

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 15, 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):126 431 0148; (meeting password): 7282

### 1:50 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 attending 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 November 24, 2020 to December 14, 2020
- B) Approve November 24, 2020 County Board Minutes
- C) Approve Electronic Funds Transfers
- D) Approve Commissioner Vouchers
- E) Approve Commissioner Vouchers
- F) Approve Auditor's Vouchers – CARES Warrants, Sheriff's Vehicles, Motor Pool Vehicles
- G) Approve Auditor's Vouchers
- H) Approve Auditor's Vouchers – Contegrity, R&B
- I) Approve Manual Warrants/Voids/Corrections – FSA Claims
- J) Approve Manual Warrants/Voids/Corrections – Elan paid 11/13/20 – Allocated
- K) Approve Manual Warrants/Voids/Corrections – November Participant Fees
- L) Approve Manual Warrants/Voids/Corrections – 2020 Estimated MN Care Tax
- M) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims

- N) Approve Manual Warrants/Voids/Corrections – Elan paid 11/27/20
- O) Approve Manual Warrants/Voids/Corrections – FSA Claims
- P) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fee's
- Q) Approve Manual Warrants/Voids/Corrections – Mtg Reg & Deed Tax – November
- R) Approve Manual Warrants/Voids/Corrections – Elan paid 11/27/20 Allocated
- S) Approve Fire Protection Contract – Town of Ball Bluff
- T) Approve 2020 Engagement Letter – CliftonLarsonAllen
- U) Approve Human Trafficking JPA
- V) Approve Aitkin County Electronic Funds Policy/Procedure
- W) Approve One Year Extensions for Listed Timber Sales
- X) Approve 2020 Voting Equipment Grant
- Y) Approve Board of Adjustment and Planning Commission Appointments
- Z) Adopt Resolution: Final Contract Payment – Contract No. 20196
- AA) Adopt Resolution: Reaffirming Change/Petty Cash Funds
- BB) Cedar Lake Wildlife Management Area Acquisition – Information Only

- 1:55 3) Terry Neff – Environmental Services Director
  - A) Approve Soliciting RFP's for Operation of the Recycling Center and Drop Off Locations
  - B) Approve Food, Beverage and Lodging License Fee Delay
- 2:15 4) Kirk Peysar – County Auditor
  - A) Approve Liquor License Fee Delay
- 2:25 5) Ross Wagner – Economic Development & Forest Industry Coordinator
  - A) Mille Lacs East ATV Trail Update, Route Alignment - Discussion
- 2:45 Break
- 2:55 6) Jessica Seibert – County Administrator
  - A) Administrator Updates
  - B) 2021 Commissioner Salaries – Discussion
  - C) 2021 Elected Officials Salaries – Discussion
  - D) Long Lake Conservation Center Fund Transfer – Discussion
  - E) 2020 Reserve Requests – Discussion
  - F) 2021 Board Review – Direction Requested
- 4:05 7) Committee Updates
- 4:35 Break
- 4:45 8) Kirk Peysar – County Auditor
  - A) Closed Session Under MN Statute 13D.05 Subd 3b Attorney Client Privilege
- 4:55 9) Mike Dangers – County Assessor
  - A) Closed Session Under MN Statute 13D.05 Subd 3b Attorney Client Privilege
- 5:15 10) Dan Guida – Sheriff
  - A) Closed Session Under MN Statute 13D.05 Subd 3d Security Briefing Report
- 5:45 11) Kirk Peysar – County Auditor
  - A) Approve Decision on Authorizing Repurchase
- 5:50 Adjourn

2B

# AITKIN COUNTY BOARD

November 24, 2020

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of November, 2020 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. The following members attended via Webex: Commissioner Laurie Westerlund. Commissioner Donald Niemi arrived at 9:05 a.m. Commissioner Anne Marcotte was absent.

**Call to Order**

**Approved Agenda**

Motion made by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all voting yes to approve the November 24<sup>th</sup>, 2020 amended agenda. Agenda Item 2.5 – Cancellation of Forfeiture, 5.5 NE MN Office of Job Training Update – Carrie Paulson, & 6C – Approve CARES Expenditures were added.

## AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING

**Health & Human  
Services Board**

### Attendance

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of November, 2020, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Bill Pratt, J. Mark Wedel, Don Niemi, and Laurie Westerlund (Via WebEx). Others present included: H&HS Director Cynthia Bennett, Accounting Supervisor Carli Goble, Public Health Supervisor Erin Melz, Riverwood Healthcare Center Dr. David Taylor (Via WebEx), County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, and Jennifer Eisenbart, Aitkin Independent Age (Via Webex).

### Agenda

Cynthia asked to make two changes to the agenda.

1. To add item V.B. Approve Community Support Program funding Grant.
2. Remove item VI, Janet Watson WARP program presentation entirely, reschedule for January's board agenda.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the amended November 24, 2020 Health & Human Services Board agenda.

### Directors Update:

Erin Melz and Dr. Taylor discussion of COVID-19

Due to time constraints for Dr. Taylor item IV.B was moved up on the agenda.

Cynthia started by remarking that the COVID-19 numbers within Aitkin County are rising and how it has a tremendous impact on our healthcare providers. There continues to be public controversy over following the guidelines given by the governor, the CDC, and MDH. As such Dr. Taylor was invited to help us understand what is happening in our community and what we can do to help in this situation.

Erin thanked Dr. Taylor for joining the Board meeting again and asked him first to give a quick situational update for our area and what he is seeing here.

Dr. Taylor began by stating that we are in the midst of a surge and that 30-50% of the inpatients at Riverwood are there due to COVID-19. An example, he gave, was that on Sunday they had 15 inpatients, of which 8 were there due to COVID-19. Even though the capacity is around 20 inpatients, the COVID ratio has not historically been that high. He also added that the larger hospitals, such as St. Cloud or Abbott in the Twin Cities, have not been able to take transfer patients from Riverwood due to being full themselves. This is not only a problem for COVID-19 patients but more so for the other critical care illnesses such as stroke or heart attack.

Commissioner Wedel inquired as to how many beds maximum the hospital has.

Dr. Taylor said that as a critical access hospital they are licensed for 25 beds maximum. With their COVID-19 surge planning they have been able to push that up to a maximum of 40 beds, although due to staffing concerns it would be hard to handle that many patients at once. As such they have been seeing a normal number of inpatients around the low 20's.

Erin asked several questions that PH has been hearing from community members and DR Taylor answered the questions as posed.

Lastly Dr. Taylor talked about the COVID -19 vaccines. There are three vaccines in development right now and there is intense pressure and competition to be the first to put one out to the public, this leads to many questions about production, data tracking and monitoring. The assurance though, is that the company that gets it done first and right is going to make billions of dollars whereas the company that gets it wrong could be done for. The vaccines all look very effective in comparison to the seasonal flu vaccines we normally get, but he does see a huge challenge with getting the vaccine out to everyone initially. Commissioner Westerlund asked about the cost of the vaccine and what the plan was for who would pay for it, whether it be the insurance companies, federal, state, or local government?

Dr. Taylor responded that as far as he understands it, insurance companies will be covering the costs for their patients, he was unsure about those without medical coverage.

#### Minutes

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the October 27, 2020 Health and Human Services Board minutes.

#### Bills

Carli Goble, H&HS Accounting Supervisor noted that there was nothing out of the ordinary for the bills this month.

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

Directors Update Cont.:

Cynthia mentioned that there would be an upcoming mask campaign through Public Health that will feature our leaders in masks. It will be posted on the Public Health Facebook page and possibly in the newspaper.

She added that most of the AMC groups have met and so AMC will be packaging their legislative platform in preparation for next month's meeting on December 7<sup>th</sup>.

**Approval of Contracts/Agreements/Policies**

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Children's Mental Health Screening Grant for January 1, 2021 through December 31, 2021.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Community Support Program Grant for January 1, 2021 through December 31, 2022.

**Committee Reports**

**HHS Advisory Committee Report**

Commissioner Wedel talked that the group reviewed their work with Suicide Prevention with Brea Hamdorf, Public Health Nurse, from the last year and then heard an update from Lynne Jacobs, Aitkin County CARE Director on what is happening with CARE.

**CARE Board Update**

Commissioner Westerlund stated that they had a finance meeting, all of their grants are showing up, and she is hoping to have Lynne come, in the future, to give the Board an update.

**NEMOJT Update**

Commissioner Niemi said that they had a meeting and the main concern addressed was some internal issues and that he felt that it was all under control.

The meeting was adjourned at 9:57 a.m.

Next Meeting – December 22, 2020

There was no Citizens' Public Comment

**Citizens' Public  
Comment**

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows.

**Consent Agenda**

- A) Correspondence File November 10, 2020 to November 23, 2020; B) Approve November 10, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$1,460,491.87; D) Approve Commissioner Vouchers: General Fund \$132,309.50, Road & Bridge \$112,511.51, Health & Human Services \$17,690.41, Trust \$41,096.64, Forest

Development \$17,159.68, Parks \$3,304.22 for a total of \$324,071.96; E) Approve Auditor's Vouchers – R&B Contract Payment: Road & Bridge \$17,207.40; F) Approve Auditor's Vouchers – CARES Grants, Round 2: Coronavirus Relief Fund \$174,621.00; G) Approve Auditor's Vouchers – October Sales & Diesel Tax: General Fund \$387.73, Road & Bridge \$1,040.63, Trust \$4.44, Forest Development \$143.63, Parks \$200.55, for a total of \$1,776.98; H) Approve Auditor's Vouchers – October Tax Settlements: Agency \$3,306,979.11, Taxes & Penalties \$64,720.42, for a total of \$3,371.699.53; I) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees: Long Lake Conservation Center \$53.15; J) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$1,241.36; K) Approve Manual Warrants/Voids/Corrections – October Mtg. Reg & Deed Tax: State \$116,275.37; L) Approve Manual Warrants/Voids/Corrections – Elan paid 10/29/20 - Allocated: General Fund -\$2,924.21, Road & Bridge \$1,681.01, Health & Human Services \$1,256.29, Forest Development \$21.91, Capital Project \$35.00, for a total of \$0.00; M) Approve Manual Warrants/Voids/Corrections – Elan paid 11/13/20, State General Tax, Camping Refund, Returned Payment – NSF - Taxes: General Fund \$5,767.41, State \$51,491.62, Taxes & Penalties \$1,341.36, Parks \$20.00, for a total of \$58,620.39; N) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$590.90; O) Approve Manual Warrants/Voids/Corrections – Returned Payment – Wrong County Taxes: Agency \$155.44; P) Approve Fire Protection Contract with the City of Aitkin; Q) Approve Fire Protection Contract with the City of McGrath; R) Approve Genetec Advantage Contract; S) Approve Medical Examiner Agreement 2021; T) Approve 2021 Newspaper Bid Specifications;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Fire Protection Contract with the City of Aitkin.

**Fire Protection Contract with the City of Aitkin**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Fire Protection Contract with the City of McGrath.

**Fire Protection Contract with the City of McGrath**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Genetec Advantage Contract.

**Genetec Advantage Contract**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Medical Examiner Agreement 2021.

**Medical Examiner Agreement 2021**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – 2021 Newspaper Bid Specifications.

**2021 Newspaper Bid Specifications**

Agenda Item 2.5 – Cancellation of Forfeiture was pulled from the Agenda.

**Cancellation of Forfeiture**

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members present voted to approve Community Corrections Comprehensive Plan.

**Community Corrections Comprehensive Plan**

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all

members present voted to approve Community Corrections Advisory Board.

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members present voted to approve Joint Powers Agreement for Regional Solid Waste Plan.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – Designate Pipeline Inspector;

**WHEREAS**, M.S 216G.07 relates to Protecting Public Facilities and Agriculture Land during the construction of pipelines, and

**WHEREAS**, M.S. 216G.07 Subd. 7 requires each county to designate a county inspector who shall conduct on-site inspections of the pipeline crossings of public roadways and drainage facilities and to keep record of comments and complaints concerning the pipeline construction made by owners and lessees of land crossed by the pipeline and by local officials, and

**WHEREAS**, the statute regulates that all buried pipe (except interstate natural gas pipelines) crossing a county highway or public drainage facility must be buried with a minimum cover 4-1/2 feet, and

**WHEREAS**, the statute requires the person proposing the pipeline construction to pay an the treasurer of the county which the pipeline crosses an inspection fee of \$500 for each mile or fraction of a mile of pipeline; and

**NOW THEREFORE BE IT RESOLVED**, that Aitkin County does hereby designate the County Engineer as the county inspector as required by M.S. 216G.07.

Jessica Seibert, County Administrator presented Kari Paulson to give a NE MN Office of Job Training Update.

Jessica Seibert, County Administrator gave a CARES Update and asked for Board direction/approval to distribute remaining funds.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve CARES Expenditures.

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

- AMC General Government Meeting
- Recycling Meeting
- Department Head Meeting
- License Center Meeting
- MACA Meeting
- Inter-Agency Meeting
- Pathways Meeting
- Building Update
- COVID Update

The Board discussed: 4H, Planning & Zoning, AMC, CARE, ATV, Economic

**Community Corrections Advisory Board**

**Joint Powers Agreement for Regional Solid Waste Plan**

**Resolution #20201124-096 Designate Pipeline Inspector**

**NE MN Office of Job Training Update**

**CARES Update**

**CARES Expenditures**

**Administrator Updates**

# AITKIN COUNTY BOARD

November 24, 2020

Development, Arrowhead Counties Association, Arrowhead Regional Development Council, AMC Transportation.

**Board Discussion**

Motion by Commissioner Wedel seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 11:34 p.m. until Tuesday, December 15, 2020 at the Aitkin County Government Center.

**Adjourn**

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William Pratt, Board Chair  
Aitkin County Board of Commissioners

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Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



Requested Meeting Date: 12/15/20

Title of Item: Electronic Funds Transfer

<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> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Electronic Funds Transfer thru 12/7/2020		
<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>		

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

**ELECTRONIC FUNDS TRANSFER****Thru December 7,2020 Board Meeting December 15, 2020**

Date	Amount	Reason	Abstract Number
11/12/20	\$590.90	Manual Abstract	20766
11/17/20	\$155.44	Manual Abstract	20768
11/18/20	\$20,000.00	Auditor Warrants	20765
11/18/20	\$1,776.98	Auditor Warrants	20767
11/18/20	\$1,330.28	Manual Abstract	20770
11/20/20	\$2,799,134.72	Auditor Warrants	20769
11/20/20	\$568,160.44	Payroll Abstract	20771
11/20/20	\$3,408.08	Auditor Warrants	20772
11/23/20	\$2,312.67	Payroll Abstract	20773
11/24/20	\$15,513.70	Commissioner Warrants	20774
11/25/20	\$190,728.39	Commissioner Warrants	20775
11/24/20	\$748.65	Manual Abstract	20776
11/25/20	\$190.35	Manual Abstract	20777
11/25/20	\$569.08	Manual Abstract	20779
11/27/20	\$7,039.52	Manual Abstract	20780
11/30/20	\$12,989.35	Auditor Warrants	20778
12/3/20	\$1,213.28	Manual Abstract	20783
12/3/20	\$53.15	Manual Abstract	20784
12/4/20	\$13,381.54	Auditor Warrants	20786
12/4/20	\$587,280.28	Payroll Abstract	20785
12/4/20	\$15,964.41	Auditor Warrants	20782
12/4/20	\$102,749.90	Manual Abstract	20787
	<b>\$4,345,291.11</b>		

20



WLC1  
11/20/20 2:58PM

# 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

WLC1  
 11/20/20 2:58PM  
 1 General Fund

# Aitkin County



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		179.04	Synopsis 9/22/20	800630	Printing, Publishing & Adv N
	01-001-000-0000-6230		61.55	Synopsis 10/6/20	800631	Printing, Publishing & Adv N
	01-001-000-0000-6230		134.28	Synopsis 10/13/20	805158	Printing, Publishing & Adv N
86222	Aitkin Independent Age		374.87			3 Transactions
15240	AT&T Mobility					
	01-001-000-0000-6250		114.69	Cell Charges	287298817699	Telephone N
				09/26/2020	10/25/2020	
15240	AT&T Mobility		114.69			1 Transactions
10930	Tidholm Productions					
	01-001-000-0000-6405		69.95	Business Cards - D.Niemi	1521 9365	Office & Computer Supplies Y
10930	Tidholm Productions		69.95			1 Transactions
6097	Verizon Wireless					
	01-001-000-0000-6250		70.02	Sept- Oct Mifi /Niemi	9853639430	Telephone N
	01-001-000-0000-6250		35.01	Mifi / Marcotte	9866347709	Telephone N
				10/05/2020	11/04/2020	
	01-001-000-0000-6250		32.43	Cell charges / Wedel	9866400271	Telephone N
				10/07/2020	11/06/2020	
6097	Verizon Wireless		137.46			3 Transactions
1	DEPT Total:		696.97	Commissioners	4 Vendors	8 Transactions
12	DEPT			Court Administration		
11634	Gammello & Pearson PLLC					
	01-012-000-0000-6232		105.00	01CR- 20- 664	76643	Attorney Services Y
11634	Gammello & Pearson PLLC		105.00			1 Transactions
5649	Loffler Companies Inc					
	01-012-000-0000-6250		26.22	Oct Phone	00001085	Telephone N
				10/01/2020	10/31/2020	
5649	Loffler Companies Inc		26.22			1 Transactions
12	DEPT Total:		131.22	Court Administration	2 Vendors	2 Transactions

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
40	DEPT			Auditor			
5649	Loffler Companies Inc 01-040-000-0000-6250		31.47	Oct Phone 10/01/2020 10/31/2020	00001085	Telephone	N
	01-040-021-0000-6250		26.22	Oct Phone 10/01/2020 10/31/2020	00001085	License Center- Phone	N
5649	Loffler Companies Inc		57.69	2 Transactions			
40	<b>DEPT Total:</b>		57.69	<b>Auditor</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
42	DEPT			Treasurer			
9152	ACI Payments Inc 01-042-000-0000-5524		25.00	Prop Tax Electronic payment fe 1 Transactions	1000035534	Handling Fee (Nfs Check)	N
9152	ACI Payments Inc		25.00				
5649	Loffler Companies Inc 01-042-000-0000-6250		15.73	Oct Phone 10/01/2020 10/31/2020	00001085	Telephone	N
5649	Loffler Companies Inc		15.73	1 Transactions			
86235	The Office Shop Inc 01-042-000-0000-6405		8.48	Date stamp 1 Transactions	313607-0	Office & Computer Supplies	N
86235	The Office Shop Inc		8.48				
14330	US Bank 01-042-000-0000-6231		117.53	Copier contract 1 Transactions	428157812	Services, Labor, Contracts	N
14330	US Bank		117.53				
42	<b>DEPT Total:</b>		166.74	<b>Treasurer</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
43	DEPT			Assessor			
10452	AT&T Mobility 01-043-000-0000-6250		390.67	Cell Charges 09/26/2020 10/25/2020	287298660812	Telephone	N
10452	AT&T Mobility		390.67	1 Transactions			
4641	Holiday Credit Office 01-043-000-0000-6511		369.24	Oct Fuel/Misc	1400-000-147-4	Gas And Oil	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
11/20/20 2:58PM  
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
4641 Holiday Credit Office		369.24		1 Transactions	
5649 Loffler Companies Inc 01- 043- 000- 0000- 6250		62.93	Oct Phone 10/01/2020	00001085	Telephone N
5649 Loffler Companies Inc		62.93		1 Transactions	
13934 The Tire Barn 01- 043- 000- 0000- 6302		61.35	Escape LOF	54912	Car Maintenance N
01- 043- 000- 0000- 6302		25.00	Tire repair	L21617	Car Maintenance N
13934 The Tire Barn		86.35		2 Transactions	
<b>43 DEPT Total:</b>		<b>909.19</b>	<b>Assessor</b>	<b>4 Vendors</b>	<b>5 Transactions</b>
<b>44 DEPT</b>			<b>Central Services</b>		
14989 CIT 01- 044- 920- 0000- 6800		5,645.00	2 CARES LAPTOPS RECORDER'S OFF	119419	COVID Related Expenditures N
14989 CIT		5,645.00		1 Transactions	
88628 Dalco Enterprises, Inc. 01- 044- 920- 0000- 6800		960.60	FLAT MOPS	3700691	COVID Related Expenditures N
01- 044- 920- 0000- 6800		115.55	SPRAY TRIGGERS AND BOTTLES	3704146	COVID Related Expenditures N
88628 Dalco Enterprises, Inc.		1,076.15		2 Transactions	
1333 Dell Marketing L.P. 01- 044- 920- 0000- 6800		8,767.50	Dell Latitude 5500 XCTO Laptop 11/05/2020	10436041877	COVID Related Expenditures N
01- 044- 920- 0000- 6800		1,179.75	Dell Dock - WD19TN (5) 11/05/2020	10436041877	COVID Related Expenditures N
1333 Dell Marketing L.P.		9,947.25		2 Transactions	
5649 Loffler Companies Inc 01- 044- 000- 0000- 6250		26.22	Oct Phone 10/01/2020	00001085	Telephone N
5649 Loffler Companies Inc		26.22		1 Transactions	
13844 McKesson Medical Surgical 01- 044- 920- 0000- 6800		472.64	EKG cart	15218839	COVID Related Expenditures N
01- 044- 920- 0000- 6800		4,476.91	EKG interpretive machine	15492736	COVID Related Expenditures N

# 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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13844 McKesson Medical Surgical		4,949.55	2 Transactions		
3255 Mn Counties Intergovernmental Trust					
01- 044- 000- 0000- 6352		226.00	LOC 1, LOC 2 - Building, Conte	4559	Insurance N
3255 Mn Counties Intergovernmental Trust		226.00	1 Transactions		
3336 Office Of MN. IT Services					
01- 044- 000- 0000- 6231		1,300.00	WAN services - Oct 2020	DV20100334	Services, Labor, Contracts N
			10/01/2020 10/31/2020		
3336 Office Of MN. IT Services		1,300.00	1 Transactions		
3724 Performance Office Papers					
01- 044- 000- 0000- 6405		3,030.00	Copy Paper (120 cases)	413587- 00	Office & Computer Supplies N
3724 Performance Office Papers		3,030.00	1 Transactions		
13722 Quadient Finance USA, Inc.					
01- 044- 048- 0000- 6205		3,500.00	10/29 Postage	XXXX6665	Postage N
13722 Quadient Finance USA, Inc.		3,500.00	1 Transactions		
13624 Quadient Leasing USA, Inc					
01- 044- 048- 0000- 6301		717.51	Lease	N8586170	Postage Rentals 1
			09/18/2020 12/17/2020		
13624 Quadient Leasing USA, Inc		717.51	1 Transactions		
13025 ST LOUIS COUNTY AUDITOR					
01- 044- 920- 0000- 6800		1,202.77	Covid- 19 OnBase SLC Training	IN- 00000839	COVID Related Expenditures N
			11/18/2020		
13025 ST LOUIS COUNTY AUDITOR		1,202.77	1 Transactions		
14302 Tierney					
01- 044- 920- 0000- 6800		2,013.83	CARES SMARTBOARD FOR LAND DEP.	833272	COVID Related Expenditures N
14302 Tierney		2,013.83	1 Transactions		
44 DEPT Total:		33,634.28	Central Services	12 Vendors	15 Transactions
49 DEPT			Information Technologies		
9046 Loffler Companies					
01- 049- 000- 0000- 6231		405.00	CRITICAL PATCH FOR NEC SYSTEM.	CW110493	Programming, Services, Contracts N

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9046	Loffler Companies		405.00		1 Transactions		
5649	Loffler Companies Inc 01- 049- 000- 0000- 6250		31.47	Oct Phone 10/01/2020	00001085 10/31/2020	Telephone	N
5649	Loffler Companies Inc		31.47		1 Transactions		
49	<b>DEPT Total:</b>		<b>436.47</b>	<b>Information Technologies</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
52	DEPT 15240 AT&T Mobility 01- 052- 000- 0000- 6250		49.86	Administration Cell Charges 09/26/2020	287298817699 10/25/2020	Telephone	N
15240	AT&T Mobility		49.86		1 Transactions		
5649	Loffler Companies Inc 01- 052- 000- 0000- 6250		36.71	Oct Phone 10/01/2020	00001085 10/31/2020	Telephone	N
5649	Loffler Companies Inc		36.71		1 Transactions		
52	<b>DEPT Total:</b>		<b>86.57</b>	<b>Administration</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
53	DEPT 12808 Gallagher Benefit Services, Inc. 01- 053- 000- 0000- 6231		800.00	Human Resources Job Evals- Land Tech, Conf Secur	202022754 10/31/2020	Services, Labor, Contracts	N
12808	Gallagher Benefit Services, Inc.		800.00		1 Transactions		
5649	Loffler Companies Inc 01- 053- 000- 0000- 6250		15.73	Oct Phone 10/01/2020	00001085 10/31/2020	Telephone	N
5649	Loffler Companies Inc		15.73		1 Transactions		
86235	The Office Shop Inc 01- 053- 000- 0000- 6405		127.92	Toner- Bobbie	1087440- 0 10/31/2020	Office & Computer Supplies	N
86235	The Office Shop Inc		127.92		1 Transactions		
53	<b>DEPT Total:</b>		<b>943.65</b>	<b>Human Resources</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
60	DEPT			Elections			
13475	Bright/Wendie 01-060-000-0000-6340		42.74	SUBWAY - ELECTION DAY LUNCH	1/A-248614	Meals	N
13475	Bright/Wendie		42.74	1 Transactions			
9243	Command Central, LLC 01-060-000-0000-6406		3,160.00	HMA RENEWAL - 2021	27931	Ballots & Programming	Y
9243	Command Central, LLC		3,160.00	1 Transactions			
3267	Peysar/Kirk 01-060-000-0000-6205		26.35	Postage - election abstracts		Postage	N
3267	Peysar/Kirk		26.35	1 Transactions			
60	<b>DEPT Total:</b>		<b>3,229.09</b>	<b>Elections</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
90	DEPT			Attorney			
783	Canon Financial Services, Inc 01-090-000-0000-6625		326.99	Contract Charges 11/01/2020 11/30/2020	22138403	Office Equipment	N
783	Canon Financial Services, Inc		326.99	1 Transactions			
5649	Loffler Companies Inc 01-090-000-0000-6250		68.18	Oct Phone 10/01/2020 10/31/2020	00001085	Telephone	N
5649	Loffler Companies Inc		68.18	1 Transactions			
9489	Redwood Toxicology Laboratory, Inc 01-090-000-0000-6213		73.37	Testing- pretrial clients	12289120209	Drug & Forfeiture Ms387.213	6
9489	Redwood Toxicology Laboratory, Inc		73.37	1 Transactions			
10879	Shred- It 01-090-000-0000-6231		188.05	On- site service	8180744703	Services, Labor, Contracts	N
10879	Shred- It		188.05	1 Transactions			
86235	The Office Shop Inc 01-090-000-0000-6405		593.59	Office supplies	1087281-0	Office & Computer Supplies	N
	01-090-000-0000-6405		120.72	Office supplies	1087281-1	Office & Computer Supplies	N
	01-090-000-0000-6405		7.21	Office supplies	1087281-2	Office & Computer Supplies	N

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
86235	The Office Shop Inc		721.52		3 Transactions		
5173	Thomson Reuters- West Publishing 01- 090- 000- 0000- 6239		333.26	Library Plan 11/01/2020	843352066 11/30/2020	Computer Research	N
5173	Thomson Reuters- West Publishing		333.26		1 Transactions		
90	DEPT Total:		1,711.37	Attorney	6 Vendors	8 Transactions	
100	DEPT			Recorder			
86222	Aitkin Independent Age 01- 100- 000- 0000- 6230		48.95	Aitkin Age Subscription	TTA- 210223	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		48.95		1 Transactions		
5649	Loffler Companies Inc 01- 100- 000- 0000- 6250		15.73	Oct Phone 10/01/2020	00001085 10/31/2020	Telephone	N
5649	Loffler Companies Inc		15.73		1 Transactions		
10795	Moriarty/Michael 01- 100- 000- 0000- 6241		425.00	2020 Real Estate Inst Reg Fee	62638898187	Registration Fee	N
10795	Moriarty/Michael		425.00		1 Transactions		
3951	Pro West & Associates, Inc 01- 100- 195- 0000- 6231		190.79	Tech support- AppXtender	4746	Services, Labor, Contracts- Land Reco	N
3951	Pro West & Associates, Inc		190.79		1 Transactions		
6101	West Central Indexing 01- 100- 195- 0000- 6231		227.52	ICRS- Oct 2020 10/01/2020	1608 10/31/2020	Services, Labor, Contracts- Land Reco	N
6101	West Central Indexing		227.52		1 Transactions		
100	DEPT Total:		907.99	Recorder	5 Vendors	5 Transactions	
110	DEPT			Courthouse Maintenance			
15240	AT&T Mobility 01- 110- 000- 0000- 6250		49.86	Cell Charges 09/26/2020	287298817699 10/25/2020	Phone	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	
15240 AT&T Mobility		49.86		1 Transactions	
88628 Dalco Enterprises, Inc.					
01- 110- 000- 0000- 6422		0.10	OVERPAID INVOICE	3693536	Janitorial Supplies N
01- 110- 000- 0000- 6422		281.56	TOILET PAPER, PAPER TOWELS	3700725	Janitorial Supplies N
01- 110- 000- 0000- 6422		42.04	BROOMS AND DUST PANS	3704155	Janitorial Supplies N
88628 Dalco Enterprises, Inc.		323.50		3 Transactions	
5649 Loffler Companies Inc					
01- 110- 000- 0000- 6250		10.49	Oct Phone	00001085	Phone N
			10/01/2020	10/31/2020	
5649 Loffler Companies Inc		10.49		1 Transactions	
12927 Midwest Machinery Co.					
01- 110- 000- 0000- 6231		833.16	SWEEPER WORK	2287637	Services, Labor, Contracts N
12927 Midwest Machinery Co.		833.16		1 Transactions	
10698 Stericycle, Inc					
01- 110- 000- 0000- 6255		30.10	Steri- Safe	4009734816	Garbage 6
			12/01/2020	12/31/2020	
10698 Stericycle, Inc		30.10		1 Transactions	
110 DEPT Total:		1,247.11	Courthouse Maintenance	5 Vendors	7 Transactions
120 DEPT			Service Officer		
5649 Loffler Companies Inc					
01- 120- 000- 0000- 6250		15.73	Oct Phone	00001085	Telephone N
			10/01/2020	10/31/2020	
5649 Loffler Companies Inc		15.73		1 Transactions	
120 DEPT Total:		15.73	Service Officer	1 Vendors	1 Transactions
122 DEPT			Planning & Zoning		
10452 AT&T Mobility					
01- 122- 000- 0000- 6250		86.41	Cell Charges / PZ	287301120814	Telephone N
			09/26/2020	10/25/2020	
01- 122- 000- 0000- 6250		49.86	Cell Charges / Neff	287301120814	Telephone N
			09/26/2020	10/25/2020	

