most grants. Our plan is to match the county dollars in grants and donations so we can continue to provide services to area seniors.

Whether ANGELS receives the requested \$20,000 to \$25,000 or a lesser amount, we will continue our efforts to seek funding to implement our programs for seniors through grants and donations.

Thank you very much for your consideration.

Sincerely,



Frank Merry  
Co-Chair ANGELS



# Board of County Commissioners Agenda Request

**5B**  
Agenda Item #

**Requested Meeting Date:** December 3, 2019

**Title of Item:** 2020 Budget Review

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

At Tuesday's meeting I will review the 2020 Proposed Budget with the Board and answer questions.

**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:*

AITKIN COUNTY  
2020 Final Budget Summary

DEPARTMENT	EXPENSE TOTALS				2020															TOTAL REVENUES	NET
	2019 BUDGET APPROVED	2020 BUDGET PROPOSED	CHANGE	SALARIES & BENEFITS	INSURANCE	MATERIALS & SUPPLIES	UTILITIES	DUES/REG. & PROF. DEVELOPMENT	SERVICE AGREEMENTS & CONTRACTS	CAPITAL EQUIPMENT	CAPITAL CONSTRUCTION	TRANSPORTATION	OTHER EXP.	TOTAL EXPENSES	FEES	GRANTS	OTHER REV.	LEVY			
COMMISSIONERS	1	249,875	257,045	7,170.00	223,388	1,357	2,250	2,000	13,300	2,750	-	-	12,000	-	257,045	-	-	-	(257,045)	(257,045)	-
COURT ADMIN	12	91,500	91,500	-	-	-	1,000	-	-	85,500	5,000	-	-	-	91,500	(100)	-	(5,000)	(86,400)	(91,500)	-
AUDITOR	40	665,406	720,169	54,763.00	624,397	2,412	20,800	4,000	2,950	64,600	-	-	1,010	-	720,169	(262,120)	-	(24,300)	(433,749)	(720,169)	-
INTERNAL AUDIT	41	56,000	56,000	-	-	-	-	-	-	56,000	-	-	-	-	56,000	-	-	-	(56,000)	(56,000)	-
TREASURER	42	282,638	293,874	11,236.00	249,280	844	25,500	300	2,500	14,800	-	-	650	-	293,874	(8,400)	-	(21,800)	(263,674)	(293,874)	-
ASSESSOR	43	852,912	875,819	22,907.00	793,064	10,255	13,500	5,800	10,100	17,100	16,000	-	9,500	500	875,819	(150,113)	-	(9,500)	(716,206)	(875,819)	-
CENTRAL SERVICES	44	246,682	205,840	(40,842.00)	-	19,000	-	-	-	105,000	-	-	-	81,840	205,840	-	-	(2,671,695)	(8,828,698)	(11,500,393)	(11,294,553)
MOTOR POOL	45	58,197	59,700	1,503.00	-	6,000	-	-	-	-	50,000	-	3,700	-	59,700	-	-	(65,500)	5,800	(59,700)	-
INFORMATION TECHNOLOGIES	49	717,091	680,263	(36,828.00)	435,564	1,530	14,400	720	8,100	191,949	27,000	-	1,000	-	680,263	(1,700)	-	(55,205)	(623,358)	(680,263)	-
ADMIN	52	208,050	215,972	7,922.00	197,016	906	3,200	900	3,900	9,000	-	-	1,050	-	215,972	-	-	-	(215,972)	(215,972)	-
HUMAN RESOURCES	53	256,462	291,175	34,713.00	244,675	500	3,700	900	10,300	28,500	-	-	2,600	-	291,175	-	-	-	(291,175)	(291,175)	-
ELECTIONS	60	119,081	121,329	2,248.00	17,859	20	75,700	-	950	26,300	-	-	500	-	121,329	(500)	-	(50,025)	(70,804)	(121,329)	-
ATTORNEY	90	1,050,104	1,114,664	64,560.00	1,009,985	3,249	44,133	3,462	10,860	30,396	8,243	-	1,929	2,407	1,114,664	(71,493)	-	(10,190)	(1,032,981)	(1,114,664)	-
RECORDER	100	350,964	365,644	14,680.00	245,014	830	31,300	600	3,650	81,600	-	-	850	1,800	365,644	(195,500)	-	(15,000)	(155,144)	(365,644)	-
COURTHOUSE MAINT.	110	422,426	451,337	28,911.00	336,878	6,334	13,100	52,850	300	34,102	6,000	-	625	1,148	451,337	-	-	-	(451,337)	(451,337)	-
BUILDINGS	111	75,000	75,000	-	-	-	-	-	-	-	-	-	-	-	75,000	-	-	-	(75,000)	(75,000)	-
