

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS May 11, 2021 – BOARD AGENDA

## Government Center Board Room

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code):182 066 4104;  
(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
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.  
**Anyone attending virtually wishing to speak during the public comment period should notify the County Administrator's office at 218-927-7276 option 7 no later than 2:30 P.M. on the Monday before the meeting.**
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File April 27, 2021 to May 10, 2021
  - B) Approve April 27, 2021 County Board Minutes
  - C) Approve Electronic Funds Transfers
  - D) Approve Commissioner Vouchers
  - E) Approve Auditor's Vouchers – Contegrity Payments
  - F) Approve Manual Warrants/Voids/Corrections – MN Care Tax
  - G) Approve Manual Warrants/Voids/Corrections – FSA Fees
  - H) Approve Manual Warrants/Voids/Corrections – Property Tax Chargeback
  - I) Approve Manual Warrants/Voids/Corrections – Property Tax Chargeback #2
  - J) Approve Manual Warrants/Voids/Corrections – FSA Claims
  - K) Approve Manual Warrants/Voids/Corrections – Camping Refund
  - L) Approve Manual Warrants/Voids/Corrections – Elan paid 4/15/21 Allocated
  - M) Approve Manual Warrants/Voids/Corrections – NSF Check, Credit Card Fees
  - N) Approve Manual Warrants/Voids/Corrections – FSA Claims
  - O) Approve Amended MOU with Carlton County
  - P) Approve Annual Brat Sale
  - Q) Adopt Resolution: 2020 Minnesota Federal Boating Safety Supplemental Equipment Grant
  - R) Adopt Resolution: 2021 State of MN Federal Supplemental Boating Safety Patrol Grant
  - S) Adopt Resolution: LG220 Application for Exempt Permit – Wealthwood Rod and Gun Club

- 9:03 3) Pat Scollard – Jail Program Coordinator**
  - A) Information Only: Sentence to Serve Summary**
  
- 9:13 4) Jessica Seibert – County Administrator**
  - A) Set Community Development Block Grant Public Hearing Date**
  - B) 2021 1<sup>st</sup> Quarter Budget Review**
  - C) Discussion Only: 2022 Budget Preparation**
  - D) Administrator Updates**
  
- 9:53 5) Committee Updates**
  
- 10:23 Adjourn**

<p>The Aitkin County Board of Commissioners met this 27<sup>th</sup> day of April, 2021 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Donald Niemi, Anne Marcotte, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.</p> <p>Motion made by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all voting yes to approve the April 27, 2021 agenda.</p> <p style="text-align: center;"><b>AITKIN COUNTY HEALTH &amp; HUMAN SERVICES BOARD MEETING</b></p> <p><b>Attendance</b> The Aitkin County Board of Commissioners met this 27<sup>th</sup> day of April 2021, at 9:02 a.m. as the Aitkin County Health &amp; Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Anne Marcotte, Don Niemi, and Laurie Westerlund. Others present included: H&amp;HS Director Cynthia Bennett, Accounting Supervisor Carli Goble, Public Health Supervisor Erin Melz (VIA WebEx), Adult Social Services Supervisor Jessi Schultz (VIA WebEx), Financial Services Supervisor Jessi Goble (VIA WebEx), Child Support Supervisor Julie Herbst (VIA WebEx), County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, Paul Vold, KKIN (VIA WebEx), and Rebecca Fudala, Aitkin Independent Age.</p> <p><b>Agenda</b> Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voting yes to approve the April 27, 2021 Health &amp; Human Services Board agenda.</p> <p><b>Minutes</b> Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voting yes to approve the March 23, 2021 Health and Human Services Board minutes.</p> <p><b>Bills</b> Carli stated that there was nothing out of the ordinary for the bills this month.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the bills.</p> <p><b>Director's Update</b> Cynthia started by giving a legislative update.</p> <p>From a broad perspective, the American Rescue Plan is causing a significant disruption for budget planning as we are unsure what those monies will entail and what exactly they can be spent on.</p> <p>Debates continue over the executive powers and authority that the Governor has.</p> <p>From a more narrow scope, There have been no changes in the legislative proposals for H&amp;HS as a whole, however in relation to Public Health, specifically, there have been three changes that are significant in the legislation that are being proposed:.</p>	<p><b>Call to Order</b></p> <p><b>Approved Agenda</b></p> <p><b>Health &amp; Human Services</b></p>
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1. Public Health Grant dollars – The original proposal was for \$5.5 million for that area to be used from 2022 to 2025 and that has been increase to \$7.5 million.
2. Public Health Infrastructure – The original proposal was for \$5.5 million per year and that too has been raised to \$7.5 million per year.
3. Family Home Visit Program – The original proposal was for \$2.5 million per year and that has been proposed to be raised to \$5 million annually.

Other than those three changes there have been no other significant changes proposed in the legislature since the last board meeting.

Commissioner Marcotte inquired as to why the significant increases?

Commissioner Westerlund commented that it was probably to fund more Public Health nurses.

Cynthia agreed with Commissioner Westerlund and mentioned that she had the percentage of loss of Public Health professionals in the last 5-10 years in her office and could forward that to the members if they would like, but she also believes that the extra monies are meant to rebuild our Public Health infrastructure.

Continuing on with the HHS update, Cynthia remarked that H&HS would be reopening the lobby to pre-covid "normal" hours on May 3 and will be open to the public from 8-430pm. She also commented on the great job the H&HS employees did in adapting to our reduced hours assuring that our consumers had access to services as well as workers.

She went on to comment that she had conducted a remote work survey with all of the H&HS employees in relation to what worked and what didn't work during the past year. This survey will be part of a larger evaluation process conducted by the administrator.

Commissioner Napstad inquired as to whether or not all of our remote workers were working from within the state or not?

Cynthia responded that all were working from within the state.

Lastly Cynthia added that she and Carli Goble were asked to travel to Morrison County to review how we have our budget structured. They currently have a separate budget for Public Health and Social Services and are looking to combine these. The plan is to travel there on April 28<sup>th</sup>.

Along with consulting on the budget, Carli and Cynthia will be touring their building. They recently remodeled the H&HS building. Part of the HHS re-design plan is to see how other newer buildings are laid out and to try to get some ideas on how we might redesign our H&HS building.

2020 Year End Budget Report

Carli Goble, Accounting Supervisor, presented the HHS 2020 year end budget report.

Review/Approve Contracts/Agreements

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

members voting yes to approve the agreement with the McGregor Ambulance Service for January 1, 2021 through December 31, 2021.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve the Foster Care Transportation agreement with the Minisinaakwaang Leadership Academy for February 1, 2021 through June 30, 2022.

**Committee Reports**

**Tri-County Community Health Services Board Report**

Commissioner Westerlund stated that they did meet and that it was short meeting that had them go over financials and they received an update on the counties in relation to vaccine distribution.

**CARE Report**

Commissioner Westerlund reported that they also met and that they are looking for some new employees and that they have reopened their toenail clinic.

**H&HS Advisory Board**

Commissioner Wedel stated that they had met and they had not met since October of last year. The main topic was a presentation by Erin Melz on the COVID-19 vaccine rollout and vaccination numbers.

The meeting was adjourned at 10:04 a.m.

Next Meeting – May 25, 2021

There was no Citizens' Public Comment

**Citizens' Public Comment**

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

**Consent Agenda**

A) Correspondence File April 13, 2021 to April 26, 2021; B) Approve April 13, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$814,509.04; D) Approve Commissioner Vouchers: General Fund \$87,580.99, Reserves Fund \$236.32, Road & Bridge \$30,085.24, Health & Human Services \$3,026.78, State \$285.00, Trust \$39,714.53, Forest Development \$16,460.35, Capital Project \$215.00, Long Lake Conservation Center \$713.10, Parks \$659.95 for a total of \$178,977.26; E) Approve Auditor's Vouchers – Sales/Use/Diesel Tax March 2021: General Fund \$462.70, Road & Bridge \$1,041.95, Forest Development \$12.72, Parks \$231.55, for a total of \$1,748.92; F) Approve Auditor's Vouchers – Hwy Dept Furniture: Road & Bridge \$60,966.81; G) Approve Manual Warrants/Voids/Corrections – Elan paid 4/1/21 Allocated: General Fund -\$1,555.15, Reserves Fund \$99.99, Road & Bridge \$175.52, Health & Human Services \$208.62, Forest Development \$194.67, Capital Project \$816.47, Long Lake Conservation Center \$59.88, for a total of \$0.00; H) Approve Manual Warrants/Voids/Corrections – Camping Refund: Parks \$90.00; I) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$6.19; J) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$1,819.26; K) Approve Township Approval of 3.2% License Application; L) Approve 3.2% Malt Liquor Licenses; M) Approve LLCC Housing Rental Agreement; N) Adopt Resolution: Search & Rescue





**THEREFORE, BE IT RESOLVED**, that Knife River is awarded Contract No. 20217.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: LG214 Premises Permit – McGregor Fire Department Relief Association.

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the McGregor Fire Department Relief Association, at The Craft House – Shamrock Township. This establishment has an address of 19037 Goshawk St, McGregor, MN 55760.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: LG220 Application for Exempt Permit – Wheel House Warriors.

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wheel House Warriors, at the following location – Howie’s Mud Bog, which has an address of 11593 State Highway 18, Finlayson, MN 55735 – Wagner Township. (Note: Date of activity for Raffle – September 25, 2021)

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Airport Coronavirus Relief Grant Program.

**WHEREAS**, This ACRGP Grant is provided in accordance with the Coronavirus Response and Relief Supplemental Appropriation Act (Division M of Public Law 116-260) to provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments and;

**WHEREAS**, the purpose of this ACRGP Grant is to prevent, prepare for, and respond to Coronavirus, these funds must only be used for the Airport and can include: reimbursement of an airport’s operational and maintenance expenses incurred no earlier than January 20th 2020, and debt service payments that occurred on or after December 27, 2020;

**NOW THEREFORE BE IT RESOLVED** that the Aitkin County Board of Commissioners does hereby adopt this resolution authorizing acceptance of Airport Coronavirus Relief Grant Program Funds for the Aitkin Municipal – Steve Kurtz Field Airport.

Jessica Seibert – County Administrator presented Mark Jeffers, Aitkin Growth Executive Director who gave a Community Broadband Resources Update.

**Resolution  
#2021427-056  
LG214 Premises  
Permit –  
McGregor Fire  
Department Relief  
Association**

**Resolution  
#2021427-057  
LG220  
Application for  
Exempt Permit –  
Wheel House  
Warriors**

**Resolution  
#2021427-058  
Airport  
Coronavirus  
Relief Grant  
Program**

**Community  
Broadband  
Resources  
Update**

# AITKIN COUNTY BOARD

April 27, 2021

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – On and Sunday Sale Liquor License - Martys;

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

**“ON” and “SUNDAY” Sale:**

Martin Meulners, d/b/a **Martys**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voted to approve Personnel Committee Recommendation: Hiring 2 Full Time Zoning Technicians.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voted to approve Personnel Committee Recommendation: Amending Bryan Hargraves Inspector Contract.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voted to approve Personnel Committee Recommendation: Hiring 1 Full Time Social Worker.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve Personnel Committee Recommendation: Extending EPSL to May 31, 2021.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voted to approve Personnel Committee Recommendation: Amend Post Travel Policy.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve Personnel Committee Recommendation: Update to Safety Policy.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voted to approve Personnel Committee Recommendation: Update Personnel Policy Early Retirement Health Incentive.

Mike Dangers – County Assessor presented a 2021 Assessment Summary.

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

- Government Center Drop Box in Place
- Blue Light Available for Community Members for Safe Place to Meet
- NACO Meeting
- MACA Executive Committee Meeting
- Community Development Block Grant (CDBG) Webinar

**Resolution  
#2021427-059  
On and Sunday  
Sale Liquor  
License - Martys**

**Hiring 2 Full Time  
Zoning  
Technicians**

**Amending Bryan  
Hargraves  
Inspector  
Contract**

**Hiring 1 Full Time  
Social Worker**

**Extending EPSL  
to May 31, 2021**

**Amend Post  
Travel Policy**

**Update to Safety  
Policy**

**Update Personnel  
Policy Early  
Retirement Health  
Incentive**

**2021 Assessment  
Summary**

**Administrator  
Updates**

# AITKIN COUNTY BOARD

April 27, 2021

The Board discussed: Aquatic Invasive Species (AIS), AMC Legislative Update, Snake River Watershed, Arrowhead Regional Development Council (ARDC), Arrowhead Counties Association, Planning Commission, Toward Zero Deaths.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:23 p.m. until Tuesday, May 11, 2021 at the Aitkin County Government Center.

**Board Discussion**

**Adjourn**

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

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Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request

**2C**  
Agenda Item #

**Requested Meeting Date:** 05/11/2021

**Title of Item:** Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Lori Grams		<b>Department:</b> County Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Electronic Funds Transfer thru 5/3/2021		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

**ELECTRONIC FUNDS TRANSFER****Thru May 3, 2021 Board Meeting May 11, 2021**

<u>Date</u>	<u>Amount</u>	<u>Reason</u>	<u>Abstract Number</u>
4/21/21	\$1,819.26	Manual Abstract	20914
4/22/21	\$676.95	Manual Abstract	20915
4/22/21	\$185.40	Manual Abstract	20916
4/22/21	\$380.00	Manual Abstract	20917
4/23/21	\$605,799.15	Payroll Abstract	20918
4/23/21	\$2,350.82	Auditor Warrants	20919
4/26/21	\$2,092.00	Manual Abstract	20921
4/27/21	\$10,334.42	Commissioner Warrants	20920
4/28/21	\$860.56	Manual Abstract	20923
4/29/21	\$4,133.48	Manual Abstract	20924
4/30/21	\$65,643.40	Commissioner Warrants	20922
4/30/21	\$2,459.87	Auditor Warrants	20925
4/30/21	\$80.00	Manual Abstract	20926

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\$696,815.31

WLC1  
4/27/21

12:37PM

# Aitkin County

# 2D



Audit List for Board

**COMMISSIONER'S VOUCHERS ENTRIES**

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
6097	Verizon Wireless 01-001-000-0000-6250		35.01	MIFI (MARCOTTE 2245) 04/05/2021 05/04/2021	9876958505	Telephone	N
	01-001-000-0000-6250		32.96	WEDEL CELL PHONE 03/07/2021 04/06/2021	9877012738	Telephone	N
<b>6097</b>	<b>Verizon Wireless</b>		<b>67.97</b>	<b>2 Transactions</b>			
1	<b>DEPT Total:</b>		<b>67.97</b>	<b>Commissioners</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
12	DEPT			Court Administration			
9007	Dotty/Melanie Rebecca 01-012-000-0000-6232		127.50	01-JV-21-323	2060	Attorney Services	Y
<b>9007</b>	<b>Dotty/Melanie Rebecca</b>		<b>127.50</b>	<b>1 Transactions</b>			
12	<b>DEPT Total:</b>		<b>127.50</b>	<b>Court Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
40	DEPT			Auditor			
86222	Aitkin Independent Age 01-040-021-0000-6230		34.00	PROGRESS EDITION 3/24/21	1121793	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		1,875.00	EXPIRE OF REDEMP 4/7 (1)	828963	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		1,170.00	EXPIRE OF REDEMP 4/7 (2)	828964	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>3,079.00</b>	<b>3 Transactions</b>			
86290	Mn Counties Information Systems 01-040-000-0000-6231		4,977.00	QTRLY PAYROLL SUPPORT	2015	Services, Labor, Contracts	N
<b>86290</b>	<b>Mn Counties Information Systems</b>		<b>4,977.00</b>	<b>1 Transactions</b>			
86235	The Office Shop Inc 01-040-000-0000-6405		267.99	MICR TONER	1094343-0	Office & Computer Supplies	N
	01-040-021-0000-6405		75.40	Envelopes/printer ribbon	1094837-0	Office & Computer Supplies	N
	01-040-000-0000-6405		92.05	File folders/address labels	1094985-0	Office & Computer Supplies	N
	01-040-021-0000-6405		19.00	Envelopes/post-its	315849-0	Office & Computer Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>454.44</b>	<b>4 Transactions</b>			
40	<b>DEPT Total:</b>		<b>8,510.44</b>	<b>Auditor</b>	<b>3 Vendors</b>	<b>8 Transactions</b>	
42	DEPT			Treasurer			

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14330	US Bank 01-042-000-0000-6231		117.53	Copier Contract	440241925	Services, Labor, Contracts	N
<b>14330</b>	<b>US Bank</b>		<b>117.53</b>	<b>1 Transactions</b>			
<b>42</b>	<b>DEPT Total:</b>		<b>117.53</b>	<b>Treasurer</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
43	DEPT			Assessor			
86290	Mn Counties Information Systems 01-043-000-0000-6405		1,277.00	Tax System Host Fee-2nd Qtr		Office, Film & Computer Supplies	N
<b>86290</b>	<b>Mn Counties Information Systems</b>		<b>1,277.00</b>	<b>1 Transactions</b>			
<b>43</b>	<b>DEPT Total:</b>		<b>1,277.00</b>	<b>Assessor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
44	DEPT			Central Services			
783	Canon Financial Services, Inc 01-044-000-0000-6231		248.78	CANON RENT 04/01/2021	26530615 04/30/2021	Services, Labor, Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>248.78</b>	<b>1 Transactions</b>			
89081	North Ambulance Brainerd 01-044-000-0000-6841		2,205.00	Mar 2021 Amb Subsidy		Ambulance Appropriations	N
<b>89081</b>	<b>North Ambulance Brainerd</b>		<b>2,205.00</b>	<b>1 Transactions</b>			
3336	Office Of MN. IT Services 01-044-000-0000-6231		1,300.00	WAN SERVICES 03/01/2021	DV21030323 03/31/2021	Services, Labor, Contracts	N
<b>3336</b>	<b>Office Of MN. IT Services</b>		<b>1,300.00</b>	<b>1 Transactions</b>			
13722	Quadient Finance USA, Inc. 01-044-048-0000-6205		3,500.00	Postage 3/23/21	79000440801866	Postage	N
<b>13722</b>	<b>Quadient Finance USA, Inc.</b>		<b>3,500.00</b>	<b>1 Transactions</b>			
<b>44</b>	<b>DEPT Total:</b>		<b>7,253.78</b>	<b>Central Services</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
49	DEPT			Information Technologies			
9561	Amazon Business 01-049-000-0000-6405		27.47	RUBBER BANDS	131C-VDRT-DTTG	Office Supplies (Non Computer)	N
	01-049-000-0000-6402		54.26	SURGE PROTECTOR FOR CONF. RM.	1V1K-XQRD-7JDW	Computer Supplies & Software	N

# Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
<b>9561</b>	<b>Amazon Business</b>		<b>81.73</b>		<b>2</b>		
9046	<b>Loffler Companies, Inc.</b>						
	01-049-000-0000-6231		8,029.45	YEARLY LOFFLERVISION CONTRACT	3613129	Programming, Services, Contracts	N
	01-049-000-0000-6231		169.62	INGATE SUPPORT SUBSCRIPTION	3665507	Programming, Services, Contracts	N
<b>9046</b>	<b>Loffler Companies, Inc.</b>		<b>8,199.07</b>		<b>2</b>		
86290	<b>Mn Counties Information Systems</b>						
	01-049-000-0000-6231		17,401.00	CTYTAXQTR65	2015	Programming, Services, Contracts	N
	01-049-000-0000-6231		50.00	CTYTAXADJ35	2015	Programming, Services, Contracts	N
	01-049-000-0000-6231		7,960.00	CTYTAXQTR35	2015	Programming, Services, Contracts	N
	01-049-000-0000-6231		526.50	CTYDBU	2028	Programming, Services, Contracts	N
	01-049-000-0000-6231		2,550.00	CTYHOSTLV2	2037	Programming, Services, Contracts	N
	01-049-000-0000-6231		859.00	CTYHOSTRES	2037	Programming, Services, Contracts	N
<b>86290</b>	<b>Mn Counties Information Systems</b>		<b>29,246.50</b>		<b>6</b>		
13719	<b>SAVOR/MAX</b>						
	01-049-000-0000-6330		52.73	Mlg to LLCC		Transportation & Travel & Parking	N
<b>13719</b>	<b>SAVOR/MAX</b>		<b>52.73</b>		<b>1</b>		
<b>49</b>	<b>DEPT Total:</b>		<b>37,580.03</b>	<b>Information Technologies</b>	<b>4</b>	<b>Vendors</b>	<b>11 Transactions</b>
<b>53</b>	<b>DEPT</b>			<b>Human Resources</b>			
86222	<b>Aitkin Independent Age</b>						
	01-053-000-0000-6230		364.33	ADS MARCH 2021 823498/825648		Printing, Publishing & Adv	Y
				03/01/2021 03/31/2021			
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>364.33</b>		<b>1</b>		
12048	<b>McDowell Agency, Inc./The</b>						
	01-053-000-0000-6234		211.00	BACKGROUND SCREENING	129691	Background Check Fees	N
				03/01/2021 03/31/2021			
<b>12048</b>	<b>McDowell Agency, Inc./The</b>		<b>211.00</b>		<b>1</b>		
13412	<b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>						
	01-053-000-0000-6232		55.50	PEMBERTON INVOICE	20146317-000M	Attorney Services	Y
				03/01/2021 03/31/2021			
<b>13412</b>	<b>Pemberton, Sorlie, Rufer &amp; Kershner PLLP</b>		<b>55.50</b>		<b>1</b>		