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
10452	AT&T Mobility		136.27		2 Transactions		
5649	Loffler Companies Inc 01- 122- 000- 0000- 6250		26.22	Oct Phone 10/01/2020	00001085 10/31/2020	Telephone	N
5649	Loffler Companies Inc		26.22		1 Transactions		
999999000	Nagel/Tammy 01- 122- 000- 0000- 6820		750.00	Partial Refund (app denied)	2020- 006413	Refunds & Reimbursements	N
999999000	Nagel/Tammy		750.00		1 Transactions		
4010	Rasley Oil Company 01- 122- 000- 0000- 6511		31.86	Oct Fuel charges 10/01/2020	AITCOZOS 10/31/2020	Gas And Oil	N
4010	Rasley Oil Company		31.86		1 Transactions		
122	DEPT Total:		944.35	Planning & Zoning	4 Vendors	5 Transactions	
200	DEPT			Enforcement			
50	Aitkin Body Shop, Inc 01- 200- 000- 0000- 6302		654.17	#202 squad vs. deer	12604	Car Maintenance	N
50	Aitkin Body Shop, Inc		654.17		1 Transactions		
86222	Aitkin Independent Age 01- 200- 000- 0000- 6405		48.95	ACSO admin subscription	TAA- 210583	Office Supplies	N
86222	Aitkin Independent Age		48.95		1 Transactions		
9203	AT&T Mobility 01- 200- 000- 0000- 6250		797.76	deputy cell phones	287258495419	Telephone	N
9203	AT&T Mobility		797.76		1 Transactions		
14568	Axon Enterprise, Inc 01- 200- 000- 0000- 6610		4,666.00	2 tasers, cartridges	SI- 1693799	Equipment & Radios	N
14568	Axon Enterprise, Inc		4,666.00		1 Transactions		
783	Canon Financial Services, Inc 01- 200- 000- 0000- 6231		164.95	admin copier lease	22067432	Services & Labor (Incl Contracts)	N
783	Canon Financial Services, Inc		164.95		1 Transactions		

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Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9339 Dennis' Towing			202.60	20- 2842 forfeiture	20- 389	Wrecker Service	N
01- 200- 000- 0000- 6359			779.00	20- 2863 recovered veh	20- 396	Wrecker Service	N
9339 Dennis' Towing			981.60	2 Transactions			
3392 Exsted/Debra			59.96	Halloween treats	10/31/2020	Office Supplies	N
01- 200- 000- 0000- 6405			59.96	1 Transactions			
3392 Exsted/Debra			59.96				
11715 Granite Electronics			113.00	microphone 3.5mm jack #220	150008184- 1	Equipment & Radios	N
01- 200- 000- 0000- 6610			113.00	1 Transactions			
11715 Granite Electronics			113.00				
4641 Holiday Credit Office			63.79	#221 gas	1400000288942	Gas And Oil	N
01- 200- 000- 0000- 6511			63.79	1 Transactions			
4641 Holiday Credit Office			63.79				
5649 Loffler Companies Inc			152.10	Oct Phone	00001085	Telephone	N
01- 200- 000- 0000- 6250			152.10	10/01/2020 10/31/2020			
5649 Loffler Companies Inc			152.10	1 Transactions			
3337 Minnesota County Attorneys Association			110.00	forfeiture forms, prop receipt	200007129	Office Supplies	N
01- 200- 000- 0000- 6405			110.00	1 Transactions			
3337 Minnesota County Attorneys Association			110.00				
10412 O'Reilly Auto Parts			36.47	#212 wiper blades	1878- 470783	Car Maintenance	N
01- 200- 000- 0000- 6302			36.47	1 Transactions			
10412 O'Reilly Auto Parts			36.47				
4681 Streichers			135.69	protectors, shin guards, etc	11463199	Office & Computer Supplies	N
01- 200- 201- 0000- 6405			821.10	chest, elbow, shin guards	11463212	Office & Computer Supplies	N
01- 200- 201- 0000- 6405			10.50	number patches	11463492	Clothing Allowance	N
01- 200- 000- 0000- 6410			47.97	Streamlight battery	11463543	Deputy Supplies	N
01- 200- 000- 0000- 6409			1,015.26	4 Transactions			
4681 Streichers			1,015.26				
13934 The Tire Barn			14.20	#216 install LR taillight bulb	55474	Car Maintenance	N
01- 200- 000- 0000- 6302							

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Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
13934 The Tire Barn			14.20				
				1 Transactions			
9302 WEX Bank							
01-200-000-0000-6511			3,720.66	deputy gas	68597543	Gas And Oil	N
9302 WEX Bank			3,720.66				
				1 Transactions			
13848 WYATT'S TOWING							
01-200-000-0000-6359			253.00	20-2897 forfeiture	11/06/2020	Wrecker Service	Y
13848 WYATT'S TOWING			253.00				
				1 Transactions			
200 DEPT Total:			12,851.87	Enforcement	16 Vendors	20 Transactions	
202 DEPT				Boat & Water			
9203 AT&T Mobility							
01-202-000-0000-6250			24.93	#208 cell phone	287258495419	Telephone	N
9203 AT&T Mobility			24.93				
				1 Transactions			
202 DEPT Total:			24.93	Boat & Water	1 Vendors	1 Transactions	
204 DEPT				ATV			
9203 AT&T Mobility							
01-204-000-0000-6250			24.93	#208 cell phone	287258495419	Telephone	N
9203 AT&T Mobility			24.93				
				1 Transactions			
9302 WEX Bank							
01-204-000-0000-6511			297.68	#208 gas	68597543	Gas And Oil	N
9302 WEX Bank			297.68				
				1 Transactions			
204 DEPT Total:			322.61	ATV	2 Vendors	2 Transactions	
206 DEPT				Forfeitures			
13717 CovertTrack Group, Inc.							
01-206-000-0000-6409			1,805.00	2 Stealth trackers	41533	Forfeiture Supplies	N
13717 CovertTrack Group, Inc.			1,805.00				
				1 Transactions			
206 DEPT Total:			1,805.00	Forfeitures	1 Vendors	1 Transactions	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
252	DEPT			Corrections			
86222	Aitkin Independent Age						
	01- 252- 252- 0000- 6405		48.95	1st floor jail subscription	TAA- 210121	Prisoner Welfare	N
	01- 252- 252- 0000- 6405		48.95	2nd floor jail subscription	TAA- 210634	Prisoner Welfare	N
86222	Aitkin Independent Age		97.90	2 Transactions			
9203	AT&T Mobility						
	01- 252- 000- 0000- 6250		99.72	dispatch, xport cell phones	287258495419	Telephone	N
9203	AT&T Mobility		99.72	1 Transactions			
456	Bob Barker Company, Inc.						
	01- 252- 000- 0000- 6424		69.42	wind- up radio	WEB000693403	Inmate Supplies	N
456	Bob Barker Company, Inc.		69.42	1 Transactions			
5583	Crawford Supply Company						
	01- 252- 252- 0000- 6405		329.88	commissary supplies	1363442	Prisoner Welfare	N
5583	Crawford Supply Company		329.88	1 Transactions			
8694	Department of Transportation						
	01- 252- 000- 0000- 6231		300.00	White Pine Tower	110026	Services & Labor (Incl Contracts)	N
	01- 252- 000- 0000- 6231		400.00	Glen Tower	110152	Services & Labor (Incl Contracts)	N
	01- 252- 000- 0000- 6231		300.00	Lawler Tower	110199	Services & Labor (Incl Contracts)	N
	01- 252- 000- 0000- 6231		300.00	Logan Tower	110239	Services & Labor (Incl Contracts)	N
	01- 252- 000- 0000- 6231		300.00	Quadna Tower	110343	Services & Labor (Incl Contracts)	N
	01- 252- 000- 0000- 6231		300.00	Sandy Lake Tower	110356	Services & Labor (Incl Contracts)	N
8694	Department of Transportation		1,900.00	6 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin						
	01- 252- 000- 0000- 6262		694.70	inmate meds	Acct #30 Oct.	Medical Expenses & Supplies - Inmat	N
15362	GuidePoint Pharmacy #114 Aitkin		694.70	1 Transactions			
5503	Keefe Supply Company						
	01- 252- 252- 0000- 6405		61.00	cin apple oatmeal	1363274	Prisoner Welfare	N
	01- 252- 252- 0000- 6405		751.74	commissary supplies	1363439	Prisoner Welfare	N
	01- 252- 000- 0000- 6418		214.92	snack cakes	1363697	Groceries	N
	01- 252- 252- 0000- 6405		27.90	raspberry lemonade	1363767	Prisoner Welfare	N
5503	Keefe Supply Company		1,055.56	4 Transactions			
5649	Loffler Companies Inc						

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	01- 252- 000- 0000- 6250	73.42	Oct Phone	00001085	Telephone N
<b>5649 Loffler Companies Inc</b>		<b>73.42</b>	10/01/2020 10/31/2020	1 Transactions	
<b>13844 McKesson Medical Surgical</b>					
	01- 252- 000- 0000- 6262	5.76	eye test chart	14655649	Medical Expenses & Supplies - Inmat N
	01- 252- 000- 0000- 6262	194.02	tubersol	14657912	Medical Expenses & Supplies - Inmat N
	01- 252- 000- 0000- 6262	1.88	diamode	14663215	Medical Expenses & Supplies - Inmat N
	01- 252- 000- 0000- 6262	393.05	syringe, test strips, etc	14682044	Medical Expenses & Supplies - Inmat N
	01- 252- 000- 0000- 6262	12.88	temparin filling paste	14722750	Medical Expenses & Supplies - Inmat N
<b>13844 McKesson Medical Surgical</b>		<b>607.59</b>		5 Transactions	
<b>3160 Mille Lacs Energy Coop- Albert Lea</b>					
	01- 252- 000- 0000- 6254	270.03	shelter tower	34- 54- 015- 01	Utilities & Heating N
<b>3160 Mille Lacs Energy Coop- Albert Lea</b>		<b>270.03</b>		1 Transactions	
<b>3789 Pan- O- Gold Baking Company</b>					
	01- 252- 000- 0000- 6418	97.38	groceries	10002420310013	Groceries N
	01- 252- 000- 0000- 6418	50.24	groceries	10002420317008	Groceries N
<b>3789 Pan- O- Gold Baking Company</b>		<b>147.62</b>		2 Transactions	
<b>4010 Rasley Oil Company</b>					
	01- 252- 000- 0000- 6230	90.31	transport gas	October	Prisoner Transportation & Travel N
<b>4010 Rasley Oil Company</b>		<b>90.31</b>		1 Transactions	
<b>9295 Reinhart Foodservice</b>					
	01- 252- 000- 0000- 6418	1,565.90	groceries	417788	Groceries Y
	01- 252- 000- 0000- 6418	24.18	return oven mitt	423365	Groceries Y
	01- 252- 000- 0000- 6418	1,772.68	groceries	423964	Groceries Y
	01- 252- 000- 0000- 6418	34.74	return milk	425219	Groceries Y
<b>9295 Reinhart Foodservice</b>		<b>3,279.66</b>		4 Transactions	
<b>84172 Riverwood Healthcare Center</b>					
	01- 252- 000- 0000- 6262	967.47	G.B. emergency room visit	RHH9745315301	Medical Expenses & Supplies - Inmat 6
	01- 252- 000- 0000- 6262	240.90	J.M. medical care	RHP10003246771	Medical Expenses & Supplies - Inmat 6
<b>84172 Riverwood Healthcare Center</b>		<b>1,208.37</b>		2 Transactions	
<b>13025 ST LOUIS COUNTY AUDITOR</b>					
	01- 252- 000- 0000- 6231	392.80	2020 Regional Radio Fees	819	Services & Labor (Incl Contracts) N

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Vendor No.	Name <u>Account/Formula</u>	Accr	Rpt	Amount	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	Account/Formula Descripti <u>On Behalf of Name</u>	1099
13025	ST LOUIS COUNTY AUDITOR			392.80				
9302	WEX Bank							
	01- 252- 000- 0000- 6330			84.14	transport gas	68597543	Prisoner Transportation & Travel	N
9302	WEX Bank			84.14				
								1 Transactions
5295	Ziegler Inc							
	01- 252- 000- 0000- 6231			280.13	Generac Lev 2 Insp	SW050349434	Services & Labor (Incl Contracts)	N
5295	Ziegler Inc			280.13				
								1 Transactions
252	DEPT Total:			10,681.25	Corrections	17 Vendors	35 Transactions	
253	DEPT				Sentence to Serve			
657	Aitkin Glass Service							
	01- 253- 000- 0000- 6302			369.00	replace windshield '06 Econo	18805	Car Maintenance	N
657	Aitkin Glass Service			369.00				
								1 Transactions
5649	Loffler Companies Inc							
	01- 253- 000- 0000- 6250			5.25	Oct Phone	00001085	Telephone	N
					10/01/2020	10/31/2020		
5649	Loffler Companies Inc			5.25				
								1 Transactions
4010	Rasley Oil Company							
	01- 253- 000- 0000- 6405			2.99	hand sanitizer	61646	Operating Supplies	N
	01- 253- 000- 0000- 6511			183.96	STS gas	October	Gas And Oil	N
4010	Rasley Oil Company			186.95				
								2 Transactions
253	DEPT Total:			561.20	Sentence to Serve	3 Vendors	4 Transactions	
255	DEPT				General Crime Victim Grant			
5649	Loffler Companies Inc							
	01- 255- 000- 0000- 6250			5.25	Oct Phone	00001085	Telephone	N
					10/01/2020	10/31/2020		
5649	Loffler Companies Inc			5.25				
								1 Transactions
255	DEPT Total:			5.25	General Crime Victim Grant	1 Vendors	1 Transactions	
257	DEPT				Community Corrections			

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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
783	Canon Financial Services, Inc 01- 257- 000- 0000- 6342		129.86	Contract Charges 11/01/2020	22067431	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		129.86		11/30/2020 1 Transactions		
4641	Holiday Credit Office 01- 257- 257- 0000- 6335		47.98	Oct Fuel	1400- 000- 155- 3	Gas/Vehicle Fuel Charges	N
	01- 257- 258- 0000- 6335		74.01	Oct Fuel	1400- 000- 155- 3	Gas/Vehicle Fuel Charges	N
4641	Holiday Credit Office		121.99		2 Transactions		
5649	Loffler Companies Inc 01- 257- 000- 0000- 6220		52.44	Oct Phone 10/01/2020	00001085	Telephone	N
5649	Loffler Companies Inc		52.44		10/31/2020 1 Transactions		
11997	Minnesota Monitoring, Inc 01- 257- 267- 0000- 6341		1,432.50	EHM Equip Rental 10/01/2020	13052	Equipment Rental	N
	01- 257- 258- 0000- 6342		228.00	EHM Equip Rental 10/01/2020	13058	Equipment Rental/Contracts- Home	N
11997	Minnesota Monitoring, Inc		1,660.50		10/31/2020 2 Transactions		
999999000	Moeller/Blair 01- 257- 267- 0000- 5557		192.00	Refund for EHM 09/12/2020	12822	Electronic Monitoring	N
999999000	Moeller/Blair		192.00		09/22/2020 1 Transactions		
87101	North Homes- Standard 01- 257- 255- 0000- 6204		9,799.41	Juv Det Fees 10/01/2020	253481	Juvenile Detention	N
87101	North Homes- Standard		9,799.41		10/31/2020 1 Transactions		
87300	Port Boy's Group Homes 01- 257- 255- 0000- 6204		1,772.19	Juv Law Enf hold 10/02/2020		Juvenile Detention	N
87300	Port Boy's Group Homes		1,772.19		10/08/2020 1 Transactions		
13062	Prairie Lakes Youth Programs - Secure 01- 257- 255- 0000- 6204		6,815.50	Juv Det Fees	479- 179- 1	Juvenile Detention	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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
13062	Prairie Lakes Youth Programs - Secure		6,815.50	10/01/2020 10/31/2020	1 Transactions		
257	DEPT Total:		20,543.89	Community Corrections	8 Vendors	10 Transactions	
390	DEPT			Environmental Health (FBL)			
5649	Loffler Companies Inc 01- 390- 000- 0000- 6250		26.22	Oct Phone	00001085	Telephone	N
				10/01/2020 10/31/2020	1 Transactions		
5649	Loffler Companies Inc		26.22				
390	DEPT Total:		26.22	Environmental Health (FBL)	1 Vendors	1 Transactions	
391	DEPT			Solid Waste			
5649	Loffler Companies Inc 01- 391- 000- 0000- 6250		10.49	Oct Phone	00001085	Telephone	N
				10/01/2020 10/31/2020	1 Transactions		
5649	Loffler Companies Inc		10.49				
391	DEPT Total:		10.49	Solid Waste	1 Vendors	1 Transactions	
601	DEPT			Extension			
5398	CDW Government, Inc 01- 601- 000- 0000- 6405		438.53	Office Pro Plus 2019	3476202	Office Supplies	N
5398	CDW Government, Inc		438.53		1 Transactions		
14989	CIT 01- 601- 000- 0000- 6405		1,504.00	Laptop/Dock Station	119419	Office Supplies	N
14989	CIT		1,504.00		1 Transactions		
5649	Loffler Companies Inc 01- 601- 000- 0000- 6250		5.25	Oct Phone	00001085	Telephone	N
				10/01/2020 10/31/2020	1 Transactions		
5649	Loffler Companies Inc		5.25				
601	DEPT Total:		1,947.78	Extension	3 Vendors	3 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
711	DEPT		Economic Development			
	5649 Loffler Companies Inc		Oct Phone	00001085	Telephone	N
	01- 711- 000- 0000- 6250		5.25	10/01/2020 10/31/2020		
	5649 Loffler Companies Inc		5.25	1 Transactions		
711	<b>DEPT Total:</b>		5.25	<b>Economic Development</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
1	<b>Fund Total:</b>		93,904.16	<b>General Fund</b>		<b>152 Transactions</b>

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 2 Reserves Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> 1099 <u>On Behalf of Name</u>
952	DEPT			Economic Development Rev Loan Fund 2		
14812	SCI Broadband/Savage Communications					
	02- 952- 000- 0000- 6800		50,000.00	Broadband Grant- Wealthwood		Economic Development - Reserve Exj N
	02- 952- 000- 0000- 6800		24,238.00	Broadband Grant- Workman		Economic Development - Reserve Exj N
	02- 952- 000- 0000- 6800		42,930.00	Broadband Grant- Glen/Clear Lak		Economic Development - Reserve Exj N
	02- 952- 000- 0000- 6800		44,637.00	Broadband Grant- Turner/Big San		Economic Development - Reserve Exj N
14812	SCI Broadband/Savage Communications		161,805.00	4 Transactions		
952	DEPT Total:		161,805.00	Economic Development Rev Loan Fund	1 Vendors	4 Transactions
2	Fund Total:		161,805.00	Reserves Fund		4 Transactions

# Aitkin County



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3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT				Undesignated			
9527	GREGG/MATT							
	03-000-000-0000-5857			500.00	DEPOSIT REFUND		Culverts	N
9527	GREGG/MATT			500.00		1 Transactions		
0	<b>DEPT Total:</b>			500.00	<b>Undesignated</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
301	DEPT				R&B Administration			
86222	Aitkin Independent Age							
	03-301-000-0000-6241			44.76	CSAH 25 REVOCATION	1090786	Fees/Prof/Misc	N
86222	Aitkin Independent Age			44.76		1 Transactions		
783	Canon Financial Services, Inc							
	03-301-000-0000-6300			162.82	CONTRACT CHARGE	22138397	Service Contracts	N
783	Canon Financial Services, Inc			162.82		1 Transactions		
2340	Hyytinen Hardware Hank							
	03-301-000-0000-6400			11.99	REMODEL TOTES	1612409	Supplies And Materials	N
	03-301-000-0000-6400			287.76	REMODEL TOTES	1613018	Supplies And Materials	N
	03-301-000-0000-6400			1.19	CONSTRUCTION TRAILER KEY	1613118	Supplies And Materials	N
2340	Hyytinen Hardware Hank			300.94		3 Transactions		
9261	RTVision, Inc.							
	03-301-000-0000-6300			1,833.60	ANNUAL TIMECARD PLUS SUP/MAINT	2020-101252	Service Contracts	N
9261	RTVision, Inc.			1,833.60		1 Transactions		
301	<b>DEPT Total:</b>			2,342.12	<b>R&amp;B Administration</b>	<b>4 Vendors</b>	<b>6 Transactions</b>	
303	DEPT				R&B Highway Maintenance			
50	Aitkin Body Shop, Inc							
	03-303-000-0000-6590			166.73	REPAIR PARTS	12656	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			162.00	REPAIR LABOR	12656	Repair & Maintenance Supplies	Y
50	Aitkin Body Shop, Inc			328.73		2 Transactions		
195	Aitkin Tire Shop							
	03-303-000-0000-6590			852.00	TIRES	0-060298	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			60.00	REPAIR LABOR	0-060301	Repair & Maintenance Supplies	Y

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name		
195 Aitkin Tire Shop	912.00	2 Transactions				
12106 Antoine Electric	498.41	AITKIN SHOP	20268	Shop Maintenance	Y	
03-303-000-0000-6298						
12106 Antoine Electric	498.41	1 Transactions				
14887 Cintas Corporation	27.67	SHOP LAUNDRY	4066682134	Shop Maintenance	N	
03-303-000-0000-6298						
03-303-000-0000-6298	9.63	SHOP LAUNDRY	4067235942	Shop Maintenance	N	
14887 Cintas Corporation	37.30	2 Transactions				
8618 Compass Minerals America	10,373.25	DE- ICING SALT	693179	De- Icing Salt	N	
03-303-000-0000-6518						
8618 Compass Minerals America	10,373.25	1 Transactions				
5893 Consolidated Telecommunications Co.	150.00	HIGH SPEED INTERNET	20835117	Utilities	N	
03-303-000-0000-6254						
5893 Consolidated Telecommunications Co.	150.00	1 Transactions				
11180 Fastenal Company	329.17	AITKIN SHOP SUPPLIES	MNBAX240819	Shop Maintenance	N	
03-303-000-0000-6298						
11180 Fastenal Company	329.17	1 Transactions				
1880 Gravelle Plumbing & Heating, Inc	85.00	AITKIN SHOP	84795	Shop Maintenance	N	
03-303-000-0000-6298						
1880 Gravelle Plumbing & Heating, Inc	85.00	1 Transactions				
1959 H & L Mesabi Inc	28,380.00	6' PLOW BLADES	40743	Repair & Maintenance Supplies	N	
03-303-000-0000-6590						
1959 H & L Mesabi Inc	28,380.00	1 Transactions				
2340 Hyytinen Hardware Hank	32.49	SIGN SUPPLIES	1610123	Signs & Posts	N	
03-303-000-0000-6516						
03-303-000-0000-6298	6.99	AITKIN SHOP SUPPLIES	1612836	Shop Maintenance	N	
03-303-000-0000-6298	5.99	AITKIN SHOP SUPPLIES	1613780	Shop Maintenance	N	
2340 Hyytinen Hardware Hank	45.47	3 Transactions				
12002 Johnson/Carter	123.75	WORK BOOTS REIMBURSEMENT	W1043449548	Safety Footwear	N	
03-303-000-0000-6411						

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
11/20/20 2:58PM  
3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
12002	Johnson/Carter			123.75		1 Transactions		
91187	Lake Country Power							
	03-303-000-0000-6254			109.82	OCT/NOV JACOBSON	1400073000	Utilities	N
	03-303-000-0000-6254			90.96	OCT/NOV SWATARA	140946401	Utilities	N
	03-303-000-0000-6254			54.00	OCT/NOV CSAH 6	143093502	Utilities	N
91187	Lake Country Power			254.78		3 Transactions		
11557	Liberty Tire Recycling							
	03-303-000-0000-6298			1,902.64	TIRE RECYCLING	1931555	Shop Maintenance	Y
11557	Liberty Tire Recycling			1,902.64		1 Transactions		
5649	Loffler Companies Inc							
	03-303-000-0000-6254			94.40	Oct Phone	00001085	Utilities	N
					10/01/2020	10/31/2020		
5649	Loffler Companies Inc			94.40		1 Transactions		
3100	McGregor Oil							
	03-303-000-0000-6513			701.70	JACOBSON DIESEL	6467	Motor Fuel & Lubricants	N
3100	McGregor Oil			701.70		1 Transactions		
8819	Mille Lacs Energy Coop- Aitkin							
	03-303-000-0000-6298			482.10	AITKIN SHOP	20200248	Shop Maintenance	N
8819	Mille Lacs Energy Coop- Aitkin			482.10		1 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea							
	03-303-000-0000-6254			523.12	POWER: PALISADE	18-52-026-01	Utilities	N
	03-303-000-0000-6254			51.45	169 & CSAH 3	19-23-010-01	Utilities	N
	03-303-000-0000-6254			55.95	CSAH 5	27-35-015-02	Utilities	N
	03-303-000-0000-6254			136.36	POWER: MCGREGOR	29-53-003-01	Utilities	N
	03-303-000-0000-6254			56.96	CSAH 8	30-06-012-02	Utilities	N
	03-303-000-0000-6254			55.96	CSAH 12	32-32-007-02	Utilities	N
	03-303-000-0000-6254			1,205.47	POWER: AITKIN	32-52-007-02	Utilities	N
	03-303-000-0000-6254			58.30	169 & CSAH 28	39-62-022-01	Utilities	N
	03-303-000-0000-6254			42.38	CSAH 12	40-06-000-01	Utilities	N
	03-303-000-0000-6254			56.95	CSAH 12	46-56-023-02	Utilities	N
	03-303-000-0000-6254			55.96	CSAH 11	48-09-009-02	Utilities	N
	03-303-000-0000-6254			51.92	47 & CSAH 2	54-51-104-01	Utilities	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
On Behalf of Name											
3160	Mille Lacs Energy Coop-	Albert Lea			2,350.78				12 Transactions		
9179	NORTH CENTRAL INTERNATIONAL, LLC										
		03-303-000-0000-6590			76.93	REPAIR PARTS		854639		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			172.96	REPAIR PARTS		854924		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			1,104.15	REPAIR PARTS		855445		Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC				1,354.04				3 Transactions		
10701	Northern Safety Technology Inc										
		03-303-000-0000-6590			324.66	REPAIR PARTS		51387		Repair & Maintenance Supplies	N
10701	Northern Safety Technology Inc				324.66				1 Transactions		
14861	Parman Energy Group										
		03-303-000-0000-6513			1,884.86	MOTOR OIL		0916847- IN		Motor Fuel & Lubricants	N
		03-303-000-0000-6513			488.95	MOTOR OIL		0916850- IN		Motor Fuel & Lubricants	N
14861	Parman Energy Group				2,373.81				2 Transactions		
13116	Rally Snares										
		03-303-000-0000-6521			45.00	DAM REMOVAL LABOR		10/27- 11/6/20		Maintenance Supplies	Y
		03-303-000-0000-6521			333.00	MILEAGE		10/27- 11/6/20		Maintenance Supplies	Y
		03-303-000-0000-6521			250.00	BEAVER REMOVAL		10/27- 11/6/20		Maintenance Supplies	Y
13116	Rally Snares				628.00				3 Transactions		
4010	Rasley Oil Company										
		03-303-000-0000-6513			35.24	GASOLINE		60619		Motor Fuel & Lubricants	N
4010	Rasley Oil Company				35.24				1 Transactions		
4070	Riley Auto Supply										
		03-303-000-0000-6298			77.76	AITKIN SHOP SUPPLIES		620348		Shop Maintenance	N
		03-303-000-0000-6590			4.69	REPAIR PARTS		620464		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			87.99	REPAIR PARTS		620482		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			83.00	REPAIR PARTS		620488		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			231.79	REPAIR PARTS		620601		Repair & Maintenance Supplies	N
		03-303-000-0000-6298			43.99	AITKIN SHOP SUPPLIES		620602		Shop Maintenance	N
		03-303-000-0000-6590			11.98	REPAIR PARTS		620636		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			40.52	REPAIR PARTS		620692		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			152.94	REPAIR PARTS		620756		Repair & Maintenance Supplies	N
		03-303-000-0000-6590			41.99	REPAIR PARTS		620773		Repair & Maintenance Supplies	N
		03-303-000-0000-6298			25.49	AITKIN SHOP SUPPLIES		620910		Shop Maintenance	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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3 Road & Bridge

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6590		REPAIR PARTS	620925	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	349.99	AITKIN SHOP SUPPLIES	620927	Shop Maintenance	N
	03-303-000-0000-6590	91.48	REPAIR PARTS	620984	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	152.75	REPAIR PARTS	620988	Repair & Maintenance Supplies	N
	03-303-000-0000-6298	37.18	AITKIN SHOP SUPPLIES	620995	Shop Maintenance	N
	03-303-000-0000-6298	89.90				
<b>4070 Riley Auto Supply</b>		<b>1,523.44</b>				
			16 Transactions			
<b>9285 Rocon Paving</b>						
	03-303-000-0000-6521	200.00	PATCHING MATERIAL		Maintenance Supplies	N
	03-303-000-0000-6521	1,400.00	SKID/MILL		Maintenance Supplies	Y
<b>9285 Rocon Paving</b>		<b>1,600.00</b>				
			2 Transactions			
<b>10431 Verizon Business</b>						
	03-303-000-0000-6254	19.90	OCT- HWY OFFICE	4227948182010	Utilities	N
<b>10431 Verizon Business</b>		<b>19.90</b>				
			1 Transactions			
<b>6097 Verizon Wireless</b>						
	03-303-000-0000-6254	439.79	DEPT CELL PHONES	9866131508	Utilities	N
<b>6097 Verizon Wireless</b>		<b>439.79</b>				
			1 Transactions			
<b>303 DEPT Total:</b>		<b>55,348.36</b>	<b>R&amp;B Highway Maintenance</b>	<b>26 Vendors</b>	<b>65 Transactions</b>	
<b>308 DEPT</b>			<b>R&amp;B Equipment &amp; Facilities</b>			
	9532 Independent Testing Technologies, Inc					
	03-308-000-0000-6600	755.00	ACHD REMODEL	38542	Capital Outlay- Facilities	N
	9532 Independent Testing Technologies, Inc	755.00				
			1 Transactions			
<b>308 DEPT Total:</b>		<b>755.00</b>	<b>R&amp;B Equipment &amp; Facilities</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>3 Fund Total:</b>		<b>58,945.48</b>	<b>Road &amp; Bridge</b>		<b>73 Transactions</b>	

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5 Health & Human Services

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
400 DEPT			Public Health Department			
783 Canon Financial Services, Inc						
05- 400- 440- 0410- 6301		27.13	OSS Contract Charge - 11/20	22138398	Equipment Lease/Space Rental	N
			11/01/2020 11/30/2020			
05- 400- 440- 0410- 6301		44.29	Mailroom Contract charge - 11/	22138399	Equipment Lease/Space Rental	N
			11/01/2020 11/30/2020			
05- 400- 440- 0410- 6301		265.77	PH Contract Charge - 11/20	22138402	Equipment Lease/Space Rental	N
			11/01/2020 11/30/2020			
783 Canon Financial Services, Inc		337.19	3 Transactions			
5398 CDW Government, Inc						
05- 400- 440- 0410- 6402		167.39	Viewsonic VG2448 FHD LED Monit	3879978	Computer/Technology Supplies	N
			11/06/2020			
5398 CDW Government, Inc		167.39	1 Transactions			
5649 Loffler Companies Inc						
05- 400- 440- 0410- 6250		10.07	Oct Phone	00001085	Telephone	N
			10/01/2020 10/31/2020			
05- 400- 440- 0410- 6250		2.52	Oct Phone	00001085	Telephone	N
			10/01/2020 10/31/2020			
05- 400- 440- 0410- 6250		62.93	Oct Phone	00001085	Telephone	N
			10/01/2020 10/31/2020			
5649 Loffler Companies Inc		75.52	3 Transactions			
88859 Spee*Dee- St Cloud						
05- 400- 430- 0408- 6231		169.90	FAP Service	4109803	Services/Labor/Contracts	N
			11/02/2002			
05- 400- 440- 0410- 6205		55.22	PH Service	4109803	Postage	N
			11/02/2002			
88859 Spee*Dee- St Cloud		225.12	2 Transactions			
10698 Stericycle,Inc						
05- 400- 440- 0410- 6231		19.27	Steri- Safe	4009734816	Services/Labor/Contracts	6
			12/01/2020 12/31/2020			
10698 Stericycle,Inc		19.27	1 Transactions			
400 DEPT Total:		824.49	Public Health Department	5 Vendors	10 Transactions	

420 DEPT

Income Maintenance

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
783	Canon Financial Services, Inc	05-420-600-4800-6301			55.97	OSS Contract Charge - 11/20	11/01/2020 11/30/2020	22138398		Equipment Lease/Space Rental	N
		05-420-600-4800-6301			91.34	Mailroom Contract charge - 11/	11/01/2020 11/30/2020	22138399		Equipment Lease/Space Rental	N
		05-420-640-4800-6301			120.14	CS Contract Charge - Nov '20	11/01/2020 11/30/2020	22138405		Equipment Lease/Space Rental	N
<b>783</b>	<b>Canon Financial Services, Inc</b>				<b>267.45</b>		3 Transactions				
11051	Department of Human Services	05-420-610-4100-6011			7.50	Maxis MFIP Recov TANF	09/01/2020 09/30/2020	A300MX01211I		County Share- Afdc/Mfip	N
		05-420-620-4100-6011			3,218.13	Maxis GRH Recoveries	09/01/2020 09/30/2020	A300MX01211I		County Share - Ga	N
<b>11051</b>	<b>Department of Human Services</b>				<b>3,225.63</b>		2 Transactions				
5649	Loffler Companies Inc	05-420-600-4800-6250			20.77	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
		05-420-600-4800-6250			5.19	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
		05-420-600-4800-6250			57.69	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
		05-420-640-4800-6250			31.47	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
<b>5649</b>	<b>Loffler Companies Inc</b>				<b>115.12</b>		4 Transactions				
88859	Spee*Dee- St Cloud	05-420-600-4800-6205			43.24	IM Service	11/02/2002	4109803		Postage	N
<b>88859</b>	<b>Spee*Dee- St Cloud</b>				<b>43.24</b>		1 Transactions				
10698	Stericycle, Inc	05-420-600-4800-6231			39.73	Steri- Safe	12/01/2020 12/31/2020	4009734816		Services/Labor/Contracts	6
<b>10698</b>	<b>Stericycle, Inc</b>				<b>39.73</b>		1 Transactions				
<b>420</b>	<b>DEPT Total:</b>				<b>3,691.17</b>	<b>Income Maintenance</b>		<b>5 Vendors</b>		<b>11 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
On Behalf of Name											
430	DEPT					Social Services					
	783	Canon Financial Services, Inc									
		05- 430- 700- 4800- 6301			86.50	OSS Contract Charge - 11/20		22138398		Equipment Lease/Space Rental	N
						11/01/2020	11/30/2020				
		05- 430- 700- 4800- 6301			141.16	Mailroom Contract charge - 11/		22138399		Equipment Lease/Space Rental	N
						11/01/2020	11/30/2020				
	783	Canon Financial Services, Inc			227.66		2 Transactions				
	5649	Loffler Companies Inc									
		05- 430- 700- 4800- 6250			32.09	Oct Phone		00001085		Telephone	N
						10/01/2020	10/31/2020				
		05- 430- 700- 4800- 6250			8.02	Oct Phone		00001085		Telephone	N
						10/01/2020	10/31/2020				
		05- 430- 700- 4800- 6250			131.11	Oct Phone		00001085		Telephone	N
						10/01/2020	10/31/2020				
	5649	Loffler Companies Inc			171.22		3 Transactions				
	10698	Stericycle,Inc									
		05- 430- 700- 4800- 6231			61.40	Steri- Safe		4009734816		Services/Labor/Contracts	6
						12/01/2020	12/31/2020				
	10698	Stericycle,Inc			61.40		1 Transactions				
430	DEPT Total:				460.28	Social Services		3 Vendors		6 Transactions	
5	Fund Total:				4,975.94	Health & Human Services				27 Transactions	

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 9 State

# 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>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance		285.00	Marriage fees - Oct 2020		State Fees, Assessments & Surcharge: N
	09- 000- 000- 0000- 2030			10/01/2020 10/31/2020		
	4580 Mn Dept Of Finance		285.00	1 Transactions		
0	<b>DEPT Total:</b>		285.00	<b>Undesignated</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
9	<b>Fund Total:</b>		285.00	<b>State</b>		<b>1 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
											On Behalf of Name
900	DEPT					Timber Permit Bonds					
14455	Dependable Demolition	10- 900- 000- 0000- 2300			1,590.00	Bond Refund		369		Timber Permit Bonds	Y
14455	Dependable Demolition				1,590.00		1 Transactions				
9530	Fredrickson/Derek	10- 900- 000- 0000- 2300			1,786.32	Bond Refund		14134		Timber Permit Bonds	Y
9530	Fredrickson/Derek				1,786.32		1 Transactions				
14341	Timberline Trucking	10- 900- 000- 0000- 2300			1,539.00	Bond Refund		14028		Timber Permit Bonds	N
14341	Timberline Trucking				1,539.00		1 Transactions				
7042	Vierkandt/Brian	10- 900- 000- 0000- 2300			935.05	Bond Refund		13710A		Timber Permit Bonds	N
7042	Vierkandt/Brian				935.05		1 Transactions				
900	DEPT Total:				5,850.37	Timber Permit Bonds		4 Vendors		4 Transactions	
921	DEPT					Co. Development					
5649	Loffler Companies Inc	10- 921- 000- 0000- 6250			5.25	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
		10- 921- 000- 0000- 6250			5.25	Oct Phone	10/01/2020 10/31/2020	00001085		Telephone	N
5649	Loffler Companies Inc				10.50		2 Transactions				
921	DEPT Total:				10.50	Co. Development		1 Vendors		2 Transactions	
923	DEPT					Forfeited Tax Sales					
170	Aitkin Motor Company	10- 923- 000- 0000- 6590			224.61	#315 Battery		30894		Repair & Maintenance Supplies	N
		10- 923- 000- 0000- 6590			425.43	#054 LOF, Window		30958		Repair & Maintenance Supplies	N
		10- 923- 000- 0000- 6590			70.71	#667 LOF		30960		Repair & Maintenance Supplies	N
170	Aitkin Motor Company				720.75		3 Transactions				
195	Aitkin Tire Shop	10- 923- 000- 0000- 6590			180.00	#046 Advanta ATX 750		60308		Repair & Maintenance Supplies	Y

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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10 Trust

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
195	Aitkin Tire Shop		180.00				
				1 Transactions			
10452	AT&T Mobility						
	10- 923- 000- 0000- 6250		149.99	Cell Charges	287302631438	Telephone	N
				10/20/2020	10/25/2020		
10452	AT&T Mobility		149.99				
				1 Transactions			
783	Canon Financial Services, Inc						
	10- 923- 000- 0000- 6231		158.21	Contract Charges	22138404	Services, Labor, Contracts	N
				11/01/2020	11/30/2020		
783	Canon Financial Services, Inc		158.21				
				1 Transactions			
12282	Dechantal Excavating, LLC						
	10- 923- 000- 0000- 6231		12,880.00	House demo/removal- Swatara	4359	Services, Labor, Contracts	Y
12282	Dechantal Excavating, LLC		12,880.00				
				1 Transactions			
14455	Dependable Demolition						
	10- 923- 000- 0000- 6231		15,900.00	Cnty Rd 5 cleanup	369	Services, Labor, Contracts	Y
14455	Dependable Demolition		15,900.00				
				1 Transactions			
9530	Fredrickson/Derek						
	10- 923- 000- 0000- 6820		798.54	Overappraisal	14134	Refunds & Reimbursements	Y
9530	Fredrickson/Derek		798.54				
				1 Transactions			
5649	Loffler Companies Inc						
	10- 923- 000- 0000- 6250		73.42	Oct Phone	00001085	Telephone	N
				10/01/2020	10/31/2020		
5649	Loffler Companies Inc		73.42				
				1 Transactions			
4251	MACLC						
	10- 923- 000- 0000- 6240		500.00	2021 MACLC annual fees		Dues	N
4251	MACLC		500.00				
				1 Transactions			
4010	Rasley Oil Company						
	10- 923- 000- 0000- 6511		203.53	Oct Fuel charges	AITCOL&PS	Gas And Oil	N
				10/01/2020	10/31/2020		
4010	Rasley Oil Company		203.53				
				1 Transactions			
14341	Timberline Trucking						

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	10- 923- 000- 0000- 6820		Overappraisal	14028	Refunds & Reimbursements	N
14341	Timberline Trucking					
	9642 WEX BANK					
	10- 923- 000- 0000- 6511		Fuel- Oct 2020	68517930	Gas And Oil	N
		1,895.09	10/01/2020	10/31/2020		
9642	WEX BANK					
		1,895.09		1 Transactions		
923	DEPT Total:	33,595.81	Forfeited Tax Sales	12 Vendors	14 Transactions	
926	DEPT		Law Library			
	5173 Thomson Reuters- West Publishing					
	10- 926- 000- 0000- 6408		West Info	843250488	Law Books	N
		1,430.09	09/01/2020	09/30/2020		
	10- 926- 000- 0000- 6408		West Lib Subs	843339296	Law Books	N
		1,139.44	11/01/2020	11/30/2020		
5173	Thomson Reuters- West Publishing					
		2,569.53		2 Transactions		
926	DEPT Total:	2,569.53	Law Library	1 Vendors	2 Transactions	
10	Fund Total:	42,026.21	Trust		22 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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			
1818 Glen's Sign Dezine		Private Rd Signs (3)		Field Supplies	Y
11- 925- 000- 0000- 6406					
1818 Glen's Sign Dezine		1 Transactions			
9531 Scott's Helicopter Services Inc		Tamarack aerial seeding	16207	Timber Improvement	Y
11- 925- 000- 0000- 6273					
9531 Scott's Helicopter Services Inc		1 Transactions			
925 DEPT Total:		Resource Management	2 Vendors	2 Transactions	
939 DEPT		County Surveyor			
10452 AT&T Mobility		Cell Charges	287302631438	Telephone	N
11- 939- 000- 0000- 6250		10/20/2020 10/25/2020			
10452 AT&T Mobility		1 Transactions			
939 DEPT Total:		County Surveyor	1 Vendors	1 Transactions	
11 Fund Total:		Forest Development		3 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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			
50 Aitkin Body Shop, Inc 14- 949- 000- 0000- 6630		240.00 PAINT FOR RECORDERS TABLE	1955	Miscellaneous- Capital Expense	N
50 Aitkin Body Shop, Inc		240.00			
			1 Transactions		
8175 Centurylink 14- 949- 000- 0000- 6231		594.16 CONSTRUCTION TRAILER INTERNET	313645966	Services, Labor, Contracts	N
8175 Centurylink		594.16			
			1 Transactions		
949 DEPT Total:		834.16 Courthouse Addition	2 Vendors	2 Transactions	
14 Fund Total:		834.16 Capital Project		2 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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19 Long Lake Conservation C

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
521	DEPT			LLCC Administration			
3160	Mille Lacs Energy Coop- Albert Lea						
	19- 521- 000- 0000- 6254		54.87	DIR RES 27- 13- 004- 01 10/01/2020 11/01/2020	OCT 2020	Utilities	N
	19- 521- 000- 0000- 6254		731.28	ENERGY CTR 27- 13- 005- 02 10/01/2020 11/01/2020	OCT 2020	Utilities	N
	19- 521- 000- 0000- 6254		336.00	DH 27- 13- 006- 01 10/01/2020 11/01/2020	OCT 2020	Utilities	N
	19- 521- 000- 0000- 6254		316.23	NSL 27- 13- 007- 03 10/01/2020 11/01/2020	OCT 2020	Utilities	N
	19- 521- 000- 0000- 6254		93.85	STAFF RES 27- 13- 009- 01 10/01/2020 11/01/2020	OCT 2020	Utilities	N
	19- 521- 000- 0000- 6254		41.21	PARK LOT 27- 13- 008- 01 10/01/2020 11/01/2020	OCT 2020	Utilities	N
3160	Mille Lacs Energy Coop- Albert Lea		1,573.44	6 Transactions			
14812	SCI Broadband/Savage Communications						
	19- 521- 000- 0000- 6250		648.40	INTERNET/PHONE 11/01/2020	024- 033167	Telephone	N
14812	SCI Broadband/Savage Communications		648.40	1 Transactions			
521	DEPT Total:		2,221.84	LLCC Administration	2 Vendors	7 Transactions	
524	DEPT			LLCC Maintenance			
13725	Beartooth True Value						
	19- 524- 000- 0000- 6511		3.86	OIL - WOOD LOT	B137815	Gas And Oil	N
13725	Beartooth True Value		3.86	1 Transactions			
10083	Cedarbrook Lumber Comp						
	19- 524- 000- 0000- 6422		408.01	KIOSK - TOURISM GRANT	0344	Janitorial Services/Supplies	N
10083	Cedarbrook Lumber Comp		408.01	1 Transactions			
3760	Palisade Cooperative Oil Assoc						
	19- 524- 000- 0000- 6511		10.08	10/6 #455455 WOOD LOT	LONGLAK	Gas And Oil	N
	19- 524- 000- 0000- 6511		10.08	10/15 #455800 WOOD PROC	LONGLAK	Gas And Oil	N
	19- 524- 000- 0000- 6511		20.15	10/21 #456051 WOOD LOT	LONGLAK	Gas And Oil	N
	19- 524- 000- 0000- 6511		45.30	10/21 #456066 FUEL TANK	LONGLAK	Gas And Oil	N
3760	Palisade Cooperative Oil Assoc		85.61	4 Transactions			

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 19 Long Lake Conservation C

# 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>	
524 DEPT Total:		497.48	LLCC Maintenance	3 Vendors		6 Transactions
19 Fund Total:		2,719.32	Long Lake Conservation Center			13 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520 DEPT		Parks			
9075 Aardvark by On Site Companies					
21- 520- 000- 0000- 6231		Oct Restrooms- Round Lake	1035142	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Blind Lake	1035143	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Swatara	1035144	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Lone Lake	1035145	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Lawler	1035146	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- McGrath	1035148	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Axtell	1035149	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Lone Lake Const	1035150	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Oct Restrooms- Aitkin Camp	1035151	Services, Labor, Contracts	N
9075 Aardvark by On Site Companies		944.21	9 Transactions		
13725 Beartooth True Value					
21- 520- 000- 0000- 6406		Smoke Alarms (2)	B137498	Field Supplies	N
13725 Beartooth True Value		59.98	1 Transactions		
9843 Elg Construction/Kenneth					
21- 520- 000- 0000- 6231		Soo Line/Arthyde repair		Services, Labor, Contracts	Y
21- 520- 000- 0000- 6231		Soo Line/Hwy 2 repair		Services, Labor, Contracts	Y
9843 Elg Construction/Kenneth		6,180.00	2 Transactions		
10618 Erik's Lawn Service					
21- 520- 000- 0000- 6231		Sept Mowing	7059	Services, Labor, Contracts	Y
21- 520- 000- 0000- 6231		Oct Mowing	7203	Services, Labor, Contracts	Y
10618 Erik's Lawn Service		3,311.00	2 Transactions		
1829 Goble's Sewer Service Inc.					
21- 520- 000- 0000- 6231		Aitkin Camp Dump 10/30	21058	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231		Berglund Dump 10/30	21059	Services, Labor, Contracts	N
1829 Goble's Sewer Service Inc.		240.00	2 Transactions		
1880 Gravelle Plumbing & Heating, Inc					
21- 520- 000- 0000- 6231		Fall Maint - Aitkin Camp	84794	Services, Labor, Contracts	N
1880 Gravelle Plumbing & Heating, Inc		85.00	1 Transactions		
7525 Hometown Bldg Supply					
21- 520- 000- 0000- 6406		Rafter tie(10), torx	2010- 023038	Field Supplies	N
21- 520- 000- 0000- 6406		2x4(6), torx	2010- 024732	Field Supplies	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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
7525	Hometown Bldg Supply		97.95		2 Transactions		
2340	Hyytinen Hardware Hank						
	21- 520- 000- 0000- 6406		45.07	star bits, etc	1610244	Field Supplies	N
	21- 520- 000- 0000- 6406		32.28	RV antifreeze	1611714	Field Supplies	N
	21- 520- 000- 0000- 6406		24.99	LED bulbs	1612845	Field Supplies	N
	21- 520- 000- 0000- 6406		4.99	Havoline Oil	1612888	Field Supplies	N
2340	Hyytinen Hardware Hank		107.33		4 Transactions		
3160	Mille Lacs Energy Coop- Albert Lea						
	21- 520- 000- 0000- 6231		136.60	Berglund Electric 10/01/2020	18- 51- 106- 02 10/31/2020	Services, Labor, Contracts	N
3160	Mille Lacs Energy Coop- Albert Lea		136.60		1 Transactions		
15211	Quality Disposal Systems Inc						
	21- 520- 000- 0000- 6231		239.00	Snake River- Trash	1187622	Services, Labor, Contracts	N
15211	Quality Disposal Systems Inc		239.00		1 Transactions		
4070	Riley Auto Supply						
	21- 520- 000- 0000- 6590		22.98	Coupler/Coupling- Piston Bully	620926	Repair & Maintenance Supplies	N
4070	Riley Auto Supply		22.98		1 Transactions		
520	DEPT Total:		11,424.05	Parks	11 Vendors	26 Transactions	
21	Fund Total:		11,424.05	Parks		26 Transactions	
	Final Total:		377,436.67	199 Vendors	323 Transactions		

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b>Fund</b>	<b>AMOUNT</b>	<b>Name</b>
	1	93,904.16	General Fund
	2	161,805.00	Reserves Fund
	3	58,945.48	Road & Bridge
	5	4,975.94	Health & Human Services
	9	285.00	State
	10	42,026.21	Trust
	11	517.35	Forest Development
	14	834.16	Capital Project
	19	2,719.32	Long Lake Conservation Center
	21	11,424.05	Parks
<b>All Funds</b>		<b>377,436.67</b>	<b>Total</b>

Approved by, .....

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12/8/20 11:30AM

# 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

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 12/8/20 11:30AM  
 1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		145.47	Synopsis 10/27/20	806131	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		145.47		1 Transactions		
6097	Verizon Wireless 01-001-000-0000-6250		35.01	Mifi- Niemi 10/02/2020	9866037862	Telephone	N
6097	Verizon Wireless		35.01		11/01/2020 1 Transactions		
1	<b>DEPT Total:</b>		<b>180.48</b>	<b>Commissioners</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC 01-012-000-0000-6232		120.00	01- PR- 20- 240	75699	Attorney Services	Y
	01-012-000-0000-6232		195.00	01- PR- 20- 241	75700	Attorney Services	Y
	01-012-000-0000-6232		37.50	01- PR- 15- 650	75701	Attorney Services	Y
	01-012-000-0000-6232		82.50	01- PR- 15- 650	76638	Attorney Services	Y
	01-012-000-0000-6232		75.00	01- PR- 20- 590	76639	Attorney Services	Y
	01-012-000-0000-6232		202.50	01- JV- 20- 767	76641	Attorney Services	Y
	01-012-000-0000-6232		314.30	01- PR- 20- 877	76642	Attorney Services	Y
11634	Gammello & Pearson PLLC		1,026.80		7 Transactions		
5851	Gustafson Attorney at Law/Jean M. 01-012-000-0000-6232		270.00	01- PR- 19- 691		Attorney Services	Y
5851	Gustafson Attorney at Law/Jean M.		270.00		1 Transactions		
1976	Haberkorn Law Offices,Ltd 01-012-000-0000-6232		2,047.50	Oct Services 10/01/2020		Attorney Services	N
1976	Haberkorn Law Offices,Ltd		2,047.50		10/31/2020 1 Transactions		
9323	Jill Avery 01-012-000-0000-6232		112.50	fees	01- P4- 99- 194	Attorney Services	Y
9323	Jill Avery		112.50		1 Transactions		
12	<b>DEPT Total:</b>		<b>3,456.80</b>	<b>Court Administration</b>	<b>4 Vendors</b>	<b>10 Transactions</b>	

# Aitkin County



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WLC1  
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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
40	DEPT			Auditor			
	2386 Information Systems Corp		684.22	App Extender License	25543	Services, Labor, Contracts	N
	01- 040- 000- 0000- 6231			03/01/2021 02/28/2022			
	2386 Information Systems Corp		684.22	1 Transactions			
	86235 The Office Shop Inc		10.65	NOTARY STAMP - MH	1088155- 0	Office & Computer Supplies	N
	01- 040- 000- 0000- 6405			1 Transactions			
	86235 The Office Shop Inc		10.65				
40	DEPT Total:		694.87	Auditor	2 Vendors	2 Transactions	
42	DEPT			Treasurer			
	11603 Girard's Business Solutions,Inc.		450.00	Service Contract	2101AitCou	Services, Labor, Contracts	N
	01- 042- 000- 0000- 6231			02/01/2021 01/31/2022			
	11603 Girard's Business Solutions,Inc.		450.00	1 Transactions			
	2386 Information Systems Corp		342.11	App Extender License	25543	Services, Labor, Contracts	N
	01- 042- 000- 0000- 6231			03/01/2021 02/28/2022			
	2386 Information Systems Corp		342.11	1 Transactions			
42	DEPT Total:		792.11	Treasurer	2 Vendors	2 Transactions	
43	DEPT			Assessor			
	2386 Information Systems Corp		1,710.55	App Extender License	25543	Services, Labor, Contracts	N
	01- 043- 000- 0000- 6231			03/01/2021 02/28/2022			
	2386 Information Systems Corp		1,710.55	1 Transactions			
	86235 The Office Shop Inc		51.02	Office Supplies	1088496	Office, Film & Computer Supplies	N
	01- 043- 000- 0000- 6405			1 Transactions			
	86235 The Office Shop Inc		51.02				
	6097 Verizon Wireless		35.01	Cell phone charges	9866092522	Telephone	N
	01- 043- 000- 0000- 6250			10/02/2020 11/02/2020			

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
6097	Verizon Wireless			35.01		1 Transactions		
43	<b>DEPT Total:</b>			1,796.58	<b>Assessor</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
44	DEPT				Central Services			
783	Canon Financial Services, Inc 01- 044- 000- 0000- 6231			248.78	Copier contract 11/01/2020 11/30/2020	22138401	Services, Labor, Contracts	N
783	Canon Financial Services, Inc			248.78	1 Transactions			
1181	Crow Wing Co Auditor- Treasurer 01- 044- 000- 0000- 6231			7,823.84	CMCC retiree Health Jul- Dec 20 07/01/2020 10/31/2020	3425	Services, Labor, Contracts	N
1181	Crow Wing Co Auditor- Treasurer			7,823.84	1 Transactions			
86235	The Office Shop Inc 01- 044- 000- 0000- 6231			247.03	Copy Charges	313845	Services, Labor, Contracts	N
86235	The Office Shop Inc			247.03	1 Transactions			
44	<b>DEPT Total:</b>			8,319.65	<b>Central Services</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
49	DEPT				Information Technologies			
10452	AT&T Mobility 01- 049- 000- 0000- 6231			77.50	DEC IPAD SERVICE	287279507473X1	Programming, Services, Contracts	N
10452	AT&T Mobility			77.50	1 Transactions			
49	<b>DEPT Total:</b>			77.50	<b>Information Technologies</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
52	DEPT				Administration			
2386	Information Systems Corp 01- 052- 000- 0000- 6231			1,002.90	App Extender License 03/01/2021 02/28/2022	25543	Services, Labor, Contracts	N
2386	Information Systems Corp			1,002.90	1 Transactions			
9908	Minnesota Secretary of State - Notary 01- 052- 000- 0000- 6240			120.00	Notary- A. Sahr		Dues & Subscriptions	N
9908	Minnesota Secretary of State - Notary			120.00	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	
52 DEPT Total:		Administration	2 Vendors	2 Transactions	
53 DEPT		Human Resources			
86222 Aitkin Independent Age					
01- 053- 000- 0000- 6230	63.00	Help wanted 9/2- 9/5	793130	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	75.00	Help wanted 9/9- 9/12	794401	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	63.00	Help wanted 9/16- 9/19	795343	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	66.00	Help wanted 9/23- 9/26	796455	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	66.00	Help wanted 9/30	797188	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	23.00	Help wanted 10/3/20	797580	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	83.00	Help wanted 10/7- 10/10	798720	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	83.00	Help wanted 10/14- 10/17	799891	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	86.00	Help wanted 10/21- 10/24	801459	Printing, Publishing & Adv	N
01- 053- 000- 0000- 6230	86.00	Help wanted 10/28- 10/31	803008	Printing, Publishing & Adv	N
86222 Aitkin Independent Age	694.00		10 Transactions		
15240 AT&T Mobility					
01- 053- 000- 0000- 6250	65.01	Cell phone charges	287299383308	Telephone	N
		09/26/2020	10/25/2020		
15240 AT&T Mobility	65.01		1 Transactions		
12808 Gallagher Benefit Services, Inc.					
01- 053- 000- 0000- 6231	400.00	Security/Transport Deputy Eval	202024080	Services, Labor, Contracts	N
12808 Gallagher Benefit Services, Inc.	400.00		1 Transactions		
2386 Information Systems Corp					
01- 053- 000- 0000- 6231	1,663.72	App Extender License	25543	Services, Labor, Contracts	N
		03/01/2021	02/28/2022		
2386 Information Systems Corp	1,663.72		1 Transactions		
13412 Pemberton, Sorlie, Rufer & Kershner PLLI					
01- 053- 000- 0000- 6232	217.50	County Law	70	Attorney Services	Y
13412 Pemberton, Sorlie, Rufer & Kershner PLLI	217.50		1 Transactions		
11590 Safetycare Inc.					
01- 053- 000- 0000- 6208	950.00	Safetyhub renewal	70121	Staff Development/Training	N
11590 Safetycare Inc.	950.00		1 Transactions		
13243 Shred- N- Go, Inc					

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
13243 Shred- N- Go, Inc	01- 053- 000- 0000- 6231	58.29	shredding service	111600	Services, Labor, Contracts	N
		58.29		1 Transactions		
86235 The Office Shop Inc	01- 053- 000- 0000- 6405	23.82	Office Supplies	1088378	Office & Computer Supplies	N
	01- 053- 000- 0000- 6405	7.23	Highlighters	1088378- 1	Office & Computer Supplies	N
86235 The Office Shop Inc		31.05		2 Transactions		
53 DEPT Total:		4,079.57	Human Resources	8 Vendors	18 Transactions	
90 DEPT			Attorney			
10452 AT&T Mobility	01- 090- 000- 0000- 6250	249.30	Cell phone charges	287301408597	Telephone	N
10452 AT&T Mobility		249.30		1 Transactions		
10855 Culligan	01- 090- 000- 0000- 6213	44.40	Water supplies	150x01176205	Drug & Forfeiture Ms387.213	N
10855 Culligan		44.40		1 Transactions		
3251 Mn Attorney Generals Office	01- 090- 000- 0000- 6333	169.00	Travel exp 9/9/20	632300	Crt.Related Travel Expenses	N
			07/01/2020	09/30/2020		
3251 Mn Attorney Generals Office		169.00		1 Transactions		
10879 Shred- It	01- 090- 000- 0000- 6231	188.05	On- site shredding	8180935673	Services, Labor, Contracts	N
10879 Shred- It		188.05		1 Transactions		
86235 The Office Shop Inc	01- 090- 000- 0000- 6625	100.00	Move copier to new office	1087391- 01	Office Equipment	N
	01- 090- 000- 0000- 6405	43.51	Office Supplies	1088615	Office & Computer Supplies	N
	01- 090- 000- 0000- 6625	159.20	Contract charges	313736	Office Equipment	N
	01- 090- 000- 0000- 6625	363.00	Service perf guarantee	313894	Office Equipment	N
86235 The Office Shop Inc		665.71		4 Transactions		
90 DEPT Total:		1,316.46	Attorney	5 Vendors	8 Transactions	
100 DEPT			Recorder			

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
2386 Information Systems Corp			App Extender License	25543	Services, Labor, Contracts- Land Reco	N
01- 100- 195- 0000- 6231		2,264.00	03/01/2021 02/28/2022			
01- 100- 196- 0000- 6231		2,170.00	App Extender License	25543	Services, Labor, Contracts- Recorder's	N
			03/01/2021 02/28/2022			
2386 Information Systems Corp		4,434.00	2 Transactions			
3951 Pro West & Associates, Inc			LINK maint/support contract	004808- A	Services, Labor, Contracts- Land Reco	N
01- 100- 195- 0000- 6231		2,685.00	12/01/2020 11/30/2021			
3951 Pro West & Associates, Inc		2,685.00	1 Transactions			
86235 The Office Shop Inc			Copier contract	313737	Services, Labor, Contracts	N
01- 100- 000- 0000- 6231		881.35				
86235 The Office Shop Inc		881.35	1 Transactions			
100 DEPT Total:		8,000.35	Recorder	3 Vendors	4 Transactions	
110 DEPT			Courthouse Maintenance			
88628 Dalco Enterprises, Inc.			TOILET BRUSHES	3706882	Janitorial Supplies	N
01- 110- 000- 0000- 6422		5.20				
01- 110- 000- 0000- 6422		2.60	TOILET BRUSHES	3709667	Janitorial Supplies	N
88628 Dalco Enterprises, Inc.		7.80	2 Transactions			
1754 Garrison Disposal Company, Inc			MONTHLY GARBAGE	1999800	Garbage	N
01- 110- 000- 0000- 6255		648.85				
1754 Garrison Disposal Company, Inc		648.85	1 Transactions			
12927 Midwest Machinery Co.			SWEEPER HEAD	07487660	Services, Labor, Contracts	N
01- 110- 000- 0000- 6231		3,400.00				
12927 Midwest Machinery Co.		3,400.00	1 Transactions			
9692 Minnesota Energy Resources Corporation			GAS SERVICE	0506823754	Utilities & Heating	N
01- 110- 000- 0000- 6254		1,681.03	10/16/2020 11/16/2020			
9692 Minnesota Energy Resources Corporation		1,681.03	1 Transactions			
3950 Public Utilities			utilities	10186- 00	Utilities & Heating	N
01- 110- 000- 0000- 6254		185.42				

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Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
No.	Account/Formula								On Behalf of Name	
	01- 110- 000- 0000- 6254			4,033.80	utilities	10/16/2020 11/16/2020	1430- 00		Utilities & Heating	N
	01- 110- 000- 0000- 6254			121.48	utilities	10/16/2020 11/16/2020	50109- 00		Utilities & Heating	N
	01- 110- 000- 0000- 6254			319.79	utilities	10/16/2020 11/16/2020	50188- 00		Utilities & Heating	N
	01- 110- 000- 0000- 6254			39.85	utilities	10/16/2020 11/16/2020	50202- 00		Utilities & Heating	N
	01- 110- 000- 0000- 6254			34.46	utilities	10/16/2020 11/16/2020	509- 00		Utilities & Heating	N
<b>3950</b>	<b>Public Utilities</b>			<b>4,734.80</b>		10/16/2020 11/16/2020		6 Transactions		
<b>110</b>	<b>DEPT Total:</b>			<b>10,472.48</b>	<b>Courthouse Maintenance</b>			<b>5 Vendors</b>		<b>11 Transactions</b>
<b>120</b>	<b>DEPT</b>				<b>Service Officer</b>					
10452	AT&T Mobility									
	01- 120- 000- 0000- 6250			99.72	Cell phone charges		287298585696		Telephone	N
10452	AT&T Mobility			99.72				1 Transactions		
6097	Verizon Wireless									
	01- 120- 000- 0000- 6250			13.70	Vet Van		9867471778		Telephone	N
						11/21/2020 12/20/2020				
6097	Verizon Wireless			13.70				1 Transactions		
<b>120</b>	<b>DEPT Total:</b>			<b>113.42</b>	<b>Service Officer</b>			<b>2 Vendors</b>		<b>2 Transactions</b>
<b>122</b>	<b>DEPT</b>				<b>Planning &amp; Zoning</b>					
86222	Aitkin Independent Age									
	01- 122- 000- 0000- 6230			39.17	Notice of Hrg 11/16/20		803870		Printing, Publishing & Adv	N
86222	Aitkin Independent Age			39.17				1 Transactions		
14320	Benson/Lin									
	01- 122- 000- 0000- 6350			70.00	BOA mtg				Per Diem	Y
	01- 122- 038- 0000- 6330			60.95	BOA mlg				Boa/Pc Mileage	Y
14320	Benson/Lin			130.95				2 Transactions		
783	Canon Financial Services, Inc									

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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	
01- 122- 000- 0000- 6231		166.12	Copier contract	22138400	Services, Labor, Contracts, Programm N
783 Canon Financial Services, Inc		166.12	11/01/2020 11/30/2020 1 Transactions		
15142 Christensen/Charles		80.00	BOA mtg		Per Diem Y
01- 122- 000- 0000- 6350		60.38	BOA Mlg		Boa/Pc Mileage Y
15142 Christensen/Charles		140.38		2 Transactions	
13066 Hargrave/Bryan		1,750.00	11/9/20- 11/13/20		Services, Labor, Contracts, Programm Y
13066 Hargrave/Bryan		1,750.00		1 Transactions	
4641 Holiday Credit Office		45.94	P&Z fuel	1400- 000- 135- 3	Gas And Oil N
01- 122- 000- 0000- 6511		45.94	10/01/2020 10/31/2020 1 Transactions		
4641 Holiday Credit Office		45.94			
2386 Information Systems Corp		3,038.00	App Extender License	25543	Services, Labor, Contracts, Programm N
01- 122- 000- 0000- 6231		3,038.00	03/01/2021 02/28/2022 1 Transactions		
2386 Information Systems Corp		3,038.00			
14832 Kulifaj / Stephen		50.00	PC mtg		Per Diem Y
01- 122- 000- 0000- 6350		21.85	PC mlg		Boa/Pc Mileage Y
14832 Kulifaj / Stephen		71.85		2 Transactions	
11990 Lange/David		60.00	PC mtg		Per Diem Y
01- 122- 000- 0000- 6350		52.90	PC mlg		Boa/Pc Mileage Y
11990 Lange/David		112.90		2 Transactions	
13339 Marsh/Marcus M		80.00	BOA mtg		Per Diem Y
01- 122- 000- 0000- 6350		55.20	BOA mlg		Boa/Pc Mileage Y
13339 Marsh/Marcus M		135.20		2 Transactions	
5516 Paquette/Jeremy M					

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No. Account/Formula		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
01- 122- 000- 0000- 6350		60.00	PC mtg		Per Diem	Y
01- 122- 000- 0000- 6350		90.00	BOA mtgs		Per Diem	Y
01- 122- 038- 0000- 6330		87.40	PC mlg		Boa/Pc Mileage	Y
01- 122- 038- 0000- 6330		64.40	BOA mlg		Boa/Pc Mileage	Y
<b>5516 Paquette/Jeremy M</b>		<b>301.80</b>		<b>4 Transactions</b>		
<b>4400 Security State Bank</b>						
01- 122- 052- 0000- 6304		12,500.00	Ag- BMP Loan - M. Erickson		ISTS AG BMP EXPENSES	N
<b>4400 Security State Bank</b>		<b>12,500.00</b>		<b>1 Transactions</b>		
<b>13424 Sonnee/Dennise J</b>						
01- 122- 000- 0000- 6350		60.00	PC mtg		Per Diem	Y
01- 122- 038- 0000- 6330		29.90	PC mlg		Boa/Pc Mileage	Y
<b>13424 Sonnee/Dennise J</b>		<b>89.90</b>		<b>2 Transactions</b>		
<b>10028 Spiel/Edward</b>						
01- 122- 000- 0000- 6350		111.80	BOA mtg		Per Diem	Y
01- 122- 038- 0000- 6330		64.98	BOA mlg		Boa/Pc Mileage	Y
<b>10028 Spiel/Edward</b>		<b>176.78</b>		<b>2 Transactions</b>		
<b>86235 The Office Shop Inc</b>						
01- 122- 000- 0000- 6405		533.53	Copier contract	313846	Office, Computer, Film, & Field Suppl	N
<b>86235 The Office Shop Inc</b>		<b>533.53</b>		<b>1 Transactions</b>		
<b>122 DEPT Total:</b>		<b>19,232.52</b>	<b>Planning &amp; Zoning</b>	<b>15 Vendors</b>	<b>25 Transactions</b>	
<b>123 DEPT</b>			<b>Coroner</b>			
<b>9151 River Valley Forensic Services PA</b>						
01- 123- 000- 0000- 6231		500.00	ME 20- 2406	1278	Coroner Fees	6
01- 123- 000- 0000- 6231		250.00	October service	1278	Coroner Fees	6
<b>9151 River Valley Forensic Services PA</b>		<b>750.00</b>		<b>2 Transactions</b>		
<b>123 DEPT Total:</b>		<b>750.00</b>	<b>Coroner</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>200 DEPT</b>			<b>Enforcement</b>			
<b>339 Applied Concepts Inc</b>						
01- 200- 000- 0000- 6231		150.00	repair #210 dash radar	375690	Services & Labor (Incl Contracts)	N

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No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
339 Applied Concepts Inc						
	150.00		1 Transactions			
15239 AT&T Mobility						
01- 200- 000- 0000- 6250	643.22		squad PCs	287258495419	Telephone	N
15239 AT&T Mobility	643.22		1 Transactions			
14568 Axon Enterprise, Inc						
01- 200- 000- 0000- 6409	340.00		taser batteries	SI- 1698884	Deputy Supplies	N
14568 Axon Enterprise, Inc	340.00		1 Transactions			
5398 CDW Government, Inc						
01- 200- 000- 0000- 6405	321.34		MS Office for #220 PC	3753452	Office Supplies	N
5398 CDW Government, Inc	321.34		1 Transactions			
3516 Coffman/Sue						
01- 200- 000- 0000- 6330	24.23		mileage to Mechanics Lien sale	11/18/2020	Transportation & Travel & Parking	N
3516 Coffman/Sue	24.23		1 Transactions			
9344 Foremost Promotions						
01- 200- 000- 0000- 6230	279.56		911 coloring books	521075	Printing, Publishing & Adv	N
01- 200- 000- 0000- 6230	279.56		local sheriff coloring books	521076	Printing, Publishing & Adv	N
9344 Foremost Promotions	559.12		2 Transactions			
1775 Galls LLC						
01- 200- 000- 0000- 6410	58.50		uniform pant #220	16862848	Clothing Allowance	N
01- 200- 000- 0000- 6410	252.00		badges	17018532	Clothing Allowance	N
1775 Galls LLC	310.50		2 Transactions			
6121 Identisys						
01- 200- 039- 0000- 6425	97.12		gun permit laminate	504352	Gun Permit Expenses	N
6121 Identisys	97.12		1 Transactions			
5892 McGregor Printing & Graphics, Inc						
01- 200- 000- 0000- 6230	395.00		business cards (5x500)	196481	Printing, Publishing & Adv	N
5892 McGregor Printing & Graphics, Inc	395.00		1 Transactions			
13864 Sandberg/Kristi						
01- 200- 000- 0000- 6150	1,000.00		Dec. Health Ins		Health Insurance- Employer	N
			12/01/2020	12/31/2020		

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
13864 Sandberg/Kristi						
86235 The Office Shop Inc						
01-200-000-0000-6405			115.14	calendars	1088112-0	Office Supplies N
86235 The Office Shop Inc			115.14			
				1 Transactions		
200 DEPT Total:			3,955.67	Enforcement	11 Vendors	13 Transactions
201 DEPT				Sheriff Contingency For D & A		
9344 Foremost Promotions						
01-201-000-0000-6212			1,504.71	drug education coloring books	521077	Sheriff Contgt Exp Ms387.212 N
9344 Foremost Promotions			1,504.71			
				1 Transactions		
201 DEPT Total:			1,504.71	Sheriff Contingency For D & A	1 Vendors	1 Transactions
202 DEPT				Boat & Water		
3950 Public Utilities						
01-202-000-0000-6254			35.19	utilities	1345-00	Utilities N
				10/16/2020 11/16/2020		
3950 Public Utilities			35.19			
				1 Transactions		
202 DEPT Total:			35.19	Boat & Water	1 Vendors	1 Transactions
204 DEPT				ATV		
15239 AT&T Mobility						
01-204-000-0000-6250			32.98	#208 squad PC	287258495419	Telephone N
15239 AT&T Mobility			32.98			
				1 Transactions		
13934 The Tire Barn						
01-204-000-0000-6302			68.47	oil change, rotate #208	55607	Car Maintenance N
13934 The Tire Barn			68.47			
				1 Transactions		
204 DEPT Total:			101.45	ATV	2 Vendors	2 Transactions
252 DEPT				Corrections		
116 Aitkin Pet & Farm Supply Inc						
01-252-000-0000-6590			179.70	softener salt	628618	Repair & Maintenance Supplies N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
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
116 Aitkin Pet & Farm Supply Inc		179.70	1 Transactions		
783 Canon Financial Services, Inc					
01- 252- 000- 0000- 6231		101.52	dispatch copier lease	22107365	Services & Labor (Incl Contracts) N
783 Canon Financial Services, Inc		101.52	1 Transactions		
163 Charter Communications					
01- 252- 252- 0000- 6405		197.52	inmate cable	6081112820	Prisoner Welfare N
163 Charter Communications		197.52	1 Transactions		
5583 Crawford Supply Company					
01- 252- 252- 0000- 6405		192.22	commissary supplies	1370295	Prisoner Welfare N
5583 Crawford Supply Company		192.22	1 Transactions		
1775 Galls LLC					
01- 252- 000- 0000- 6410		252.00	badges	17018532	Clothing Allowance N
01- 252- 000- 0000- 6410		117.79	uniform pant Shelly	17018537	Clothing Allowance N
1775 Galls LLC		369.79	2 Transactions		
11715 Granite Electronics					
01- 252- 000- 0000- 6231		757.64	repair radio antenna	154005946- 1	Services & Labor (Incl Contracts) N
11715 Granite Electronics		757.64	1 Transactions		
5503 Keefe Supply Company					
01- 252- 000- 0000- 6418		169.98	snack cakes	1348651	Groceries N
01- 252- 252- 0000- 6405		54.72	commissary supplies	1370294	Prisoner Welfare N
5503 Keefe Supply Company		224.70	2 Transactions		
13844 McKesson Medical Surgical					
01- 252- 000- 0000- 6262		408.60	tubersol, thermometer	15613608	Medical Expenses & Supplies - Inmat N
01- 252- 000- 0000- 6262		26.20	tape measure	15633714	Medical Expenses & Supplies - Inmat N
13844 McKesson Medical Surgical		434.80	2 Transactions		
13691 MEND Correctional Care, PLLC					
01- 252- 000- 0000- 6262		7,668.85	December healthcare services	5296	Medical Expenses & Supplies - Inmat 6
01- 252- 000- 0000- 6262		2,250.00	December add'l nursing service	5296	Medical Expenses & Supplies - Inmat 6
13691 MEND Correctional Care, PLLC		9,918.85	2 Transactions		
89765 Minnesota Elevator, Inc					

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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	
89765 Minnesota Elevator, Inc		December Monthly Service	883592	Services & Labor (Incl Contracts)	N
	184.53				
	184.53	1 Transactions			
9692 Minnesota Energy Resources Corporation		GAS SERVICE- JAIL	0505221458	Utilities & Heating	N
	1,416.60	10/16/2020 11/16/2020			
	259.90	GAS SERVICE - JAIL	0505399584	Utilities & Heating	N
		10/16/2020 11/16/2020			
	86.87	GAS SERVICE- STS	0506726121	Utilities & Heating	N
		10/16/2020 11/16/2020			
9692 Minnesota Energy Resources Corporation	1,763.37	3 Transactions			
3789 Pan-O-Gold Baking Company		groceries	10002420324008	Groceries	N
	65.54				
		groceries	10002420330010	Groceries	N
	56.80				
3789 Pan-O-Gold Baking Company	122.34	2 Transactions			
3950 Public Utilities		utilities	1431-00	Utilities & Heating	N
	5,707.59	10/16/2020 11/16/2020			
	79.94	utilities	507-00	Utilities & Heating	N
		10/16/2020 11/16/2020			
	1,070.41	utilities	512-00	Utilities & Heating	N
		10/16/2020 11/16/2020			
3950 Public Utilities	6,857.94	3 Transactions			
9295 Reinhart Foodservice		milk	357665	Groceries	Y
	120.19				
		milk, apple juice	369180	Groceries	Y
	48.31				
		gelatin	390778	Groceries	Y
	32.57				
		garlic, eggs	398131	Groceries	Y
	49.72				
		spatulas	419167	Kitchen Supplies	Y
	26.35				
		orange juice	424346	Groceries	Y
	34.78				
		oven mit, thermometer	426382	Kitchen Supplies	Y
	41.35				
		groceries	430989	Groceries	Y
	1,859.99				
		chicken kiev	431005	Groceries	Y
	55.17				
		spanish rice, choc milk	431619	Groceries	Y
	66.11				
		groceries	436141	Groceries	Y
	1,132.10				
		choc milk	436465	Groceries	Y
	16.77				

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9295	Reinhart Foodservice		16.36 3,467.05	return milk	440012	Groceries	Y
				13 Transactions			
3200	Star Tribune						
	01- 252- 252- 0000- 6405		1,105.52	Mon- Sun 52 weeks	2155653	Prisoner Welfare	N
3200	Star Tribune		1,105.52		1 Transactions		
4761	Sysco Minnesota Inc						
	01- 252- 000- 0000- 6418		134.71	milk	153833349	Groceries	N
4761	Sysco Minnesota Inc		134.71		1 Transactions		
86235	The Office Shop Inc						
	01- 252- 000- 0000- 6405		19.46	calendars	1088112- 0	Office & Computer Supplies	N
	01- 252- 000- 0000- 6405		11.41	kitchen calendar	1088137- 0	Office & Computer Supplies	N
	01- 252- 000- 0000- 6231		143.43	dispatch copy count	313833- 0	Services & Labor (Incl Contracts)	N
86235	The Office Shop Inc		174.30		3 Transactions		
13934	The Tire Barn						
	01- 252- 000- 0000- 6302		76.08	oil change, rotate xport Imp	55664	Car Maintenance	N
13934	The Tire Barn		76.08		1 Transactions		
252	DEPT Total:		26,262.58	Corrections	18 Vendors	41 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	
257	DEPT			Community Corrections			
14563	Anoka County Corrections						
	01- 257- 255- 0000- 6204		325.00	Pre- disp Det Fees	814- 1000002- 1	Juvenile Detention	N
				10/01/2020	10/31/2020		
14563	Anoka County Corrections		325.00		1 Transactions		
9544	Nicole Ranae Consulting, LLC						
	01- 257- 251- 0000- 6241		2,550.00	T4C facilitator training	0011	Registration Fee	Y

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 1 General Fund

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
9544	Nicole Ranae Consulting, LLC		2,550.00		1 Transactions		
86235	The Office Shop Inc						
	01- 257- 000- 0000- 6405		71.91	Office Supplies	1088334	Office Supplies	N
	01- 257- 000- 0000- 6405		18.44	Office Supplies	1088334- 1	Office Supplies	N
	01- 257- 000- 0000- 6405		78.40	Office Supplies	1088344- 2	Office Supplies	N
86235	The Office Shop Inc		168.75		3 Transactions		
257	DEPT Total:		3,043.75	Community Corrections	3 Vendors	5 Transactions	
280	DEPT			Emergency Management			
259	Arrowhead Region Emergency Mngmt As						
	01- 280- 000- 0000- 6240		40.00	2020 Membership Dues	#217	Dues	N
259	Arrowhead Region Emergency Mngmt As		40.00		1 Transactions		
9536	Round Lake Tradtions						
	01- 280- 201- 0000- 6610		900.00	Cultural Presentation Native A	INV0018	Enbridge Pipeline - Equipment	Y
9536	Round Lake Tradtions		900.00		1 Transactions		
280	DEPT Total:		940.00	Emergency Management	2 Vendors	2 Transactions	
390	DEPT			Environmental Health (FBL)			
4641	Holiday Credit Office						
	01- 390- 000- 0000- 6511		40.10	FBL fuel	1400- 000- 135- 3	Gas And Oil	N
				10/01/2020	10/31/2020		
4641	Holiday Credit Office		40.10		1 Transactions		
14899	Tech Tronix Inc						
	01- 390- 000- 0000- 6231		900.00	EH Manager renewal	163	Services, Labor, Contracts	N
14899	Tech Tronix Inc		900.00		1 Transactions		
390	DEPT Total:		940.10	Environmental Health (FBL)	2 Vendors	2 Transactions	
391	DEPT			Solid Waste			
2763	Countryside Sanitation						
	01- 391- 060- 0000- 6360		1,840.50	Oct recycling		Recycling Contract	Y
				10/01/2020	10/31/2020		

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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
2763	Countryside Sanitation			1,840.50		1 Transactions		
1754	Garrison Disposal Company, Inc 01- 391- 060- 0000- 6360			9,017.82	Oct recycling		Recycling Contract	N
1754	Garrison Disposal Company, Inc			9,017.82		1 Transactions		
2880	Long Lake Conservation Ctr 01- 391- 036- 0000- 6416			740.00	Aitkin Co EE days	721	EED Expenses/Supplies	N
2880	Long Lake Conservation Ctr			740.00		1 Transactions		
3503	Neff/Terry B. 01- 391- 000- 0000- 6208			15.00	Landfill Inspect. Cert		Training/Education	N
	01- 391- 000- 0000- 6511			40.23	Site- mlg		Gas And Oil	N
3503	Neff/Terry B.			55.23		2 Transactions		
391	<b>DEPT Total:</b>			11,653.55	<b>Solid Waste</b>	<b>4 Vendors</b>	<b>5 Transactions</b>	
500	DEPT				Library And Historical Society			
15003	Groulx/Bruce 01- 500- 500- 0000- 6350			350.00	ECRL Board 5/1- 11/9		Library Per Diem	S
15003	Groulx/Bruce			350.00		1 Transactions		
500	<b>DEPT Total:</b>			350.00	<b>Library And Historical Society</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
601	DEPT				Extension			
11187	Regents Of The University of Minnesota 01- 601- 000- 0000- 6231			300.00	2021 FairEntry Subscription	0300026085	Services & Charges	N
	01- 601- 000- 0000- 6262			14,858.18	Oct- Dec 2020 MOA	0300026164	Univ Of Minn Contracts	N
					10/01/2020 12/31/2020			
11187	Regents Of The University of Minnesota			15,158.18		2 Transactions		
601	<b>DEPT Total:</b>			15,158.18	<b>Extension</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
1	<b>Fund Total:</b>			124,383.85	<b>General Fund</b>		<b>171 Transactions</b>	

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 3 Road & Bridge

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
301	DEPT			R&B Administration			
10855	Culligan						
	03- 301- 000- 0000- 6400		15.20	WATER	514865	Supplies And Materials	N
	03- 301- 000- 0000- 6400		10.50	RENTAL- DEC	STMT	Supplies And Materials	N
10855	Culligan		25.70		2 Transactions		
11406	Innovative Office Solutions, LLC						
	03- 301- 000- 0000- 6400		84.58	OFFICE SUPPLIES	IN3177278	Supplies And Materials	N
11406	Innovative Office Solutions, LLC		84.58		1 Transactions		
301	DEPT Total:		110.28	R&B Administration	2 Vendors	3 Transactions	
302	DEPT			R&B Engineering/Construction			
9541	DIEDERICH/AUSTIN						
	03- 302- 000- 0000- 6411		54.99	WORK BOOTS REIMBURSEMENT		Safety Footwear	N
9541	DIEDERICH/AUSTIN		54.99		1 Transactions		
3703	Frontier Precision, Inc						
	03- 302- 000- 0000- 6449		39.14	ENGINEER SUPPLIES	224012	Rd/Br Engr. Supplies	N
3703	Frontier Precision, Inc		39.14		1 Transactions		
86235	The Office Shop Inc						
	03- 302- 000- 0000- 6449		22.99	SURVEY TRUCK CHARGERS	313684- 0	Rd/Br Engr. Supplies	N
86235	The Office Shop Inc		22.99		1 Transactions		
302	DEPT Total:		117.12	R&B Engineering/Construction	3 Vendors	3 Transactions	
303	DEPT			R&B Highway Maintenance			
50	Aitkin Body Shop, Inc						
	03- 303- 000- 0000- 6298		112.88	PALISADE SHOP SUPPLIES	1995	Shop Maintenance	N
50	Aitkin Body Shop, Inc		112.88		1 Transactions		
195	Aitkin Tire Shop						
	03- 303- 000- 0000- 6590		700.00	TIRES	0- 060323	Repair & Maintenance Supplies	N
195	Aitkin Tire Shop		700.00		1 Transactions		
8693	ASV, LLC						
	03- 303- 000- 0000- 6590		66.02	REPAIR PARTS	520422	Repair & Maintenance Supplies	N

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Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
8693	ASV, LLC		66.02		1 Transactions		
10452	AT&T Mobility 03-303-000-0000-6254		32.98	PAUL'S IPAD SVC	287266104878X1	Utilities	N
10452	AT&T Mobility		32.98		1 Transactions		
86467	Auto Value Aitkin 03-303-000-0000-6590		129.22	REPAIR PARTS	40168364	Repair & Maintenance Supplies	N
	03-303-000-0000-6298		402.50	JACOBSON SHOP SUPPLIES	40169514	Shop Maintenance	N
	03-303-000-0000-6298		402.50	SWATARA SHOP SUPPLIES	40169514	Shop Maintenance	N
86467	Auto Value Aitkin		934.22		3 Transactions		
14887	Cintas Corporation 03-303-000-0000-6298		9.63	SHOP LAUNDRY	4067980975	Shop Maintenance	N
	03-303-000-0000-6298		9.63	SHOP LAUNDRY	4068672757	Shop Maintenance	N
14887	Cintas Corporation		19.26		2 Transactions		
8618	Compass Minerals America 03-303-000-0000-6518		7,021.22	DE-ICING SALT	709707	De-Icing Salt	N
8618	Compass Minerals America		7,021.22		1 Transactions		
7935	East Central Energy 03-303-000-0000-6254		89.84	OCT/NOV POWER- MCGRATH	35018290	Utilities	N
	03-303-000-0000-6254		44.70	OCT/NOV POWER- STREET LIGHT	35018408	Utilities	N
7935	East Central Energy		134.54		2 Transactions		
7060	Federated Co- Ops Inc. 03-303-000-0000-6297		103.40	MCGREGOR SHOP PROPANE	251092	Shop Fuel	N
	03-303-000-0000-6297		231.67	MCGREGOR SHOP PROPANE	298277	Shop Fuel	N
	03-303-000-0000-6297		535.87	MCGRATH SHOP PROPANE	307998	Shop Fuel	N
7060	Federated Co- Ops Inc.		870.94		3 Transactions		
8622	Frontier 03-303-000-0000-6254		72.10	JACOBSON	218-752-6591	Utilities	N
	03-303-000-0000-6254		72.10	MCGREGOR	218-768-4481	Utilities	N
	03-303-000-0000-6254		72.10	PALISADE	218-845-2607	Utilities	N
	03-303-000-0000-6254		92.10	MCGRATH	320-592-3580	Utilities	N
8622	Frontier		308.40		4 Transactions		

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 3 Road & Bridge

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1818	Glen's Sign Dezine 03-303-000-0000-6516		50.00	'ALL TRUCKS' LETTERING		Signs & Posts	Y
1818	Glen's Sign Dezine		50.00		1 Transactions		
1959	H & L Mesabi Inc 03-303-000-0000-6298		260.16	AITKIN SHOP SUPPLIES	40785	Shop Maintenance	N
1959	H & L Mesabi Inc		260.16		1 Transactions		
2089	Heartland Tire Inc 03-303-000-0000-6590		52.84	REPAIR PARTS	15012776	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		2,622.66	TIRES	15012776	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		130.00	REPAIR LABOR	15012776	Repair & Maintenance Supplies	Y
2089	Heartland Tire Inc		2,805.50		3 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		54.84	OCT/NOV CSAH 14	141979801	Utilities	N
	03-303-000-0000-6254		48.36	OCT/NOV CSAH 6	141979901	Utilities	N
91187	Lake Country Power		103.20		2 Transactions		
9692	Minnesota Energy Resources Corporation 03-303-000-0000-6297		472.06	NAT GAS: AITKIN SHOP	NOV	Shop Fuel	N
9692	Minnesota Energy Resources Corporation		472.06		1 Transactions		
13503	Minnesota Petroleum Service 03-303-000-0000-6298		505.38	MCGREGOR SHOP	0-000083199	Shop Maintenance	N
	03-303-000-0000-6298		600.25	MCGREGOR SHOP	0-000083211	Shop Maintenance	N
	03-303-000-0000-6298		885.50	AITKIN SHOP	0-000083225	Shop Maintenance	N
13503	Minnesota Petroleum Service		1,991.13		3 Transactions		
8446	Northern Star Coop Service 03-303-000-0000-6297		790.60	LP: SWATARA SHOP	14942	Shop Fuel	N
8446	Northern Star Coop Service		790.60		1 Transactions		
14827	Snow Wheel System, Inc 03-303-000-0000-6590		143.50	REPAIR PARTS	8989	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		78.00	REPAIR PARTS	8993	Repair & Maintenance Supplies	N
14827	Snow Wheel System, Inc		221.50		2 Transactions		
8230	State Of Minnesota						

