

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS July 14, 2020 – BOARD AGENDA

## Government Center Board Room

The Governor of the State of Minnesota has issued Executive Order 20-01 Declaring a Peacetime Emergency and Coordinating Minnesota's Strategy to Protect Minnesotans from COVID-19. Based on these conditions, the Chair of the Aitkin County Board of Commissioners has determined that the requirements of Minnesota Statute 13D.021, Subd. (1) have been met and it is not practical or prudent for all members of the county board to meet in person. Therefore, on April 9th, 2020 the Aitkin County Board Chair signed a Determination related to COVID-19 part of which allows that the public, as well as some or all members of the County Board to join County board meetings remotely.

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code):126 729 7376; (meeting password): 7282

**9:00 1) Bill Pratt, 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.

Anyone, whether attending in person or virtually, wishing to speak during the public comment period should notify the County Administrator's office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the 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 June 23, 2020 to July 13, 2020**

**B) Approve June 23, 2020 County Board Minutes**

**C) Approve June 23, 2020 BAE Minutes**

**D) Approve Electronic Funds Transfers**

**E) Approve Commissioner Vouchers**

**F) Approve Commissioner Vouchers**

**G) Approve Auditor's Vouchers**

**H) Approve Auditor's Vouchers**

**I) Approve Auditor's Vouchers – R&B Contract Payment, Sheriff's Vehicle, Roof Replacement Fairgrounds Building**

**J) Approve Auditor's Vouchers – Contegrity**

**K) Approve Manual Warrants/Voids/Corrections – FSA Claims, Camping Refund (COVID)**

**L) Approve Manual Warrants/Voids/Corrections – State General Tax**

**M) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID)**

**N) Approve Manual Warrants/Voids/Corrections – FSA, PEIP**

- O) Approve Manual Warrants/Voids/Corrections – Mortgage Reg. State Deed Tax
- P) Approve Manual Warrants/Voids/Corrections – Elan Paid 6/11/20 – Allocation to Accounts
- Q) Approve Manual Warrants/Voids/Corrections – Elan Paid 6/25/20
- R) Approve Manual Warrants/Voids/Corrections – NSF Check/Taxes
- S) Approve Manual Warrants/Voids/Corrections – FSA Claims
- T) Approve Manual Warrants/Voids/Corrections – Elan Paid 6/25/20
- U) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID)
- V) Approve Manual Warrants/Voids/Corrections – Merchant Acct Fee's June
- W) Approve Grant Signature – R101-10-2A Amendment #8
- X) Adopt Resolution: Coronavirus Relief Fund Certification Form
- Y) Approve 2020 Squad Purchases
- Z) Approve Motor Pool Vehicle Purchase
- AA) Approve Deputy Registrar Agreement
- BB) Adopt Resolution: Search & Rescue Donation – Mille Lacs Energy Community Trust

- 9:03 3) Lori Grams – County Treasurer
  - A) Property Tax Penalty Waiver Request and Payment Plan
- 9:13 4) Dan Guida – Sheriff
  - A) COPS Hiring Grant Award
- 9:18 5) Chris Sutch – IT Manager
  - A) Barracuda Backup Appliance 8090
- 9:23 6) John Welle – County Engineer
  - A) ADA Transition Plan for Public Rights of Way
  - B) Highway Department Office Expansion/Renovation Update
- 9:43 7) Jessica Seibert – County Administrator
  - A) Administrator Updates
  - B) Coronavirus Relief Fund
- 10:13 8) Committee Updates
- 10:43 9) Dan Guida – Sheriff
  - A) Closed Session Under MN Statute 13D.05 Subd 3d Security Briefing Report
- 10:58 Adjourn

2B

# AITKIN COUNTY BOARD

June 23, 2020

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of June, 2020 at 2:00 p.m. at the Aitkin County Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, Anne Marcotte, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.

**Call to Order**

Motion made by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the June 23, 2020 amended agenda. Item 2.5 Representative Dale Lueck – Special Legislative Session Update was added.

**Approved Agenda**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
June 23, 2020**

**Health & Human  
Services Board**

**Attendance**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of June, 2020, at 2:02 p.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Bill Pratt, J. Mark Wedel, Don Niemi, Anne Marcotte, and Laurie Westerlund. Others present included: H&HS Director Cynthia Bennett, Children’s Social Services Supervisor Jessi Schultz, Accounting Supervisor Carli Goble, County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, Public Health Supervisor Erin Melz and Child Support Supervisor Julie Herbst, both who attended via video conference, and Jennifer Eisenbart, Aitkin Independent Age.

**Agenda**

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voting yes to approve the June 23, 2020 Health & Human Services Board agenda.

**Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members present voting yes to approve the May 26, 2020 Health and Human Services Board minutes.

**Bills**

Carli Goble, H&HS Accounting Supervisor noted that a bill from DHS Anoka for a client, which was originally billed as nine days at a cost of \$12,564 was reduced to six days for a cost of \$9,213.60 after the Adult Social Services Supervisor requested an administrative review by DHS Anoka and it was determined that they had been short staffed, initially, upon placement of the client in their care.

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

Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director

## Directors Update

Cynthia began by mentioning that the special legislative session had ended with neither the House nor the Senate able to reach a consensus on some of the "big ticket" items that counties were hoping for. She deferred updates on these as Representative Dale Lueck was going to be presenting to the board on these matters as part of the main meeting.

Although there were a lot of items left undone during the special session the AMC Blue Ribbon Committee was able to help get many HHS waivers passed, which included a 60 day extension of all HHS waivers beyond the end of the peacetime emergency so that counties have time to get back to business as usual. It also aligned certain waivers to comply with federal law and timelines, preserving healthcare through MA and MnCare, implementing the federal changes to the SNAP program, and eliminating the cost share for COVID-19 testing and treatment. The extensions of these waivers, in relation to allowing the use of technology to forgo face to face visit requirements, remain in effect until June 30, 2021.

Commissioner Marcotte inquired as to what exactly eliminating the cost share for COVID-19 testing and treatment meant and Cynthia responded that it meant that there was no cost to the patient associated with those.

Cynthia ended by updating the board on her and Carli Goble's progress with working on the 2021 HHS Budget and that they had gone through the more than 700 line items line by line to make sure HHS was being as responsible as possible with tax payer dollars and that they would be presenting their proposal to the board during the August meeting.

COVID-19 Update, Erin Melz, Public Health Supervisor

She went on by giving a brief situational update on COVID-19.

There are 33,469 positive cases of COVID-19 in the state.

There have been 1,393 deaths due to COVID-19, 1,101 of which, have been in long term care facilities.

Lake of the Woods County has yet to report their first case of COVID-19.

Aitkin County has 13 confirmed cases and 0 deaths.

On average the state is testing 7,261 people per day.

## Review/Approve Contracts/Agreements

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the use agreement with Minnesota State Colleges and Universities, Pine Technical and Community College for the period of July 1, 2020 to June 30, 2021.

Licensing Presentation, Jessi Schultz, Children's Social Services Supervisor

Jessi gave a high level overview of the types of programs that ACH&HS is in charge of licensing by going through the handout she provided the Board members prior to the meeting.

**Committee Reports**

**Joint Powers Board Report**

Commissioner Westerlund reported that they had met and reviewed the financials, talked about SHIP and the fact that they had received \$164,000 for the program.

Erin Melz added that this was a Bridge to Health Survey year and that they receive a lot of great feedback from that survey about the needs of the area.

**AEOA Committee Update**

Commissioner Westerlund said they had discussed community block grants, housing, how everyone is doing with getting people back into the office, reviewed financials, and approved all of the Headstart items requested.

**CARE Board Update**

Commissioner Westerlund stated that they have a community planning coordination meeting scheduled with the Northland Foundation on June 25.

They had received a grant from the Otto Bremer Foundation that was around \$50,000.

Lastly she mentioned that with everything opening back up the rides for health program had restarted.

**NEMOJT Committee Update**

Commissioner Niemi mentioned that there was a lot of echoing of concerns in regards to trying to get people to return to work due to the extra \$600 people were receiving with their unemployment checks.

**CJI (Children's Justice Initiative) Update**

Jessi Schultz briefed the board that the main agenda item they were concerned with during their meeting was court processes involving COVID-19 and that they spent most of the time troubleshooting those.

The meeting was adjourned at 2:51 p.m.

Next Meeting – July 28, 2020

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# AITKIN COUNTY BOARD

June 23, 2020

Break: 2:51p.m. to 3:01 p.m.

Michelle Brodhead, Aitkin, spoke of her concerns with her grandchildren in foster care and Social Services issues.

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members present voting yes to approve the Consent Agenda as follows. A) Correspondence File June 8, 2020 to June 22, 2020; B) Approve June 9, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$850,158.68; D) Approve Auditor's Vouchers: General Fund \$400.00, Road & Bridge \$2,558.00 for a total of \$2,958.00; E) Approve Auditor's Vouchers: General Fund \$6,466.00, Road & Bridge \$97,260.53 for a total of \$103,726.53; F) Approve Auditor's Vouchers – May Sales Tax: General Fund \$466.54, Road & Bridge \$491.74, Trust \$32.36, Parks \$133.55 for a total of \$1,124.19; G) Approve Commissioners Vouchers: General Fund \$65,390.29, Road & Bridge \$168,220.04, Health & Human Services \$3,310.83, State \$6,113.50, Trust \$4,588.68, Forest Development \$7,448.60, Long Lake Conservation Center \$1,714.14, Parks \$23,586.38 for a total of \$280,372.46; H) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fee's, Flex Account Claims: General Fund \$1,377.01, Long Lake Conservation Center \$102.00 for a total of \$1,479.01; I) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID) Tax Refund – Unable to Locate Acct: Taxes & Penalties \$178.00, Parks \$50.00 for a total of \$228.00; J) Approve Manual Warrants/Voids/Corrections – Elan: General Fund <\$2,439.80>, Road & Bridge \$48.38, Health & Human Services \$1,465.84, Trust \$0.99, Forest Development \$623.97, Capital Project \$247.98, Long Lake Conservation Center \$52.64 for a total of \$0.00; K) Approve Manual Warrants/Voids/Corrections – Mtg Reg, State Deed Tax: General Fund \$0.04, State \$65,843.69 for a total of \$65,843.73; L) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$2,275.25; M) Approve Manual Warrants/Voids/Corrections – Elan: General Fund \$6,427.06; N) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID): Parks \$70.00; O) Approve Manual Warrants/Voids/Corrections – Camping Refund (COVID): Parks \$30.00; P) Approve Drug Court Grant (Community Corrections); Q) Approve Equipment Purchase – Pickup Truck.

Representative Dale Lueck updated the Board on the Special Legislative Session.

There was no Administrator Update

There was no Board Discussion

Motion by Commissioner Wedel seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 3:55 p.m. until Tuesday, July 14<sup>th</sup>, 2020 at the Aitkin County Government Center.

\_\_\_\_\_  
William Pratt, Board Chair  
Aitkin County Board of Commissioners

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

**Break**

**Citizens' Public Comment**

**Consent Agenda**

**Special Legislative Session Update**

**Administrator Updates**

**Board Discussion**

**ADJOURN**

2c

**BOARD OF APPEAL AND EQUALIZATION  
JUNE 23, 2020  
AITKIN COUNTY GOVERNMENT CENTER**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of June, 2020 at 4:00 p.m. at Aitkin County Government Center with Auditor Kirk Peysar, County Assessor Mike Dangers, County Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, and Bill Pratt. County Administrator Jessica Seibert and Administrative Assistant Angie Sahr were also present.

Staff present – Lori Tibbetts, Sean Mello, Ben Mowers, Jim Hicks, and Jim Ratz

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, to approve BAE amended agenda. Property owner Katherine Kopp was added.

Oath, Introduction and General Information

The following property owners were present:

**Thomas Oden**

29-1-525300

Information presented: Owner does not believe that the assessed value of his property would hold up on the open market. Mr. Oden’s property is part of the Big Sandy Lodge Association which is a common interest development. His land is valued as a shared interest in Big Sandy Lake.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried. All voted no change as recommended by the County Assessor.

**Katherine Kopp, Greg Szypulski via phone**

09-0-058002

Information presented: Owner does not believe that the assessed value of his property at parcel 09-0-057800 and 09-0-058002 would sell for a combined value of \$506,900.00

Action: Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried. All voted no change as recommended by the County Assessor.

The County Assessor and staff presented the following written appeals to the Board:

**Mark McCartney**

16-1-073600

Information presented: Due to the canal location and proximity to lower grade residences, Owner believes that the assessed value of his home would not hold up on the open market.

Action: Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried. All voted to lower the valuation to \$386,420, as recommended by the County Assessor. Commissioner Westerlund abstained.

**Jeffrey Eisenberg**

07-1-123100

Information presented: Owner believes that his property is in worse condition than the assessed value reflects and has recently informed us that it is a modular home and it was valued as a stick built structure.

Action: Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried. All voted to change the residence style to modular and adjust the value on the home due to depreciation which would lower the valuation to \$284,697, as recommended by the County Assessor.

Motion by Auditor Peysar, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 5:22 p.m.

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Bill Pratt, Board Chair  
Aitkin County Board of Commissioners

ATTEST:

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Kirk Peysar  
Aitkin County Auditor

SEAL



# Board of County Commissioners Agenda Request

20  
Agenda Item #

**Requested Meeting Date:** 7/14/2020

**Title of Item:** Electronic funds transfers

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested	
<input checked="" type="checkbox"/> CONSENT AGENDA		<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY		<input 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> Lori Grams	<b>Department:</b> County Treasurer
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<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b>
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**Summary of Issue:**  
Electronic funds transfers thru 07/06/2020

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

**Recommended Action/Motion:**

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

## ELECTRONIC FUNDS TRANSFER

Thru July 6, 2020 Board Meeting July 14, 2020

Date	Amount	Reason
6/15/20	\$30.00	Manual Abstract
6/17/20	\$571.89	Manual Abstract
6/19/20	\$1,124.19	Auditor Warrants
6/19/20	\$576,924.11	Payroll Abstract
6/19/20	\$6,697.08	Auditor Warrants
6/19/20	\$59,032.66	Manual Abstract
6/22/20	\$190.00	Manual Abstract
6/23/20	\$2,930,723.01	Auditor Warrants
6/23/20	\$10,085.27	Commissioner Warrants
6/24/20	\$1,481.18	Manual Abstract
6/25/20	\$67,779.83	Manual Abstract
6/25/20	\$8,511.45	Manual Abstract
6/25/20	\$44.00	Manual Abstract
6/26/20	\$2,149.79	Auditor Warrants
6/26/20	\$192,844.62	Auditor Warrants
6/26/20	\$31,479.13	Commissioner Warrants
7/2/20	\$571,888.98	Payroll Abstract
7/1/20	\$2,611.01	Manual Abstract
7/1/20	\$2,846.12	Auditor Warrants
7/2/20	\$1,598.72	Auditor Warrants
	<u>\$4,468,613.04</u>	

2E



# Aitkin County

WLC1  
6/23/20 9:54AM

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: Y

# Aitkin County



WLC1  
6/23/20 9:54AM  
1 General Fund

## 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	
1	DEPT		Commissioners			
86222	Aitkin Independent Age					
	01- 001- 000- 0000- 6230		Synopsis 5/12/20	778911	Printing, Publishing & Adv	N
86222	Aitkin Independent Age					
		78.75				
		78.75		1 Transactions		
15240	AT&T Mobility					
	01- 001- 000- 0000- 6250		Phone Bill April/May	287259994975	Telephone	N
		54.98	04/18/2020	05/17/2020		
	01- 001- 000- 0000- 6250		Phone Bill April/May	287298817699	Telephone	N
		36.80	05/23/2020	05/25/2020		
15240	AT&T Mobility					
		91.78		2 Transactions		
6097	Verizon Wireless					
	01- 001- 000- 0000- 6250		Marcotte mifi	9855992985	Telephone	N
		35.01	05/05/2020	06/04/2020		
	01- 001- 000- 0000- 6250		Wedel cell	9856041274	Telephone	N
		31.59	05/07/2020	06/06/2020		
6097	Verizon Wireless					
		66.60		2 Transactions		
1	DEPT Total:	237.13	Commissioners	3 Vendors	5 Transactions	
12	DEPT		Court Administration			
9007	Dotty/Melanie Rebecca					
	01- 012- 000- 0000- 6232		01- JV- 20- 181	1597	Attorney Services	Y
9007	Dotty/Melanie Rebecca					
		263.55		1 Transactions		
		263.55				
2810	Larson/Shari S					
	01- 012- 000- 0000- 6232		Attorney's fees		Attorney Services	Y
2810	Larson/Shari S					
		2,912.00		1 Transactions		
		2,912.00				
12	DEPT Total:	3,175.55	Court Administration	2 Vendors	2 Transactions	
40	DEPT		Auditor			
89796	Ryan/Kathleen					
	01- 040- 021- 0000- 6205		L.C. Postage		Postage	N
89796	Ryan/Kathleen					
		15.50		1 Transactions		
		15.50				
86235	The Office Shop Inc					

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
6/23/20 9:54AM  
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	
86235	The Office Shop Inc		LC supplies	116/192/193	Office & Computer Supplies	N
		302.75				
		302.75		1 Transactions		
40	DEPT Total:	318.25	Auditor	2 Vendors	2 Transactions	
42	DEPT		Treasurer			
9152	ACI Payments Inc		May electronic fees	1000025233	Handling Fee (Nfs Check)	N
		25.00	05/01/2020	05/31/2020		
		25.00		1 Transactions		
9152	ACI Payments Inc					
4689	Metro Sales Inc		copier contract	1604634	Services, Labor, Contracts	N
		162.71	03/07/2020	06/06/2020		
		162.71		1 Transactions		
4689	Metro Sales Inc					
86235	The Office Shop Inc		Toner- statement, mirror	1081303-0	Office & Computer Supplies	N
		217.57				
86235	The Office Shop Inc					
		217.57		1 Transactions		
14330	US Bank		copier contract	416218238	Services, Labor, Contracts	N
		117.53				
14330	US Bank					
		117.53		1 Transactions		
42	DEPT Total:	522.81	Treasurer	4 Vendors	4 Transactions	
43	DEPT		Assessor			
170	Aitkin Motor Company		2012 F150 - oil, lube, air	28552	Gas And Oil	N
		67.71				
170	Aitkin Motor Company					
		67.71		1 Transactions		
10660	Apex Software		Annual license renewal	309573	Office, Film & Computer Supplies	N
		1,800.00				
10660	Apex Software					
		1,800.00		1 Transactions		
10452	AT&T Mobility		Phone Bill April/May	287298660812	Telephone	N
		311.31	04/29/2020	05/25/2020		

# Aitkin County



WLC1  
6/23/20 9:54AM  
1 General Fund

## 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	
Amount					
10452 AT&T Mobility		1 Transactions			
4641 Holiday Credit Office					
01- 043- 000- 0000- 6511	102.47	May Fuel	147- 443	Gas And Oil	N
4641 Holiday Credit Office	102.47	1 Transactions			
3195 MCCC LOCKBOX					
01- 043- 000- 0000- 6405	59.60	Adobe Acrobat DC Pro Lic	2006114	Office, Film & Computer Supplies	N
3195 MCCC LOCKBOX	59.60	1 Transactions			
5430 Minnesota State Board Of Assessors					
01- 043- 000- 0000- 6240	725.00	Assessor Lic Renewal 20- 21		Dues & License Renewal	N
5430 Minnesota State Board Of Assessors	725.00	1 Transactions			
6097 Verizon Wireless					
01- 043- 000- 0000- 6250	35.01	May invoice	9855742163	Telephone	N
		05/02/2020 06/01/2020			
6097 Verizon Wireless	35.01	1 Transactions			
43 DEPT Total:	3,101.10	Assessor	7 Vendors	7 Transactions	
44 DEPT		Central Services			
10452 AT&T Mobility					
01- 044- 920- 0000- 6800	38.23	Phone Bill April/May	287298525602	COVID Related Expenditures	N
		04/26/2020 05/25/2020			
10452 AT&T Mobility	38.23	1 Transactions			
13725 Beartooth True Value					
01- 044- 920- 0000- 6800	8.49	#1027 - Maint/Simple Green		COVID Related Expenditures	N
13725 Beartooth True Value	8.49	1 Transactions			
88628 Dalco Enterprises, Inc.					
01- 044- 920- 0000- 6800	291.58	towels, Kai Bosh disinf.	3620290	COVID Related Expenditures	N
88628 Dalco Enterprises, Inc.	291.58	1 Transactions			
2340 Hyytinen Hardware Hank					
01- 044- 920- 0000- 6800	38.43	CH Mnt- Sneeze grds, silicone		COVID Related Expenditures	N
2340 Hyytinen Hardware Hank	38.43	1 Transactions			

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
6/23/20 9:54AM  
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	
13722	NEOFUNDS 01-044-048-0000-6205		Postage 6/8/20	x6665	Postage	N
13722	NEOFUNDS	3,500.00		1 Transactions		
89081	North Ambulance Brainerd 01-044-000-0000-6841	1,890.00	May 2020 Ambulance 05/01/2020 05/31/2020		Ambulance Appropriations	N
89081	North Ambulance Brainerd	1,890.00		1 Transactions		
3336	Office Of MN. IT Services 01-044-000-0000-6231	1,300.00	WAN Services - May 2020 05/01/2020 05/31/2020	DV20050397	Services, Labor, Contracts	N
3336	Office Of MN. IT Services	1,300.00		1 Transactions		
10657	Quadient Finance USA, Inc 01-044-048-0000-6301	573.27	Lease 03/18/2020 06/17/2020	N8308779	Postage Rentals	N
10657	Quadient Finance USA, Inc	573.27		1 Transactions		
86235	The Office Shop Inc 01-044-000-0000-6231	231.42	Copy contract	311057-0	Services, Labor, Contracts	N
86235	The Office Shop Inc	231.42		1 Transactions		
3443	Turnock/Kevin 01-044-920-0000-6800	315.68	Mileage		COVID Related Expenditures	N
3443	Turnock/Kevin	315.68		1 Transactions		
5777	U.S. Bank N.A. 01-044-000-0000-6231	500.00	agent fees 05/01/2020 04/30/2021	5747658	Services, Labor, Contracts	N
5777	U.S. Bank N.A.	500.00		1 Transactions		
44	DEPT Total:	8,687.10	Central Services	11 Vendors	11 Transactions	
49	DEPT		Information Technologies			
88880	Datacomm Computers & Networks Inc 01-049-000-0000-6402	1,482.00	COMPUTER SYSTEM SERIAL#1720682	12862	Computer Supplies & Software	N
88880	Datacomm Computers & Networks Inc	1,482.00		1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3195	MCCC LOCKBOX		Adobe Acrobat DC Pro Lic	2006114	Computer Supplies & Software	N
	01- 049- 000- 0000- 6402					
3195	MCCC LOCKBOX					
		29.80				
		29.80	1 Transactions			
86290	Mn Counties Information Systems		MCIS QUARTERLY HOSTING	1879	Programming, Services, Contracts	N
	01- 049- 000- 0000- 6231					
86290	Mn Counties Information Systems					
		3,688.00				
		3,688.00	1 Transactions			
49	DEPT Total:	5,199.80	Information Technologies	3 Vendors	3 Transactions	
52	DEPT		Administration			
15240	AT&T Mobility		Phone Bill April/May	287259994975	Telephone	N
	01- 052- 000- 0000- 6250		04/18/2020 05/17/2020			
15240	AT&T Mobility					
		47.40				
		47.40	1 Transactions			
3195	MCCC LOCKBOX		Adobe Acrobat DC Pro Lic	2006114	Office & Computer Supplies	N
	01- 052- 000- 0000- 6405					
3195	MCCC LOCKBOX					
		29.80				
		29.80	1 Transactions			
14570	Mn City County Management Association		2020- 2021 Dues - J.Seibert		Dues & Subscriptions	N
	01- 052- 000- 0000- 6240					
		119.64	05/01/2020 04/30/2021			
14570	Mn City County Management Association					
		119.64	1 Transactions			
86235	The Office Shop Inc		Toner	1080113- 0	Office & Computer Supplies	N
	01- 052- 000- 0000- 6405					
	01- 052- 000- 0000- 6405		folder holder, pads	1080964- 0	Office & Computer Supplies	N
86235	The Office Shop Inc					
		146.99				
		38.02				
		185.01	2 Transactions			
52	DEPT Total:	381.85	Administration	4 Vendors	5 Transactions	
53	DEPT		Human Resources			
15240	AT&T Mobility		Phone Bill April/May	287259994975	Telephone	N
	01- 053- 000- 0000- 6250		04/18/2020 05/17/2020			
15240	AT&T Mobility					
		65.56				
		65.56	1 Transactions			

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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>	
3195 MCCC LOCKBOX		Adobe Acrobat DC Pro Lic	2006114	Office & Computer Supplies	N
01-053-000-0000-6405					
3195 MCCC LOCKBOX		1 Transactions			
13243 Shred-N-Go, Inc		Service	105470	Services, Labor, Contracts	N
01-053-000-0000-6231					
13243 Shred-N-Go, Inc		1 Transactions			
53 DEPT Total:		Human Resources	3 Vendors	3 Transactions	
60 DEPT		Elections			
86222 Aitkin Independent Age		Election Notice 5/20, 5/27	1045504	Printing, Publishing & Adv	N
01-060-000-0000-6230					
01-060-000-0000-6230		Board Mtg	1050332	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		2 Transactions			
13129 SeaChange		GATHER order	SG- 638	Ballots & Programming	N
01-060-000-0000-6406					
13129 SeaChange		1 Transactions			
60 DEPT Total:		Elections	2 Vendors	3 Transactions	
90 DEPT		Attorney			
10452 AT&T Mobility		Phone Bill April/May	287287384077	Telephone	N
01-090-000-0000-6250					
10452 AT&T Mobility		1 Transactions			
10855 Culligan		Water supplies	150X01132208	Printing, Publishing & Adv	N
01-090-000-0000-6230					
10855 Culligan		1 Transactions			
3195 MCCC LOCKBOX		Annual Conference Registr	2006017	Training/Education	N
01-090-000-0000-6208					
3195 MCCC LOCKBOX		1 Transactions			
9489 Redwood Toxicology Laboratory, Inc		Urinalysis Testing	12289120204	Drug & Forfeiture Ms387.213	6
01-090-000-0000-6213					
01-090-000-0000-6213		Urinalysis Testing	12289120205	Drug & Forfeiture Ms387.213	6

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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					
9489 Redwood Toxicology Laboratory, Inc					
60.03		2 Transactions			
10879 Shred-It					
01- 090- 000- 0000- 6231		On- site service	8129816605	Services, Labor, Contracts	N
189.77					
10879 Shred-It					
189.77		1 Transactions			
86235 The Office Shop Inc					
01- 090- 000- 0000- 6405		DVDs, Pen refills	900/500	Office & Computer Supplies	N
256.41					
86235 The Office Shop Inc					
256.41		1 Transactions			
5173 Thomson Reuters- West Publishing					
01- 090- 000- 0000- 6239		West Info & Subscrip	307/547	Computer Research	N
1,818.96		05/01/2020 05/31/2020			
5173 Thomson Reuters- West Publishing					
1,818.96		1 Transactions			
90 DEPT Total:		Attorney	7 Vendors	8 Transactions	
2,765.90					
100 DEPT		Recorder			
3195 MCCC LOCKBOX					
01- 100- 000- 0000- 6405		Adobe Acrobat DC Pro Lic	2006114	Office & Computer Supplies	N
14.90					
3195 MCCC LOCKBOX					
14.90		1 Transactions			
100 DEPT Total:		Recorder	1 Vendors	1 Transactions	
14.90					
110 DEPT		Courthouse Maintenance			
86022 Aitkin Co Health & Human Service					
01- 110- 000- 0000- 6272		Hep B vacc		Physical Examinations	N
485.10					
86022 Aitkin Co Health & Human Service					
485.10		1 Transactions			
15240 AT&T Mobility					
01- 110- 000- 0000- 6250		Phone Bill April/May	287259994975	Phone	N
49.21		04/18/2020 05/17/2020			
15240 AT&T Mobility					
49.21		1 Transactions			
13725 Beartooth True Value					
01- 110- 000- 0000- 6422		#1027 - Yard maint		Janitorial Supplies	N
181.71					
13725 Beartooth True Value					
181.71		1 Transactions			

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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>		
88628 Dalco Enterprises, Inc. 01-110-000-0000-6422		69.06	Can liners- jail	3620290	Janitorial Supplies	N
88628 Dalco Enterprises, Inc.		69.06		1 Transactions		
2340 Hyytinen Hardware Hank 01-110-000-0000-6422		6.98	CH Maint- Starting fluid		Janitorial Supplies	N
2340 Hyytinen Hardware Hank		6.98		1 Transactions		
10698 Stericycle,Inc 01-110-000-0000-6255		30.10	Steri- Safe	4009412477	Garbage	6
			07/01/2020 07/31/2020			
10698 Stericycle,Inc		30.10		1 Transactions		
110 DEPT Total:		822.16	Courthouse Maintenance	6 Vendors	6 Transactions	
120 DEPT			Service Officer			
86222 Aitkin Independent Age 01-120-000-0000-6230		1,418.91	Memorial Day ad	7072,6412,7370	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		1,418.91		1 Transactions		
10452 AT&T Mobility 01-120-000-0000-6250		49.65	Phone Bill April/May	287298585696	Telephone	N
			05/26/2020 06/25/2020			
10452 AT&T Mobility		49.65		1 Transactions		
4641 Holiday Credit Office 01-120-000-0000-6511		8.97	May fuel	136-034	Gas And Oil	N
4641 Holiday Credit Office		8.97		1 Transactions		
120 DEPT Total:		1,477.53	Service Officer	3 Vendors	3 Transactions	
122 DEPT			Planning & Zoning			
86222 Aitkin Independent Age 01-122-000-0000-6230		78.75	Notice of hearing 6/15	778914	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		78.75		1 Transactions		
170 Aitkin Motor Company 01-122-000-0000-6302		46.72	2012 Impala	28664	Car Maintenance	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	
	Amount				
170 Aitkin Motor Company		46.72	1 Transactions		
14320 Benson/Lin					
01- 122- 000- 0000- 6350		80.00	Meeting/site visits	Per Diem	Y
01- 122- 038- 0000- 6330		67.28	Mileage	Boa/Pc Mileage	Y
14320 Benson/Lin		147.28	2 Transactions		
15142 Christensen/Charles					
01- 122- 000- 0000- 6350		90.00	Meeting/site visits	Per Diem	Y
01- 122- 038- 0000- 6330		56.35	Mileage	Boa/Pc Mileage	Y
15142 Christensen/Charles		146.35	2 Transactions		
999999000 David Selbitschka					
01- 122- 000- 0000- 6820		300.00	Refund	app 20- 5844	Refunds & Reimbursements
999999000 David Selbitschka		300.00	1 Transactions		N
13066 Hargrave/Bryan					
01- 122- 000- 0000- 6231		3,500.00	6/8- 6/19 inspections	Services, Labor, Contracts, Programm	Y
			06/08/2020 06/19/2020		
13066 Hargrave/Bryan		3,500.00	1 Transactions		
11990 Lange/David					
01- 122- 000- 0000- 6350		70.00	Mtg / site visits	Per Diem	Y
01- 122- 038- 0000- 6330		63.25	Mileage	Boa/Pc Mileage	Y
11990 Lange/David		133.25	2 Transactions		
13339 Marsh/Marcus M					
01- 122- 000- 0000- 6350		50.00	BOA mtg	Per Diem	Y
13339 Marsh/Marcus M		50.00	1 Transactions		
3195 MCCC LOCKBOX					
01- 122- 000- 0000- 6231		119.20	Adobe Acrobat DC Pro Lic	2006114	Services, Labor, Contracts, Programm
3195 MCCC LOCKBOX		119.20	1 Transactions		N
5516 Paquette/Jeremy M					
01- 122- 000- 0000- 6350		100.00	Meeting/site visits	Per Diem	Y
01- 122- 038- 0000- 6330		108.10	Mileage	Boa/Pc Mileage	Y
5516 Paquette/Jeremy M		208.10	2 Transactions		

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
4010 Rasley Oil Company		Zoning- May fuel		Gas And Oil	N
01- 122- 000- 0000- 6511	29.15				
4010 Rasley Oil Company			1 Transactions		
29.15					
10028 Spiel/Edward		Meeting/site visits		Per Diem	Y
01- 122- 000- 0000- 6350	112.60				
01- 122- 038- 0000- 6330	67.85	Mileage		Boa/Pc Mileage	Y
10028 Spiel/Edward			2 Transactions		
180.45					
86235 The Office Shop Inc		Copy contract	311058- 0	Office, Computer, Film, & Field Suppl	N
01- 122- 000- 0000- 6405	406.16				
86235 The Office Shop Inc			1 Transactions		
406.16					
999999000 Tuthill & Sons Masonry LLC		app refund	20- 5829	Refunds & Reimbursements	N
01- 122- 000- 0000- 6820	100.00				
999999000 Tuthill & Sons Masonry LLC			1 Transactions		
100.00					
122 DEPT Total:	5,445.41	Planning & Zoning	14 Vendors	19 Transactions	
123 DEPT		Coroner			
3987 Ramsey County Medical Examiner		ME 20- 1404, Medex 027661	05/23/2020	Autopsies- - Pathologist, Xrays, Etc	N
01- 123- 000- 0000- 6260	525.00				
3987 Ramsey County Medical Examiner			1 Transactions		
525.00					
4507 Sorensen Root Thompson Funeral Home		transports 12/23/19- 6/10/20	RCME	Transportation For Autopsy	N
01- 123- 000- 0000- 6330	10,100.00				
4507 Sorensen Root Thompson Funeral Home			1 Transactions		
10,100.00					
123 DEPT Total:	10,625.00	Coroner	2 Vendors	2 Transactions	
200 DEPT		Enforcement			
170 Aitkin Motor Company		K9 window switch, pigtail	27502	Car Maintenance	N
01- 200- 000- 0000- 6302	232.15				
170 Aitkin Motor Company			1 Transactions		
232.15					
9203 AT&T Mobility		deputy cell phones	287297906116	Telephone	N
01- 200- 000- 0000- 6250	770.21				

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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	
9203 AT&T Mobility					
		1 Transactions			
783 Canon Financial Services, Inc					
01- 200- 000- 0000- 6231		admin copier lease	21496669	Services & Labor (Incl Contracts)	N
783 Canon Financial Services, Inc					
		1 Transactions			
1775 Galls LLC					
01- 200- 000- 0000- 6409		window punch (x20)	015744930	Deputy Supplies	N
1775 Galls LLC					
		1 Transactions			
4641 Holiday Credit Office					
01- 200- 000- 0000- 6511		#221 gas	1400000288942	Gas And Oil	N
4641 Holiday Credit Office					
		1 Transactions			
7525 Hometown Bldg Supply					
01- 200- 201- 0000- 6405		treated lumber	2006- 008882	Office & Computer Supplies	N
01- 200- 201- 0000- 6405		fasteners	2006- 008884	Office & Computer Supplies	N
01- 200- 201- 0000- 6405		treated lumber, torx lag	2006- 008951	Office & Computer Supplies	N
7525 Hometown Bldg Supply					
		3 Transactions			
2340 Hyytinen Hardware Hank					
01- 200- 000- 0000- 6405		hardware, 2 locks keyed alike	1578065	Office Supplies	N
01- 200- 000- 0000- 6405		10 keys	1579111	Office Supplies	N
2340 Hyytinen Hardware Hank					
		2 Transactions			
3195 MCCC LOCKBOX					
01- 200- 000- 0000- 6405		Adobe Acrobat DC Pro Lic	2006114	Office Supplies	N
3195 MCCC LOCKBOX					
		1 Transactions			
10085 Payment/Greg					
01- 200- 000- 0000- 6302		patch flat tire on squad	06/14/2020	Car Maintenance	N
10085 Payment/Greg					
		1 Transactions			
4681 Streichers					
01- 200- 201- 0000- 6405		baton accessory grommet x4	I1435379	Office & Computer Supplies	N
4681 Streichers					
		1 Transactions			
86235 The Office Shop Inc					
01- 200- 000- 0000- 6405		office supplies	1081009- 0	Office Supplies	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
		15.25	paper pads	Office Supplies	N
		8.89	UPS to BCA 20-0891	Postage	N
<b>86235 The Office Shop Inc</b>		<b>54.79</b>	<b>3 Transactions</b>		
<b>13934 The Tire Barn</b>					
		247.17	rear brake caliper #211	Car Maintenance	N
		47.69	oil change #202 old #219	Car Maintenance	N
<b>13934 The Tire Barn</b>		<b>294.86</b>	<b>2 Transactions</b>		
<b>11936 TJ Towing</b>					
		285.00	20-1276 possible forfeiture	Wrecker Service	N
<b>11936 TJ Towing</b>		<b>285.00</b>	<b>1 Transactions</b>		
<b>9642 WEX BANK</b>					
		4,209.84	deputy gas	Gas And Oil	N
<b>9642 WEX BANK</b>		<b>4,209.84</b>	<b>1 Transactions</b>		
<b>200 DEPT Total:</b>		<b>6,628.24</b>	<b>Enforcement</b>	<b>14 Vendors</b>	<b>20 Transactions</b>
<b>202 DEPT</b>			<b>Boat &amp; Water</b>		
<b>9203 AT&amp;T Mobility</b>					
		49.65	#208 phone	Telephone	N
<b>9203 AT&amp;T Mobility</b>		<b>49.65</b>	<b>1 Transactions</b>		
<b>4010 Rasley Oil Company</b>					
		42.16	B&W gas	Gas And Oil	N
<b>4010 Rasley Oil Company</b>		<b>42.16</b>	<b>1 Transactions</b>		
<b>4425 Shirts Plus</b>					
		119.00	T-shirts	Clothing Allowance	N
<b>4425 Shirts Plus</b>		<b>119.00</b>	<b>1 Transactions</b>		
<b>13934 The Tire Barn</b>					
		65.09	oil change, rotate B&W Ford	B&W Maintenance	N
		99.49	2018 B&W MN 2171XY tires	B&W Maintenance	N
<b>13934 The Tire Barn</b>		<b>164.58</b>	<b>2 Transactions</b>		
<b>9642 WEX BANK</b>					
		685.88	B&W gas	Gas And Oil	N

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
9642 WEX BANK		685.88	1 Transactions		
202 DEPT Total:		1,061.27	Boat & Water	5 Vendors	6 Transactions
252 DEPT			Corrections		
86022 Aitkin Co Health & Human Service					
01- 252- 000- 0000- 6272		179.55	Hep B vacc	Physical Examinations	N
86022 Aitkin Co Health & Human Service		179.55	1 Transactions		
5658 Amerigas					
01- 252- 000- 0000- 6254		878.03	shelter tower propane	804689909	Utilities & Heating
5658 Amerigas		878.03	1 Transactions		N
9203 AT&T Mobility					
01- 252- 000- 0000- 6250		99.30	dispatch, xport phone	287297906116	Telephone
9203 AT&T Mobility		99.30	1 Transactions		N
163 Charter Communications					
01- 252- 252- 0000- 6405		194.48	inmate cable	6081052820	Prisoner Welfare
163 Charter Communications		194.48	1 Transactions		N
9262 CM Squared Embroidery					
01- 252- 000- 0000- 6410		991.00	ACSO clothing	186	Clothing Allowance
9262 CM Squared Embroidery		991.00	1 Transactions		Y
5583 Crawford Supply Company					
01- 252- 252- 0000- 6405		101.28	commissary supplies	1304004	Prisoner Welfare
01- 252- 252- 0000- 6405		31.68	commissary supplies	1304143	Prisoner Welfare
5583 Crawford Supply Company		132.96	2 Transactions		N
88628 Dalco Enterprises, Inc.					
01- 252- 000- 0000- 6422		69.06	Can liners	3620290	Janitorial Supplies
88628 Dalco Enterprises, Inc.		69.06	1 Transactions		N
1775 Galls LLC					
01- 252- 000- 0000- 6410		344.99	uniform shirt/pants Brody	015719530	Clothing Allowance
01- 252- 000- 0000- 6410		39.99	buckleless belt #301	015762023	Clothing Allowance
1775 Galls LLC		384.98	2 Transactions		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	
	Amount				
1829 Goble's Sewer Service Inc. 01- 252- 000- 0000- 6590		sally port jet line	17826	Repair & Maintenance Supplies	N
1829 Goble's Sewer Service Inc.	375.00				
	375.00	1 Transactions			
15362 GuidePoint Pharmacy #114 Aitkin 01- 252- 000- 0000- 6262		inmate meds	Acct 30	Medical Expenses & Supplies - Inmat	N
01- 252- 000- 0000- 6262	987.49	inmate meds	Acct 82	Medical Expenses & Supplies - Inmat	N
15362 GuidePoint Pharmacy #114 Aitkin	76.93				
	1,064.42	2 Transactions			
5503 Keefe Supply Company 01- 252- 000- 0000- 6418		Twinkies	1302774	Groceries	N
01- 252- 000- 0000- 6418	19.50	snack cakes	1303101	Groceries	N
01- 252- 252- 0000- 6405	150.48	commissary supplies	1304133	Prisoner Welfare	N
5503 Keefe Supply Company	214.50				
	384.48	3 Transactions			
3160 Mille Lacs Energy Coop- Albert Lea 01- 252- 000- 0000- 6254		shelter tower	34- 54- 015- 01	Utilities & Heating	N
3160 Mille Lacs Energy Coop- Albert Lea	244.64				
	244.64	1 Transactions			
3284 Minnesota Department Of Health 01- 252- 000- 0000- 6231		statewide hospitality fee	846427	Services & Labor (Incl Contracts)	N
3284 Minnesota Department Of Health	40.00				
	40.00	1 Transactions			
3789 Pan- O- Gold Baking Company 01- 252- 000- 0000- 6418		groceries	10002420156009	Groceries	N
01- 252- 000- 0000- 6418	66.42	groceries	10002420163006	Groceries	N
3789 Pan- O- Gold Baking Company	42.16				
	108.58	2 Transactions			
4010 Rasley Oil Company 01- 252- 000- 0000- 6330		xport gas	May	Prisoner Transportation & Travel	N
4010 Rasley Oil Company	15.22				
	15.22	1 Transactions			
11538 RCB Collections Range Credit Bureau Inc 01- 252- 000- 0000- 6231		background checks	06/10/2020	Services & Labor (Incl Contracts)	N
11538 RCB Collections Range Credit Bureau Inc	15.13				
	15.13	1 Transactions			
9295 Reinhart Foodservice 01- 252- 000- 0000- 6418		groceries	258657	Groceries	Y
01- 252- 000- 0000- 6418	772.91	groceries	258673	Groceries	Y
	171.63				

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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	
9295 Reinhart Foodservice		groceries	265709	Groceries	Y
			3 Transactions		
9264 Safety- Kleen Systems, Inc.		sally port oil cleanup	83298133	Repair & Maintenance Supplies	N
9264 Safety- Kleen Systems, Inc.			1 Transactions		
86235 The Office Shop Inc		office supplies	1081009-0	Office & Computer Supplies	N
		paper pads	1081009-1	Office & Computer Supplies	N
86235 The Office Shop Inc			2 Transactions		
15180 Tri- Dim Filter Corporation		air filters	2310389-2	Repair & Maintenance Supplies	N
15180 Tri- Dim Filter Corporation			1 Transactions		
9642 WEX BANK		transport gas	65989793	Prisoner Transportation & Travel	N
9642 WEX BANK			1 Transactions		
252 DEPT Total:	10,402.62	Corrections	21 Vendors	30 Transactions	
253 DEPT		Sentence to Serve			
2340 Hyytinen Hardware Hank		replacement lamp	1578592	Operating Supplies	N
		recip blade cobalt 6t	1580285	Operating Supplies	N
		hardware	1581927	Operating Supplies	N
		gorilla tape	1582328	Operating Supplies	N
2340 Hyytinen Hardware Hank	34.46		4 Transactions		
4010 Rasley Oil Company		STS gas	May	Gas And Oil	N
4010 Rasley Oil Company	89.19		1 Transactions		
253 DEPT Total:	123.65	Sentence to Serve	2 Vendors	5 Transactions	
257 DEPT		Community Corrections			
89203 Core Professional Services, Pa					

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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	
89203 Core Professional Services, Pa		Psychosexual eval	795	Professional Services	6
		1 Transactions			
4641 Holiday Credit Office		May fuel	155-373	Gas/Vehicle Fuel Charges	N
		May fuel	155-373	Gas/Vehicle Fuel Charges	N
		May fuel	155-373	Gas/Vehicle Fuel Charges	N
4641 Holiday Credit Office		3 Transactions			
11997 Minnesota Monitoring, Inc		Inv #12831 - Equip Rental	12831	Equipment Rental/Contracts- Home	N
		Inv #12904 - Equip Rental	12904	Equipment Rental/Contracts- Home	N
11997 Minnesota Monitoring, Inc		2 Transactions			
13062 Prairie Lakes Youth Programs - Secure		Juv Det Fees	430-178-1	Juvenile Detention	N
		05/01/2020	05/31/2020		
13062 Prairie Lakes Youth Programs - Secure		1 Transactions			
9489 Redwood Toxicology Laboratory, Inc		Urinalysis Testing	02239920205	Drug Testing Fee	6
9489 Redwood Toxicology Laboratory, Inc		1 Transactions			
257 DEPT Total:		Community Corrections	5 Vendors	8 Transactions	
280 DEPT		Emergency Management			
2340 Hyytinen Hardware Hank		epoxy floor pant	1577284	Office Supplies	N
		hooks TAC trailer	1578551	Enbridge Pipeline - Equipment	N
		screw eyes TAC trailer	1578728	Enbridge Pipeline - Equipment	N
		TAC trailer glue, roof cement	1581095	Enbridge Pipeline - Equipment	N
2340 Hyytinen Hardware Hank		4 Transactions			
86235 The Office Shop Inc		EOC rack organizer	1081009-2	Office Supplies	N
86235 The Office Shop Inc		1 Transactions			

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
280 DEPT Total:		Emergency Management	2 Vendors	5 Transactions	
390 DEPT		Environmental Health (FBL)			
170 Aitkin Motor Company		2002 Olds Alero	28433	Car Maintenance	N
01- 390- 000- 0000- 6302	45.76				
170 Aitkin Motor Company	45.76		1 Transactions		
999999000 Catholic Youth Camp		license refund	110087	Refunds	N
01- 390- 000- 0000- 6820	523.00				
999999000 Catholic Youth Camp	523.00		1 Transactions		
4820 Covenant Pines Bible Camp		Lic Refund / app110106	app110106	Refunds	N
01- 390- 000- 0000- 6820	202.00				
4820 Covenant Pines Bible Camp	202.00		1 Transactions		
4641 Holiday Credit Office		May fuel	135- 321	Gas And Oil	N
01- 390- 000- 0000- 6511	35.44				
4641 Holiday Credit Office	35.44		1 Transactions		
390 DEPT Total:	806.20	Environmental Health (FBL)	4 Vendors	4 Transactions	
391 DEPT		Solid Waste			
86222 Aitkin Independent Age		E- Waste ad 5/20	777049	Printing, Publishing & Adv	N
01- 391- 000- 0000- 6230	213.83				
01- 391- 000- 0000- 6230	213.81	E- Waste ad 6/3	779317	Printing, Publishing & Adv	N
86222 Aitkin Independent Age	427.64		2 Transactions		
2763 Countryside Sanitation		Recycling		Recycling Contract	Y
01- 391- 060- 0000- 6360	558.00	05/01/2020 05/30/2020			
2763 Countryside Sanitation	558.00		1 Transactions		
1754 Garrison Disposal Company, Inc		April Recycling		Recycling Contract	N
01- 391- 060- 0000- 6360	6,693.42				
1754 Garrison Disposal Company, Inc	6,693.42		1 Transactions		
2340 Hyytinen Hardware Hank		Zoning- gloves for ewaste		Office & Film Supplies	N
01- 391- 000- 0000- 6405	15.92				

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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			
2340 Hyttinen Hardware Hank		15.92	1 Transactions		
3810 Paulbeck's County Market					
01- 391- 000- 0000- 6405		43.48	#9277342 ewaste food	9277342	Office & Film Supplies N
3810 Paulbeck's County Market		43.48	1 Transactions		
4010 Rasley Oil Company					
01- 391- 000- 0000- 6511		11.82	Zoning- May fuel		Gas And Oil N
4010 Rasley Oil Company		11.82	1 Transactions		
4150 Rosallini's					
01- 391- 000- 0000- 6405		98.44	Pizza/Cookies - ewaste day		Office & Film Supplies N
4150 Rosallini's		98.44	1 Transactions		
13146 The Retrofit Companies, Inc					
01- 391- 000- 0000- 6231		4,462.50	Ewaste day	108558- IN	Services, Labor, & Minor Contracts N
13146 The Retrofit Companies, Inc		4,462.50	1 Transactions		
6097 Verizon Wireless					
01- 391- 000- 0000- 6250		48.49	Neff cell	9855809190	Telephone N
			05/03/2020 06/02/2020		
6097 Verizon Wireless		48.49	1 Transactions		
3518 Voyageur Press Of Mcgregor/The					
01- 391- 000- 0000- 6230		140.00	ewaste ad	41848	Printing, Publishing & Adv N
3518 Voyageur Press Of Mcgregor/The		140.00	1 Transactions		
391 DEPT Total:		12,499.71	Solid Waste	10 Vendors	11 Transactions
392 DEPT			Water Wells		
405 A.W. Research Laboratories, Inc.					
01- 392- 000- 0000- 6231		258.00	Coliform, Nitrate sampling	33327	Services, Labor, Contracts N
405 A.W. Research Laboratories, Inc.		258.00	1 Transactions		
3810 Paulbeck's County Market					
01- 392- 000- 0000- 6405		2.30	#9277342 - water lab	9277342	Office & Film Supplies N
3810 Paulbeck's County Market		2.30	1 Transactions		

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	<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>	
392	DEPT Total:		Water Wells	2 Vendors	2 Transactions	
500	DEPT		Library And Historical Society			
	15003 Groulx/Bruce		ECRL board 12/9- 3/9		Library Per Diem	S
	01- 500- 500- 0000- 6350	210.00				
	15003 Groulx/Bruce	210.00		1 Transactions		
500	DEPT Total:	210.00	Library And Historical Society	1 Vendors	1 Transactions	
601	DEPT		Extension			
	10850 Carlson/David L		6/1/20 Ext Mtg		Per Diem	Y
	01- 601- 000- 0000- 6350	35.00				
	10850 Carlson/David L	35.00		1 Transactions		
	12045 Janzen/Joy		Ext Comm Mtg		Per Diem	Y
	01- 601- 000- 0000- 6350	35.00				
	12045 Janzen/Joy	35.00		1 Transactions		
	14813 Joerger, Rebecca		Ext Comm Mtg		Per Diem	Y
	01- 601- 000- 0000- 6350	35.00				
	14813 Joerger, Rebecca	35.00		1 Transactions		
	90853 Mickelson/Bonnie H		Ext Comm Mtg		Per Diem	Y
	01- 601- 000- 0000- 6350	35.00				
	90853 Mickelson/Bonnie H	35.00		1 Transactions		
	11187 Regents Of The University of Minnesota		April- June 2020 MOA billing	300025219	Univ Of Minn Contracts	N
	01- 601- 000- 0000- 6262	18,813.99				
	11187 Regents Of The University of Minnesota	18,813.99		1 Transactions		
601	DEPT Total:	18,953.99	Extension	5 Vendors	5 Transactions	
1	Fund Total:	105,527.39	General Fund		181 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT		Undesignated			
9269	BRINKER/AMY					
	03- 000- 000- 0000- 5855		E- 911 SIGN REFUND- DUPLICATE		Charges- Individuals	N
9269	BRINKER/AMY			1 Transactions		
943	Cook Logging					
	03- 000- 000- 0000- 5857		DEPOSIT REFUND		Culverts	N
943	Cook Logging			1 Transactions		
4101	Raveill/Curt					
	03- 000- 000- 0000- 5857		DEPOSIT REFUND		Culverts	N
4101	Raveill/Curt			1 Transactions		
0	<b>DEPT Total:</b>		<b>Undesignated</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
301	DEPT		R&B Administration			
11406	Innovative Office Solutions, LLC					
	03- 301- 000- 0000- 6400		OFFICE SUPPLIES	IN2995976	Supplies And Materials	N
11406	Innovative Office Solutions, LLC			1 Transactions		
3195	MCCC LOCKBOX					
	03- 301- 000- 0000- 6400		Adobe Acrobat DC Pro Lic	2006114	Supplies And Materials	N
3195	MCCC LOCKBOX			1 Transactions		
3255	Mn Counties Intergovernmental Trust					
	03- 301- 000- 0000- 6352		DEDUCTIBLE	D9395	Insurance	N
3255	Mn Counties Intergovernmental Trust			1 Transactions		
9671	Pitney Bowes					
	03- 301- 000- 0000- 6205		LEASE	3103973316	Postage	N
9671	Pitney Bowes			1 Transactions		
3963	Quale/Michael J					
	03- 301- 000- 0000- 6241		MN BOARD OF AELSLAGID ONLINE C		Fees/Prof/Misc	N
3963	Quale/Michael J			1 Transactions		
11605	Shred Right					
	03- 301- 000- 0000- 6400		DOCUMENT DESTRUCTION	530512	Supplies And Materials	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	
11605 Shred Right		30.00	1 Transactions		
<b>301 DEPT Total:</b>		<b>1,355.94</b>	<b>R&amp;B Administration</b>	<b>6 Vendors</b>	<b>6 Transactions</b>
302 DEPT			R&B Engineering/Construction		
3703 Frontier Precision, Inc					
03- 302- 000- 0000- 6449		81.20	TOPO SHOE	214673	Rd/Br Engr. Supplies N
3703 Frontier Precision, Inc		81.20		1 Transactions	
<b>302 DEPT Total:</b>		<b>81.20</b>	<b>R&amp;B Engineering/Construction</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
303 DEPT			R&B Highway Maintenance		
13649 Aitkin Rental Center					
03- 303- 000- 0000- 6521		200.00	CULVERT CLEANING	53433	Maintenance Supplies N
13649 Aitkin Rental Center		200.00		1 Transactions	
13725 Beartooth True Value					
03- 303- 000- 0000- 6517		30.00	SEALING PROPANE	A84618	Asphalt,Crackfiller,Tack Oil,Etc N
13725 Beartooth True Value		30.00		1 Transactions	
8175 Centurylink					
03- 303- 000- 0000- 6254		31.41	FAX: HWY OFFICE	JUN/JUL	Utilities N
8175 Centurylink		31.41		1 Transactions	
14887 Cintas Corporation					
03- 303- 000- 0000- 6298		17.72	SHOP LAUNDRY	4052502170	Shop Maintenance N
03- 303- 000- 0000- 6298		17.72	SHOP LAUNDRY	4053147819	Shop Maintenance N
<b>14887 Cintas Corporation</b>		<b>35.44</b>		<b>2 Transactions</b>	
5893 Consolidated Telecommunications Co.					
03- 303- 000- 0000- 6254		150.00	HIGH SPEED INTERNET	20783121	Utilities N
<b>5893 Consolidated Telecommunications Co.</b>		<b>150.00</b>		<b>1 Transactions</b>	
12181 Fleet Pride, Inc.					
03- 303- 000- 0000- 6590		123.26	REPAIR PARTS	53215385	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590		239.99	REPAIR PARTS	53569885	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590		282.88	REPAIR PARTS	53608496	Repair & Maintenance Supplies N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
12181 Fleet Pride, Inc.					
		3 Transactions			
1701 Forestry Suppliers Inc					
03-303-000-0000-6298	196.05	AITKIN SHOP SUPPLIES	724495-00	Shop Maintenance	N
1701 Forestry Suppliers Inc	196.05	1 Transactions			
1754 Garrison Disposal Company, Inc					
03-303-000-0000-6254	140.28	AITKIN SHOP	137674	Utilities	N
03-303-000-0000-6521	72.00	GARBAGE	835859	Maintenance Supplies	N
1754 Garrison Disposal Company, Inc	212.28	2 Transactions			
1818 Glen's Sign Dezine					
03-303-000-0000-6516	64.00	E-911 STREET SIGNING		Signs & Posts	Y
1818 Glen's Sign Dezine	64.00	1 Transactions			
10295 Knife River Corporation					
03-303-000-0000-6521	223,888.01	APPLY CALCIUM CHLORIDE	756560	Maintenance Supplies	N
03-303-000-0000-6521	2,107.38	APPLY CALCIUM CHLORIDE- GUN LAK	756560	Maintenance Supplies	N
10295 Knife River Corporation	225,995.39	2 Transactions			
91187 Lake Country Power					
03-303-000-0000-6254	91.98	MAY- JUN JACOBSON	1400073000	Utilities	N
03-303-000-0000-6254	79.72	MAY- JUN SWATARA	140946401	Utilities	N
03-303-000-0000-6254	39.00	NEW CONNECT CSAH 6	143093501	Utilities	N
91187 Lake Country Power	210.70	3 Transactions			
14038 Lube- Tech Liquid Recycling, Inc.					
03-303-000-0000-6298	212.00	AITKIN SHOP SUPPLIES	1622869	Shop Maintenance	N
14038 Lube- Tech Liquid Recycling, Inc.	212.00	1 Transactions			
2941 M R Sign Co Inc					
03-303-000-0000-6516	1,178.80	E-911 SIGN POSTS	208429	Signs & Posts	N
03-303-000-0000-6516	154.08	ADOPT- A- HWY SIGN BIG PINE LAKE	208430	Signs & Posts	N
2941 M R Sign Co Inc	1,332.88	2 Transactions			
13858 MANSFIELD OIL COMPANY					
03-303-000-0000-6513	3,587.06	MCGRATH DIESEL	882080	Motor Fuel & Lubricants	N
03-303-000-0000-6513	3,587.06	MCGREGOR DIESEL	882415	Motor Fuel & Lubricants	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
13858 MANSFIELD OIL COMPANY		7,174.12	2 Transactions		
3100 McGregor Oil					
03-303-000-0000-6513		501.18	JACOBSON DIESEL	5681	Motor Fuel & Lubricants N
03-303-000-0000-6513		813.10	SWATARA DIESEL	5788	Motor Fuel & Lubricants N
03-303-000-0000-6298		809.35	PALISADE DIESEL	5789	Shop Maintenance N
3100 McGregor Oil		2,123.63	3 Transactions		
8527 Midstates Equipment & Supply					
03-303-000-0000-6517		6,295.00	CRACK SEALING	220464	Asphalt,Crackfiller,Tack Oil,Etc N
8527 Midstates Equipment & Supply		6,295.00	1 Transactions		
5917 Mike's Bobcat Service					
03-303-000-0000-6521		220.00	GRADING	6/9/20	Maintenance Supplies N
03-303-000-0000-6521		100.00	PLOWING	6/9/20	Maintenance Supplies N
5917 Mike's Bobcat Service		320.00	2 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
03-303-000-0000-6254		237.86	POWER: PALISADE	18-52-026-01	Utilities N
03-303-000-0000-6254		50.40	169 & CSAH 3	19-23-010-01	Utilities N
03-303-000-0000-6254		21.00	CSAH 5	27-35-015-01	Utilities N
03-303-000-0000-6254		96.85	POWER: MCGREGOR	29-53-003-01	Utilities N
03-303-000-0000-6254		17.00	CSAH 8	30-06-012-01	Utilities N
03-303-000-0000-6254		21.00	CSAH 12	32-32-007-01	Utilities N
03-303-000-0000-6254		802.01	POWER: AITKIN	33-52-007-02	Utilities N
03-303-000-0000-6254		55.17	169 & CSAH 28	39-62-022-01	Utilities N
03-303-000-0000-6254		42.47	CSAH 12	40-06-000-01	Utilities N
03-303-000-0000-6254		20.00	CSAH 11	48-09-009-01	Utilities N
03-303-000-0000-6254		21.00	CSAH 12	48-56-023-01	Utilities N
03-303-000-0000-6254		50.08	47 & CSAH 2	54-51-104-01	Utilities N
3160 Mille Lacs Energy Coop- Albert Lea		1,434.84	12 Transactions		
9179 NORTH CENTRAL INTERNATIONAL, LLC					
03-303-000-0000-6590		249.24	REPAIR PARTS	844088	Repair & Maintenance Supplies N
9179 NORTH CENTRAL INTERNATIONAL, LLC		249.24	1 Transactions		
10720 Nuss Truck Group Inc					
03-303-000-0000-6590		89.02	FILTERS	6127897P	Repair & Maintenance Supplies N
03-303-000-0000-6590		87.84	REPAIR PARTS	6127980P	Repair & Maintenance Supplies N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
		15.28	REPAIR PARTS	6128332P	Repair & Maintenance Supplies N
		204.00	REPAIR LABOR	644789	Repair & Maintenance Supplies Y
		98.26	REPAIR PARTS	644789	Repair & Maintenance Supplies N
		97.31	REPAIR PARTS	644790	Repair & Maintenance Supplies N
		190.40	REPAIR LABOR	644790	Repair & Maintenance Supplies Y
10720	Nuss Truck Group Inc	782.11			
			7 Transactions		
9176	SPARKY'S TOOLS, LLC				
	03- 303- 000- 0000- 6590	111.99	REPAIR PARTS	D76778	Repair & Maintenance Supplies N
9176	SPARKY'S TOOLS, LLC	111.99			
			1 Transactions		
10431	Verizon Business				
	03- 303- 000- 0000- 6254	21.79	MAY- HWY OFFICE	4227948182005	Utilities N
10431	Verizon Business	21.79			
			1 Transactions		
6097	Verizon Wireless				
	03- 303- 000- 0000- 6254	448.84	DEPT CELL PHONES	9855781232	Utilities N
6097	Verizon Wireless	448.84			
			1 Transactions		
303	DEPT Total:	248,277.84	R&B Highway Maintenance	23 Vendors	52 Transactions
307	DEPT		R&B Capital Infrastructure		
10285	Duluth Archaeology Center LLC				
	03- 307- 000- 0000- 6260	31,587.80	ADMIN/PREFIELD INVESTIGATION	2020- 09	Professional Services Y
10285	Duluth Archaeology Center LLC	31,587.80			
			1 Transactions		
7652	Erickson Engineering Co.				
	03- 307- 000- 0000- 6260	5,575.00	PROFESSIONAL SERVICES	13645	Professional Services Y
7652	Erickson Engineering Co.	5,575.00			
			1 Transactions		
8716	SEH				
	03- 307- 000- 0000- 6260	1,400.00	BRIDGE MAT INSPECTION	383890	Professional Services Y
	03- 307- 000- 0000- 6260	2,200.00	BRIDGE MAT INSPECTION	387193	Professional Services Y
8716	SEH	3,600.00			
			2 Transactions		
307	DEPT Total:	40,762.80	R&B Capital Infrastructure	3 Vendors	4 Transactions
3	Fund Total:	291,507.78	Road & Bridge		66 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
257	DEPT		Community Corrections			
8239	Ameripride Linen & Apparel Services		Cleaning Supplies	220666700	Janitorial Services/Supplies	N
	05- 257- 000- 0000- 6422		06/16/2020			
3.72						
8239	Ameripride Linen & Apparel Services		1 Transactions			
3.72						
257	DEPT Total:		Community Corrections	1 Vendors	1 Transactions	
3.72						
400	DEPT		Public Health Department			
8239	Ameripride Linen & Apparel Services		Cleaning Supplies	220666700	Janitorial Services/Supplies	N
	05- 400- 440- 0410- 6422		06/16/2020			
4.74						
8239	Ameripride Linen & Apparel Services		1 Transactions			
4.74						
12106	Antoine Electric		Replace Receptacle - Child Sup	20114	Services/Labor/Contracts	Y
	05- 400- 440- 0410- 6231		06/06/2020			
15.07						
	05- 400- 440- 0410- 6231		Repair lights, rm 126 (AF)	20114	Services/Labor/Contracts	Y
			06/06/2020			
25.03						
12106	Antoine Electric		2 Transactions			
40.10						
783	Canon Financial Services, Inc		Mailroom Contract Charge - 06/	21568450	Equipment Lease/Space Rental	N
	05- 400- 440- 0410- 6301		06/01/2020 06/30/2020			
44.29						
	05- 400- 440- 0410- 6301		PH Contract Charge- June '20	21568453	Equipment Lease/Space Rental	N
			06/01/2020 06/30/2020			
265.77						
783	Canon Financial Services, Inc		2 Transactions			
310.06						
3195	MCCC LOCKBOX		Adobe Acrobat DC Pro Lic	2006114	Software Fees/License Fees	N
	05- 400- 440- 0410- 6239					
14.90						
3195	MCCC LOCKBOX		1 Transactions			
14.90						
88859	Spee*Dee- St Cloud		Postage	40089692	Postage	N
	05- 400- 440- 0410- 6205		05/09/2020 05/30/2020			
14.97						
88859	Spee*Dee- St Cloud		1 Transactions			
14.97						
10698	Stericycle,Inc		Steri- Safe	4009412477	Services/Labor/Contracts	6
	05- 400- 440- 0410- 6231					
19.27						

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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	
10698 Stericycle,Inc		07/01/2020 07/31/2020 1 Transactions			
400 DEPT Total:		404.04 Public Health Department	6 Vendors	8 Transactions	
420 DEPT		Income Maintenance			
8239 Ameripride Linen & Apparel Services 05- 420- 600- 4800- 6422		9.82 Cleaning Supplies 06/16/2020	220666700	Janitorial Services/Supplies	N
8239 Ameripride Linen & Apparel Services		9.82	1 Transactions		
12106 Antoine Electric 05- 420- 600- 4800- 6231		31.10 Replace Receptacle - Child Sup 06/06/2020	20114	Services/Labor/Contracts	Y
05- 420- 600- 4800- 6231		51.61 Repair lights, rm 126 (AF) 06/06/2020	20114	Services/Labor/Contracts	Y
12106 Antoine Electric		82.71	2 Transactions		
783 Canon Financial Services, Inc 05- 420- 600- 4800- 6301		91.34 Mailroom Contract Charge - 06/ 06/01/2020 06/30/2020	21568450	Equipment Lease/Space Rental	N
783 Canon Financial Services, Inc		91.34	1 Transactions		
5398 CDW Government, Inc 05- 420- 640- 4800- 6402		125.22 GEFORCE Fans x 3 05/28/2020	XXN8966	Computer/Technology Supplies	N
5398 CDW Government, Inc		125.22	1 Transactions		
11051 Department of Human Services 05- 420- 620- 4400- 6025		2,960.62 MCRE/GAMC/NONRES ESTATE 04/20 04/01/2020 04/30/2020	A300MM9Y01I	State Share- GAMC	N
05- 420- 620- 4400- 6025		15.00 MCRE/GAMC/NONRES RECIP 04/20 04/01/2020 04/30/2020	A300MM9Y01I	State Share- GAMC	N
05- 420- 650- 4400- 6025		2,679.17 MA LTC UN 65 04/01/2020 04/30/2020	A300MM9Y01I	State/Fed Share - MA	N
05- 420- 650- 4400- 6025		397.41 G8 LTC LT65 CY20 04/01/2020 04/30/2020	A300MM9Y01I	State/Fed Share - MA	N
05- 420- 650- 4400- 6025		10,459.36 MA ESTATE COLLECTIONS- FED 04/01/2020 04/30/2020	A300MM9Y01I	State/Fed Share - MA	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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	
	Amount				
05- 420- 650- 4400- 6025	5,229.68	MA ESTATE COLLECTIONS- STATE 04/01/2020 04/30/2020	A300MM9Y01I	State/Fed Share - MA	N
05- 420- 610- 4100- 6011	522.75	Maxis DWP Recov TANF 02/01/2020 02/29/2020	A300MX01204I	County Share- Afdc/Mfip	N
05- 420- 610- 4100- 6011	768.75	Maxis MFIP Recov TANF 02/01/2020 02/29/2020	A300MX01204I	County Share- Afdc/Mfip	N
05- 420- 610- 4100- 6011	448.43	Maxis MFIP Recov State 02/01/2020 02/29/2020	A300MX01204I	County Share- Afdc/Mfip	N
05- 420- 620- 4100- 6011	25.00	Maxis GA Recoveries 02/01/2020 02/29/2020	A300MX01204I	County Share - Ga	N
05- 420- 620- 4100- 6011	172.31	Maxis GRH Recoveries 02/01/2020 02/29/2020	A300MX01204I	County Share - Ga	N
05- 420- 630- 4100- 6011	213.10	Maxis FS Recoveries 02/01/2020 02/29/2020	A300MX01204I	County Share- Food Support	N
05- 420- 630- 4100- 6011	91.00	Maxis MFIP FS Recoveries 02/01/2020 02/29/2020	A300MX01204I	County Share- Food Support	N
<b>11051 Department of Human Services</b>	<b>23,982.58</b>	<b>13 Transactions</b>			
3195 MCCC LOCKBOX 05- 420- 640- 4800- 6239	14.90	Adobe Acrobat DC Pro Lic	2006114	Software Fees/License Fees	N
3195 MCCC LOCKBOX	14.90	1 Transactions			
88859 Spee*Dee- St Cloud 05- 420- 600- 4800- 6205	30.88	Postage 05/09/2020 05/30/2020	40089692	Postage	N
88859 Spee*Dee- St Cloud	30.88	1 Transactions			
10698 Stericycle,Inc 05- 420- 600- 4800- 6231	39.73	Steri- Safe 07/01/2020 07/31/2020	4009412477	Services/Labor/Contracts	6
10698 Stericycle,Inc	39.73	1 Transactions			
<b>420 DEPT Total:</b>	<b>24,377.18</b>	<b>Income Maintenance</b>	<b>8 Vendors</b>	<b>21 Transactions</b>	
<b>430 DEPT</b>		<b>Social Services</b>			
8239 Ameripride Linen & Apparel Services 05- 430- 700- 4800- 6422	15.57	Cleaning Supplies 06/16/2020	220666700	Janitorial Services/Supplies	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
8239	Ameripride Linen & Apparel Services		15.57		1 Transactions		
12106	Antoine Electric						
	05- 430- 700- 4800- 6231		48.06	Replace Receptacle - Child Sup	20114	Services/Labor/Contracts	Y
				06/06/2020			
	05- 430- 700- 4800- 6231		79.76	Repair lights, rm 126 (AF)	20114	Services/Labor/Contracts	Y
				06/06/2020			
12106	Antoine Electric		127.82		2 Transactions		
783	Canon Financial Services, Inc						
	05- 430- 700- 4800- 6301		141.16	Mailroom Contract Charge - 06/	21568450	Equipment Lease/Space Rental	N
				06/01/2020	06/30/2020		
783	Canon Financial Services, Inc		141.16		1 Transactions		
10657	Quadient Finance USA, Inc						
	05- 430- 000- 0000- 1205		2,000.00	Postage	79000440807690	Postage Account	N
				05/21/2020			
10657	Quadient Finance USA, Inc		2,000.00		1 Transactions		
88859	Spee*Dee- St Cloud						
	05- 430- 700- 4800- 6205		47.72	Postage	40089692	Postage	N
				05/09/2020	05/30/2020		
88859	Spee*Dee- St Cloud		47.72		1 Transactions		
10698	Stericycle,Inc						
	05- 430- 700- 4800- 6231		61.40	Steri- Safe	4009412477	Services/Labor/Contracts	6
				07/01/2020	07/31/2020		
10698	Stericycle,Inc		61.40		1 Transactions		
430	DEPT Total:		2,393.67	Social Services	6 Vendors	7 Transactions	
5	Fund Total:		27,178.61	Health & Human Services		37 Transactions	

# Aitkin County



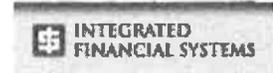
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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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	
0	DEPT		Undesignated			
	4580 Mn Dept Of Finance					
	09- 000- 000- 0000- 2030		90.00 Marriage Lic fees May 2020			State Fees, Assessments & Surcharge: N
	4580 Mn Dept Of Finance		90.00			1 Transactions
0	DEPT Total:		90.00 Undesignated			1 Vendors 1 Transactions
9	Fund Total:		90.00 State			1 Transactions

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10 Trust

## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
170	Aitkin Motor Company 10- 923- 000- 0000- 6590		1,773.81	#394- repairs, #054- oil/repairs	28522,28520	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		1,773.81	1 Transactions			
13725	Beartooth True Value 10- 923- 000- 0000- 6405		121.81	#1009- Misc 03/06/2020 06/01/2020		Office Supplies	N
13725	Beartooth True Value		121.81	1 Transactions			
1754	Garrison Disposal Company, Inc 10- 923- 000- 0000- 6254		110.30	ACLD- 2- yd garbage	137647	Utilities	N
1754	Garrison Disposal Company, Inc		110.30	1 Transactions			
4641	Holiday Credit Office 10- 923- 000- 0000- 6511		30.99	May fuel	134- 961	Gas And Oil	N
4641	Holiday Credit Office		30.99	1 Transactions			
3195	MCCC LOCKBOX 10- 923- 000- 0000- 6405		59.60	Adobe Acrobat DC Pro Lic	2006114	Office Supplies	N
3195	MCCC LOCKBOX		59.60	1 Transactions			
3160	Mille Lacs Energy Coop- Albert Lea 10- 923- 000- 0000- 6254		93.81	Berglund Electric May- June 05/01/2020 06/01/2020		Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea		93.81	1 Transactions			
4010	Rasley Oil Company 10- 923- 000- 0000- 6511		86.95	Land/Parks - May Gas/Oil		Gas And Oil	N
4010	Rasley Oil Company		86.95	1 Transactions			
86235	The Office Shop Inc 10- 923- 000- 0000- 6405		55.89	supplies	0145,1227	Office Supplies	N
86235	The Office Shop Inc		55.89	1 Transactions			
9642	WEX BANK 10- 923- 000- 0000- 6511		2,133.94	Fuel- May	65858983	Gas And Oil	N
9642	WEX BANK		2,133.94	1 Transactions			

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 10 Trust

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
923	DEPT Total:		4,467.10	Forfeited Tax Sales	9 Vendors	9 Transactions	
926	DEPT			Law Library			
	5173 Thomson Reuters- West Publishing						
	10- 926- 000- 0000- 6408		1,388.44	West Info charges	842407308	Law Books	N
				05/01/2020 05/31/2020			
	10- 926- 000- 0000- 6408		857.42	West Subscription	842492939	Law Books	N
				05/05/2020 06/04/2020			
	5173 Thomson Reuters- West Publishing		2,245.86	2 Transactions			
926	DEPT Total:		2,245.86	Law Library	1 Vendors	2 Transactions	
10	Fund Total:		6,712.96	Trust		11 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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			
12820	Jade Equipment Co. Ltd.		Parts for grader #402		Repair & Maintenance Supplies	N
	11- 925- 000- 0000- 6590					
12820	Jade Equipment Co. Ltd.					
		746.50				
		746.50				
			1 Transactions			
925	DEPT Total:	746.50	Resource Management	1 Vendors	1 Transactions	
939	DEPT		County Surveyor			
86235	The Office Shop Inc		supplies	1079809	Office & Computer Supplies	N
	11- 939- 000- 0000- 6405	55.82				
86235	The Office Shop Inc	55.82				
			1 Transactions			
939	DEPT Total:	55.82	County Surveyor	1 Vendors	1 Transactions	
11	Fund Total:	802.32	Forest Development		2 Transactions	

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14 Capital Project

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	
949	DEPT		Courthouse Addition			
8175	Centurylink					
	14- 949- 000- 0000- 6231		313645966 / Const trailer	313645966	Services, Labor, Contracts	N
8175	Centurylink					
		296.98				
		296.98	1 Transactions			
2340	Hyytinen Hardware Hank					
	14- 949- 000- 0000- 6630		CH Maint- Sweeping Comp		Miscellaneous- Capital Expense	N
2340	Hyytinen Hardware Hank					
		38.96				
		38.96	1 Transactions			
949	DEPT Total:		Courthouse Addition	2 Vendors	2 Transactions	
		335.94				
14	Fund Total:		Capital Project		2 Transactions	
		335.94				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
3160	Mille Lacs Energy Coop- Albert Lea 19- 521- 000- 0000- 6254		LLCC- Electric - May 05/01/2020		Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea	1,083.31	05/30/2020			
3284	Minnesota Department Of Health 19- 521- 000- 0000- 6240	40.00	Hospitality Fee - 2020	846484	Dues/Assoc Fees	N
3284	Minnesota Department Of Health	40.00	1 Transactions			
521	DEPT Total:	1,123.31	LLCC Administration	2 Vendors	2 Transactions	
524	DEPT		LLCC Maintenance			
13725	Beartooth True Value 19- 524- 000- 0000- 6422	23.46	#1075- Faucet Hardware	B120803	Janitorial Services/Supplies	N
13725	Beartooth True Value	23.46	1 Transactions			
524	DEPT Total:	23.46	LLCC Maintenance	1 Vendors	1 Transactions	
19	Fund Total:	1,146.77	Long Lake Conservation Center		3 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
13649	Aitkin Rental Center 21- 520- 000- 0000- 6231		Excavator #2	52462,52792	Services, Labor, Contracts	1
13649	Aitkin Rental Center			1 Transactions		
13725	Beartooth True Value 21- 520- 000- 0000- 6406		#1009- Misc 03/06/2020	06/01/2020	Field Supplies	N
13725	Beartooth True Value			1 Transactions		
2763	Countryside Sanitation 21- 520- 000- 0000- 6231		Berglund May- June	173073	Services, Labor, Contracts	Y
2763	Countryside Sanitation			1 Transactions		
88628	Dalco Enterprises, Inc. 21- 520- 000- 0000- 6405		gloves	3620290	Office Supplies	N
88628	Dalco Enterprises, Inc.			1 Transactions		
1754	Garrison Disposal Company, Inc 21- 520- 000- 0000- 6231		parks- 2 yd garbage	137650	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc			1 Transactions		
1829	Goble's Sewer Service Inc. 21- 520- 000- 0000- 6231		RV Dump Station	17905	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.			1 Transactions		
7062	Kern Excavating LLC 21- 520- 000- 0000- 6802		GIA - N Soo Line	52620LD	Trail Grants- State	Y
7062	Kern Excavating LLC			1 Transactions		
3024	Kingsley/Russell Lee 21- 520- 000- 0000- 6802	Q	Hill City Conn.		Trail Grants- State	Y
3024	Kingsley/Russell Lee			1 Transactions		
14483	Norland Sanitary Services 21- 520- 000- 0000- 6231		Jacobson Dumpster- June 06/01/2020	16512	Services, Labor, Contracts	N
14483	Norland Sanitary Services			06/30/2020 1 Transactions		

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21 Parks

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
10902	The Green House of Carlton Inc	21- 520- 000- 0000- 6406			19.95	Rainb Sens Weg		708538		Field Supplies	N
10902	The Green House of Carlton Inc				19.95		1 Transactions				
520	DEPT Total:				14,124.32	Parks		10 Vendors		10 Transactions	
21	Fund Total:				14,124.32	Parks				10 Transactions	
	Final Total:				447,426.09		230 Vendors	313 Transactions			

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	105,527.39	General Fund
	3	291,507.78	Road & Bridge
	5	27,178.61	Health & Human Services
	9	90.00	State
	10	6,712.96	Trust
	11	802.32	Forest Development
	14	335.94	Capital Project
	19	1,146.77	Long Lake Conservation Center
	21	14,124.32	Parks
	<b>All Funds</b>	<b>447,426.09</b>	<b>Total</b>

Approved by, .....

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# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

WLC1  
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1 DEPT		Commissioners			
86222 Aitkin Independent Age					
01-001-000-0000-6230		78.75 Synopsis 5/26/20	781227	Printing, Publishing & Adv	N
86222 Aitkin Independent Age		78.75		1 Transactions	
1 DEPT Total:		78.75	Commissioners	1 Vendors	1 Transactions
40 DEPT		Auditor			
89471 Aitkin Co 4- H Council					
01-040-000-0000-6405		80.00 2 Plat books		Office & Computer Supplies	N
89471 Aitkin Co 4- H Council		80.00		1 Transactions	
783 Canon Financial Services, Inc					
01-040-021-0000-6231		20.36 FAX BOARD - COPIER	21531030	Services, Labor, Contracts	N
01-040-000-0000-6231		86.28 COPIER LEASE - IR4225	21543962	Services, Labor, Contracts	N
		06/20/2020 07/19/2020			
783 Canon Financial Services, Inc		106.64		2 Transactions	
86235 The Office Shop Inc					
01-040-000-0000-6405		66.07 5X12 ENVELOPES	1081424-0	Office & Computer Supplies	N
01-040-000-0000-6405		14.29 HANGING FILE FOLDERS	1081426-0	Office & Computer Supplies	N
01-040-000-0000-6405		18.92 CLIPS FOR PANEL WALLS	1081721-0	Office & Computer Supplies	N
01-040-000-0000-6405		19.62 CORRECTION TAPE	1081764-0	Office & Computer Supplies	N
01-040-021-0000-6405		19.61 CORRECTION TAPE	1081764-0	Office & Computer Supplies	N
01-040-021-0000-6231		147.68 COPIER CONTRACT	311533-0	Services, Labor, Contracts	N
		03/11/2020 06/19/2020			
01-040-021-0000-6405		38.39 ENVELOPES, PAPER & NOTES	311636-0	Office & Computer Supplies	N
86235 The Office Shop Inc		324.58		7 Transactions	
40 DEPT Total:		511.22	Auditor	3 Vendors	10 Transactions
42 DEPT		Treasurer			
607 GOVERNMENT FORMS & SUPPLIES					
01-042-000-0000-6405		67.96 Marriage Paper	0322158	Office & Computer Supplies	N
607 GOVERNMENT FORMS & SUPPLIES		67.96		1 Transactions	
42 DEPT Total:		67.96	Treasurer	1 Vendors	1 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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1 General Fund

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
44	DEPT				Central Services			
783	Canon Financial Services, Inc	01- 044- 000- 0000- 6231		248.78	Contract #001- 0142490- 048 06/01/2020 06/30/2020	21568452	Services, Labor, Contracts	N
783	Canon Financial Services, Inc			248.78	1 Transactions			
4248	Cole Papers, Inc	01- 044- 000- 0000- 6405		1,081.00	400 reams paper	9848215	Office & Computer Supplies	N
4248	Cole Papers, Inc			1,081.00	1 Transactions			
1181	Crow Wing Co Auditor- Treasurer	01- 044- 000- 0000- 6231		7,823.84	CMCC RETIREE HEALTH 07/01/2020 12/31/2020	3425	Services, Labor, Contracts	N
1181	Crow Wing Co Auditor- Treasurer			7,823.84	1 Transactions			
88628	Dalco Enterprises, Inc.	01- 044- 920- 0000- 6800		862.23	Electrostatic Sprayer	3600885	COVID Related Expenditures	N
88628	Dalco Enterprises, Inc.			862.23	1 Transactions			
14071	Marco Technologies LLC	01- 044- 000- 0000- 6231		975.00	Mic repair CW11392886	7426865	Services, Labor, Contracts	N
14071	Marco Technologies LLC			975.00	1 Transactions			
14795	Support Within Reach	01- 044- 000- 0000- 6847		1,000.00	2020 Appropriation	334	Support within Reach	N
14795	Support Within Reach			1,000.00	1 Transactions			
86235	The Office Shop Inc	01- 044- 920- 0000- 6800		37.04	kleenex, gloves- CC		COVID Related Expenditures	N
86235	The Office Shop Inc			37.04	1 Transactions			
6097	Verizon Wireless	01- 044- 920- 0000- 6800		96.48	data- P&Z 05/14/2020 06/13/2020	380690138	COVID Related Expenditures	N
6097	Verizon Wireless			96.48	1 Transactions			
44	DEPT Total:			12,124.37	Central Services	8 Vendors	8 Transactions	

49 DEPT Information Technologies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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
10452	AT&T Mobility 01-049-000-0000-6231		38.75	PHONE BILL 06/12/2020 07/12/2020	287279507473X0	Programming, Services, Contracts	N
10452	AT&T Mobility		38.75	1 Transactions			
86290	Mn Counties Information Systems 01-049-000-0000-6231		3,688.00	QTRLY HOSTING FEE 07/01/2020 09/30/2020	1909	Programming, Services, Contracts	N
86290	Mn Counties Information Systems		3,688.00	1 Transactions			
49	<b>DEPT Total:</b>		3,726.75	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
52	DEPT			Administration			
86235	The Office Shop Inc 01-052-000-0000-6405		14.89	Supplies- CS	10816750	Office & Computer Supplies	N
	01-052-000-0000-6405		9.19	Highlighters- CS	10816751	Office & Computer Supplies	N
86235	The Office Shop Inc		24.08	2 Transactions			
52	<b>DEPT Total:</b>		24.08	<b>Administration</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
53	DEPT			Human Resources			
86222	Aitkin Independent Age 01-053-000-0000-6230		20.00	Help wanted 5/2	773915	Printing, Publishing & Adv	N
	01-053-000-0000-6230		57.00	Help wanted 5/6- 5/9	774870	Printing, Publishing & Adv	N
	01-053-000-0000-6230		60.00	Help wanted 5/13- 5/16	776043	Printing, Publishing & Adv	N
	01-053-000-0000-6230		48.00	Help wanted 5/20- 5/23	777048	Printing, Publishing & Adv	N
	01-053-000-0000-6230		51.00	Help wanted 5/27- 5/30	778206	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		236.00	5 Transactions			
12048	McDowell Agency, Inc./The 01-053-000-0000-6234		94.00	Background checks	123385	Background Check Fees	N
12048	McDowell Agency, Inc./The		94.00	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLI 01-053-000-0000-6232		676.50	County Law	65	Attorney Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		676.50	1 Transactions			

# Aitkin County

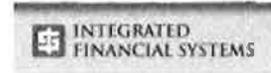


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
7/7/20 10:47AM  
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	
53 DEPT Total:		1,006.50	Human Resources	3 Vendors	7 Transactions
60 DEPT			Elections		
86235 The Office Shop Inc					
01- 060- 000- 0000- 6405		10.79	YELLOW HIGHLIGHTERS	1081424- 0	Office & Computer Supplies N
01- 060- 000- 0000- 6405		35.50	NO WITNESS LABELS	1081666- 0	Office & Computer Supplies N
01- 060- 000- 0000- 6405		142.00	NO WITNESS LABELS	1081666- 1	Office & Computer Supplies N
01- 060- 000- 0000- 6405		21.98	COLORED PAPER/BALLOT INSERTS	1081721- 0	Office & Computer Supplies N
86235 The Office Shop Inc		210.27		4 Transactions	
60 DEPT Total:		210.27	Elections	1 Vendors	4 Transactions
90 DEPT			Attorney		
783 Canon Financial Services, Inc					
01- 090- 000- 0000- 6405		326.99	Contract Charge	21568454	Office & Computer Supplies N
			06/01/2020	06/30/2020	
783 Canon Financial Services, Inc		326.99		1 Transactions	
4260 St Louis Co Sheriff's Office					
01- 090- 000- 0000- 6234		60.00	Subpoena	2001890	Co Sheriff Services N
4260 St Louis Co Sheriff's Office		60.00		1 Transactions	
11949 Swanson/Sondra					
01- 090- 000- 0000- 6234		20.00	driving record reimb		Co Sheriff Services N
11949 Swanson/Sondra		20.00		1 Transactions	
86235 The Office Shop Inc					
01- 090- 000- 0000- 6405		279.64	Supplies- Attorney	1081563/108138	Office & Computer Supplies N
86235 The Office Shop Inc		279.64		1 Transactions	
90 DEPT Total:		686.63	Attorney	4 Vendors	4 Transactions
100 DEPT			Recorder		
1333 Dell Marketing L.P.					
01- 100- 195- 0000- 6625		572.36	GIS Server RAM	10391315311	Office & Other Equipment- Compliance N
1333 Dell Marketing L.P.		572.36		1 Transactions	
9108 Pictometry International Corp					

# Aitkin County



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WLC1  
7/7/20 10:47AM  
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	
9108 Pictometry International Corp		Pictometry Program	US424346	Services, Labor, Contracts- Land Reco	N
	40,612.00	1 Transactions			
86235 The Office Shop Inc		supplies- Recorders	1080928	Office & Computer Supplies	N
01- 100- 000- 0000- 6405	100.30				
01- 100- 000- 0000- 6231	631.27	Copier Contract- Recorders	310953	Services, Labor, Contracts	N
01- 100- 000- 0000- 6231	199.99	Copier Contract - Recorders	311101	Services, Labor, Contracts	N
86235 The Office Shop Inc	931.56	3 Transactions			
100 DEPT Total:	42,115.92	Recorder	3 Vendors	5 Transactions	
110 DEPT		Courthouse Maintenance			
1754 Garrison Disposal Company, Inc		Garbage Service	137588	Garbage	N
01- 110- 000- 0000- 6255	648.85	06/01/2020 06/30/2020			
1754 Garrison Disposal Company, Inc	648.85	1 Transactions			
9692 Minnesota Energy Resources Corporation		CH/GC heat	0506823754	Utilities & Heating	N
01- 110- 000- 0000- 6254	1,142.74				
9692 Minnesota Energy Resources Corporation	1,142.74	1 Transactions			
3950 Public Utilities		CH		Utilities & Heating	N
01- 110- 000- 0000- 6254	34.60				
01- 110- 000- 0000- 6254	29.63	Old Garage		Utilities & Heating	N
01- 110- 000- 0000- 6254	105.30	CH Building Coord		Utilities & Heating	N
01- 110- 000- 0000- 6254	126.75	Glarco		Utilities & Heating	N
01- 110- 000- 0000- 6254	301.82	LA Tool		Utilities & Heating	N
3950 Public Utilities	598.10	5 Transactions			
13146 The Retrofit Companies, Inc		E- waste Recycling	0108156	Services, Labor, Contracts	N
01- 110- 000- 0000- 6231	453.50				
13146 The Retrofit Companies, Inc	453.50	1 Transactions			
110 DEPT Total:	2,843.19	Courthouse Maintenance	4 Vendors	8 Transactions	
120 DEPT		Service Officer			
2448 Janzen/Carroll Mark		Vet van driver- SCVA 5/19		Per Diem	Y
01- 120- 000- 0000- 6350	50.00				

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WLC1  
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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
2448	Janzen/Carroll Mark				50.00						
							1 Transactions				
120	DEPT Total:				50.00	Service Officer		1 Vendors		1 Transactions	
121	DEPT					Housing & Redevelopment					
11113	Anderson/Edward	01-121-000-0000-6350			105.00	HRA 4/22, 5/27, 6/24				Per Diem	Y
11113	Anderson/Edward				105.00		1 Transactions				
15266	Emanuel/Laura	01-121-000-0000-6350			105.00	HRA 4/22, 5/27, 6/24				Per Diem	Y
15266	Emanuel/Laura				105.00		1 Transactions				
15271	Kullhem/JoLynn	01-121-000-0000-6350			70.00	HRA 5/27, 6/24				Per Diem	Y
15271	Kullhem/JoLynn				70.00		1 Transactions				
10017	Tveit/Galen	01-121-000-0000-6350			105.00	HRA 4/22, 5/27, 6/24				Per Diem	Y
10017	Tveit/Galen				105.00		1 Transactions				
11355	Williams/Ihleen E	01-121-000-0000-6350			105.00	HRA 4/22, 5/27, 6/24				Per Diem	Y
11355	Williams/Ihleen E				105.00		1 Transactions				
121	DEPT Total:				490.00	Housing & Redevelopment		5 Vendors		5 Transactions	
122	DEPT					Planning & Zoning					
86222	Aitkin Independent Age	01-122-000-0000-6230			105.00	Notice of Hrg 7/1		781229		Printing, Publishing & Adv	N
86222	Aitkin Independent Age				105.00		1 Transactions				
783	Canon Financial Services, Inc	01-122-000-0000-6231			166.12	Copier Contract		21568451		Services, Labor, Contracts, Programm	N
						06/01/2020	06/30/2020				
783	Canon Financial Services, Inc				166.12		1 Transactions				
13066	Hargrave/Bryan										

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WLC1  
7/7/20 10:47AM  
1 General Fund

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
01-122-000-0000-6231	3,500.00	6/22- 7/3 inspections			Services, Labor, Contracts, Programm	Y
13066 Hargrave/Bryan	3,500.00	06/22/2020 07/03/2020	1 Transactions			
11990 Lange/David	90.00	Mtgs			Per Diem	Y
01-122-000-0000-6350	60.95	Mileage			Boa/Pc Mileage	Y
01-122-038-0000-6330	150.95		2 Transactions			
11990 Lange/David	150.95		2 Transactions			
4400 Security State Bank	16,000.00	Ag- BMP loan			ISTS AG BMP EXPENSES	N
01-122-052-0000-6304	16,000.00		1 Transactions			
4400 Security State Bank	16,000.00		1 Transactions			
13424 Sonnee/Dennise J	90.00	Mtgs			Per Diem	Y
01-122-000-0000-6350	46.00	Mileage			Boa/Pc Mileage	Y
01-122-038-0000-6330	136.00		2 Transactions			
13424 Sonnee/Dennise J	136.00		2 Transactions			
6097 Verizon Wireless	44.91	cellular - P&Z		380690138	Telephone	N
01-122-000-0000-6250	44.91	05/14/2020 06/13/2020	1 Transactions			
6097 Verizon Wireless	44.91		1 Transactions			
122 DEPT Total:	20,102.98	Planning & Zoning	7 Vendors		9 Transactions	
123 DEPT		Coroner				
3987 Ramsey County Medical Examiner	1,615.00	ME 20- 1397, Medex 027690	05/22/20		Autopsies- - Pathologist, Xrays, Etc	N
01-123-000-0000-6260	642.00	ME 20- 1406, Medex 027692	05/23/20		Autopsies- - Pathologist, Xrays, Etc	N
01-123-000-0000-6260	1,542.00	ME 20- 1415, Medex 027693	05/24/20		Autopsies- - Pathologist, Xrays, Etc	N
01-123-000-0000-6260	1,425.00	ME 20- 1569, Medex 027691	06/08/20		Autopsies- - Pathologist, Xrays, Etc	N
3987 Ramsey County Medical Examiner	5,224.00		4 Transactions			
9151 River Valley Forensic Services PA	500.00	ME 20- 1397	1151		Coroner Fees	6
01-123-000-0000-6231	250.00	ME 20- 1404	1151		Coroner Fees	6
01-123-000-0000-6231	250.00	ME 20- 1406	1151		Coroner Fees	6
01-123-000-0000-6231	500.00	ME 20- 1415	1151		Coroner Fees	6
01-123-000-0000-6231	500.00	ME 20- 1569	1151		Coroner Fees	6

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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	
9151 River Valley Forensic Services PA		May 2020 Services	1151	Coroner Fees	6
		6 Transactions			
<b>123 DEPT Total:</b>	<b>7,474.00</b>	<b>Coroner</b>	<b>2 Vendors</b>	<b>10 Transactions</b>	
<b>200 DEPT</b>		<b>Enforcement</b>			
9138 ASAP Towing		20- 1199 forfeiture	7498	Wrecker Service	Y
		Tow #210 squad to Aitkin Ford	7587	Wrecker Service	Y
9138 ASAP Towing		2 Transactions			
15239 AT&T Mobility		squad PCs	287258495419	Telephone	N
		1 Transactions			
11715 Granite Electronics		remote speaker mic, RX- jack 3	150007253- 1	Equipment & Radios	N
		1 Transactions			
3263 K&M Signs Inc.		decal new #209	13205	Car Maintenance	N
		1 Transactions			
12553 MEYER'S SERVICE CENTER		rear strut, oil change #207	17047	Car Maintenance	N
		1 Transactions			
10412 O'Reilly Auto Parts		jump start pack	1878- 458124	Car Maintenance	N
		1 Transactions			
3760 Palisade Cooperative Oil Assoc		#209, #217 gas	May, June	Gas And Oil	N
		1 Transactions			
12110 Revelin Vehicle Solutions, LLC		upfit new #209 squad	234	Car Maintenance	Y
		siren amp / knob, slide #209	234	Car Maintenance	Y
		install #207 squad camera	234	Car Maintenance	Y

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
7/7/20 10:47AM  
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
12110 Revelin Vehicle Solutions, LLC		3,375.00		3 Transactions	
13864 Sandberg/Kristi					
01-200-000-0000-6150		1,000.00	Sandberg- July Ins		Health Insurance- Employer N
13864 Sandberg/Kristi		1,000.00		1 Transactions	
86235 The Office Shop Inc					
01-200-000-0000-6231		493.98	admin copier count	311505-0	Services & Labor (Incl Contracts) N
01-200-000-0000-6205		13.77	UPS to BCA	311624-0	Postage N
86235 The Office Shop Inc		507.75		2 Transactions	
13934 The Tire Barn					
01-200-000-0000-6302		753.69	4 tires, oil change #206	53195	Car Maintenance N
01-200-000-0000-6302		43.70	oil change #219	53227	Car Maintenance N
01-200-000-0000-6302		60.98	oil change, rotate #224	53334	Car Maintenance N
01-200-000-0000-6302		76.08	oil change, rotate #222	53353	Car Maintenance N
13934 The Tire Barn		934.45		4 Transactions	
200 DEPT Total:		8,442.29	Enforcement	11 Vendors	18 Transactions
202 DEPT			Boat & Water		
15239 AT&T Mobility					
01-202-000-0000-6250		32.98	#208 squad PC	287258495419	Telephone N
15239 AT&T Mobility		32.98		1 Transactions	
11715 Granite Electronics					
01-202-000-0000-6405		68.75	remote speaker mic, RX- jack	150007253-1	Office Supplies N
11715 Granite Electronics		68.75		1 Transactions	
10412 O'Reilly Auto Parts					
01-202-000-0000-6302		76.86	trailer hub, marine grease, et	1878-458565	B&W Maintenance N
10412 O'Reilly Auto Parts		76.86		1 Transactions	
3950 Public Utilities					
01-202-000-0000-6254		27.11	Boat and Water		Utilities N
3950 Public Utilities		27.11		1 Transactions	
5170 Willey's Sportshop					
01-202-000-0000-6511		27.60	B&W gas	296920	Gas And Oil N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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
5170 Willeys Sportshop		27.60	1 Transactions		
<b>202 DEPT Total:</b>		<b>233.30</b>	<b>Boat &amp; Water</b>	<b>5 Vendors</b>	<b>5 Transactions</b>
206 DEPT			Forfeitures		
86359 Aitkin Co Attorney					
01-206-000-0000-6409		108.15	forfeiture 19-2956		Forfeiture Supplies N
86359 Aitkin Co Attorney		108.15		1 Transactions	
<b>206 DEPT Total:</b>		<b>108.15</b>	<b>Forfeitures</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
252 DEPT			Corrections		
14005 American Tower Corporation					
01-252-000-0000-6231		356.44	Jacobson Tower	407356478	Services & Labor (Incl Contracts) N
14005 American Tower Corporation		356.44		1 Transactions	
783 Canon Financial Services, Inc					
01-252-000-0000-6231		101.52	dispatch copier lease	21531031	Services & Labor (Incl Contracts) N
783 Canon Financial Services, Inc		101.52		1 Transactions	
88628 Dalco Enterprises, Inc.					
01-252-000-0000-6422		541.03	janitorial supplies	3630235	Janitorial Supplies N
88628 Dalco Enterprises, Inc.		541.03		1 Transactions	
1775 Galls LLC					
01-252-000-0000-6410		55.41	uniform pant Brody	015845946	Clothing Allowance N
01-252-000-0000-6410		244.64	uniform shirts Brody	015845958	Clothing Allowance N
01-252-000-0000-6410		88.27	uniform shirts #302	015845959	Clothing Allowance N
1775 Galls LLC		388.32		3 Transactions	
1829 Goble's Sewer Service Inc.					
01-252-000-0000-6231		290.00	holding cell line jetting	18183	Services & Labor (Incl Contracts) N
1829 Goble's Sewer Service Inc.		290.00		1 Transactions	
9692 Minnesota Energy Resources Corporation					
01-252-000-0000-6254		978.26	Jail heat	0505221458	Utilities & Heating N
01-252-000-0000-6254		214.05	Jail heat	0505399584	Utilities & Heating N
01-252-000-0000-6254		23.48	STS heat	0506726121	Utilities & Heating N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
7/7/20 10:47AM  
1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
			Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9692	Minnesota Energy Resources Corporation			1,215.79				
					3 Transactions			
3950	Public Utilities							
	01-252-000-0000-6254			50.04	Sheriff Emerg Storage		Utilities & Heating	N
	01-252-000-0000-6254			697.03	New Jail		Utilities & Heating	N
	01-252-000-0000-6254			8,181.20	New Jail 2		Utilities & Heating	N
3950	Public Utilities			8,928.27				
					3 Transactions			
10771	Regional Diagnostic Radiology							
	01-252-000-0000-6262			203.50	12/18/18 S.P.	RDR292177	Medical Expenses & Supplies - Inmat	6
10771	Regional Diagnostic Radiology			203.50				
					1 Transactions			
9295	Reinhart Foodservice							
	01-252-000-0000-6418			752.13	groceries	273543	Groceries	Y
	01-252-000-0000-6418			1,236.84	groceries	280991	Groceries	Y
9295	Reinhart Foodservice			1,988.97				
					2 Transactions			
9499	Reliance Telephone Systems, Inc							
	01-252-252-0000-6406			600.00	phone cards	D-24709	Phone Card Prisoner Welfare	N
9499	Reliance Telephone Systems, Inc			600.00				
					1 Transactions			
4681	Streichers							
	01-252-000-0000-6410			64.96	silent keyholders (3)	11436011	Clothing Allowance	N
4681	Streichers			64.96				
					1 Transactions			
86235	The Office Shop Inc							
	01-252-000-0000-6231			358.50	booking copier count	311365-0	Services & Labor (Incl Contracts)	N
86235	The Office Shop Inc			358.50				
					1 Transactions			
252	DEPT Total:			15,037.30	Corrections	12 Vendors	19 Transactions	
253	DEPT				Sentence to Serve			
15239	AT&T Mobility							
	01-253-000-0000-6250			32.98	STS air card	287258495419	Telephone	N
15239	AT&T Mobility			32.98				
					1 Transactions			
253	DEPT Total:			32.98	Sentence to Serve	1 Vendors	1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
7/7/20 10:47AM  
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	
257 DEPT		Community Corrections			
14563 Anoka County Corrections 01-257-255-0000-6204		1,776.00 MJM- Juv Det Fees 05/21/2020 05/26/2020	799-1000002-1	Juvenile Detention	N
14563 Anoka County Corrections		1,776.00	1 Transactions		
783 Canon Financial Services, Inc 01-257-000-0000-6342		140.67 Contract Charge 06/01/2020 06/30/2020	21568456	Office Equipment Rental/Contracts	N
783 Canon Financial Services, Inc		140.67	1 Transactions		
86235 The Office Shop Inc 01-257-000-0000-6405		72.19 supplies- CC		Office Supplies	N
01-257-000-0000-6342		123.07 Copier Contract- CommCorr	311568	Office Equipment Rental/Contracts	N
86235 The Office Shop Inc		195.26	2 Transactions		
13934 The Tire Barn 01-257-258-0000-6302		62.08 Car Maint	53331	Car Maintenance	N
13934 The Tire Barn		62.08	1 Transactions		
257 DEPT Total:		2,174.01	Community Corrections 4 Vendors	5 Transactions	
280 DEPT		Emergency Management			
117 Aitkin County Sheriff 01-280-201-0000-6610		114.75 reg Tent trlr, tabs TAC trlr	06-18-20	Enbridge Pipeline - Equipment	N
117 Aitkin County Sheriff		114.75	1 Transactions		
7525 Hometown Bldg Supply 01-280-000-0000-6409		5.29 2 x 4 EOC remodeling	2006-009882	Deputy Supplie	N
01-280-000-0000-6409		48.90 2 x 4's EOC remodeling	2006-010749	Deputy Supplie	N
7525 Hometown Bldg Supply		54.19	2 Transactions		
4681 Streichers 01-280-201-0000-6610		1,671.00 CanisterFilter Riot Agent	11436471	Enbridge Pipeline - Equipment	N
4681 Streichers		1,671.00	1 Transactions		
280 DEPT Total:		1,839.94	Emergency Management 3 Vendors	4 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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
391	DEPT				Solid Waste			
1333	Dell Marketing L.P. 01- 391- 000- 0000- 6405			1,631.45	Laptop/Backpack/Dock	10397383569	Office & Film Supplies	N
1333	Dell Marketing L.P.			1,631.45	1 Transactions			
11180	Fastenal Company 01- 391- 000- 0000- 6405			84.49	Safety Vests - ewaste	236532	Office & Film Supplies	N
11180	Fastenal Company			84.49	1 Transactions			
1754	Garrison Disposal Company, Inc 01- 391- 060- 0000- 6360			6,533.95	May Recycling 05/01/2020 05/31/2020		Recycling Contract	N
1754	Garrison Disposal Company, Inc			6,533.95	1 Transactions			
86235	The Office Shop Inc 01- 391- 000- 0000- 6405			4.39	money bag- P&Z	1081067	Office & Film Supplies	N
86235	The Office Shop Inc			4.39	1 Transactions			
391	DEPT Total:			8,254.28	Solid Waste	4 Vendors	4 Transactions	
700	DEPT				Promotion,AEOA Tran,Airport,RC&D,Tot			
1798	Jacques Art Center 01- 700- 909- 0000- 6800			650.00	Tourism Grant #190 - Art Show		Tourism Miscellaneous	N
1798	Jacques Art Center			650.00	1 Transactions			
700	DEPT Total:			650.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions	
1	Fund Total:			128,284.87	General Fund		135 Transactions	

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WLC1  
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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0 DEPT			Undesignated		
9277 HEAGLE/TROY					
03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts N
9277 HEAGLE/TROY		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	21568448	Service Contracts N
783 Canon Financial Services, Inc		162.82		1 Transactions	
86235 The Office Shop Inc					
03-301-000-0000-6400		479.22	CONTRACT	311369-0	Supplies And Materials N
86235 The Office Shop Inc		479.22		1 Transactions	
301 DEPT Total:		642.04	R&B Administration	2 Vendors	2 Transactions
303 DEPT			R&B Highway Maintenance		
50 Aitkin Body Shop, Inc					
03-303-000-0000-6590		60.00	REPAIR LABOR	1886	Repair & Maintenance Supplies N
50 Aitkin Body Shop, Inc		60.00		1 Transactions	
170 Aitkin Motor Company					
03-303-000-0000-6590		111.26	REPAIR PARTS	14943	Repair & Maintenance Supplies N
170 Aitkin Motor Company		111.26		1 Transactions	
13649 Aitkin Rental Center					
03-303-000-0000-6298		60.00	AITKIN SHOP	53333	Shop Maintenance 1
03-303-000-0000-6298		255.00	AITKIN SHOP	53345	Shop Maintenance 1
13649 Aitkin Rental Center		315.00		2 Transactions	
195 Aitkin Tire Shop					
03-303-000-0000-6590		742.00	TIRE	0-059900	Repair & Maintenance Supplies N
03-303-000-0000-6590		30.00	TIRE REPAIR	0-059910	Repair & Maintenance Supplies Y
195 Aitkin Tire Shop		772.00		2 Transactions	
8693 ASV, LLC					

# Aitkin County



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WLC1  
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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
		164.95-	REPAIR PARTS	467207	Repair & Maintenance Supplies N
		3,265.01	REPAIR PARTS	5050606	Repair & Maintenance Supplies N
		2,840.00-	REPAIR PARTS	506042	Repair & Maintenance Supplies N
<b>8693 ASV, LLC</b>		<b>260.06</b>		<b>3 Transactions</b>	
10452 <b>AT&amp;T Mobility</b>					
		32.98	PAUL'S IPAD SVC	287266104878X0	Utilities N
<b>10452 AT&amp;T Mobility</b>		<b>32.98</b>		<b>1 Transactions</b>	
8544 <b>Brock White</b>					
		804.90	AITKIN SHOP SUPPLIES	14020095- 00	Shop Maintenance N
<b>8544 Brock White</b>		<b>804.90</b>		<b>1 Transactions</b>	
163 <b>Charter Communications</b>					
		140.25	PHONE: HWY OFFICE	0- 022823061920	Utilities N
<b>163 Charter Communications</b>		<b>140.25</b>		<b>1 Transactions</b>	
14887 <b>Cintas Corporation</b>					
		17.72	SHOP LAUNDRY	4053753093	Shop Maintenance N
		32.73	SHOP LAUNDRY	4054383903	Shop Maintenance N
<b>14887 Cintas Corporation</b>		<b>50.45</b>		<b>2 Transactions</b>	
1430 <b>Dotzler Power Equipment</b>					
		71.04	AITKIN SHOP SUPPLIES	15440	Shop Maintenance N
<b>1430 Dotzler Power Equipment</b>		<b>71.04</b>		<b>1 Transactions</b>	
7935 <b>East Central Energy</b>					
		87.43	MAY/JUN POWER- MCGRATH	35018290	Utilities N
		47.67	MAY/JUN POWER- STREET LIGHT	35018408	Utilities N
<b>7935 East Central Energy</b>		<b>135.10</b>		<b>2 Transactions</b>	
7060 <b>Federated Co- Ops Inc.</b>					
		429.57	MCGRATH SHOP PROPANE	63072723	Shop Fuel N
<b>7060 Federated Co- Ops Inc.</b>		<b>429.57</b>		<b>1 Transactions</b>	
8622 <b>Frontier</b>					
		69.10	JACOBSON	218- 752- 6591	Utilities N
		69.10	MCGREGOR	218- 768- 4481	Utilities N
		69.10	PALISADE	218- 845- 2607	Utilities N

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## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099	On Behalf of Name
8622	Frontier	03-303-000-0000-6254			89.10	MCGRATH		320-592-3580		Utilities	N	
					296.40		4 Transactions					
10295	Knife River Corporation	03-303-000-0000-6521			85,521.93	APPLY CALCIUM CHLORIDE		757746		Maintenance Supplies	N	
10295	Knife River Corporation				85,521.93		1 Transactions					
91187	Lake Country Power	03-303-000-0000-6254			53.70	MAY/JUN CSAH 14		141979801		Utilities	N	
		03-303-000-0000-6254			49.04	MAY/JUN CSAH 6		141979901		Utilities	N	
91187	Lake Country Power				102.74		2 Transactions					
2831	Little Falls Machine Inc	03-303-000-0000-6590			467.04	REPAIR PARTS		358885		Repair & Maintenance Supplies	N	
2831	Little Falls Machine Inc				467.04		1 Transactions					
2941	M R Sign Co Inc	03-303-000-0000-6516			197.20	ADOPT A HWY - MEADOWBROOK FARM		208549		Signs & Posts	N	
2941	M R Sign Co Inc				197.20		1 Transactions					
9692	Minnesota Energy Resources Corporation	03-303-000-0000-6297			56.96	NAT GAS: AITKIN SHOP		JUN		Shop Fuel	N	
9692	Minnesota Energy Resources Corporation				56.96		1 Transactions					
9179	NORTH CENTRAL INTERNATIONAL, LLC	03-303-000-0000-6590			1,438.87	REPAIR PARTS		844561		Repair & Maintenance Supplies	N	
9179	NORTH CENTRAL INTERNATIONAL, LLC				1,438.87		1 Transactions					
8446	Northern Star Coop Service	03-303-000-0000-6297			356.27	LP: SWATARA SHOP		14073		Shop Fuel	N	
8446	Northern Star Coop Service				356.27		1 Transactions					
10720	Nuss Truck Group Inc	03-303-000-0000-6590			15.84	REPAIR PARTS		6128853P		Repair & Maintenance Supplies	N	
10720	Nuss Truck Group Inc				15.84		1 Transactions					
3950	Public Utilities	03-303-000-0000-6254			32.29	HWY 210 W & CR 28		02-00059455-00		Utilities	N	
		03-303-000-0000-6254			81.94	AITKIN SHOP WATER		02-00063335-00		Utilities	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	
		HWY 210/169 E & CR 12	02-00063388-00	Utilities	N
		HWY 47 & CR 12	02-00064092-00	Utilities	N
<b>3950 Public Utilities</b>					4 Transactions
		40.46			
		41.13			
<b>8505 Texas Refinery Corp</b>					
		870.00	200246	Shop Maintenance	N
<b>8505 Texas Refinery Corp</b>		870.00			1 Transactions
<b>12788 Timmer Implement of Aitkin</b>					
		28.75	IA17785	Repair & Maintenance Supplies	N
<b>12788 Timmer Implement of Aitkin</b>		28.75			1 Transactions
<b>4871 Town Of Aitkin Clerk</b>					
		1,792.00		Maintenance Agreements	N
		742.50		Maintenance Agreements	N
<b>4871 Town Of Aitkin Clerk</b>		2,534.50			2 Transactions
<b>4988 Viking Industrial Center</b>					
		167.69	3195191	Shop Maintenance	N
		81.42	3195191	Shop Maintenance	N
<b>4988 Viking Industrial Center</b>		249.11			2 Transactions
<b>8605 Wayne's Sanitation Llc</b>					
		52.53	305510	Utilities	N
<b>8605 Wayne's Sanitation Llc</b>		52.53			1 Transactions
<b>9642 WEX BANK</b>					
		138.88		Motor Fuel & Lubricants	N
		19.68	5/8-6/7/20	Shop Maintenance	N
		2,692.25	5/8-6/7/20	Motor Fuel & Lubricants	N
<b>9642 WEX BANK</b>		2,573.05			3 Transactions
<b>5295 Ziegler Inc</b>					
		454.92	PC190095492	Repair & Maintenance Supplies	N
		255.42	PC190095493	Repair & Maintenance Supplies	N
		1,953.50	SW190028826	Repair & Maintenance Supplies	Y
		224.31	SW190028826	Repair & Maintenance Supplies	N
<b>5295 Ziegler Inc</b>		2,888.15			4 Transactions

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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	
303 DEPT Total:		101,027.77	R&B Highway Maintenance	29 Vendors	49 Transactions
307 DEPT			R&B Capital Infrastructure		
13649 Aitkin Rental Center					
03-307-000-0000-6260		16.00	PRECON TABLES	53199	Professional Services 1
13649 Aitkin Rental Center		16.00		1 Transactions	
8694 Department of Transportation					
03-307-000-0000-6260		378.05	STRUCTURAL METALS INSP	P00011604	Professional Services N
8694 Department of Transportation		378.05		1 Transactions	
9239 Mn Dept Of Natural Resources- OMB					
03-307-000-0000-6260		100.00	PUBLIC WATERS PERMIT	2020-0370	Professional Services N
03-307-000-0000-6260		100.00	PUBLIC WATERS PERMIT	2020-1297	Professional Services N
9239 Mn Dept Of Natural Resources- OMB		200.00		2 Transactions	
307 DEPT Total:		594.05	R&B Capital Infrastructure	3 Vendors	4 Transactions
308 DEPT			R&B Equipment & Facilities		
5128 Widseth Smith & Nolting Inc					
03-308-000-0000-6600		3,960.00	ACHD REMODEL- DESIGN DEVLOPMENT	205119	Capital Outlay- Facilities N
5128 Widseth Smith & Nolting Inc		3,960.00		1 Transactions	
308 DEPT Total:		3,960.00	R&B Equipment & Facilities	1 Vendors	1 Transactions
3 Fund Total:		106,723.86	Road & Bridge		57 Transactions

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WLC1  
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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	
257 DEPT		Community Corrections			
3950 Public Utilities		Electric Bill	03- 00000513- 03	Utilities- Gas and Electric	N
05- 257- 000- 0000- 6254	273.02	05/16/2020 06/16/2020			
3950 Public Utilities	273.02	1 Transactions			
<b>257 DEPT Total:</b>	<b>273.02</b>	<b>Community Corrections</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
400 DEPT		Public Health Department			
3950 Public Utilities		Electric Bill	03- 00000513- 03	Utilities- Gas and Electric	N
05- 400- 440- 0410- 6254	347.48	05/16/2020 06/16/2020			
3950 Public Utilities	347.48	1 Transactions			
10930 Tidholm Productions		HE- Family Newsletter Covid- 19	1347 9136	Services/Labor/Contracts	Y
05- 400- 450- 0451- 6231	2,924.49	06/18/2020			
05- 400- 440- 0410- 6405	20.64	#10 LH Window Security Envelop	1358 9117	Office Supplies	Y
05- 400- 440- 0410- 6405	17.76	06/15/2020			
10930 Tidholm Productions	2,962.89	3 Transactions			
<b>400 DEPT Total:</b>	<b>3,310.37</b>	<b>Public Health Department</b>	<b>2 Vendors</b>	<b>4 Transactions</b>	
420 DEPT		Income Maintenance			
11051 Department of Human Services		MCRE/GAMC/NONRES ESTATE- 05/20	A300MM9Z011	State Share- GAMC	N
05- 420- 620- 4400- 6025	2,017.08	05/01/2020 05/31/2020			
05- 420- 650- 4400- 6025	1,029.95	MA LTC UN 65	A300MM9Z011	State/Fed Share - MA	N
05- 420- 650- 4400- 6025	3.54	05/01/2020 05/31/2020			
05- 420- 650- 4400- 6025	382.14	G8 LTC LT65 CY19	A300MM9Z011	State/Fed Share - MA	N
05- 420- 650- 4400- 6025	382.14	05/01/2020 05/31/2020			
05- 420- 650- 4400- 6025	5,227.99	G8 LTC LT65 CY20	A300MM9Z011	State/Fed Share - MA	N
05- 420- 650- 4400- 6025	5,227.99	05/01/2020 05/31/2020			
05- 420- 650- 4400- 6025	2,613.99	MA ESTATE COLLECTIONS- FED	A300MM9Z011	State/Fed Share - MA	N
05- 420- 650- 4400- 6025	2,613.99	05/01/2020 05/31/2020			
05- 420- 650- 4400- 6025	2,613.99	MA ESTATE COLLECTIONS- STATE	A300MM9Z011	State/Fed Share - MA	N

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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- 420- 650- 4400- 6025		05/01/2020 05/31/2020 MA AC ESTATE - STATE	A300MM9Z01I	State/Fed Share - MA	N
05- 420- 610- 4100- 6011		05/01/2020 05/31/2020 MAXIS MFIP RECOV TANF	A300MX01205I	County Share- Afdc/Mfip	N
05- 420- 610- 4100- 6011		03/01/2020 03/31/2020 MAXIS MFIP RECOV STATE	A300MX01205I	County Share- Afdc/Mfip	N
05- 420- 620- 4100- 6011		03/01/2020 03/31/2020 MAXIS GA RECOVERIES	A300MX01205I	County Share - Ga	N
05- 420- 620- 4100- 6011		03/01/2020 03/31/2020 MAXIS GRH RECOVERIES	A300MX01205I	County Share - Ga	N
05- 420- 630- 4100- 6011		03/01/2020 03/31/2020 MAXIS FS RECOVERIES	A300MX01205I	County Share- Food Support	N
<b>11051 Department of Human Services</b>					
		03/01/2020 03/31/2020			
			12 Transactions		
<b>3950 Public Utilities</b>					
05- 420- 600- 4800- 6254		Electric Bill	03- 00000513- 03	Utilities- Gas and Electric	N
		05/16/2020 06/16/2020			
<b>3950 Public Utilities</b>			1 Transactions		
<b>10930 Tidholm Productions</b>					
05- 420- 600- 4800- 6405		#10 LH Window Security Envelop	1358 9117	Office Supplies	Y
		06/15/2020			
05- 420- 600- 4800- 6405		#10 Reg Security Envelopes	1359 9119	Office Supplies	Y
		06/15/2020			
<b>10930 Tidholm Productions</b>			2 Transactions		
<b>420 DEPT Total:</b>		<b>18,230.08</b>	<b>Income Maintenance</b>	<b>3 Vendors</b>	<b>15 Transactions</b>
<b>430 DEPT</b>			<b>Social Services</b>		
<b>3950 Public Utilities</b>					
05- 430- 700- 4800- 6254		Electric Bill	03- 00000513- 03	Utilities- Gas and Electric	N
		05/16/2020 06/16/2020			
<b>3950 Public Utilities</b>			1 Transactions		
<b>10930 Tidholm Productions</b>					
05- 430- 700- 4800- 6405		Business Cards (MO)	1352 9120	Office Supplies	Y
		06/15/2020			
05- 430- 700- 4800- 6405		#10 LH Window Security Envelop	1358 9117	Office Supplies	Y

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WLC1  
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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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
05-430-700-4800-6405		06/15/2020 #10 Reg Security Envelopes	1359 9119	Office Supplies	Y
05-430-700-4800-6405		06/15/2020 Business Cards (KH)	1369 9140	Office Supplies	Y
10930 Tidholm Productions		06/25/2020 4 Transactions			
430 DEPT Total:		1,404.02 Social Services	2 Vendors	5 Transactions	
5 Fund Total:		23,217.49 Health & Human Services		25 Transactions	

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9 State

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	Amount	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	Account/Formula Descripti <u>On Behalf of Name</u>	1099
0	DEPT			Undesignated			
4580	Mn Dept Of Finance						
	09-000-000-0000-2022		560.00	Birth, Death Surcharges		Birth/Death Surcharges	N
	09-000-000-0000-2024		99.00	Children Surcharges		St Share Of Birth Cert.- Children	N
	09-000-000-0000-2031		7.50	Torrens Assurance		Real Estate Assurance (Was 5874 Anc	N
	09-000-000-0000-2036		6,378.00	State General Fund		Recording Surcharges (Was 5871 & 6:	N
4580	Mn Dept Of Finance		7,044.50		4 Transactions		
3375	Mn Dept Of Health						
	09-000-000-0000-2027		1,317.50	State Well Certificate		State Well Cert Fees (Was 5097 & 620	N
3375	Mn Dept Of Health		1,317.50		1 Transactions		
0	DEPT Total:		8,362.00	Undesignated	2 Vendors	5 Transactions	
9	Fund Total:		8,362.00	State		5 Transactions	

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WLC1  
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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
10452	AT&T Mobility 10- 923- 000- 0000- 6250		535.44	Acct 287257204209 05/18/2020	06252020	Telephone	N
10452	AT&T Mobility		535.44		06/17/2020 1 Transactions		
783	Canon Financial Services, Inc 10- 923- 000- 0000- 6231		158.21	Contract #84336 06/01/2020	21568455	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		158.21		06/30/2020 1 Transactions		
9692	Minnesota Energy Resources Corporation 10- 923- 000- 0000- 6254		46.35	shop heat 05/22/2020	0502544561	Utilities	N
9692	Minnesota Energy Resources Corporation		46.35		06/22/2020 1 Transactions		
15297	NEPCon 10- 923- 000- 0000- 6231		9,192.00	FSC Audit and Admin	2000389	Services, Labor, Contracts	N
15297	NEPCon		9,192.00		1 Transactions		
10930	Tidholm Productions 10- 923- 000- 0000- 6405		296.25	Receipt Book	12899021	Office Supplies	Y
10930	Tidholm Productions		296.25		1 Transactions		
5171	Willey's Marine Inc 10- 923- 000- 0000- 6590		759.28	2011 Bearcat Repair	50667	Repair & Maintenance Supplies	N
5171	Willey's Marine Inc		759.28		1 Transactions		
923	DEPT Total:		10,987.53	Forfeited Tax Sales	6 Vendors	6 Transactions	
10	Fund Total:		10,987.53	Trust		6 Transactions	

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WLC1  
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11 Forest Development

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
925	DEPT			Resource Management			
9280	4 Control Inc 11-925-000-0000-6406		1,047.00	Bark Oil, Containers	7040	Field Supplies	N
9280	4 Control Inc		1,047.00		1 Transactions		
4734	Superior Forestry Service Inc 11-925-000-0000-6273		4,954.88	M- Trees, Sites 1- 7	C55920	Timber Improvement	N
4734	Superior Forestry Service Inc		4,954.88		1 Transactions		
925	DEPT Total:		6,001.88	Resource Management	2 Vendors	2 Transactions	
939	DEPT			County Surveyor			
10452	AT&T Mobility 11-939-000-0000-6250		44.62	Acct 287257204209 05/18/2020	06252020	Telephone	N
10452	AT&T Mobility		44.62		06/17/2020 1 Transactions		
9373	ESRI 11-939-000-0000-6405		1,616.00	ArcGIS 2020- 2021 09/16/2020	93849217	Office & Computer Supplies	N
9373	ESRI		1,616.00		09/15/2020 1 Transactions		
939	DEPT Total:		1,660.62	County Surveyor	2 Vendors	2 Transactions	
11	Fund Total:		7,662.50	Forest Development		4 Transactions	

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WLC1  
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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	
949 DEPT		Courthouse Addition			
3950 Public Utilities		Gov't Center		Services, Labor, Contracts	N
14- 949- 000- 0000- 6231					
3950 Public Utilities			1 Transactions		
949 DEPT Total:		Courthouse Addition	1 Vendors	1 Transactions	
14 Fund Total:		Capital Project		1 Transactions	

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WLC1  
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19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521 DEPT		LLCC Administration			
1829 Goble's Sewer Service Inc.		Pump DH, SH, Residences	18221	Services, Labor, Contracts	N
19- 521- 000- 0000- 6231					
900.00					
1829 Goble's Sewer Service Inc.		1 Transactions			
900.00					
11120 Nardini Fire Equipment Co.,Inc		Alarms and extinguishers	142710- 142714	Services, Labor, Contracts	N
19- 521- 000- 0000- 6231					
1,617.75					
11120 Nardini Fire Equipment Co.,Inc		1 Transactions			
1,617.75					
86235 The Office Shop Inc		Copier Contract- LLCC	311511	Services, Labor, Contracts	N
19- 521- 000- 0000- 6231					
113.37					
86235 The Office Shop Inc		1 Transactions			
113.37					
521 DEPT Total:		LLCC Administration	3 Vendors	3 Transactions	
2,631.12					
19 Fund Total:		Long Lake Conservation Center		3 Transactions	
2,631.12					

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WLC1  
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21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
520	DEPT			Parks			
13649	Aitkin Rental Center 21- 520- 000- 0000- 6231		403.83	Tiller, Bobcat	10609	Services, Labor, Contracts	1
13649	Aitkin Rental Center		403.83		1 Transactions		
10083	Cedarbrook Lumber Comp 21- 520- 000- 0000- 6406		312.40	Lumber, rafter, truss	108179	Field Supplies	N
	21- 520- 000- 0000- 6406		272.89	Lumber	108207	Field Supplies	N
	21- 520- 000- 0000- 6406		21.78	Tape, Screws	108208	Field Supplies	N
10083	Cedarbrook Lumber Comp		607.07		3 Transactions		
1829	Goble's Sewer Service Inc. 21- 520- 000- 0000- 6231		240.00	RV Dump Aitkin, Berglund	18118, 18119	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		240.00		1 Transactions		
1880	Gravelle Plumbing & Heating, Inc 21- 520- 000- 0000- 6802		53.32	ATV wash parts	83722	Trail Grants- State	N
1880	Gravelle Plumbing & Heating, Inc		53.32		1 Transactions		
9354	Kangas Enterprise, Inc 21- 520- 000- 0000- 6231		354.95	Jacobson, Snake River	19109, 19127	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		354.95		1 Transactions		
999999000	McGuire/Dale 21- 520- 000- 0000- 5510		90.00	Camping Refund		Co. Parks Campground Fees	N
999999000	McGuire/Dale		90.00		1 Transactions		
3950	Public Utilities 21- 520- 000- 0000- 6254		186.50	Land Dept		Utilities	N
	21- 520- 000- 0000- 6254		54.29	Miss Access		Utilities	N
	21- 520- 000- 0000- 6254		150.07	MS Access Shower		Utilities	N
3950	Public Utilities		390.86		3 Transactions		
4800	Tamarack Sno- Flyers 21- 520- 000- 0000- 6802	Q	3,441.36	Snowmobile GIA FY2020		Trail Grants- State	N
4800	Tamarack Sno- Flyers		3,441.36		1 Transactions		
520	DEPT Total:		5,581.39	Parks		8 Vendors	12 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
21 Fund Total:		5,581.39	Parks		12 Transactions
Final Total:		297,297.82	156 Vendors	248 Transactions	

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	1	128,284.87	General Fund	
	3	106,723.86	Road & Bridge	
	5	23,217.49	Health & Human Services	
	9	8,362.00	State	
	10	10,987.53	Trust	
	11	7,662.50	Forest Development	
	14	3,847.06	Capital Project	
	19	2,631.12	Long Lake Conservation Center	
	21	5,581.39	Parks	
	<b>All Funds</b>	<b>297,297.82</b>	<b>Total</b>	Approved by, .....
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# Aitkin County



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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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

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12 Agency

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
930 DEPT			ARDC		
90081 ARDC					
12- 930- 000- 0000- 6801		28,471.51	May 2020 Settlement		Apportionments N
90081 ARDC		28,471.51	1 Transactions		
930 DEPT Total:		28,471.51	ARDC	1 Vendors	1 Transactions
931 DEPT			Towns		
1010 City Of Aitkin					
12- 931- 156- 0000- 2045		538,529.21	May 2020 Settlement		Payable To Village Of Aitkin N
1010 City Of Aitkin		538,529.21	1 Transactions		
173 City Of Hill City					
12- 931- 157- 0000- 2045		132,537.65	May 2020 Settlement		Payable To Village Of Hill City N
173 City Of Hill City		132,537.65	1 Transactions		
1025 City Of McGrath- Treasurer					
12- 931- 158- 0000- 2045		8,766.61	May 2020 Settlement		Payable To Village Of Mcgrath N
1025 City Of McGrath- Treasurer		8,766.61	1 Transactions		
175 City Of Mcgregor					
12- 931- 159- 0000- 2045		141,060.23	May 2020 Settlement		Payable To Village Of Mcgregor N
175 City Of Mcgregor		141,060.23	1 Transactions		
176 City Of Palisade					
12- 931- 160- 0000- 2045		44,681.35	May 2020 Settlement		Payable To Village Of Palisade N
176 City Of Palisade		44,681.35	1 Transactions		
178 City Of Tamarack					
12- 931- 161- 0000- 2045		28,540.52	May 2020 Settlement		Payable To Village Of Tamarack N
178 City Of Tamarack		28,540.52	1 Transactions		
13110 Lake Minnewawa Lake Improvement Dist					
12- 931- 163- 0000- 2045		18,370.99	May 2020 Settlement		Payable To Lake Minnewawa LID N
13110 Lake Minnewawa Lake Improvement Dist		18,370.99	1 Transactions		
5838 Nw Carlton Co Ambulance District					
12- 931- 162- 0000- 2045		1,451.38	May 2020 Settlement		Nw Carlton Co Ambulance District N

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# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5838 Nw Carlton Co Ambulance District		1,451.38		1 Transactions	
7000 Town Of Aitkin Treasurer 12- 931- 101- 0000- 2045		90,319.08	May 2020 Settlement		Payable To Aitkin Twp N
7000 Town Of Aitkin Treasurer		90,319.08		1 Transactions	
7001 Town Of Ball Bluff Treasurer 12- 931- 102- 0000- 2045		74,068.46	May 2020 Settlement		Payable To Ball Bluff Twp N
7001 Town Of Ball Bluff Treasurer		74,068.46		1 Transactions	
7002 Town Of Balsam Treasurer 12- 931- 103- 0000- 2045		4,282.07	May 2020 Settlement		Payable To Balsam Twp N
7002 Town Of Balsam Treasurer		4,282.07		1 Transactions	
7003 Town Of Beaver Treasurer 12- 931- 104- 0000- 2045		34,409.99	May 2020 Settlement		Payable To Beaver Twp N
7003 Town Of Beaver Treasurer		34,409.99		1 Transactions	
7004 Town Of Clark Treasurer 12- 931- 105- 0000- 2045		29,281.22	May 2020 Settlement		Payable To Clark Twp N
7004 Town Of Clark Treasurer		29,281.22		1 Transactions	
7005 Town Of Cornish Treasurer 12- 931- 106- 0000- 2045		11,786.88	May 2020 Settlement		Payable To Cornish Twp N
7005 Town Of Cornish Treasurer		11,786.88		1 Transactions	
7006 Town Of Farm Island Treasurer 12- 931- 107- 0000- 2045		146,492.56	May 2020 Settlement		Payable To Farm Island Twp N
7006 Town Of Farm Island Treasurer		146,492.56		1 Transactions	
7007 Town Of Fleming Treasurer 12- 931- 108- 0000- 2045		84,633.72	May 2020 Settlement		Payable To Fleming Twp N
7007 Town Of Fleming Treasurer		84,633.72		1 Transactions	
7008 Town Of Glen Treasurer 12- 931- 109- 0000- 2045		63,311.82	May 2020 Settlement		Payable To Glen Twp N
7008 Town Of Glen Treasurer		63,311.82		1 Transactions	
7009 Town Of Haugen Treasurer					

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# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
7009 Town Of Haugen Treasurer		35,751.17	May 2020 Settlement		Payable To Haugen Twp	N
		35,751.17	1 Transactions			
7010 Town Of Hazelton Treasurer		122,218.32	May 2020 Settlement		Payable To Hazelton Twp	N
7010 Town Of Hazelton Treasurer		122,218.32	1 Transactions			
4879 Town Of Hill Lake Clerk- Treas		62,733.09	May 2020 Settlement		Payable To Hill Lake Twp	N
4879 Town Of Hill Lake Clerk- Treas		62,733.09	1 Transactions			
7011 Town Of Idun Treasurer		39,933.23	May 2020 Settlement		Payable To Idun Twp	N
7011 Town Of Idun Treasurer		39,933.23	1 Transactions			
7012 Town Of Jevne Treasurer		59,273.61	May 2020 Settlement		Payable To Jevne Twp	N
7012 Town Of Jevne Treasurer		59,273.61	1 Transactions			
7013 Town Of Kimberly Treasurer		75,564.21	May 2020 Settlement		Payable To Kimberly Twp	N
7013 Town Of Kimberly Treasurer		75,564.21	1 Transactions			
7014 Town Of Lakeside Treasurer		188,901.49	May 2020 Settlement		Payable To Lakeside Twp	N
7014 Town Of Lakeside Treasurer		188,901.49	1 Transactions			
7015 Town Of Lee Treasurer		7,739.95	May 2020 Settlement		Payable To Lee Twp	N
7015 Town Of Lee Treasurer		7,739.95	1 Transactions			
7016 Town Of Libby Treasurer		14,330.94	May 2020 Settlement		Payable To Libby Twp	N
7016 Town Of Libby Treasurer		14,330.94	1 Transactions			
7017 Town Of Logan Treasurer		36,748.51	May 2020 Settlement		Payable To Logan Twp	N
7017 Town Of Logan Treasurer		36,748.51	1 Transactions			

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# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
7018 Town Of Macville Treasurer 12- 931- 120- 0000- 2045		26,204.59	May 2020 Settlement		Payable To Macville Twp N
7018 Town Of Macville Treasurer		26,204.59	1 Transactions		
7019 Town Of Malmo Treasurer 12- 931- 121- 0000- 2045		46,624.23	May 2020 Settlement		Payable To Malmo Twp N
7019 Town Of Malmo Treasurer		46,624.23	1 Transactions		
7020 Town Of Mcgregor - Treasurer 12- 931- 122- 0000- 2045		6,548.85	May 2020 Settlement		Payable To Mcgregor Twp N
7020 Town Of Mcgregor - Treasurer		6,548.85	1 Transactions		
7021 Town Of Millward Treasurer 12- 931- 141- 0000- 2045		10,443.17	May 2020 Settlement		Payable To Millward Twp N
7021 Town Of Millward Treasurer		10,443.17	1 Transactions		
7022 Town Of Morrison Treasurer 12- 931- 123- 0000- 2045		35,105.05	May 2020 Settlement		Payable To Morrison Twp N
7022 Town Of Morrison Treasurer		35,105.05	1 Transactions		
7023 Town Of Nordland Treasurer 12- 931- 124- 0000- 2045		167,256.86	May 2020 Settlement		Payable To Nordland Twp N
7023 Town Of Nordland Treasurer		167,256.86	1 Transactions		
7024 Town Of Pliny Treasurer 12- 931- 125- 0000- 2045		10,042.76	May 2020 Settlement		Payable To Pliny Twp N
7024 Town Of Pliny Treasurer		10,042.76	1 Transactions		
7025 Town Of Rice River Treasurer 12- 931- 126- 0000- 2045		29,807.72	May 2020 Settlement		Payable To Rice River Twp N
7025 Town Of Rice River Treasurer		29,807.72	1 Transactions		
7026 Town Of Salo Treasurer 12- 931- 127- 0000- 2045		21,854.80	May 2020 Settlement		Payable To Salo Twp N
7026 Town Of Salo Treasurer		21,854.80	1 Transactions		
7027 Town Of Seavey Treasurer 12- 931- 128- 0000- 2045		18,466.58	May 2020 Settlement		Payable To Seavey Twp N

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
7027	Town Of Seavey	Treasurer	18,466.58		1 Transactions		
7028	Town Of Shamrock	Treasurer					
	12- 931- 129- 0000- 2045		384,218.54	May 2020 Settlement		Payable To Shamrock Twp	N
7028	Town Of Shamrock	Treasurer	384,218.54		1 Transactions		
7029	Town Of Spalding	Treasurer					
	12- 931- 130- 0000- 2045		33,713.74	May 2020 Settlement		Payable To Spalding Twp	N
7029	Town Of Spalding	Treasurer	33,713.74		1 Transactions		
7030	Town Of Spencer	Treasurer					
	12- 931- 131- 0000- 2045		64,811.91	May 2020 Settlement		Payable To Spencer Twp	N
7030	Town Of Spencer	Treasurer	64,811.91		1 Transactions		
7031	Town Of Turner	Treasurer					
	12- 931- 132- 0000- 2045		58,081.51	May 2020 Settlement		Payable To Turner Twp	N
7031	Town Of Turner	Treasurer	58,081.51		1 Transactions		
7032	Town Of Verdon	Treasurer					
	12- 931- 133- 0000- 2045		13,531.89	May 2020 Settlement		Payable To Verdon Twp	N
7032	Town Of Verdon	Treasurer	13,531.89		1 Transactions		
7033	Town Of Wagner	Treasurer					
	12- 931- 134- 0000- 2045		65,593.16	May 2020 Settlement		Payable To Wagner Twp	N
7033	Town Of Wagner	Treasurer	65,593.16		1 Transactions		
7034	Town Of Waukenabo	Treasurer					
	12- 931- 135- 0000- 2045		50,979.39	May 2020 Settlement		Payable To Waukenabo Twp	N
7034	Town Of Waukenabo	Treasurer	50,979.39		1 Transactions		
7035	Town Of Wealthwood	Treasurer					
	12- 931- 136- 0000- 2045		40,915.57	May 2020 Settlement		Payable To Wealthwood Twp	N
7035	Town Of Wealthwood	Treasurer	40,915.57		1 Transactions		
7036	Town Of White Pine	Treasurer					
	12- 931- 137- 0000- 2045		1,844.67	May 2020 Settlement		Payable To White Pine Twp	N
7036	Town Of White Pine	Treasurer	1,844.67		1 Transactions		
7037	Town Of Williams	Treasurer					

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# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
7037 Town Of Williams Treasurer		24,529.77	May 2020 Settlement	Payable To Williams Twp	N
		24,529.77	1 Transactions		
7038 Town Of Workman - Treasurer		46,823.89	May 2020 Settlement	Payable To Workman Twp	N
		46,823.89	1 Transactions		
931 DEPT Total:		3,253,116.91	Towns	48 Vendors	48 Transactions
932 DEPT			Schools		
393 ISD 1 Aitkin- Treasurer		79,588.76	May 2020 Settlement	Appropriations	N
		79,588.76	1 Transactions		
1985 ISD 182 Crosby- Treasurer		106.14	May 2020 Settlement	Appropriations	N
		106.14	1 Transactions		
392 ISD 2 Hill City- Treasurer		44,833.62	May 2020 Settlement	Appropriations	N
		44,833.62	1 Transactions		
1983 ISD 2165 Hinckley Finlayson- Treasurer		6,490.69	May 2020 Settlement	Appropriations	N
		6,490.69	1 Transactions		
1979 ISD 2580 East Central- Treasurer		1,312.79	May 2020 Settlement	Appropriations	N
		1,312.79	1 Transactions		
395 ISD 4 McGregor- Treasurer		103,648.04	May 2020 Settlement	Appropriations	N
		103,648.04	1 Transactions		
1982 ISD 473 Isle- Treasurer		7,983.79	May 2020 Settlement	Appropriations	N
		7,983.79	1 Transactions		
1981 ISD 577 Willow River- Treasurer					

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## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	12-932-000-0000-6801		4,284.93	May 2020 Settlement	Appropriations	N
1981	ISD 577 Willow River- Treasurer		4,284.93	1 Transactions		
394	ISD 698 Floodwood- Treasurer		406.39	May 2020 Settlement	Appropriations	N
	12-932-000-0000-6801		406.39	1 Transactions		
394	ISD 698 Floodwood- Treasurer		406.39	1 Transactions		
1984	ISD 95 Cromwell- Wright- Treasurer		139.22	May 2020 Settlement	Appropriations	N
	12-932-000-0000-6801		139.22	1 Transactions		
1984	ISD 95 Cromwell- Wright- Treasurer		139.22	1 Transactions		
932	DEPT Total:		248,794.37	Schools	10 Vendors	10 Transactions
12	Fund Total:		3,530,382.79	Agency		59 Transactions
	Final Total:		3,530,382.79	59 Vendors	59 Transactions	

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	12	3,530,382.79	Agency
<b>All Funds</b>		<b>3,530,382.79</b>	<b>Total</b>

Approved by, .....

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# Aitkin County



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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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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

WLC1  
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1 General Fund

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
12	DEPT 9046 Loffler Companies 01- 012- 000- 0000- 6250		25.33	Court Administration Phone May 2020	00001085	Telephone	N
	9046 Loffler Companies		25.33	1 Transactions			
12	<b>DEPT Total:</b>		25.33	<b>Court Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
40	DEPT 9046 Loffler Companies 01- 040- 000- 0000- 6250 01- 040- 021- 0000- 6250		30.40 25.33	Auditor Phone May 2020 Phone May 2020	00001085 00001085	Telephone License Center- Phone	N N
	9046 Loffler Companies		55.73	2 Transactions			
40	<b>DEPT Total:</b>		55.73	<b>Auditor</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
42	DEPT 9046 Loffler Companies 01- 042- 000- 0000- 6250		15.20	Treasurer Phone May 2020	00001085	Telephone	N
	9046 Loffler Companies		15.20	1 Transactions			
42	<b>DEPT Total:</b>		15.20	<b>Treasurer</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
43	DEPT 9046 Loffler Companies 01- 043- 000- 0000- 6250		60.80	Assessor Phone May 2020	00001085	Telephone	N
	9046 Loffler Companies		60.80	1 Transactions			
43	<b>DEPT Total:</b>		60.80	<b>Assessor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
44	DEPT 9046 Loffler Companies 01- 044- 000- 0000- 6250		25.33	Central Services Phone May 2020- Soil & Water	00001085	Telephone	N
	9046 Loffler Companies		25.33	1 Transactions			
44	<b>DEPT Total:</b>		25.33	<b>Central Services</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
49	DEPT			Information Technologies			

# Aitkin County



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1 General Fund

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9046	Loffler Companies 01-049-000-0000-6250		Phone May 2020	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
49	<b>DEPT Total:</b>		<b>Information Technologies</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
52	DEPT		Administration			
9046	Loffler Companies 01-052-000-0000-6250		Phone May 2020	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
52	<b>DEPT Total:</b>		<b>Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
53	DEPT		Human Resources			
9046	Loffler Companies 01-053-000-0000-6250		Phone May 2020	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
53	<b>DEPT Total:</b>		<b>Human Resources</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
90	DEPT		Attorney			
9046	Loffler Companies 01-090-000-0000-6250		Phone May 2020	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
90	<b>DEPT Total:</b>		<b>Attorney</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
100	DEPT		Recorder			
9046	Loffler Companies 01-100-000-0000-6250		Phone May 2020	00001085	Telephone	N
9046	Loffler Companies		1 Transactions			
100	<b>DEPT Total:</b>		<b>Recorder</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
110	DEPT		Courthouse Maintenance			
9046	Loffler Companies 01-110-000-0000-6250		Phone May 2020	00001085	Phone	N

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1 General Fund

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9046 Loffler Companies		10.13			
			1 Transactions		
<b>110 DEPT Total:</b>		<b>10.13</b>	<b>Courthouse Maintenance</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
120 DEPT			Service Officer		
9046 Loffler Companies					
01-120-000-0000-6250		15.20	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		15.20		1 Transactions	
<b>120 DEPT Total:</b>		<b>15.20</b>	<b>Service Officer</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
122 DEPT			Planning & Zoning		
9046 Loffler Companies					
01-122-000-0000-6250		25.33	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		25.33		1 Transactions	
<b>122 DEPT Total:</b>		<b>25.33</b>	<b>Planning &amp; Zoning</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
200 DEPT			Enforcement		
9046 Loffler Companies					
01-200-000-0000-6250		146.95	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		146.95		1 Transactions	
<b>200 DEPT Total:</b>		<b>146.95</b>	<b>Enforcement</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
252 DEPT			Corrections		
9046 Loffler Companies					
01-252-000-0000-6250		70.94	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		70.94		1 Transactions	
<b>252 DEPT Total:</b>		<b>70.94</b>	<b>Corrections</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
253 DEPT			Sentence to Serve		
9046 Loffler Companies					
01-253-000-0000-6250		5.07	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		5.07		1 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
6/17/20 3:19PM  
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	
253 DEPT Total:		Sentence to Serve	1 Vendors	1 Transactions	
255 DEPT		General Crime Victim Grant			
9046 Loffler Companies		Phone May 2020	00001085	Telephone	N
01- 255- 000- 0000- 6250	5.07				
9046 Loffler Companies	5.07	1 Transactions			
255 DEPT Total:	5.07	General Crime Victim Grant	1 Vendors	1 Transactions	
257 DEPT		Community Corrections			
9046 Loffler Companies		Phone May 2020	00001085	Telephone	N
01- 257- 000- 0000- 6220	50.67				
9046 Loffler Companies	50.67	1 Transactions			
257 DEPT Total:	50.67	Community Corrections	1 Vendors	1 Transactions	
390 DEPT		Environmental Health (FBL)			
9046 Loffler Companies		Phone May 2020	00001085	Telephone	N
01- 390- 000- 0000- 6250	25.33				
9046 Loffler Companies	25.33	1 Transactions			
390 DEPT Total:	25.33	Environmental Health (FBL)	1 Vendors	1 Transactions	
391 DEPT		Solid Waste			
9046 Loffler Companies		Phone May 2020	00001085	Telephone	N
01- 391- 000- 0000- 6250	10.13				
9046 Loffler Companies	10.13	1 Transactions			
391 DEPT Total:	10.13	Solid Waste	1 Vendors	1 Transactions	
601 DEPT		Extension			
9046 Loffler Companies		Phone May 2020	00001085	Telephone	N
01- 601- 000- 0000- 6250	5.07				
9046 Loffler Companies	5.07	1 Transactions			
601 DEPT Total:	5.07	Extension	1 Vendors	1 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
6/17/20 3:19PM  
1 General Fund

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
711	DEPT		Economic Development			
	9046 Loffler Companies					
	01- 711- 000- 0000- 6250		Phone May 2020	00001085	Telephone	N
	9046 Loffler Companies			1 Transactions		
711	DEPT Total:		5.07	Economic Development	1 Vendors	1 Transactions
1	Fund Total:		719.49	General Fund		23 Transactions

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
6/17/20 3:19PM  
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
303	DEPT 9046 Loffler Companies 03- 303- 000- 0000- 6254		91.20	R&B Highway Maintenance Phone May 2020	00001085	Utilities	N
	9046 Loffler Companies		91.20	1 Transactions			
303	DEPT Total:		91.20	R&B Highway Maintenance	1 Vendors	1 Transactions	
307	DEPT 7814 Kern & Tabery Inc 03- 307- 000- 0000- 6262		128,613.23	R&B Capital Infrastructure SAP 001- 625- 001 05/26/2020 06/14/2020	20198	Contract Payments	N
	7814 Kern & Tabery Inc		128,613.23	1 Transactions			
307	DEPT Total:		128,613.23	R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		128,704.43	Road & Bridge		2 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
6/17/20 3:19PM  
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
400 DEPT			Public Health Department		
9046 Loffler Companies					
05- 400- 440- 0410- 6250		9.73	Phone May 2020	00001085	Telephone N
05- 400- 440- 0410- 6250		2.43	Phone May 2020	00001085	Telephone N
05- 400- 440- 0410- 6250		60.80	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		72.96			
			3 Transactions		
400 DEPT Total:		72.96	Public Health Department	1 Vendors	3 Transactions
420 DEPT			Income Maintenance		
9046 Loffler Companies					
05- 420- 600- 4800- 6250		20.06	Phone May 2020	00001085	Telephone N
05- 420- 600- 4800- 6250		5.02	Phone May 2020	00001085	Telephone N
05- 420- 600- 4800- 6250		55.74	Phone May 2020	00001085	Telephone N
05- 420- 640- 4800- 6250		30.40	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		111.22			
			4 Transactions		
420 DEPT Total:		111.22	Income Maintenance	1 Vendors	4 Transactions
430 DEPT			Social Services		
9046 Loffler Companies					
05- 430- 700- 4800- 6250		31.01	Phone May 2020	00001085	Telephone N
05- 430- 700- 4800- 6250		7.75	Phone May 2020	00001085	Telephone N
05- 430- 700- 4800- 6250		126.67	Phone May 2020	00001085	Telephone N
9046 Loffler Companies		165.43			
			3 Transactions		
430 DEPT Total:		165.43	Social Services	1 Vendors	3 Transactions
5 Fund Total:		349.61	Health & Human Services		10 Transactions

WLC1  
6/17/20  
10 Trust

3:19PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
921 DEPT		Co. Development			
9046 Loffler Companies					
10- 921- 000- 0000- 6250		Phone May 2020	00001085	Telephone	N
10- 921- 000- 0000- 6250		Phone May 2020	00001085	Telephone	N
9046 Loffler Companies			2 Transactions		
921 DEPT Total:		10.14 Co. Development	1 Vendors	2 Transactions	
923 DEPT		Forfeited Tax Sales			
9046 Loffler Companies					
10- 923- 000- 0000- 6250		Phone May 2020	00001085	Telephone	N
9046 Loffler Companies			1 Transactions		
923 DEPT Total:		70.94 Forfeited Tax Sales	1 Vendors	1 Transactions	
10 Fund Total:		81.08 Trust		3 Transactions	
Final Total:		129,854.61	29 Vendors	38 Transactions	

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	719.49	General Fund
	3	128,704.43	Road & Bridge
	5	349.61	Health & Human Services
	10	81.08	Trust
<b>All Funds</b>		<b>129,854.61</b>	<b>Total</b>

Approved by, .....

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# Aitkin County

21



WLC1  
6/25/20 7:34AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

R & B Contract Payment  
Sheriff's Vehicle  
Roof Replacement - Fairgrounds Building

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?: Y

# Aitkin County



WLC1  
6/25/20 7:34AM  
2 Reserves Fund

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>	
200	DEPT		Enforcement			
	170 Aitkin Motor Company					
	02- 200- 028- 0000- 6620		#5620 - 2020 Ford Explorer	01206	Sheriff Enforcement/Squad Cars	N
	170 Aitkin Motor Company		1 Transactions			
200	DEPT Total:		Enforcement	1 Vendors	1 Transactions	
2	Fund Total:		Reserves Fund		1 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
6/25/20 7:34AM  
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	
307 DEPT		R&B Capital Infrastructure			
7050 Anderson Brothers Construction		Contract payment #1	20204	Contract Payments	N
03- 307- 000- 0000- 6262	192,844.62	06/02/2020 06/21/2020			
7050 Anderson Brothers Construction	192,844.62	1 Transactions			
307 DEPT Total:	192,844.62	R&B Capital Infrastructure	1 Vendors	1 Transactions	
3 Fund Total:	192,844.62	Road & Bridge		1 Transactions	

WLC1  
 6/25/20 7:34AM  
 10 Trust

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>	
929	DEPT		Mn. Trust Insurance Fund			
	9246 Novak Contracting LLP					
	10- 929- 000- 0000- 6625		Industrial #1 Roof	198	Office Equipment & Other Equipment Y	
	9246 Novak Contracting LLP			1 Transactions		
929	<b>DEPT Total:</b>		<b>Mn. Trust Insurance Fund</b>	<b>1 Vendors</b>		<b>1 Transactions</b>
10	<b>Fund Total:</b>		<b>Trust</b>			<b>1 Transactions</b>
	<b>Final Total:</b>			<b>3 Vendors</b>		<b>3 Transactions</b>
		46,900.00				
		46,900.00				
		46,900.00				
		273,854.62				

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	2	34,110.00	Reserves Fund
	3	192,844.62	Road & Bridge
	10	46,900.00	Trust
	<b>All Funds</b>	<b>273,854.62</b>	<b>Total</b>

Approved by, .....

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# Aitkin County



WLC1  
7/1/20 10:44AM

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2

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

Page Break By: 1

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

*Integrity*

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
949	DEPT			Courthouse Addition			
10714	ACCT Incorporated						
	14- 949- 000- 0000- 6231		12,079.61	Govt Center	Asbestos	Services, Labor, Contracts	N
10714	ACCT Incorporated		12,079.61		1 Transactions		
14928	Always There Staffing Inc.						
	14- 949- 000- 0000- 6231		166.88	Govt Center	27983	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		151.24	Govt Center	28108	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		521.50	Govt Center	28190	Services, Labor, Contracts	N
14928	Always There Staffing Inc.		839.62		3 Transactions		
13545	Contegrity Group, Inc.						
	14- 949- 000- 0000- 6231		6,729.40	Govt Center	2020116	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		17,811.13	Govt Center	2020117	Services, Labor, Contracts	N
13545	Contegrity Group, Inc.		24,540.53		2 Transactions		
10855	Culligan						
	14- 949- 000- 0000- 6231		10.50	Govt Center	10046092- 5	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		10.50	Govt Center	10046118- 8 Brk	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		51.80	Govt Center	Brk Rm 501839	Services, Labor, Contracts	N
10855	Culligan		72.80		3 Transactions		
11411	Dorholt Tile & Home Center						
	14- 949- 000- 0000- 6231		33,722.15	Govt Center	App #6	Services, Labor, Contracts	N
11411	Dorholt Tile & Home Center		33,722.15		1 Transactions		
12150	Eagle Construction Co. Inc.						
	14- 949- 000- 0000- 6231		25,303.25	Govt Center	App #12- 13	Services, Labor, Contracts	N
12150	Eagle Construction Co. Inc.		25,303.25		1 Transactions		
1754	Garrison Disposal Company, Inc						
	14- 949- 000- 0000- 6231		512.00	Govt Center	134969	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		512.00		1 Transactions		
1829	Goble's Sewer Service Inc.						
	14- 949- 000- 0000- 6231		375.00	Govt Center	17824	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		375.00		1 Transactions		
5845	Gobles Portable Toilets						

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formulari	1099	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
5845	Gobles Portable Toilets	345.00	Govt Center	182	Services, Labor, Contracts	N
		345.00		1 Transactions		
8803	Gopher State Contractors Inc	9,772.00	Govt Center	20- 03	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	6,875.73	Govt Center	App #16	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	16,647.73		2 Transactions		
8803	Gopher State Contractors Inc					
12755	Harbor City Masonry Inc	760.00	Govt Center	App #10	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	760.00		1 Transactions		
12755	Harbor City Masonry Inc					
15071	Heater Rental Services, LLC	637.50	Govt Center	16370E	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	637.50		1 Transactions		
15071	Heater Rental Services, LLC					
14958	Holden Electric Co.	1,021.25	Govt Center	App #25	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	1,021.25		1 Transactions		
14958	Holden Electric Co.					
7525	Hometown Bldg Supply	26.49	Govt Center	2005- 008161	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	26.49		1 Transactions		
7525	Hometown Bldg Supply					
14926	Masters Plumbing Heating & Cooling LLC	9,500.00	Govt Center	App #26	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	9,500.00		1 Transactions		
14926	Masters Plumbing Heating & Cooling LLC					
14925	Olympic Companies, Inc.	22,298.87	Govt Center	App #19	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	22,298.87		1 Transactions		
14925	Olympic Companies, Inc.					
3950	Public Utilities	65.47	Govt Center	Const. Trailer	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231	65.47		1 Transactions		
3950	Public Utilities					
4777	Thelen Heating & Roofing Inc	21,755.00	Govt Center	App #14	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231					

# Aitkin County



WLC1  
7/1/20 10:44AM  
14 Capital Project

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4777 Thelen Heating & Roofing Inc		21,755.00	1 Transactions		
15167 Tom Kraemer, INC. 14- 949- 000- 0000- 6231		90.00	Govt Center	361460	Services, Labor, Contracts N
15167 Tom Kraemer, INC.		90.00	1 Transactions		
8302 Twin Ports Testing Inc 14- 949- 000- 0000- 6231		3,533.75	Govt Center	81001	Services, Labor, Contracts N
8302 Twin Ports Testing Inc		3,533.75	1 Transactions		
949 DEPT Total:		174,126.02	Courthouse Addition	20 Vendors	26 Transactions
14 Fund Total:		174,126.02	Capital Project		26 Transactions
Final Total:		174,126.02	20 Vendors	26 Transactions	

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	14	174,126.02	Capital Project
<b>All Funds</b>		174,126.02	<b>Total</b>

Approved by, .....

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KMR1  
6/18/20 1:44PM

# 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

*FSA Claims*  
*Camping Refund - Covid*

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



KMR1  
6/18/20 1:44PM  
1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

Page 2

<u>Vendor 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>	
	<b>8410 Bremer Bank</b>					
1	01-044-904-0000-6360		416.68	Dep Care FSA Claims 2020	39459190	Flex Plan Withdrawals N
2	01-044-904-0000-6360		85.21	Med FSA Claims 2020	39459190	Flex Plan Withdrawals N
	<b>8410 Bremer Bank</b>		501.89	2 Transactions		
<b>1 Fund Total:</b>			501.89	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

KMR1  
 6/18/20 1:44PM  
 21 Parks

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3	8410 Bremer Bank 21-520-000-0000-5510		Camping Refund COVID	2249 Bullard	Co. Parks Campground Fees	N
	8410 Bremer Bank	70.00				
		70.00		1 Transactions		
<b>21 Fund Total:</b>			<b>70.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>571.89</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	501.89	General Fund
	21	70.00	Parks
<b>All Funds</b>		<b>571.89</b>	<b>Total</b>

Approved by, .....

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KMR1  
6/22/20 10:57AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

*State General Tax*

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
6/22/20 10:57AM  
9 State

<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>
8410 Bremer Bank		59,032.66	State General Tax	May Settlement	State General Tax- Education
1 09- 000- 000- 0000- 2058					N
8410 Bremer Bank		59,032.66		1 Transactions	
<b>9 Fund Total:</b>		59,032.66	State	1 Vendors	1 Transactions
<b>Final Total:</b>		59,032.66	1 Vendors	1 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	9	59,032.66	State
<b>All Funds</b>		<b>59,032.66</b>	<b>Total</b>

Approved by, .....

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KMR1  
6/24/20 9:35AM

# Aitkin County

214



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Camping Refund - Covid

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



KMR1  
6/24/20 9:35AM  
21 Parks

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 2

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8410 Bremer Bank					
1 21- 520- 000- 0000- 5510		190.00	Camping Refund - COVID	2129,2296,2031	Co. Parks Campground Fees N
8410 Bremer Bank		190.00	1 Transactions		
<b>21 Fund Total:</b>		190.00	<b>Parks</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		190.00	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	21	190.00	Parks
<b>All Funds</b>		<b>190.00</b>	<b>Total</b>

Approved by, .....  
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KMR1  
6/24/20 9:40AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

FSA  
DEIP

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
6/24/20 9:40AM  
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	
8410	Bremer Bank					
2	01-044-904-0000-6231		Participant Fees Credit Inv.	15484423 June	Flex Services, Labor, Etc	N
1	01-044-904-0000-6360		Med FSA Claims 2020	39465285	Flex Plan Withdrawals	N
8410	Bremer Bank					
			2 Transactions			
<b>1 Fund Total:</b>			1,481.18	General Fund	1 Vendors	2 Transactions
<b>Final Total:</b>			1,481.18	1 Vendors	2 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	1,481.18	General Fund
<b>All Funds</b>		<b>1,481.18</b>	<b>Total</b>

Approved by, .....

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KMR1  
6/25/20 2:01PM

# 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

*Mortgage Reg  
State Deed Tax*

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

KMR1  
 6/25/20 2:01PM  
 9 State

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
2	780 Bremer Bank 09-000-000-0000-2025		28,856.73	Deed Tax June Accelerated Pmt	State's Share Of Deed Tax (97%)	N
1	780 Bremer Bank 09-000-000-0000-2026		38,923.10	Mtg Reg. June Accelerated Pmt	State Share Of Mortgage Registry (9	N
			67,779.83	2 Transactions		
<b>9 Fund Total:</b>			67,779.83	State	1 Vendors	2 Transactions
<b>Final Total:</b>			67,779.83	1 Vendors	2 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	9	67,779.83	State
<b>All Funds</b>		<b>67,779.83</b>	<b>Total</b>

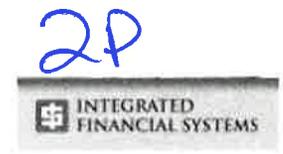
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KMR1  
6/26/20 9:16AM

# 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 Pd. 6/11/20 - Allocation  
to Accounts*

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  
6/26/20 9:16AM  
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
5462	Bremer Bank (Elan ACH)						
12	01-042-000-0000-6405		25.37	Mouse		Office & Computer Supplies	N
13	01-042-000-0000-6405		22.90-	Returned Mouse Credit		Office & Computer Supplies	N
56	01-044-000-0000-6800		6,427.06-	ELAN- Invoice 06/05/2020		ELAN - Statement Payment	N
28	01-044-048-0000-6405		42.72	Sealer		Postage Supplies	N
26	01-044-920-0000-6800		863.95	Wireless Keyboard & Mouse (5)		COVID Related Expenditures	N
38	01-044-920-0000-6800		48.99	Covid-19 Yellow Vinyl - Floor 05/21/2020		COVID Related Expenditures	N
54	01-044-920-0000-6800		119.52	Covid-19 Wecolor Disp Face Mas 06/04/2020		COVID Related Expenditures	N
3	01-049-000-0000-6231		739.98	GoDaddy.com Wildcard SSL Cert		Programming, Services, Contracts	N
2	01-049-000-0000-6402		139.27	Cisco SG250-08HP POE Switch		Computer Supplies & Software	N
57	01-090-000-0000-6405		39.95	Neuro Subscription		Office & Computer Supplies	N
58	01-090-000-0000-6405		2.57-	Sales Tax Refund- Neuro Sub.		Office & Computer Supplies	N
24	01-090-000-0000-6625		119.99	Microwave		Office Equipment	N
22	01-110-000-0000-6422		66.55	Weed Whip Heads, Air Purifier		Janitorial Supplies	N
4	01-120-000-0000-6405		79.99-	Return Kensington Pro Fit Keyb		Office & Computer Supplies	N
6	01-200-000-0000-6405		99.92	DVDs, CDs		Office Supplies	N
7	01-200-000-0000-6405		4.11	Deposit Bag		Office Supplies	N
8	01-200-000-0000-6405		168.00	Chargers, DVDs		Office Supplies	N
29	01-200-000-0000-6405		40.97	Batteries, Mouse		Office Supplies	N
30	01-200-000-0000-6405		49.96-	Return CDs		Office Supplies	N
11	01-200-019-0000-6231		60.42	Nationwide - K9 Insurance		Services, Labor, Contracts	N
27	01-252-000-0000-6330		13.30	Transport Gas		Prisoner Transportation & Travel	N
1	01-252-252-0000-6405		64.20	USPS - Shipping, Stamps		Prisoner Welfare	N
23	01-044-920-0000-6800		963.07	Plastic Bottles, UV Wands, Tow	Maintenance	COVID Related Expenditures	N
25	01-090-000-0000-6240		118.00	Lawyer Registration	Tracy	Dues & Registration Fee	N
5462	Bremer Bank (Elan ACH)		2,844.20-	24 Transactions			
<b>1 Fund Total:</b>			<b>2,844.20-</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>24 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
6/26/20 9:16AM  
3 Road & Bridge

	<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>
5	5462 Bremer Bank (Elan ACH) 03-301-000-0000-6400		180.00	DocuSign	18992093	Supplies And Materials
	5462 Bremer Bank (Elan ACH)		180.00	1 Transactions		N
<b>3 Fund Total:</b>			<b>180.00</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>1 Transactions</b>

# Aitkin County



Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIO**

KMR1  
6/26/20 9:16AM  
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
40	5462 Bremer Bank (Elan ACH) 05-400-000-0000-6801		89.16	Covid-19 Thermometer - Kids Cl 05/22/2020		Disaster Services - Expenditure	N
41	05-400-000-0000-6801		327.48	Covid-19 Faceshields 05/27/2020		Disaster Services - Expenditure	N
48	05-400-000-0000-6801		21.02	Covid-19 Tracphone 05/29/2020		Disaster Services - Expenditure	N
51	05-400-000-0000-6801		188.60	Covid-19 Sanitizing Wipes 06/03/2020		Disaster Services - Expenditure	N
52	05-400-000-0000-6801		108.52	Covid-19 Hand Sanitizer 06/02/2020		Disaster Services - Expenditure	N
53	05-400-000-0000-6801		192.50	Covid-19 Sanitizing Wipes 06/03/2020		Disaster Services - Expenditure	N
42	05-400-410-0413-6406		67.98	WIC- Covid Disp Facemasks 05/27/2020		PH Program Related Supplies	N
43	05-400-430-0408-6406		500.00	TANF - Scales 05/27/2020		PH Program Related Supplies	N
55	05-400-440-0410-6239		3.20	Availity - May '20 05/01/2020 05/31/2020		Software Fees/License Fees	N
39	05-400-440-0410-6402		3.20	Admin- Wireless Mouse (SS) 05/21/2020		Computer/Technology Supplies	N
47	05-400-440-0410-6405		0.69	Agency - AA Batteries 05/29/2020		Office Supplies	N
37	05-400-440-0410-6450		4.80	Agency - Cell Ph Screen Protec 05/15/2020		Small Equipment: Telephones,Chair	N
55	05-420-600-4800-6239		6.60	Availity - May '20 05/01/2020 05/31/2020		Software Fees/License Fees	N
35	05-420-600-4800-6402		14.90	6 Feet Displayport Cables 05/27/2020		Computer/Technology Supplies	N
36	05-420-600-4800-6402		7.45	6 Feet Displayport Cables 05/28/2020		Computer/Technology Supplies	N
39	05-420-600-4800-6402		6.60	Admin- Wireless Mouse (SS) 05/21/2020		Computer/Technology Supplies	N
47	05-420-600-4800-6405		1.44	Agency - AA Batteries 05/29/2020		Office Supplies	N
37	05-420-600-4800-6450		9.89	Agency - Cell Ph Screen Protec 05/15/2020		Small Equipment: Telephones,Chair	N
55	05-430-700-4800-6239		10.20	Availity - May '20 05/01/2020 05/31/2020		Software Fees/License Fees	N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1  
6/26/20 9:16AM  
5 Health & Human Services

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>	
31 05-430-700-4800-6241		Motivational Interview Trainin 06/02/2020		Meeting/Conference Registration Fe	N
39 05-430-700-4800-6402		Admin- Wireless Mouse (SS) 05/21/2020		Computer/Technology Supplies	N
47 05-430-700-4800-6405		Agency - AA Batteries 05/29/2020		Office Supplies	N
37 05-430-700-4800-6450		Agency - Cell Ph Screen Protec 05/15/2020		Small Equipment: Telephones,Chair	N
45 05-430-710-3960-6050		Father's Adoption Registry 05/27/2020		Adoptions & Kinship	N
32 05-430-760-3980-6020		Background Check, Adult FC 05/26/2020	63823207	Licensing & Resource Development	N
33 05-430-710-3980-6020		Background Check, Child Care 05/28/2020	63825194	License & Resource Development	N
34 05-430-760-3980-6020		Background Check, Adult FC 05/29/2020	63833134	Licensing & Resource Development	N
50 05-430-740-3890-6020		CMH - Respite - Guitar 06/01/2020	64560036	Child Mh Respite	N
44 05-400-430-0408-6406		FHV - Scale Supplies 05/27/2020	Budget	PH Program Related Supplies	N
46 05-400-430-0408-6406		FHV - Backpack 05/27/2020	Budget	PH Program Related Supplies	N
49 05-400-430-0408-6406		FHV - Scale Transport Cases 05/27/2020	Budget	PH Program Related Supplies	N
5462 Bremer Bank (Elan ACH)		31 Transactions			
<b>5 Fund Total:</b>		<b>1,652.78</b>		<b>Health &amp; Human Services</b>	<b>1 Vendors 31 Transactions</b>

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
6/26/20 9:16AM  
10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formu</u>	<u>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>	
5462 Bremer Bank (Elan ACH)						
15 10- 923- 000- 0000- 6250		415.96	4 Milestone Specialty Herbicid		Telephone	N
16 10- 923- 000- 0000- 6250		194.00	2 Dow Rodeo Aquatic Herbicide		Telephone	N
17 10- 923- 000- 0000- 6250		73.00	PolyFarm LLC - Gamma Seal Lid		Telephone	N
21 10- 923- 000- 0000- 6405		41.85	Weatherproof Loose Leaf Paper		Office Supplies	N
20 10- 923- 000- 0000- 6590		12.98	NorthStar Hose/Pipe Fitting		Repair & Maintenance Supplies	N
5462 Bremer Bank (Elan ACH)		737.79	5 Transactions			
<b>10 Fund Total:</b>		<b>737.79</b>	<b>Trust</b>		<b>1 Vendors</b>	<b>5 Transactions</b>

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1  
6/26/20 9:16AM  
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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
10	5462 Bremer Bank (Elan ACH) 19- 522- 000- 0000- 6416		Critter Bedding		Education Supplies	N
9	5462 Bremer Bank (Elan ACH) 19- 521- 000- 0000- 6230		Adobe Inc, Adobe Cloud Sub	1201919378	Printing, Publ & Adv Promotion	N
			2 Transactions			
<b>19 Fund Total:</b>			57.98	Long Lake Conservation Center	1 Vendors	2 Transactions

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1  
6/26/20 9:16AM  
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	
5462 Bremer Bank (Elan ACH)					
14 21- 520- 000- 0000- 6406		142.50 Ergodyne Skullers Anti- Fog Gla		Field Supplies	N
18 21- 520- 000- 0000- 6406		47.50 Ergodyne Skullers Safety Glasse		Field Supplies	N
19 21- 520- 000- 0000- 6406		25.65 Foam Ear Plugs		Field Supplies	N
5462 Bremer Bank (Elan ACH)		215.65	3 Transactions		
<b>21 Fund Total:</b>		215.65	<b>Parks</b>	<b>1 Vendors</b>	<b>3 Transactions</b>
<b>Final Total:</b>		0.00	<b>6 Vendors</b>	<b>66 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

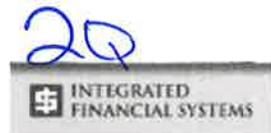
**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-2,844.20	General Fund
3	180.00	Road & Bridge
5	1,652.78	Health & Human Services
10	737.79	Trust
19	57.98	Long Lake Conservation Center
21	215.65	Parks
<b>All Funds</b>	<b>0.00</b>	<b>Total</b>

Approved by, .....  
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KMR1  
6/26/20 9:58AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

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

*Elan - paid 6/25/20*

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  
6/26/20 9:58AM  
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>
5462 Bremer Bank (Elan ACH)					
1 01-044-000-0000-6800		8,511.45	ELAN - Paid 06/25/2020	06/19/2020	ELAN - Statement Payment N
5462 Bremer Bank (Elan ACH)		8,511.45	1 Transactions		
<b>1 Fund Total:</b>		8,511.45	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		8,511.45	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	8,511.45	General Fund
All Funds		8,511.45	Total

Approved by, .....

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KMR1  
6/26/20 10:00AM

# 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

*NSF Check/Taxes*

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  
6/26/20 10:00AM  
13 Taxes & Penalties

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
							Paid On Bhf #	On Behalf of Name	
1	8410	Bremer Bank		44.00	NSF - Current RE Period 2		11-1-127500	Cur - Property Taxes	N
	8410	Bremer Bank		44.00		1 Transactions			
<b>13 Fund Total:</b>				44.00	<b>Taxes &amp; Penalties</b>		<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>				44.00	<b>1 Vendors</b>		<b>1 Transactions</b>		

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	13	44.00	Taxes & Penalties
<b>All Funds</b>		44.00	<b>Total</b>

Approved by, .....

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KMR1  
7/1/20 10:54AM

# Aitkin County

25



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

FSA Claims

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
7/1/20 10:54AM  
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
<b>8410 Bremer Bank</b>					
1 01-044-904-0000-6360		416.68	Dep Care FSA Claims 2020	39472804	Flex Plan Withdrawals N
2 01-044-904-0000-6231		2,194.33	Med FSA Claims 2020	39772804	Flex Services, Labor, Etc N
<b>8410 Bremer Bank</b>		2,611.01	2 Transactions		
<b>1 Fund Total:</b>		2,611.01	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>		2,611.01	<b>1 Vendors</b>	<b>2 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	2,611.01	General Fund
<b>All Funds</b>		<b>2,611.01</b>	<b>Total</b>

Approved by, .....

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KMR1  
7/1/20 3:53PM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

*Elan paid 6/25/20*

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



KMR1  
7/1/20 3:53PM  
1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5462 Bremer Bank (Elan ACH)					
31 01-040-021-0000-6625		959.97	Canon imageClass D1620 Multi (	Office Equipment & Other Equipme	N
45 01-044-000-0000-6800		8,511.45	ELAN Pd 06/25/20 - Allocation	ELAN - Statement Payment	N
44 01-044-048-0000-6405		279.46	Ink	Postage Supplies	N
8 01-044-920-0000-6800		46.72	Covid- 19 Thermometer Filter	COVID Related Expenditures	N
			06/04/2020		
32 01-049-000-0000-6402		161.49	Viewsonic Monitor	Computer Supplies & Software	N
33 01-049-000-0000-6402		72.98	BMP21 - recharge battery/charger	Computer Supplies & Software	N
30 01-053-000-0000-6405		25.99	Lention USA C Hub	Office & Computer Supplies	N
41 01-090-000-0000-6208		185.00	J Chad Profess Trng (3)	Training/Education	N
38 01-110-000-0000-6422		11.73	Return - Weed Whip Head	Janitorial Supplies	N
25 01-200-000-0000-6405		73.86	Chargers, DVDs	Office Supplies	N
27 01-252-000-0000-6418		102.22	Groceries - Walmart	Groceries	N
28 01-252-000-0000-6424		5.00	Compression Socks - Walmart	Inmate Supplies	N
29 01-252-252-0000-6405		24.88	Boombox for REC	Prisoner Welfare	N
43 01-252-252-0000-6405		160.21	Zoom Subscription- Inmates	Prisoner Welfare	N
26 01-280-000-0000-6405		19.98	USB hub EOC	Office Supplies	N
24 01-053-000-0000-6231		225.00	ApplicantStack Recruit & Onboa	Services, Labor, Contracts	N
			06/01/2020 07/01/2020		
39 01-044-920-0000-6800		34.99	Return - UV Wand - Broken	Maintenance	N
40 01-044-920-0000-6800		59.50	1 Gallon Jug w/Pump	Maintenance	N
42 01-043-000-0000-6405		35.99	Desk Light	Westerlund	N
5462 Bremer Bank (Elan ACH)		6,119.92	19 Transactions		
<b>1 Fund Total:</b>		<b>6,119.92</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>19 Transactions</b>

# Aitkin County



KMR1  
7/1/20 3:53PM  
5 Health & Human Services

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3	5462 Bremer Bank (Elan ACH) 05-400-000-0000-6801		82.40	Covid-19 Sanitizer/Toilet pape 06/05/2020		Disaster Services - Expenditure N
4	05-400-000-0000-6801		565.80	Covid-19 Sanitizing Wipes 06/05/2020		Disaster Services - Expenditure N
7	05-400-000-0000-6801		188.97	Covid-19 Webcam (IM) 06/06/2020		Disaster Services - Expenditure N
9	05-400-000-0000-6801		83.52	Covid-19 Themometer (HOPE) 06/05/2020		Disaster Services - Expenditure N
13	05-400-000-0000-6801		39.43	Covid-19 Paper towel (HOPE) 06/05/2020		Disaster Services - Expenditure N
14	05-400-000-0000-6801		38.50	Covid-19 Paper towel (HOPE) 06/05/2020		Disaster Services - Expenditure N
15	05-400-420-4800-6406		2,213.52	CAPS- Magnet/Pens/Lanyards 06/01/2020		Program Supplies N
18	05-400-440-0410-6402		6.08	Admin- Wireless Mouse (SS) 06/17/2020		Computer/Technology Supplies N
19	05-400-440-0410-6402		6.40	Admin- Wireless Keyboard (SS) 06/17/2020		Computer/Technology Supplies N
5	05-400-440-0410-6405		2.56	Admin- Notebooks (CB) 06/04/2020		Office Supplies N
12	05-400-440-0410-6450		2.56	Agency- cell ph screen protecto 06/08/2020		Small Equipment: Telephones,Chair N
17	05-400-440-0410-6450		24.00	Agency- Key lock box 06/17/2020		Small Equipment: Telephones,Chair N
20	05-400-450-0451-6406		152.52	SHIP- Stickers/Yard signs 06/08/2020		PH Program Related Supplies N
21	05-400-450-0451-6406		25.90	SHIP- Canva Pro 06/15/2020		PH Program Related Supplies N
22	05-400-450-0451-6406		138.97	SHIP- Garden vegetables 06/15/2020		PH Program Related Supplies N
18	05-420-600-4800-6402		12.54	Admin- Wireless Mouse (SS) 06/17/2020		Computer/Technology Supplies N
19	05-420-600-4800-6402		13.20	Admin- Wireless Keyboard (SS) 06/17/2020		Computer/Technology Supplies N
5	05-420-600-4800-6405		5.27	Admin- Notebooks (CB) 06/04/2020		Office Supplies N
6	05-420-600-4800-6450		244.37	Plantronics Headset (JA) 06/03/2020		Small Equipment: Telephones,Chair N

# Aitkin County



KMR1  
7/1/20 3:53PM  
5 Health & Human Services

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
12	05- 420- 600- 4800- 6450		5.28	Agency- cell ph screen protecto 06/08/2020		Small Equipment: Telephones,Chair	N
17	05- 420- 600- 4800- 6450		49.50	Agency- Key lock box 06/17/2020		Small Equipment: Telephones,Chair	N
23	05- 420- 640- 4800- 6402		322.98	Viewsonic Monitors x 2 06/05/2020		Computer/Technology Supplies	N
10	05- 420- 640- 4800- 6405		215.00	Toner Cartridge 06/05/2020		Office Supplies	N
11	05- 420- 640- 4800- 6405		215.00	Toner Cartridge 06/08/2020		Office Supplies	N
16	05- 430- 700- 4800- 6402		35.99	Wireless mouse (JH) 06/12/2020		Computer/Technology Supplies	N
18	05- 430- 700- 4800- 6402		19.37	Admin- Wireless Mouse (SS) 06/17/2020		Computer/Technology Supplies	N
19	05- 430- 700- 4800- 6402		20.39	Admin- Wireless Keyboard (SS) 06/17/2020		Computer/Technology Supplies	N
5	05- 430- 700- 4800- 6405		8.15	Admin- Notebooks (CB) 06/04/2020		Office Supplies	N
12	05- 430- 700- 4800- 6450		8.16	Agency- cell ph screen protecto 06/08/2020		Small Equipment: Telephones,Chair	N
17	05- 430- 700- 4800- 6450		76.49	Agency- Key lock box 06/17/2020		Small Equipment: Telephones,Chair	N
1	05- 430- 700- 4800- 6810		716.00	MH- Flex Anesthesia 06/05/2020	63691753	Mh Init - Flex	N
2	05- 430- 760- 3980- 6020		20.00	Background Check, Adult FC 06/12/2020	63829189	Licensing & Resource Development	N
5462	Bremer Bank (Elan ACH)		5,558.82	32 Transactions			
<b>5 Fund Total:</b>			<b>5,558.82</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>32 Transactions</b>	

KMR1  
7/1/20  
10 Trust

3:53PM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Vendor Name	<u>No.</u>	<u>Account/Formula</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
			<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
37	5462	Bremer Bank (Elan ACH) 10- 923- 000- 0000- 6254		205.12	Charter Communications - May 2 05/20/2020 06/19/2020		Utilities	N
34		10- 923- 000- 0000- 6405		0.99	Apple iCloud 50 GB Storage		Office Supplies	N
35		10- 923- 000- 0000- 6405		69.99	Logitech HD Laptop Webcam		Office Supplies	N
	5462	Bremer Bank (Elan ACH)		276.10	3 Transactions			
<b>10 Fund Total:</b>				276.10	Trust	1 Vendors	3 Transactions	

# Aitkin County



KMR1  
7/1/20 3:53PM  
11 Forest Development

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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>
5462 Bremer Bank (Elan ACH)					
36 11- 939- 000- 0000- 6208		285.00	GISCI.org- Certification	D Haasken	Staff Development/Training N
5462 Bremer Bank (Elan ACH)		285.00	1 Transactions		
<b>11 Fund Total:</b>		285.00	<b>Forest Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		0.00	<b>4 Vendors</b>	<b>55 Transactions</b>	.

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	-6,119.92	General Fund
	5	5,558.82	Health & Human Services
	10	276.10	Trust
	11	285.00	Forest Development
<b>All Funds</b>		<b>0.00</b>	<b>Total</b>

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

KMR1  
7/7/20 10:44AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 1

Camping Refund (covin)

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

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



KMR1  
7/7/20 10:44AM  
21 Parks

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Page 2

<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>
1 8410 Bremer Bank		50.00	Camping Refund - COVID	2413	Co. Parks Campground Fees N
8410 Bremer Bank		50.00	1 Transactions		
<b>21 Fund Total:</b>		50.00	<b>Parks</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		50.00	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	21	50.00	Parks
<b>All Funds</b>		<b>50.00</b>	<b>Total</b>

Approved by, .....

.....

.....

KMR1  
7/7/20 3:03PM

# Aitkin County

2V



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

Merchant Account Fee's - June

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  
7/7/20 3:03PM  
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8410 Bremer Bank					
1 19-522-000-0000-6217		34.45	Merchant/Bambora Account Fees	June	Credit Card Fees N
8410 Bremer Bank		34.45	1 Transactions		
<b>19 Fund Total:</b>		34.45	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		34.45	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	19	34.45	Long Lake Conservation Center	
All Funds		34.45	Total	Approved by, .....
				.....
				.....



# Board of County Commissioners Agenda Request

21  
Agenda Item #

**Requested Meeting Date:** July 14, 2020

**Title of Item:** Grant Signature - R101-10-2A Amendment #8

<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> Rich Courtemanche		<b>Department:</b> Land
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Attached is a renewal of a federal grant (R101-10-2A Amendment #8) that ACLD has been using to build the Northwoods Regional ATV Trail. This amendment #8, would allow remaining funds (~\$73,000) to be used by the Highway Dept. for material for the ATV trail portion of the Highway #3 portion. The signed amendment #8 would allow the grant to be renewed for one more year (June 30, 2021).		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve amendment #8.		
<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> Would provide additional funds to offset cost of completing the ATV trail on highway #3		

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

**m** DEPARTMENT OF  
NATURAL RESOURCES

Minnesota Department of Natural Resources  
Division of Parks and Trails  
500 Lafayette Road  
St. Paul, MN 55155-4039

June 19, 2020

Rich Courtemanche, Land Commissioner  
Aitkin County Land Department  
502 Minnesota Ave N  
Aitkin, MN 56431-1418

RE: Aitkin County  
Aitkin County Northwood's Regional ATV Trail, Project #R101-10-2A, Amendment #8

Dear Rich Courtemanche,

Enclosed find above mentioned supplemental agreement for your review and approval. This will be the final extension. Upon review, please sign at Grantee section, and return to my attention. A fully executed copy will be sent back to you for your files.

Do not hesitate to give me a call or email if you have any questions regarding this agreement.

Sincerely,

*Daniel Golner*

Daniel Golner, Grant Coordinator  
Division of Parks and Trails  
Minnesota Department of Natural Resources  
(651) 259-5599  
daniel.golner@state.mn.us

Enclosure

cc Chris Johnson, Aitkin County Land Dept.  
File #R101-10-2A

**Amendment # 8 for Grant Contract # 49138//PO # 3000022087**

Contract Start Date:	<u>06/07/2011</u>	Total Contract Amount:	<u>\$ 500,000</u>
Original Contract Expiration Date:	<u>06/30/2013</u>	Original Contract:	<u>\$500,000</u>
Current Contract Expiration Date:	<u>06/30/2020</u>	Previous Amendment(s) Total:	<u>\$ NA</u>
Requested Contract Expiration Date:	<u>06/30/2021</u>	This Amendment:	<u>\$ NA</u>

This amendment is by and between the State of Minnesota, through its Commissioner of Department of Natural Resources (“State”) and Aitkin County, 209 - 2<sup>nd</sup> Street NW, Aitkin, MN 55431 (“Grantee”).

**Recitals**

1. The State has a grant contract with the Grantee identified as 49138/Purchase Order Number 3000022087 “Original Grant Contract”) and Project Number **R101-10-2A** to acquire land for and to construct segments of the Aitkin County Northwoods Regional all-Terrain Vehicle Trail.
2. Grant to be amended to extend the grant agreement to allow for completion of the project. Scheduled work to be completed by fall, 2020. Bonding funds can allow for additional time.
3. The State and the Grantee are willing to amend the Original Grant Contract as stated below.

**Grant Contract Amendment**

**REVISION 1.** Article I. DEFINITIONS. Section 1.01 Defined Terms. Definitions is amended as follows:

“**Completion Date**” – means ~~June 30, 2020~~, June 30, 2021 the date of projected completion of the Project.

**1. STATE ENCUMBRANCE VERIFICATION**

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

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

SWIFT Contract/PO No(s), 49138/PO# 3000022087

**2. GRANTEE**

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**3. STATE AGENCY**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution:

Agency

Grantee

State's Authorized Representative



# Board of County Commissioners Agenda Request

2x  
Agenda Item #

**Requested Meeting Date:** July 14, 2020

**Title of Item:** Coronavirus Relief Fund Certification Form

<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) <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> Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  <p>Gov. Tim Walz announced that federal funds allocated to Minnesota in March will now be allocated to local governments. The formulas are reportedly the same as the deal between the House and Senate during the Special Session.</p> <p>The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. General guidance and resources for administration of the funds has been developed, with additional resources available to address specific situations.</p> <p>Aitkin County's allocation is \$2,007,508.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approval of certification submission for Coronavirus Relief Funds to Minnesota Revenue		
<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? \$ as attached 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.

### Coronavirus Relief Fund Amounts - Counties

COUNTY	BASE DISTRIBUTION	SUPPLEMENTAL DISTRIBUTION	TOTAL
AITKIN	\$1,927,829	\$79,679	\$2,007,508
ANOKA	\$43,399,327	\$0	\$43,399,327
BECKER	\$4,174,377	\$43,256	\$4,217,633
BELTRAMI	\$5,679,917	\$206,910	\$5,886,827
BENTON	\$4,905,923	\$0	\$4,905,923
BIG STONE	\$606,388	\$45,813	\$652,201
BLUE EARTH	\$8,220,805	\$9,575	\$8,230,380
BROWN	\$3,071,356	\$12,112	\$3,083,468
CARLTON	\$4,356,657	\$72,277	\$4,428,934
CARVER	\$12,851,792	\$0	\$12,851,792
CASS	\$3,574,052	\$118,390	\$3,692,442
CHIPPEWA	\$1,451,087	\$49,965	\$1,501,052
CHISAGO	\$6,786,091	\$0	\$6,786,091
CLAY	\$7,757,282	\$86,161	\$7,843,443
CLEARWATER	\$1,069,062	\$41,072	\$1,110,134
COOK	\$653,687	\$76,400	\$730,087
COTTONWOOD	\$1,369,588	\$62,419	\$1,432,007
CROW WING	\$7,880,015	\$181,617	\$8,061,632
DAKOTA	\$51,974,505	\$31,568	\$52,006,073
DODGE	\$2,527,669	\$4,975	\$2,532,644
DOUGLAS	\$4,613,523	\$34,128	\$4,647,651
FARIBAUT	\$1,655,319	\$81,530	\$1,736,849
FILLMORE	\$2,554,471	\$24,388	\$2,578,859
FREEBORN	\$3,698,362	\$27,725	\$3,726,087
GOODHUE	\$5,644,262	\$12,808	\$5,657,070
GRANT	\$724,634	\$49,454	\$774,088
HOUSTON	\$2,262,920	\$3,325	\$2,266,245
HUBBARD	\$2,589,278	\$27,688	\$2,616,966
ISANTI	\$4,842,859	\$0	\$4,842,859
ITASCA	\$5,480,658	\$245,147	\$5,725,805
JACKSON	\$1,204,772	\$61,556	\$1,266,328
KANABEC	\$1,966,274	\$26,071	\$1,992,345
KANDIYOHI	\$5,205,722	\$30,070	\$5,235,792
KITSON	\$516,643	\$67,939	\$584,582
KOOCHICHING	\$1,531,737	\$138,503	\$1,670,240
LAC QUI PARLE	\$807,952	\$101,160	\$909,112
LAKE	\$1,284,330	\$73,811	\$1,358,141
LAKE OF THE WOODS	\$460,976	\$77,035	\$538,011
LE SUEUR	\$3,448,166	\$19,814	\$3,467,980
LINCOLN	\$688,736	\$51,476	\$740,212
LYON	\$3,116,835	\$49,752	\$3,166,587
MCLEOD	\$4,361,023	\$7,760	\$4,368,783
MAHONOMEN	\$670,180	\$42,357	\$712,537
MARSHALL	\$1,138,069	\$101,492	\$1,239,561

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

ADOPTED July 14, 2020

By Commissioner: xxxx

20200714-xxx

Coronavirus Relief Fund

**BE IT RESOLVED**, Gov. Tim Walz announced that federal funds allocated to Minnesota in March will now be allocated to local governments. The formulas are reportedly the same as the deal between the House and Senate during the Special Session.

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. General guidance and resources for administration of the funds has been developed, with additional resources available to address specific situations.

Aitkin County's allocation is \$2,007,508.

**THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the application for Coronavirus Relief Funds.

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

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of July, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>th</sup> day of July, 2020

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



Aitkin  
County

# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 07/14/2020

**Title of Item:** 2020 Squad Purchases

<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*

*\*provide copy of hearing notice that was published*

<b>Submitted by:</b> Undersheriff Heidi Lenk	<b>Department:</b> Sheriff's Office
---	--

<b>Presenter (Name and Title):</b> Undersheriff Heidi Lenk	<b>Estimated Time Needed:</b>
---	-------------------------------

**Summary of Issue:**

See attached memo of squad bids and purchase recommendation. 2020 budgeted amount for squad purchase is \$120,000.

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

**Recommended Action/Motion:**

Recommend purchase of three SUVs from Aitkin Motors.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No

Please Explain:

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

# DANIEL G. GUIDA

AITKIN COUNTY SHERIFF

218 1<sup>st</sup> St. N.W.

Aitkin, MN 56431

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

Emergency 911

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

## MEMO

TO: Aitkin County Board of Commissioners      DATE: July 1, 2020  
FROM: Undersheriff Heidi Lenk                      RE: 2020 Squad Purchases

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We have received bids for our budgeted 2020 squad purchases. The bids are for 2021 models, and include the 3.3L V6 AWD Ford Police Utility Vehicle (PUV), the Ford 3.0L Eco-Boost PUV and the Chevrolet Tahoe 4x4.

Tenvoorde Ford (St. Cloud):	Ford PUV V6	\$34,718	\$35,291 (rear A/C)
Aitkin Motors (Aitkin):	Ford PUV V6	\$34,821	\$35,365 (rear A/C)
Tenvoorde Ford:	Ford Eco-Boost	\$36,189	\$36,762 (rear A/C)
Aitkin Motors:	Ford Eco-Boost	\$35,564	\$36,108 (rear A/C)
Ranger Chev (Hibbing):	Chev Tahoe	\$39,015	

The Chevrolet Tahoe is once again cost prohibitive. The Ford PUV is the most viable option. We require one PUV V6 with rear A/C (K9), and the other two without. Total purchase:

Tenvoorde Ford:	\$104,727	Aitkin Motors:	\$105,007
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\$280 separate the vendors. I recommend we work with our local vendor Aitkin Motors who will accept our retired SUVs on future trade. As of this time we have not retired any of our Ford SUV models.

If you have any questions I can be reached at x421 or [heidi.lenk@co.aitkin.mn.us](mailto:heidi.lenk@co.aitkin.mn.us). Thank you.



# Board of County Commissioners Agenda Request

22  
Agenda Item #

**Requested Meeting Date:** July 14, 2020

**Title of Item:** Motor Pool Vehicle Purchase

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Please see the attached memo and supporting documentation.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve purchase of two 2020 AWD Ford Escapes at a cost of \$23,841each, with trade-ins of two 2015 Ford Escapes for \$17,000 combined, for a total price of \$30,682, plus taxes and fees.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



## AITKIN COUNTY ADMINISTRATION

Aitkin County Government Center  
307 2<sup>nd</sup> Street NW, Room 310  
Aitkin, MN 56431

jessica.seibert@co.aitkin.mn.us  
Phone: 218-927-3093  
Fax: 218-927-7374

**TO: County Board**

**FROM: Jessica Seibert, County Administrator**

**RE: Motor Pool Vehicle Purchase**

**DATE: June 30, 2020**

Our Motor Pool Fleet currently consists of 10 vehicles. They are:

- 4 Ford Escapes
- 4 Chevrolet Equinoxes
- 1 Chevrolet Traverse
- 1 Ford Taurus

In 2020 Motor Pool budgeted for replacement of the two oldest Motor Pool vehicles with two 2020 Ford Escapes or Chevrolet Equinoxes.

Aitkin Motor Company and Brandl Chevrolet were asked to provide quotes with government pricing for basic front wheel drive vehicles, along with pricing for All Wheel Drive (AWD) vehicles, and to provide trade-in offers for our two 2015 Ford Escapes.

Attached is the tabulation of quotes received, along with supporting documentation provided by Aitkin Motors and Brandl Chevrolet.

In consideration of past Board practice and direction, knowing that staff appreciates the safety AWD vehicles offer, and keeping within budget, staff recommends the following:

Aitkin Motors – Option #2: The purchase of two 2020 AWD Ford Escapes from Aitkin Motors at a cost of \$47,682 with trade-in values for the two 2015 Ford Escape S of \$17,000, for a total cost of \$30,682, plus taxes and fees.

- Please note: In 2020 Motor Pool budgeted \$50,000 for vehicle replacement and budgeted \$17,500 for revenue for the combined trade-in values of the two 2015 Ford Escapes.

## 2020 Motor Pool Quotes for Vehicles

### Aitkin Motors

\$ 21,180 2020 Ford Escape S (front wheel drive)  
\$ 23,841 2020 Ford Escape S with AWD

Trade-in allowance for two 2015 Ford Escape S

\$ 8,500

\$ 8,500

**Total \$ 17,000**

#### Option #1 - Two Ford Escape S (front wheel drive)

2 @ \$21,180 \$ 42,360

Trade ins (2) \$ (17,000)

**Total \$ 25,360**

#### Option #2 - Two Escapes with AWD

2 @ \$23,841 \$ 47,682

Trade ins (2) \$ (17,000)

**Total \$ 30,682**

#### Option #3 - One Ford Escape with front wheel drive + one with AWD

FWD \$ 21,180

AWD \$ 23,841

Trade ins (2) \$ (17,000)

**Total \$ 28,021**

### Brandl Chevrolet

\$ 22,990 2020 Chev Equinox (front wheel drive)

\$ 24,150 2020 Chev Equinox with AWD

Trade-in allowance for two 2014 Ford Escape S

\$ 7,000

\$ 7,000

**Total \$ 14,000**

#### Option #1 - Two Chev Equinox with front wheel drive

2 @ \$22,740 \$ 45,980

Trade ins (2) \$ (14,000)

**Total \$ 31,980**

#### Option #2 - Two Chev Equinox's with AWD

2 @ \$23,990 \$ 48,300

Trade ins (2) \$ (14,000)

**Total \$ 34,300**

#### Option #3 - One Chevy Equinox with front wheel drive + one with AWD

FWD \$ 22,990

AWD \$ 24,150

Trade ins (2) \$ (14,000)

**Total \$ 33,140**

**SUV**

- *New vehicle must have four doors, automatic transmission, power steering, air conditioning, and warranty*
- *Please include 2 sets of keys/fobs in quote, plus a separate quote for two additional keys/fobs*

Vendor \_\_\_\_\_

Printed Name \_\_\_\_\_

Signature of \_\_\_\_\_

Date \_\_\_\_\_

Vehicle Identification Number (if used)	Year	Make	Model	Current Miles	Engine	Warranty	Features – Check all applicable options						FWD	AWD	Quote
							Power Locks	Power Windows	Remote Entry	Rear Defrost	Cruise Control				
	2020	Chevy	Equinox									X		Price \$22,990 \$17,081.10 Tax, Title, Lic. w/ trade	
	2020	Chevy	Equinox										X	Price \$24,150 \$18,317.50 Tax, Title, Lic. w/ trade	
Trade in Value for:															
1FMCU0F77 FUC06080	2015	Ford	Escape S	61,476										\$7,000	
1FMCU0F79 FUC06081	2015	Ford	Escape S	66,016										\$7,000	

**Aitkin**

*Brandi LM*

SUV															
<ul style="list-style-type: none"> <li>New vehicle must have four doors, automatic transmission, power steering, air conditioning, and warranty</li> <li>Please include 2 sets of keys/fobs in quote, plus a separate quote for two additional keys/fobs</li> </ul>															
Vehicle Identification Number (if used)	Year	Make	Model	Current Miles	Engine	Warranty	Features – Check all applicable options						FWD	AWD	Quote
							Power Locks	Power Windows	Remote Entry	Rear Defrost	Cruise Control				
	2020	Ford	Escape S	NEW	1.5 ECO	5yr 60k	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	X		\$21,180	
	2020	Ford	Escape S	NEW	1.5 ECO	3yr 36k	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		X	\$23,841	
	2020	Ford	ESCAPE S	NEW	1.5 ECO	5yr 60k	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		X	\$25,270	
Trade in Value for:															
1FMCU0F77FUC06080	2015	Ford	Escape S	61,476										\$8,500	
1FMCU0F79FUC06081	2015	Ford	Escape S	66,016										\$8,500	

Vendor Aitkin Motor Co  
 Printed Name of Person Submitting Quote JEFF KICKSTROM  
 Signature of Person Submitting Quote [Signature]

Date 4/14/20

Aitkin County Request for Quote #200 per Additional Key & Fob



# Board of County Commissioners Agenda Request

2AA  
Agenda Item #

**Requested Meeting Date:** July 14, 2020

**Title of Item:** Deputy Registrar Agreement

<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		<b>Department:</b> County Auditor-Deputy Registrar #83
<b>Presenter (Name and Title):</b> Kirk Peysar		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  The Minnesota Department of Public Safety has requested to update and renew the Deputy Registrar Agreement. This agreement covers licensing activities in the License Center.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Authorize signatures on the agreement		
<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? \$ unknown 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.

# MINNESOTA DEPARTMENT OF PUBLIC SAFETY



## Driver and Vehicle Services

445 Minnesota Street • Saint Paul, Minnesota 55101

Driver Services Phone: 651.297.3298 • Vehicle Services Phone: 651.297.2126

Fax: 651.797.1120 • TTY: 651.282.6555

dps.mn.gov

Alcohol  
and Gambling  
Enforcement

Bureau of  
Criminal  
Apprehension

Driver  
and Vehicle  
Services

Emergency  
Communication  
Networks

Homeland  
Security and  
Emergency  
Management

Minnesota  
State Patrol

Office of  
Communications

Office of  
Justice Programs

Office of  
Pipeline Safety

Office of  
Traffic Safety

State Fire  
Marshal

The Commissioner of Public Safety (hereinafter "Registrar of Vehicles" or "Registrar") appoints Kirk Peysar, Aitkin County Auditor, Deputy Registrar of Vehicles (hereinafter "Deputy Registrar") for the State of Minnesota under the authority of Minnesota Statutes, section 168.33 and the appointment is subject to the conditions thereof.

The appointment confirms the duties and responsibilities are conferred as of May 4, 2020 and shall be effective upon full execution of this agreement. The Deputy Registrar appointment may be revoked for cause under the guidelines of Minnesota Statutes, section 168.33 or in accordance with Minnesota Rules, Chapter 7406.

The Registrar and Deputy Registrar agree to the following rights and responsibilities:

1. The Deputy Registrar understands that by accepting this Appointment, the Deputy Registrar serves the public interest of the people of Minnesota and subscribes by oath to faithfully discharge the duties of the appointment and to uphold the laws of the state.
2. To faithfully discharge the duties of a Deputy Registrar to the people of Minnesota requires each Deputy Registrar to extend prompt and courteous treatment to all customers regardless of race, color, creed, religion, national origin, sex, marital status, familial status, disability, public assistance status, age, sexual orientation, and local human rights commission activity in accordance with the Minnesota Human Rights Act (MHRA).
3. To faithfully discharge the duties of a Deputy Registrar to the people of Minnesota requires each Deputy Registrar to train all employees on the administration of laws and rules of the State of Minnesota regarding motor vehicle registration and title transfers imposed under Minn. Stat. § 168 and 168A. At a minimum, the required training for each Deputy Registrar employee must be the successful completion of the Driver and Vehicle Services (DVS) Title Certification course. The Deputy Registrar must report to the Registrar each employee's proficiency in performing and carrying out their duties on an annual basis. DVS can be a resource to assist with providing the training but the Deputy Registrar is responsible for all employee training and any associated costs.

4. To faithfully discharge the duties of a Deputy Registrar to the people of Minnesota requires each Deputy Registrar to develop and publish policies that are comparable with State of Minnesota Management and Budget policies on the following:
  - a. HR/LR policy 1432 – Respectful Workplace
  - b. HR/LR policy 1436 – Harassment and Discrimination Prohibited
  - c. HR/LR policy 1329 – Sexual Harassment Prohibited
  - d. HR/LR policy 1417 – Code of Ethics

The Deputy Registrar may choose to use an existing policy that aligns with the intent and expectations of the above referenced policies or may develop their own policy that is in line with the intent and expectations of the above reference policies, or adopt each policy in whole for use at the Deputy Registrar office. The Deputy Registrar must train all employees on the policies and must annually report to the Registrar each employee's review and understanding of the policy. The Deputy Registrar is responsible for all costs of the necessary training for all employees.

5. The Deputy Registrar must report all complaints, findings or determinations of administrative or legal claims related to protected-class harassment and/or discrimination to the Registrar in a timely manner.
6. The Deputy Registrar must cooperate with the Registrar, or the Registrar's agents, to resolve complaints received by the Registrar, including cooperating with any administrative investigation into allegations of discrimination, harassment, or other misconduct by Deputy Registrar or the Deputy Registrar's employees and by providing requested information.
7. The Deputy Registrar understands that under the provisions of Minn. Stat. § 168.33, subd. 2b that while the Deputy Registrar serves the public interest and convenience of the people of Minnesota, the Deputy Registrar is not a State of Minnesota employee, nor are any employees or contractors of the Deputy Registrar employees of the State of Minnesota.
8. In accordance with Minn. R 7406.0500, subp. 1, the Deputy Registrar shall not delegate to another person the authority or responsibility of operating the office, shall designate one "contact person" to act as liaison between the Registrar and the Deputy Registrar. The contact person must be a person who actively participates in the processing of transactions and who is in the office on a full-time basis. The Deputy Registrar will remain responsible for the acts of the contact person and must establish and document an internal control process of communication or reporting for oversight of the contact person.
9. The Deputy Registrar must maintain, in a convenient location within the boundaries of the Deputy Registrar's jurisdiction, facilities for registration and motor vehicle tax collection that conforms to the requirements of Minn. R 7406.0400. The facilities must include, but are not limited, to the physical Deputy Registrar office designated as the main place of business but must also include any customer self-service kiosks, any temporary or special office locations, any mobile services (e.g., buses), and any type of electronic commerce devices, which includes but is not limited to applications on smartphones or websites and are subject to review and approval by the Registrar.

10. The Deputy Registrar's primary office must be open for business at least 40 hours during each week unless the Registrar grants a variance as provided for in Minn. R 7406.0500, Subp. 2a. Legal holidays listed in Minn. Stat. § 645.44, subd. 5 and holidays for county offices authorized under Minn. Stat. § 373.052, subd. 1 are included in the 40-hour calculation. The Deputy Registrar must clearly post business hours for the public and provide the Registrar with an accurate written schedule of when the office is open for public business. A written request for a permanent change in business hours must be made to the Registrar at least 10 days prior to the change. The Deputy Registrar must notify the Registrar of an emergency or short-term closure of one day or less by telephone or email at the earliest opportunity.
11. In conformity of Minnesota R, 7406.0400, subp. 5 each Deputy Registrar location or locations must be accessible to the disabled in compliance with state and federal laws and regulations. Each Deputy Registrar office must be in compliance with the revised regulations of the Americans with Disability Act of 1990 (2010 ADA Standards for Accessible Design, hereinafter "2010 Standards") for all new construction and alterations to any Deputy Registrar office. The Deputy Registrar is responsible for any compliance costs.
12. The Deputy Registrar must maintain permanent signage in a prominent location advising individuals that they may request an ADA accommodation and may file complaints internally with the Deputy Registrar or with the Registrar.
13. The Deputy Registrar must charge and receive for each motor vehicle application presented a filing fee as prescribed in Minn. Stat. § 168.33, subd. 7 and must report daily to the Registrar all registrations made and the taxes and fees collected. The filing fee is the property of the Deputy Registrar and is the full compensation for the receipt and processing of each application. A rebate of the required filing fee to any customer or customers is prohibited under Minn. R. 7406.0500, subp. 5.
14. All motor vehicle fees and taxes collected and all motor vehicle transactions collected by the Deputy Registrar must be reported each working day and transmitted to the Registrar in accordance with Minn. R. 7406.0450 subp. 2. All motor vehicle fees and taxes collected, including any shortages or unsettled credit card and debit card transactions made by the Deputy Registrar must be deposited daily in accordance with Minn. R. 7406.0450, subp. 3 through Minn. R. 7406.0450 subp. 3b. The Deputy Registrar must maintain complete records for deposits made to approved state depositories and the daily reports prepared for motor vehicle registrations and motor vehicle fees and taxes collected in accordance with Minn. R. 7406.0450, subp. 4.
15. The Deputy Registrar must keep records and make reports of motor vehicle taxes, fees, and deposits that conform to the requirements of Minn. R 7406.0450. In accordance with Minn. R 7406.0475 at the request of the Registrar, the Deputy Registrar must make available for audit all motor vehicle fee and tax records for all transactions occurring during the state's biennial fiscal cycle for each location of the Deputy Registrar.

16. Each Deputy Registrar must comply with the Minnesota Government Data Practices Act, Minn. Stat. § 13 and with 18 United States Code, Chapter 123 (Prohibition on Release and Use of Certain Personal Information from State Motor Vehicle Records) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Deputy Registrar under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. § 13, by either the Deputy Registrar or employees of the Deputy Registrar as well as to the Registrar or employees of the Registrar. Furthermore, if the Deputy Registrar receives at any time a request to release the data referred to in this clause, the Deputy Registrar must immediately notify and consult with the State's Authorized Representative as to how the Deputy Registrar should respond to the request. The Deputy Registrar's response to the request must comply with applicable law.
17. The Deputy Registrar must train all employees in data privacy compliance and must annually certify each staff member's proficiency to the Registrar on an annual basis. DVS can be a resource to assist with providing the training but the Deputy Registrar is responsible for all employee training and any associated costs.
18. Pursuant to Minn. Stat. § 171.12, an authorized individual's ability to enter, update, or access data in the system must correspond to the official duties or training level of the individual and to the statutory authorization granting access for that purpose. All queries and responses, and all actions in which data are entered, updated, accessed, shared, or disseminated, must be recorded in a data audit trail. Data contained in the audit trail is public information to the extent the data is not otherwise classified by law. A Deputy Registrar or employee who willfully gains access to data without authorization by law must be referred by the Department of Public Safety to the appropriate prosecuting authority for prosecution.
19. Pursuant to Minn. R. 7406.0400, subp. 7 the Deputy Registrar may not own, or be a partner, officer, or five-percent shareholder in a financial institution, motor vehicle dealership or an automobile insurance business. Further, the Deputy Registrar must develop, publish and train all of the employees of the Deputy Registrar on a policy that is comparable to HR/LR policy 1417 (Code of Ethics). The policy is available on the Minnesota Management and Budget (MMB) website. The Deputy Registrar may choose to use an existing policy that aligns with the intent and expectations of the above referenced policies or may develop their own policy that is in line with the intent and expectations of the above reference policies, or adopt each policy in whole for use at the Deputy Registrar office. The Deputy Registrar must train all employees on the policy and must report annually to the Registrar each employee's review and understanding of the policy.
20. The Registrar must furnish to the Deputy Registrar the necessary registration (license) plates, validation stickers, and procedures for the registration of motor vehicles. The Deputy Registrar is responsible for regularly reconciling and identifying unaccounted for registration plate and validation sticker inventory, investigating possible causes of unaccounted for inventory, and notifying DVS immediately of any possible malfeasance. The Deputy Registrar acknowledges financial accountability for license plates and validation stickers pursuant to Minn. R. 7406.0500, subp. 10.

21. The Deputy Registrar must purchase at a cost determined by the Registrar the necessary motor vehicle certificate of title paper stock from a vendor designated by the Registrar to provide over the counter service in the printing a duplicate certificate of title. The Registrar must furnish the procedures for printing the duplicate certificate of title.
22. The Deputy Registrar must provide for and maintain at their own expense a technology infrastructure of physical hardware necessary to interconnect computers and users in conformity with Minn. R. 7406.0400, subp. 3a. The technology infrastructure includes the installation and management of hardware and software used to send, receive and manage data that is compatible with the DPS enterprise networking system maintained by DVS commonly referred to FAST-DS, VTRS and MNDrive. In order to accomplish the transmission and receipt of data, the Deputy Registrar must have hardware and software that meets or exceeds the Minnesota IT Services (MNIT) minimum system requirements. The minimum system requirements are shown in Attachment A and are incorporated into this agreement.
23. Pursuant to Minn. R. 7406.0500 subpart 7a, the Deputy Registrar must accept credit card and debit card for a motor vehicle transaction unless a variance is approved. A Deputy Registrar may choose to operate a point of sale system provided the same convenience fee is charged that all Deputy Registrars charge, the system is compatible with the State of Minnesota credit card vendor, and there is no cost to the State of Minnesota for the operation and maintenance of the system. All point of sale systems must be approved by the Registrar prior to installation or operation. Deputy Registrars who accept credit cards and debit cards must comply with the most recent version of the Payment Card Industry Data Security Standard ("PCI DSS") established by the PCI Security Standards Council. These standards are available online at: [https://www.pcisecuritystandards.org/documents\\_library](https://www.pcisecuritystandards.org/documents_library). The Deputy Registrar must, annually and upon request, provide the Registrar with the current annual Attestation of Compliance report.
24. Pursuant to Minn. R. 7406.0800, the failure of a Deputy Registrar or employee of a Deputy Registrar to comply with this agreement, the applicable laws or rules governing the operation of a Deputy Registrar office may be cause for discontinuing the appointment under the provisions of Minn. R. 7406.0900 through Minn. R. 7406.100; or the Registrar may issue a corrective order, injunction or administrative penalty order under the authority of Minn. Stat. § 299A.80, Minn. Stat. § 299A.801 and Minn. Stat. § 299A.802.

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Indemnification.

The Deputy Registrar must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by the Deputy Registrar's:

- a) Intentional, willful, or negligent acts or omissions;
- b) Actions that give rise to strict liability; or
- c) Breach of contract or warranty.

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

Applicable Law.

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

By signing this appointment, the Deputy Registrar acknowledges having read and understood Minnesota Statutes, section 168.33 and Minnesota Rules, Chapter 7406, and accepts these conditions, which are understood and accepted as necessary to the efficient conduct of this business, and as conditions precedent and subsequent to continuation in office.

Further, by signing below the Deputy Registrar subscribes by oath to faithfully discharge the duties of the Deputy Registrar and to uphold the laws of the State of Minnesota.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_.

Registrar of Motor Vehicles  
Commissioner, Department of Public Safety  
State of Minnesota

\_\_\_\_\_  
Signature

Director of Driver and Vehicle Services  
Department of Public Safety  
State of Minnesota

\_\_\_\_\_  
Signature

Deputy Registrar Appointee  
Deputy Registrar # \_\_\_\_\_  
Aitkin County  
State of Minnesota

\_\_\_\_\_  
Signature

## Attachment A – Minimum System Requirements

*DVS and MNIT strongly encourage Deputy Registrars and Driver License Agents to engage with a reputable IT Managed Service provider in their area.*

<b>Operating System:</b>	<b>Windows 10</b>
<b>Processor:</b>	<b>1.8 gigahertz (GHz) or faster compatible processor or System on a Chip (minimum) Recommended: Intel® Core i5 2.7GHz Processor (or better)</b>
<b>RAM:</b>	<b>4 GB (minimum)   8 GB (recommended)</b>
<b>Hard drive size:</b>	<b>64 GB or larger hard disk (or greater)</b>
<b>Graphics card:</b>	<b>Compatible with DirectX 9 or later with WDDM 1.0 driver (or better)</b>
<b>Display:</b>	<b>1024x768 (or better)</b>

### Additional Information

- Systems, services, updates, and patching will be reviewed and maintained for compliance every 30 days (monthly):
  - Operating systems
  - Internet browsers
  - Drivers
  - Antivirus solutions
  - Third party applications
  
- Deputy Registrars are responsible for support and maintenance of their IT infrastructure including but not limited to:
  - System management and security
  - Network management and security
  - Attached peripherals
  
- DVS reserves the right to block access to internal systems and services for users, sites, endpoints, and protocols which are not compliant with minimum hardware, browser, or security requirements.

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**Supported Browsers:**

<b>Browser:</b>	<b>FAST</b>	<b>MNLARS</b>	<b>HP Permits</b>	<b>ESupport</b>
<b>Internet Explorer 11</b> Current version and one prior version	■	■	■	
<b>Internet Explorer 9 or above</b> (must be run in compatibility mode)	■			■
<b>Microsoft Edge</b> Current version and one prior version	■	■		
<b>Safari</b> Current version and one prior version	■			
<b>Google Chrome</b> Current version and one prior version	■	■	■	
<b>Mozilla Firefox</b> Current version and one prior version	■			
<b>Opera</b> Current version and one prior version	■			

**Additional Information**

- JavaScript and Cookies must be enabled for all web browsers.
- If using a browser other than the supported desktop browser (for example, a mobile device or tablet), MNLARS and ESupport may not work.
- Supported web browsers without a version identified should be understood to be the most recent fully patched version of that browser.
- Limited support will be provided for versions of supported web browsers released within the last 12 months.
- There is no support for beta versions of browsers. Browsers such as Internet Explorer, Firefox, and Chrome may automatically update to the latest browser version that is compatible with client operating systems. If you are using a recently released browser update, please be aware that there may be a delay in support of the new browser release while we conduct reviews and implement product adjustments.

**Scanners**

Scanning station requirements:

- Windows 10 compatible
- 64 bit
- Minimum scanner quality of 150 dpi
- .NET Framework version 4.7.2 or greater
- TLS 1.2 (Windows 10 automatically supports TLS 1.2)

**Laser Printers**

Laser printers will be used to print vehicle permits and registration stickers.  
Color is not required.

- High-quality laser printer
- Print resolution 300 dpi
- Windows 10 compatible

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# Board of County Commissioners Agenda Request

2BB  
Agenda Item #

**Requested Meeting Date:** 07/14/2020

**Title of Item:** Search & Rescue Donation - Mille Lacs Energy Community Trust

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

<b>Submitted by:</b> Sheriff Dan Guida	<b>Department:</b> Sheriff's Office
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<b>Presenter (Name and Title):</b> Sheriff Dan Guida	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

The all volunteer Aitkin County Search & Rescue Group applied for a grant from the Mille Lacs Energy Community Trust. They have been awarded a grant in the amount of \$1,500.00.

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

**Recommended Action/Motion:**  
Recommend accepting the grant award.

**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:*

# Mille Lacs Energy Community Trust

PO Box 230  
Aitkin MN 56431

Phone  
218-927-2191  
800-450-2191

June 29, 2020

## Board Members

Lisa Anderson  
District 1

Carol Pundt  
District 2

Loren Larson  
District 3

Pat Scollard  
District 4

Diane Landstad  
District 5

Linda Weimer  
District 6

Jack Gilbertson  
District 7

Lowell W. Larson  
At Large

## Mille Lacs Energy Community Trust Grant Recipients

Enclosed you will find a check that represents funding for your organization's project that you submitted a grant application to Mille Lacs Energy Community Trust Board. Board members met via Zoom on Wednesday June 24<sup>th</sup> and voted to fund your project.

Due to the COVID-19 pandemic and MLEC's desires to keep everyone healthy and safe, we are not doing a met in person distribution of checks at this time. Your organization will be recognized in an article that will be published in our cooperative newsletter "the Outlet", and in area newspapers.

Our hope is that the next time you submit a grant application, we will be able to do face-to-face meetings. In the meantime, stay well and take care.

Sincerely,



Debbie Chute  
MLEC Executive Assistant  
218-927-8221  
[dchute@mlecmn.com](mailto:dchute@mlecmn.com)

enclosure





# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** 7/14/2020

**Title of Item:** Property Tax Penalty Waiver Request and Payment Plan

<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*
<b>Submitted by:</b> Lori Grams and Kirk Peysar		<b>Department:</b> County Treasurer & County Auditor
<b>Presenter (Name and Title):</b> Lori Grams		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b>  Discussion regarding taxpayer request to waive penalty and make monthly payments for property taxes.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input 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>		

*J&J Dagen, Inc.*

40 Club Restaurant & Bar  
950 2<sup>nd</sup> Street N.W.  
Aitkin, MN 56431

*J&J Dagen Hospitality, Inc.*

40 Club Inn & Banquet Center  
960 2<sup>nd</sup> Street N.W.  
Aitkin, MN 56431

7/6/20

RE: Property tax monthly payment plan

TO: Aitkin County Commissioners

Like many businesses throughout our country, the COVID 19 Pandemic has caused unexpected financial strain on our businesses. As a result I am requesting to make monthly property tax payments, without penalty for the remainder of 2020 and also for the entirety of 2021. This would apply to all three properties:

56-0-158400 - 40 Club Restaurant

56-0-158300 - 40 Club Inn

56-0-158200 - 40 Club Banquet Center

Thank you,

A handwritten signature in black ink, appearing to read "Jerry Dagen", with a long horizontal line extending to the right.

Jerry Dagen  
218-820-2366



# Board of County Commissioners Agenda Request

4A  
Agenda Item #

**Requested Meeting Date:** 07/14/2020

**Title of Item:** COPS Hiring Grant Award

<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*
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b>  Please see attached memo and grant award.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting grant award.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Please see attached memo. Prorate remainder of 2020.		

# DANIEL G. GUIDA

AITKIN COUNTY SHERIFF

218 1<sup>st</sup> St. N.W.

Aitkin, MN 56431

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

Emergency 911

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

## MEMO

TO: Aitkin County Board of Commissioners

DATE: July 1, 2020

FROM: Sheriff Dan Guida

RE: Accept Grant Funds

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The Aitkin County Sheriff's Office has applied for, and been awarded, a COPS Hiring Grant from the U.S. Department of Justice. The intentioned use of these grant funds is to hire an officer whose primary job will be as school liaison for the McGregor School. The grant operates over the course of 3 years.

The grant requires that Aitkin County provide a match to the funds. That match will come from a different source – the Aquatic Invasive Species grant already being used by this department. The secondary job of the new hire is to work enforcing Minnesota's laws intended to reduce AIS and provide education to the public on what those laws are.

With the use of both areas of funding, the impact to our budget over the course of the three years will be roughly \$17,000 - \$7,600 the first year, \$7,115 the second year, and \$2,260 the third year.

I recommend that we accept this grant award and move forward with the hiring process. Please let me know if you have any questions.

Thank you.



U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, NE, Washington, D.C., 20530

**COPS**

June 25, 2020

Sheriff Daniel Guida  
Administrator Jessica Seibert

Aitkin County Sheriff's Department  
218 1st St. N.W.  
Aitkin, MN 56431

Re: COPS Hiring Program award number 2020UMWX0407  
ORI MN00100

Dear Sheriff Guida and Administrator Seibert:

Congratulations on your agency's award for 1 officer position(s) and \$125,000.00 in federal funds over a three-year award period under the 2020 COPS Hiring Program (CHP). The local cash match required for this award will be \$116,245.00. Your agency may use CHP award funding to (1) hire new officers, (2) rehire officers who have been laid off, or (3) are scheduled to be laid off on a specific future date, as a result of local budget reductions, on or after the official award start date. Please note that any changes to the awarded hiring categories require an official review and approval by the COPS Office.

A list of conditions that apply to your award is included on your Award Document and Award Document Supplement, if applicable. A limited number of agencies may be subject to an Additional Award Notification as a result of an ongoing federal civil rights investigation, other award review, or audit of your agency by the Department of Justice. If applicable to your agency, the Additional Award Notification is included at the end of this letter and is incorporated by reference as part of this letter. In addition, a limited number of agencies may be subject to Special Conditions as a result of high risk designation or other unique circumstances. If applicable to your agency, these Special Conditions will be found in an Award Document Supplement in your award package. You should read and familiarize yourself with these conditions. **To officially accept your award, the Award Document (including the conditions and special conditions, if applicable) must be signed electronically via the Account Access link on the COPS Office website at [www.cops.usdoj.gov](http://www.cops.usdoj.gov) within 45 days from the date of this letter.**

The official start date of your award is 07/01/2020. Therefore, you can be reimbursed for allowable and approved expenditures made on or after this date. Please carefully review the Financial Clearance Memorandum (FCM) included in your award package to determine your approved budget, as some of your requested items may not have been approved by the COPS Office during the budget review process and award funds may only be used for approved items. The FCM will specify the final award amount and will also identify any disallowed costs.

ADVANCING PUBLIC SAFETY THROUGH COMMUNITY POLICING



Supplemental online award information for 2020 COPS CHP recipients can be found on the CHP Program page at <https://cops.usdoj.gov/chp-award>. We strongly encourage you to visit this site immediately to access a variety of important and helpful documents that will assist you with the implementation of your award including the 2020 CHP Award Owner's Manual, which specifies the programmatic and financial terms, conditions, and requirements of your award. In addition, the above website link includes the forms and instructions necessary to begin drawing down funds for your award. Please also ensure that you print out a copy of your application and maintain it with your award file records.

Once again, congratulations on your 2020 CHP award. If you have any questions about your award, please do not hesitate to call your Grant Program Specialist through the COPS Office Response Center at 800-421-6770.



Phillip E. Keith, Director

Date: 06/25/2020

**Additional Award Notification**



**Award Document**  
**COPS Office COPS Hiring Program (CHP)**  
**CFDA - 16.710 - Public Safety Partnership and Community Policing Grants**  
**Treasury Account Symbol (TAS) 15X0406**

**Award Number: 2020UMWX0407**  
**ORI Number: MN00100**  
**OJP Vendor Number: 416005749**  
**DUNS Number: 0212743570000**  
**Applicant Organization's Legal Name: Aitkin County Sheriff's Department**  
**Applicant's System for Award Management (SAM) name: Aitkin County**  
**Law Enforcement Executive / Agency Executive: Sheriff Daniel Guida**  
**Government Executive / Financial Official: Administrator Jessica Seibert**

**Award Start Date: 07/01/2020**  
**Award End Date: 06/30/2023**  
**Award Amount: \$125,000.00**

**Full-Time Officers Funded: 1**  
**New Hires: 1    Rehires Previously Laid Off: 0    Rehires Scheduled for Lay Off: 0**

The FY 2020 COPS Hiring Program (CHP) award provides funding to law enforcement agencies to hire and/or rehire career law enforcement officers in an effort to increase their community policing capacity and crime prevention efforts. CHP awards provide up to 75 percent of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month award period, with a minimum 25 percent local cash match requirement and a maximum federal share of \$125,000 per officer position.

The Financial Clearance Memorandum (FCM) and, if applicable, the Cooperative Agreement included in your award package are incorporated by reference in their entirety and shall become part of this Award Document. By signing this Award Document, the recipient agrees to abide by all FY 2020 Community Policing Development Program (CHP) Award Terms and Conditions; the approved budget in the FCM; if applicable, all requirements in the Cooperative Agreement; and, if applicable, the Special Award Conditions and/or High Risk Conditions in the Award Document Supplement.

Phillip E. Keith, Director                      Date: 06/25/2020

(Signature Pending)  
*Signature of the Program Official with the Authority to Accept  
this Grant Award*

(Date Pending)  
*Date*

(Signature Pending)

(Date Pending)

*Signature of the Financial Official with the Authority to Accept      Date*  
*this Grant Award*

False statements or claims made in connection with COPS office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and/or any remedy available by law to the Federal Government.

U.S. Department of Justice  
*Office of Community Oriented Policing Services*

**2020 COPS Hiring Program  
Award Terms and Conditions**

By signing the Award Document to accept this **COPS Hiring Program** award, your agency agrees to abide by the following award terms and conditions:

**1. Award Owner's Manual**

The recipient agrees to comply with the terms and conditions in the applicable 2020 COPS Office Program Award Owner's Manual; COPS Office statute (34 U.S.C. § 10381, et seq.); the requirements of 2 C.F.R. Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) as adopted by the U.S. Department of Justice in 2 C.F.R. § 2800.101; 48 C.F.R. Part 31 (FAR Part 31) as applicable (Contract Cost Principles and Procedures); the Cooperative Agreement as applicable; representations made in the application; and all other applicable program requirements, laws, orders, regulations, or circulars.

**2. Assurances and Certifications**

The recipient acknowledges its agreement to comply with the Assurances and Certifications forms that were signed as part of its application.

**3. Allowable Costs**

The funding under this project is for the payment of approved full-time entry-level salaries and fringe benefits over three years (for a total of 36 months of funding) up to a maximum federal share of \$125,000 per officer position for career law enforcement officer positions hired and/or rehired on or after the official award start date. Any salary and fringe benefit costs higher than entry-level that your agency pays a CHP-funded officer must be paid with local funds.

Your agency is required to use CHP award funds for the specific hiring categories awarded. Funding under this program may be used for the following categories:

- Hiring new officers, which includes filling existing officer vacancies that are no longer funded in your agency's budget;
- Rehiring officers laid off by any jurisdiction as a result of state, local, or Bureau of Indian Affairs (BIA) budget reductions; and/or
- Rehiring officers who were, at the time of award application, scheduled to be laid off (by your jurisdiction) on a specific future date as a result of state, local, or BIA budget reductions

If your agency's local fiscal conditions have changed and your agency needs to change one or more of the funded hiring categories, your agency should request an award modification and receive prior approval before spending CHP funding under the new category.

The Financial Clearance Memorandum (FCM), included in your award package, specifies the amount of CHP funds awarded to your agency. You should carefully review your FCM, which contains the final officer salary and fringe benefit categories and amounts for which your agency was approved. Please note that the salary and fringe benefit costs requested in your CHP application may have been adjusted or removed. Your agency may only be reimbursed



for the approved cost categories that are documented within the FCM, up to the amounts specified in the FCM. Your agency may not use CHP funds for any costs that are not identified as allowable in the Financial Clearance Memorandum.

Only actual allowable costs incurred during the award period will be eligible for reimbursement and drawdown. If your agency experiences any cost savings over the course of the award (for example, your award application overestimated the total entry-level officer salary and fringe benefits package), your agency may not use that excess funding to extend the length of the award beyond 36 months. Any funds remaining after your agency has drawn down for the costs of approved salaries and fringe benefits incurred for each awarded position during the 36-month funding period will be deobligated during the closeout process and should not be spent by your agency.

#### **4. Supplementing, Not Supplanting**

State, local, and tribal governments must use award funds to supplement, and not supplant, state, local, or Bureau of Indian Affairs (BIA) funds that are already committed or otherwise would have been committed for award purposes (hiring, training, purchases, and/or activities) during the award period. In other words, state, local, and tribal government recipients may not use COPS Office funds to supplant (replace) state, local, or BIA funds that would have been dedicated to the COPS Office-funded item(s) in the absence of the COPS Office award. 34 U.S.C. § 10384(a).

#### **5. Extensions**

Your agency may request an extension of the award period to receive additional time to implement your award program. Such extensions do not provide additional funding. Awards may be extended a maximum of 36 months beyond the initial award expiration date. Any request for an extension beyond 36 months will be evaluated on a case-by-case basis. Only those recipients that can provide a reasonable justification for delays will be granted no-cost extensions. Reasonable justifications may include difficulties in filling COPS Office-funded positions, officer turnover, or other circumstances that interrupt the 36 month award funding period. An extension allows your agency to compensate for such delays by providing additional time to complete the full 36 months of funding for each position awarded. **Extension requests must be received prior to the end date of the award.**

#### **6. Modifications**

Occasionally, a change in an agency's fiscal or law enforcement situation necessitates a change in its COPS Office CHP award. Award modifications under CHP are evaluated on a case-by-case basis in accordance with 2 C.F.R. § 200.308. For federal awards in excess of \$250,000, any modification request involving the reallocation of funding between budget categories that exceed or are expected to exceed 10 percent (10%) of the total approved budget requires prior written approval by the COPS Office. Regardless of the federal award amount or budget modification percentage, any reallocation of funding is limited to approved budget categories. In addition, any budget modification that changes the scope of the project requires prior written approval by the COPS Office. In addition, please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.

In addition, modification requests should be submitted to the COPS Office when an agency determines that it will need to shift officer positions awarded in one hiring category into a different hiring category and/or reduce the total number of positions awarded. For example, if an agency was awarded CHP funding for two new, additional sworn officer positions, but due to fiscal distress/constraints the agency needs to change the hiring category from the new hire category to the rehire category for officers laid off or scheduled for layoff on a specific future date post-application, the agency would have to request a modification. The COPS Office will only consider a modification

request after an agency makes final, approved budget and/or personnel decisions. An agency may implement the modified award following written approval from the COPS Office. Please be aware that the COPS Office will not approve any modification request that results in an increase of federal funds.

**7. Evaluations**

The COPS Office may conduct monitoring or sponsor national evaluations of its award programs. The recipient agrees to cooperate with the monitors and evaluators 34 U.S.C. § 10385(b).

**8. Reports/Performance Goals**

To assist the COPS Office in monitoring and tracking the performance of your award, your agency will be responsible for submitting semi-annual programmatic progress reports that describe project activities during the reporting period and quarterly Federal Financial Reports using Standard Form 425 (SF-425). 2 C.F.R. §§ 200.327 - 200.328. The progress report is used to track your agency's progress toward implementing community policing strategies and to collect data to gauge the effectiveness of increasing your agency's community policing capacity through COPS Office funding. The Federal Financial Report is used to track the expenditures of the recipient's award funds on a cumulative basis throughout the life of the award.

**9. Award Monitoring Activities**

Federal law requires that law enforcement agencies receiving federal funding from the COPS Office must be monitored to ensure compliance with their award conditions and other applicable statutes and regulations. The COPS Office is also interested in tracking the progress of our programs and the advancement of community policing. Both aspects of award implementation—compliance and programmatic benefits—are part of the monitoring process coordinated by the U.S. Department of Justice. Award monitoring activities conducted by the COPS Office include site visits, enhanced office-based grant reviews, alleged noncompliance reviews, financial and programmatic reporting, and audit resolution. As a COPS Office award recipient, you agree to cooperate with and respond to any requests for information pertaining to your award. This includes all financial records, such as general accounting ledgers and all supporting documents. All information pertinent to the implementation of the award is subject to agency review throughout the life of the award, during the close-out process and for three-years after the submission of the final expenditure report. 34 U.S.C. § 10385(a) and 2 C.F.R. §§ 200.333 & 200.336.

**10. Federal Civil Rights**

The Applicant understands that the federal statutes and regulations applicable to the award (if any) made by the Department based on the application specifically include statutes and regulations pertaining to civil rights and nondiscrimination, and, in addition —

- a. the Applicant understands that the applicable statutes pertaining to civil rights will include section 601 of the Civil Rights Act of 1964 (42 U.S.C. § 2000d); section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); section 901 of the Education Amendments of 1972 (20 U.S.C. § 1681); and section 303 of the Age Discrimination Act of 1975 (42 U.S.C. § 6102);
- b. the Applicant understands that the applicable statutes pertaining to nondiscrimination may include section 809(c) of Title I of the Omnibus Crime Control and Safe Streets Act of 1968 (34 U.S.C. § 10228(c)); section 1407(e) of the Victims of Crime Act of 1984 (34 U.S.C. § 20110(e)); section 299A(b) of the Juvenile Justice and Delinquency Prevention Act of 2002 (34 U.S.C. § 11182(b)); and that the grant condition set out at section 40002(b)(13) of the Violence Against Women Act (34 U.S.C. § 12291(b)(13)), which will apply to all awards made by the Office on Violence Against Women, also may apply to an award made otherwise;

c. the Applicant understands that it must require any subrecipient to comply with all such applicable statutes (and associated regulations); and

d. on behalf of the Applicant, I make the specific assurances set out in 28 C.F.R. §§ 42.105 and 42.204.

The Applicant also understands that (in addition to any applicable program-specific regulations and to applicable federal regulations that pertain to civil rights and nondiscrimination) the federal regulations applicable to the award (if any) made by the Department based on the application may include, but are not limited to, 2 C.F.R. Part 2800 (the DOJ "Part 200 Uniform Requirements") and 28 C.F.R. Parts 22 (confidentiality - research and statistical information), 23 (criminal intelligence systems), 38 (regarding faith-based or religious organizations participating in federal financial assistance programs), and 46 (human subjects protection).

**11. Equal Employment Opportunity Plan (EEO)**

All recipients of funding from the COPS Office must comply with the federal regulations pertaining to the development and implementation of an Equal Employment Opportunity Plan (28 C.F.R. Part 42 subpart E).

**12. False Statements**

False statements or claims made in connection with COPS Office awards may result in fines, imprisonment, debarment from participating in federal awards or contracts, and/or any other remedy available by law.

**13. Duplicative Funding**

The recipient understands and agrees to notify the COPS Office if it receives, from any other source, funding for the same item or service also funded under this award.

**14. Additional High-Risk Recipient Requirements**

The recipient agrees to comply with any additional requirements that may be imposed during the award performance period if the awarding agency determines that the recipient is a high-risk recipient (2 C.F.R. § 200.207).

**15. System for Award Management (SAM) and Universal Identifier Requirements**

The recipient agrees to comply with the following requirements of 2 C.F.R. Part 25, Appendix A to Part 25 – Award Term:

I. System for Award Management and Universal Identifier Requirements

*A. Requirement for System for Award Management*

Unless you are exempted from this requirement under 2 C.F.R. § 25.110, you as the recipient must maintain the currency of your information in the SAM until you submit the final financial report required under this award or receive the final payment, whichever is later. This requires that you review and update the information at least annually after the initial registration, and more frequently if required by changes in your information or another award term.

*B. Requirement for unique entity identifier*

If you are authorized to make subawards under this award, you:

1. Must notify potential subrecipients that no entity (see definition in paragraph C of this award term) may receive a subaward from you unless the entity has provided its unique entity identifier to you.
2. May not make a subaward to an entity unless the entity has provided its unique entity identifier to you.

C. *Definitions*

For purposes of this award term:

1. *System for Award Management (SAM)* means the Federal repository into which an entity must provide information required for the conduct of business as a recipient. Additional information about registration procedures may be found at the SAM Internet site (currently at <https://www.sam.gov>).
2. *Unique entity identifier* means the identifier required for SAM registration to uniquely identify business entities.
3. *Entity*, as it is used in this award term, means all of the following, as defined at 2 C.F.R. Part 25, subpart C:
  - a. A Governmental organization, which is a State, local government, or Indian Tribe;
  - b. A foreign public entity;
  - c. A domestic or foreign nonprofit organization;
  - d. A domestic or foreign for-profit organization; and
  - e. A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
4. *Subaward*:
  - a. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  - b. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 C.F.R. § 200.330).
  - c. A subaward may be provided through any legal agreement, including an agreement that you consider a contract.



5. *Subrecipient* means an entity that:
- a. Receives a subaward from you under this award; and
  - b. *Is accountable to you for the use of the Federal funds provided by the subaward.*

**16. Reporting Subawards and Executive Compensation**

The recipient agrees to comply with the following requirements of 2 C.F.R. Part 170, Appendix A to Part 170 – Award Term:

I. Reporting Subawards and Executive Compensation.

a. *Reporting of first-tier subawards.*

1. *Applicability.*

Unless you are exempt as provided in paragraph d. of this award term, you must report each action that obligates \$25,000 or more in Federal funds that does not include Recovery funds (as defined in section 1512(a)(2) of the American Recovery and Reinvestment Act of 2009, Pub. L. 111-5) for a subaward to an entity (see definitions in paragraph e. of this award term).

2. *Where and when to report.*

i. You must report each obligating action described in paragraph a.1. of this award term to <https://www.fsrs.gov>.

ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)

3. *What to report.*

You must report the information about each obligating action that the submission instructions posted at <https://www.fsrs.gov> specify.

b. *Reporting Total Compensation of Recipient Executives.*

i. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—

i. the total Federal funding authorized to date under this award is \$25,000 or more;

ii. in the preceding fiscal year, you received—

(A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 C.F.R. § 170.320 (and subawards); and





- i.* To the recipient.
- ii.* By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.

*d. Exemptions*

If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:

- i.* Subawards, and
- ii.* The total compensation of the five most highly compensated executives of any subrecipient.

*e. Definitions.* For purposes of this award term:

1. Entity means all of the following, as defined in 2 C.F.R. Part 25:
  - i.* A Governmental organization, which is a State, local government, or Indian tribe;
  - ii.* A foreign public entity;
  - iii.* A domestic or foreign nonprofit organization;
  - iv.* A domestic or foreign for-profit organization;
  - v.* A Federal agency, but only as a subrecipient under an award or subaward to a non-Federal entity.
2. *Executive* means officers, managing partners, or any other employees in management positions.
3. *Subaward:*
  - i.* This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
  - ii.* The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see Sec. 210 of the attachment to OMB Circular A-133, "Audits of States, Local Governments, and

Non-Profit Organizations”).

iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

4. *Subrecipient* means an entity that:

i. Receives a subaward from you (the recipient) under this award; and

ii. Is accountable to you for the use of the Federal funds provided by the subaward.

5. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 C.F.R. § 229.402(c)(2)):

i. *Salary and bonus.*

ii. *Awards of stock, stock options, and stock appreciation rights.* Use the dollar amount recognized for financial statement reporting purposes with respect to the fiscal year in accordance with the Statement of Financial Accounting Standards No. 123 (Revised 2004) (FAS 123R), Shared Based Payments.

iii. *Earnings for services under non-equity incentive plans.* This does not include group life, health, hospitalization or medical reimbursement plans that do not discriminate in favor of executives, and are available generally to all salaried employees.

iv. *Change in pension value.* This is the change in present value of defined benefit and actuarial pension plans.

v. *Above-market earnings on deferred compensation which is not tax-qualified.*

vi. Other compensation, if the aggregate value of all such other compensation (e.g. severance, termination payments, value of life insurance paid on behalf of the employee, perquisites or property) for the executive exceeds \$10,000.

#### **17. Debarment and Suspension**

The recipient agrees not to award federal funds under this program to any party which is debarred or suspended from participation in federal assistance programs. 2 C.F.R. Part 180 (Government-wide Nonprocurement Debarment and Suspension) and 2 C.F.R. Part 2867 (DOJ Nonprocurement Debarment and Suspension).

#### **18. Employment Eligibility**

The recipient agrees to complete and keep on file, as appropriate, the Department of Homeland Security, U.S. Citizenship and Immigration Services (USCIS) Employment Eligibility Verification Form (I-9). This form is to be used by recipients of federal funds to verify that persons are eligible to work in the United States. Immigration Reform and Control Act of 1986 (IRCA), Public Law 99-603.



**19. Enhancement of Contractor Protection from Reprisal for Disclosure of Certain Information**

The recipient agrees not to discharge, demote, or otherwise discriminate against an employee as reprisal for the employee disclosing information that he or she reasonably believes is evidence of gross mismanagement of a federal contract or award, a gross waste of federal funds, an abuse of authority relating to a federal contract or award, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or award. The recipient also agrees to provide to their employees in writing (in the predominant native language of the workforce) of the rights and remedies provided in 41 U.S.C. § 4712. Please see appendices in the Award Owner's Manual for a full text of the statute.

**20. Mandatory Disclosure**

Recipients and subrecipients must timely disclose in writing to the Federal awarding agency or pass-through entity, as applicable, all federal criminal law violations involving fraud, bribery, or gratuity that may potentially affect the awarded federal funding. Recipients that receive an award over \$500,000 must also report certain civil, criminal, or administrative proceedings in SAM and are required to comply with the Term and Condition for Recipient Integrity and Performance Matters as set out in 2 C.F.R. Part 200, Appendix XII to Part 200. Failure to make required disclosures can result in any of the remedies, including suspension and debarment, described in 2 C.F.R. § 200.338.

**21. Conflict of Interest**

Recipients and subrecipients must disclose in writing to the COPS Office or pass-through entity, as applicable, any potential conflict of interest affecting the awarded federal funding in accordance with 2 C.F.R. § 200.112.

**22. Contract Provision**

All contracts made by the award recipients under the federal award must contain the provisions required under 2 C.F.R. Part 200, (Appendix II to Part 200 — Contract Provisions for Non-Federal Entity Contracts Under Federal Awards). Please see appendices in the Award Owner's Manual for a full text of the contract provisions.

**23. Restrictions on Internal Confidentiality Agreements**

No recipient or subrecipient under this award, or entity that receives a contract or subcontract with any funds under this award, may require any employee or contractor to sign an internal confidentiality agreement or statement that prohibits or otherwise restricts the lawful reporting of waste, fraud, or abuse to an investigative or law enforcement representative of a federal department or agency authorized to receive such information. Consolidated Appropriations Act, 2020, Public Law 116-93, Division C, Title VII, Section 742.

**24. Recipient Integrity and Performance Matters**

For awards over \$500,000, the recipient agrees to comply with the following requirements of 2 C.F.R. Part 200, Appendix XII to Part 200 – Award Term and Condition for Recipient Integrity and Performance Matters:

A. Reporting of Matters Related to Recipient Integrity and Performance

1. *General Reporting Requirement*

If the total value of your currently active awards, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then you as the recipient during that period of time must maintain the currency of information reported



to the System for Award Management (SAM) that is made available in the designated integrity and performance system (currently the Federal Awardee Performance and Integrity Information System (FAPIIS)) about civil, criminal, or administrative proceedings described in paragraph 2. of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

2. *Proceedings About Which You Must Report*

Submit the information required about each proceeding that:

- a. Is in connection with the award or performance of an award, cooperative agreement, or procurement contract from the Federal Government;
- b. Reached its final disposition during the most recent five year period; and
- c. Is one of the following:
  - (1) A criminal proceeding that resulted in a conviction, as defined in paragraph 5. of this award term and condition;
  - (2) A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
  - (3) An administrative proceeding, as defined in paragraph 5. of this award term and condition, that resulted in a finding of fault and liability and your payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
  - (4) Any other criminal, civil, or administrative proceeding if:
    - i. It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;
    - ii. It had a different disposition arrived at by consent or compromise with an acknowledgment of fault on your part; and
    - iii. The requirement in this award term and condition to disclose information about the proceeding does not conflict with applicable laws and regulations.

3. *Reporting Procedures*

Enter in the SAM Entity Management area the information that SAM requires about each proceeding described in paragraph 2. of this award term and condition. You do not need to submit the information a second time under assistance awards that you received if you already provided the information through SAM because you were required to do so under Federal procurement contracts that you were awarded.

4. *Reporting Frequency*

During any period of time when you are subject to the requirement in paragraph 1. of this award term and condition, you must report proceedings information through SAM for the most recent five year period, either to report new information about any proceeding(s) that you have not reported previously or affirm that there is no new information to report. Recipients that have Federal contract, award, and cooperative agreement awards with a cumulative total value greater than \$10,000,000 must disclose semiannually any information about the criminal, civil, and administrative proceedings.

5. *Definitions*

For purposes of this award term and condition:

- a. Administrative proceeding means a non-judicial process that is adjudicatory in nature in order to make a determination of fault or liability (e.g., Securities and Exchange Commission Administrative proceedings, Civilian Board of Contract Appeals proceedings, and Armed Services Board of Contract Appeals proceedings). This includes proceedings at the Federal and State level but only in connection with performance of a Federal contract or award. It does not include audits, site visits, corrective plans, or inspection of deliverables.
- b. Conviction, for purposes of this award term and condition, means a judgment or conviction of a criminal offense by any court of competent jurisdiction, whether entered upon a verdict or a plea, and includes a conviction entered upon a plea of nolo contendere.
- c. Total value of currently active awards, cooperative agreements, and procurement contracts includes —
  - (1) Only the Federal share of the funding under any Federal award with a recipient cost share or match; and
  - (2) The value of all expected funding increments under a Federal award and options, even if not yet exercised.

**25. Citizenship and Immigration Status Communications**

Authority to obligate or expend contingent on compliance with this condition.

NOTE: This grant condition is established under the COPS Office's broad authority and discretion to award and administer grants. See, e.g., 34 U.S.C. § 10381, et seq. This condition applies only to state or local government entities or to non-state or local government entities that make subawards with these funds to a state or local government entity.

State or local government entity recipients of this award, and any subrecipient of this award at any tier that is an entity of a State or of a unit of local government, may not obligate or expend award funds if – at the time of the obligation or expenditure – the “program or activity” of the recipient funded in whole or in part with the award funds (which includes any such program or activity of any subrecipient at any tier) is subject to any prohibitions or restrictions on sending to, requesting or receiving from, maintaining, or exchanging information regarding citizenship or immigration status with components of the U.S. Department of Homeland Security or any federal, state or local government entity, as generally described in 8 U.S.C. 1373(a) or (b). This includes any prohibitions or restrictions imposed or established by a state or local government entity or official.

A subrecipient of this award (at any tier) that is an entity of a State or of a unit of local government may not obligate or expend award funds if – at the time of the obligation or expenditure – the “program or activity” of the subrecipient (which includes any such program or activity of any subrecipient at any further tier) funded (in whole or in part) with award funds is subject to any prohibitions or restrictions on sending to, requesting or receiving from, maintaining, or exchanging information regarding citizenship or immigration status with components of the U.S. Department of Homeland Security or any federal, state or local government entity, as generally described in 8 U.S.C. 1373(a) or (b). This includes any prohibitions or restrictions imposed by a state or local government entity or official.

Any obligations or expenditures of a recipient or subrecipient that are impermissible under this condition shall be unallowable costs for purposes of this award.

Rules of Construction. For purposes of this condition, “program or activity” means what it means under section 606 of title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-4a).

References to the Immigration and Naturalization Service in 8 U.S.C. 1373 are to be read, as a legal matter, as references to particular components of the U.S. Department of Homeland Security.

Should any provision of a condition of this award be held to be invalid or unenforceable by its terms, then that provision shall first be applied with a limited construction so as to give it the maximum effect permitted by law (to any person or circumstance) under this award. Should it be held, instead, that a condition (or a provision thereof) is of utter invalidity or unenforceability, such condition (or such provision) shall be deemed severable from this award.

Any questions about the meaning or scope of this condition should be directed, prior to acceptance of this award, to the Office of Community Oriented Policing Services Legal Division at 202-514-3750.

#### **26. Contracts and/or MOUs with other Jurisdictions**

Sworn law enforcement officer positions awarded must be used for law enforcement activities or services that benefit your agency and the population that it serves. The items funded under the CHP award cannot be utilized by other agencies unless the items benefit the population that your agency serves. Your agency may use items funded under the CHP award to assist other law enforcement agencies under a resource sharing, mutual aid, or other agreement to address multi-jurisdictional issues as described in the agreement.

**27. Retention**

At the time of award application, your agency committed to retaining all sworn officer positions awarded under the CHP award with state and/or local funds for a minimum of 12 months following the conclusion of 36 months of federal funding for each position, over and above the number of locally-funded sworn officer positions that would have existed in the absence of the award. Your agency cannot satisfy the retention requirement by using CHP-funded positions to fill locally-funded vacancies resulting from attrition. 34 U.S.C. § 10382 (c)(8).

**28. Community Policing**

Community policing activities to be initiated or enhanced by your agency and the officers funded by this award program were identified and described in your CHP award application. In sections VI(A) and (B), your agency developed a community policing plan for the CHP award with specific reference to a crime or disorder problem and the following elements of community policing: (a) problem solving—your agency’s plan to assess and respond to the problem identified; (b) community partnerships and support, including related governmental and community initiatives that complement your agency’s proposed use of CHP funding; and (c) organizational transformation—how your agency will use the funds to reorient its mission to community policing or enhance its involvement in and commitment to community policing. Throughout the CHP award period, your agency is required to implement the community policing plan it set forth in the CHP award application.

The COPS Office defines community policing as a philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime. CHP awards through the specific officers funded (or an equal number of redeployed veteran officers) must be used to initiate or enhance community policing activities. All newly hired additional or rehired officers (or an equal number of redeployed veteran officers) funded under CHP must implement your agency’s approved community policing plan, which you described in your award application.

**29. Local Match**

COPS Hiring Program award recipients are required to contribute a local match of at least 25 percent towards the total cost of the approved award project, unless waived in writing by the COPS Office. The local match must be a cash match from funds not previously budgeted for law enforcement purposes and must be paid during the award period. The local match contribution must be made on an increasing basis during each year of the three-year award period, with the federal share decreasing accordingly. 34 U.S.C. § 10381(g).

**30. School Resource Officer (SRO) Training Requirement**

COPS Office-funded SRO(s) are required to complete a National Association of School Resource Officers (NASRO) 40 hour basic training course. Course substitutions are not permitted. Training must be completed no later than nine months after the date shown on the award congratulatory letter or six months from the SRO hire date; whichever comes first. If a COPS Office-funded SRO leaves the recipient agency after completing the NASRO training, the recipient agrees to pay for the new SRO, who is assigned to backfill this position, to attend a NASRO 40 hour basic training course. The new SRO must complete the training no later than nine months after being placed in the school. If the officer has completed NASRO 40 hour basic training within the last 12 months prior to the award date, the condition has been fulfilled. Any longer than 12 months will require the officers to retake the course. The agency must contact the NASRO Grant Coordinator if they want funds to cover registration and travel costs.



**31. Background Investigations**

Recipients agree to ensure that each officer(s) hired with CHP funding will be subject to a background investigation, notify the COPS Office upon completion of the background investigation for each officer hired under the CHP award, and cooperate with the COPS Office and provide updates on the status of background investigations upon request. 2 C.F.R. § 200.207

If the COPS Office determines that CHP funds are being used to pay the salary and fringe benefits of an officer who has not undergone a background investigation, the COPS Office may temporarily suspend grant funds in accordance with 2 C.F.R. §200.338 until the agency can demonstrate the background investigation has been completed.

**32. Career Law Enforcement Officer**

Officer hiring funds may only be used to pay entry-level salaries and fringe benefits for full-time "career law enforcement officers" for 36 months. The COPS Office's statute defines a "career law enforcement officer" as "a person hired on a permanent basis who is authorized by law or by a State or local public agency to engage in or supervise the prevention, detection, or investigation of violations of criminal laws." 34 U.S.C. §10389(1). A recipient agency may use officer hiring funds to pay the salary and benefits of recruits while in academy training to become "career law enforcement officers" if it is the standard practice of the agency to do so with locally-funded recruits. The State of Alaska, and any Indian tribe or tribal organization in that State, may also use officer hiring funds for a "village public safety officer" defined as "an individual employed as a village public safety officer under the program established by the State pursuant to Alaska Statute 18.65.670." Tribal Law and Order Act of 2010, Pub. L. 111-211, title II, § 247 (a)(2).



## Financial Clearance Memorandum

### *COPS Office COPS Hiring Program Program (CHP)*

To: Sheriff Daniel Guida and Administrator Jessica Seibert

Re: Financial Clearance Memorandum

A financial analysis of budgeted costs has been completed. Costs under this award appear reasonable, allowable, and consistent with existing guidelines. Exceptions / Adjustments are noted below.

Total officer positions awarded: 1

#### Approved costs per entry-level officer, per year

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
<b>Base salary</b>	<b>\$50,190.00</b>	<b>\$53,165.00</b>	<b>\$54,704.00</b>
<b>Benefits</b>	<b>\$25,382.39</b>	<b>\$27,950.22</b>	<b>\$29,853.39</b>
Social Security	\$0.00	\$0.00	\$0.00
Medicare	\$727.76	\$770.89	\$793.21
Health insurance	\$16,060.80	\$18,076.10	\$19,693.44
Life insurance	\$60.23	\$63.80	\$65.64
Vacation	\$0.00	\$0.00	\$0.00
Sick leave	\$0.00	\$0.00	\$0.00
Retirement	\$0.00	\$0.00	\$0.00
Worker's compensation	\$0.00	\$0.00	\$0.00
Unemployment insurance	\$0.00	\$0.00	\$0.00
Other costs: State Funded Retirement System	\$8,532.30	\$9,038.05	\$9,299.68
Other costs: Disability Insurance	\$1.30	\$1.38	\$1.42

#### Approved total project costs

	<u>Per officer</u>	<u>Grand total</u>
Salaries and fringe benefits	\$241,245.00	\$241,245.00
Federal share	\$125,000.00	\$125,000.00
Applicant share	\$116,245.00	\$116,245.00

Local match waiver not granted.

Budget Cleared Date: 06/29/2020

**Overall Comments:**

NA

**Additional Comments:**

N/A





U.S. DEPARTMENT OF JUSTICE  
OFFICE OF COMMUNITY ORIENTED POLICING SERVICES  
145 N Street, NE, Washington, D.C. 20530

**COPS**

## **Award Document Supplement**

### ***COPS Hiring Program (CHP)***

By signing the Award Document to accept this COPS Hiring Program (CHP) award, the recipient agrees to abide by the following Special Award Conditions and/or High Risk Conditions:

#### **Special Award Conditions**

##### **Advancing Department of Justice Priority Crime Problem Awards**

Your agency has been selected for a COPS Hiring Program (CHP) award to address a particular Department of Justice priority crime problem/focus area, based specifically on your CHP award application's community policing plan to improve your agency's public safety response to the critical issues of Illegal Immigration, Violent Crime, or Homeland Security.

Please be advised that, in accepting this award, your agency is agreeing to this Special Condition to its CHP award that requires your agency's COPS-funded officers (or an equivalent number of locally-funded officers) to initiate or enhance your agency's community policing plan to address one of the priority crime problems identified above. By signing the 2020 CHP award, your agency understands and agrees to the following:

- Your agency will implement the one specific community policing plan identified in your CHP award application;
- Your agency will address its specific priority crime problem throughout the entire CHP award period;
- Your agency will implement any organizational changes identified in its CHP award application in Section 6B, Questions 12 and 13;
- Your agency will cooperate with any award monitoring by the COPS Office to ensure that it is initiating or enhancing its community policing efforts to address its priority crime problem, which may include your agency having to respond to additional or modified reporting requirements.

#### **Memorandum of Understanding Requirement**

(School-based Policing through School Resource Officers Focus Area Only)

By signing the 2020 CHP award, recipients using CHP funding to hire and/or deploy School Resource

ADVANCING PUBLIC SAFETY THROUGH COMMUNITY POLICING

Officers into schools understand and agree to the following:

- Your agency must submit a signed Memorandum of Understanding (MOU) between the law enforcement agency and the school partner(s) to the COPS Office before obligating or drawing down funds under this award. The MOU must be submitted to the COPS Office within 90 days of the date shown on the award congratulatory letter.
- Your agency's MOU must contain the following information:
  - The purpose of the MOU
  - Clearly defined roles and responsibilities of the school district and the law enforcement agency, focusing officers' roles on safety
  - Information sharing
  - Supervision responsibility and chain of command for the SRO
  - Signatures

Note: Please refer to the MOU Fact Sheet for a detailed explanation of the requirements under each of the bullets

- Your agency's implementation of the CHP award without submission and acceptance of the required MOU may result in expenditures not being reimbursed by the COPS Office and/or award de-obligation.



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 14July2020

**Title of Item:** Barracuda Backup Appliance 8090

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

*\*provide copy of hearing notice that was published*

<b>Submitted by:</b> Chris Sutch	<b>Department:</b> I.T.
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<b>Presenter (Name and Title):</b> Chris Sutch IT Manager	<b>Estimated Time Needed:</b> 5 minutes
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**Summary of Issue:**

Aitkin County's Barracuda Backup Appliance 6090 reached capacity ahead of schedule; Unit was scheduled for replacement in 2023 per Capital Improvement Plan. Capacity was reached early due to COVID-19 response with remote work departments digitizing & storing additional data overloading the backup system prematurely. This unit is required to maintain Disaster Recovery and Continuity of Operations.

CARES act funding is available for this device in the amount of 26,477

Unit will be purchased from vendor CIT quote #003720v1

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

There are other backup solutions/products - the Barracuda was selected as an inplace upgrade to our current solution. Switching to a different product at this time would entail considerable IT staff time in training and configuration.

**Recommended Action/Motion:**

Approve CARES act expenditure of 26,477 for Barracuda 8090 Encrypted Backup Appliance

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

What is the total cost, with tax and shipping? \$ 26,477

Is this budgeted?  Yes  No *Please Explain:*

CARES Act funds Available. Device was not projected for replacement until 2023.



Backup Quote

Quote #003720 v1



Prepared For:  
**Aitkin County IT**  
 Chris Sutch  
 209 2nd St NW Room 118  
 Aitkin, MN 56431

P: (218) 927-7318  
 E: csutch@co.aitkin.mn.us

Prepared By:  
**Computer Integration Technologies, Inc.**  
 Austin Zett  
 2375 Ventura Drive  
 Woodbury, MN 55125-3930

P: 651.255.5774  
 E: austin.zett@cit-net.com

Date Issued:  
**07.07.2020**  
 Expires:  
**07.10.2020**

**Executive Summary**

**Barracuda Backup 8090**

Products	Price	Qty	Ext. Price
<b>Barracuda Encrypted Backup App. 8090</b> Hardware - Barracuda Encrypted Backup Appliance 8090	\$26,417.00	1	\$26,417.00
Subtotal			<b>\$26,417.00</b>

Quote Summary	Amount
Products	\$26,417.00
Subtotal:	<b>\$26,417.00</b>
Shipping:	<b>\$60.00</b>
Total:	<b>\$26,477.00</b>

Please do not pay from quote; taxes, shipping, handling and other fees may apply. Not all items are available for refund or exchange and must be approved by CIT prior to product return. Customers may need to work directly with manufacturers for item returns.

Acceptance

**Computer Integration Technologies, Inc.**

**Aitkin County IT**

\_\_\_\_\_  
Signature / Name

\_\_\_\_\_  
Signature / Name

\_\_\_\_\_  
Initials

\_\_\_\_\_  
07/07/2020

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Board of County Commissioners Agenda Request

60A  
Agenda Item #

**Requested Meeting Date:** 7-14-20

**Title of Item:** ADA Transition Plan for Public Rights of Way

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

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**  
As the recipient of federal highway funding, we are required to have in place by September, 2000 an ADA Transition Plan for pedestrian facilities within our county highway right of way. As part of developing this plan, we are also required to offer the opportunity for public input.

Attached is the draft Aitkin County ADA Transition Plan for review and discussion prior to making it available to the public.

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

**Recommended Action/Motion:**  
Recommendation is to establish a time to hear public input regarding the draft plan at an upcoming regularly scheduled Board of Commissioners Meeting.

**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 ADA Transition Plan For Public Rights of Way

July 8, 2020

## Introduction

### Transition Plan Need and Purpose

The Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. ADA consists of five titles outlining protections in the following areas:

1. Employment
2. State and local government services
3. Public accommodations
4. Telecommunications
5. Miscellaneous Provisions

Title II of ADA pertains to the programs, activities and services public entities provide. As a provider of public transportation services and programs, Aitkin County must comply with this section of the Act as it specifically applies to public service agencies. Title II of ADA provides that, "...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity." (42 USC. Sec. 12132; 28 CFR. Sec. 35.130)

As required by Title II of ADA, 28 CFR. Part 35 Sec. 35.105 and Sec. 35.150, Aitkin County has conducted a self-evaluation of its facilities within public rights of way and has developed this Transition Plan detailing how the organization will ensure that all of those facilities are accessible to all individuals.

### ADA and its Relationship to Other Laws

Title II of ADA is companion legislation to two previous federal statutes and regulations: the Architectural Barriers Acts of 1968 and Section 504 of the Rehabilitation Act of 1973.

The Architectural Barriers Act of 1968 is a Federal law that requires facilities designed, built, altered or leased with Federal funds to be accessible. The Architectural Barriers Act marks one of the first efforts to ensure access to the built environment.

Section 504 of the Rehabilitation Act of 1973 is a Federal law that protects qualified individuals from discrimination based on their disability. The nondiscrimination requirements of the law

apply to employers and organizations that receive financial assistance from any Federal department or agency. Title II of ADA extended this coverage to all state and local government entities, regardless of whether they receive federal funding or not.

## Agency Requirements

Under Title II, Aitkin County must meet these general requirements:

- Must operate their programs so that, when viewed in their entirety, the programs are accessible to and useable by individuals with disabilities (28 C.F.R. Sec. 35.150).
- May not refuse to allow a person with a disability to participate in a service, program or activity simply because the person has a disability (28 C.F.R. Sec. 35.130 (a)).
- Must make reasonable modifications in policies, practices and procedures that deny equal access to individuals with disabilities unless a fundamental alteration in the program would result (28 C.F.R. Sec. 35.130(b) (7)).
- May not provide services or benefits to individuals with disabilities through programs that are separate or different unless the separate or different measures are necessary to ensure that benefits and services are equally effective (28 C.F.R. Sec. 35.130(b)(iv) & (d)).
- Must take appropriate steps to ensure that communications with applicants, participants and members of the public with disabilities are as effective as communications with others (29 C.F.R. Sec. 35.160(a)).
- Must designate at least one responsible employee to coordinate ADA compliance [28 CFR Sec. 35.107(a)]. This person is often referred to as the "ADA Coordinator." The public entity must provide the ADA coordinator's name, office address, and telephone number to all interested individuals [28 CFR Sec. 35.107(a)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 CFR Sec. 35,106]. The notice must include the identification of the employee serving as the ADA coordinator and must provide this information on an ongoing basis [28 CFR Sec. 104.8(a)].
- Must establish a grievance procedure. Public entities must adopt and publish grievance procedures providing for prompt and equitable resolution of complaints [28 CFR Sec. 35.107(b)]. This requirement provides for a timely resolution of all problems or conflicts related to ADA compliance before they escalate to litigation and/or the federal complaint process.

This document has been created to specifically cover accessibility within the public rights of way and does not include information on Aitkin County's programs, practices, or building facilities not related to public rights of way.

## **Self-Evaluation**

### **Overview**

Aitkin County is required, under Title II of the Americans with Disabilities Act (ADA) and 28CFR35.105, to perform a self-evaluation of its current transportation infrastructure policies, practices, and programs. The goal of the self-evaluation is to verify that, in implementing the County's policies and practices, the department is providing accessibility and not adversely affecting the full participation of individuals with disabilities.

The self-evaluation also examines the condition of the County's Pedestrian Circulation Route/Pedestrian Access Route) (PCR/PAR) and identifies potential need for PCR/PAR infrastructure improvements. This will include the sidewalks and curb ramps that are located within the County rights of way. Aitkin County has no trails, traffic control signals or transit facilities that are located within the County rights of way. Any barriers to accessibility identified in the self-evaluation and the remedy to the identified barrier are set out in this transition plan.

### **Summary**

In 2020, Aitkin County conducted an inventory of pedestrian facilities within its public right of way consisting of the evaluation of the following facilities:

- Sidewalks
- Pedestrian Curb Ramps

An evaluation on how these facilities relate to ADA standards is found in Appendix A.

## **Policies and Practices**

### **Previous Practices**

Since the adoption of the ADA, Aitkin County has included upgrades to accessible pedestrian features when it was feasible to do so as part of the County's capital improvement projects.

### **Policy**

Aitkin County's goal is to continue to provide accessible pedestrian design features as part of the County's Capital Improvement Program. The County has established ADA design standards as listed in Appendix B.

Aitkin County will consider and respond to all accessibility improvement requests. All accessibility improvements that have been deemed reasonable will be scheduled consistent with transportation priorities. The County will coordinate with external agencies to ensure that all new or altered pedestrian facilities within the County jurisdiction are ADA compliant to the maximum extent feasible.

Maintenance of pedestrian facilities within the public right of way will continue to follow the maintenance policies set forth by the County.

Requests for accessibility improvements can be submitted by the public to the Aitkin County ADA Coordinator.

### **ADA Coordinator**

In accordance with 28 CFR 35.107(a), Aitkin County has identified an ADA Title II Coordinator to oversee the County policies and procedures. Contact information for this individual is located in Appendix C.

### **Priority Areas**

As part of its annual Capital Improvement Program update, Aitkin County will identify specific locations for planned accessibility improvement projects. To the extent feasible, all new and reconstruction projects with pedestrian accommodations will be constructed to meet current ADA design standards. For resurfacing projects, ramps will be modified or added on a case by case basis. High priority areas such as those in close proximity to schools, government offices

and medical facilities and those identified from public comments will be given additional consideration.

## **Public Outreach**

Aitkin County recognizes that public participation is an important component in the development of this document. In addition to this document being made available for public comment, public participation was encouraged through the following activities:

- A public input meeting was held on ?????, 2020 as part of the regular Aitkin County Board meeting.

## **Grievance Procedure**

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities in regards to the ADA. If users of Aitkin County facilities and services believe the County has not provided reasonable accommodation, they have the right to file a grievance.

In accordance with 28 CFR 35.107(b), the Aitkin County has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints, concerns, comments, and other grievances. This grievance procedure is outlined in Appendix D.

## **Monitor the Progress**

This document will continue to be updated as conditions within the County evolve.

The appendices in this document will be updated periodically, while the main body of the document will be updated when major revisions are required. With each main body update, a public comment period will be established to continue the public outreach.

## **Appendices**

- A. Self-Evaluation**
- B. Agency ADA Design Standards and Procedures**
- C. Contact Information**
- D. Grievance Procedure**
- E. Glossary of Terms**

DRAFT

# Appendix A - Self Evaluation

## Aitkin County Pedestrian Facilities - Sidewalks Page 1 of 3

City	Highway	From	To	Location	Length	Construction Year	Compliant (Y for yes, N for No)		
							Slope	Width	Joints
Aitkin	CSAH 1	2nd Street	3rd Street	Left	335	2005	N	Y	N
Aitkin	CSAH 1	2nd Street	3rd Street	Right	334	2005	N	Y	N
Aitkin	CSAH 1	3rd Street	4th Street	Left	345	2005	N	Y	N
Aitkin	CSAH 1	3rd Street	4th Street	Right	337	2005	N	Y	N
Aitkin	CSAH 1	4th Street	5th Street	Left	336	2005	N	Y	N
Aitkin	CSAH 1	4th Street	5th Street	Right	336	2005	N	Y	N
Aitkin	CSAH 1	5th Street	Mississippi River Bridge	Left	1185	2005	N	Y	N
Aitkin	CSAH 1	5th Street	Airpark Drive	Right	177	2005	Y	Y	N
Aitkin	CSAH 1	Airpark Drive	Fairgrounds Entrance	Right	132	2005	Y	Y	N
Aitkin	CSAH 15	6th Avenue	5th Avenue	Left	345	1997	Y	Y	N
Aitkin	CSAH 15	6th Avenue	5th Avenue	Right	345		Y	Y	N
Aitkin	CSAH 15	5th Avenue	4th Avenue	Left	335	1997	N	Y	N
Aitkin	CSAH 15	5th Avenue	4th Avenue	Right	337		Y	Y	N
Aitkin	CSAH 15	4th Avenue	2nd Avenue	Left	665	1997	N	Y	N
Aitkin	CSAH 15	4th Avenue	3rd Avenue	Right	330	1997	Y	Y	N
Aitkin	CSAH 15	3rd Avenue	2nd Avenue	Right	337		Y	Y	N
Aitkin	CSAH 15	2nd Avenue	Minnesota Avenue	Left	755	1997	N	Y	N
Aitkin	CSAH 41	1st Street	2nd Street	Right	330	2019	Y	Y	Y
Hill City	CSAH 33	Gill Street	Main Street	Left	280	2010	Y	Y	N
Hill City	CSAH 33	Gill Street	Main Street	Right	324		Y	Y	N
Hill City	CSAH 33	Main Street	Cedar Street	Left	324	2010	Y	Y	N
Hill City	CSAH 33	Main Street	Cedar Street	Right	327		Y	Y	N
Hill City	CSAH 33	Cedar Street	Water Street	Right	692	2010	Y	Y	N
Hill City	CR 74	US Hwy 169	High School Entrance	Left	1085	2017	Y	Y	Y
McGregor	CSAH 8	1st Street	Albert Avenue	Right	800	2002	N	N	N
McGregor	CSAH 8	Andrew Street	Wiltet Avenue	Left	110	2002	N	N	N
McGregor	CSAH 8	Wiltet Avenue	Center Avenue	Left	627	2002	N	N	N
McGregor	CSAH 8	Albert Avenue	Center Avenue	Right	315	2002	N	Y	N
McGregor	CSAH 8	Center Avenue	Delling Avenue	Left	572	2002	N	Y	N
McGregor	CSAH 8	Center Avenue	1st Avenue	Right	264	2002	N	Y	N
McGregor	CSAH 8	1st Avenue	Delling Avenue	Right	150	2002	N	Y	N
McGregor	CSAH 8	Delling Avenue	RR crossing	Left	200	2002	N	N	N
McGregor	CSAH 8	Delling Avenue	Country House Lane	Right	200	2002	N	N	N
McGregor	CSAH 8	Country House Lane	Mable Street	Right	675	2002	N	N	N
McGregor	CSAH 8	Mable Street	TH 210	Right	1433	2002	N	N	N
Palisade	CSAH 3	2nd Avenue	3rd Avenue	Left	310	2012	Y	Y	N
Palisade	CSAH 3	2nd Avenue	3rd Avenue	Right	300	2012	Y	Y	N
Palisade	CSAH 3	3rd Avenue	4th Avenue	Left	325	2012	Y	Y	N
Palisade	CSAH 3	3rd Avenue	4th Avenue	Right	330	2012	N 2.3%	Y	N
Palisade	CSAH 3	4th Avenue	5th Avenue	Left	317	2012	Y	Y	N
Palisade	CSAH 3	4th Avenue	5th Avenue	Right	307	2012	N	Y	N
Palisade	CSAH 3	5th Avenue	Nature Avenue	Left	526	2012	Y	Y	N
Tamarack	CSAH 6	TH 210	Nelson Avenue	Left	580	2011	N	Y	N
Tamarack	CSAH 6	TH 210	Nelson Avenue	Right	565	2011	N	Y	N
Tamarack	CSAH 6	Nelson Avenue	Front Street	Left	471	2011	N	Y	N
Tamarack	CSAH 6	Nelson Avenue	Orvis Avenue	Right	507	2011	N	Y	N

**Aitkin County Pedestrian Facilities - Pedestrian Ramps**      **Page 2 of 3**

City	Highway	Location	Quadrant	Construction Year	Compliant (Y for yes, N for No)		
					Truncated Domes	Landing	Slopes
Aitkin	CSAH 1	3rd Street	SE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	3rd Street	SW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	3rd Street	NW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	3rd Street	NE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	4th Street	SE	2005	Y-CONCRETE	Y	N
Aitkin	CSAH 1	4th Street	SW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	4th Street	NW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	4th Street	NE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	5th Street	SE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	5th Street	SW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	5th Street	NW	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	5th Street	NE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	Airpark Drive	SE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 1	Airpark Drive	NE	2005	Y-CONCRETE	N	N
Aitkin	CSAH 15	6th Avenue	SE	1997	N	N	N
Aitkin	CSAH 15	6th Avenue	NE	1997	N	N	N
Aitkin	CSAH 15	5th Avenue	SE	1997	N	Y	N
Aitkin	CSAH 15	5th Avenue	SW	1997	N	N	N
Aitkin	CSAH 15	5th Avenue	NW	1997	N	N	N
Aitkin	CSAH 15	5th Avenue	NE	1997	N	N	N
Aitkin	CSAH 15	4th Avenue	SE	1997	N	Y	N
Aitkin	CSAH 15	4th Avenue	SW	1997	N	Y	N
Aitkin	CSAH 15	4th Avenue	NW	1997	N	N	N
Aitkin	CSAH 15	4th Avenue	NE	1997	N	N	N
Aitkin	CSAH 15	3rd Avenue	SE	1997	N	N	N
Aitkin	CSAH 15	3rd Avenue	SW	1997	N	N	N
Aitkin	CSAH 15	2nd Avenue	SW	1997	N	N	N
Aitkin	CSAH 15	2nd Avenue	NW	1997	N	N	N
Aitkin	CSAH 15	2nd Avenue	NE	1997	N	N	N
Aitkin	CSAH 41	1st Street	SE	2019	Y	Y	Y
Aitkin	CSAH 41	1st Street	NE	2019	Y	Y	Y
Hill City	CSAH 33	Gill Street	SE	2010	Y-CONCRETE	N	N
Hill City	CSAH 33	Gill Street	NE	2010	Y-CONCRETE	Y	N
Hill City	CSAH 33	Main Street	SE	2010	Y-CONCRETE	N	N
Hill City	CSAH 33	Main Street	SW	2010	Y-CONCRETE	N	N
Hill City	CSAH 33	Main Street	NW	2010	Y-CONCRETE	Y	N
Hill City	CSAH 33	Main Street	NE	2010	Y-CONCRETE	Y	N
Hill City	CSAH 33	Cedar Street	SE	2010	Y-CONCRETE	N	N
Hill City	CSAH 33	Cedar Street	SW	2010	Y-CONCRETE	Y	N
Hill City	CSAH 33	Cedar Street	NW	2010	Y-CONCRETE	Y	N
Hill City	CSAH 33	Cedar Street	NE	2010	Y-CONCRETE	N	N
Hill City	CSAH 33	Water Street	SE	2010	Y-CONCRETE	Y	N
Hill City	CR 66	Main Street	SE	2006	Y-CONCRETE	N	N
Hill City	CR 66	Main Street	NW	2006	Y-CONCRETE	N	N
Hill City	CR 66	City Bike Trail	NA	2006	PRESENT-NARROW	N	N

**Aitkin County Pedestrian Facilities - Pedestrian Ramps**      **Page 3 of 3**

City	Highway	Location	Quadrant	Construction Year	Compliant (Y for yes, N for No)		
					Truncated Domes	Landing	Slopes
Hill City	CR 74	School Entrance	SE	2017	N	Y	Y
McGregor	CSAH 8	1st Street	NW	2002	N	N	N
McGregor	CSAH 8	Wittet Avenue	SW	2002	N	N	N
McGregor	CSAH 8	Wittet Avenue	NW	2002	N	N	N
McGregor	CSAH 8	Albert Avenue	SE	2002	N	N	N
McGregor	CSAH 8	Albert Avenue	NE	2002	N	N	Y
McGregor	CSAH 8	Center Avenue	SE	2002	N	Y	N
McGregor	CSAH 8	Center Avenue	SW	2002	N	Y	N
McGregor	CSAH 8	Center Avenue	NW	2002	N	N	N
McGregor	CSAH 8	Center Avenue	NE	2002	N	N	N
McGregor	CSAH 8	1st Avenue	SE	2002	N	N	N
McGregor	CSAH 8	1st Avenue	NE	2002	N	N	N
McGregor	CSAH 8	Delling Avenue	SE	2002	N	N	N
McGregor	CSAH 8	Delling Avenue	SW	2002	N	Y	N
McGregor	CSAH 8	Delling Avenue	NW	2002	N	Y	N
McGregor	CSAH 8	Delling Avenue	NE	2002	N	N	N
McGregor	CSAH 8	Country House Lane	NW	2002	N	N	N
McGregor	CSAH 8	Country House Lane	NE	2002	N	N	N
McGregor	CSAH 8	Mable Street	SE	2002	NO SIDEWALK ON SOUTH		
McGregor	CSAH 8	Mable Street	SW	2002			
McGregor	CSAH 8	Mable Street	NW	2002	Y	N	Y
McGregor	CSAH 8	Mable Street	NE	2002	Y	N	N
McGregor	CSAH 8	Hespar Street	SE	2002	NO SIDEWALK ON SOUTH		
McGregor	CSAH 8	Hespar Street	SW	2002			
Palisade	CSAH 3	2nd Avenue	SE	2012	Y	N 2.3%	Y
Palisade	CSAH 3	2nd Avenue	NE	2012	Y	Y	Y
Palisade	CSAH 3	3rd Avenue	SE	2012	Y	Y	Y
Palisade	CSAH 3	3rd Avenue	SW	2012	Y	Y	Y
Palisade	CSAH 3	3rd Avenue	NW	2012	Y	Y	Y
Palisade	CSAH 3	3rd Avenue	NE	2012	Y	Y	Y
Palisade	CSAH 3	4th Avenue	SE	2012	Y	Y	Y
Palisade	CSAH 3	4th Avenue	SW	2012	Y	Y	Y
Palisade	CSAH 3	4th Avenue	NW	2012	Y	Y	Y
Palisade	CSAH 3	4th Avenue	NE	2012	Y	Y	Y
Palisade	CSAH 3	5th Avenue	SW	2012	Y	Y	Y
Palisade	CSAH 3	5th Avenue	NW	2012	Y	N	N
Palisade	CSAH 3	5th Avenue	NE	2012	Y	N	N
Palisade	CSAH 3	Nature Avenue	NW	2012	Y	Y	Y
Palisade	CSAH 3	Nature Avenue	NE	2012	Y	Y	Y
Tamarack	CSAH 6	Nelson Avenue	SE	2011	Y	Y	Y
Tamarack	CSAH 6	Nelson Avenue	SW	2011	Y	Y	N
Tamarack	CSAH 6	Nelson Avenue	NW	2011	Y	Y	N
Tamarack	CSAH 6	Nelson Avenue	NE	2011	Y	Y	Y
Tamarack	CSAH 6	Front Street	NW	2011	Y	Y	Y
Tamarack	CSAH 6	Orvis Avenue	NE	2011	Y	Y	Y

## **Appendix B – Agency ADA Design Standards**

### **Design Standards**

Aitkin County will use Public Right of Way Accessibility Guidelines (PROWAG) as adopted by the Minnesota Department of Transportation (MnDOT), as its design standard. A copy of this document is available online or upon request.

## **Appendix C – Contact Information**

### **ADA Title II Coordinator**

**Name:** John Welle  
**Address:** 1211 Airpark Drive  
Aitkin, MN 56431  
**Phone:** 218-927-7469  
**Fax:** 218-927-2356  
**E-mail:** [john.welle@co.aitkin.mn.us](mailto:john.welle@co.aitkin.mn.us)

## Appendix D – Grievance Procedure

As part of the ADA requirements the City/County has posted the following notice outlining its ADA requirements:

### **Public Notice**

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990, Aitkin County will not discriminate against qualified individuals with disabilities on the basis of disability in Aitkin County's services, programs, or activities.

**Employment:** The County does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the Americans with Disabilities Act (ADA).

**Effective Communication:** The County will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the County's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** The County will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all County programs, services, and activities.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a County program, service, or activity, should contact the office of the ADA Coordinator as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the County to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

The County will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the County of Aitkin. The County of Aitkin's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to the ADA Coordinator:

Within 15 calendar days after receipt of the complaint, the ADA Coordinator or his/her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, the ADA Coordinator or his/her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the County of Aitkin and offer options for substantive resolution of the complaint.

If the response by the ADA Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the County Administrator or his/her designee.

Within 15 calendar days after receipt of the appeal, the County Administrator or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the County Administrator or his/her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or his/her designee, appeals to the County Administrator or his/her designee, and responses from these two offices will be retained by the County of Aitkin for at least three years.

## Appendix E – Glossary of Terms

**ADA:** See Americans with Disabilities Act.

**ADA Transition Plan:** Mn/DOT's transportation system plan that identifies accessibility needs, the process to fully integrate accessibility improvements into the Statewide Transportation Improvement Program (STIP), and ensures all transportation facilities, services, programs, and activities are accessible to all individuals.

**Accessible:** A facility that provides access to people with disabilities using the design requirements of the ADA.

**Alteration:** A change to a facility in the public right-of-way that affects or could affect access, circulation, or use. An alteration must not decrease or have the effect of decreasing the accessibility of a facility or an accessible connection to an adjacent building or site.

**Americans with Disabilities Act (ADA):** The Americans with Disabilities Act; Civil rights legislation passed in 1990 and effective July 1992. The ADA sets design guidelines for accessibility to public facilities, including sidewalks and trails, by individuals with disabilities.

**Capital Improvement Program (CIP):** The CIP for the Transportation Department includes an annual capital budget and a five-year plan for funding the new construction and reconstruction projects on the county's transportation system.

**Pedestrian Access Route (PAR):** A continuous and unobstructed walkway within a pedestrian circulation path that provides accessibility.

**Pedestrian Circulation Route (PCR):** A prepared exterior or interior way of passage provided for pedestrian travel.

**PROWAG:** An acronym for the *Guidelines for Accessible Public Rights-of-Way* issued in 2005 by the U. S. Access Board. This guidance addresses roadway design practices, slope, and terrain related to pedestrian access to walkways and streets, including crosswalks, curb ramps, street furnishings, pedestrian signals, parking, and other components of public rights-of-way.

**Right of Way:** A general term denoting land, property, or interest therein, usually in a strip, acquired for the network of streets, sidewalks, and trails creating public pedestrian access within a public entity's jurisdictional limits.

**Section 504:** The section of the Rehabilitation Act that prohibits discrimination by any program or activity conducted by the federal government.



# Board of County Commissioners Agenda Request

lob  
Agenda Item #

**Requested Meeting Date:** 7-14-20

**Title of Item:** Highway Department Office Expansion/Renovation Update

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

*\*provide copy of hearing notice that was published*

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
------------------------------------	--

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

**Summary of Issue:**  
At the November 26, 2019 Aitkin County Board of Commissioners meeting, an architectural services agreement from Widseth was approved for the Highway Department Office Expansion/Renovation project. Since that time, staff has been working with Widseth to develop the construction plan. The current construction cost estimate of the project is \$710,000. \$565,000 has been budgeted for this project in the 2014-2020 budgets, with the remainder proposed to be budgeted in 2021 and 2022.

With the construction plan nearing completion and potential bidding of the project in the coming months, a brief update on the project will be given.

**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? \$ Estimated total cost: \$710,000  
 Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

78  
Agenda Item #

**Requested Meeting Date:** July 14, 2020

**Title of Item:** Coronavirus Relief Fund

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

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 20 minutes
---	---

**Summary of Issue:**

Aitkin County has received \$1,927,829.00 (an additional \$79,678 has been received to distribute to local units of government with less than 200 residents) from the State of MN from the Coronavirus Relief Fund (CRF). These funds are to be used for necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease (COVID-19) as described and defined by official federal guidance. Expenses incurred between March 1, 2020 through December 1, 2020 may be eligible. Funds distributed to local governments cannot be used for revenue replacement.

Staff will update the Board on recent discussions regarding use of funds and ask for Board direction regarding potential use of funds in Aitkin County.

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

**Recommended Action/Motion:**  
Discussion and staff direction only.

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



# Aitkin County Board of Commissioners Agenda Request Form



**Requested Meeting Date:** July 14, 2020  
**Title of Item:** Committee Reports

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 14, 2020

**Title of Item:** Closed Session Under MN Statute 13D.05 Subd 3d Security Briefing Report

<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*
<b>Submitted by:</b> Dan Guida	<b>Department:</b> Sheriff	
<b>Presenter (Name and Title):</b> Dan Guida, Sheriff		<b>Estimated Time Needed:</b> 15
<b>Summary of Issue:</b> Sheriff Guida will be on hand to provide security briefing report.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input 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>		