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
<b>53</b>	<b>DEPT Total:</b>				<b>630.83</b>	<b>Human Resources</b>			<b>3 Vendors</b>		<b>3 Transactions</b>	
<b>60</b>	DEPT					Elections						
	11051	Department of Human Services										
		01-060-000-0000-6231			122.63	MAR2021 MAIL SERVICES		A300IC01218I		Services, Labor, Contracts		N
	<b>11051</b>	<b>Department of Human Services</b>			<b>122.63</b>		1 Transactions					
<b>60</b>	<b>DEPT Total:</b>				<b>122.63</b>	<b>Elections</b>			<b>1 Vendors</b>		<b>1 Transactions</b>	
<b>90</b>	DEPT					Attorney						
	999999000	AmericInn										
		01-090-030-0000-6231			94.25	Attorney Gen-Asst		376-228732		Murder Trial		N
		01-090-030-0000-6231			99.78	Attorney Gen-Paralegal		829-032927		Murder Trial		N
	<b>999999000</b>	<b>AmericInn</b>			<b>194.03</b>		2 Transactions					
	783	Canon Financial Services, Inc										
		01-090-000-0000-6625			326.99	Copier Contract		26530616		Office Equipment		N
	<b>783</b>	<b>Canon Financial Services, Inc</b>			<b>326.99</b>		1 Transactions					
	2390	Itasca Co Sheriff										
		01-090-000-0000-6234			75.00	Subpoena Service		202101387		Co Sheriff Services		N
	<b>2390</b>	<b>Itasca Co Sheriff</b>			<b>75.00</b>		1 Transactions					
	86235	The Office Shop Inc										
		01-090-000-0000-6405			5.10	Office Supplies		1093874-3		Office & Computer Supplies		N
	<b>86235</b>	<b>The Office Shop Inc</b>			<b>5.10</b>		1 Transactions					
<b>90</b>	<b>DEPT Total:</b>				<b>601.12</b>	<b>Attorney</b>			<b>4 Vendors</b>		<b>5 Transactions</b>	
<b>100</b>	DEPT					Recorder						
	6101	West Central Indexing										
		01-100-195-0000-6231			223.68	ICRS April 2021		1650		Services, Labor, Contracts-Land Records		N
	<b>6101</b>	<b>West Central Indexing</b>			<b>223.68</b>		1 Transactions					
<b>100</b>	<b>DEPT Total:</b>				<b>223.68</b>	<b>Recorder</b>			<b>1 Vendors</b>		<b>1 Transactions</b>	
<b>110</b>	DEPT					Courthouse Maintenance						
	12106	Antoine Electric										

# Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-110-000-0000-6231			222.83	Retro fit LED - Stairwell		20408		Services, Labor, Contracts		Y
		01-110-000-0000-6231			130.41	Retro fit LED - Hallway CR#3		20409		Services, Labor, Contracts		Y
<b>12106</b>	<b>Antoine Electric</b>				<b>353.24</b>				<b>2</b>	Transactions		
13725	<b>Beartooth True Value</b>											
		01-110-000-0000-6422			22.22	Bolts, Anchors		B150426		Janitorial Supplies		N
<b>13725</b>	<b>Beartooth True Value</b>				<b>22.22</b>				<b>1</b>	Transactions		
2928	<b>Lundberg Plumbing &amp; Heating, Inc</b>											
		01-110-000-0000-6231			90.00	RPZ testing		18748		Services, Labor, Contracts		N
<b>2928</b>	<b>Lundberg Plumbing &amp; Heating, Inc</b>				<b>90.00</b>				<b>1</b>	Transactions		
3950	<b>Public Utilities</b>											
		01-110-000-0000-6254			3,845.16	Utilities		1430-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
		01-110-000-0000-6254			108.79	Utilities		50109-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
		01-110-000-0000-6254			118.13	Utilities		50186-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
		01-110-000-0000-6254			310.13	Utilities		50188-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
		01-110-000-0000-6254			38.85	Utilities		50202-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
		01-110-000-0000-6254			25.38	Utilities		509-00		Utilities & Heating		N
						03/16/2021	04/16/2021					
<b>3950</b>	<b>Public Utilities</b>				<b>4,446.44</b>				<b>6</b>	Transactions		
<b>110</b>	<b>DEPT Total:</b>				<b>4,911.90</b>	<b>Courthouse Maintenance</b>			<b>4</b>	<b>Vendors</b>		<b>10 Transactions</b>
<b>120</b>	DEPT					Service Officer						
	4641	<b>Holiday Credit Office</b>										
		01-120-000-0000-6511			235.70	Fuel charges		140x136034		Gas And Oil		N
<b>4641</b>	<b>Holiday Credit Office</b>				<b>235.70</b>				<b>1</b>	Transactions		
10234	<b>Miller/Conrad</b>											
		01-120-000-0000-6350			100.00	Vet Van Dr 3/5, 3/11				Per Diem		Y
<b>10234</b>	<b>Miller/Conrad</b>				<b>100.00</b>				<b>1</b>	Transactions		
86235	<b>The Office Shop Inc</b>											

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc 01-120-000-0000-6405		675.00 <b>675.00</b>	Toner 1 Transactions	1094685-0	Office & Computer Supplies	N
<b>120</b>	<b>DEPT Total:</b>		<b>1,010.70</b>	<b>Service Officer</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
<b>122</b>	DEPT			Planning & Zoning			
15142	Christensen/Charles 01-122-000-0000-6350		30.00	BOA mtgs		Per Diem	Y
	01-122-038-0000-6330		96.32	BOA mlg		Boa/Pc Mileage	Y
<b>15142</b>	<b>Christensen/Charles</b>		<b>126.32</b>	<b>2 Transactions</b>			
4641	Holiday Credit Office 01-122-000-0000-6511		132.55	Fuel charges	140X135321	Gas And Oil	N
<b>4641</b>	<b>Holiday Credit Office</b>		<b>132.55</b>	<b>1 Transactions</b>			
13339	Marsh/Marcus M 01-122-000-0000-6350		80.00	BOA mtgs		Per Diem	Y
	01-122-038-0000-6330		76.16	BOA mlg		Boa/Pc Mileage	Y
<b>13339</b>	<b>Marsh/Marcus M</b>		<b>156.16</b>	<b>2 Transactions</b>			
5892	McGregor Printing & Graphics, Inc 01-122-000-0000-6405		287.50	Envelopes (2500)	196679	Office, Computer, Film, & Field Supplies	N
<b>5892</b>	<b>McGregor Printing &amp; Graphics, Inc</b>		<b>287.50</b>	<b>1 Transactions</b>			
5516	Paquette/Jeremy M 01-122-000-0000-6350		80.00	BOA mtgs		Per Diem	Y
	01-122-038-0000-6330		114.24	BOA mlg		Boa/Pc Mileage	Y
<b>5516</b>	<b>Paquette/Jeremy M</b>		<b>194.24</b>	<b>2 Transactions</b>			
4010	Rasley Oil Company 01-122-000-0000-6511		53.53	Fuel charges 03/01/2021	AITCOZOS	Gas And Oil	N
				03/31/2021			
<b>4010</b>	<b>Rasley Oil Company</b>		<b>53.53</b>	<b>1 Transactions</b>			
<b>122</b>	<b>DEPT Total:</b>		<b>950.30</b>	<b>Planning &amp; Zoning</b>	<b>6 Vendors</b>	<b>9 Transactions</b>	
<b>123</b>	DEPT			Coroner			
3987	Ramsey County Medical Examiner						

# Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	01-123-000-0000-6260		687.00	ME 21-0477, Medex 029323	02-11-21	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6260		1,542.00	ME 21-0752, Medex 029357	03/07/2021	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6260		1,542.00	ME 21-0788, Medex 029358	03/11/2021	Autopsies--Pathologist, Xrays, Etc	N
<b>3987</b>	<b>Ramsey County Medical Examiner</b>		<b>3,771.00</b>	<b>3 Transactions</b>			
<b>123</b>	<b>DEPT Total:</b>		<b>3,771.00</b>	<b>Coroner</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	
<b>200</b>	<b>DEPT</b>			<b>Enforcement</b>			
117	<b>Aitkin County Sheriff</b>						
	01-200-000-0000-6231		20.00	record Jen's notary status	Check 10708	Services & Labor (Incl Contracts)	N
<b>117</b>	<b>Aitkin County Sheriff</b>		<b>20.00</b>	<b>1 Transactions</b>			
13649	<b>Aitkin Rental Center</b>						
	01-200-000-0000-6231		20.00	rent pallet jack	55675	Services & Labor (Incl Contracts)	1
<b>13649</b>	<b>Aitkin Rental Center</b>		<b>20.00</b>	<b>1 Transactions</b>			
86467	<b>Auto Value Aitkin</b>						
	01-200-000-0000-6302		22.98	SHRF wiper blades #206	40177325	Car Maintenance	N
<b>86467</b>	<b>Auto Value Aitkin</b>		<b>22.98</b>	<b>1 Transactions</b>			
783	<b>Canon Financial Services, Inc</b>						
	01-200-000-0000-6231		170.74	admin copier lease	26530622	Services & Labor (Incl Contracts)	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>170.74</b>	<b>1 Transactions</b>			
9339	<b>Dennis' Towing</b>						
	01-200-000-0000-6359		293.91	21-0924 forfeiture	21-568	Wrecker Service	N
<b>9339</b>	<b>Dennis' Towing</b>		<b>293.91</b>	<b>1 Transactions</b>			
1775	<b>Galls LLC</b>						
	01-200-000-0000-6409		105.78	clipboards	018033050	Deputy Supplies	N
	01-200-000-0000-6409		62.97	citation holders	018052499	Deputy Supplies	N
	01-200-000-0000-6410		70.52	uniform shirt #219	018064567	Clothing Allowance	N
<b>1775</b>	<b>Galls LLC</b>		<b>239.27</b>	<b>3 Transactions</b>			
1777	<b>Grand Rapids Veterinary Clinic</b>						
	01-200-019-0000-6231		206.55	Reno exam	322019	Services, Labor, Contracts	6
<b>1777</b>	<b>Grand Rapids Veterinary Clinic</b>		<b>206.55</b>	<b>1 Transactions</b>			
11715	<b>Granite Electronics</b>						

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11715	Granite Electronics 01-200-000-0000-6409		83.00 <b>83.00</b>	radio swivel holster 1 Transactions	150008897-1	Deputy Supplies	N
4641	Holiday Credit Office 01-200-000-0000-6511		138.05 <b>138.05</b>	#221 gas 1 Transactions	1400000288942	Gas And Oil	N
2925	L & M Supply, Inc. 01-200-019-0000-6405		11.99 <b>11.99</b>	biscuits 1 Transactions	10205445	Office & Computer Supplies	N
999999000	National Assoc. of School Resource Offic 01-200-003-0000-6241		495.00	SRO Online Course #204	18143	Registration Fee	N
999999000	National Assoc. of School Resource Offic		<b>495.00</b>	1 Transactions			
13864	Sandberg/Kristi 01-200-000-0000-6150		1,000.00	May Health Ins		Health Insurance-Employer	N
13864	Sandberg/Kristi		<b>1,000.00</b>	1 Transactions			
14907	Street Cop Training 01-200-003-0000-6241		299.00	Proactive Patrol #222	39730-419-1-a4	Registration Fee	Y
14907	Street Cop Training		<b>299.00</b>	1 Transactions			
86235	The Office Shop Inc 01-200-000-0000-6405		39.20	office supplies	1094513-0	Office Supplies	N
	01-200-000-0000-6405		16.89	stapler	1094817-0	Office Supplies	N
	01-200-000-0000-6405		37.68	parchment paper, cert holders	1094893-0	Office Supplies	N
86235	The Office Shop Inc		<b>93.77</b>	3 Transactions			
13934	The Tire Barn 01-200-000-0000-6302		61.69	oil change, rotate #219	56288	Car Maintenance	N
	01-200-000-0000-6302		774.43	oil change, 4 tires #222	56297	Car Maintenance	N
	01-200-000-0000-6302		62.68	oil change, rotate #212	56366	Car Maintenance	N
	01-200-000-0000-6302		422.53	front discs, pads, rotors #212	56866	Car Maintenance	N
	01-200-000-0000-6302		61.97	oil change #224 (#202)	57292	Car Maintenance	N
	01-200-000-0000-6302		66.68	oil change, rotate #218	57304	Car Maintenance	N
13934	The Tire Barn		<b>1,449.98</b>	6 Transactions			
9302	WEX Bank						

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-200-000-0000-6511			5,992.24	deputy gas		71271315		Gas And Oil		N
<b>9302</b>	<b>WEX Bank</b>				<b>5,992.24</b>		1 Transactions					
<b>200</b>	<b>DEPT Total:</b>				<b>10,536.48</b>	<b>Enforcement</b>		<b>16 Vendors</b>		<b>25 Transactions</b>		
<b>202</b>	DEPT					Boat & Water						
	3950	<b>Public Utilities</b>										
		01-202-000-0000-6254			33.61	Utilities		1345-00		Utilities		N
						03/16/2021	04/16/2021					
	<b>3950</b>	<b>Public Utilities</b>			<b>33.61</b>		1 Transactions					
<b>202</b>	<b>DEPT Total:</b>				<b>33.61</b>	<b>Boat &amp; Water</b>		<b>1 Vendors</b>		<b>1 Transactions</b>		
<b>203</b>	DEPT					Snowmobile						
	9302	<b>WEX Bank</b>										
		01-203-000-0000-6511			297.75	#208 gas		71271315		Gas And Oil		N
	<b>9302</b>	<b>WEX Bank</b>			<b>297.75</b>		1 Transactions					
<b>203</b>	<b>DEPT Total:</b>				<b>297.75</b>	<b>Snowmobile</b>		<b>1 Vendors</b>		<b>1 Transactions</b>		
<b>252</b>	DEPT					Corrections						
	87615	<b>Aitkin Medical Supply</b>										
		01-252-000-0000-6262			200.00	Oxygen concentrator		2836010		Medical Expenses & Supplies - Inmates		N
	<b>87615</b>	<b>Aitkin Medical Supply</b>			<b>200.00</b>		1 Transactions					
	12106	<b>Antoine Electric</b>										
		01-252-000-0000-6590			118.80	florescent lamps		20410		Repair & Maintenance Supplies		Y
		01-252-000-0000-6590			266.22	retrofit nurse office, bath fa		20412		Repair & Maintenance Supplies		Y
	<b>12106</b>	<b>Antoine Electric</b>			<b>385.02</b>		2 Transactions					
	783	<b>Canon Financial Services, Inc</b>										
		01-252-000-0000-6231			101.52	dispatch copier lease		26530624		Services & Labor (Incl Contracts)		N
	<b>783</b>	<b>Canon Financial Services, Inc</b>			<b>101.52</b>		1 Transactions					
	5583	<b>Crawford Supply Company</b>										
		01-252-252-0000-6405			28.44	commissary supplies		1426856		Prisoner Welfare		N
	<b>5583</b>	<b>Crawford Supply Company</b>			<b>28.44</b>		1 Transactions					

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
88628	<b>Dalco Enterprises, Inc.</b>											
		01-252-000-0000-6590			7.50	gasket		3766912		Repair & Maintenance Supplies		N
		01-252-000-0000-6422			391.34	janitorial supplies		3769912		Janitorial Supplies		N
<b>88628</b>	<b>Dalco Enterprises, Inc.</b>				<b>398.84</b>				<b>2</b>	Transactions		
1775	<b>Galls LLC</b>											
		01-252-000-0000-6410			71.00	buckleless belts		018052499		Clothing Allowance		N
		01-252-000-0000-6410			83.09	uniform shirt		018052505		Clothing Allowance		N
		01-252-000-0000-6410			352.62	uniform shirts #302		018064544		Clothing Allowance		N
<b>1775</b>	<b>Galls LLC</b>				<b>506.71</b>				<b>3</b>	Transactions		
5503	<b>Keefe Supply Company</b>											
		01-252-252-0000-6405			122.28	commissary supplies		1426858		Prisoner Welfare		N
<b>5503</b>	<b>Keefe Supply Company</b>				<b>122.28</b>				<b>1</b>	Transactions		
13844	<b>McKesson Medical Surgical</b>											
		01-252-000-0000-6262			161.93	CPR electrode		18109111		Medical Expenses & Supplies - Inmates		N
<b>13844</b>	<b>McKesson Medical Surgical</b>				<b>161.93</b>				<b>1</b>	Transactions		
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>											
		01-252-000-0000-6254			303.33	shelter / tower		34-54-015-01		Utilities & Heating		N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>				<b>303.33</b>				<b>1</b>	Transactions		
9692	<b>Minnesota Energy Resources Corporation</b>											
		01-252-000-0000-6254			1,397.51	Energy bill		505221458		Utilities & Heating		N
		01-252-000-0000-6254			248.66	Energy bill		505399584		Utilities & Heating		N
		01-252-000-0000-6254			89.59	Energy bill		506726121		Utilities & Heating		N
		01-252-000-0000-6254			1,130.69	Energy bill		506823754		Utilities & Heating		N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>				<b>2,866.45</b>				<b>4</b>	Transactions		
9228	<b>North Memorial Ambulance Service</b>											
		01-252-000-0000-6262			467.83	3/30/21 transport K.I.M.		2236091		Medical Expenses & Supplies - Inmates		N
		01-252-000-0000-6262			467.83	3/31/21 transport K.I.M.		2236091		Medical Expenses & Supplies - Inmates		N
<b>9228</b>	<b>North Memorial Ambulance Service</b>				<b>935.66</b>				<b>2</b>	Transactions		
3789	<b>Pan-O-Gold Baking Company</b>											
		01-252-000-0000-6418			95.24	groceries		10002421098001		Groceries		N
		01-252-000-0000-6418			62.44	groceries		10002421105002		Groceries		N

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>3789</b>	<b>Pan-O-Gold Baking Company</b>		<b>157.68</b>		<b>2</b> Transactions		
11947	<b>Phoenix Supply</b>						
	01-252-000-0000-6424		308.78	personal care items	22455	Inmate Supplies	N
<b>11947</b>	<b>Phoenix Supply</b>		<b>308.78</b>		<b>1</b> Transactions		
3950	<b>Public Utilities</b>						
	01-252-000-0000-6254		6,132.83	Utilities 03/16/2021	04/16/2021 1431-00	Utilities & Heating	N
	01-252-000-0000-6254		78.33	Utilities 03/16/2021	04/16/2021 507-00	Utilities & Heating	N
	01-252-000-0000-6254		876.22	Utilities 03/16/2021	04/16/2021 512-00	Utilities & Heating	N
<b>3950</b>	<b>Public Utilities</b>		<b>7,087.38</b>		<b>3</b> Transactions		
11538	<b>RCB Collections Range Credit Bureau Inc</b>						
	01-252-000-0000-6231		30.26	background checks	March	Services & Labor (Incl Contracts)	N
<b>11538</b>	<b>RCB Collections Range Credit Bureau Inc</b>		<b>30.26</b>		<b>1</b> Transactions		
10771	<b>Regional Diagnostic Radiology</b>						
	01-252-000-0000-6262		149.00	S.H.W. radiology	RDR342219	Medical Expenses & Supplies - Inmates	6
	01-252-000-0000-6262		32.00	S.H.W. radiology	RDR342219	Medical Expenses & Supplies - Inmates	6
<b>10771</b>	<b>Regional Diagnostic Radiology</b>		<b>181.00</b>		<b>2</b> Transactions		
9295	<b>Reinhart Foodservice</b>						
	01-252-000-0000-6418		31.18	return pillsb biscuits	275735	Groceries	N
	01-252-000-0000-6418		28.78	apple juice	493036	Groceries	N
	01-252-000-0000-6420		21.56	oven mitt	505603	Kitchen Supplies	N
	01-252-000-0000-6418		2,238.88	groceries	561328	Groceries	N
	01-252-000-0000-6418		1,957.95	groceries	569090	Groceries	N
	01-252-000-0000-6418		38.78	return pollock	569939	Groceries	N
<b>9295</b>	<b>Reinhart Foodservice</b>		<b>4,177.21</b>		<b>6</b> Transactions		
9499	<b>Reliance Telephone Systems, Inc</b>						
	01-252-252-0000-6406		1,200.00	phone cards	D-25669	Phone Card Prisoner Welfare	N
<b>9499</b>	<b>Reliance Telephone Systems, Inc</b>		<b>1,200.00</b>		<b>1</b> Transactions		
4761	<b>Sysco Minnesota Inc</b>						
	01-252-000-0000-6418		123.44	groceries	153910804	Groceries	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
4761	Sysco Minnesota Inc				123.44							
86235	The Office Shop Inc											
	01-252-000-0000-6405				3.86	finger tips		10941817-1		Office & Computer Supplies		N
	01-252-000-0000-6405				39.19	office supplies		1094513-0		Office & Computer Supplies		N
	01-252-000-0000-6405				68.99	Programs toner		1094516-0		Office & Computer Supplies		N
86235	The Office Shop Inc				112.04							
9601	Virtual Academy											
	01-252-003-0000-6241				392.00	8 Mandatory CPR training		VA6333		School Registration Fee		N
9601	Virtual Academy				392.00							
9302	WEX Bank											
	01-252-000-0000-6330				174.02	transport gas		71271315		Prisoner Transportation & Travel		N
9302	WEX Bank				174.02							
252	DEPT Total:				19,953.99	Corrections				22 Vendors		41 Transactions
253	DEPT					Sentence to Serve						
86467	Auto Value Aitkin											
	01-253-000-0000-6405				12.99	STS 7 RV Round to 4 flat		40177443		Operating Supplies		N
86467	Auto Value Aitkin				12.99							
253	DEPT Total:				12.99	Sentence to Serve				1 Vendors		1 Transactions
257	DEPT					Community Corrections						
14563	Anoka County Corrections											
	01-257-255-0000-6204				2,660.00	Juv Det Fees pre-dispo		828-1000002-1		Juvenile Detention		N
	01-257-255-0000-6204				990.00	Juv Det Fees secure det		829-1000002-1		Juvenile Detention		N
	01-257-255-0000-6204				1,320.00	Juv Det Fees hold/pre-dispo		829-1000002-1		Juvenile Detention		N
14563	Anoka County Corrections				4,970.00							
783	Canon Financial Services, Inc											
	01-257-000-0000-6342				129.86	Copier Contract		26494351		Office Equipment Rental/Contracts		N
783	Canon Financial Services, Inc				129.86							
11997	Minnesota Monitoring, Inc											
	01-257-267-0000-6341				1,551.75	EHM Rental		13191		Equipment Rental		N

# Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099 On Behalf of Name
11997	Minnesota Monitoring, Inc	01-257-258-0000-6342		276.00	EHM Rental		13199		Equipment Rental/Contracts-Home Moni	N
				<b>1,827.75</b>		2 Transactions				
9489	Redwood Toxicology Laboratory, Inc	01-257-267-0000-6274		82.33	Urinalysis Testing		02239920213		Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc			<b>82.33</b>		1 Transactions				
257	<b>DEPT Total:</b>			<b>7,009.94</b>	<b>Community Corrections</b>		<b>4 Vendors</b>		<b>7 Transactions</b>	
280	DEPT				Emergency Management					
5961	Jacobson Community Center, Inc	01-280-201-0000-6610		1,550.00	May Comm Center Rental				Enbridge Pipeline - Equipment	N
5961	Jacobson Community Center, Inc			<b>1,550.00</b>		1 Transactions				
280	<b>DEPT Total:</b>			<b>1,550.00</b>	<b>Emergency Management</b>		<b>1 Vendors</b>		<b>1 Transactions</b>	
390	DEPT				Environmental Health (FBL)					
4641	Holiday Credit Office	01-390-000-0000-6511		29.59	Fuel charges		140X135321		Gas And Oil	N
4641	Holiday Credit Office			<b>29.59</b>		1 Transactions				
390	<b>DEPT Total:</b>			<b>29.59</b>	<b>Environmental Health (FBL)</b>		<b>1 Vendors</b>		<b>1 Transactions</b>	
500	DEPT				Library And Historical Society					
90	Aitkin Co Historical Society	01-500-501-0000-6801		9,250.00	1/2 Approp - 2021				Historical Society Appropriations	N
90	Aitkin Co Historical Society			<b>9,250.00</b>		1 Transactions				
500	<b>DEPT Total:</b>			<b>9,250.00</b>	<b>Library And Historical Society</b>		<b>1 Vendors</b>		<b>1 Transactions</b>	
600	DEPT				Ag Society, Soil & Water, Ag Inspect					
89856	Aitkin Co Agricultural Society	01-600-550-0000-6801		5,000.00	1/2 Approp - 2021				Ag Society Appropriations	N
		01-600-550-0000-6843		5,000.00	1/2 Approp Capital - 2021				Ag Society Capital Improvements	N
89856	Aitkin Co Agricultural Society			<b>10,000.00</b>		2 Transactions				

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>600</b>	<b>DEPT Total:</b>			<b>10,000.00</b>	<b>Ag Society, Soil &amp; Water, Ag Inspect</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>601</b>	DEPT 10850 <b>Carlson/David L</b> 01-601-000-0000-6350			35.00	Extension Ext Per Diem		Per Diem	Y
	<b>10850 Carlson/David L</b>			<b>35.00</b>		<b>1 Transactions</b>		
<b>601</b>	<b>DEPT Total:</b>			<b>35.00</b>	<b>Extension</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>700</b>	DEPT 5403 <b>Aitkin Airport Commission</b> 01-700-903-0000-6800			7,053.50	Promotion,AEOA Tran,Airport,RC&D,Touris 1/2 Approp - 2021		Aitkin Airport Appropriation	N
	<b>5403 Aitkin Airport Commission</b>			<b>7,053.50</b>		<b>1 Transactions</b>		
	175 <b>City Of Mcgregor</b> 01-700-903-0000-6801			7,300.00	1/2 Approp - 2021 Airport		Mcgregor Airport Appropriation	N
	<b>175 City Of Mcgregor</b>			<b>7,300.00</b>		<b>1 Transactions</b>		
<b>700</b>	<b>DEPT Total:</b>			<b>14,353.50</b>	<b>Promotion,AEOA Tran,Airport,RC&amp;D,Tou</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
<b>1</b>	<b>Fund Total:</b>			<b>140,219.26</b>	<b>General Fund</b>		<b>147 Transactions</b>	

# Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
11286	<b>Carlson Timber Products</b> 03-000-000-0000-5857		500.00	DEPOSIT REFUND		Culverts	N
<b>11286</b>	<b>Carlson Timber Products</b>		<b>500.00</b>	1 Transactions			
9599	<b>HELGET/BRIAN</b> 03-000-000-0000-5857		500.00	CULVERT REFUND		Culverts	N
<b>9599</b>	<b>HELGET/BRIAN</b>		<b>500.00</b>	1 Transactions			
0	<b>DEPT Total:</b>		<b>1,000.00</b>	<b>Undesignated</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
301	DEPT			R&B Administration			
86222	<b>Aitkin Independent Age</b> 03-301-000-0000-6241		108.50	CALC CHLOR PUBLIC NOTICE	1130261	Fees/Prof/Misc	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>108.50</b>	1 Transactions			
783	<b>Canon Financial Services, Inc</b> 03-301-000-0000-6300		162.82	CONTRACT CHARGE	26530620	Service Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>162.82</b>	1 Transactions			
11406	<b>Innovative Office Solutions, LLC</b> 03-301-000-0000-6400		37.93	OFFICE SUPPLIE	IN3317144	Supplies And Materials	N
	03-301-000-0000-6400		46.39	OFFICE SUPPLIE	IN3322577	Supplies And Materials	N
<b>11406</b>	<b>Innovative Office Solutions, LLC</b>		<b>84.32</b>	2 Transactions			
8238	<b>Minnesota Pollution Control Agency</b> 03-301-000-0000-6241		345.00	GUN LAKE PIT	10000117244	Fees/Prof/Misc	N
<b>8238</b>	<b>Minnesota Pollution Control Agency</b>		<b>345.00</b>	1 Transactions			
11221	<b>MNDOT Comm Of Transportation</b> 03-301-000-0000-6296		25.00	M QUALE-TRAINING	BPM-AC 91	Meeting Expense/Physicials	N
<b>11221</b>	<b>MNDOT Comm Of Transportation</b>		<b>25.00</b>	1 Transactions			
86235	<b>The Office Shop Inc</b> 03-301-000-0000-6400		54.62	OFFICE SUPPLIES	1094550-0	Supplies And Materials	N
	03-301-000-0000-6400		82.39	OFFICE SUPPLIES	1094722-0	Supplies And Materials	N
	03-301-000-0000-6400		13.99	OFFICE SUPPLIES	1094722-1	Supplies And Materials	N
	03-301-000-0000-6400		9.78	OFFICE SUPPLIES	1094722-2	Supplies And Materials	N
	03-301-000-0000-6400		9.92	OFFICE SUPPLIES	315822-0	Supplies And Materials	N

# Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc		170.70		5 Transactions		
<b>301</b>	<b>DEPT Total:</b>		<b>896.34</b>	<b>R&amp;B Administration</b>	<b>6 Vendors</b>	<b>11 Transactions</b>	
<b>302</b>	DEPT			R&B Engineering/Construction			
3703	Frontier Precision, Inc 03-302-000-0000-6449		2,844.00	TRIMBLE ANNUAL HD/SFWR MAINTEN	230915	Rd/Br Engr. Supplies	N
3703	Frontier Precision, Inc		2,844.00		1 Transactions		
8156	Hibbing Community College 03-302-000-0000-6296		312.50	SAFETY/HEALTH TRAINING	811579	Meeting Expense/Physicals	N
8156	Hibbing Community College		312.50		1 Transactions		
11221	MNDOT Comm Of Transportation 03-302-000-0000-6296		25.00	R THOMPSON	BPM-AC 91	Meeting Expense/Physicals	N
	03-302-000-0000-6296		25.00	P KAZMERZAK	BPM-AC 91	Meeting Expense/Physicals	N
	03-302-000-0000-6296		25.00	D BABCOCK	BPM-AC 91	Meeting Expense/Physicals	N
11221	MNDOT Comm Of Transportation		75.00		3 Transactions		
3810	Paulbeck's County Market 03-302-000-0000-6296		23.99	SAFETY DAY-ENG	RCPTS	Meeting Expense/Physicals	N
3810	Paulbeck's County Market		23.99		1 Transactions		
9028	Thompson/Randall 03-302-000-0000-6411		33.52	WORK BOOT REIMBURSEMENT #2	FLEET FARM	Safety Footwear	N
9028	Thompson/Randall		33.52		1 Transactions		
<b>302</b>	<b>DEPT Total:</b>		<b>3,289.01</b>	<b>R&amp;B Engineering/Construction</b>	<b>5 Vendors</b>	<b>7 Transactions</b>	
<b>303</b>	DEPT			R&B Highway Maintenance			
12106	Antoine Electric 03-303-000-0000-6298		119.59	PALISADE SHOP	20414	Shop Maintenance	Y
12106	Antoine Electric		119.59		1 Transactions		
14887	Cintas Corporation 03-303-000-0000-6298		9.63	SHOP LAUNDRY	4081154530	Shop Maintenance	N
	03-303-000-0000-6298		13.62	SHOP LAUNDRY	4081786130	Shop Maintenance	N

# Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14887	Cintas Corporation		23.25		2 Transactions		
15149	COLLINS BROTHERS TOWING OF ST CLOL 03-303-000-0000-6590		525.00	TOWING	21-71784	Repair & Maintenance Supplies	N
15149	COLLINS BROTHERS TOWING OF ST CLOL		525.00		1 Transactions		
5893	Consolidated Telecommunications Co. 03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	20890683	Utilities	N
5893	Consolidated Telecommunications Co.		150.00		1 Transactions		
5484	Darlow Excavating 03-303-000-0000-6521		190.00	MARCH 2021 PLOWING	4/5	Maintenance Supplies	Y
5484	Darlow Excavating		190.00		1 Transactions		
1430	Dotzler Power Equipment 03-303-000-0000-6298		14.65	PALISADE SHOP SUPPLIES	19342	Shop Maintenance	N
1430	Dotzler Power Equipment		14.65		1 Transactions		
9024	ETS Health 03-303-000-0000-6298		181.75	BREAKROOM FLOOR	14378	Shop Maintenance	N
	03-303-000-0000-6298		2,250.00	BATHROOM FLOOR	14379	Shop Maintenance	N
9024	ETS Health		2,431.75		2 Transactions		
7060	Federated Co-Ops Inc. 03-303-000-0000-6297		10.00	TANK RENTAL	571241	Shop Fuel	N
7060	Federated Co-Ops Inc.		10.00		1 Transactions		
9368	FirstSource 03-303-000-0000-6296		56.38	DRUG SCREEN	FL00434034	Meeting Expense/Physicals	Y
9368	FirstSource		56.38		1 Transactions		
1818	Glen's Sign Dezine 03-303-000-0000-6516		455.00	E-911 SIGNING		Signs & Posts	Y
	03-303-000-0000-6590		62.00	TRUCK LETTERING		Repair & Maintenance Supplies	Y
1818	Glen's Sign Dezine		517.00		2 Transactions		
14741	Hawkinson Sand & Gravel 03-303-000-0000-6517		1,166.88	COLD MIX	240885	Asphalt,Crackfiller,Tack Oil,Etc	N

# Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>14741</b>	<b>Hawkinson Sand &amp; Gravel</b>		<b>1,166.88</b>		1 Transactions		
8156	Hibbing Community College 03-303-000-0000-6296		937.50	SAFETY/HEALTH TRAINING	811579	Meeting Expense/Physicals	N
<b>8156</b>	<b>Hibbing Community College</b>		<b>937.50</b>		1 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		139.36	MAR JACOBSON	1400073000	Utilities	N
	03-303-000-0000-6254		104.25	MAR SWATARA	140946401	Utilities	N
	03-303-000-0000-6254		53.00	MAR CSAH 6	143093502	Utilities	N
<b>91187</b>	<b>Lake Country Power</b>		<b>296.61</b>		3 Transactions		
3100	McGregor Oil 03-303-000-0000-6513		1,088.50	SWATARA DIESEL	7131	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		1,693.23	PALISADE DIESEL	7139	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		1,681.55	PALISADE DIESEL	7387	Motor Fuel & Lubricants	N
	03-303-000-0000-6513		1,094.56	JACOBSON DIESEL	7399	Motor Fuel & Lubricants	N
<b>3100</b>	<b>McGregor Oil</b>		<b>5,557.84</b>		4 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 03-303-000-0000-6254		776.39	POWER: PALISADE	18-52-026-01	Utilities	N
	03-303-000-0000-6254		51.73	169 & CSAH 3	19-23-010-01	Utilities	N
	03-303-000-0000-6254		51.00	CSAH 5	27-35-015-02	Utilities	N
	03-303-000-0000-6254		155.45	POWER: MCGREGOR	29-53-003-01	Utilities	N
	03-303-000-0000-6254		51.00	CSAH 8	30-06-012-02	Utilities	N
	03-303-000-0000-6254		51.00	CSAH 4	32-32-007-02	Utilities	N
	03-303-000-0000-6254		2,377.96	POWER: AITKIN	33-52-007-02	Utilities	N
	03-303-000-0000-6254		59.26	169 & CSAH 28	39-62-022-01	Utilities	N
	03-303-000-0000-6254		43.56	CSAH 12	40-06-000-01	Utilities	N
	03-303-000-0000-6254		51.00	CSAH 12	46-56-023-02	Utilities	N
	03-303-000-0000-6254		51.00	CSAH 11	48-09-009-02	Utilities	N
	03-303-000-0000-6254		52.08	47 & CSAH 2	54-51-104-01	Utilities	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>3,771.43</b>		12 Transactions		
3555	Newman Signs 03-303-000-0000-6516		845.12	RESIDENTIAL E-911 SIGNS	TRFINV029638	Signs & Posts	N
<b>3555</b>	<b>Newman Signs</b>		<b>845.12</b>		1 Transactions		
9179	NORTH CENTRAL INTERNATIONAL, LLC						

# Aitkin County



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

3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6590		REPAIR PARTS	X220006617:01	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		REPAIR PARTS	X220006881:01	Repair & Maintenance Supplies	N
<b>9179</b>	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>					
		<b>296.73</b>				<b>2</b> Transactions
1652	<b>Northland Fire Protection, LLC</b>					
	03-303-000-0000-6298		SERVICE-AITKIN	44581	Shop Maintenance	N
	03-303-000-0000-6298		SERVICE-MCGREGOR	44581	Shop Maintenance	N
	03-303-000-0000-6298		SERVICE-MCGRATH	44581	Shop Maintenance	N
	03-303-000-0000-6298		SERVICE-HILL CITY	44581	Shop Maintenance	N
	03-303-000-0000-6298		SERVICE-JACOBSON	44581	Shop Maintenance	N
	03-303-000-0000-6298		SERVICE-PALISADE	44581	Shop Maintenance	N
<b>1652</b>	<b>Northland Fire Protection, LLC</b>					
		<b>1,763.05</b>				<b>6</b> Transactions
3810	<b>Paulbeck's County Market</b>					
	03-303-000-0000-6296		SAFETY DAY-MAINT	RCPTS	Meeting Expense/Physicals	N
<b>3810</b>	<b>Paulbeck's County Market</b>					
		<b>71.97</b>				<b>1</b> Transactions
8537	<b>Powerplan OIB</b>					
	03-303-000-0000-6590		REPAIR PARTS	2031180	Repair & Maintenance Supplies	N
<b>8537</b>	<b>Powerplan OIB</b>					
		<b>332.25</b>				<b>1</b> Transactions
9273	<b>Reichert Enterprises, Inc</b>					
	03-303-000-0000-6590		REPAIR LABOR	109791	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		REPAIR PARTS	109791	Repair & Maintenance Supplies	N
<b>9273</b>	<b>Reichert Enterprises, Inc</b>					
		<b>3,782.66</b>				<b>2</b> Transactions
7888	<b>Ruffridge Johnson Equip.Co,Inc.</b>					
	03-303-000-0000-6590		REPAIR PARTS	IA19242	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		REPAIR PARTS	IA19258	Repair & Maintenance Supplies	N
<b>7888</b>	<b>Ruffridge Johnson Equip.Co,Inc.</b>					
		<b>1,849.66</b>				<b>2</b> Transactions
9176	<b>SPARKY'S TOOLS, LLC</b>					
	03-303-000-0000-6298		PALISADE SHOP	D 87718	Shop Maintenance	N
	03-303-000-0000-6298		AITKIN SHOP	D 87718	Shop Maintenance	N
	03-303-000-0000-6298		JACOBSON SHOP	D 87718	Shop Maintenance	N
<b>9176</b>	<b>SPARKY'S TOOLS, LLC</b>					
		<b>218.97</b>				<b>3</b> Transactions
8605	<b>Wayne's Sanitation LLC</b>					
	03-303-000-0000-6254		GARBAGE: MCGRATH	316509	Utilities	N

# Aitkin County



**3** Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
<b>8605</b>	<b>Wayne's Sanitation LLC</b>			<b>52.73</b>				
					1 Transactions			
8279	<b>Winzer Franchise Company</b>							
	03-303-000-0000-6298			528.50	AITKIN SHOP SUPPLIES	6856371	Shop Maintenance	N
<b>8279</b>	<b>Winzer Franchise Company</b>			<b>528.50</b>				
					1 Transactions			
5295	<b>Ziegler Inc</b>							
	03-303-000-0000-6590			193.89	REPAIR PARTS	IN000055184	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			581.60	REPAIR PARTS	IN000063956	Repair & Maintenance Supplies	N
<b>5295</b>	<b>Ziegler Inc</b>			<b>775.49</b>				
					2 Transactions			
<b>303</b>	<b>DEPT Total:</b>			<b>26,285.01</b>	<b>R&amp;B Highway Maintenance</b>	<b>26 Vendors</b>	<b>56 Transactions</b>	
<b>307</b>	DEPT				R&B Capital Infrastructure			
86222	<b>Aitkin Independent Age</b>							
	03-307-000-0000-6230			93.00	AD FOR BID	1131005	Printing & Publishing	Y
<b>86222</b>	<b>Aitkin Independent Age</b>			<b>93.00</b>				
					1 Transactions			
<b>307</b>	<b>DEPT Total:</b>			<b>93.00</b>	<b>R&amp;B Capital Infrastructure</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>3</b>	<b>Fund Total:</b>			<b>31,563.36</b>	<b>Road &amp; Bridge</b>		<b>77 Transactions</b>	

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 4 Special Revenue(Unorg R&E

# 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 Description On Behalf of Name	1099
422	DEPT			Unorganized Fire			
173	City Of Hill City						
	04-422-000-0000-6801		1,921.00	2021 Fire Prot Unorg 52-25		Appropriations	N
	04-422-000-0000-6801		1,314.00	2021 Fire Prot Unorg 51-27		Appropriations	N
	04-422-000-0000-6801		2,345.00	2021 Fire Prot Unorg 52-27		Appropriations	N
<b>173</b>	<b>City Of Hill City</b>		<b>5,580.00</b>	<b>3 Transactions</b>			
7001	Town Of Ball Bluff Treasurer						
	04-422-000-0000-6801		159.32	2021 Fire Prot Unorg 51-22		Appropriations	N
	04-422-000-0000-6801		10,887.67	2021 Fire Prot Unorg 52-22		Appropriations	N
	04-422-000-0000-6801		1,310.64	2022 Fire Prot Unorg 52-24		Appropriations	N
<b>7001</b>	<b>Town Of Ball Bluff Treasurer</b>		<b>12,357.63</b>	<b>3 Transactions</b>			
422	<b>DEPT Total:</b>		<b>17,937.63</b>	<b>Unorganized Fire</b>	<b>2 Vendors</b>	<b>6 Transactions</b>	
4	<b>Fund Total:</b>		<b>17,937.63</b>	<b>Special Revenue(Unorg R&amp;B,Fire</b>		<b>6 Transactions</b>	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9553	Aramark Uniform & Career Apparel Group 05-400-440-0410-6422		5.45	Cleaning Supplies 04/20/2021	220666700	Janitorial Services/Supplies	N
<b>9553</b>	<b>Aramark Uniform &amp; Career Apparel Group</b>		<b>5.45</b>	<b>1 Transactions</b>			
13725	Beartooth True Value 05-400-440-0410-6422		1.65	Quik Cement/nuts/bolts 03/04/2021	B149420	Janitorial Services/Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>1.65</b>	<b>1 Transactions</b>			
783	Canon Financial Services, Inc 05-400-440-0410-6301		23.74	OSS Contract Charge-Apr '21 04/01/2021 04/30/2021	26530612	Equipment Lease/Space Rental	N
	05-400-440-0410-6301		265.77	PH Contract Charge-Apr '21 04/01/2021 04/30/2021	26530614	Equipment Lease/Space Rental	N
	05-400-440-0410-6301		38.75	Mailroom Contract Charge-Apr ' 04/01/2021 04/30/2021	26530619	Equipment Lease/Space Rental	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>328.26</b>	<b>3 Transactions</b>			
400	<b>DEPT Total:</b>		<b>335.36</b>	<b>Public Health Department</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
420	DEPT			Income Maintenance			
9553	Aramark Uniform & Career Apparel Group 05-420-600-4800-6422		12.85	Cleaning Supplies 04/20/2021	220666700	Janitorial Services/Supplies	N
<b>9553</b>	<b>Aramark Uniform &amp; Career Apparel Group</b>		<b>12.85</b>	<b>1 Transactions</b>			
13725	Beartooth True Value 05-420-600-4800-6422		3.89	Quik Cement/nuts/bolts 03/04/2021	B149420	Janitorial Services/Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>3.89</b>	<b>1 Transactions</b>			
783	Canon Financial Services, Inc 05-420-600-4800-6301		55.97	OSS Contract Charge-Apr '21 04/01/2021 04/30/2021	26530612	Equipment Lease/Space Rental	N
	05-420-640-4800-6301		120.14	CS Contract Charge-Apr '21 04/01/2021 04/30/2021	26530618	Equipment Lease/Space Rental	N
	05-420-600-4800-6301		91.34	Mailroom Contract Charge-Apr ' 04/01/2021 04/30/2021	26530619	Equipment Lease/Space Rental	N

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>267.45</b>	04/01/2021 04/30/2021 3 Transactions			
<b>11051</b>	<b>Department of Human Services</b>						
	05-420-640-4800-6231		499.07	CS MONTHLY FED OFFSET FEE 03/01/2021 03/31/2021	A300C110001	Services/Labor/Contracts	N
	05-420-620-4400-6025		883.70	MCRE/GAMC/NONRES ESTATE-03/21 03/01/2021 03/31/2021	A300MM0K011	State Share-GAMC	N
	05-420-620-4400-6025		110.00	MCRE/GAMC/NONRES RECIP-03/21 03/01/2021 03/31/2021	A300MM0K011	State Share-GAMC	N
	05-420-650-4400-6025		1,470.22	MA LTC UN 65 03/01/2021 03/31/2021	A300MM0K011	State/Fed Share - MA	N
	05-420-650-4400-6025		132.23	G8 MH TCM CV CY20 03/01/2021 03/31/2021	A300MM0K011	State/Fed Share - MA	N
	05-420-650-4400-6025		4,429.71	MA ESTATE COLLECTIONS - FED 03/01/2021 03/31/2021	A300MM0K011	State/Fed Share - MA	N
	05-420-650-4400-6025		2,214.85	MA ESTATE COLLECTIONS - STATE 03/01/2021 03/31/2021	A300MM0K011	State/Fed Share - MA	N
	05-420-610-4100-6011		18.75	MAXIS MFIP RECOV STATE 01/01/2021 01/31/2021	A300MX01215I	County Share-Afdc/Mfip	N
	05-420-620-4100-6011		203.00	MAXIS GA RECOVERIES 01/01/2021 01/31/2021	A300MX01215I	County Share - Ga	N
	05-420-620-4100-6011		755.00	MAXIS GRH RECOVERIES 01/01/2021 01/31/2021	A300MX01215I	County Share - Ga	N
	05-420-630-4100-6011		282.94	MAXIS FS RECOVERIES 01/01/2021 01/31/2021	A300MX01215I	County Share-Food Support	N
	05-420-610-4100-6011		7.50	MAXIS MFIP RECOV TANF 02/01/2021 02/28/2021	A300MX01216I	County Share-Afdc/Mfip	N
	05-420-620-4100-6011		203.00	MAXIS GA RECOVERIES 02/01/2021 02/28/2021	A300MX01216I	County Share - Ga	N
	05-420-620-4100-6011		1,223.09	MAXIS GRH RECOVERIES 02/01/2021 02/28/2021	A300MX01216I	County Share - Ga	N
	05-420-630-4100-6011		292.49	MAXIS FS RECOVERIES 02/01/2021 02/28/2021	A300MX01216I	County Share-Food Support	N
<b>11051</b>	<b>Department of Human Services</b>		<b>12,725.55</b>	<b>15 Transactions</b>			
<b>420</b>	<b>DEPT Total:</b>		<b>13,009.74</b>	<b>Income Maintenance</b>	<b>4 Vendors</b>	<b>20 Transactions</b>	
<b>430</b>	<b>DEPT</b>			<b>Social Services</b>			

# Aitkin County



5 Health & Human Services

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
9553	<b>Aramark Uniform &amp; Career Apparel Group</b>		20.63	Cleaning Supplies	220666700	Janitorial Services/Supplies	N
	05-430-700-4800-6422			04/20/2021			
<b>9553</b>	<b>Aramark Uniform &amp; Career Apparel Group</b>		<b>20.63</b>		<b>1</b>	<b>Transactions</b>	
13725	<b>Beartooth True Value</b>		6.25	Quik Cement/nuts/bolts	B149420	Janitorial Services/Supplies	N
	05-430-700-4800-6422			03/04/2021			
<b>13725</b>	<b>Beartooth True Value</b>		<b>6.25</b>		<b>1</b>	<b>Transactions</b>	
783	<b>Canon Financial Services, Inc</b>		89.89	OSS Contract Charge-Apr '21	26530612	Equipment Lease/Space Rental	N
	05-430-700-4800-6301			04/01/2021 04/30/2021			
	05-430-700-4800-6301		146.70	Mailroom Contract Charge-Apr '	26530619	Equipment Lease/Space Rental	N
				04/01/2021 04/30/2021			
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>236.59</b>		<b>2</b>	<b>Transactions</b>	
<b>430</b>	<b>DEPT Total:</b>		<b>263.47</b>	<b>Social Services</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
<b>5</b>	<b>Fund Total:</b>		<b>13,608.57</b>	<b>Health &amp; Human Services</b>		<b>29 Transactions</b>	

# 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 Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
13909	AHO/GERALYN 10-900-000-0000-2300		3,687.00	BOND REFUND	14212	Timber Permit Bonds	N
<b>13909</b>	<b>AHO/GERALYN</b>		<b>3,687.00</b>		<b>1 Transactions</b>		
5791	Sappi 10-900-000-0000-2300		1,798.00	BOND	14116	Timber Permit Bonds	N
	10-900-000-0000-2300		2,933.28	BOND	14126	Timber Permit Bonds	N
<b>5791</b>	<b>Sappi</b>		<b>4,731.28</b>		<b>2 Transactions</b>		
14141	Wayrynen/Matt 10-900-000-0000-2300		540.00	BOND	14006	Timber Permit Bonds	N
	10-900-000-0000-2300		1,747.12	BOND	14144	Timber Permit Bonds	N
<b>14141</b>	<b>Wayrynen/Matt</b>		<b>2,287.12</b>		<b>2 Transactions</b>		
900	<b>DEPT Total:</b>		<b>10,705.40</b>	<b>Timber Permit Bonds</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10-923-000-0000-6230		67.14	2ND GEN PUBLIC NOTICE	828966	Printing, Publishing & Adv	Y
	10-923-000-0000-6230		100.71	LAWN MOWING BIDS	828967	Printing, Publishing & Adv	Y
	10-923-000-0000-6230		100.71	ROADSIDE MOWING	830122	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>268.56</b>		<b>3 Transactions</b>		
13725	Beartooth True Value 10-923-000-0000-6406		41.98	RATCHET TIE DOWN 03/19/2021	033121	Field Supplies	N
	10-923-000-0000-6406		24.45	GLUE & LUBRICANT 03/22/2021	033121	Field Supplies	N
<b>13725</b>	<b>Beartooth True Value</b>		<b>66.43</b>		<b>2 Transactions</b>		
783	Canon Financial Services, Inc 10-923-000-0000-6231		158.21	CONTRACT CHARGE	26530617	Services, Labor, Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>158.21</b>		<b>1 Transactions</b>		
1701	Forestry Suppliers, Inc. 10-923-000-0000-6406		90.58	TAFFETA FLAG TAPE	855775-01	Field Supplies	N
	10-923-000-0000-6406		246.40	LANYARD, TAPE, PAINT, PRISM	873578	Field Supplies	N

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# Aitkin County



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

10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
1701	Forestry Suppliers, Inc.		336.98	2 Transactions		
923	<b>DEPT Total:</b>		830.18	<b>Forfeited Tax Sales</b>	<b>4 Vendors</b>	<b>8 Transactions</b>
10	<b>Fund Total:</b>		11,535.58	<b>Trust</b>		<b>13 Transactions</b>

# Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
14742	<b>Berg/James M</b>						
	11-925-000-0000-6330		24.08	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>14742</b>	<b>Berg/James M</b>		<b>59.08</b>		<b>2</b> Transactions		
12526	<b>Bixby/James</b>						
	11-925-000-0000-6330		35.84	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>12526</b>	<b>Bixby/James</b>		<b>70.84</b>		<b>2</b> Transactions		
589	<b>Blomberg/Judith</b>						
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>589</b>	<b>Blomberg/Judith</b>		<b>35.00</b>		<b>1</b> Transactions		
2270	<b>Hoppe/Russell Peter</b>						
	11-925-000-0000-6330		33.60	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>2270</b>	<b>Hoppe/Russell Peter</b>		<b>68.60</b>		<b>2</b> Transactions		
10890	<b>Insley/Kevin</b>						
	11-925-000-0000-6330		21.28	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>10890</b>	<b>Insley/Kevin</b>		<b>56.28</b>		<b>2</b> Transactions		
2448	<b>Janzen/Carroll Mark</b>						
	11-925-000-0000-6330		31.36	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>2448</b>	<b>Janzen/Carroll Mark</b>		<b>66.36</b>		<b>2</b> Transactions		
5784	<b>Lake/Robert</b>						
	11-925-000-0000-6330		15.68	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>5784</b>	<b>Lake/Robert</b>		<b>50.68</b>		<b>2</b> Transactions		
11990	<b>Lange/David</b>						
	11-925-000-0000-6330		41.44	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y

# Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>11990</b>	<b>Lange/David</b>		<b>76.44</b>		<b>2</b> Transactions		
12512	<b>MARCUM/ROBERT</b>						
	11-925-000-0000-6330		26.88	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>12512</b>	<b>MARCUM/ROBERT</b>		<b>61.88</b>		<b>2</b> Transactions		
10906	<b>Shipp/Dale</b>						
	11-925-000-0000-6330		17.92	NRAC - MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC - PER DIEM	041421	Per Diem	Y
<b>10906</b>	<b>Shipp/Dale</b>		<b>52.92</b>		<b>2</b> Transactions		
4927	<b>Turnock/Franklin Allen</b>						
	11-925-000-0000-6330		33.60	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>4927</b>	<b>Turnock/Franklin Allen</b>		<b>68.60</b>		<b>2</b> Transactions		
10017	<b>Tveit/Galen</b>						
	11-925-000-0000-6330		20.16	NRAC MILEAGE	041421	Transportation & Travel	Y
	11-925-000-0000-6350		35.00	NRAC PER DIEM	041421	Per Diem	Y
<b>10017</b>	<b>Tveit/Galen</b>		<b>55.16</b>		<b>2</b> Transactions		
<b>925</b>	<b>DEPT Total:</b>		<b>721.84</b>	<b>Resource Management</b>	<b>12 Vendors</b>	<b>23 Transactions</b>	
<b>11</b>	<b>Fund Total:</b>		<b>721.84</b>	<b>Forest Development</b>		<b>23 Transactions</b>	

# Aitkin County



**14** Capital Project

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
<b>949</b>	DEPT		Courthouse Addition			
	9062 <b>SIGNspot</b>					
	14-949-000-0000-6630		Judicial Center signage	12569	Miscellaneous-Capital Expense	N
	<b>9062 SIGNspot</b>					
		<b>2,210.10</b>		<b>1</b> Transactions		
<b>949</b>	<b>DEPT Total:</b>	<b>2,210.10</b>	<b>Courthouse Addition</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>14</b>	<b>Fund Total:</b>	<b>2,210.10</b>	<b>Capital Project</b>		<b>1 Transactions</b>	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
783	Canon Financial Services, Inc 19-521-000-0000-6231		106.01	CONTRACT CHARGE	26530625	Services, Labor, Contracts	N
783	Canon Financial Services, Inc		106.01	1 Transactions			
2763	Countryside Sanitation 19-521-000-0000-6255		105.30	GARBAGE 03/01/2021 03/31/2021	472	Garbage	Y
2763	Countryside Sanitation		105.30	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		52.32	DIR. RES. 03/01/2021 03/31/2021	27-13-004-01	Utilities	N
	19-521-000-0000-6254		2,371.94	ENERGY CTR ELEC 03/01/2021 04/01/2021	27-13-005-02	Utilities	N
	19-521-000-0000-6254		276.09	DINING HALL ELEC. 02/28/2021 03/31/2021	27-13-006-01	Utilities	N
	19-521-000-0000-6254		489.19	NSL-ELEC 03/01/2021 04/01/2021	27-13-007-03	Utilities	N
	19-521-000-0000-6254		55.78	PKING LOT ELEC 03/01/2021 04/01/2021	27-13-008-01	Utilities	N
	19-521-000-0000-6254		103.84	STAFF RES. ELEC 03/01/2021 04/01/2021	27-13-009-01	Utilities	N
3160	Mille Lacs Energy Coop-Albert Lea		3,349.16	6 Transactions			
521	DEPT Total:		3,560.47	LLCC Administration	3 Vendors	8 Transactions	
524	DEPT			LLCC Maintenance			
13725	Beartooth True Value 19-524-000-0000-6590		10.98	SAND 03/04/2021 03/04/2021	033121	Repair & Maintenance Supplies	N
13725	Beartooth True Value		10.98	1 Transactions			
524	DEPT Total:		10.98	LLCC Maintenance	1 Vendors	1 Transactions	
19	Fund Total:		3,571.45	Long Lake Conservation Center		9 Transactions	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
3160	<b>Mille Lacs Energy Coop-Albert Lea</b> 21-520-000-0000-6231		50.19	BERGLUND PARK	040921	Services, Labor, Contracts	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>50.19</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b> 21-520-000-0000-6254		53.00	Utilities 03/16/2021 04/16/2021	1670-00	Utilities	N
	21-520-000-0000-6254		83.57	Utilities 03/16/2021 04/16/2021	1671-00	Utilities	N
	21-520-000-0000-6254		216.94	Utilities 03/16/2021 04/16/2021	348-00	Utilities	N
<b>3950</b>	<b>Public Utilities</b>		<b>353.51</b>	<b>3 Transactions</b>			
9261	<b>RTVision, Inc.</b> 21-520-000-0000-6231		2,185.45	ANNUAL SUPPORT/MAINT.	2121-101365	Services, Labor, Contracts	N
<b>9261</b>	<b>RTVision, Inc.</b>		<b>2,185.45</b>	<b>1 Transactions</b>			
520	<b>DEPT Total:</b>		<b>2,589.15</b>	<b>Parks</b>	<b>3 Vendors</b>	<b>5 Transactions</b>	
21	<b>Fund Total:</b>		<b>2,589.15</b>	<b>Parks</b>		<b>5 Transactions</b>	
	<b>Final Total:</b>		<b>223,956.94</b>	<b>169 Vendors</b>	<b>310 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	140,219.26	General Fund
3	31,563.36	Road & Bridge
4	17,937.63	Special Revenue(Unorg R&B,Fire,
5	13,608.57	Health & Human Services
10	11,535.58	Trust
11	721.84	Forest Development
14	2,210.10	Capital Project
19	3,571.45	Long Lake Conservation Center
21	2,589.15	Parks
<b>All Funds</b>	<b>223,956.94</b>	<b>Total</b>

Approved by, .....

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WLC1  
5/5/21

11:11AM

# Aitkin County

# 2E



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

## Contegrity Payments

Explode Dist. Formulas?: N

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLC1  
5/5/21 11:11AM  
14 Capital Project

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
949	DEPT			Courthouse Addition			
14959	Contract Tile and Carpeting, LLC 14-949-000-0000-6231		7,615.15	Aitkin Co Govt Center	Final	Services, Labor, Contracts	Y
14959	Contract Tile and Carpeting, LLC		7,615.15	1 Transactions			
1829	Goble's Sewer Service Inc. 14-949-000-0000-6231		215.00	Aitkin Co Govt Center	22532	Services, Labor, Contracts	N
1829	Goble's Sewer Service Inc.		215.00	1 Transactions			
9216	Holden Electric Co 14-949-000-0000-6231		62,793.33	Aitkin Co Govt Center	Final	Services, Labor, Contracts	N
9216	Holden Electric Co		62,793.33	1 Transactions			
11889	Honeywell International Inc. 14-949-000-0000-6231		49,251.65	Aitkin Co Govt Center	Final	Services, Labor, Contracts	N
11889	Honeywell International Inc.		49,251.65	1 Transactions			
15004	LVC (Low Voltage Contractors) 14-949-000-0000-6231		47,207.80	Aitkin Co Govt Center	8,Final	Services, Labor, Contracts	N
15004	LVC (Low Voltage Contractors)		47,207.80	1 Transactions			
949	DEPT Total:		167,082.93	Courthouse Addition	5 Vendors	5 Transactions	
14	Fund Total:		167,082.93	Capital Project		5 Transactions	
	Final Total:		167,082.93	5 Vendors	5 Transactions		

WLC1  
5/5/21

11:11AM

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
14	167,082.93	Capital Project
<b>All Funds</b>	<b>167,082.93</b>	<b>Total</b>

Approved by, .....  
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WLC1  
4/22/21

9:34AM

# Aitkin County

# 2F



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

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

## MN Care Tax

# Aitkin County



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

WLC1  
4/22/21 9:34AM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	8410 Bremer Bank 01-044-904-0000-6231		Further Fees - April 2021	15660613	Flex Services, Labor, Etc	N
	8410 Bremer Bank			1 Transactions		
<b>1 Fund Total:</b>			<b>676.95</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>676.95</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLC1  
4/22/21

9:34AM

# Aitkin County



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	676.95	General Fund
<b>All Funds</b>	<b>676.95</b>	<b>Total</b>

Approved by, .....

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WLC1  
4/22/21 9:34AM

# Aitkin County

# 2G



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

Page 1

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

## FSA Fees

Explode Dist. Formulas?: Y

Paid on Behalf Of Name  
on Audit List?: N

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

Save Report Options?: N

# Aitkin County



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

WLC1  
4/22/21 9:34AM  
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	8410 Bremer Bank 01-044-904-0000-6231		Further Fees - April 2021	15660613	Flex Services, Labor, Etc	N
	8410 Bremer Bank			1 Transactions		
<b>1 Fund Total:</b>			<b>676.95</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>676.95</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLC1  
4/22/21

9:34AM

# Aitkin County



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	676.95	General Fund
<b>All Funds</b>	<b>676.95</b>	<b>Total</b>

Approved by, \_\_\_\_\_  
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WLC1  
4/22/21

10:40AM

# Aitkin County

# 2H



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

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

## Property Tax Electronic Chargeback

# Aitkin County



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

WLC1  
4/22/21 10:40AM  
13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	8410 Bremer Bank 13-943-000-0000-2001		Unable to locate-Curr RE Per 1	20-0-04102	Cur - Property Taxes	N
	8410 Bremer Bank		1 Transactions			
<b>13 Fund Total:</b>			<b>380.00</b>	<b>Taxes &amp; Penalties</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>380.00</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLC1  
4/22/21

10:40AM

# Aitkin County



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	380.00	Taxes & Penalties
All Funds	380.00	Total

Approved by,

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WLC1  
4/26/21

10:27AM

# Aitkin County

# 21



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

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

## Property Tax Electronic Chargeback

# Aitkin County



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

WLC1  
4/26/21 10:27AM  
12 Agency

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
1	8410 Bremer Bank 12-000-000-0000-2280		Prop taxes pd to wrong county	91510107p	Prepaid Property Taxes	N
	8410 Bremer Bank		1 Transactions			
<b>12 Fund Total:</b>			<b>2,092.00</b>	<b>Agency</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>2,092.00</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



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

**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
12	2,092.00	Agency
<b>All Funds</b>	<b>2,092.00</b>	<b>Total</b>

Approved by:

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WLC1  
4/28/21 10:15AM

# Aitkin County

# 2J



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

Page 1

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

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

## FSA Claims

WLC1  
4/28/21 10:15AM

# Aitkin County



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

1 General Fund

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>	
1	8410 Bremer Bank 01-044-904-0000-6360		Med FSA Claims 2021	39797574	Flex Plan Withdrawals	N
	8410 Bremer Bank			1 Transactions		
<b>1 Fund Total:</b>			<b>860.56</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>			<b>860.56</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLC1  
4/28/21

10:15AM

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	860.56	General Fund
<b>All Funds</b>	<b>860.56</b>	<b>Total</b>

Approved by:

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WLC1  
4/30/21 12:16PM

# Aitkin County

# 2K



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

Page 1

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

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

## Camping Refund

# Aitkin County



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

WLC1  
4/30/21 12:16PM  
21 Parks

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
<b>8410 Bremer Bank</b>					
2 21-520-000-0000-5510		30.00	Camping Refund	3885	Co. Parks Campground Fees N
1 21-520-000-0000-5510		50.00	Camping Refund	3919	Co. Parks Campground Fees N
<b>8410 Bremer Bank</b>		<b>80.00</b>			
			2 Transactions		
<b>21 Fund Total:</b>		<b>80.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>		<b>80.00</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	

WLC1  
4/30/21

12:16PM

# Aitkin County



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

<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	21	80.00	Parks
All Funds		80.00	Total

Approved by,

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KMR1  
5/4/21 10:26AM

# Aitkin County

# 2L



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

Page 1

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

## Elan paid 4/15/21 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/CORRECTIONS**

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>5462 Bremer Bank (Elan ACH)</b>							
41	01-044-000-0000-6800		8,885.38-	ELAN Paid 04/15/21 - Allocated		ELAN - Statement Payment	N
19	01-052-000-0000-6231		15.98	Webex		Services, Labor, Contracts	N
				04/06/2021 05/05/2021			
23	01-090-000-0000-6405		129.95	Dual Monitor Arm		Office & Computer Supplies	N
29	01-200-003-0000-6241		150.00	MSA - Data Practices - Jen		Registration Fee	N
35	01-200-003-0000-6241		295.00	MSA - MSA Summer Conf.		Registration Fee	N
36	01-200-003-0000-6241		150.00	MSA - Advanced Gun Laws		Registration Fee	N
38	01-200-003-0000-6241		295.00	MSA - Summer Conference		Registration Fee	N
37	01-200-003-0000-6332		214.74	Craguns - Lodging Summer Conf.		Hotels / Motels	N
31	01-200-019-0000-6231		68.49	Nationwide-K9 Insurance		Services, Labor, Contracts	N
34	01-200-019-0000-6332		512.10	Hotel - Training		Hotel/Motel Lodging	N
33	01-200-019-0000-6340		39.76	Meals - Training		Meals Reimbursed Non-Taxable	N
27	01-200-019-0000-6409		308.99	ecollar-training collar		Supplies	N
28	01-200-019-0000-6409		510.87	Ray Allen-Various K9 supplies		Supplies	N
30	01-200-019-0000-6409		82.99	Petsmart - Dog Food		Supplies	N
32	01-200-019-0000-6409		35.90	Aitkin Pet - Training Supplies		Supplies	N
25	01-252-000-0000-6418		144.90	Walmart - Groceries		Groceries	N
39	01-252-252-0000-6405		50.58	Ebay - Gym Sand Bags		Prisoner Welfare	N
40	01-200-020-0000-6409		67.75	Amazon - Garmin Travel Cases		Search & Rescue Supplies/Training	N
20	01-257-251-0000-6241		85.00	Juvenile Justice Conf.-JL	09818	Registration Fee	N
				04/15/2021 04/15/2021			
18	01-043-000-0000-6208		330.00	Registration - MAAO Conf.	Hicks	Training/Education	N
				05/26/2021 05/27/2021			
24	01-252-000-0000-6330		720.00	Extradition-Air, Meals,Gas	Markuson	Prisoner Transportation & Travel	N
26	01-252-000-0000-6330		2,242.37	Extradition-Air, Meals,Hotel,C	Markuson	Prisoner Transportation & Travel	N
16	01-043-000-0000-6208		305.00	Registration - MAAO Conf.	Olson	Training/Education	N
				05/26/2021 05/27/2021			
12	01-043-000-0000-6208		225.00	Registration - MAAO Conf.	Sanbeck	Training/Education	N
				05/26/2021 05/27/2021			
13	01-043-000-0000-6208		225.00	Registration - MAAO Conf.	Westerlund	Training/Education	N
				05/26/2021 05/27/2021			
	<b>5462 Bremer Bank (Elan ACH)</b>		<b>1,680.01-</b>	<b>25 Transactions</b>			
<b>1 Fund Total:</b>			<b>1,680.01-</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>25 Transactions</b>	

KMR1  
5/4/21 10:26AM

# Aitkin County



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

**3** Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14	<b>5462</b> Bremer Bank (Elan ACH) 03-302-000-0000-6296			52.59	Safety Trng Lunch - Eng 04/08/2021 04/08/2021		Meeting Expense/Physicals	N
15	03-303-000-0000-6296			157.78	Safety Trng Lunch - Maint 04/08/2021 04/08/2021		Meeting Expense/Physicals	N
17	03-301-000-0000-6296			200.00	NACE Conference	Virtual	Meeting Expense/Physicals	N
	<b>5462</b> Bremer Bank (Elan ACH)			<b>410.37</b>	<b>3</b> Transactions			
<b>3 Fund Total:</b>				<b>410.37</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	

# Aitkin County



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

KMR1  
5/4/21 10:26AM  
5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
11	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6239		2.80	Availity - Mar '21 03/01/2021 03/31/2021		Software Fees/License Fees N
6	05-400-440-0410-6405		24.54	Acct-Toner Cartridge 04/01/2021		Office Supplies N
9	05-400-440-0410-6405		66.36	Agency - Lanyards 04/05/2021		Office Supplies N
3	05-400-450-0451-6231		9.90	SHIP-WIX Domain Name 04/04/2021		Services/Labor/Contracts N
11	05-420-600-4800-6239		6.60	Availity - Mar '21 03/01/2021 03/31/2021		Software Fees/License Fees N
8	05-420-600-4800-6402		18.99	Power Adapter (DJ) 04/01/2021		Computer/Technology Supplies N
6	05-420-600-4800-6405		57.84	Acct-Toner Cartridge 04/01/2021		Office Supplies N
9	05-420-600-4800-6405		156.42	Agency - Lanyards 04/05/2021		Office Supplies N
11	05-430-700-4800-6239		10.60	Availity - Mar '21 03/01/2021 03/31/2021		Software Fees/License Fees N
4	05-430-700-4800-6241		65.00	World Elder Abuse Reg - (TL) 04/01/2021		Meeting/Conference Registration Fee N
10	05-430-700-4800-6241		35.00	Positive Development Reg (AF) 04/06/2021		Meeting/Conference Registration Fee N
6	05-430-700-4800-6405		92.89	Acct-Toner Cartridge 04/01/2021		Office Supplies N
7	05-430-700-4800-6405		11.29	Address Index Cards (BC) 04/01/2021		Office Supplies N
9	05-430-700-4800-6405		251.22	Agency - Lanyards 04/05/2021		Office Supplies N
5	05-400-440-0410-6239		13.86	Survey Monkey Subscription 04/01/2021	40326532	Software Fees/License Fees N
5	05-420-600-4800-6239		32.67	Survey Monkey Subscription 04/01/2021	40326532	Software Fees/License Fees N
5	05-430-700-4800-6239		52.47	Survey Monkey Subscription 04/01/2021	40326532	Software Fees/License Fees N
1	05-430-710-3190-6050		113.61	Phone Card 04/04/2021	64041426	Court Related Services-Txx N
2	05-430-760-3160-6050		44.50	CRE-Bus Ticket 03/30/2021	66195198	Transportation - Txx N

# Aitkin County



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

KMR1  
5/4/21 10:26AM  
5 Health & Human Services

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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)		1,066.56	19 Transactions		
<b>5 Fund Total:</b>			<b>1,066.56</b>	<b>Health &amp; Human Services</b>	<b>1 Vendors</b>	<b>19 Transactions</b>

# Aitkin County



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

KMR1  
5/4/21 10:26AM  
10 Trust

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
21	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6254		Spectrum Internet 03/20/2021	4857022021	Utilities	N
	5462 Bremer Bank (Elan ACH)		04/19/2021 1 Transactions			
<b>10 Fund Total:</b>			<b>194.98</b>	<b>Trust</b>	<b>1 Vendors</b>	<b>1 Transactions</b>

# Aitkin County



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

KMR1  
5/4/21 10:26AM  
19 Long Lake Conservation Cer

Vendor No.	Vendor Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
22	5462 Bremer Bank (Elan ACH) 19-524-000-0000-6590			8.10	USPS - Mail Garn Water Sample		Repair & Maintenance Supplies	N
	5462 Bremer Bank (Elan ACH)			8.10	1 Transactions			
<b>19 Fund Total:</b>				<b>8.10</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>				<b>0.00</b>	<b>5 Vendors</b>	<b>49 Transactions</b>		

KMR1  
5/4/21

10:26AM

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-1,680.01	General Fund
3	410.37	Road & Bridge
5	1,066.56	Health & Human Services
10	194.98	Trust
19	8.10	Long Lake Conservation Center
<b>All Funds</b>	<b>0.00</b>	<b>Total</b>

Approved by,

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.....



# Aitkin County



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

KMR1  
5/4/21 2:15PM  
13 Taxes & Penalties

Vendor No.	Vendor Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
								Paid On Bhf #	On Behalf of Name	
2	8410 Bremer Bank	13-943-000-0000-2001			1,118.00	NSF Check		06-0-008110	Cur - Property Taxes	N
	8410 Bremer Bank				1,118.00		1 Transactions			
<b>13 Fund Total:</b>					<b>1,118.00</b>	<b>Taxes &amp; Penalties</b>		<b>1 Vendors</b>	<b>1 Transactions</b>	

# Aitkin County



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

KMR1  
5/4/21 2:15PM  
19 Long Lake Conservation Cer

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 8410 Bremer Bank 19-521-000-0000-6231		33.20	Monthly Credit Card Fees 04/01/2021 04/30/2021	Services, Labor, Contracts	N
8410 Bremer Bank		33.20	1 Transactions		
<b>19 Fund Total:</b>		<b>33.20</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
<b>Final Total:</b>		<b>1,151.20</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	

KMR1  
5/4/21

2:15PM

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,118.00	Taxes & Penalties
19	33.20	Long Lake Conservation Center
<b>All Funds</b>	<b>1,151.20</b>	<b>Total</b>

Approved by,

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KMR1  
5/5/21 10:39AM

# Aitkin County

2N



Audit List for Board MANUAL WARRANTS/VOIDS/CORRECTIONS

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

## FSA Claims

KMR1  
 5/5/21 10:39AM  
 1 General Fund

# Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
<b>8410</b>	<b>Bremer Bank</b>					
1	01-044-904-0000-6360		579.72	Dep Care FSA Claims 2021	39806144	Flex Plan Withdrawals N
2	01-044-904-0000-6360		79.35	Med FSA Claims 2021	39806144	Flex Plan Withdrawals N
<b>8410</b>	<b>Bremer Bank</b>		<b>659.07</b>			
				2 Transactions		
<b>1 Fund Total:</b>			<b>659.07</b>	<b>General Fund</b>	<b>1 Vendors</b>	<b>2 Transactions</b>
<b>Final Total:</b>			<b>659.07</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	

KMR1  
5/5/21

10:39AM

# Aitkin County

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



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	659.07	General Fund
<b>All Funds</b>	<b>659.07</b>	<b>Total</b>

Approved by,

.....  
.....  
.....



# Board of County Commissioners Agenda Request

## 20

Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** Amended MOU with Carlton County

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Rich Courtemanche		<b>Department:</b> Land
<b>Presenter (Name and Title):</b> Rich Courtemanche, Land Commissioner		<b>Estimated Time Needed:</b> n/a
<b>Summary of Issue:</b> <p>In 2017, Aitkin County and Carlton County signed a Memorandum of Understanding (MOU) with Carlton County to establish cooperation and coordination between these two counties as part of the implementation of a Habitat Conservation Plan (HCP) to help protect threatened bat species.</p> <p>The HCP is under review with the US Fish and Wildlife Service who has asked for amendments to the MOU. Both the Aitkin County and Carlton County attorneys have reviewed the amendments and recommend approval by both County Boards.</p> <p>Amendments summarized:          01-2021 Annual reporting requirements to the USFWS          02-2021 Reporting requirements of a reported incidental take of a bat          03-2021 Opt out language that protects the other county and the proration of an incidental take</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve motion and allow the signature of the County Board chair to the MOU		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**AITKIN COUNTY and CARLTON COUNTY**  
**MINNESOTA**

1. Authority: This Memorandum of Understanding (MOU) is made and entered into by and between the Aitkin County Board of Commissioners (represented by the Aitkin County Land Department) hereinafter referred to as ACLD, and the Carlton County Board of Commissioners (represented by the Carlton County Land Department) hereinafter referred to as CCLD, under the provisions of respective County Board Resolution.
2. Purpose: This MOU establishes a policy of cooperation and coordination between ACLD and CCLD to Contract with Western EcoSystem Technologies, Inc. (WEST), to create a Habitat Conservation Plan, hereinafter referred to as HCP, that allows ACLD and CCLD to qualify for Incidental Take Permit (ITP) under Section 10(a)(1)(b) of the Endangered Species Act (ESA) administered by the United States Fish and Wildlife Service (FWS) to authorize the take of Threatened or Endangered Forestland bats whilst in conjunction with lawful timber harvesting and forest vegetative management activities.
3. Introduction: ACLD and CCLD have contracted with WEST, Inc., beginning in 2015 to conduct forestland bat surveys on County Administered Tax Forfeited Lands. The survey included bat species, sex, maternity, age and exposure to White Nose Syndrome (WNS), a disease fatal to bats that hibernate across their US range. WEST, Inc., is Federally licensed to conduct bat netting, measuring, tagging and data collection. Both Aitkin and Carlton Counties have statutory responsibilities and interests in the management of Tax Forfeited and Fee lands for the benefit of the Taxing Districts, the local economies, the general public; for protecting the quality of water, wildlife and air; for research and for forest resilience through species diversity.

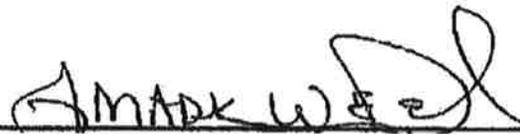
THEREFORE, in consideration of these joint interests, the parties agree to the following MUTUAL AGREEMENT:

1. ACLD and CCLD agree to obligate funds required to fulfill the HCP as outlined by WEST, Inc. The Obligation will be prorated as such: ACLD will pay 65% of the bill and CCLD will pay 35% of the bill as invoiced.
2. ACLD and CCLD agree to apportion Incidental Take Permits (ITP) based on the final HCP as developed by WEST Inc and approved by the United States Fish and Wildlife Service (USFWS).
3. This agreement does not restrict either ACLD nor CCLD from participating with other public or private agencies, organizations and individuals nor from accepting contributions or grants for the improvement and maintenance of County managed forestlands.
4. This agreement may be revised as necessary by mutual consent of both parties by the issuance of a written amendment, signed and dated by both parties.

5. Either party may terminate this agreement by providing a 30 day written notice. Unless terminated by written notice, this agreement will remain in force for 3 years or upon Federal acceptance of a suitable HCP. This agreement may be extended by ACLD and CCLD.
6. The Statutes of Minnesota, including Chapter 282, shall govern the liability of each participant.

EFFECTIVE DATES:

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

  
\_\_\_\_\_  
AitRfiYtaunty Board Chair

  
\_\_\_\_\_  
Carlton ounty Board Chair

Date

Date

2017

## **AMENDMENTS**

### **01-2021**

Annually, the ACLD and CCLD will convey information on timber harvests to include data on:

1. Total harvest acres
2. Total acres in reserves
3. Total harvest acres during June 1 – July 31
4. Total acres in reserves June 1 – July 31
5. Total acres harvested within one quarter ( $\frac{1}{4}$ ) mile of known maternity roosts
6. Total acres harvested within one quarter ( $\frac{1}{4}$ ) mile of known maternity roosts between  
June 1 – July 31

### **02-2021**

In the event of an observation of a dead NLEB, LLB or TriColor Bat, the reporting county will:

1. Immediately inform the other member county of the observation
2. Collect onsite data of the dead bat to include:
  - a. Date and Time of Observation
  - b. Latitude/Longitude of location
  - c. Number of specimens
  - d. Name of Observer
3. Report the Observation as defined by procedures in the Habitat Conservation Plan

### **03-2021**

In the event that a member county of this Memorandum of Understanding can no longer be partner to the MOU, the remaining member will be held to the HCP Incidental Take Limit pro-rated to the percentage as defined in paragraph 1 of the Mutual Agreement (ACLD 65%, CCLD 35%), with the allowable Incidental Take being rounded up to the nearest whole number.

Attest this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

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Aitkin County Board Chair

Date

---

Carlton County Board Chair

Date



# Board of County Commissioners Agenda Request

**2P**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** Annual Brat Sale

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

The American Legion requests Board approval to use the Aitkin County Judicial Center lawn for the annual brat sale on Friday, May 28, 2021. The brat sale will be held from 11am to 1pm with additional time for set-up and tear-down before and after. COVID precautions will be made.

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

**Recommended Action/Motion:**  
 Authorize the American Legion to hold brat sale on the Judicial Center Lawn on Friday, May 28, 2021 from 11am to 1pm.

**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 American Legion Post and Auxiliary are planning to have a Brat Sale in front of the Aitkin County Courthouse on Friday, May, 28, 2021.

- We will be serving Brats on a bun, packaged chips, canned pop, packaged condiments.
- We will have set up washing station.
- All workers will be wearing masks
- All workers will be wearing gloves
- The lunch will be put on the plate by the workers and given to the customers
- Tents will be set up to cover the serving line, and picnic tables for the customers.
- Garbage will be put into containers provided by the courthouse.
- We will be spacing tables to practice six foot distancing.
- We will try to follow all COVID regulations.

Carroll and Joy Janzen, cochair of event

927-6119



# Board of County Commissioners Agenda Request

**2Q**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** 2020 Minnesota Federal Boating Safety Supplemental Equipment Grant

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

<b>Submitted by:</b> Sheriff Daniel G. Guida	<b>Department:</b> Aitkin County Sheriff's Office
---	--

<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b>
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**Summary of Issue:**  
Signatures and Resolution for 2020 State of Minnesota Federal Boating Safety Supplemental Equipment Grant Agreement for grant amount of \$4,815.00 to purchase Slow No-Wake buoys and Hazard Buoys.

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

**Recommended Action/Motion:**  
Request Board Chair to sign agreement and return with signed 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:*


**DEPARTMENT OF  
NATURAL RESOURCES**

**2020 STATE OF MINNESOTA**  
**FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT**  
**GRANT CONTRACT AGREEMENT**  
**ENCUMBRANCE WORKSHEET**

**Contract #:** 192937

**PO #:** 3000187116

**State Accounting Information**

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2021	Source Type REIMB	Vendor Number 0000197275-001
Total Amount \$4,815	Project ID R29G70CGBLA19	Billing Location R297000221	DUNS 047464805	

**Accounting Distribution**

Fund 3000	Fin. Dept. ID R2937715	Approp. ID R297227	Category 84101501	Account 441302	Amount \$0	Activity A4CG002
Fund 3000	Fin. Dept. ID R2937715	Approp. ID R297227	Category 84101501	Account 441302	Amount \$4,815	Activity A4CG004

Grant Begin Date March 2, 2021	Grant End Date September 30, 2021
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**Grantee Name and Address:**

Aitkin County Sheriff's Office  
218 1st St. NW  
Aitkin, MN 56431-1260

**Payment Address:**  
(where DNR sends the check)

Aitkin Co. Treasurer  
209 - 2nd St. NW, Rm. 203  
Aitkin, MN 56431

**2020 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL EQUIPMENT  
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 218 1st St. NW, Aitkin, MN 56431-1260 (DUNS047464805) ("Grantee"). The payment address for this grant agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 203, Aitkin, MN 56431.

**Recitals**

1. Under Minnesota Statute §84.026, §86B.101 and Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FAS190127), (CFDA number 97.012) in U.S.C. 13101-13110 the State is empowered to enter into this grant contract agreement. This grant contract agreement is a non-research and non-developmental grant.
2. The State will make available supplementary funding in the amount noted in this grant contract agreement to cover the cost of the specific items for recreational boating safety.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

**Grant Contract Agreement**

**1 Term of Grant Contract Agreement**

- 1.1 **Effective date:** March 2, 2021, Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** September 30, 2021, or until all obligations have been satisfactorily fulfilled, whichever occurs first. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant contract agreement as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State Audits; 10. Government Data Practices; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

**2 Grantee's Duties**

The Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn.Stat. §16B.97, Subd. 4 (a) (1). Grantee will be reimbursed, as specified in Exhibit A which is attached and incorporated into this grant contract agreement, for the purchase of the items noted there. The Grantee will submit to the State the required documents noted in Exhibit A which is attached and incorporated into this grant contract agreement. The State will make available supplementary funding in the amount noted in this grant contract agreement to cover the cost of the specific items for recreational boating safety noted in Exhibit A which is attached and incorporated into this grant contract agreement. See Exhibit A which is attached and incorporated into this grant contract agreement for life jacket wear policy requirement and allowable expenditures specific to this grant. See Exhibit B which is attached and incorporated into this grant contract agreement for specific federal requirements that affect this grant contract agreement. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract agreement. The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

**Reporting Requirements:** The Grantee is bound to financial and performance requirements as noted in this grant contract agreement and Exhibit A which is attached and incorporated into this grant contract agreement.

**3 Time**

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

**4 Consideration and Payment**

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract agreement as follows:
  - (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant contract agreement up to Four thousand eight hundred fifteen dollars (\$4,815).
  - (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed Four thousand eight hundred fifteen dollars (\$4,815).
- 4.2 **Payment**
  - (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted timely in a form prescribed by the State within the dates previously noted in "Term of Grant Contract Agreement" in this grant contract agreement. Invoice procedures are specified in Exhibit A which is attached and incorporated into this grant contract agreement.

- (b) **Federal funds.** Payments under this grant contract agreement will be made from federal funds obtained by the State through the U.S. Coast Guard, Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FAS190127), (CFDA number 97.012) in U.S.C. 13101-13110. See Exhibit B which is attached and incorporated into this grant contract agreement for specific federal requirements that affect this grant contract agreement. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

#### 4.3 Contracting and Bidding Requirements

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) The grantee must not contract with vendors who are suspended or debarred in MN:

<http://www.mnd.admin.state.mn.us/debarredreport.asp>

#### 5 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

#### 6 Authorized Representative

The State's Authorized Representative is Adam Block, Boating Law Administrator, Enforcement Division, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, adam.block@state.mn.us, or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Daniel Guida, Aitkin County Sheriff's Office, 218 1st St. NW, Aitkin, MN 56431-1260 or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

#### 7 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Agreement Complete.** This grant contract agreement, including Exhibits A and B which are attached and incorporated into this grant contract agreement, contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

#### 8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

#### 9 Audits (State and Single)

Under Minn. Stat. §16B.98, Subd. 8 and 2 CFR 200.331, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant contract agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

All state and local governments, colleges and universities, and non-profit organizations that expend \$750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is \$750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

**10 Government Data Practices**

10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

**11 American Disabilities Act**

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

**12 Non-Discrimination Requirements**

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- (c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- (e) Any other applicable non-discrimination law(s).

**13 Workers Compensation**

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

**14 Publicity and Endorsement**

14.1 **Publicity.** Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

14.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

**15 Governing Law, Jurisdiction, and Venue**

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

**16 Termination**

16.1 **Termination by the State.** The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

16.2 **Termination for Cause.** The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

16.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract agreement if:

(a) Funding for grant from U.S. Coast Guard, Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FASI90127), (CFDA number 97.012) in U.S.C. 13101-13110 is withdrawn.

(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant contract agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

17 **Data Disclosure**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

18 **Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

19 **Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions**

19.1 The prospective lower tier participant certifies, by submission of this agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

20 **Whistleblower Protection Rights**

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- \_\_\_\_\_ A. Federal Grant Agreement
- \_\_\_\_\_ B. Exhibit A
- \_\_\_\_\_ C. Exhibit B
- \_\_\_\_\_ D. Conflict of Interest Disclosure

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Statutes 16A.15 and 16B.98.*

Signed: 

Date: 4/27/2021

SWIFT Contract # 192937

Purchase Order # 3000187116

**2. GRANTEE**

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

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

Title: County Sheriff

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

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

Title: Chairperson of County Board

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

**3. STATE AGENCY: NATURAL RESOURCES**

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

Title: Director, Enforcement Division – Central Office

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

**Distribution:**

- Agency
- Grantee
- State's Authorized Representative

**2020 STATE OF MINNESOTA FEDERAL BOATING SAFETY  
SUPPLEMENTAL EQUIPMENT GRANT CONTRACT AGREEMENT  
(CFDA #97.012)**

1. The purpose of this grant is to provide supplementary funding to the Grantee, not exceeding the amount specified in Clause 4 of the grant contract agreement, to purchase the following specific equipment or other items that will be used for recreational boating safety activities:
  - (6) Slow No-Wake Buoys
  - (25) 9" Hazard Buoys
  - Shipping for buoys

*\* means trade-in or cost share by county*  
*\*\* means 25% county dive equipment cost share requirement*
2. The program shall begin on March 2, 2021 or date grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. The purchase, delivery and payment of approved items must be completed by September 30, 2021. An extension beyond that date for purchase, delivery and payment may be granted, if requested by the Grantee in writing to the State's representative. If approved by the State's representative, an amendment form is created which requires signatures by Grantee and State's representative. Requests submitted after September 30, 2021, that have not been granted an extension from the State, are not eligible for reimbursement and will become the Grantee's sole responsibility. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant.
3. The Grantee must first purchase the items as specified in this grant, follow any specific county purchasing procedures and pay for it from the Grantee's funds. The Grantee must then submit the following for reimbursement by the deadline noted in #2 above:
  - a. An invoice from the Grantee, for purchases dated no earlier than March 2, 2021 or date grant is fully executed and not later than September 30, 2021, with a description of all the item(s) being requested for reimbursement. The purchase/invoice deadline may be modified if an extension, as noted in clause #2 above, is granted and approved by the State's representative.
  - b. A copy of the invoice(s) from the vendor(s) showing the amount the Grantee actually paid, including shipping, sales tax and any setup costs.
  - c. If the item is valued over \$5,000, the Grantee's asset number(s) & equipment serial number(s) must also be included on the invoice.
  - d. All reimbursement requests must be sent to: [adam.block@state.mn.us](mailto:adam.block@state.mn.us)
4. County life jacket wear policy required for personnel working in boat and water. Policy must be submitted to State before DNR grant contract agreement approval.
5. Aids to navigation purchased through this grant must comply with the requirements in Minnesota Rule 6110.1500. Watercraft purchased through this grant must be registered with the State and display registration numbers and validation decals as noted in Minnesota Rule 6110.0100 - .0900.
6. The Grantee agrees that, when requested by the State, they will promptly complete an inventory on items purchased at a cost of more than \$5,000 and forward it to the State's representative.
7. The State will supply a special label that will need to be applied to each item of equipment that exceeds \$5,000. This label indicates that federal boating safety funds were used for all or a portion of the purchase.

8. Items purchased under this grant may not be sold, traded or disposed of without prior written permission and instructions from the State as to the disposition of the item(s), and any funds derived from their sale or trade. The Grantee must promptly notify the State's representative if any item over \$5,000 purchased through this grant is lost or stolen.
9. By accepting this grant, the Grantee agrees, when requested, to accurately & promptly complete and return to the state any reports required by the State or the cognizant federal agency regarding activities, expenditures or accomplishments for the recreational boating safety program.
10. In any reference to this grant, it should be referred to as: "A federal boating safety sub grant through the Minnesota Department of Natural Resources."

## 2020 FEDERAL ASSURANCES NON-CONSTRUCTION PROGRAMS

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction sub-agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et. seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-248 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§ 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments and Non-Profit Organizations." \*(see below).
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

*\*If the COUNTY (as defined on page 1 of this grant) expends more than \$500,000 in federal assistance per year, it agrees to have a program-specific or single audit made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133 - "Audits of States, Local Governments and Non-Profit Organizations." Copies of the audit report are required to be sent to the following: 1) Office of the State Auditor - Single Audit Division, Suite 500, 525 Park Street, St. Paul, MN 55103, 2) Minnesota Department of Natural Resources, Internal Audit Section - Office of Management & Budget Services 500 Lafayette Road, St. Paul, MN 55155 and 3) The Federal Single Audit Clearinghouse located at: Bureau of the Census, Data Preparation Division, 1201 East 10<sup>th</sup> Street, Jeffersonville, IN 47132.*

## Conflict of Interest Disclosure

### Conflict of Interest:

A conflict of interest (actual, potential, or perceived) occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it.

### Actual Conflict of Interest:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples include, but are not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

### Potential Conflict of Interest:

A potential conflict of interest may exist if one party has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. For example, when one party serves in a volunteer capacity for another party, it has the potential to, but does not necessarily, create a conflict of interest, depending on the nature of the relationship between the two parties. A disclosed potential conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

### Perceived Conflict of Interest:

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist. A disclosed perceived conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

### Organizational Conflict of Interest:

A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee is unable or potentially unable to render impartial assistance or advice to the State due to competing duties or loyalties
- A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties
- A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

**This section to be completed by Grantee's Authorized Representative (AR):**

I certify that we will maintain an adequate Conflict of Interest Policy and throughout the term of our agreement we will monitor and report any actual, potential, or perceived conflicts of interest to the State's Authorized Representative.

I also certify that I have read and understand the description of conflict of interest above and as of this date

(Check one of the two boxes below):

I do not have any conflicts of interest relating to this project.

I have an actual, potential, perceived, or organizational (*circle*) conflict of interest. The nature of the conflict is as follows:

If at any time during the grant project I discover a conflict of interest, I will disclose that conflict immediately to the State's Authorized Representative.

Grantee AR's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Grantee AR's Signature: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Project Name: **2020 MN DNR Federal Boating Equipment Grant**

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State AR's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

State AR's Signature: \_\_\_\_\_

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

ADOPTED May 11, 2021

By Commissioner: xxxx

20210511-xxx

**2020 State of Minnesota Federal Boating Supplemental Equipment Grant Agreement**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2020 Boat & Water Federal Safety Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$4,815.00 for the term of March 2, 2021 through September 30, 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 11<sup>th</sup> day of May, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of May, 2021

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



# Board of County Commissioners Agenda Request

**2R**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** 2021 State of MN Federal Supplemental Boating Safety Patrol Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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<b>Submitted by:</b> Sheriff Daniel G. Guida	<b>Department:</b> Aitkin County Sheriff's Office
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<b>Presenter (Name and Title):</b> N/A	<b>Estimated Time Needed:</b> N/A
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**Summary of Issue:**  
 Approve annual State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement. The amount is \$6,375.00 to use towards overtime boat & water patrol hours.

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

**Recommended Action/Motion:**  
 Request board chair to sign agreement and return with signed 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:*

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


**DEPARTMENT OF  
NATURAL RESOURCES**

**2021 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL PATROL  
GRANT CONTRACT AGREEMENT**

**ENCUMBRANCE WORKSHEET**

**Contract #:**

**PO #:**

**State Accounting Information**

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2021	Source Type REIMB	Vendor Number 0000197275-001
Total Amount \$6,375	Project ID R29G70CGBLA19	Billing Location R297000221	DUNS 047464805	

**Accounting Distribution**

Fund 3000	Fin. Dept. ID R2937715	Approp. ID R297227	Category 84101501	Account 441302	Activity A4CG002
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Grant Begin Date May 14, 2021	Grant End Date September 6, 2021
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**Grantee Name and Address:**

Aitkin County Sheriff's Office  
218 1st St. NW  
Aitkin, MN 56431-1260

**Payment Address:**  
(where DNR sends the check)

Aitkin Co. Treasurer  
209 - 2nd St. NW, Rm. 203  
Aitkin, MN 56431

**2021 STATE OF MINNESOTA  
FEDERAL BOATING SAFETY SUPPLEMENTAL PATROL  
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 218 1st St. NW, Aitkin, MN 56431-1260 (DUNS 047464805) ("Grantee"). The payment address for this grant contract agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 203, Aitkin, MN 56431.

**Recitals**

1. Under Minnesota Statute §84.026, §86B.101 and Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FAS190127), (CFDA number 97.012) in U.S.C. 13101-13110 the State is empowered to enter into this grant contract agreement. This grant contract agreement is a non-research and non-developmental grant.
2. The State will make available supplementary funding in the amount noted in this grant contract agreement to cover the cost of additional boating safety patrol of lakes and rivers in the county.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant contract agreement.

**Grant Contract Agreement**

**1 Term of Grant Contract Agreement**

- 1.1 **Effective date:** May 14, 2021. Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn. Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** September 6, 2021 or until all obligations have been satisfactorily fulfilled, whichever occurs first. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant contract agreement as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices; 14. Publicity and Endorsement; 15. Governing Law, Jurisdiction, and Venue; and 17. Data Disclosure.

**2 Grantee's Duties**

The Grantee, who is not a state employee, will comply with required grants management policies and procedures set forth through Minn. Stat. §16B.97, Subd. 4 (a) (1). The Grantee will provide additional boating safety patrol hours during high watercraft use periods through the payment of overtime or the addition of enforcement personnel. The Grantee will submit to the State a written plan to carry out the provisions of this grant contract agreement. Provisions of Chapter 86B, the provisions of Chapter 169A pertaining to motorboats and the Boat and Water Safety Rules, hereinafter referred to as the "Minn. Rules" will be enforced. Refer to Exhibit A which is attached and incorporated into this grant contract agreement for more information on allowable expenses. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract agreement. The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

**Reporting Requirements:** The Grantee is bound to financial and performance requirements as noted in this grant contract agreement and Exhibit A which is attached and incorporated into this grant contract agreement.

**3 Time**

The Grantee must comply with all the time requirements described in this grant contract agreement. In the performance of this grant contract agreement, time is of the essence.

**4 Consideration and Payment**

- 4.1 **Consideration.** Consideration for all services performed by Grantee pursuant to this grant contract agreement shall be paid by the State as follows:
  - (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant contract agreement up to Six thousand three hundred seventy-five dollars (\$6,375).
  - (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed Six thousand three hundred seventy-five dollars (\$6,375).
- 4.2 **Payment**
  - (a) **Invoice.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. The invoice shall be accompanied by log sheets and narrative report as described in Exhibit A. The invoice, log sheets and required narrative report must be submitted to the State not later than October 6, 2021,

- unless an extension is requested in writing from the Grantee and approved in writing from the State.
- (b) **Federal funds.** Payments under this grant contract agreement will be made from federal funds obtained by the State through the U.S. Coast Guard, Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FASI90127), (CFDA number 97.012) in U.S.C. 13101-13110. Exhibit B is attached and incorporated into this grant contract agreement for specific federal requirements that affect this grant contract agreement. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

#### 4.3 Contracting and Bidding Requirements

Per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) The grantee must not contract with vendors who are suspended or debarred in MN:  
<http://www.mmd.admin.state.mn.us/debarredreport.asp>

#### 5 Conditions of Payment

All services provided by the Grantee under this grant contract agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

#### 6 Authorized Representative

The State's Authorized Representative is Adam Block, Boating Law Administrator, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, [adam.block@state.mn.us](mailto:adam.block@state.mn.us) or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant contract agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is Sheriff Daniel Guida, Aitkin County Sheriff's Office, 218 1st St. NW, Aitkin, MN 56431-1260, or his/her successor. If the Grantee's Authorized Representative changes at any time during this grant contract agreement, the Grantee must immediately notify the State.

#### 7 Assignment, Amendments, Waiver, and Grant Contract Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant contract agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Agreement Complete.** This grant contract agreement, including Exhibits A and B which are attached and incorporated into this grant contract agreement, contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract agreement, whether written or oral, may be used to bind either party.

#### 8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract agreement by the Grantee or the Grantee agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract agreement.

#### 9 Audits (State and Single)

Under Minn. Stat. §16B.98, subd. 8 and 2 CFR 200.331, the Grantee books, records, documents, and accounting procedures and practices relevant to this grant contract agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant contract agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

All state and local governments, colleges and universities, and non-profit organizations that expend \$750,000 or more of Federal awards in a fiscal year must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit, and Administrative Awards Requirements for Federal Awards. This is \$750,000 total Federal awards received from all sources. If an audit is completed, forward a copy of the report to both the State's Authorized Representative and the State Auditor.

#### 10 Government Data Practices

- 10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract

agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract agreement. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

**11 American Disabilities Act**

The Grantee is subject to complying with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.

**12 Non-Discrimination Requirements**

No person in the United States must, on the ground of race, color, national origin, handicap, age, religion, or sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under, any program or activity receiving Federal financial assistance. Including but not limited to:

- (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) and DOC implementing regulations published at 15 C.F.R. Part 8 prohibiting discrimination on the grounds of race, color, or national origin under programs or activities receiving Federal financial assistance; Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681 et seq.) prohibiting discrimination on the basis of sex under Federally assisted education programs or activities;
- (b) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), and DOC implementing regulations published at 15 C.F.R. Part 8b prohibiting discrimination on the basis of handicap under any program or activity receiving or benefiting from Federal assistance.
- (c) The Age Discrimination Act of 1975, as amended (42 U.S.C. § 6101 et seq.), and DOC implementing regulations published at 15 C.F.R. Part 20 prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- (d) Title II of the Americans with Disabilities Act (ADA) of 1990 which prohibits discrimination against qualified individuals with disabilities in services, programs, and activities of public entities.
- (e) Any other applicable non-discrimination law(s).

**13 Workers' Compensation**

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

**14 Publicity and Endorsement**

14.1 **Publicity.** Any publicity regarding the subject matter of this grant contract agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant contract agreement. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.

14.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.

**15 Governing Law, Jurisdiction, and Venue**

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

**16 Termination**

16.1 **Termination by the State.** The State may immediately terminate this grant contract agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

16.2 **Termination for Cause.** The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract agreement that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

16.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract agreement if:

(a) It does not obtain funding from U.S. Coast Guard, Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FAS190127), (CFDA number 97.012) in U.S.C. 13101-13110 is withdrawn.

(b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment,

determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the grant contract agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

**17 Data Disclosure**

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

**18 Invasive Species Prevention**

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

**19 Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions**

19.1 The prospective lower tier participant certifies, by submission of this grant contract agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract agreement.

**20 Whistleblower Protection Rights**

41 USC §4712, Enhancement of Recipient and Subrecipient Employee Whistleblower Protection

(a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).

(b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.

(c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- \_\_\_\_\_ A. Federal Boat Patrol Grant Contract Agreement
- \_\_\_\_\_ B. Exhibit A
- \_\_\_\_\_ C. Exhibit B
- \_\_\_\_\_ D. Conflict of Interest Disclosure

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Statutes 16A.15 and 16B.98.*

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

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

SWIFT Contract # \_\_\_\_\_

Purchase Order # \_\_\_\_\_

**2. GRANTEE**

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

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

Title: County Sheriff

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

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

Title: Chairperson of County Board

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

**3. STATE AGENCY: NATURAL RESOURCES**

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

Title: Director, Enforcement Division – Central Office

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

Distribution:  
Agency  
Grantee  
State's Authorized Representative

**2021 FEDERAL BOATING ENFORCEMENT  
SUPPLEMENTAL AGREEMENT  
(CFDA #97.012)**

1. The purpose of this program is to provide supplementary funding to the County to provide for additional boating safety patrol hours during high-use periods through the payment of straight time, overtime, or the addition of enforcement personnel on a temporary basis. Other activities such as rental boat inspections, training, extended search and rescue operations, aids-to-navigation work, aquatic invasive species (AIS) enforcement or inspections, talks and displays **do not qualify** for reimbursement under this program. Incidental on-scene accident investigation, assistance to the public and immediate search and rescue operations by personnel assigned to this program are authorized.
2. The program shall begin on Friday, May 14, 2021 or the date the State obtains all required signatures, whichever is later, and end at midnight, Monday, September 6, 2021. The Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.
3. Reimbursable hours and days of operation shall occur during the following days and hours:  
  
The schedule of hours shall be left to the county. Scheduling, however, should be made to coincide with periods of activity or complaints and night patrols are encouraged. *If at all possible, schedules should be canceled or delayed if inclement weather is expected.*
4. Emphasis on this program shall be placed on the following violations:
  - Boating while intoxicated
  - Personal watercraft operation
  - Careless and reckless operation
  - Speed and wake violations
  - Use of navigation lights
  - Other boating equipment and registration violations
5. Allowable costs include overtime patrol hours, additional personnel salary and appropriate fringe benefits associated with patrol. No indirect costs will be paid by the state. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. A copy of the daily logs of each deputy involved - showing hours on duty, water body patrolled, boats stopped, citations or warnings issued and other pertinent information on a daily basis must be submitted with the reimbursement invoice. The deputy and his or her supervisor must sign each log sheet. Reimbursement request must also include a summary of the times and hours worked and total costs for each deputy by date.  
  
All other expenses, such as fuel, training, repairs, boats, meals etc. must be paid by the county (use of the regular 2021 state boat and water safety grant funds for these other expenses is an allowable cost). The county will be responsible for any unemployment or worker's compensation costs associated with the program.
6. Each participating county, with the payment request, will submit a written review of the program. Payment will not be made without this narrative, which shall include a summary of the county's activities, accomplishments and suggested changes for future funding.
7. Deadline for the invoice, log sheets and narrative is Wednesday, October 6, 2021. An invoice submitted after that date will not be reimbursed, unless an extension is requested by the grantee in writing and the extension is approved in writing from the State. Submit invoice info to: [Adam.Block@state.mn.us](mailto:Adam.Block@state.mn.us)
8. Hours from this program will be excluded in determining the regular 2023 county grant allocation.
9. These funds are not designed to take the place of existing funding, but rather to supplement it. A copy of the 2021 county supplemental patrol work plan must be submitted to the State for approval before the grant may be processed.

## 2021 FEDERAL ASSURANCES NON-CONSTRUCTION PROGRAMS

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation purchases.

8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§ 276a to 276a-7), the Copeland Act (40 U.S.C. § 276c and 18 U.S.C. § 874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§ 327-333), regarding labor standards for federally-assisted construction sub-agreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in flood plains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§ 1451 et. seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§ 7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§ 1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
14. Will comply with P.L. 93-248 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. § 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§ 4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments and Non-Profit Organizations." \*(see below).
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

*\*If the COUNTY (as defined on page 1 of this grant) expends more than \$500,000 in federal assistance per year, it agrees to have a program-specific or single audit made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133 - "Audits of States, Local Governments and Non-Profit Organizations." Copies of the audit report are required to be sent to the following: 1) Office of the State Auditor - Single Audit Division, Suite 500, 525 Park Street, St. Paul, MN 55103, 2) Minnesota Department of Natural Resources, Internal Audit Section - Office of Management & Budget Services 500 Lafayette Road, St. Paul, MN 55155 and 3) The Federal Single Audit Clearinghouse located at: Bureau of the Census, Data Preparation Division, 1201 East 10<sup>th</sup> Street, Jeffersonville, IN 47132.*

## Conflict of Interest Disclosure

### Conflict of Interest:

A conflict of interest (actual, potential, or perceived) occurs when a person has actual or apparent duty or loyalty to more than one organization and the competing duties or loyalties may result in actions which are adverse to one or both parties. A conflict of interest exists even if no unethical, improper, or illegal act results from it.

### Actual Conflict of Interest:

An actual conflict of interest occurs when a decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict. Examples include, but are not limited to:

- One party uses his or her position to obtain special advantage, benefit, or access to the other party's time, services, facilities, equipment, supplies, badge, uniform, prestige, or influence.
- One party receives or accepts money (or anything else of value) from another party or has equity or a financial interest in or partial or whole ownership of the other party's organization.
- One party is an employee, board member or family member of the other party.

### Potential Conflict of Interest:

A potential conflict of interest may exist if one party has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests. For example, when one party serves in a volunteer capacity for another party, it has the potential to, but does not necessarily, create a conflict of interest, depending on the nature of the relationship between the two parties. A disclosed potential conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

### Perceived Conflict of Interest:

A perceived conflict of interest is any situation in which a reasonable third party would conclude that conflicting duties or loyalties exist. A disclosed perceived conflict of interest warrants additional discussion in order to identify the nature of the relationship, affiliation, or other interest and take action to mitigate any potential conflicts.

### Organizational Conflict of Interest:

A conflict of interest can also occur with an organization that is a grant applicant or grantee of a state agency. Organizational conflicts of interest occur when:

- A grantee is unable or potentially unable to render impartial assistance or advice to the State due to competing duties or loyalties
- A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties
- A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

**This section to be completed by Grantee's Authorized Representative (AR):**

I certify that we will maintain an adequate Conflict of Interest Policy and throughout the term of our agreement we will monitor and report any actual, potential, or perceived conflicts of interest to the State's Authorized Representative.

I also certify that I have read and understand the description of conflict of interest above and as of this date  
(Check one of the two boxes below):

I do not have any conflicts of interest relating to this project.

I have an actual, potential, perceived, or organizational (*circle*) conflict of interest. The nature of the conflict is as follows:

If at any time during the grant project I discover a conflict of interest, I will disclose that conflict immediately to the State's Authorized Representative.

Grantee AR's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Grantee AR's Signature: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Project Name: **2021 MN DNR Federal Boating Patrol Grant**

-----  
State AR's Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

State AR's Signature: \_\_\_\_\_

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

ADOPTED May 11, 2021

By Commissioner: xxxx

20210511-xxx

**2021 State of Minnesota Federal Boating Safety Supplemental Patrol Grant Agreement**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2021 Boat & Water Federal Safety Supplemental Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$6,375.00 for the term of May 14, 2021 through September 6, 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 11<sup>th</sup> day of May, 2021 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of May, 2021

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



# Board of County Commissioners Agenda Request

**2S**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** LG220 Application for Exempt Permit - Wealthwood Rod and Gun Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Sally M. Huhta	<b>Department:</b> Auditor's	
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  LG220 Application for Exempt Permit - Wealthwood Rod and Gun Club		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  See attached Proposed Resolution		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input 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 May 11, 2021**

By Commissioner: xxxx

**20210511-xxx**

**LG220 Application for Exempt Permit – Wealthwood Rod and Gun Club**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420<sup>th</sup> Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – October 2, 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 11<sup>th</sup> day of May, 2021 and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 11<sup>th</sup> day of May, 2021**

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



# Board of County Commissioners Agenda Request

**3A**  
Agenda Item #

**Requested Meeting Date:** 04/27/2021

**Title of Item:** Sentence to Service Summary

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Pat Scollard		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Pat Scollard		<b>Estimated Time Needed:</b> 10 minutes
<b>Summary of Issue:</b>  Update on the Aitkin County Sentence to Service Program.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input 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>		

## **IN 2019, AITKIN STS CREWS AND INMATE WORKERS:**

- **SAVED AITKIN COUNTY OVER \$21,000 IN JAIL COSTS**
- **WORKED ALMOST 17,000 HOURS SAVING VARIOUS ORGANIZATIONS ALMOST \$170,000 IN LABOR**
- **GAVE ALMOST 100 OFFENDERS A CHANCE TO REPAY THEIR COMMUNITY**

## **IN 2020, AITKIN STS CREWS AND INMATE WORKERS:**

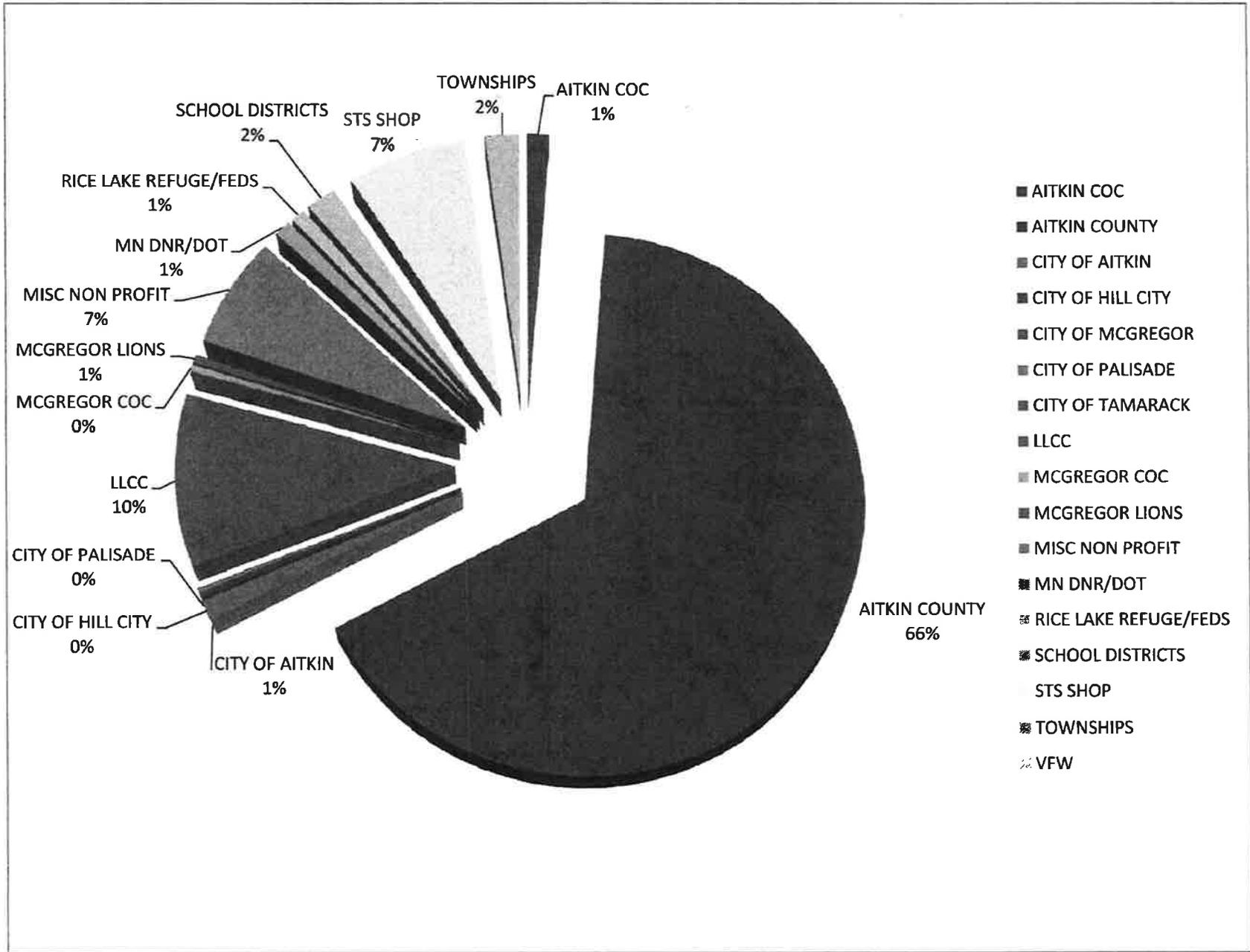
- **SAVED AITKIN COUNTY OVER \$12,000 IN JAIL COSTS**
- **WORKED OVER 10,000 HOURS SAVING VARIOUS ORGANIZATIONS OVER \$100,000 IN LABOR**
- **GAVE OVER 50 OFFENDERS A CHANCE TO REPAY THEIR COMMUNITY**

A decrease in jail population from 2019-2020 has correlated to a decrease in STS crew sizes. There have been several contributing factors to this crew size decrease, but mainly it seems alternative sentencing (treatment, sobriety court, etc.) and quarantine protocols seem to be the driving force. When we haven't had an STS crew, we have been utilizing our crew leader in many other areas of operation such as filling shifts, pipeline activities, general assistance in the jail, etc. In addition, we run our inmate worker program under the direction of STS, saving costs.

2019 STS Organization Work Hours Breakdown

<b>ORGANIZATION</b>	<b>HOURS</b>	<b>MARKET VALUE</b>	<b>% of Total Hours</b>
AITKIN COC	224	\$ 2,240.00	1%
AITKIN COUNTY	11272	\$ 112,720.00	66%
CITY OF AITKIN	208	\$ 2,080.00	1%
CITY OF HILL CITY	48	\$ 480.00	0.3%
CITY OF MCGREGOR	0	\$ -	0.0%
CITY OF PALISADE	40	\$ 400.00	0.2%
CITY OF TAMARACK	0	\$ -	0%
LLCC	1784	\$ 17,840.00	10%
MCGREGOR COC	72	\$ 720.00	0.4%
MCGREGOR LIONS	88	\$ 880.00	1%
MISC NON PROFIT	1152	\$ 11,520.00	7%
MN DNR/DOT	176	\$ 1,760.00	1%
RICE LAKE REFUGE/FEDS	152	\$ 1,520.00	1%
SCHOOL DISTRICTS	312	\$ 3,120.00	2%
STS SHOP	1224	\$ 12,240.00	7%
TOWNSHIPS	352	\$ 3,520.00	2%
VFW	0	\$ -	0%
	17104	\$ 171,040.00	100%

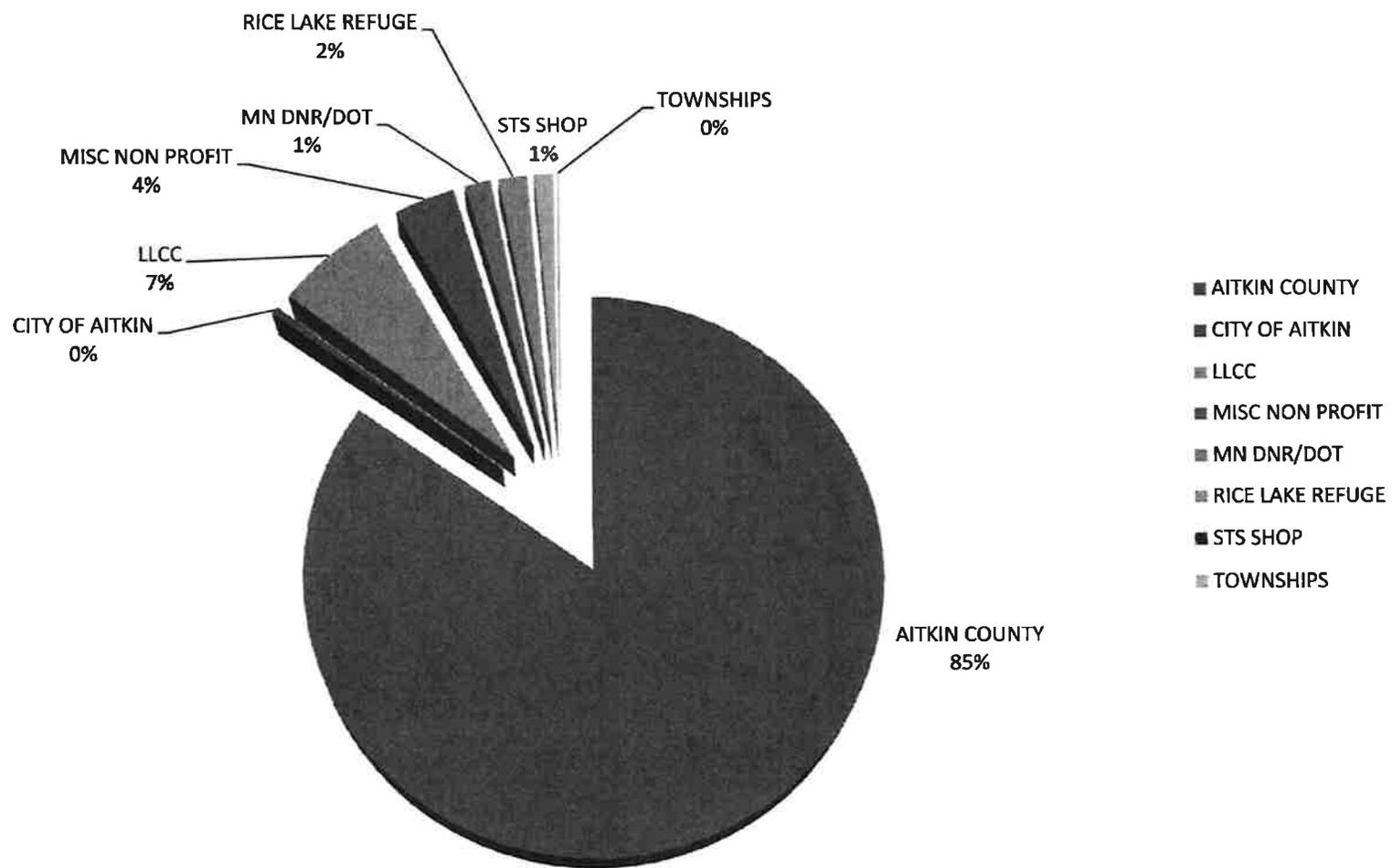
2019 STS Organization Work Hours Breakdown





2020 STS Organization Work Hours Breakdown

<u>ORGANIZATION</u>	<u>HOURS</u>	<u>MARKET VALUE</u>	<u>% of Total Hours</u>
AITKIN COC	0	\$ -	0%
AITKIN COUNTY	8379	\$ 83,790.00	85%
CITY OF AITKIN	48	\$ 480.00	0%
CITY OF HILL CITY	0	\$ -	0%
CITY OF MCGREGOR	0	\$ -	0%
CITY OF PALISADE	0	\$ -	0%
CITY OF TAMARACK	0	\$ -	0%
LLCC	648	\$ 6,480.00	7%
MCGREGOR COC	0	\$ -	0%
MCGREGOR LIONS	0	\$ -	0%
MISC NON PROFIT	352	\$ 3,520.00	4%
MN DNR/DOT	152	\$ 1,520.00	2%
RICE LAKE REFUGE	168	\$ 1,680.00	2%
SANDY LAKE REC AREA	0	\$ -	0%
SCHOOL DISTRICTS	0	\$ -	0%
STS SHOP	112	\$ 1,120.00	1%
TOWNSHIPS	16	\$ 160.00	0%
VFW	0	\$ -	0%
<b>TOTALS</b>	<b>9875</b>	<b>\$ 98,750.00</b>	<b>100%</b>
AITKIN COUNTY	8379	85%	
CITY OF AITKIN	48	1%	
LLCC	648	7%	
MISC NON PROFIT	352	4%	
MN DNR/DOT	152	2%	
RICE LAKE REFUGE	168	2%	
STS SHOP	112	1%	
TOWNSHIPS	16	0%	
	9875	101%	





**A partial list of Aitkin STS  
Work Projects 2019- “Normal Year”**

- **Moved furniture and equipment for courthouse construction project**
  - **Shoveled and salted sidewalks around the courthouse**
  - **Built and installed shelving in several areas around the courthouse**
- **Cut/split/loaded wood and made wood “cookies” for Long Lake Conservation Ctr.**
  - **Installed, removed and cleaned navigation buoys on Aitkin County Lakes**
- **Aitkin County Fair-Spring clean up, demolition, construction, fair preparation/support/clean up**
  - **Removed and installed ½ mile of snow fence for Logan Twp.**
  - **Removed stickers and decals on several county cars for auction**
  - **Removed and install Christmas lights for the City of Aitkin**

- **Shoveled out fire hydrants in the City of Aitkin**
- **Monthly delivery of commodities for the NAPS program**
- **Mowed and trimmed at several non-profit sites and the Big Sandy Overlook for MNDOT**
- **Set up and tore down the Commerce and Sports Show for the Aitkin COC**
- **Worked Environmental Services HHW and electronics collection**
  - **Painted the “Riverboat” at the Fairgrounds**
  - **Prepped/supported/cleaned up for Riverboat Heritage Days**
  - **Rebuilt bridge over the Ripple River at the Aitkin City Park**
  - **Cut/Split wood for the City of Hill City campground**
- **Set up/supported/cleaned up for McGregor Wild Rice Days and the McGregor Lions Corn feed**
- **Picked up and delivered furniture to multiple families in need for Salem West**
  - **Stripped and waxed floor for the Aitkin Moose**

- **Assisted in the 4H fruit delivery**
- **Delivered and picked up picnic tables for multiple events at several location in the county**
  - **Assist the DAV loading trucks**
  - **Prepped/cleaned up for the Aitkin Fly-in/Drive-in**
  - **Set up/cleaned up for the Aitkin Relay for Life**
  - **Set up/cleaned up for the Aitkin Historical Society garage sale**
    - **Painted the dugouts at Woock field in Aitkin**
  - **Set up/cleaned up for the HHS health fair in Aitkin and McGregor**
- **Set up/supported/cleaned up for the Aitkin Women of Today Pumpkin Patch**
  - **Set up/cleaned up for Operation Christmas**
  - **5 miles of roadside clean up on Highway 169 north**
    - **Glacier Lake WMA restoration project**
      - **Hill City HUD shed demolition**

- **Cut trees/brush at Rice Lake Wildlife Refuge**
- **Move bleachers and cleaned football field for Aitkin High School**
  - **Built shelving for Rippleside Elementary**
- **Assist at McGregor and Aitkin Schools for several painting and construction projects**
  - **Set up/tore down Safety Town**
- **Spring clean –up at 15 cemeteries around Aitkin County**
  - **Cleaned up ditches along several township roads.**

***THANK YOU FOR YOUR SUPPORT !***

**A partial list of Aitkin STS  
Work Projects 2020-“Pandemic Year”**

- **Moved furniture and equipment for courthouse construction project**
  - **Shoveled and salted sidewalks around the courthouse**
  - **Built and installed shelving in several areas around the courthouse**
    - **Cut and loaded wood for Long Lake Conservation Ctr.**
- **Installed, removed and cleaned navigation buoys on Aitkin County Lakes**
  - **Built a workstation for the EOC center**
  - **Removed and installed ½ mile of snow fence for Logan Twp.**
  - **Removed stickers and decals on several county cars for auction**
  - **Removed and install Christmas lights for the City of Aitkin**
    - **Shoveled out fire hydrants in the City of Aitkin**

- **Monthly delivery of commodities for the NAPS program**
  - **Mowed and trimmed at several non-profit sites**
- **Built gun stands for Wealthwood Rod and Gun Club**
- **Worked Environmental Services HHW collection**

***THANK YOU FOR YOUR SUPPORT !***



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** May 11, 2021

**Title of Item:** Set Community Development Block Grant Public Hearing Date

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 min.
<b>Summary of Issue:</b> Aitkin County staff in collaboration with Growth Innovations is preparing an application for the Community Development Block Grant - Coronavirus program to fund Broadband development. The grant guidelines require a public hearing to be held. Due to the June 1, 2021 application deadline the public hearing will need to be held at the next regular board meeting on May 25, 2021.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Motion to approve CDBG-Coronavirus public hearing on May 25, 2021 at 10:30 a.m.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



# Board of County Commissioners Agenda Request

**4B**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** 2021 1st Quarter Budget Review

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration	
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 min.
<b>Summary of Issue:</b> Staff will present a summary of the 1st quarter 2021 budget (see attached).		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

Fund Dept	2021 Budgeted		2021 Actual		2021 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
<b>General Fund</b>									
<b>Administration/General Gov't Depts</b>									
1 1 Commissioners	0	261,142	0	60,568	0	(200,574)	23%	23%	
1 40 Auditor	(285,370)	754,248	(64,751)	167,578	220,619	(586,670)	23%	22%	
1 41 Internal Audit	0	56,000	0	19,320	0	(36,680)		35%	
1 42 Treasurer	(30,200)	306,942	(12,123)	69,571	18,077	(237,371)	40%	23%	
1 43 Assessor	(164,606)	892,681	(145,758)	186,223	18,848	(706,458)	89%	21%	Assessment charges for whole year paid in 1st quarter; open appraiser position unfilled since January.
1 44 Central Services	(12,146,006)	237,381	(50,268)	90,730	12,095,738	(146,651)	0%	38%	
1 45 Motor Pool	(65,500)	9,700	0	5,270	65,500	(4,430)	0%	54%	Insurance pd at beginning of fiscal year, revenues allocated at YE
1 49 Information Technologies	(56,550)	712,747	(1,464)	154,311	55,086	(558,436)	3%	22%	
1 52 Administration	0	201,081	0	58,206	0	(142,875)		29%	HSA prepaid per employee request
1 53 Human Resources	0	353,836	0	66,665	0	(287,171)		19%	Less than budgeted attorney services year to date
1 60 Elections	(700)	67,900	0	19,902	700	(47,998)	0%	29%	
1 100 Recorder	(210,500)	396,871	(67,464)	94,897	143,036	(301,974)	32%	24%	Higher revenues due to increased recording volume
1 110 Courthouse Maint	0	498,373	0	118,907	0	(379,466)		24%	
1 111 Buildings	0	60,000	0	0	0	(60,000)		0%	
1 120 VSO	(14,300)	160,334	(1,435)	35,229	12,865	(125,105)	10%	22%	
1 121 HRA	0	2,000	0	490	0	(1,510)		25%	
<b>Administration/General Gov't Depts Subtotal</b>	<b>(12,973,732)</b>	<b>4,971,236</b>	<b>(343,263)</b>	<b>1,147,867</b>	<b>12,630,469</b>	<b>(3,823,369)</b>	<b>3%</b>	<b>23%</b>	

Fund Dept	2021 Budgeted		2021 Actual		2021 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
<b>Public Safety</b>									
1 12 Court Administration	(5,100)	91,500	(2,344)	15,643	2,756	(75,857)	46%	17%	Higher than budgeted Misc. receipts
1 90 Attorney	(83,669)	1,157,037	(16,087)	254,475	67,582	(902,562)	19%	22%	
1 123 Coroner	0	81,500	0	13,943	0	(67,557)		17%	
1 200 Enforcement	(302,918)	2,704,395	(38,902)	615,422	264,016	(2,088,973)	13%	23%	
1 201 Sheriff Contingency	0	0	(563)	0	(563)	0			
1 202 Boat and Water	(28,475)	119,983	(40)	2,658	28,435	(117,325)	0%	2%	
1 203 Snowmobile	(5,976)	54,284	(20)	2,341	5,956	(51,943)	0%	4%	
1 204 ATV	(12,500)	31,868	0	24,525	12,500	(7,343)	0%	77%	
1 206 Forfeitures	0	0	(5,889)	1,190	(5,889)	1,190			
1 252 Corrections	(244,500)	3,086,365	(44,733)	662,086	199,767	(2,424,279)	18%	21%	
1 253 Sentence to Serve	(31,943)	155,671	(8,223)	32,376	23,720	(123,295)	26%	21%	
1 254 Enhanced 911	0	0	(22,297)	67,899	(22,297)	67,899	#DIV/0!	#DIV/0!	
1 255 Crime Victim	(71,729)	88,965	(175)	19,744	71,554	(69,221)	0%	22%	
1 257 Aitkin Co. Community Corrections	(463,122)	970,114	(96,737)	192,352	366,385	(777,762)	21%	20%	
1 280 Emergency Management	(19,194)	53,274	0	18,052	19,194	(35,222)	0%	34%	
<i>Public Safety Subtotal</i>	<i>(1,269,126)</i>	<i>8,594,956</i>	<i>(236,010)</i>	<i>1,922,706</i>	<i>1,033,116</i>	<i>(6,672,250)</i>	<i>19%</i>	<i>22%</i>	
<b>Culture and Recreation</b>									
1 500 Library & Historical Society	0	294,277	0	158,778	0	(135,499)		54%	
1 601 Extension	0	83,671	0	239	0	(83,432)		0%	
<i>Culture and Recreation Subtotal</i>	<i>0</i>	<i>377,948</i>	<i>0</i>	<i>159,017</i>	<i>0</i>	<i>(218,931)</i>		<i>42%</i>	

Fund Dept	2021 Budgeted		2021 Actual		2021 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
<b>Conservation of Natural Resources</b>									
1 122 Planning and Zoning	(339,316)	482,063	147,123	128,612	486,439	(353,451)	-43%	27%	Appropriations paid in 1st quarter
1 390 Environmental Health	(72,000)	83,396	(29,084)	19,160	42,916	(64,236)	40%	23%	
1 391 Solid Waste	(357,124)	357,124	(338)	82,032	356,786	(275,092)	0%	23%	
1 392 Water Wells	(11,000)	5,500	(960)	415	10,040	(5,085)	9%	8%	
1 600 Ag Soc, Soil & Water, Ag	0	113,318	0	83,961	0	(29,357)		74%	
1 603 Wetland Value Repl Fund	0	0	0	0	0	0			
<b>Conservation of Natural Resources Subtotal</b>	<b>(779,440)</b>	<b>1,041,401</b>	<b>116,741</b>	<b>314,180</b>	<b>896,181</b>	<b>(727,221)</b>	<b>-15%</b>	<b>30%</b>	
<b>Economic Development</b>									
1 700 Promotion, Tran, Airport,	0	38,707	0	0	0	(38,707)		0%	Position open
1 711 Economic Development	0	53,711	0	2,506	0	(51,205)		5%	
<b>Economic Development Subtotal</b>	<b>0</b>	<b>92,418</b>	<b>0</b>	<b>2,506</b>	<b>0</b>	<b>(89,912)</b>		<b>3%</b>	
<b>General Fund</b>	<b>(15,022,298)</b>	<b>15,077,959</b>	<b>(462,532)</b>	<b>3,546,276</b>	<b>14,559,766</b>	<b>(11,531,683)</b>	<b>3%</b>	<b>24%</b>	
<b>Road and Bridge Fund</b>									
3 0 Undesignated	(4,745,041)	0	(1,655,476)	0	3,089,565	0	35%		
3 301 Administration/HR	0	570,550	0	184,316	0	(386,234)		32%	
3 302 Engineering/Construction	0	569,342	0	104,370	0	(464,972)		18%	
3 303 Highway Maintenance	0	3,605,149	0	1,084,133	0	(2,521,016)		30%	
3 307 Capital Infrastructure	(5,542,450)	5,542,450	(1,060,623)	70,465	4,481,827	(5,471,985)	19%	1%	
3 308 Equipment and Facilities	(793,885)	793,885	0	344,253	793,885	(449,632)	0%	43%	
3 310 232 Turnback	0	0	0	0	0	0			
<b>Road and Bridge Fund</b>	<b>(11,081,376)</b>	<b>11,081,376</b>	<b>(2,716,099)</b>	<b>1,787,537</b>	<b>8,365,277</b>	<b>(9,293,839)</b>	<b>25%</b>	<b>16%</b>	

Fund Dept	2021 Budgeted		2021 Actual		2021 Act - Bud		% of Budget		Comments
	Rev	Exp	Rev	Exp	Rev +/-	Exp +/-	Rev	Exp	
<b>Health and Human Services Fund</b>									
5 400 Public Health	(837,661)	898,827	(115,420)	198,410	722,241	(700,417)	14%	22%	Revenues post in 2nd and 4th quarters
5 420 Income Maintenance	(2,104,470)	1,937,374	(290,566)	441,137	1,813,904	(1,496,237)	14%	23%	
5 430 Social Services	(3,793,020)	4,448,950	(548,416)	879,530	3,244,604	(3,569,420)	14%	20%	
<b>Health and Human Services Fund</b>	<b>(6,735,151)</b>	<b>7,285,151</b>	<b>(954,402)</b>	<b>1,519,077</b>	<b>5,780,749</b>	<b>(5,766,074)</b>	<b>14%</b>	<b>21%</b>	
<b>Trust</b>									
10 921 County Development	(317,000)	501,937	0	47,350	317,000	(454,587)	0%	9%	
10 923 Forfeited Tax Sales	(1,400,000)	864,335	(295,201)	193,519	1,104,799	(670,816)	21%	22%	
<b>Trust Fund</b>	<b>(1,717,000)</b>	<b>1,366,272</b>	<b>(295,201)</b>	<b>240,869</b>	<b>1,421,799</b>	<b>(1,125,403)</b>	<b>17%</b>	<b>18%</b>	
<b>Forest Development</b>									
11 924 Forest Resource	0	0	0	0	0	0			
11 925 Resource Management	(423,000)	561,495	(30,105)	46,666	392,895	(514,829)	7%	8%	
11 934 Memorial Forest	0	0	0	0	0	0			
11 935 Forest Road	0	0	0	0	0	0			
11 939 County Surveyor	(456,374)	463,516	(2,464)	98,819	453,910	(364,697)	1%	21%	
<b>Forest Development</b>	<b>(423,000)</b>	<b>561,495</b>	<b>(30,105)</b>	<b>46,666</b>	<b>392,895</b>	<b>(514,829)</b>	<b>7%</b>	<b>8%</b>	
<b>Long Lake Conservation Center</b>									
19 521 LLCC Administration	(80,576)	208,065	(7,177)	30,936	73,399	(177,129)	9%	15%	
19 522 LLCC Education	0	0	(1,280)	4,135	(1,280)	4,135	#DIV/0!	#DIV/0!	
19 523 LLCC Food	0	0	0	680	0	680	#DIV/0!	#DIV/0!	
19 524 LLCC Maintenance	0	23,505	0	21,818	0	(1,687)	#DIV/0!	93%	Burst pipe expenses - submitted to MCIT
19 525 LLCC Capital Improvement	(7,200)	5,000	(1,800)	0	5,400	(5,000)	25%		
<b>LLCC Fund</b>	<b>(87,776)</b>	<b>236,570</b>	<b>(10,257)</b>	<b>57,569</b>	<b>77,519</b>	<b>(179,001)</b>	<b>12%</b>	<b>24%</b>	
<b>21 520 Parks</b>	<b>(641,160)</b>	<b>772,915</b>	<b>(118,580)</b>	<b>263,155</b>	<b>522,580</b>	<b>(509,760)</b>	<b>18%</b>	<b>34%</b>	



# Board of County Commissioners Agenda Request

**4C**  
Agenda Item #

**Requested Meeting Date:** May 11, 2021

**Title of Item:** 2022 Budget Preparation - Discussion Only

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration	
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 15 min.
<b>Summary of Issue:</b> Attached is a copy of the 2022 budget preparation memo utilized by department heads. Discussion will be held and feedback requested.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion only.		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
**Jessica Seibert, Administrator**  
217 Second Street N.W. Room 134  
Aitkin, MN 56431  
218-927-3093  
Fax: 218-927-7374

**To: Department Heads**  
**From: Jessica Seibert**  
**Date: May 24, 2021**  
**Re: 2019 Budget Preparation Materials**  
**CC: County Board**

The following information is being requested to aid your department, administration and the County Board in the preparation of the 2022 County budget. Please complete the questions below.

In addition to this document you have also been emailed a 2022 budget timeline, a 5-year historical budget comparison, a 5-year historical actuals comparison, and an IFS report. Employee salary and benefit information will be sent to you via email from the HR Department. If there is any further information that would be useful, please let me know. **Please return this information to me no later than June 28, 2021.** This can be completed in paper format or emailed to me.

Department Name:	
Department Head:	
Budget Point of Contact:	
Dept. Numbers Inc.:	

1. Note any specific change in Department or Program Revenues or Expenditures anticipated for all or part of CY 2022, such as projected grant funds, staffing changes (retirements, new requests), new programs approved or being eliminated.
  
2. Are there areas where targeted County investment in personnel, equipment, technology/automation, or services are *critically* needed and would assist the County and/or your department/program?

3. What other opportunities exist in your department or elsewhere in the County for contracting or consolidating services? For innovation, restructuring or service changes?

4. List any changes to the 5-Year Capital Plan (see attached):

Description & Funding Source	Amount				
	2022	2023	2024	2025	2026

5. Are you aware of any staff retirements or PTO payouts in the coming year?

6. Are you aware of any staff changes to benefits elections in the coming year? ie. changing from single coverage to family?

7. The following questions will be used on the budget summary sheets presented to Commissioners.

# of full time staff in the department: \_\_\_\_\_

# of part-time staff in the department: \_\_\_\_\_

General summary of department responsibilities (Please summarize in a few sentences. If you have previously submitted this information you may leave this blank.)



# Aitkin County Board of Commissioners

## Agenda Request Form

# 5

Agenda Item #

**Requested Meeting Date:** May 11, 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 <sup>st</sup> Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Napstad
Aitkin County CARE Board	Monthly	3 <sup>rd</sup> Tuesday	Westerlund
Aitkin County Community Corrections Advisory	Quarterly	Varies	Wedel and Marcotte
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3 <sup>rd</sup> Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly	3 <sup>rd</sup> Wednesday	Niemi and Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly	3 <sup>rd</sup> Wednesday	Westerlund, Alt. Niemi
Arrowhead Regional Development Council	Quarterly	3 <sup>rd</sup> Thursday	Niemi, Alt. Westerlund
ATV Committee	Monthly		Napstad and Westerlund
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Wednesday	Napstad, Alt. Marcotte
Budget Committee	Most months	1 <sup>st</sup> Tuesday	Marcotte and Napstad
Development Achievement Center	Monthly	3 <sup>rd</sup> or 4 <sup>th</sup> Thurs.	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi, Alt. Napstad
Economic Development	Monthly	1 <sup>st</sup> 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 <sup>st</sup> Wednesday	Westerlund and Wedel
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> Wednesday	Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Odd Months	4 <sup>th</sup> Monday	Napstad and Land Cmr Courtemanche
Lakes and Pines	Monthly	3 <sup>rd</sup> 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 <sup>rd</sup> Monday	Westerlund, Alt. Niemi
Mississippi Headwaters Board	Monthly	4 <sup>th</sup> Friday	Marcotte, Alt. Napstad
MN Rural Caucus	8x year	Varies	Niemi, Alt. Westerlund
Natural Resources Advisory Committee	8-10x year	2 <sup>nd</sup> 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 <sup>th</sup> Thursday	Napstad, Alt. Sheriff
Northeast Waste Advisory Committee	Quarterly	2 <sup>nd</sup> Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Marcotte, Alt. Napstad
Ordinance	As needed		Napstad and Marcotte
Personnel/Insurance	As needed	2 <sup>nd</sup> Tuesday	Westerlund and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Marcotte, Alt. Westerlund
Rum 1W1P Policy Committee	Quarterly		Westerlund, Alt. Niemi
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Napstad, Alt. Niemi
Snake River 1W1P Policy			Napstad, Alt. Niemi
Sobriety Court	Bi-Monthly	3 <sup>rd</sup> Thursday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund