

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS January 26, 2021 – 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): 126 266 4705; (meeting password): 7282.

9:00 1) J. Mark Wedel, 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)

10:05 Break

10:15 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 January 5, 2021 to January 25, 2021
- B) Approve January 5, 2021 Year End 2020 County Board Minutes
- C) Approve January 5, 2021 County Board Minutes
- D) Approve Electronic Funds Transfers
- E) Approve Commissioner's Vouchers 1/8/21
- F) Approve Commissioner's Vouchers 1/22/21
- G) Approve Auditor's Vouchers – Sales & Diesel Tax – December
- H) Approve Auditor's Vouchers – Settlements, Property Tax Overpays
- I) Approve Manual Warrants/Voids/Corrections – Merchant Bank Credit, Card Fees LLCC

- J) Approve Manual Warrants/Voids/Corrections – Elan paid 12/24/20 – Allocated
- K) Approve Manual Warrants/Voids/Corrections – Medical FSA 2020, Elan paid 1/6/21, Mtg Reg & Deed Tax – Dec, NSF – Records Office
- L) Approve Manual Warrants/Voids/Corrections – FSA Claims, State General Tax
- M) Approve Schedule County Board of Appeal and Equalization
- N) Approve Approve Affidavit for Duplicate of Lost Warrant
- O) Approve Aitkin County Housing & Redevelopment Authority Board Appointment
- P) Approve Amend SSTS and Permit Inspection Contract
- Q) Approve Agreement for Prosecution Services
- R) Adopt Resolution: County Timber Auction Dates 2021
- S) Adopt Resolution: Conveyance of Tax Forfeited Land to Palisade
- T) Adopt Resolution: LG230 Off-Site Gambling – Minnewawa Sportsmen’s Club

10:17 3) Jessica Seibert – County Administrator

- A) Peggy Jones – American Peat Technology & Brother Justus Whiskey Company Presentation.

10:27 4) John Welle – County Engineer

- A) Adopt Resolution: Revoke Portions of CSAH 25
- B) Adopt Resolution: Vacate Portions of CSAH 25

10:42 5) Karla White – Jail Administrator

- A) Jail Facility Inspection Report – Discussion Only

10:52 6) Kirk Peysar – Auditor

- A) Adopt Resolution: LG220 – Change of Date – Up North Riders ATV Club Inc.

10:57 7) Mike Dangers – County Assessor

- A) Individual Disaster Abatement and Credit – Parcel 08-0-031902

11:02 8) Bobbie Danielson – HR Director

- A) Personnel Committee Recommendations
 - a. Update Seasonal and Temporary Wage Scale Policy as Proposed
 - b. Information Only: The Temp Hire to Administer State COVID Relief Package Declined Offer.

11: 12 9) Jessica Seibert – County Administrator

- A) Approve Request to Fill East Central Regional Library Board Vacancy
- B) Approve Aitkin Co. COVID-19 Business Relief Pmts. Application Process
- C) Administrator Updates

11:37 10) Committee Updates

12:07 Break

12:17 11) Jessica Seibert – County Administrator

- A) Closed Session Under MN Statute 13D.05 Subd 3 (a) County Administrator Performance Evaluation

12:47 Adjourn

2B

AITKIN COUNTY BOARD

January 5, 2021

The Aitkin County Board of Commissioners met this 5th day of January, 2021 at 9:02 a.m. at the Aitkin Government Center with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Laurie Westerlund, Anne Marcotte, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. Commissioner Niemi was not present.

Motion made by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all voting yes to approve the January 5, 2021 amended agenda. Item 5I – Approve Extension Committee Reappointments was moved to Item 5.5.

There was no Citizens' Public Comment

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

A) Correspondence File December 22, 2020 to January 4, 2021; B) Approve December, 2020 County Board Minutes;

Motion by Commissioner Westerlund seconded by Commissioner Wedel and carried, all members voting yes to adjourn the 2020 County Board meeting at 9:05 a.m.

Newly elected Commissioners Laurie Westerlund from District 2 and Brian Napstad from District 4 were sworn into office by Judge Hermerding.

William Pratt, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert
County Administrator

Call to Order

Approved Agenda

Citizens' Public Comment

Consent Agenda for 2020

Adjourn

Oaths of Office

2c

AITKIN COUNTY BOARD

January 5, 2021

<p>County Administrator Jessica Seibert called the 2021 County Board meeting to order this 5th day of January 2021 at 9:11 a.m. at the Aitkin Government Center with the following members present: Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, Anne Marcotte, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.</p>	<p>Call to Order</p>
<p>Commissioner Napstad nominated Commissioner Wedel for Board Chair. Commissioner Westerlund nominated Commissioner Marcotte for Board Chair. There were no further nominations. Nominations closed. Jessica Seibert, County Administrator called for a vote. The vote to elect Commissioner Wedel as Board Chair was taken with Commissioners Napstad, Wedel, and Niemi in support, with Commissioners Marcotte and Westerlund voting no. Commissioner Wedel was named 2021 Board Chair.</p>	<p>Nomination of Board Chair</p>
<p>Commissioner Westerlund nominated Commissioner Marcotte for Vice Chair. There were no further nominations. Commissioner Wedel made a motion to close nominations and unanimously approve Commissioner Marcotte as Vice Chair. The vote passed unanimously. Commissioner Marcotte was named 2021 Vice Chair.</p>	<p>Nomination of Vice Chair</p>
<p>There was no Citizens' Public Comment</p>	<p>Citizens' Public Comment</p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the amended Consent Agenda as follows. Item 5I – Approve Extension Committee Reappointments was moved to Item 5.5.</p>	<p>Consent Agenda</p>
<p>A) Approve Electronic Funds Transfers \$668,224.97; B) Approve Commissioner Vouchers: General Fund \$123,649.61, Road & Bridge \$34,354.90, Health & Human Services \$3,177.29, State \$90.00, Trust \$18,249.78, Forest Development \$2,813.23, Capital Project \$4,231.00, Long Lake Conservation Center \$707.67, Parks \$7,629.97 for a total of \$194,903.45; C) Approve Auditor's Vouchers – Contegrity, Hwy. Dept, Year End Payments: General Fund \$16,763.03, Road & Bridge \$45,966.00, Capital Project \$57,587.38, Long Lake Conservation Center \$106.01, for a total of \$120,422.42; D) Approve Manual Warrants/Voids/Corrections – NSF Check, Period 3: Taxes & Penalties; E) Approve Manual Warrants/Voids/Corrections – Elan paid 12/10/20 Allocated: General Fund \$-2,459.49, Road & Bridge \$280.00, Health & Human Services \$1,020.56, Trust \$294.98, Forest Development \$849.00, Long Lake Conservation Center \$14.95, for a total of \$0.00; F) Approve Manual Warrants/Voids/Corrections – PEIP Fees, FSA Claims: General Fund \$3,522.74; G) Approve Manual Warrants/Voids/Corrections – Elan paid 12/24/20: General Fund \$7,041.91; H) Approve Manual Warrants/Voids/Corrections – FSA Claims 2020: General Fund \$1,425.95; J) Approve Reaffirm Annual Code of Ethics; K) Approve Renew SSTS and Permit Inspection Contract; L) Adopt Resolution: County Relief Grants Certification; M) Adopt Resolution: Award Contract No. 20211;</p>	
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Extension Committee Reappointments.</p>	<p>Extension Committee Reappointments</p>

AITKIN COUNTY BOARD

January 5, 2021

<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Reaffirm Annual Code of Ethics.</p>	<p>Reaffirm Annual Code of Ethics</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Renew SSTS and Permit Inspection Contract.</p>	<p>Renew SSTS and Permit Inspection Contract</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: County Relief Grants Certification.</p>	<p>Resolution #20210105-001 County Relief Grants Certification</p>
<p>WHEREAS, the State of Minnesota has allocated \$313,202.96 to Aitkin County through the County Relief Grants program to assist businesses and nonprofit organizations that have been negatively affected by the COVID-19 pandemic;</p>	
<p>BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby approves the Certification Form for County Relief Grants.</p>	
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Award Contract No. 20211.</p>	<p>Resolution #20210105-002 Award Contract No. 20211</p>
<p>WHEREAS, Contract No. 20211 is for the processing of aggregate at two pit locations, and</p>	
<p>WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, December 21, 2020 with a total of six bids received, and</p>	
<p>WHEREAS, Ferguson Aggregate and Crushing - Alexandria, MN - was the lowest responsible bidder in the amount of \$231,150.</p>	
<p>NOW THEREFORE, BE IT RESOLVED, that Ferguson Aggregate and Crushing be awarded Contract 20211.</p>	
<p>BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents</p>	
<p>Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voted to approve Extension Committee Reappointment. It was noted that the appointee resides in District 5 but is representing District 4.</p>	<p>Extension Committee Reappointment</p>
<p>Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voted to approve Purchase of Enterprise Version of ESRI GIS Software.</p>	<p>Purchase of Enterprise Version of ESRI GIS Software</p>

AITKIN COUNTY BOARD

January 5, 2021

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – Conveyance of Tax Forfeited Land to Hill City;

WHEREAS, the parcel of land described as a 30 ft strip in SW NE Doc 175875 less part in Doc 403753 located in Section 14, of Township 52N Range 26W went tax forfeited in 2019.

WHEREAS, the Aitkin County Board of Commissioners classified this parcel of land as nonconservation at a public hearing on April 28, 2020 at 10:00am at the Aitkin County Library for the classification of parcels of tax-forfeited lands,

WHEREAS, the parcel of land was offered at public land auction on October 2, 2020 at 1:00pm at the Aitkin County Fairgrounds,

WHEREAS, the parcel of land remains unsold,

WHEREAS, the city council of Hill City has made a formal intention for the parcel to be conveyed to the city to be used as a road at the October 8, 2020 regular city council meeting at the Hill City Fire Hall

WHEREAS, the lot is suitable in width and location to serve as a public road

WHEREAS, the Aitkin County land commissioner finds no objection to the request

WHEREAS, the laws that govern tax forfeited lands (282.01 Sub1a 2e) states that Nonconservation tax forfeited land held in trust may be conveyed by the commissioner revenue to a governmental subdivision for an authorized public use if an application is submitted to the commissioner includes a statement of facts as to the use to be made of the tract and the favorable recommendation of the county board

THEREFORE, BE IT RESOLVED that the Aitkin County Board of Commissioners agrees with the statement of facts and

BE IT FURTHER RESOLVED, declares a favorable opinion that the Commissioner of Revenue should proceed with the application of conveyance of this parcel to the city of Hill City for use as a road

Rich Courtemanche, Land Commissioner requested direction from the Board on City of Palisade's Request for Parcel in City Limits. Sharon DeWitt, Council Member and Maureen Mishler, Clerk of the City of Palisade spoke on behalf of the City of Palisade.

John Welle, County Engineer presented to the Board the 2019/2020 Highway Contract Summary

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members present voted to approve 2021 Highway Contract Schedule.

**Resolution
#20210105-003
Conveyance of
Tax Forfeited
Land to Hill City**

**City of Palisade
Request for
Parcel in City
Limits**

**2019/2020
Highway Contract
Summary**

**2021 Highway
Contract
Schedule**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – Speed Zone Studies – CSAH 3 and CSAH 10 as amended;

WHEREAS, Aitkin CSAH 3 from Trunk Highway 65 to 1.5 miles west is located in a developed residential/commercial area near Big Sandy Lake and has an alignment that consists of a series of 40 mile per hour horizontal curves, and

WHEREAS, Aitkin CSAH 10 from Aitkin CSAH 3 to 1.2 miles southwest is located in a residential area directly adjacent to and within the city limits of Palisade and has an alignment that consists of a series of 40 mile per hour horizontal curves.

NOW THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation is hereby requested to make traffic engineering studies on the 1.5 mile segment of Aitkin CSAH 3 and the 1.2 mile segment of Aitkin CSAH 10 to determine if reduced regulatory speed zones are needed on these segments.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – TH 210 Detour Agreement;

BE IT RESOLVED, that Aitkin County enter into MnDOT Agreement No. 1044931 with the State of Minnesota, Department of Transportation for the following purposes: To provide for payment by the State to the County for the use and maintenance of County State-Aid Highway No. 3 and County State Aid Highway No. 5 as a detour route during the contract construction to be performed upon, along and adjacent to Trunk Highway No. 210 from 4.43 miles west of Trunk Highway 65 to 4.35 miles west of TH 65 under State Project No. 0120-25 (T.H. 210=002).

BE IT FURTHER RESOLVED, that the Aitkin County Engineer is hereby authorized to execute the Agreement and any amendments to the Agreement.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members present voted to approve Interim COVID-19 Policy.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voted to approve Hiring a Temporary PT Employee to Administer the State COVID Relief Package.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – 2021 Board of Commissioners Meeting Procedures;

WHEREAS, the Aitkin County Board of Commissioners sees it prudent and necessary to review and adopt rules of procedure governing the conduct of County Board Meetings; and

WHEREAS, the Aitkin County Board has adopted and utilized rules of business, board procedures, and Robert’s Rules of Order; and

**Resolution
#20210105-004
Speed Zone
Studies – CSAH 3
and CSAH 10**

**Resolution
#20210105-005
TH 210 Detour
Agreement**

**Interim COVID-19
Policy**

**Hiring a
Temporary PT
Employee to
Administer the
State COVID
Relief Package**

**Resolution
#20210105-006
2021 Board of
Commissioners
Meeting
Procedures**

AITKIN COUNTY BOARD

January 5, 2021

WHEREAS, the Aitkin County Board of Commissioners believes it is important to annually reaffirm the rules; and

THEREFORE, BE IT RESOLVED, that the “Aitkin County Board of Commissioners Meeting Procedures and Rules of Business” is hereby amended and reaffirmed.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – Designation of Official County Newspaper;

BE IT RESOLVED, that the *Aitkin Independent Age* is hereby designated by the Aitkin County Board of Commissioners as the official county newspaper in which all official business shall be published.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – 2021 Committee Appointments;

BE IT HEREBY RESOLVED, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2020:

**Resolution
#20210105-007
Designation of
Official County
Newspaper**

**Resolution
#20210105-008
2021 Committee
Appointments**

Aitkin Airport Commission (2)

J. Mark Wedel
John Welle

Aitkin County Care Board

Laurie Westerlund

Aitkin County Community Corrections Advisory Board (2)

J. Mark Wedel

Aitkin County Water Planning Task Force

J. Mark Wedel

Aitkin Economic Development Administration (AEDA)

J. Mark Wedel

AMC Delegates (8)

Commissioner District 2
Commissioner District 3
Commissioner District 4
Commissioner District 5
Administrator
County Engineer
Environmental Services Director
HHS Director

Aquatic Invasive Species (AIS)

J. Mark Wedel
Brian Napstad

Arrowhead Counties Association (2)

Don Niemi
Westerlund

Arrowhead Economic Opportunity Agency

Laurie Westerlund
Don Niemi, Alt.

Arrowhead Regional Development Center (ARDC)

Don Niemi
Laurie Westerlund, Alt.

Assessor for Unorganized Townships

Mike Dangers

AITKIN COUNTY BOARD

January 5, 2021

ATV Committee (2)	Brian Napstad Laurie Westerlund	
Big Sandy Lake Management Plan (1+Alternate)	Brian Napstad Anne Marcotte, Alt.	
Budget Committee 2020 (2)	Anne Marcotte Brian Napstad	
Development Achievement Center (Liaison) (1+Alternate)	Laurie Westerlund Don Niemi, Alt.	
East Central Regional Library Board	Don Niemi Brian Napstad, Alt.	
Economic Development (2)	Brian Napstad Don Niemi	
Emergency Management	J. Mark Wedel	
Environmental Assessment Worksheet (2)	Anne Marcotte Brian Napstad	
Extension Committee (1 + Alternate)	Anne Marcotte, Laurie Westerlund, Alt	
Facilities/Technology Committee (2)	J. Mark Wedel Laurie Westerlund	
Fairgrounds Custodian	Kirk Peysar	
H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Laurie Westerlund	
Historical Society (Liaison)	J. Mark Wedel	
Housing & Redevelopment Authority of Aitkin County (HRA) (Liaison)	Laurie Westerlund	
Investment Committee	County Board	
Joint Powers Natural Resources Board (2)	Brian Napstad, Anne Marcotte, Alt. Rich Courtemanche	
Lakes & Pines (1+Alternate)	Don Niemi Anne Marcotte, Alt.	
Law Library	Ann Marcotte, Don Niemi, Alt.	
McGregor Airport Commission (2)	Brian Napstad William Bedor	
MCIT Representative (1 + Alternate)	Laurie Westerlund Jessica Seibert, Alt.	
Mille Lacs Fisheries Input Group	Laurie Westerlund	

AITKIN COUNTY BOARD

January 5, 2021

Mille Lacs Watershed (1 + Alternate)	Laurie Westerlund Don Niemi, Alt.
Mississippi Headwaters Board (1+Alternate)	Anne Marcotte Brian Napstad, Alt.
MN Rural Counties (1+Alternate)	Don Niemi Laurie Westerlund, Alt.
Natural Resources Advisory Committee (2)	Anne Marcotte Brian Napstad
NE MN Office Job Training	Don Niemi
Northeast MN ATP (2)	Brian Napstad John Welle Don Niemi, Alt.
Northeast MN Emergency Communications Board (ECB)	Brian Napstad Dan Guida, Alt.
Northeast MN Regional Advisory Committee (RAC)	Patrice Erickson Dan Guida, Alt.
Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Brian Napstad Laurie Westerlund, Alt.
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Anne Marcotte Brian Napstad, Alt.
Ordinance Committee (2)	Brian Napstad Anne Marcotte
Personnel/Insurance Committee (2)	J. Mark Wedel Laurie Westerlund
Planning Commission	Anne Marcotte Laurie Westerlund, Alt.
Rum 1W1P Policy Committee	Laurie Westerlund Don Niemi, Alt.
Snake River Watershed Management Board	Brian Napstad Don Niemi, Alt.
Snake River 1W1P Policy	Brian Napstad Don Niemi, Alt.
Sobriety Court	J. Mark Wedel
Solid Waste Task Force (2)	Laurie Westerlund Brian Napstad
Toward Zero Deaths	J. Mark Wedel

AITKIN COUNTY BOARD

January 5, 2021

Tri-County Community Health Services Board

Laurie Westerlund

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members present voted to approve Setting 2021 Board Meeting Schedule.

Setting 2021 Board Meeting Schedule

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

Administrator Updates

- MACA Meeting
- Economic Development Meeting

The Board discussed: MN Rural Counties, HRA.

Board Discussion

Motion by Commissioner Marcotte seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:07 p.m. until Tuesday, January 26, 2021 at the Aitkin County Government Center.

Adjourn

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

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 01/26/2021

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) <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: Lori Grams	Department: County Treasurer	
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 1/18/2021		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

ELECTRONIC FUNDS TRANSFER**Thru January 18, 2021 Board Meeting January 26, 2021**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>	<u>Abstract Number</u>
12/30/20	\$1,425.95	Manual Abstract	20808
12/31/21	\$5,310.72	Auditor Warrants	20810
12/31/21	\$8,845.66	Auditor Warrants	20811
1/4/21	\$53.15	Manual Abstract	20812
1/6/21	\$127,348.10	Manual Abstract	20814
1/8/21	\$181,920.90	Commissioner Warrants	20813
1/8/21	\$20,594.10	Commissioner Warrants	20815
1/8/21	\$3,588.70	Auditor Warrants	20816
1/13/21	\$1,691.26	Auditor Warrants	20817
1/13/21	\$61,962.13	Manual Abstract	20819
1/15/21	\$4,372.82	Auditor Warrants	20821
1/15/21	\$624,761.29	Payroll Abstract	20820
<hr/>			
	\$1,041,874.78		

WLC1
1/5/21 9:24AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: Y

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	DEPT		Commissioners			
86222	Aitkin Independent Age					
	01-001-000-0000-6230	AP	Synopsis 11/24/20	811767	Printing, Publishing & Adv	N
86222	Aitkin Independent Age					
				1 Transactions		
248	Association of Mn Counties					
	01-001-000-0000-6241	AP	AMC Annual Mtg	57006	Registration Fee	N
248	Association of Mn Counties					
				1 Transactions		
1	DEPT Total:		Commissioners	2 Vendors	2 Transactions	
		384.28				
12	DEPT		Court Administration			
1976	Haberkorn Law Offices,Ltd					
	01-012-000-0000-6232	AP	Attorney Fees	2292-2299	Attorney Services	Y
			11/01/2020	11/30/2020		
1976	Haberkorn Law Offices,Ltd					
				1 Transactions		
12	DEPT Total:		Court Administration	1 Vendors	1 Transactions	
		1,230.00				
40	DEPT		Auditor			
208	American Solutions For Business					
	01-040-000-0000-6205	AP	Postage	05021745	Postage	N
208	American Solutions For Business					
				1 Transactions		
2966	MACO					
	01-040-000-0000-6240		2021 Dues		Dues	N
2966	MACO					
				1 Transactions		
86235	The Office Shop Inc					
	01-040-021-0000-6625	AP	ENVELOPES	1089478-0	Office Equipment & Other Equipment	N
	01-040-021-0000-6405	AP	PENS, ADDING MACHINE PAPER	314076-0	Office & Computer Supplies	N
86235	The Office Shop Inc					
				2 Transactions		
40	DEPT Total:		Auditor	3 Vendors	4 Transactions	
		8,120.25				
41	DEPT		Internal Audit			
12780	CliftonLarsonAllen LLP					
	01-041-000-0000-6231		2020 AUDIT - PROGRESS BILL #1	2699901	Services, Labor, Etc	Y

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
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
12780 CliftonLarsonAllen LLP		3,150.00	1 Transactions		
41 DEPT Total:		3,150.00	Internal Audit	1 Vendors	1 Transactions
42 DEPT			Treasurer		
208 American Solutions For Business					
01-042-000-0000-6231 AP		4,932.30	Postage	05021745	Services, Labor, Contracts N
208 American Solutions For Business		4,932.30	1 Transactions		
2966 MACO					
01-042-000-0000-6240		360.00	2021 Dues		Dues N
2966 MACO		360.00	1 Transactions		
86235 The Office Shop Inc					
01-042-000-0000-6405 AP		25.47	Ink	1089035-0	Office & Computer Supplies N
01-042-000-0000-6405 AP		25.47	Ink	1089035-1	Office & Computer Supplies N
01-042-000-0000-6405 AP		123.37	binders, SMD wallet	1089491-0	Office & Computer Supplies N
86235 The Office Shop Inc		174.31	3 Transactions		
42 DEPT Total:		5,466.61	Treasurer	3 Vendors	5 Transactions
44 DEPT			Central Services		
783 Canon Financial Services, Inc					
01-044-000-0000-6231 AP		248.78	Copier contract charges	22250789	Services, Labor, Contracts N
			12/01/2020 12/31/2020		
783 Canon Financial Services, Inc		248.78	1 Transactions		
14559 Goodin Company					
01-044-920-0000-6800 AP		153.90	LLCC TOUCHLESS LAV SUPPLY	06578162	COVID Related Expenditures N
01-044-920-0000-6800 AP		96.37	LLCC TOUCHLESS LAV RETURN	06578167-00	COVID Related Expenditures N
14559 Goodin Company		57.53	2 Transactions		
44 DEPT Total:		306.31	Central Services	2 Vendors	3 Transactions
53 DEPT			Human Resources		
12808 Gallagher Benefit Services, Inc.					
01-053-000-0000-6231 AP		400.00	Job Eval - Jail Sergeant	202024627	Services, Labor, Contracts N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
1 General Fund

Vendor No.	Name <u>Account/Formula</u>	Rpt <u>Accr</u>	Amount	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	Account/Formula Descripti <u>On Behalf of Name</u>	1099
12808	Gallagher Benefit Services, Inc.		400.00		1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLI 01-053-000-0000-6232	AP	43.00	County Law 11/01/2020	20146317	Attorney Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		43.00		1 Transactions		
53	DEPT Total:		443.00	Human Resources	2 Vendors	2 Transactions	
90	DEPT			Attorney			
783	Canon Financial Services, Inc 01-090-000-0000-6625	AP	326.99	Copier contract charges 12/01/2020	22250791	Office Equipment	N
783	Canon Financial Services, Inc		326.99		1 Transactions		
86235	The Office Shop Inc 01-090-000-0000-6405	AP	45.22	Office supplies	1089471-0	Office & Computer Supplies	N
86235	The Office Shop Inc		45.22		1 Transactions		
90	DEPT Total:		372.21	Attorney	2 Vendors	2 Transactions	
100	DEPT			Recorder			
2966	MACO 01-100-000-0000-6240		360.00	2021 Dues		Dues	N
2966	MACO		360.00		1 Transactions		
100	DEPT Total:		360.00	Recorder	1 Vendors	1 Transactions	
110	DEPT			Courthouse Maintenance			
88628	Dalco Enterprises, Inc. 01-110-000-0000-6422	AP	698.40	ROLL TOWELS	3721735	Janitorial Supplies	N
88628	Dalco Enterprises, Inc.		698.40		1 Transactions		
9692	Minnesota Energy Resources Corporation 01-110-000-0000-6254	AP	1,516.71	COURTHOUSE GAS SERVICE 11/17/2020	0506823754	Utilities & Heating	N
9692	Minnesota Energy Resources Corporation		1,516.71		1 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3950 Public Utilities					
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	1430-00	Utilities & Heating	N
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	50109-00	Utilities & Heating	N
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	50186-00	Utilities & Heating	N
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	50188-00	Utilities & Heating	N
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	50202-00	Utilities & Heating	N
01-110-000-0000-6254	AP	Utilities 11/16/2020 12/16/2020	509-00	Utilities & Heating	N
3950 Public Utilities		4,121.04	6 Transactions		
110 DEPT Total:		6,336.15	Courthouse Maintenance	3 Vendors	8 Transactions
120 DEPT			Service Officer		
2448 Janzen/Carroll Mark					
01-120-000-0000-6350	AP	50.00	Vet Van 12/17	Per Diem	Y
2448 Janzen/Carroll Mark		50.00	1 Transactions		
14508 Janzen/Hugh					
01-120-000-0000-6350	AP	50.00	Vet Van 12/1	Per Diem	Y
14508 Janzen/Hugh		50.00	1 Transactions		
10677 Olsen/Gerald D					
01-120-000-0000-6350	AP	50.00	Vet van 12/17	Per Diem	Y
10677 Olsen/Gerald D		50.00	1 Transactions		
11362 Roscoe/Bernie					
01-120-000-0000-6350	AP	50.00	Vet van 12/8	Per Diem	Y
11362 Roscoe/Bernie		50.00	1 Transactions		
6097 Verizon Wireless					
01-120-000-0000-6250		13.28	Vet van phone 12/21/2020 01/20/2021	9869592278 Telephone	N
6097 Verizon Wireless		13.28	1 Transactions		

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WLC1
1/5/21 9:24AM
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
11970	Wikelius/Charles						
	01- 120- 000- 0000- 6350	AP	50.00	Vet van 12/7		Per Diem	Y
11970	Wikelius/Charles		50.00		1 Transactions		
9255	Witt/Warren						
	01- 120- 000- 0000- 6350	AP	50.00	Vet van 12/16		Per Diem	Y
9255	Witt/Warren		50.00		1 Transactions		
9063	Workman/Jeff						
	01- 120- 000- 0000- 6350	AP	50.00	Vet van 12/9		Per Diem	Y
9063	Workman/Jeff		50.00		1 Transactions		
120	DEPT Total:		363.28	Service Officer	8 Vendors	8 Transactions	
122	DEPT			Planning & Zoning			
86222	Aitkin Independent Age						
	01- 122- 000- 0000- 6230	AP	44.76	Republication Hamilton 12/2	810701	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		44.76		1 Transactions		
783	Canon Financial Services, Inc						
	01- 122- 000- 0000- 6231	AP	166.12	Copier contract charges	22250788	Services, Labor, Contracts, Programm	N
				12/01/2020	12/31/2020		
783	Canon Financial Services, Inc		166.12		1 Transactions		
14832	Kulifaj / Stephen						
	01- 122- 000- 0000- 6350	AP	60.00	PC mtg		Per Diem	Y
	01- 122- 038- 0000- 6330	AP	46.00	PC mlg		Boa/Pc Mileage	Y
14832	Kulifaj / Stephen		106.00		2 Transactions		
11990	Lange/David						
	01- 122- 000- 0000- 6350	AP	60.00	PC mtg		Per Diem	Y
	01- 122- 038- 0000- 6330	AP	48.30	PC mlg		Boa/Pc Mileage	Y
11990	Lange/David		108.30		2 Transactions		
5516	Paquette/Jeremy M						
	01- 122- 000- 0000- 6350	AP	60.00	PC mtg		Per Diem	Y
	01- 122- 038- 0000- 6330	AP	86.25	PC mlg		Boa/Pc Mileage	Y
5516	Paquette/Jeremy M		146.25		2 Transactions		

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WLC1
1/5/21 9:24AM
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13424	Sonnee/Dennise J						
	01- 122- 000- 0000- 6350	AP	60.00	PC mtg		Per Diem	Y
	01- 122- 038- 0000- 6330	AP	41.40	PC mlg		Boa/Pc Mileage	Y
13424	Sonnee/Dennise J		101.40	2 Transactions			
13934	The Tire Barn						
	01- 122- 000- 0000- 6302	AP	37.30	2017 Escape - LOF	56021	Car Maintenance	N
	01- 122- 000- 0000- 6302	AP	648.44	2017 Escape - tires (4)	56062	Car Maintenance	N
13934	The Tire Barn		685.74	2 Transactions			
122	DEPT Total:		1,358.57	Planning & Zoning	7 Vendors	12 Transactions	
123	DEPT			Coroner			
9151	River Valley Forensic Services PA						
	01- 123- 000- 0000- 6231	AP	250.00	November Services	1310	Coroner Fees	6
9151	River Valley Forensic Services PA		250.00	1 Transactions			
4507	Sorensen- Root Thompson Funeral Home						
	01- 123- 000- 0000- 6330	AP	6,250.00	July 6 - December 18, 2020		Transportation For Autoposy	N
4507	Sorensen- Root Thompson Funeral Home		6,250.00	1 Transactions			
123	DEPT Total:		6,500.00	Coroner	2 Vendors	2 Transactions	
200	DEPT			Enforcement			
9138	ASAP Towing						
	01- 200- 000- 0000- 6359	AP	135.00	20- 3252 forfeiture	7956	Wrecker Service	Y
9138	ASAP Towing		135.00	1 Transactions			
252	Lynn Peavey Company						
	01- 200- 000- 0000- 6409	AP	41.40	scale rulers	375790	Deputy Supplies	N
252	Lynn Peavey Company		41.40	1 Transactions			
11041	MOCIC						
	01- 200- 000- 0000- 6231		150.00	2021 Membership Fee	42046- 2315	Services & Labor (Incl Contracts)	N
11041	MOCIC		150.00	1 Transactions			
13864	Sandberg/Kristi						
	01- 200- 000- 0000- 6150		1,000.00	Health Ins	Jan2021	Health Insurance- Employer	N

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WLC1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13864 Sandberg/Kristi		01/01/2021 01/31/2021			
			1 Transactions		
4681 Streichers					
01- 200- 201- 0000- 6610	AP	size S hard knuckle glove	11470363	Equipment	N
01- 200- 000- 0000- 6410	AP	duty belt #220	11471597	Clothing Allowance	N
4681 Streichers			2 Transactions		
86235 The Office Shop Inc					
01- 200- 000- 0000- 6405	AP	office supplies	1089422- 0	Office Supplies	N
86235 The Office Shop Inc			1 Transactions		
13934 The Tire Barn					
01- 200- 000- 0000- 6302	AP	oil change, rotate, battery	55910	Car Maintenance	N
01- 200- 000- 0000- 6302	AP	4 tires, install #224	55936	Car Maintenance	N
01- 200- 000- 0000- 6302	AP	oil change, 4 tires #223	55937	Car Maintenance	N
01- 200- 000- 0000- 6302	AP	oil change, rotate #218	56025	Car Maintenance	N
13934 The Tire Barn			4 Transactions		
9302 WEX Bank					
01- 200- 000- 0000- 6511	AP	deputy gas	69124273	Gas And Oil	N
9302 WEX Bank			1 Transactions		
13848 WYATT'S TOWING					
01- 200- 000- 0000- 6359	AP	20- 3245 forfeiture	12- 24- 2020	Wrecker Service	Y
13848 WYATT'S TOWING			1 Transactions		
200 DEPT Total:		7,845.13 Enforcement	9 Vendors	13 Transactions	
202 DEPT		Boat & Water			
3950 Public Utilities					
01- 202- 000- 0000- 6254	AP	Utilities	1345- 00	Utilities	N
		11/16/2020 12/16/2020			
3950 Public Utilities			1 Transactions		
202 DEPT Total:		47.87 Boat & Water	1 Vendors	1 Transactions	
203 DEPT		Snowmobile			