VSO	120	152,678	153,798	1,120.00	132,199	943	5,940	1,600	2,550	1,150	-	75,000	-	-	153,798	-	(10,000)	(4,300)	(139,498)	(153,798)	-
HRA	121	1,800	2,000	200.00	-	-	-	-	-	-	-	-	4,016	5,400	2,000	-	-	(2,000)	(2,000)	(2,000)	-
PLANNING & ZONING	122	456,983	457,695	712.00	332,718	3,927	7,750	1,600	3,500	92,000	-	-	9,700	6,500	457,695	(250,000)	(54,316)	(35,000)	(118,379)	(457,695)	-
CORONER	123	73,800	81,500	7,700.00	-	-	-	-	-	56,500	-	-	25,000	-	81,500	-	-	-	(81,500)	(81,500)	-
ENFORCEMENT	200	2,483,455	2,413,609	(69,846.00)	1,949,329	75,180	22,400	21,000	22,750	45,300	160,000	-	75,650	42,000	2,413,609	(30,180)	(40,138)	(206,100)	(2,137,191)	(2,413,609)	-
BOAT & WATER	202	93,124	97,926	4,802.00	76,468	2,908	2,150	700	-	2,650	4,500	-	8,150	400	97,926	-	(28,375)	(100)	(69,451)	(97,926)	-
SNOWMOBILE	203	41,737	39,146	(2,591.00)	30,496	-	500	320	-	1,030	4,000	-	2,800	-	39,146	-	(5,946)	(30)	(33,170)	(39,146)	-
ATV	204	32,334	24,359	(7,975.00)	19,994	-	400	165	-	750	-	-	3,050	-	24,359	-	(12,500)	-	(11,859)	(24,359)	-
CORRECTIONS	252	2,887,426	3,036,486	149,060.00	2,299,110	19,226	285,900	105,500	5,100	275,200	3,000	30,000	11,450	2,000	3,036,486	(267,000)	-	(3,500)	(2,765,986)	(3,036,486)	-
SENTENCE TO SERVE	253	135,178	149,783	14,605.00	118,764	4,204	6,500	540	350	-	11,500	-	7,925	-	149,783	-	(30,443)	(1,500)	(117,840)	(149,783)	-
ENHANCED 911	254	86,000	89,190	3,190.00	-	-	2,800	-	-	86,390	-	-	420	-	89,190	-	-	(89,190)	-	(89,190)	-
CRIME VICTIM	255	82,492	85,613	3,121.00	76,644	117	4,452	300	1,680	2,000	-	-	2,000	-	85,613	-	(70,000)	(1,500)	(14,113)	(85,613)	-
COMMUNITY CORRECTIONS	257	947,153	924,483	(22,670.00)	615,871	10,792	7,600	1,600	8,720	272,600	-	-	7,300	-	924,483	(87,700)	(65,500)	(306,422)	(464,861)	(924,483)	-
EMERGENCY MANAGEMENT	280	49,965	50,323	358.00	39,573	250	600	500	2,500	1,000	5,000	-	900	-	50,323	-	(19,194)	-	(31,129)	(50,323)	-
ENVIRONMENTAL HEALTH	390	79,061	84,217	5,156.00	75,180	2,187	2,650	200	1,250	1,300	-	-	1,450	-	84,217	(72,000)	-	-	(12,217)	(84,217)	-
SOLID WASTE	391	329,743	371,884	42,141.00	179,969	3,165	4,000	1,000	3,100	179,500	-	-	1,150	-	371,884	(4,200)	(67,729)	(55,800)	(244,155)	(371,884)	-
WATER WELLS	392	6,500	6,000	(500.00)	2,000	-	3,000	-	-	1,000	-	-	-	-	6,000	(11,000)	-	-	5,000	(6,000)	-
LIBRARY & HISTORICAL SOCIETY	500	290,670	296,298	5,628.00	-	3,200	-	-	-	-	-	-	-	293,098	296,298	-	-	-	(296,298)	(296,298)	-
AG SOC, SOIL & WATER, AG	600	133,803	117,253	(16,550.00)	-	4,500	-	-	-	-	-	-	-	112,753	117,253	-	-	-	(117,253)	(117,253)	-
EXTENSION	601	80,955	84,984	4,029.00	-	-	3,600	250	200	79,859	-	-	100	-	84,984	-	-	(1,300)	(83,684)	(84,984)	-
PROMOTION, TRAN, AIRPORT	700	38,007	38,707	700.00	-	-	-	-	-	-	-	-	-	38,707	38,707	-	-	-	(38,707)	(38,707)	-
ECONOMIC DEVELOPMENT	711	102,468	106,617	4,149.00	105,068	379	100	150	720	-	-	-	-	38,707	106,617	-	-	(64,094)	(42,523)	(106,617)	-
<b>GENERAL FUND SUBTOTAL</b>		<b>\$ 14,287,720</b>	<b>\$ 14,587,202</b>	<b>\$ 299,482</b>	<b>\$ 10,430,503</b>	<b>\$ 184,215</b>	<b>\$ 608,925</b>	<b>\$ 206,957</b>	<b>\$ 119,330</b>	<b>\$ 1,845,826</b>	<b>\$ 300,243</b>	<b>\$ 105,000</b>	<b>\$ 194,675</b>	<b>\$ 591,528</b>	<b>\$ 14,587,202</b>	<b>\$ (1,412,006)</b>	<b>\$ (404,141)</b>	<b>\$ (3,697,051)</b>	<b>\$ (20,368,557)</b>	<b>\$ (25,881,755)</b>	<b>(11,294,553)</b>
ROAD & BRIDGE	3	9,563,099	9,669,079	105,980.00	2,569,519	95,980	1,100,790	55,000	4,820	143,490	616,400	4,230,000	226,480	626,600	9,669,079	-	-	(7,235,930)	(2,433,149)	(9,669,079)	-
HHS	5	7,206,971	7,232,673	25,702.00	4,780,726	26,594	98,530	68,285	35,180	2,046,583	-	91,050	85,725	-	7,232,673	-	(755,859)	(3,215,246)	(2,911,568)	(6,882,673)	350,000 From fund balance
TRUST	10	1,438,456	1,303,433	(135,023.00)	598,469	15,693	108,500	18,200	8,850	167,700	-	-	55,250	330,771	1,303,433	(30,000)	-	(1,789,000)	NON-LEVY	(1,819,000)	(515,567)
FOREST DEVELOPMENT	11	659,636	877,959	218,323.00	450,430	4,126	23,250	600	1,470	88,500	7,000	111,000	3,000	190,583	879,959	(250)	(76,342)	(754,786)	(80,510)	(911,888)	(31,929)
LLCC	19	724,655	738,941	14,286.00	506,197	16,394	93,840	52,500	6,606	36,404	-	-	2,500	24,500	738,941	(614,026)	-	(140,376)	NON-LEVY	(754,402)	(15,461)
PARKS	21	480,310	577,254	96,944.00	77,498	3,481	-	-	-	55,500	52,000	3,500	-	385,275	577,254	(25,000)	(367,902)	(134,200)	(15,000)	(542,102)	35,152
<b>TOTAL</b>		<b>\$ 34,360,847</b>	<b>\$ 34,986,541</b>	<b>\$ 625,694</b>	<b>\$ 19,413,342</b>	<b>\$ 346,483</b>	<b>\$ 2,033,835</b>	<b>\$ 401,542</b>	<b>\$ 176,256</b>	<b>\$ 4,384,003</b>	<b>\$ 975,643</b>	<b>\$ 4,540,550</b>	<b>\$ 567,630</b>	<b>\$ 2,149,257</b>	<b>\$ 34,988,541</b>	<b>\$ (2,081,282)</b>	<b>\$ (1,604,244)</b>	<b>\$ (16,966,589)</b>	<b>\$ (25,808,784)</b>	<b>\$ (46,460,899)</b>	<b>(11,472,358)</b>

Subtract net from Central Services \$ 25,808,784  
 Add Debt Service \$ (11,294,553)  
 Add Debt Service \$ 747,143  
**Total Net Levy \$ 15,261,374**  
**Levy Increase 3.55%**



# Aitkin County Board of Commissioners Agenda Request Form

6

Agenda Item #

**Requested Meeting Date:** December 3, 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 <sup>st</sup> Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	3 <sup>rd</sup> Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	Monthly	3 <sup>rd</sup> Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 <sup>rd</sup> Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 <sup>rd</sup> Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 <sup>rd</sup> Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 <sup>st</sup> Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> or 4 <sup>th</sup> Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 <sup>st</sup> Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 <sup>th</sup> Monday	Pratt and Land Cmr Courtemanche
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 <sup>rd</sup> Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 <sup>th</sup> Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2 <sup>nd</sup> 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 <sup>th</sup> Thursday	Marcotte, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Pratt, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Marcotte, Alt. Pratt
Ordinance	As needed		Pratt and Marcotte
Personnel/Insurance	As needed	2 <sup>nd</sup> Tuesday	Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Pratt
Sobriety Court	Bi-Monthly	3 <sup>rd</sup> Thursday	Wedel
Solid Waste Advisory	As needed		Pratt and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund