

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS February 8, 2022 – BOARD AGENDA

Government Center Board Room

The public is invited to join the meeting remotely by phone call 1-415-655-0001, (access code):2557 810 6385; (meeting password): 7282

- 9:00 1) **J. Mark Wedel, County Board Chair**
- A) **Call to Order**
 - B) **Pledge of Allegiance**
 - C) **Approval of Agenda**
 - D) **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 January 25, 2022 to February 7, 2022**
 - B) **Approve January 25, 2022 County Board Minutes**
 - C) **Approve Electronic Funds Transfers**
 - D) **Approve Commissioner Vouchers**
 - E) **Approve Manual Warrants/Voids/Corrections – ELAN, FSA Claims, NSF Returned Check**
 - F) **Approve Manual Warrants/Voids/Corrections – Participant Fees, January 2022**
 - G) **Approve Manual Warrants/Voids/Corrections – FSA Claims #40093928**
 - H) **Approve Manual Warrants/Voids/Corrections – Unable to Locate**
 - I) **Approve Manual Warrants/Voids/Corrections – Camping Refund**
 - J) **Approve Consumption & Display Permit-Larson's Barn**
 - K) **Approve Consumption & Display Permit- 202 Tavern**
 - L) **Approve Consumption & Display Permit- Hidden Meadows**
 - M) **Approve Fire Protection Contract with City of Palisade**
 - N) **Approve Consumption & Display Permit- Minnewawa Sportsmen's Club**
 - O) **Approve MnDOT Agreement No. 1045991**
 - P) **Approve Airport Rescue Grant**
 - Q) **Approve Section Corner Project Bid Awarding and Contract Approval**
 - R) **Adopt Resolution: LG220 Permit-Up North ATV 2022**
 - S) **Adopt Resolution: LG220 Permit-Lawler Area Community Club**

- 9:05 3) Tim Terrill – Executive Director, Mississippi Headwaters Board
A) Director Updates**
- 9:20 4) Bobbie Danielson – Human Resources Director
A) Personnel Committee Recommendation**
- 9:30 5) Andrew Carlstrom – Environmental Services Director
A) Request Remand of Board Decision and Return to Planning Commission
B) Residential Waste Electronics Collection
C) Discretionary EAW- Gun Lake Family Campground**
- 9:55 6) Mark Jeffers – Economic Development Coordinator
A) FRF-Request of Funding, Child Care Grant, Grant Approval
B) Economic Development Impact Report**
- 10:15 7) Dennis Thompson – Interim Land Commissioner
A) DNR’s Minnesota Heritage Forest Project
B) Land Classification Public Hearing**
- 10:30 8) John Welle – County Engineer
A) Transfer Municipal State-Aid Construction Funds**
- 10:45 9) Jessica Seibert – County Administrator
A) Schedule Committee of the Whole
B) Township Resolutions
C) Approve Transfer Resolution
D) Administrator Updates**
- 11:30 10) Committee Updates**
- 12:00 Adjourn**

<p>The Aitkin County Board of Commissioners met this 25th day of January, 2022 at 9:02 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Donald Niemi, Ann Marcotte, Brian Napstad, Laurie Westerlund, County Administrator Jessica Seibert, and Administrative Assistant Brittany Searle.</p>	<p>Call to Order</p>
<p>Motion made by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all voting yes to approve the January 25, 2022 agenda.</p>	<p>Approved Agenda</p>
<p style="text-align: center;">AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING</p>	<p>Health & Human Services</p>
<p>Attendance</p>	
<p>The Aitkin County Board of Commissioners met this 25th day of January, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Don Niemi, Anne Marcotte and Laurie Westerlund. Others present included: Health & Human Services Director Cynthia Bennett, Administrative Assistant to the H&HS Director Paula Arimborgo, Accounting Supervisor Carli Goble, County Administrator Jessica Seibert and Assistant to the County Administrator Brittany Searle, H&HS Advisory Committee Vice-Chairperson Cindy Chuhanic, and CFO AC Auditor’s Office Kathleen Ryan. Attendance via WebEx: Public Health Supervisor Erin Melz, Adult Social Services Supervisor Kim Larson, KKIN Radio Paul Vold and AC Economic Development Coordinator Mark Jeffers.</p>	
<p>Agenda</p>	
<p>Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voting yes to approve the January 25, 2022 Health & Human Services Board agenda as presented.</p>	
<p>Minutes</p>	
<p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the December 21, 2021 Health & Human Services Board minutes.</p>	
<p>Bills</p>	
<p>Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voting yes to approve the bills.</p>	
<p>Director Update</p>	
<p>Cynthia updated the board on the 2022 Legislative Priorities of Aitkin County Public Health & Human services:</p>	
<p>1) Aitkin County supports modernization investments that align with the Modernization Strategic plan and take the fresh approach that has been laid out in the Gartner recommendations. Implementation of the Modernization Strategic</p>	

plan will ensure development of an interoperable system, will improve efficiency, effectiveness, and reduce the costs of the delivery of services, enhance customer service, and expand county decision-making authority. This includes resource support to counties for developing community services that support modernization, an integrative application process, and application of agile practices or “LEAN” processes to identify and correct system problems early on.

- 2) Aitkin County supports Direct Care and Treatment Cost of Care Policy Changes. This includes development of a review process for discharges and subsequent financial responsibility for Does Not Meet Criteria (DNMC) days. Additionally, tools need to be developed to work in partnership with counties to reduce DNMC days at direct care and treatment facilities.
- 3) Aitkin County supports changes to the Consolidated Chemical Dependency Treatment Fund (CCDTF) under the Substance Use Disorder (SUD) Reform: As a result of SUD Reform and Direct Access, counties have been taken out of the treatment decision-making role, yet currently under statute remain financially responsible for eligible clients. Counties should no longer be financially responsible for a county share in costs that are paid through the Behavioral Health Fund.
- 4) Aitkin County supports a state implementation of Family First Prevention Service Act (FFPSA) that meets the core tenets of the federal statute and ensures equitable access to services state-wide, assuring financial sustainability to counties and avoiding unfunded mandates and cost shifts to counties.

Re-Design update – Cynthia, Carli & Paula meeting with Architect in early February

New Brochure completed – intended to keep our consumers/community aware of the services provided by Health & Human Services

Discussion about Modernization Program – How much money was lost in trying to correct the old system? Are the auditors looking at this and asking DHS to reimburse the state? Who is the responsible computer or software company doing the work? The Gartner Consulting Company did the initial assessment of DHS systems and as an outside consultant made recommendations to DHS, the DHS commissioner would then be responsible for implementing the recommendations.

Carli Goble

Presented the End of Year 2021 Fiscal Report detailing Revenues, Expenditures – additional details related to specific programmatic areas and the final budgetary outcomes.

Commissioner Marcotte questioned whether the Federal Revenues category included ARPA Money. Yes - ARP Fiscal Recovery Funds received in HHS were \$117,695.

Marcotte inquired whether there was any discussion about continuing to offer virtual trainings once face to face trainings were re-instated. Cynthia mentioned that there has been discussion amongst various professional organizations to continue offering virtual options.

Discussion ensued about Medical Assistance Estate Recovery. Commissioner Wedel suggested a presentation at the Advisory Committee to further discuss processes, liens, recovery operations etc. Cynthia acknowledged that this would be added to a future agenda.

Contracts

A) 2022 Northland Club House POS

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, to approve contract. Roll call vote (4-0-1 Marcotte abstained).

B) 2022 NEMOJT POS

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voting yes to approve contract.

Commissioner Westerlund requested an update at a future board meeting from the NEMOJT committee, perspectives from both H&HS and NEMOJT.

Committee Updates

H&HS Advisory Committee Update - Commissioner Wedel deferred to Cindy Chuhanic for update on last committee meeting. Hannah Colby gave a presentation on Lose to Win program, new member Rebecca Koch welcomed, Joel Hoppe is now the new Chairperson and Cindy Chuhanic is the new Vice-Chairperson. Cindy commented that Suicide prevention and other counseling services provided to the community through Health & Human Services have been a life saver in recent weeks with the tragic fatal accident of two young Aitkin residents. Cindy has personally used some of the services available to assist some of her staff and she is pleased with the support she has received.

CARE Board Update – Commissioner Westerlund commented that everything was in order, they were conducting grief support, they will be handing out COVID test kits in near future, they did not receive the Liv Well at Home Grant – she believes they need to get more diverse, they provided 2220 rides for health – looking for more funding and she commented that there is an increase in clientele for Meals on Wheels and the meals provided by Aitkin Health Services have improved.

Lakes & Pines Update – Commissioner Niemi noted that Lakes & Pines met yesterday and that they have lost two current sitting Commissioners in the last two months: Mike Robinson and Gene Anderson. Preliminary budget looks good and Lakes & Pines is actually a model agency. Niemi also noted that a major retirement was coming up.

Commissioner Niemi spoke about the poverty rate of Aitkin County and what the current census was. He also inquired whether Health & Human Services has seen an increase in homeless rates.

The meeting was adjourned at 9:52 a.m.
Next Meeting – February 22, 2022

<p>There was no Citizens' Public Comment</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows.</p> <p>A) Correspondence File January 4, 2022 to January 24, 2022; B) Approve January 4, 2022 Year End 2021 County Board Minutes; C) Approve January 4, 2022 County Board Minutes; D) Approve Electronic Funds Transfers \$2,018,098.49; E) Approve Commissioner Vouchers (01/07/2022): General Fund \$402,995.65, Road & Bridge \$204,513.59, Health & Human Services \$32,763.40, Trust \$21,148.97, Forest Development \$3,775.00, Long Lake Conservation Center \$25,173.41, Parks \$104,093.33 for a total of \$794,463.35; F) Approve Commissioner Vouchers (01/22/2022): General Fund \$460,259.10, Reserves Fund \$24,542.29, Road & Bridge \$266,457.53, Health & Human Services \$12,109.84, Debt Services \$552,507.51, State \$3,627.00, Trust \$59,061.89, Forest Development \$1,165.48, Townships/Cities/ARDC/Ambulance \$3,369.28, Long Lake Conservation Center \$10,501.91, Parks \$22,826.62 for a total of \$1,416,428.45; G) Approve Auditor's Vouchers – Property Tax Overpayments: Taxes & Penalties \$3,796.54, for a total of \$3,796.54; H) Approve Auditor's Vouchers – Lease Payment Treasurer's Office: General Fund \$200.00, for a total of \$200.00; I) Approve Auditor's Vouchers – December 2021 Settlements: Townships/Cities/ARDC/Ambulance \$569,475.55, for a total of \$569,475.55; J) Approve Auditor's Vouchers – Unorg Cemetery Appropriations: Special Revenue \$2,920.85, for a total of \$2,920.85; K) Approve Manual Warrants/Voids/Corrections – FSA Claims #40066297: General Fund \$1,179.52, for a total of \$1,179.52; L) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees December 2021: LLCC \$33.20, for a total of \$33.20; M) Approve Manual Warrants/Voids/Corrections – Returned Payment, Unable to Locate: Townships/Cities/ARDC/Ambulance \$300.00, for a total of \$300.00; N) Approve Manual Warrants/Voids/Corrections – MTG and Deed Tax Dec, FSA Claims, Returned Check: General Fund \$1,309.59, State \$94,507.71, Trust \$25.00 for a total of \$95,842.30; O) Approve Manual Warrants/Voids/Corrections – ELAN paid 12/23/2021: General Fund \$-1,915.25, Road & Bridge \$578.07, Health & Human Services \$1,286.73, Trust \$26.99, LLCC \$43.49 for a total of \$0.00; P) Approve Manual Warrants/Voids/Corrections – ELAN paid 01/06/2022: General Fund \$-1,235.53, Reserves Fund \$693.40, Road & Bridge \$64.16, Health & Human Services \$6.99, Trust \$194.98, LLCC \$276.00 for a total of \$0.00; Q) Approve Manual Warrants/Voids/Corrections – FSA Claims #40079033: General Fund \$1,265.02, for a total of \$1,265.02; R) Approve Manual Warrants/Voids/Corrections – Sales/Use and Diesel Tax December 2021: General Fund \$254.47, Road & Bridge \$2,301.14, Health & Human Services \$25.38, LLCC 4.46 for a total of \$2,585.45; S) Approve Manual Warrants/Voids/Corrections – State General Tax 3rd Apportionment: State \$33,845.95 for a total of \$33,845.95; T) Approve Engineering Services Agreement; U) Approve Community Corrections Interim Comprehensive Plan; V) Adopt Resolution: Temp On-Sale Liquor License; W) Approve Recommendation from Consultant; X) Adopt Resolution: OJP Grant Agreements and Amendments; Y) Adopt Resolution: Minnewawa Donation; Z) Adopt Resolution: VFW Post 1727 Donation; AA) Adopt Resolution: Amended Application for GIA ATV Funding; BB) Adopt Resolution: CPL Grant-Bud Capping; CC) Adopt Resolution: LG214 Premises Permit-McGregor Fire Department Relief Association; DD) Adopt Resolution: Snowmobile Safety Enforcement Grant 2022-2023; EE) Adopt Resolution: American Legion Post 86-Donation; FF) Adopt Resolution: License to Sell Tobacco Products-Round Lake Resort;</p>	<p>Citizens' Public Comment</p> <p>Consent Agenda</p>
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<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Engineering Services Agreement.</p>	<p>Engineering Services Agreement</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Community Corrections Interim Comprehensive Plan.</p>	<p>Community Corrections Interim Comprehensive Plan</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – CCA Subsidy/State of MN Grant Contract Agreement 2022-2023.</p>	<p>CCA Subsidy/State of MN Grant Contract 2022-2023</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve resolution: – Temp On-Sale Liquor License.</p>	<p>Resolution #20220125-008 Temp On-Sale Liquor License</p>
<p>Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary On-Sale Liquor License for February 12, 2022.</p>	
<p><u>ON Sale:</u> Laura Huisinga, d/b/a Cuyuna Brewing Company – Shamrock Township (Open house at Willey’s Marine, 46054 State Hwy. 65, McGregor, MN 55760)</p>	
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Recommendation from Consultant.</p>	<p>Recommendation from Consultant</p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: OJP Grant Agreements and Amendments.</p>	<p>Resolution #20220125-009 OJP Grant Agreements and Amendments</p>

AITKIN COUNTY BOARD

January 25, 2022

Be it resolved that Aitkin County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

Aitkin County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Aitkin County.

I certify that the above resolution was adopted by the Board of Commissioners of Aitkin County on January 25, 2022.

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

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Minnewawa Sportsmen's Club \$2,500.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Minnewawa Sportsmen's Club Aitkin County Search and Rescue

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: VFW Post 1727 Donation.

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

**Resolution
#20220125-010
Minnewawa
Donation**

**Resolution
#20220125-011
VFW Post 1727
Donation**

AITKIN COUNTY BOARD

January 25, 2022

Roberts-Glad VFW Post 1727 \$500.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Roberts-Glad VFW Post 1727 Aitkin County Search and Rescue

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Amended Application for GIA ATV Funding.

WHEREAS, Local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, Clubs wish to contract with the County for maintaining these trails, and

WHEREAS, These trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

NOW THEREFORE, BE IT RESOLVED, That the Aitkin County Trail Administrator be authorized to apply for Grants-in-Aid assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Axtell ATV technical riding area, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail, Solana ATV trails, and Rat Lake Connector trail.

BE IT FURTHER RESOLVED, That the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: CPL Grant-Bud Capping.

WHEREAS, the Aitkin County Board of Commissioners supports the grant application made to the Minnesota Department of Natural Resources for the Conservation Partners Legacy Grant Program. The application is to help fund tree protection (bud capping) for pine trees, and

**Resolution
#20220125-012
GIA ATV Funding**

**Resolution
#20220125-013
CPL Grant Bud
Capping**

AITKIN COUNTY BOARD

January 25, 2022

WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: License to Sell Tobacco Products-Round Lake Resort.

23B Round Lake Resort L.L.C. d/b/a Round Lake Resort – Shamrock Township

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voted to approve State of Minnesota LiDAR Agreement.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – On, Off and Sunday Sale Liquor License for 2022-Round Lake Resort L.L.C;

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from February 1, 2022 thru December 31, 2022:

“ON”, “OFF” and “SUNDAY” Sale:

Round Lake Resort L.L.C., d/b/a **Round Lake Resort** – Shamrock Township
This establishment has an address of 16469 Goshawk St., McGregor, MN 55760

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voted to approve General Operations Policy Changes.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve rescheduling the Chronic Wasting Disease/Cervid Farms Public Hearing to March 8, 2022 at 10:00 a.m.

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

- Fiscal Recovery Funds
- Committee of the Whole Meeting
- Legislative Conference
- Annual MCIT Training
- Association of Township Meeting
- Performance Evaluations
- Policy Work
- Year End budget Review

**Resolution
#20220125-017
License to Sell
Tobacco
Products-Round
Lake Resort**

**State of
Minnesota LiDAR
Agreement**

**Resolution
#20220125-018
On, Off and
Sunday Sale
Liquor License
Round Lake
Resort L.L.C**

**General
Operations Policy
Changes**

**Chronic Wasting
Disease/Cervid
Farms Public
Hearing**

**Administrator
Updates**

AITKIN COUNTY BOARD

January 25, 2022

The Board discussed: National Resource Advisory Committee, Big Sandy Lake Management, Arrowhead Counties, NClub, Personnel, Planning Commission, AMC Board, H&HS Advisory, Aitkin Airport Commission.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:05 p.m. until Tuesday, February 8, 2022 at the Aitkin County Government Center.

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

Jessica Seibert
County Administrator

Board Discussion

Adjourn



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 2/8/2022

Title of Item: Electronic Funds Transfer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 1/31/2022		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

ELECTRONIC FUNDS TRANSFER**Thru January 31, 2022 Board Meeting February 8, 2022**

Abstract Number	Date	Amount	Reason
21202	1/21/22	\$513,077.87	Auditor Abstract
21203	1/19/22	\$33,845.95	Manual Abstract
21204	1/21/22	\$734,468.71	Commissioner Abstract
21207	1/20/22	\$4,740.62	Manual Abstract
21208	1/21/22	\$3,572.50	Auditor Abstract
21211	1/25/22	\$10,711.20	Commissioner Abstract
21212	1/24/22	\$693.60	Manual Abstract
21213	1/26/22	\$1,261.10	Manual Abstract
21214	1/28/22	\$611,639.98	Auditor Abstract
21215	1/28/22	\$2,793.30	Manual Abstract

\$0

Voids/No ACH

21205

21206

21209

21210

\$1,916,804.83

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

Commissioner Warrants

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			
86222	Aitkin Independent Age 01-001-000-0000-6230		179.04	DEC 21 SYNOPSIS 01/12/2022 01/12/2022	1195527	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		179.04	1 Transactions			
6097	Verizon Wireless 01-001-000-0000-6220		35.01	MARCOTTE MIFI-DECEMBER 12/02/2021 01/02/2022	9896268622	Telephone	N
	01-001-000-0000-6220		32.01	WEDEL PHONE-DECEMBER 12/07/2021 01/06/2022	9896646728	Telephone	N
6097	Verizon Wireless		67.02	2 Transactions			
1	DEPT Total:		246.06	Commissioners	2 Vendors	3 Transactions	
40	DEPT			Auditor			
3195	MCCC LOCKBOX 01-040-000-0000-6266		300.00	2022 JIC-IFS ENHANCEMENT FUND	2201260	Data Processing/Computer Services	N
	01-040-000-0000-6360		175.00	IFS UPDATE 1/19/22	2201487	Services, Labor, Contracts	N
3195	MCCC LOCKBOX		475.00	2 Transactions			
7910	MINNCORIndustries 01-040-021-0000-6405		35.00	MV TITLES (200)	SOI-101740	Office Supplies	N
7910	MINNCORIndustries		35.00	1 Transactions			
86290	Mn Counties Information Systems 01-040-000-0000-6360		5,346.00	2022 CTYPAYQTR - PAYROLL 01/01/2022 03/31/2022	2140	Services, Labor, Contracts	N
86290	Mn Counties Information Systems		5,346.00	1 Transactions			
40	DEPT Total:		5,856.00	Auditor	3 Vendors	4 Transactions	
41	DEPT			Internal Audit			
12780	CliftonLarsonAllen LLP 01-041-000-0000-6360		1,050.00	2021 AUDIT-PROGRESS BILLING #3	3128552	Services, Labor, Contracts	Y
12780	CliftonLarsonAllen LLP		1,050.00	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
41	DEPT Total:		1,050.00	Internal Audit	1 Vendors	1 Transactions	
42	DEPT			Treasurer			
86235	The Office Shop Inc						
	01-042-000-0000-6405		20.03	PENS AND STAPLES	1106985-0	Office Supplies	N
	01-042-000-0000-6405		386.80	PRINTER TONER	1107003-0	Office Supplies	N
	01-042-000-0000-6405		62.25	OFFICE SUPPLIES	1107186-0	Office Supplies	N
	01-042-000-0000-6405		10.93	OFFICE SHOP	1107186-1	Office Supplies	N
	01-042-000-0000-6405		15.03	OFFICE SHOP	1107186-2	Office Supplies	N
86235	The Office Shop Inc		495.04				5 Transactions
42	DEPT Total:		495.04	Treasurer	1 Vendors	5 Transactions	
43	DEPT			Assessor			
9608	AMAZON CAPITAL SERVICES						
	01-043-000-0000-6405		479.98	MONITORS FOR MIKE'S NEW PC	1QYV-P4WJ-1QWD	Office Supplies	N
				01/20/2022 01/20/2022			
9608	AMAZON CAPITAL SERVICES		479.98				1 Transactions
9115	Region IV MAAO						
	01-043-000-0000-6240		100.00	MAAO REGION IV DUES LORI 2022	AITKINCO	Dues & License Renewal	N
				01/01/2022 12/31/2022			
9115	Region IV MAAO		100.00				1 Transactions
9615	WEX BANK						
	01-043-000-0000-6335		786.91	FUEL AND CAR WASH DEC	77522592	Gas/Vehicle Fuel Charges	N
				12/08/2021 01/07/2022			
9615	WEX BANK		786.91				1 Transactions
13848	WYATT'S TOWING & Recovery 24-7						
	01-043-000-0000-6360		150.00	TOW, SEAN MELLO, CORNISH TWP	AITKINCO	GIS Mapping	Y
				01/18/2022 01/18/2022			
13848	WYATT'S TOWING & Recovery 24-7		150.00				1 Transactions
43	DEPT Total:		1,516.89	Assessor	4 Vendors	4 Transactions	
44	DEPT			Central Services			
356	Arrowhead Counties Assn						

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1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
	01-044-000-0000-6846			2,750.00	2022 ARDC DUES	01/01/2022 12/31/2022	2022 DUES		Arrowhead Counties Appropriations	N
356	Arrowhead Counties Assn			2,750.00		1 Transactions				
783	Canon Financial Services, Inc			248.78	JANUARY COPIER RENT	01/01/2022 01/31/2022	27933115		Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc			248.78		1 Transactions				
44	DEPT Total:			2,998.78	Central Services		2 Vendors		2 Transactions	
45	DEPT				Motor Pool					
13934	The Tire Barn			63.87	OIL CHANGE #61	01/18/2022 01/18/2022	61202		Vehicle Maintenance	N
	01-045-000-0000-6302			45.17	OIL CHANGE #65	01/18/2022 01/18/2022	61204		Vehicle Maintenance	N
13934	The Tire Barn			109.04		2 Transactions				
45	DEPT Total:			109.04	Motor Pool		1 Vendors		2 Transactions	
49	DEPT				Information Technologies					
9561	Amazon Business			59.40	USB C TO DISPLAYPORT 6 FEET CA		13HG-J9W7-CWYF		Computer/Technology Supplies	N
	01-049-000-0000-6485			529.00	ASUS TUF GAMING VG34VQL1B 34"		1WDQ-HHKN-VQ6C		Computer/Technology Supplies	N
9561	Amazon Business			588.40		2 Transactions				
9572	ArchKey Technologies			5,769.36	CAMERA - LIGHTNING CLAIM		79249599100		Programming, Services, Contracts	Y
	01-049-000-0000-6283	AP		1,399.33	TROUBLESHOOT-LIGHTNING CLAIM		79392199133		Programming, Services, Contracts	Y
9572	ArchKey Technologies			7,168.69		2 Transactions				
783	Canon Financial Services, Inc			47.07	MONTHLY IT PRINTER RENTAL.	01/01/2022 01/31/2022	27933121		Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc			47.07		1 Transactions				
9046	Loffler Companies, Inc.									

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9046	Loffler Companies, Inc.	01-049-000-0000-6283			6,820.00	NEC SWA PSA 3C UNIT RENEWAL		3937374		Programming, Services, Contracts		N
					6,820.00		1 Transactions					
14071	Marco Technologies LLC	01-049-000-0000-6266			5,903.52	CISCO ANYCONNECT		INV9566819		Software Fees/License Fees		N
		01-049-000-0000-6283			1,485.00	CONVERT ASA 8.2 CODE TO FTD		INV9580740		Programming, Services, Contracts		N
14071	Marco Technologies LLC				7,388.52		2 Transactions					
86290	Mn Counties Information Systems	01-049-000-0000-6283			17,255.00	2022 CTYTAXQTR65 -PROP TAX	01/01/2022 03/31/2022	2140		Programming, Services, Contracts		N
		01-049-000-0000-6283			7,895.00	2022 CTYTAXQTR35 - PROP TAX	01/01/2022 03/31/2022	2140		Programming, Services, Contracts		N
		01-049-000-0000-6283			66.00	CTYTAXADJ35 - 2020 ADJ	01/01/2022 03/31/2022	2140		Programming, Services, Contracts		N
		01-049-000-0000-6283			540.00	2022 CTYDBU - ANNUAL DBU MAINT	01/01/2022 12/31/2022	2141		Programming, Services, Contracts		N
86290	Mn Counties Information Systems				25,624.00		4 Transactions					
9126	MNCITLA	01-049-000-0000-6240			1,687.00	2022 MNCITLA DUES		MNCITLA2022		Membership/Dues/Association Fees		N
9126	MNCITLA				1,687.00		1 Transactions					
49	DEPT Total:				49,323.68	Information Technologies		7 Vendors		13 Transactions		
53	DEPT					Human Resources						
86222	Aitkin Independent Age	01-053-000-0000-6230			98.00	PRINTING, PUBLISHING & ADV	01/19/2022 01/22/2022	AD 1198337		Printing, Publishing & Adv		Y
86222	Aitkin Independent Age				98.00		1 Transactions					
53	DEPT Total:				98.00	Human Resources		1 Vendors		1 Transactions		
60	DEPT					Elections						
11051	Department of Human Services	01-060-000-0000-6205	DTG		397.84	DEC 2021 MAIL SERVICES	12/01/2021 12/31/2021	A300IC01227I		Postage		N

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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
11051	Department of Human Services				397.84			1 Transactions			
60	DEPT Total:				397.84	Elections		1 Vendors		1 Transactions	
90	DEPT					Attorney					
10452	AT&T Mobility	01-090-000-0000-6220			234.07	ATTORNEY CELL PHONES		287301408597		Telephone	N
10452	AT&T Mobility				234.07			1 Transactions			
783	Canon Financial Services, Inc	01-090-000-0000-6342			326.99	MONTHLY COPIER CHARGE		27933116		Office Equipment Rental/Contracts	N
						01/01/2022	01/31/2022				
783	Canon Financial Services, Inc				326.99			1 Transactions			
8454	Ramsey County Sheriff	01-090-000-0000-6264			70.00	SUBPOENA SERVICE		202200220		Sheriff Services	N
8454	Ramsey County Sheriff				70.00			1 Transactions			
90	DEPT Total:				631.06	Attorney		3 Vendors		3 Transactions	
100	DEPT					Recorder					
9373	ESRI	01-100-195-0000-6360			23,500.00	ENTERPRISE SOFTWARE/MAINT		94180818		Services, Labor, Contracts-Land Records	N
						02/08/2022	02/07/2023				
9373	ESRI				23,500.00			1 Transactions			
6101	West Central Indexing	01-100-196-0000-6266			3,875.00	PRODUCT SUPPORT JAN-DEC 2022		1715		Data Processing/Computer Services	N
						01/01/2022	12/31/2022				
6101	West Central Indexing				3,875.00			1 Transactions			
100	DEPT Total:				27,375.00	Recorder		2 Vendors		2 Transactions	
110	DEPT					Courthouse Maintenance					
9561	Amazon Business	01-110-000-0000-6415			150.00	COVID - FACE MASKS		1LMM-PJ79-4FF6		Operational Supplies	N
		01-110-000-0000-6415			29.98	PORTABLE LIGHTS		1LMM-PJ79-4FF6		Operational Supplies	N
		01-110-000-0000-6415	AP		323.99	LOCKABLE KEY BOX		1TYR-MWLG-DQC6		Operational Supplies	N

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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	
9561	Amazon Business		503.97				
				3 Transactions			
9085	Climate Makers Inc						
	01-110-000-0000-6360	AP	6,530.00	BOILER WORK	105248	Services, Labor, Contracts	N
	01-110-000-0000-6360		389.15	BOILER WORK - C/H	105435	Services, Labor, Contracts	N
	01-110-000-0000-6415		58.75	BOLT AND FLANGE GASKET KITS	105445	Operational Supplies	N
9085	Climate Makers Inc		6,977.90				
				3 Transactions			
9692	Minnesota Energy Resources Corporation						
	01-110-000-0000-6254		4,060.89	COURTHOUSE	0506823754	Utilities-Gas and Electric	N
				12/17/2021 01/19/2022			
9692	Minnesota Energy Resources Corporation		4,060.89				
				1 Transactions			
3950	Public Utilities						
	01-110-000-0000-6254		3,745.04	GOVT CENTER UTILITIES	1430-00	Utilities-Gas and Electric	N
				12/16/2021 01/16/2022			
	01-110-000-0000-6254		114.53	GLARCO UTILITIES	50186-00	Utilities-Gas and Electric	N
				12/16/2021 01/16/2022			
	01-110-000-0000-6254		307.32	LA TOOL UTILITIES	50188-00	Utilities-Gas and Electric	N
				12/15/2021 01/15/2022			
	01-110-000-0000-6254		43.34	OLD GARAGE UTILITIES	50202-00	Utilities-Gas and Electric	N
				12/16/2021 01/16/2022			
	01-110-000-0000-6254		55.39	JUDICIAL UTILITIES	509-00	Utilities-Gas and Electric	N
				12/16/2021 01/16/2022			
3950	Public Utilities		4,265.62				
				5 Transactions			
10698	Stericycle,Inc						
	01-110-000-0000-6360		30.10	STERI-SAFE	4010681928	Services, Labor, Contracts	6
				02/01/2022 02/28/2022			
10698	Stericycle,Inc		30.10				
				1 Transactions			
110	DEPT Total:		15,838.48	Courthouse Maintenance	5 Vendors	13 Transactions	
120	DEPT			Service Officer			
10452	AT&T Mobility						
	01-120-000-0000-6220	AP	99.40	FIRSTNET DEC	287298585696X0	Telephone	N
				11/26/2021 12/25/2021			
10452	AT&T Mobility		99.40				
				1 Transactions			

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10412	O'Reilly Auto Parts 01-120-000-0000-6590		23.23	VET VAN WIPER BLADES 01/11/2022 01/11/2022	1878-109993	Vehicle Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts		23.23	1 Transactions			
11362	Roscoe/Bernie 01-120-000-0000-6278	AP	50.00	BERNIE DEC 12/21/2021 12/21/2021	010522	Per Diem	Y
	01-120-000-0000-6335	AP	26.08	GAS FOR VAN 12/21/2021 12/21/2021	010522	Gas/Vehicle Fuel Charges	Y
11362	Roscoe/Bernie		76.08	2 Transactions			
86235	The Office Shop Inc 01-120-000-0000-6405	AP	7.89	POST IT NOTES 12/21/2021 12/21/2021	1105615-0	Office Supplies	N
	01-120-000-0000-6405	AP	18.56	MONTHLY PLANNERS 12/22/2021 12/22/2021	1105615-1	Office Supplies	N
86235	The Office Shop Inc		26.45	2 Transactions			
9615	WEX BANK 01-120-000-0000-6335	AP	283.50	CIRCLEKDEC 12/07/2021 01/06/2022	77522595	Gas/Vehicle Fuel Charges	N
9615	WEX BANK		283.50	1 Transactions			
11970	Wikelius/Charles 01-120-000-0000-6278	AP	50.00	CHARLIE DEC 12/22/2021 12/22/2021	122221	Per Diem	Y
11970	Wikelius/Charles		50.00	1 Transactions			
9063	Workman/Jeff 01-120-000-0000-6278	AP	50.00	JEFF DEC 12/20/2021 12/20/2021	122021	Per Diem	Y
9063	Workman/Jeff		50.00	1 Transactions			
120	DEPT Total:		608.66	Service Officer	7 Vendors	9 Transactions	
122	DEPT			Planning & Zoning			
90762	Aitkin Co License Center 01-122-000-0000-6374		19.25	2002 OLDS TABS	00-012054048	Auto & Trailer License	N

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	01-122-000-0000-6374		19.25	2016 FORD SPE TABS 02/28/2022 02/29/2024	00-015186040	Auto & Trailer License	N
	01-122-000-0000-6374		19.25	2017 FORD ECP TABS 02/28/2022 02/29/2024	00-029362871	Auto & Trailer License	N
90762	Aitkin Co License Center		57.75	3 Transactions			
86222	Aitkin Independent Age						
	01-122-000-0000-6230		113.00	FEB BOA MTG	1198251	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		113.00	1 Transactions			
999999000	ANDERSON/SALLY						
	01-122-000-0000-6820		200.00	PARTIAL REFUND-APP DENIED	5052/5459	Refunds & Reimbursements	N
999999000	ANDERSON/SALLY		200.00	1 Transactions			
783	Canon Financial Services, Inc						
	01-122-000-0000-6342		166.12	MONTHLY COPIER CHARGES 01/01/2022 01/31/2022	27933113	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		166.12	1 Transactions			
15142	Christensen/Charles						
	01-122-000-0000-6278		60.00	JAN PC MTG	1242022	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		19.89	JAN PC MTG MILEAGE	1242022	BOA/PC Mileage	Y
15142	Christensen/Charles		79.89	2 Transactions			
999999000	ENGSTROM/GREG						
	01-122-000-0000-6820		250.00	PARTIAL REFUND- OVERPAID	2021-008044	Refunds & Reimbursements	N
999999000	ENGSTROM/GREG		250.00	1 Transactions			
14832	Kulifaj / Stephen						
	01-122-000-0000-6278		60.00	JAN PC MTG	1242022	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		22.23	JAN PC MTG MILEAGE	1242022	BOA/PC Mileage	Y
14832	Kulifaj / Stephen		82.23	2 Transactions			
11990	Lange/David						
	01-122-000-0000-6278		70.00	JAN PC MTG	1242022	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		47.97	JAN PC MTG MILEAGE	1242022	BOA/PC Mileage	Y
11990	Lange/David		117.97	2 Transactions			
999999000	LINN/ALVIN						

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		01-122-000-0000-6820			400.00	FULL REFUND-APP DENIED		2021-007720		Refunds & Reimbursements		N
999999000	LINN/ALVIN				400.00		1 Transactions					
13424	Sonnee/Dennise J	01-122-000-0000-6278			70.00	JAN PC MTG		1242022		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			29.25	JAN PC MTG MILEAGE		1242022		BOA/PC Mileage		Y
13424	Sonnee/Dennise J				99.25		2 Transactions					
122	DEPT Total:				1,566.21	Planning & Zoning		10 Vendors		16 Transactions		
123	DEPT					Coroner						
3987	Ramsey County Medical Examiner											
		01-123-000-0000-6262			1,615.00	ME 21-3388 MEDEX 031324		21-3388		Coroner Fees		N
		01-123-000-0000-6262			667.00	ME 21-3535 MEDEX 031325		21-3535		Coroner Fees		N
		01-123-000-0000-6262			1,465.00	ME 21-3959 MEDEX 031348		21-3959		Coroner Fees		N
		01-123-000-0000-6262			1,445.00	ME 22-0028 MEDEX 031375		22-0028		Coroner Fees		N
3987	Ramsey County Medical Examiner				5,192.00		4 Transactions					
123	DEPT Total:				5,192.00	Coroner		1 Vendors		4 Transactions		
200	DEPT					Enforcement						
9138	ASAP Towing											
		01-200-000-0000-6359			120.00	22000161 TO BE REIMBURSED		9303		Wrecker Service		Y
9138	ASAP Towing				120.00		1 Transactions					
783	Canon Financial Services, Inc											
		01-200-000-0000-6342			170.74	ADMIN COPIER LEASE		27933120		Office Equipment Rental/Contracts		N
						01/01/2022	01/31/2022					
783	Canon Financial Services, Inc				170.74		1 Transactions					
6121	Identisys											
		01-200-039-0000-6463			274.79	COLOR RIBBON		557404		Gun Permit Supplies/Expenses		N
6121	Identisys				274.79		1 Transactions					
13864	Sandberg/Kristi											
		01-200-000-0000-6150			1,000.00	FEB 2022 INSURANCE		1/28/2022		Health Insurance-Employer		N
						02/01/2022	02/28/2022					

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13864	Sandberg/Kristi		1,000.00		1 Transactions		
86235	The Office Shop Inc 01-200-000-0000-6405		82.06	TONER INVESTIGATOR OFFICE	1106809-0	Office Supplies	N
86235	The Office Shop Inc		82.06		1 Transactions		
13934	The Tire Barn 01-200-000-0000-6302	AP	770.68	4 TIRES, OIL CHANGE #209	58701	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	333.07	FRONT BRAKES #224 K-9	59770	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	325.85	SPARK PLUGS #225	60688	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	754.68	OIL CHANGE, 4 TIRES #212	60811	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	770.68	OIL CHANGE, 4 TIRES #202	60842	Vehicle Maintenance	N
	01-200-000-0000-6302		304.02	OIL CHANGE, BATTERY SIERRA	60953	Vehicle Maintenance	N
	01-200-000-0000-6302		706.00	4 TIRES #225	61125	Vehicle Maintenance	N
	01-200-000-0000-6302		62.68	OIL CHANGE, ROTATE #216	61135	Vehicle Maintenance	N
	01-200-000-0000-6302		1,938.01	CTRL ARM, STABILIZER SIERRA	61160	Vehicle Maintenance	N
	01-200-000-0000-6302		717.96	4 TIRES #216	61196	Vehicle Maintenance	N
13934	The Tire Barn		6,683.63		10 Transactions		
11936	TJ Towing 01-200-000-0000-6359		528.75	22000143 TO BE PAID	45474	Wrecker Service	N
11936	TJ Towing		528.75		1 Transactions		
9302	WEX Bank 01-200-000-0000-6335		6,961.82	DEPUTY GAS	77659515	Gas/Vehicle Fuel Charges	N
9302	WEX Bank		6,961.82		1 Transactions		
200	DEPT Total:		15,821.79	Enforcement	8 Vendors	17 Transactions	
202	DEPT			Boat & Water			
117	Aitkin County Sheriff 01-202-000-0000-6374		19.25	2010 MIDI TRAILER	186537	Auto & Trailer License	N
117	Aitkin County Sheriff		19.25		1 Transactions		
3950	Public Utilities 01-202-000-0000-6254		39.49	B&W UTILITIES 12/16/2021	1345-00 01/16/2022	Utilities-Gas and Electric	N
3950	Public Utilities		39.49		1 Transactions		

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202	DEPT Total:		58.74	Boat & Water	2 Vendors	2 Transactions	
203	DEPT			Snowmobile			
117	Aitkin County Sheriff 01-203-000-0000-6374		19.25	AIRBOAT TRAILER	186537	Auto & Trailer License	N
117	Aitkin County Sheriff		19.25		1 Transactions		
13934	The Tire Barn 01-203-000-0000-6302		55.46	OIL CHANGE #208	61194	Vehicle Maintenance	N
13934	The Tire Barn		55.46		1 Transactions		
9302	WEX Bank 01-203-000-0000-6335		374.40	#208 GAS	77659515	Gas/Vehicle Fuel Charges	N
9302	WEX Bank		374.40		1 Transactions		
203	DEPT Total:		449.11	Snowmobile	3 Vendors	3 Transactions	
204	DEPT			ATV			
117	Aitkin County Sheriff 01-204-000-0000-6374		19.25	UTV TRAILER	186537	Auto & Trailer License	N
117	Aitkin County Sheriff		19.25		1 Transactions		
204	DEPT Total:		19.25	ATV	1 Vendors	1 Transactions	
206	DEPT			Forfeitures			
86359	Aitkin Co Attorney 01-206-000-0000-6263		7.00	21001368	FORFEITURES	Forfeiture Proceeds	N
	01-206-000-0000-6263		335.25	21001702	FORFEITURES	Forfeiture Proceeds	N
	01-206-000-0000-6263		1,314.08	19001527	FORFEITURES	Forfeiture Proceeds	N
86359	Aitkin Co Attorney		1,656.33		3 Transactions		
206	DEPT Total:		1,656.33	Forfeitures	1 Vendors	3 Transactions	
252	DEPT			Corrections			
14005	American Tower Corporation 01-252-000-0000-6342		378.14	JACOBSON TOWER LEASE 02/01/2022 02/28/2022	409103342	Tower Lease and Rental/Contracts	N

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1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
14005	American Tower Corporation		378.14				
				1 Transactions			
246	Brothers Fire & Security						
	01-252-000-0000-6360	AP	600.00	2021 ALARM INSPECTIONS	W15969	Services, Labor, Contracts	N
246	Brothers Fire & Security		600.00				
				1 Transactions			
88628	Dalco Enterprises, Inc.						
	01-252-000-0000-6420		10.01	FOODSERVICE GLOVES	3880790	Food Service Supplies	N
	01-252-000-0000-6405		162.68	BLACK GLOVES, SMALL	3887103	Office Supplies	N
88628	Dalco Enterprises, Inc.		172.69				
				2 Transactions			
14299	DataWorks Plus LLC						
	01-252-000-0000-6360		275.94	LIVESCAN MAINT FEE 12/14/22	22-185	Services, Labor, Contracts	N
14299	DataWorks Plus LLC		275.94				
				1 Transactions			
1485	Duluth News Tribune						
	01-252-252-0000-6360		773.76	12 MO SUBSCRIPTION	178086274	Services, Labor, Contracts	N
1485	Duluth News Tribune		773.76				
				1 Transactions			
14559	Goodin Company						
	01-252-000-0000-6422		56.59	STS BATHROOM PUMP SWITCH	06606924-00	Janitorial Supplies	N
14559	Goodin Company		56.59				
				1 Transactions			
5503	Keefe Supply Company						
	01-252-000-0000-6418		94.50	SNACK CAKES	1541465	Groceries	N
	01-252-252-0000-6465		142.08	SNACK CAKES	1541465	Prisoner Welfare Supplies	N
5503	Keefe Supply Company		236.58				
				2 Transactions			
90318	McKesson Medical						
	01-252-000-0000-6430		10.70	POLYETHYLENE GLYCOL	18976385	Medical Expense/Supplies - Inmates	N
90318	McKesson Medical		10.70				
				1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	01-252-000-0000-6254		295.81	SHELTER/TOWER	34-54-015-01	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		295.81				
				1 Transactions			
9692	Minnesota Energy Resources Corporation						
	01-252-000-0000-6254		5,069.82	JAIL UTILITIES	0505221458	Utilities-Gas and Electric	N
				12/17/2021	01/19/2022		

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description	1099
No.	Account/Formula						Paid On Bhf #	On Behalf of Name	
	01-252-000-0000-6254			566.97	JAIL	12/20/2021 01/20/2022	0505399584	Utilities-Gas and Electric	N
	01-252-000-0000-6254			312.72	STS	12/20/2021 01/20/2022	0506726121	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation			5,949.51		3 Transactions			
3789	Pan-O-Gold Baking Company								
	01-252-000-0000-6418			146.29	GROCERIES		10002422013008	Groceries	N
	01-252-000-0000-6418			80.81	GROCERIES		10002422020004	Groceries	N
3789	Pan-O-Gold Baking Company			227.10		2 Transactions			
11947	Phoenix Supply								
	01-252-000-0000-6465			395.45	INMATE SUPPLIES		24694	Prisoner Welfare Supplies	N
11947	Phoenix Supply			395.45		1 Transactions			
3950	Public Utilities								
	01-252-000-0000-6254			5,595.62	NEW JAIL 2 UTILITIES	12/15/2021 01/15/2022	1431-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254			138.97	STS UTILITIES	12/16/2021 01/16/2022	50109-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254			94.89	SHERIFF EMERG STORAGE	12/16/2021 01/16/2022	507-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254			1,197.46	NEW JAIL	12/15/2021 01/15/2022	512-00	Utilities-Gas and Electric	N
3950	Public Utilities			7,026.94		4 Transactions			
11538	RCB Collections Range Credit Bureau Inc								
	01-252-000-0000-6360			30.00	PRE-EMPLOYMENT BACKGROUNDS		29364	Services, Labor, Contracts	N
11538	RCB Collections Range Credit Bureau Inc			30.00		1 Transactions			
9295	Reinhart Foodservice								
	01-252-000-0000-6418	AP		72.79	BUTTER FLAV SHORTENING		857605	Groceries	N
	01-252-000-0000-6418	AP		120.51	MIRACLE WHIP, LONG JOHNS		858024	Groceries	N
	01-252-000-0000-6418	AP		61.59	VEG SHORTENING		859506	Groceries	N
	01-252-000-0000-6418	AP		61.59	RETURN VEG SHORTENING		864229	Groceries	N
	01-252-000-0000-6418	AP		26.79	MUFFIN MIX		867481	Groceries	N
	01-252-000-0000-6418	AP		110.86	ROAST BEEF SLICES		869889	Groceries	N
	01-252-000-0000-6418	AP		61.74	BISMARK, VANILLA EXTRACT		874984	Groceries	N
	01-252-000-0000-6418			2,906.53	GROCERIES		895425	Groceries	N

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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
9295	Reinhart Foodservice	01-252-000-0000-6418			2,235.39	GROCERIES	897287	Groceries	N
					5,534.61	9 Transactions			
13934	The Tire Barn	01-252-000-0000-6302			116.67	OIL CHANGE, ROTATE XPORT IMPAL	61237	Vehicle Maintenance	N
13934	The Tire Barn				116.67	1 Transactions			
9302	WEX Bank	01-252-000-0000-6330			202.27	TRANSPORT GAS	77659515	Prisoner Transportation & Travel	N
9302	WEX Bank				202.27	1 Transactions			
252	DEPT Total:				22,282.76	Corrections	17 Vendors	33 Transactions	
253	DEPT					Sentence to Serve			
117	Aitkin County Sheriff	01-253-000-0000-6374			19.25	'06 FORD ECONO TABS	186537	Auto & Trailer License	N
		01-253-000-0000-6374			19.25	'05 DODGE RAM TABS	186537	Auto & Trailer License	N
117	Aitkin County Sheriff				38.50	2 Transactions			
13934	The Tire Barn	01-253-000-0000-6302		AP	539.12	SPARK PLUGS '09 ECONO	60871	Vehicle Maintenance	N
13934	The Tire Barn				539.12	1 Transactions			
253	DEPT Total:				577.62	Sentence to Serve	2 Vendors	3 Transactions	
257	DEPT					Community Corrections			
248	Association of Mn Counties	01-257-000-0000-6240			1,459.00	MACCAC ANNUAL DUES	60989	Membership/Dues/Association Fees	N
						01/01/2022 12/31/2022			
248	Association of Mn Counties				1,459.00	1 Transactions			
9489	Redwood Toxicology Laboratory, Inc	01-257-267-0000-6274		AP	115.72	DRUG TESTING COSTS	022399202112	Drug Testing Fee	6
						12/01/2021 12/31/2021			
9489	Redwood Toxicology Laboratory, Inc				115.72	1 Transactions			
257	DEPT Total:				1,574.72	Community Corrections	2 Vendors	2 Transactions	

Aitkin County



1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
280	DEPT		Emergency Management			
117	Aitkin County Sheriff					
	01-280-000-0000-6374		19.25	FEMA TRAILER	186537	Auto & Trailer License N
117	Aitkin County Sheriff		19.25	1 Transactions		
280	DEPT Total:		19.25	Emergency Management	1 Vendors	1 Transactions
391	DEPT		Solid Waste			
90762	Aitkin Co License Center					
	01-391-000-0000-6374		19.25	2018 FORD ECP	00-039154322	Auto & Trailer License N
				02/28/2022 02/29/2024		
90762	Aitkin Co License Center		19.25	1 Transactions		
11507	Waste Management of Minnesota, Inc					
	01-391-060-0000-6360 AP		11,312.50	MONTHLY RECYCLING CONTRACT	008914228088	Recycling Contract N
				12/01/2021 12/31/2021		
11507	Waste Management of Minnesota, Inc		11,312.50	1 Transactions		
391	DEPT Total:		11,331.75	Solid Waste	2 Vendors	2 Transactions
711	DEPT		Economic Development			
9011	IREA					
	01-711-000-0000-6240		75.00	IREA MEMBERSHIP	2022 MEMBER	Membership/Dues/Association Fees N
				01/01/2022 12/31/2022		
9011	IREA		75.00	1 Transactions		
711	DEPT Total:		75.00	Economic Development	1 Vendors	1 Transactions
1	Fund Total:		167,169.06	General Fund		151 Transactions

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Aitkin County



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

2 Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
200	DEPT		Enforcement			
	117 Aitkin County Sheriff					
	02-200-020-0000-6360		REGISTER S&R TRAILER	186537	Sheriff Search & Rescue Reserve Expen	N
	117 Aitkin County Sheriff					
		430.45				
		430.45		1 Transactions		
200	DEPT Total:		430.45	Enforcement	1 Vendors	1 Transactions
2	Fund Total:		430.45	Reserves Fund		1 Transactions

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	
301	DEPT				R&B Administration			
783	Canon Financial Services, Inc							
	03-301-000-0000-6342			192.60	CONTRACT CHARGE	27933122	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc			192.60	1 Transactions			
9796	NORD LAKE REFLECTIONS							
	03-301-000-0000-6405			1,460.00	OFFICE MAP FRAMING	628045	Office Supplies	Y
9796	NORD LAKE REFLECTIONS			1,460.00	1 Transactions			
301	DEPT Total:			1,652.60	R&B Administration	2 Vendors	2 Transactions	
302	DEPT				R&B Engineering/Construction			
8394	Commissioner Of Transportation							
	03-302-000-0000-6241			100.00	B THOMPSON-2022 SURVEY TECH WO		Registration Fee	N
8394	Commissioner Of Transportation			100.00	1 Transactions			
302	DEPT Total:			100.00	R&B Engineering/Construction	1 Vendors	1 Transactions	
303	DEPT				R&B Highway Maintenance			
50	Aitkin Body Shop, Inc							
	03-303-000-0000-6417	AP		154.29	SWATARA SHOP SUPPLIES	2214	Shop/Building Maintenance	N
50	Aitkin Body Shop, Inc			154.29	1 Transactions			
90762	Aitkin Co License Center							
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1F9FS1425M1072	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FD0W5HT2LEE47	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FD8W3B66BEA79	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FDUF4GY5HED18	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FDWF36Y88EE41	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FT7X2B61JEC64	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FT7X2B63JEC64	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1ftex1e81ake10	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTEX1EB2LKF17	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTEX1EM3EKE13	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTFW1E82AFC37	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTNF215X8ED04	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTPX12VX8FB81	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			19.25	2022 VEHICLE REGISTRATION	1FTPX14V37KD14	Repair & Maintenance Supplies	N

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
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1FTRF145X5NA52	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1FTRX14W58FC07	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1FTSF30S7XEE77	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1GC2KXCG3CZ177	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1GTEK19N26Z186	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1HSDJAPR1FH528	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1HTGRSJT1CJ634	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1HTGRSJT3CJ634	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1HTGRSJT5CJ634	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1HTGRSJT7CJ634	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2AX09C5GM031	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2AX09C7GM031	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2AX09C9GM031	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2AX11C0AM001	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2GR3GC1KM011	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2GR3GC1LM011	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1M2GR3GC5KM011	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	1R9BD423XS1051	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	2FTRF18W04CA57	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	2FZH AZAS31AJ37	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	2FZH AZAS91AJ37	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	2FZHDJBB0YAB12	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	2FZHDJBB2YAB12	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	3GTU9AEFXMG244	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	4KNFT2431EL162	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	4ZYBD423211000	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	5FTDA242321017	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	5FTDA292871027	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	5SHFD222XMB001	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		19.25	2022 VEHICLE REGISTRATION	DPSMN890723	Repair & Maintenance Supplies	N
90762	Aitkin Co License Center		847.00		44 Transactions		
12106	Antoine Electric						
	03-303-000-0000-6417		725.56	MCGRATH SHOP	20628	Shop/Building Maintenance	Y
	03-303-000-0000-6417		720.57	AITKIN SHOP	20637	Shop/Building Maintenance	N
	03-303-000-0000-6417		343.25	AITKIN SHOP	20638	Shop/Building Maintenance	N
12106	Antoine Electric		1,789.38		3 Transactions		
86467	Auto Value Aitkin						

Aitkin County



3 Road & Bridge

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
			03-303-000-0000-6590	AP	11.99	REPAIR PARTS		40192587		Repair & Maintenance Supplies	N
			03-303-000-0000-6590	AP	214.64	REPAIR PARTS-FILTERS		40192689		Repair & Maintenance Supplies	N
			03-303-000-0000-6590		320.99	REPAIR PARTS		40193182		Repair & Maintenance Supplies	N
			03-303-000-0000-6590		320.99	REPAIR PARTS		40193480		Repair & Maintenance Supplies	N
			03-303-000-0000-6590		75.99	REPAIR PARTS		40193498		Repair & Maintenance Supplies	N
			03-303-000-0000-6417		64.99	MCGRATH SHOP SUPPLIES		40193548		Shop/Building Maintenance	N
			03-303-000-0000-6417		38.95	MCGRATH SHOP SUPPLIES		40193552		Shop/Building Maintenance	N
			03-303-000-0000-6590		300.99	REPAIR PARTS		40193717		Repair & Maintenance Supplies	N
86467	Auto Value Aitkin				707.55		8 Transactions				
8544	Brock White										
			03-303-000-0000-6521		1,419.84	SOIL GUARD		15231492-00		Maintenance Supplies	N
8544	Brock White				1,419.84		1 Transactions				
163	Charter Communications Holdings LLC										
			03-303-000-0000-6220		141.76	PHONE: HWY OFFICE		0-022823011922		Telephone	N
163	Charter Communications Holdings LLC				141.76		1 Transactions				
14887	Cintas Corporation										
			03-303-000-0000-6360		14.07	SHOP LAUNDRY		4108514036		Services, Labor, Contracts	N
14887	Cintas Corporation				14.07		1 Transactions				
8618	Compass Minerals America										
			03-303-000-0000-6518		3,122.34	DE-ICING SALT		919749		De-icing Salt	N
8618	Compass Minerals America				3,122.34		1 Transactions				
7935	East Central Energy										
			03-303-000-0000-6254		104.64	DEC/JAN POWER-MCGRATH		35018290		Utilities-Gas and Electric	N
			03-303-000-0000-6254		46.18	DEC/JAN POWER-STREET LIGHT		35018408		Utilities-Gas and Electric	N
7935	East Central Energy				150.82		2 Transactions				
7060	Federated Co-Ops Inc.										
			03-303-000-0000-6423		1,524.15	PALISADE PROPANE		952360		Fuel for Buildings	N
			03-303-000-0000-6423		972.44	MCGRATH SHOP PROPANE		955080		Fuel for Buildings	N
7060	Federated Co-Ops Inc.				2,496.59		2 Transactions				
1818	Glen's Sign Design										
			03-303-000-0000-6417		80.00	AITKIN SHOP SIGNS				Shop/Building Maintenance	Y

Aitkin County



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

3 Road & Bridge

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	
1818	Glen's Sign Design		80.00				
				1 Transactions			
91187	Lake Country Power						
	03-303-000-0000-6254	AP	125.06	DEC SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	57.00	DEC CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power		182.06				
				2 Transactions			
2831	Little Falls Machine Inc						
	03-303-000-0000-6590		2,350.34	REPAIR PARTS	363115	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		714.72	REPAIR PARTS	363184	Repair & Maintenance Supplies	N
2831	Little Falls Machine Inc		3,065.06				
				2 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	03-303-000-0000-6254	AP	984.70	POWER: PALISADE	18-52-026-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.00	CSAH 5	27-35-015-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	177.43	POWER: MCGREGOR	29-53-003-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.00	CSAH 8	30-06-012-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.00	CSAH 4	32-32-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	1,836.22	POWER: AITKIN	33-52-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	123.81	169 & CSAH 28	39-62-022-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	42.74	CSAH 12	40-06-000-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.00	CSAH 12	46-56-023-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.00	CSAH 11	48-09-009-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	55.89	47 & CSAH 2	54-51-104-01	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		3,495.79				
				11 Transactions			
3555	Newman Signs						
	03-303-000-0000-6516		691.87	RESIDENTIAL E-911 SIGNS	TRFINV037073	Signs & Posts	N
3555	Newman Signs		691.87				
				1 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6590		470.45	REPAIR PARTS	X22029292:01	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		270.78	REPAIR PARTS	X22030081:01	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC		741.23				
				2 Transactions			
8446	Northern Star Coop Service						
	03-303-000-0000-6423		1,536.31	LP: SWATARA SHOP	17919	Fuel for Buildings	N
8446	Northern Star Coop Service		1,536.31				
				1 Transactions			

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
10720	Nuss Truck Group Inc						
	03-303-000-0000-6590		692.83	REPAIR PARTS	3245149P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		692.23	REPAIR PARTS	6144552P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		279.34	REPAIR PARTS	6144590P	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		513.27	REPAIR PARTS-FILTERS	6144591P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		2,177.67	4 Transactions			
10412	O'Reilly Auto Parts						
	03-303-000-0000-6590		42.92	REPAIR PARTS	1878-110076	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts		42.92	1 Transactions			
14861	Parman Energy Group						
	03-303-000-0000-6570		2,021.76	MOTOR OIL	0014185-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		2,723.72	HYDRAULIC FLUID	0014185-IN	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1,096.70	TRANNY OIL	0014185-IN	Motor Fuel & Lubricants	N
14861	Parman Energy Group		5,842.18	3 Transactions			
8537	Powerplan OIB						
	03-303-000-0000-6590		947.50	REPAIR PARTS	2076721	Repair & Maintenance Supplies	N
8537	Powerplan OIB		947.50	1 Transactions			
3950	Public Utilities						
	03-303-000-0000-6254		56.57	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		49.04	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		97.77	AITKIN SHOP WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		56.88	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
3950	Public Utilities		260.26	4 Transactions			
9273	Reichert Enterprises, Inc						
	03-303-000-0000-6590		3,388.68	REPAIR PARTS	112887	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		1,172.00	REPAIR LABOR	112887	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		820.00	REPAIR LABOR	112983	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		163.86	REPAIR PARTS	112983	Repair & Maintenance Supplies	Y
9273	Reichert Enterprises, Inc		5,544.54	4 Transactions			
9176	SPARKY'S TOOLS, LLC						
	03-303-000-0000-6417		39.99	AITKIN SHOP SUPPLIES	D 97358	Shop/Building Maintenance	N
9176	SPARKY'S TOOLS, LLC		39.99	1 Transactions			

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
90805	Temco 03-303-000-0000-6590		950.62	FABRICATION	26576	Repair & Maintenance Supplies	Y
90805	Temco		950.62	1 Transactions			
12788	Timmer Implement of Aitkin 03-303-000-0000-6590		104.81	REPAIR PARTS	IA21250A	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		104.81	1 Transactions			
9793	TVEIT/NICK 03-303-000-0000-6181		145.00	WORK BOOTS REIMBURSEMENT	GLEN'S A/N	Safety Footwear Allowance	N
9793	TVEIT/NICK		145.00	1 Transactions			
9642	WEX BANK 03-303-000-0000-6570		634.12	GASOLINE	77556735	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	2,798.17	GASOLINE	77556735	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		38.18-	REBATE	77556735	Motor Fuel & Lubricants	N
9642	WEX BANK		3,394.11	3 Transactions			
303	DEPT Total:		40,085.56	R&B Highway Maintenance	28 Vendors	108 Transactions	
307	DEPT			R&B Capital Infrastructure			
9790	ANDERSON/KATHLEEN 03-307-000-0000-6362	AP	2,690.00	RIGHT OF WAY PART OF GOV LOT 4	PARCEL NO 24	Right Of Way	S
9790	ANDERSON/KATHLEEN		2,690.00	1 Transactions			
9792	CAVANAUGH/WARREN 03-307-000-0000-6362	AP	884.00	DAMAGES PART OF NE1/4 OF NE1/4	PAR NOS 11 & 1	Right Of Way	N
	03-307-000-0000-6362	AP	3,216.00	RIGHT OF WAY PART OF NE1/4 OF	PAR NOS 11 & 1	Right Of Way	S
9792	CAVANAUGH/WARREN		4,100.00	2 Transactions			
9789	LAZARZ/SUSAN M 03-307-000-0000-6362	AP	2,690.00	RIGHT OF WAY PART OF GOV LOT 4	PARCEL NO 24	Right Of Way	S
9789	LAZARZ/SUSAN M		2,690.00	1 Transactions			
5556	MN Board Of Water & Soil Resources 03-307-000-0000-6269		500.00	WETLAND BANK 2022 ANNUAL FEE	00000688344	Professional Services	N
5556	MN Board Of Water & Soil Resources		500.00	1 Transactions			
9794	WASSERZIEHER/KEN W						

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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	
	03-307-000-0000-6362	AP	RIGHT OF WAY NW1/4 OF SW1/4 S6	PARCEL NO 1	Right Of Way	S
	03-307-000-0000-6362	AP	RIGHT OF WAY PART OF GOV LOT 3	PARCEL NO 3	Right Of Way	S
9794	WASSERZIEHER/KEN W			2 Transactions		
307	DEPT Total:		14,990.00	R&B Capital Infrastructure	5 Vendors	7 Transactions
3	Fund Total:		56,828.16	Road & Bridge		118 Transactions

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 4 Special Revenue(Unorg R&E)

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
422	DEPT			Unorganized Fire			
6062	City Of McGrath Fire Department 04-422-000-0000-6801		650.00	2022 UNORG FIRE 45-24 01/01/2022 12/31/2022	1/1/22	Appropriations	N
6062	City Of McGrath Fire Department		650.00	1 Transactions			
7001	Town Of Ball Bluff Treasurer 04-422-000-0000-6801		10,953.21	UNORG FIRE 52-22 01/01/2022 12/31/2022	1/1/22	Appropriations	N
	04-422-000-0000-6801		152.26	UNORG FIRE 51-22 01/01/2022 12/31/2022	1/1/22	Appropriations	N
	04-422-000-0000-6801		1,417.58	UNORG FIRE 52-24 01/01/2022 12/31/2022	1/1/22	Appropriations	N
7001	Town Of Ball Bluff Treasurer		12,523.05	3 Transactions			
422	DEPT Total:		13,173.05	Unorganized Fire	2 Vendors	4 Transactions	
4	Fund Total:		13,173.05	Special Revenue(Unorg R&B,Fire		4 Transactions	

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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			
9608	AMAZON CAPITAL SERVICES						
	05-400-440-0410-6405		3.22	AGENCY-LEGAL PADS, YELLOW 01/22/2022 01/22/2022	13WQ-69XV-NTTM	Office Supplies	N
	05-400-440-0410-6405		34.96	PH-NOTEBOOKS (EM) 01/22/2022 01/22/2022	14XT-FF76-P464	Office Supplies	N
	05-400-440-0410-6405		25.99	PH-HANGING FILE FOLDERS 01/17/2022 01/17/2022	19LN-WTT4-FQQX	Office Supplies	N
	05-400-440-0410-6405		5.95	AGENCY-COMMAND STRIPS, LABELS 01/16/2022 01/16/2022	1G4J-TF67-XTMR	Office Supplies	N
	05-400-440-0410-6405		5.82	AGENCY-SHARPIES,POST IT, ERASE 01/08/2022 01/08/2022	1GTF-DD96-F4WQ	Office Supplies	N
	05-400-410-0413-6405		13.10	AGENCY-PENS,LEGAL PADS,MARKER 01/18/2022 01/18/2022	1JR7-NL41-6RXY	Office Supplies	N
	05-400-440-0410-6405		3.64	AGENCY-MAIL TOTE 01/16/2022 01/16/2022	1NHT-KDT1-6RMM	Office Supplies	N
	05-400-400-0402-6435		38.35	COVID-19 VAX-KN95 MASKS 01/19/2022 01/19/2022	1PC3-1HTW-9PNK	Public Health Program Related Supplies	N
	05-400-440-0410-6405		23.46	AGENCY-FELT TIP PENS 01/10/2022 01/10/2022	1Q1F-DGW4-J9CK	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		154.49	9 Transactions			
9553	Aramark Uniform Services						
	05-400-440-0410-6422		5.74	CLEANING SUPPLIES 01/25/2022 01/25/2022	253000097012	Janitorial Supplies	N
9553	Aramark Uniform Services		5.74	1 Transactions			
10460	Brainerd Dispatch-Circulation Dept						
	05-400-440-0410-6360		34.73	AGENCY SUBSCRIPTION-52 WKS	ACCT #17818326	Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		34.73	1 Transactions			
783	Canon Financial Services, Inc						
	05-400-440-0410-6342		23.74	OSS CONTRACT CHARGE - JAN '22 01/01/2022 01/31/2022	27933111	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		265.77	PH CONTRACT CHARGE - JAN'22 01/01/2022 01/31/2022	27933114	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		38.75	MAILROOM CONTRACT CHG JAN '22 01/01/2022 01/31/2022	27933119	Office Equipment Rental/Contracts	N

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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	
783	Canon Financial Services, Inc		328.26		3 Transactions		
9803	Confluence, Inc 05-400-450-0451-6360		4,714.00	SHIP-HC AITKIN PARK PLAN 01/12/2022 01/12/2022	22584	Services, Labor, Contracts	Y
9803	Confluence, Inc		4,714.00		1 Transactions		
9800	Felix Storch, Inc 05-400-400-0402-6430		4,198.00	COVID VAX GRANT-FRIDGE/FREEZER 01/27/2022 01/27/2022	173776	DP & C - Medical Supplies	Y
9800	Felix Storch, Inc		4,198.00		1 Transactions		
3195	MCCC LOCKBOX 05-400-440-0410-6266		42.00	2022 IFS JIC DUES CMHS 01/01/2022 12/31/2022	2201260	Software Fees/License Fees	N
3195	MCCC LOCKBOX		42.00		1 Transactions		
9692	Minnesota Energy Resources Corporation 05-400-440-0410-6254		227.77	GAS BILL 12/20/2021 01/21/2022	0506533565-001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		227.77		1 Transactions		
9014	PAPER STORM 05-400-440-0410-6360		13.36	PAPER SHREDDING 01/20/2022 01/20/2022	18230	Services, Labor, Contracts	N
9014	PAPER STORM		13.36		1 Transactions		
3950	Public Utilities 05-400-440-0410-6254		301.13	ELECTRIC BILL 12/16/2021 01/16/2022	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		301.13		1 Transactions		
13624	Quadient Leasing USA, Inc 05-400-440-0410-6342		68.75	MAIL MACHINE CONTRACT 11/14/2021 02/13/2022	N9222937	Office Equipment Rental/Contracts	N
13624	Quadient Leasing USA, Inc		68.75		1 Transactions		
10698	Stericycle, Inc 05-400-440-0410-6360		16.86	STERI-SAFE	4010681928	Services, Labor, Contracts	6

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
10698	Stericycle, Inc		16.86	02/01/2022 02/28/2022	1 Transactions		
400	DEPT Total:		10,105.09	Public Health Department	12 Vendors	22 Transactions	
420	DEPT			Income Maintenance			
88284	Aitkin Co Recorder 05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 01/20/2022 01/20/2022	2022-3299939	Program Expenses Direct Charge Ffp	N
88284	Aitkin Co Recorder		13.00	1 Transactions			
9608	AMAZON CAPITAL SERVICES 05-420-600-4800-6405		7.59	AGENCY-LEGAL PADS, YELLOW 01/22/2022 01/22/2022	13WQ-69XV-NTTM	Office Supplies	N
	05-420-600-4800-6405		14.02	AGENCY-COMMAND STRIPS, LABELS 01/16/2022 01/16/2022	1G4J-TF67-XTMR	Office Supplies	N
	05-420-600-4800-6405		13.73	AGENCY-SHARPIES, POST IT, ERASE 01/08/2022 01/08/2022	1GTF-DD96-F4WQ	Office Supplies	N
	05-420-600-4800-6405		30.87	AGENCY-PENS, LEGAL PADS, MARKER 01/18/2022 01/18/2022	1JR7-NL41-6RXY	Office Supplies	N
	05-420-600-4800-6405		8.57	AGENCY-MAIL TOTE 01/16/2022 01/16/2022	1NHT-KDT1-6RMM	Office Supplies	N
	05-420-600-4800-6405		55.30	AGENCY-FELT TIP PENS 01/10/2022 01/10/2022	1Q1F-DGW4-J9CK	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		130.08	6 Transactions			
9553	Aramark Uniform Services 05-420-600-4800-6422		13.53	CLEANING SUPPLIES 01/25/2022 01/25/2022	253000097012	Janitorial Supplies	N
9553	Aramark Uniform Services		13.53	1 Transactions			
10460	Brainerd Dispatch-Circulation Dept 05-420-600-4800-6360		81.85	AGENCY SUBSCRIPTION-52 WKS	ACCT #17818326	Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		81.85	1 Transactions			
783	Canon Financial Services, Inc 05-420-600-4800-6342		55.97	OSS CONTRACT CHARGE - JAN '22 01/01/2022 01/31/2022	27933111	Office Equipment Rental/Contracts	N
	05-420-640-4800-6342		120.14	CS CONTRACT CHARGE - JAN '22	27933118	Office Equipment Rental/Contracts	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-420-600-4800-6342		91.34	01/01/2022 01/31/2022 MAILROOM CONTRACT CHG JAN '22	27933119	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		267.45		3 Transactions		
11051	Department of Human Services						
	05-420-620-4400-6025	DTG	15.00	MCRE/GAMC/NONRES RECIP-12/21 12/01/2021 12/31/2021	A300MM0U011	State Share-GAMC	N
	05-420-650-4400-6025	DTG	177.34	G8 LTC LT65 CY20 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Program	N
	05-420-650-4400-6025	DTG	6.25	MA RECIPIENT INEL-STATE 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Program	N
	05-420-650-4400-6025	DTG	12.50	MA RECIPIENT INEL-FED 12/01/2021 12/01/2021	A300MM0U011	State/Fed Share - MA Program	N
	05-420-650-4400-6025	DTG	2,405.04	MA LTC UN 65 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Program	N
	05-420-650-4400-6026	DTG	14,664.31	MA ESTATE COLLECTOINS-FED 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Estate	N
	05-420-650-4400-6026	DTG	6,126.42	AC CLIENT PREMIUMS FC 250 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Estate	N
	05-420-650-4400-6026	DTG	7,332.15	MA ESTATE COLLECTIONS-STATE 12/01/2021 12/31/2021	A300MM0U011	State/Fed Share - MA Estate	N
11051	Department of Human Services		30,739.01		8 Transactions		
90182	Laboratory Corp Of America Holdings						
	05-420-640-4800-6262	AP	102.00	IVD GENETIC TEST 0014243820-01 12/29/2021 12/29/2021	71786778	Genetic Tests IV-D	6
	05-420-640-4800-6262	AP	102.00	IVD GENETIC TEST 0015126023-01 12/30/2021 12/30/2021	71790588	Genetic Tests IV-D	6
90182	Laboratory Corp Of America Holdings		204.00		2 Transactions		
3195	MCCC LOCKBOX						
	05-420-600-4800-6266		99.00	2022 IFS JIC DUES CMHS 01/01/2022 12/31/2022	2201260	Software Fees/License Fees	N
3195	MCCC LOCKBOX		99.00		1 Transactions		
9692	Minnesota Energy Resources Corporation						
	05-420-600-4800-6254		536.89	GAS BILL 12/20/2021 01/21/2022	0506533565-001	Utilities-Gas and Electric	N

Aitkin County



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	
9692	Minnesota Energy Resources Corporation		536.89		1 Transactions		
9014	PAPER STORM						
	05-420-600-4800-6360		31.48	PAPER SHREDDING	18230	Services, Labor, Contracts	N
				01/20/2022	01/20/2022		
9014	PAPER STORM		31.48		1 Transactions		
3950	Public Utilities						
	05-420-600-4800-6254		709.80	ELECTRIC BILL	1433-00	Utilities-Gas and Electric	N
				12/16/2021	01/16/2022		
3950	Public Utilities		709.80		1 Transactions		
13624	Quadient Leasing USA, Inc						
	05-420-600-4800-6342		162.06	MAIL MACHINE CONTRACT	N9222937	Office Equipment Rental/Contracts	N
				11/14/2021	02/13/2022		
13624	Quadient Leasing USA, Inc		162.06		1 Transactions		
86177	Sheriff Aitkin County						
	05-420-640-4800-6270		120.00	IV-D SERVICE 0010657147-03	C2200023	Aitkin Co Sheriff Fees Iv-D	N
				01/26/2022	01/26/2022		
86177	Sheriff Aitkin County		120.00		1 Transactions		
10698	Stericycle,Inc						
	05-420-600-4800-6360		39.73	STERI-SAFE	4010681928	Services, Labor, Contracts	6
				02/01/2022	02/28/2022		
10698	Stericycle,Inc		39.73		1 Transactions		
420	DEPT Total:		33,147.88	Income Maintenance	14 Vendors	29 Transactions	
430	DEPT			Social Services			
9561	Amazon Business						
	05-430-700-4800-6405		26.90	SS-PNY 32GB FLASH DRIVE	1WP6-3XVV-Y9FC	Office Supplies	N
				01/16/2022	01/16/2022		
9561	Amazon Business		26.90		1 Transactions		
9608	AMAZON CAPITAL SERVICES						
	05-430-700-4800-6405		12.18	AGENCY-LEGAL PADS, YELLOW	13WQ-69XV-NTTM	Office Supplies	N
				01/22/2022	01/22/2022		
	05-430-700-4800-6405		22.50	AGENCY-COMMAND STRIPS, LABELS	1G4J-TF67-XTMR	Office Supplies	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-430-700-4800-6405		22.05	01/16/2022 01/16/2022 AGENCY-SHARPIES,POST IT, ERASE	1GTF-DD96-F4WQ	Office Supplies	N
	05-430-700-4800-6405		23.17	01/08/2022 01/08/2022 OSS-DESK ORGANIZERS	1GTF-DD96-F4WQ	Office Supplies	N
	05-430-700-4800-6405		49.59	01/08/2022 01/08/2022 AGENCY-PENS,LEGAL PADS,MARKER	1JR7-NL41-6RXY	Office Supplies	N
	05-430-700-4800-6405		13.99	01/18/2022 01/18/2022 SS-WALL CLOCK	1JR7-NL41-6RXY	Office Supplies	N
	05-430-700-4800-6405		7.99	01/18/2022 01/18/2022 PHONE LINE SPLITTER	1N1D-7MVQ-M3N9	Office Supplies	N
	05-430-700-4800-6405		13.77	01/22/2022 01/22/2022 AGENCY-MAIL TOTE	1NHT-KDT1-6RMM	Office Supplies	N
	05-430-700-4800-6405		88.81	01/16/2022 01/16/2022 AGENCY-FELT TIP PENS	1Q1F-DGW4-J9CK	Office Supplies	N
				01/10/2022 01/10/2022			
9608	AMAZON CAPITAL SERVICES		254.05		9 Transactions		
9553	Aramark Uniform Services						
	05-430-700-4800-6422		21.73	CLEANING SUPPLIES	253000097012	Janitorial Supplies	N
				01/25/2022 01/25/2022			
9553	Aramark Uniform Services		21.73		1 Transactions		
10460	Brainerd Dispatch-Circulation Dept						
	05-430-700-4800-6360		131.46	AGENCY SUBSCRIPTION-52 WKS	ACCT #17818326	Services, Labor, Contracts	N
10460	Brainerd Dispatch-Circulation Dept		131.46		1 Transactions		
783	Canon Financial Services, Inc						
	05-430-700-4800-6342		89.89	OSS CONTRACT CHARGE - JAN '22	27933111	Office Equipment Rental/Contracts	N
				01/01/2022 01/31/2022			
	05-430-700-4800-6342		146.70	MAILROOM CONTRACT CHG JAN '22	27933119	Office Equipment Rental/Contracts	N
				01/01/2022 01/31/2022			
783	Canon Financial Services, Inc		236.59		2 Transactions		
3195	MCCC LOCKBOX						
	05-430-700-4800-6266		159.00	2022 IFS JIC DUES CMHS	2201260	Software Fees/License Fees	N
				01/01/2022 12/31/2022			
3195	MCCC LOCKBOX		159.00		1 Transactions		
9692	Minnesota Energy Resources Corporation						

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
	05-430-700-4800-6254		862.28	GAS BILL 12/20/2021 01/21/2022	0506533565-001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		862.28	1 Transactions			
9014	PAPER STORM 05-430-700-4800-6360		50.56	PAPER SHREDDING 01/20/2022 01/20/2022	18230	Services, Labor, Contracts	N
9014	PAPER STORM		50.56	1 Transactions			
3950	Public Utilities 05-430-700-4800-6254		1,139.99	ELECTRIC BILL 12/16/2021 01/16/2022	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		1,139.99	1 Transactions			
13624	Quadient Leasing USA, Inc 05-430-700-4800-6342		260.29	MAIL MACHINE CONTRACT 11/14/2021 02/13/2022	N9222937	Office Equipment Rental/Contracts	N
13624	Quadient Leasing USA, Inc		260.29	1 Transactions			
86177	Sheriff Aitkin County 05-430-700-4800-6360		60.00	RR DETOX 01/14/2022 01/14/2022	C2100414	Services, Labor, Contracts	N
86177	Sheriff Aitkin County		60.00	1 Transactions			
10698	Stericycle, Inc 05-430-700-4800-6360		63.81	STERI-SAFE 02/01/2022 02/28/2022	4010681928	Services, Labor, Contracts	6
10698	Stericycle, Inc		63.81	1 Transactions			
430	DEPT Total:		3,266.66	Social Services	12 Vendors	21 Transactions	
5	Fund Total:		46,519.63	Health & Human Services		72 Transactions	

WLC1
1/31/22 3:16PM
10 Trust

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			
14954	Espeseth/Gary 10-900-000-0000-2300		530.00	BOND REFUND	13985	Timber Permit Bonds	N
14954	Espeseth/Gary		530.00	1 Transactions			
5791	Sappi 10-900-000-0000-2300		1,178.35	BOND REFUND	13941	Timber Permit Bonds	N
	10-900-000-0000-2300		3,108.64	BOND REFUND	14199	Timber Permit Bonds	N
5791	Sappi		4,286.99	2 Transactions			
900	DEPT Total:		4,816.99	Timber Permit Bonds	2 Vendors	3 Transactions	
923	DEPT			Forfeited Tax Sales			
783	Canon Financial Services, Inc 10-923-000-0000-6342		158.21	COPIER CONTRACT CHARGE 01/01/2022 01/31/2022	27933117	Office/Equipment-Rental	N
783	Canon Financial Services, Inc		158.21	1 Transactions			
9787	Mudrick/Mark D 10-923-000-0000-6820		230.00	REFUND GRAVEL PERMIT	5102021	Refunds & Reimbursements	Y
9787	Mudrick/Mark D		230.00	1 Transactions			
5791	Sappi 10-923-000-0000-6820		1,286.20	OVERAPPRAISAL	14199	Refunds & Reimbursements	N
5791	Sappi		1,286.20	1 Transactions			
923	DEPT Total:		1,674.41	Forfeited Tax Sales	3 Vendors	3 Transactions	
10	Fund Total:		6,491.40	Trust		6 Transactions	

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			
10438	Commissioner Of Revenue						
	11-925-000-0000-6280	AP	500.00	PURCHASES 01/01/2021 12/31/2021	DEEDSISSUE2021	State Deed Forfeited Tax Sales	N
	11-925-000-0000-6282	AP	150.00	REPURCHASES 01/01/2021 12/31/2021	DEEDSISSUE2021	State Deed Repurchase	N
10438	Commissioner Of Revenue		650.00	2 Transactions			
10890	Insley/Kevin						
	11-925-000-0000-6278		35.00	NRAC MTG 01/10/2022 01/10/2022	011022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		22.23	MILEAGE 38@.585 01/10/2022 01/10/2022	011022	Transportation/Travel/Parking	Y
10890	Insley/Kevin		57.23	2 Transactions			
5784	Lake/Robert						
	11-925-000-0000-6278		35.00	NRAC MTG 01/10/2022 01/10/2022	011022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		16.38	MILEAGE 28@.585 01/10/2022 01/10/2022	011022	Transportation/Travel/Parking	Y
5784	Lake/Robert		51.38	2 Transactions			
13934	The Tire Barn						
	11-925-000-0000-6302		49.06	LOF 2015 FORD	60497	Vehicle Maintenance	N
13934	The Tire Barn		49.06	1 Transactions			
925	DEPT Total:		807.67	Resource Management	4 Vendors	7 Transactions	
11	Fund Total:		807.67	Forest Development		7 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
521	DEPT			LLCC Administration			
11419	Beaudry Oil & Service, Inc. 19-521-000-0000-6254		500.70	PROPANE-INSTRUCTORS RESIDENCE	1969837	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.		500.70	1 Transactions			
13867	BrainRunner Inc 19-521-000-0000-6360		2,650.00	SUBSCRIPTION FOR CAMPBRAIN 12/15/2021 12/14/2022	INV-120971	Services, Labor, Contracts	N
13867	BrainRunner Inc		2,650.00	1 Transactions			
9801	Dancing Armadillos Arts 19-521-000-0000-6454		175.00	ORIGINAL ART FOR CANTEEN	1272022	Commissary Supplies-Non Jail	Y
9801	Dancing Armadillos Arts		175.00	1 Transactions			
14812	SCI Broadband/Savage Communications 19-521-000-0000-6254		794.45	PHONE AND INTERNET 02/01/2022 02/28/2022	024-033167	Utilities-Gas and Electric	N
14812	SCI Broadband/Savage Communications		794.45	1 Transactions			
521	DEPT Total:		4,120.15	LLCC Administration	4 Vendors	4 Transactions	
523	DEPT			LLCC Food			
3810	Paulbeck's County Market 19-523-000-0000-6418		88.51	GROCERIES	1192022	Groceries-Students	N
	19-523-000-0000-6418		26.88	COFFEE AND MAYO	11920221	Groceries-Students	N
	19-523-000-0000-6418		3.25	MAYO	119202211	Groceries-Students	N
3810	Paulbeck's County Market		118.64	3 Transactions			
4761	Sysco Minnesota Inc 19-523-000-0000-6418		603.43	GROCERIES	253080758	Groceries-Students	N
4761	Sysco Minnesota Inc		603.43	1 Transactions			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		950.83	SCHOOL FOOD	941212-00	Groceries-Students	N
	19-523-000-0000-6418		32.72	CHEESE	941596-00	Groceries-Students	N
4968	Upper Lakes Foods, Inc		983.55	2 Transactions			

WLC1
 1/31/22 3:16PM
 19 Long Lake Conservation Cen

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
523	DEPT Total:		1,705.62	LLCC Food	3 Vendors	6 Transactions
524	DEPT		LLCC Maintenance			
	11946 McGuire Mechanical					
	19-524-000-0000-6360	AP	1,266.62	REPAIR GARN LEAK	31756	Services, Labor, Contracts
	11946 McGuire Mechanical		1,266.62		1 Transactions	N
524	DEPT Total:		1,266.62	LLCC Maintenance	1 Vendors	1 Transactions
19	Fund Total:		7,092.39	Long Lake Conservation Center		11 Transactions

WLC1
 1/31/22 3:16PM
 21 Parks

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
520	DEPT			Parks			
	3950 Public Utilities						
	21-520-000-0000-6254		35.41	MISS ACCESS UTILITIES 12/16/2021 01/16/2022	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254		36.95	MISS SHOWER UTILITIES 12/16/2021 01/16/2022	1671-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254		242.31	ACLD UTILITIES 12/16/2021 01/16/2022	348-00	Utilities-Gas and Electric	N
	3950 Public Utilities		314.67	3 Transactions			
520	DEPT Total:		314.67	Parks	1 Vendors	3 Transactions	
21	Fund Total:		314.67	Parks		3 Transactions	

WLC1
 1/31/22 3:16PM
 22 Coronavirus Relief Fund

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT 15218 Northspan 22-716-000-0000-6802	AP	300.00	American Rescue Plan - COVID 2.9 EC NEI-TA LENDERS LUNCH 12/13/2021 12/13/2021	NTLF-21-6	Category: Negative Economic Impacts	N
	15218 Northspan		300.00	1 Transactions			
716	DEPT Total:		300.00	American Rescue Plan - COVID	1 Vendors	1 Transactions	
22	Fund Total:		300.00	Coronavirus Relief Fund		1 Transactions	
	Final Total:		299,126.48	187 Vendors	374 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	167,169.06	General Fund
2	430.45	Reserves Fund
3	56,828.16	Road & Bridge
4	13,173.05	Special Revenue(Unorg R&B,Fire,
5	46,519.63	Health & Human Services
10	6,491.40	Trust
11	807.67	Forest Development
19	7,092.39	Long Lake Conservation Center
21	314.67	Parks
22	300.00	Coronavirus Relief Fund
All Funds	299,126.48	Total

Approved by,

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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

ELAN, FSA Claims, NSF Returned Check

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8410	Bremer Bank					
2	01-044-904-0000-6360		438.00	Med FSA Claims 2022	40086064	Flex Plan Withdrawals N
3	01-044-904-0000-6360		973.00	Med FSA Claims 2021	40086064	Flex Plan Withdrawals N
4	01-040-000-0000-5840		25.00	NSF Check Fee	60-1-014900	Misc Receipts N
8410	Bremer Bank		1,436.00	3 Transactions		
5462	Bremer Bank (Elan ACH)					
1	01-044-000-0000-6800		2,016.42	ELAN - Paid 01/20/2022		ELAN - Statement Payment N
5462	Bremer Bank (Elan ACH)		2,016.42	1 Transactions		
1 Fund Total:			3,452.42	General Fund	2 Vendors	4 Transactions

Aitkin County



13 Taxes & Penalties

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	8410 Bremer Bank					
5	13-943-000-0000-2004		742.90	NSF Check - COJ	60-1-014900	Del - Property Taxes N
6	13-943-000-0000-2004		545.30	NSF Check - COJ	60-1-014900	Del - Property Taxes N
	8410 Bremer Bank		1,288.20	2 Transactions		
13 Fund Total:			1,288.20	Taxes & Penalties	1 Vendors	2 Transactions
Final Total:			4,740.62	3 Vendors	6 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	3,452.42	General Fund
	13	1,288.20	Taxes & Penalties
All Funds		4,740.62	Total

Approved by,

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

Participant Fees, January 2022

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
1/24/22 9:53AM

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
1	8410 Bremer Bank 01-044-904-0000-6379		693.60	Participant Fees-January	15949299	Flex Services, Labor, Etc.	N
	8410 Bremer Bank		693.60	1 Transactions			
1 Fund Total:			693.60	General Fund	1 Vendors	1 Transactions	
Final Total:			693.60	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	693.60	General Fund
All Funds	693.60	Total

Approved by,

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

FSA Claims #40093928

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
1/26/22 1:02PM

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	8410 Bremer Bank					
1	01-044-904-0000-6360		1,214.76	Med FSA Claims 2022	40093928	Flex Plan Withdrawals N
2	01-044-904-0000-6360		46.34	Med FSA Claims 2021	40093928	Flex Plan Withdrawals N
	8410 Bremer Bank		1,261.10	2 Transactions		
1 Fund Total:			1,261.10	General Fund	1 Vendors	2 Transactions
Final Total:			1,261.10	1 Vendors	2 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,261.10	General Fund
All Funds	1,261.10	Total

Approved by,

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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

Unable to Locate

KMR1
1/31/22 11:18AM

Aitkin County



13 Taxes & Penalties

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

Page 2

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 13-943-000-0000-2004			1,547.47	Unable to Locate	Way Up North	Del - Property Taxes	N
	8410 Bremer Bank			1,547.47	1 Transactions			
13 Fund Total:				1,547.47	Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:				1,547.47	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,547.47	Taxes & Penalties
All Funds	1,547.47	Total

Approved by,

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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

KMR1
 1/31/22 12:51PM
 21 Parks

Aitkin County



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

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	8410 Bremer Bank 21-520-000-0000-5510		35.00	Camping Refund	#5059 Snake	Co. Parks Campground Fees	N
	8410 Bremer Bank		35.00		1 Transactions		
21 Fund Total:			35.00	Parks	1 Vendors	1 Transactions	
Final Total:			35.00	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	35.00	Parks
All Funds		35.00	Total

Approved by,

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Board of County Commissioners Agenda Request

2J
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Consumption & Display Permit - Larson's Barn

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:
Renewal of Consumption and Display Permit - Larson's Barn

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve Renewal of Consumption and Display (Set-Up) Permit -
Larson, Leonard and Kathy, d/b/a Larson's Barn - Workman Township
(Renewal Date of April 1, 2022)

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Consumption & Display Permit - 202 Tavern

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Renewal of Consumption and Display Permit - 202 Tavern		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to approve Renewal of Consumption and Display (Set Up) Permit LuRae L Melaas, d/b/a 202 Tavern - Shamrock Township (Renewal Date of April 1, 2022)		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Consumption & Display Permit - Hidden Meadows

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

Submitted by: Sally M. Huhta	Department: Auditor's
--	---------------------------------

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:
Renewal of Consumption and Display Permit - Hidden Meadows Campground on Blind Lake

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve Renewal of Consumption and Display (Set Up) Permit
Danny J. Volk, d/b/a Hidden Meadows Campground on Blind Lake - Unorg
(Renewal Date of April 1, 2022)

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



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Fire Protection Contract with City of Palisade

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Kirk Peysar, County Auditor		Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Approve and authorize signatures to the 2023 Fire Protection Contract for the unorganized townships served by the Palisade Fire Department.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve and authorize signatures to the contract with City of Palisade for 2023		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

Kirk Peysar
Aitkin County Auditor
307 Second Street Northwest Room 121
Aitkin, Minnesota 56431
218.927.7354

January 25, 2022

To: Board of Commissioners

From: Kirk Peysar, County Auditor



Re: 2023 Fire Protection contract with the City of Palisade

The City of Palisade has submitted a renewal contract to provide fire protection to the 5 neighboring unorganized townships. The allocation of fire protection costs are as follows: 50-26 \$1631.83; 51-25 \$296.38; 49-27 \$ 5295.18; 50-27 \$348.62; and 50-25 \$1630.68, (Total \$9202.69).