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WLC1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
9302 WEX Bank					
01- 203- 000- 0000- 6511	AP	#208 gas	69124273	Gas And Oil	N
9302 WEX Bank		1 Transactions			
203 DEPT Total:		158.14 Snowmobile	1 Vendors	1 Transactions	
204 DEPT		ATV			
9302 WEX Bank					
01- 204- 000- 0000- 6511	AP	#208 gas	69124273	Gas And Oil	N
9302 WEX Bank		1 Transactions			
204 DEPT Total:		154.10 ATV	1 Vendors	1 Transactions	
206 DEPT		Forfeitures			
86359 Aitkin Co Attorney					
01- 206- 000- 0000- 6409	AP	19- 1499		Forfeiture Supplies	N
01- 206- 000- 0000- 6409	AP	20- 0317		Forfeiture Supplies	N
86359 Aitkin Co Attorney		2 Transactions			
117 Aitkin County Sheriff					
01- 206- 000- 0000- 6409	AP	title 4 forfeited vehicles	12/22/2020	Forfeiture Supplies	N
117 Aitkin County Sheriff		1 Transactions			
206 DEPT Total:		865.31 Forfeitures	2 Vendors	3 Transactions	
252 DEPT		Corrections			
456 Bob Barker Company, Inc.					
01- 252- 201- 0000- 6610	AP	fastening tool for clincher	UT1000551805	Equipment	N
456 Bob Barker Company, Inc.		1 Transactions			
783 Canon Financial Services, Inc					
01- 252- 000- 0000- 6231	AP	dispatch copier lease	22202628	Services & Labor (Incl Contracts)	N
783 Canon Financial Services, Inc		1 Transactions			
9085 Climate Makers Inc					
01- 252- 000- 0000- 6590	AP	chiller repair	102560	Repair & Maintenance Supplies	N
9085 Climate Makers Inc		1 Transactions			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount			
88628 Dalco Enterprises, Inc.					
01- 252- 000- 0000- 6405	AP	148.52	black XXL gloves	3716299	Office & Computer Supplies N
88628 Dalco Enterprises, Inc.		148.52	1 Transactions		
5503 Keefe Supply Company					
01- 252- 252- 0000- 6405		598.08	commissary supplies	1378927	Prisoner Welfare N
01- 252- 000- 0000- 6418	AP	339.96	snack cakes	1383195	Groceries N
5503 Keefe Supply Company		938.04	2 Transactions		
13073 Lakes Area Lock & Door Hardware Inc.					
01- 252- 000- 0000- 6590	AP	395.00	rekey jail lock	9560	Repair & Maintenance Supplies N
13073 Lakes Area Lock & Door Hardware Inc.		395.00	1 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea					
01- 252- 000- 0000- 6254	AP	229.72	shelter/tower	34- 54- 015- 01	Utilities & Heating N
3160 Mille Lacs Energy Coop- Albert Lea		229.72	1 Transactions		
9692 Minnesota Energy Resources Corporation					
01- 252- 000- 0000- 6254	AP	1,720.23	GAS SERVICE - JAIL 11/17/2020	0505221458	Utilities & Heating N
01- 252- 000- 0000- 6254	AP	342.28	GAS SERVICE - JAIL 11/14/2020	0505399584	Utilities & Heating N
01- 252- 000- 0000- 6254	AP	137.65	GAS SERVICE - STS 11/14/2020	0506726121	Utilities & Heating N
9692 Minnesota Energy Resources Corporation		2,200.16	3 Transactions		
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418	AP	77.86	groceries	10002420352003	Groceries N
01- 252- 000- 0000- 6418	AP	43.20	groceries	10002420352008	Groceries N
01- 252- 000- 0000- 6418	AP	119.14	groceries	10002420358007	Groceries N
3789 Pan- O- Gold Baking Company		240.20	3 Transactions		
3810 Paulbeck's County Market					
01- 252- 252- 0000- 6405	AP	4.99	REC pie	12/17/2020	Prisoner Welfare N
3810 Paulbeck's County Market		4.99	1 Transactions		
11947 Phoenix Supply					
01- 252- 000- 0000- 6424	AP	51.70	inmate pants	21632	Inmate Supplies N

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WLC1
1/5/21 9:24AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11947 Phoenix Supply					
		51.70	1 Transactions		
3950 Public Utilities					
01-252-000-0000-6254	AP	5,289.91	Utilities	1431-00	Utilities & Heating N
			11/16/2020 12/16/2020		
01-252-000-0000-6254	AP	83.63	Utilities	507-00	Utilities & Heating N
			11/16/2020 12/16/2020		
01-252-000-0000-6254	AP	1,009.55	Utilities	512-00	Utilities & Heating N
			11/16/2020 12/16/2020		
3950 Public Utilities		6,383.09	3 Transactions		
9295 Reinhart Foodservice					
01-252-000-0000-6418	AP	1,929.72	groceries	453718	Groceries Y
01-252-000-0000-6418	AP	1,886.66	groceries	460109	Groceries Y
9295 Reinhart Foodservice		3,816.38	2 Transactions		
86235 The Office Shop Inc					
01-252-000-0000-6405	AP	49.09	office supplies	11089422-0	Office & Computer Supplies N
86235 The Office Shop Inc		49.09	1 Transactions		
9302 WEX Bank					
01-252-000-0000-6330	AP	96.86	transport gas	69124273	Prisoner Transportation & Travel N
9302 WEX Bank		96.86	1 Transactions		
252 DEPT Total:		17,157.49	Corrections	15 Vendors	23 Transactions
254 DEPT			Enhanced 911 System		
3455 Motorola Inc					
01-254-000-0000-6231		67,479.09	2021 Service Contract	8230302561	Services, Labor, Contracts N
3455 Motorola Inc		67,479.09	1 Transactions		
254 DEPT Total:		67,479.09	Enhanced 911 System	1 Vendors	1 Transactions
255 DEPT			General Crime Victim Grant		
10930 Tidholm Productions					
01-255-000-0000-6405	AP	208.00	Crime Victim Env	1675 9513	Office & Computer Supplies Y
10930 Tidholm Productions		208.00	1 Transactions		

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WLC1
1/5/21 9:24AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
255 DEPT Total:		General Crime Victim Grant	1 Vendors	1 Transactions	
280 DEPT		Emergency Management			
7525 Hometown Bldg Supply					
01- 280- 000- 0000- 6405	AP	oak for EOC table	2012- 027268	Office Supplies	N
7525 Hometown Bldg Supply			1 Transactions		
280 DEPT Total:		Emergency Management	1 Vendors	1 Transactions	
391 DEPT		Solid Waste			
170 Aitkin Motor Company					
01- 391- 000- 0000- 6620		2018 Ford Escape	M1459	Auto	N
170 Aitkin Motor Company			1 Transactions		
2763 Countryside Sanitation					
01- 391- 060- 0000- 6360	AP	Recycling Contract	Nov2020	Recycling Contract	Y
		11/01/2020	11/30/2020		
2763 Countryside Sanitation			1 Transactions		
391 DEPT Total:		Solid Waste	2 Vendors	2 Transactions	
500 DEPT		Library And Historical Society			
3255 Mn Counties Intergovernmental Trust					
01- 500- 501- 0000- 6352		2021 PC Renewal	18494R	Historical Society Insurance	N
		01/01/2021	01/01/2022		
01- 500- 501- 0000- 6353		2021 WC Renewal	18494R	Historical Society Workers Compensa	N
		01/01/2021	01/01/2022		
3255 Mn Counties Intergovernmental Trust			2 Transactions		
500 DEPT Total:		Library And Historical Society	1 Vendors	2 Transactions	
600 DEPT		Ag Society, Soil & Water, Ag Inspect			
3255 Mn Counties Intergovernmental Trust					
01- 600- 550- 0000- 6352		2021 PC Renewal	18493R	Ag Society Insurance	N
		01/01/2021	01/01/2022		
01- 600- 550- 0000- 6353		2021 WC Renewal	18493R	Ag Societyworkers Compensation Ins	N
		01/01/2021	01/01/2022		

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WLC1
1/5/21 9:24AM
1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3255	Mn Counties Intergovernmental Trust		2,946.00		2 Transactions		
600	DEPT Total:		2,946.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors		2 Transactions
1	Fund Total:		152,420.72	General Fund			102 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
0	DEPT			Undesignated			
9200	Sandstrom/Kevin						
	03-000-000-0000-5857	AP	500.00	DEPOSIT REFUND		Culverts	N
9200	Sandstrom/Kevin		500.00		1 Transactions		
0	DEPT Total:		500.00	Undesignated	1 Vendors	1 Transactions	
301	DEPT			R&B Administration			
783	Canon Financial Services, Inc						
	03-301-000-0000-6300	AP	162.82	CONTRACT CHARGE	22250785	Service Contracts	N
783	Canon Financial Services, Inc		162.82		1 Transactions		
10855	Culligan						
	03-301-000-0000-6400	AP	37.00	WATER	516748	Supplies And Materials	N
10855	Culligan		37.00		1 Transactions		
3385	Mn Transportation Alliance						
	03-301-000-0000-6240		2,611.00	2021 MEMBERSHIP DUES RENEWAL	P21-1046	Dues	N
3385	Mn Transportation Alliance		2,611.00		1 Transactions		
301	DEPT Total:		2,810.82	R&B Administration	3 Vendors	3 Transactions	
303	DEPT			R&B Highway Maintenance			
195	Aitkin Tire Shop						
	03-303-000-0000-6590	AP	30.00	REPAIR LABOR	0-060366	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590	AP	76.00	REPAIR PARTS	0-060366	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		106.00		2 Transactions		
7050	Anderson Brothers Construction						
	03-303-000-0000-6521	AP	36,007.10	BIT PATCHING	26990	Maintenance Supplies	N
7050	Anderson Brothers Construction		36,007.10		1 Transactions		
8693	ASV, LLC						
	03-303-000-0000-6590	AP	17.98	REPAIR PARTS	522107	Repair & Maintenance Supplies	N
8693	ASV, LLC		17.98		1 Transactions		
10452	AT&T Mobility						
	03-303-000-0000-6254	AP	32.98	PAUL'S IPAD SVC	287266104878X1	Utilities	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
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	
10452	AT&T Mobility					
			Amount			
			32.98	1 Transactions		
86467	Auto Value Aitkin					
	03-303-000-0000-6298	AP	21.99	SWATARA SHOP SUPPLIES	40170197	Shop Maintenance N
	03-303-000-0000-6590	AP	259.10	REPAIR PARTS	40170322	Repair & Maintenance Supplies N
	03-303-000-0000-6590	AP	188.85	REPAIR PARTS	40170329	Repair & Maintenance Supplies N
	03-303-000-0000-6298	AP	71.28	AITKIN SHOP SUPPLIES	40170478	Shop Maintenance N
	03-303-000-0000-6590	AP	8.89	REPAIR PARTS	40170585	Repair & Maintenance Supplies N
	03-303-000-0000-6590	AP	15.17	REPAIR PARTS	40170808	Repair & Maintenance Supplies N
	03-303-000-0000-6590	AP	11.43	REPAIR PARTS	40171332	Repair & Maintenance Supplies N
86467	Auto Value Aitkin		576.71	7 Transactions		
13911	BERT'S TRUCK EQUIP. OF MOORHEAD					
	03-303-000-0000-6590	AP	1,355.00	REPAIR PARTS	W 97500	Repair & Maintenance Supplies N
13911	BERT'S TRUCK EQUIP. OF MOORHEAD		1,355.00	1 Transactions		
14052	Best Oil Company					
	03-303-000-0000-6513	AP	746.53	SWATARA DIESEL	27148	Motor Fuel & Lubricants N
	03-303-000-0000-6513	AP	638.05	JACOBSON DIESEL	27148	Motor Fuel & Lubricants N
	03-303-000-0000-6513	AP	1,446.26	PALISADE DIESEL	27148	Motor Fuel & Lubricants N
14052	Best Oil Company		2,830.84	3 Transactions		
12445	Brandl Chevrolet, Buick GMC					
	03-303-000-0000-6590	AP	48.49	REPAIR PARTS	107091	Repair & Maintenance Supplies N
12445	Brandl Chevrolet, Buick GMC		48.49	1 Transactions		
163	Charter Communications					
	03-303-000-0000-6254		141.76	PHONE: HWY OFFICE	0-022823121920	Utilities N
163	Charter Communications		141.76	1 Transactions		
14887	Cintas Corporation					
	03-303-000-0000-6298	AP	9.63	SHOP LAUNDRY	4070561326	Shop Maintenance N
	03-303-000-0000-6298	AP	9.63	SHOP LAUNDRY	4071334876	Shop Maintenance N
14887	Cintas Corporation		19.26	2 Transactions		
8618	Compass Minerals America					
	03-303-000-0000-6518	AP	4,997.91	DE- ICING SALT	724663	De- Icing Salt N
8618	Compass Minerals America		4,997.91	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
1/5/21 9:24AM
3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount			
7060 Federated Co- Ops Inc.					
03- 303- 000- 0000- 6297	AP	692.71	JACOBSON SHOP PROPANE	315185	Shop Fuel N
03- 303- 000- 0000- 6297	AP	420.70	MCGRATH SHOP PROPANE	369015	Shop Fuel N
7060 Federated Co- Ops Inc.		1,113.41	2 Transactions		
9368 FirstSource					
03- 303- 000- 0000- 6296	AP	169.14	DRUG SCREEN	FL00406500	Meeting Expense/Physicals Y
03- 303- 000- 0000- 6296	AP	135.76	DRUG SCREEN	FL00411990	Meeting Expense/Physicals Y
9368 FirstSource		304.90	2 Transactions		
8622 Frontier					
03- 303- 000- 0000- 6254		72.10	JACOBSON	218- 752- 6591	Utilities N
03- 303- 000- 0000- 6254		72.10	MCGREGOR	218- 768- 4481	Utilities N
03- 303- 000- 0000- 6254		72.10	PALISADE	218- 845- 2607	Utilities N
03- 303- 000- 0000- 6254		92.10	MCGRATH	320- 592- 3580	Utilities N
8622 Frontier		308.40	4 Transactions		
1818 Glen's Sign Dezine					
03- 303- 000- 0000- 6516	AP	250.00	E- 911 SIGNING		Signs & Posts Y
03- 303- 000- 0000- 6516	AP	60.00	SWITERZLAND TRAIL		Signs & Posts Y
03- 303- 000- 0000- 6590	AP	62.00	DOOR DECAL		Repair & Maintenance Supplies Y
1818 Glen's Sign Dezine		372.00	3 Transactions		
1880 Gravelle Plumbing & Heating, Inc					
03- 303- 000- 0000- 6298	AP	7.96	AITKIN SHOP	85067	Shop Maintenance N
03- 303- 000- 0000- 6298	AP	532.90	AITKIN SHOP	85175	Shop Maintenance N
1880 Gravelle Plumbing & Heating, Inc		540.86	2 Transactions		
1959 H & L Mesabi Inc					
03- 303- 000- 0000- 6298	AP	60.00	AITKIN SHOP SUPPLIES	40818	Shop Maintenance N
1959 H & L Mesabi Inc		60.00	1 Transactions		
91187 Lake Country Power					
03- 303- 000- 0000- 6254	AP	55.29	NOV/DEC CSAH 14	141979801	Utilities N
03- 303- 000- 0000- 6254	AP	48.59	NOV/DEC CSAH 6	141979901	Utilities N
91187 Lake Country Power		103.88	2 Transactions		
14038 Lube- Tech Liquid Recycling, Inc.					
03- 303- 000- 0000- 6298	AP	212.00	AITKIN SHOP SUPPLIES	2513026	Shop Maintenance N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
Amount					
14038 Lube- Tech Liquid Recycling, Inc.	AP	PALISADE SHOP SUPPLIES	2513027	Shop Maintenance	N
		2 Transactions			
12927 Midwest Machinery Co.	AP	REPAIR PARTS	2305172	Repair & Maintenance Supplies	N
		1 Transactions			
9179 NORTH CENTRAL INTERNATIONAL, LLC	AP	REPAIR PARTS	858275	Repair & Maintenance Supplies	N
		1 Transactions			
8691 Northland Hydraulic Service	AP	REPAIR PARTS	0- 04286	Repair & Maintenance Supplies	N
		1 Transactions			
10412 O'Reilly Auto Parts	AP	REPAIR PARTS	1878- 472975	Repair & Maintenance Supplies	N
	AP	REPAIR PARTS	1878- 475060	Repair & Maintenance Supplies	N
		2 Transactions			
14861 Parman Energy Group	AP	HYDRAULIC OIL	0921665- IN	Motor Fuel & Lubricants	N
		1 Transactions			
3950 Public Utilities	AP	HWY 47 & CR 12	1686- 00	Utilities	N
	AP	HWY 210 W & CR 28	59455- 00	Utilities	N
	AP	AITKIN SHOP WATER	63335- 00	Utilities	N
	AP	HWY 210/169 E & CR 12	63388- 00	Utilities	N
		4 Transactions			
90805 Temco	AP	PALISADE SHOP	25526	Shop Maintenance	Y
		1 Transactions			
13934 The Tire Barn	AP	REPAIR LABOR	55913	Repair & Maintenance Supplies	Y
	AP	REPAIR PARTS	55913	Repair & Maintenance Supplies	Y

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
13934	The Tire Barn		1,453.97				
				2 Transactions			
9642	WEX BANK						
	03- 303- 000- 0000- 6513	AP	2,247.71	GASOLINE	11/8- 12/7/20	Motor Fuel & Lubricants	N
9642	WEX BANK		2,247.71				
				1 Transactions			
8279	Winzer Franchise Company						
	03- 303- 000- 0000- 6298	AP	15.07	AITKIN SHOP SUPPLIES	6767015	Shop Maintenance	N
8279	Winzer Franchise Company		15.07				
				1 Transactions			
303	DEPT Total:		54,901.38	R&B Highway Maintenance	29 Vendors	54 Transactions	
307	DEPT			R&B Capital Infrastructure			
86222	Aitkin Independent Age						
	03- 307- 000- 0000- 6230	AP	167.85	AD FOR BID	1102571	Printing & Publishing	N
86222	Aitkin Independent Age		167.85				
				1 Transactions			
8694	Department of Transportation						
	03- 307- 000- 0000- 6260	AP	190.82	JOB COST TRANSFERS	P00012787	Professional Services	N
8694	Department of Transportation		190.82				
				1 Transactions			
91187	Lake Country Power						
	03- 307- 000- 0000- 6295	AP	62,610.50	UTILITY RELOCATION	49733	Utility Moves	N
91187	Lake Country Power		62,610.50				
				1 Transactions			
307	DEPT Total:		62,969.17	R&B Capital Infrastructure	3 Vendors	3 Transactions	
308	DEPT			R&B Equipment & Facilities			
5128	Widseth Smith & Nolting Inc						
	03- 308- 000- 0000- 6600	AP	1,320.00	ACHD REMODEL	208002	Capital Outlay- Facilities	N
	03- 308- 000- 0000- 6600	AP	1,320.00	ACHD REMODEL	208590	Capital Outlay- Facilities	N
5128	Widseth Smith & Nolting Inc		2,640.00				
				2 Transactions			
308	DEPT Total:		2,640.00	R&B Equipment & Facilities	1 Vendors	2 Transactions	
3	Fund Total:		123,821.37	Road & Bridge		63 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
400 DEPT		Public Health Department			
248 Association of Mn Counties					
05- 400- 440- 0410- 6241	AP	AMC Annual Mtg	57006	Meeting/Conference Registration Fee	N
248 Association of Mn Counties					
			1 Transactions		
88628 Dalco Enterprises, Inc.					
05- 400- 440- 0410- 6422	AP	Toilet Tissue	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 400- 440- 0410- 6422	AP	Roll Towels	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 400- 440- 0410- 6422	AP	Disinfectant	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 400- 440- 0410- 6422	AP	Can Liners	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
88628 Dalco Enterprises, Inc.			4 Transactions		
400 DEPT Total:		217.79 Public Health Department	2 Vendors	5 Transactions	
420 DEPT		Income Maintenance			
248 Association of Mn Counties					
05- 420- 600- 4800- 6241	AP	AMC Annual Mtg	57006	Meeting/Conference Registration Fee	N
248 Association of Mn Counties					
			1 Transactions		
88628 Dalco Enterprises, Inc.					
05- 420- 600- 4800- 6422	AP	Toilet Tissue	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 420- 600- 4800- 6422	AP	Roll Towels	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 420- 600- 4800- 6422	AP	Disinfectant	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 420- 600- 4800- 6422	AP	Can Liners	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
88628 Dalco Enterprises, Inc.			4 Transactions		
420 DEPT Total:		449.16 Income Maintenance	2 Vendors	5 Transactions	
430 DEPT		Social Services			
248 Association of Mn Counties					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
05- 430- 700- 4800- 6241	AP	AMC Annual Mtg	57006	Meeting/Conference Registration Fee	N
248 Association of Mn Counties					
		25.50			
		25.50			
			1 Transactions		
88628 Dalco Enterprises, Inc.					
05- 430- 700- 4800- 6422	AP	Toilet Tissue	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 430- 700- 4800- 6422	AP	Roll Towels	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 430- 700- 4800- 6422	AP	Disinfectant	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
05- 430- 700- 4800- 6422	AP	Can Liners	3719642	Janitorial Services/Supplies	N
		12/22/2020 12/22/2020			
88628 Dalco Enterprises, Inc.					
		668.65			
		668.65			
			4 Transactions		
430 DEPT Total:		694.15	Social Services	2 Vendors	5 Transactions
5 Fund Total:		1,361.10	Health & Human Services		15 Transactions

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 10 Trust

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
900	DEPT		Timber Permit Bonds			
5938	Rieger Logging		Bond Refund	13938	Timber Permit Bonds	N
	10- 900- 000- 0000- 2300					
5938	Rieger Logging			1 Transactions		
5791	Sappi		Bond Refund	14226	Timber Permit Bonds	N
	10- 900- 000- 0000- 2300					
5791	Sappi			1 Transactions		
900	DEPT Total:		Timber Permit Bonds	2 Vendors	2 Transactions	
923	DEPT		Forfeited Tax Sales			
90762	Aitkin Co License Center		2018 PJ Trailer	189741	Auto & Trailer License	N
	10- 923- 000- 0000- 6374					
90762	Aitkin Co License Center			1 Transactions		
195	Aitkin Tire Shop		Tire repair #315	60349	Repair & Maintenance Supplies	Y
	10- 923- 000- 0000- 6590	AP				
195	Aitkin Tire Shop			1 Transactions		
783	Canon Financial Services, Inc		Copier contract charges	22250792	Services, Labor, Contracts	N
	10- 923- 000- 0000- 6231	AP	12/01/2020 12/31/2020			
783	Canon Financial Services, Inc			1 Transactions		
923	DEPT Total:		Forfeited Tax Sales	3 Vendors	3 Transactions	
10	Fund Total:		Trust		5 Transactions	

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

WLC1
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11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
925 DEPT		Resource Management			
8287 Mn Dept Of Labor & Industry		Pressure Vessel Licence	ABR0248636X	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590					
8287 Mn Dept Of Labor & Industry		1 Transactions			
14386 Paradigm Automotive		Tire plug	10026	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590	AP				
14386 Paradigm Automotive		1 Transactions			
15370 Sullivan Jr/Barry D		Buckthorn/Stumps	12/28/2020	Services, Labor, Contracts	Y
11- 925- 000- 0000- 6231	AP				
15370 Sullivan Jr/Barry D		1 Transactions			
13934 The Tire Barn		Disc Rotor #666	55883	Repair & Maintenance Supplies	N
11- 925- 000- 0000- 6590	AP				
11- 925- 000- 0000- 6590	AP	Spark Plugs #798	55955	Repair & Maintenance Supplies	N
13934 The Tire Barn		2 Transactions			
925 DEPT Total:		2,092.46	Resource Management	4 Vendors	5 Transactions
939 DEPT		County Surveyor			
8434 DLT Solutions, Inc		ELD Annual Subscr	4931557	Office & Computer Supplies	N
11- 939- 000- 0000- 6405		12/28/2020			
8434 DLT Solutions, Inc		07/31/2021			
		1 Transactions			
9569 Minnesota Society of Professional Survey		R.Quale Lic Mbrshp	300003093	Dues/Assoc Fees	Y
11- 939- 000- 0000- 6240					
9569 Minnesota Society of Professional Survey		1 Transactions			
939 DEPT Total:		1,781.99	County Surveyor	2 Vendors	2 Transactions
11 Fund Total:		3,874.45	Forest Development		7 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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15 Aitkin County Collaborativ

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
450 DEPT		Collaborative- Aitkin School			
86308 Aitkin Public Schools		20- 21 LCTS Allocation	4512	Aitkin School Services	N
15- 450- 000- 0000- 6231	31,500.00	12/22/2020			
86308 Aitkin Public Schools	31,500.00	1 Transactions			
450 DEPT Total:	31,500.00	Collaborative- Aitkin School	1 Vendors	1 Transactions	
15 Fund Total:	31,500.00	Aitkin County Collaborative		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521 DEPT		LLCC Administration			
783 Canon Financial Services, Inc		COPIER CONTRACT	22202627	Services, Labor, Contracts	N
19- 521- 000- 0000- 6231					
783 Canon Financial Services, Inc		1 Transactions			
106.01					
14812 SCI Broadband/Savage Communications		PHONE/INTERNET	024- 033167	Telephone	N
19- 521- 000- 0000- 6250					
673.77		1 Transactions			
14812 SCI Broadband/Savage Communications					
673.77					
521 DEPT Total:		LLCC Administration	2 Vendors	2 Transactions	
779.78					
524 DEPT		LLCC Maintenance			
1430 Dotzler Power Equipment		SHARPEN HARVESTER CHAIN	17845	Repair & Maintenance Supplies	N
19- 524- 000- 0000- 6590	AP				
20.00		SHARPEN SAW CHAIN	17985	Repair & Maintenance Supplies	N
19- 524- 000- 0000- 6590	AP				
20.00		2 Transactions			
1430 Dotzler Power Equipment					
40.00					
524 DEPT Total:		LLCC Maintenance	1 Vendors	2 Transactions	
40.00					
19 Fund Total:		Long Lake Conservation Center		4 Transactions	
819.78					

WLC1
1/5/21
21 Parks

9:24AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520	DEPT		Parks			
188	Aitkin Sno- Drifters Snowmobile 21- 520- 000- 0000- 6802	Q	GIA BM1	FY21	Trail Grants- State	N
188	Aitkin Sno- Drifters Snowmobile			1 Transactions		
1805	Giese Sno- Cruisers Trail Assn. 21- 520- 000- 0000- 6802	Q	GIA BM1	FY21	Trail Grants- State	N
1805	Giese Sno- Cruisers Trail Assn.			1 Transactions		
2060	Haypoint Jackpine Savages 21- 520- 000- 0000- 6802	Q	GIA BM1	FY21	Trail Grants- State	N
2060	Haypoint Jackpine Savages			1 Transactions		
3176	Mille Lacs Trails, Inc. 21- 520- 000- 0000- 6802	Q	GIA BM1		Trail Grants- State	N
3176	Mille Lacs Trails, Inc.			1 Transactions		
3780	Palisade Supersledders Inc. 21- 520- 000- 0000- 6802	Q	GIA BM1	FY21	Trail Grants- State	N
3780	Palisade Supersledders Inc.			1 Transactions		
3950	Public Utilities 21- 520- 000- 0000- 6254	AP	Utilities 11/16/2020	1670- 00	Utilities	N
	21- 520- 000- 0000- 6254	AP	Utilities 11/16/2020	1671- 00	Utilities	N
	21- 520- 000- 0000- 6254	AP	Utilities 11/16/2020	348- 00	Utilities	N
3950	Public Utilities			3 Transactions		
4800	Tamarack Sno- Flyers 21- 520- 000- 0000- 6802		GIA BM1	FY21	Trail Grants- State	N
4800	Tamarack Sno- Flyers			1 Transactions		
5551	Unclaimed Freight North 21- 520- 000- 0000- 6802	AP Q	Trailer Jacks (3)	210845	Trail Grants- State	N
5551	Unclaimed Freight North			1 Transactions		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
520 DEPT Total:		113,023.98	Parks	8 Vendors	10 Transactions
21 Fund Total:		113,023.98	Parks		10 Transactions
Final Total:		431,820.84	139 Vendors	207 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	152,420.72	General Fund
3	123,821.37	Road & Bridge
5	1,361.10	Health & Human Services
10	4,999.44	Trust
11	3,874.45	Forest Development
15	31,500.00	Aitkin County Collaborative
19	819.78	Long Lake Conservation Center
21	113,023.98	Parks
All Funds	431,820.84	Total

Approved by,

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Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLC1
 1/20/21 11:09AM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230	AP	61.55	Synopsis 12/15	812852	Printing, Publishing & Adv	N
	01-001-000-0000-6230	AP	179.04	Synopsis 12/15	812853	Printing, Publishing & Adv	N
86222	Aitkin Independent Age		240.59			2 Transactions	
15240	AT&T Mobility 01-001-000-0000-6250	AP	114.69	Wireless bill 11/26/2020 12/25/2020	287298817699	Telephone	N
15240	AT&T Mobility		114.69			1 Transactions	
3473	NACO 01-001-000-0000-6241		450.00	2021 Membership Dues	267189	Registration Fee	N
3473	NACO		450.00			1 Transactions	
14289	Pratt/Bill 01-001-000-0000-6330	AP	131.10	Brd Mlg 11/3-12/30 11/03/2020 12/30/2020		Transportation & Travel & Parking	N
14289	Pratt/Bill		131.10			1 Transactions	
86235	The Office Shop Inc 01-001-000-0000-6405	AP	11.72	Napstad name plate	1089719-0	Office & Computer Supplies	N
86235	The Office Shop Inc		11.72			1 Transactions	
6097	Verizon Wireless 01-001-000-0000-6250		35.01	Mifi- Marcotte 01/05/2021 02/04/2021	9870575245	Telephone	N
	01-001-000-0000-6250	AP	35.01	Mifi- Niemi 12/02/2020 01/01/2021	9870622461	Telephone	N
6097	Verizon Wireless		70.02			2 Transactions	
1	DEPT Total:		1,018.12	Commissioners	6 Vendors	8 Transactions	
12	DEPT			Court Administration			
9323	Avery/Jill 01-012-000-0000-6232	AP	346.00	01- P4- 99- 194 12/01/2020 12/31/2020	Dec2020	Attorney Services	Y
9323	Avery/Jill		346.00			1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11634 Gammello & Pearson PLLC					
01-012-000-0000-6232	AP	01-PR-15-650	77653	Attorney Services	Y
01-012-000-0000-6232	AP	01-CR-20-664	77657	Attorney Services	Y
01-012-000-0000-6232	AP	01-PR-20-939	77658	Attorney Services	Y
01-012-000-0000-6232	AP	01-PR-20-1037	77660	Attorney Services	Y
01-012-000-0000-6232	AP	01-PR-17-186	77661	Attorney Services	Y
11634 Gammello & Pearson PLLC		5 Transactions			
12 DEPT Total:		2,041.00	Court Administration	2 Vendors	6 Transactions
40 DEPT			Auditor		
86235 The Office Shop Inc					
01-040-000-0000-6405		10.39	APPT. BOOK - K. PEYSAR	1090155-0	Office & Computer Supplies N
01-040-021-0000-6405	AP	101.44	COPIER CONTRACT	314324-0	Office & Computer Supplies N
01-040-000-0000-6405		6.50	RIBBON	314409-0	Office & Computer Supplies N
86235 The Office Shop Inc		118.33	3 Transactions		
10930 Tidholm Productions					
01-040-000-0000-6405	AP	146.00	#10 REG ENVELOPES	1689 9522	Office & Computer Supplies Y
10930 Tidholm Productions		146.00	1 Transactions		
40 DEPT Total:		264.33	Auditor	2 Vendors	4 Transactions
42 DEPT			Treasurer		
11603 Girard's Business Solutions,Inc.					
01-042-000-0000-6231	AP	450.00	CR190i Service Contract	2102AITCOU	Services, Labor, Contracts N
11603 Girard's Business Solutions,Inc.		450.00	1 Transactions		
86235 The Office Shop Inc					
01-042-000-0000-6405		17.25	Gel pens, adh notes	1090399-0	Office & Computer Supplies N
86235 The Office Shop Inc		17.25	1 Transactions		
14330 US Bank					
01-042-000-0000-6231		117.53	Copier contract	433048642	Services, Labor, Contracts N
14330 US Bank		117.53	1 Transactions		
42 DEPT Total:		584.78	Treasurer	3 Vendors	3 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
43	DEPT			Assessor			
10452	AT&T Mobility 01- 043- 000- 0000- 6250	AP	390.61	Wireless bill 11/26/2020	287298660812	Telephone	N
				12/25/2020			
10452	AT&T Mobility		390.61	1 Transactions			
86235	The Office Shop Inc 01- 043- 000- 0000- 6405		55.37	office supplies	1090462- 0	Office, Film & Computer Supplies	N
86235	The Office Shop Inc		55.37	1 Transactions			
6097	Verizon Wireless 01- 043- 000- 0000- 6250	AP	35.01	Wireless bill 12/02/2020	9870320315	Telephone	N
				01/01/2021			
6097	Verizon Wireless		35.01	1 Transactions			
43	DEPT Total:		480.99	Assessor	3 Vendors	3 Transactions	
44	DEPT			Central Services			
248	Association of Mn Counties 01- 044- 000- 0000- 6845		10,803.00	2021 Annual dues	56546	Assoc of MN Counties	N
248	Association of Mn Counties		10,803.00	1 Transactions			
89081	North Ambulance Brainerd 01- 044- 000- 0000- 6841	AP	2,025.00	Dec. 2020 Subsidy		Ambulance Appropriations	N
89081	North Ambulance Brainerd		2,025.00	1 Transactions			
3336	Office Of MN. IT Services 01- 044- 000- 0000- 6231	AP	1,300.00	WAN services Dec2020 12/01/2020	DV20120329	Services, Labor, Contracts	N
				12/31/2020			
3336	Office Of MN. IT Services		1,300.00	1 Transactions			
44	DEPT Total:		14,128.00	Central Services	3 Vendors	3 Transactions	
45	DEPT			Motor Pool			
13934	The Tire Barn 01- 045- 000- 0000- 6302	AP	61.69	Oil Change/Rotate Tires - Car 12/22/2020	56009	Car Maintenance	N
				01- 045- 000- 0000- 6302	56010	Car Maintenance	N

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formular Descripti	1099	
No. Account/Formula	Accr	Amount	Service Dates	Invoice #	Account/Formular Descripti	1099
				Paid On Bhf #	On Behalf of Name	
13934 The Tire Barn		118.58	12/22/2020			
			2 Transactions			
45 DEPT Total:		118.58	Motor Pool	1 Vendors	2 Transactions	
49 DEPT			Information Technologies			
14071 Marco Technologies LLC						
01-049-000-0000-6231		3,697.56	ASA5516 SMARTNET	INV8278549	Programming, Services, Contracts	N
14071 Marco Technologies LLC		3,697.56		1 Transactions		
86290 Mn Counties Information Systems						
01-049-000-0000-6231		7,910.00	2021 CTYTAXQTR35	1972	Programming, Services, Contracts	N
01-049-000-0000-6231		17,401.00	2021 CTYTAXQTR65	1972	Programming, Services, Contracts	N
01-049-000-0000-6231		2,550.00	2021 CTYHOSTLV2	1993	Programming, Services, Contracts	N
01-049-000-0000-6231		859.00	2021 CTYHOSTRES	1993	Programming, Services, Contracts	N
86290 Mn Counties Information Systems		28,720.00		4 Transactions		
49 DEPT Total:		32,417.56	Information Technologies	2 Vendors	5 Transactions	
52 DEPT			Administration			
3475 AMC						
01-052-000-0000-6240		771.00	2021 MACA dues		Dues & Subscriptions	N
3475 AMC		771.00		1 Transactions		
15240 AT&T Mobility						
01-052-000-0000-6250	AP	49.86	Wireless bill	287298817699	Telephone	N
			11/26/2020	12/25/2020		
15240 AT&T Mobility		49.86		1 Transactions		
86235 The Office Shop Inc						
01-052-000-0000-6405	AP	17.13	file folders	1090059-0	Office & Computer Supplies	N
86235 The Office Shop Inc		17.13		1 Transactions		
52 DEPT Total:		837.99	Administration	3 Vendors	3 Transactions	
53 DEPT			Human Resources			
86222 Aitkin Independent Age						
01-053-000-0000-6230	AP	98.00	Help wanted 12/2	808660	Printing, Publishing & Adv	N

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Invoice #	On Behalf of Name
01- 053- 000- 0000- 6230	AP	77.00	Help wanted 12/9	809735	Printing, Publishing & Adv N
01- 053- 000- 0000- 6230	AP	77.00	Help wanted 12/16	811050	Printing, Publishing & Adv N
01- 053- 000- 0000- 6230	AP	83.00	Help wanted 12/23	812092	Printing, Publishing & Adv N
01- 053- 000- 0000- 6230	AP	60.00	Help wanted 12/30	812992	Printing, Publishing & Adv N
86222 Aitkin Independent Age		395.00			5 Transactions
3475 AMC					
01- 053- 000- 0000- 6240		125.00	2021 MCHRMA - BD		Dues/Assoc Fees N
3475 AMC		125.00			1 Transactions
15240 AT&T Mobility					
01- 053- 000- 0000- 6250	AP	99.72	Wireless bill	287299383308	Telephone N
			11/26/2020 12/25/2020		
15240 AT&T Mobility		99.72			1 Transactions
10629 Ergometrics Inc					
01- 053- 000- 0000- 6231	AP	212.60	Frontline testing for Law Enf	30686	Services, Labor, Contracts N
10629 Ergometrics Inc		212.60			1 Transactions
12048 McDowell Agency, Inc./The					
01- 053- 000- 0000- 6234	AP	133.00	Background check- Adelman		Background Check Fees N
			12/01/2020 12/31/2020		
01- 053- 000- 0000- 6234	AP	25.00	Background check- Bardzel		Background Check Fees N
			12/01/2020 12/31/2020		
01- 053- 000- 0000- 6234	AP	61.00	Background check- Wolfe		Background Check Fees N
			12/01/2020 12/31/2020		
12048 McDowell Agency, Inc./The		219.00			3 Transactions
86290 Mn Counties Information Systems					
01- 053- 000- 0000- 6231		474.00	2021 FORMSPRINT PDF	1983	Services, Labor, Contracts N
86290 Mn Counties Information Systems		474.00			1 Transactions
3810 Paulbeck's County Market					
01- 053- 000- 0000- 6405	AP	5.99	coffee (interviews)	0097	Office & Computer Supplies N
3810 Paulbeck's County Market		5.99			1 Transactions
86235 The Office Shop Inc					
01- 053- 000- 0000- 6405	AP	19.98	post- its flags	1090059- 0	Office & Computer Supplies N
01- 053- 000- 0000- 6405	AP	26.03	10x13 envelopes	1090059- 1	Office & Computer Supplies N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
86235 The Office Shop Inc					
		2 Transactions			
10930 Tidholm Productions					
01-053-000-0000-6405	AP	2500 envelopes	1682 9500	Office & Computer Supplies	Y
10930 Tidholm Productions					
		1 Transactions			
53 DEPT Total:		1,765.32	Human Resources	9 Vendors	16 Transactions
90 DEPT			Attorney		
10452 AT&T Mobility					
01-090-000-0000-6250	AP	Wireless bill	287301408597	Telephone	N
		11/26/2020	12/25/2020		
10452 AT&T Mobility		249.30			
			1 Transactions		
10855 Culligan					
01-090-000-0000-6213		Water Cooler	01184209	Drug & Forfeiture Ms387.213	N
10855 Culligan		171.50			
		171.50	1 Transactions		
2390 Itasca Co Sheriff					
01-090-000-0000-6234		Subpoena Service	202100097	Co Sheriff Services	N
2390 Itasca Co Sheriff		75.00			
			1 Transactions		
8454 Ramsey County Sheriff					
01-090-000-0000-6234		Subpoena Service	202016216	Co Sheriff Services	N
8454 Ramsey County Sheriff		70.00			
		70.00	1 Transactions		
10879 Shred- It					
01-090-000-0000-6231	AP	OnSite Serv 12/2, 12/30	8181146768	Services, Labor, Contracts	N
		12/01/2020	12/31/2020		
10879 Shred- It		376.10			
			1 Transactions		
86235 The Office Shop Inc					
01-090-000-0000-6405		office supplies	1090151-0	Office & Computer Supplies	N
01-090-000-0000-6405		office supplies	1090274-0	Office & Computer Supplies	N
01-090-000-0000-6625	AP	Copier contract	314298-0	Office Equipment	N
86235 The Office Shop Inc		21.86			
		38.80			
		1,101.62			
		1,162.28	3 Transactions		
5173 Thomson Reuters- West Publishing					
01-090-000-0000-6239	AP	West info charges	843588570	Computer Research	N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
01-090-000-0000-6239		333.26	12/01/2020 12/31/2020 Library Plan changes	843690278	Computer Research N
5173 Thomson Reuters- West Publishing		1,840.41	01/01/2021 01/31/2021 2 Transactions		
90 DEPT Total:		3,944.59	Attorney	7 Vendors	10 Transactions
100 DEPT			Recorder		
13850 NORTHSTAR		173.55	Record Paper (28601- 29600)	49652354	Office & Computer Supplies N
13850 NORTHSTAR		173.55	1 Transactions		
6101 West Central Indexing		204.00	ICRS- Dec2020	1628	Services, Labor, Contracts- Land Reco N
01-100-195-0000-6231	AP		12/01/2020 12/31/2020		
6101 West Central Indexing		204.00	1 Transactions		
100 DEPT Total:		377.55	Recorder	2 Vendors	2 Transactions
110 DEPT			Courthouse Maintenance		
15240 AT&T Mobility		49.86	Wireless bill	287298817699	Phone N
01-110-000-0000-6250	AP		11/26/2020 12/25/2020		
15240 AT&T Mobility		49.86	1 Transactions		
1754 Garrison Disposal Company, Inc		648.85	MONTHLY GARBAGE	155922	Garbage N
01-110-000-0000-6255	AP		1 Transactions		
1754 Garrison Disposal Company, Inc		648.85			
4641 Holiday Credit Office		96.08	GAS FOR TRUCK AND EQUIPMENT	1400000135208	Gas And Oil N
01-110-000-0000-6511	AP		1 Transactions		
4641 Holiday Credit Office		96.08			
12927 Midwest Machinery Co.		1,549.05	DRIVE SHAFT FOR SWEEPER	2311422	Services, Labor, Contracts N
01-110-000-0000-6231			1 Transactions		
12927 Midwest Machinery Co.		1,549.05			
89765 Minnesota Elevator, Inc					

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
89765 Minnesota Elevator, Inc		MEI MONTHLY INSPECTION.	890545	Services, Labor, Contracts	N
		1 Transactions			
15205 Nelson Excavating & Landscaping		SNOW PLOWING	1783	Services, Labor, Contracts	Y
		1 Transactions			
110 DEPT Total:		Courthouse Maintenance	6 Vendors	6 Transactions	
121 DEPT		Housing & Redevelopment			
11113 Anderson/Edward		HRA mtgs		Per Diem	Y
		10/28/2020 12/30/2020			
		1 Transactions			
15266 Emanuel/Laura		HRA mtgs		Per Diem	Y
		10/28/2020 12/30/2020			
		1 Transactions			
15271 Kullhem/JoLynn		HRA mtgs		Per Diem	Y
		10/28/2020 12/30/2020			
		1 Transactions			
10017 Tveit/Galen		HRA mtgs		Per Diem	Y
		10/28/2020 12/30/2020			
		1 Transactions			
11355 Williams/Ihleen E		HRA mtgs		Per Diem	Y
		10/28/2020 12/30/2020			
		1 Transactions			
121 DEPT Total:		Housing & Redevelopment	5 Vendors	5 Transactions	
122 DEPT		Planning & Zoning			

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1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
111 Aitkin Co Soil & Water					
01-122-000-0000-6231	AP	29,120.00		Shared Buffer Law Position	Services, Labor, Contracts, Programm N
01-122-000-0000-5306	AP	135,621.50	15193	2020 Aquatic ISP Aid	Invasive Species State Grant 477A.19 N
111 Aitkin Co Soil & Water		164,741.50		2 Transactions	
86222 Aitkin Independent Age					
01-122-000-0000-6230		106.31	812854	Notice of Hrg 1/6	Printing, Publishing & Adv N
01-122-000-0000-6230		55.95	813807	Notice of Hrg 1/25	Printing, Publishing & Adv N
86222 Aitkin Independent Age		162.26		2 Transactions	
14320 Benson/Lin					
01-122-000-0000-6350		80.00		BOA mtg	Per Diem Y
01-122-038-0000-6330		90.72		BOA mlg	Boa/Pc Mileage N
14320 Benson/Lin		170.72		2 Transactions	
4641 Holiday Credit Office					
01-122-000-0000-6511	AP	86.02	1400000135321	PZ fuel - Dec20	Gas And Oil N
4641 Holiday Credit Office		86.02		1 Transactions	
2573 Kanabec Publications Inc					
01-122-000-0000-6230		43.75	800889	Notice of Hrg 1/25	Printing, Publishing & Adv N
2573 Kanabec Publications Inc		43.75		1 Transactions	
2953 MACPZA					
01-122-000-0000-6240		80.00		2021 MACPZA dues - PG	Dues N
2953 MACPZA		80.00		1 Transactions	
5516 Paquette/Jeremy M					
01-122-000-0000-6350		80.00		BOA mtg	Per Diem Y
01-122-038-0000-6330		132.12		BOA mlg	Boa/Pc Mileage N
5516 Paquette/Jeremy M		212.12		2 Transactions	
9261 RTVision, Inc.					
01-122-000-0000-6231		1,000.00	2021-101312	OneGov upgrade	Services, Labor, Contracts, Programm N
9261 RTVision, Inc.		1,000.00		1 Transactions	
999999000 Sportel/Darryl					
01-122-000-0000-6820		200.00	2020-006231	Partial Refund- app incomplete	Refunds & Reimbursements N

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1 General Fund

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
999999000 Sportel/Darryl			200.00				
12077 Stromberg/Kevin							
01-122-000-0000-6350			80.00	BOA mtg		Per Diem	Y
01-122-038-0000-6330			78.96	BOA mlg		Boa/Pc Mileage	N
12077 Stromberg/Kevin			158.96				
86235 The Office Shop Inc							
01-122-000-0000-6405			7.26	hanging calendar	1090156-1	Office, Computer, Film, & Field Suppl	N
86235 The Office Shop Inc			7.26				
122 DEPT Total:			166,862.59	Planning & Zoning	11 Vendors	16 Transactions	
123 DEPT				Coroner			
3987 Ramsey County Medical Examiner							
01-123-000-0000-6260 AP			535.00	ME 20-3378, Medex 028832	11/28/2020	Autopsies - Pathologist, Xrays, Etc	N
3987 Ramsey County Medical Examiner			535.00				
123 DEPT Total:			535.00	Coroner	1 Vendors	1 Transactions	
200 DEPT				Enforcement			
86359 Aitkin Co Attorney							
01-200-039-0000-6425 AP			1,275.00	4th Quarter 2020 Consultations		Gun Permit Expenses	N
86359 Aitkin Co Attorney			1,275.00				
117 Aitkin County Sheriff							
01-200-201-0000-6610			100.00	Jacobson Center deposit		Equipment	N
117 Aitkin County Sheriff			100.00				
86222 Aitkin Independent Age							
01-200-000-0000-6405			48.95	admin subscription	TAA-210121	Office Supplies	N
86222 Aitkin Independent Age			48.95				
170 Aitkin Motor Company							
01-200-000-0000-6302			194.43	belt, tensioner #210	29060	Car Maintenance	N
170 Aitkin Motor Company			194.43				
9203 AT&T Mobility							

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WLC1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	ACCR	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount			
9203 AT&T Mobility	AP	879.62	287297906116	Telephone	N
		879.62			
			1 Transactions		
15239 AT&T Mobility	AP	645.22	287258495419	Telephone	N
		645.22			
			1 Transactions		
86467 Auto Value Aitkin		6.99	40171774	Car Maintenance	N
		6.99			
			1 Transactions		
6038 Beasleys Mississippi Landing Inc		31.77	2523.- 18	Gas And Oil	N
		31.77			
			1 Transactions		
10442 Bureau Of Crim.Apprehension		1,535.00	01- 000067	Gun Permit Expenses	N
		1,535.00			
			1 Transactions		
783 Canon Financial Services, Inc		181.45	22300626	Services & Labor (Incl Contracts)	N
		181.45			
			1 Transactions		
1059 CMI, Inc.		81.80	8038270	Office Supplies	N
		81.80			
			1 Transactions		
9339 Dennis' Towing		225.00	21- 466	Wrecker Service	N
		225.00			
			1 Transactions		
1775 Galls LLC	AP	68.93	017240538	Equipment & Radios	N
		68.93			
			1 Transactions		
4641 Holiday Credit Office	AP	90.66	1400000288942	Gas And Oil	N
		90.66			
			1 Transactions		

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WLC1
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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount			
2340 Hyytinen Hardware Hank					
01- 200- 000- 0000- 6405	AP	59.99	ext cord electric garage	1621011	Office Supplies N
2340 Hyytinen Hardware Hank		59.99	1 Transactions		
6121 Identisys					
01- 200- 039- 0000- 6425		286.57	color ribbon, laminate	508876	Gun Permit Expenses N
6121 Identisys		286.57	1 Transactions		
2375 Intoximeters Inc					
01- 200- 000- 0000- 6405		180.00	PBT tubes	670582	Office Supplies N
2375 Intoximeters Inc		180.00	1 Transactions		
2925 L & M Supply, Inc.					
01- 200- 201- 0000- 6610		53.94	field reponse tools	10082906	Equipment N
2925 L & M Supply, Inc.		53.94	1 Transactions		
3371 Minnesota Sheriffs' Association					
01- 200- 000- 0000- 6240		2,715.78	MSA 2021 Dues	21- 0001	Dues N
01- 200- 000- 0000- 6240		1.00	MSA 2021 Lexipol Project Dues	21- 0088	Dues N
01- 200- 003- 0000- 6241		994.00	MSA ICLD 2021 Project	21- 0175	Registration Fee N
3371 Minnesota Sheriffs' Association		3,710.78	3 Transactions		
10412 O'Reilly Auto Parts					
01- 200- 000- 0000- 6302		2.99	wiper fluid #225	1878- 476815	Car Maintenance N
01- 200- 000- 0000- 6302		7.31	light bulb #216	1878- 477148	Car Maintenance N
10412 O'Reilly Auto Parts		10.30	2 Transactions		
12110 Revelin Vehicle Solutions, LLC					
01- 200- 000- 0000- 6302		20,034.00	squad set- up equipment	237	Car Maintenance Y
12110 Revelin Vehicle Solutions, LLC		20,034.00	1 Transactions		
84172 Riverwood Healthcare Center					
01- 200- 000- 0000- 6231	AP	108.00	blood draws	80002813	Services & Labor (Incl Contracts) 6
84172 Riverwood Healthcare Center		108.00	1 Transactions		
86235 The Office Shop Inc					
01- 200- 000- 0000- 6231	AP	568.35	admin copy count	314299- 0	Services & Labor (Incl Contracts) N
86235 The Office Shop Inc		568.35	1 Transactions		

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13934 The Tire Barn					
01- 200- 000- 0000- 6302	AP	1,516.90	4 tires, brakes #218	56078	Car Maintenance N
01- 200- 000- 0000- 6302		47.69	oil change #206	56140	Car Maintenance N
01- 200- 000- 0000- 6302		1,033.93	rotors, brakes, pads #216	56191	Car Maintenance N
13934 The Tire Barn		2,598.52	3 Transactions		
13848 WYATT'S TOWING					
01- 200- 000- 0000- 6359		217.00	21- 0002 evidence	01- 01- 21	Wrecker Service Y
01- 200- 000- 0000- 6359		217.00	21- 0012 forfeiture	01- 02- 21	Wrecker Service Y
01- 200- 000- 0000- 6359	AP	217.00	20- 3264 evidence	12- 26- 20	Wrecker Service Y
13848 WYATT'S TOWING		651.00	3 Transactions		
200 DEPT Total:		33,626.27	Enforcement	25 Vendors	32 Transactions
203 DEPT			Snowmobile		
9203 AT&T Mobility					
01- 203- 000- 0000- 6250	AP	49.86	#208 cell phone	287297906116	Telephone N
9203 AT&T Mobility		49.86	1 Transactions		
15239 AT&T Mobility					
01- 203- 000- 0000- 6250	AP	33.18	#208 squad pc	287258495419	Telephone N
15239 AT&T Mobility		33.18	1 Transactions		
203 DEPT Total:		83.04	Snowmobile	2 Vendors	2 Transactions
252 DEPT			Corrections		
86222 Aitkin Independent Age					
01- 252- 252- 0000- 6405		48.95	jail 1st floor subscription	TAA- 210583	Prisoner Welfare N
01- 252- 252- 0000- 6405		48.95	jail 2nd floor subscription	TAA- 210634	Prisoner Welfare N
86222 Aitkin Independent Age		97.90	2 Transactions		
9203 AT&T Mobility					
01- 252- 000- 0000- 6250	AP	99.72	dispatch, transport cell	287297906116	Telephone N
9203 AT&T Mobility		99.72	1 Transactions		
86467 Auto Value Aitkin					
01- 252- 252- 0000- 6405		36.00	SHRF earplugs	40172264	Prisoner Welfare N

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WLC1
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1 General Fund

<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>	
86467 Auto Value Aitkin		36.00				
			1 Transactions			
788 Bureau of Crim. Apprehension						
01- 252- 000- 0000- 6231		390.00	CJDN Access Fee	638678	Services & Labor (Incl Contracts)	N
788 Bureau of Crim. Apprehension		390.00				
			1 Transactions			
163 Charter Communications						
01- 252- 252- 0000- 6405		197.52	inmate cable	6081122820	Prisoner Welfare	N
163 Charter Communications		197.52				
			1 Transactions			
14106 Cyntox LLC						
01- 252- 000- 0000- 6231		196.00	waste mgmt fee 1/2021- 6/2021	70620	Services & Labor (Incl Contracts)	N
14106 Cyntox LLC		196.00				
			1 Transactions			
11180 Fastenal Company						
01- 252- 000- 0000- 6590	AP	26.99	jail safety screws	MNBAX241811	Repair & Maintenance Supplies	N
11180 Fastenal Company		26.99				
			1 Transactions			
15362 GuidePoint Pharmacy #114 Aitkin						
01- 252- 000- 0000- 6262	AP	937.35	inmate meds December 2020	Acct #30	Medical Expenses & Supplies - Inmat	N
15362 GuidePoint Pharmacy #114 Aitkin		937.35				
			1 Transactions			
13691 MEnD Correctional Care, PLLC						
01- 252- 000- 0000- 6262		7,668.85	January 2021 Healthcare	5362	Medical Expenses & Supplies - Inmat	6
01- 252- 000- 0000- 6262		2,250.00	January 2021 add'l nurse	5362	Medical Expenses & Supplies - Inmat	6
13691 MEnD Correctional Care, PLLC		9,918.85				
			2 Transactions			
89765 Minnesota Elevator, Inc						
01- 252- 000- 0000- 6231		191.91	January Monthly Service	887758	Services & Labor (Incl Contracts)	N
89765 Minnesota Elevator, Inc		191.91				
			1 Transactions			
9228 North Memorial Ambulance Service						
01- 252- 000- 0000- 6262	AP	467.83	N.B. to Riverwood	1999195	Medical Expenses & Supplies - Inmat	N
9228 North Memorial Ambulance Service		467.83				
			1 Transactions			
3789 Pan- O- Gold Baking Company						
01- 252- 000- 0000- 6418	AP	34.30	groceries	10002420366015	Groceries	N
01- 252- 000- 0000- 6418		65.34	groceries	10002421007002	Groceries	N

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
3789 Pan- O- Gold Baking Company		99.64			
			2 Transactions		
11947 Phoenix Supply					
01- 252- 000- 0000- 6424		31.80	L orange pants	21753	Inmate Supplies N
11947 Phoenix Supply		31.80		1 Transactions	
10771 Regional Diagnostic Radiology					
01- 252- 000- 0000- 6262 AP		30.00	12- 10- 20 imaging	RDR60961	Medical Expenses & Supplies - Inmat 6
10771 Regional Diagnostic Radiology		30.00		1 Transactions	
9295 Reinhart Foodservice					
01- 252- 000- 0000- 6418 AP		1,400.40	groceries	464673	Groceries Y
01- 252- 000- 0000- 6418		1,374.57	groceries	469838	Groceries Y
9295 Reinhart Foodservice		2,774.97		2 Transactions	
84172 Riverwood Healthcare Center					
01- 252- 000- 0000- 6262 AP		196.77	inmate med visit	80002813	Medical Expenses & Supplies - Inmat 6
84172 Riverwood Healthcare Center		196.77		1 Transactions	
3200 Star Tribune					
01- 252- 252- 0000- 6405		1,105.52	Mon- Sun subscription	2155653	Prisoner Welfare N
3200 Star Tribune		1,105.52		1 Transactions	
86235 The Office Shop Inc					
01- 252- 000- 0000- 6231 AP		518.55	booking copy count	314162- 0	Services & Labor (Incl Contracts) N
86235 The Office Shop Inc		518.55		1 Transactions	
252 DEPT Total:		17,317.32	Corrections	18 Vendors	22 Transactions
253 DEPT			Sentence to Serve		
15239 AT&T Mobility					
01- 253- 000- 0000- 6250 AP		33.38	STS air card	287258495419	Telephone N
15239 AT&T Mobility		33.38		1 Transactions	
2340 Hyytinen Hardware Hank					
01- 253- 000- 0000- 6405 AP		6.49	mini paint roller	1619019	Operating Supplies N
01- 253- 000- 0000- 6405 AP		17.48	paint fee, poly	1621709	Operating Supplies N
2340 Hyytinen Hardware Hank		23.97		2 Transactions	

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
253 DEPT Total:		57.35	Sentence to Serve	2 Vendors	3 Transactions
254 DEPT			Enhanced 911 System		
13119 TalkPoint Technologies, Inc	AP	419.95	Plantronics Headset	15941	Office & Computer Supplies N
01-254-000-0000-6405					
13119 TalkPoint Technologies, Inc		419.95		1 Transactions	
254 DEPT Total:		419.95	Enhanced 911 System	1 Vendors	1 Transactions
257 DEPT			Community Corrections		
248 Association of Mn Counties					
01-257-000-0000-6240		1,456.00	2021 MACCAC Annual dues	57442	Membership Dues N
248 Association of Mn Counties		1,456.00		1 Transactions	
783 Canon Financial Services, Inc					
01-257-000-0000-6342		129.86	Copier contract	22293271	Office Equipment Rental/Contracts N
783 Canon Financial Services, Inc		129.86		1 Transactions	
14603 MACPO					
01-257-251-0000-6241		125.00	MACPO training	03645	Registration Fee N
14603 MACPO		125.00		1 Transactions	
11997 Minnesota Monitoring, Inc	AP	2,308.00	EHM- Probation	13117	Equipment Rental N
01-257-267-0000-6341			12/01/2020 12/31/2020		
01-257-258-0000-6342	AP	360.00	EHM- Sobriety Crt	13122	Equipment Rental/Contracts- Home M N
			12/01/2020 12/31/2020		
11997 Minnesota Monitoring, Inc		2,668.00		2 Transactions	
86235 The Office Shop Inc	AP	93.97	Copier contract	314358-0	Office Equipment Rental/Contracts N
01-257-000-0000-6342					
86235 The Office Shop Inc		93.97		1 Transactions	
257 DEPT Total:		4,472.83	Community Corrections	5 Vendors	6 Transactions
280 DEPT			Emergency Management		
117 Aitkin County Sheriff					
01-280-000-0000-6374		20.25	TAC trailer tab	01/12/21	Auto & Trailer License N

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
117 Aitkin County Sheriff		20.25	1 Transactions		
2340 Hyytinen Hardware Hank					
01- 280- 000- 0000- 6409	AP	13.99	paper towel holder	1618968	Deputy Supplie N
01- 280- 201- 0000- 6610	AP	42.99	TAC trailer safe lock	1619002	Enbridge Pipeline - Equipment N
01- 280- 201- 0000- 6610	AP	14.46	windshield washer, de- icer	1619131 TAC Tr	Enbridge Pipeline - Equipment N
2340 Hyytinen Hardware Hank		71.44	3 Transactions		
5961 Jacobson Community Center					
01- 280- 000- 0000- 6610	AP	900.00	December rent Cmd Ctr		Equipment N
5961 Jacobson Community Center		900.00	1 Transactions		
2880 Long Lake Conservation Ctr					
01- 280- 201- 0000- 6610		1,666.46	training meals multiagency	723 12/01/20	Enbridge Pipeline - Equipment N
2880 Long Lake Conservation Ctr		1,666.46	1 Transactions		
9571 Pokegama Lake Store					
01- 280- 201- 0000- 6610		419.25	command center supplies	7519	Enbridge Pipeline - Equipment Y
9571 Pokegama Lake Store		419.25	1 Transactions		
280 DEPT Total:		3,077.40	Emergency Management	5 Vendors	7 Transactions
390 DEPT			Environmental Health (FBL)		
4641 Holiday Credit Office					
01- 390- 000- 0000- 6511	AP	45.48	FBL Fuel - Dec20	1400000135321	Gas And Oil N
4641 Holiday Credit Office		45.48	1 Transactions		
390 DEPT Total:		45.48	Environmental Health (FBL)	1 Vendors	1 Transactions
391 DEPT			Solid Waste		
2953 MACPZA					
01- 391- 000- 0000- 6240		170.00	2021 MACPZA dues - TN		Dues N
2953 MACPZA		170.00	1 Transactions		
3503 Neff/Terry B.					
01- 391- 000- 0000- 6240		45.00	Reimburse MDH Registration		Dues N
3503 Neff/Terry B.		45.00	1 Transactions		

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
86235 The Office Shop Inc		2.44	desk calendar	1090156- 2	Office & Film Supplies N
86235 The Office Shop Inc		2.44	1 Transactions		
391 DEPT Total:		217.44	Solid Waste	3 Vendors	3 Transactions
500 DEPT			Library And Historical Society		
1495 East Central Regional Library		116,788.50	1ST HALF APPROPRIATION 2021	20201222- 112	Library Appropriations N
1495 East Central Regional Library		116,788.50	1 Transactions		
500 DEPT Total:		116,788.50	Library And Historical Society	1 Vendors	1 Transactions
600 DEPT			Ag Society, Soil & Water, Ag Inspect		
111 Aitkin Co Soil & Water		76,549.00	2021 Appropriation		Soil & Water Appropriations N
111 Aitkin Co Soil & Water		76,549.00	1 Transactions		
3402 Mississippi Headwaters Board		1,500.00	2021 Appropriation	A21	Mississippi Headwaters Board N
3402 Mississippi Headwaters Board		1,500.00	1 Transactions		
600 DEPT Total:		78,049.00	Ag Society, Soil & Water, Ag Inspect	2 Vendors	2 Transactions
1 Fund Total:		484,565.30	General Fund		173 Transactions

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
301 DEPT			R&B Administration		
86222 Aitkin Independent Age		48.95	YEARLY SUBSCRIPTION		Supplies And Materials N
03-301-000-0000-6400					
86222 Aitkin Independent Age		48.95	1 Transactions		
10855 Culligan					
03-301-000-0000-6400		10.50	RENTAL- JAN	STMT	Supplies And Materials N
10855 Culligan		10.50	1 Transactions		
11406 Innovative Office Solutions, LLC					
03-301-000-0000-6400		28.78	OFFICE SUPPLIES	IN3222421	Supplies And Materials N
11406 Innovative Office Solutions, LLC		28.78	1 Transactions		
3247 MCEA					
03-301-000-0000-6240		575.00	2021 MCEA FULL MEMBERSHIP	WELLE/QUALE	Dues N
3247 MCEA		575.00	1 Transactions		
9261 RTVision, Inc.					
03-301-000-0000-6300		1,050.00	TIMECARD PLUS UPGRADE- PMT 5 OF	2021- 101329	Service Contracts N
9261 RTVision, Inc.		1,050.00	1 Transactions		
86235 The Office Shop Inc					
03-301-000-0000-6400	AP	271.98	CONTRACT	314166-0	Supplies And Materials N
86235 The Office Shop Inc		271.98	1 Transactions		
301 DEPT Total:		1,985.21	R&B Administration	6 Vendors	6 Transactions
302 DEPT			R&B Engineering/Construction		
2340 Hyytinen Hardware Hank					
03-302-000-0000-6449	AP	11.99	ENGINEER SUPPLIES	1621045	Rd/Br Engr. Supplies N
2340 Hyytinen Hardware Hank		11.99	1 Transactions		
302 DEPT Total:		11.99	R&B Engineering/Construction	1 Vendors	1 Transactions
303 DEPT			R&B Highway Maintenance		
13620 American Door Works					
03-303-000-0000-6298	AP	141.65	AITKIN SHOP REPAIRS	0235816- IN	Shop Maintenance N

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13620 American Door Works		141.65		1 Transactions	
8693 ASV, LLC					
03-303-000-0000-6590		610.56	REPAIR PARTS	523454	Repair & Maintenance Supplies N
8693 ASV, LLC		610.56		1 Transactions	
10452 AT&T Mobility					
03-303-000-0000-6254	AP	38.23	MIKE LAPTOP SVC	287299383308X0	Utilities N
03-303-000-0000-6254	AP	38.23	SARAH LAPTOP SVC (CAROL)	287299383308X0	Utilities N
10452 AT&T Mobility		76.46		2 Transactions	
12445 Brandl Chevrolet, Buick GMC					
03-303-000-0000-6590		38.50	REPAIR PARTS	107134	Repair & Maintenance Supplies N
12445 Brandl Chevrolet, Buick GMC		38.50		1 Transactions	
14887 Cintas Corporation					
03-303-000-0000-6298		9.63	SHOP LAUNDRY	4072144488	Shop Maintenance N
03-303-000-0000-6298		9.63	SHOP LAUNDRY	4072637215	Shop Maintenance N
14887 Cintas Corporation		19.26		2 Transactions	
8618 Compass Minerals America					
03-303-000-0000-6518	AP	5,221.86	DE-ICING SALT	732122	De-Icing Salt N
03-303-000-0000-6518	AP	1,735.95	DE-ICING SALT	734132	De-Icing Salt N
03-303-000-0000-6518	AP	7,735.18	DE-ICING SALT	734212	De-Icing Salt N
03-303-000-0000-6518		5,623.48	DE-ICING SALT	736696	De-Icing Salt N
8618 Compass Minerals America		20,316.47		4 Transactions	
5893 Consolidated Telecommunications Co.					
03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	20858472	Utilities N
5893 Consolidated Telecommunications Co.		150.00		1 Transactions	
7935 East Central Energy					
03-303-000-0000-6254	AP	40.81	NOV/DEC POWER- MCGRATH	35018290	Utilities N
7935 East Central Energy		40.81		1 Transactions	
7060 Federated Co- Ops Inc.					
03-303-000-0000-6297	AP	429.67	MCGREGOR SHOP PROPANE	341536	Shop Fuel N
7060 Federated Co- Ops Inc.		429.67		1 Transactions	

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
9368 FirstSource		155.20	DRUG SCREEN	Meeting Expense/Physicals	Y
03-303-000-0000-6298					
9368 FirstSource		155.20	1 Transactions		
12181 Fleet Pride, Inc.		486.58	REPAIR PARTS	Repair & Maintenance Supplies	N
03-303-000-0000-6590					
12181 Fleet Pride, Inc.		486.58	1 Transactions		
1818 Glen's Sign Dezine		330.00	E- 911 SIGNING	Signs & Posts	Y
03-303-000-0000-6516	AP				
1818 Glen's Sign Dezine		330.00	1 Transactions		
1880 Gravelle Plumbing & Heating, Inc		5.98	MCGREGOR SHOP	Shop Maintenance	N
03-303-000-0000-6298	AP				
03-303-000-0000-6298		50.00	AITKIN SHOP	Shop Maintenance	N
1880 Gravelle Plumbing & Heating, Inc		55.98	2 Transactions		
1959 H & L Mesabi Inc		434.32	AITKIN SHOP SUPPLIES	Shop Maintenance	N
03-303-000-0000-6298	AP				
1959 H & L Mesabi Inc		434.32	1 Transactions		
2340 Hyytinen Hardware Hank		17.52	PALISADE SHOP SUPPLIES	Shop Maintenance	N
03-303-000-0000-6298	AP				
03-303-000-0000-6298	AP	15.95	PALISADE SHOP SUPPLIES	Shop Maintenance	N
03-303-000-0000-6590	AP	32.96	REPAIR PARTS	Repair & Maintenance Supplies	N
03-303-000-0000-6298	AP	26.99	AITKIN SHOP SUPPLIES	Shop Maintenance	N
2340 Hyytinen Hardware Hank		93.42	4 Transactions		
7705 Isle Automotive Corp		36.39	REPAIR PARTS	Repair & Maintenance Supplies	N
03-303-000-0000-6590	AP				
03-303-000-0000-6590	AP	178.34	REPAIR PARTS	Repair & Maintenance Supplies	N
7705 Isle Automotive Corp		214.73	2 Transactions		
9102 JOHNSON/BRAD		139.95	BOOT REIMBURSEMENT	Safety Footwear	N
03-303-000-0000-6411	AP				
9102 JOHNSON/BRAD		139.95	1 Transactions		
2831 Little Falls Machine Inc		699.86	REPAIR PARTS	Repair & Maintenance Supplies	N
03-303-000-0000-6590	AP				

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
2831 Little Falls Machine Inc		699.86	1 Transactions		
2941 M R Sign Co Inc					
03-303-000-0000-6516		312.90	HILL CITY SIGN	211008	Signs & Posts N
03-303-000-0000-6516		44.32	AIRPORT - LEFT - SIGN	211008	Signs & Posts N
2941 M R Sign Co Inc		357.22	2 Transactions		
8527 Midstates Equipment & Supply					
03-303-000-0000-6517		12,741.32	CRACK SEALING	221018	Asphalt,Crackfiller,Tack Oil,Etc N
03-303-000-0000-6517		26,647.43	MASTIC PATCHING	221022	Asphalt,Crackfiller,Tack Oil,Etc N
8527 Midstates Equipment & Supply		39,388.75	2 Transactions		
12927 Midwest Machinery Co.					
03-303-000-0000-6590		107.34	REPAIR PARTS	2315689	Repair & Maintenance Supplies N
12927 Midwest Machinery Co.		107.34	1 Transactions		
9692 Minnesota Energy Resources Corporation					
03-303-000-0000-6297 AP		420.52	NAT GAS: AITKIN SHOP	DEC	Shop Fuel N
9692 Minnesota Energy Resources Corporation		420.52	1 Transactions		
13503 Minnesota Petroleum Service					
03-303-000-0000-6298 AP		712.75	AITKIN SHOP	0-000084249	Shop Maintenance N
03-303-000-0000-6298 AP		150.00	AITKIN SHOP	0-000084482	Shop Maintenance N
13503 Minnesota Petroleum Service		862.75	2 Transactions		
8372 Mn Petroleum Marketers Assn					
03-303-000-0000-6298		180.00	MCGRATH SHOP- 2021	51278 SIR 1	Shop Maintenance N
03-303-000-0000-6298		180.00	MCGREGOR SHOP- 2021	51278 SIR 1	Shop Maintenance N
8372 Mn Petroleum Marketers Assn		360.00	2 Transactions		
3555 Newman Signs					
03-303-000-0000-6516		552.98	RESIDENTIAL E- 911 SIGNS	TRFINV027682	Signs & Posts N
3555 Newman Signs		552.98	1 Transactions		
9179 NORTH CENTRAL INTERNATIONAL, LLC					
03-303-000-0000-6590		366.12	REPAIR PARTS	858840	Repair & Maintenance Supplies N
9179 NORTH CENTRAL INTERNATIONAL, LLC		366.12	1 Transactions		
8446 Northern Star Coop Service					

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
		Amount			
8446 Northern Star Coop Service		821.29	LP: SWATARA	15343	Shop Fuel N
		821.29		1 Transactions	
8436 Northland Parts					
03- 303- 000- 0000- 6590	AP	12.99	REPAIR PARTS	415469	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6298	AP	9.36	MCGREGOR SHOP SUPPLIES	415557	Shop Maintenance N
03- 303- 000- 0000- 6590	AP	26.99	REPAIR PARTS	415838	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590	AP	170.89	REPAIR PARTS	415994	Repair & Maintenance Supplies N
8436 Northland Parts		220.23		4 Transactions	
10720 Nuss Truck Group Inc					
03- 303- 000- 0000- 6590		684.61	REPAIR PARTS	6134146P	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590		93.75	REPAIR PARTS	6134154P	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590		460.00	REPAIR PARTS	CM6124521P	Repair & Maintenance Supplies N
10720 Nuss Truck Group Inc		318.36		3 Transactions	
10412 O'Reilly Auto Parts					
03- 303- 000- 0000- 6590		51.96	REPAIR PARTS	1878- 477301	Repair & Maintenance Supplies N
10412 O'Reilly Auto Parts		51.96		1 Transactions	
4010 Rasley Oil Company					
03- 303- 000- 0000- 6590	AP	126.98	PROPANE	62535	Repair & Maintenance Supplies N
4010 Rasley Oil Company		126.98		1 Transactions	
9273 Reichert Enterprises, Inc					
03- 303- 000- 0000- 6590		3,287.00	REPAIR PARTS	108822	Repair & Maintenance Supplies Y
03- 303- 000- 0000- 6590		1,858.50	REPAIR LABOR	108822	Repair & Maintenance Supplies Y
9273 Reichert Enterprises, Inc		5,145.50		2 Transactions	
4070 Riley Auto Supply					
03- 303- 000- 0000- 6590	AP	111.99	REPAIR PARTS	621645	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6590	AP	756.79	REPAIR PARTS	621745	Repair & Maintenance Supplies N
03- 303- 000- 0000- 6298	AP	859.99	AITKIN SHOP SUPPLIES	621831	Shop Maintenance N
03- 303- 000- 0000- 6590	AP	3.59	REPAIR PARTS	621996	Repair & Maintenance Supplies N
4070 Riley Auto Supply		1,732.36		4 Transactions	
13114 Stepp Manufacturing					
03- 303- 000- 0000- 6590		255.00	REPAIR LABOR	0- 58622	Repair & Maintenance Supplies Y
03- 303- 000- 0000- 6590		6.00	REPAIR PARTS	0- 58622	Repair & Maintenance Supplies Y

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No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
13114 Stepp Manufacturing		2 Transactions			
90805 Temco					
03- 303- 000- 0000- 6298		PALISADE SHOP	25546	Shop Maintenance	Y
90805 Temco		1 Transactions			
12788 Timmer Implement of Aitkin					
03- 303- 000- 0000- 6590		FILTERS	IA19293	Repair & Maintenance Supplies	N
12788 Timmer Implement of Aitkin		1 Transactions			
6097 Verizon Wireless					
03- 303- 000- 0000- 6254	AP	DEPT CELL PHONES	9870358628	Utilities	N
6097 Verizon Wireless		1 Transactions			
8279 Winzer Franchise Company					
03- 303- 000- 0000- 6298		AITKIN SHOP SUPPLIES	6782399	Shop Maintenance	N
8279 Winzer Franchise Company		1 Transactions			
5295 Ziegler Inc					
03- 303- 000- 0000- 6590		REPAIR PARTS	PC190100557	Repair & Maintenance Supplies	N
5295 Ziegler Inc		1 Transactions			
303 DEPT Total:		78,583.95	R&B Highway Maintenance	39 Vendors	63 Transactions
307 DEPT			R&B Capital Infrastructure		
7652 Erickson Engineering Co.					
03- 307- 000- 0000- 6260	AP	183.00	PROFESSIONAL SVCS	13951	Professional Services
03- 307- 000- 0000- 6260	AP	183.00	PROFESSIONAL SVCS	13952	Professional Services
7652 Erickson Engineering Co.		366.00		2 Transactions	
307 DEPT Total:		366.00	R&B Capital Infrastructure	1 Vendors	2 Transactions
308 DEPT			R&B Equipment & Facilities		
9549 PROJECT ONE CONSTRUCTION, INC.					
03- 308- 000- 0000- 6600	AP	34,985.17	AITKIN CO HWY ADDITION & RENOV	CONT PMT 2	Capital Outlay- Facilities
9549 PROJECT ONE CONSTRUCTION, INC.		34,985.17		1 Transactions	Y

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

WLC1
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3 Road & Bridge

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
308 DEPT Total:		34,985.17	R&B Equipment & Facilities	1 Vendors	1 Transactions
3 Fund Total:		115,932.32	Road & Bridge		73 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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4 Special Revenue(Unorg R&

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
422 DEPT		Unorganized Fire			
1010 City Of Aitkin					
04- 422- 000- 0000- 6801		2021 Fire Prot - Unorg 48- 27		Appropriations	N
1010 City Of Aitkin		1 Transactions			
422 DEPT Total:		915.88 Unorganized Fire	1 Vendors	1 Transactions	
423 DEPT		Unorganized Cemetary			
14090 Caverly, Treasurer/Brandi					
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 51- 27 Apportion		Appropriations	N
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 51- 27 MV Credit		Appropriations	N
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 52- 27 Apportion		Appropriations	N
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 52- 27 MV Credit		Appropriations	N
14090 Caverly, Treasurer/Brandi		1,199.12 4 Transactions			
3757 Packer- Treasurer/Warren					
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 50- 25 Apportion		Appropriations	N
04- 423- 000- 0000- 6801	AP	2020 Unorg Cem 50- 25 MV Credit		Appropriations	N
04- 423- 000- 0000- 6801	AP	2020 PILT WMA		Appropriations	N
3757 Packer- Treasurer/Warren		1,656.36 3 Transactions			
423 DEPT Total:		2,855.48 Unorganized Cemetary	2 Vendors	7 Transactions	
4 Fund Total:		3,771.36 Special Revenue(Unorg R&B,Fir		8 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
Amount					
400 DEPT		Public Health Department			
88023 American Payment Centers, LLC		Box Service	37617	Equipment Lease/Space Rental	N
05- 400- 440- 0410- 6301		01/01/2021 03/31/2021			
88023 American Payment Centers, LLC		1 Transactions			
10855 Culligan		Cooler Rental Service	150- 10016285- 1	Equipment Lease/Space Rental	N
05- 400- 440- 0410- 6301		01/01/2021 01/31/2021			
10855 Culligan		1 Transactions			
89765 Minnesota Elevator, Inc		Elevator Service - Jan '21	888265	Maintenance/Service Contracts	N
05- 400- 440- 0410- 6300		01/01/2021 01/31/2021			
89765 Minnesota Elevator, Inc		1 Transactions			
86235 The Office Shop Inc		Tape/Post- its/Note pads/pencil	1088578- 0	Office Supplies	N
05- 400- 440- 0410- 6405	AP	12/01/2020			
05- 400- 440- 0410- 6405	AP	Post- its	1088578- 1	Office Supplies	N
05- 400- 440- 0410- 6405	AP	12/03/2020			
05- 400- 440- 0410- 6405	AP	Staples	1088688- 0	Office Supplies	N
05- 400- 440- 0410- 6405	AP	12/02/2020			
05- 400- 440- 0410- 6405	AP	Copy stamp/9x12 envelopes	1089359- 0	Office Supplies	N
05- 400- 440- 0410- 6300	AP	12/14/2020			
05- 400- 440- 0410- 6300	AP	PH- Copier Contract IRC5550III	314302- 0	Maintenance/Service Contracts	N
05- 400- 440- 0410- 6300	AP	12/29/2020			
86235 The Office Shop Inc		5 Transactions			
10930 Tidholm Productions		Agency- #10 Security Envelopes	1687 9519	Office Supplies	Y
05- 400- 440- 0410- 6405	AP	12/29/2020			
10930 Tidholm Productions		1 Transactions			
400 DEPT Total:		Public Health Department	5 Vendors	9 Transactions	
1,760.79					
420 DEPT		Income Maintenance			
88023 American Payment Centers, LLC		Box Service	37617	Equipment Lease/Space Rental	N
05- 420- 600- 4800- 6301					
28.22					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
88023 American Payment Centers, LLC		01/01/2021 03/31/2021 1 Transactions			
10855 Culligan 05- 420- 600- 4800- 6301		48.63 Cooler Rental Service	150- 10016285- 1	Equipment Lease/Space Rental	N
10855 Culligan		01/01/2021 01/31/2021 1 Transactions			
89765 Minnesota Elevator, Inc 05- 420- 600- 4800- 6300		63.95 Elevator Service - Jan '21	888265	Maintenance/Service Contracts	N
89765 Minnesota Elevator, Inc		01/01/2021 01/31/2021 1 Transactions			
14333 Northwoods Consulting Partners Inc 05- 420- 600- 4800- 6239		5,409.00 Compass - Maintenance Support	INV- 101978	Software Fees/License Fees	N
14333 Northwoods Consulting Partners Inc		04/01/2021 03/31/2022 1 Transactions			
86235 The Office Shop Inc 05- 420- 600- 4800- 6405 AP		64.22 Tape/Post- its/Note pads/pencil	1088578- 0	Office Supplies	N
05- 420- 600- 4800- 6405 AP		4.39 Post- its	1088578- 1	Office Supplies	N
05- 420- 600- 4800- 6405 AP		7.68 Staples	1088688- 0	Office Supplies	N
05- 420- 600- 4800- 6405 AP		20.74 Copy stamp/9x12 envelopes	1089359- 0	Office Supplies	N
86235 The Office Shop Inc		97.03 12/01/2020 12/03/2020 12/02/2020 12/14/2020 4 Transactions			
10930 Tidholm Productions 05- 420- 600- 4800- 6405 AP		81.38 Agency- #10 Security Envelopes	1687 9519	Office Supplies	Y
10930 Tidholm Productions		81.38 12/29/2020 1 Transactions			
420 DEPT Total:		5,728.21 Income Maintenance	6 Vendors	9 Transactions	
430 DEPT		Social Services			
88023 American Payment Centers, LLC 05- 430- 700- 4800- 6301		43.61 Box Service	37617	Equipment Lease/Space Rental	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
88023	American Payment Centers, LLC		43.61	01/01/2021 03/31/2021 1 Transactions			
10855	Culligan 05- 430- 700- 4800- 6301		75.15	Cooler Rental Service 01/01/2021 01/31/2021 1 Transactions	150- 10016285- 1	Equipment Lease/Space Rental	N
10855	Culligan		75.15				
89765	Minnesota Elevator, Inc 05- 430- 700- 4800- 6300		98.83	Elevator Service - Jan '21 01/01/2021 01/31/2021 1 Transactions	888265	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		98.83				
86235	The Office Shop Inc 05- 430- 700- 4800- 6405	AP	99.25	Tape/Post- its/Note pads/pencil 12/01/2020	1088578- 0	Office Supplies	N
	05- 430- 700- 4800- 6405	AP	6.78	Post- its 12/03/2020	1088578- 1	Office Supplies	N
	05- 430- 700- 4800- 6405	AP	11.87	Staples 12/02/2020	1088688- 0	Office Supplies	N
	05- 430- 700- 4800- 6405	AP	32.05	Copy stamp/9x12 envelopes 12/14/2020	1089359- 0	Office Supplies	N
	05- 430- 700- 4800- 6405	AP	16.24	Appt Book - Jon M 12/17/2020	1089359- 1	Office Supplies	N
86235	The Office Shop Inc		166.19				5 Transactions
10930	Tidholm Productions 05- 430- 700- 4800- 6405	AP	125.77	Agency- #10 Security Envelopes 12/29/2020	1687 9519	Office Supplies	Y
	05- 430- 700- 4800- 6405		69.95	Business Cards (AF) 01/08/2021	1695 9532	Office Supplies	Y
10930	Tidholm Productions		195.72				2 Transactions
430	DEPT Total:		579.50	Social Services	5 Vendors		10 Transactions
5	Fund Total:		8,068.50	Health & Human Services			28 Transactions

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Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

6 Debt Service

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0 DEPT		Undesignated			
5777 U.S. Bank N.A.					
06-000-000-0000-6795		385,000.00	PRINCIPAL #0058739NS	1704916	Long Term Loans N
06-000-000-0000-6796		163,282.51	INTEREST #0058739NS	1704916	Interest N
5777 U.S. Bank N.A.		548,282.51			
			2 Transactions		
0 DEPT Total:		548,282.51	Undesignated	1 Vendors	2 Transactions
6 Fund Total:		548,282.51	Debt Service		2 Transactions

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 9 State

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>
	<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			Undesignated		
	4580 Mn Dept Of Finance					
	09-000-000-0000-2030	AP	90.00	Mrg Lic Fees Dec2020		State Fees, Assessments & Surcharge: N
				12/01/2020 12/31/2020		
	4580 Mn Dept Of Finance		90.00	1 Transactions		
0	DEPT Total:		90.00	Undesignated	1 Vendors	1 Transactions
9	Fund Total:		90.00	State		1 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
5791	Sappi						
	10- 900- 000- 0000- 2300		629.10	Bond Refund	14154	Timber Permit Bonds	N
5791	Sappi		629.10	1 Transactions			
900	DEPT Total:		629.10	Timber Permit Bonds	1 Vendors	1 Transactions	
921	DEPT			Co. Development			
111	Aitkin Co Soil & Water						
	10- 921- 000- 0000- 6801		45,220.00	2021 ConCon Appropriation		Appropriations	N
111	Aitkin Co Soil & Water		45,220.00	1 Transactions			
5889	USDA, APHIS, General						
	10- 921- 000- 0000- 6231	AP	786.23	Personnel/support	6100026010	Services, Labor, Contracts	N
5889	USDA, APHIS, General		786.23	1 Transactions			
921	DEPT Total:		46,006.23	Co. Development	2 Vendors	2 Transactions	
923	DEPT			Forfeited Tax Sales			
90762	Aitkin Co License Center						
	10- 923- 000- 0000- 6374		21.00	2018 PJ Trailer	189740	Auto & Trailer License	N
90762	Aitkin Co License Center		21.00	1 Transactions			
170	Aitkin Motor Company						
	10- 923- 000- 0000- 6590	AP	71.11	#666 2019 Ford LOF	15471	Repair & Maintenance Supplies	N
	10- 923- 000- 0000- 6590	AP	45.81	#317 2012 Ford LOF	31651	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		116.92	2 Transactions			
10452	AT&T Mobility						
	10- 923- 000- 0000- 6250	AP	592.11	Wireless bill	287306261438	Telephone	N
				11/26/2020	12/25/2020		
10452	AT&T Mobility		592.11	1 Transactions			
13725	Beartooth True Value						
	10- 923- 000- 0000- 6406	AP	32.74	Safety Hasps	B142611	Field Supplies	N
13725	Beartooth True Value		32.74	1 Transactions			
10855	Culligan						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLCI
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10 Trust

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
10855 Culligan		Water Cooler	10046456-2	Utilities	N
		34.50			
		34.50			
1430 Dotzler Power Equipment					
10-923-000-0000-6590	AP	HUS 6XP Fuel	12725	Repair & Maintenance Supplies	N
10-923-000-0000-6590	AP	HUS 18" chain & 20" chain	12861	Repair & Maintenance Supplies	N
10-923-000-0000-6590	AP	HUS 6XP Fuel	12929	Repair & Maintenance Supplies	N
10-923-000-0000-6590	AP	HUS 6XP Fuel	13287	Repair & Maintenance Supplies	N
10-923-000-0000-6590	AP	HUS 30 wt bar oil / 6XP fuel	13918	Repair & Maintenance Supplies	N
1430 Dotzler Power Equipment		268.69			
			5 Transactions		
2340 Hyytinen Hardware Hank					
10-923-000-0000-6406	AP	Ratch Tiedowns	1620275	Field Supplies	N
10-923-000-0000-6406	AP	Nonstick Hasp	1622139	Field Supplies	N
2340 Hyytinen Hardware Hank		42.77			
			2 Transactions		
9692 Minnesota Energy Resources Corporation					
10-923-000-0000-6254	AP	Heating for shop		Utilities	N
		11/26/2020	12/29/2020		
9692 Minnesota Energy Resources Corporation		324.48			
			1 Transactions		
1044 Minnesota Forest Resources Partnership					
10-923-000-0000-6240		916.80		Dues	N
1044 Minnesota Forest Resources Partnership		916.80			
			1 Transactions		
4010 Rasley Oil Company					
10-923-000-0000-6511	AP	Gas/Oil- Dec	AITCOL&PS	Gas And Oil	N
		12/01/2020	12/31/2020		
4010 Rasley Oil Company		268.95			
			1 Transactions		
11187 Regents Of The University of Minnesota					
10-923-000-0000-6240		875.00		Dues	N
11187 Regents Of The University of Minnesota		875.00			
			1 Transactions		
4070 Riley Auto Supply					
10-923-000-0000-6590	AP	1 gal Dexron (3)	622154	Repair & Maintenance Supplies	N
4070 Riley Auto Supply		44.97			
			1 Transactions		
13403 Siggys Small Engine Repair					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
13403	Siggy's Small Engine Repair 10- 923- 000- 0000- 6590		87.40	96 Bearcat - fuel gauge/primer	965795	Repair & Maintenance Supplies	Y
			87.40	1 Transactions			
86235	The Office Shop Inc 10- 923- 000- 0000- 6405	AP	11.78	AAG Wall Calendar	1089726- 0	Office Supplies	N
	10- 923- 000- 0000- 6405	AP	140.60	BSN Pocket Files	1089977- 0	Office Supplies	N
	10- 923- 000- 0000- 6405	AP	6.37	BSN Tape Dispenser	314161- 0	Office Supplies	N
86235	The Office Shop Inc		158.75	3 Transactions			
13934	The Tire Barn 10- 923- 000- 0000- 6590		56.68	#798 2011 Ford LOF	56102	Repair & Maintenance Supplies	N
13934	The Tire Barn		56.68	1 Transactions			
9642	WEX BANK 10- 923- 000- 0000- 6511		1,740.44	Fuel - Dec2020 12/07/2020	69053806	Gas And Oil	N
			1,740.44	01/06/2021 1 Transactions			
923	DEPT Total:		5,582.20	Forfeited Tax Sales	16 Vendors	24 Transactions	
926	DEPT			Law Library			
5173	Thomson Reuters- West Publishing 10- 926- 000- 0000- 6408	AP	1,430.09	West info charges 12/01/2020	843588573	Law Books	N
	10- 926- 000- 0000- 6408		917.44	Library Subsc 01/01/2021	843676781	Law Books	N
			2,347.53	01/31/2021 2 Transactions			
5173	Thomson Reuters- West Publishing						
926	DEPT Total:		2,347.53	Law Library	1 Vendors	2 Transactions	
10	Fund Total:		54,565.06	Trust		29 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
939 DEPT		County Surveyor			
10452 AT&T Mobility		Wireless bill	287302631438	Telephone	N
11- 939- 000- 0000- 6250	AP	11/26/2020 12/25/2020			
10452 AT&T Mobility		1 Transactions			
939 DEPT Total:		49.34 County Surveyor	1 Vendors	1 Transactions	
11 Fund Total:		49.34 Forest Development		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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12 Agency

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
930	DEPT		ARDC			
90081	ARDC					
	12- 930- 000- 0000- 6801	AP	OCT & DEC 2020 SETTLEMENT	3RD SETTLEMENT	Apportionments	N
90081	ARDC		23,515.61			
			23,515.61		1 Transactions	
930	DEPT Total:		23,515.61	ARDC	1 Vendors	1 Transactions
931	DEPT		Towns			
5838	Nw Carlton Co Ambulance District					
	12- 931- 162- 0000- 2045	AP	OCT & DEC 2020 SETTLEMENT	3RD SETTLEMENT	Nw Carlton Co Ambulance District	N
5838	Nw Carlton Co Ambulance District		497.59			
			497.59		1 Transactions	
931	DEPT Total:		497.59	Towns	1 Vendors	1 Transactions
12	Fund Total:		24,013.20	Agency		2 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

WLC1
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21 Parks

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
520 DEPT		Parks			
13725 Beartooth True Value					
21- 520- 000- 0000- 6406	AP	Elec Solder/Paste	B143312	Field Supplies	N
21- 520- 000- 0000- 6406	AP	Filler, Frame, Stain, Roller T	B143338	Field Supplies	N
21- 520- 000- 0000- 6406	AP	U- bolts	B143441	Field Supplies	N
21- 520- 000- 0000- 6406	AP	Poly, grain scoop, Eco thaw	B144139	Field Supplies	N
13725 Beartooth True Value		124.30			4 Transactions
1430 Dotzler Power Equipment					
21- 520- 000- 0000- 6590	AP	SAW fuel filter, spark plug, b	14793	Repair & Maintenance Supplies	N
21- 520- 000- 0000- 6590	AP	HUS 6XP Fuel	16613	Repair & Maintenance Supplies	N
21- 520- 000- 0000- 6590	AP	HUS 6XP Fuel	17984	Repair & Maintenance Supplies	N
1430 Dotzler Power Equipment		256.99			3 Transactions
9072 NELSON/BRUCE					
21- 520- 000- 0000- 6231	AP	Aitkin Camp Restroom	1063594	Services, Labor, Contracts	N
		12/01/2020			12/31/2020
9072 NELSON/BRUCE		234.00			1 Transactions
520 DEPT Total:		615.29	Parks	3 Vendors	8 Transactions
21 Fund Total:		615.29	Parks		8 Transactions
Final Total:		1,239,952.88	226 Vendors	325 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	484,565.30	General Fund
3	115,932.32	Road & Bridge
4	3,771.36	Special Revenue(Unorg R&B,Fire
5	8,068.50	Health & Human Services
6	548,282.51	Debt Service
9	90.00	State
10	54,565.06	Trust
11	49.34	Forest Development
12	24,013.20	Agency
21	615.29	Parks
All Funds	1,239,952.88	Total

Approved by,

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KMRI
1/11/21 8:43AM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



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

Sales & Diesel Tax - December

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 AUDITOR'S VOUCHERS ENTRIES

KMR1
1/11/21 8:43AM
1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
89991	Bremer Bank						
1	01-040-000-0000-5840	DTG	0.06	Receipt Nbr 15251 12/30/2020		Misc Receipts	N
2	01-040-021-0000-5840	DTG	0.32	Receipt Nbr 15067 12/01/2020		Misc Receipts	N
3	01-040-021-0000-5840	DTG	0.64	Receipt Nbr 15185 12/22/2020		Misc Receipts	N
4	01-040-021-0000-5840	DTG	0.64	Receipt Nbr 15185 12/22/2020		Misc Receipts	N
5	01-040-021-0000-5840	DTG	0.32	Receipt Nbr 15185 12/22/2020		Misc Receipts	N
6	01-042-000-0000-5840	DTG	0.64	Receipt Nbr 15104 12/04/2020		Misc Receipts	N
7	01-042-000-0000-5840	DTG	0.13	Receipt Nbr 15141 12/11/2020		Misc Receipts	N
8	01-042-000-0000-5840	DTG	0.13	Receipt Nbr 15171 12/21/2020		Misc Receipts	N
9	01-043-000-0000-5840	DTG	0.77	Receipt Nbr 15136 12/10/2020		Misc Receipts	N
10	01-043-000-0000-5840	DTG	0.77	Receipt Nbr 15242 12/30/2020		Misc Receipts	N
11	01-090-000-0000-5840	DTG	4.18	Receipt Nbr 15066 12/01/2020		Misc Receipts	N
12	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15073 12/02/2020		Misc Receipts	N
13	01-090-000-0000-5840	DTG	1.29	Receipt Nbr 15073 12/02/2020		Misc Receipts	N
14	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15073 12/02/2020		Misc Receipts	N
15	01-090-000-0000-5840	DTG	1.93	Receipt Nbr 15073 12/02/2020		Misc Receipts	N
16	01-090-000-0000-5840	DTG	1.93	Receipt Nbr 15073 12/02/2020		Misc Receipts	N
17	01-090-000-0000-5840	DTG	1.29	Receipt Nbr 15131 12/09/2020		Misc Receipts	N
18	01-090-000-0000-5840	DTG	1.29	Receipt Nbr 15131 12/09/2020		Misc Receipts	N
19	01-090-000-0000-5840	DTG	2.57	Receipt Nbr 15131 12/09/2020		Misc Receipts	N
20	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15131 12/09/2020		Misc Receipts	N
21	01-090-000-0000-5840	DTG	1.29	Receipt Nbr 15131 12/09/2020		Misc Receipts	N
22	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15187 12/22/2020		Misc Receipts	N
23	01-090-000-0000-5840	DTG	2.57	Receipt Nbr 15187 12/22/2020		Misc Receipts	N
24	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15187 12/22/2020		Misc Receipts	N
25	01-090-000-0000-5840	DTG	1.93	Receipt Nbr 15187 12/22/2020		Misc Receipts	N
26	01-090-000-0000-5840	DTG	0.64	Receipt Nbr 15187 12/22/2020		Misc Receipts	N
27	01-100-000-0000-5840	DTG	32.16	Receipt Nbr 931 12/01/2020		Misc Receipts	N
28	01-100-000-0000-5840	DTG	0.45	Receipt Nbr 979 12/09/2020		Misc Receipts	N
29	01-200-000-0000-5840	DTG	9.54	Receipt Nbr 15142 12/11/2020		Misc Receipts	N
30	01-252-252-0000-5872	DTG	88.16	Receipt Nbr 15142 12/11/2020		Phone Card Prisoner Welfare(Taxab	N
31	01-252-252-0000-5872	DTG	91.71	Receipt Nbr 15243 12/30/2020		Phone Card Prisoner Welfare(Taxab	N
32	01-252-252-0000-5885	DTG	31.42	Receipt Nbr 15103 12/04/2020		Commissary Sales Taxable	N
33	01-252-252-0000-5885	DTG	26.70	Receipt Nbr 15142 12/11/2020		Commissary Sales Taxable	N
34	01-252-252-0000-5885	DTG	12.61	Receipt Nbr 15167 12/18/2020		Commissary Sales Taxable	N
89991	Bremer Bank		321.28	34 Transactions			
1 Fund Total:			321.28	General Fund	1 Vendors	34 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMRI
1/11/21 8:43AM
3 Road & Bridge

Vendor No.	Vendor Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
								Paid On Bhf #	On Behalf of Name	
89991	Bremer Bank									
35		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15075	12/03/2020		Charges- Individuals	N
36		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15096	12/04/2020		Charges- Individuals	N
37		03-000-000-0000-5855		DTG	7.72	Receipt Nbr 15100	12/04/2020		Charges- Individuals	N
38		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15135	12/10/2020		Charges- Individuals	N
39		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15146	12/14/2020		Charges- Individuals	N
40		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15148	12/14/2020		Charges- Individuals	N
41		03-000-000-0000-5855		DTG	3.86	Receipt Nbr 15154	12/15/2020		Charges- Individuals	N
42		03-000-000-0000-5855		DTG	2.25	Receipt Nbr 15154	12/15/2020		Charges- Individuals	N
43		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15166	12/18/2020		Charges- Individuals	N
44		03-000-000-0000-5855		DTG	3.86	Receipt Nbr 15188	12/23/2020		Charges- Individuals	N
45		03-000-000-0000-5855		DTG	1.93	Receipt Nbr 15189	12/23/2020		Charges- Individuals	N
46		03-000-000-0000-5857		DTG	19.35	Receipt Nbr 15100	12/04/2020		Culverts	N
47		03-000-000-0000-5857		DTG	20.17	Receipt Nbr 15154	12/15/2020		Culverts	N
51		03-303-000-0000-6513		DTG	1,264.26	Diesel Tax: December 2020			Motor Fuel & Lubricants	N
89991	Bremer Bank				1,334.98		14 Transactions			
3 Fund Total:					1,334.98	Road & Bridge		1 Vendors	14 Transactions	

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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10 Trust

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89991 Bremer Bank					
48 10-923-000-0000-5260	DTG	11.84	Receipt Nbr 1881 12/10/2020	FTS- Leases/Easements	N
89991 Bremer Bank		11.84	1 Transactions		
10 Fund Total:		11.84	Trust	1 Vendors	1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

KMR1
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21 Parks

Vendor No.	Vendor Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
89991	Bremer Bank						
49	21-520-000-0000-5510	DTG	19.30	Receipt Nbr 1877 12/09/2020		Co. Parks Campground Fees	N
50	21-520-000-0000-5510	DTG	3.86	Receipt Nbr 1877 12/09/2020		Co. Parks Campground Fees	N
89991	Bremer Bank		23.16	2 Transactions			
21 Fund Total:			23.16	Parks	1 Vendors	2 Transactions	
Final Total:			1,691.26	4 Vendors	51 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	Fund	AMOUNT	Name
	1	321.28	General Fund
	3	1,334.98	Road & Bridge
	10	11.84	Trust
	21	23.16	Parks
All Funds		1,691.26	Total

Approved by,

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Aitkin County

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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

Settlements
Property Tax Overpays

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
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12 Agency

Vendor No.	Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Descripti</u> <u>On Behalf of Name</u>	<u>1099</u>
931	DEPT			Towns			
1010	City Of Aitkin 12- 931- 156- 0000- 2045	AP	71,413.87	Dec 2020 Settlement		Payable To Village Of Aitkin	N
1010	City Of Aitkin		71,413.87		1 Transactions		
173	City Of Hill City 12- 931- 157- 0000- 2045	AP	14,280.09	Dec 2020 Settlement		Payable To Village Of Hill City	N
173	City Of Hill City		14,280.09		1 Transactions		
1025	City Of McGrath- Treasurer 12- 931- 158- 0000- 2045	AP	627.83	Dec 2020 Settlement		Payable To Village Of Mcgrath	N
1025	City Of McGrath- Treasurer		627.83		1 Transactions		
175	City Of Mcgregor 12- 931- 159- 0000- 2045	AP	8,027.57	Dec 2020 Settlement		Payable To Village Of Mcgregor	N
175	City Of Mcgregor		8,027.57		1 Transactions		
176	City Of Palisade 12- 931- 160- 0000- 2045	AP	10,789.45	Dec 2020 Settlement		Payable To Village Of Palisade	N
176	City Of Palisade		10,789.45		1 Transactions		
178	City Of Tamarack 12- 931- 161- 0000- 2045	AP	1,253.08	Dec 2020 Settlement		Payable To Village Of Tamarack	N
178	City Of Tamarack		1,253.08		1 Transactions		
13110	Lake Minnewawa Lake Improvement Dist 12- 931- 163- 0000- 2045	AP	1,461.39	Dec 2020 Settlement		Payable To Lake Minnewawa LID	N
13110	Lake Minnewawa Lake Improvement Dist		1,461.39		1 Transactions		
7000	Town Of Aitkin Treasurer 12- 931- 101- 0000- 2045	AP	14,863.90	Dec 2020 Settlement		Payable To Aitkin Twp	N
7000	Town Of Aitkin Treasurer		14,863.90		1 Transactions		
7001	Town Of Ball Bluff Treasurer 12- 931- 102- 0000- 2045	AP	5,189.79	Dec 2020 Settlement		Payable To Ball Bluff Twp	N
7001	Town Of Ball Bluff Treasurer		5,189.79		1 Transactions		
7002	Town Of Balsam Treasurer 12- 931- 103- 0000- 2045	AP	125.08	Dec 2020 Settlement		Payable To Balsam Twp	N

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

<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>	
7002 Town Of Balsam Treasurer		125.08		1 Transactions		
7003 Town Of Beaver Treasurer						
12- 931- 104- 0000- 2045	AP	1,948.04	Dec 2020 Settlement		Payable To Beaver Twp	N
7003 Town Of Beaver Treasurer		1,948.04		1 Transactions		
7004 Town Of Clark Treasurer						
12- 931- 105- 0000- 2045	AP	2,509.22	Dec 2020 Settlement		Payable To Clark Twp	N
7004 Town Of Clark Treasurer		2,509.22		1 Transactions		
7005 Town Of Cornish Treasurer						
12- 931- 106- 0000- 2045	AP	669.06	Dec 2020 Settlement		Payable To Cornish Twp	N
7005 Town Of Cornish Treasurer		669.06		1 Transactions		
7006 Town Of Farm Island Treasurer						
12- 931- 107- 0000- 2045	AP	14,774.61	Dec 2020 Settlement		Payable To Farm Island Twp	N
7006 Town Of Farm Island Treasurer		14,774.61		1 Transactions		
7007 Town Of Fleming Treasurer						
12- 931- 108- 0000- 2045	AP	10,180.74	Dec 2020 Settlement		Payable To Fleming Twp	N
7007 Town Of Fleming Treasurer		10,180.74		1 Transactions		
7008 Town Of Glen Treasurer						
12- 931- 109- 0000- 2045	AP	7,928.83	Dec 2020 Settlement		Payable To Glen Twp	N
7008 Town Of Glen Treasurer		7,928.83		1 Transactions		
7009 Town Of Haugen Treasurer						
12- 931- 110- 0000- 2045	AP	2,061.49	Dec 2020 Settlement		Payable To Haugen Twp	N
7009 Town Of Haugen Treasurer		2,061.49		1 Transactions		
7010 Town Of Hazelton Treasurer						
12- 931- 111- 0000- 2045	AP	14,377.04	Dec 2020 Settlement		Payable To Hazelton Twp	N
7010 Town Of Hazelton Treasurer		14,377.04		1 Transactions		
4879 Town Of Hill Lake Clerk-Treas						
12- 931- 112- 0000- 2045	AP	3,842.82	Dec 2020 Settlement		Payable To Hill Lake Twp	N
4879 Town Of Hill Lake Clerk-Treas		3,842.82		1 Transactions		
7011 Town Of Idun Treasurer						

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
7011 Town Of Idun Treasurer	AP	4,180.07	Dec 2020 Settlement 1 Transactions	Payable To Idun Twp	N
7012 Town Of Jevne Treasurer	AP	5,231.04	Dec 2020 Settlement 1 Transactions	Payable To Jevne Twp	N
7013 Town Of Kimberly Treasurer	AP	11,165.15	Dec 2020 Settlement 1 Transactions	Payable To Kimberly Twp	N
7014 Town Of Lakeside Treasurer	AP	17,454.89	Dec 2020 Settlement 1 Transactions	Payable To Lakeside Twp	N
7015 Town Of Lee Treasurer	AP	1,417.85	Dec 2020 Settlement 1 Transactions	Payable To Lee Twp	N
7016 Town Of Libby Treasurer	AP	1,481.29	Dec 2020 Settlement 1 Transactions	Payable To Libby Twp	N
7017 Town Of Logan Treasurer	AP	9,426.78	Dec 2020 Settlement 1 Transactions	Payable To Logan Twp	N
7018 Town Of Macville Treasurer	AP	1,317.11	Dec 2020 Settlement 1 Transactions	Payable To Macville Twp	N
7019 Town Of Malmo Treasurer	AP	6,738.58	Dec 2020 Settlement 1 Transactions	Payable To Malmo Twp	N
7020 Town Of Mcgregor - Treasurer	AP	372.54	Dec 2020 Settlement 1 Transactions	Payable To Mcgregor Twp	N

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
7021	Town Of Millward Treasurer	AP	1,406.76	Dec 2020 Settlement		Payable To Millward Twp	N
	12- 931- 141- 0000- 2045						
7021	Town Of Millward Treasurer		1,406.76		1 Transactions		
7022	Town Of Morrison Treasurer	AP	12,941.72	Dec 2020 Settlement		Payable To Morrison Twp	N
	12- 931- 123- 0000- 2045						
7022	Town Of Morrison Treasurer		12,941.72		1 Transactions		
7023	Town Of Nordland Treasurer	AP	21,719.15	Dec 2020 Settlement		Payable To Nordland Twp	N
	12- 931- 124- 0000- 2045						
7023	Town Of Nordland Treasurer		21,719.15		1 Transactions		
7024	Town Of Pliny Treasurer	AP	1,235.44	Dec 2020 Settlement		Payable To Pliny Twp	N
	12- 931- 125- 0000- 2045						
7024	Town Of Pliny Treasurer		1,235.44		1 Transactions		
7025	Town Of Rice River Treasurer	AP	1,982.97	Dec 2020 Settlement		Payable To Rice River Twp	N
	12- 931- 126- 0000- 2045						
7025	Town Of Rice River Treasurer		1,982.97		1 Transactions		
7026	Town Of Salo Treasurer	AP	3,332.23	Dec 2020 Settlement		Payable To Salo Twp	N
	12- 931- 127- 0000- 2045						
7026	Town Of Salo Treasurer		3,332.23		1 Transactions		
7027	Town Of Seavey Treasurer	AP	2,120.53	Dec 2020 Settlement		Payable To Seavey Twp	N
	12- 931- 128- 0000- 2045						
7027	Town Of Seavey Treasurer		2,120.53		1 Transactions		
7028	Town Of Shamrock Treasurer	AP	25,226.92	Dec 2020 Settlement		Payable To Shamrock Twp	N
	12- 931- 129- 0000- 2045						
7028	Town Of Shamrock Treasurer		25,226.92		1 Transactions		
7029	Town Of Spalding Treasurer	AP	2,628.76	Dec 2020 Settlement		Payable To Spalding Twp	N
	12- 931- 130- 0000- 2045						
7029	Town Of Spalding Treasurer		2,628.76		1 Transactions		
7030	Town Of Spencer Treasurer	AP	14,793.51	Dec 2020 Settlement		Payable To Spencer Twp	N
	12- 931- 131- 0000- 2045						

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
7030	Town Of Spencer Treasurer		14,793.51		1 Transactions		
7031	Town Of Turner Treasurer 12- 931- 132- 0000- 2045	AP	2,976.75	Dec 2020 Settlement		Payable To Turner Twp	N
7031	Town Of Turner Treasurer		2,976.75		1 Transactions		
7032	Town Of Verdon Treasurer 12- 931- 133- 0000- 2045	AP	1,628.91	Dec 2020 Settlement		Payable To Verdon Twp	N
7032	Town Of Verdon Treasurer		1,628.91		1 Transactions		
7033	Town Of Wagner Treasurer 12- 931- 134- 0000- 2045	AP	4,186.14	Dec 2020 Settlement		Payable To Wagner Twp	N
7033	Town Of Wagner Treasurer		4,186.14		1 Transactions		
7034	Town Of Waukenabo Treasurer 12- 931- 135- 0000- 2045	AP	5,382.89	Dec 2020 Settlement		Payable To Waukenabo Twp	N
7034	Town Of Waukenabo Treasurer		5,382.89		1 Transactions		
7035	Town Of Wealthwood Treasurer 12- 931- 136- 0000- 2045	AP	4,837.84	Dec 2020 Settlement		Payable To Wealthwood Twp	N
7035	Town Of Wealthwood Treasurer		4,837.84		1 Transactions		
7036	Town Of White Pine Treasurer 12- 931- 137- 0000- 2045	AP	355.57	Dec 2020 Settlement		Payable To White Pine Twp	N
7036	Town Of White Pine Treasurer		355.57		1 Transactions		
7037	Town Of Williams Treasurer 12- 931- 138- 0000- 2045	AP	2,795.18	Dec 2020 Settlement		Payable To Williams Twp	N
7037	Town Of Williams Treasurer		2,795.18		1 Transactions		
7038	Town Of Workman - Treasurer 12- 931- 139- 0000- 2045	AP	4,486.55	Dec 2020 Settlement		Payable To Workman Twp	N
7038	Town Of Workman - Treasurer		4,486.55		1 Transactions		
931	DEPT Total:		359,147.02	Towns	47 Vendors	47 Transactions	
932	DEPT			Schools			
393	ISD 1 Aitkin- Treasurer 12- 932- 000- 0000- 6801	AP	95,096.92	Dec 2020 Settlement		Appropriations	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
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12 Agency

<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>
393 ISD 1 Aitkin- Treasurer		95,096.92	1 Transactions		
1985 ISD 182 Crosby- Treasurer					
12- 932- 000- 0000- 6801	AP	18.62	Dec 2020 Settlement		Appropriations N
1985 ISD 182 Crosby- Treasurer		18.62	1 Transactions		
392 ISD 2 Hill City- Treasurer					
12- 932- 000- 0000- 6801	AP	21,013.64	Dec 2020 Settlement		Appropriations N
392 ISD 2 Hill City- Treasurer		21,013.64	1 Transactions		
1983 ISD 2165 Hinckley Finlayson- Treasurer					
12- 932- 000- 0000- 6801	AP	8,945.70	Dec 2020 Settlement		Appropriations N
1983 ISD 2165 Hinckley Finlayson- Treasurer		8,945.70	1 Transactions		
1979 ISD 2580 East Central- Treasurer					
12- 932- 000- 0000- 6801	AP	2,138.75	Dec 2020 Settlement		Appropriations N
1979 ISD 2580 East Central- Treasurer		2,138.75	1 Transactions		
395 ISD 4 McGregor- Treasurer					
12- 932- 000- 0000- 6801	AP	63,661.26	Dec 2020 Settlement		Appropriations N
395 ISD 4 McGregor- Treasurer		63,661.26	1 Transactions		
1982 ISD 473 Isle- Treasurer					
12- 932- 000- 0000- 6801	AP	16,191.54	Dec 2020 Settlement		Appropriations N
1982 ISD 473 Isle- Treasurer		16,191.54	1 Transactions		
1981 ISD 577 Willow River- Treasurer					
12- 932- 000- 0000- 6801	AP	1,437.77	Dec 2020 Settlement		Appropriations N
1981 ISD 577 Willow River- Treasurer		1,437.77	1 Transactions		
394 ISD 698 Floodwood- Treasurer					
12- 932- 000- 0000- 6801	AP	427.22	Dec 2020 Settlement		Appropriations N
394 ISD 698 Floodwood- Treasurer		427.22	1 Transactions		
1984 ISD 95 Cromwell- Wright- Treasurer					
12- 932- 000- 0000- 6801	AP	1.58	Dec 2020 Settlement		Appropriations N
1984 ISD 95 Cromwell- Wright- Treasurer		1.58	1 Transactions		

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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12 Agency

<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>
932 DEPT Total:		208,933.00	Schools	10 Vendors	10 Transactions
12 Fund Total:		568,080.02	Agency		57 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
1/15/21 1:38PM
13 Taxes & Penalties

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943 DEPT		Taxes And Penalties			
999999000 Altonen/Denise	AP	Per 3 prop tax overpay	41- 0- 006900	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Altonen/Denise		1 Transactions			
12.96					
999999000 Bank of England Mortgage	AP	Per 3 prop tax overpay	08- 1- 077601	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Bank of England Mortgage		1 Transactions			
344.00					
344.00					
999999000 Bennettville Mini Storage	AP	Per 3 prop tax overpay	11- 0- 009700	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Bennettville Mini Storage		1 Transactions			
14.88					
14.88					
999999000 Concrete & Masonry Associates LLC	AP	Per 2 prop tax overpay	11- 7- 067304	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Concrete & Masonry Associates LLC		1 Transactions			
40.00					
40.00					
999999000 Craigie/David	AP	Per 3 prop tax overpay	29- 1- 473600	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Craigie/David		1 Transactions			
11.50					
11.50					
999999000 Degonda/Paul	AP	Per 3 prop tax overpay	38- 0- 005100	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Degonda/Paul		1 Transactions			
17.14					
17.14					
999999000 Ecklund/Julie	AP	Per 3 prop tax overpay	11- 0- 062501	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Ecklund/Julie		1 Transactions			
16.88					
16.88					
999999000 Fagan/Leeann	AP	Per 3 prop tax overpay	34- 0- 031700	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Fagan/Leeann		1 Transactions			
84.20					
84.20					
999999000 Fredrickson/Schad	AP	Per 3 prop tax overpay	02- 0- 057901	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
999999000 Fredrickson/Schad		1 Transactions			
30.48					
30.48					
999999000 Gatz/Robert	AP	Per 3 prop tax overpay	19- 0- 016600	Cur - Property Taxes	N
13- 943- 000- 0000- 2001					
10.68					

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
1/15/21 1:38PM
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 Gatz/Robert		10.68				
			1 Transactions			
999999000 Greening/Melanie						
13- 943- 000- 0000- 2001	AP	10.30	Per 3 prop tax overpay	29- 0- 050415	Cur - Property Taxes	N
999999000 Greening/Melanie		10.30				
			1 Transactions			
999999000 Hengel/Bradley						
13- 943- 000- 0000- 2001	AP	29.42	Per 3 prop tax overpay	34- 0- 031400	Cur - Property Taxes	N
999999000 Hengel/Bradley		29.42				
			1 Transactions			
999999000 Hoglin/Abigail						
13- 943- 000- 0000- 2001	AP	19.71	Per 3 prop tax overpay	29- 1- 323500	Cur - Property Taxes	N
999999000 Hoglin/Abigail		19.71				
			1 Transactions			
999999000 Janson/Shelby						
13- 943- 000- 0000- 2001	AP	179.00	Per 3 prop tax overpay	28- 0- 050900	Cur - Property Taxes	N
999999000 Janson/Shelby		179.00				
			1 Transactions			
999999000 Pearl Management LLC						
13- 943- 000- 0000- 2001	AP	136.90	Per 3 prop tax overpay	28- 0- 005400	Cur - Property Taxes	N
999999000 Pearl Management LLC		136.90				
			1 Transactions			
999999000 Perry/John						
13- 943- 000- 0000- 2001	AP	7.13	Per 3 prop tax overpay	29- 0- 016800	Cur - Property Taxes	N
13- 943- 000- 0000- 2001	AP	4.91	Per 3 prop tax overpay	29- 1- 471100	Cur - Property Taxes	N
999999000 Perry/John		12.04				
			2 Transactions			
999999000 Red Dread Properties LLC						
13- 943- 000- 0000- 2001	AP	74.90	Per 3 prop tax overpay	11- 1- 123300	Cur - Property Taxes	N
999999000 Red Dread Properties LLC		74.90				
			1 Transactions			
999999000 Rengel 1912 LLC						
13- 943- 000- 0000- 2001	AP	454.72	Per 3 prop tax overpay	57- 1- 079100	Cur - Property Taxes	N
999999000 Rengel 1912 LLC		454.72				
			1 Transactions			
999999000 Schmid/Michael						
13- 943- 000- 0000- 2001	AP	13.60	Per 3 prop tax overpay	41- 0- 003800	Cur - Property Taxes	N
999999000 Schmid/Michael		13.60				
			1 Transactions			

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1
1/15/21 1:38PM
13 Taxes & Penalties

Vendor No.	Vendor Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Descripti On Behalf of Name	1099
999999000	Sornberger/Ed 13-943-000-0000-2001	AP	226.00	Per 3 prop tax overpay	29-1-338100	Cur - Property Taxes	N
999999000	Sornberger/Ed		226.00	1 Transactions			
999999000	Swedal/Wayne 13-943-000-0000-2001	AP	10.95	Per 3 prop tax overpay	29-1-382000	Cur - Property Taxes	N
	13-943-000-0000-2001	AP	1.38	Per 3 prop tax overpay	29-1-382100	Cur - Property Taxes	N
	13-943-000-0000-2001	AP	1.95	Per 3 prop tax overpay	29-1-382101	Cur - Property Taxes	N
	13-943-000-0000-2001	AP	5.05	Per 3 prop tax overpay	29-1-382200	Cur - Property Taxes	N
999999000	Swedal/Wayne		19.33	4 Transactions			
999999000	Swider/Steven 13-943-000-0000-2001	AP	20.92	Per 3 prop tax overpay	15-0-045800	Cur - Property Taxes	N
999999000	Swider/Steven		20.92	1 Transactions			
999999000	Wilson/Montina 13-943-000-0000-2001	AP	10.80	Per 3 prop tax overpay	14-0-051700	Cur - Property Taxes	N
999999000	Wilson/Montina		10.80	1 Transactions			
999999000	Wyman Jr/Marvin 13-943-000-0000-2001	AP	201.44	Per 3 prop tax overpay	29-0-057400	Cur - Property Taxes	N
999999000	Wyman Jr/Marvin		201.44	1 Transactions			
943	DEPT Total:		1,991.80	Taxes And Penalties	24 Vendors	28 Transactions	
13	Fund Total:		1,991.80	Taxes & Penalties		28 Transactions	
	Final Total:		570,071.82	81 Vendors	85 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
12	568,080.02	Agency
13	1,991.80	Taxes & Penalties
All Funds	570,071.82	Total

Approved by,

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KMR1
1/5/21 8:56AM

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

*Merchant Bank, Credit
Card fees LLC*

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
1/5/21 8:56AM
19 Long Lake Conservation C

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	8410 Bremer Bank 19- 522- 000- 0000- 6231	AP	Credit Card Fees 12/01/2020 12/31/2020 1 Transactions		Services, Labor, Contracts	N
	8410 Bremer Bank					
19 Fund Total:			53.15	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:			53.15	1 Vendors	1 Transactions	

KMR1
1/5/21

8:56AM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

Recap by Fund

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

Approved by,

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KMR1
1/5/21 11:26AM

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 12/24/20 - Allocated

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
1/5/21 11:26AM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
5462 Bremer Bank (Elan ACH)					
33 01-043-000-0000-6208		225.00	Reg. Residential Assess 101	Training/Education	N
34 01-043-000-0000-6208		400.00	Reg. MAAO Basic Income Course	Training/Education	N
35 01-043-000-0000-6208		225.00	Reg. Residential Assess 101	Training/Education	N
36 01-043-000-0000-6208		400.00	Reg. MAAO Basic Income Course	Training/Education	N
10 01-044-000-0000-6800		7,041.91-	ELAN - Paid 12/24/2020 Allocat	ELAN - Statement Payment	N
44 01-044-920-0000-6800		15.98	Cisco Systems(Webex)	COVID Related Expenditures	N
			11/15/2020 12/14/2020		
13 01-049-000-0000-6405		54.40	Monitor Stand/Wire Loom	Office Supplies (Non Computer)	N
14 01-049-000-0000-6405		16.45-	Wire Loom refund	Office Supplies (Non Computer)	N
15 01-049-000-0000-6405		29.29	File Letter Tray	Office Supplies (Non Computer)	N
16 01-049-000-0000-6405		31.28	Cables, MISC	Office Supplies (Non Computer)	N
20 01-049-000-0000-6405		37.99	Address Labels	Office Supplies (Non Computer)	N
27 01-052-000-0000-6231		15.98	Cisco Systems(Webex)	Services, Labor, Contracts	N
			12/06/2020 01/06/2021		
18 01-053-000-0000-6405		34.82	Misc. Office Supplies	Office & Computer Supplies	N
19 01-053-000-0000-6405		34.83	ID Badge Holders/USB to HDMI	Office & Computer Supplies	N
37 01-090-000-0000-6406		97.90	Ind Age Subscriptions (2)	Law Publ. & Subscriptions	N
30 01-090-000-0000-6625		322.98	2 Monitors	Office Equipment	N
54 01-110-000-0000-6231		185.13	Shelving, Tools, Batteries	Services, Labor, Contracts	N
53 01-110-000-0000-6610		593.33	Shelving, Tools, Batteries	Equipment	N
26 01-200-000-0000-6405		8.98	Brownell- Armerer Tools	Office Supplies	N
24 01-200-000-0000-6409		564.80	Juice Pack Chargers (16)	Deputy Supplies	N
22 01-200-000-0000-6610		299.98	Red Dot Sights	Equipment & Radios	N
46 01-200-019-0000-6409		37.87	Chewy.com- Omega3	Supplies	N
47 01-200-019-0000-6409		42.99	K&H - Supplements	Supplies	N
23 01-252-000-0000-6405		30.38	Printer Cartridge Lana	Office & Computer Supplies	N
25 01-252-000-0000-6405		11.89	Date Stamp- Jail	Office & Computer Supplies	N
32 01-252-252-0000-6405		317.90	Inmate Xmas Treats	Prisoner Welfare	N
52 01-257-000-0000-6405		70.85	Office Supplies - Amazon	Office Supplies	N
38 01-390-000-0000-6405		79.45	Test Paper, Extension Cord, Th	Office, Film, And Field Supplies	N
39 01-390-000-0000-6405		299.99	Viewsonic 3600 Projector	Office, Film, And Field Supplies	N
40 01-390-000-0000-6405		15.99	Projector Case	Office, Film, And Field Supplies	N
17 01-053-000-0000-6231		225.00	ApplicantStack Recruit & Onboa	Services, Labor, Contracts	N
			12/01/2020 01/01/2021		
12 01-049-000-0000-6205		8.70	Shipping	39359 Postage	N
28 01-257-257-0000-6215		329.06	Verizon	9867732623 Wireless Telephone Services	N
			11/24/2020 12/23/2020		
42 01-122-000-0000-6208		195.00-	U of M - Septic Systems	B Sovde Training/Education	N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1
1/5/21 11:26AM
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>	
41 01-390-000-0000-6208		U of M - SSTS Online Course	M Leitinger	Training/Education	N
43 01-122-000-0000-6208		U of M - SSTS - Brainerd	P Gansen	Training/Education	N
45 01-122-000-0000-6208		Refund Late Fee- U of M SSTS	P Gansen	Training/Education	N
11 01-252-201-0000-6610		Power Strip Radio Bank	Walmart	Equipment	N
21 01-252-201-0000-6610		Power Strip ext. cord radios	Walmart	Equipment	N
5462 Bremer Bank (Elan ACH)		39 Transactions			
1 Fund Total:		General Fund	1 Vendors	39 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/5/21 11:26AM
2 Reserves 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>
29 5462 Bremer Bank (Elan ACH) 02-257-000-0000-6357		350.00	Baker Funds- Paulbecks 12/15/2020 12/15/2020	Baker Foundation Expenses	N
5462 Bremer Bank (Elan ACH)		350.00	1 Transactions		
2 Fund Total:		350.00	Reserves Fund	1 Vendors	1 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO]

KMR1
1/5/21 11:26AM
3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formu	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
51	5462 Bremer Bank (Elan ACH) 03-303-000-0000-6296		MNDOT Bridge Inspect - Kazmerz 03/02/2021 03/08/2021	296578	Meeting Expense/Physicals	N
50	03-303-000-0000-6296		MNDOT Bridge Inspect - Bobcock 03/02/2021 03/08/2021	296583	Meeting Expense/Physicals	N
48	03-301-000-0000-6296		MCEA Conference - Welle	524440	Meeting Expense/Physicals	N
49	03-301-000-0000-6296		MNDOT Bridge Inspect - Welle 03/02/2021 03/08/2021	756226	Meeting Expense/Physicals	N
	5462 Bremer Bank (Elan ACH)		4 Transactions			
3 Fund Total:			480.00	Road & Bridge	1 Vendors	4 Transactions

Aitkin County



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

KMRI
1/5/21 11:26AM
5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
5462 Bremer Bank (Elan ACH)					
6 05- 400- 000- 0000- 6801		63.98 Covid- 19 Blue Nitrile Gloves 12/11/2020		Disaster Services - Expenditure	N
7 05- 400- 000- 0000- 6801		86.74 Covid- 19 Pwd Free Gloves 12/11/2020		Disaster Services - Expenditure	N
8 05- 400- 000- 0000- 6801		155.56 Covid- 19 Clorox Disinfectant 12/07/2020		Disaster Services - Expenditure	N
2 05- 400- 430- 0403- 6405		27.36 C&TC supply - Labels 12/06/2020		Office Supplies	N
3 05- 400- 440- 0410- 6239		3.20 Availity - Nov '20 11/01/2020 11/30/2020		Software Fees/License Fees	N
5 05- 400- 440- 0410- 6402		12.80 Acctg - Wireless Keyboard (CG) 12/06/2020		Computer/Technology Supplies	N
9 05- 400- 440- 0410- 6450		19.77 Headset Online Indicator (AB) 12/15/2020		Small Equipment: Telephones,Chair	N
3 05- 420- 600- 4800- 6239		6.60 Availity - Nov '20 11/01/2020 11/30/2020		Software Fees/License Fees	N
5 05- 420- 600- 4800- 6402		26.40 Acctg - Wireless Keyboard (CG) 12/06/2020		Computer/Technology Supplies	N
3 05- 430- 700- 4800- 6239		10.20 Availity - Nov '20 11/01/2020 11/30/2020		Software Fees/License Fees	N
5 05- 430- 700- 4800- 6402		40.79 Acctg - Wireless Keyboard (CG) 12/06/2020		Computer/Technology Supplies	N
4 05- 430- 710- 3670- 6020		60.94 PSOP - Snow boot/snow suit 12/07/2020	63680277	PSOP - Parent Support Outreach Ser	N
1 05- 430- 700- 4800- 6810		200.00 AMHI Flex Gift Cards 12/07/2020	64251428	Mh Init - Flex	N
5462 Bremer Bank (Elan ACH)		714.34		13 Transactions	
5 Fund Total:		714.34		Health & Human Services	1 Vendors 13 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/5/21 11:26AM
19 Long Lake Conservation C

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>	
31 5462 Bremer Bank (Elan ACH)		276.00	WIX.com Premium Plan	Printing, Publ & Adv Promotion	N
19- 521- 000- 0000- 6230					
5462 Bremer Bank (Elan ACH)		276.00	1 Transactions		
19 Fund Total:		276.00	Long Lake Conservation Center	1 Vendors	1 Transactions
Final Total:		0.00	5 Vendors	58 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-1,820.34	General Fund
2	350.00	Reserves Fund
3	480.00	Road & Bridge
5	714.34	Health & Human Services
19	276.00	Long Lake Conservation Center
All Funds	0.00	Total

Approved by,
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KMRI
1/7/21 1:45PM

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

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

Medical FSA 2020
Elan paid 1/6/21
Mtg Reg & Deed Tax - Dec
NSF - Records Office

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/7/21 1:45PM
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>
5	780 Bremer Bank 01-040-000-0000-5081		0.03	Mtg Reg - December		Mortgage Registry- 3% N
	780 Bremer Bank		0.03	1 Transactions		
1	8410 Bremer Bank 01-044-904-0000-6360		1,094.31	Med FSA Claims 2020	39661282	Flex Plan Withdrawals N
6	01-042-000-0000-5079		0.05	NSF - Recorders Office	J. Doran	3% State Deed Tax N
10	01-100-000-0000-5529		14.50	NSF - Recorders Office	J. Doran	County Recorder Fees N
8	01-100-195-0000-5529		11.00	NSF - Recorders Office	J. Doran	Recorder Fees- Land records compl N
9	01-100-196-0000-5529		10.00	NSF - Recorders Office	J. Doran	Recorder Fees- Recorder's Technol N
	8410 Bremer Bank		1,129.86	5 Transactions		
2	5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800		5,934.62	ELAN - Paid 01/06/2021		ELAN - Statement Payment N
	5462 Bremer Bank (Elan ACH)		5,934.62	1 Transactions		
1 Fund Total:			7,064.51	General Fund	3 Vendors	7 Transactions

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/7/21 1:45PM
9 State

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Descripti	1099
							Paid On Bhf #	On Behalf of Name	
4	780	Bremer Bank		63,361.29	Deed Tax - December			State's Share Of Deed Tax (97%)	N
3		09-000-000-0000-2025		56,910.20	Mtg Reg - December			State Share Of Mortgage Registry (9	N
	780	Bremer Bank		120,271.49		2 Transactions			
7	8410	Bremer Bank		1.60	NSF - Recorders Office		J. Doran	State's Share Of Deed Tax (97%)	N
11		09-000-000-0000-2025		10.50	NSF - Recorders Office		J. Doran	Recording Surcharges (Was 5871 &	N
	8410	Bremer Bank		12.10		2 Transactions			
9 Fund Total:				120,283.59	State		2 Vendors	4 Transactions	
Final Total:				127,348.10	5 Vendors		11 Transactions		

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	7,064.51	General Fund
9	120,283.59	State
All Funds	127,348.10	Total

Approved by,
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KMR1
1/13/21 4:14PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

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

FSA Claims
State General Tax

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/13/21 4:14PM
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		418.00	Dep Care FSA Claims 2020	39667062	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		898.13	Med FSA Claims 2021	39667062	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		147.94	Med FSA Claims 2020	39667062	Flex Plan Withdrawals	N
	8410 Bremer Bank		1,464.07	3 Transactions			
1 Fund Total:			1,464.07	General Fund	1 Vendors	3 Transactions	

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

KMR1
1/13/21 4:14PM
9 State

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4 8410 Bremer Bank		60,498.06	State General Tax		N
09-000-000-0000-2058					
8410 Bremer Bank		60,498.06	1 Transactions		
9 Fund Total:		60,498.06	State	1 Vendors	1 Transactions
Final Total:		61,962.13	2 Vendors	4 Transactions	

KMR1
1/13/21

4:14PM

Aitkin County



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIO

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,464.07	General Fund
9	60,498.06	State
All Funds	61,962.13	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Schedule County Board of Appeal and Equalization

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*
Submitted by: Mike Dangers		Department: County Assessor
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Please see attached memo.		
Alternatives, Options, Effects on Others/Comments: The date and time of this meeting needs to be set now so the public notices can be prepared.		
Recommended Action/Motion: Motion to approve scheduling this meeting on Tuesday June 22, 2021 at 4:00pm.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



AITKIN COUNTY ASSESSOR

Aitkin County Government Center
307 2nd Street NW, Room 120
Aitkin, MN 56431

assessor@co.aitkin.mn.us
Phone: 218-927-7327
Fax: 218-927-7379

MEMO

January 7, 2021

To: County Board of Commissioners
Jessica Seibert, County Administrator

From: Mike Dangers, County Assessor

Re: 2021 County Board of Appeal and Equalization Meeting Date and Time

The County Board needs to set the 2021 County Board of Appeal and Equalization (CBOAE) meeting time in accordance with Minnesota Statute 274.14. Attached to this document is a copy of this Statute, minutes from the 2020 CBOAE and a copy of the scheduling pages of the Minnesota Property Tax Administrator's Manual. A calendar of June 2021 is also attached.

The Board must either convene on a Saturday or convene on a weekday with appointment times available after 7:00pm. The earliest possible meeting date is Saturday June 12. Last year, the CBOAE convened on Tuesday, June 23 at 4:00pm and adjourned at 5:22pm. Four appeals were made at this meeting. The staff does not expect a significant change in the number of appeals this year.

Taxpayers can contact the Assessor's Office to get an appointment for this meeting. If the Board requires appointments as in past years, the Notices of Valuation and Classification will clearly state that appointments are required. Then the Board has the option to adjourn prior to 7pm if walk-in appeals are not allowed. If the Board does allow for walk-in appeals the day of the meeting, the meeting would need to stay open until 7pm.

The Board is encouraged to schedule the meeting to best satisfy the needs of the taxpayers. The Tuesday afternoon meeting times have worked well for taxpayers and staff. The recommendation is to schedule this meeting time at 4:00pm on Tuesday June 22, 2021. While this time is later in the month than ideal, there is still time before the end of the month to reconvene the Board if necessary.

Please contact Mike with any questions.

274.14 LENGTH OF SESSION; RECORD.

The board must meet after the second Friday in June on at least one meeting day and may meet for up to ten consecutive meeting days. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county as provided in section 273.121. For this purpose, "meeting days" is defined as any day of the week excluding Sunday. At the board's discretion, "meeting days" may include Saturday. No action taken by the county board of review after June 30 is valid, except for corrections permitted in sections 273.01 and 274.01. The county auditor shall keep an accurate record of the proceedings and orders of the board. The record must be published like other proceedings of county commissioners. A copy of the published record must be sent to the commissioner of revenue within five days following final action of the county board of equalization.

For counties that conduct either regular board of review meetings or open book meetings, at least one of the meeting days must include a meeting that does not end before 7:00 p.m. For counties that require taxpayer appointments for the board of review, appointments must include some available times that extend until at least 7:00 p.m. The county may have a Saturday meeting in lieu of, or in addition to, the extended meeting times under this paragraph.

History: (2050) *RL s 860; 1949 c 543 s 4; 1971 c 564 s 9; 1973 c 582 s 3; 1975 c 339 s 7; 1976 c 334 s 8; 1980 c 437 s 8; 1987 c 229 art 4 s 1; 1987 c 268 art 7 s 38; 1Sp1989 c 1 art 9 s 29; 1990 c 480 art 7 s 15; 1995 c 264 art 11 s 5; 2005 c 151 art 5 s 27; 2008 c 366 art 6 s 32; 2009 c 88 art 10 s 13; 1Sp2019 c 6 art 18 s 14*

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

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

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

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

Oath, Introduction and General Information

The following property owners were present:

Thomas Oden

29-1-525300

Information presented: Owner does not believe that the assessed value of \$1,045,400 for his property would hold up on the open market. Mr. Oden's property is part of the Big Sandy Lodge Association which is a common interest development. His land is valued as a shared interest in Big Sandy Lake.

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

Katherine Kopp, Greg Szypulski via phone

09-0-058002

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

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

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

Mark McCartney

16-1-073600

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

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

Jeffrey Eisenberg

07-1-123100

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

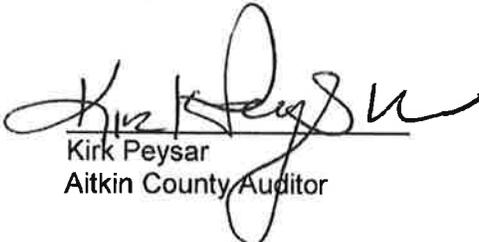
Action: Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried. All voted to change the residence style to modular and adjust the value on the home due to depreciation which would lower the valuation to \$284,697, as recommended by the County Assessor.

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



Bill Pratt, Board Chair
Aitkin County Board of Commissioners

ATTEST:



Kirk Peysar
Aitkin County Auditor

SEAL

County Boards of Appeal and Equalization

open book meeting may appeal to the County Board of Appeal and Equalization and/or Tax Court.

- The local board can be reinstated by resolution of the governing body of the city or town and upon proof of compliance with training requirements. The resolution and proof of compliance must be provided to the county assessor by February 1 to be effective for the same assessment year.

Primary Statutory Reference(s): Minnesota Statutes, section 274.01

County Boards of Appeal and Equalization

What is the purpose and function of the CBAE?

- The County Board of Appeal and Equalization (CBAE) is the **second** avenue in the appeals process.
- A property owner must first appeal to the Local Board of Appeal and Equalization if one is held before being eligible to appear at the county board.

Primary Statutory Reference(s): Minnesota Statutes, section 274.01

When does the CBAE meet?

- The board may meet on any **ten consecutive meeting days** in June **after the second Friday in June**.
- **“Meeting days”** typically means any day of the week excluding Sunday. (The board may elect to consider Saturday as a meeting day as well.)
- At least one meeting must be held **until 7:00 pm or on a Saturday**; i.e., if the county does not hold a meeting until 7:00 pm they must instead hold a meeting on a Saturday.
 - This is to ensure that property owners have ample time to present their appeals.
 - A board may convene on the first Monday after the second Friday in June at 6:00 p.m. and adjourn at 8:00 p.m. and these requirements will have been met.
 - The board may also convene on the Saturday immediately following the second Friday.
 - In any scenario, the board may not hold meeting beyond those ten meeting days without approval from the Commissioner of Revenue.
 - If the board chooses to consider Saturday a “meeting day,” it must consider a second Saturday as a meeting day if it falls within ten meeting days of the original Saturday meeting.
- All boards must adjourn **no later than June 30**. Any action taken after that date is considered invalid except corrections of clerical errors.

County Boards of Appeal and Equalization

- The dates of the meetings must be contained in **valuation notices**.
- If a board completes its work before ten meeting days have transpired, and has met the requirements to be present for a meeting not recessing/adjourning prior to 7:00 p.m. or has met on a Saturday, it is not necessary for the board to continue to meet for each of the ten meeting days.

What are the meeting time requirements for counties that require appointments?

- If a county **requires** appointments for CBAE appeals, the county must allow appointments until 7:00 p.m., but the board is not required to meet until 7:00 p.m. or on a Saturday (per Minnesota Statutes, section 274.14).
- If the board requires appointments and allows for appointment times as late as 7:00 p.m., but those times go unfilled, the board does not need to physically meet at or until 7:00 p.m., nor is the board required to allow walk-ins at that time. The allowance of scheduled appeals until 7:00 p.m. is sufficient.
- However, if the CBAE **allows for walk-ins and does not require appointments**, the board may not adjourn prior to 7:00 p.m.
 - In other words, if value notices sent to taxpayers show that the board will meet during a specific time frame, the assumption is that the board will be available during that time frame for walk-in appointments and therefore must meet.
 - i.e., if the notices say the board will meet from 1 p.m.-7p.m., the board must be in attendance during that posted time for walk-ins.
- The department recommends that requirements to schedule an appeal to a CBAE be clearly stated in Notices of Valuation and Classification, and if appointments are required, rather than stating the specific time frame in which the board will be convened, list the time the board will begin only and be prepared to schedule appointments until 7:00 p.m. in order to comply with statute.

Who makes up the CBAE?

- The board is made up of the county commissioners (or a majority of them with the county auditor; or if the county auditor cannot be present, the deputy county auditor; or if there is no deputy, the court administrator of the county district court).
- A **quorum** (or majority) of the board must be present to take any action.
- Each member must take an oath to fairly and impartially perform duties as a board member.

2021 JUNE

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

www.free-printable-calendar.com



Board of County Commissioners Agenda Request



Requested Meeting Date: 01/26/2021

Title of Item: Approve Affidavit for Duplicate of Lost Warrant

<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) <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: Chris Springer	Department: ACHHS Accounting	
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Eyecare Center of McGregor, warrant number 111549 dated December 10, 2020, in the amount of \$109.00		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Eyecare Center of McGregor, warrant number 111549 dated December 10, 2020, in the amount of \$109.00		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

STATE OF MINNESOTA,)

) ss.

County of Aitkin) Eyecare Center of McGregor

Being duly sworn, on oath says; that she is the owner of a certain Warrant

Dated the 10th day of December 2020, Numbered 111549

Issued by Aitkin County Health and Human Services to

Eyecare Center of McGregor in the

sum of

\$ 109.00, has been LOST in the manner following, to-wit:
("Lost" or "Destroyed")

Did not receive in the mail.

and that she makes this affidavit for the purpose of having a duplicate thereof issued to her according to law;
and to that end herewith files her indemnifying bond, with sureties to be approved, in a sum equal to double the
amount of said WARRANT

Client Signature* [Handwritten Signature] *

Subscribed and sworn to before me this 13th day of January, 2021.



Notary Public [Handwritten Signature] Aitkin County, Minnesota

My Commission Expires 1-31-2025



Board of County Commissioners Agenda Request

20
 Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Aitkin County Housing & Redevelopment Authority Board Appointment

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

The Aitkin County Housing & Redevelopment Authority Board has two openings: District 3 and District 5. Only one application was received. The current member of District 5 has applied for reappointment. A copy of his application is attached. No others applications were received. District 3 will continue to be advertised.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Recommend reappoint Galen Tveit to the Aitkin County Housing & Redevelopment Authority Board, term ending December 31, 2025.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

AITKIN COUNTY HAS TWO OPENINGS ON THE FOLLOWING COMMITTEE:

Aitkin County Housing Authority Board

District 3 (One Opening)

District 5 (One Opening)

Terms: 5 Years

Function:

To address itself to the housing problems of the county, such as substandard or blighted areas which cannot be redeveloped without government assistance or the shortage of decent, safe and sanitary housing available to persons of low income: initiate grant applications to state and federal agencies for construction of housing.

Qualifications:

- Resident of Aitkin County
- Membership is based on program participation; knowledge of housing needs of the county
- Current participation in a Housing Program in the service area
- Genuine interest in affordable Housing programs

Meetings & Compensation:

- Thirteen meetings each year (monthly plus annual)
- Fourth Wednesday of each month at 9:30 a.m.
- Travel required
- Mileage; \$35.00 per diem; expenses for out of town trips

Applications will be accepted until Noon on January 20, 2021, or until filled. Applications can be found on the link below, or mailed to you if requested. Please contact Teresa Smude at: teresa@aitkinhra.org for more information.

The Aitkin County Board of Commissioners will make the committee selections from submitted applications at an upcoming County Board meeting. All applicants will receive notification by mail whether or not they have been selected.



215 3rd St. SE
Aitkin, MN 56431
Phone: (218) 927-2151
Fax: (218) 927-4159
www.aitkinhra.org

January 14, 2021

Aitkin County Commissioners
Aitkin County Courthouse
217 2nd Street NW
Aitkin, MN 56431

Dear Aitkin County Commissioners:

Galen Tveit as applied to be reappointed to the Aitkin County Housing & Redevelopment Authority Board of Commissioners. The Aitkin County HRA Board would recommend that Mr. Tveit be reappointed as the District 5 commissioner for a five year term, to expire on November 1, 2025.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Teresa L. Smude".

Teresa L. Smude
Executive Director

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Housing + Redevelopment Authority

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)

To serve the ~~State~~^{Services} of the county

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

Galen Tuoit 1-4-21
Signature of Applicant 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: Galen Tuoit

STREET ADDRESS OF APPLICANT:
54446 US Hwy 169
Palisade, MN 56469

PHONE NUMBERS:
DAYS 218-838-1615
EVENINGS 218-845-2354

For Office Use Only

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



Board of County Commissioners Agenda Request

2P
 Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Amend SSTS and Permit Inspection Contract

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

On January 5, 2021, The County Board approved of renewing the SSTS and Inspection Contract with Bryan Hargrave for year 2021. Attached is a request by Mr. Hargrave to increase the daily rate of pay from \$350.00 per day to \$400.00 per day. This would be an increase in the yearly budget of \$6,500.00. I informed him I did not have this increase budgeted but I could forgo computer purchase this year and propose a \$25.00 per day increase. Mr. Hargrave is in agreement with the \$25.00 per day increase for 2021. (see initial request and justification for the daily increase).

Alternatives, Options, Effects on Others/Comments:

Find and select another individual to provide inspection services for 2021.

Recommended Action/Motion:

Approve amending contract with Bryan Hargrave for SSTS and permit inspection services for 2021 with the \$25.00 per day increase.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ Additional \$3,250.00

Is this budgeted? Yes No *Please Explain:*

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

Pete:

This will be my 8th season working in Aitkin County. I started in 2014 at a rate of \$325 per day. I received a \$25 per day increase in 2015 to \$350 per day. I have stayed at that rate for six years. During that time frame, inflation averaged about 2 percent per year (some years more, some less). So essentially over the six years my pay has decreased by 2% per year or a total of about \$42 per day as of the end of 2020. I am asking for a rate increase of \$50 per day to \$400 which works out to a pay increase over inflation of \$8 per day or a total over the 2021 season of \$1040.

Last year (2020), I did 192 septic inspections and 230 site inspections. Septic inspections require 1 to 3 site visits per septic installation, which means I had over 350 site visits (this varies: mound installations may require 3 site visits per installation while holding tank installations generally require only one site visit. The majority of septic installations in Aitkin County are mounds). This requires a lot of driving time. Aitkin County is quite large. I drove about 24,000 miles last year in a six month time frame doing inspections. I averaged 6 hours a day doing inspections and 3 to 4 hours a day (as well as many hours on weekends) doing paper work.

So in conclusion, I am asking for a rate increase of \$50 per day to \$400 for the 2021 season. I think this is a reasonable request. Thank you.

Bryan Hargrave

**CONTRACT FOR INDEPENDENT SUBSURFACE SEWAGE TREATMENT SYSTEM
INSPECTOR CONTRACTOR**

This contract, dated January 5, 2021 is made between the following parties:

County of Aitkin
307 2nd St NW Rm 219
Aitkin, MN 56431

And

Downunder Inspections, LLC (Bryan Hargrave) (Independent
Contractor Located At : 12604 Co. Rd. 118, Merrifield, MN 56465)

1. **SERVICES.** Aitkin County has adopted an ordinance to provide for the proper design, location, installation, use and maintenance of subsurface sewage treatment systems (SSTS) entitled the Aitkin County Subsurface Sewage Treatment System Ordinance and as required by Minnesota Rules Chapter 7080-7083 and must enforce the provisions of the Ordinance through the services of a qualified employee or licensed SSTS Inspector. The licensed independent SSTS Inspector contractor is responsible for inspections of installations of SSTS in Aitkin County. Aitkin County under the authority of Minnesota Statutes, 103F Minnesota Regulations, Parts 6120.2500 – 6120.3900, and the planning and zoning enabling legislation in Minnesota Statutes Chapter 394, has adopted zoning ordinances to promote the health, safety and general welfare of the inhabitants by dividing the County into zones and regulating therein the uses of land and the construction of all structures.

The duties of the Independent Contractor include, but are not limited to:

- A. Obtain copies of the Aitkin County permits and related documents including an approved site evaluation and an approved design for all SSTS inspections prior to inspecting. Aitkin County will supply copies of permits and related documents.
- B. Inspect new and replacement SSTS for full compliance with "Aitkin County's Subsurface Sewage Treatment System Ordinance."
- C. Complete to the satisfaction of the Aitkin County Planning and Zoning Department all inspection forms, certificate of compliance or notice of noncompliance and submit to Aitkin County Planning and Zoning Department within five (5) days of the final inspection. This includes all soils information, verification of clean sand and any other information pertinent to the completion of the Individual Sewage Treatment System inspection form (or other form approved by the Environmental Services Director) in its entirety. Final inspection shall be when the tank(s) are covered, and if applicable, the drainfield is covered with black dirt and seeded or sod layed. The independent contractor is responsible and will

be held accountable for sewer inspections and all other relevant information.

D. Take and submit inspection photos, labeled clearly with inspectors name, installers name, property owners name, date and type of septic system and in sufficient quantity to document tank and drainfield area.

E. It is the responsibility of the independent contractor to have available all tools and equipment necessary to adequately complete a SSTS and site inspection(s).

F. It is the responsibility of the independent contractor to provide transportation to the job site and to service and maintain adequate automobile insurance. A copy of the automobile insurance will be provided to the County prior to any contractual work being performed.

G. Consult verbally and in written form with property owners and SSTS professionals in a positive manner.

H. The independent subsurface sewage treatment system inspector contractor will work together with the Aitkin County Planning and Zoning Department to provide thorough and fair enforcement of the Aitkin County Subsurface Sewage Treatment System Ordinance, Zoning Ordinance and Shoreland Management Ordinance. If during an inspection an item of noncompliance is not corrected the independent subsurface sewage treatment system inspector contractor shall immediately notify the Aitkin County Planning and Zoning Office and shall not authorize backfilling of the SSTS.

I. The Independent Contractor shall perform site inspections for setback distances of structures to verify compliance with permit applications and with the goals and objectives of the zoning ordinances of the Aitkin County Planning and Zoning Department.

2. **INSURANCE:**

The independent contractor is required to provide evidence that he/she carries his/her own insurance coverage's. Evidence shall be in the form of an original certificate of insurance. Faxed or photocopies will not be accepted. Aitkin County must be shown on the certificate as an additionally insured for all liability. The following minimum limits are required:

General Liability = **\$1,500,000** aggregate, **\$1,500,000** products and completed operations aggregate.

\$500,000 Personal Injury and Advertising Injury, **\$1,500,000** each occurrence.

Explosion, collapse and underground must be included.

The liability policy must be written on an occurrence basis, not claims made basis. Coverage shall also be indicated on the certificate of insurance for Automobile Liability: Bodily Injury: **\$1,500,000** each occurrence or a combined single limit of **\$1,500,000**. If the independent contractor is unable to carry these minimum underlying limits, he/she shall demonstrate proof that he/she has an umbrella policy to meet the minimum amounts and insurance.

3. **INSPECTION SCHEDULE:** The independent contractor shall be responsible for setting their own schedule and provide a copy of said schedule on a daily basis to the Planning and Zoning Department for approval.
4. **MAINTAIN LICENSURE:** The independent contractor shall secure any and all state licenses that may be required in order to perform the services as contemplated by the inspection duties assigned to him/her and shall comply with all other Federal, State and Local rules, regulations and ordinances as required of a Subsurface Sewage Treatment System Inspector under the rules by the State of Minnesota (Chapter 7080-7083). If the required State License is rendered invalid for any reason the independent contractor shall not conduct any inspections.
5. **CONFLICT OF INTEREST:** The independent contractor shall not inspect an installation if the installer is related to or an employee of the contractor. The independent contractor shall not perform compliance inspections on existing systems or site evaluations and designs during the term of the contract, unless the compliance inspection, site evaluation or design is to fulfill requirements of the contract.
6. **INDEPENDENT CONTRACTOR STATUS:** Aitkin County shall consider individuals who sign this contract as independent contractors and not employees of the County. No statement contained in this contract shall be construed so as to find Contractor to be an employee of the county. The independent contractor acknowledges that he/she shall not be construed as an employee of the County. The independent contractor will not be entitled to workers compensation in the event of his injury while performing inspection duties, shall not be entitled to unemployment compensation in the event of the termination of this contract, shall not have Federal or State income tax, FICA and FUTA withheld from the payments made hereunder, shall not receive any employer match in social security, and shall not be entitled to any County benefit package available to the County employees. The independent contractor shall hold or have applied for a Federal Employee Identification Number and shall supply to Aitkin County the Federal Employee Identification Numbers or a copy of the application.

Independent Contractor acknowledges and agrees that it is his/her sole obligation to comply with the applicable provisions of all Federal and State tax laws.

7. **RELEASE AND INDEMNITY:** The independent contractor agrees to defend, indemnify, and hold Aitkin County, its employees and officials harmless from any claims arising out of an act of omission on the part of the independent contractor. In the event of any disputes or disagreements encountered by the independent contractor with property owners or contractors/installers, the Planning and Zoning staff agree to assist and confirm the work of the Independent Contractor.
8. **TERM:** The term of this contract shall be from May 3, 2021 and run until November 5, 2021. The independent contractor or the County may terminate this agreement after 30 days upon written notice of said termination. The County may terminate the agreement at any time without notice if the independent contractor fails to perform his/her duties satisfactorily or fails to demonstrate sufficient knowledge of local and state rules, regulations and ordinances or fails to exhibit a professional attitude. In the event Aitkin County terminates this contract, a written explanation of why will be provided to the contractor.
9. **COMPENSATION:** The County shall pay the independent contractor a flat fee of \$375.00 per day. This fee does not include travel time to and from the County from the contractor's place of residence or business. The County shall compensate the independent contractor on a bi-weekly basis provided that written invoices have been submitted to and accepted by the Planning and Zoning Department.
10. **ASSIGNMENT:** The independent contractor shall not assign this agreement without prior written consent of the County. This non-assignment clause shall not prohibit the independent contractor from hiring, at his/her discretion, such assistants as may be required in the fulfillment and completion of the inspections and reports as contemplated under this agreement. Any assistants shall be deemed to be employees of the independent contractor, payable by the independent contractor.
11. **NOTICES:** All notices given or sent pursuant to this contract shall be sent by United States mail, addressed to the respective party at the address as set forth in the heading of this agreement, or at such other address as the parties may designate in writing from time to time.
12. **DATA PRACTICES:** All data collected, created, received, maintained, or disseminated for any purposes by the activities of Independent Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now.

13. **RECORDS AVAILABILITY AND RETENTION:** Pursuant to Minn. Statute 16C.05, Subd. 5, the Independent Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, except, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Independent Contractor and involve transactions relating to the Contract.

Independent Contractor agrees to maintain these records for a period of six years from the date of termination of this Contract.

14. **SIGNATURE:** The independent contractor acknowledges by his/her signature on this document that he/she is in full agreement with the terms as imposed upon him/her by this contract, that he/she will comply with those terms and conditions, and has received a copy of this contract.

COUNTY OF AITKIN

DATE January 26, 2021 BY _____
BOARD CHAIRPERSON

DATE January 26, 2021 BY 
ENVIRONMENTAL SERVICES
DIRECTOR

DATE January 26, 2021 BY _____
INDEPENDENT CONTRACTOR



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Approve Agreement for Prosecution Services

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Attached is an Agreement for Prosecution Services with the City of Aitkin.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Agreement for Prosecution Services with the City of Aitkin.		
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>		

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

**AGREEMENT FOR PROSECUTION SERVICES BETWEEN THE
CITY OF AITKIN AND THE AITKIN COUNTY ATTORNEY'S OFFICE**

THIS AGREEMENT is made by and entered into between the City of Aitkin ("City"), a municipal corporation organized under the laws of the State of Minnesota, and the County of Aitkin ("County"), a political subdivision of the State of Minnesota through its County Attorney's Office, for the prosecution of statutory gross misdemeanor, misdemeanor, and petty misdemeanor violations, along with the corresponding civil forfeitures, and also for the prosecution of municipal ordinance violations.

WHEREAS, Minnesota Statutes section 484.87, subdivision 3, provides that statutory gross misdemeanors, misdemeanors, petty misdemeanors, and municipal ordinance violations must be prosecuted by the attorney of the statutory or home rule charter city where the violation is alleged to have occurred;

WHEREAS, Minnesota Statutes section 484.87, subdivision 3, also provides that the statutory or home rule charter city may enter into an agreement with the county board and the county attorney to provide prosecution services for statutory gross misdemeanors, misdemeanors, petty misdemeanors, and municipal ordinance violations;

WHEREAS, the City of Aitkin wishes to enter into an agreement with the Aitkin County Board and the Aitkin County Attorney's Office to provide prosecution services for statutory gross misdemeanors, misdemeanors, petty misdemeanors, and municipal ordinance violations;

NOW, THEREFORE, in consideration of the covenants contained herein, it is hereby agreed by and between the City of Aitkin, through its Council, the County of Aitkin, through the Board of Commissioners and the Aitkin County Attorney's Office, to the following:

1. Enabling Authority

Minnesota Statutes section 484.87, subdivision 3, authorizes the City of Aitkin to enter into an agreement with the County of Aitkin and the Office of the Aitkin County Attorney to provide for prosecution services for criminal offenses.

2. Services

The Aitkin County Attorney's Office shall prosecute statutory gross misdemeanors, misdemeanors, petty misdemeanors, and criminal municipal ordinance violations, as well as all municipal traffic and parking ordinance violations allegedly occurring within the jurisdiction of the municipality. Prosecution services also include criminal appeals, forfeitures of motor vehicles, crime victim services and notifications, preparation and/or review of search warrants during traditional business hours, weekends and holidays, and telephone calls for

consultation, or for approval of probable cause to detain on weekends, holidays, and after traditional business hours.

3. Term

Prosecution services shall be rendered by the Aitkin County Attorney's Office commencing January 1, 2021, and extending through December 31, 2022.

4. Payment for Services

4.1 In consideration for the prosecution services being rendered the County Attorney's Office shall collect \$1,933.34 dollars per month from the City of Aitkin.

4.2 The Aitkin County Attorney's Office shall receive the statutory proceeds distributed to the prosecuting authority for handling forfeitures. In the event the current relevant forfeiture statutes are repealed or modified by official action, the coverage of forfeitures and the corresponding compensation for said forfeitures shall be subject to re-negotiation.

4.3 The City of Aitkin shall continue to receive all of funds statutorily allocated to it pursuant to Minnesota Statutes section 484.90, subdivision 6.

4.4 The City of Aitkin shall reimburse the Aitkin County Attorney's Office for out-of-pocket costs including, but not limited to, court filing fees, appellate brief copying and binding, service of subpoenas, recording fees, significant postage costs, and mileage.

5. City Ordinances

The City shall forward all current City ordinances to the Aitkin County Attorney's Office along with each and every ordinance's corresponding MNCIS offense code tables (required by the state's Local Ordinance Validation Project). The City shall immediately inform the Aitkin County Attorney's Office of any changes or amendments to any of the City's ordinances and provide its updated corresponding MNCIS offense code table.

6. Data

All data collected, created, received, maintained, or disseminated in any form for any purposes by the activities of this Agreement is governed by the Minnesota Data Practices Act or the applicable Rules of Court, and shall only be shared pursuant to the laws governing that particular data.

7. Audit

Pursuant to Minnesota Statutes section 16C.05, subdivision 5, the parties agree that the State Auditor or any duly authorized representative at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine,

audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures related to the Agreement. All such records shall be maintained for a period of six (6) years from the date of termination of this Agreement.

8. Indemnification

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorneys' fees which the other party, its officers and employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or mission of the party, its officers or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

Each party agrees to promptly notify the other party if it knows or becomes aware of any facts or allegations reasonably giving rise to actual or potential liability, claims, causes of action, judgments, damages, losses, costs or expenses, including attorney fees, involving or reasonably likely to involve the other party, and arising out of acts or missions related to this Agreement.

9. Governing Law

This Agreement shall be governed by the laws of the State of Minnesota.

10. Termination

This Agreement shall terminate of its own accord without further action taken or by notice given by either party on or before October 31, 2022.

Either party may terminate this Agreement with or without cause by giving thirty (30) days written notice to the other party. In such event, the Aitkin County Attorney's Office shall be entitled to compensation from the City for the services provided up until the effective date of the termination.

11. Merger and Modification

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated, or attached and are deemed to be part of this Agreement.

Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing as an amendment to this Agreement and signed by the parties hereto.

CITY OF AITKIN

By: W. Wochman
Mayor

Date: 1/20/21

Attest: Rose Beverly
City Administrator

Date: 1/20/21

Approved by:

By: Phil A. Zuber
Counsel for City of Aitkin

Date: 1/20/21

COUNTY OF AITKIN

By: _____
Chairperson/Aitkin County Board of Commissioners

Date: _____

Attest: _____
Aitkin County Administrator

Date: _____

Approved by:

By: _____
James P. Ratz, Aitkin County Attorney

Date: _____



Board of County Commissioners Agenda Request



Requested Meeting Date: January 19, 2021

Title of Item: County Timber Auction Dates 2021

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

Submitted by: Land Commissioner	Department: Land
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Presenter (Name and Title): Rich Courtemanche	Estimated Time Needed: n/a
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Summary of Issue:

The attached resolution sets the dates for the three (3) Aitkin County timber auctions in 2021.

Alternatives, Options, Effects on Others/Comments:

The May and December oral bid auctions will be held @LLCC. The venue will be offered to the Aitkin Area DNR to use for their timber auctions for logger convenience. Currently due to COVID restrictions, all DNR auctions are to be sealed bid.

Recommended Action/Motion:

Adopt Resolution

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No

Please Explain:

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

ADOPTED January 26, 2021

By Commissioner: xxxx

20210126-xxx

County Timber Auction Dates 2021

BE IT HEREBY RESOLVED, that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 9:00 am on May 17,2021 to purchasers regardless of the number of employees.

BE IT ALSO RESOLVED, that that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on a sealed bid auction, without the sale of land at 1:00 pm on August 11,2021 to purchasers regardless of the number of employees.

AND BE IT ALSO RESOLVED, that that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 10:00 am on December 13, 2021 to purchasers regardless of the number of employees.

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 26th day of January, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of January, 2021

Jessica Seibert
County Administrator



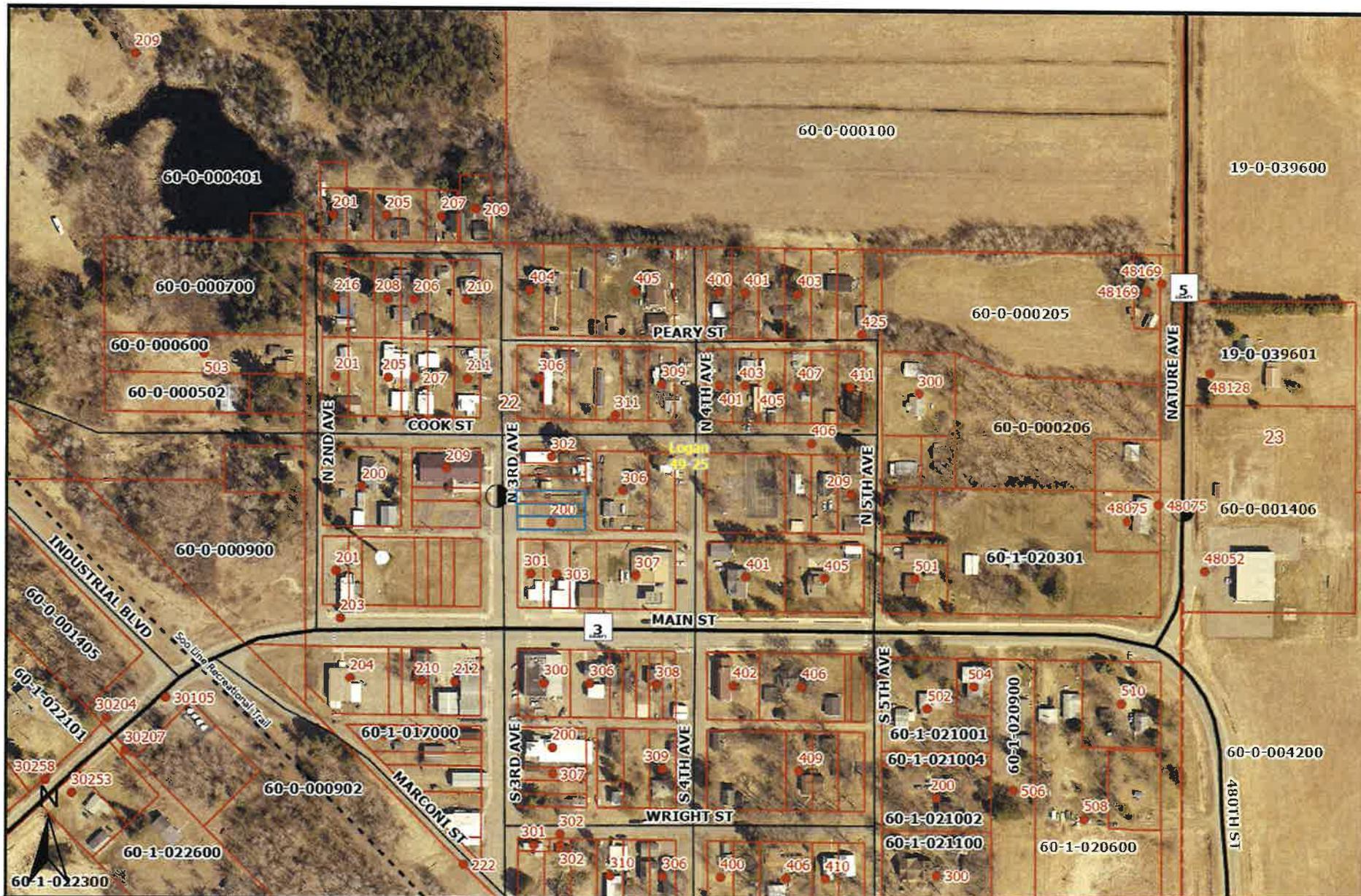
Board of County Commissioners Agenda Request

25
 Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Conveyance of Tax Forfeited Land to Palisade

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Rich Courtemanche		Department: Land
Presenter (Name and Title): Rich Courtemanche, Land Commissioner		Estimated Time Needed:
Summary of Issue: <p>The Aitkin County Land Department (ACLD) has worked with the City of Palisade to clean up three tax forfeited lots in the City of Palisade (Parcels 60-1-007900, 008000, and 008200). The City of Palisade requests this land to be conveyed to the city to be used to construct senior housing (attached letter).</p> <p>The laws that govern tax forfeited lands (MS 282.01 Sub1a) states that:</p> <p>Subd. 1a. Conveyance to public entities may be sold by the county board to an organized or incorporated governmental subdivision of the state or state agency for less than their market value if the reduced price will lead to the development of affordable housing; and (2) the governmental subdivision or state agency has documented its specific plans ... developing affordable housing, and the specific law or laws that empower it to acquire real property in furtherance of the plans.</p> <p>At the January 5, 2021 regular meeting, the County Board recommended selling the property to the City of Palisade for one dollar (\$1).</p>		
Alternatives, Options, Effects on Others/Comments: Aitkin County Land would make application asking for a state deed to remove blight/affordable housing.		
Recommended Action/Motion: Approve the attached resolution for the conveyance of the listed parcel to the City of Palisade		
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? \$ 12,400 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Loss of potential revenue to the Forfeited Tax Trust.		



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

VFW Property Palisade



0 140 280 ft
1 inch = 369 feet

rpc

Date: 12/29/2020



City of Palisade

Resolution for Use of Former VFW Property

December 7, 2020

The City of Palisade does hereby request the property formerly know as the VFW Property in the City of Palisade be transferred to the City for the purpose of developing housing for at risk elderly individuals.

The need for Senior Housing was identified via a five year plan adopted by the City of Palisade in 2019 with the assistance of the Arrowhead Regional Development Corporation. Planning was a series of meetings over months with an active group of individuals, business owners, City Council, neighboring townships and support professionals.

The City of Palisade does hereby resolve to pursue Senior Housing with the possibility of adding office space which would support social, legal, medical, advocacy services to the residents and community at large.

The City Council of the City of Palisade met on December 7, 2020 to approve the request and resolve to commit to actively pursuing the above work within the 2 year deadline.

Signed and witnessed on this date by”

Pamela Nordstrom, Mayor

Maureen M. Mishler –
City Clerk - Treasurer



Board of County Commissioners Agenda Request

27
Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: LG230 Off-Site Gambling - Minnewawa Sportsmen's Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: See attached proposed Resolution.		
Alternatives, Options, Effects on Others/Comments: See attached Proposed Resolution		
Recommended Action/Motion: Approve attached Resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED January 26, 2021

By Commissioner: xxxx

20210126-xxx

LG230 Off-Site Gambling – Minnewawa Sportsmen’s Club

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application to Conduct Off-Site Gambling - Form LG230 - of the Minnewawa Sportsmen’s Club at the following location – North of McGregor, MN on Hwy 65 and 5 miles East on Goshawk St. on Lake Minnewawa, McGregor, MN 56431– Shamrock Township. (Note: Date of activity for Raffle – February 13, 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 26th day of January, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of January, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

3A
 Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: American Peat Technology & Brother Justus Whiskey Company Presentation

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

American Peat Technology (APT) has entered into a supply agreement with Brother Justus Whiskey Company (BJWC) to provide granular peat for making distilled spirits. BJWC is a micro-distiller that has developed a process to make a cold-peated whiskey using Minnesota resources and innovation. One of those Minnesota resources is peat. The process of making the peated whiskey is called the Aitkin County Process, and it was developed through the use of APT's granular peat media. The cold-peating process is an entirely new way of making peated spirits, and has the potential to create an entirely new type of spirit worldwide. APT & BJWC would like to introduce the county audience to Brother Justice, the APT/BJWC partnership and the Aitkin County Process.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Discussion Only

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No Please Explain:



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: 1-26-21

Title of Item: Revoke Portions of CSAH 25

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
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Summary of Issue:
A Public Hearing was held at 7:00 pm on Wednesday, December 9, 2020 at the Wagner Township hall to receive public input on the proposed revocation of two short segments of road through the realignment area adjacent to Pine Lake as shown in green highlight on the attached map.

Based on public input, direction by the Wagner Township Board, and pursuant to M.S. 163.11, these portions of right of way are proposed to be revoked in accordance with M.S. 163.11 by adoption of the attached resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt Resolution

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



Revoke Portions of CSAH 25

WHEREAS, a portion of County State-Aid Highway (CSAH) 25 in Section 25, Township 43 North, Range 22 West as now located is a relocation of the former CSAH 25 alignment through this area, and

WHEREAS, two segments of the former CSAH 25 alignment that are not part of the current CSAH 25 alignment remain as connections to public roads maintained by Wagner Township, and

WHEREAS, these segments should be revoked and reverted to Wagner Township as extensions of the existing Wagner Township roads.

NOW, THEREFORE, BE IT RESOLVED, that the following portions of CSAH 25 as hereinafter described are hereby revoked and reverted to Wagner Township.

1. That part of the following described tract: Government Lot One (1), Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West;

And that part of the following described tract: The Southwest Quarter of the Northwest Quarter (SW ¼ of NW ¼) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West; which lie northeasterly and northerly of a line parallel with and 33 feet southwesterly and southerly of and southwesterly and southerly of a line parallel with and 33 feet northeasterly and northerly of the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence westerly 399.03 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence North 35 degrees 21 minutes 15 seconds West a distance of 42.26 feet; thence northwesterly 7.74 feet along a curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet to the point of beginning of the line to be described; thence northwesterly 184.56 feet continuing along said curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet; thence South 89 degrees 33 minutes 25 seconds West 293.22 feet and there terminating.

2. That part of the following described tract: The Southwest Quarter of the Northwest Quarter (SW ¼ of NW ¼) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West, And that part of the following described tract: County Road, BIG PINE LAKE SHORES, according to the recorded plat thereof, on file in the Aitkin County Recorder's office; which lie northeasterly and northerly

of a line parallel with and 33 feet southwesterly and southerly of and southwesterly and southerly of a line parallel with and 33 feet northeasterly and northerly of the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 448.46 feet; thence North 54 degrees 03 minute 42 seconds West a distance of 50.00 feet to the point of beginning of the line to be described; thence continuing North 54 degrees 03 minutes 42 seconds West 140.54 feet; thence westerly 176.99 feet along a curve concave to the south with a radius of 115.00 feet, a central angle of 88 degrees 10 minutes 48 seconds, and a total length of 176.99 feet and there terminating.

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 26th day of January, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of January, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

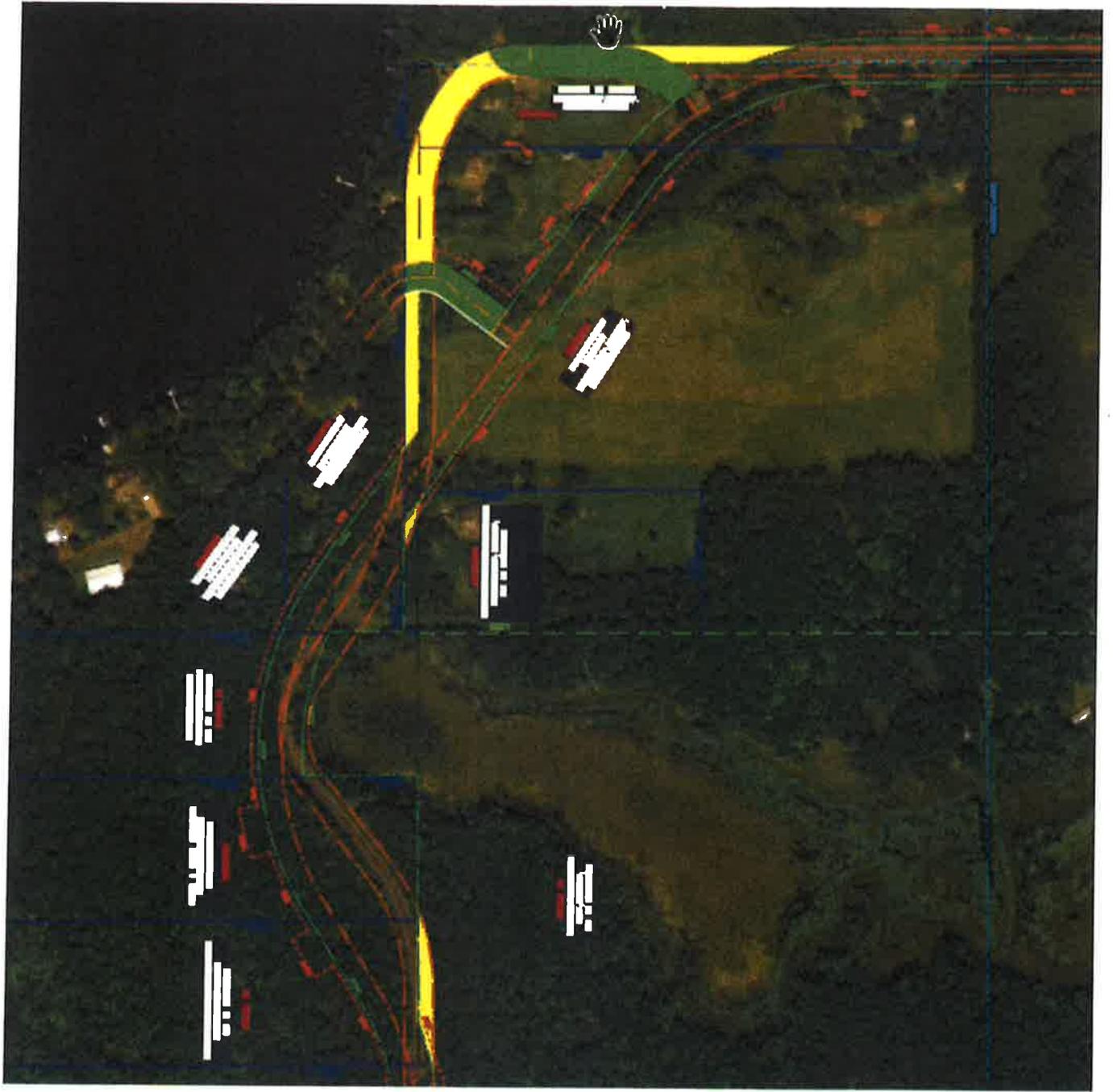
4B
 Agenda Item #

Requested Meeting Date: 1-26-21

Title of Item: Vacate Portions of CSAH 25

<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><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: As part of the County State-Aid Highway 25 reconstruction project in 2020, realignment of the road in several areas has resulted in portions of former road right of way being outside of the right of way corridor of the new road. These portions of right of way as shown in yellow highlight on the attached maps are proposed to be vacated in accordance with M.S. 163.11 by adoption of the attached resolution.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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





Vacate Portions of CSAH 25

WHEREAS, portions of County State-Aid Highway (CSAH) 25 in Sections 25-26, Township 43 North, Range 22 West and Section 30, Township 43 North, Range 21 West as now located is a relocation of the former CSAH 25 alignment, and

WHEREAS, several portions of the former CSAH 25 right of way are no longer part of the right of way corridor needed for the current location of CSAH 25, and therefore should be vacated.

NOW, THEREFORE, BE IT RESOLVED, that the following portions of CSAH 25 as hereinafter described are hereby vacated.

1. That part of the following described tract: The North Half of the Northwest Quarter (N ½ of NW ¼) of Section Thirty (30), Township Forty-three (43) North, Range Twenty-one (21) West;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies westerly of a line 50 feet easterly of and parallel with the following described line:

Beginning at the northwest corner of Section 30, Township 43 North, Range 21 West, from which the west line of the northwest quarter of said Section 30 bears South 00 degrees 36 minutes 49 seconds East, which point is also the beginning of the line to be described; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southerly 300 feet along a curve concave to the west with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet and there terminating.

2. That part of the following described tract: The Southeast Quarter of the Northeast Quarter (SE ¼ of NE ¼) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies northerly of a line 50 feet southerly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 700 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet to the beginning of line to be described; thence continuing on said curve a distance of 339.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 700 feet and there terminating.

3. That part of the following described tract: That part of Government Lot One (1), Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West, described as follows:

Commencing at the southwest corner of said Government Lot 1; thence easterly along the South line of said Government Lot 1 a distance of 205.00 feet to the actual point of beginning of the tract of land herein described; thence on an assumed bearing of North, along a line parallel with the West line of said Government Lot 1 a distance of 451.83 feet, more or less, to the southerly line of Front Street (Shady Point Road) according to the recorded plat of SHADY POINT TOWNSITE; thence North 80 degrees 00 minutes East, along said southerly line of

Front Street, a distance of 419.27 feet, more or less, to an angle point; thence North 59 degrees 37 minutes East, along said southerly line of Front Street, a distance of 98.22 feet, more or less, to the intersection with a line bearing South 15 degrees 21 minutes East from the southeast corner of Lot 6, Block 2 of last said plat; thence South 15 degrees 21 minutes East a distance of 99.29 feet to a point distant 120.00 feet South 15 degrees 21 minutes East from said southeast corner of Lot 6, Block 2; thence northeasterly a distance of 110 feet, more or less, to a point distant 120.00 feet South 18 degrees 19 minutes East from the point of intersection of the northerly line of said Front Street and said centerline of East Street; according to the recorded plat of FIRST ADDITION TO SHADY POINT TOWNSITE; thence northeasterly a distance of 111 feet, more or less, to a point distant 120.00 feet South 21 degrees 17 minutes East from the southeast corner of Lot 1 of last said plat; thence northeasterly a distance of 109 feet, more or less, to a point distant 120.00 feet South 24 degrees 16 minutes East from the southeast corner of Lot 2 of last said plat; thence northeasterly a distance of 110 feet, more or less, to a point distant 155.00 feet South 27 degrees 15 minutes East from the southeast corner of Lot 3 of last said plat; thence northeasterly a distance of 115 feet, more or less, to a point distant 180.00 feet South 30 degrees 14 minutes East from the southeast corner of Lot 4 of last said plat; thence southeasterly a distance of 85 feet, more or less, to a point on a line 30.00 feet West of and parallel with the East line of said Government Lot 1, said point distance 250.00 feet southerly from the intersection of last said parallel line and the northerly line of said Front Street; thence northeasterly, parallel with said southerly line of Front Street, a distance of 30 feet, more or less, to the East line of said Government Lot 1; thence southerly, along last said East Line, a distance of 740 feet, more or less, to the southeast corner of said Government Lot 1; thence westerly along said South line of Government Lot 1, a distance of 1115 feet, more or less, to the point of the beginning;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies southerly of a line 50 feet northerly of and parallel with the following described line from point A to point B and southwesterly of a line 33 feet northeasterly of and parallel with the following described line from point B to point C:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,300.00 feet to point A on the line to be described; thence continuing South 89 degrees 17 minutes 10 seconds West a distance of 325.47 feet; thence westerly 399.03 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to point B on the line to be described; thence North 35 degrees 21 minutes 15 seconds West a distance of 42.26 feet; thence northwesterly 192.30 feet along a curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet to point C on the line to be described and there terminating.

also EXCEPT that portion of the above described tract which lies northeasterly and northerly of a line parallel with and 33 feet southwesterly and southerly of and southwesterly and southerly of a line parallel with and 33 feet northeasterly and northerly of the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of

1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence westerly 399.03 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to the beginning of line to be described; thence North 35 degrees 21 minutes 15 seconds West a distance of 42.26 feet; thence northwesterly 192.30 feet along a curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet; thence South 89 degrees 33 minutes 25 seconds West 293.22 feet and there terminating.

4. That part of the following described tract: The South 200.00 feet of the West 165.00 feet of Government Lot 1, Section 25, Township 43, Range 22, Aitkin County, Minnesota;

lying within the right of way of Aitkin County State Aid Highway Number 25.

5. That part of the following described tract: The North 192 feet of the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ of NW $\frac{1}{4}$) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies between a line 50 feet northerly and northwesterly of and parallel with the following described line from point A to point B and 50 feet southerly and southeasterly of and parallel with the same following described line from point A to point B:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,300.00 feet to point A on the line to be described; thence continuing South 89 degrees 17 minutes 10 seconds West a distance of 325.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to point B on the line to be described and there terminating.

also EXCEPT that portion of the above described tract which lies northwesterly of a line 50 feet northwesterly of the above described line from point A to point B and northeasterly of a line 33 feet southwesterly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence westerly 399.03 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to the beginning of line to be described; thence North 35 degrees 21 minutes 15 seconds West a distance of 42.26 feet; thence northwesterly 192.30 feet along a curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet and there terminating.

also EXCEPT that portion of the above described tract which lies northeasterly and northerly of a line parallel with and 33 feet southwesterly and southerly of and southwesterly and southerly of a line parallel with and 33 feet northeasterly and northerly of the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence westerly 399.03 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to the beginning of line to be described; thence North 35 degrees 21 minutes 15 seconds West a distance of 42.26 feet; thence northwesterly 192.30 feet along a curve concave to the southwest with a radius of 200.00 feet, a central angle of 55 degrees 05 minutes 20 seconds, and a total length of 192.30 feet; thence South 89 degrees 33 minutes 25 seconds West 293.22 feet and there terminating.

6. That part of the following described tract: The Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ of NW $\frac{1}{4}$) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West, EXCEPT that portion of the northwest quarter thereof lying West of County Road, being a triangular piece bounded by County Road, Pine Lake and 150 feet, more or less, of the North boundary of the Southwest Quarter of the Northwest Quarter commencing from the Northwest corner thereof; AND EXCEPT the North 192 feet of the Southwest Quarter of the Northwest Quarter AND EXCEPTING from the South Half of the South Half of Southwest Quarter of Northwest Quarter of Section Twenty-five (25), Township Forty-three (43) North, Range 22 (22) West a five acre parcel, described as follow: Commencing at the southwest corner of the Southwest Quarter of Northwest Quarter; thence North 330 feet; thence East 660 feet; thence South 330 feet; thence West 660 feet to the point of beginning;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies between a line 50 feet southeasterly of and parallel with the following described line from point A to point B and 50 feet northwesterly of and parallel with the same following described line from point A to point B:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence westerly 400.00 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet to point A on the line to be described; thence continuing on said curve a distance of 214.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 890.00 feet to point B on the line to be described and there terminating.

also EXCEPT that portion of the above described tract which lies northwesterly of a line 50 feet westerly of the above described line from point A to point B and southwesterly and southerly of a line 33 feet northeasterly and northerly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36

minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 448.46 feet to the beginning of line to be described; thence North 54 degrees 03 minute 42 seconds West a distance of 190.54 feet; thence westerly 176.99 feet along a curve concave to the south with a radius of 115.00 feet, a central angle of 88 degrees 10 minutes 48 seconds, and a total length of 176.99 feet and there terminating.

7. That part of the following described tract: County Road, BIG PINE LAKE SHORES, according to the recorded plat thereof, on file in the Aitkin County Recorder's office;

lying within the right of way of Aitkin County State Aid Highway Number 25 which lies northerly of a line 33 feet northerly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 448.46 feet to the beginning of line to be described; thence North 54 degrees 03 minute 42 seconds West a distance of 190.54 feet; thence westerly 176.99 feet along a curve concave to the south with a radius of 115.00 feet, a central angle of 88 degrees 10 minutes 48 seconds, and a total length of 176.99 feet and there terminating.

8. That part of the following described tract: County Road, BIG PINE LAKE SHORES, according to the recorded plat thereof, on file in the Aitkin County Recorder's office;

lying within the right of way of Aitkin County State Aid Highway Number 25 which lies northwesterly of a line 50 feet northwesterly of and parallel with the following described line:

Beginning at the southeast corner of Section 26, Township 43 North, Range 22 West, from which the east line of the southeast quarter of said Section 26 bears North 00 degrees 45 minutes 34 seconds West; thence North 00 degrees 45 minutes 34 seconds West a distance of 1,479.97 feet; thence northerly 372.48 feet along a tangential curve concave to the west with a radius of 660.00 feet, a central angle of 32 degrees 20 minutes 08 seconds, and a total length of 372.48 feet; thence North 33 degrees 05 minutes 42 seconds West a distance of 213.49 feet to the beginning of line to be described; thence northerly 795.60 feet along a tangential curve concave to the east with a radius of 660.00 feet, a central angle of 69 degrees 04 minutes 04 seconds, and a total length of 795.60 feet; thence North 35 degrees 58 minutes 22 seconds East a distance of 400.00 feet and there terminating.

And which lies southerly of a line 33 feet southerly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36

minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 448.46 feet to the beginning of line to be described; thence North 54 degrees 03 minute 42 seconds West a distance of 190.54 feet; thence westerly 176.99 feet along a curve concave to the south with a radius of 115.00 feet, a central angle of 88 degrees 10 minutes 48 seconds, and a total length of 176.99 feet and there terminating.

9. That part of the following described tract: Lot One (1), Block Five (5), BIG PINE LAKE SHORES, according to the recorded plat thereof, on file in the Aitkin County Recorder's office;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies southeasterly of a line 50 feet northwesterly of and parallel with the following described line:

Beginning at the southeast corner of Section 26, Township 43 North, Range 22 West, from which the east line of the southeast quarter of said Section 26 bears North 00 degrees 45 minutes 34 seconds West; thence North 00 degrees 45 minutes 34 seconds West a distance of 1,479.97 feet; thence northerly 372.48 feet along a tangential curve concave to the west with a radius of 660.00 feet, a central angle of 32 degrees 20 minutes 08 seconds, and a total length of 372.48 feet; thence North 33 degrees 05 minutes 42 seconds West a distance of 213.49 feet to the beginning of line to be described; thence northerly 795.60 feet along a tangential curve concave to the east with a radius of 660.00 feet, a central angle of 69 degrees 04 minutes 04 seconds, and a total length of 795.60 feet; thence North 35 degrees 58 minutes 22 seconds East a distance of 400.00 feet and there terminating.

10. That part of the following described tract: County Road, BIG PINE LAKE SHORES, according to the recorded plat thereof, on file in the Aitkin County Recorder's office;

lying within the right of way of Aitkin County State Aid Highway Number 25 which lies southeasterly of a line 50 feet southeasterly of and parallel with the following described line:

Beginning at the southeast corner of Section 26, Township 43 North, Range 22 West, from which the east line of the southeast quarter of said Section 26 bears North 00 degrees 45 minutes 34 seconds West; thence North 00 degrees 45 minutes 34 seconds West a distance of 1,479.97 feet; thence northerly 372.48 feet along a tangential curve concave to the west with a radius of 660.00 feet, a central angle of 32 degrees 20 minutes 08 seconds, and a total length of 372.48 feet; thence North 33 degrees 05 minutes 42 seconds West a distance of 213.49 feet to the beginning of line to be described; thence northerly 795.60 feet along a tangential curve concave to the east with a radius of 660.00 feet, a central angle of 69 degrees 04 minutes 04 seconds, and a total length of 795.60 feet; thence North 35 degrees 58 minutes 22 seconds East a distance of 400.00 feet and there terminating.

11. That part of the following described tract: That part of the Southwest Quarter of the Northwest Quarter (SW $\frac{1}{4}$ of NW $\frac{1}{4}$) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West, described as follows:

Commencing at the Southwest corner of the Southwest Quarter of the Northwest Quarter; thence North 330 feet; thence East 660 feet; thence South 330 feet; thence West 660 feet to the point of beginning less any part used in roads;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies northwesterly of a line 50 feet southeasterly of and parallel with the following described line:

Beginning at the northeast corner of Section 25, Township 43 North, Range 22 West, from which the east line of the northeast quarter of said Section 25 bears South 00 degrees 36 minutes 49 seconds East; thence South 00 degrees 36 minutes 49 seconds East a distance of 661.65 feet; thence southwesterly 1,039.49 feet along a curve concave to the northwest with a radius of 660.00 feet, a central angle of 90 degrees 14 minutes 25 seconds, and a total length of 1,039.49 feet; thence South 89 degrees 37 minutes 36 seconds West a distance of 1,986.43 feet; thence South 89 degrees 17 minutes 10 seconds West a distance of 1,625.47 feet; thence southwesterly 614.12 feet along a curve concave to the southeast with a radius of 660.00 feet, a central angle of 53 degrees 18 minutes 48 seconds, and a total length of 614.12 feet; thence South 35 degrees 58 minutes 22 seconds West a distance of 800.00 feet to point of beginning of the line to be described; thence continuing South 35 degrees 58 minutes 22 seconds West a distance of 200.00 feet and there terminating.

- 12. That part of the following described tract: The Northwest Quarter of the Southwest Quarter (NW ¼ of SW ¼) of Section Twenty-five (25), Township Forty-three (43) North, Range Twenty-two (22) West;

lying within the right of way of Aitkin County State Aid Highway Number 25 EXCEPT that part which lies westerly of a line 50 feet easterly of and parallel with the following described line:

Beginning at the southwest corner of Section 25, Township 43 North, Range 22 West, from which the west line of the southwest quarter of said Section 25 bears North 00 degrees 45 minutes 34 seconds West; thence North 00 degrees 45 minutes 34 seconds West a distance of 1,200.00 feet to the beginning of line to be described; thence continuing North 00 degrees 45 minutes 34 seconds West a distance of 279.97 feet; thence northerly 372.48 feet along a tangential curve concave to the west with a radius of 660.00 feet, a central angle of 32 degrees 20 minutes 08 seconds, and a total length of 372.48 feet, and there terminating.

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 26th day of January, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of January, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: January 26, 2021

Title of Item: Jail Facility Inspection Report - Information Only

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

Jail Administrator, Karla White, will review the recently completed MN Department of Corrections Facility Inspection Report with the Board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Facility Inspection Report Issued By The Minnesota Department of Corrections Pursuant to MN Statute 241.021, Subdivision 1
 Inspection and Enforcement Unit, 1450 Energy Park Drive, Suite 200, St.Paul MN 55108
 Telephone: 651-361-7146 Fax: 651-642-0314 Email: ie-support.doc@state.mn.us

INSPECTION DETAILS FOR: Aitkin County Jail

Address: 217 Second Street, ROOM 185, Aitkin, MN 56431

MN Governing Rule: 2911 Local Adult Detention Facilities

Inspection Type: Biennial **Inspected By:** Chris Thoma – Detention Facility Inspector **Inspected on:** 12/16/2020 to 12/16/2020

Inspection Method: Facility tour, staff interviews, employee and resident file reviews, video footage review and related documentation reviews.

Officials Present During Inspection: Assistant Jail Administrator Scott Malloy; Jail Administrator Karla White

Officials Present for Exit Interview: Assistant Jail Administrator Scott Malloy; Chief Deputy Heidi Lenk; Jail Administrator Karla White; Sheriff Dan Guida

Issued Inspection Report to: Assistant Jail Administrator Scott Malloy; Chief Deputy Heidi Lenk; Jail Administrator Karla White; Sheriff Dan Guida; County Administrator Jessica Seibert; Regional Manager Dayna Burmeister

RULE COMPLIANCE SUMMARY

Rule Chapter	Requirement Type	Total Applicable	Total Compliance	Total Non Compliance	Total Compliance With Concerns	Compliance Rating	Substantial Compliance Result/Criteria
2911	Mandatory	121	118	1	2	99.17%	Compliance rating of 100%
2911	Essential	96	95	1	0	98.96%	Compliance rating of 90%

TERMS OF OPERATION

Authority to Operate: conditional approval **Begins On:** 01/01/2021 **Ends On:** 12/31/2022 **Facility Type:** Jail
Placed on Biennial Status: Yes **Biennial Status Annual Compliance Form Due On:** 12/31/2021
Delinquent Juvenile Hold Approval: 24 hrs exclusive of weekends and holidays **Certificate Holder:** Aitkin County Sheriff's Department
Special Conditions: None.

Approved Capacity Details *Operational Capacity is calculated as a percent of Approved Capacity beds.

Bed Type	Gender	Approved Capacity	%Operating Capacity	Operational Capacity	Bed Details	Conditions
Secure	Coed	89	90	80.10	None.	None.

RULE COMPLIANCE DETAILS

Chapter 2911 - Mandatory Rules Not In Compliance

Total: 1

1. 2911.3700 EMERGENCIES AND UNUSUAL OCCURRENCES. Subpart 1. Emergency plan.

A facility shall have a written disaster plan. The plan shall include policies and procedures designed to protect the public by securely detaining inmates who represent a danger to the community or to themselves when the facility must be evacuated in total. The plan shall also include: A. location of alarms and fire fighting equipment; B. an emergency drill policy as follows: (1) at least annual drills at all facility locations; and (2) drills shall be conducted even when evacuation of extremely dangerous inmates may not be included; C. specific assignments and tasks for personnel; D. persons and emergency departments to be notified; E. procedure for evacuation of inmates; and F. arrangements for temporary confinement of inmates.

Inspection Findings:

Evacuation drills are not being completed as called for in subpart 1.B.(1).

Corrective Actions:

Evacuation drills shall be conducted and documented at least annually.

It is recommended that the fire department participate in this drill or at a minimum tour the jail so they are aware of the layout and location of emergency equipment.

Response Needed By: 06/01/2021

Chapter 2911 - Essential Rules Not In Compliance

Total: 1

1. 2911.1200 CLERICAL AND SUPPORT EMPLOYEES WITH REGULAR OR DAILY INMATE CONTACT: TRAINING. Subpart 2. Regular or daily inmate contact.

A facility shall have a written policy and procedure that provides that all new clerical and support employees who have regular or daily inmate contact receive 40 hours of orientation and training during their first year of employment. These hours are to be completed before being independently assigned to a particular job. The employees are given an additional 16 hours of training each subsequent year of employment. At a minimum, this training covers the following areas: A. security procedures and regulations; B. rights and responsibilities of inmates; C. all applicable emergency procedures; D. interpersonal relations and communication skills; and E. first aid.

Inspection Findings:

A review of training records showed that the medical and kitchen staff with regular inmate contact are not meeting the provisions of this part.

Corrective Actions:

Provide medical and kitchen staff with all mandatory training to include: security procedures and regulations of the facility, rights and responsibilities of inmates, interpersonal communication skills, and first aid.

Ensure that quarterly review of emergency procedures are completed and documented for these staff members.

Response Needed By: 06/01/2021

Chapter 2911 - Mandatory Rules In Compliance With Concerns

Total: 2

1. 2911.4000 ANNUAL FOOD SERVICE REVIEW.

A facility's menu content and cycle shall be reviewed at least once annually by a registered dietitian or nutritionist to ensure compliance with part 2911.3900. The review the findings shall be documented and on file.

Inspection Findings:

The dietitian review of the approved menu has an incorrect rule reference.

Corrective Actions:

This was corrected prior to the writing of this report. No further action needed.

Response Needed By:**2. 2911.5000 POST ORDERS; FORMAL INMATE COUNT; WELL-BEING CHECKS. Subpart 5. Well-being.**

A facility shall have a system providing for well-being checks of inmates. A written policy and procedure shall provide that all inmates are personally observed by a custody staff person at least once every 30 minutes. Thirty-minute checks should be staggered. If a well-being check does not occur due to an emergency, it must be documented in the jail log and have supervisory review and approval. More frequent observation is required for those inmates of a special need classification who may be harmful to themselves. Examples of inmates of a special need classification include those classified as potentially suicidal, or as mentally ill, or those experiencing withdrawal from drugs or alcohol.

Inspection Findings:

The well-being check logs reviewed showed one check at 39 minutes. Review of the video footage showed a well-being check was completed but not logged. Video footage is not kept for more than 28 to 30 days. After that time, there would be no proof that the check took place.

Corrective Actions:

Ensure staff are logging all well-being checks at the time they are completed.

Response Needed By:

INSPECTION COMMENTS**Operations:**

The facility is transitioning to the Lexipol platform for its policies. This is scheduled to be completed in Spring of 2021.

Nursing hours were increased to 32 hours a week since the last inspection.

Inmate programming is taking advantage of technology to continue to provide inmates with constructive and worthwhile programming during the COVID-19 pandemic.

Physical Plant:

- 1) The facility appeared very clean and well maintained.
- 2) The design of the facility does not provide for a secure, sally-ported, exit in all areas. The kitchen and intake garage have a single door between the secure and non-secure areas. Perimeter door 129A is deteriorating and in need of replacement.
- 3) The shower curtain rails in all units are in need of repair or replacement with a ligature resistant system.
- 4) Medical space in the facility is lacking. The Nurse has an office that is also used for inmate exams as well as storage of medical tools, equipment, medications, and records.
- 5) Microwaves in several housing units were found to be plugged into auxiliary splitters. These need to be plugged into an arch fault outlet. The use of splitters should be discontinued. It is recommended that surface mounted conduit and outlets be added to accommodate electrical needs in the units. The conduit should be security caulked to the wall and anchored every foot. Cover plates should be installed with tamperproof security screws.
- 6) The cables and cords behind the TV's mounted in the general population and special management units should be secured. These can be used as weapons or ligatures and pose a significant risk.
- 7) Additional cameras are recommended for the kitchen area.

The Aitkin County Jail was constructed in 1984 with an addition and partial remodel in 2001. According to the National Institute of Corrections, the average life expectancy of a jail facility operated 24 hours per day, seven days per week, is approximately 30 years, depending on usage. Given the physical plant issues identified, and the age of the facility infrastructure including plumbing, electrical and HVAC, the County's elected officials are encouraged to begin discussions on a course of action to address long term public safety needs.

Based on a high level of compliance, the Aitkin County Jail will remain on a biennial inspection cycle.

JJDPA Compliance

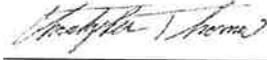
On December 16, 2020, a Juvenile Justice and Delinquency Prevention Act audit was conducted. The Aitkin County Jail has received a "Rural Exception" to the Juvenile Justice and Delinquency Prevention Act (JJDP). This allows the facility to hold a delinquent juvenile up to 24 hours, excluding weekends and holiday. There are three core requirements that are looked at during our facility review. Those core requirements are Deinstitutionalization of Status Offenders (DSO), Removal of Juveniles for Adult Jail and Adult Lockups (Jail Removal), and Sight and Sound separation.

The Aitkin County Jail did not hold or process any juveniles from October 2020 to the day of inspection.

The facility does not participate in any "Scared straight" programs for any youth that are under public authority.

I found no violations of the JJDP act during the Aitkin County Jail inspection.

Report completed By: Chris Thoma – Detention Facility Inspector

Signature: 

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

ADOPTED January 26, 2021

By Commissioner: xxxx

20210126-xxx

LG220 – Change of Date – Up North Riders ATV Club Inc.

WHEREAS, Resolution #20191126-093 was adopted on November 26, 2019, to approve the Application for Exempt Permit – Form LG220 – of the Up North Riders ATV Club Inc., at the following location – Fisherman's Bay, which has an address of 50933 State Highway 65, McGregor, MN 55760 – Workman Township. (Note: Date of activity for Raffle – October 10th, 2020)

WHEREAS, The Minnesota Gambling Control Board will allow a date change within 1-year from the original activity date, upon submission of a written date change request explaining the reason for the change, the new date and whether the location has changed, without being required to submit a new Application.

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the request for a date change for the event cancelled on 10/1/2020, due to the Covid 19 pandemic, to be re-scheduled to October 9th, 2021, at the same location.

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}

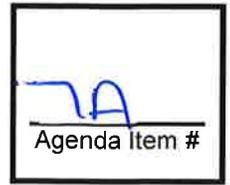
I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 26th day of January, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26th day of January, 2021

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: January 26, 2021

Title of Item: Individual Disaster Abatement and Credit - Parcel 08-0-031902

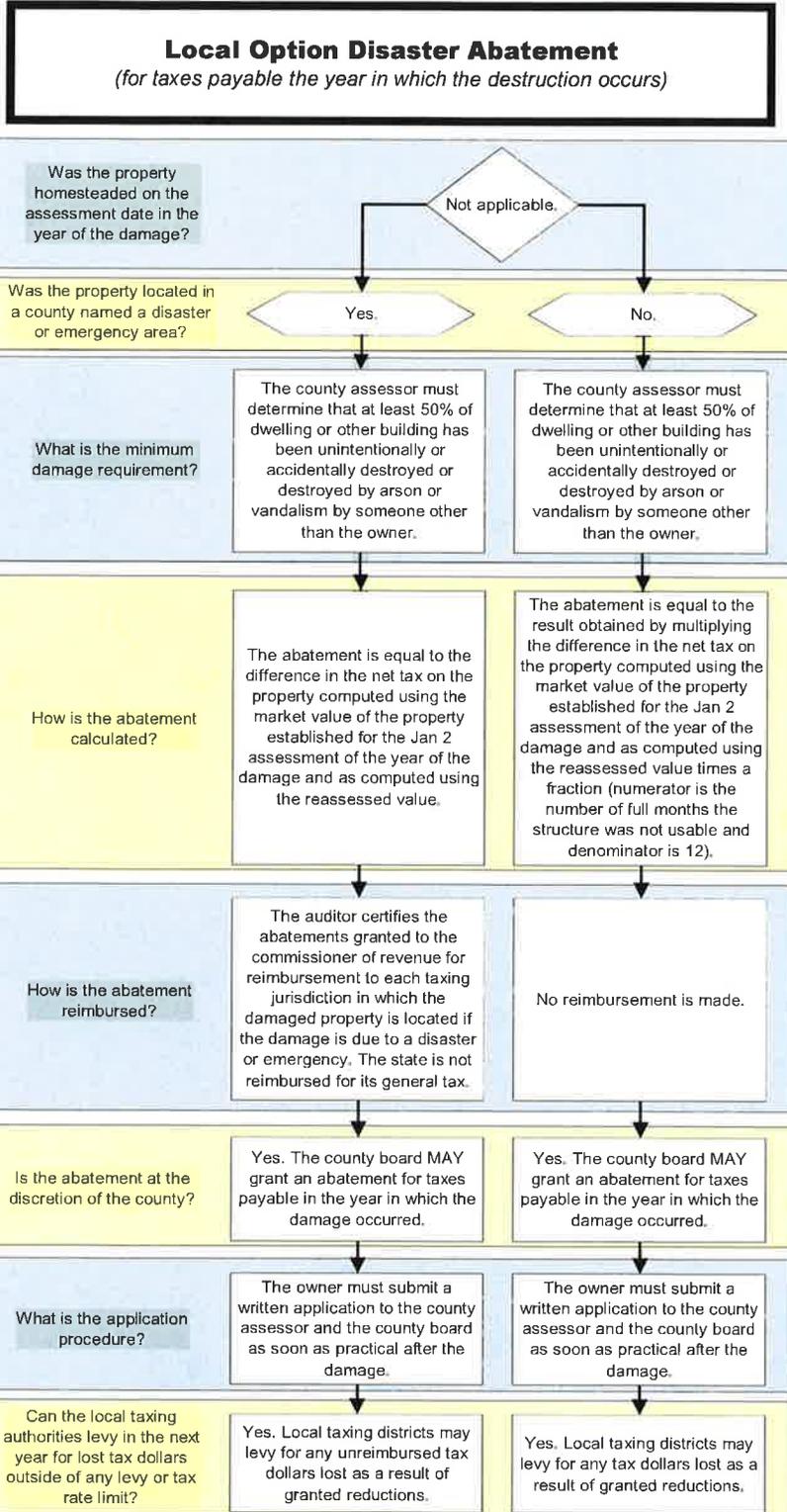
<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mike Dangers		Department: County Assessor
Presenter (Name and Title): Mike Dangers, County Assessor		Estimated Time Needed: 5 minutes
Summary of Issue: <p>The County has received a fire abatement and credit application from James and Catherine Bauer. They are seasonal property owners that lost their log home to fire on August 15, 2020.</p> <p>The local option disaster abatement and credit is for owners that have lost at least 50% of their home to a disaster such as a fire. The benefits are a reduction in property taxes for the year of the disaster plus a tax credit for the following year. These benefits are prorated based on the number of months the property was unusable.</p> <p>On page 2 is a spreadsheet that shows details of this situation. The tax reduction for both taxes payable in 2020 and in 2021 is \$191 for each year. Page 3 has a flowchart summary of how the disaster abatement and credit works. The right-hand column pertains to our situation. On page 4 is a copy of the abatement application with a letter from the Aitkin Fire Department on the following page. The last pages include photos of the structure both before and after the fire. The owners are currently building a new home on this parcel.</p> <p>The cost of these abatements are paid by other property owners in the County as there is no State reimbursement. The Board has approved several of these in 2020.</p>		
Alternatives, Options, Effects on Others/Comments: <p>This type of abatement is at the Board's discretion. If the Board wishes to not approve the abatements, then the tax amounts will be reduced for the 2021 assessment and taxes payable in 2022.</p>		
Recommended Action/Motion: <p>Motion to approve the disaster abatements and credits as presented. This is consistent with previous decisions the Board has made in recent years.</p>		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 382 not including administrative costs</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p>		

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

Fire Abatement Summary - January 26, 2021 County Board Meeting										
Owner Name	Parcel	Date of Fire	Number of Full Months Unusable	Homestead?	Estimated Market Value Before Fire	Estimated Market Value After Fire	Property Tax for 2020 Payable	Hypothetical 2020 Payable Tax After Fire	Prorated Abatement Amount 2020	Estimated Disaster Credit Amount 2021
James and Catherine Bauer	08-0-031902	8/15/2020	4	No	\$ 167,400	\$ 80,600	\$ 1196	\$ 622	\$ 191	\$ 191

PACKET 3 – Disaster Relief and Follow Up
Disaster Relief Flowcharts

Revised 10/2010



For Office Use Only

Name of applicant _____ Assessment year _____

Approved

ALODA

Assessor's signature _____ Date _____

Denied

Application for Local Option Disaster Abatements and Credits

AITKIN County

If your property has been damaged or destroyed by a natural disaster or other type of accident, you may be eligible to receive some property tax relief on this year's and next year's property taxes. The type of tax relief you receive will depend on whether your property is homesteaded, whether it is located within a declared disaster or emergency area, the amount of damage sustained, and a number of other factors. If an assessor has not already reassessed your property, you should contact your county assessor's office and request that an assessor view the damage for the purpose of receiving disaster relief.

Applicant and Property Information

Last Name <u>Bauer</u>	First Name <u>James and Catherine</u>	M.I.	Social Security Number
Mailing Address - Street <u>6400 Oakwood Road</u>	City/Town <u>Woodbury</u>	State <u>MN</u>	Zip Code <u>55125</u>
Telephone (Work)	Telephone (Home)		

Property ID or Parcel Number (found on your property tax statement)
08-0-031902

Address of Damaged Property (if different than mailing address)
42301 328th Ave Aitkin Mn

Legal Description of Property (found on your property tax statement)
Sec 20 Twp: 48.0 Rg 25

Is the property homesteaded?
 Yes No

Is the property located in a county designated as a disaster or emergency area?
 Yes No

How many months was the property unable to be occupied or used?
Date you left property: 8-15-2020

Date you returned to property: _____

Statement of Facts

Applicant's statement of facts. (Please list type of disaster, type of damage, and any other information you deem relevant.)

Early on the morning of August 15th 2020, our home at 42301 328th Ave burned. We don't know if the cause of this fire was ever determined. The house was classified a total loss.

By signing below, I certify, to the best of my knowledge, the above statements are true and correct.

Sign Here

Signature of Property Owner <u>James Bauer Catherine M Bauer</u>	Date <u>12-5-2020</u>
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Note: Minnesota Statutes, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000.00, or both."

Use of Information

The information on this form is required by Minnesota Statutes, section 273.1233 to properly identify you and determine if you qualify for a disaster abatement and/or credit. Your Social Security number is required. If you do not provide the required information, your application may be delayed or denied. Your County Assessor may also ask for additional verification of qualifications. Your Social Security number is considered private data.

**Return to: Aitkin County Assessor, 307 Second St NW Room 120, Aitkin MN 56431
Phone: 218-927-7327**



City of Aitkin
Fire Department

September 18, 2020

To Whom It May Concern:

On August 15, 2020 at approximately 12:36 A.M. the Aitkin Fire Department, working with the McGregor Fire Department and Palisade Fire Department, was dispatched to a structure fire located at 42301 328th Ave, Aitkin, MN 56431.

The Aitkin Fire Department remained on scene until approximately 4:00 extinguishing the fire completely. The Aitkin Fire Department has not been called back to this location to put out any additional flair ups.

I can be reached at 218-820-0031 if you need any additional information regarding this fire.

Mark D. Larson

Mark D. Larson
Secretary
Aitkin Fire Department
109 1st Avenue NW
Aitkin, MN 56431

RECEIVED
DEC. 09 2020
pm 12/7/2020
BY: *SMW*

Bauer Parcel 08-0-031902

Before Fire



Bauer Parcel 08-0-031902

After Fire





Board of County Commissioners Agenda Request



Requested Meeting Date: 1/26/2021

Title of Item: Personnel Committee Recommendations

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

Submitted by: Bobbie Danielson	Department: HR
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Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 10 minutes
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Summary of Issue:
The Personnel Committee unanimously recommends:

1. Update seasonal and temporary employee wage scale policy as proposed (see attached). This will provide more flexibility to the employer when filling substitute and seasonal positions.
2. Update (informational only): The temporary hire (part-time/temp employee) to administer the State COVID relief package that passed on 12/14/2020 declined the job offer. Will attempt to perform the tasks with existing staff.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve the seasonal and temporary employee wage scale policy as presented (copy attached).

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:*

Current Policy Language Reads:

Section B. SEASONAL AND TEMPORARY EMPLOYEE WAGE SCALE

Seasonal and temporary employees will generally be paid at the "Minimum rate" for the applicable job classification, or as otherwise determined by Administration.

Guidelines:

Substitute Instructor/Naturalist, Grade 4 Minimum

Seasonal Equipment Operator, Grade 3 Minimum

Seasonal Boat & Water Safety Officer, Election Clerk, Temporary Clerical Worker, Grade 2 Minimum

Seasonal Crew Leader, Survey Crew Technician, Survey/Construction Staking Laborer, Grade 2 Minimum

Seasonal Laborer, Substitute Cook, Substitute Custodian, Grade 1 Minimum

LLCC Seasonal Staff, varies as determined by Administration

Other Temporary and Seasonal Positions, varies as determined by Administration

Proposed Policy Language:

Section B. SEASONAL AND TEMPORARY EMPLOYEE WAGE SCALE

Seasonal and temporary employees will generally be paid between the "Minimum rate" and Step D for the applicable job classification, or as otherwise determined by Administration.

Guidelines:

Grade 3, Seasonal Equipment Operator

Grade 2, Seasonal Boat & Water Safety Officer, Election Clerk, Temporary Clerical Worker, Seasonal Crew Leader, Survey Crew Technician, Survey/Construction Staking Laborer

Grade 1, Seasonal Park Laborer, Substitute Cook, Substitute Custodian

Other Temporary and Seasonal Positions, including but not limited to all LLCC Substitutes and LLCC Seasonal Staff will be determined by Administration.

Part-time or full-time employees who resign or retire at a rate higher than Step D, and are asked by the employer to stay on to provide substitute/intermittent services will be red-circled at their higher wage, but not eligible for general adjustment or step increases beyond the Step D rate.

MODIFIED UNIFORM WAGE SCALE, JANUARY 1, 2021

One-half percent (0.5%) General Adjustment 1/1/2021

Grade	Minimum/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Maximum/O
20	\$ 43.97	\$ 45.27	\$ 46.61	\$ 47.99	\$ 49.41	\$ 50.87	\$ 52.37	\$ 53.92	\$ 55.52	\$ 57.17	\$ 58.86	\$ 60.61	\$ 62.40	\$ 63.73	\$ 65.64
19	\$ 42.35	\$ 43.60	\$ 44.89	\$ 46.21	\$ 47.58	\$ 48.99	\$ 50.44	\$ 51.93	\$ 53.47	\$ 55.05	\$ 56.68	\$ 58.36	\$ 60.09	\$ 61.36	\$ 63.20
18	\$ 40.73	\$ 41.93	\$ 43.16	\$ 44.44	\$ 45.75	\$ 47.10	\$ 48.50	\$ 49.93	\$ 51.41	\$ 52.93	\$ 54.50	\$ 56.11	\$ 57.78	\$ 59.00	\$ 60.77
17	\$ 39.10	\$ 40.26	\$ 41.44	\$ 42.67	\$ 43.92	\$ 45.22	\$ 46.56	\$ 47.93	\$ 49.35	\$ 50.81	\$ 52.32	\$ 53.87	\$ 55.46	\$ 56.63	\$ 58.33
16	\$ 37.48	\$ 38.58	\$ 39.72	\$ 40.89	\$ 42.10	\$ 43.34	\$ 44.62	\$ 45.94	\$ 47.30	\$ 48.69	\$ 50.13	\$ 51.62	\$ 53.15	\$ 54.27	\$ 55.90
15	\$ 35.86	\$ 36.91	\$ 38.00	\$ 39.12	\$ 40.27	\$ 41.46	\$ 42.68	\$ 43.94	\$ 45.24	\$ 46.58	\$ 47.95	\$ 49.37	\$ 50.83	\$ 51.91	\$ 53.46
14	\$ 34.23	\$ 35.24	\$ 36.28	\$ 37.34	\$ 38.44	\$ 39.58	\$ 40.74	\$ 41.94	\$ 43.18	\$ 44.46	\$ 45.77	\$ 47.12	\$ 48.52	\$ 49.54	\$ 51.03
13	\$ 32.61	\$ 33.57	\$ 34.55	\$ 35.57	\$ 36.62	\$ 37.69	\$ 38.80	\$ 39.95	\$ 41.13	\$ 42.34	\$ 43.59	\$ 44.88	\$ 46.20	\$ 47.18	\$ 48.59
12	\$ 30.99	\$ 31.90	\$ 32.83	\$ 33.80	\$ 34.79	\$ 35.81	\$ 36.87	\$ 37.95	\$ 39.07	\$ 40.22	\$ 41.41	\$ 42.63	\$ 43.89	\$ 44.81	\$ 46.16
11	\$ 29.36	\$ 30.22	\$ 31.11	\$ 32.02	\$ 32.96	\$ 33.93	\$ 34.93	\$ 35.96	\$ 37.01	\$ 38.10	\$ 39.23	\$ 40.38	\$ 41.57	\$ 42.45	\$ 43.72
10	\$ 27.74	\$ 28.55	\$ 29.39	\$ 30.25	\$ 31.14	\$ 32.05	\$ 32.99	\$ 33.96	\$ 34.96	\$ 35.99	\$ 37.04	\$ 38.14	\$ 39.26	\$ 40.09	\$ 41.29
9	\$ 26.12	\$ 26.88	\$ 27.66	\$ 28.47	\$ 29.31	\$ 30.17	\$ 31.05	\$ 31.96	\$ 32.90	\$ 33.87	\$ 34.86	\$ 35.89	\$ 36.94	\$ 37.72	\$ 38.85
8	\$ 24.49	\$ 25.21	\$ 25.94	\$ 26.70	\$ 27.48	\$ 28.28	\$ 29.11	\$ 29.97	\$ 30.84	\$ 31.75	\$ 32.68	\$ 33.64	\$ 34.63	\$ 35.36	\$ 36.42
7	\$ 22.87	\$ 23.53	\$ 24.22	\$ 24.93	\$ 25.65	\$ 26.40	\$ 27.17	\$ 27.97	\$ 28.79	\$ 29.63	\$ 30.50	\$ 31.39	\$ 32.32	\$ 32.99	\$ 33.98
6	\$ 21.25	\$ 21.86	\$ 22.50	\$ 23.15	\$ 23.83	\$ 24.52	\$ 25.24	\$ 25.97	\$ 26.73	\$ 27.51	\$ 28.32	\$ 29.15	\$ 30.00	\$ 30.63	\$ 31.55
5	\$ 19.62	\$ 20.19	\$ 20.78	\$ 21.38	\$ 22.00	\$ 22.64	\$ 23.30	\$ 23.98	\$ 24.67	\$ 25.39	\$ 26.14	\$ 26.90	\$ 27.69	\$ 28.26	\$ 29.11
4	\$ 18.00	\$ 18.52	\$ 19.05	\$ 19.60	\$ 20.17	\$ 20.76	\$ 21.36	\$ 21.98	\$ 22.62	\$ 23.28	\$ 23.95	\$ 24.65	\$ 25.37	\$ 25.90	\$ 26.68
3	\$ 16.38	\$ 16.85	\$ 17.33	\$ 17.83	\$ 18.35	\$ 18.88	\$ 19.42	\$ 19.98	\$ 20.56	\$ 21.16	\$ 21.77	\$ 22.41	\$ 23.06	\$ 23.54	\$ 24.24
2	\$ 14.75	\$ 15.17	\$ 15.61	\$ 16.06	\$ 16.52	\$ 16.99	\$ 17.48	\$ 17.99	\$ 18.51	\$ 19.04	\$ 19.59	\$ 20.16	\$ 20.74	\$ 21.17	\$ 21.81
1	\$ 13.13	\$ 13.50	\$ 13.89	\$ 14.28	\$ 14.69	\$ 15.11	\$ 15.54	\$ 15.99	\$ 16.45	\$ 16.92	\$ 17.41	\$ 17.91	\$ 18.43	\$ 18.81	\$ 19.37

Ex: up to Step D



Board of County Commissioners Agenda Request



Requested Meeting Date: January 26, 2021

Title of Item: Approve Request to Fill East Central Regional Library Board Vacancy

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

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:
East Central Regional Library Committee has one opening. Two applications have been received.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Make appointment for the East Central Regional Library Committee opening.

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:*

NEWS RELEASE

AITKIN COUNTY HAS AN OPENING ON THE FOLLOWING COMMITTEE:

East Central Regional Library Board

*At Large

Serve as a citizen representative from Aitkin County on the joint governing board of East Central Regional Library, along with representatives of Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties. The Board is comprised of 1 county commissioner and 2 citizens appointed by each of the respective counties who are signatories of a Joint Powers Agreement. The Board is responsible for policies, goals and objectives, budget, hiring a director, and advocacy for the regional library system. Board meetings are held at 9:30 a.m. on the second Monday of the month, generally at the regional library headquarters in Cambridge with 2-3 meetings per year at one of the other branch libraries. Board members also serve on working committees as appointed by the Board President. Mileage is reimbursed.

Applications are being accepted until Noon on December 4, 2020 or until filled. The Aitkin County Board of Commissioners will make the committee selections from submitted applications during a County Board meeting. All applicants will receive notification by mail whether or not they have been selected. Applications can be found on the Aitkin County website, or call 218-927-7276 option 7 to request an application by mail.

For additional information on the East Central Regional Library Board, please email Carla Lydon @ clydon@ecrlib.org



Headquarters: 111 Dellwood St. N
Cambridge MN 55008
Phone (763) 689-7390

*Branches in Aitkin, Chisago, Isanti,
Kanabec, Mille Lacs, and Pine Counties*

January 14, 2021

Aitkin County Board
c/o Angie Sahr
Aitkin County
307 2nd Street Nw Room 310
Aitkin, MN 56431

Aitkin County Commissioners:

I'm writing in response to the applications you have received from Marcia Gerber and Julie Yeager for the East Central Regional Library Board. Both applicants seem well qualified, interested and either would be a welcome addition to the ECRL Board.

From my perspective, based solely on their applications, each applicant brings something unique. Ms. Yeager brings a different perspective that, I believe, would be beneficial to the ECRL Board. Both her previous experience with a Library Board in Iowa, as well as her perspective as a current member of the workforce, represent a viewpoint and experience that is missing from most ECRL Board members.

Ms. Gerber's many years of experience as a member of the Aitkin Library Friends group indicates a dedication to the improvement of library services and an existing understanding of the Aitkin Library and our services. This understanding and dedication is an asset for Board members as well.

I greatly appreciate the opportunity to provide input regarding the appointment and appreciate Aitkin County's commitment to and support of the library. In closing, I recommend either applicant for this position. I will leave it to your discretion to determine which applicant will best represent Aitkin County in this capacity.

Regards,

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

Carla Lydon
Executive Director

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

East Central Regional Library Board

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)

My husband and I have owned property in Aitkin
county since 1995. After retiring from a 27 year
career as an elementary teacher in 2008, we have
made this area our permanent home. We have been
members of the Friends of the Aitkin Public Library for
12 years where I have served as secretary since 2018.
Additional area volunteer activities include being a
docent at the Jacques Art Center and a driver for the Rides
for Health program.

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

Marcia Gerber
Signature of Applicant

12-29-20
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: Marcia Gerber

STREET ADDRESS OF APPLICANT:
37724 310th St.
Aitkin, MN 56431

PHONE NUMBERS:
DAYS 320-279-1517 (cell)
EVENINGS 218-927-3739 (home)

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

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

RECEIVED

JAN 11 2020

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

EAST CENTRAL REGIONAL LIBRARY BOARD

AITKIN COUNTY COMMISSIONER DISTRICT _____

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 have served in many leadership roles throughout my career. I have been in education; as an elementary teacher, a professional development coordinator training new teachers and as a MS assistant principal.

I am currently an executive vice president at Learners Edge. Our company creates online courses for teachers nationally. I have also previously served on a smaller library board in IOWA.

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

Julie Yaeger
Signature of Applicant

1.7.21
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: JULIE YAEGER

STREET ADDRESS OF APPLICANT:
44623 296th Lane
Aitkin MN 56431

PHONE NUMBERS:
DAYS mobile 952.240.6738
EVENINGS _____

For Office Use Only

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



Board of County Commissioners Agenda Request

9B
Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Approve Aitkin Co. COVID-19 Business Relief Pmts. Application & Process

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <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: 15 min.
Summary of Issue: Aitkin County has received \$313,202.96 from the State of MN for COVID-19 Business Relief Payments. The Economic Development Committee has held several meetings to discuss program eligibility and prioritization. The committee unanimously recommends approval of the attached application and process for distribution of funds.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Aitkin County COVID-19 Business Relief Payments application & process.		
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>		

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



2021 Aitkin County COVID-19 Business Relief Payments Application

Aitkin County has received funds through the State of Minnesota for the purpose of providing business relief grants to businesses and nonprofit organizations negatively affected by COVID-19 related Executive Orders.

Grants must be used by eligible businesses and nonprofit organizations for operations expenses incurred during the COVID-19 pandemic. Examples of eligible expenses include:

- Property Taxes
- Fees for Liquor, Food, Beverage, and Lodging
- Insurance Costs
- Legal Fees
- Payroll
- Rent
- Utilities
- Repairs to existing building & equipment

The following State criteria must be met for eligibility:

- The business or nonprofit must have a physical establishment in Aitkin County
- No current tax liens with the Secretary of State
- Have been impacted by a COVID-19 related Executive Order

A Business must be current on their property taxes as of March 31, 2020 or any other obligations to Aitkin County.

A Business must submit a full application with signatures and complete the attached W-9 Form. Submittal of a completed application does not guarantee funding.

A Business owner agrees that by signing and submitting the Aitkin County COVID-19 Business Relief Payments application they will be subject to a random audit by Aitkin County for accuracy in information requested. They also agree to provide additional documentation that may be requested by Aitkin County or their representative to determine eligibility and award amount or to complete an audit of funds awarded. If it is determined that false or misleading information is provided on the Aitkin County COVID-19 Business Relief Payments application, the Business will be required to repay Aitkin County the entire grant amount.

Maximum Grant amount is \$10,000.00 based upon need and funds available.

Grants will be awarded based on eligibility, need, and prioritized as follows:

1. Bars, restaurants, and lodging
2. Other businesses meeting eligibility criteria
3. Nonprofit organizations that earn revenue in a similar manner to businesses such as through entry fees or pay for service

Applications will be made available on January 28, 2021. Applications will be reviewed on February 12, 2021. Grants will continue to be awarded until all funds are expended. Final approval will be subject to approval by the Aitkin County Board.

Ineligible businesses and nonprofits include:

Agriculture crop and livestock operations; corporate/multi-state chains (except those owned by local franchisee); businesses in default conditions prior to March 31, 2020; businesses with IRS debt prior to March 31, 2020; finance, insurance and real estate businesses; banks; financial advisors; property rentals or property management; billboards; retail/off-sale only liquor stores; lobbyist; government entities; home-based businesses; and businesses that earn a majority of their income from online transactions. Aitkin County reserves the right to determine other businesses and nonprofits as ineligible.

Grant applications will be available on the Aitkin County website and by request and may be submitted by mail to Aitkin County Government Center, ATTN: Jessica Seibert, 307 2nd Street NW #314, Aitkin, MN 56431 or delivered to the Aitkin County Government Center Administration Office.

For any questions or clarifications, please contact Jessica Seibert at 218-927-7276 or jessica.seibert@co.aitkin.mn.us

Aitkin County reserves the right to reject or modify any application or portions thereof it feels does not meet the guidelines or application process requirements. Businesses may be prioritized based on need.

Aitkin County COVID-19 Business Relief Payments Application

APPLICANT INFORMATION

1. Legal Name of Business/DBA (if different): _____
2. Address: _____
3. Business Phone #: _____
4. Best Daytime Phone #: _____
5. Email Address: _____
6. Name of Person responsible for this application and information provided: _____
7. Federal Tax ID# or SSN#: _____
8. State of MN Business Tax ID#: _____
9. NAICS Code: _____
10. Number of current Full Time or Full Time equivalent employees: _____
11. Number of current Part Time employees: _____
12. Month/Year you took ownership of business: _____
13. Is your business located in Aitkin County? Yes No
14. Is your business property classified as commercial? Yes No Parcel ID #: _____
15. Is your business still active? Yes No
16. Do you certify that you will continue to own and operate this business through December 31, 2021?
 Yes No
17. Is your business open year-round to the public? Yes No
If no, list regular annual dates of operation: _____
18. Has your business been impacted by an Executive Order related to COVID-19? Yes No
19. Do you have any liens with the MN Secretary of State? Yes No
20. Were business property taxes paid in full as of March 31, 2020? Yes No
21. Is this business your primary source of household income? Yes No
22. Have you been notified by the Department of Revenue that you will be receiving funds? Yes No

23. Please list the dates & amounts received of any other COVID-related relief funds including, but not limited to, Paycheck Protection Program, DEED programs, or Aitkin County Business Cares funds, etc. **Note: Receipt of prior funding does not automatically exclude you from this application.**

<u>Program</u>	<u>Date Received</u>	<u>Amount Received</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ASSISTANCE REQUEST

24. Amount of grant request (not to exceed \$10,000): _____

25. Please describe how COVID-19 Executive Orders have negatively impacted your business. Please be thorough in your response as this information will play an important role in the distribution of funds (500 words or less).

26. How will these grant funds be used and what impact will they have on the future of your business?

SUPPORTING DOCUMENTS ATTACHED

- W-9 Form
- Signed Authorization for Release of Information and Acknowledgments

2021 Aitkin County COVID-19 Business Relief Grant Program

AUTHORIZATION FOR RELEASE OF INFORMATION AND ACKNOWLEDGEMENTS

1. The Applicant shall hold Aitkin County, MN, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the 2021 Aitkin County COVID-19 Business Relief Grant Program or its Application (Grant Application), including but not limited to, any legal or actual violations of any State or Federal laws.

2. The Applicant recognizes and agrees that Aitkin County retains absolute authority and discretion to decide whether or not to accept or deny any particular Grant Application, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Grant Application are incurred by the Applicant at its sole risk and expense.

3. The Applicant acknowledges that they have read the 2021 Aitkin County COVID-19 Business Relief Grant Program eligibility requirements and understands that if the application is approved for funding, grant funds awarded must only be used to pay eligible expenses. Applicant is exclusively responsible for the lawful use of any funds awarded under the 2021 Aitkin County COVID-19 Business Relief Grant Program.

4. The Applicant acknowledges that they understand data submitted in relation to this application will become government data and is subject to federal and state data laws. Some of the data may be considered private or nonpublic prior to the award of financial assistance, while some limited data may be considered private or nonpublic even following the award. The County will not publicize your business plans, customer lists, income tax returns, design / market / feasibility studies, income and expense reports, or any other data classified as private or nonpublic under Minn. Stat. §13.591. Application data submitted by organizations that are not selected for grant funding will only be released upon request and as required by Minn. Stat. Chapter 13 or other applicable state/federal law. Application or evaluation data may also be shared with any entity that has a legal right to the data under Minnesota or federal law, including under court order. You can refuse to supply any or all of the requested information, which you are not legally required to provide.

5. A recipient found to have misrepresented themselves or their business is responsible for repaying funds to the Aitkin County.

6. Additional acknowledgements.

I acknowledge that Aitkin County retains final authority to determine if a business or nonprofit is eligible for funding, whether to approve a grant and the final grant amount. Aitkin County reserves the right to reduce grant award amounts if the total requests exceed available funding.

I acknowledge that Aitkin County has the right to verify any information contained in this application. Additional information and documentation may be requested at a later date. Failure to provide the information required may result in ineligibility for grant program or repayment of the funds. I agree to provide Aitkin County any documentation needed to complete an audit of funds awarded. Should Aitkin County be audited and it is found that the business payment is not allowable under federal or state guidelines, such business shall repay the funds to Aitkin County within three months of notification.

I acknowledge that Aitkin County will issue grant recipients an IRS Form 1099 and that these grant funds are taxable.

7. Financial Assistance Certification: I hereby certify that the 2021 Aitkin County COVID-19 Business Relief Grant Program is necessary and due to adverse effects related to an Executive Order issued by the State of Minnesota in response to the COVID-19 Pandemic.

The undersigned, a duly authorized representative of the Applicant, hereby certifies the foregoing information is true, correct, and complete as of the date hereof; and agrees that:

- The business is located within the political boundaries of Aitkin County;
- There are no outstanding tax liens with the Office of the Minnesota Secretary of State;
- All proceeds from the grant will be used for eligible business expenses under the 2021 Aitkin County COVID-19 Business Relief Grant Program;
- Applicant shall be bound by all terms and provisions of the 2021 Aitkin County COVID-19 Business Relief Grant Program
- Applicant will provide a Department of Revenue Form Rev185b if required for verification of Department of Revenue grants only.

Applicant Signature:

Date:

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number												
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or												
Employer identification number												
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> <td style="border: 1px solid black; width: 25px; height: 25px;"></td> </tr> </table>												

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ _____	Date ▶ _____
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Form REV185b, Authorization to Release Business Tax Information

Read instructions before completing this form.

Business Taxpayer Information	Business Taxpayer Name			Minnesota or Federal Employer Identification Number (FEIN)		
	Street Address or PO Box			Phone Number		Fax Number
	Apt. or Suite			For combined business returns: Filing entity name (if different)		
	City	State	ZIP Code	Filing entity FEIN/TIN		

Recipient	Name of Person to Receive Return Information			Attorney Number, Accountant Number, or PTIN		
	Street Address or PO Box			Phone Number		
	Apt. or Suite			Fax Number		
	City	State	ZIP Code	Email Address		

Type of Information	The person above is authorized to receive and inspect nonpublic data about the business for the following:					
	Type of Tax (Such as Business Income, Sales, Withholding) or Debt Issue			Tax Form Name or Number (if applicable)		Extended Expiration Date
	EXAMPLE					
						/ /

Signature	This authorization is not valid until it is signed and dated by someone with legal authority to sign agreements on behalf of the business taxpayer. I certify that I have the legal authority to sign this form.					
	Signature			Address Different from Taxpayer		
	Print Name and Title			Phone Number	City	State ZIP Code

Send a signed copy of this form to the department:
 Mail: Minnesota Department of Revenue, Mail Station 7703, 600 Robert Street North, St. Paul, MN 55146
 Fax: 651-556-5210
 Email: MNDOR.POA@state.mn.us

Form REV185b Instructions

Purpose of This Form

By signing this form, you authorize the Minnesota Department of Revenue to release nonpublic data to the person above.

An authorized recipient may inspect or receive nonpublic data, but may not act on your behalf. To grant additional authority, complete Form REV184b, *Business Power of Attorney*.

Individuals

To authorize the department to release private data about an individual, complete Form REV185i, *Authorization to Release Individual Tax Information*.

Your Signature

Owners or officers: Sign, date, print your name and title, and enter your contact information.

We reserve the right to request additional information as needed.

Expiration

This authorization expires once the data is released. To extend the amount of time this authorization is valid for, indicate when you want it to expire in the Tax Type or Issue section of this form.

Questions?

Website: www.revenue.state.mn.us
 Email: MNDOR.POA@state.mn.us
 Phone: 651-556-3003 or 1-800-657-3909



Aitkin County Board of Commissioners

Agenda Request Form

10
 Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Committee Reports

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



Board of County Commissioners Agenda Request

11A
Agenda Item #

Requested Meeting Date: January 26, 2021

Title of Item: Closed Session Under MN Statute 13D.05 Subd 3 (a) County Administrator Performance Evaluation

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

Pursuant to MN Statute 13D Subd. 3 (a) Performance Evaluation of County Administrator, this portion of the Board meeting will be closed to the public.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*