

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 22, 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): 126 465 0964; (meeting password): 7282.

- 9:00** 1) **Bill Pratt, County Board Chair**
- A) **Call to Order**
 - B) **Pledge of Allegiance**
 - C) **Board of Commissioners Meeting Procedure**
 - D) **Approval of Agenda**
- 9:05** E) **Health & Human Services (see separate HHS agenda)**
- 9:55** **Break**
- 10:05** F) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). 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 December 15, 2020 to December 21, 2020**
 - B) **Approve December 15, 2020 County Board Minutes**
 - C) **Approve December 15, 2020 Budget Hearing Minutes**
 - D) **Approve Electronic Funds Transfers**
 - E) **Approve Auditor's Vouchers – Auditor, R&B Payments**
 - F) **Approve Auditor's Vouchers – November Sales, Use, Diesel Tax**
 - G) **Approve Auditor's Vouchers – Property Tax Overpayments**
 - H) **Approve Auditor's Vouchers – Hwy Dept Contract Payment**
 - I) **Approve Manual Warrants/Voids/Corrections – FSA Claims 2020**
 - J) **Approve Manual Warrants/Voids/Corrections – Elan paid 12/10/20**

- K) Approve Manual Warrants/Voids/Corrections – FSA Claims 2020**
- L) Approve Natural Resources Advisory Committee Appointments**
- M) Approve Authorize County Administrator to Approve Year End Matters**

- 10:10 3) Kirk Peysar – Auditor**
A) Adopt Resolution: On, Off & Sunday Liquor Licenses for 2021
B) Adopt Resolution: Off Sale Liquor License for 2021 – Westerlund Genex

- 10:15 4) Jessica Seibert – County Administrator**
A) Adopt Resolution: 2021 Commissioner Salaries
B) Adopt Resolution: 2021 Elected Officials Salaries
C) Adopt Resolution: 2020 Reserve Requests
D) Adopt Resolution: Approve Fund Transfer – LLCC
E) Adopt 2021 Budget, Levy, and Supporting Resolutions
 - 1. 2021 Levy**
 - 2. 2021 Budgets**
 - 3. Unorganized Road & Bridge Transfers**
 - 4. County Ditch and County Development Transfers**
 - 5. 2021 Boat & Water Agreement Budget**
 - 6. 2021 ECRL Levy**
 - 7. 2021 Unorganized Townships**
 - 8. 2021 ACSW and Snake River Watershed Appropriations**
 - 9. 2020 Ditch Fund Budgets**
 - 10. 2021 Non Levy Budgets****F) State Relief Package – Discussion**
G) Administrator Updates

- 11:20 5) Committee Updates**

11:50 Adjourn

2B

AITKIN COUNTY BOARD

December 15, 2020

<p>The Aitkin County Board of Commissioners met this 15th day of December, 2020 at 2:00 p.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Anne Marcotte, Donald Niemi, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. Commissioner Laurie Westerlund attended via Webex.</p>	<p>Call to Order</p>
<p>Motion made by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all voting yes to approve the December 15th, 2020 amended agenda. Item 6.5 – adopt resolution: CSAH 10 No Parking Zone was added.</p>	<p>Approved Agenda</p>
<p>There was no Citizens' Public Comment</p>	
<p>Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows.</p>	<p>Citizens' Public Comment</p>
<p>A) Correspondence File November 24, 2020 to December 14, 2020; B) Approve November 24, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$4,345,291.11; D) Approve Commissioner Vouchers: General Fund \$93,904.16, Reserves Fund \$161,805.00, Road & Bridge \$58,945.48, Health & Human Services \$4,975.94, State \$285.00, Trust \$42,026.21, Forest Development \$517.35, Capital Project \$834.16, Long Lake Conservation Center \$2,719.32, Parks \$11,424.05 for a total of \$377,436.67; E) Approve Commissioner Vouchers: General Fund \$124,383.85, Road & Bridge \$24,384.54, Health & Human Services \$55,924.87, Trust \$8,722.66, Forest Development \$8,865.47, Capital Project \$3,990.00, Long Lake Conservation Center \$2,048.90, Parks \$6,915.13 for a total of \$235,235.42; F) Approve Auditor's Vouchers – CARES Warrants, Sheriff's Vehicles, Motor Pool Vehicles: General Fund \$222,141.92, Reserves Fund \$56,657.10, Coronavirus Relief Fund \$33,082.80 for a total of \$311,881.82; G) Approve Auditor's Vouchers: General Fund \$44,945.00, Health & Human Services \$9,313.60, for a total of \$54,258.60; H) Approve Auditor's Vouchers – Contegrity, R&B: General Fund \$3,688.00, Road & Bridge \$34,830.50, Capital Project \$125,784.67 for a total of \$164,303.17; I) Approve Manual Warrants/Voids/Corrections – FSA Claims: 1,330.28; J) Approve Manual Warrants/Voids/Corrections – Elan paid 11/13/20 Allocated: General Fund \$-2,527.99, Road & Bridge \$1,455.00, Health & Human Services \$487.08, Trust \$585.91 for a total of \$0.00; K) Approve Manual Warrants/Voids/Corrections – November Participant Fee's: General Fund \$748.65; L) Approve Manual Warrants/Voids/Corrections – 2020 Estimated MN Care Tax: Health & Human Services \$190.35; M) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$569.08; N) Approve Manual Warrants/Voids/Corrections – Elan paid 11/27/20: General Fund \$7,039.52; O) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$1,213.28; P) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fee's: Long Lake Conservation Center \$53.15; Q) Approve Manual Warrants/Voids/Corrections – Mtg Reg & Deed Tax - November: General Fund \$0.03, State \$102,749.87, for a total of \$102,749.90; R) Approve Manual Warrants/Voids/Corrections – Elan paid 11/27/20 - Allocated: General Fund \$-1,594.64, Road & Bridge \$465.00, Health & Human Services \$1,129.64, for a total of \$0.00; S) Approve Fire Protection Contract – Town of Ball Bluff; T) Approve 2020 Engagement Letter - CliftonLarsonAllen; U) Approve Human Trafficking JPA; V) Adopt Resolution: Aitkin County Electronic Funds Policy/Procedure; W) Approve One Year Extensions for Listed Timber Sales; X) Approve 2020 Voting Equipment Grant; Y)</p>	<p>Consent Agenda</p>

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) Information Only: Cedar Lake Wildlife Management Area Acquisition

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

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – 2020 Engagement Letter - CliftonLarsonAllen.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Human Trafficking JPA.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: 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.

Fire Protection Contract – Town of Ball Bluff

2020 Engagement Letter - CliftonLarsonAllen

Human Trafficking JPA

Resolution #20201215-097 Aitkin County Electronic Funds Policy/Procedure

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – One Year Extensions for Listed Timber Sales.

One Year Extensions for Listed Timber Sales

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – 2020 Voting Equipment Grant.

2020 Voting Equipment Grant

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve – Board of Adjustment and Planning Commission Appointments.

Board of Adjustment and Planning Commission Appointments

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Final Contract Payment – Contract No. 20196.

Resolution #20201215-098 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.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Reaffirming Change/Petty Cash Funds.

Resolution #20201215-099 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>
Total General Fund	\$3750.00
Emergency Revolving fund	\$3000.00
Total Health and Human Services	\$3000.00
Long Lake Conservation Center	\$0.00 Receipted into 19521.5840
Total for all change funds	\$6750.00

<p>Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members present voted to approve Soliciting RFP's for Operation of the Recycling Center and Drop Off Locations.</p>	<p>Soliciting RFP's for Operation of the Recycling Center and Drop Off Locations</p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried, all members present voted to table Food, Beverage and Lodging License Fee Delay until a later date.</p>	<p>Food, Beverage and Lodging License Fee Delay</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members present voted to table Liquor License Fee Delay until a later date, Commissioner Westerlund Abstained.</p>	<p>Liquor License Fee Delay</p>
<p>Ross Wagner – Economic Development & Forest Industry Coordinator discussed with the Board the Mille Lacs East ATV Trail Update, Route Alignment</p>	<p>Mille Lacs East ATV Trail Update, Route Alignment</p>
<p>Jessica Seibert, County Administrator updated the Board on the following:</p> <ul style="list-style-type: none"> • CARES Funding • Pathways Program – Jessica is graduating from program since she's not a new Administrator anymore • Contract Negotiation Meetings • MACA Board – Jessica was nominated as Treasurer 	<p>Administrator Updates</p>
<p>Jessica Seibert, County Administrator discussed with the board – 2021 Commissioner Salaries</p>	<p>2021 Commissioner Salaries</p>
<p>Jessica Seibert, County Administrator discussed with the board – 2021 Elected Officials Salaries</p>	<p>2021 Elected Officials Salaries</p>
<p>Jessica Seibert, County Administrator discussed with the board – Long Lake Conservation Center Fund Transfer.</p>	<p>Long Lake Conservation Center Fund Transfer</p>
<p>Jessica Seibert, County Administrator discussed with the board – 2020 Reserve Requests</p>	<p>2020 Reserve Requests</p>
<p>Jessica Seibert, County Administrator discussed with the board – 2021 Budget Review</p>	<p>2021 Budget Review</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – CSAH 10 No Parking Zone;</p>	<p>Resolution #20201215-100 CSAH 10 No Parking Zone</p>
<p>WHEREAS, current and anticipated utility construction along CSAH 10 in Sections 27 and 34 of Verdon Township is creating safety concerns due to the volume of parked vehicles in this area, and</p>	
<p>WHEREAS, an ordinance regulating the parking of vehicles on County Highways was</p>	

AITKIN COUNTY BOARD

December 15, 2020

enacted on September 15, 1987.

NOW THEREFORE, BE IT RESOLVED, that parking be prohibited at all times along Aitkin County State-Aid Highway 10 from 1000 feet south of the intersection of 590th Street to 5000 feet north of the intersection of 590th Street.

BE IT FURTHER RESOLVED, that this no-parking restriction shall expire on December 15, 2021

The Board discussed: MCIT, AMC, CARE, Budget Committee, HHS Advisory, MN Rural Caucus, Aitkin Airport, NClub, Environmental Assessment.

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voting yes to close the meeting at 4:37 p.m. under MN Statute 13D.05 Subd 3(b) Attorney Client Privilege

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to reopen the meeting at 4:47 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to close the meeting at 4:47 p.m. under MN Statute 13D.05 Subd 3(b) Attorney Client Privilege

Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried, all members voting yes to reopen the meeting at 5:05 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to close the meeting at 5:05 p.m. under MN Statute 13D.05 Subd 3(d) Security Briefing Report

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to reopen the meeting at 5:50 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve Decision on Authorizing Repurchase.

Motion by Commissioner Wedel seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 5:52 p.m. until Tuesday, December 22, 2020 at the Aitkin County Government Center.

Board Discussion

Closed Meeting

Reopen Meeting

Closed Meeting

Reopen Meeting

Closed Meeting

Reopen Meeting

**Decision on
Authorizing
Repurchase**

Adjourn

William Pratt, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator

2c

AITKIN COUNTY BOARD – BUDGET HEARING

December 15, 2020

The Aitkin County Board of Commissioners met this 15th day of December, 2020 at 2:00 p.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Anne Marcotte, Donald Niemi, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. Commissioner Laurie Westerlund attended via Webex.

Bill Pratt, Board Chair welcomed everyone, asked the Board to introduce themselves, and gave a brief explanation of what to expect during the Budget Hearing.

Jessica Seibert, County Administrator presented information on Aitkin County's 2021 proposed budget, including:

- 2021 Budget & Levy
- Proposed Tax Statement
- Projected County Property Tax Statement
- Revenues & Expenditures
- Fund Balance
- Reminder that the final levy will be set at the December 22, 2020 County Board meeting which will be held at the Government Center Board Room at 9:00 a.m.

Michael Herbst spoke regarding the amount of his valuation. He went to the County Assessor's Office for assistance with his valuation questions.

Board Chair Bill Pratt thanked everyone for their comments and attending the Budget Hearing.

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voting to adjourn the meeting at 6:34 p.m.

William Pratt, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator

Call to Order

Board Chair Comments

2020 Budget and Levy Presentation

Final Levy to be Adopted December 22nd

Public Comments

Thanks

Adjourn



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 12/22/20

Title of Item: Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 12/14/2020		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

ELECTRONIC FUNDS TRANSFER**Thru December 14, 2020 Board Meeting December 22, 2020**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>	<u>Abstract Number</u>
12/9/20	\$485.54	Manual Abstract	20789
12/10/20	\$17,844.00	Commissioner Warrants	20790
12/10/20	\$6,893.12	Manual Abstract	20794
12/11/20	\$64,741.21	Manual Abstract	20788
12/11/20	\$187.64	Auditor Warrants	20791
12/11/20	\$5,847.77	Auditor Warrants	20792
12/15/20	\$1,216.36	Auditor Warrants	20793
<hr/>			
	\$97,215.64		

2E



Aitkin County

WLC1
12/10/20 9:32AM

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

Auditor / R & B payments

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
 12/10/20 9:32AM
 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>
120	DEPT			Service Officer		
	4641 Holiday Credit Office					
	01-120-000-0000-6511		187.64	Oct Fuel- Vets Van	1400- X- 136- 034	Gas And Oil N
				10/01/2020 10/31/2020		
	4641 Holiday Credit Office		187.64	1 Transactions		
120	DEPT Total:		187.64	Service Officer	1 Vendors	1 Transactions
1	Fund Total:		187.64	General Fund		1 Transactions

WLC1
 12/10/20 9:32AM
 3 Road & Bridge

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
307 DEPT			R&B Capital Infrastructure			
7814 Kern & Tabery Inc			Partial Payment #11	20198	Contract Payments	N
	03- 307- 000- 0000- 6262		12/01/2020 12/08/2020			
7814 Kern & Tabery Inc			1 Transactions			
307 DEPT Total:			R&B Capital Infrastructure	1 Vendors	1 Transactions	
307 76,152.49						
308 DEPT			R&B Equipment & Facilities			
9549 PROJECT ONE CONSTRUCTION, INC.			Hwy Dept Addition/Renovation	App #001	Capital Outlay- Facilities	Y
	03- 308- 000- 0000- 6600		11/30/2020 11/30/2020			
9549 PROJECT ONE CONSTRUCTION, INC.			1 Transactions			
308 DEPT Total:			R&B Equipment & Facilities	1 Vendors	1 Transactions	
308 99,806.05						
3 Fund Total:			Road & Bridge		2 Transactions	
3 175,958.54						
Final Total:			3 Vendors	3 Transactions		
3 176,146.18						

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	187.64	General Fund
3	175,958.54	Road & Bridge
All Funds	176,146.18	Total

Approved by,
.....
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2F



KMR1
12/11/20 12:14PM

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

November Sales / Use / Diesel Tax

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
12/11/20 12:14PM
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
40 DEPT			Auditor		
89991 Bremer Bank					
01-040-021-0000-5840		1.61	Receipt Nbr 14992 11/10/2020		Misc Receipts N
89991 Bremer Bank		1.61	1 Transactions		
40 DEPT Total:		1.61	Auditor	1 Vendors	1 Transactions
42 DEPT			Treasurer		
89991 Bremer Bank					
01-042-000-0000-5840		0.26	Receipt Nbr 14959 11/04/2020		Misc Receipts N
89991 Bremer Bank		0.26	1 Transactions		
42 DEPT Total:		0.26	Treasurer	1 Vendors	1 Transactions
43 DEPT			Assessor		
89991 Bremer Bank					
01-043-000-0000-5840		5.15	Receipt Nbr 14996 11/12/2020		Misc Receipts N
01-043-000-0000-5840		0.19	Receipt Nbr 14996 11/12/2020		Misc Receipts N
01-043-000-0000-5840		2.06	Receipt Nbr 15045 11/24/2020		Misc Receipts N
89991 Bremer Bank		7.40	3 Transactions		
43 DEPT Total:		7.40	Assessor	1 Vendors	3 Transactions
49 DEPT			Information Technologies		
89991 Bremer Bank					
01-049-000-0000-5525		3.44	Receipt Nbr 14981 11/09/2020		Label & Listing Sales N
01-049-000-0000-5525		3.44	Receipt Nbr 14985 11/10/2020		Label & Listing Sales N
89991 Bremer Bank		6.88	2 Transactions		
49 DEPT Total:		6.88	Information Technologies	1 Vendors	2 Transactions
100 DEPT			Recorder		
89991 Bremer Bank					
01-100-000-0000-5840		9.65	Receipt Nbr 807 11/06/2020		Misc Receipts N
01-100-000-0000-5840		6.05	Receipt Nbr 895 11/20/2020		Misc Receipts N
89991 Bremer Bank		15.70	2 Transactions		

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
12/11/20 12:14PM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti
No. Account/Formula	Accr	Amount	Service Dates	1099
			Paid On Bhf #	On Behalf of Name
100 DEPT Total:		15.70	Recorder	1 Vendors 2 Transactions
252 DEPT			Corrections	
89991 Bremer Bank				
01-252-252-0000-5872		96.82	Receipt Nbr 15003 11/16/2020	Phone Card Prisoner Welfare(Taxable N
01-252-252-0000-5872		108.94	Receipt Nbr 15032 11/19/2020	Phone Card Prisoner Welfare(Taxable N
01-252-252-0000-5885		15.92	Receipt Nbr 14972 11/05/2020	Commissary Sales Taxable N
01-252-252-0000-5885		20.99	Receipt Nbr 15003 11/16/2020	Commissary Sales Taxable N
01-252-252-0000-5885		12.33	Receipt Nbr 15032 11/19/2020	Commissary Sales Taxable N
01-252-252-0000-5885		9.94	Receipt Nbr 15053 11/30/2020	Commissary Sales Taxable N
89991 Bremer Bank		264.94	6 Transactions	
252 DEPT Total:		264.94	Corrections	1 Vendors 6 Transactions
1 Fund Total:		296.79	General Fund	15 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
12/11/20 12:14PM
3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
89991	Bremer Bank						
	03-000-000-0000-5855		1.93	Receipt Nbr 14949 11/03/2020		Charges- Individuals	N
	03-000-000-0000-5855		1.93	Receipt Nbr 14970 11/05/2020		Charges- Individuals	N
	03-000-000-0000-5855		0.39	Receipt Nbr 14991 11/10/2020		Charges- Individuals	N
	03-000-000-0000-5855		1.93	Receipt Nbr 14994 11/12/2020		Charges- Individuals	N
	03-000-000-0000-5855		3.44	Receipt Nbr 14998 11/13/2020		Charges- Individuals	N
	03-000-000-0000-5855		3.44	Receipt Nbr 15029 11/19/2020		Charges- Individuals	N
	03-000-000-0000-5855		7.72	Receipt Nbr 15029 11/19/2020		Charges- Individuals	N
	03-000-000-0000-5855		3.44	Receipt Nbr 15052 11/25/2020		Charges- Individuals	N
	03-000-000-0000-5855		1.93	Receipt Nbr 15056 11/30/2020		Charges- Individuals	N
	03-000-000-0000-5857		22.68	Receipt Nbr 14976 11/06/2020		Culverts	N
89991	Bremer Bank		48.83	10 Transactions			
0	DEPT Total:		48.83	Undesignated	1 Vendors	10 Transactions	
303	DEPT			R&B Highway Maintenance			
89991	Bremer Bank						
	03-303-000-0000-6513		825.36	Diesel Tax: November 2020		Motor Fuel & Lubricants	N
89991	Bremer Bank		825.36	1 Transactions			
303	DEPT Total:		825.36	R&B Highway Maintenance	1 Vendors	1 Transactions	
3	Fund Total:		874.19	Road & Bridge		11 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
12/11/20 12:14PM
10 Trust

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>
923 DEPT			Forfeited Tax Sales		
89991 Bremer Bank					
10- 923- 000- 0000- 5260		28.41	Receipt Nbr 1851 11/23/2020		FTS- Leases/Easements N
89991 Bremer Bank		28.41	1 Transactions		
923 DEPT Total:		28.41	Forfeited Tax Sales	1 Vendors	1 Transactions
10 Fund Total:		28.41	Trust		1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
12/11/20 12:14PM
21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
520 DEPT			Parks		
89991 Bremer Bank					
21- 520- 000- 0000- 5510		6.43	Receipt Nbr 1832 11/03/2020		Co. Parks Campground Fees N
21- 520- 000- 0000- 5510		1.80	Receipt Nbr 1832 11/03/2020		Co. Parks Campground Fees N
21- 520- 000- 0000- 5510		2.89	Receipt Nbr 1832 11/03/2020		Co. Parks Campground Fees N
21- 520- 000- 0000- 5510		3.92	Receipt Nbr 1832 11/03/2020		Co. Parks Campground Fees N
21- 520- 000- 0000- 5510		1.93	Receipt Nbr 1832 11/03/2020		Co. Parks Campground Fees N
89991 Bremer Bank		16.97	5 Transactions		
520 DEPT Total:		16.97	Parks	1 Vendors	5 Transactions
21 Fund Total:		16.97	Parks		5 Transactions
Final Total:		1,216.36	10 Vendors	32 Transactions	

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	296.79	General Fund
	3	874.19	Road & Bridge
	10	28.41	Trust
	21	16.97	Parks
All Funds		1,216.36	Total

Approved by,
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WLC1
12/15/20 8:47AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Property Tax Overpayments

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
12/15/20 8:47AM
13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
48	Aitkin Co Abstract Company						
	13- 943- 000- 0000- 2001		259.00	Property Tax Overpayment	07- 0- 000402	Cur - Property Taxes	N
48	Aitkin Co Abstract Company		259.00	1 Transactions			
999999000	AITKIN WOODS LLC						
	13- 943- 000- 0000- 2001		1,506.00	Property Tax Overpayment	56- 1- 182100	Cur - Property Taxes	N
999999000	AITKIN WOODS LLC		1,506.00	1 Transactions			
12079	American National Bank						
	13- 943- 000- 0000- 2001		76.00	Property Tax Overpayment	01- 1- 122700	Cur - Property Taxes	N
12079	American National Bank		76.00	1 Transactions			
999999000	ANDERSON/WILLIAM						
	13- 943- 000- 0000- 2001		250.00	Property Tax Overpayment	13- 0- 001600	Cur - Property Taxes	N
999999000	ANDERSON/WILLIAM		250.00	1 Transactions			
999999000	BAUER/STEVEN						
	13- 943- 000- 0000- 2001		84.00	Property Tax Overpayment	12- 1- 072600	Cur - Property Taxes	N
999999000	BAUER/STEVEN		84.00	1 Transactions			
999999000	BEATTIE/MARIAN						
	13- 943- 000- 0000- 2001		14.70	Property Tax Overpayment	29- 1- 532800	Cur - Property Taxes	N
999999000	BEATTIE/MARIAN		14.70	1 Transactions			
999999000	BOHN/LOU ANN						
	13- 943- 000- 0000- 2001		1,089.00	Property Tax Overpayment	09- 1- 100900	Cur - Property Taxes	N
999999000	BOHN/LOU ANN		1,089.00	1 Transactions			
999999000	BOWMAN/KAREN						
	13- 943- 000- 0000- 2001		79.96	Property Tax Overpayment	24- 0- 056606	Cur - Property Taxes	N
999999000	BOWMAN/KAREN		79.96	1 Transactions			
999999000	BRINIG/EDWARD						
	13- 943- 000- 0000- 2001		100.00	Property Tax Overpayment	11- 1- 149700	Cur - Property Taxes	N
999999000	BRINIG/EDWARD		100.00	1 Transactions			
999999000	CARRIVEAU/ALBERT						
	13- 943- 000- 0000- 2001		205.00	Property Tax Overpayment	27- 0- 051600	Cur - Property Taxes	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
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13 Taxes & Penalties

<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
999999000 CARRIVEAU/ALBERT		205.00	1 Transactions		
999999000 CLEMENS/JAMES 13-943-000-0000-2001		300.00	Property Tax Overpayment	08-1-081500	Cur - Property Taxes N
999999000 CLEMENS/JAMES		300.00	1 Transactions		
11472 Corelogic Centralized Refunds					
13-943-000-0000-2001		1,084.00	Property Tax Overpayment	11-0-017102	Cur - Property Taxes N
13-943-000-0000-2001		137.00	Property Tax Overpayment	24-0-037500	Cur - Property Taxes N
13-943-000-0000-2001		1,572.00	Property Tax Overpayment	24-0-058605	Cur - Property Taxes N
13-943-000-0000-2001		334.00	Property Tax Overpayment	26-0-033100	Cur - Property Taxes N
13-943-000-0000-2001		1,661.00	Property Tax Overpayment	29-0-017601	Cur - Property Taxes N
13-943-000-0000-2001		1,467.00	Property Tax Overpayment	29-1-488802	Cur - Property Taxes N
13-943-000-0000-2001		163.00	Property Tax Overpayment	36-0-042802	Cur - Property Taxes N
11472 Corelogic Centralized Refunds		6,418.00	7 Transactions		
999999000 DAVID WINEGAR DDS 13-943-000-0000-2001		90.00	Property Tax Overpayment	59-1-039302	Cur - Property Taxes N
999999000 DAVID WINEGAR DDS		90.00	1 Transactions		
999999000 DEERWOOD BANK 13-943-000-0000-2001		1,193.00	Property Tax Overpayment	56-1-039700	Cur - Property Taxes N
999999000 DEERWOOD BANK		1,193.00	1 Transactions		
999999000 EDSTROM/DANIEL 13-943-000-0000-2001		92.00	Property Tax Overpayment	29-1-467601	Cur - Property Taxes N
13-943-000-0000-2001		46.00	Property Tax Overpayment	29-1-467604	Cur - Property Taxes N
999999000 EDSTROM/DANIEL		138.00	2 Transactions		
999999000 ELIZABETH HARTINGER TESTIMENTARY 13-943-000-0000-2001		2,572.00	Property Tax Overpayment	32-1-078601	Cur - Property Taxes N
999999000 ELIZABETH HARTINGER TESTIMENTARY		2,572.00	1 Transactions		
999999000 ERLING TEIGEN TRUCK PARTS 13-943-000-0000-2001		368.00	Property Tax Overpayment	04-0-049500	Cur - Property Taxes N
999999000 ERLING TEIGEN TRUCK PARTS		368.00	1 Transactions		
999999000 ESPESETH/KERMIT 13-943-000-0000-2001		69.00	Property Tax Overpayment	24-1-124200	Cur - Property Taxes N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
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13 Taxes & Penalties

<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>	
999999000 ESPESETH/KERMIT		69.00		1 Transactions		
7060 Federated Co- Ops Inc.						
13- 943- 000- 0000- 2001		18.00	Property Tax Overpayment	30- 0- 012901	Cur - Property Taxes	N
7060 Federated Co- Ops Inc.		18.00		1 Transactions		
999999000 FERN/ROBERT						
13- 943- 000- 0000- 2001		168.00	Property Tax Overpayment	35- 0- 035606	Cur - Property Taxes	N
999999000 FERN/ROBERT		168.00		1 Transactions		
13804 General Proto Fab Co Inc						
13- 943- 000- 0000- 2001		42.00	Property Tax Overpayment	29- 1- 275500	Cur - Property Taxes	N
13- 943- 000- 0000- 2001		42.00	Property Tax Overpayment	29- 1- 275700	Cur - Property Taxes	N
13804 General Proto Fab Co Inc		84.00		2 Transactions		
9897 Grand Timber Bank						
13- 943- 000- 0000- 2001		246.00	Property Tax Overpayment	08- 1- 031403	Cur - Property Taxes	N
13- 943- 000- 0000- 2001		760.00	Property Tax Overpayment	14- 0- 047401	Cur - Property Taxes	N
13- 943- 000- 0000- 2001		100.00	Property Tax Overpayment	22- 0- 039900	Cur - Property Taxes	N
9897 Grand Timber Bank		1,106.00		3 Transactions		
999999000 GRIPP/RICHARD						
13- 943- 000- 0000- 2001		100.00	Property Tax Overpayment	36- 1- 076200	Cur - Property Taxes	N
999999000 GRIPP/RICHARD		100.00		1 Transactions		
999999000 HAMMANN/JENNIFER						
13- 943- 000- 0000- 2001		113.60	Property Tax Overpayment	12- 1- 079000	Cur - Property Taxes	N
999999000 HAMMANN/JENNIFER		113.60		1 Transactions		
999999000 HUGGER/SUSAN						
13- 943- 000- 0000- 2001		80.00	Property Tax Overpayment	14- 0- 027001	Cur - Property Taxes	N
999999000 HUGGER/SUSAN		80.00		1 Transactions		
999999000 JOHNSON/BREANNE						
13- 943- 000- 0000- 2001		83.00	Property Tax Overpayment	05- 0- 051401	Cur - Property Taxes	N
999999000 JOHNSON/BREANNE		83.00		1 Transactions		
999999000 KAISER/RAYMOND						
13- 943- 000- 0000- 2001		786.00	Property Tax Overpayment	24- 1- 118400	Cur - Property Taxes	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
12/15/20 8:47AM
13 Taxes & Penalties

Vendor Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
999999000 KAISER/RAYMOND		786.00				
5707 Lereta LLC						
13-943-000-0000-2001		1,386.00	Property Tax Overpayment	01-1-120800	Cur - Property Taxes	N
13-943-000-0000-2001		561.00	Property Tax Overpayment	26-0-012800	Cur - Property Taxes	N
13-943-000-0000-2001		335.00	Property Tax Overpayment	57-1-084600	Cur - Property Taxes	N
5707 Lereta LLC		2,282.00				
			3 Transactions			
999999000 MCCORMACK/SUSAN						
13-943-000-0000-2001		2,572.00	Property Tax Overpayment	32-1-088600	Cur - Property Taxes	N
999999000 MCCORMACK/SUSAN		2,572.00				
			1 Transactions			
12027 McGregor Title						
13-943-000-0000-2001		20.00	Property Tax Overpayment	10-0-030102	Cur - Property Taxes	N
13-943-000-0000-2001		31.80	Property Tax Overpayment	29-0-013724	Cur - Property Taxes	N
13-943-000-0000-2001		326.00	Property Tax Overpayment	32-1-062700	Cur - Property Taxes	N
13-943-000-0000-2001		648.00	Property Tax Overpayment	32-1-062800	Cur - Property Taxes	N
13-943-000-0000-2001		326.00	Property Tax Overpayment	32-1-062900	Cur - Property Taxes	N
12027 McGregor Title		1,351.80				
			5 Transactions			
14728 Members Cooperative Credit Union						
13-943-000-0000-2001		97.00	Property Tax Overpayment	08-0-026704	Cur - Property Taxes	N
13-943-000-0000-2001		80.00	Property Tax Overpayment	08-0-062707	Cur - Property Taxes	N
13-943-000-0000-2001		850.00	Property Tax Overpayment	31-0-066202	Cur - Property Taxes	N
13-943-000-0000-2001		631.00	Property Tax Overpayment	35-0-012100	Cur - Property Taxes	N
13-943-000-0000-2001		71.00	Property Tax Overpayment	Deering	Cur - Property Taxes	N
14728 Members Cooperative Credit Union		1,729.00				
			5 Transactions			
999999000 MERTZ JR/WILLIAM						
13-943-000-0000-2001		245.00	Property Tax Overpayment	15-0-063602	Cur - Property Taxes	N
999999000 MERTZ JR/WILLIAM		245.00				
			1 Transactions			
999999000 MICKLEY/TODD						
13-943-000-0000-2001		20.00	Property Tax Overpayment	24-0-003505	Cur - Property Taxes	N
999999000 MICKLEY/TODD		20.00				
			1 Transactions			
999999000 MORRELL/RENEE						
13-943-000-0000-2001		72.00	Property Tax Overpayment	09-0-059001	Cur - Property Taxes	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
12/15/20 8:47AM
13 Taxes & Penalties

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
999999000 MORRELL/RENEE		72.00	1 Transactions		
999999000 NEUSINGER/DARYL					
13- 943- 000- 0000- 2001		20.00	Property Tax Overpayment	61- 1- 018900	Cur - Property Taxes N
13- 943- 000- 0000- 2001		2.00	Property Tax Overpayment	61- 1- 019000	Cur - Property Taxes N
999999000 NEUSINGER/DARYL		22.00	2 Transactions		
999999000 NOTMAN/RICHARD					
13- 943- 000- 0000- 2001		36.80	Property Tax Overpayment	24- 1- 119800	Cur - Property Taxes N
999999000 NOTMAN/RICHARD		36.80	1 Transactions		
999999000 OUTHOUDT/DAWN					
13- 943- 000- 0000- 2001		30.00	Property Tax Overpayment	09- 0- 022700	Cur - Property Taxes N
999999000 OUTHOUDT/DAWN		30.00	1 Transactions		
999999000 PETERSON/BROOKE					
13- 943- 000- 0000- 2001		86.63	Property Tax Overpayment	29- 1- 339600	Cur - Property Taxes N
999999000 PETERSON/BROOKE		86.63	1 Transactions		
999999000 POLLARD/ROBERT					
13- 943- 000- 0000- 2001		273.00	Property Tax Overpayment	27- 0- 025800	Cur - Property Taxes N
999999000 POLLARD/ROBERT		273.00	1 Transactions		
999999000 RAMCHARITAR/KHEMCHAND					
13- 943- 000- 0000- 2001		2,825.93	Property Tax Overpayment	29- 1- 147200	Cur - Property Taxes N
999999000 RAMCHARITAR/KHEMCHAND		2,825.93	1 Transactions		
999999000 ROGERS/RONALD					
13- 943- 000- 0000- 2001		19.36	Property Tax Overpayment	29- 1- 240901	Cur - Property Taxes N
999999000 ROGERS/RONALD		19.36	1 Transactions		
999999000 ROYER/MARCELLA					
13- 943- 000- 0000- 2001		829.00	Property Tax Overpayment	11- 0- 071300	Cur - Property Taxes N
999999000 ROYER/MARCELLA		829.00	1 Transactions		
999999000 SCHULTZ/CHERYL					
13- 943- 000- 0000- 2001		180.00	Property Tax Overpayment	31- 0- 039200	Cur - Property Taxes N
999999000 SCHULTZ/CHERYL		180.00	1 Transactions		

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
12/15/20 8:47AM
13 Taxes & Penalties

<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4400 Security State Bank		1,001.00	Property Tax Overpayment	24-0-013910	Cur - Property Taxes N
13-943-000-0000-2001					
4400 Security State Bank		1,001.00	1 Transactions		
999999000 STREETER/TODD		140.00	Property Tax Overpayment	10-0-034722	Cur - Property Taxes N
13-943-000-0000-2001					
999999000 STREETER/TODD		140.00	1 Transactions		
999999000 TEETER/FREDERICK		27.00	Property Tax Overpayment	29-1-503600	Cur - Property Taxes N
13-943-000-0000-2001					
999999000 TEETER/FREDERICK		27.00	1 Transactions		
15259 The Servion Group		1,069.00	Property Tax Overpayment	07-0-007202	Cur - Property Taxes N
13-943-000-0000-2001					
13-943-000-0000-2001		172.00	Property Tax Overpayment	09-1-086800	Cur - Property Taxes N
13-943-000-0000-2001		478.00	Property Tax Overpayment	09-1-086900	Cur - Property Taxes N
13-943-000-0000-2001		304.00	Property Tax Overpayment	31-0-050400	Cur - Property Taxes N
15259 The Servion Group		2,023.00	4 Transactions		
999999000 THELANDER/MARCIA		109.00	Property Tax Overpayment	27-0-026400	Cur - Property Taxes N
13-943-000-0000-2001					
999999000 THELANDER/MARCIA		109.00	1 Transactions		
14378 TJMB LLC		26.00	Property Tax Overpayment	29-1-084500	Cur - Property Taxes N
13-943-000-0000-2001					
14378 TJMB LLC		26.00	1 Transactions		
999999000 WALLACE/GAIL		21.00	Property Tax Overpayment	36-1-079700	Cur - Property Taxes N
13-943-000-0000-2001					
13-943-000-0000-2001		2.00	Property Tax Overpayment	36-1-080000	Cur - Property Taxes N
999999000 WALLACE/GAIL		23.00	2 Transactions		
999999000 WOLTER/KRISTA		1,593.00	Property Tax Overpayment	29-1-523700	Cur - Property Taxes N
13-943-000-0000-2001					
999999000 WOLTER/KRISTA		1,593.00	1 Transactions		
999999000 WOODLAND BANK		429.00	Property Tax Overpayment	12-0-037703	Cur - Property Taxes N
13-943-000-0000-2001					

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
 12/15/20 8:47AM
 13 Taxes & Penalties

<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>
999999000 WOODLAND BANK		429.00		1 Transactions	1099
943 DEPT Total:		35,295.78	Taxes And Penalties	52 Vendors	77 Transactions
13 Fund Total:		35,295.78	Taxes & Penalties		77 Transactions
Final Total:		35,295.78		52 Vendors	77 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	Fund	AMOUNT	Name	
	13	35,295.78	Taxes & Penalties	
All Funds		35,295.78	Total	Approved by,
			
			

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WLC1
12/17/20 9:20AM

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

Hwy Dept Contract Payment

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
 12/17/20 9:20AM
 3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT		R&B Capital Infrastructure			
	9231 DESIGN ELECTRIC, INC		Final Payment #4	20196	Contract Payments	N
	03- 307- 000- 0000- 6262		08/19/2020 09/30/2020			
	9231 DESIGN ELECTRIC, INC		1 Transactions			
307	DEPT Total:		R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		Road & Bridge		1 Transactions	
	Final Total:		1 Vendors	1 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	1,395.69	Road & Bridge
All Funds		1,395.69	Total

Approved by,

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Aitkin County

KMR1
12/9/20 1:56PM

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 2020

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
12/9/20 1:56PM
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		485.54	Med FSA Claims 2020	39635347	N
01- 044- 904- 0000- 6360					
1 8410 Bremer Bank		485.54	1 Transactions		
1 Fund Total:		485.54	General Fund	1 Vendors	1 Transactions
Final Total:		485.54	1 Vendors	1 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund	Fund	AMOUNT	Name
	1	485.54	General Fund
All Funds		485.54	Total

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

KMR1
12/14/20 2:01PM

Aitkin County

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO



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

Elan paid 12/10/20

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
12/14/20 2:01PM
1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5462 Bremer Bank (Elan ACH)		6,893.12	ELAN - Paid 12/10/2020	ELAN - Statement Payment	N
1 01-044-000-0000-6800			1 Transactions		
5462 Bremer Bank (Elan ACH)		6,893.12			
1 Fund Total:		6,893.12	General Fund	1 Vendors	1 Transactions
Final Total:		6,893.12	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	6,893.12	General Fund
All Funds	6,893.12	Total

Approved by,

.....

.....

2K



Aitkin County

KMRI
12/16/20 10:18AM

Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

FSA Claims 2020

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
12/16/20 10:18AM
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.</u>	<u>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	39642176	Flex Plan Withdrawals N
2	01-044-904-0000-6360		410.04	Med FSA Claims 2020	39642176	Flex Plan Withdrawals N
	8410 Bremer Bank		1,065.06			
				2 Transactions		
1 Fund Total:			1,065.06	General Fund	1 Vendors	2 Transactions
Final Total:			1,065.06	1 Vendors	2 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,065.06	General Fund
All Funds	1,065.06	Total

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



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: Natural Resources Advisory Committee Appointments

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Assistant Land Commissioner		Estimated Time Needed: NA
Summary of Issue: See attached memorandum.		
Alternatives, Options, Effects on Others/Comments: Find and select other individuals to serve on the committee.		
Recommended Action/Motion: Approve appointment and reappointment of the recommended applicants.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin County Land Department

502 Minnesota Ave N
Aitkin, MN 56431

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

MEMORANDUM

DATE: December 16, 2020

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

FROM: Dennis Thompson, Assistant Land Commissioner 

RE: Natural Resources Advisory Committee Appointments

I have reviewed the applications for the openings on the Natural Resources Advisory Committee. There are five at-large openings and one opening for Commissioner District 4. Galen Tveit is currently an at-large committee member. I would like to have him moved from at-large to the Commissioner District 4 representative. This would then leave 6 at-large openings to be filled. I recommend that Dale Shipp, James Bixby, Robert Marcum, Russ Hoppe, and Bob Lake be reappointed to another term. I also recommend Jessica Perrine be appointed to the committee as an at-large representative. She has not previously served on the committee.

If you have any questions prior to the meeting, please contact me at (218) 927-7364 or by e-mail at: dennis.thompson@co.aitkin.mn.us

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

NRAC

AITKIN COUNTY COMMISSIONER DISTRICT

2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Being a land owner myself, Hope to
promote good stewardship of Aitkin
counties forests, waters, parks and
wild life

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Russell P. Hoppe
Signature of Applicant

12-14-2020
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No X

Is this application submitted at the suggestion of appointing authority? Yes _____ No X

**Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431**

NAME OF APPLICANT:

Russell Hoppe

STREET ADDRESS OF APPLICANT:

28901 442nd PL

Aitkin, MN

56431

PHONE NUMBERS:

DAYS 218-927-4142

EVENINGS SAME

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 3 (or at large)

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I would like to continue my service on the NRAC. I have a deep commitment Aitkin County and it's

people. I currently serve as the President of the Long Lake Conservation Foundation, and that position

dovetails nicely with service on the NRAC. I am able to give (and receive) updates about our service to

LLCC.

I currently serve on the board of directors of : Lakes and Pines, Angels of McGregor, Mn. DHS

Medicaid Advisory Committee (7 years), Supervisor Salo Township (6th term), National Association of

Medicaid Directors conference speaker 2018 and 2020.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.


Signature of Applicant

10/28/2020

Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes No _____

**Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW – Room 310, Aitkin, MN 56431**

NAME OF APPLICANT: Robert Marcum

STREET ADDRESS OF APPLICANT:

36136 Kestrel Ave.

McGregor, Mn. 55760

PHONE NUMBERS:

DAYS 218-768-2337

EVENINGS 218-565-2449

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

AITKIN COUNTY COMMISSIONER DISTRICT 3

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

EDUCATION UNIVERSITY MINNESOTA ST PAUL CAMPUS (FORESTRY)
EMPLOYED BY U.S. FOREST SERVICE BOZEMAN MONTANA
GALLATIN DISTRICT ALSO BEAR TOOTH RANGER DISTRICT.
(VOLUNTEER) GOODWILL INDUSTRIES - BIG BROTHERS -
BOY SCOUTS.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

James D. Bixby
Signature of Applicant

10-14-2020
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT: James Bixby

STREET ADDRESS OF APPLICANT:
34584-298TH STREET
AITKIN, MN 56431

PHONE NUMBERS:
DAYS 952-432-8479
EVENINGS 218-927-1457

For Office Use Only

Date Appointed: _____ Date of Term Expiration: _____ Term #: _____

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT

5

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Retired

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Dale Shipp
Signature of Applicant

10/17/20
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT: Dale Shipp

STREET ADDRESS OF APPLICANT:
38420 Grove ST
Palisade MN 56469

PHONE NUMBERS:
DAYS 218 845 2545
EVENINGS 218 845 2545

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resource Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 1

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I taught Natural Resources & Forestry for 32 yrs.
@ Aitkin High School. I enjoy our counties'
Park & Trail System. I would like to be
reappointed as a steward of our counties'
land, forests, water and minerals.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Bob Lake
Signature of Applicant

10-12-2020
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Administrator's office, located at
307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT: Bob Lake

STREET ADDRESS OF APPLICANT:
38050, 390th St.
Aitkin, MN. 56431

PHONE NUMBERS:
DAYS Home - 218-927-3442
EVENINGS Cell - 218-232-1219

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Natural Resources Advisory Committee

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Experience: Registered nurse of 15 years, employed at Riverwood Health Center, community service includes volunteer hours with church, food shelf, care for dogs in service training program

I would like to participate in a positive and meaningful way in my community governance.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Jessica Perrine
Signature of Applicant

11/19/2020
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Administrator's office, located at 307 2nd Street NW - Room 310, Aitkin, MN 56431

NAME OF APPLICANT: Jessica Perrine

STREET ADDRESS OF APPLICANT:

33702 370th Ave
Aitkin MN 56431

PHONE NUMBERS:

DAYS 320 630 1315
EVENINGS same

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: Authorize County Administrator to Approve Year End Matters

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: <p>Staff requests Board authorization to allow the County Administrator to approve miscellaneous year-end matters. This may include trailing liquor licenses, manual warrants, and other miscellaneous items.</p> <p>These items will be presented to the Board at the first meeting in January for acknowledgment.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Authorize the County Administrator to approve miscellaneous year-end matters.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: On, Off & Sunday Liquor Licenses for 2021

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

**provide copy of hearing notice that was published*

Submitted by: Kirk Peysar	Department: Auditor
-------------------------------------	-------------------------------

Presenter (Name and Title): Kirk Peysar, Auditor	Estimated Time Needed: 5 mins
--	---

Summary of Issue:

Applications for County On, Off & Sunday Liquor Licenses for 2021
(Current listing of establishments will be presented at the board meeting)

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Resolution to approve Liquor Licenses

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

38
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: Off Sale Liquor License for 2021 - Westerlund Cenex

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kirk Peysar		Department: Auditor
Presenter (Name and Title): Kirk Peysar, Auditor		Estimated Time Needed: 5 mins
Summary of Issue: Application for County Off Liquor License for 2021- Westerlund Cenex		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Resolution to approve Liquor License		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 22, 2020

By Commissioner: xxx

20201222-xxx

Off Sale Liquor License for 2021 – Westerlund Cenex

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2021:

“OFF” Sale:

Westerlund Inc. d/b/a **Westerlund Cenex** – Malmo Township
This establishment has an address of 22167 State Hwy 47, Aitkin, MN 56431

Commissioner xxx 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 22nd day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 12/22/2020

Title of Item: Adopt Resolutions - 2021 Commissioner Salaries

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert		Estimated Time Needed: 10
Summary of Issue: A draft Resolution is attached. 2020 Salary = \$32,564.33 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 - Currently Budgeted 4% increase = \$33,866.90		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: 1. Determine salary increase to be effective 1/1/2021. 2. Motion to adopt the 2021 Commissioner Salary resolution.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Commissioner Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2021 County Commissioner's salary at \$_____. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

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 22nd day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4B
Agenda Item #

Requested Meeting Date: 12/22/2020

Title of Item: Adopt Resolutions - 2021 Elected Officials Salaries

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert		Estimated Time Needed: 10
Summary of Issue: Resolutions are attached. 2020 Salaries Treasurer \$81,911.18 Sheriff \$101,920.00 Recorder \$73,566.19 Auditor \$95,358.20 Attorney \$128,623.51 Recommending 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		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt the 2021 elected official salary resolutions as presented.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain: This is included in the 2021 budget.		

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Elected Officials Salaries

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2021 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$98,695.74
County Treasurer, Lori Grams	\$84,778.07
County Recorder, Michael Moriarty	\$76,141.01
County Sheriff, Daniel Guida	\$105,487.20
County Attorney, Jim Ratz	\$133,125.33

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

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 22nd day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4c
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: 2020 Reserve Requests

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed:
Summary of Issue: Each year the Board of Commissioners considers staff requests to reserve unspent funds for specific purposes in the next fiscal year. 2020 reserve resolution is attached.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve 2020 reserve requests.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

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

ADOPTED December 22, 2020

By Commissioner: XXXX

20201222-xxx

2020 Reserve Funds

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following amounts be place in reserve funds for fiscal year end 2020:

2020 Reserve Requests

Department	Current Reserve Balance	2020 Reserve Request
	Purpose	
Administration - Training/Education	\$ 9,000.00	LEAN Trainer Training
Assessor - 6231	\$	2,800.00 Approved Step Increases
Attorney-Murder Trial	\$ 10,000.00	Trial Expenses
Auditor - 6625	\$	3,000.00 Computer Replacements
Buildings - Capital	\$ 125,091.00	65,000.00 Courthouse Steps Repair
Central Services	\$ 30,878.34	Scanning
Central Services - Service/Labor/Contracts	\$ 9,610.00	20,000.00 IFS Upgrade/IT & Attorney Furniture
Community Corrections	\$ 1,419.12	Baker Foundation donation
Community Corrections	\$	4,500.00 Computer Replacements
Court Administration - Attorney Services	\$ 11,151.60	30,000.00 Court-Appointed Attorneys
Court Administration - Office Equipment	\$	3,000.00 Technology Equipment
Elections-Voting Equipment	\$ 150,000.00	Election Equipment/Expenses
Extension - 4-H	\$	21,471.00 Intern
FBL Vehicle	\$ 17,500.00	Vehicle Replacement
Human Resources - Staff Development/Training	\$ 5,000.00	Staff Training
IT - AS 400 Computer & Office Equipment -6625	\$ 53,005.09	27,000.00 Networking Storage/3 Servers
IT - Staff Training	\$ 15,718.00	County-Wide Training
Maintenance - Equipment	\$ 4,900.00	Cleaning Equipment & Laptop
Maintenance - Service/Labor/Contracts	\$ 10,994.85	Facilities Planning & Service Contract
Sheriff - Canine Replacement	\$ 10,000.00	K-9 Replacement
Sheriff - Radios	\$ 18,000.00	Portable radios
Sheriff - STS	\$ 10,000.00	10,000.00 STS Van
Sheriff-Buildings & Structures	\$ 60,000.00	30,000.00 Future Capital Repairs
Sheriff-Enforcement	\$ 56,657.10	71,200.00 Squad Cars
Sheriff-Forfeiture	\$ 23,910.53	
Sheriff-Search & Rescue	\$ 7,121.41	Equipment/Training
Sheriff-Snowmobile	\$ 4,000.00	Snowmobile
Sheriff-Technology	\$ 48,050.39	Technology Equipment
Tourism Fund	\$ 2,000.00	Walleye Tank Project
Treasurer - Equipment	\$ 4,673.82	1,100.00 Scanner & Teller pedestals
Veterans Service Officer	\$	12,259.64 MNDVA Grant/Donations for Vets
GENERAL FUND TOTAL	\$ 698,681.25	\$ 301,330.64

Health & Human Services

BLDG Account \$ 90,000.00 \$ 70,000.00 Roof Replacement & Future
Building Renovations

GRAND TOTAL \$ 779,681.25 \$ 371,330.64

**Current reserve balances are requested to transfer to fiscal year 2021.

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 22nd day of December, 2020 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December, 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

40
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: Approve Fund Transfer Resolution - LLCC

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

Please see attached resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve fund transfer resolution for Long Lake Conservation Center.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

By Commissioner: xxxx

20201222-xxx

Fund Transfers to Long Lake Conservation Center

WHEREAS, The Long Lake Conservation Center (LLCC) has experienced loss of revenue due to the COVID-19 pandemic;

WHEREAS, the projected balance of the LLCC fund as of December 31, 2020 is anticipated to be negative \$296,000.00;

WHEREAS, auditors recommend that a negative balance not be carried in an enterprise fund;

THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfers of funds:

\$86,000.00 from Fund 21 Parks to Fund 19 Long Lake Conservation Center

\$129,200 from Fund 11 Forest Development (Resource Man.) to Fund 19 Long Lake Conservation Center

\$80,800 from Fund 3 Road & Bridge (wetland credits) to Fund 19 Long Lake Conservation Center

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4E
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: Adopt 2021 Budget, Levy, and Supporting Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 minutes
Summary of Issue: Please adopt the following resolutions: 1. 2021 Levy 2. 2021 Budgets 3. Unorganized Road & Bridge Transfers 4. County Ditch and County Development Transfers 5. 2021 Boat & Water Agreement Budget 6. 2021 ECRL Levy 7. 2021 Unorganized Townships 8. 2021 ACSW and Snake River Watershed Appropriations 9. 2020 Ditch Fund Budgets 10. 2021 Non Levy Budgets		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Recommend adopting the attached resolutions.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Levy

BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2020 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$9,376,265
Road and Bridge Fund	\$2,492,586
Solid Waste	\$228,614
Health & Human Services Fund	\$2,830,711
County Parks	\$15,000
Debt Service	\$745,516
Total:	\$15,688,692

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Budgets

BE IT RESOLVED, that the following 2021 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$15,144,389	\$55,661	\$15,200,050
Road and Bridge	\$11,081,376	\$0	\$11,081,376
Health & Human Service	\$6,735,151	\$550,000	\$7,285,151
Parks	\$641,160	\$131,755	\$772,915
Debt Service	\$745,516	(\$39,726)	\$705,790
Total:	\$34,347,592	\$697,690	\$35,045,282

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

By Commissioner: xxxx

20201222-xxx

Unorganized Road & Bridge Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred form the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorg Township

52-22	\$4,696.51
45-24	\$10,584.98
47-24	\$52,796.74
52-24	\$7,633.76
50-25	\$4,359.94
52-25	\$2,669.10
50-26	\$977.50
48-27	\$9,755.55
49-27	\$12,207.74
50-27	\$975.00
51-27	\$1,667.50
52-27	\$11,706.58
51-25	\$1,400.00

Commissioner xx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

County Ditch and County Development Transfers

BE IT RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

County Ditch 23	\$687.50
County Ditch 37	\$130.00
County Ditch 63	\$1200.00

BE IT FURTHER RESOLVED, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:

County Ditch 14	\$970.00
County Ditch 23	\$712.50
County Ditch 24	\$145.00
County Ditch 28	\$373.60
County Ditch 34	\$1470.00
County Ditch 42	\$3130.05
State Ditch 88	\$836.08
County Ditch 13	\$1100.00
County Ditch 29	\$1200.00

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Boat & Water Safety Agreement Budget

BE IT RESOLVED, the Aitkin County Board of Commissioners approves the 2021 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$119,983 for a term January 1, 2021 to December 31, 2021.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$100		
Boat & Water Grant	\$28,375		
Totals:	\$28,475	\$91,508	\$119,983

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 ECRL Levy

BE IT RESOLVED, that the amount of \$233,577 be budgeted and levied for the year 2021 for the East Central Regional Library.

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

By Commissioner: xxxx

20201222-xxx

2021 Unorganized Townships

BE IT RESOLVED, that the following 2021 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$39,650		\$39,650
Unorganized Cemetery	\$2,700		\$2,700

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

By Commissioner: xxxx

20201220-xxx

2021 ACSW and Snake River Watershed Appropriations

BE IT RESOLVED, that the budget and appropriation in the amount of \$121,769 be set for 2021 for the Aitkin County Soil and Water Conservation District (\$76,549 from the General Revenue Fund and \$45,220 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2020 Ditch Fund Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2020:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Judicial Ditch 2	7-350	\$14		\$0
Co Ditch 5	7-353	\$0		\$0
Co Ditch 21	7-365	\$0		\$0
Co Ditch 24	7-351	\$0		\$145
Co Ditch 28	7-356	\$0		\$374
Co Ditch 30	7-352	\$160		\$0
Co Ditch 34	7-357	\$0		\$1470
Co Ditch 36	7-358	\$0		\$0
Co Ditch 37	7-359	\$0		\$130
St Ditch 63	7-362	\$0		\$0
St Ditch 66	7-363	\$0		\$0
Co Ditch 2	7-367	\$0		\$0
Diversion Channel	7-373	\$0		\$0
Co Ditch 23	7-354	\$0		\$1400
Co Ditch 25	7-355	\$0		\$0
Co Ditch 42	7-360	\$0		\$3130
Co Ditch 58	7-361	\$0		\$0
Co Ditch 20	7-364	\$0		\$0
Co Ditch 43	7-366	\$0		\$0
Co Ditch 29	7-371	\$0		1200
Co Ditch 38	7-	\$0		\$0
Co Ditch 14	7-	\$0		\$970
Co Ditch 63	7-	\$0		\$1200
St Ditch 88	7-	\$0		\$836
Co Ditch 13	7-	\$0		\$1100

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator

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

ADOPTED December 22, 2020

By Commissioner: xxxx

20201222-xxx

2021 Non-Levy Budgets

BE IT RESOLVED, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2020.

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Law Library	\$30,000	\$0	\$30,000
County Development	\$317,000	\$184,937	\$501,937
Cons. For Tax Sales	\$0	\$0	\$0
Forfeit Tax Sales	\$1,400,000	(\$535,665)	\$864,335
Resource Management	\$423,000	\$138,495	\$561,495
County Surveyor	\$456,374	\$7,142	\$463,516
Missing Heirs	\$0	\$0	\$0
MCIT	\$400	(\$400)	\$0
Collaborative Grant	\$70,500	(\$15,500)	\$55,000
Environmental Trust	\$13,600	\$0	\$13,600
LLCC	\$87,776	\$148,794	\$236,570

Commissioner xxxx moved the 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 22nd day of December 2020, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 22nd day of December 2020

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4F
Agenda Item #

Requested Meeting Date: December 22, 2020

Title of Item: State Relief Package Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 minutes
Summary of Issue: The State of MN recently passed legislation providing COVID relief dollars to businesses and non-profits. Discussion will be held regarding the process to administer these funds.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Discussion only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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