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
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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	
8230 State Of Minnesota		2021		Repair & Maintenance Supplies	N
	96.00				
	96.00	1 Transactions			
8364 Towmaster, Inc					
	395.62	REPAIR PARTS	433710	Repair & Maintenance Supplies	N
8364 Towmaster, Inc	395.62				
		1 Transactions			
8605 Wayne's Sanitation LLC					
	52.73	GARBAGE: MCGRATH	311560	Utilities	N
8605 Wayne's Sanitation LLC	52.73				
		1 Transactions			
9642 WEX BANK					
	39.36-	REBATE	10/8- 11/7/20	Motor Fuel & Lubricants	N
	3,088.90	GASOLINE	10/8- 11/7/20	Motor Fuel & Lubricants	N
9642 WEX BANK	3,049.54				
		2 Transactions			
13856 WHITE/PAUL					
	145.00	WORK BOOTS REIMBURSEMENT	142901802	Safety Footwear	N
13856 WHITE/PAUL	145.00				
		1 Transactions			
8279 Winzer Franchise Company					
	283.23	MCGREGOR SHOP SUPPLIES	6753833	Shop Maintenance	N
8279 Winzer Franchise Company	283.23				
		1 Transactions			
5295 Ziegler Inc					
	105.92	REPAIR PARTS	PC190099528	Repair & Maintenance Supplies	N
5295 Ziegler Inc	105.92				
		1 Transactions			
303 DEPT Total:	21,022.65	R&B Highway Maintenance	25 Vendors	41 Transactions	
307 DEPT		R&B Capital Infrastructure			
86222 Aitkin Independent Age					
	218.21	AD FOR BID- 2021 AGG CRUSHING	1095091	Printing & Publishing	N
86222 Aitkin Independent Age	218.21				
		1 Transactions			
8694 Department of Transportation					
	1,641.28	JOB COST TRANSFERS	P00012670	Professional Services	N
8694 Department of Transportation	1,641.28				
		1 Transactions			

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WLC1  
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	<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>	
307	DEPT Total:		1,859.49	R&B Capital Infrastructure	2 Vendors	2 Transactions	
308	DEPT			R&B Equipment & Facilities			
	9532 Independent Testing Technologies, Inc						
	03-308-000-0000-6600		1,275.00	ACHD REMODEL	38608	Capital Outlay- Facilities	N
	9532 Independent Testing Technologies, Inc		1,275.00		1 Transactions		
308	DEPT Total:		1,275.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:		24,384.54	Road & Bridge		50 Transactions	

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WLC1  
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5 Health & Human Services

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
400	DEPT				Public Health Department			
8239	Ameripride Linen & Apparel Services 05- 400- 440- 0410- 6422			5.42	Cleaning Supplies 12/01/2020	220666700	Janitorial Services/Supplies	N
8239	Ameripride Linen & Apparel Services			5.42	1 Transactions			
10855	Culligan 05- 400- 440- 0410- 6301			35.33	Cooler Rental Service 12/01/2020 12/31/2020	150- 10016285- 1	Equipment Lease/Space Rental	N
10855	Culligan			35.33	1 Transactions			
2386	Information Systems Corp 05- 400- 440- 0410- 6239			378.73	App Extender License 03/01/2021 02/28/2022	25543	Software Fees/License Fees	N
2386	Information Systems Corp			378.73	1 Transactions			
89765	Minnesota Elevator, Inc 05- 400- 440- 0410- 6300			29.81	Elevator Service - Dec '20 12/01/2020 12/31/2020	884098	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc			29.81	1 Transactions			
3950	Public Utilities 05- 400- 440- 0410- 6254			301.44	Electric Bill 10/16/2020 11/16/2020	1433- 00	Utilities- Gas and Electric	N
3950	Public Utilities			301.44	1 Transactions			
86235	The Office Shop Inc 05- 400- 440- 0410- 6405			5.50	Agency - 10 x 13 Envelopes 11/03/2020	1087617- 0	Office Supplies	N
	05- 400- 000- 0000- 6801			527.21	Covid- 19 Dividers - Acct 11/05/2020	1087739- 0	Disaster Services - Expenditure	N
	05- 400- 440- 0410- 6405			91.54	PH- Ink Cartridge (EM/SD- S) 11/05/2020	1087739- 0	Office Supplies	N
	05- 400- 440- 0410- 6405			83.98	PH- Ink Cartridge (EM/SD- S) 11/10/2020	1087739- 1	Office Supplies	N
	05- 400- 440- 0410- 6405			14.08	Agency - Pencil Sharpener 11/18/2020	1088197- 0	Office Supplies	N
	05- 400- 440- 0410- 6405			11.39	PH - Round laser labels 11/24/2020	1088440- 0	Office Supplies	N

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
5 Health & Human Services

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
On Behalf of Name											
		05- 400- 440- 0410- 6405			16.82	PH - Planner (NL)	11/24/2020	1088443- 0		Office Supplies	N
		05- 400- 440- 0410- 6402			3.51	Agency - 8 gb Flash Drive	11/16/2020	313648- 0		Computer/Technology Supplies	N
		05- 400- 440- 0410- 6300			241.45	Mailrm - Copier Contract IRC55	11/25/2020	313836- 0		Maintenance/Service Contracts	N
<b>86235</b>	<b>The Office Shop Inc</b>				<b>995.48</b>				<b>9 Transactions</b>		
<b>400</b>	<b>DEPT Total:</b>				<b>1,746.21</b>	<b>Public Health Department</b>		<b>6 Vendors</b>		<b>14 Transactions</b>	
<b>420</b>	<b>DEPT</b>					<b>Income Maintenance</b>					
8239	Ameripride Linen & Apparel Services	05- 420- 600- 4800- 6422			11.17	Cleaning Supplies	12/01/2020	220666700		Janitorial Services/Supplies	N
<b>8239</b>	<b>Ameripride Linen &amp; Apparel Services</b>				<b>11.17</b>				<b>1 Transactions</b>		
10855	Culligan	05- 420- 600- 4800- 6301			72.87	Cooler Rental Service	12/01/2020 12/31/2020	150- 10016285- 1		Equipment Lease/Space Rental	N
<b>10855</b>	<b>Culligan</b>				<b>72.87</b>				<b>1 Transactions</b>		
11051	Department of Human Services	05- 420- 620- 4400- 6025			4,408.00	MCRE/GAMC/NONRES Estate- 10/20	10/01/2020 10/31/2020	A300MM0E01I		State Share- GAMC	N
		05- 420- 650- 4400- 6025			3,309.97	MA LTC UN 65	10/01/2020 10/31/2020	A300MM0E01I		State/Fed Share - MA	N
		05- 420- 650- 4400- 6025			284.82	G8 LTC LT65 CY20	10/01/2020 10/31/2020	A300MM0E01I		State/Fed Share - MA	N
		05- 420- 650- 4400- 6025			27,085.31	MA Estate Collections - FED	10/01/2020 10/31/2020	A300MM0E01I		State/Fed Share - MA	N
		05- 420- 650- 4400- 6025			13,542.65	MA Estate Collections - State	10/01/2020 10/31/2020	A300MM0E01I		State/Fed Share - MA	N
<b>11051</b>	<b>Department of Human Services</b>				<b>48,630.75</b>				<b>5 Transactions</b>		
2386	Information Systems Corp	05- 420- 600- 4800- 6239			781.15	App Extender License	03/01/2021 02/28/2022	25543		Software Fees/License Fees	N
<b>2386</b>	<b>Information Systems Corp</b>				<b>781.15</b>				<b>1 Transactions</b>		

# Aitkin County



## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
89765 Minnesota Elevator, Inc 05- 420- 600- 4800- 6300		61.49	Elevator Service - Dec '20 12/01/2020 12/31/2020	884098	Maintenance/Service Contracts	N
89765 Minnesota Elevator, Inc		61.49	1 Transactions			
3950 Public Utilities 05- 420- 600- 4800- 6254		621.73	Electric Bill 10/16/2020 11/16/2020	1433- 00	Utilities- Gas and Electric	N
3950 Public Utilities		621.73	1 Transactions			
86235 The Office Shop Inc 05- 420- 600- 4800- 6405		11.35	Agency - 10 x 13 Envelopes 11/03/2020	1087617- 0	Office Supplies	N
05- 420- 600- 4800- 6405		29.04	Agency - Pencil Sharpener 11/18/2020	1088197- 0	Office Supplies	N
05- 420- 600- 4800- 6405		11.71	IM - Pocket Folders 11/18/2020	1088197- 0	Office Supplies	N
05- 420- 600- 4800- 6402		7.24	Agency - 8 gb Flash Drive 11/16/2020	313648- 0	Computer/Technology Supplies	N
05- 420- 600- 4800- 6300		497.98	Mailrm - Copier Contract IRC55 11/25/2020	313836- 0	Maintenance/Service Contracts	N
05- 420- 640- 4800- 6300		43.73	CS- Copier Contract IRC5550III 11/25/2020	313836- 0	Maintenance/Service Contracts	N
86235 The Office Shop Inc		601.05	6 Transactions			
420 DEPT Total:		50,780.21	Income Maintenance	7 Vendors	16 Transactions	
430 DEPT			Social Services			
8239 Ameripride Linen & Apparel Services 05- 430- 700- 4800- 6422		17.26	Cleaning Supplies 12/01/2020	220666700	Janitorial Services/Supplies	N
8239 Ameripride Linen & Apparel Services		17.26	1 Transactions			
10855 Culligan 05- 430- 700- 4800- 6301		112.62	Cooler Rental Service 12/01/2020 12/31/2020	150- 10016285- 1	Equipment Lease/Space Rental	N
10855 Culligan		112.62	1 Transactions			
11051 Department of Human Services						

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
5 Health & Human Services

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
05-430-710-0000-5453			SFY 2020 CW- TCM Admin Fee	00000634556	CW TCM Revenue (F05)	N
05-430-710-0000-5482			SFY 2020 IV- E LCTS Admin Fee	00000634556	IV- E Admin LCTS (F07)	N
05-430-710-0000-5483			SFY 2020 MA LCTS Admin Fee	00000634556	MA Admin LCTS (F07)	N
05-430-740-0000-5444			SFY 2020 Rule 5 Admin Fee	00000634556	MA Rule 5 Foster Care (F66)	N
05-430-740-0000-5450			SFY 2020 Child MH- TCM Admin Fe	00000634556	MA CMH TCM (F64)	N
05-430-745-0000-5421			SFY 2020 Adult MH- TCM Admin Fe	00000634556	MA Adult MH TCM (F31)	N
<b>11051 Department of Human Services</b>			<b>103.00</b>		<b>6 Transactions</b>	
<b>2386 Information Systems Corp</b>						
05-430-700-4800-6239			App Extender License	25543	Software Fees/License Fees	N
			03/01/2021 02/28/2022			
<b>2386 Information Systems Corp</b>			<b>1,207.23</b>		<b>1 Transactions</b>	
<b>89765 Minnesota Elevator, Inc</b>						
05-430-700-4800-6300			Elevator Service - Dec '20	884098	Maintenance/Service Contracts	N
			12/01/2020 12/31/2020			
<b>89765 Minnesota Elevator, Inc</b>			<b>95.03</b>		<b>1 Transactions</b>	
<b>3950 Public Utilities</b>						
05-430-700-4800-6254			Electric Bill	1433-00	Utilities- Gas and Electric	N
			10/16/2020 11/16/2020			
<b>3950 Public Utilities</b>			<b>960.86</b>		<b>1 Transactions</b>	
<b>86235 The Office Shop Inc</b>						
05-430-700-4800-6405			Agency - 10 x 13 Envelopes	1087617-0	Office Supplies	N
			11/03/2020			
05-430-700-4800-6405			Agency - Pencil Sharpener	1088197-0	Office Supplies	N
			11/18/2020			
05-430-700-4800-6405			SS - Pocket Folders	1088197-0	Office Supplies	N
			11/18/2020			
05-430-700-4800-6402			Agency - 8 gb Flash Drive	313648-0	Computer/Technology Supplies	N
			11/16/2020			
05-430-700-4800-6300			Mailrm - Copier Contract IRC55	313836-0	Maintenance/Service Contracts	N
			11/25/2020			
<b>86235 The Office Shop Inc</b>			<b>902.45</b>		<b>5 Transactions</b>	
<b>430 DEPT Total:</b>			<b>3,398.45</b>	<b>Social Services</b>	<b>7 Vendors</b>	<b>16 Transactions</b>
<b>5 Fund Total:</b>			<b>55,924.87</b>	<b>Health &amp; Human Services</b>		<b>46 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
	4626 Peterson/Rodney						
	10- 900- 000- 0000- 2300		1,473.61	Bond Refund		Timber Permit Bonds	N
	4626 Peterson/Rodney		1,473.61		1 Transactions		
900	<b>DEPT Total:</b>		1,473.61	<b>Timber Permit Bonds</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
921	DEPT			Co. Development			
	1880 Gravelle Plumbing & Heating, Inc						
	10- 921- 000- 0000- 6231		597.58	Beaver Control - parts	84942	Services, Labor, Contracts	N
	1880 Gravelle Plumbing & Heating, Inc		597.58		1 Transactions		
	2386 Information Systems Corp						
	10- 921- 000- 0000- 6405		684.22	App Extender License	25543	Office Supplies	N
				03/01/2021 02/28/2022			
	2386 Information Systems Corp		684.22		1 Transactions		
921	<b>DEPT Total:</b>		1,281.80	<b>Co. Development</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
923	DEPT			Forfeited Tax Sales			
	10452 AT&T Mobility						
	10- 923- 000- 0000- 6250		35.61	Cell phone charges	287257204209	Telephone	N
				10/18/2020 10/20/2020			
	10452 AT&T Mobility		35.61		1 Transactions		
	1701 Forestry Suppliers Inc						
	10- 923- 000- 0000- 6406		1,916.82	Paint	804133- 00	Field Supplies	N
	1701 Forestry Suppliers Inc		1,916.82		1 Transactions		
	3951 Pro West & Associates, Inc						
	10- 923- 000- 0000- 6231		3,528.12	Forestry DB Mgmt App Dev	004809- A	Services, Labor, Contracts	N
	3951 Pro West & Associates, Inc		3,528.12		1 Transactions		
	86235 The Office Shop Inc						
	10- 923- 000- 0000- 6405		36.54	DMR paper	1086449	Office Supplies	N
	10- 923- 000- 0000- 6405		7.88	Copy Paper	313174	Office Supplies	N
	10- 923- 000- 0000- 6405		6.36	Legal Paper Pad	313228	Office Supplies	N
	10- 923- 000- 0000- 6405		15.57	Post- its, staples	313327	Office Supplies	N

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	10- 923- 000- 0000- 6405		Contract charges	313462	Office Supplies	N
	10- 923- 000- 0000- 6405		Correction tape	313542	Office Supplies	N
86235	The Office Shop Inc		6 Transactions			
923	DEPT Total:		Forfeited Tax Sales	4 Vendors	9 Transactions	
10	Fund Total:		Trust		12 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
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			
11397 Holmwig Excavating, LLC					
11- 925- 000- 0000- 6361		Gravel - Project 2- 7	7625	Road Construction Service	Y
11- 925- 000- 0000- 6361		Swatara Road	7703	Road Construction Service	Y
		09/29/2020 10/02/2020			
11397 Holmwig Excavating, LLC		2 Transactions			
925 DEPT Total:		8,862.50 Resource Management	1 Vendors	2 Transactions	
939 DEPT		County Surveyor			
10452 AT&T Mobility					
11- 939- 000- 0000- 6250		Cell phone charges	287257204209	Telephone	N
		10/18/2020 10/20/2020			
10452 AT&T Mobility		1 Transactions			
939 DEPT Total:		2.97 County Surveyor	1 Vendors	1 Transactions	
11 Fund Total:		8,865.47 Forest Development		3 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
14 Capital Project

<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>	
949	DEPT		Courthouse Addition			
	9547 Skaulerud/Alan		Moved Attorney's Office	0986	Services, Labor, Contracts	Y
	14- 949- 000- 0000- 6231					
	9547 Skaulerud/Alan		1 Transactions			
949	<b>DEPT Total:</b>		<b>Courthouse Addition</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
14	<b>Fund Total:</b>		<b>Capital Project</b>		<b>1 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
19 Long Lake Conservation C

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
521	DEPT			LLCC Administration			
11419	<b>Beaudry Propane</b>						
	19- 521- 000- 0000- 6254		214.80	INSTR RESIDENCE #5094	43520507	Utilities	N
	19- 521- 000- 0000- 6254		157.45	DINING HALL #4996	43520507	Utilities	N
	19- 521- 000- 0000- 6254		314.80	DIR RESIDENCE #3544	43520507	Utilities	N
11419	<b>Beaudry Propane</b>		687.05	3 Transactions			
783	<b>Canon Financial Services, Inc</b>						
	19- 521- 000- 0000- 6231		116.61	COPIER CONTRACT	22107364	Services, Labor, Contracts	N
783	<b>Canon Financial Services, Inc</b>		116.61	1 Transactions			
14812	<b>SCI Broadband/Savage Communications</b>						
	19- 521- 000- 0000- 6250		658.13	INTERNET/PHONE	024- 033167	Telephone	N
14812	<b>SCI Broadband/Savage Communications</b>		658.13	1 Transactions			
521	<b>DEPT Total:</b>		1,461.79	<b>LLCC Administration</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
524	DEPT			LLCC Maintenance			
10083	<b>Cedarbrook Lumber Comp</b>						
	19- 524- 000- 0000- 6422		126.61	KIOSK - TOURISM GRANT	11966	Janitorial Services/Supplies	N
10083	<b>Cedarbrook Lumber Comp</b>		126.61	1 Transactions			
2340	<b>Hyytinen Hardware Hank</b>						
	19- 524- 000- 0000- 6422		39.99	TORCH KIT	1612243	Janitorial Services/Supplies	N
2340	<b>Hyytinen Hardware Hank</b>		39.99	1 Transactions			
15300	<b>MCGREGOR ACE HARDWARE</b>						
	19- 524- 000- 0000- 6422		45.51	TORX BIT / DECK SCREWS	2011- 084871	Janitorial Services/Supplies	N
15300	<b>MCGREGOR ACE HARDWARE</b>		45.51	1 Transactions			
9528	<b>Upland Advertising &amp; Design LLC</b>						
	19- 524- 000- 0000- 6422		375.00	SIGNAGE - TOURISM GRANT	184036	Janitorial Services/Supplies	Y
9528	<b>Upland Advertising &amp; Design LLC</b>		375.00	1 Transactions			
524	<b>DEPT Total:</b>		587.11	<b>LLCC Maintenance</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
19	<b>Fund Total:</b>		2,048.90	<b>Long Lake Conservation Center</b>		<b>9 Transactions</b>	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1  
12/8/20 11:30AM  
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520 DEPT		Parks			
1880 Gravelle Plumbing & Heating, Inc		Fall Maint - Berglund Pk	84857	Services, Labor, Contracts	N
21- 520- 000- 0000- 6231					
1880 Gravelle Plumbing & Heating, Inc			1 Transactions		
12182 Northwoods Quads		Hill City Connector		Trail Grants- State	N
21- 520- 000- 0000- 6802	Q				
12182 Northwoods Quads			1 Transactions		
3950 Public Utilities		utilities	1670- 00	Utilities	N
21- 520- 000- 0000- 6254		10/16/2020 11/16/2020			
21- 520- 000- 0000- 6254		utilities	1671- 00	Utilities	N
		10/16/2020 11/16/2020			
21- 520- 000- 0000- 6254		utilities	348- 00	Utilities	N
		10/16/2020 11/16/2020			
3950 Public Utilities			3 Transactions		
12718 Up North Riders		Lawler Loops 8/27		Trail Grants- State	N
21- 520- 000- 0000- 6802	Q				
21- 520- 000- 0000- 6802		Lawler Loops 10/26		Trail Grants- State	N
12718 Up North Riders			2 Transactions		
520 DEPT Total:		Parks	4 Vendors	7 Transactions	
21 Fund Total:		Parks		7 Transactions	
Final Total:		179 Vendors	299 Transactions		

# Aitkin County

## Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	124,383.85	General Fund
3	24,384.54	Road & Bridge
5	55,924.87	Health & Human Services
10	8,722.66	Trust
11	8,865.47	Forest Development
14	3,990.00	Capital Project
19	2,048.90	Long Lake Conservation Center
21	6,915.13	Parks
<b>All Funds</b>	<b>235,235.42</b>	<b>Total</b>

Approved by, .....

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WLC1  
11/25/20 12:44PM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

CARES Warrants  
Sheriff's Vehicles  
Motor Pool Vehicles

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  
 11/25/20 12:44PM  
 1 General Fund

# Aitkin County



## Audit List for Board AUDITOR'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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
44	DEPT		Central Services			
9404	<b>Advanced Systems Integration, LLC</b>					
	01- 044- 920- 0000- 6800		19,050.92	CARES,COURT MOBILEAV CART	1714	COVID Related Expenditures Y
	01- 044- 920- 0000- 6800		3,219.36	COURTS MICROPHONES (9) CARES	1715	COVID Related Expenditures Y
9404	<b>Advanced Systems Integration, LLC</b>		22,270.28	2 Transactions		
14989	CIT					
	01- 044- 920- 0000- 6800		620.00	CARES,IP6000 CONFERENCE PHONE	119574	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		8,982.00	CARES,VIDEO ROOM KIT HWY &GC	119575	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		8,595.00	CARES, CONF. RM VIDEO KIT 3	119576	COVID Related Expenditures N
14989	CIT		18,197.00	3 Transactions		
88628	<b>Dalco Enterprises, Inc.</b>					
	01- 044- 920- 0000- 6800		205.10	SPRAYERS, 2 SPHERGO KITS	3706878	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		56.40	TRIGGER SPRAYERS	3706879	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		2,727.85	WIPES, GLOVES, HAND SANITIZER	CARES- 11.30.20	COVID Related Expenditures N
88628	<b>Dalco Enterprises, Inc.</b>		2,989.35	3 Transactions		
9024	<b>ETS Health</b>					
	01- 044- 920- 0000- 6800		6,388.00	3 TERSANO UNITS	124245	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		19,905.00	FLOOR COATING IN JAIL	14203	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		39,831.50	FLOOR COATING AT LLCC	14204	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		2,210.00	2ND TERSANO UNIT AT LLCC	14233	COVID Related Expenditures N
	01- 044- 920- 0000- 6800		5,675.00	LLCC WALL COATING	14244	COVID Related Expenditures N
9024	<b>ETS Health</b>		74,009.50	5 Transactions		
14559	<b>Goodin Company</b>					
	01- 044- 920- 0000- 6800		10,175.32	LLCC TOUCHLESS FAUCETS/FLUSH	06577096	COVID Related Expenditures N
14559	<b>Goodin Company</b>		10,175.32	1 Transactions		
9253	<b>Gull Lake Glass Inc.</b>					
	01- 044- 920- 0000- 6800		2,039.20	PLEXI- COUNTERS @ LLCC & ADMIN	11242020	COVID Related Expenditures Y
9253	<b>Gull Lake Glass Inc.</b>		2,039.20	1 Transactions		
9032	<b>Henricksen PSG</b>					
	01- 044- 920- 0000- 6800		5,235.08	COURTROOM TABLES	7004261	COVID Related Expenditures N
9032	<b>Henricksen PSG</b>		5,235.08	1 Transactions		
11946	<b>McGuire Mechanical</b>					

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
11/25/20 12:44PM  
1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Descripti	1099
11946	McGuire Mechanical	01-044-920-0000-6800			4,963.95	AIR PURIFIER INSTALL @ LLCC		30565		COVID Related Expenditures	N
					4,963.95		1 Transactions				
44	DEPT Total:				139,879.68	Central Services		8 Vendors		17 Transactions	
45	DEPT					Motor Pool					
	170 Aitkin Motor Company	01-045-000-0000-6621			33,462.34	2020 Ford Escapes (2)				Auto Replacement	N
	170 Aitkin Motor Company				33,462.34		1 Transactions				
45	DEPT Total:				33,462.34	Motor Pool		1 Vendors		1 Transactions	
200	DEPT					Enforcement					
	170 Aitkin Motor Company	01-200-000-0000-6620			13,828.90	Deal #5933- 2021 Ford Explorer		MGA18213		Auto, Trailers, Snowmobiles	N
		01-200-000-0000-6620			34,971.00	Deal #5934- 2021 Ford Explorer		MGA18214		Auto, Trailers, Snowmobiles	N
	170 Aitkin Motor Company				48,799.90		2 Transactions				
200	DEPT Total:				48,799.90	Enforcement		1 Vendors		2 Transactions	
1	Fund Total:				222,141.92	General Fund				20 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
 11/25/20 12:44PM  
 2 Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
200	DEPT		Enforcement			
170	Aitkin Motor Company					
	02- 200- 028- 0000- 6620		Deal #5932- 2021 Ford Explorer	MGA18212	Sheriff Enforcement/Squad Cars	N
	02- 200- 028- 0000- 6620		Deal #5933- 2021 Ford Explorer	MGA18213	Sheriff Enforcement/Squad Cars	N
	170 Aitkin Motor Company		2 Transactions			
200	DEPT Total:		Enforcement	1 Vendors	2 Transactions	
2	Fund Total:		Reserves Fund		2 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
11/25/20 12:44PM  
22 Coronavirus Relief Fund

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			
85003	Aitkin County DAC 22-000-000-0000-6808		9,850.29	CARES Business Grant		CARES Business/Economic Develop C N
85003	Aitkin County DAC		9,850.29	1 Transactions		
9479	Aitkin County Habitat for Humanity 22-000-000-0000-6808		4,650.00	CARES Business Grant		CARES Business/Economic Develop C N
9479	Aitkin County Habitat for Humanity		4,650.00	1 Transactions		
9533	ANGELS 22-000-000-0000-6808		4,516.00	CARES Business Grant		CARES Business/Economic Develop C N
9533	ANGELS		4,516.00	1 Transactions		
9515	CinnieSmiths 22-000-000-0000-6808		4,066.51	CARES Business Grant		CARES Business/Economic Develop C Y
9515	CinnieSmiths		4,066.51	1 Transactions		
3639	Northland Counseling Ctr Inc 22-000-000-0000-6808		10,000.00	CARES Business Grant		CARES Business/Economic Develop C 6
3639	Northland Counseling Ctr Inc		10,000.00	1 Transactions		
0	DEPT Total:		33,082.80	Undesignated	5 Vendors	5 Transactions
22	Fund Total:		33,082.80	Coronavirus Relief Fund		5 Transactions
	Final Total:		311,881.82	16 Vendors	27 Transactions	

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	222,141.92	General Fund
2	56,657.10	Reserves Fund
22	33,082.80	Coronavirus Relief Fund
<b>All Funds</b>	<b>311,881.82</b>	<b>Total</b>

Approved by, .....

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WLC1  
11/30/20 12:29PM

# Aitkin County

Audit List for Board **AUDITOR'S VOUCHERS ENTRIES**

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

Explode Dist. Formulas N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

WLC1  
 11/30/20 12:29PM  
 1 General Fund

# 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>	
44	DEPT		Central Services			
	87615 Aitkin Medical Supply					
	01- 044- 920- 0000- 6800		FIRST RESPONDERS / FIRE DEPTS	11- 25- 2020	COVID Related Expenditures	N
	87615 Aitkin Medical Supply		1 Transactions			
44	DEPT Total:		Central Services	1 Vendors	1 Transactions	
1	Fund Total:		General Fund		1 Transactions	

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
11/30/20 12:29PM  
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	
400 DEPT		Public Health Department			
9272 ARCHITECTURAL RESOURCES INC		Flat roof design/bid	Y20057- 1	Miscellaneous- Capital Expense	N
05- 400- 440- 0410- 6630	1,490.17				
9272 ARCHITECTURAL RESOURCES INC	1,490.17	1 Transactions			
<b>400 DEPT Total:</b>	<b>1,490.17</b>	<b>Public Health Department</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
420 DEPT		Income Maintenance			
9272 ARCHITECTURAL RESOURCES INC		Flat roof design/bid	Y20057- 1	Miscellaneous- Capital Expense	N
05- 420- 600- 4800- 6630	3,073.49				
9272 ARCHITECTURAL RESOURCES INC	3,073.49	1 Transactions			
<b>420 DEPT Total:</b>	<b>3,073.49</b>	<b>Income Maintenance</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
430 DEPT		Social Services			
9272 ARCHITECTURAL RESOURCES INC		Flat roof design/bid	Y20057- 1	Miscellaneous- Capital Expense	N
05- 430- 700- 4800- 6630	4,749.94				
9272 ARCHITECTURAL RESOURCES INC	4,749.94	1 Transactions			
<b>430 DEPT Total:</b>	<b>4,749.94</b>	<b>Social Services</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>5 Fund Total:</b>	<b>9,313.60</b>	<b>Health &amp; Human Services</b>		<b>3 Transactions</b>	
<b>Final Total:</b>	<b>54,258.60</b>	<b>4 Vendors</b>	<b>4 Transactions</b>		

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	44,945.00	General Fund
5	9,313.60	Health & Human Services
All Funds	54,258.60	Total

Approved by, .....  
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WLC1  
12/3/20 9:26AM

# Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

*Contegrity  
R & B*

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  
 12/3/20 9:26AM  
 1 General Fund

# Aitkin County

Audit List for Board AUDITOR'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>	
49	DEPT			Information Technologies			
	86290 Mn Counties Information Systems						
	01- 049- 000- 0000- 6231		3,688.00	MCIS Q4 HOSTING - REPRINT	1951	Programming, Services, Contracts	N
	86290 Mn Counties Information Systems		3,688.00	1 Transactions			
49	DEPT Total:		3,688.00	Information Technologies	1 Vendors		1 Transactions
1	Fund Total:		3,688.00	General Fund			1 Transactions

WLC1  
 12/3/20 9:26AM  
 3 Road & Bridge

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Vendor No.	Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
307	DEPT			R&B Capital Infrastructure			
7050	Anderson Brothers Construction 03-307-000-0000-6262		14,940.41	Partial Payment #8 11/04/2020 12/02/2020	20204	Contract Payments	N
7050	Anderson Brothers Construction		14,940.41	1 Transactions			
7814	Kern & Tabery Inc 03-307-000-0000-6262		10,046.57	Partial Payment #10 11/04/2020 11/30/2020	20198	Contract Payments	N
7814	Kern & Tabery Inc		10,046.57	1 Transactions			
8499	R.C. Habeck Excavating, LLC 03-307-000-0000-6262		9,843.52	Partial Payment #4 10/01/2020 11/30/2020	20197	Contract Payments	Y
8499	R.C. Habeck Excavating, LLC		9,843.52	1 Transactions			
307	<b>DEPT Total:</b>		<b>34,830.50</b>	<b>R&amp;B Capital Infrastructure</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
3	<b>Fund Total:</b>		<b>34,830.50</b>	<b>Road &amp; Bridge</b>		<b>3 Transactions</b>	

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
12/3/20 9:26AM  
14 Capital Project

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
949	DEPT			Courthouse Addition			
14928	Always There Staffing Inc.						
	14- 949- 000- 0000- 6231		344.19	Aitkin Co Gov't Center	29577	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		495.43	Aitkin Co Gov't Center	29663	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		333.76	Aitkin Co Gov't Center	29732	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		109.52	Aitkin Co Gov't Center	29794	Services, Labor, Contracts	N
14928	Always There Staffing Inc.		1,282.90			4 Transactions	
15056	Bartley Sales Company, Inc.						
	14- 949- 000- 0000- 6231		60.00	Aitkin Co Gov't Center	143098	Services, Labor, Contracts	N
15056	Bartley Sales Company, Inc.		60.00			1 Transactions	
9332	Beartooth True Value Hardware						
	14- 949- 000- 0000- 6231		17.94	Aitkin Co Gov't Center	A90615	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		32.36	Aitkin Co Gov't Center	B136471	Services, Labor, Contracts	N
	14- 949- 000- 0000- 6231		22.97	Aitkin Co Gov't Center	B136889	Services, Labor, Contracts	N
9332	Beartooth True Value Hardware		73.27			3 Transactions	
13545	Contegrity Group, Inc.						
	14- 949- 000- 0000- 6231		9,261.59	Aitkin Co Gov't Center	2020231	Services, Labor, Contracts	N
13545	Contegrity Group, Inc.		9,261.59			1 Transactions	
10855	Culligan						
	14- 949- 000- 0000- 6231		10.50	Aitkin Co Gov't Center	10046118- 8	Services, Labor, Contracts	N
10855	Culligan		10.50			1 Transactions	
1754	Garrison Disposal Company, Inc						
	14- 949- 000- 0000- 6231		1,024.00	Aitkin Co Gov't Center	148505	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		1,024.00			1 Transactions	
8803	Gopher State Contractors Inc						
	14- 949- 000- 0000- 6231		12,834.28	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
8803	Gopher State Contractors Inc		12,834.28			1 Transactions	
12755	Harbor City Masonry Inc						
	14- 949- 000- 0000- 6231		36,583.73	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
12755	Harbor City Masonry Inc		36,583.73			1 Transactions	
14926	Masters Plumbing Heating & Cooling LLC						

# Aitkin County



## Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
12/3/20 9:26AM  
14 Capital Project

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099	
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
14926 Masters Plumbing Heating & Cooling LLC		1,995.00	Aitkin Co Gov't Center	App #31	Services, Labor, Contracts	Y
		1,995.00		1 Transactions		
9029 Minnesota Elevator, Inc		12,993.60	Aitkin Co Gov't Center	Final	Services, Labor, Contracts	N
		12,993.60		1 Transactions		
12143 SMB OF MINNESOTA		21,489.00	Aitkin Co Gov't Center	App #2/#3	Services, Labor, Contracts	N
		21,489.00		1 Transactions		
15359 Sunrise Specialty Contracting Inc		17,336.25	Aitkin Co Gov't Center	App #4/Final	Services, Labor, Contracts	N
		17,336.25		1 Transactions		
15292 Twin City Acoustics Inc.		10,840.55	Aitkin Co Gov't Center	App #9	Services, Labor, Contracts	N
		10,840.55		1 Transactions		
949 DEPT Total:		125,784.67	Courthouse Addition	13 Vendors	18 Transactions	
14 Fund Total:		125,784.67	Capital Project		18 Transactions	
Final Total:		164,303.17	17 Vendors	22 Transactions		

# Aitkin County

## Audit List for Board AUDITOR'S VOUCHERS ENTRIES



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,688.00	General Fund
3	34,830.50	Road & Bridge
14	125,784.67	Capital Project
<b>All Funds</b>	<b>164,303.17</b>	<b>Total</b>

Approved by, .....  
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# Aitkin County

KMR1  
11/19/20 11:17AM

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

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  
 11/19/20 11:17AM  
 1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<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>	
8410 Bremer Bank					
1 01- 044- 904- 0000- 6360		655.02 Dep Care FSA Claims 2020	39615322	Flex Plan Withdrawals	N
2 01- 044- 904- 0000- 6360		675.26 Med FSA Claims 2020	39615322	Flex Plan Withdrawals	N
8410 Bremer Bank		1,330.28		2 Transactions	
<b>1 Fund Total:</b>		1,330.28		<b>General Fund</b>	<b>1 Vendors 2 Transactions</b>
<b>Final Total:</b>		1,330.28		<b>1 Vendors</b>	<b>2 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	1,330.28	General Fund
<b>All Funds</b>	<b>1,330.28</b>	<b>Total</b>

Approved by, .....

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KMR1  
11/24/20 12:11PM

# 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 paid 11/13/20 - Allocation*

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/24/20 12:11PM  
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)						
26	01-040-000-0000-6405		21.99	Guards for Storage Door		Office & Computer Supplies	N
27	01-040-000-0000-6405		11.89	Maxum Premium Ink- Blue		Office & Computer Supplies	N
35	01-110-000-0000-6422		44.97	Batteries, Badge Holders		Janitorial Supplies	N
36	01-110-000-0000-6422		9.99	File Folders		Janitorial Supplies	N
41	01-122-000-0000-6208		390.00	UofM Septic Systems- S.W. & K.T		Training/Education	N
19	01-122-000-0000-6405		15.98	HDMI Adapter - P. Gansen		Office, Computer, Film, & Field Supj	N
28	01-200-019-0000-6231		68.49	Nationwide - K-9 Insurance		Services, Labor, Contracts	N
18	01-252-000-0000-6405		95.30	Walmart - Jail Supplies		Office & Computer Supplies	N
17	01-252-252-0000-6405		236.00	Walmart - TVs		Prisoner Welfare	N
31	01-257-000-0000-6405		36.34	Office Supplies		Office Supplies	N
1	01-044-000-0000-6800		5,767.41-	ELAN - Paid 11/13/2020 Allocat		ELAN - Statement Payment	N
30	01-044-920-0000-6800		16.02	Zoom- Monthly Comm Corrections	48166874	COVID Related Expenditures	N
32	01-043-000-0000-6405		74.41	300' Open- Reel Tape	794759-00	Office, Film & Computer Supplies	N
20	01-044-920-0000-6800		150.96	Shure Microphone Stand	Court/Atty	COVID Related Expenditures	N
40	01-391-000-0000-6800		528.45	4Imprint- Hand Sanitizers (400)	Giveaways	Miscellaneous(Promotional)	N
29	01-053-000-0000-6298		125.00	Employee Recognition- Paulbecks	Hatfield	Employee Recognition	N
37	01-044-920-0000-6800		548.44	UV Lights, Goggles, Extension	Maintenance	COVID Related Expenditures	N
38	01-044-920-0000-6800		784.48	Respirator Cartridge.Sanitizer	Maintenance	COVID Related Expenditures	N
39	01-044-920-0000-6800		33.72	Measuring Cups	Maintenance	COVID Related Expenditures	N
42	01-044-920-0000-6800		46.99	Webcam w/Microphone	Sheriff	COVID Related Expenditures	N
5462	Bremer Bank (Elan ACH)		2,527.99-	20 Transactions			
<b>1 Fund Total:</b>			2,527.99-	General Fund	1 Vendors	20 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/24/20 12:11PM  
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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
21 03-301-000-0000-6400		180.00 DocuSign	21780146	Supplies And Materials	N
		11/03/2020 12/02/2020			
24 03-302-000-0000-6296		500.00 Grading & Base 2 - Austin	290472	Meeting Expense/Physicals	N
25 03-302-000-0000-6296		500.00 Grading & Base 2 - Bryce	290476	Meeting Expense/Physicals	N
22 03-302-000-0000-6296		155.00 Design of Const Recert- Dave	515610	Meeting Expense/Physicals	N
23 03-302-000-0000-6296		120.00 Construction Site Mgr Recert- D	515616	Meeting Expense/Physicals	N
5462 Bremer Bank (Elan ACH)		1,455.00 5 Transactions			
<b>3 Fund Total:</b>		<b>1,455.00</b>		<b>Road &amp; Bridge</b>	<b>1 Vendors 5 Transactions</b>

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/24/20 12:11PM  
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formulara Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name	
5462 Bremer Bank (Elan ACH)					
12 05-400-000-0000-6801		47.94	Covid- 19 Face Masks 11/03/2020	Disaster Services - Expenditure	N
14 05-400-440-0410-6239		3.20	Availity - Oct '20 10/01/2020 10/31/2020	Software Fees/License Fees	N
13 05-400-440-0410-6402		48.49	Wireless Keyboard/Mouse (AB) 11/03/2020	Computer/Technology Supplies	N
5 05-400-440-0410-6405		1.12	Acct - Planner (CS) 10/21/2020	Office Supplies	N
7 05-400-440-0410-6405		3.42	Agency - Postage Seal Solution 10/29/2020	Office Supplies	N
8 05-400-440-0410-6405		23.20	Acct - Toner 10/20/2020	Office Supplies	N
15 05-400-450-0451-6231		2.99	SHIP- HC Website 10/21/2020 11/21/2020	Services/Labor/Contracts	N
16 05-400-450-0451-6231		24.85	SHIP- HC Website 11/26/2020 11/26/2021	Services/Labor/Contracts	N
14 05-420-600-4800-6239		6.60	Availity - Oct '20 10/01/2020 10/31/2020	Software Fees/License Fees	N
5 05-420-600-4800-6405		2.31	Acct - Planner (CS) 10/21/2020	Office Supplies	N
7 05-420-600-4800-6405		7.05	Agency - Postage Seal Solution 10/29/2020	Office Supplies	N
8 05-420-600-4800-6405		47.85	Acct - Toner 10/20/2020	Office Supplies	N
10 05-420-600-4800-6405		22.85	IM - Planner (LB- C) 11/02/2020	Office Supplies	N
14 05-430-700-4800-6239		10.20	Availity - Oct '20 10/01/2020 10/31/2020	Software Fees/License Fees	N
5 05-430-700-4800-6405		3.56	Acct - Planner (CS) 10/21/2020	Office Supplies	N
6 05-430-700-4800-6405		22.85	HCBS - Planner (TL) 10/29/2020	Office Supplies	N
7 05-430-700-4800-6405		10.89	Agency - Postage Seal Solution 10/29/2020	Office Supplies	N
8 05-430-700-4800-6405		73.94	Acct - Toner 10/20/2020	Office Supplies	N
9 05-430-700-4800-6405		21.78	SS - Planner (TJ) 11/03/2020	Office Supplies	N

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
 11/24/20 12:11PM  
 5 Health & Human Services

<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/Formu</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
4 05-430-760-3980-6020		20.00	Background Check, Adult FC 10/30/2020	64346242	Licensing & Resource Development	N
11 05-430-710-3650-6027		21.99	Door Alarm 11/02/2020 11/02/2020	66420869	Serv For Concurrent Perm Plan	N
3 05-430-760-3980-6020		40.00	Background Check, Adult FC 11/02/2020	68062657	Licensing & Resource Development	N
2 05-430-760-3980-6020		20.00	Background Check, Adult FC 11/02/2020	68068604	Licensing & Resource Development	N
5462 Bremer Bank (Elan ACH)		487.08	23 Transactions			
<b>5 Fund Total:</b>		<b>487.08</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>23 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
11/24/20 12:11PM  
10 Trust

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
34 10- 923- 000- 0000- 6254		194.98	Spectrum - Monthly	Utilities	N
33 10- 923- 000- 0000- 6405		390.93	Phone Cases, Batteries, Paint	Office Supplies	N
5462 Bremer Bank (Elan ACH)		585.91	2 Transactions		
<b>10 Fund Total:</b>		<b>585.91</b>	<b>Trust</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>		<b>0.00</b>	<b>4 Vendors</b>	<b>50 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	-2,527.99	General Fund
3	1,455.00	Road & Bridge
5	487.08	Health & Human Services
10	585.91	Trust
<b>All Funds</b>	<b>0.00</b>	<b>Total</b>

Approved by, .....  
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KMR1  
11/24/20 12:40PM

# 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

*November Participant Fees*

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**

KMRI  
11/24/20 12:40PM  
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>
1 8410 Bremer Bank		748.65	Participant Fees - November	15547286	Flex Services, Labor, Etc
01-044-904-0000-6231			1 Transactions		N
1 Fund Total:		748.65	General Fund	1 Vendors	1 Transactions
Final Total:		748.65	1 Vendors	1 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	748.65	General Fund
<b>All Funds</b>	<b>748.65</b>	<b>Total</b>

Approved by, .....  
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KMR1  
11/25/20 12:36PM

# 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

2020 Estimated MN Care 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

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
 11/25/20 12:36PM  
 5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 90465 Bremer Bank, N.A. 05-400-400-0402-6231		190.35	2020 Est. MN Care Tax 10/01/2020 12/31/2020	Type 399	Services/Labor/Contracts N
90465 Bremer Bank, N.A.		190.35	1 Transactions		
<b>5 Fund Total:</b>		190.35	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		190.35	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	190.35	Health & Human Services
<b>All Funds</b>	<b>190.35</b>	<b>Total</b>

Approved by, .....  
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KMR1  
11/30/20 8:48AM

# 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

Medical FSA Claims

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  
 11/30/20 8:48AM  
 1 General Fund

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<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		569.08	Med FSA Claims 2020	39622621	Flex Plan Withdrawals N
01-044-904-0000-6360		569.08	1 Transactions		
1 Fund Total:		569.08	General Fund	1 Vendors	1 Transactions
Final Total:		569.08	1 Vendors	1 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	569.08	General Fund
<b>All Funds</b>	<b>569.08</b>	<b>Total</b>

Approved by, .....  
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KMR1  
11/30/20 11:00AM

# 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

*Elan Paid 11/27/20*

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  
11/30/20 11:00AM  
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>	
5462 Bremer Bank (Elan ACH)					
1 01-044-000-0000-6800		ELAN - Paid 11/27/2020		ELAN - Statement Payment	N
5462 Bremer Bank (Elan ACH)			1 Transactions		
<b>1 Fund Total:</b>		<b>7,039.52</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		<b>7,039.52</b>	<b>1 Vendors</b>	<b>1 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	7,039.52	General Fund
All Funds	7,039.52	Total

Approved by, .....  
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KMR1  
12/3/20 10:55AM

# Aitkin County

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

KMR1  
 12/3/20 10:55AM  
 1 General Fund

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

<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					
1 01- 044- 904- 0000- 6360		655.02	Dep Care FSA Claims 2020	39629997	Flex Plan Withdrawals N
2 01- 044- 904- 0000- 6360		558.26	Med FSA Claims 2020	39629997	Flex Plan Withdrawals N
8410 Bremer Bank		1,213.28	2 Transactions		
<b>1 Fund Total:</b>		1,213.28	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>		1,213.28	<b>1 Vendors</b>	<b>2 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	1,213.28	General Fund
<b>All Funds</b>	<b>1,213.28</b>	<b>Total</b>

Approved by, .....  
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# Aitkin County

KMRI  
12/3/20 10:56AM

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

LLCC Credit Card Fees

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  
 12/3/20 10:56AM  
 19 Long Lake Conservation C

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 8410 Bremer Bank		53.15	LLCC Credit Card Fees	November	Credit Card Fees
19-522-000-0000-6217		53.15	1 Transactions		N
<b>19 Fund Total:</b>		53.15	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		53.15	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
19	53.15	Long Lake Conservation Center
All Funds	53.15	Total

Approved by, .....

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# Aitkin County

KMR1  
12/7/20 3:30PM

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

Mtg Reg & Deed Tax - November

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  
12/7/20 3:30PM  
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>
780 Bremer Bank					
3 01-040-000-0000-5081		0.01	Mtg Reg - November		Mortgage Registry- 3% N
4 01-042-000-0000-5079		0.02	Deed Tax - November		3% State Deed Tax N
780 Bremer Bank		0.03	2 Transactions		
<b>1 Fund Total:</b>		<b>0.03</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
12/7/20 3:30PM  
9 State

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>
780 Bremer Bank					
2 09-000-000-0000-2025		54,818.94	Deed Tax - November	State's Share Of Deed Tax (97%)	N
1 09-000-000-0000-2026		47,930.93	Mtg Reg - November	State Share Of Mortgage Registry (9	N
780 Bremer Bank		102,749.87	2 Transactions		
<b>9 Fund Total:</b>		102,749.87	State	1 Vendors	2 Transactions
<b>Final Total:</b>		102,749.90	2 Vendors	4 Transactions	

KMR1  
12/7/20

3:30PM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	0.03	General Fund
9	102,749.87	State
All Funds	102,749.90	Total

Approved by, .....

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KMR1  
12/8/20 9:03AM

# Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

*Elan paid 11/27/20 - Allocation*

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  
12/8/20 9:03AM  
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)						
20	01-049-000-0000-6402		160.88	60 Ethernet Patch Cables		Computer Supplies & Software	N
21	01-049-000-0000-6402		160.88-	Refund- 60 Ethernet Patch Cable		Computer Supplies & Software	N
22	01-049-000-0000-6402		285.97	CAT6A 1000 ft Bulk Cable		Computer Supplies & Software	N
19	01-052-000-0000-6405		49.72	Wireless Keyboard- Jessica		Office & Computer Supplies	N
34	01-110-000-0000-6422		49.95	Craftsman Bit Set- C/H		Janitorial Supplies	N
30	01-120-000-0000-6231		99.00	Ancestry.Com- 6 Month Renewal		Services, Labor, Contracts	N
27	01-200-000-0000-6302		92.97	VIOC - Oil Change #224		Car Maintenance	N
28	01-200-000-0000-6302		30.00	Hill City Tire - Tire Repair		Car Maintenance	N
14	01-200-000-0000-6405		13.00	Typewriter Ribbons		Office Supplies	N
15	01-200-000-0000-6405		9.80	Adding Machine Ribbons		Office Supplies	N
16	01-200-000-0000-6405		159.14	Office Supplies		Office Supplies	N
13	01-200-000-0000-6610		917.73	Tactical Advantage - 2Glock17		Equipment & Radios	N
17	01-200-000-0000-6610		725.00	Dead On - Rifle		Equipment & Radios	N
9	01-252-000-0000-6418		43.64	Walmart - Groceries		Groceries	N
23	01-252-000-0000-6418		112.70	Walmart - Groceries		Groceries	N
24	01-252-000-0000-6420		7.44	Walmart - Paper Plates		Kitchen Supplies	N
1	01-044-000-0000-6800		7,039.52-	ELAN - Paid 11/27/20 Allocatio		ELAN - Statement Payment	N
35	01-110-000-0000-6422		21.92	Basin Wrench - C/H		Janitorial Supplies	N
10	01-053-000-0000-6231		225.00	ApplicantStack Recruit	129977	Services, Labor, Contracts	N
				11/01/2020 12/01/2020			
38	01-044-920-0000-6800		15.98	Cisco Systems - Webex	161-00059620	COVID Related Expenditures	N
				10/15/2020 11/14/2020			
18	01-052-000-0000-6231		15.98	Cisco Systems - Webex	COVID	Services, Labor, Contracts	N
				11/06/2020 12/05/2020			
29	01-120-000-0000-6231		293.00	Reliance Recoveries- Med Bill	Donations	Services, Labor, Contracts	N
31	01-120-000-0000-6231		253.43	Floe Intl - 2 wk Med Insurance	Donations	Services, Labor, Contracts	N
32	01-120-000-0000-6231		423.94	Lake Ctry Power - Shut Off	Donations	Services, Labor, Contracts	N
25	01-390-000-0000-6208		195.00	UofM- Septic Systems	Leitinger	Training/Education	N
				12/03/2020 12/03/2020			
36	01-044-920-0000-6800		527.92	Hand Sanitizer Stands	Maintenance	COVID Related Expenditures	N
37	01-044-920-0000-6800		654.76	Face Shields, Glasses, Gowns	Maintenance	COVID Related Expenditures	N
33	01-053-000-0000-6405		26.89	Toner Cartridge - HP 05A CE505	Nicole	Office & Computer Supplies	N
26	01-122-000-0000-6208		195.00	UofM- Septic Systems	Sovde	Training/Education	N
				12/03/2020 12/03/2020			
5462	Bremer Bank (Elan ACH)		1,594.64-	29 Transactions			
1 Fund Total:			1,594.64-	General Fund	1 Vendors	29 Transactions	

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1  
12/8/20 9:03AM  
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.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	5462 Bremer Bank (Elan ACH)					
11	03-302-000-0000-6296		250.00 Bituminous St Recert - Paul	292562	Meeting Expense/Physicals	N
12	03-302-000-0000-6296		215.00 Construction Site Mgr - Austin	520946	Meeting Expense/Physicals	N
	5462 Bremer Bank (Elan ACH)		465.00		2 Transactions	
<b>3 Fund Total:</b>			<b>465.00</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>2 Transactions</b>

# Aitkin County



KMR1  
12/8/20 9:03AM  
5 Health & Human Services

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)					
5 05-400-440-0410-6405		9.99	PH - File Folders 11/06/2020	Office Supplies	N
6 05-400-440-0410-6405		6.08	Agency - Toaster 11/06/2020	Office Supplies	N
6 05-420-600-4800-6405		12.54	Agency - Toaster 11/06/2020	Office Supplies	N
6 05-430-700-4800-6405		19.37	Agency - Toaster 11/06/2020	Office Supplies	N
3 05-430-700-4800-6810		490.00	MH- Flex, Gen Anesthesia 11/13/2020	Mh Init - Flex	N
4 05-430-700-4800-6810		43.71	MH- Flex, Trac Phone 11/09/2020	Mh Init - Flex	N
2 05-430-760-3980-6020		20.00	Background Check, Adult FC 11/13/2020	Licensing & Resource Development	N
7 05-400-400-0402-6406		268.00	Immunization Card Scanner (2) 11/10/2020	Budget PH Program Related Supplies	N
8 05-400-400-0402-6406		249.95	Immunization- Tent Canopy 11/10/2020	Budget PH Program Related Supplies	N
39 05-000-000-0000-6800		10.00	Fraudulent Facebook Charges	KVWDDWEX62 Misc. Agency Expense	N
5462 Bremer Bank (Elan ACH)		1,129.64	10 Transactions		
<b>5 Fund Total:</b>		<b>1,129.64</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>10 Transactions</b>
<b>Final Total:</b>		<b>0.00</b>	<b>3 Vendors</b>	<b>41 Transactions</b>	

KMR1  
12/8/20

9:03AM

# Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-1,594.64	General Fund
3	465.00	Road & Bridge
5	1,129.64	Health & Human Services
<b>All Funds</b>	<b>0.00</b>	<b>Total</b>

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



# Board of County Commissioners Agenda Request

25  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

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

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> County Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b>  Approve and authorize signatures to the 2021 Fire Protection Contract for the Unorganized Towns of 51-22 \$159.32; 52-22 \$10,887.67; and 52-24 \$1,310.64 with the Town of Ball Bluff.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve and authorize signatures to the contract with Ball Bluff Township for 2021		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    Please Explain:		

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

**Jacobson Volunteer Fire Department  
Fiduciary Agent: Ball Bluff Township  
Fire Protection Agreement  
with Aitkin County Fiduciary Agent for:  
Unorg. Townships: 51-22, 52-22, 52-24  
Effective January 1, 2021**

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

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

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

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

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from **January 1, 2021 through December 31, 2021** with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. **The portions are as follows 51-22 \$159.32, 52-22 \$10,887.67, 52-24 \$1,310.64, which will provide coverage from January 1, 2021 to December 31, 2021.** Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198<sup>th</sup> Ave, Box B, Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
  - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
  - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

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

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 10<sup>th</sup> day of October, 2020.

Township of **Ball Bluff Township**

by Steven J. Scanlon  
Chairman

Attest: Samira A. Suip  
Township Clerk

by [Signature]  
Fire Chief

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

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

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



# Board of County Commissioners Agenda Request

27  
Agenda Item #

**Requested Meeting Date:**

**Title of Item:** 2020 Engagement Letter - CliftonLarsonAllen

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

<b>Submitted by:</b> Kathleen Ryan	<b>Department:</b> Auditor
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<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
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**Summary of Issue:**  
Engagement Letter with CLA for the 2020 Audit, to be completed in 2021.

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

**Recommended Action/Motion:**  
Approve and sign letter.

**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:*  
 This is in regards to the yearly audit. This expense is budgeted each year.



CliftonLarsonAllen LLP  
CLAconnect.com

October 19, 2020

Board of County Commissioners and Management  
Aitkin County  
307 2<sup>nd</sup> Street NW, Room 121  
Aitkin, MN 56431

We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the audit and nonaudit services CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") will provide for Aitkin County ("you," "your," or "the entity") for the year ended December 31, 2020.

Douglas P. Host is the engagement principal and Kristen Houle is the engagement director responsible for the performance of the audit engagement.

#### **Audit services**

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of Aitkin County, as of and for the year ended December 31, 2020, and the related notes to the financial statements.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements. The following RSI will be subjected to certain limited procedures, but will not be audited.

1. Management's discussion and analysis.
2. Budgetary comparison schedules.
3. Pension schedules.
4. OPEB schedule.

We will also evaluate and report on the presentation of the following supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole:

1. Schedule of expenditures of federal awards.
2. Combining statements and related budgetary comparison schedules.
3. Schedule of intergovernmental revenue.
4. Ditch balance sheet.

#### **Nonaudit services**

We will also provide the following nonaudit services:

- Preparation of your financial statements, schedule of expenditures of federal awards, and related notes.

### **Audit objectives**

The objective of our audit is the expression of opinions about whether your basic financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS); the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our audit will include tests of your accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express opinions and render the required reports. We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

The objectives of our audit also include:

- Reporting on internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Reporting on internal control over compliance related to major programs and expressing an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Uniform Guidance.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of our testing of internal control and compliance and the result of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the result of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We will issue written reports upon completion of our audit of your financial statements and compliance with requirements applicable to major programs. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

If our opinions on the financial statements or the single audit compliance opinion are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements or material noncompliance caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming opinions on the financial statements or an opinion on compliance, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue reports, or withdrawing from the engagement.

As part of our audit, we will also perform the procedures and provide the report required by the *Minnesota Legal Compliance Audit Guide for Political Subdivisions*.

#### **Auditor responsibilities, procedures, and limitations**

We will conduct our audit in accordance with U.S. GAAS and the standards for financial audits contained in *Government Auditing Standards*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements as a whole are free from material misstatement, whether due to fraud or error. An audit involves performing procedures to obtain sufficient appropriate audit evidence about the amounts and disclosures in the basic financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the basic financial statements.

There is an unavoidable risk, because of the inherent limitations of an audit, together with the inherent limitations of internal control, that some material misstatements or noncompliance may not be detected, even though the audit is properly planned and performed in accordance with U.S. GAAS, *Government Auditing Standards*, and the Uniform Guidance. Because we will not perform a detailed examination of all transactions, material misstatements, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity, may not be detected. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not require auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management and those charged with governance of any material errors, fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management and those charged with governance of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a single audit.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the basic financial statements and compliance in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the

effectiveness of the entity's internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with the direct and material compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify deficiencies, significant deficiencies, or material weaknesses in internal control. However, we will communicate to you in writing significant deficiencies or material weaknesses in internal control relevant to the audit of the basic financial statements that we identify during the audit that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards that may have a direct and material effect on each of the entity's major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the "OMB Compliance Supplement" for the types of compliance requirements that could have a direct and material effect on each of the entity's major programs. The purpose of these procedures will be to express an opinion on the entity's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

We will evaluate the presentation of the schedule of expenditures of federal awards accompanying the financial statements in relation to the financial statements as a whole. We will make certain inquiries of management and evaluate the form, content, and methods of preparing the schedule to determine whether the information complies with U.S. GAAP and the Uniform Guidance, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We will compare and reconcile the schedule to the underlying

accounting records and other records used to prepare the financial statements or to the financial statements themselves.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

#### **Management responsibilities**

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements, RSI, and the schedule of expenditures of federal awards in accordance with U.S. GAAP. Management is also responsible for identifying all federal awards received, understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of the Uniform Guidance.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Management is responsible for compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs. Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are responsible for the design, implementation, and maintenance of effective internal control, including internal control over compliance, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error; and that there is reasonable assurance that government programs are administered in compliance with compliance requirements.

You are responsible for the design, implementation, and maintenance of internal controls to prevent and detect fraud; assessing the risk that the financial statements may be materially misstated as a result of fraud; and for informing us about all known or suspected fraud affecting the entity involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for implementing systems designed to achieve compliance with applicable laws and regulations and the provisions of contracts and grant agreements, including compliance with federal

statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; identifying and ensuring that the entity complies with applicable laws, regulations, contracts, and grant agreements, including compliance with federal statutes, regulations, and the terms and conditions of federal awards applicable to the entity's federal programs; and informing us of all instances of identified or suspected noncompliance whose effects on the financial statements should be considered.

You are responsible for taking timely and appropriate steps to remedy any fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we may report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings; and to follow up and take prompt corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review at the start of fieldwork.

You are responsible for ensuring that management is reliable and for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters, and for the accuracy and completeness of that information, and for ensuring the information is reliable and properly reported; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence. You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements

You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon or make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

Management is responsible for the preparation and fair presentation of other supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary

information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information.

**Responsibilities and limitations related to nonaudit services**

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

The responsibilities and limitations related to the nonaudit services performed as part of this engagement are as follows:

- We will prepare a draft of your financial statements, schedule of expenditures of federal awards, and related notes in conformity with U.S. GAAP and the Uniform Guidance based on information provided by you. Since the preparation and fair presentation of the financial statements and schedule of expenditures of federal awards is your responsibility, you will be required to acknowledge in the representation letter our assistance with preparation of the financial statements and schedule of expenditures of federal awards and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. You have a responsibility to be in a position in fact and appearance to make an informed judgment on those financial statements and schedule of expenditures of federal awards.

These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

#### **Use of financial statements**

The financial statements and our report thereon are for management's use. If you intend to reproduce and publish the financial statements and our report thereon, they must be reproduced in their entirety. Inclusion of the audited financial statements in a document, such as an annual report or an offering document, should be done only with our prior approval of the document. You are responsible to provide us the opportunity to review such documents before issuance.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial statements should not be relied on or distributed.

#### **Engagement administration and other matters**

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

At the conclusion of the engagement, we will complete the auditor sections of the electronic Data Collection Form SF-SAC and perform the steps to certify the Form SF-SAC and single audit reporting package. It is management's responsibility to complete the auditee sections of the Data Collection Form. We will create the single audit reporting package PDF file for submission; however, it is management's responsibility to review for completeness and accuracy and electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be electronically submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

We are available to perform additional procedures with regard to fraud detection and prevention, at your request, as a separate engagement, subject to completion of our normal engagement acceptance procedures. The terms and fees of such an engagement would be documented in a separate engagement letter.

The audit documentation for this engagement is the sole and exclusive property of CLA and constitutes confidential and proprietary information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the Minnesota Office of the State Auditor, or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of CLA personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by the Minnesota Office of the State Auditor. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Except as permitted by the "Consent" section of this agreement, CLA will not disclose any confidential, proprietary, or privileged information of the entity to any persons without the authorization of entity management or unless required by law. This confidentiality provision does not prohibit us from disclosing your information to one or more of our affiliated companies in order to provide services that you have requested from us or from any such affiliated company. Any such affiliated company shall be subject to the same restrictions on the use and disclosure of your information as apply to us.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our relationship with you is limited to that described in this letter. As such, you understand and agree that we are acting solely as independent accountants. We are not acting in any way as a fiduciary or assuming any fiduciary responsibilities for you. We are not responsible for the preparation of any report to any governmental agency, or any other form, return, or report or for providing advice or any other service not specifically recited in this letter.

Our engagement ends on delivery of our signed report. Any additional services that might be requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

*Government Auditing Standards* require that we make our most recent external peer review report publicly available. The report is posted on our website at [www.CLAconnect.com/Aboutus/](http://www.CLAconnect.com/Aboutus/).

### **Mediation**

Any disagreement, controversy, or claim ("Dispute") that may arise out of any aspect of our services or relationship with you, including this engagement, shall be submitted to non-binding mediation by written notice ("Mediation Notice") to the other party. In mediation, we will work with you to resolve any differences voluntarily with the aid of an impartial mediator.

The mediation will be conducted as specified by the mediator and agreed upon by the parties. The parties agree to discuss their differences in good faith and to attempt, with the assistance of the mediator, to reach an amicable resolution of the Dispute.

Each party will bear its own costs in the mediation. The fees and expenses of the mediator will be shared equally by the parties.

Any Dispute will be governed by the laws of the state of Minnesota, without giving effect to choice of law principles.

### **Time limitation**

The nature of our services makes it difficult, with the passage of time, to gather and present evidence that fully and fairly establishes the facts underlying any Dispute that may arise between the parties. The parties agree that, notwithstanding any statute or law of limitations that might otherwise apply to a Dispute, including one arising out of this agreement or the services performed under this agreement, for breach of contract or fiduciary duty, tort, fraud, misrepresentation or any other cause of action or remedy, any action or legal proceeding by you against us must be commenced within twenty-four (24) months ("Limitation Period") after the date when we deliver our final audit report under this agreement to you, regardless of whether we do other services for you relating to the audit report, or you shall be forever barred from commencing a lawsuit or obtaining any legal or equitable relief or recovery.

The Limitation Period applies and begins to run even if you have not suffered any damage or loss, or have not become aware of the existence or possible existence of a Dispute.

### **Fees**

Our professional fees will be billed based on the time involved and the degree of responsibility and skills required. We will also bill a technology and client support fee of five percent (5%) of all professional fees billed. Based on our preliminary estimates, the total fees and expenses for the December 31, 2020 engagement should approximate \$56,000 (\$53,333 for the audit and \$2,667 for the technology fee) for the audit, entering the information in the Data Collection Form SF-SAC and for creating the single audit reporting package. These fees include auditing two major programs for single audit purposes.

These estimates are based on anticipated cooperation from your personnel and their assistance with preparing confirmations and requested schedules. If the requested items are not available on the dates

required or are not accurate, the fees and expenses will likely be higher. If unexpected circumstances require significant additional time, we will advise you before undertaking work that would require a substantial increase in the fee and expense estimates. Our invoices, including applicable state and local taxes, will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed even if we have not issued our reports. You will be obligated to compensate us for all time expended and related fees and to reimburse us for all out-of-pocket expenditures through the date of termination.

***Changes in accounting and audit standards***

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the letter increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

***Other fees***

You also agree to compensate us for any time and expenses, including time and expenses of legal counsel, we may incur in responding to discovery requests or participating as a witness or otherwise in any legal, regulatory, or other proceedings that we are asked to respond to on your behalf.

***Finance charges and collection expenses***

You agree that if any statement is not paid within 30 days from its billing date, the unpaid balance shall accrue interest at the monthly rate of one and one-quarter percent (1.25%), which is an annual percentage rate of 15%. In the event that any collection action is required to collect unpaid balances due us, reasonable attorney fees and expenses shall be recoverable.

***HIPAA Business Associate Agreement***

To protect the privacy and provide for the security of any protected health information, as such is defined by the Health Insurance Portability and Accountability Act of 1996, as amended from time to time, and the regulations and policy guidances thereunder (HIPAA), we acknowledge that Aitkin County and CLA have entered into a HIPAA Business Associate Agreement (BAA).

***Consent***

***Consent to use financial information***

Annually, we assemble a variety of benchmarking analyses using client data obtained through our audit and other engagements. Some of this benchmarking information is published and released publicly. However, the information that we obtain is confidential, as required by the AICPA Code of Professional Conduct. Your acceptance of this engagement letter will serve as your consent to use of Aitkin County's information in these cost comparison, performance indicator, and/or benchmarking reports.

***Subcontractors***

CLA may, at times, use subcontractors to perform services under this agreement, and they may have access to your information and records. Any such subcontractors will be subject to the same restrictions on the use of such information and records as apply to CLA under this agreement and the BAA.

**Agreement**

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. This letter constitutes the entire agreement regarding these services and supersedes all prior agreements (whether oral or written), understandings, negotiations, and discussions between you and CLA. If you have any questions, please let us know. Please sign, date, and return the copy of this letter to us to indicate your acknowledgment and understanding of, and agreement with, the arrangements for our audit of your financial statements including the terms of our engagement and the parties' respective responsibilities.

Sincerely,

**CliftonLarsonAllen LLP**



Douglas P. Host, CPA  
Principal  
218-825-2948  
Doug.host@claconnect.com

**Response:**

This letter correctly sets forth the understanding of Aitkin County.

Authorized governance signature: \_\_\_\_\_

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

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

Authorized management signature: \_\_\_\_\_

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

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



# Board of County Commissioners Agenda Request

2u  
Agenda Item #

**Requested Meeting Date:** 12/15/2020

**Title of Item:** Human Trafficking JPA

<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> Sheriff Dan Guida		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Recommend approving State of Minnesota Human Trafficking Investigators Task Force Joint Powers Agreement		
<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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



## STATE OF MINNESOTA HUMAN TRAFFICKING INVESTIGATORS TASK FORCE JOINT POWERS AGREEMENT

This Joint Powers Agreement ("Agreement") is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and County of Aitkin acting on behalf of its Sheriff's Office, 218 1<sup>st</sup> St. N.W., Aitkin, MN 56431 ("Governmental Unit").

### Recitals

Under Minnesota Statutes § 471.59, the BCA and the Governmental Unit are empowered to engage in agreements that are necessary to exercise their powers. The parties wish to work together to investigate and prosecute human trafficking and sexual exploitation of children. The Governmental Unit wants to participate in the Minnesota Human Trafficking Investigators Task Force ("MNHITF") as an affiliate member.

### Agreement

#### 1. Term of Agreement

- 1.1 **Effective Date.** This Agreement is effective on the date BCA obtains all required signatures pursuant to Minnesota Statutes § 16C.05, subdivision 2.
- 1.2 **Expiration Date.** This Agreement expires five (5) years from the Effective Date unless terminated earlier pursuant to clause 12.

#### 2. Purpose

The Governmental Unit and BCA enter into this Agreement to make the Governmental Unit part of the Minnesota Human Trafficking Investigators Task Force that will use a three-pronged approach to combat human trafficking and the sexual exploitation of children: **prevention, education, and enforcement**. The BCA will provide a Senior Special Agent who will serve as the Commander of the task force.

#### 3. Standards

The Governmental Unit will adhere to the MNHITF Standards identified below.

- 3.1 Investigate human trafficking crimes committed by organized groups or individuals related to child sexual exploitation, sex trafficking with a focus on minors being trafficked, and labor trafficking.
- 3.2 Investigators will follow appropriate state and/or federal laws in obtaining arrest warrants, search warrants and civil and criminal forfeitures. Investigators will follow proper legal procedures in securing evidence, including electronic devices.
- 3.3 Investigators will understand and use appropriate legal procedures in the use of informants including documentation of identity, monitoring of activities, and use and recordation of payments.
- 3.4 Investigators will use, as appropriate, a broad array of investigative technologies and techniques.
- 3.5 Investigators will interview and prepare reports of victim rescues and be able to direct those victims to appropriate public and private resources to help ensure their safety and integration back into society.
- 3.6 Affiliate Task Force members must be willing to respond and/or work jointly on human trafficking crimes within their jurisdiction and complete their assigned duties for the duration of

- the term of this Agreement.
- 3.7 Investigators must be licensed peace officers.
  - 3.8 Affiliate members will investigate cases involving cross-jurisdictional, high impact and/or organized groups involving human trafficking. The assignment may require investigators to travel to neighboring jurisdictions as investigations expand or as assigned by the task force commander.
  - 3.9 Affiliate members will be asked to participate in pro-active operations deterring sexual exploitation of children and rescuing victims of human trafficking primarily focused on minors with the goal of identifying their traffickers.
  - 3.10 Affiliate Task Force members will prepare an operational briefing sheet for each active operation, to be approved by the task force commander.
  - 3.11 Affiliate Task Force members will prepare investigative reports to be submitted to the task force commander. Affiliate members must submit statistics to the task force commander on a quarterly basis.
  - 3.12 Affiliate members are assigned to their home agencies and may request assistance and resources on a case-by-case basis as approved by the task force commander.
  - 3.13 Affiliate Task Force members will utilize the MNHITF deconfliction system to share and receive information to promote deconfliction with other agencies.
- 4. Responsibilities of the Governmental Unit and the BCA**
- 4.1 The Governmental Unit will:
    - 4.1.1 Conduct investigations in accordance with provisions of the MNHITF Standards, identified in clause 3 above, and conclude such investigations in a timely manner.
    - 4.1.2 Maintain accurate records of prevention, education, and enforcement activities, to be collected and forwarded quarterly to the BCA for statistical reporting purposes.
    - 4.1.3 Assign, on a part-time basis, one or more employees of the Governmental Unit as members to the MNHITF. All employees of the Governmental Unit assigned as members, and while performing MNHITF assignments, shall continue to be employed and directly supervised by the same Governmental Unit currently employing that member. All services, duties, acts or omissions performed by the MNHITF member will be within the course and duty of the member's employment and therefore covered by the Workers Compensation and other compensation programs of the Governmental Unit including fringe benefits.
    - 4.1.4 Make a reasonable good faith attempt to be represented at all scheduled MNHITF meetings in order to share information and resources among the MNHITF members.
    - 4.1.5 Participate fully in any audits required by the Minnesota Human Trafficking Task Force.
    - 4.1.6 Maintain an electronic deconfliction system for use by MNHITF Affiliate members.
  - 4.2 The BCA will:
    - 4.2.1 Provide a Senior Special Agent who will serve as the Commander of the Task Force.
    - 4.2.2 Review and approve or decline reimbursement requests under clause 5.1 within three (3) business days of the reimbursement request.
  - 4.3 Nothing in this Agreement shall otherwise limit the jurisdiction, powers, and responsibilities normally possessed by a member as an employee of the Governmental Unit.
- 5. Payment**
- 5.1 Governmental Unit must first submit a written request for funds and receive written pre-approval for the funds from BCA.
  - 5.2 Governmental Unit must supply original receipts to be reimbursed on pre-approved requests. Approved reimbursement will be paid directly by the BCA to the Governmental Unit within thirty (30) calendar days of the invoice date with payment made to the Governmental Unit Authorized Representative's address listed below.

**6. Authorized Representatives**

The BCA's Authorized Representative is the following person or his successor:

Name: Jeffrey Hansen, Deputy Superintendent  
Address: Department of Public Safety; Bureau of Criminal Apprehension  
1430 Maryland Street East  
Saint Paul, MN 55106  
Telephone: 651.793.7000  
E-mail Address: [jeff.hansen@state.mn.us](mailto:jeff.hansen@state.mn.us)

The Governmental Unit's Authorized Representative is the person below or his/her successor:

Name:  
Address:  
  
Telephone:  
E-mail Address:

If the Governmental Unit's Authorized Representative changes at any time during this Agreement, the Governmental Unit must immediately notify the BCA in writing/email.

**7. Assignment, Amendments, Waiver, and Agreement Complete**

- 7.1 Assignment.** The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement.
- 7.2 Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 7.3 Waiver.** If the BCA fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 7.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

**8. Liability**

The BCA and the Governmental Unit agree each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Tort Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by provisions of the Municipal Tort Claims Act, Minnesota Statutes §§ 466.01-466.15, and other applicable law.

**9. Audits**

Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA and/or the State Auditor and/or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement.

**10. Government Data Practices**

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

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

**11. Venue**

The 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.

**12. Expiration and Termination**

**12.1** Either party may terminate this Agreement at any time, with or without cause, upon 30 days written notice to the other party. To the extent funds are available, the Governmental Unit shall receive reimbursement in accordance with the terms of this Agreement through the date of termination.

**12.2** Upon expiration or earlier termination of this Agreement, the Governmental Unit shall provide the MNHITF Commander all investigative equipment that was acquired under this Agreement.

**13. Continuing Obligations**

The following clauses survive the expiration or cancellation of this Agreement: 8, Liability; 9, Audits; 10, Government Data Practices; and 11, Venue.

***The parties indicate their agreement and authority to execute this Agreement by signing below.***

**1. STATE ENCUMBRANCE VERIFICATION**

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

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

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

SWIFT PO Number: \_\_\_\_\_

**3. DEPARTMENT OF PUBLIC SAFETY;  
BUREAU OF CRIMINAL APPREHENSION**

By: \_\_\_\_\_  
(with delegated authority)

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

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

**2. GOVERNMENTAL UNIT**

*Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions or ordinances.*

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

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

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

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

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

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

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

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

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

**4. COMMISSIONER OF ADMINISTRATION**

*As delegated to the Office of State Procurement*

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

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





# Board of County Commissioners Agenda Request

2v  
Agenda Item #

**Requested Meeting Date:** 12/15/2020

**Title of Item:** Aitkin County Electronic Funds Policy/Procedure

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Approve annual resolution authorizing EFT activities to the County Treasurer for the year 2021		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve annual resolution.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 15, 2020

By Commissioner: xxxx

20201215-xxx

Aitkin County Electronic Funds Policy/Procedure

**WHEREAS**, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

**WHEREAS**, a local government may make an electronic funds transfer for the following:

- A. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- B. For a payment of tax or aid anticipation certificates;
- C. For a payment of contributions to pension and retirement funds;
- D. For vendor payments; and
- E. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

**WHEREAS**, The County Board shall annually delegate the authority to make electronic funds transfers to the County Treasurer and the County Treasurer may designate Treasurer, Auditor, Payroll and Health and Human services staff to initiate electronic funds transfers.

**THEREFORE, BE IT RESOLVED**, that the Aitkin County Board delegates the authority to make electronic funds transfers to the Aitkin County Treasurer and for the County Treasurer to designate county staff to make electronic funds transfers for the year 2021.

**BE IT FURTHER RESOLVED**, that the County Treasurer will:

- A. Provide a copy of this resolution to the disbursing bank;
- B. Identify the initiator of the transaction and document the transaction with proper approval including confirmation of transaction;
- C. Provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

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 15<sup>th</sup> day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 15<sup>th</sup> day of December, 2020

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 15, 2020

**Title of Item:** One year extensions for listed timber sales

<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> Rich Courtemanche		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Rich Courtemanche, Land Commissioner		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> <p>The construction of Enbridge Line 3 has commenced with the issuance of state and federal construction permits. There are eleven (11) active timber sales not related to the pipeline construction activities in the general area of the pipeline construction. Locally, there have been documented situations of vandalism of timber equipment.</p> <p>In an effort to protect loggers and logging equipment not related to the construction, I would ask the County Board grant free, one-year (1-yr) extensions to the following timber permits to allow loggers to opportunity to avoid potential conflicts in the construction area (Permit # - Company).</p> <p>13592-Carlson, 14071-Jobe, 13884-Sappi, 13925-Sappi, 14076-Carlson, 14209-Potlatch Deltic, 14026-Stangler, 14176-Cook, 13821-Stangler, 13920-Stangler, 14078-Sappi</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve one year free extensions to the listed eleven permits		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request

2x  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** 2020 Voting Equipment Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Aitkin County was awarded \$35,093.39 toward the purchase of new election equipment.  Request is to authorize signatures to the election equipment grant agreement with the MN Secretary of State.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Authorize signatures to the grant agreement		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

0000197275

STATE OF MINNESOTA  
2020 VOTING EQUIPMENT GRANT AGREEMENT (VEGA-2)

This grant agreement (hereinafter "Agreement") is made between the State of Minnesota, (hereinafter, "State") acting through its Secretary of State, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Boulevard, Saint Paul, MN 55155-1299 ("State") and Aitkin County, 307 2nd St. NW, Aitkin, MN 56431 ("Grantee").

**Recitals**

- 1 Under Minnesota Laws 2019, 1<sup>st</sup> Special Session, chapter 10, Article 1, section 6 and Minnesota Laws 2017, First Special Session, Chapter 4, Article 3, § 17, coded as Minnesota Statutes, § 206.95, the Grantee is empowered to apply for the funds requested in this Agreement, and submitted a grant application under subdivision 3 of that section prior to 4 P.M. Central Time on January 31, 2020, and the State is empowered to enter into this grant.
- 2 Grantee represents that it is duly qualified and agrees to perform all services described in this Agreement to the satisfaction of the State and in accordance with all state laws authorizing this grant. Pursuant to Minn. Stat. § 16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.
- 3 The State is in need of assurance that Minnesota elections are conducted on modern voting equipment. Grantee is in need of funds to purchase optical scan counters, assistive voting devices, or electronic roster systems.
- 4 Grantee represents that it has insufficient resources to purchase these counters, devices or systems without the grant amount provided pursuant to this agreement.

**Agreement**

**1 Effectiveness of Agreement**

- 1.1 **Effective date:** February 28, 2020, or the date all required signatures, including those required by Minnesota Statutes, § 16B.98, Subd. 5, have been affixed to the agreement by Grantee and State, whichever is later. Per Minnesota Statutes, § 16B.98, Subd. 11, the grantee submitted and the State approved a work plan and budget. Per, Minnesota Statutes § 16B.98 Subd. 7, no payments will be made to the Grantee until this grant agreement is fully approved and executed, and Grantee has been notified by the State's Authorized Representative that they are in compliance with the terms of this Agreement.
- 1.2 **Expiration date:** December 31, 2020, or when all funds applied for and provided to Grantee by State have been expended, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the fulfillment of this grant agreement: 4. Conditions; 8. Liability; 9. State Audits; 10. Government Data Practices; 12. Property Insurance; 13. Governing Law, Jurisdiction, and Venue; and 14. Data Disclosure.

**2 Grantee's Duties**

- 2.1 **Activities.** The Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn. Stat. § 16B.97, Subd. 4 (a) (1) and will use all funds provided as a result of this Agreement for the purchase of optical scan counters, assistive voting devices, or electronic roster systems in the manner described in this Agreement and as set forth in the Grant Application previously submitted by Grantee and attached hereto. As Chief County Election Official, the County Auditor or Election Director is responsible for fulfilling all requirements of Grantee under this agreement. Grantee will use the funds awarded only for the procurement of the voting equipment set forth in the Grant Application except as set forth in paragraph 2.4 of this Agreement.

Grantee is hereby awarded \$35,093.39<sup>10</sup> for purchase of O.S. Counters/Assistive Voting Devices. Grantee must match this grant with \$35,093.39 of local funds.

Grantee will expend all funds granted by this Agreement as well as the required match pursuant to Minnesota Statutes, § 206.95, no later than December 31, 2020, or will return all unspent grant funds to the State by December 31, 2020, for potential redistribution.

**2.2 Reporting Requirements.** Grantee shall report to the State as specified in this Agreement.

- (1) **Progress Reporting.** Grantee shall submit, by December 31, 2020, a financial reporting form to the State utilizing the format identified by the State, stating the amount spent in calendar year 2020 for the

purchase of each kind of voting system, how many were purchased, and how much of the grant award remains to be spent, if any.

- (2) **Final Reporting.** Grantee will submit a final report, no later than December 31, 2020, or 30 days after the grant amount has been fully expended, whichever comes first, including all items listed in 2.2 (1) above as well as cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements. These records must prove the total expenditure of the Grant Amount and the required total match pursuant to Minnesota Statutes, § 206.95, subdivision 4, or if less than all grant funds were expended, the total of the expended grant funds and the proportionate match required by Minnesota Statutes, § 206.95, subdivision 4.
- (3) **Other Requirements.** Subgrantee must maintain financial records for each grant sufficient to satisfy audit standards and must transmit those records to the secretary of state upon request of the secretary of state.
- (4) **Evaluation.** State shall have the authority, during the course of this grant period, to conduct an evaluation of the performance of Grantee.
- (5) **Requirement Changes.** State may modify or change all reporting forms at their discretion during the grant period.
- (6) **Special Requirements.** The State reserves the right to append to the Agreement terms, at any time before all grant funds have been expended, special administrative requirements deemed necessary to assure Grantee's successful implementation of the program. The State will notify the Grantee in writing of any special administrative requirements.

### 2.3 Accounting Requirements - Fiscal Control and Accounting Procedures.

Grantee's fiscal control and accounting procedures must be sufficient to:

- (a) Permit preparation of reports required by this Agreement,
- (b) Permit the tracing of funds to a level of expenditures adequate to determine that funds have not been used in violation of this agreement, and
- (c) Support accounting records through source documents, such as: cancelled checks, invoices and paid bills, agreement and sub award documents, and records sufficient to detail history of procurements.

### 2.4 Alterations in Spending Plan.

Grantee may not spend funds granted for electronic roster systems for other equipment, nor may Grantee spend funds granted for other than electronic roster systems on electronic roster systems.

Grantee may spend funds granted for the purchase of optical scan counters on assistive voting devices, and granted for the purchase of assistive voting devices on optical scan counters, or in either case for combinations thereof, if the change is reported in the next financial report due after the purchase.

## 3 Time

Grantee must comply with all the time requirements described in this Agreement. In the performance of matters funded pursuant to this Agreement, time is of the essence.

## 4 Consideration and Payment

4.1 **Consideration.** The State will make an award to Grantee under this Agreement as follows:

- (1) **Grant Award.** The Subgrantee will be awarded the amount listed for the Grantee in paragraph 2.1 of this Agreement.
- (2) **Total Obligation.** The total obligation of the State to Grantee under this grant agreement will not exceed the amount stated in paragraph 2.1 of this Agreement.

4.2 **Fiscal Requirements.** Grantee shall report to the State as provided by paragraph 2.2 of this Agreement.

- (1) **Financial Guidelines.** Grantee's eligible expenditures under this grant agreement must be specifically incurred by Grantee. Grantee will report on all expenditures pertaining to this grant agreement as provided in paragraph 2.2.
- (2) **Records.** Grantee shall retain all financial records for a minimum of six (6) years after the date of submission of the final financial report, or until completion of an audit which has commenced before the expiration of this six-year period, or until any audit findings and/or recommendations from prior audit(s) have been resolved

between the Grantee and State, whichever is later, and comply with all other Retention and access requirements for records provided in the jurisdiction's retention schedules.

4.3 **Payment Invoices.** State will pay the grant amount to an account of Grantee within 30 days after the effective date of this Agreement.

4.4 **Conditions.**

- (1) Payments under this Agreement will be made from funds appropriated by Minnesota Laws, 2019, 1<sup>st</sup> Special Session, Chapter 10, Article 1, section 6. Grantee is responsible for compliance with all requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with statutory or grant agreement requirements.
- (2) Grant funds must be used only to increase the funds that would, in the absence of this grant, be made available for procurement of the equipment set forth in paragraph and operating expenses as defined by law.
- (3) Grantee assures that equipment to be acquired with these grant funds is required because Grantee has need of the equipment, and has insufficient funds for that purchase. Grantee also assures that equipment purchased with grant funds will be used for all elections as required by law. Grantee agrees that it will only purchase optical scan counters, or assisted voting devices, certified under M.S. 206.57, or electronic rosters that the jurisdiction determines meets requirements of M.S. 201.225.
- (4) Grantee, for five full years following the purchase of equipment with grant funds, may dispose of that equipment only after first offering the equipment to Minnesota jurisdictions using the same type of equipment. During that five year period, Grantee may only sell the equipment at or below a price equal to the amount of the funds initially expended by Grantee for the equipment purchase, excluding the grant made pursuant to this agreement. If the funds so expended, or any part thereof, were initially received from the Help America Vote Act, funds from the sale of the equipment must be returned to the jurisdiction's Help America Vote Act (HAVA) account and must be retained and expended only for the purposes of HAVA.

5 **Satisfaction**

All duties required and agreements or assurances provided by Grantee in this Agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations.

6 **Authorized Representative**

The State's Authorized Representative is David Maeda, Director of Elections, 180 State Office Building, 100 Rev. Dr. Martin Luther King Jr. Boulevard, Saint Paul, MN 55155-1299, 651-556-0612, or his successor, and has the responsibility to monitor the Grantee's performance and compliance with this Agreement.

Grantee's Authorized Representative is Kirk Peysar, County Auditor, 307 2nd St. NW, Aitkin, MN 56431, kirk.peysar@co.aitkin.mn.us, 218-927-7354.

Grant payment will be made to:  
Aitkin County  
Federal ID Number: 41-6005749

Grantee must be registered as a vendor in the SWIFT system, or must provide a W-9 form with this executed agreement, in order for State to register Grantee in the SWIFT system.

If Grantee's Authorized Representative changes at any time before the funds provided for in this Agreement are fully expended, Grantee must immediately notify the State.

7 **Assignment Amendments, Waiver, and Grant Contract Complete**

7.1 **Assignment**

Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior

written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.

#### **7.2 Amendments**

Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.

#### **7.3 Waiver**

If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.

#### **7.4 Grant Contract Complete**

This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

### **8 Liability**

Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the expenditures of the funds provided by this Agreement by Grantee or Grantee's agents or employees.

### **9 State Audits**

Under Minnesota Statutes, § 16C.05, subd. 5, and 16B.98, subd. 8, Grantee's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

### **10 Government Data Practices**

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

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

### **11 Workers' Compensation**

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

### **12 Property and Casualty Insurance**

Grantee is required to maintain a property and casualty insurance policy covering "All Risk" (or equivalent) of direct physical loss or damage, including, but not limited to, the perils of transit (if applicable), theft, and flood for the counters, devices or systems acquired using funds granted under the Agreement. The insurance limit shall be equal to the replacement cost of the election equipment. Any deductible shall be the sole responsibility of Grantee.

### **13 Governing Law, Jurisdiction, and Venue**

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.

### **14 Data Disclosure**

Under Minnesota Statutes, § 270.66, and other applicable law, Grantee consents to disclosure of its social security

number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Subgrantee to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

**15 Termination.**

The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee.

**16 Grantee Procurement**

Grantee certifies that it will use the procurement processes applicable in Grantee's jurisdiction in purchasing equipment with funds subject to this Agreement.

**1. ENCUMBRANCE VERIFICATION**

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

Signed: [Signature]

Date: 7/13/2020

Grant Agreement No. 180056, PD 3196

**3. STATE (Office of the Secretary of State)**

By: [Signature]

(with delegated authority)

Title: Director of Elections

Date: 7/15/20

**2. GRANTEE (Local Jurisdiction)**

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

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

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

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

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

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

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

Distribution:

Grantee  
State's Authorized Representative



# Board of County Commissioners Agenda Request

24  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Board of Adjustment and Planning Commission Appointments

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

**Action Requested:**

- Approve/Deny Motion
- Adopt Resolution (attach draft)

- Direction Requested
- Discussion Item
- Hold Public Hearing\*

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

**Submitted by:**

Terry Neff, Environmental Services Director

**Department:**

Environmental Services

**Presenter (Name and Title):**

Terry Neff, Environmental Services Director

**Estimated Time Needed:**

N/A

**Summary of Issue:**

See attached memorandum.

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

Find and select other individuals to serve on these boards.

**Recommended Action/Motion:**

Approve reappointment of the recommended applicants.

**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:*

Reappointment of the applicants to these boards does not change the budgeted amounts for these positions.

**Aitkin County Environmental Services Planning and Zoning**  
**307 Second Street NW**  
**Room 219**  
**Aitkin, MN 56431**  
Phone: 218-927-7342  
Fax: 218-927-4372



**MEMORANDUM**

**DATE:** December 8, 2020

**TO:** Aitkin County Board of Commissioners  
Jessica Seibert, County Administrator

**FROM:** Terry Neff, Environmental Services Director 

**RE:** Board of Adjustment and Planning Commission Appointments

I have reviewed the applications for the openings on the Board of Adjustment (BOA) for Districts 2 and 4. We received one application for District 2 and one for District 4. They both are current members on the BOA, Ed Spiel in District 2 and Jeremy Paquette in District 4. I recommend both be reappointed for another term.

I have reviewed the applications for the openings on the Planning Commission. There are currently two openings on the Commission. Two applications were received, one from current Commission member Dennise Sonnee and one from current commission member Steve Kulifaj. I recommend Dennise Sonnee and Steve Kulifaj be reappointed for another term.

If you have any questions prior to the meeting, please contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

c:\ctybrd\ctybrd2020



# Board of County Commissioners Agenda Request

27  
Agenda Item #

**Requested Meeting Date:** 12-15-20

**Title of Item:** Final Contract Payment - Contract No. 20196

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> NA		<b>Estimated Time Needed:</b> NA - consent agenda
<b>Summary of Issue:</b> Authorization by the following resolution is requested to make final payment to Design Electric, St. Cloud, MN in the amount of \$1,395.69 for Contract No. 20196, which included rural intersection lighting at eight intersections location throughout Aitkin County.  The final contract amount of \$133,081.08 is 2.8% above the bid amount of \$129,477 due primarily to electric service connection fees that were written into the contract as an additional cost that the contractor would be reimbursed for.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt resolution.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 1,395.69 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED December 15, 2020

By Commissioner: xxxx

20201215-xxx

**Final Contract Payment – Contract No. 20196**

**WHEREAS**, Contract No. 20196 has in all been completed, and the County Board being fully advised in the premises.

**NOW THEN BE IT RESOLVED**, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Design Electric in the amount of \$1,395.69.

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 15<sup>th</sup> day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 15<sup>th</sup> day of December, 2020

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



# Board of County Commissioners Agenda Request

2AA  
Agenda Item #

Requested Meeting Date: 12/15/2020

Title of Item: Reaffirming Change/Petty Cash Funds

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

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

ADOPTED December 15, 2020

By Commissioner: xxxx

20201215-xxx

**Reaffirming Change/Petty Cash Funds**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners reaffirms the following funds

Treasurer	\$800.00
Recorder	\$1000.00
Health	\$50.00
Human Resources	\$500.00
Sheriff	\$400.00
License Center	<u>\$1000.00</u>
<b>Total General Fund</b>	<b>\$3750.00</b>
Emergency Revolving fund	\$3000.00
<b>Total Health and Human Services</b>	<b>\$3000.00</b>
<b>Long Lake Conservation Center</b>	<b>\$0.00</b> Received into 19521.5840
<b>Total for all change funds</b>	<b>\$6750.00</b>

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 15<sup>th</sup> day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 15<sup>th</sup> day of December, 2020

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



# Board of County Commissioners Agenda Request

2BB  
 Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Cedar Lake Wildlife Management Area Acquisition

<input type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Rich Courtemanche		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Russ Reisz,		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> <p>At the bequest of the Cedar Lake Conservancy, the Northern Waters Land Trust purchased 48 acres of land on Cedar Lake within the DNR Cedar Lake Wildlife Management Area and adjacent to the existing public water access. Funds for this acquisition was approved by the Lessard-Sams Outdoor Heritage Council. The Northern Waters Land Trust intends to donate this property to the MNDNR to add to their wildlife management area. Donations of WMA land by conservation groups utilizing Legacy Amendment funding requires notification to the County Board.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> Notification only		
<b>Recommended Action/Motion:</b> Notification only		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

**m** DEPARTMENT OF  
NATURAL RESOURCES

23 November 2020

Aitkin County Board of Commissioners  
c/o Rich Courtemanche, Land Commissioner  
502 Minnesota Ave North  
Aitkin MN 56431

Dear Commissioners,

The Northern Waters Land Trust has received an appropriation from the Legislature as recommended by the Lessard-Sams Outdoor Heritage Council to purchase approximately 48 acres of land in Aitkin County. This purchase is scheduled to occur in 2020 and soon thereafter the Northern Waters Land Trust intends to donate this property to the Minnesota Department of Natural Resources (MNDNR), Division of Wildlife to become an addition to the Cedar Lake Wildlife Management Area and Public Water Access. This property is located in Farm Island Township (T46, R27, Section 7).

This property is a mix of forest, wetland and hay meadow. This tract will provide wildlife habitat and help protect 1500 feet of lakeshore with intact vegetation beds which provide important habitat for fish populations in the lake. The property will become part of Minnesota's outdoor recreation system and will be available for public use.

Whereas, a County Board resolution is required for MNDNR Wildlife Management Area direct acquisitions, donations of WMA land by conservation groups utilizing Legacy Amendment funding requires County Board notification. The Northern Waters Land Trust contacted the County Board and Farm Island Township in July of 2019 regarding their intentions.

As always, State of Minnesota PILT payments will be made to Aitkin County when this land becomes part of the WMA system. Please contact me if there are any questions regarding MNDNR intentions or allowed uses on the property. It will be a nice addition to one of the smallest WMAs in the area and I expect it will be well utilized by local hunters and wildlife enthusiasts.

Sincerely,



Russell Reisz  
Aitkin Area Wildlife Manager  
218.429.3053



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

### Tuthill Trust Property Map



Cedar Lake--Aitkin County



Date: 4/13/2018

Laurie Westerlund, Commissioner  
Aitkin County District 2  
30517 270th Lane  
Aitkin, MN 56431  
laurie.westerlund@co.aitkin.mn.us

Tim Woodrow, Chairman  
Farm Island Township  
31776 416th Avenue  
Aitkin, MN 56431  
t\_woodrow99@yahoo.com



July 15, 2019

Dear Ms. Westerlund and Mr. Woodrow:

The Northern Waters Land Trust (NWLT) received an Outdoor Heritage Fund grant in 2018 to acquire property on Cedar Lake to be conveyed to the Minnesota Department of Natural Resources for management as an addition to the existing Cedar State Wildlife Management Area (WMA). The purpose of this letter is to inform both the Township and the County of the pending transaction.

The property description follows:

The East 1800 feet of Government Lot One (1), Section Seven (7), Township Forty-six (46), Range Twenty-seven (27).

Parcel Number 07-0-013800

Cedar Lake is a high priority refuge lake for tullibee (cisco), a fish species at high risk and requiring cold, well oxygenated waters. Cedar Lake is also an important fisheries management lake in north-central Minnesota. This WMA acquisition will continue strategic efforts to protect sensitive lakeshore and lakes by protecting lands in their respective watersheds. The parcel is located in a small bay and includes 1,500 feet of undeveloped shoreline with intact vegetation beds which provides important habitat for fish populations in the lake. The DNR is greatly appreciative to add this 48 acre tract to the adjoining existing 53 acre WMA.

We anticipate the purchase and conveyance closings to be in 2019. Let us know when NWLT and DNR may meet with the Farm Island Township and the Aitkin County Natural Resource Committee to discuss any questions associated with this acquisition project. If a formal meeting is not needed, please let us know.

Sincerely,

A handwritten signature in black ink, appearing to read "Tim Bremicker".

Tim Bremicker, Board Chair

cc.: Russel Reisz, DNR Wildlife Aitkin Office; Dave Olfelt, DNR Regional Wildlife Manager; Bob Karls, NWLT Board Member & Cedar Lake Conservancy



P. O. Box 152  
Aitkin, MN  
56431

July 10, 2019

Laurie Westerlund, Commissioner  
Aitkin County District 2  
30517 270th Lane  
Aitkin, MN 56431  
laurie.westerlund@co.aitkin.mn.us

Tim Woodrow, Chairman  
Farm Island Township  
31776 416th Avenue  
Aitkin, MN 56431  
t\_woodrow99@yahoo.com

Dear Commissioner Westerlund and Chairman Woodrow,

The Cedar Lake Conservancy together with the Northern Waters Land Trust (NWLTL) have a very unique opportunity to protect the watershed and shoreline of Cedar Lake in Aitkin County. We identified a parcel of land with a sensitive portion of shoreline on Cedar Lake that had several unique characteristics:

1. An undeveloped approximately 1500 foot shoreline with extensive emergent vegetation and habitat;
2. the 46 acre parcel with the undeveloped shoreline is adjacent to the existing Wildlife Management Area that is on the southwest side of Cedar Lake;
3. in 2017 when we approached the landowner, a Trust that had held the land for over 60 years, to discuss the possibility of a conservation easement on the parcel they indicated that they were anticipating selling the parcel for the benefit of the Trust.

The Cedar Lake Conservancy with over 200 members is a nonprofit organization dedicated to protecting, preserving and enhancing the quality of the environment and life experiences in and around Cedar Lake in Aitkin County. We are a Conservancy rather than a "lake association" because we recognize that the whole watershed around our lake affects the lake and we want to be inclusive of all stakeholders in the watershed, not just the shoreline itself. In that regard we have been working closely with the Northern Waters Land Trust which is active in Aitkin, Crow Wing, Cass, and Hubbard Counties and team at Aitkin County Soil and Water Conservation District to identify conservation opportunities, forestry practices, possible conservation easements and working with them to take steps to protect, educate, and preserve our watershed.

After we found out that the Trust owning the parcel of land described above was planning on selling this parcel we participated with NWLTL in helping secure a Lessard – Sams Outdoor Heritage Council (LSOHC) grant to fund this with participation from the Cedar Lake Conservancy in 2018. We have an agreement with the seller at this time as discussed in the attached letter and materials. NWLTL has been a great partner in this process and has led and helped the Cedar Lake Conservancy in this process. The attached letter and supporting information from Tim Bremicker, the NWLTL Board Chair is providing information to you. The Cedar Lake Conservancy and the NWLTL would appreciate the opportunity to meet with you if you would like, answer any questions you may have and seek your support in this important conservation effort. I can be reached at 612-850-3811 (cell) or by email at [bkarls58@gmail.com](mailto:bkarls58@gmail.com).

Sincerely,

Bob Karls  
33105 458<sup>th</sup> Place, Aitkin MN 56431  
Water Quality Steward and Board Member  
Cedar Lake Conservancy



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Soliciting RFP's for Operation of the Recycling Center and Drop Off Locations

<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*
	<i>*provide copy of hearing notice that was published</i>	

<b>Submitted by:</b> Terry Neff, Environmental Services Director	<b>Department:</b> Environmental Services
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<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**

Garrison Disposal has requested to end the recycling agreement they have with Aitkin County. The recycling agreement runs thru the end of 2021.

In order to find another contractor, I will send out requests for proposals (RFP's) for operation of the recycling center and recycling drop off locations to the other area solid waste haulers and any interested party. Once the RFP's are received, I will come back to the County Board with a recommendation for approval.

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

Alternative would be to negotiate with a willing contractor and not go through the RFP process.

**Recommended Action/Motion:**

Approve soliciting RFP's for operation of the recycling center and drop off locations.

**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:*

Operation of the recycling center and drop off locations are in the present budget.



# Board of County Commissioners Agenda Request

3B  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Food, Beverage and Lodging License Fee Delay

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Terry Neff, Environmental Services Director		<b>Department:</b> Environmental Services
<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> <p>With the closure of the Bars, Restaurants for the second time this year and restrictions on youth camps, I am proposing to delay the payment of license fees as follows:</p> <p>Bars and Restaurants from March 31, 2021 to July 1, 2021          Youth Camps from May 15, 2021 to July 1, 2021</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> Alternative would be to not delay the license fee payments which would further impact their ability to stay open. Another alternative would be to waive the license fee and transfer these costs onto the general levy taxes.		
<b>Recommended Action/Motion:</b> Approve delaying the license fees as proposed.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No      Please Explain: The FBL budget has the license fees as the revenue to support 85% of this program.		



# Board of County Commissioners Agenda Request

4A  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Liquor License Fee Delay

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> County Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b> <p>With the closure of the Bars, Restaurants for the second time this year, I am proposing to consider a delay in the payment of liquor license fees as follows:</p> <p>First half of liquor licenses from January 1, 2021 to as far as June 1, 2021, delay second half payment to August 1.</p> <p>Possible Options:</p> <ol style="list-style-type: none"> <li>Alternative would be to not delay the license fee payments which would further impact their ability to stay open.</li> <li>Another alternative would be to waive a portion of the license fee and transfer these costs onto the general levy taxes.</li> <li>An additional consideration would be to allow an extension on payment of 2020 property taxes past January 1st.</li> </ol>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve delaying the license fees as proposed.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request

SA  
 Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Mille Lacs East ATV Trail Update, Route Alignment

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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<b>Submitted by:</b> Ross Wagner	<b>Department:</b> Economic Development & Forest Ind
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<b>Presenter (Name and Title):</b> Ross Wagner, Economic Development & Forest Industry Coordinator	<b>Estimated Time Needed:</b> 20 Minutes
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**Summary of Issue:**

This agenda item is intended as an update on the Mille Lacs East ATV Trail Connector. This is the Bonding project to connect the East side of Mille Lacs Lake to the Northwood's ATV Trail System. The firm of Widseth, Baxter, MN has been retained for the predesign, design, acquisition and development of the trail. The first step to the predesign is a route alignment which will be discussed today. The proposed route is broken into phases, the cost of constructing the trail will probably dictate the extent to which phase 2 and 3 can be completed. Public informational meetings and meetings with involved townships are the next steps, we wanted to present this to the County Board before proceeding.

Once a route alignment is agreed upon, design and engineering will follow.

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

**Recommended Action/Motion:**  
Discussion and Update, Public Informational Meetings is next step

**Financial Impact:**

Is there a cost associated with this request?       Yes       No

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

Is this budgeted?       Yes       No      Please Explain:



# Board of County Commissioners Agenda Request

LOB  
Agenda Item #

Requested Meeting Date: 12/15/2020

Title of Item: 2021 Commissioner Salaries

<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 type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert		<b>Estimated Time Needed:</b> 10 Mins
<b>Summary of Issue:</b> <p>The 2020 Commissioners Salary Survey is attached. Discussion only. Will request motion to adopt the 2021 Commissioner salaries resolution at the December 22, 2020 board meeting.</p> <p>2020 Salary = \$32,564.33</p> <p>1/2% increase = \$32,727.15          1% increase = \$32,889.97          1.5% increase = \$33,052.79          2% increase = \$33,215.62          2.5% increase = \$33,378.44          3% increase = \$33,541.26          3.5% increase = \$33,704.08          4% increase = \$33,866.90</p> <p>\$162.82 = 1/2% lump sum value</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only. No action requested until December 22, 2020.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> The pattern wage settlement for 2021 is 1/2% general adjustment, 1/2% lump sum, plus step.		

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

<b>2020 Salary Survey</b>	<b>Aitkin</b>	<b>Carlton</b>	<b>Cass</b>	<b>Crow Wing</b>	<b>Itasca</b>	<b>Kanabec</b>	<b>Mille Lacs</b>	<b>Pine</b>	<b>Average Excluding Aitkin County</b>	<b>Aitkin Co +/- the Avg</b>
<b>Commissioner</b>	\$32,564.33	\$24,212.00	\$27,569.73	\$39,867.00	\$34,499.60	\$23,095.00	\$21,013.00	\$21,844.00	\$ 27,442.90	\$ 5,121.43
<b>CMSR Per Diems?</b>	No Per Diems	\$60 in County/\$75 Out of County	\$75 per day	No Per Diems	No Per Diems	No Per Diems	\$45/Meeting	\$100/meeting		



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** 12/15/2020

**Title of Item:** 2021 Elected Officials Salaries

<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> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert		<b>Estimated Time Needed:</b> 5 Mins
<b>Summary of Issue:</b> <p>The 2020 Elected Officials Salary Survey is attached. Discussion only. Will request motion to adopt the 2021 Elected Officials salaries resolution at the December 22, 2020 board meeting.</p> <p>2020 Salaries          Treasurer \$81,911.18, hired 7/27/2000, elected 1/2/2007, MN Statute §385.373          Sheriff \$101,920.00, hired 8/8/1994, elected 1/7/2019, MN Statute §387.20          Recorder \$73,566.19, hired 6/19/2012, elected 1/5/2015, MN Statute §386.015          Auditor \$95,358.20, hired 10/17/1988, elected 1/4/1999, MN Statute §384.151          Attorney \$128,623.51, hired 6/3/1996, elected 1/2/2007, MN Statute §388.18</p> <p>Will recommend pattern settlement. 3 1/2% increase, plus one-time \$339.88 lump sum, effective 1/1/2021, not to exceed the wage scale maximum.          2021 Salaries, proposed (plus \$339.88 lump sum):          Treasurer \$84,778.07          Sheriff \$105,487.20          Recorder \$76,141.01          Auditor \$98,695.74          Attorney \$133,125.33</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b> <p>Salaries are to be determined based upon the duties and responsibilities of the office, and skills, qualifications and performance of the official in question. A court will set aside the action of the County Board if it determines that action was "arbitrary, capricious, oppressive or in unreasonable disregard for the responsibilities and duties of the office, their experience, qualifications, and performance. Setting salaries requires a balancing of many factors.</p>		
<b>Recommended Action/Motion:</b> Discussion only. No action requested until December 22, 2020.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> The pattern wage settlement for 2021 is 1/2% general adjustment, 1/2% lump sum value, plus step (3%).		

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

2020 Salary Survey	Aitkin	Carlton	Cass	Crow Wing	Itasca	Kanabec	Mille Lacs	Pine	Average Excluding Aitkin County	Aitkin Co +/- the Avg
<b>Attorney</b>	\$128,623.51	\$121,971.00	\$119,870.40	\$140,143.00	\$119,587.65	\$130,520.00	\$122,096.00	\$123,702.00	\$ 125,412.86	\$ 3,210.65
<b>Auditor</b>	\$95,358.20						n/a			
<b>Treasurer</b>	\$81,911.18						n/a			
<b>Auditor-Treasurer</b>		Appointed	\$116,417.60	Appointed	\$127,327.82	\$111,883.00	Appointed	\$115,170.00	\$ 117,699.61	\$ (22,341.41) (Aud)
<b>Recorder</b>	\$73,566.19	Appointed	\$81,640.00	Appointed	\$86,326.80	\$82,243.00	Appointed	Appointed	\$ 83,403.27	\$ (9,837.08)
<b>Sheriff</b>	\$101,920.00	\$115,398.00	\$116,417.60	\$119,885.00	\$123,916.00	\$120,848.00	\$107,660.80	\$113,950.00	\$ 116,867.91	\$ (14,947.91)



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 15, 2020

**Title of Item:** Long Lake Conservation Center Fund Transfer

<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> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 20 min.
<b>Summary of Issue:</b>  <p>The Long Lake Conservation Center (LLCC) has experienced a complete loss of school revenue due to the COVID-19 pandemic. As a result, the 2020 budget is operating at a deficit with a continued loss expected into fiscal year 2021. The Budget Committee has discussed the need for a transfer to make LLCC whole. Discussion will be held regarding the deficit, potential fund sources to transfer, and future support for LLCC.</p> <p>A final transfer resolution will be presented to the Board on December 22, 2020.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 15, 2020

**Title of Item:** 2020 Reserve Requests

<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> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 min.
<b>Summary of Issue:</b>  Attached is the 2020 Reserve Request worksheet for Board discussion. The final request will be brought before the Board on December 22, 2020 for Board action.		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Discussion only.		
<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>		



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 15, 2020

**Title of Item:** 2021 Budget Review

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 20 min.
<b>Summary of Issue:</b>  The current draft of the 2021 budget will be reviewed and discussed. The Board will have an opportunity to share ideas on any changes they would like to see prior to adoption of the final budget.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Staff direction requested.		
<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>		

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



# Aitkin County Board of Commissioners Agenda Request Form



**Requested Meeting Date:** December 15, 2020  
**Title of Item:** Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Business		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Anne Marcotte Commissioner Don Niemi HHS Director Cynthia Bennett Commissioner Laurie Westerlund Commissioner Laurie Westerlund Commissioner Bill Pratt
Aitkin Airport Commission	Monthly	1 <sup>st</sup> Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Pratt
Aitkin County CARE Board	Monthly	3 <sup>rd</sup> Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	Monthly	3 <sup>rd</sup> Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 <sup>rd</sup> Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 <sup>rd</sup> Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 <sup>rd</sup> Thursday	Niemi, Alt. Westerlund
ATV Committee	As needed		Pratt and Westerlund
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Wednesday	Pratt, Alt. Marcotte
Budget Committee	Most months	1 <sup>st</sup> Tuesday	Wedel and Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> or 4 <sup>th</sup> Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi, Alt. Pratt
Economic Development	Monthly	1 <sup>st</sup> Wednesday	Pratt and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Pratt
Extension	4x year	Monday	Westerlund, Alt. Marcotte
Facilities/Technology	As needed		Wedel and Marcotte
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 <sup>th</sup> Monday	Pratt and Land Cmr Courtemanche
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	Last Wednesday	Pratt
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	10x year	3 <sup>rd</sup> Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 <sup>th</sup> Friday	Marcotte, Alt. Pratt
MN Rural Caucus	8x year	Varies	Niemi, Alt. Pratt
Natural Resources Advisory Committee	8-10x year	2nd 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	4th 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:** December 15, 2020

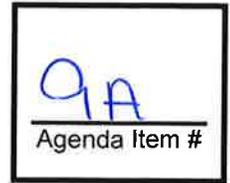
**Title of Item:** Closed Session Under MN Statute 13D.05 Subd 3b Attorney Client Privilege

<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> Kirk Peysar	<b>Department:</b> County Auditor	
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> 10 Minutes
<b>Summary of Issue:</b> In Re: Scott C. Miles and Aitkin County		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 15, 2020

**Title of Item:** Closed Session Under MN Statute 13D.05 Subd 3b Attorney Client Privilege

<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> Mike Dangers	<b>Department:</b> County Assessor	
<b>Presenter (Name and Title):</b> Mike Dangers, County Assessor		<b>Estimated Time Needed:</b> 20 Minutes
<b>Summary of Issue:</b> In Re: Tax Court Update		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request

10A  
Agenda Item #

**Requested Meeting Date:** December 15, 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) <small>*provide copy of hearing notice that was published</small>	<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> 30 Mins
<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>		

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



# Board of County Commissioners Agenda Request

11A  
Agenda Item #

**Requested Meeting Date:** December 15, 2020

**Title of Item:** Decision on authorizing repurchase

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Kirk Peysar, County Auditor		<b>Department:</b> Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar, County Auditor		<b>Estimated Time Needed:</b> 5 mins
<b>Summary of Issue:</b> <p>In agreement with for paying \$2,114.47 covering property taxes, penalty, and interest for 2015-2020 and paying \$1,220.64 covering county costs incurred while held in forfeiture, and in settlement of forfeiture action against said property.</p> <p>Request to authorize County Auditor's signature to Full and Final Settlement Agreement and Release covering tax forfeit property repurchase.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Request to authorize County Auditor's signature to Full and Final Settlement Agreement and Release.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

## FULL AND FINAL SETTLEMENT AGREEMENT AND RELEASE

This Full and Final Settlement Agreement and Release ("Agreement") is entered into by and between Scott C. Miles ("Plaintiff") and Aitkin County ("County") (each is a "Party," and collectively they are the "Parties").

The Parties are parties to a civil action captioned *Scott C. Miles v. Aitkin County, a Minnesota public body, corporate and politic, and Sarah Strommen, Commissioner of the Minnesota Department of Natural Resources*, Aitkin County District Court File No. 01-CV-20-793 (the "Action"), relating to Plaintiff's injunctive, due process, declaratory judgment and unjust enrichment claims against the County. The Parties wish to resolve all Claims (defined below) between them in this Agreement.

For and in consideration of the mutual releases, covenants, and undertakings in this Agreement, and for other good and valuable consideration, which each Party acknowledges, the Parties incorporate the above Recitals and agree as follows:

1. Settlement Terms. The County and Plaintiff agree to the following settlement terms:

- a. Plaintiff will pay the outstanding property taxes, interest and penalties for 2015-2020 in the sum of \$2,114.47 within ten business days of the executed settlement agreement;
- b. Plaintiff will pay the County the sum of \$1,220.64 towards its costs in this matter, upon the completion of the parties signing the settlement agreement and transferring the title to the property at issue to Plaintiff. Plaintiff will not pay the County's insurance deductible.
- c. The County will work with the State of Minnesota to transfer the title of the property at issue to Plaintiff as soon as possible.

2. Mutual Release of Claims.

(a) Mutual Release. In consideration of the promises contained herein, the County and Plaintiff, for themselves, their successors, assigns, owners, agents, officers, directors and anyone else acting on their behalf, release, waive, surrender, and forever discharge one another and their successors, assigns, owners, agents, officers and directors from all claims, actions, causes of action, suits, debts, damages, liabilities, claims for attorneys' fees, costs, expenses, counterclaims, cross-claims, injunctive relief, declaratory relief, claims for contribution, claims for indemnity, claims for subrogation, claims on surety or other bonds, judgments, and demands, in law or equity, of whatever kind or nature, whether known or unknown, suspected or unsuspected, fixed or contingent, apparent or concealed (collectively, "Claims"), which were asserted or could have been asserted in the Action.

3. Dismissal of Action with Prejudice. Upon execution of this Agreement, the Parties will execute and file a Stipulation for Dismissal with Prejudice and Order, dismissing the Action with prejudice, on the merits, and without fees or costs to any Party.

4. Non-Admission. The Parties agree nothing in this Agreement is an admission by any Party of any wrongdoing or violation of any law, and nothing in this Agreement shall be so construed by anyone. Each Party denies liability on every Claim that was or could have been asserted by any other Party.

5. Costs and Fees. Each Party shall bear its own respective costs and attorneys' fees.

6. Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the Parties and their respective agents, servants, employees, officers, directors, principals, affiliated entities, shareholders, successors, insurers and assigns.

7. Entire Agreement and Severability. This Agreement contains the entire agreement regarding the subject matter of the Agreement and was jointly drafted by the Parties. Any ambiguity in this Agreement shall not be construed against any one of the Parties. Any modification or addition to this Agreement must be in writing and signed by each Party. If any part of this Agreement is invalid or cannot be enforced, such part will be deleted or modified so it is enforceable, and the other parts of this Agreement will remain in effect.

8. Choice of Law. The parties agree this Agreement is governed by the laws of the State of Minnesota without regard to conflicts of law principles, and any dispute about any aspect of this Agreement or its terms may be decided only in a court of competent jurisdiction in Minnesota.

9. Parties Represented by Counsel. Each Party was represented by counsel through the negotiations leading to the resolution embodied in this Agreement. Each Party has signed this Agreement as a free and voluntary act.

10. Execution. This Agreement may be signed in counterparts, all of which together shall constitute one Agreement, and copies of signatures delivered electronically or by facsimile shall be deemed the same as original signatures.

*Full and Final Settlement Agreement: Miles v. Aitkin County*

For Plaintiff

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Scott C. Miles

For Aitkin County

\_\_\_\_\_  
Date

By: \_\_\_\_\_  
Kirk Peysar, County Auditor

# Application for Cancellation of Forfeiture

**PT90**

in Aitkin County

The applicant requests that the certificate of forfeiture for the property described below be canceled pursuant to Minnesota Statutes, sections 279.33 and 279.34.

Applicant Information	Name(s) of applicant(s) <b>Kirk Peysar</b>			
	Mailing address of applicant <b>209 Second St. NW Rm 202</b>			
	City <b>Aitkin</b>	State <b>MN</b>	Zip code <b>56431</b>	Phone <b>218-927-7354</b>
	Applicant is: <input checked="" type="checkbox"/> County auditor <input type="checkbox"/> Property owner <input type="checkbox"/> Owner's agent			

Property Information	Legal description of property: (attach additional sheets if needed) <b>Lot 4, Block 1, McKinney Lake South Shore</b>
	All or part of the described real property is registered (Torrens): <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Certificate of Forfeiture	<b>Certificate of Forfeiture</b>	
	Date of execution <b>August 7, 2019</b>	Date of recording <b>August 8, 2019</b>
	Location of recording <b>Aitkin County</b>	Recording number <b>A452477</b>

Cancellation	<b>Reason for Cancellation</b> <input type="checkbox"/> Exemption <input type="checkbox"/> Administrative error
	Explain in detail the reason(s) for cancellation. Attach additional sheets if necessary. <b>As part of a settlement between Scott Miles and Aitkin County, the County has agreed to have the title transferred back to Mr. Miles in exchange for Mr. Miles paying outstanding property taxes, interest and penalties for 2015-2020, as well as, the County's costs in the forfeiture proceeding.</b>
	Signature of applicant _____ Date _____

County Approval	<b>Auditor to complete this section.</b> The County Board and county auditor of <u>Aitkin</u> County, Minnesota, have reviewed this application for the cancellation of the certificate of forfeiture for the property described above, pursuant to Minnesota Statutes 279.33 and 279.34, and recommend that the cancellation be granted by the Minnesota Department of Revenue.
	Signature of county auditor _____ County <u>Aitkin</u> Date _____ Phone _____

Return application to: Minnesota Department of Revenue Property Tax Division Mall Station 3340 St. Paul, MN 55146-3340

Department Use Only	<b>Order of the Minnesota Department of Revenue</b> Upon examination of the contents of this application, it is hereby:	
	<input type="checkbox"/> <b>rejected.</b> Reasons for rejection:	
	<input checked="" type="checkbox"/> <b>accepted.</b> The certificate of forfeiture is to be canceled, and the county auditor is to record this application as a certificate of cancellation pursuant to Minn. Stat. 279.33 and 279.34 which will void the tax forfeiture of the property described in this application.	
	Commissioner of Revenue _____	By _____ Date application received by Minnesota Department of Revenue _____
Minnesota Department of Revenue's number _____		County Auditor's number _____