Request to authorize signatures to the 2023 Fire Protection contract with the City Palisade for the unorganized townships.



CITY OF PALISADE

Palisade Fire Department Agreement of Fire Protection

This Agreement, Made and entered into this 7th day of February, 2022 by and between the City of Palisade, a Municipal corporation of Aitkin County, MN and the Unincorporated Townships of Aitkin, County, MN.

WHEREAS, the second party, deeming it advisable to have available for the benefit of the residents said Township, service of the first parties Fire Department, and the Electors of said Town having pursuant to law, provided a fund for furnishing of said service and WHEREAS, the first party has by appropriate action authorized its Mayor and Council Members to enter into a contract with the second party for furnishing of said service. NOW, THEREFORE, it is mutually agreed between the parties hereto, that for a period of ONE YEAR from and after the date hereof, the FIRE DEPARTMENT of the first party will answer any and all fire calls of the residents in the following sections of Unorganized Townships and will respond to such calls with suitable firefighting apparatus manned by at least three members of the Palisade Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said service, second party agrees to pay as following: 50-26 \$1631.83; 51-25 \$296.38; 49-27 \$5295.18; 50-27 \$348.62; 50-25 \$1630.68 = \$9202.69. The amount of \$9202.69 is due and payable by July 1st, 2022.

It is understood and agreed however, that at times weather and road conditions through the various seasons of the year can and no doubt will interfere in the rendering of such service, in which event, failure to furnish the service herein agreed upon, shall not be taken to be a breach of this agreement.

It is further agreed that this contract shall continue to be in effect for a period of not more than ten years with the privilege of cancelling by either party with a written notice within 30 days. Late fees of 1.5% of total agreement will be assessed monthly after due date of July 1st.

CONTRACT DATE: JANUARY 1, 2023 to DECEMBER 31, 2023.

IN WITNESS, WHEREOF, the respective parties have caused this instrument to be executed by respective officers thereof and the respective seals of the parties to be affixed thereto.

CITY OF PALISADE, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN. IN PRESENCE OF:

UNORGANIZED TOWNSHIPS, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Minnewawa Sportsmen's Club Consumption & Display Permit

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Renewal of Consumption and Display Permit - Minnewawa Sportsmen's Club		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to approve Renewal of Consumption and Display (Set-Up) Permit - Minnewawa Sportsmen's Club, Inc., d/b/a Minnewawa Sportsmen's Club - Shamrock Township. (Renewal date of April 1, 2022)		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 2-8-22

Title of Item: Approve MnDOT Agreement No. 1045991

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

Submitted by: John Welle	Department: Highway Department
------------------------------------	--

Presenter (Name and Title): NA	Estimated Time Needed: NA
--	-------------------------------------

Summary of Issue:
Construction Contract 20222 for SAP 001-618-005 -replacement of Bridge No. 01505 on County Highway 18 over the Willow River - was awarded at the November 9, 2021 Board Meeting.

A Local Bridge Replacement Program (LBRP) grant was awarded for this project. Attached is MnDOT Agreement No. 1045991 which is needed to receive this grant. The amount of the LBRP grant is \$420,588.05, which represents 50% of the eligible bridge replacement costs for this project. The remaining \$550,402.55 cost of this project will be paid using county state-aid construction funds budgeted through the Capital Infrastructure Budget.

The County Attorney has reviewed this agreement and found it to be appropriate as to form.

Attached is a resolution authorizing the county engineer to execute this agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve attached 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:

By Commissioner: xx

20220208-xxx

**For Agreement to State Transportation Fund
Local Bridge Replacement Program, Account 347
SAP 001-618-005
Grant Terms and Conditions**

WHEREAS, the County of Aitkin has applied to the Commissioner of Transportation for a Grant from the Minnesota State Transportation Fund for construction of SAP 001-618-005, and

WHEREAS, the Commissioner of Transportation has given notice that funding for this local bridge replacement project is available, and

WHEREAS, the amount of the Grant has been determined to be \$420,588.05.

NOW, THEREFORE BE IT RESOLVED, that the County of Aitkin does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required.

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

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator

**LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP)
 GRANT AGREEMENT**

This Agreement between the Minnesota Department of Transportation (“MnDOT”) and the Grantee named below is made pursuant to Minnesota Statutes Section 174.50 and pursuant to Minn. Laws 2020, 5th Special Session, Chapter 3- H.F. 1. The provisions in that section and the Exhibits attached hereto and incorporated by reference constitute this Agreement and the persons signing below agree to fully comply with all of the requirements of this Agreement. This Agreement will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.

1. Public Entity (Grantee) name, address and contact person:

 Aitkin County Highway Department
 1211 Air Park Drive
 Aitkin, MN 56431
 Contact: John Welle – 218-927-7469

2. Project(s):

Name of Project & Project Number (See Exhibit C for location)	Amount of LBRP Funds	Amount of Required Matching Funds	Completion Date
SAP 001-618-005	\$420,588.05	\$550,402.55	December 31, 2024

3. Total Amount of LBRP Grant for all projects under this Agreement: \$ 420,588.05

4. The following Exhibits for each project are attached and incorporated by reference as part of this Agreement:

- Exhibit A Completed Sources and Uses of Funds Schedule
- Exhibit B Project Schedule
- Exhibit C Bond Financed Property Certification
- Exhibit D Grant Application
- Exhibit E Grantee Resolution Approving Grant Agreement
- Exhibit F General Terms and Conditions

PUBLIC ENTITY (GRANTEE)

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION
Approval and Certifying Encumbrance

By: _____

Title: State Aid Programs Engineer

Date: _____

Office of Financial Management, Grant Unit

By: _____
Agency Grant Supervisor

Date: _____

OFFICE OF CONTRACT MANAGEMENT

By: _____
Contract Administrator

Date: _____

EXHIBIT A

SOURCES AND USES OF FUNDS SCHEDULE

SOURCES OF FUNDS		USES OF FUNDS	
Entity Supplying Funds	Amount	Expenses	Amount
State Funds:		Items Paid for with LBRP	
LBRP Grant	\$420,588.05	Grant Funds:	
		Bridge Construction	\$420,588.05
Other:			\$
	\$		\$
	\$		\$
	\$		\$
Subtotal	\$420,588.05	Subtotal	\$420,588.05
Public Entity Funds:		Items paid for with Non-	
Matching Funds	\$550,402.55	LBRP Grant Funds:	
CSAH		Bridge Construction	\$ 420,588.05
Other:		Approach Grading	\$ 50,122.50
	\$	Approach Surfacing	\$ 21,692.00
	\$	Bridge Removal	\$ 58,000.00
	\$		
Subtotal	\$550,402.55	Subtotal	\$550,402.55
TOTAL FUNDS	\$970,990.60	TOTAL PROJECT COSTS	\$970,990.60

EXHIBIT B

PROJECT SCHEDULE

(Provide for enough time in the schedule to final the project through the MnDOT state aid pay request process.)

Award Date: November 9, 2021
Construction Start Date: July 1, 2022
Construction Substantial Complete Date: September 30, 2022
Contract Final Completion Date: December 31, 2024

EXHIBIT C

BOND FINANCED PROPERTY CERTIFICATION

State of Minnesota
General Obligation Bond Financed Property

The undersigned states that it has a fee simple, leasehold and/or easement interest in the real property located in the County(ies) of Aitkin, State of Minnesota that is generally described or illustrated graphically in **Attachment 1** attached hereto and all improvements thereon (the "Restricted Property") and acknowledges that the Restricted Property is or may become State bond-financed property. To the extent that the Restricted Property is or becomes State bond-financed property, the undersigned acknowledges that:

- A. The Restricted Property is State bond-financed property under Minn. Stat. Sec. 16A.695, is subject to the requirements imposed by that statute, and cannot be sold, mortgaged, encumbered or otherwise disposed of without the approval of the Commissioner of Minnesota Management and Budget; and
- B. The Restricted Property is subject to the provisions of the Local Bridge Replacement Program Grant Agreement between the Minnesota Department of Transportation and the undersigned dated _____, 20__; and
- C. The Restricted Property shall continue to be deemed State bond-financed property for 37.5 years or until the Restricted Property is sold with the written approval of the Commissioner of Minnesota Management and Budget.

Date: _____, 20__

[name of Public Entity grantee], a political
subdivision of the State of Minnesota

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Attachment 1 to Exhibit C

GENERAL DESCRIPTION OF RESTRICTED PROPERTY

Located on Aitkin County State-Aid Highway No. 18 from the junction of Aitkin County State-Aid Highway No. 5 located at approximately the NW corner of Sec. 14, T50N, R25W and the junction of Aitkin County State-Aid Highway No. 10 located at approximately 330 feet south and 780 feet west of the NE corner of Sec. 15, T50N, R24W.

EXHIBIT D

GRANT APPLICATION

Attach the grant application for the project



APPLICATION FOR BRIDGE FUNDS

State of Minnesota - Department of Transportation
State Aid for Local Transportation

Identification

Project Number	SAP 001-618-005	Old Bridge Number	01505
New Bridge No.	01535	Over	Willow River
County of	Aitkin	Road or Street No.	CSAH 18
Township of	Libby	Road or Street Name	560th Street
Municipality of		Proposed Const Year	2022
Does the municipality have a population of 5,000 or less? <input type="checkbox"/> Yes <input type="checkbox"/> No			

Eligibility

Bridge Sufficiency Rating 68.4 Is this bridge hydraulically deficient? Yes No

Adequacy Status from Structure Inventory Structurally Deficient Functionally Obsolete Adequate

Date of Council/Board action prioritizing this bridge Nov. 26, 2019

Is this a road-in-lieu of bridge project? Yes No

Prioritization

How many people are affected by this deficiency? _____ What is the ADT on this bridge? 25

Describe the economic importance of replacing this bridge.

This route is a minor collector, is a primary route between the Great River Road north of Palisade and US Highway 169 south of Hill City, and serves as an access to the Mississippi River from the US Highway 169 corridor. The route is used by the public to access both private and public lands, buses, the logging industry and other types of trucking.

Is the road designated or planned to be designated as a Minimum Maintenance road? Yes No
(Attach additional sheets for explanation if necessary)

Is the township net tax capacity less than \$300,000? Yes No

Is the bridge listed on the National Register of Historic Places or been determined to be eligible? Yes No

National Register of Historic Places link here: <http://www.nps.gov/history/nr/research/>

Cost Estimate

	Eligible Amount	Ineligible Amount
Structure Costs	\$ 773,762.50	\$
Approach Costs	\$	\$ 101,165.00
Engineering Costs	\$	\$
Total Costs	\$ 773,762.50	\$ 101,165.00
Total Project Cost	\$ 874,927.50	

John Wells
County/City Engineer

2-14-20
Date

DSAE

DISTRICT STATE AID ENGINEER RECOMMENDATION

Replace Defer

[Signature] District State Aid Engineer Signature 3/16/20 Date

Approval

STATE AID USE ONLY

Federal-Aid	\$
State-Aid	\$
Local/Other	\$
Town Bridge	\$
Unallocated Town Bridge	\$
State Bridge Funds	\$
Total	\$

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

ADOPTED November 26, 2019

By Commissioner: Westerlund

20191126-097

Bridge Priority

WHEREAS, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

WHEREAS, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority and Aitkin County intends to replace, rehabilitate, or remove these bridges as soon as possible when funds are available,

Existing Bridge Number	Road Number	Section/ Township/ Range	Project Cost	State-Aid Funds	Town Bridge Funds	Local Funds	Local Bridge Replacement Program Funds	Program Year
NA	CSAH 5	23-48N-25W	\$170,000	\$100,000			\$70,000	2020
01503	CSAH 14	19-50N-22W	\$284,000	\$184,000			\$100,000	2020
L2357	490 th Lane Waukenabo Twp	15-49N-26W	\$160,000		\$150,000	\$10,000		2020
NA	420 th Avenue Farm Island Twp	26-46N-27W	\$105,000		\$95,000	\$10,000		2021
1507	CSAH 12	16-46N-26W	\$600,000	\$365,000			\$235,000	2021
88100	CSAH 11	6-45N-27W	\$150,000	\$75,000			\$75,000	2022
01505	CSAH 18	7-50N-24W	\$975,000	\$565,000			\$410,000	2022
01510	CR 62	13-48N-24W	\$650,000			\$150,000	\$500,000	2022
01508	CSAH 5	14-47N-25W	\$735,000	\$415,000			\$320,000	2023
7375	CR 54	17-47N-26W	\$450,000			\$100,000	\$350,000	2023

FURTHERMORE, Aitkin County does hereby request authorization to replace, rehabilitate, or remove such bridges; and

FURTHERMORE, Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

MINNESOTA STRUCTURE INVENTORY REPORT

Bridge ID: 01505

CSAH 18 over WILLOW RIVER

Date: 02/14/2020

+ GENERAL +	+ ROADWAY ON BRIDGE +	+ INSPECTION +
Agency Br. No. Crew	Road Name CSAH 18 (560TH ST)	Deficient Status S.D.
District 3 Maint. Area	Functional Class. RUR/MINOR COLL	Sufficiency Rating 68.4
County 01 - AITKIN	ADT (YEAR) 25 (2016)	Last Routine Insp Date 10-30-2019
City	HCADT	Routine Insp Frequency 12
Township LIBBY	National Highway System N	Inspector Name AITKIN COUNTY
Desc. Loc. 3.3 MI W OF JCT CSAH 10	Route Sys/Nbr CSAH 18	Status P-LOAD POSTED
Sect., Twp., Range 07 - 050N - 24W	Ref. Point (TIS) 008+00.720	
Latitude 46d 49m 35.43s	Detour Length 25 mi.	+ NBI CONDITION RATINGS +
Longitude 93d 25m 56.74s	Lanes 2 Lanes ON Bridge	Deck 4
Custodian COUNTY	Control Section (TH Only)	Superstructure 4
Owner COUNTY	Function MAINLINE	Substructure 5
Insp Responsibility AITKIN COUNTY	Type 2 WAY TRAF	Channel 6
Year Built 1967	Bridge Match ID 1	Culvert N
Date Opened to Traffic 01-01-1901	Roadway Key 1-ON	
MN Year Remodeled		+ NBI APPRAISAL RATINGS +
FHWA Year Reconstructed	+ RDWY DIMENSIONS ON BRIDGE +	Structure Evaluation 4
Bridge Plan Location COUNTY	If Divided NB-EB SB-WB	Deck Geometry 7
Potential ABC N.A.	Roadway Width 29.5 ft	Underclearances N
	Vertical Clearance	Waterway Adequacy 6
+ STRUCTURE +	Max. Vert. Clear.	Approach Alignment 8
Service On HIGHWAY	Horizontal Clear.	+ SAFETY FEATURES +
Service Under STREAM	Appr. Surface Width 26.2 ft	Bridge Railing 0-SUBSTANDARD
Main Span Type TIMB SLAB SPAN	Bridge Roadway Width 29.5 ft	GR Transition N-NOT REQUIRED
Main Span Detail	Median Width on Bridge NA	Appr. Guardrail N-NOT REQUIRED
Appr. Span Type		GR Termini N-NOT REQUIRED
Appr. Span Detail	+ MISC. BRIDGE DATA +	+ SPECIAL INSPECTIONS +
Skew	Structure Flared NO	Frac. Critical N
Culvert Type	Parallel Structure NONE	Underwater Y 60 mo 06/2016
Barrel Length	Field Conn. ID UNKN	Pinned Asbly. N
Number of Spans	Cantilever ID UNKN	
MAIN: 6 APPR: 0 TOTAL: 6	Foundations	+ WATERWAY +
Main Span Length 26.2 ft	Abut. TIMBER - PILE BENT	Drainage Area
Structure Length 144.4 ft	Pier TIMBER - PILE BENT	Waterway Opening 1905 sq ft
Deck Width 32.8 ft	Historic Status NOT ELIGIBLE	Navigation Control NO PRMT REQD
Deck Material TIMBER	On - Off System OFF	Pier Protection
Wear Surf Type BITUMINOUS		Nav. Vert./Horz. Clr.
Wear Surf Install Year	+ PAINT +	Nav. Vert. Lift Bridge Clear.
Wear Course/Fill Depth 0.33 ft	Year Painted	MN Scour Code R-CRIT;MONITOR
Deck Membrane NONE	Painted Area	Scour Evaluation Year 2014
Deck Rebars N/A	Primer Type UNKN	+ CAPACITY RATINGS +
Deck Rebars Install Year	Finish Type UNKN	Design Load H 20
Structure Area 4,637 sq ft	+ BRIDGE SIGNS +	Operating Rating HS 26.00
Roadway Area 4,316 sq ft	Posted Load SHV	Inventory Rating HS 18.10
Sidewalk Width - L/R	Traffic NOT REQUIRED	Posting VEH: 32 SEMI: DBL:
Curb Height - L/R	Horizontal OBJECT MARKERS	Rating Date 02-22-2011
Rail Codes - L/R 37 37	Vertical NOT APPLICABLE	Overweight Permit Codes
		A: N B: N C: N

EXHIBIT E

GRANTEE RESOLUTION APPROVING GRANT AGREEMENT

**For Agreement to State Transportation Fund
Local Bridge Replacement Program, Account 347
SAP 001-618-005
Grant Terms and Conditions**

WHEREAS, The County of Aitkin has applied to the Commissioner of Transportation for a Grant from the Minnesota State Transportation Fund for construction of SAP 001-618-005.

WHEREAS, the Commissioner of Transportation has given notice that funding for this local bridge replacement program is available; and

WHEREAS, The amount of the Grant has been determined to be \$420,588.05.

NOW, THEREFORE BE IT RESOLVED, That the County of Aitkin does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the road project, but not required

NOW, THEREFORE BE IT RESOLVED, That the Aitkin County Engineer is authorized to execute the Agreement and any amendments to the Agreement.

EXHIBIT F

GENERAL TERMS AND CONDITIONS FOR LOCAL BRIDGE REPLACEMENT PROGRAM (LBRP) GRANTS

Article I DEFINITIONS

Section 1.01 **Defined Terms.** The following terms shall have the meanings set out respectively after each such term (the meanings to be equally applicable to both the singular and plural forms of the terms defined) unless the context specifically indicates otherwise:

“Advance(s)” - means an advance made or to be made by MnDOT to the Public Entity and disbursed in accordance with the provisions contained in Article VI hereof.

“Agreement” - means the Local Bridge Replacement Program Grant Agreement between the Public Entity and the Minnesota Department of Transportation to which this Exhibit is attached.

“Certification” - means the certification, in the form attached as **Exhibit C**, in which the Public Entity acknowledges that its interest in the Real Property is bond financed property within the meaning of Minn. Stat. Sec. 16A.695 and is subject to certain restrictions imposed thereby.

“Code” - means the Internal Revenue Code of 1986, as amended, and all treasury regulations, revenue procedures and revenue rulings issued pursuant thereto.

“Commissioner” - means the Commissioner of Minnesota Management & Budget.

“Commissioner’s Order” - means the “Fourth Order Amending Order of the Commissioner of Minnesota Management & Budget Relating to Use and Sale of State Bond Financed Property” dated July 30, 2012, as it may be amended or supplemented.

“Completion Date” - means the projected date for completion of the Project as indicated in the Agreement.

“Construction Contract Documents” - means the document or documents, in form and substance acceptable to MnDOT, including but not limited to any construction plans and specifications and any exhibits, amendments, change orders, modifications thereof or supplements thereto, which collectively form the contract between the Public Entity and the Contractor(s) for the completion of the Construction Items on or before the Completion Date for either a fixed price or a guaranteed maximum price.

“Construction Items” - means the work to be performed under the Construction Contract Documents.

“Contractor” - means any person engaged to work on or to furnish materials and supplies for the Construction Items including, if applicable, a general contractor.

“Draw Requisition” - means a draw requisition that the Public Entity, or its designee, submits to MnDOT when an Advance is requested, as referred to in Section 4.02.

“G.O. Bonds” - means the state general obligation bonds issued under the authority granted in Article XI, Sec. 5(a) of the Minnesota Constitution, the proceeds of which are used to fund the LBRP Grant, and any bonds issued to refund or replace such bonds.

“Grant Application” - means the grant application that the Public Entity submitted to MnDOT which is attached as **Exhibit D**.

“LBRP Grant” - means a grant from MnDOT to the Public Entity under the LBRP in the amount specified in the Agreement, as such amount may be modified under the provisions hereof.

“LBRP” - means the Local Bridge Replacement Program pursuant to Minn. Stat. Sec. 174.50 and rules relating thereto.

“MnDOT” - means the Minnesota Department of Transportation.

“Outstanding Balance of the LBRP Grant” - means the portion of the LBRP Grant that has been disbursed to the Public Entity minus any amounts returned to the Commissioner.

“Project” - means the Project identified in the Agreement to be totally or partially funded with a LBRP grant.

“Public Entity” - means the grantee of the LBRP Grant and identified as the Public Entity in the Agreement.

“Real Property” - means the real property identified in the Agreement on which the Project is located.

Article II GRANT

Section 2.01 Grant of Monies. MnDOT shall make the LBRP Grant to the Public Entity, and disburse the proceeds in accordance with the terms and conditions herein.

Section 2.02 Public Ownership, The Public Entity acknowledges and agrees that the LBRP Grant is being funded with the proceeds of G.O. Bonds, and as a result all of the Real Property must be owned by one or more public entities. The Public Entity represents and warrants to MnDOT that it has one or more of the following ownership interests in the Real Property: (i) fee simple ownership, (ii) an easement that is for a term that extends beyond the date that is 37.5 years from the Agreement effective date, or such shorter term as authorized by statute, and which cannot be modified or terminated early without the prior written consent of MnDOT and the Commissioner; and/or (iii) a prescriptive easement for a term that extends beyond the date that is 37.5 years from the Agreement effective date.

Section 2.03 Use of Grant Proceeds. The Public Entity shall use the LBRP Grant solely to reimburse itself for expenditures it has already made, or will make, to pay the costs of one or more of the following activities: (i) constructing or reconstructing a bridge, (ii) abandoning an existing bridge that is deficient and in need of replacement, but where no replacement will be made, or (iii) constructing a road to facilitate the abandonment or removal of an existing bridge determined to be deficient. The Public Entity shall not use the LBRP Grant for any other purpose, including but not limited to, any work to be done on a state trunk highway or within a trunk highway easement. .

Section 2.04 Operation of the Real Property. The Real Property must be used by the Public Entity in conjunction with or for the operation of a county highway, county state-aid highway, town road, or city

street and for other uses customarily associated therewith, such as trails and utility corridors, and for no other purposes or uses. The Public Entity shall have no intention on the effective date of the Agreement to use the Real Property as a trunk highway or any part of a trunk highway. The Public Entity must annually determine that the Real Property is being used for the purposes specified in this Section and, upon written request by either MnDOT or the Commissioner, shall supply a notarized statement to that effect.

Section 2.05 Sale or Lease of Real Property. The Public Entity shall not (i) sell or transfer any part of its ownership interest in the Real Property, or (ii) lease out or enter into any contract that would allow another entity to use or operate the Real Property without the written consent of both MnDOT and the Commissioner. The sale or transfer of any part of the Public Entity's ownership interest in the Real Property, or any lease or contract that would allow another entity to use or operate the Real Property, must comply with the requirements imposed by Minn. Stat. Sec. 16A.695 and the Commissioner's Order regarding such sale or lease.

Section 2.06 Public Entity's Representations and Warranties. The Public Entity represents and warrants to MnDOT that:

- A. It has legal authority to execute, deliver and perform the Agreement and all documents referred to therein, and it has taken all actions necessary to its execution and delivery of such documents.
- B. It has the ability and a plan to fund the operation of the Real Property for the purposes specified in Section 2.04, and will include in its annual budget all funds necessary for the operation of the Real Property for such purposes.
- C. The Agreement and all other documents referred to therein are the legal, valid and binding obligations of the Public Entity enforceable against the Public Entity in accordance with their respective terms.
- D. It will comply with all of the provisions of Minn. Stat. Sec. 16A.695, the Commissioner's Order and the LBRP. It has legal authority to use the G.O. Grant for the purpose or purposes described in this Agreement.
- E. All of the information it has submitted or will submit to MnDOT or the Commissioner relating to the LBRP Grant or the disbursement of the LBRP Grant is and will be true and correct.
- F. It is not in violation of any provisions of its charter or of the laws of the State of Minnesota, and there are no actions or proceedings pending, or to its knowledge threatened, before any judicial body or governmental authority against or affecting it relating to the Real Property, or its ownership interest therein, and it is not in default with respect to any order, writ, injunction, decree, or demand of any court or any governmental authority which would impair its ability to enter into the Agreement or any document referred to herein, or to perform any of the acts required of it in such documents.
- G. Neither the execution and delivery of the Agreement or any document referred to herein nor compliance with any of the provisions or requirements of any of such documents is prevented by, is a breach of, or will result in a breach of, any provision of any agreement or document to which it is now a party or by which it is bound.
- H. The contemplated use of the Real Property will not violate any applicable zoning or use statute, ordinance, building code, rule or regulation, or any covenant or agreement of record relating thereto.

- I. The Project will be completed and the Real Property will be operated in full compliance with all applicable laws, rules, ordinances, and regulations of any federal, state, or local political subdivision having jurisdiction over the Project and the Real Property.
- J. All applicable licenses, permits and bonds required for the performance and completion of the Project and for the operation of the Real Property as specified in Section 2.04 have been, or will be, obtained.
- K. It reasonably expects to possess its ownership interest in the Real Property described in Section 2.02 for at least 37.5 years, and it does not expect to sell such ownership interest.
- L. It does not expect to lease out or enter into any contract that would allow another entity to use or operate the Real Property.
- M. It will supply whatever funds are needed in addition to the LBRP Grant to complete and fully pay for the Project.
- N. The Construction Items will be completed substantially in accordance with the Construction Contract Documents by the Completion Date and all such items will be situated entirely on the Real Property.
- O. It will require the Contractor or Contractors to comply with all rules, regulations, ordinances, and laws bearing on its performance under the Construction Contract Documents.
- P. It shall furnish such satisfactory evidence regarding the representations and warranties described herein as may be required and requested by either MnDOT or the Commissioner.
- Q. It has made no material false statement or misstatement of fact in connection with its receipt of the G.O. Grant, and all the information it has submitted or will submit to the State Entity or Commissioner of MMB relating to the G.O. Grant or the disbursement of any of the G.O. Grant is and will be true and correct.

Section 2.07 **Event(s) of Default.** The following events shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement upon either MnDOT or the Commissioner giving the Public Entity 30 days' written notice of such event and the Public Entity's failure to cure such event during such 30-day time period for those Events of Default that can be cured within 30 days or within whatever time period is needed to cure those Events of Default that cannot be cured within 30 days as long as the Public Entity is using its best efforts to cure and is making reasonable progress in curing such Events of Default; however, in no event shall the time period to cure any Event of Default exceed six (6) months unless otherwise consented to, in writing, by MnDOT and the Commissioner.

- A. If any representation, covenant, or warranty made by the Public Entity herein or in any other document furnished pursuant to the Agreement, or to induce MnDOT to disburse the LBRP Grant, shall prove to have been untrue or incorrect in any material respect or materially misleading as of the time such representation, covenant, or warranty was made.
- B. If the Public Entity fails to fully comply with any provision, covenant, or warranty contained herein.

- C. If the Public Entity fails to fully comply with any provision, covenant or warranty contained in Minn. Stat. Sec. 16A.695, the Commissioner's Order, or Minn. Stat. Sec. 174.52 and all rules related thereto.
- D. If the Public Entity fails to use the proceeds of the LBRP Grant for the purposes set forth in Section 2.03, the Grant Application, and in accordance with the LBRP.
- E. If the Public Entity fails to operate the Real Property for the purposes specified in Section 2.04.
- F. If the Public Entity fails to complete the Project by the Completion Date.
- G. If the Public Entity sells or transfers any portion of its ownership interest in the Real Property without first obtaining the written consent of both MnDOT and the Commissioner.
- H. If the Public Entity fails to provide any additional funds needed to fully pay for the Project.
- I. If the Public Entity fails to supply the funds needed to operate the Real Property in the manner specified in Section 2.04.

Notwithstanding the foregoing, any of the above events that cannot be cured shall, unless waived in writing by MnDOT and the Commissioner, constitute an Event of Default under the Agreement immediately upon either MnDOT or the Commissioner giving the Public Entity written notice of such event.

Section 2.08 Remedies. Upon the occurrence of an Event of Default and at any time thereafter until such Event of Default is cured to the satisfaction of MnDOT, MnDOT or the Commissioner may enforce any or all of the following remedies.

- A. MnDOT may refrain from disbursing the LBRP Grant; provided, however, MnDOT may make such disbursements after the occurrence of an Event of Default without waiving its rights and remedies hereunder.
- B. If the Event of Default involves a sale of the Public Entity's interest in the Real Property in violation of Minn. Stat. Sec. 16A.695 or the Commissioner's Order, the Commissioner, as a third party beneficiary of the Agreement, may require that the Public Entity pay the amounts that would have been paid if there had been compliance with such provisions. For other Events of Default, the Commissioner may require that the Outstanding Balance of the LBRP Grant be returned to it.
- C. Either MnDOT or the Commissioner, as a third party beneficiary of the Agreement, may enforce any additional remedies it may have in law or equity.

The rights and remedies specified herein are cumulative and not exclusive of any rights or remedies that MnDOT or the Commissioner would otherwise possess.

If the Public Entity does not repay the amounts required to be paid under this Section or under any other provision contained herein within 30 days of demand by the Commissioner, or any amount ordered by a court of competent jurisdiction within 30 days of entry of judgment against the Public Entity and in favor of MnDOT and/or the Commissioner, then such amount may, unless precluded by law, be offset against any aids or other monies that the Public Entity is entitled to receive from the State of Minnesota.

Section 2.09 Notification of Event of Default. The Public Entity shall furnish to MnDOT and the Commissioner, as soon as possible and in any event within seven (7) days after it has obtained knowledge of the occurrence of each Event of Default, a statement setting forth details of each Event of Default and the action which the Public Entity proposes to take with respect thereto.

Section 2.10 Effect of Event of Default. The Agreement shall survive Events of Default and remain in full force and effect, even upon full disbursement of the LBRP Grant, and shall only be terminated under the circumstances set forth in Section 2.11.

Section 2.11 Termination of Agreement and Modification of LBRP Grant.

A. If the Project is not started within five (5) years after the effective date of the Agreement or the LBRP Grant has not been disbursed within four (4) years after the date the Project was started, MnDOT's obligation to fund the LBRP Grant shall terminate. In such event, (i) if none of the LBRP Grant has been disbursed by such date, MnDOT shall have no obligation to fund the LBRP Grant and the Agreement will terminate, and (ii) if some but not all of the LBRP Grant has been disbursed by such date, MnDOT shall have no further obligation to provide any additional funding for the LBRP Grant and the Agreement shall remain in force but shall be modified to reflect the amount of the LBRP Grant that was actually disbursed and the Public Entity is still obligated to complete the Project by the Completion Date.

B. The Agreement shall terminate upon the Public Entity's sale of its interest in the Real Property and transmittal of the required portion of the proceeds of the sale to the Commissioner in compliance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order, or upon the termination of the Public Entity's ownership interest in the Real Property if such ownership interest is an easement.

Section 2.12 Excess Funds. If the full amount of the G.O. Grant and any matching funds referred to in Section 5.13 are not needed to complete the Project, then, unless language in the G.O. Bonding Legislation indicates otherwise, the G.O. Grant shall be reduced by the amount not needed.

Article III
COMPLIANCE WITH MINNESOTA STATUTE, SEC. 16A.695
AND THE COMMISSIONER'S ORDER

Section 3.01 State Bond Financed Property. The Public Entity acknowledges that its interest in the Real Property is, or when acquired by it will be, "state bond financed property", as such term is used in Minn. Stat. Sec. 16A.695 and the Commissioner's Order and, therefore, the provisions contained in such statute and order apply, or will apply, to its interest in the Real Property, even if the LBRP Grant will only pay for a portion of the Project.

Section 3.02 Preservation of Tax Exempt Status. In order to preserve the tax-exempt status of the G.O. Bonds, the Public Entity agrees as follows:

- A. It will not use the Real Property or use or invest the LBRP Grant or any other sums treated as "bond proceeds" under Section 148 of the Code (including "investment proceeds," "invested sinking funds" and "replacement proceeds") in such a manner as to cause the G.O. Bonds to be classified as "arbitrage bonds" under Code Section 148.
- B. It will deposit and hold the LBRP Grant in a segregated non-interest-bearing account until such funds are used for payments for the Project.

- C. It will, upon written request, provide the Commissioner all information required to satisfy the informational requirements set forth in the Code, including Sections 103 and 148, with respect to the G.O. Bonds.
- D. It will, upon the occurrence of any act or omission by the Public Entity that could cause the interest on the G.O. Bonds to no longer be tax exempt and upon direction from the Commissioner, take such actions and furnish such documents as the Commissioner determines to be necessary to ensure that the interest to be paid on the G.O. Bonds is exempt from federal taxation, which such action may include: (i) compliance with proceedings intended to classify the G.O. Bonds as a “qualified bond” within the meaning of Code Section 141(e), or (ii) changing the nature of the use of the Real Property so that none of the net proceeds of the G.O. Bonds will be deemed to be used, directly or indirectly, in an “unrelated trade or business” or for any “private business use” within the meaning of Code Sections 141(b) and 145(a).
- E. It will not otherwise use any of the LBRP Grant or take, permit or cause to be taken, or omit to take, any action that would adversely affect the exemption from federal income taxation of the interest on the G.O. Bonds, and if it should take, permit or cause to be taken, or omit to take, as appropriate, any such action, it shall take all lawful actions necessary to correct such actions or omissions promptly upon obtaining knowledge thereof.

Section 3.03 Changes to G.O. Compliance Legislation or the Commissioner’s Order. If Minn. Stat. Sec. 16A.695 or the Commissioner’s Order is amended in a manner that reduces any requirement imposed against the Public Entity, or if the Public Entity’s interest in the Real Property becomes exempted from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order, then upon written request by the Public Entity, MnDOT shall execute an amendment to the Agreement to implement such amendment or exempt the Public Entity’s interest in the Real Property from Minn. Stat. Sec. 16A.695 and the Commissioner’s Order.

Article IV DISBURSEMENT OF GRANT PROCEEDS

Section 4.01 The Advances. MnDOT agrees, on the terms and subject to the conditions set forth herein, to make Advances of the LBRP Grant to the Public Entity from time to time in an aggregate total amount not to exceed the amount of the LBRP Grant. If the amount of LBRP Grant that MnDOT cumulatively disburses hereunder to the Public Entity is less than the amount of the LBRP Grant delineated in Section 1.01, then MnDOT and the Public Entity shall enter into and execute whatever documents MnDOT may request in order to amend or modify this Agreement to reduce the amount of the LBRP Grant to the amount actually disbursed. Provided, however, in accordance with the provisions contained in Section 2.11, MnDOT’s obligation to make Advances shall terminate as of the dates specified in Section 2.11 even if the entire LBRP Grant has not been disbursed by such dates.

Advances shall only be for expenses that (i) are for those items of a capital nature delineated in Source and Use of Funds that is attached as **Exhibit A**, (ii) accrued no earlier than the effective date of the legislation that appropriated the funds that are used to fund the LBRP Grant, or (iii) have otherwise been consented to, in writing, by the Commissioner.

It is the intent of the parties hereto that the rate of disbursement of the Advances shall not exceed the rate of completion of the Project or the rate of disbursement of the matching funds required, if any, under Section 5.13. Therefore, the cumulative amount of all Advances disbursed by the State Entity at any point in time shall not exceed the portion of the Project that has been completed and the percentage of the matching funds required, if any, under Section 5.13 that have been disbursed as of such point in time. This requirement is

expressed by way of the following two formulas:

Formula #1:

Cumulative Advances \leq (Program Grant) \times (percentage of matching funds, if any, required under Section 5.13 that have been disbursed)

Formula #2:

Cumulative Advances \leq (Program Grant) \times (percentage of Project completed)

Section 4.02 **Draw Requisitions.** Whenever the Public Entity desires a disbursement of a portion of the LBRP Grant the Public Entity shall submit to MnDOT a Draw Requisition duly executed on behalf of the Public Entity or its designee. Each Draw Requisition with respect to construction items shall be limited to amounts equal to: (i) the total value of the classes of the work by percentage of completion as approved by the Public Entity and MnDOT, plus (ii) the value of materials and equipment not incorporated in the Project but delivered and suitably stored on or off the Real Property in a manner acceptable to MnDOT, less (iii) any applicable retainage, and less (iv) all prior Advances.

Notwithstanding anything herein to the contrary, no Advances for materials stored on or off the Real Property will be made by MnDOT unless the Public Entity shall advise MnDOT, in writing, of its intention to so store materials prior to their delivery and MnDOT has not objected thereto.

At the time of submission of each Draw Requisition, other than the final Draw Requisition, the Public Entity shall submit to MnDOT such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the relevant Draw Requisition or to substantiate all payments then made with respect to the Project.

The final Draw Requisition shall not be submitted before completion of the Project, including any correction of material defects in workmanship or materials (other than the completion of punch list items). At the time of submission of the final Draw Requisition the Public Entity shall submit to MnDOT: (I) such supporting evidence as may be requested by MnDOT to substantiate all payments which are to be made out of the final Draw Requisition or to substantiate all payments then made with respect to the Project, and (ii) satisfactory evidence that all work requiring inspection by municipal or other governmental authorities having jurisdiction has been duly inspected and approved by such authorities and that all requisite certificates and other approvals have been issued.

If on the date an Advance is desired the Public Entity has complied with all requirements of this Agreement and MnDOT approves the relevant Draw Requisition, then MnDOT shall disburse the amount of the requested Advance to the Public Entity.

Section 4.03 **Additional Funds.** If MnDOT shall at any time in good faith determine that the sum of the undisbursed amount of the LBRP Grant plus the amount of all other funds committed to the Project is less than the amount required to pay all costs and expenses of any kind which reasonably may be anticipated in connection with the Project, then MnDOT may send written notice thereof to the Public Entity specifying the amount which must be supplied in order to provide sufficient funds to complete the Project. The Public Entity agrees that it will, within 10 calendar days of receipt of any such notice, supply or have some other entity supply the amount of funds specified in MnDOT's notice.

Section 4.04 **Condition Precedent to Any Advance.** The obligation of MnDOT to make any Advance hereunder (including the initial Advance) shall be subject to the following conditions precedent:

- A. MnDOT shall have received a Draw Requisition for such Advance specifying the amount of funds being requested, which such amount when added to all prior requests for an Advance shall not exceed the amount of the LBRP Grant set forth in Section 1.01.
- B. No Event of Default under this Agreement or event which would constitute an Event of Default but for the requirement that notice be given or that a period of grace or time elapse shall have occurred and be continuing.
- C. No determination shall have been made by MnDOT that the amount of funds committed to the Project is less than the amount required to pay all costs and expenses of any kind that may reasonably be anticipated in connection with the Project, or if such a determination has been made and notice thereof sent to the Public Entity under Section 4.03, then the Public Entity has supplied, or has caused some other entity to supply, the necessary funds in accordance with such section or has provided evidence acceptable to MnDOT that sufficient funds are available.
- D. The State Entity shall have received evidence, in form and substance acceptable to the State Entity, that the Public Entity has sufficient funds to fully and completely pay for the Project and all other expenses that may occur in conjunction therewith.
- E. The Public Entity has supplied to the State Entity all other items that the State Entity may reasonably require

Section 4.05 Processing and Disbursement of Advances. The Public Entity acknowledges and agrees as follows:

- A. Advances are not made prior to completion of work performed on the Project.
- B. All Advances are processed on a reimbursement basis.
- C. The Public Entity must first document expenditures to obtain an Advance.
- D. Reimbursement requests are made on a partial payment basis or when the Project is completed.
- E. All payments are made following the “Delegated Contract Process or State Aid Payment Request” as requested and approved by the appropriate district state aid engineer.

Section 4.06 Construction Inspections. The Public Entity shall be responsible for making its own inspections and observations regarding the completion of the Project, and shall determine to its own satisfaction that all work done or materials supplied have been properly done or supplied in accordance with all contracts that the Public Entity has entered into regarding the completion of the Project.

Article V MISCELLANEOUS

Section 5.01 Insurance. If the Public Entity elects to maintain general comprehensive liability insurance regarding the Real Property, then the Public Entity shall have MnDOT named as an additional named insured therein.

Section 5.02 Condemnation. If, after the Public Entity has acquired the ownership interest set forth in Section 2.02, all or any portion of the Real Property is condemned to an extent that the Public Entity can no longer comply with Section 2.04, then the Public Entity shall, at its sole option, either: (i) use the

condemnation proceeds to acquire an interest in additional real property needed for the Public Entity to continue to comply with Section 2.04 and to provide whatever additional funds that may be needed for such purposes, or (ii) submit a request to MnDOT and the Commissioner to allow it to sell the remaining portion of its interest in the Real Property. Any condemnation proceeds which are not used to acquire an interest in additional real property shall be applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order as if the Public Entity's interest in the Real Property had been sold. If the Public Entity elects to sell its interest in the portion of the Real Property that remains after the condemnation, such sale must occur within a reasonable time period after the date the condemnation occurred and the cumulative sum of the condemnation and sale proceeds applied in accordance with Minn. Stat. Sec. 16A.695 and the Commissioner's Order.

If MnDOT receives any condemnation proceeds referred to herein, MnDOT agrees to or pay over to the Public Entity all of such condemnation proceeds so that the Public Entity can comply with the requirements of this Section.

Section 5.03 Use, Maintenance, Repair and Alterations. The Public Entity shall not, without the written consent of MnDOT and the Commissioner, (i) permit or allow the use of any of the Real Property for any purpose other than the purposes specified in Section 2.04, (ii) substantially alter any of the Real Property except such alterations as may be required by laws, ordinances or regulations, or such other alterations as may improve the Real Property by increasing its value or which improve its ability to be used for the purposes set forth in Section 2.04, (iii) take any action which would unduly impair or depreciate the value of the Real Property, (iv) abandon the Real Property, or (v) commit or permit any act to be done in or on the Real Property in violation of any law, ordinance or regulation.

If the Public Entity fails to maintain the Real Property in accordance with this Section, MnDOT may perform whatever acts and expend whatever funds necessary to so maintain the Real Property, and the Public Entity irrevocably authorizes MnDOT to enter upon the Real Property to perform such acts as may be necessary to so maintain the Real Property. Any actions taken or funds expended by MnDOT shall be at its sole discretion, and nothing contained herein shall require MnDOT to take any action or incur any expense and MnDOT shall not be responsible, or liable to the Public Entity or any other entity, for any such acts that are performed in good faith and not in a negligent manner. Any funds expended by MnDOT pursuant to this Section shall be due and payable on demand by MnDOT and will bear interest from the date of payment by MnDOT at a rate equal to the lesser of the maximum interest rate allowed by law or 18% per year based upon a 365-day year.

Section 5.04 Recordkeeping and Reporting. The Public Entity shall maintain books and records pertaining to Project costs and expenses needed to comply with the requirements contained herein, Minn. Stat. Sec. 16A.695, the Commissioner's Order, and Minn. Stat. Sec. 174.52 and all rules related thereto, and upon request shall allow MnDOT, its auditors, the Legislative Auditor for the State of Minnesota, or the State Auditor for the State of Minnesota, to inspect, audit, copy, or abstract all of such items. The Public Entity shall use generally accepted accounting principles in the maintenance of such items, and shall retain all of such books and records for a period of six years after the date that the Project is fully completed and placed into operation.

Section 5.05 Inspections by MnDOT. The Public Entity shall allow MnDOT to inspect the Real Property upon reasonable request by MnDOT and without interfering with the normal use of the Real Property.

Section 5.06 Liability. The Public Entity and MnDOT agree that each will be responsible for its own acts and the results thereof to the extent authorized by law, and neither shall be responsible for the acts of the other party and the results thereof. The liability of MnDOT and the Commissioner is governed by the

provisions of Minn. Stat. Sec. 3.736. If the Public Entity is a “municipality” as that term is used in Minn. Stat. Chapter 466, then the liability of the Public Entity is governed by the provisions of Chapter 466. The Public Entity’s liability hereunder shall not be limited to the extent of insurance carried by or provided by the Public Entity, or subject to any exclusion from coverage in any insurance policy.

Section 5.07 Relationship of the Parties. Nothing contained in the Agreement is to be construed as establishing a relationship of co-partners or joint venture among the Public Entity, MnDOT, or the Commissioner, nor shall the Public Entity be considered to be an agent, representative, or employee of MnDOT, the Commissioner, or the State of Minnesota in the performance of the Agreement or the Project.

No employee of the Public Entity or other person engaging in the performance of the Agreement or the Project shall be deemed have any contractual relationship with MnDOT, the Commissioner, or the State of Minnesota and shall not be considered an employee of any of those entities. Any claims that may arise on behalf of said employees or other persons out of employment or alleged employment, including claims under the Workers’ Compensation Act of the State of Minnesota, claims of discrimination against the Public Entity or its officers, agents, contractors, or employees shall in no way be the responsibility of MnDOT, the Commissioner, or the State of Minnesota. Such employees or other persons shall not require nor be entitled to any compensation, rights or benefits of any kind whatsoever from MnDOT, the Commissioner, or the State of Minnesota, including tenure rights, medical and hospital care, sick and vacation leave, disability benefits, severance pay and retirement benefits.

Section 5.08 Notices. In addition to any notice required under applicable law to be given in another manner, any notices required hereunder must be in writing and personally served or sent by prepaid, registered, or certified mail (return receipt requested), to the address of the party specified below or to such different address as may in the future be specified by a party by written notice to the others:

To the Public Entity: At the address indicated on the first page of the Agreement.

To MnDOT at: Minnesota Department of Transportation
Office of State Aid
395 John Ireland Blvd., MS 500
Saint Paul, MN 55155
Attention: Marc Briese, State Aid Programs Engineer

To the Commissioner at: Minnesota Management & Budget
400 Centennial Office Bldg.
658 Cedar St.
St. Paul, MN 55155
Attention: Commissioner

Section 5.09 Assignment or Modification. Neither the Public Entity nor MnDOT may assign any of its rights or obligations under the Agreement without the prior written consent of the other party.

Section 5.10 Waiver. Neither the failure by the Public Entity, MnDOT, or the Commissioner, as a third party beneficiary of the Agreement, in one or more instances to insist upon the complete observance or performance of any provision hereof, nor the failure of the Public Entity, MnDOT, or the Commissioner to exercise any right or remedy conferred hereunder or afforded by law shall be construed as waiving any breach of such provision or the right to exercise such right or remedy thereafter. In addition, no delay by any of the Public Entity, MnDOT, or the Commissioner in exercising any right or remedy hereunder shall operate as a waiver thereof, nor shall any single or partial exercise of any right or remedy preclude other or further exercise thereof or the exercise of any other right or remedy.

Section 5.11 Choice of Law and Venue. All matters relating to the validity, interpretation, performance, or enforcement of the Agreement shall be determined in accordance with the laws of the State of Minnesota. All legal actions arising from any provision of the Agreement shall be initiated and venued in the State of Minnesota District Court located in St. Paul, Minnesota.

Section 5.12 Severability. If any provision of the Agreement is finally judged by any court to be invalid, then the remaining provisions shall remain in full force and effect and they shall be interpreted, performed, and enforced as if the invalid provision did not appear herein.

Section 5.13 Matching Funds. Any matching funds as shown on Page 1 of the Grant Agreement that are required to be obtained and supplied by the Public Entity must either be in the form of (i) cash monies, (ii) legally binding commitments for money, or (iii) equivalent funds or contributions, including equity, which have been or will be used to pay for the Project. The Public Entity shall supply to MnDOT whatever documentation MnDOT may request to substantiate the availability and source of any matching funds.

Section 5.14 Sources and Uses of Funds. The Public Entity represents to MnDOT and the Commissioner that the Sources and Uses of Funds Schedule attached as **Exhibit A** accurately shows the total cost of the Project and all of the funds that are available for the completion of the Project. The Public Entity will supply any other information and documentation that MnDOT or the Commissioner may request to support or explain any of the information contained in the Sources and Uses of Funds Schedule. If any of the funds shown in the Sources and Uses of Funds Schedule have conditions precedent to the release of such funds, the Public Entity must provide to MnDOT a detailed description of such conditions and what is being done to satisfy such conditions.

Section 5.15 Project Completion Schedule. The Public Entity represents to MnDOT and the Commissioner that the Project Completion Schedule attached as **Exhibit B** correctly and accurately sets forth the projected schedule for the completion of the Project.

Section 5.16 Third-Party Beneficiary. The Governmental Program will benefit the State of Minnesota and the provisions and requirements contained herein are for the benefit of both the State Entity and the State of Minnesota. Therefore, the State of Minnesota, by and through its Commissioner of MMB, is and shall be a third-party beneficiary of this Agreement.

Section 5.17 Public Entity Tasks. Any tasks that the Agreement imposes upon the Public Entity may be performed by such other entity as the Public Entity may select or designate, provided that the failure of such other entity to perform said tasks shall be deemed to be a failure to perform by the Public Entity.

Section 5.18 Data Practices. The Public Entity agrees with respect to any data that it possesses regarding the G.O. Grant or the Project to comply with all of the provisions and restrictions contained in the Minnesota Government Data Practices Act contained in Minnesota Statutes Chapter 13, as such may subsequently be amended or replaced from time to time.

Section 5.19 Non-Discrimination. The Public Entity agrees to not engage in discriminatory employment practices regarding the Project and it shall fully comply with all of the provisions contained in Minnesota Statutes Chapters 363A and 181, as such may subsequently be amended or replaced from time to time.

Section 5.20 **Worker's Compensation.** The Public Entity agrees to comply with all of the provisions relating to worker's compensation contained in Minn. Stat. Secs. 176.181 subd. 2 and 176.182, as they may be amended or replaced from time to time with respect to the Project.

Section 5.21 **Antitrust Claims.** The Public Entity hereby assigns to MnDOT and the Commissioner of MMB all claims it may have for over charges as to goods or services provided with respect to the Project that arise under the antitrust laws of the State of Minnesota or of the United States of America.

Section 5.22 **Prevailing Wages.** The Public Entity agrees to comply with all of the applicable provisions contained in Minnesota Statutes Chapter 177, and specifically those provisions contained in Minn. Stat. §. 177.41 through 177.435 as they may be amended or replaced from time to time with respect to the Project. By agreeing to this provision, the Public Entity is not acknowledging or agreeing that the cited provisions apply to the Project.

Section 5.23 **Entire Agreement.** The Agreement and all of the exhibits attached thereto embody the entire agreement between the Public Entity and MnDOT, and there are no other agreements, either oral or written, between the Public Entity and MnDOT on the subject matter hereof.

Section 5.24 **E-Verification.** The Public Entity agrees and acknowledges that it is aware of Minn.Stat. § 16C.075 regarding e-verification of employment of all newly hired employees to confirm that such employees are legally entitled to work in the United States, and that it will, if and when applicable, fully comply with such order.

Section 5.25 **Telecommunications Certification.** If federal funds are included in Exhibit A, by signing this agreement, Contractor certifies that, consistent with Section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232 (Aug. 13, 2018), and 2 CFR 200.216, Contractor will not use funding covered by this agreement to procure or obtain, or to extend, renew, or enter into any contract to procure or obtain, any equipment, system, or service that uses "covered telecommunications equipment or services" (as that term is defined in Section 889 of the Act) as a substantial or essential component of any system or as critical technology as part of any system. Contractor will include this certification as a flow down clause in any contract related to this agreement.

Section 5.26 **Title VI/Non-discrimination Assurances.** Public Entity agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035. Public Entity will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. MnDOT may conduct a review of the Public Entity's compliance with this provision. The Public Entity must cooperate with MnDOT throughout the review process by supplying all requested information and documentation to MnDOT, making Public Entity staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by MnDOT.



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Accept Airport Rescue Grant, Aitkin Municipal/Steve Kurtz Field Airport

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Jessica Seibert	Department: Administration	
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed:
Summary of Issue: The County and the City of Aitkin (Sponsor) has submitted an Airport Rescue Grant Application dated November 17, 2021. The planning area for this grant is Aitkin Municipal/Steve Kurtz Field Airport, grant # 3-27-0002-022-2022. The grant amount of \$32,000 has been awarded to the Sponsor. Staff requests approved motion to accept this grant.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Staff requests approved motion to accept this grant.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



U.S. Department
of Transportation
Federal Aviation
Administration

Airports Division
Great Lakes Region
Minnesota, North Dakota, South Dakota

FAA DMA ADO
6020 28th Ave S, Suite 102
Minneapolis, MN 55450-2700

Airport Rescue Grant Transmittal Letter

January 24, 2022

Ms. Jen Thompson
109 First Ave NW
Aitkin, MN 56431

Dear Ms. Thompson:

Please find the following electronic Airport Rescue Grant Offer, Grant No. **3-27-0002-022-2022** for **Aitkin Municipal/Steve Kurtz Field Airport**. This letter outlines expectations for success. Please read and follow the instructions carefully.

To properly enter into this agreement, you must do the following:

- a. The governing body must provide authority to execute the grant to the individual signing the grant; i.e. the sponsor's authorized representative.
- b. The sponsor's authorized representative must execute the grant, followed by the attorney's certification, no later than **February 14, 2022** in order for the grant to be valid.
- c. You may not make any modification to the text, terms or conditions of the grant offer.
- d. The grant offer must be digitally signed by the sponsor's legal signatory authority and then routed via email to the sponsor's attorney. Once the attorney has digitally attested to the grant, an email with the executed grant will be sent to all parties.

Subject to the requirements in 2 CFR §200.305, each payment request for reimbursement under this grant must be made electronically via the Delphi eInvoicing System. Please see the attached Grant Agreement for more information regarding the use of this System. The terms and conditions of this agreement require you draw down and expend these funds within four years.

An airport sponsor may use these funds for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments. Please refer to the [Airport Rescue Grants Frequently Asked Questions](#) for further information.

With each payment request you are required to upload an invoice summary directly to Delphi. The invoice summary should include enough detail to permit FAA to verify compliance with the American Rescue Plan Act (Public Law 117-2). Additional details or invoices may be requested by FAA during the review of your payment requests.

As part of your final payment request, you are required to include in Delphi:

- A signed SF-425, *Federal Financial Report*
- A signed closeout report (a sample report is available [here](#)).

Until the grant is completed and closed, you are responsible for submitting a signed and dated SF-425 annually, due 90 days after the end of each Federal fiscal year in which this grant is open (due December 31 of each year this grant is open).

As a condition of receiving Federal assistance under this award, you must comply with audit requirements as established under 2 CFR part 200. Subpart F requires non-Federal entities that expend \$750,000 or more in Federal awards to conduct a single or program specific audit for that year. Note that this includes Federal expenditures made under other Federal-assistance programs. Please take appropriate and necessary action to assure your organization will comply with applicable audit requirements and standards.

I am readily available to assist you and your designated representative with the requirements stated herein. The FAA sincerely values your cooperation in these efforts.

Sincerely,

A handwritten signature in blue ink that reads "E. Lindsay Butler". The signature is written in a cursive style. To the right of the signature is a vertical yellow line.

E. Lindsay Butler
Manager



U.S. Department
of Transportation
Federal Aviation
Administration

AIRPORT RESCUE GRANT

GRANT AGREEMENT

Part I - Offer

Federal Award Offer Date January 24, 2022 _____

Airport/Planning Area Aitkin Municipal/Steve Kurtz Field Airport

Airport Rescue Grant No. 3-27-0002-022-2022

Unique Entity Identifier 140063871

TO: County & City of Aitkin

(herein called the "Sponsor")

Channeled through the State of Minnesota

FROM: The United States of America (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA an Airport Rescue Grant Application dated November 17, 2021, for a grant of Federal funds at or associated with the Aitkin Municipal/Steve Kurtz Field Airport, which is included as part of this Airport Rescue Grant Agreement;

WHEREAS, the Sponsor has accepted the terms of FAA's Airport Rescue Grant offer;

WHEREAS, in consideration of the promises, representations and assurances provided by the Sponsor, the FAA has approved the Airport Rescue Grant Application for the Aitkin Municipal/Steve Kurtz Field Airport, (herein called the "Grant" or "Airport Rescue Grant") consisting of the following:

WHEREAS, this Airport Rescue Grant is provided in accordance with the American Rescue Plan Act ("ARP Act", or "the Act"), Public Law 117-2, as described below, 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. Airport Rescue Grant amounts to specific airports are derived by legislative formula (See Section 7102 of the Act).

WHEREAS, the purpose of this Airport Rescue Grant is to prevent, prepare for, and respond to the coronavirus pandemic. Funds provided under this Airport Rescue Grant Agreement must be used only for purposes directly related to the airport. Such purposes can include the reimbursement of an airport's operational expenses or debt service payments in accordance with the limitations prescribed in the Act.

Airport Rescue Grants may be used to reimburse airport operational expenses directly related to Aitkin Municipal/Steve Kurtz Field incurred no earlier than January 20, 2020.

Airport Rescue Grants also may be used to reimburse a Sponsor's payment of debt service where such payments occur on or after March 11, 2021. Funds provided under this Airport Rescue Grant Agreement will be governed by the same principles that govern "airport revenue." New airport development projects not directly related to combating the spread of pathogens may not be funded with this Grant. Funding under this Grant for airport development projects to combat the spread of pathogens will be reallocated using an addendum to this Agreement for identified and approved projects.

NOW THEREFORE, in accordance with the applicable provisions of the ARP Act, Public Law 117-2, the representations contained in the Grant Application, and in consideration of (a) the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Grant and in compliance with the conditions as herein provided,

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay 100% percent of the allowable costs incurred as a result of and in accordance with this Grant Agreement.

Assistance Listings Number (Formerly CFDA Number): 20.106

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$32,000**, allocated as follows:
 - \$32,000 ARPA KW2022
2. **Grant Performance.** This Airport Rescue Grant Agreement is subject to the following Federal award requirements:
 - a. The Period of Performance:
 1. Shall start on the date the Sponsor formally accepts this agreement, and is the date signed by the last Sponsor signatory to the agreement. The end date of the period of performance is 4 years (1,460 calendar days) from the date of acceptance. The period of performance end date shall not affect, relieve, or reduce Sponsor obligations and assurances that extend beyond the closeout of this Grant Agreement.
 2. Means the total estimated time interval between the start of an initial Federal award and the planned end date, which may include one or more funded portions, or budget periods. (2 Code of Federal Regulations (CFR) § 200.1)
 - b. The Budget Period:
 1. For this Airport Rescue Grant is 4 years (1,460 calendar days). Pursuant to 2 CFR § 200.403(h), the Sponsor may charge to the Grant only allowable costs incurred during the budget period.
 2. Means the time interval from the start date of a funded portion of an award to the end date of that funded portion during which the Sponsor is authorized to expend the funds awarded, including any funds carried forward or other revisions pursuant to § 200.308.
 - c. Close out and Termination.

1. Unless the FAA authorizes a written extension, the Sponsor must submit all Grant closeout documentation and liquidate (pay-off) all obligations incurred under this award no later than 120 calendar days after the end date of the period of performance. If the Sponsor does not submit all required closeout documentation within this time period, the FAA will proceed to close out the Grant within one year of the period of performance end date with the information available at the end of 120 days. (2 CFR § 200.344)
2. The FAA may terminate this Airport Rescue Grant, in whole or in part, in accordance with the conditions set forth in 2 CFR § 200.340, or other Federal regulatory or statutory authorities as applicable.
3. **Unallowable Costs.** The Sponsor shall not seek reimbursement for any costs that the FAA has determined to be unallowable under the ARP Act.
4. **Indirect Costs - Sponsor.** The Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the Grant Application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages only.
5. **Final Federal Share of Costs.** The United States' share of allowable Grant costs is 100%.
6. **Completing the Grant without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the Grant without undue delays and in accordance with this Airport Rescue Grant Agreement, the ARP Act, and the regulations, policies, standards, and procedures of the Secretary of Transportation ("Secretary"). Pursuant to 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from funding eligible expenses under the Grant that exceeds three months or a 25 percent reduction in time devoted to the Grant, and request prior approval from FAA. The report must include a reason for the stoppage. The Sponsor agrees to comply with the attached assurances, which are part of this agreement and any addendum that may be attached hereto at a later date by mutual consent.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs unless this offer has been accepted by the Sponsor on or before February 14, 2022, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner, including uses that violate this Airport Rescue Grant Agreement, the ARP Act, or other provision of applicable law. For the purposes of this Airport Rescue Grant Agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor that were originally paid pursuant to this or any other Federal grant agreement(s). The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.
10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or relate to this Airport Rescue

Grant Agreement, including, but not limited to, any action taken by a Sponsor related to or arising from, directly or indirectly, this Airport Rescue Grant Agreement.

11. **System for Award Management (SAM) Registration and Unique Entity Identifier (UEI).**
 - a. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in SAM until the Sponsor submits the final financial report required under this Grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - b. Unique entity identifier (UEI) means a 12-character alpha-numeric value used to identify a specific commercial, nonprofit or governmental entity. A UEI may be obtained from SAM.gov at <https://sam.gov/SAM/pages/public/index.jsf>.
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this Agreement.
14. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all Federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
15. **Buy American.** Unless otherwise approved in advance by the FAA, in accordance with 49 United States Code (U.S.C.) § 50101, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured goods produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
16. **Audits for Sponsors.**

PUBLIC SPONSORS. The Sponsor must provide for a Single Audit or program-specific audit in accordance with 2 CFR Part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Upon request of the FAA, the Sponsor shall provide one copy of the completed audit to the FAA.
17. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR § 180.200, the Sponsor must:
 - a. Verify the non-Federal entity is eligible to participate in this Federal program by:
 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-Federal entity is excluded or disqualified; or
 2. Collecting a certification statement from the non-Federal entity attesting the entity is not excluded or disqualified from participating; or

3. Adding a clause or condition to covered transactions attesting the individual or firm is not excluded or disqualified from participating.
- b. Require prime contractors to comply with 2 CFR § 180.330 when entering into lower-tier transactions (e.g., subcontracts).
- c. Immediately disclose to the FAA whenever the Sponsor (1) learns the Sponsor has entered into a covered transaction with an ineligible entity, or (2) suspends or debars a contractor, person, or entity.

18. Ban on Texting While Driving.

- a. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers, including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to this Airport Rescue Grant or subgrant funded by this Grant.
 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - A. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - B. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- b. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts, and subcontracts funded by this Airport Rescue Grant.

19. Trafficking in Persons.

- a. You as the recipient, your employees, subrecipients under this Airport Rescue Grant, and subrecipients' employees may not –
 1. Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 2. Procure a commercial sex act during the period of time that the award is in effect; or
 3. Use forced labor in the performance of the award or subawards under the Airport Rescue Grant.
- b. The FAA as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a subrecipient that is a private entity –
 1. Is determined to have violated a prohibition in paragraph a. of this Airport Rescue Grant Agreement term; or
 2. Has an employee who is determined by the agency official authorized to terminate the Airport Rescue Grant Agreement to have violated a prohibition in paragraph a. of this Airport Rescue Grant term through conduct that is either –
 - A. Associated with performance under this Airport Rescue Grant; or

- B. Imputed to the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR Part 180, "OMB Guidelines to Agencies on Government-wide Debarment and Suspension (Nonprocurement)," as implemented by the FAA at 2 CFR Part 1200.
- c. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a. of this Grant condition during this Airport Rescue Grant Agreement.
- d. Our right to terminate unilaterally that is described in paragraph a. of this Grant condition:
 - 1. Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7104(g)), and
 - 2. Is in addition to all other remedies for noncompliance that are available to the FAA under this Airport Rescue Grant.

20. Employee Protection from Reprisal.

- a. Prohibition of Reprisals —
 - 1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (a)(2) of this Grant condition, information that the employee reasonably believes is evidence of:
 - a. Gross mismanagement of a Federal grant;
 - b. Gross waste of Federal funds;
 - c. An abuse of authority relating to implementation or use of Federal funds;
 - d. A substantial and specific danger to public health or safety; or
 - e. A violation of law, rule, or regulation related to a Federal grant.
 - 2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - a. A member of Congress or a representative of a committee of Congress;
 - b. An Inspector General;
 - c. The Government Accountability Office;
 - d. A Federal employee responsible for oversight or management of a grant program at the relevant agency;
 - e. A court or grand jury;
 - f. A management official or other employee of the Sponsor, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct; or
 - g. An authorized official of the Department of Justice or other law enforcement agency.
 - 3. Submission of Complaint — A person who believes that they have been subjected to a reprisal prohibited by paragraph a. of this Airport Rescue Grant Agreement may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
 - 4. Time Limitation for Submittal of a Complaint — A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.

5. Required Actions of the Inspector General — Actions, limitations, and exceptions of the Inspector General’s office are established under 41 U.S.C. § 4712(b).
 6. Assumption of Rights to Civil Remedy — Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).
21. **Limitations.** Nothing provided herein shall be construed to limit, cancel, annul, or modify the terms of any Federal grant agreement(s), including all terms and assurances related thereto, that have been entered into by the Sponsor and the FAA prior to the date of this Airport Rescue Grant Agreement.
 22. **Face Coverings Policy.** The sponsor agrees to implement a face-covering (mask) policy to combat the spread of pathogens. This policy must include a requirement that all persons wear a mask, in accordance with Centers for Disease Control (CDC) and Transportation Security Administration (TSA) requirements, as applicable, at all times while in all public areas of the airport property, except to the extent exempted under those requirements. This special condition requires the airport sponsor continue to require masks until Executive Order 13998, Promoting COVID-19 Safety in Domestic and International Travel, is no longer effective.

SPECIAL CONDITIONS FOR USE OF AIRPORT RESCUE GRANT FUNDS

CONDITIONS FOR EQUIPMENT -

1. **Equipment or Vehicle Replacement.** The Sponsor agrees that when using funds provided by this Grant to replace equipment, the proceeds from the trade-in or sale of such replaced equipment shall be classified and used as airport revenue.
2. **Equipment Acquisition.** The Sponsor agrees that for any equipment acquired with funds provided by this Grant, such equipment shall be used solely for purposes directly related to combating the spread of pathogens at the airport.
3. **Low Emission Systems.** The Sponsor agrees that vehicles and equipment acquired with funds provided in this Grant:
 - a. Will be maintained and used at the airport for which they were purchased; and
 - b. Will not be transferred, relocated, or used at another airport without the advance consent of the FAA.

The Sponsor further agrees that it will maintain annual records on individual vehicles and equipment, project expenditures, cost effectiveness, and emission reductions.

CONDITIONS FOR UTILITIES AND LAND -

4. **Utilities Proration.** For purposes of computing the United States’ share of the allowable airport operations and maintenance costs, the allowable cost of utilities incurred by the Sponsor to operate and maintain airport(s) included in the Grant must not exceed the percent attributable to the capital or operating costs of the airport.
5. **Utility Relocation in Grant.** The Sponsor understands and agrees that:
 - a. The United States will not participate in the cost of any utility relocation unless and until the Sponsor has submitted evidence satisfactory to the FAA that the Sponsor is legally responsible for payment of such costs;

- b. FAA participation is limited to those utilities located on-airport or off-airport only where the Sponsor has an easement for the utility; and
- c. The utilities must serve a purpose directly related to the Airport.

The Sponsor's acceptance of this Offer and ratification and adoption of the Airport Rescue Grant Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor. The Offer and Acceptance shall comprise an Airport Rescue Grant Agreement, as provided by the ARP Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to this Grant. The effective date of this Airport Rescue Grant Agreement is the date of the Sponsor's acceptance of this Offer.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated January 24, 2022

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**



(Signature)

E.Lindsay Butler

(Typed Name)

Manager, FAA-DMA-ADO

(Title of FAA Official)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Airport Rescue Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Airport Rescue Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Airport Rescue Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct. ¹

Dated January 26, 2022

City of Aitkin

(Name of Sponsor)

Jennifer Thompson

Jennifer Thompson (Jan 26, 2022 08:32 CST)

(Signature of Sponsor's Designative Official/Representative)

By: Jennifer Thompson

(Type Name of Sponsor's Designative Official/Representative)

Title: City Clerk

(Title of Sponsor's Designative Official/Representative)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, Heinrich A. Brucker, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Minnesota. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the ARP Act. The Sponsor understands funding made available under this Grant Agreement may only be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, and combating the spread of pathogens at the airport incurred on or after January 20, 2020, or for debt service payments that are due on or after March 11, 2021. Further, it is my opinion the foregoing Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at January 26, 2022

By: Heinrich A. Brucker
Heinrich A. Brucker (Jan 26, 2022 09:35 CST)
(Signature of Sponsor's Attorney)

Part II - Acceptance

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Airport Rescue Grant Application and incorporated materials referred to in the foregoing Offer under Part I of this Airport Rescue Grant Agreement, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Airport Rescue Grant Application and all applicable terms and conditions provided for in the ARP Act and other applicable provisions of Federal law.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

I declare under penalty of perjury that the foregoing is true and correct. ¹

Dated

County of Aitkin

(Name of Sponsor)

(Signature of Sponsor's Designative Official/Representative)

By: {{N_es_:signer4: fullname}}

(Type Name of Sponsor's Designative Official/Representative)

Title: {{*Ttl_es_:signer4: title}}

(Title of Sponsor's Designative Official/Representative)

¹ Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Minnesota. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the ARP Act. The Sponsor understands funding made available under this Grant Agreement may only be used for costs related to operations, personnel, cleaning, sanitization, janitorial services, and combating the spread of pathogens at the airport incurred on or after January 20, 2020, or for debt service payments that are due on or after March 11, 2021. Further, it is my opinion the foregoing Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Please read the following information: By signing this document, you are agreeing that you have reviewed the following consumer disclosure information and consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. You are not required to receive notices and disclosures or sign documents electronically. If you prefer not to do so, you may request to receive paper copies and withdraw your consent at any time.

Dated at

By:

(Signature of Sponsor's Attorney)

AIRPORT RESCUE GRANT ASSURANCES

AIRPORT SPONSORS

A. General.

1. These Airport Rescue Grant Assurances are required to be submitted as part of the application by sponsors requesting funds under the provisions of the American Rescue Plan Act of 2021 (“ARP Act,” or “the Act”), Public Law 117-2. As used herein, the term “public agency sponsor” means a public agency with control of a public-use airport; the term “private sponsor” means a private owner of a public-use airport; and the term “sponsor” includes both public agency sponsors and private sponsors.
2. Upon acceptance of this Airport Rescue Grant offer by the sponsor, these assurances are incorporated into and become part of this Airport Rescue Grant Agreement.

B. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this Airport Rescue Grant that:

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Airport Rescue Grant including but not limited to the following:

FEDERAL LEGISLATION

- a. 49 U.S.C. Chapter 471, as applicable
- b. Davis-Bacon Act — 40 U.S.C. 276(a), et. seq.
- c. Federal Fair Labor Standards Act — 29 U.S.C. 201, et. seq.
- d. Hatch Act — 5 U.S.C. 1501, et. seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et. seq.
- f. National Historic Preservation Act of 1966 — Section 106 — 16 U.S.C. 470(f).
- g. Archeological and Historic Preservation Act of 1974 — 16 U.S.C. 469 through 469c.
- h. Native Americans Grave Repatriation Act — 25 U.S.C. Section 3001, et. seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 — Section 102(a) — 42 U.S.C. 4012a.
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f)).
- m. Rehabilitation Act of 1973 — 29 U.S.C. 794.
- n. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin).
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 — 42 U.S.C. 6101, et. seq.

- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 — 42 U.S.C. 4151, et. seq.
- s. Power plant and Industrial Fuel Use Act of 1978 — Section 403- 2 U.S.C. 8373.
- t. Contract Work Hours and Safety Standards Act — 40 U.S.C. 327, et. seq.
- u. Copeland Anti-kickback Act — 18 U.S.C. 874.1.
- v. National Environmental Policy Act of 1969 — 42 U.S.C. 4321, et. seq.
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 — 31 U.S.C. 7501, et. seq.²
- y. Drug-Free Workplace Act of 1988 — 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 – Equal Employment Opportunity
- b. Executive Order 11990 – Protection of Wetlands
- c. Executive Order 11998 – Flood Plain Management
- d. Executive Order 12372 – Intergovernmental Review of Federal Programs
- e. Executive Order 12699 – Seismic Safety of Federal and Federally Assisted New Building Construction
- f. Executive Order 12898 – Environmental Justice
- g. Executive Order 14005 – Ensuring the Future Is Made in All of America by All of America's Workers.

FEDERAL REGULATIONS

- a. 2 CFR Part 180 – OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.^{3,4}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment.
- d. 28 CFR Part 35 – Discrimination on the Basis of Disability in State and Local Government Services.
- e. 28 CFR § 50.3 – U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- f. 29 CFR Part 1 – Procedures for predetermination of wage rates.¹
- g. 29 CFR Part 3 – Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹

- h. 29 CFR Part 5 – Labor standards provisions applicable to contracts covering Federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- i. 41 CFR Part 60 – Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and Federally assisted contracting requirements).¹
- j. 49 CFR Part 20 – New restrictions on lobbying.
- k. 49 CFR Part 21 – Nondiscrimination in Federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- l. 49 CFR Part 23 – Participation by Disadvantage Business Enterprise in Airport Concessions.
- m. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Program.
- n. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹
- o. 49 CFR Part 28 – Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- p. 49 CFR Part 30 – Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- q. 49 CFR Part 32 – Government-wide Requirements for Drug-Free Workplace (Financial Assistance).
- r. 49 CFR Part 37 – Transportation Services for Individuals with Disabilities (ADA).
- s. 49 CFR Part 41 – Seismic safety of Federal and Federally assisted or regulated new building construction.

FOOTNOTES TO AIRPORT RESCUE GRANT ASSURANCE B

¹ These laws do not apply to airport planning sponsors.

² These laws do not apply to private sponsors.

³ Cost principles established in 2 CFR Part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.

⁴ Audit requirements established in 2 CFR Part 200 subpart F are the guidelines for audits.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations, or circulars are incorporated by reference in this Grant Agreement.

1. Purpose Directly Related to the Airport

It certifies that the reimbursement sought is for a purpose directly related to the airport.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this Grant, and to finance and carry out the proposed grant; that an official decision has been made by the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing

and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this Grant and to finance and carry out the proposed Grant and comply with all terms, conditions, and assurances of this Grant Agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Good Title.

It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.

4. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this Grant Agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with this Grant Agreement.
- c. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations, and the terms and conditions of this Grant Agreement.

5. Consistency with Local Plans.

Any project undertaken by this Grant Agreement is reasonably consistent with plans (existing at the time of submission of the Airport Rescue Grant application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

6. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where any project undertaken by this Grant Agreement may be located.

7. Consultation with Users.

In making a decision to undertake any airport development project undertaken by this Grant Agreement, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

8. Pavement Preventative Maintenance.

With respect to a project undertaken by this Grant Agreement for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed, or repaired with Federal financial assistance at the airport, including Airport Rescue Grant funds provided under this Grant Agreement. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

9. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all Grant accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this Grant, the total cost of the Grant in connection with which this Grant is given or used, and the amount or nature of that portion of the cost of the Grant supplied by other sources, and such other financial records pertinent to the Grant. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this Grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a Grant or relating to the Grant in connection with which this Grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

10. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on the airport funded under this Grant Agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

11. Veteran's Preference.

It shall include in all contracts for work on any airport development project funded under this Grant Agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam-era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title 49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

12. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be required or prescribed by applicable Federal, State and local agencies for maintenance and

operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for:

1. Operating the airport's aeronautical facilities whenever required;
 2. Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 3. Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

13. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

14. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft.

15. Exclusive Rights.

The sponsor shall not grant an exclusive right to use an air navigation facility on which this Grant has been expended. However, providing services at an airport by only one fixed-based operator is not an exclusive right if—

- a. it is unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide the services; and
- b. allowing more than one fixed-based operator to provide the services requires a reduction in space leased under an agreement existing on September 3, 1982, between the operator and the airport.

16. Airport Revenues.

- a. This Grant shall be available for any purpose for which airport revenues may lawfully be used to prevent, prepare for, and respond to coronavirus. Funds provided under this Airport Rescue Grant Agreement will only be expended for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport(s) subject to this agreement and all applicable addendums for costs

related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments as prescribed in the Act.

- b. For airport development, 49 U.S.C. § 47133 applies.

17. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1. all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2. all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

18. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

19. Airport Layout Plan.

- a. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, it will keep up to date at all times an airport layout plan of the airport showing:
 - 1. boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2. the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 - 3. the location of all existing and proposed non-aviation areas and of all existing improvements thereon; and
 - 4. all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan

as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.

- b. Subject to the FAA Reauthorization Act of 2018, Public Law 115-254, Section 163, if a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

20. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this Grant.

- a. Using the definitions of activity, facility, and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR Part 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by or pursuant to these assurances.
- b. Applicability
 - 1. Programs and Activities. If the sponsor has received a grant (or other Federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the sponsor's programs and activities.
 - 2. Facilities. Where it receives a grant or other Federal financial assistance to construct, expand, renovate, remodel, alter, or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
 - 3. Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

- c. Duration

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1. So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
 - 2. So long as the sponsor retains ownership or possession of the property.
- d. Required Solicitation Language

It will include the following notification in all solicitations for bids, Requests for Proposals for work, or material under this Grant and in all proposals for agreements, including airport concessions, regardless of funding source:

“The **County & City of Aitkin**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

e. Required Contract Provisions.

1. It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT Acts and regulations.
2. It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
3. It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
4. It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - A. For the subsequent transfer of real property acquired or improved under the applicable activity, grant, or program; and
 - B. For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, grant, or program.
 - C. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
 - D. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

21. Foreign Market Restrictions.

It will not allow funds provided under this Grant to be used to fund any activity that uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

22. Policies, Standards and Specifications.

It will carry out any project funded under an Airport Rescue Grant in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, current FAA Advisory Circulars for AIP projects, as of November 17, 2021.

23. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

24. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its Disadvantaged Business Enterprise (DBE) and Airport Concessions Disadvantaged Business Enterprise (ACDBE) programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

25. Acquisition Thresholds.

The FAA deems equipment to mean tangible personal property having a useful life greater than one year and a per-unit acquisition cost equal to or greater than \$5,000. Procurements by micro-purchase means the acquisition of goods or services for which the aggregate dollar amount does not exceed \$10,000, unless authorized in accordance with 2 CFR § 200.320. Procurement by small purchase procedures means those relatively simple and informal procurement methods for securing goods or services that do not exceed the \$250,000 threshold for simplified acquisitions.

**Current FAA Advisory Circulars Required for Use in AIP Funded and PFC
Approved Projects**

View the most current Series 150 Advisory Circulars (ACs) for Airport Projects at
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars



Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Section Corner Project Bid Awarding & Contract Approval and Signing

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

Submitted by: Randy Quale, County Surveyor	Department: Land/County Surveyor
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Presenter (Name and Title): Randy Quale, County Surveyor	Estimated Time Needed: 0-5 minutes
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Summary of Issue:

I am requesting that you award the bid for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering, the lowest responsible bidder, at the cost of \$52,958.00, a cost which is significantly lower than the previously approved and budgeted amount of \$60,000.00.

I am also requesting that you approve and sign the Professional Contract for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, allowing JPJ Engineering to move forward with the Project.

See attached documents for more information.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to award Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering and approve and sign the Professional Contract for the same.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 52,958.00

Is this budgeted? Yes No *Please Explain:*



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

Honorable Board of Commissioners:

Last summer, Rich Courtemanche, former Land Commissioner, and I were reminiscing about the success of our first contracted remonumentation project that took place in 2020-21 in the portion of the Con-Con Area just to the north of Mille Lacs Lake. We were so happy with the results, we decided to undertake a second project.

It was proposed to again use the same source of funding as the first project and a proposed project area (see attached map) and preliminary budget of \$60,000 was set. A request for proposal (RFP) was written (see attached) and was sent to the 19 private surveying companies listed on our Surveying Service Providers sheet. Six responses were received.....2 "thanks, but no thanks" and 4 proposals (see attached). Given the fact that most private surveyors currently have a full work schedule, I was happy to have as much interest in our project as we did. The companies that responded with proposals are as follows, listed in order of lowest cost to highest:

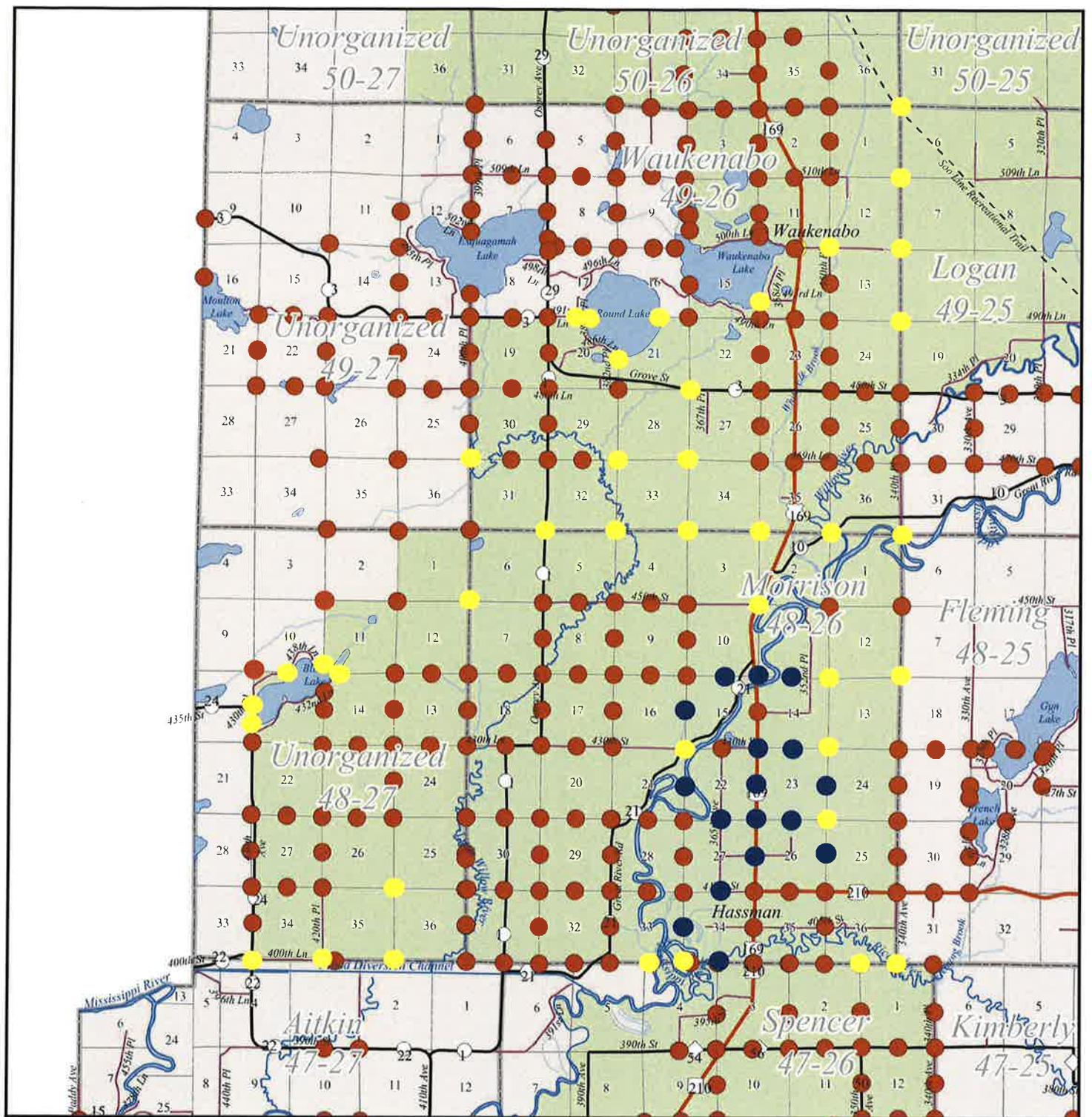
- | | |
|---|--------------|
| 1. Northwestern Surveying and Engineering | \$50,000.00 |
| 2. JPJ Engineering | \$52,958.00 |
| 3. Kramer Leas DeLeo | \$83,300.00 |
| 4. Northern Lights Surveying Services | \$128,160.00 |

As with our previous project, we decided to not just accept the lowest bid and scored all proposals received in order to make our decision of who to use based on their overall merit, not just price. The attached Scoring Sheet outlines the criteria we used to establish our ranking.

The results of our scoring indicated that one candidate stood out above the rest as the lowest responsible bidder, JPJ Engineering. That being said, I would at this time like to request that you, the Aitkin County Board of Commissioners, award the bid for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 to JPJ Engineering for the cost of \$52,958.00 and authorize the signing of the attached Professional Contract for services allowing JPJ Engineering to move forward with the project.

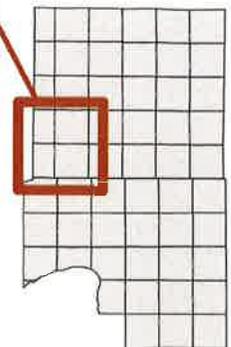
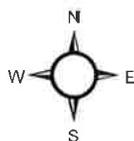
Respectfully,

Randy A. Quale
Aitkin County Surveyor



Legend

- Section Corner
- Con-Con Area
- Corner to be certified by DOT
- Corner to be certified by this proposed project



Map prepared by Aitkin County's GIS for graphic display purposes only.
 Aitkin County assumes no liability for any errors, omissions or inaccuracies herein contained.

Date: 9/14/2011



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

INTRODUCTION

The Aitkin County Board of Commissioners is requesting proposals to contract a Professional Land Surveying Service Provider for public land survey corner certification for a number of section corners located in portions of 3 townships in Aitkin County.

Bidders are required to submit a written proposal that presents the Bidder's qualifications and understanding of the work to be performed.

The project is slated to begin upon successful execution of contract documents by both parties (approximately November 15, 2021) with an anticipated completion date of December 31, 2022.

The proposal must be submitted no later than 2:00 P.M. on Wednesday, October 13, 2021, directly to the following address:

Randy Quale, LS

Aitkin County Surveyor

307 2nd Street NW, Room 221

Aitkin, MN 56431

Proposals received after 2:00 P.M. on Wednesday, October 13, 2021 will be rejected and returned unopened.

BACKGROUND

Aitkin County was established in 1857 and consists of 1,215,669 acres of land. The county contains 365 lakes, 103 miles of the Mississippi River and more than 8,000 corners set by the General Land Office. The original Public Land Survey (PLS) of Aitkin County began in 1849 and continued through 1874. The Aitkin County Surveyor's office is responsible for the perpetuation and maintenance of the monuments of the original public land survey system. Corner cards, section breakdowns, field book, corner certificates and other survey information can be located at the Aitkin County Surveyor's office, Recorder's office and Highway Department.

Aitkin County has been working on remonumentation of original corners for a number of years and will be contracting for this service in an effort to expedite the remonumentation process.

In order to protect this investment, corners must be maintained. Part of this maintenance will include the acquisition of accurate global positioning system (GPS) coordinates in the appropriate Minnesota county coordinate system.

Additional information may also be available at the county's interactive web site. A link to the county site can be found at: <https://gisweb.co.aitkin.mn.us/link/wab/>.

CORNER LIST

<u>Index</u>	<u>Township Name</u>	<u>Sec</u>	<u>Twp</u>	<u>Rge</u>	<u>Corner Identifier</u>
A 5	MORRISON	6	48	26	NORTHEAST CORNER
A 9	MORRISON	5	48	26	NORTHEAST CORNER
A 13	MORRISON	4	48	26	NORTHEAST CORNER
A 17	MORRISON	3	48	26	NORTHEAST CORNER
A 21	MORRISON	2	48	26	NORTHEAST CORNER
A 25	MORRISON	1	48	26	NORTHEAST CORNER
E 17	MORRISON	10	48	26	NORTHEAST CORNER
J 21	MORRISON	14	48	26	NORTHEAST CORNER
J 25	MORRISON	13	48	26	NORTHEAST CORNER
N 13	MORRISON	21	48	26	NORTHEAST CORNER
N 21	MORRISON	23	48	26	NORTHEAST CORNER
R 21	MORRISON	26	48	26	NORTHEAST CORNER
Z 11	MORRISON	33	48	26	SOUTH QUARTER CORNER
Z 13	MORRISON	33	48	26	SOUTHEAST CORNER
Z 23	MORRISON	36	48	26	SOUTH QUARTER CORNER
Z 25	MORRISON	36	48	26	SOUTHEAST CORNER
E 25	UNORGANIZED	12	48	27	NORTHEAST CORNER
H-J 17	UNORGANIZED	10	48	27	MC# 5
J 15	UNORGANIZED	15	48	27	NORTH QUARTER CORNER
J 17-18	UNORGANIZED	14	48	27	MC# 4
L 13	UNORGANIZED	16	48	27	EAST QUARTER CORNER
L-M 13	UNORGANIZED	16	48	27	MC# 8
V 21	UNORGANIZED	35	48	27	NORTHEAST CORNER
Z 13	UNORGANIZED	33	48	27	SOUTHEAST CORNER
Z 17	UNORGANIZED	34	48	27	SOUTHEAST CORNER

Z 21	UNORGANIZED	35	48	27	SOUTHEAST CORNER
A 25	WAUKENABO	1	49	26	NORTHEAST CORNER
E 25	WAUKENABO	12	49	26	NORTHEAST CORNER
J 21	WAUKENABO	14	49	26	NORTHEAST CORNER
J 25	WAUKENABO	13	49	26	NORTHEAST CORNER
M-N 17	WAUKENABO	15	49	26	MC# 1
N 7	WAUKENABO	20	49	26	NORTH QUARTER CORNER
N 7-8	WAUKENABO	20	49	26	MC# 16
N 11-12	WAUKENABO	21	49	26	MC# 14
N 25	WAUKENABO	24	49	26	NORTHEAST CORNER
P-Q 9	WAUKENABO	20	49	26	MC# 15
R 13	WAUKENABO	28	49	26	NORTHEAST CORNER
V 1	WAUKENABO	31	49	26	NORTHWEST CORNER
V 9	WAUKENABO	32	49	26	NORTHEAST CORNER
V 13	WAUKENABO	33	49	26	NORTHEAST CORNER

GENERAL INSTRUCTIONS

The proposal shall include all of the following information. Failure to include the required information could result in disqualification of a Bidder.

- Proposal Form & Signature Page – the proposal form and signature page must be completed and signed by an individual authorized to bind the bidder. All proposals submitted without such proposal form and signature page may be deemed non-responsive.
- Human Rights Certificate – Minnesota Statutes, Chapter 363, “Department of Human Rights”, shall be complied with completing the Human Rights Certificate
- Workers Compensation Form – Complete and sign
- Independent Contractor Statement – Complete and sign
- References – Bidders shall include a list of three (3) professional references. The County reserves the right to contact references other than, and/or in addition to, those furnished by bidder.
- Resume – Bidder shall include a detailed resume for all personnel who will supervise or be performing the work on the project.
- Description of the Project – Bidder shall provide a detailed project approach to be used to complete the project.
- Description of the equipment – Bidder shall provide a detailed list and description of the equipment to be used on the project.
- Conflict of Interest – Bidder shall list and disclose any known possible conflicts of interest in entering into a contract with Aitkin County.

Bidder's Insurance Requirements – A copy of Aitkin County's Insurance Requirements are attached to the Request for Proposal.

Proposal Period – Proposal prices are to be firm for ninety (90) days. No proposal may be withdrawn for a period of thirty (30) days from the date of the proposal opening.

Interpretations - Request for interpretation on the specifications or digital survey record data can be directed to: Randy Quale, County Surveyor, (218) 927-7326 or e-mail: randy.quale@co.aitkin.mn.us

Company Contact – Provide a description of your firm/company including; name, year established, address, phone number, and e-mail address.

Contract Documents – Contract documents in order of priority; the County's Contract, the County's Request for Proposal, and the Contractor's response.

Term and Renewal – The term of the Contract shall commence upon successful execution of the contract by both parties and terminate on December 31, 2022 unless earlier terminated. The Contract may be terminated by either party with a ninety (90) day written notice. The Contract may be terminated by either party with or without cause in less than ninety (90) days by mutual agreement or in the event of substantial failure to perform in accordance with the terms set forth in the Contract.

Performance Bond– the Contractor awarded the contract will be required to post a performance bond or irrevocable letter of credit in an amount equal to the contract amount. The contract will be released from the bond or letter of credit at the time all deliverables have been submitted to the County and meet the County's standards.

SPECIFICATIONS

Contractor Qualifications:

- Contractor must perform maintenance on or establish the designated PLS corners within the requested townships in accordance with MN State Statute 381.12.
- Contractor must provide Northing and Easting coordinates out to the third decimal place (0.xxx) for each PLS corner monument reset or visited within the project area on the appropriate Aitkin County coordinate system.
- Contractor requests for qualifications will be evaluated by a selection committee. Finalists may be invited to an interview. The selection committee's final recommendation will be based upon an analysis of the offering, not just the lowest price. Preference will be given to those contractors providing demonstrated capability and experience in related services.
- The Aitkin County Board of Commissioners reserves the right to increase or decrease the scope of services, revise the anticipated working agreement or otherwise modify the working arrangement during the course of the services. Fees for services beyond the scope of services herein defined will not be allowed without written approval of Aitkin County.
- The Contractor shall keep fully informed of all federal and state laws; all regulation pertaining to the occupational and safety hazards act (OSHA); all local laws, ordinances and regulations; and all orders and decrees of bodies and tribunals having any jurisdiction or authority, which in any manner affect the conduct of work. The Contractor shall at all times observe and comply with all applicable laws, ordinances, regulations, orders and decrees,

and shall protect and indemnify Aitkin County and its representatives against all claims and liabilities arising from or based on contractor or employee violations.

Responsibilities of the Contractor

Delivery Terms: The successful Contractor will perform the following services and will present the following delivery details to the County Surveyor with the final delivery of items no later than December 31, 2022.

The project will commence upon successful execution of the contract (anticipated by November 15, 2021) and to ensure the project continues to progress in a timely manner and the contracted corners completed to the County's standards the following schedule must be met:

50% - Completed on or before **August 31, 2022**

100% - Completed by **December 31, 2022**

Scope of Service: The successful Contractor will provide the following scope of service:

- Research and review existing Certificate of Location of Government Corner (COLOGC) forms and other archived information located at the various Aitkin County offices relating to the designated corners.
- Inform landowner of need to access property once a specific schedule is determined.
- Contractor will be responsible for contacting the appropriate road authority for permission in the event that excavation needs to take place within the road right-of-way. The contractor is responsible for any equipment needed and all materials necessary to return the road to its original condition.
- Maintenance of existing corners:
 - o Document the type, size, a distance above or below the ground surface, stamp, and the condition of an existing monument.
 - o If the monument exists as indicated on the existing COLOGC form, measurements to all previously existing accessories shall be measured and indicated in the field notes both in the form of a drawing sketch and informational text. Accessories shall be semi-permanent in nature and may include such items as trees, power poles, buildings or other identifiable natural or artificial features from which a reliable distance could be measured to locate or relocate the corner. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist. It is preferable to have four (4) accessories per corner in four (4) separate quadrants.
 - o If the monument is missing or damaged, re-establish it using measurements from accessories shown on the existing COLOGC form or other historical survey documentation if possible. Document a description of the monument set for the corner. Measurements to accessories shall be measured and indicated both in the sketch and in the field book documentation. Complete and thorough documentation regarding the methodology used to reset the monument will be included in the field book.
 - o All monuments will be occupied. Plugs in blacktopped roads will be removed and the monument below will be occupied. Plugs will be replaced in the

- correct location above the monument. The contractor is responsible for any equipment needed and all materials necessary to return the road to its original condition. A minimum depth of six (6) inches of packed bituminous will be required to secure placement of the plugs.
 - o Excavation for monuments in roads or ditch grades that have not been certified will go to the depth of natural ground. Width and length of the excavation will be determined by the contractor. Photographs of all excavations will be required.
 - Remonumentation of original corners:
 - o If a corner has never been remonumented, monuments will be set in accordance with the Bureau of Land Management manual of surveying instructions accessible at https://www.blm.gov/sites/blm.gov/files/Manual_Of_Surveying_Instructions_2009.pdf. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist. It is preferable to have four (4) accessories per corner in four (4) separate quadrants.
 - o Any work performed beyond that which is provided for in this contract without a prior written amendment signed by the County, will be deemed voluntary and Contractor will not be entitled to compensation for the extra work.
 - Positioning of the Monuments:
 - o All monuments within the project area, found, re-established from the accessories as described in the maintenance of existing corners section above, or initially set shall have Northing and Easting coordinate values out to the third decimal place (0.xxx) based on the appropriate Aitkin County coordinate system established on them. The datum to be used shall be NAD83 (2011 adjustment).
 - o The horizontal accuracy standard for these positions shall be similar to those defined in the 2016 version of the Accuracy Standards for ALTA/ACSM Land Title Surveys. County standards will require 0.05 feet for positional accuracy.
 - o Static GPS, RTK GPS and terrestrial survey equipment are acceptable methods of position as well as a combination of these methods on the judgment of the surveyor supervising the project. Positions shall be taken at two (2) separate times.
 - o All terrestrial survey methods shall be accomplished by closed and least squares adjusted traverses in those instances where more than one (1) leg is needed to tie into a monument.
 - Delivery Details:
 - o Copies of any least square adjustments performed during the course of the survey.
 - o One (1) paper copy of the printout listing of the point number, northing, easting and descriptor for each designated monument within the project area.
 - o A comma delimited ASCII file containing point number, northing, easting and descriptor of each designated monument and control point located in the project area. All coordinate values will be carried out to the third decimal place (0.xxx)
 - o Original and separate field books for each township survey.
 - o An original, wet-signed Certificate of Location of Government Corner document meeting County requirements suitable for recording.

Responsibilities of the County

Aitkin County will provide access to the following information and material supplies to the successful contractor:

- Access to archived hard copy records for the purpose of researching additional roll files, ditch records, right-of-way plans or other documents not yet imaged.
- Cast iron monuments and aluminum plugs with rebar will be supplied for use in monumenting the section corners. The contractor will be responsible for providing the necessary cold mix required to set the plugs and repair the road to its previous condition. Minimum length of monuments to be set by the contracting firm shall be 30 inches with longer monuments as needed in areas for stability.
- Notification letters will be sent to property owners whose land is adjacent to section lines involved in the remonumentation process of contracted townships informing them of the remonumentation project.
- A meeting will be held with all of the contractor's field personnel and county staff to review the contract requirements and county standards before any field work will be allowed to begin.

Payment Schedule

Under no circumstance will any payment under this contract be made until 50% of the contracted corners are completed at which time a detailed invoice for 50% of the contracted price may be submitted. If the County deems that all deliverables for these specific corners have been received and that the work has been completed to the standard specifications set within the contract, the request will be approved and submitted for payment following an internal review process not to exceed more than 30 days from the date the invoice is received. An additional invoice can be submitted once 50% of the corners have been completed and deliverables received. The remaining 50% of the contract will be payable in 2020 and an additional invoice can be submitted once 75% of the contracted corners have been completed. Final payment will be made within 60 days of a completed submittal of all the final delivery items deemed acceptable by the County and as listed herein.

Contract Award

The contract will be awarded to the selected firm deemed advantageous as determined by the evaluation criteria of a lump-sum, per corner by township award. The Aitkin County Board of Commissioners reserves the following rights (in addition to those accorded Aitkin County by policy and statutory laws):

- The right to negotiate with one or more Contractors to arrive at a final selection.
- The right to negotiate all submitted elements to ensure the best possible consideration be afforded to all parties concerned (this includes the right to approve or disapprove subcontractor's proposal after award).
- The right to reject any and all proposals, to consider alternatives, to waive any minor irregularities and technicalities, and to re-solicit a request for proposal.
- The right to award the contract to a contractor who is not the lowest cost contractor.

AITKIN COUNTY CONTRACTOR INSURANCE REQUIREMENTS

Contractor's Insurance requirements are as follows:

The Contractor shall not commence work under the Contract until it has obtained at its own cost and expense all insurance required herein. All insurance coverage is subject to approval of the County and shall be maintained by Contractor until final completion of the work. The Contractor further agrees that it shall at all times during the term of the Contract have and keep in force the following insurance policies.

Workers' Compensation. Insurance covering all employees meeting statutory limits in compliance with the applicable state and federal laws.

Comprehensive General Liability. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than \$500,000.00 per claim and \$1,500,000.00 for any number of claims arising out of a single occurrence. If the claim arises out of the release or threatened release of a hazardous substance, the insurance must be for an amount of not less than \$1,000,000.00 per claim and \$3,000,000.00 for any number of claims arising out of a single occurrence.

Business Auto Liability. A single limit or combined limit or excess umbrella automobile liability insurance policy for all vehicle used regularly in the provision of services under this contract for an amount of not less than \$500,000.00 per accident for property damage, \$500,000.00 for bodily injury and/or damage to any one person, and \$1,500,000.00 for total bodily injuries and/or damage arising out of a single occurrence.

Special Requirements:

Aitkin County is to be included as an **Additional Insured** on both the Comprehensive General Liability and Business Auto Liability Policies.

Current, valid insurance policies meeting the requirements herein identified shall be filed with the County before the contractor commences a project and maintained during the named project's duration. Renewal Certificates shall be sent to the County within thirty (30) days prior to any expiration date. There shall also be a thirty (30) days notification to the County in the event of cancellation or modification of any stipulated insurance coverage.

It shall be the responsibility of the Contractor to insure that all subcontracts comply with the same insurance requirements that he/she is required to meet.

The County shall not accept any insurance coverage provisions under which Contractor or its insurer attempt or purport to avail themselves or any governmental right of immunity available to the County as a municipal corporation pursuant to any common law doctrine, Minnesota Statute 466 or other statutory authority.

Limit as set forth herein will automatically increase with amendments to Minnesota Statute §466.04 and Contractor will be required to maintain, as a minimum, policies with limits matching the municipal liability limits as provided for in that statute as amended.

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ _____

STANDARD HOURLY RATE: \$ _____

(For work above and beyond scope of project, if necessary)

BIDDERS CONTACT INFORMATION

Company Name: _____

Company Address: _____

By: Name: _____

Title: _____

Signature: _____

Phone: _____

E-Mail Address: _____

HUMAN RIGHTS CERTIFICATE

I hereby certify that _____ is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of _____ to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: _____

OFFICIAL ADDRESS: _____

SIGNATURE IN INK BY: _____

TITLE and/or POSITION: _____

DATE: _____

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: _____

OFFICIAL ADDRESS: _____

SIGNATURE IN INK BY: _____

TITLE AND/OR POSITION: _____

DATE: _____

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

COMPANY NAME

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

POLICY NUMBER (EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

Date

Signature

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 50,000

STANDARD HOURLY RATE: \$ RATE SHEET ATTACHED
(For work above and beyond scope of project, if necessary)

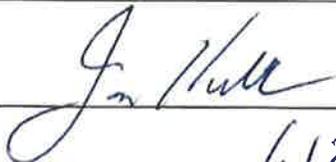
BIDDERS CONTACT INFORMATION

Company Name: NORTHWESTERN SURVEYING & ENG., INC

Company Address: 8962 Hwy 37
IRON, MN 55751

By: Name: JASON KADELBACH

Title: VICE PRESIDENT EASTERN DIVISION

Signature: 

Phone: 612-501-0651

E-Mail Address: JASON.KADELBACH@NWSMN.COM

**NORTHWESTERN SURVEYING & ENGINEERING, INC.
SCHEDULE OF RATES 2021**

	<i>Hourly</i>
Principal	\$116.50
Registered Land Surveyor	\$133.50
Senior Design Specialist	\$129.00
Registered Civil Engineer	\$146.50
Survey Tech/Right of Way Specialist III	\$96.00
Survey Tech/Right of Way Specialist II	\$80.00
Survey Tech/Right of Way Specialist I	\$61.00
Sr. Project Manager	\$125.00
AutoCad Tech	\$100.00
Data Technician	\$100.00
Clerical/Secretarial	\$59.00
Inspector	\$87.50
1 Man Survey Crew	\$139.25
2 Man Survey Crew	\$181.00
3 Man Survey Crew	\$212.00
Standby 1 Man Survey Crew	\$100.00
Standby 2 Man Survey Crew	\$139.00
HDS Laser Scanning/with Operator	\$300.00
HDS Technician	\$150.00
UTV with tracks	\$245.00/day
4-Gas Monitor	\$50.00/day
Service Charge per Steel Post	\$10.00/each
Reimbursable Expenses	actual cost
Per Diem	IRS allowed
Vehicles-Mileage	IRS allowed
Subconsultants/Subcontractors	cost plus 15%

The above schedule of hourly rates and chargeable expenses are for the year the contract is in effect. If the contract extends over a several year period, the hourly rates and chargeable expenses shall be adjusted as agreed by the Owner and NWSE.

Variety of Surveying & Engineering Services

Lot Surveys	Construction Staking
Boundary Survey	Certificates of Corner Location
Topographic Mapping	Wetland Surveys
Subdivision Design/Platting	Condominium Plats
ALTA Surveys	Site Plans
Grading Plans	Storm Sewer Design
Construction Inspection	Right of way mapping
Street & Utility Plans	3 D Laser Scanning
FEMA Certificate	Pipeline Surveys

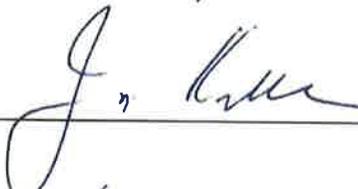
INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: NORTHWESTERN SURVEYING & ENG., INC

OFFICIAL ADDRESS: 8962 Hwy 37, IRON, MN 55751

SIGNATURE IN INK BY: 

TITLE AND/OR POSITION: VICE PRESIDENT EASTERN DIVISION

DATE: 10/12/21

HUMAN RIGHTS CERTIFICATE

NORTHWESTERN SURVEYING
& ENGINEERING, INC

I hereby certify that _____ is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

NORTHWESTERN SURVEYING
& ENGINEERING, INC

Therefore, I certify that it is the policy and intent of _____ to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: JASON KADELBACH

OFFICIAL ADDRESS: 8962 HWY 37, IRON, MN 55751

SIGNATURE IN INK BY: 

TITLE and/or POSITION: VICE PRESIDENT EASTERN DIVISION

DATE: 10/12/21

NORTHWESTERN SURVEYING AND ENGINEERING, INC.

COMPANY PROFILE AND EXPERIENCE



OVERVIEW

Northwestern Surveying and Engineering, Inc. has been successfully providing services for hundreds of clients throughout Minnesota for projects similar to your proposed project. We are a locally owned and operated civil engineering and land surveying firm located in Bemidji, MN and Cloquet, MN. Our company was established in 1997 and since opening, has been involved with many corner re-monumentation projects.

Description of Corner Re-monumentation Services

- Research and review existing section corner information and other archived information located at the various Aitkin County offices relating to subject corners.
- Notify land owners about the work we are conducting in the area and how we may need to access their property to perform our work.
- Notify proper road authority when necessary.
- Conduct proper field work and other procedures for section corners that are required by the Aitkin County Land Surveyor's Office.
- Complete Certificate of Locations of each section corner as well as recording the information.

Firm Experience and Proposed Team Members

• Experience

Sandpiper Pipeline Monumentation Project (Enbridge, 7 Counties)

- This was a large-scale cadastral surveying project that took place in 2015. It required every section that the pipeline was going through to be properly broken down and monumented. It also required all corners to be properly tied out and certified with the county surveyor.

TransCanada Pipeline Monumentation Project (Bad River Reservation, Wisconsin)

- This was also a large-scale cadastral surveying project that took place in 2017. It had many of the same requirements and standards that took place during the Sandpiper Project. Some of the requirements varied as the project took place in Wisconsin but the procedures remained the same.

Line 3 Pipeline Monumentation Project (Enbridge, Aitkin and St. Louis County)

- This was a multi-county cadastral surveying project. The field work began early in 2018 and completed in Fall 2019. Overall, on this project we subdivided and monumented 56 sections across two counties. This project supplied the counties with Certificates of Location for each section corner.

- Team Members

1. Principal – Michael Stang, PLS, President.
2. Project Manager- Jason Kadelbach, Vice President Eastern Division
3. Lead Surveyor – Kaleb Kadelbach, PLS
4. Survey Crew Chief – Travis Bare, Survey Technician II
5. Survey Crew Chief – Adam Hanson, Survey Technician
6. Survey Crew Chief – Joe Deppa

Description of Equipment

- Multiple Trimble R10/R12 GPS Rover Units with TSC3 Data Collectors.
- Trimble Robotic Total Stations (S6-SPS)
- 2022 Version of AUTOCAD Civil 3D

References

1. Marvin Kohout, Kohout Surveying, Aitkin MN, 218-927-5452 (Professional Land Surveyor)
2. Larry Huhn, Northwoods Surveying, Darwin MN, 320-583-3830 (Professional Land Surveyor)
3. Mike Enfield, Enbridge Senior Project Manager, 989-854-3797

OUR PROPOSED SERVICES

Northwestern Surveying and Engineering has a reputation for quality, large-scale surveying projects and value-engineering in the Bemidji, Cloquet and surrounding areas. We pride ourselves on thorough investigation in the office as well as in the field. We develop work plans which ensure efficiency, accuracy, and cost effectiveness for our clients to ensure that upfront costs and long-term maintenance are minimized. We take that type of approach with every job we complete, so that you can rest assured that you are getting the best product for your money.

CONCLUSION

We look forward to working with you and making this a successful project. We believe we can assist you in completing this project on time, on budget, and with an end-product you will be happy with.

If you have questions about our company or our background experience, feel free to contact Jason Kadelbach at your convenience by email at Jason.Kadelbach@nwsmn.com or by phone at 612-501-0651.

Thank you for your consideration,

Jason Kadelbach,
Vice-President, Eastern Division

MICHAEL A. STANG

NORTHWESTERN SURVEYING AND ENGINEERING, INC.

CURRENT POSITION (SUMMARY)

President/CEO – Northwestern Surveying and Engineering, Inc.: Jun 2015 – Present
Vice President – Northwestern Surveying and Engineering, Inc.: Jan 2014 – Jun 2015
Project Manager – Northwestern Surveying and Engineering, Inc.: Jun 2013 – Jan 2014

- Principal in charge of civil design and land surveying groups
- Lead designer for civil projects
- Licensed Land Surveyor in Washington, Wisconsin, North Dakota, South Dakota, Kentucky, and Minnesota

EXPERIENCE (SUMMARY)

Superintendent/Project Engineer-Flatiron Graham Joint Venture
Sep 2012 – Jun 2013 – ILM (Interior Lower Mainland) Transmission Line Project, Coquitlam, B.C., B.C. Hydro

- Manage excavation, form work, rebar, and concrete placement for helicopter access only foundation sites
- Create work methods for efficient use of helicopter time while using 60 percent submittal drawings or partial designs
- Quality Control for Concrete and Grouting operations working along side owner-rep QC to ensure proper placement of concrete footings and transmission line tower elements
- Hiring/Firing crew members
- Maintain a safe work environment for all staff and craft personnel

Survey Manager/Geometry Control Engineer-Kiewit Flatiron General Partnership. Nov 2008 – Jan 2011 – Port Mann Bridge Project, Vancouver, B.C., B.C. Ministry of Transportation

- Manage all Surveyors working in the precast yard
- Develop schedules to correlate with casting cycle issued by the superintendent
- Quality Control
- Coordinate publishing for erecting superstructure

Geometry Control Engineer/Field Engineer/QA QC –Flatiron Manson Partnership. Dec 2007-
Nov 2008 – I35W St. Anthony Falls Bridge Project, Minneapolis, MN, MNDOT

- Control shape and orientation of all formwork, soffits, and control for use in constructing the precast segments in the Casting Yard.
- Conduct as-built surveys of all poured concrete segments in order to build a trilateration network to be used to correctly construct the cantilevered portion of the structure.
- Maintain database of all tracking information to be used in span erection over river using spreadsheets and 3D drawings (AutoCAD 2009).
- Use database to adjust starter segments by calculating azimuths from centerline bolt coordinates and applying to as-built data of pier tables.
- As-built surveys, which track segments as they are erected over the river, and surveys of backspan and cast-in-place approaches to ensure correct concrete deflection and camber is attained.

EDUCATION

- | | | |
|-----------|---|----------------------|
| 2002-2007 | University of Minnesota | Minneapolis, MN. |
| | ▪ B.S., Civil Engineering | |
| | ▪ Emphasis in Traffic Engineering | |
| 1997-1999 | Technical Trades Institute | Colorado Springs, CO |
| | ▪ A.S., Applied Science-Architectural and Mechanical Drafting | |
| 1993-1995 | Defense Language Institute | Monterey, CA |
| | ▪ Diploma, Polish Language and Culture | |

CERTIFICATIONS

Professional Land Surveyor, State of Washington; Professional Land Surveyor, State of Minnesota; Professional Land Surveyor, State of Wisconsin; Professional Land Surveyor, State of North Dakota; Professional Land Surveyor, State of South Dakota; Professional Land Survey, State of Kentucky

Michael A. Stang, 614 Railroad St SE, Bemidji, MN 56601

(218)-444-9394 office, (218) 766-3896 cell

JASON R. KADELBACH

CURRENT POSITION (SUMMARY)

Vice President of Eastern Division of Northwestern Surveying and Engineering, Inc. Cloquet, MN

Crew Chief/Survey Technician July 2017 to Current

- Conduct private and commercial surveys using robotic total station and/or VRS GPS.
- Responsible for delivery of final product survey drawings to client with minimal correction and guidance from Office Surveyor.
- Conduct lot surveys, commercial surveys, ALTA surveys, and many other common types of surveys needed in the private sector for use by the local city in determining feasibility of additions or new construction.
- Write and deliver technical reports based on the findings.

EXPERIENCE (SUMMARY)

2000–2017 Northstar Surveying Litchfield, MN.

Crew Chief/Survey Technician/Draftsman

- Responsible for all drafting of completed surveys, proposed platting, ALTA/ACSM and other common surveying drawings.
- Assisted Senior Surveying Technician with land surveying and construction staking using both total station and RTK GPS.
- Conducted large project construction staking using RTK GPS unsupervised while cooperating with the construction crew during construction .

1991–2000 West Central Land Services Wilmar, MN.

Draftsman/Survey Technician

- Responsible for all drafting of completed surveys, proposed platting, ALTA/ACSM and other common surveying drawings.
- Assisted Senior Surveying Technician with land surveying and construction staking using both total station and RTK GPS.
- Conducted large project construction staking using RTK GPS unsupervised while cooperating with the construction crew during construction .

EDUCATION

1989-1991 St. Cloud Technical College St. Cloud, MN.
 ▪ AAS degree, Civil Engineering

Jason Kadelbach, 8962 Highway 37, Iron, MN 55751

(612) 501-0651 cell

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Northwestern Surveying and Engineering, Inc.

COMPANY NAME

Kathy Moravec, 700 Paul Bunyan Drive NW, Bemidji, MN 56601

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

EWC057867901

POLICY NUMBER

5/26/2021-05/26/2022

(EFFECTIVE DATE)

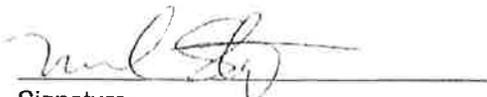
OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10/11/2021

Date


Signature



Engineering

Land Surveying

Site Development

October 12, 2021

Mr. Randy Quale, LS
Aitkin County Surveyor's Office
307 2nd Street NW, Room 221
Aitkin, MN 56431

Re: Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021

Dear Mr. Quale:

Thank you for sending us the Request for Proposal for the Aitkin County Corner Remonumentation Project. Our team of highly qualified surveyors is familiar with the process and technical requirements of certifying and setting section corners. We have completed several remonumentation and corner verification projects for St. Louis County and the United States Forest Service. We hope you will consider using JPJ Engineering for this corner remonumentation project.

JPJ Engineering provides:

- **Expertise** – Our Professional Land Surveyor, Randy Morton, PLS, has over 40 years of surveying experience, providing unmatched technical skills.
- **Experienced** – Our survey technicians have experience completing these types of projects and are familiar with the process of locating, setting, and documenting section corners.
- **Knowledgeable** – We follow the process for maintaining, remonumenting, and positioning monuments in accordance with the Bureau of Land Management manual of surveying instructions and MN State Statute 381.12.
- **Detailed** – We provide thorough field notes documenting field observations.
- **Accurate** – Our data and detailed records are used to produce Certificate of Location of Government Corner documents.

We are excited about the opportunity to work with Aitkin County to certify and remonument these section Corners. Please review our proposal and if you have any questions, please do not hesitate to contact me at 218-929-0750.

Sincerely,

John P. Jamnick, P.E.
Principal

Enclosures

425 Grant Street
5670 Miller Trunk Hwy

P.O. Box 656
Suite A

Hibbing, MN 55746
Duluth, MN 55811
www.jpjeng.com

218-262-5528
218-720-6219

218-262-5059 (Fax)
218-720-6267 (Fax)



**AITKIN COUNTY
PUBLIC LAND
SURVEY CORNER
REMONUMENTATION
PROJECT 01-2021**



Hibbing Office

425 Grant Street, P.O. Box 656
Hibbing, MN 55746
218-262-5528

Duluth Office

5670 Miller Trunk Hwy Suite A
Duluth, MN 55811
218-720-6219

Engineering

Land Surveying

Site Development

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The Company

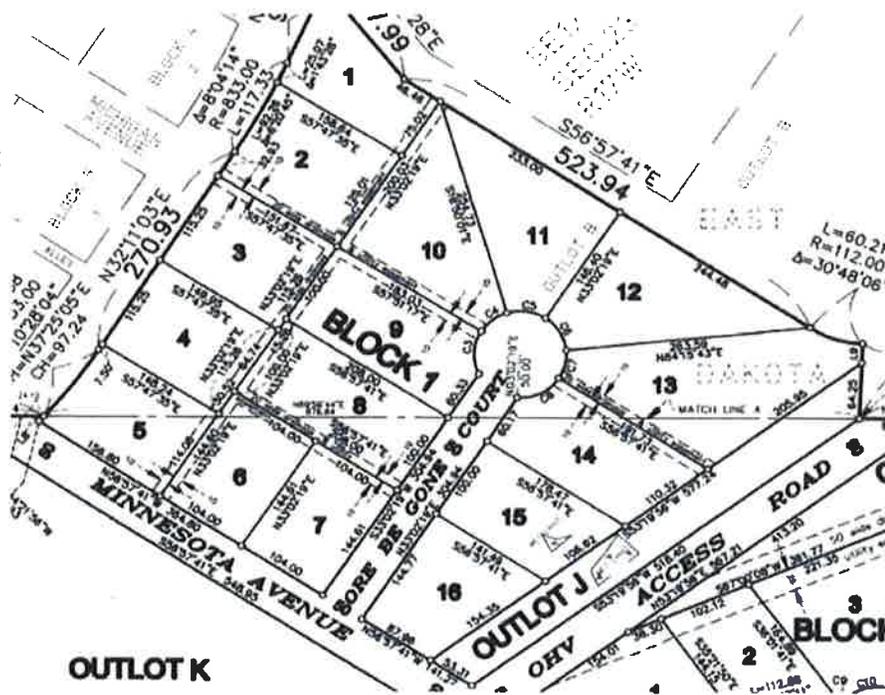
JPJ Engineering, Inc. is a professional consulting firm with offices in Hibbing and Duluth which provide civil engineering, site development, and land surveying services to public and private clients throughout the upper Midwest. Our professional engineers, land surveyors, and experienced technical support staff work together to provide our clients with engineering services for:

- Residential, Commercial, and Industrial Development
- Land Surveying, Construction Staking, and Construction Management
- Trails and Recreational Areas
- Roadways
- Stormwater Management
- Potable Water Supply, Storage, and Distribution
- Wastewater Collection and Treatment

Land Surveying Services

Working with an accurate and informative land survey is fundamental to any land acquisition, development project, or ownership interest. Whether you need a boundary survey, elevation certificate, topographic map, or ALTA/ASCM land title survey, JPJ has distinguished itself as a premier surveyor among clients, peers, and industry experts.

In addition to experienced staff, we use state-of-the-art survey instruments that include fully robotic total stations, 3D laser scanning, GNSS satellite receivers, electronic levels, and the most recent mapping and CAD software.



Our services include:

- Boundary Surveys
- Legal Descriptions
- Preliminary & Final Plats
- Registered Land Surveys
- Condominium Conversions & CIC Plats
- Land Title Surveys ALTA/ACSM
- Route & Site Surveys
- Control Surveys
- Easement Surveys
- FEMA-ELOMA Surveys
- Elevation Certificates
- Pipeline Surveys
- Right-of-Way Surveys
- Tree Inventory Surveys
- Wetland Locations
- Precise Building Layouts
- Aerial Photo Control
- Global Positioning System (GPS) Surveys
- Project Surveys
- Construction Staking
- Utility Staking
- Engineering Design Surveys



Description of Equipment

JPJ has state-of-the-art survey instrumentation including fully robotic total stations, GNSS satellite receivers, and data collectors. We utilize the following equipment to complete our land surveying services:

- Trimble S7 Total Station with a Trimble R10 GPS Receiver and a Trimble TSC7 Data Collector.
- Trimble VX Total Station with a Trimble R10 GPS Receiver and a Trimble TSC7 Data Collector.



Description of the Project

We understand the County is requesting public land survey certification/remonumentation for several section corners located in three townships in Aitkin County. We will begin by researching and reviewing existing Certificates of Location of Government Corner (COLOGC) documents and other available archived information at the various Aitkin County Offices related to the designated corners.

Once information is gathered and a field schedule is prepared the landowner will be informed of the need to access the property. If the corner is within the road right-of-way we will contact the appropriate road authority for permission. Should excavation be required we will consult with the county surveyor before the excavation takes place for the rebuilding to be performed by Aitkin County.

Maintenance of Existing Corners

- We will document the type, size, and distance above or below the ground surface, stamp, and the condition of an existing monument.
- If the monument exists as indicated on the existing COLOGC form, we will measurement to all previously existing accessories and measure and indicate in the field notes both in the form of a drawing sketch and informational text. Accessories will be semi-permanent and may include items such as trees, power poles, buildings, or other identifiable natural or artificial features from with a reliable distance could be measured to locate or relocate the corner. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be required when no natural accessories exist, preferably to have four accessories per corner in four separate quadrants.
- If a monument is found to be missing or damaged, we will re-establish it using measurements from accessories shown on the existing COLOGC form or other historical survey documentation, if possible. We will document a description of the monument set for the corner. Measurements to accessories will be measured and indicated both in the sketch and in the field book documentation. Complete and thorough documentation regarding the methodology used to reset the monument will be included in our field book.
- All monuments will be occupied. Plugs in blacktop roads will be removed and the monument below will be occupied. We will replace the plugs in the correct location above the monument. We will consult with the county surveyor before the excavation takes place for the rebuilding to be performed by Aitkin County.

- Excavation for monuments in roads or ditch grades that have not been certified will go to the depth of the natural ground. We will determine the width and length of the excavation required. We will photograph all excavations.

Remonumentation of Original Corners

- If a corner has never been remonumented, we will set monuments following the Bureau of Land Management Manual of Surveying instructions. All bearing trees in rural, remote areas will be double blazed. Reference monuments will be done when no natural accessories exist. Preferably having four accessories per corner in four separate quadrants.
- We understand that any work performed beyond that which is provided for in this contract without a prior written amendment signed by the County, will be deemed voluntary and we will not be entitled to compensation for the extra work.



Positioning of the Monuments

- All monuments within the project area found, re-established from the accessories as described in the maintenance of existing corners section above, or initially set shall have Northing and Easting coordinate values out to the third decimal place (0.xxx) based on the appropriate Aitkin County coordinate system established on them. The datum that will be used will be NAD83 (2011 adjustment).
- The horizontal accuracy standard for these positions shall be similar to those defined in the 2016 version of the Accuracy Standards for ALTA/ACSM Land Title Surveys. We understand the County standards will require 0.05 feet for positional accuracy.



- We understand that Static GPS, RTK GPS, and terrestrial survey equipment are the acceptable methods of position as well as a combination of these methods on the judgment of our PLS. All positions shall be taken at two separate times.
- When using terrestrial survey methods, we will accomplish this by closed and least-squares adjusted traverses in those instances where more than one leg is needed to tie into a monument.

Deliverables

We agree to provide the following project deliverables:

- Copies of any least-square adjustments that were performed during the survey.
- One paper copy of the printout listing of the point number, northing, easting, and descriptor of each designated monument within the project area.
- A comma-delimited ASCII file containing the point number, northing, easting, and descriptor of each designated monument and control point located in the project area. All coordinate values will be carried out to the third decimal place (0.xxx).
- Original and separate field books for each township survey.
- An original, wet-signed Certificate of Location of Government Corner document meeting County requirements suitable for recording.

Our Team

Our team will be led by Randy Morton, PLS who will serve as the Project Manager and provide technical research, project planning, coordination, and review of all deliverables for this project. Randy's 40 years of experience in surveying has made him an unmatched technical authority in Minnesota surveying. His depth of knowledge, proven track record, and passion for accuracy make him the best Project Manager for this project. To assist him, our land survey technicians will provide fieldwork, data collection, documentation, and deliverable preparation.

Resumes

Randy Morton, P.L.S.

SENIOR PROFESSIONAL LAND SURVEYOR



PROJECT ROLE: Project Manager, Project Research, Coordination of surveying activities, final review and approval of deliverables.

QUALIFICATIONS AND EXPERIENCE

Randy Morton has served as a Senior Professional Land Surveyor at JPJ since 2014 and has more than 40 years of experience in land surveying. Randy's lengthy experience and attention to detail have made Randy an unequalled technical expert in land surveying. Randy holds a Professional Land Surveyor licensed in Minnesota, Wisconsin, North Dakota, and South Dakota.

His responsibilities include a combination of technical and managerial-related tasks. He provides supervision and oversees the coordination of project tasks to ensure survey personnel completes each project on schedule and according to the project specifications. He is responsible for the completion of project research, data calculations, review, verification, and production of final project deliverables for topographic, boundary, and ALTA/ASCM surveys. Randy also performs the production of easement and legal descriptions, subdivision platting, ALTA/ASCM land title surveys.

EDUCATION

Diploma & Coursework, Civil Technology and Land Surveying, Dunwoody Industrial Institute & St. Paul Technical Vocational Institute

Austin Gotchnik

LAND SURVEY TECHNICIAN



PROJECT ROLE: Field surveying, data collection, documentation, and deliverable preparation

Austin has been a Land Survey Technician at JPJ since 2017. Before working at JPJ, Austin interned for the City of Duluth Engineering Division. His experience includes setting section corners, providing construction staking, and performing ALTA Land Title, existing conditions, boundary, and topographic surveying. Austin completed his Associate of Applied Science at Lake Superior College and is currently pursuing a Bachelor of Science in Land Surveying and Mapping from St. Cloud State University.

EDUCATION

A.A.S. Civil Engineering Technology – Lake Superior College

B.S. Land Surveying and Mapping – St. Cloud State University, expected graduation 2022

Steven Barnabo

LAND SURVEY TECHNICIAN

PROJECT ROLE: Field surveying, data collection, documentation, and deliverable preparation

Steven joined JPJ in May of 2021 as Land Survey Technician. Before working at JPJ, Steven worked as a Land Survey Technician for Widseth. Steven has Level 1 Certification from the National Society of Professional Surveyors. His experience includes performing existing conditions, boundary, and topographic surveying, and construction staking. Steven provides layout and construction staking for new construction projects, performing computations, marking bluetops, curbs and gutters, utilities, and building layouts.

EDUCATION

A.S. Engineering – Gogebic Community College

Coursework - University of Wisconsin, Superior



Project Experience & Deliverables

PLSS Recovery, Restoration and Perpetuation - Area B

St. Louis County

The project included land surveying services to recover, restore, and monument corners of the public land survey system in St. Louis County, Minnesota in Township 52N, Range 17W, that included 39 corners to be certified.

The project deliverable included a Certificate of Survey that showed the relationship of recovered, reestablished, and established corner positions used and included a data table listing the north Latitude and west Longitude in degrees, minutes, and seconds to 4 decimal places.

Project deliverables also included recordable corner certificates for each government survey corner that showed the complete history, method of restoration, type of monument set, the references established, coordinate values of the corners, and Latitude and Longitude of each position.



PLSS Recovery, Restoration and Perpetuation - Area C

St. Louis County

The project included land surveying services to recover, restore, monument, and verify public land survey system corners in St. Louis County, Minnesota in Township 57N, Range 15W and Township 57N, Range 14W, that included 11 corners to be verified and 24 corners to be certified.

The project deliverable included a Certificate of Survey that showed the relationship of recovered, reestablished, and established corner positions used and included a data table listing the north Latitude and west Longitude in degrees, minutes, and seconds to 4 decimal places.

Project deliverables also included recordable corner certificates for each government survey corner that showed the complete history, method of restoration, type of monument set, the references established, coordinate values of the corners, and Latitude and Longitude of each position.



Shoreland Lease Survey, Tract A

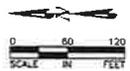
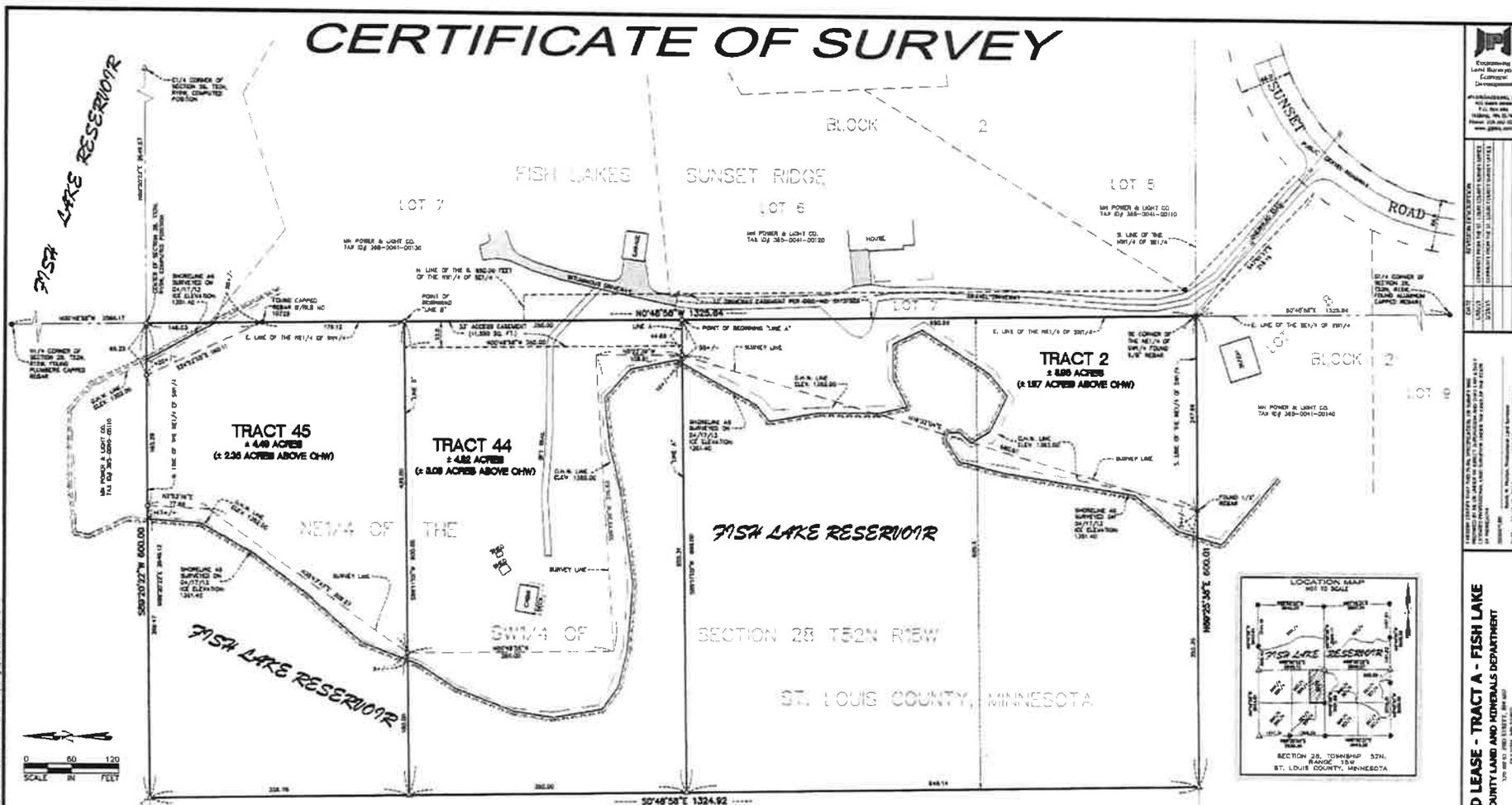
St. Louis County

The project included survey and wetland delineation services and reports for the purposes of parcel creation and platting of shoreland lease lots for eventual sale by the St. Louis County Land and Minerals Department.

Tract A project included historical research for section corners needed to subdivide sections, compute tract lots for field crews to search for existing monumentation, preliminary fieldwork; plats and metes/bounds surveys, prepare wetland delineation reports; which include coordinating with the LGU to discuss the scope of work and review the delineated wetland boundary for preliminary approval, GPS locate the wetland boundary and provide data to the client following delineation and generate a report including findings, maps, and all supporting information, complete government corner certificates for section corners for review, and prepare the final plats and Certificate of Survey.

The project area included 17 lease lots in the S $\frac{1}{2}$ in Section 18, Township 56N, Range 16W, on Floodwood Lake and creating a final plat, 3 lots in the NE $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 28, Township 52N, Range 15W, on Fish Lake Reservoir and creating a Certificate of Survey, 7 lots in the NW $\frac{1}{4}$ of SW $\frac{1}{4}$, Section 29, Township 52N, Range 16W, and the SE $\frac{1}{4}$ of SE $\frac{1}{4}$, Section 30, Township 52N, Range 16W, on Third Lake and creating a Certificate of Survey.

CERTIFICATE OF SURVEY



PROPERTY DESCRIPTIONS

TRACT 45
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 44
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 43
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 2
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 45
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 44
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 43
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

TRACT 2
That part of the east 600.00 feet of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

SCENE SUMMARY
A 33.50 foot wide easement for access purposes over, under, and across the part of the Northeast Quarter of the Southeast Quarter of Section 28, Township 52 North, Range 13 West, St. Louis County, Minnesota, lying northwesterly of the following described line:
Commencing at the southeast corner of said Northeast Quarter of the Southeast Quarter; thence North 0 degree 48 minutes 58 seconds West, measured bearing being the west line of said Southeast Quarter of the Southeast Quarter; a distance of 650.00 feet to the point of beginning of the line to the east line; thence South 89 degree 01 minutes 02 seconds West, a distance of 800.00 feet to the west line of said east 600.00 feet of the Northeast Quarter of the Southeast Quarter; and back to the point of beginning.

SURVEYOR'S NOTES

- 1) BEARING AND LOCATION OF THE TOP OF BURNING CAPROD TREE ON THE SOUTH LINE OF SECTION 28 NEAR THE EAST SHORELINE OF FISH LAKE, WHICH IS A WITNESS CORNER TO THE SW CORNER OF SECTION 28, AS SHOWN ON RECORD PLAT OF FISH LAKE BURNET RIDGE. ELEVATION = 206.80 (INDICATED DATUM); ST. LOUIS COUNTY T14 95 COORDINATES: NORTHING = 340350.27; EASTING = 480978.03.
- 2) ALL BEARINGS ARE BASED ON ST. LOUIS COUNTY TRANSVERSE MERIDIAN 96 COORDINATES SYSTEM.
- 3) ORDINARY HIGH WATER (OHW) ELEVATION IS 1252.00 (INDICATED DATUM).
- 4) DUE TO THE LACK OF CERTAINTY IN THE LOCATION OF THAT PART OF THE NE 1/4 OF THE SW 1/4 OF SECTION 28, T52N, R13W, AS SHOWN ON RECORD PLAT OF FISH LAKE BURNET RIDGE, ANY ATTEMPT THAT BEING MADE TO LOCATE AND MARK LINES, INCLUDING BURNING IN FISH LAKE, THAT MAY OR MAY NOT BE SUBJECT TO LEASE OR SALE OTHER THAN THOSE SHOWN ON THIS CERTIFICATE OF SURVEY, THE EXACT LOCATION OF FLOWAGE RIGHTS AS THEY RELATE TO THE TRACTS DISPLAYED IS UNDETERMINED AS OF THE DATE OF THIS SURVEY.

© St. Louis County 11/13/2013. Fish Lake Study Area 2/20/2013, 11:45 PM



PROFESSIONAL ENGINEER
ST. LOUIS COUNTY, MINNESOTA
No. 11111
Name: [Name]
Address: [Address]
City: [City]

RECORDING INFORMATION
Date of Recording: [Date]
Recording Office: [Office]
Recording Fee: [Fee]

SHORELAND LEASE - TRACT A - FISH LAKE
ST. LOUIS COUNTY LAND AND MINERALS DEPARTMENT
1000 W. GARDNER STREET, ST. LOUIS, MO 63102
PH: 314.241.2400

1 of 1



Shoreland Lease Survey, Tract G

St. Louis County

The project included survey and wetland delineation services and reports for the purposes of parcel creation and platting of shoreland lease lots for eventual sale by the St. Louis County Land and Minerals Department.

Tract G project included historical research for section corners needed to subdivide sections, compute tract lots for field crews to search for existing monumentation, preliminary fieldwork; plats and metes/bounds surveys, prepare wetland delineation reports; which include coordinating with the LGU to discuss the scope of work and review the delineated wetland boundary for preliminary approval, GPS locate the wetland boundary and provide data to the client following delineation and generate a report including findings, maps, and all supporting information, complete Government corner certificates for section corners for review, and prepare the final plats.

The project area included 45 lease lots on Long Lake in Section 24 and Section 25, Township 56N, Range 16W, and creating a final plat.

COOT CREEK ESTATES PRELIMINARY PLAT

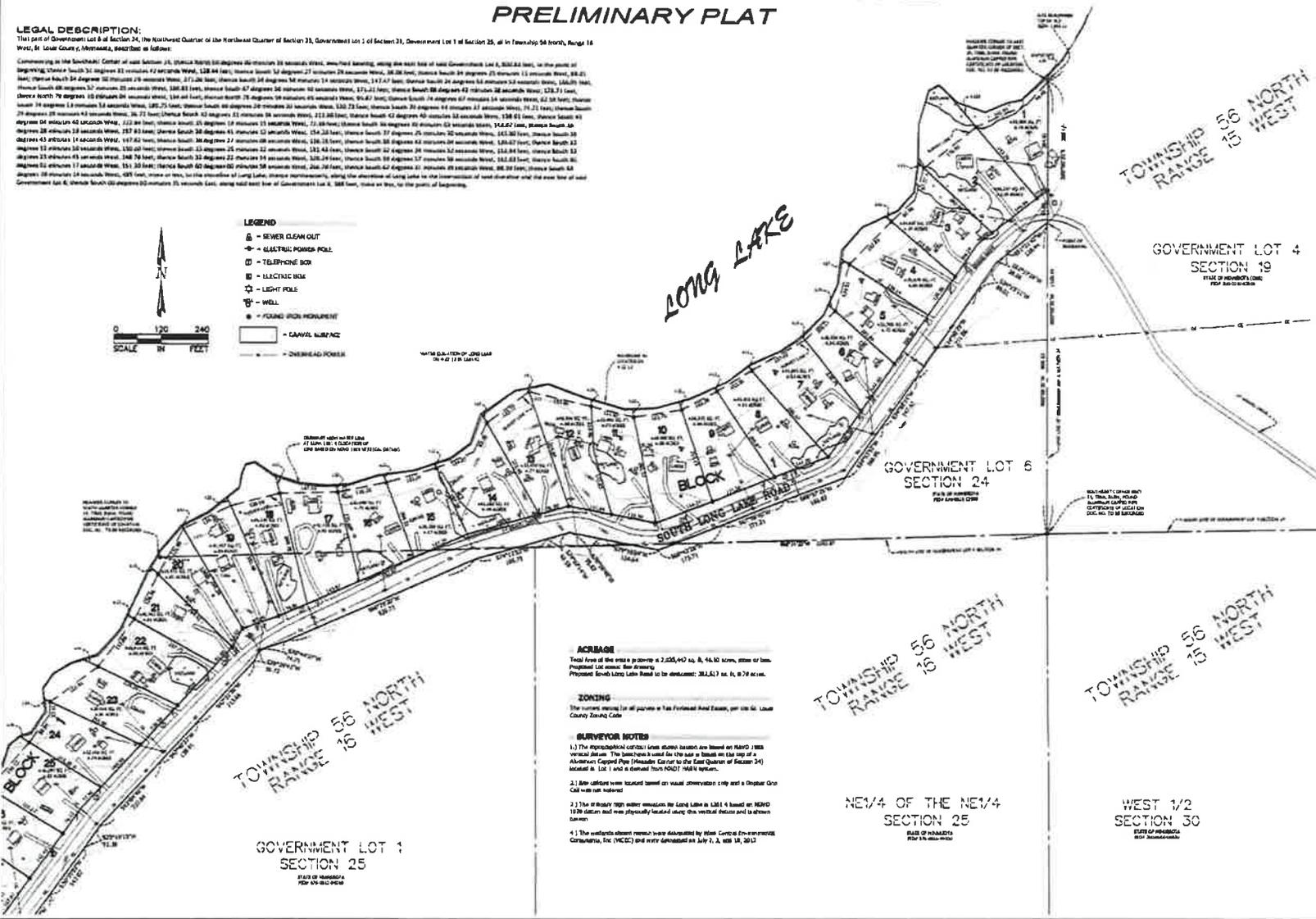
LEGAL DESCRIPTION:

This part of Government Lot 6 of Section 24, the Northwest Quarter of the Northwest Quarter of Section 30, Government Lot 1 of Section 31, Government Lot 1 of Section 25, all in Township 56 North, Range 16 West, St. Louis County, Minnesota, described as follows:

Commencing at the Southwest Corner of said Section 24, (ST. LOUIS COUNTY RECORDS 188-22-22) (see, for the point of beginning, thence South 31 degrees 21 minutes 42 seconds West, 128.84 feet, thence South 31 degrees 27 minutes 29 seconds West, 36.28 feet, thence South 34 degrees 23 minutes 11 seconds West, 88.21 feet, thence South 34 degrees 02 minutes 29 seconds West, 47.26 feet, thence South 34 degrees 34 minutes 19 seconds West, 147.47 feet, thence South 34 degrees 54 minutes 54 seconds West, 144.95 feet, thence South 38 degrees 37 minutes 37 seconds West, 138.81 feet, thence South 47 degrees 50 minutes 40 seconds West, 171.21 feet, thence South 58 degrees 42 minutes 38 seconds West, 128.73 feet, thence South 74 degrees 10 minutes 04 seconds West, 146.66 feet, thence South 78 degrees 59 minutes 45 seconds West, 90.87 feet, thence South 74 degrees 47 minutes 14 seconds 14 seconds West, 62.58 feet, thence South 58 degrees 14 minutes 18 seconds West, 182.75 feet, thence South 48 degrees 20 minutes 20 seconds West, 122.72 feet, thence South 39 degrees 44 minutes 41 seconds West, 71.21 feet, thence South 29 degrees 28 minutes 43 seconds West, 36.72 feet, thence South 42 degrees 01 minutes 01 seconds 22 seconds West, 213.85 feet, thence South 42 degrees 40 minutes 12 seconds West, 138.61 feet, thence South 43 degrees 54 minutes 42 seconds West, 222.86 feet, thence South 25 degrees 19 minutes 23 seconds West, 77.88 feet, thence South 16 degrees 50 minutes 03 seconds West, 144.62 feet, thence South 16 degrees 28 minutes 18 seconds West, 157.83 feet, thence South 34 degrees 41 minutes 02 seconds West, 154.28 feet, thence South 37 degrees 25 minutes 20 seconds West, 163.80 feet, thence South 38 degrees 43 minutes 14 seconds West, 167.82 feet, thence South 38 degrees 27 minutes 28 seconds West, 136.16 feet, thence South 38 degrees 42 minutes 04 seconds West, 134.87 feet, thence South 42 degrees 11 minutes 30 seconds West, 132.02 feet, thence South 23 degrees 25 minutes 22 seconds West, 152.43 feet, thence South 42 degrees 34 minutes 32 seconds West, 152.84 feet, thence South 53 degrees 25 minutes 43 seconds West, 148.76 feet, thence South 52 degrees 22 minutes 54 seconds West, 128.29 feet, thence South 58 degrees 17 minutes 38 seconds West, 143.83 feet, thence South 60 degrees 12 minutes 17 seconds West, 151.25 feet, thence South 62 degrees 00 minutes 58 seconds West, 204.70 feet, thence South 62 degrees 01 minutes 28 seconds West, 88.38 feet, thence South 43 degrees 18 minutes 24 seconds West, 185 feet, thence on the line of Long Lake, thence northerly, along the shoreline of Long Lake to the intersection of said shoreline and the east line of said Government Lot 6, thence South 60 degrees 00 minutes 00 seconds East, along said east line of Government Lot 6, 188 feet, thence on the line of said Government Lot 6 to the point of beginning.



- LEGEND**
- ⊠ - SEWER CLEAN OUT
 - ⊕ - ELECTRIC POWER POLE
 - ⊞ - TELEPHONE BOX
 - ⊚ - ELECTRIC MISC
 - ⊛ - LIGHT POLE
 - ⊙ - WELL
 - ⊙ - FOUND IRON MONUMENT
 - ▭ - CANAL SURFACE
 - — — - OVERHEAD POWER



ACRAGE
Total Area of the entire plat is 2,255,447 sq. ft., 51.50 acres, more or less. Proposed Long Lake Road to be 300.00 ft. wide, 1.70 acres.

ZONING
The zoning map for all parcels in this Plat is as shown on the St. Louis County Zoning Code.

SURVEYOR NOTES
1.) The topographical features shown on this plat are based on NAD 83 vertical datum. The same datum is used for the plat to be filed on the map of a plat. Aerial Photo (Resolution Control to the East Quarter of Section 24) located at 101-1 and is dated from 1997. 1998 photos.
2.) All adjacent areas located based on visual observation only and a Digital Grid Cell was not modeled.
3.) The 1/4 section high water elevation for Long Lake is 1,181.4 based on NAD 83 datum and was physically located along the vertical distance and station number.
4.) The wetlands shown herein were delineated by West-Cott Environmental Consultants, Inc. (WEC) and were delineated on July 1, 2, and 18, 2013.

JPI ENGINEERING, INC
303 East 19th Street
P.O. Box 656
Hibbing, MN 55746
Phone: (218) 262-5528
www.jpjeng.com

Hibbing, MN • Duluth, MN



COOT CREEK ESTATES
LONG LAKE

COUNTY OF ST. LOUIS
SHORELAND PROJECT
TRACT G

REVISION	DATE	DESCRIPTION

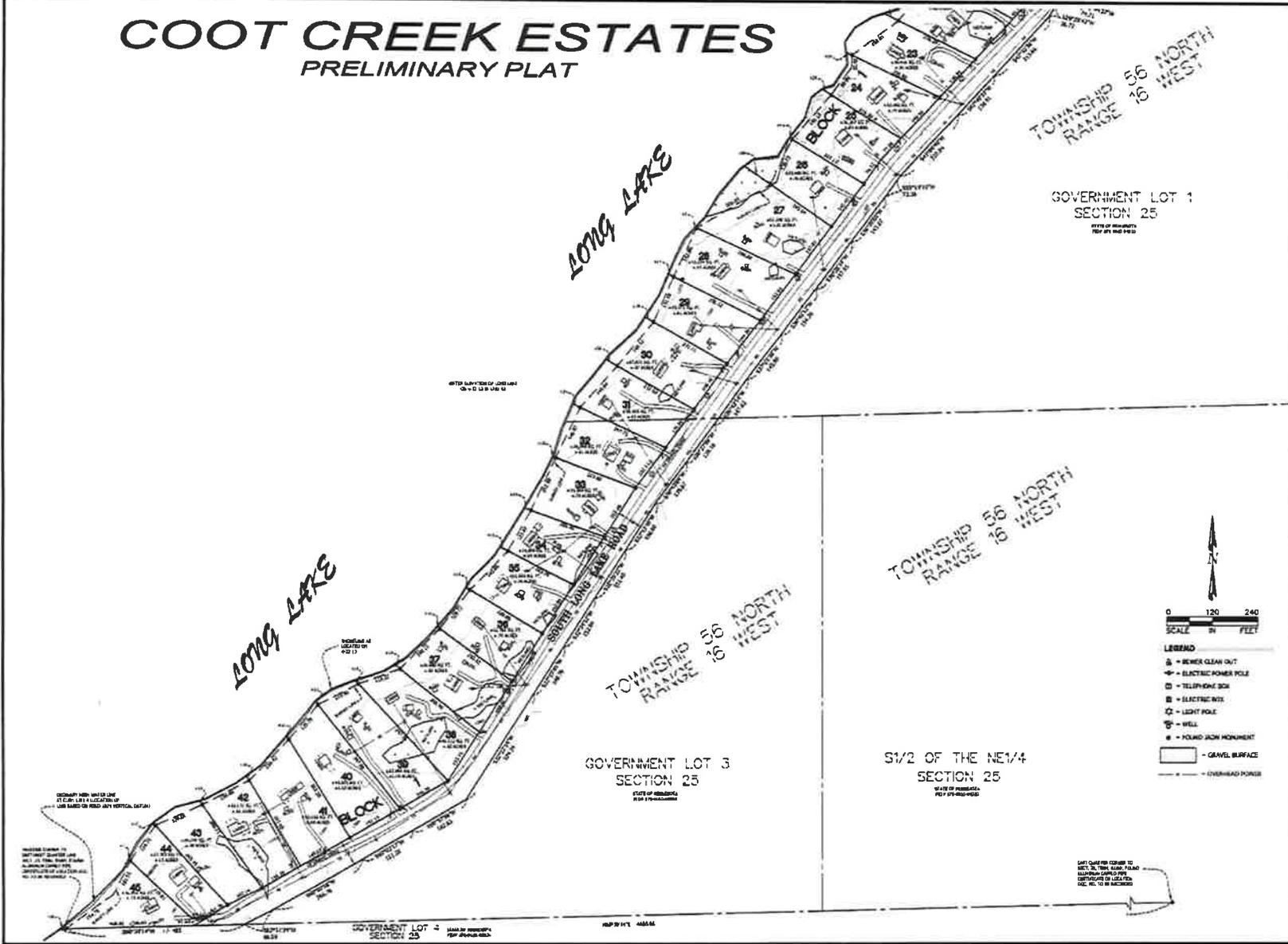
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PAGE #	
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CHECKED	BHA

I hereby certify that this map, plan or report was prepared by me or under my direct supervision and that I am a duly registered Land Surveyor under the laws of the State of Minnesota.

PRELIMINARY
Sanjiv H. Anderson
DATE _____ LIC NO 4548R

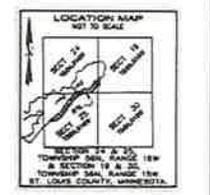
COOT CREEK ESTATES

PRELIMINARY PLAT



JPI
Engineering
Land Surveying
Economic Development

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303 East 19th Street
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Hibbing, MN • Duluth, MN



COOT CREEK ESTATES
LONG LAKE

COUNTY OF ST. LOUIS
SHORELAND PROJECT
TRACT G

REVISION DATE:	DESCRIPTION:

BOOK #	
PAGE #	
DRAWN	ZLZ
CHECKED	BHA

I hereby certify that this survey, map or report was prepared by me or under my direct supervision and that I am a duly registered Land Surveyor under the laws of the State of Minnesota.

PRELIMINARY
Benjamin H. Anderson
DATE _____ LIC NO. 65488



Chippewa National Forest, Bello Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Bello Lake boundary survey is located in Government Lot 1 and SE $\frac{1}{4}$ - NW $\frac{1}{4}$, Section 23, Township 60N, Range 27W, Itasca County, MN. Parcels 38-123-2100 and 38-123-2400. Work at this site primarily consisted of surveying, mapping, and posting the southerly and easterly lines.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.

CERTIFICATE OF SURVEY



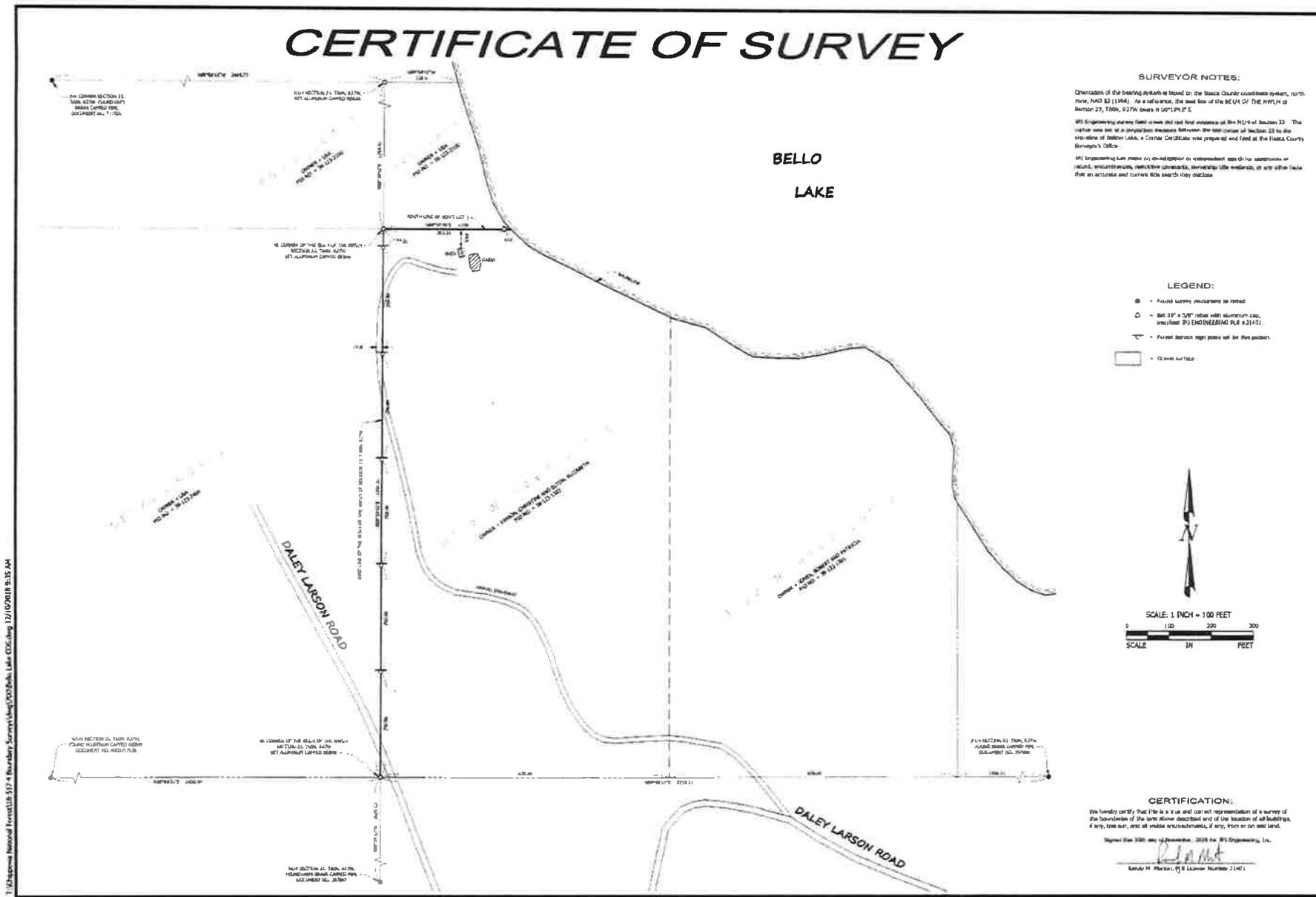
Engineering
Land Surveying
Cadastral
Development

PROFESSIONAL SEAL
M. E. HARRIS, P.E.
Surveyor
No. 10000
State of Florida
Exp. 12/31/2024

DATE: 12/11/2024
PROJECT: Bello Lake Survey

CERTIFICATE OF SURVEY
FOR: US FOREST SERVICE

DATE: 12/11/2024
PROJECT: Bello Lake Survey
DRAWN BY: [Signature]
CHECKED BY: [Signature]
SCALE: 1" = 100'



T:\Mapworks National Forests\118-5174 Boundary Surveys\Map\118-5174 Bello Lake COC.dwg 12/09/2018 09:35 AM

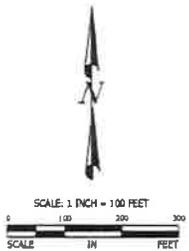
SURVEYOR NOTES:

Orientation of the bearing system is based on the Itasca County coordinate system, north north, NAD 83 (1983). As a reference, the true line of the SE 1/4 of THE NW 1/4 of Section 23, T06N, R27W covers 0.00124 of E.

(1) Engineering survey field notes and field sketches of the NW 1/4 of Section 23. The notes were set of a preliminary measure between the NW corner of Section 23 to the northeast of Bello Lake, a Center Circle Lake was prepared and filed at the Itasca County Surveyor's Office.

(2) Engineering field notes to re-identification or re-orientation with the assistance of related measurements, including compass, bearing the evidence, or any other facts that an accurate and correct field search may disclose.

- LEGEND:**
- - Fixed survey monuments as noted
 - - 3/4" 3/8" 3/16" 1/8" 1/4" 1/2" 3/4" 1" 1 1/2" 2" 3" 4" 6" 8" 10" 12" 14" 16" 18" 20" 24" 28" 32" 36" 40" 44" 48" 52" 56" 60" 64" 68" 72" 76" 80" 84" 88" 92" 96" 100" 104" 108" 112" 116" 120" 124" 128" 132" 136" 140" 144" 148" 152" 156" 160" 164" 168" 172" 176" 180" 184" 188" 192" 196" 200" 204" 208" 212" 216" 220" 224" 228" 232" 236" 240" 244" 248" 252" 256" 260" 264" 268" 272" 276" 280" 284" 288" 292" 296" 300" 304" 308" 312" 316" 320" 324" 328" 332" 336" 340" 344" 348" 352" 356" 360" 364" 368" 372" 376" 380" 384" 388" 392" 396" 400" 404" 408" 412" 416" 420" 424" 428" 432" 436" 440" 444" 448" 452" 456" 460" 464" 468" 472" 476" 480" 484" 488" 492" 496" 500" 504" 508" 512" 516" 520" 524" 528" 532" 536" 540" 544" 548" 552" 556" 560" 564" 568" 572" 576" 580" 584" 588" 592" 596" 600" 604" 608" 612" 616" 620" 624" 628" 632" 636" 640" 644" 648" 652" 656" 660" 664" 668" 672" 676" 680" 684" 688" 692" 696" 700" 704" 708" 712" 716" 720" 724" 728" 732" 736" 740" 744" 748" 752" 756" 760" 764" 768" 772" 776" 780" 784" 788" 792" 796" 800" 804" 808" 812" 816" 820" 824" 828" 832" 836" 840" 844" 848" 852" 856" 860" 864" 868" 872" 876" 880" 884" 888" 892" 896" 900" 904" 908" 912" 916" 920" 924" 928" 932" 936" 940" 944" 948" 952" 956" 960" 964" 968" 972" 976" 980" 984" 988" 992" 996" 1000"
 - "C" - Fixed survey right place with the this position
 - - Ground surface



CERTIFICATION:

We hereby certify that this is a true and correct representation of a survey of the topography of the same above described and of the location of all buildings, if any, on said land, and all visible encroachments, if any, upon or on said land.

Dated this 11th day of November, 2024 at Itasca County, Minnesota.

[Signature]
Brendy M. Placko, P.E. License Number 71401



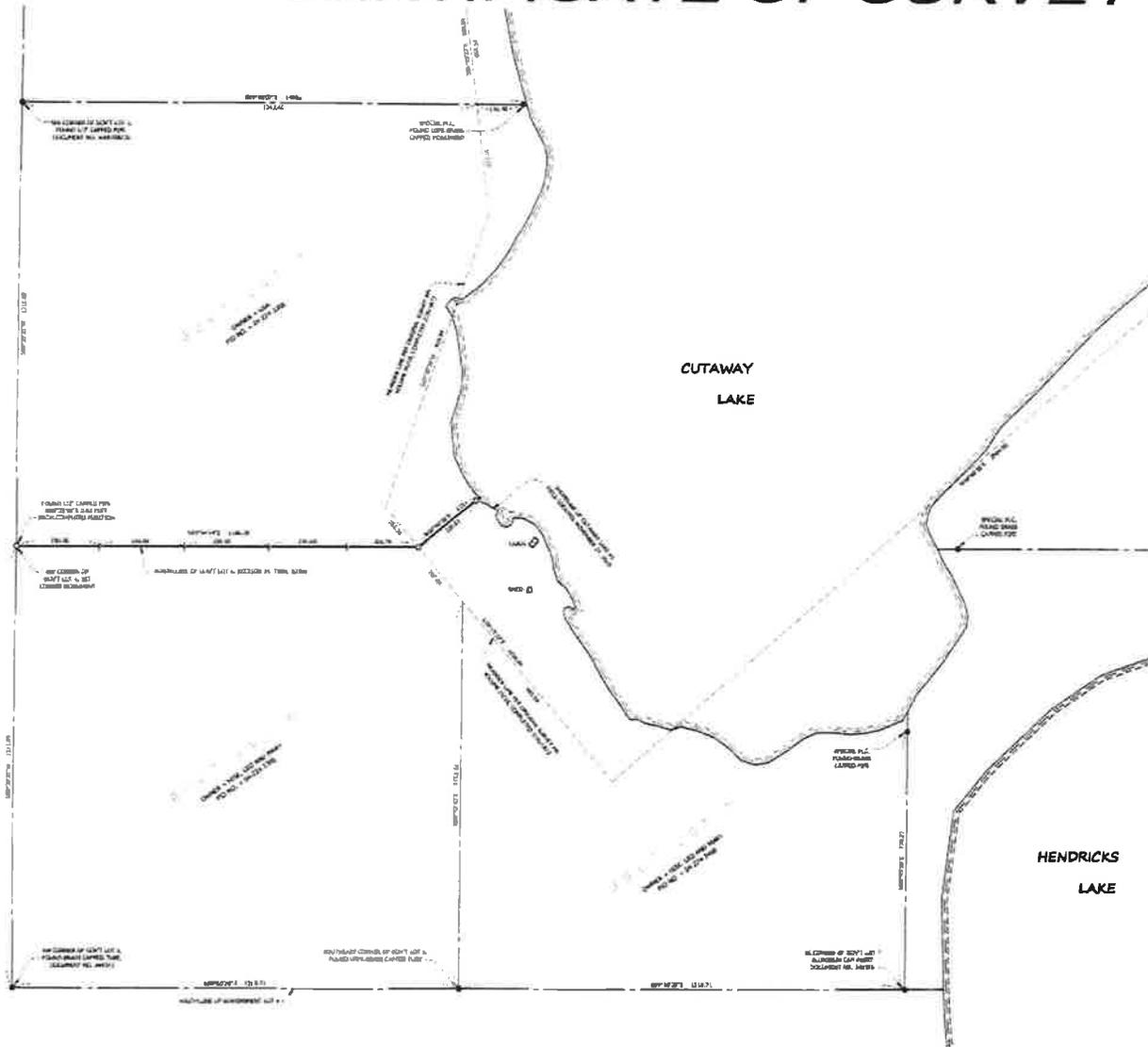
**Chippewa National Forest, Cutaway Lake
U.S. Forest Service**

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Cutaway Lake boundary survey is located in Government Lot 5, Section 24, Township 58N, Range 25W, Itasca County, MN. Parcel 04-224-3200. Work at this site primarily consisted of surveying, mapping, and posting the south line. The project also involved determining a proposed resolution to the dividing line of the omitted lands lying between federal and private tracts, an approximate length of 1,500 feet.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.

CERTIFICATE OF SURVEY



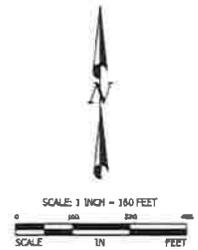
SURVEYOR NOTES:

Delineation of the bearing system is based on the State County coordinate system, NAD 83 (1983). As a reference, the south line of the Government Lot A of Section 34, T38N, R25W shows S 89°52'00" E.

30' Engineering has made its investigation or independent audit of the assessment of record, encumbrances, and title coverage, ownership title evidence, or any other facts that an accurate and current title search may disclose.

LEGEND:

- - Pile survey monument as noted
- - 3" x 3" x 1/2" iron with aluminum cap, inscribed 30' ENGINEERING PLS 201901
- ⊥ - Former survey sign post, set for this project



CERTIFICATION:

We hereby certify that this is a true and correct representation of a survey of the boundaries of the land above described and of the location of all buildings, if any, shown, and all other encumbrances, if any, shown on the said map.

Signed this 20th day of November, 2018 for 30' Engineering, LLC
[Signature]
 Brady M. Macklin, PLS (License Number 2140)



30' ENGINEERING, LLC
 10100 Highway 100
 Suite 100
 Jacksonville, FL 32218
 Phone: 904.444.1010
 www.30eng.com

DATE	DESCRIPTION OF SURVEY
11/20/18	Subdivision of large parcel in Lake

CERTIFICATE OF SURVEY

FOR: US FOREST SERVICE

Cutaway Lake, within the south line of Government Lot A, Section 34, Township 38 North, Range 25 West, Zone Central, Oklahoma.

DATE	11/20/18
BY	Brady M. Macklin
FOR	US Forest Service
SCALE	1" = 100'



Chippewa National Forest, Dixon Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Dixon Lake boundary survey is located in the NW $\frac{1}{4}$ of NE $\frac{1}{4}$, Section 24, Township 148N, Range 29W, Itasca County, MN. Parcel 39-024-1200. Work at this site primarily consisted of surveying, mapping, and posting the south line.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.



Chippewa National Forest, Island Lake

U.S. Forest Service

The project consisted of a cadastral survey for the determination and marking of certain boundary lines between federal and non-federal lands and the marking of property boundary and corner lines.

Island Lake boundary survey is located in the East 20 acres of Government Lot 1, Section 10, Township 150N, Range 28W, Itasca County, MN. Parcel 03-010-1202. Work at this site primarily consisted of surveying, mapping, and posting the west line.

The work anticipated that all controlling corners for this survey were existing and in-place, with no additional monuments to be set. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references and detailed with all methods, techniques, decisions, and monument positioning.



Superior National Forest, Agency Bay

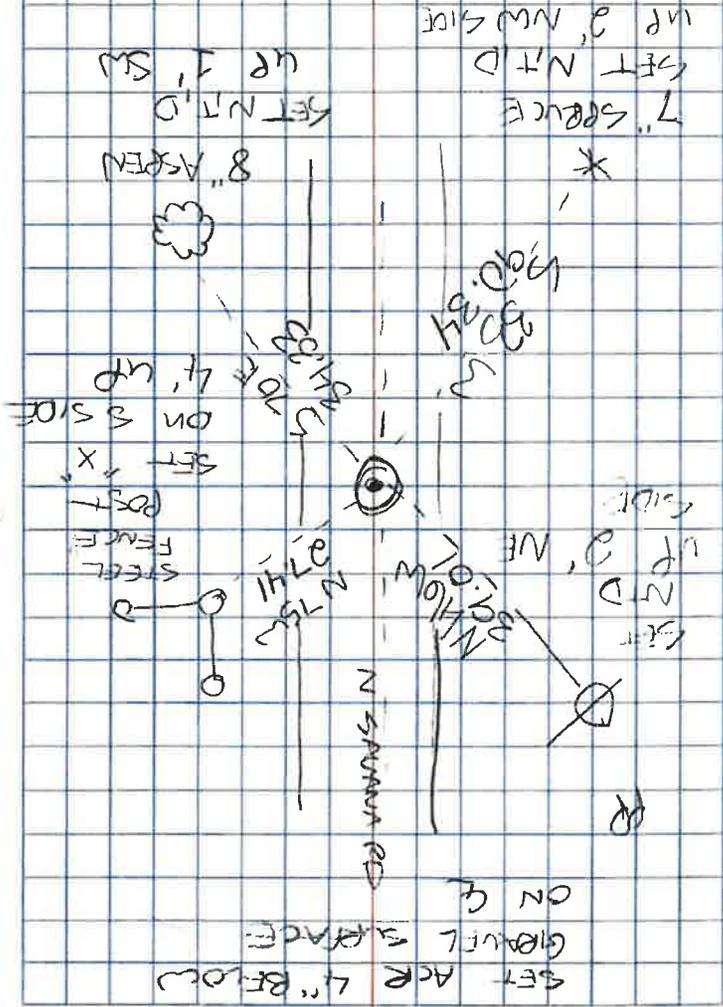
U.S. Forest Service

The project consisted of cadastral surveying of two full section subdivisions and one partial section subdivision to determine the common boundary lines between federal and non-federal land. It was intended that this work will be tied with the applicable County coordinate system as established by MnDOT using survey-grade GPS/GNSS equipment.

Agency Bay boundary survey is located in the Southwest Quarter of Section 20, Township 142 North, Range 30 West, Cass County, MN. Government-owned property in this quarter includes the SW $\frac{1}{4}$ of the SW $\frac{1}{4}$.

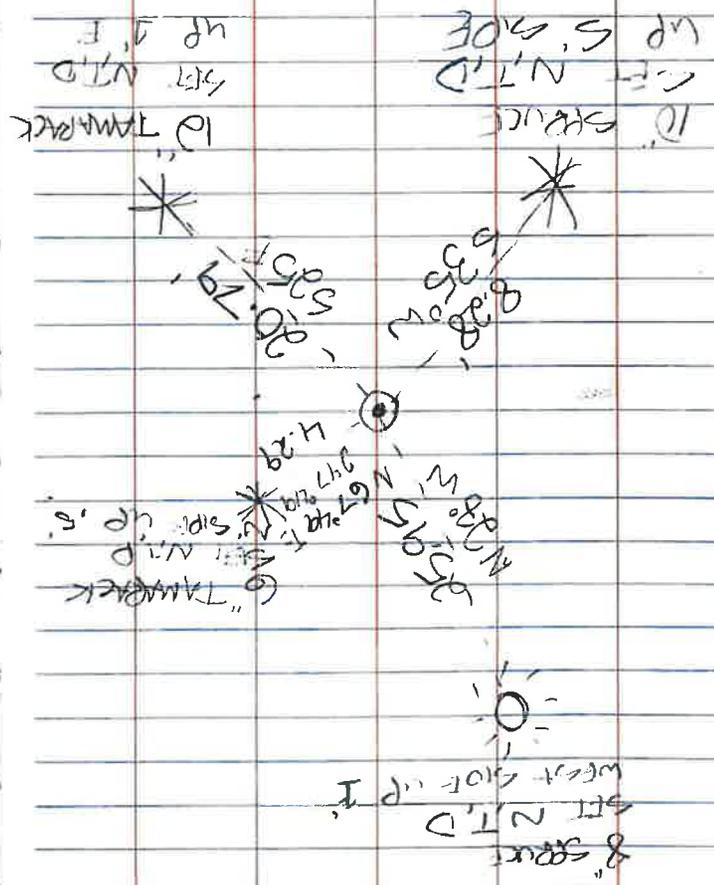
We provided professional land surveying services to support Forest Service engineers and to mark boundary lines with metal signage provided by the Forest Service and project management. The deliverable was a Certificate of Survey showing the entire project, coordinates, corner references, and digital files.

SE 11-53-21 6-16-21



6-16-21
ASB
SRB

NE 1-53-21





References

Itasca County

Guy Carlson – County Surveyor
(218) 327-7436 guy.carlson@co.itasca.mn.us

St. Louis County

Todd Hendershott – Deputy County Surveyor
(218) 625-3882 hendershottt@stlouiscountymn.gov

St. Louis County

Preston Dowell – Deputy County Surveyor
(218) 742-9824 dowellp@stlouiscountymn.gov

Conflicts of Interest

JPJ Engineering has no known possible conflicts of interest in entering into a contract with Aitkin County.

PROPOSAL FORM

REQUEST FOR PROPOSAL

**FOR AITKIN COUNTY PUBLIC LAND SURVEY
CORNER REMONUMENTATION PROJECT 01-2021**

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 52,958.00

STANDARD HOURLY RATE: \$ 115.00
(For work above and beyond scope of project, if necessary)

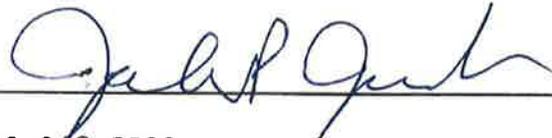
BIDDERS CONTACT INFORMATION

Company Name: JPJ Engineering, Inc.

Company Address: 425 Grant Street, PO Box 656
Hibbing, MN 55746

By: Name: John P. Jamnick, P.E.

Title: President

Signature: 

Phone: 218-262-5528

E-Mail Address: jjamnick@jpieng.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that JPJ Engineering, Inc. is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of JPJ Engineering, Inc. to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: JPJ Engineering, Inc.

OFFICIAL ADDRESS: 425 Grant Street, PO Box 656, Hibbing, MN 55746

SIGNATURE IN INK BY: 

TITLE and/or POSITION: John P. Jamnick, P.E., President

DATE: 10/8/2021

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: JPJ Engineering, Inc.

OFFICIAL ADDRESS: 425 Grant Street, PO Box 656, Hibbing, MN 55746

SIGNATURE IN INK BY: 

TITLE AND/OR POSITION: John P. Jamnick, P.E., President

DATE: 10/8/2021

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

JPJ Engineering, Inc.

COMPANY NAME

Otis Magie Insurance Agency, 332 W. Superior St. Duluth, MN 55802 218-262-6611

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

WBXH2884486

POLICY NUMBER

6/15/2021-6/15/2022

(EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10/8/2021

Date


Signature

**REQUEST FOR PROPOSAL
Professional Surveying Services for the
Recovery, Restoration and Perpetuation of
Corners of
the Public Land Survey System**

Aitkin County, Minnesota



Project 01-2021



KRAMER LEAS DELEO
SURVEYING • ENGINEERING • PLANNING

Submitted by:
James Kramer, PLS
President
Kramer Leas DeLeo
1120 Industrial Park Road
Brainerd, MN 56401
218-829-5333
Toll Free: 1-866-816-5333
Fax: 218-829-5377
kramer@kldland.com



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- ✓ Professional References

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- ✓ Computer Software and Survey Equipment
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- ✓ Workers Compensation Form
- ✓ Independent Contractor Statement
- ✓ Key Staff Resumes
- ✓ Certificate of Location of Government Corner Examples
- ✓ Field Book Example Pages

The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.



Firm Background and Similar Work Experience

Introduction-

Kramer Leas DeLeo P.C. (KLD) is a professionally owner operated land surveying, engineering, planning and environmental firm. Our team of experienced, professionals provide superior service to both public and private sector clients throughout Minnesota, with offices in Brainerd and St. Cloud.

The firm of Kramer Leas DeLeo P.C (KLD) was formed in 2003 in Brainerd, the current location of its corporate office. In February 2004, KLD expanded by adding an office in St. Cloud. All of the owners of KLD play an important role in the day-to-day operations, as we prefer a hands-on approach to serving our clients. Each of the corporate owners of KLD is a licensed professional land surveyor. KLD's senior crew chiefs hold certifications from the National Institute for Certification for Engineering Technicians (NICET). The members of the technical staff at KLD have earned a great deal of experience both in field and office operations related to locating, documenting, and positioning public land survey corner monuments.

Key Staff Members-

KLD has three licensed land surveyors that will be assigned to this project, these professionals combine for over 50 years of experience in the public and private sectors. Our knowledge of the Public Land Survey System, together with our knowledge of the most current technologies in land surveying equipment and methods combine to allow us to meet our client's land surveying needs.

The key personnel are identified in the project team list as follows:

James Kramer, Project Manager and Professional Land Surveyor

Sam DeLeo, Professional Land Surveyor, CFED

Jordan Chouanard, Professional Land Surveyor

Mike Seelen, Senior Survey Crew Chief

Nick Jelacie, Survey Crew Chief

Riley Hirsch – Survey Crew Technician

The resumes for our key staff members are located in the Appendix of this proposal, along with relevant similar project experience.

Firm Background and Similar Work Experience

Similar Work Experience-

Nearly every non-platted property boundary is dependant on the location of Public Land Survey System (PLSS) corner monuments. The location and inventory of these PLSS corners is an almost daily task for us. During this time we have located, positioned, and documented thousands of PLSS corner monuments. Most recently, Kramer Leas DeLeo has provided services similar to those that are required for this proposal on the following projects:

- **Beltrami County PLSS Corner Remonumentation Project(s)- 2007-2021, 29 Townships, 3,600+ corners** All PLSS corners within these Townships in Beltrami County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project was very similar to the proposed project.
- **Clearwater County PLSS Corner Remonumentation Project(s)- 2014-2021, 20 Townships, 2,100+ corners** All PLSS corners within these Townships in Clearwater County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project was very similar to the proposed project.
- **St Louis County PLSS Corner Remonumentation Project(s)- 2018-2021, 2 Townships, 160 corners.** PLSS corners within a Township in St Louis County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. This project is presently being completed. Field books, digital photos and final coordinates were a part of the deliverables as part of this project, also including Certificates of Location and final Township Certificate of Survey. This project is very similar to the proposed project.
- **Minnesota Department of Transportation(multiple projects)** PLSS corners within identified highway corridors were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project. Certificates of Location were filed on all land corners and a detailed survey report was delivered to the client. These projects are very similar to the proposed projects.
- **Crow Wing County Corner Remonumentation Project- 2017, 2020, 180 corners** Assorted PLSS corners within Crow Wing County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Field books, digital photos and final coordinates were a part of the deliverables as part of this project.

Firm Background and Similar Work Experience

- **Morrison County Township Corner Remonumentation Project, Minnesota**
All township corners within Morrison County, Minnesota were researched, positioned with county Coordinates within geodetic standards, and monumented. Certificates of Location were filed on all township corners and a detailed survey report was delivered to the client.
- **Various property boundary and subdivision projects**
KLD completes approximately 250-300 boundary and subdivision projects each year that require Public Land Survey corner research, positioning, and monumentation. KLD maintains documents and positions for monuments marking the Public Land Survey corners within the counties that it provides services in. Many of these projects require that the accuracy standards similar to the 2016 version of the accuracy standards for ALTA/ASCM Land Title Surveys be met.

Professional References-

KLD takes pride in the relationships that it has built with its clients, members of various public agencies, and other professional firms that practice in the field of land surveying and civil engineering. Following are individuals who will attest to our professionalism and ability to perform this project for Grant County.

Robert Murray – County Surveyor (Beltrami, Clearwater, Koochiching)
304 3rd Street NW
Bemidji, MN 56601
(218)751-5898

Kevin Trappe – GIS Division Director
Beltrami County, Minnesota
County Administration Building
701 Minnesota Avenue NW Suite 219
Bemidji, MN 56601
(218)333-8457

John Hinzmann – Principal Land Surveyor
Minnesota Department of Transportation
1123 Mesaba Avenue
Duluth, MN 55811
(218)725-2700



Project Approach

Project Understanding-

It is our understanding that the primary objective of Request for Qualifications is to provide professional land surveying services related to the maintenance and positioning of the identified Public Land Survey System (PLSS) corner monuments(40) that currently exist in Aitkin County, Minnesota. It will be our duty to locate and verify the monument and accessories to the corner for each of these corners according to the provided scope of services. There are three common situations that could arise for any of the PLSS corner monuments. Each situation will require a different action by our staff. These situations are:

1. If a PLSS corner monument currently marks the corner we will verify any remaining accessory ties and add additional accessory ties and witness posts as needed. All fieldwork will be documented.
2. If the PLSS corner monument is obliterated but sufficient accessories to the monument remain, they will be used to perpetuate the location of the corner. We will set a new monument, add any needed accessory ties and witness posts, and document our work.
3. If the PLSS corner monument, and the accessories needed to perpetuate it cannot be located, the corner will be established in accordance with the Bureau of Land Management Manual of Surveying Instructions.

We will be required to establish horizontal coordinates in Aitkin County Coordinates, with the accuracy requirements similar to those defined in the 2016 version of the accuracy standards for ALTA/ASCM Land Title Surveys. It will be the responsibility of the Surveyor to gain permission to cross private property in order to access some of the PLSS Corner monuments.

Work Plan and Schedule-

This project will be managed from KLD's Brainerd office. James Kramer, a licensed Professional Land Surveyor and a Principal with the firm will be responsible for the contract administration, project management, and day-to-day supervision of this project. Jordan Chouanard, Professional Land Surveyor, will provide periodic professional support. Mike Seelen will be assigned the responsibility of being the lead survey crew chief for this project.

Our work plan for this project will be very similar to that of other PLSS corner maintenance projects we have performed in Beltrami County, Clearwater County, St Louis County, Morrison County and numerous locations in Minnesota. All work will be completed in conformance with SCOPE OF SERVICE of the Aitkin County PLSS Restoration Contract (01-2021). The following stages will be the primary phases of our work plan to complete this project:

Information Collection –

We will prepare mapping products identifying the locations that we anticipate searching for the PLSS corner monuments that are needed for this project. These locations are based on the original Public Land Survey, Certificate of Location of Government Corner forms that have been previously filed with the county, and various survey information files that may be gathered within

Project Approach

the County Survey database and private records. We will obtain copies of the most current Certificate of Location of Government Corner forms and update our map to reflect the target corner locations. As part of this work, a **preliminary Statements of Evidence** form will be completed for all required land corners prior to any field work. Feature calls from the original Public Land Survey will be inserted in our mapping products in review of the original running notes for each project area.

Survey Control Network Planning –

We will identify nearby available geodetic survey control stations. We will verify the availability of these geodetic survey control stations and create a map containing the National Geodetic Survey data sheets for each geodetic survey control station. The survey crews will use this map as a reference to determine the availability of geodetic survey control stations to use as calibration stations and control checks throughout the project.

Monument Recovery and Positioning –

Once all of the corner locations and geodetic survey control stations have been identified we will begin the fieldwork for this project by systematically searching for each PLSS corner across the township.

As each PLSS corner location is visited, the corner and any reference ties will be searched for. The Project Understanding section above describes the three possible outcomes for each PLSS corner. Due diligence will be practiced in searching for each target PLSS corner location as we recognize the importance of each PLSS corner monument. All occupation features that may help determine a corner location will be positioned at this time. Parole evidence will be sought by land owners, and documented.

It will be necessary to access some of the PLSS corner monuments through private property. KLD will be responsible to contact each of the effected property owners prior to entering their property. We will contact the property owners by telephone, by mail, or by simply meeting them in person to request permission to perform our work on their property.

We will excavate by hand using chisels, gas powered jackhammers, and shovels to depths within reason in order to locate PLSS corner monuments as needed. Any excavation areas on private property will be restored to the property owner's requirements. Digital photographs will be taken at all excavated PLSS corner locations.

At corner locations where surface plugs are recovered, the plug will be removed and the monument will be recovered beneath. The surface plug will be replaced in the correct location above the monument.

For instances where no monuments exist at the corner location and its position can be determined from the local accessories on an existing Certificate of Location of Government Corner form or survey evidence, a suitable durable iron monument will be set meeting specifications found in the contract scope of services.

Field book information will be gathered at each PLSS corner, a uniform data sheet will be used for each corner in an effort to gather all needed information for the preparation of the Certificate of

Project Approach

Location in a consistent manner. An example of this data sheet is included in the Appendix, this form may be altered upon review of Aitkin County prior to the beginning of work.

We will be using a combination of RTK-GPS, Static GPS and conventional traverses for the positioning of the PLSS corner monuments. Multiple shots with RTK-GPS will be our primary method of establishing coordinate values of the PLSS corner monuments. If RTK-GPS does not provide satisfactory coordinate value accuracies we will either perform a conventional looped traverse or run multiple static GPS sessions on the corner. The distance of traverse required and density of vegetation will dictate the need for static GPS. Our experienced survey crew chiefs will individually assess the terrain for each PLSS corner monument and select the method of data collection that they feel best fits the needs of the area. The data collection methods will be reviewed continually throughout the project. To insure that accuracy standards are met we continually perform survey control checks to known geodetic survey control stations throughout the day and at the end of each day.

Digital photographs will be taken at all PLSS corner locations, four directional photos and one directly overhead. An example of this product is included in the Appendix.

Corner Certificates / Survey Report -

Certificate of Location of Government Corner forms shall be prepared for every corner where a monument was found, perpetuated or established. These forms will be submitted to the County in Adobe pdf format, and in hard copy format. The surveyor shall also submit the coordinate data in the required electronic format along with hard copy of the data and the field notes for the project. Certificates of Location will be filed with the County as completed during the contract.

Final Report and Deliverables-

According to contract requirements, the following delivery items will be provided to St Louis County.

1. One paper copy of the printout listing the point number, northing, easting and descriptor for each designated monument within the project area.
2. Original copies of the field notes for each township survey.
3. Coma delimited ASCII file containing point number, northing, easting and descriptor of each designated monument and control point located in the project area.
4. If utilizing Trimble products, a copy of the DC file or equivalent data collection file from other products.
5. Certificates of Location for all required corners, paper copies of recorded Document.
6. Survey Report for the project

Schedule-

We will begin this project immediately upon verification of a signed contract or written notice to proceed. In the event of conditions beyond KLD's control, KLD reserves the right to extend the completion date by a reasonable amount of time, this would include delays in MnDot completing corner monumentation of corners as shown in Request for Proposal.

Project Approach

Computer Software and Survey Equipment-

The employees of KLD are experienced users of both MicroStation and AutoCAD computer aided drafting platforms. Bentley GEOPAK is our selected surveying and engineering software platform. KLD uses Trimble survey equipment, which includes robotic total stations, RTK units and static receivers.

Project Safety-

KLD recognizes the importance of job safety. We will observe all Federal and State laws pertaining to the Occupational and Safety Hazards Act (OSHA) throughout the project. We will also observe all local laws, ordinances, and regulation related to project safety.

Throughout the duration of the contract Grant County may find it in the best interest of the County to hire KLD for other surveying services related to this project. We will provide these services at our standard hourly rates as depicted below, or at contract corner prices for the respective Township. We will provide cost estimates for such services as requested.

Standard Hourly Rates

Professional Land Surveyor-	\$130.00 per hour
Senior Technician-	\$90.00 per hour
Technician-	\$70.00 per hour
Two Person Survey Crew-	\$180.00 per hour
Clerical Staff-	\$50.00 per hour

Conflicts of Interest-

KLD is not currently engaged in any contracts with, or providing services for any employee of Aitkin County to our knowledge. We have no conflicts of interest related to this project.



III Appendix

- Proposal Form & Signature Page
- Human Rights Certificate
- Workers Compensation Form
- Independent Contractor Statement
- Key Staff Resumes
- Certificate of Location of Government Corner Examples
- Field Book Example Pages

The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.



PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 83,300

STANDARD HOURLY RATE: \$ 2082.50/corner OR at standard hourly rates
(For work above and beyond scope of project, if necessary)
See standard hourly rates in proposal

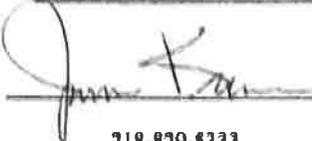
BIDDERS CONTACT INFORMATION

Company Name: Kramer Leas Deleo PC

Company Address 1120 Industrial Park Road
Brainerd, MN 56401

By: Name James Kramer

Title: President

Signature: 

Phone 218-829-5333

E-Mail Address: kramer@KLDland.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that Kramer Leas Deleo PC is in compliance with the standards of equal
(Name of Firm)

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the
Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of Kramer Leas Deleo PC to provide
(Name of Firm)

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination
because of race, color, religion, national origin, place of residence, political affiliation, disability, marital
status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its
personnel policies, programs, practices, and operations.

NAME James Kramer

OFFICIAL ADDRESS: 1120 Industrial Park Road, Brainerd, MN 56401

SIGNATURE IN INK BY: 

TITLE and/or POSITION: President

DATE: 10-11-2021

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Secura Insurance Companies

COMPANY NAME

Baxter Insurance Group, 8374 Brandon Road, Baxter, MN 56425 218-454-2965

AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

20-WC-003303538-11

04/16/2021

POLICY NUMBER

(EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin

10-11-2021

Date



Signature

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County, and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA

COMPANY NAME Kramer Leaa Deleo PC

OFFICIAL ADDRESS: 1120 Industrial Park Road, Brainerd, MN 56401

SIGNATURE IN INK BY  _____

TITLE AND/OR POSITION: President

DATE: 10-11-2021

James Kramer, PLS

Professional Land Surveyor and Project Manager

Education

Bachelor of Science
Major-Industrial Engineering
St. Cloud State University

Professional Registration

Professional Land Surveyor in
Minnesota

Professional Associations

Minnesota Society of
Professional Land Surveyors

General Background

Mr. Kramer has thirty years of experience working in the disciplines of civil engineering and land surveying. He began his career working in the areas of highway engineering and highway construction inspection for the Minnesota Department of Transportation (Mn/DOT). His latest position with the department was as a Principal Land Surveyor for Mn/DOT's District 3 in Brainerd. While at this position he supervised staff and projects, overseeing land surveying services for a yearly construction budget of 80 – 100 million dollars. He has provided management for various types of field and office services as a Registered Land Surveyor including such project types as: horizontal and vertical geodetic control networks, public land system re-establishment and section subdivisions, aerial mapping, topographic and digital terrain mapping, construction staking, legal description preparation, and right-of-way platting.

In July of 2003, Mr. Kramer resigned from the Minnesota Department of Transportation to form Kramer Leas DeLeo P.C., a land surveying services firm. Mr. Kramer is responsible for all business operations, and land survey operations in its Brainerd/Baxter offices.

Examples of Relevant Similar Experience – Project Manager

- Beltrami County 2007-2019 27 Townships- 3,300 corners
 - Clearwater County 2014-2019 15 Townships – 1,600 corners
 - St Louis County 2018-2019 1 Township - 88 corners
 - Crow Wing County 2017 2 Townships - 80 corners
 - MNDOT projects(s) 1992-2003
-

Sam DeLeo, PLS CFED

Professional Land Surveyor

Education

Bachelor of Science
Major-Land Surveying/
Mapping Sciences
Minor-Geographic Information
Systems
St. Cloud State University

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

Professional Registration

Professional Land Surveyor in
Minnesota

Professional Associations

Minnesota Society of
Professional Land Surveyors

-Education Committee

Minnesota Surveyors and
Engineers Society (Scholarship
Committee)

General Background

Mr. DeLeo has twenty- six years of experience working in the disciplines of civil engineering and land surveying. He began his career working for the Minnesota Department of Transportation. His latest position with the department was as a Senior Land Surveyor in Mn/DOT's St. Cloud resident office. While at this position he supervised the staff and managed the projects for the department's survey section. He has provided all types of field and office services as both a Survey Crew Chief and a Registered Land Surveyor including such project types as: horizontal and vertical geodetic control networks, public land system re-establishment and section subdivisions, legal description preparation, and right-of-way platting, aerial mapping, topographic and digital terrain mapping, and construction staking.

Mr. DeLeo joined the office of Short, Elliot, Hendrickson, SEH, in St. Cloud in July 2001 to manage land-surveying functions in the growing Minnesota market. Mr. DeLeo's primary duties were to manage the survey department for the Central Minnesota area offices. While at this position he was responsible for overseeing all of the Public Land Survey System monumentation and survey control projects.

On February 1, 2004, Mr. DeLeo became a Principal in Kramer Leas DeLeo, P.C., Mr. DeLeo is responsible for managing the professional services related to land surveying, civil engineering, planning, and environmental projects in KLD's St. Cloud office. Mr. DeLeo was the project manager responsible for all field and office operations for the Morrison County Horizontal Control Densification and Township PLSS Corner Inventory project.

Jordan Chouanard

Professional Land Surveyor

Education

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

Bachelor of Science
Land Surveying
St Cloud State University

Professional Registration

Professional Land Surveyor

General Background

Mr. Chouanard has six years of experience working in the discipline of land surveying. He began his career working with the Aitkin County in 2012 for the highway department completing design location surveys and property land surveys for highway construction.

Mr. Chouanard began his career as Land Surveyor-in-Training with Kramer Leas DeLeo in 2015, being licensed as a Professional Land Surveyor in 2019. He is proficient in operating Trimble RTK and static GPS systems, and Geodimeter/Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, TS Office, and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations.

Mr. Chouanard has 5 years of direct experience completing similar land corner restoration projects in Beltrami County, Clearwater County, and Crow Wing County and St Louis County.

Mike Seelen

Senior Survey Crew Chief

Education

Applied Associate of Science
Civil Engineering Technology
St. Cloud Technical College

General Background

Mr. Seelen has twenty-two years of experience working in the disciplines of civil engineering and land surveying. He began his career working with the Minnesota Department of Transportation in June of 1997 in construction inspection. In November of that year, he transferred to the Surveys Department where he worked as a Survey Technician. He was promoted to Survey Crew Chief in September of 1999.

While working in the Survey Department for Mn/DOT, Mr. Seelen was responsible for overseeing all aspects of location and construction staking, as well as photo control, right-of-way boundary staking, design mapping, and various control surveys. During this period Mr. Seelen performed various surveys to locate, establish, and maintain government Public Land Survey corner monuments for upcoming roadway projects.

Mr. Seelen began his current position as Senior Survey Crew Chief with Kramer Leas DeLeo in February of 2004. He is proficient in operating Trimble RTK and static GPS systems, and Geodimeter/Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, Trimble Business Center, and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations. Mr. Seelen acted as a primary Survey Crew Chief for the Morrison County Horizontal Control Densification and Township Public Land Survey Maintenance project.

Mr. Seelen has 13 years of direct experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County, Morrison County and Crow Wing County as a senior crew chief.

Nick Jelacie **Crew Chief**

Education

Bachelor of Arts,
Sports Management
Bemidji State University

General Background

Mr. Jelacie began as a Field Technician with Kramer Leas DeLeo in May of 2012. Mr. Jelacie was promoted to crew chief in 2016. He is proficient in operating Trimble RTK and static GPS systems, and Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Geotool, GSP, Trimble Business Center and TDS cogo software packages. His responsibilities include survey crew supervision, survey drafting and preliminary office computations.

Mr. Jelacie has 9 years of experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County, Morrison County and Crow Wing County.

Riley Hirsch **Field Technician**

Education

Bachelor of Arts,
Sports Management
Bemidji State University

General Background

Mr. Hirsch began his current position as Field Technician with Kramer Leas DeLeo in 2015. He is proficient in operating Trimble RTK and static GPS systems, and Trimble total stations. He is skilled in utilizing MicroStation, Geopak, Trimble Business Center, and TDS cogo software packages. His responsibilities include precise measurement and location of lines, angles, points, areas, and elevations, while assisting the Survey Crew Chief in all aspects of field work.

Mr. Hirsh has 6 years of experience completing similar land corner restoration projects in Beltrami County, Clearwater County, St Louis County and Crow Wing County.

I HEREBY CERTIFY THAT THIS DOCUMENT AND THE DATA CONTAINED HEREIN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION.

James Kramer
JAMES KRAMER

11/30/2017
DATE

LICENSE NO. 23668

- LAND SURVEYOR
- PROFESSIONAL ENGINEER
- COUNTY SURVEYOR
- COUNTY ENGINEER

NAD 1983 (1996 HBELT) BELTRAMI COUNTY SOUTH ZONE COORDINATES
N= 223752.161 E= 526703.323 US SURVEY FT
(COORDINATES ARE SHOWN AS INFORMATION ONLY, SUBJECT TO VERIFICATION)

OFFICE OF COUNTY RECORDER
 COUNTY OF BELTRAMI, MINNESOTA
 THIS IS TO CERTIFY
 THAT THIS INSTRUMENT
 WAS FILED IN THIS
 OFFICE ON 01/04/2018 AT
 10:58 AM BY DOCUMENT NUMBER
 A000569392
 By: PAULA R. COONS
 CHARLENE D. STURK
 COUNTY RECORDER
 PAGES: 2

CERTIFICATE OF LOCATION OF GOVERNMENT CORNER

INDEX NO. C-13, WEST QUARTER CORNER OF SECTION 03, TOWNSHIP 149, RANGE 32, 5TH P.M.
STATE OF MINNESOTA, COUNTY OF BELTRAMI

AT THE CORNER LOCATION SHOWN ON THE SKETCH: 3/4 INCH IRON PIPE WITH PLASTIC CAP STAMPED "MN DNR LS 17005" UP 0.2 FEET ABOVE GROUND SURFACE

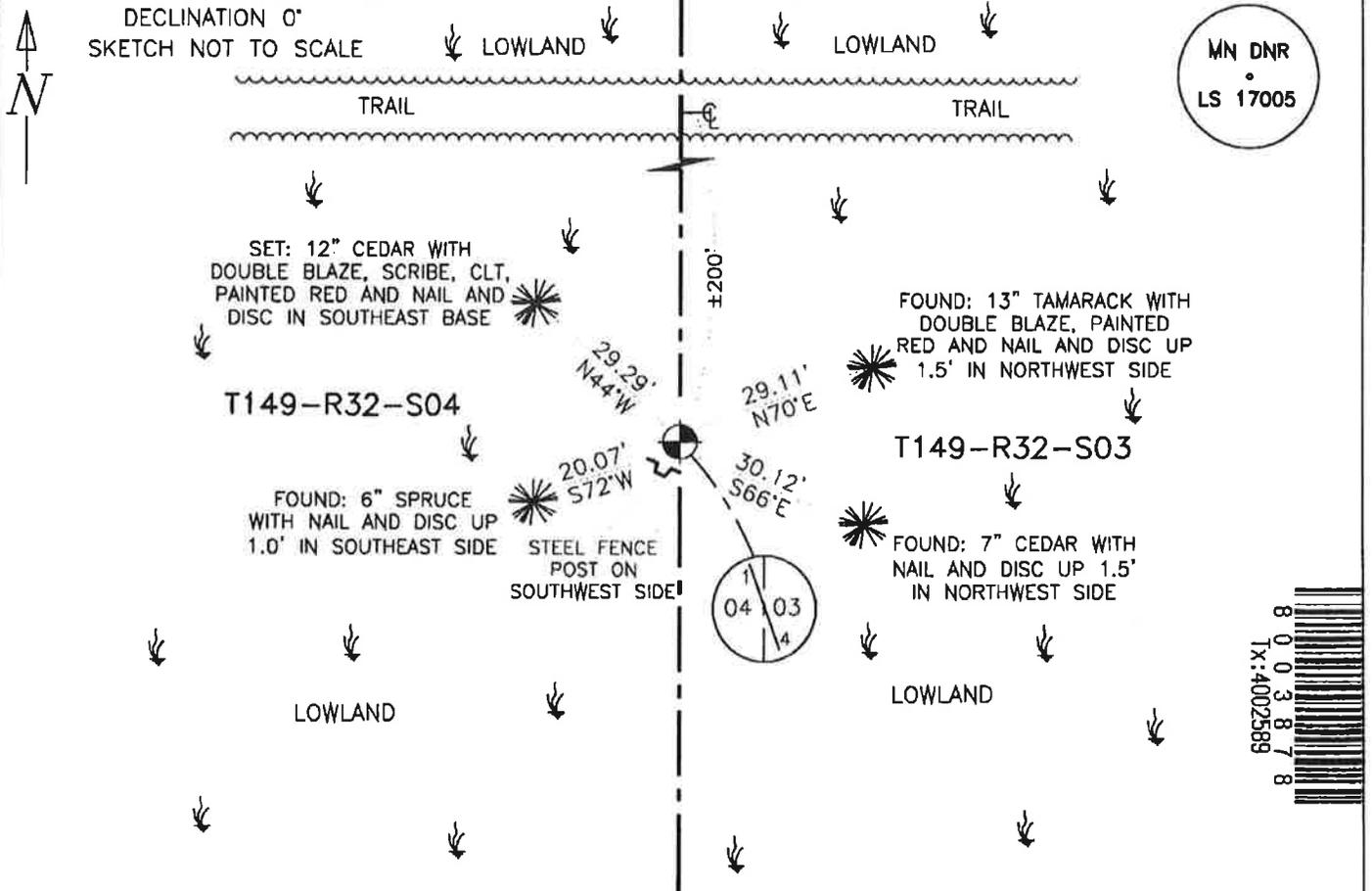
ON 02/26/2017 FOUND A(N) _____
DATE

LEFT MONUMENT AS FOUND, LOWERED MONUMENT, REMOVED MONUMENT (EXPLAIN)

ON _____ DATE _____ PLACED A(N) _____

SKETCH OF REFERENCE TIES

MONUMENT MARKED:



STATEMENT OF EVIDENCE RELATIVE TO THIS CORNER LOCATION IS ON BACK OF PAGE

STATEMENT OF EVIDENCE: WEST QUARTER CORNER OF SECTION 03, TOWNSHIP 149 NORTH, RANGE 32
WEST OF THE 5TH PRINCIPAL MERIDIAN BELTRAMI COUNTY, MINNESOTA

In 1891, (Vol. 430 Pg. 80) the Original Public Land Survey for Township 149 North Range 32 West was run by Case. A scribed 3 inch squared by 5 foot post was set 24 inches in ground to mark the corner and two bearing trees were recorded as accessories:

8 inch Tamarac	North 89° East	9 links	With scribe
4 inch Tamarac	South 30° West	4 links	With scribe

In June 2005, the DNR Land Survey Unit conducted a search for this corner, but found no original evidence of the corner. They scanned the area with a Schonstedt Model GA-52Cx metal locator, but did not receive a signal to indicate a monument. When no evidence of the corner is found, the corner is considered lost. According to the Manual of Instructions for the Survey of the Public Lands of the United States 1973, prepared by the Bureau of Land Management, U.S. Dept of the Interior, in Chapter 5-38 which states "all lost quarter-section corners on the section boundaries within the township will be restored by single proportionate measurement between the adjoining section corners, after the section corners have been identified or relocated. "Computed the lost position to this corner by single proportionate measurement and found it to measure: 2684.17 feet North of the Southeast Corner of Section 4 and 2792.88 feet South of the Northeast Corner of Section 4. On June 8, 2005, they set a ¾ inch by 24 inch rebar with plastic RLS cap stamped "MN DNR LS 17005" up 0.2 feet above ground surface with a steel fence post placed on the Southwest side to mark the corner; in a Cedar/Spruce swamp and approximately 200.0 feet South of a trail running East-West. They also recorded three bearing trees:

12 inch Tamarac	Azimuth 70°	29.11 feet	With DNR N&D up 1.5 feet in Northwest side
5 inch Cedar	Azimuth 114°	30.12 feet	With DNR N&D up 1.5 feet in Northwest side
5 inch Cedar	Azimuth 252°	20.07 feet	With DNR N&D up 1.0 foot in Southeast side

On July 6, 2005, L. Pommerening, registered land surveyor, prepared a Certificate of Corner Location for this Public Land Survey corner with the following statement: "Analysis of the available information led the DNR Land Survey Unit to conclude that the lost position should be used for the location of the corner. Lack of government corner perpetuation bears out the need for the lost position."

On February 26, 2017, J. Kramer and N. Jelacie, of Kramer Leas Deleo (KLD), searched for Public Land Survey Corners in this area. They found a ¾ inch rebar with plastic RLS cap stamped "MN DNR LS 17005" up 0.2 feet above ground surface with a steel fence post on the Southwest side marking the corner; monument found agrees with Certificate of Corner Location filed by Pommerening in 2005. The corner location is approximately 200.0 feet South of a trail running East-West. They also found three bearing trees from 2005:

13 inch Tamarack	North 70° East	29.11 feet	With double blaze, painted red and N&D up 1.5 feet in Northwest side
7 inch Cedar	South 66° East	30.12 feet	With N&D up 1.5 feet in Northwest side
6 inch Spruce	South 72° West	20.07 feet	With N&D up 1.0 foot in Southeast side

They recorded one additional bearing tree:

12 inch Cedar	North 44° West	29.29 feet	With double blaze, scribe, CLT, painted red and N&D in Southeast base
---------------	----------------	------------	---

Analysis of the above information indicates the location of this Public Land Survey Corner has been perpetuated by the capped rebar monument, set in 2005 by the DNR, in the lost position. Therefore, the location of the capped rebar monument is accepted as the best available evidence to perpetuate the location of this Public Land Survey Corner.

For additional information contact the Beltrami County Surveyor's Office in Bemidji, Minnesota.

INDEX: C-13

Field Corner Certification

TWP/RGE: 149-32

Corner Description: West Quarter Corner of Section 3

Crew: JG Kramer NMJ Jelenc

Date: 2-26-17

Weather: Clear

Temp: 26°

Corner Found: Rebar with plastic cap stamped "MN DNR LS17005" Nothing

Size: _____

Up/Down: 0.2'

Comments: Removed _____ Left as found X Lowered _____

Monument matches Beltrami County document number A000461775
Steel fence post on SW corner of the monument

Ties Found: None

Year	Size	Tree	Bearing	Distance	N/D	CLT	BLZD	SCR	PR
2005	13"	Tamarac	N70E	29.11'	Northwest up 1.5'	CLT	BLZD	SCR	PR
2005	7"	Cedar	S64E	30.12'	Northwest up 1.5'	CLT	BLZD	SCR	PR
2005	6"	Spruce	S72W	20.07'	Southeast up 12"	CLT	BLZD	SCR	PR
						CLT	BLZD	SCR	PR
						CLT	BLZD	SCR	PR

Corner Set: _____ Nothing

Size: _____ Length: _____ Up/Down: _____

Slimline Set: N S E W

Comments: _____

Ties Set: None Available

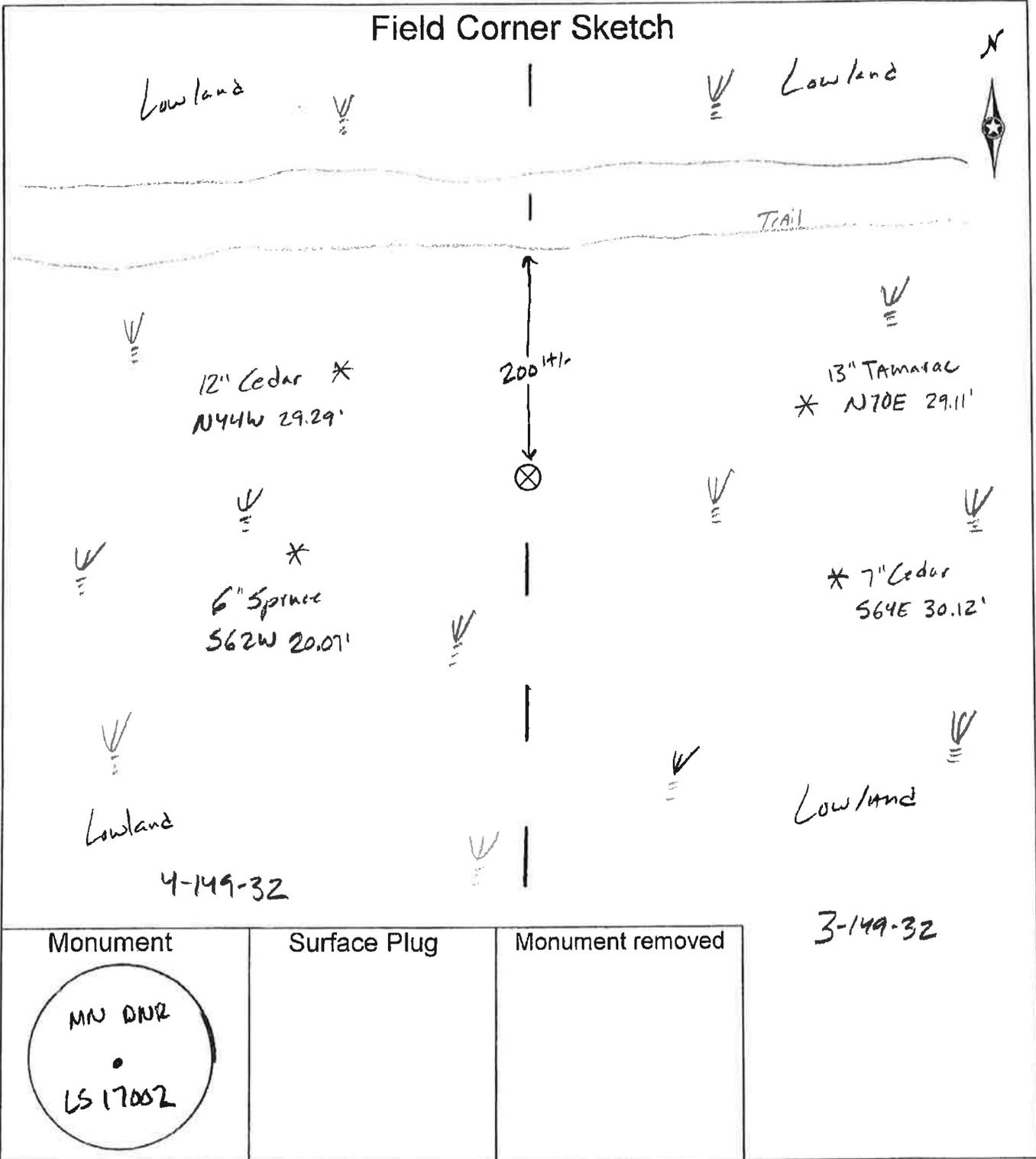
Size	Tree	Bearing	Distance	N/D	CLT	BLZD	SCR	PR
12"	Cedar	N44W	29.29'	Southeast Base	CLT	BLZD	SCR	PR
					CLT	BLZD	SCR	PR
					CLT	BLZD	SCR	PR
					CLT	BLZD	SCR	PR
					CLT	BLZD	SCR	PR

Legend: CLT= Corner Location Tag BLZD= Double Blazed SCR= "BT" in Trunk Blaze PR= Blazes painted red

Index: C-13
 Township: 149
 Range: 32

Completed by: NJ
 Checked by: _____
 Edit Date: _____ By: _____

Field Corner Sketch



Monument	Surface Plug	Monument removed
		

Bearing of Shoreline _____
 Distance to Water _____

611 9th Street North
Virginia MN 55792
Phone: (218) 741-2575
northernlights@nlsurvey.com



Licensed Surveyor
Chris Mattila, PLS 51766

October 13, 2021

Re: Aitkin County
Corner Remonumentation Project No. 01-2021

Aitkin County
Attn: Randy Quale, Aitkin County Surveyor
307 2nd St. NW
Aitkin, MN 56431

Dear Sir/Madam:

This cover letter with the attached solicitation documents is our response to the request for proposals for Aitkin County Corner Remonumentation Project No. 01-2021.

We are Northern Lights Surveying Services Inc (NLSS), a northeastern Minnesota land-surveying firm located in the cities of Virginia and Grand Rapids. We have been providing surveying services throughout Aitkin County and the surrounding counties for 25 years. Our staff is highly experienced in the recovery, restoration, and perpetuation of PLS corners. Our reputation, experience and work history will show that we are more than capable of fulfilling the requirements and completing the work within the required timeline.

The attached documentation will highlight our firm's resources and experience, our staff's qualifications, and our projected schedule for the project.

Thank you for your time and consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris Mattila", is written over a printed name.

Chris Mattila PLS

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Executive Summary

We have carefully reviewed the Request for Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021 and have prepared a solicitation package describing our qualifications and experience. We have worked on multiple projects of this type and the members of our staff comes highly experienced in this exact sort of work. Our range of service includes St. Louis, Itasca, Cass, Aiken, Koochiching, Lake and Cook Counties. In 2018, Chris Mattila, with 22 years of experience, and Travis Tollefson, with 17 years of experience, purchased the assets of Northern Lights Surveying Co., thus acquiring 30+ years of valuable records. In 2020 Chris and Travis purchased the assets of Northern Lights Surveying PSC in Grand Rapids thus acquiring additional staff, equipment and records.

The area of this project was originally surveyed by GLO Deputy Surveyor Oscar E Garrison with the exception of the west line of Township 48 North, Range 27 West which was surveyed by GLO Deputy Surveyor's Gatis A. Johnson and Alonzo L. Thornton in 1863. Mr. Garrison surveyed all other exterior and all of interior lines of the Townships included in this project between 1864 and 1867. The original feature calls noted by Mr. Garrison seem to match reasonably well with LIDAR analysis of the terrain. There has also been a large number of corners which have been perpetuated by subsequent public and private surveyors in these Townships. This project will require locating and verifying a number of these perpetuated corners. There are also several plats created near Blind, Round and Waukenabo Lakes which will be utilized to perpetuate the meander corners involved with the project. A major feature within the project area is the Mississippi River which was called out in the original survey and will likely be utilized to set several corners adjacent or near the river. Highway No. 169 also runs through the project area and the subsequently created MNDOT Right-of-Way maps will assist us perpetuating the corner positions in those areas. With the existing survey monumentation and strong feature calls throughout the project area we believe we will be able to retrace the footsteps of Mr. Garrison while completing the project.

Sufficiency of Resources

Financial

Northern Lights Surveying Services Inc (NLSS), purchased the assets of Northern Lights Surveying Company, a division of the former Northern Lights Surveying & Mapping, Inc, (NLSM, founded 1988), from Mike Smith in October of 2018. Chris Mattila and Travis Tollefson were long term employees at Benchmark Engineering in Mountain Iron Minnesota prior to purchasing Northern Lights. Northern Lights Surveying Services and its predecessors are corporations that has been operating on the Iron Range for 32 years. We continuously carry all the insurances required for this project. Our financial records will show we have the working capital in place to complete this project. Northern Lights Surveying Services also purchased the assets of Northern Lights Surveying PSC in Grand Rapids on November 1st, 2020 and added an additional 2 full time employees joining our staff at that time.

Personnel

Our staff at Northern Lights Surveying Services Inc. currently consists of 7 full time employees (listed as follows)

- Chris Mattila, Licensed Land Surveyor, President, (22 years experience)
- Travis Tollefson, Field Crew Leader, Vice-president, (17 years experience)
- Jesse Williams, Field Crew Leader, CAD Draftsman, (7 years experience)
- Shelle Kovanen, Office Management, Bookkeeping, (38 years experience)
- Alex Troumbly, EIT/Office Manager, Grand Rapids (6 years experience)
- Jamed Perala-Dewey, Field Crew Leader, CAD Draftsman (3 years experience)
- Josh Johnson, Field Crew Leader, CAD Draftsman (2 years experience)

Experience

Since the company was founded in 1988, it has conducted business in and maintained an office within St. Louis County. Chris Mattila, who has been surveying in the area since 1999, has worked on many large corner retracement surveys for both the government and the private sector. He has logged many hours both in the field and in the office. Within the past 8 years he and his staff have successfully researched, prepared proposals, negotiated, been awarded, and completed 9 projects very similar in scope to the anticipated project included in this proposal. All were large contracts having a cost of around 20 - 100k. The timelines on these projects ranged from 9 to 18 months. All were completed and submitted in full by their respective deadlines. Chris has also recorded no fewer than 150 corner certificates since becoming licensed in 2014.

Travis Tollefson has also worked on several retracement surveys since he started as a survey crew chief in 2005. He has logged countless hours searching for and restoring PLS corners. Not only is Travis an accomplished corner searcher, he's a talented researcher of historic survey records.

Jesse Williams started in 2014, he has also worked on our retracement projects. Jess's experience ranges from field crew leader to draftsman. He has also prepared corner certificates and assisted with research.

Shelle Kovanen has been in the survey profession since becoming a co-owner of Kovanen Surveying in 1984. Her responsibilities have included project management and scheduling of staff, both office and field. Shelle has also provided much of the historic survey records research for her former company's projects.

Alex Troumbly worked under Chris and Travis beginning in 2016 while employed by Benchmark Engineering. After graduating from the University of Minnesota Duluth with a degree in Civil Engineering Alex began working as a survey crew chief in addition to working towards his Professional Engineering certification. In October of 2020, Alex joined Northern Lights Surveying. He currently is the Office Manager of the Grand Rapids Office. Alex had experience in preparing corner certificates, research and drafting in addition to his field experience as a former survey crew chief.

James Perala-Dewey began working for Northern Lights Surveying Services in 2021. Willie was a survey crew chief and draftsman for Bear Island Surveying in Ely, Minnesota prior to joining Northern Lights Surveying Services. James is the head crew chief for the Grand Rapids Office and has experience in retracement surveys and has experience in preparing corner certificates, research and drafting.

Josh Johnson began working as a summer intern for Northern Lights Surveying Services in the summer of 2020. Josh continued working for Northern Lights while receiving his Civil Engineering Technician degree at Lake Superior College in Duluth, MN. Josh graduated in the spring of 2021 and began working full time in the Grand Rapids Office. Josh has experience as a survey crew member and has experience searching and setting GLO corners as well as researching and preparing corner certificates in the office.

Office

Our offices are centrally located within St. Louis and Itasca Counties. We have a 1000 sq. foot office in the City of Virginia equipped with four workstations and a 1500 sq. foot office in Grand Rapids equipped with three workstations. All of the stations contain licensed versions of Micro Survey 2021, a complete drafting software fully compatible with AutoCAD. Drawings can be provided to our clients in CAD format as well as Adobe PDF. We use a 48" HP Design Jet Plotter and Ricoh Laser printers to print our survey maps. The office includes a large garage space where we keep our field equipment, ATV's, snowmobiles, an Argo and boat. All of our records compiled over the last 25 years are also on the premises and are easily accessible.

Field Equipment

- **Vehicles**
 - Three pickup trucks fully equipped with survey gear
 - Three ATV's
 - Two snowmobiles

- One boat
- One Argo
- **GPS**
 - 2 Topcon HiPer RTK base-rover setup
 - 3 Javad Triumph LS RTK units with stand-alone VRS correction and Javad Triumph 1 base receiver. Both compatible as a rover with the Topcon HiPer system
 - Sokkia Stratus integrated L1 gps system (5 static receivers)
 - GPS post processing and StarNet Least Squares adjustment software
- **Total Stations**
 - Topcon GPT 1002 w/pulse laser distance meter and data collector
 - Topcon GPT 3005 w/pulse laser distance meter and data collector
 - Sokkia SET4B with data collector
 - Leica 1205 TCR with reflectorless capabilities

Individual Assignments of Key Personnel

Chris Mattila, Minnesota Professional Surveyor No. 51766 will be responsible for project management and direct supervision throughout the project. Chris will also be active in the fieldwork portion, assisting Travis & Jesse during both the corner searching and corner monumenting phases. Chris will work with Shelle, Travis, Jesse, Alex, James and Josh in the records research and corner certificate preparation. Fieldwork computations and Certificate of Survey drafting will be done by Chris. Chris has managed and supervised and completed 7 large scale USFS remonumentation projects and 2 St. Louis County remonumentation projects. He has also performed numerous private retracement surveys. Northern Lights Surveying Services also have current contracts with the USFS and St. Louis County to perform remonumentation projects.

Travis Tollefson's role in the proposed projects will be field crew leader and research assistant. He will also assist in the preparation and editing of the final documents. Travis has been the head crew chief on all of the USFS, St. Louis County and private retracement surveys that have been supervised by Chris. Travis has also been the head crew chief for other retracement survey's performed under Rod Flannigan. Travis has also assisted on the research and creation of corner certificates on these projects.

James Perala-Dewey's role in the proposed projects will consist of field crew leader. James will download the collected field data into draft maps and assist in the preparation of the corner certificates and the final certificate of survey. He will also assist in the editing process of the final documents. James has worked as a crew chief on several remonumentation projects under Chris and Bruce (Charlie) Chernak of Bear Island Surveying. James has also assisted with research and the creation of corner certificates.

Josh Johnson's role in the proposed project will consist of working on the field crews and assisting in the preparation of the corner certificates and the final certificate of survey. Josh has worked on several remonumentation project for the US Forest Service and has searched and monumented several dozen corners. Josh has also assisted in the creating of corner certificates.

Shelle Kovanen will help work on the research phase of the project. Shelle has worked on over 40 separate USFS remonumentation projects. She has also worked on numerous St. Louis County remonumentation projects.

Alex Troumbly and will help with research and the preparation of corner certificates along with scheduling and assisting the field crews. He will also assist in the preparation and editing of the final documents. Alex has worked both in the office and the field for other retracement survey's performed under Chris and Rod Flannigan.

Supplemental Narrative

Northern Lights Surveying Services and its staff are experienced in the type of Government surveys that are requested under this solicitation. Northern Lights has a broad and extensive knowledge of local survey records and we have performed numerous Government and private remonumentation projects. Northern Lights considers these projects to be dependent resurveys where we will retrace the footsteps of the original Government Surveyor and use his original corners and feature calls to re-establish the Section lines that were ran by the original surveyor. In addition, survey information from the private sector and other Government agencies will be analyzed and utilized to assist us in placing Section corners in their original locations as closely as possible.

When we approach these types of projects, our first step is to research all available survey records including but not limited to Government agencies (Federal, state and local), private surveyors and other private entities (mining companies, power companies, railroads etc.) which are known to have survey records. Once all available survey information has been collected we begin reviewing the data and look for any records which pertain to the specific corner or area that we are working in.

Our search process for both PLSS and section subdivision corners feature “boots on the ground” to try to locate the original corner or its accessories. If the original corner or its accessories cannot be located, we will attempt to utilize other surveying records that can be traced to the original corner. If there are no records going back to the original corner, we will map original feature calls and analyze that data and search again for the original corner or its accessories. Northern Lights understands that many original feature calls and Section corners have been obliterated by mining activities in this area. We anticipate leaning on previous survey records to place corners mathematically in areas that have been impacted by mining activities. Northern Lights will make every effort to place the corner at the best location that our recovered evidence and research supports.

Northern Lights has internal quality control standards which meet or exceed federal standards for the restoration of Government Corners. Each day prior to beginning any field work, our crews will tie into a known point and ensure that our equipment and calibrations are working correctly. In addition, our Javad GPS units have an internal quality control standard which ensures that all data lies within our determined tolerances with a 95% confidence level. If we are not able to collect GPS data which meets our quality control standards, we will traverse to the point with our total stations. Our total station traversing includes doubling of all angles and multiple shots to ensure that we are meeting our internal quality control standards.

Our crews run Javad GPS units that are capable of receiving corrections through the MNDOT VRS system via cellular phone or internet “hotspot” programs. We also have a base and rover system that can be used in areas without cellular phone service. In areas where GPS will not work due to tree cover or other factors, our crews will use a total station to traverse into the location. When traversing, all angles are doubled and traverses are begun and closed at known locations. We will also perform least squares

adjustments as required in this proposal when necessary. This ensures that our data collected via total station is as accurate or exceeds the accuracy of our GPS data.

PROPOSAL FORM

REQUEST FOR PROPOSAL

FOR AITKIN COUNTY PUBLIC LAND SURVEY

CORNER REMONUMENTATION PROJECT 01-2021

PROPOSAL DUE: October 13, 2021 AT 2:00 P.M.

Bidders are required to provide a total project cost for the Aitkin County Public Land Survey Corner Remonumentation Project 01-2021.

TOTAL PROJECT COST: \$ 128,160.00

STANDARD HOURLY RATE: \$135/HOUR CREW
\$100/HOUR PLUS
(For work above and beyond scope of project, if necessary)

BIDDERS CONTACT INFORMATION

Company Name: NORTHERN LIGHTS SURVEYING SERVICES, INC

Company Address: 611 9th St. NORTH
VIRGINIA, MN 55792

By: Name: Chris Mattila

Title: PRESIDENT

Signature: 

Phone: (218) 741-2575

E-Mail Address: northernlights@nlsurvey.com

HUMAN RIGHTS CERTIFICATE

I hereby certify that NORTHERN LIGHTS SURVEYING is in compliance with the standards of equal
(Name of Firm) SERVICES

employment and anti discrimination as cited in the Civil Rights Act of 1964 as amended in 1972 by the Equal Employment Opportunity Act and also, with Minnesota Statutes Section 363 as amended.

Therefore, I certify that it is the policy and intent of NORTHERN LIGHTS SURVEYING to provide
(Name of Firm) SERVICES

equality of opportunity in all phases of employment to all persons. This policy prohibits discrimination because of race, color, religion, national origin, place of residence, political affiliation, disability, marital status, status with regard to public assistance, sexual orientation, gender, or age in all aspects of its personnel policies, programs, practices, and operations.

NAME: Chris Mattila

OFFICIAL ADDRESS: 611 9th St. NORTH, VIRGINIA MN 55792

SIGNATURE IN INK BY: 

TITLE and/or POSITION: PRESIDENT

DATE: 10/12/21

WORKERS' COMPENSATION CERTIFICATION

I hereby certify that effective the date of my Contract with the County of Aitkin and at all times in the performance of such Contract that:

- I have and will maintain in full force and effect policy of Workers Compensation Insurance in compliance with the Laws of the State of Minnesota with the following insurance company:

Westfield
COMPANY NAME
Boyd Carlblom PO Box 941 tele: 218-749-8340
Range Reliable Agency Virginia MN 55792
AGENT'S NAME, ADDRESS AND TELEPHONE NUMBER

WCP 056343 M 10-18-2020
POLICY NUMBER (EFFECTIVE DATE)

OR

- I will perform said Contract myself alone and do not have and will not have any employee or employees assisting me with the performance of the Contract and am not required by the Laws of the State of Minnesota to obtain and maintain a policy of Worker's Compensation Insurance in the performance of this Contract.

I understand that this statement is made as a material part of the Contract, which I have contemporaneously made with the County of Aitkin.

10-12-21
Date


Signature

INDEPENDENT CONTRACTOR STATEMENT

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the Contractor as the agent, representative or employee of the County for any purpose or in any manner whatsoever. The Contractor is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The Contractor represents that it is, has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the Contractor or other persons, while engaged in the performance of any work or services required under the Agreement, shall have no contractual relationship with the County, shall not be considered employees of the county and any and all claims that may or might arise under the Unemployment Compensation Act or the Workers' Compensation Act of the State of Minnesota on behalf of said personnel arising out of employment or alleged employment including, without limitations, claims of discrimination against the Contractor, its officers, agents, contractors or employees, shall in no way be the responsibility of the County; and the Contractor shall defend, indemnify, and hold the County, its officers, agents, and employees harmless from any and all such claims irrespective of any pertinent tribunal, agency, board, commission or court. Such personnel or other persons shall neither require nor be entitled to any compensation, rights, or benefits of any kind whatsoever from the County, including without limitation, tenure rights, medical and hospital care, sick and vacation leave, Workers' Compensation, Unemployment Insurance, disability, severance pay and PERA.

COMPANY NAME: NORTHERN LIGHTS SURVEYING-SERVICES, INC

OFFICIAL ADDRESS: 611 9th St. NORTH, VIRGINIA MN 55792

SIGNATURE IN INK BY:  _____

TITLE AND/OR POSITION: PRESIDENT

DATE: 10/12/21

CHRISTOPHER MATTILA
Professional Land Surveyor
Virginia MN 55792
218.741.2575
Email: northernlights@nlsurvey.com

Summary of qualifications:

Professional Land Surveyor with 22 years of diversified surveying experience specializing in boundary, construction and cadastral surveying.

Former President of the Arrowhead Chapter of the Minnesota Society of Professional Surveyors.

Education:

2010- Bachelor of Science, St. Cloud State University, St. Cloud, Minnesota, Major in Land Surveying and Mapping Science

Leadership:

2020 – 2022, President – Arrowhead Chapter of Minnesota Society of Professional Surveyors
2018 – 2020, President Elect – Arrowhead Chapter of Minnesota Society of Professional Surveyors

Licenses:

Professional Land Surveyor, MN License #51766

Professional experience:

June 1999 – October 2018
Benchmark Engineering, Mountain Iron, Minnesota
Survey Project Manager

October 2018 – present:
Northern Lights Surveying Services, Virginia, Minnesota
President

Survey field work experience includes: Boundary surveys, Government remonumentation surveys, control surveys, ALTA surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails), topographical

surveys, railroad surveys, bathymetric surveys, inspection and mining survey work. Survey office experience includes: Plat and subdivision creation, boundary determinations, processing survey field notes and data, creating topographical surveys, property exhibits, writing legal descriptions, affidavits, research, quantity calculations and ALTA drawings.

Management experience includes: Managing, coordinating and scheduling survey field crews and office CAD technicians on a daily basis. Meetings and conventions with private sector and Government clients and entities. Performed project research and prepared bids for private and Government engineering and surveying projects. Prepared budgets and billing documents for engineering and surveying projects.

Currently responsible for owning, managing and operating a Professional Land Surveying business.

Recovery, Restoration and Perpetuation of Corners of the Public Land Survey System Experience-

2008-2014: Teck America- Various Sections in T60N R12W and T59N R12W

Worked underneath Licensed Surveyors Nick Stewart and Rodney Flannigan. Project consisted on recovery and restoration of PLSS corners along with determination and staking of private boundary lines. Field work performed included the searching of original GLO evidence, feature call mapping and the setting of corners. Office work performed included research, drafting, creation of corner certificates and certificate of survey.

2009-2011: USFS Kawishiwi River- Various Sections in T62N R11W

Worked underneath Licensed Surveyors Nick Stewart and Rodney Flannigan. Project consisted on recovery and restoration of PLSS corners along with determination and staking of private boundary lines. Field work performed included the searching of original GLO evidence, feature call mapping and the setting of corners. Office work performed included research, drafting, creation of corner certificates and certificate of survey.

2014: St. Louis County Remonumentation Project- Sections 1-12 in T62N R11W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 12 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2017 - 2018: USFS- Sections 8 and 19 in T59N R16W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 2 sections. My role included research, corner determination, drafting, creation of corner certificates and certificate of survey.

2018: USFS- Sections 2,3,6 and 10 in T59N R18W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 2 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2019-2020: St. Louis County Remonumentation Project- Sections 6-8, 17-20, 29 in T56N R15W

Project consisted of verification, recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of most PLSS corners in 8 sections. My role included research, corner and meander determination, drafting, creation of corner certificates and certificate of survey.

2019-2021: USFS- Sections 1,2,3,10,11,12,13 and 14 in T61N R17W
Sections 25 and 26 in T61N R18W
Section 24 in T60N R18W
Sections 18, 19 and 20 in T60N R17W

Project consisted on recovery and restoration of PLSS corners. Managed project that included the restoration and recovery of all PLSS corners in 14 sections. My role included research, corner determination, drafting, creation of corner certificates and certificate of survey.

In addition to these projects, I have recovered, restored and perpetuated dozens of additional Section corners for private and public entities.

Northern Lights Surveying Services is also currently under contract and performing work for the recovery, restoration and perpetuation of PLSS corners with St. Louis County and the USFS.

Travis Tollefson

Experience

Senior Survey Technician / Vice President

Northern Lights Surveying Services, Inc, Virginia, MN
10/2018 to Present

Property surveys, control surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails), topographical surveys, mining survey work, and USFS resurveys. AutoCAD experience (includes processing topographical surveys, property exhibits, writing legal descriptions, and plat drawings)

Survey Technician

Benchmark Engineering, Inc, Mt Iron, MN
10/2007 to 10/2018

Property surveys, construction staking (includes highways, municipal streets, parking lots, buildings, airports, and bike trails) topographical surveys, bathymetry surveys, mining survey work, and USFS resurveys. AutoCAD Civil 3D (includes processing topographical surveys, property exhibits, writing legal descriptions, and plat drawings)

Survey Technician

Northern Lights Surveying and Mapping, Virginia and Grand Rapids, MN
05/2006 to 10/2007

Property surveys and topographical surveys.

Survey Technician

Midwest Engineering and Land Surveying, Anoka MN
05/2005 to 08/2005 (Internship)

Construction, Property, and Topographical surveys

Education

Degree obtained

Lake Superior Community College, Duluth MN
2006- Civil Engineer Technician

Leadership	2015 – present - den leader for Cub Scouts, Troop #125 11/2017 to 2/2018 - 7 th grade Girls Basketball coach
Certifications	MNDOT CST Level III construction staking M.S.H.A Canadian National Railroad
References	Upon request

Alex Troumbly

1297 Autumn Lane
Bovey, MN 55709

alex@nlsurvey.com
218-259-6473

Education

University of Minnesota Duluth - Bachelors of Science and Engineering
Itasca Community College - AS Pre-Engineering
Greenway High school

Fall 2015 - Spring 2017
Fall 2013 - Spring 2015
Spring 2013

Work Experience

Northern Lights Surveying Services - Office Manager

October 2020 - Current

- Worked on various types of survey projects under a licensed surveyor
- Responsible for managing survey crews on a daily basis
- Perform project research and prepare bids for private and Government clients
- Responsible for preparing Certificate of Surveys, Elevation Surveys and Corner Certificates

Benchmark Engineering - Civil Engineer EIT / Survey Crew Chief

May 2017 - October 2020

- Worked on various design projects under a licensed PE
- Efficient in AutoCad and Microsoft programs
- Construction staking
- Boundary surveying

Benchmark Engineering - Survey Intern - Mountain Iron, MN

May 2015 - December 2016

- Read and analyzed construction plans to complete tasks in the field
- Set up and operated various surveying equipment and tools
- Communicated and worked effectively in a team and alone

United States Forestry Service - Laborer - Grand Rapids, MN

July 2013 - September 2014

- Gathered and recorded water samples weekly at multiple sites
- Measured and recorded soil temperatures weekly at multiple sites
- Built and dispersed board walk throughout the forest
- Engaged in various hands on projects

References and other information available on request

Jesse M. Williams
819 5th Street South Virginia, MN 55792
(218) 750-1223
jmwilliams06@outlook.com

EMPLOYMENT

Survey Technician

Northern Lights Surveying – Virginia, MN

2019 to Present

- Land Surveying
 - Property, boundary, as-built, and flood plane surveys
- MicroSurvey CAD 2014
 - Certificates of surveys
- Equipment
 - Javad GPS system and Topcon total station

Tree Trimmer

Wright Tree Service – Virginia, MN

9/17 to 5/18

- Operate and maintain chainsaws and other tree cutting tools
- Operate and maintain the bucket on the boom trucks
- Operate and maintain chipper
- Trim and remove trees for power line maintenance

Survey Technician

Benchmark Engineering and Land Surveying – Mt. Iron, MN

5/13 to 5/17

- Construction Staking
 - Blue topping for roads and parking lots
 - Building gridlines
 - Utilities, curb, and gutter staking
 - Land Surveying
 - Property, boundary, and flood plane surveys
 - Topography and bathymetry surveys
 - Auto CAD 2015
 - Certificates of surveys
 - Equipment
 - TSC2, TSC3, Level, Leica 1100 and 1200, iSite Scanner 4400, 8810, and 8820
-

EDUCATION

Associates in Applied Science – Civil Engineering Technology

8/13 to 5/15

Lake Superior College – Duluth, MN

- Major courses: Advanced Surveying, Highway Design, Land Survey Systems
- 2.75 CUM GPA

Natural Resources

8/12 to 5/13

Itasca Community College – Grand Rapids, MN

- Courses completed: Wildland Firefighting, Environmental Science, Introduction to Waters

Joshua Johnson
5796 Highway 7
Culver MN, 55779
Cell: 218-391-4095
Joh08086@gmail.com

EDUCATION

Lake Superior College, Civil Engineering Technology Diploma

- Introduction to Surveying
 - Surveyed points using levels and totals stations
 - Proper use of surveying field books out in the field
 - Reading surveying equipment accurately
- Introduction to Material Testing
 - Testing of grading and base, aggregate, and concrete
 - Filled out proper documentation for testing of materials
- Engineering Graphics
 - Knowledge of CAD functions and uses
 - Translating measurements to drawings
 - Plotted and labeled land plats
- Engineering Problem Solving
 - Civil math applications
 - Calculated problems using multiple formulas
- Civil Estimating
 - Reading civil engineering plans, plan and profile views
 - Estimating costs of projects based on materials and dimensions

University of Minnesota Duluth

- Teaching Social Studies Bachelor of Applied Arts; December 2014
 - Facilitated lesson plans for classroom as large as 30 students
 - Developed presentation and communication skills

WORK EXPERIENCE

Survey Crew Chief, Northern Lights Surveying Services, Virginia and Grand Rapids MN, May 2020 – Current

- Boundary Surveys
- Remonumentation surveys
- FEMA Elevation surveys
- Office work including Certificates of Survey and Corner Certificates

Store Manager, GNC, Duluth MN, August 2018-May 2020

- Interacted with customers, and helped them to meet their needs
- Trained in new staff to meet goals
- Adapted management styles to get the best out of my associates
- Managed schedules and hours

**Program Coordinator/Volunteer Coordinator, The Hills Youth and Family Services,
Duluth MN, February 2017-August 2018**

- Supervised a team of 5 staff and up to 10 volunteers at a time
- Communicated with staff, volunteers, and youth in multiple formats
- Listened to and resolved conflicts with staff, volunteers, and youth

James Perala-Dewey
Phone: 218-343-0699
Email: Jamesdewey.bwca@gmail.com

Work Experience

Northern Lights Surveying Services - Survey Crew Chief June 2021 - Current

- Worked on various types of survey projects under a licensed surveyor
- Perform surveying services using GPS and total station equipment

Bear Island Survey - Survey Technician July 2019 - June 2021

- Operate GPS and survey equipment exclusively in an outdoor setting
- Navigate to section corners using GPS and compass bearings
- Operate company vehicles, boats, and atvs

Independent Contractor - Construction Worker August 2017 - July 2019

- Provides assistance to craft workers such as carpenters, plumbers, and masons
- Perform physical labor for extended periods of time
- Reads and interprets plan sets and specifications to determine work activities

Education

Duluth East High school Spring 2010

References and other information available on request

Professional References

- **Nick Stewart**

Minnesota Professional Surveyor No. 43816
County Surveyor, St. Louis County, Minnesota
7823 Highway 135, Virginia, MN 55792
(218) 742-9823
stewartn@stlouiscountymn.gov

- **Mike Smith**

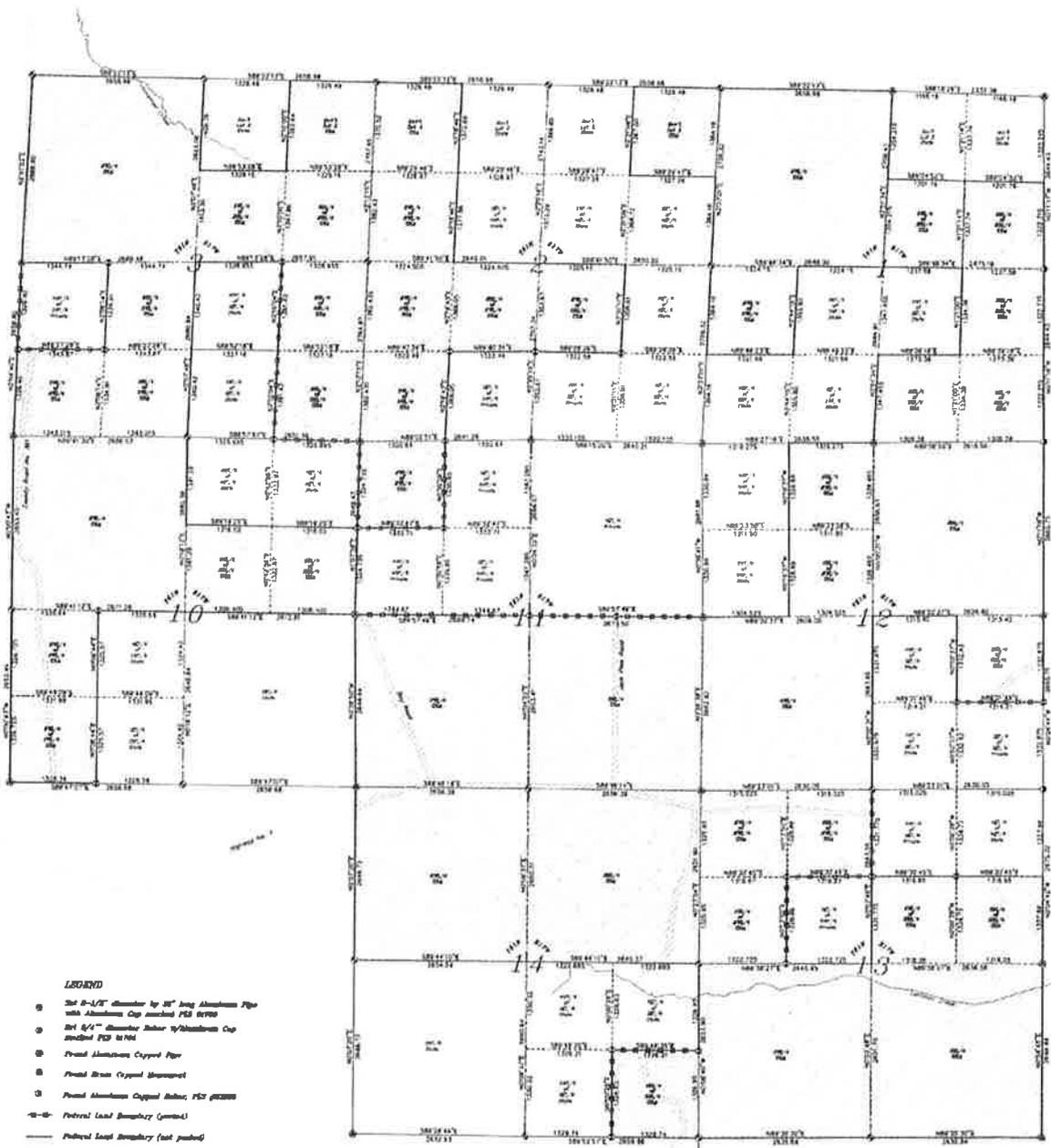
Minnesota Professional Surveyor No. 46557
Forest Land Surveyor, Superior National Forest
320 North Highway 53, Cook, MN 55723
(218) 666-0034
michael.smith2@usda.gov

- **Laverne Leuelling**

Minnesota Professional Surveyor No. 16089
9620 Heino Road, Angora, MN 55703
(218) 269-2705
lleuelling@gmail.com

CERTIFICATE OF SURVEY

A Dependent Resurvey within Sections 1, 2, 3
and Sections 10, 11, 12, 13, 14 and 23
Township 41 North, Range 17 West
Fourth Principal Meridian
St. Louis County, Minnesota
Contract No. 128-149190003



LEGEND

- 3/4" Iron Stake
- 1/2" Iron Stake
- 1/4" Aluminum Stake
- Found Aluminum Copper Pipe
- Found Brass Copper Measurement
- Found Aluminum Copper Bolts
- Federal Land Boundary (center)
- Federal Land Boundary (not pushed)
- ▨ Denotes Federal Land ownership

NORTHERN DIGITS
SURVEYING & MAPPING
1000 W. 13th St.
St. Paul, MN 55102
Phone: 651-291-1111
www.northerndigits.com

CONTRACT NO. 128-149190003
PROJECT: DEPENDENT RESURVEY
DATE: 11/11/11
DRAWN BY: J.M.
CHECKED BY: J.M.
SCALE: AS SHOWN



24

I certify that the survey was conducted in accordance with the laws of the State of Minnesota and that I am a duly Licensed Professional Surveyor under the laws of the State of Minnesota.

Surveyor: _____
Date: _____

CERTIFICATE OF SURVEY

A Dependent Resurvey within Sections 1, 2, 3
and Sections 10, 11, 12, 13, 14 and 23
Township 51 North, Range 17 West
Fourth Principal Meridian
St. Louis County, Minnesota
Contract No. 1283A192003

<p>111. 2000 No. 10000 SECTION 10, T51N, R17W, S4 L. 10000 (10-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>112. 2000 No. 10000 SECTION 11, T51N, R17W, S4 L. 10000 (11-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>113. 2000 No. 10000 SECTION 12, T51N, R17W, S4 L. 10000 (12-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>114. 2000 No. 10000 SECTION 13, T51N, R17W, S4 L. 10000 (13-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>115. 2000 No. 10000 SECTION 14, T51N, R17W, S4 L. 10000 (14-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>116. 2000 No. 10000 SECTION 23, T51N, R17W, S4 L. 10000 (23-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p>	<p>117. 2000 No. 10000 SECTION 10, T51N, R17W, S4 L. 10000 (10-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>118. 2000 No. 10000 SECTION 11, T51N, R17W, S4 L. 10000 (11-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>119. 2000 No. 10000 SECTION 12, T51N, R17W, S4 L. 10000 (12-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>120. 2000 No. 10000 SECTION 13, T51N, R17W, S4 L. 10000 (13-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>121. 2000 No. 10000 SECTION 14, T51N, R17W, S4 L. 10000 (14-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>122. 2000 No. 10000 SECTION 23, T51N, R17W, S4 L. 10000 (23-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p>	<p>123. 2000 No. 10000 SECTION 10, T51N, R17W, S4 L. 10000 (10-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>124. 2000 No. 10000 SECTION 11, T51N, R17W, S4 L. 10000 (11-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>125. 2000 No. 10000 SECTION 12, T51N, R17W, S4 L. 10000 (12-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>126. 2000 No. 10000 SECTION 13, T51N, R17W, S4 L. 10000 (13-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>127. 2000 No. 10000 SECTION 14, T51N, R17W, S4 L. 10000 (14-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>128. 2000 No. 10000 SECTION 23, T51N, R17W, S4 L. 10000 (23-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p>	<p>129. 2000 No. 10000 SECTION 10, T51N, R17W, S4 L. 10000 (10-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>130. 2000 No. 10000 SECTION 11, T51N, R17W, S4 L. 10000 (11-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>131. 2000 No. 10000 SECTION 12, T51N, R17W, S4 L. 10000 (12-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>132. 2000 No. 10000 SECTION 13, T51N, R17W, S4 L. 10000 (13-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>133. 2000 No. 10000 SECTION 14, T51N, R17W, S4 L. 10000 (14-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p> <p>134. 2000 No. 10000 SECTION 23, T51N, R17W, S4 L. 10000 (23-00-00-0000) DISTRICT 171370.71 CONTRACT NO. 1283A192003</p>
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ST. LOUIS COUNTY
REGISTERED PROFESSIONAL SURVEYORS
AND LAND SURVEYORS
 1111 1/2 N. 1st St. St. Louis, MO 63102
 Phone: 314.241.1111
 Fax: 314.241.1112
 www.slsurveyors.com

I hereby certify that this survey was made in accordance with the provisions of the laws of the State of Minnesota, and that the same is a true and correct copy of the original filed in the office of the County Auditor.

Date: _____

CERTIFICATE OF LOCATION OF GOVERNMENT CORNER

South Quarter Corner Section 11,
Township 61 North, Range 17 West, 4th P.M.
STATE OF MINNESOTA, COUNTY OF ST. LOUIS.

On 1/21/2020, found a(n): No evidence of the corner or its accessories.

- left monument as found
- lowered monument
- removed monument (explain)
- raised monument

On 3/23/2020, set a(n): aluminum capped pipe at the midway point online between the SE corner Sec. 10 and the SE corner Sec. 11.

See "Statement of Evidence" for further details (on back)

Office of the County Recorder
St. Louis County, Minnesota

Recorded on: 07142021
at 01 46 P m

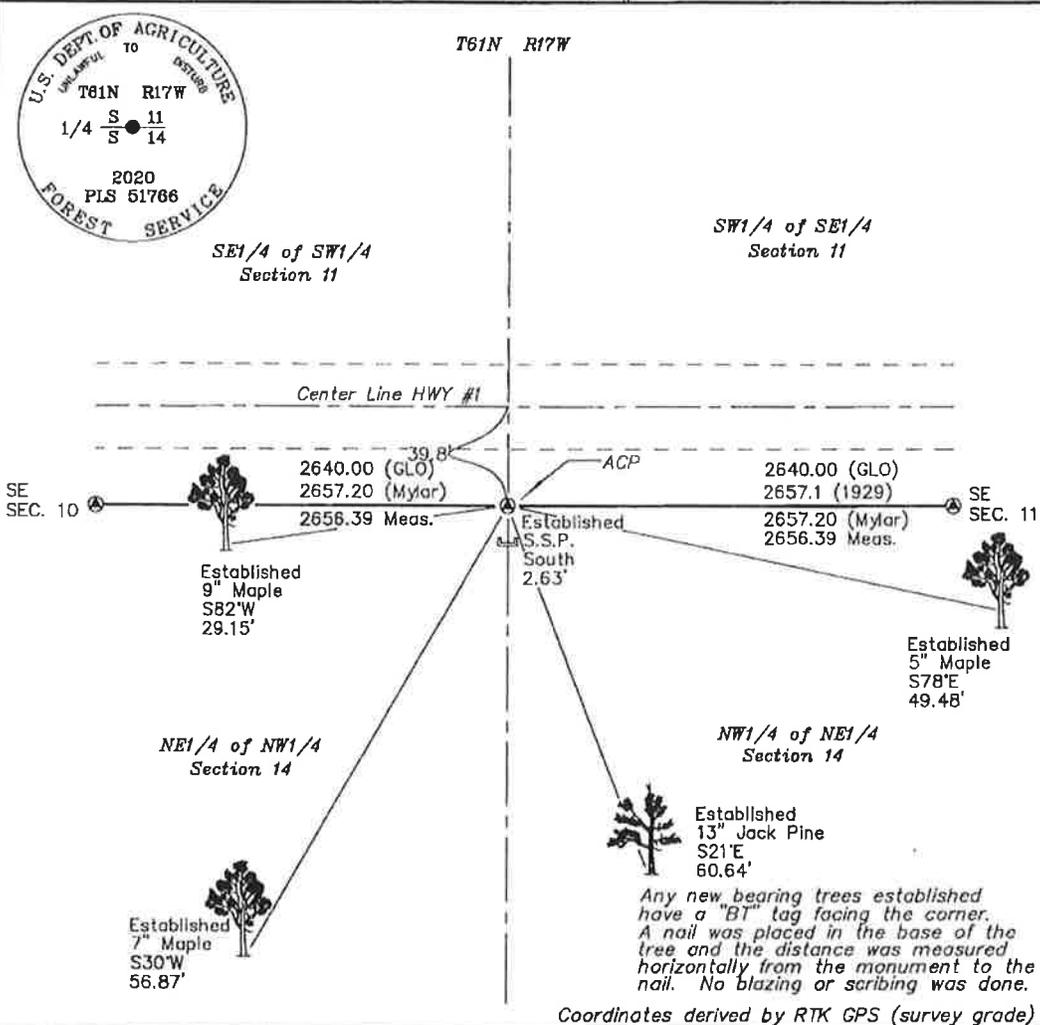
Document No. 1419092

Wendy Levitt
County Recorder

I hereby certify that the within instrument was filed in this office for record

B. Goodreau

by _____ Deputy
(reserved for recording data)



Coordinates derived by RTK GPS (survey grade)

"SKETCH OF REFERENCE TIES"
(not to scale - bearings are magnetic)

Ties are measured to center of monument unless otherwise noted.

UNITS = Metric English

(NAD 83) Latitude (N):	47-48-21.65250
Longitude (W):	92-28-16.05280
SICM 96 (NAD 83) Northing:	3,702,504.45
Easting:	4,752,013.12
S. P. North (NAD 83, feet) Northing:	792,910.84
Easting:	2,779,294.58

I hereby certify that this document and the data contained herein was prepared by me or under my direct supervision and that I am a Licensed Land Surveyor under the laws of the State of Minnesota. I further certify that this Certificate of Location of Government Corner is correct and complete to the best of my knowledge

Chris Mattila

3-29-21 License No. 51766
date

Northern Lights Surveying Services Inc.

**Statement of Evidence for the South Quarter Corner Section 11,
Township 61 North, Range 17 West, of the Fourth Principal Meridian. 1419092**

1884 Day F Stacy U.S. Deputy Surveyor. While running interior subdivision lines of Township 61 North, Range 17 West a 6 foot long 4" square post was set for the corner. The following references were established:

6" Fir	12" Tamarack
S61°E	N48°W
12 Lks (7.92')	10 Lks (6.60')

1922, Tower Itasca Ely Road Notes: Shows station 287+38.7 to be on the north section line of section 14 with a distance of 1339.5' east to the NE Corner of section 14.

September 20, 1924 Jack Pine Road Survey: Found a stump of a 12" Tamarack original BT N48°W 6.6'. Notes show no evidence of scribing and the stump was badly burnt and decayed. A marker was placed on a Balsam tree for said corner in 1919 by John Maki when the corner was in place. A new post was set according to information and evidence the of original post. Notes show a distance of 2657.1' between the North Quarter and NE corner of Section 14 and set a 1/16 at 1328.55'. The following references were established:

4" Poplar	4" Poplar
North	West
8.12'	13.15'

December 1931, Tower Itasca R.O.W. Map. Shows a symbol for the corner with no other information given.

September 20, 1933 A.L. Aamot (Estimator) U.S. Forest Service Corner Card: Found a 1 1/2" Rusty Iron Pipe for the corner. The notes state the corner was probably reset by the County Surveyor. No references were found. The corner is 3/4 chain south of the center line road and about 5 chains west of the school. The following reference was established:

4" Aspen w/ tag
N15°E
0 12 Chain (7.92')

Mylar T61N R17W Map: The map shows an iron pipe in place for the corner. A distance of 2657.20' is shown to the southwest corner of Section 11 and a distance of 2657.20' is shown to the southeast corner of Section 11.

January 21, 2020 Northern Lights Surveying Services. Searched for the corner and it's accessories but found no evidence.

March 23, 2020 Northern Lights Surveying Services. NLSS recreated the traverse shown in the 1924 Jack Pine Road notes. NLSS took the traverse and rotated the traverse through the located SE corner and East 1/4 of Section 11. The 1924 traverse put the location of the South 1/4 of Section 11 within 1.6 feet of the split position between the located SE and SW corners of Section 11. This split position is also shown in the St. Louis County Mylar map. This location lands 40 feet south of the located center line of Highway No. 1. After consultation with the U.S. Forest Service the corner was placed at the midpoint online between the southeast and southwest corners of Section 11. This location closely matches the location of the original corner post as described in the 1924 Jack Pine Road survey.

Established References:

5" Maple	13" Jack Pine	S.S.P.	7" Maple	9" Maple
S78°E	S21°E	South	S30°W	S82°W
49.48'	60.64'	2.63'	56.87'	29.15'
		54-4 Sign		

Located with RTK VRS NAD83 (2011)



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/13/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Range Reliable Agency Inc 131 8th Street S P.O. Box 941 Virginia MN 55792	CONTACT NAME: Boyd Carlbloom PHONE (A/C, No, Ext): (218) 749-8340 E-MAIL ADDRESS: deede@rangereliable.com	FAX (A/C, No): (218) 749-3207
	INSURER(S) AFFORDING COVERAGE	
INSURED Northern Lights Surveying Services Inc 611 9th St N Virginia MN 55792	INSURER A: Westfield Insurance Company	NAIC # 24112
	INSURER B: Arch specialty Insurance Company	21199
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL2010902520

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		Y	CWP056302K	10/18/2020	10/18/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			CWP056302K	10/18/2020	10/18/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) if yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	WCP056343M	10/18/2020	10/18/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Professional Liability			AMP0001264-01	10/17/2020	10/17/2021	Each Claim \$2,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Aitkin County is Additional Insured.

CERTIFICATE HOLDER**CANCELLATION**

AITKIN COUNTY
307 2nd Street NW

Aitkin

MN 56431

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Aitkin County Public Land Survey Corner Remonumentation Project 01-2021

(Candidate)

Date:
Time:

Question	Possible Points	Points
1. Proposer's Project Approach	10	
2. Proposer's Expertise and Strength of Team	10	
3. Completeness and Quality of the Proposer's Proposal	10	
4. Proposer's Proposed Cost Schedule	10	
5. Proposer's References	10	
Total Points	50	

Additional Comments:



AITKIN COUNTY SURVEYOR'S OFFICE

307 2nd Street NW, Room 221
Aitkin, MN 56431

randy.quale@co.aitkin.mn.us
phone: 218-927-7326

PROFESSIONAL CONTRACT FOR AITKIN COUNTY PUBLIC LAND SURVEY CORNER REMONUMENTATION PROJECT 01-2021

The below contract is made and entered into this 8th day of February, 2022, by and between The County of Aitkin, State of Minnesota (County), through the Aitkin County Land Department (Department) and JPJ Engineering, Inc. (Contractor).

RECITALS

Whereas, in September of 2021 the County put out a Request for Proposal for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, and;
Whereas, Contractor responded to the Request for Proposal, and;
Whereas, Contractor was the successful bidder and was consequently awarded the contract for Aitkin County Public Land Survey Corner Remonumentation Project 01-2021, and;
Whereas, the County and Contractor are both desirous of entering into contractual relations for the above purpose, **NOW THEREFORE** the County, through the Department, and the Contractor agree as follows:

ARTICLE 1

THE CONTRACT DOCUMENTS

The contract Documents, consist of this contract, the County's Request for Proposal, and the Contractors response. These form the Contract, and all are as fully a part of the Contract as if attached to this Contract or repeated herein.

ARTICLE 2

THE WORK

The Contractor shall perform all the Work required in conformance with Contract Documents as listed in Article 1.

ARTICLE 3

TERM

The term of the Contract shall be from February 08, 2022, to March 31, 2023, unless earlier terminated, with 50% of the work completed on or before November 30, 2022, and 100% completed by March 31, 2023 (change from Request for Proposal). The Contract may be terminated in the event of substantial failure to perform in accordance with the terms set forth in the Contract.

ARTICLE 4

CONTRACT SUM

The County shall pay the Contractor in current funds for the performance of the work, subject to additions and deductions by Change Order as provided in the Contract Documents, not to exceed the Contract sum of \$52,958.00.

ARTICLE 5

PAYMENT

The contractor shall submit billing invoices to the County as directed by the contract documents. The County will pay the amount shown in the invoice within thirty-five days of receipt. Said payment is contingent upon Contractors work being performed in a manner which is acceptable to the County.

ARTICLE 6

COMPLIANCE WITH LAWS

Contractor shall abide by Federal, State or local laws, statutes, ordinances, rules and regulations now in effect, or here after adopted, pertaining to this Contract or the subject matter of this contract. This shall include obtaining all licenses, permits or other rights required for the provision of services contemplated by this Contract. This Contract shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Contract shall be venued in the County of Aitkin, State of Minnesota.

ARTICLE 7

INDEPENDENT CONTRACTOR STATUS

Contractor is an independent Contractor and nothing herein contained shall be construed to create the relationship of an employer and employee between County and Contractor or Contractors agents, servants or employees. Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services. Contractor acknowledges and agrees that Contractor, Contractors agents, servants and employees, are not entitled to receive any of the benefits received by County employees and is not eligible for workers' or unemployment compensation benefits. Contractor also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Contractor and that it is Contractor's sole obligation to comply with applicable provisions of all Federal and State tax laws.

ARTICLE 8

INDEMNIFICATION

Any and all claims that arise, or may arise, on behalf of Contractor, its agents, servants or employees as a consequence of any negligent act or omission on the part of Contractor or its agents, servants, or employees while engaged in the performance of the Contract shall in no way be the obligation or responsibility of the County. Contractors shall indemnify, and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorneys' fees which the County, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any negligent or willful act or admission of Contractor, its agents, servants or employees in the execution, performance or failure to adequately perform Contractor's obligations pursuant to this Contract. This shall include any and all copyright, trademark, patent or other

intellectual real property claims, issues or matters arising out of Contractor's act or admission, whether the same be negligent, willful or otherwise.

ARTICLE 9

INSURANCE

In order to protect itself and to protect the County under the indemnity provisions set forth above Contractor shall, at Contractor's expense, procure and maintain policies of insurance covering the term of this Contract. Such policies of insurance shall apply to the extent of, but not as a limitation upon or in the satisfaction of, the indemnity provisions herein. All retentions and deductibles under such policies of insurance shall be paid by Contractor. Each such policy of insurance shall contain a clause providing that such policies shall not be canceled by the issuing insurance company without at least 10 days written notice to the County of the intent to cancel. The amount of insurance shall be that as laid out in the documents evidenced in Article I above.

ARTICLE 10

ASSIGNMENT OF INTEREST

The parties shall not enter into any subcontract for the performance of services contemplated under this Contract nor assign any interest in the Contract without prior written consent of all parties and subject to such conditions and provisions as are deemed necessary. Contractor shall be responsible for the performance of its subcontractors or assignees unless otherwise agreed.

ARTICLE 11

NON-DISCRIMINATION

During the performance of this contract, Contractor agrees that no person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed or national origin be excluded from full employment rights and, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable Federal and State laws against discrimination.

ARTICLE 12

CONFIDENTIALITY CLAUSE

The Contractor understands that in order to provide service to the County, the Contractor requires access to equipment and facilities that may contain databases maintained by the County both in physical and electronic form. These databases contain information that is confidential and/or private information on individuals. This information is protected both by State law, including the Minnesota Government Data Privacy Act and the Minnesota Health Records Act, and Federal law including the Health Insurance Portability and Accountability Act of 1996 (HIPPA). Any release of information in violation of these laws can result in both criminal and civil sanctions including fines, civil damages, and incarceration.

Contractor hereby agrees not to disclose, in any way, information obtained from its access to County's facilities and to fully indemnify and hold harmless the County from any and all claims that may be made because of release of protected information by the Contractor, its employees or agents whether such release is intentional or negligent.

ARTICLE 13

AUTHORIZED REPRESENTATIVE

Notification required to be provided pursuant to this Contract shall be provided to the following named persons and addresses unless otherwise stated in this contract or in a modification of this Contract.

CONTRACTOR

John P. Jamnick, PE, President

COUNTY

Randy Quale, County Surveyor

ARTICLE 14

SEVERABILITY

The provisions of this Contract shall be deemed severable. If any part of this Contract is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Contract unless the part or parts which are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Contract with respect to either party.

ARTICLE 15

MODIFICATIONS

The County and Contractor hereby acknowledge that they have read this Contract and affirmatively states and represents that they understand its contents. The contract Documents, consist of this contract, the County's Request for Proposal, and the Contractors response by and between the County and Contractor and is binding upon themselves, their heirs, assigns and successors in interest and any alterations, variations, modifications or waivers of the provisions of this Contract shall only be valid when they have been reduced to writing and signed by the authorized representatives of the County and Contractor.

IN WITNESS WHEREOF: The parties hereto have executed this Contract on this 8th day of February, 2022.

COUNTY OF AITKIN

CONTRACTOR

By: _____
J. Mark Wedel, Chair

By: _____
John P. Jamnick, PE, President

By: _____
Jessica Seibert, County Administrator



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Otis Magie Insurance Agency, a Marsh & McLennan Agency LLC company 332 W Superior St Ste 700 Duluth MN 55802		CONTACT NAME: Kelly Kolden PHONE (A/C, No, Ext): 218-262-6611 FAX (A/C, No): 218-262-6472 E-MAIL ADDRESS: Kelly.Kolden@MarshMMA.com	
INSURED JPJ Engineering, Inc. PO Box 656 Hibbing MN 55746		JPJENGI-01	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: CITIZENS OF AMERICA (SUPERIOR)	
		INSURER B: CITIZENS OF AMERICA (SUPERIOR)	
		INSURER C: CITIZENS OF AMERICA (ULTRA PREFERRED)	
		INSURER D: Citizens Insurance Company of America	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 925531163

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			OBXH284495	6/15/2021	6/15/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			AWXH284479	6/15/2021	6/15/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			OBXH2884495	6/22/2021	6/22/2022	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
C	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N	WBXH2884486	6/15/2021	6/15/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional Liability			LHXH2886840	6/22/2021	6/22/2022	Occurrence 2,000,000 Aggregate 2,000,000 Deductible 25,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Aitkin County Corner Renonumentation Project 01-2021

Certificate Holder is included as Additional Insured as required by written contract or agreement limited to the General Liability & Auto coverage. A 30-Day Cancellation is also included.

CERTIFICATE HOLDER**CANCELLATION**

Aitkin County
 307 2nd St NW, RM 221
 Aitkin MN 56431

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: LG220 - Up North Riders ATV Club Inc.

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

**provide copy of hearing notice that was published*

Submitted by: Sally M. Huhta	Department: Auditor's
--	---------------------------------

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:
LG220 Application for Exempt Permit - Up North Riders ATV Club Inc.,
at Fisherman's Bay

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
See attached Proposed Resolution

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

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

ADOPTED February 9, 2022

By Commissioner: xx

20220208-xxx

LG220-Up North Riders ATV Club Inc.

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Up North Riders ATV Club Inc., at the following location – Fisherman’s Bay, which has an address of 50933 State Highway 65, McGregor, MN 55760 – Workman Township. (Note: Date of activity for Raffle – October 8th, 2022)

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: LG220 Application for Exempt Permit - Lawler Area Community Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sally M. Huhta	Department: Auditor's Office
--	--

Presenter (Name and Title):	Estimated Time Needed:
------------------------------------	-------------------------------

Summary of Issue:
Gambling Permit Application

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
See attached proposed 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:*

By Commissioner: xx

20220208-xxx

LG220 Application for Exempt Permit-Lawler Area Community Club

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – April 2, 2022)

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Personnel Policy-Update Early Retirement Health Insurance Incentive Policy

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

Submitted by: Bobbie Danielson	Department: Human Resources
--	---------------------------------------

Presenter (Name and Title): Bobbie Danielson	Estimated Time Needed: 3 Minutes
--	--

Summary of Issue:

Personnel policies are reviewed on an ongoing basis. The Personnel Committee recommends the attached update. The January 15 date was originally inserted for implementation and can be removed; all employees will qualify at age 62 if they meet the other criteria as well. Striking "consecutive" years of service will allow returning full-time staff to qualify with at least 5 years of service being served immediately prior to retirement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to amend the MSRS HCSP Early Retirement Health Insurance Incentive Policy as presented.

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:*

Personnel Committee Recommendation, Update Early Retirement Health Insurance Incentive Policy

Subd. (6) MSRS HCSP Early Retirement Health Insurance Incentive:

Term: January 1, 2019 through December 31, 2024

Intent: Aitkin County values its long-term employees and this incentive is intended to assist employees who want to retire between the age of 62 and 65. Age 62 is the age at which most employees can start receiving Social Security retirement benefits (the amount is reduced until they reach full retirement at age 65 or older). Age 65 is the age at which employees become eligible for Medicare. This early retirement health insurance incentive is intended to help the employee cover any health insurance gaps between age 62 and 65.

Applies to: All employees age 62 or older (by January 15th annually) who have 15 or more years of full-time consecutive service* with Aitkin County, with at least 5 of the 15 years being served immediately prior to retirement, and who have met age and service requirements necessary to receive an annuity from PERA or who are receiving a disability benefit from PERA who elect to participate in the county's Early Retirement Incentive option in calendar year 2019, 2020, or 2021. All of these factors (age + years of service + PERA annuity or disability) must be met in order to qualify for the early retirement incentive. (*Part-time, seasonal, intermittent, and temporary service does not apply.)

Contribution: The employer will deposit up to \$512.08 per month into a Minnesota State Retirement Systems (MSRS) Health Care Savings Plan (HCSP) account as a reimbursement for the employee's single health insurance premium up to age 65. Employer contributions will stop sooner than age 65 in cases where the employee becomes eligible for Medicare sooner¹, or upon death. In cases where the single health insurance premium is less than \$512.08 per month for single coverage, the employer's contribution shall not exceed the cost of the actual single premium. The employee will be responsible for any difference in premium.

¹If the employee becomes eligible for Medicare sooner by either satisfying eligibility or disability criteria.

[HR file note: Retirements effective by June 30th, 60 days written notice required. An example: If an eligible employee submits their written retirement notice by April 30, 2022, and retires by June 30, 2022, they are eligible for the \$512.08 per month from July through December 2022 or until age 65 or eligible for Medicare. If an eligible employee submits their written retirement notice after April 30, 2022 and does not retire by June 30, 2022, they are ineligible for the \$512.08 per month from July through December 2022; their contribution would start in January 2023.]



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Request Remand of Board Decision and Return to Planning Commission

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

Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 minutes
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Summary of Issue:

Respectfully requesting to remand the Board's decision of October 26, 2021 Public Hearing to approve a third classification of "Solid Waste Transfer Station" to the Appendix A Classification List of the Aitkin County Zoning Ordinance.

Request the Aitkin County Board direct the Zoning Reclassification amendment back to the Aitkin County Planning Commission for a Public Hearing on February 28, 2022. The decision will then be read at the March 8 and March 22, 2022 meetings of the Board.

Alternatives, Options, Effects on Others/Comments:
 N/A

Recommended Action/Motion:
 Motion to approve remanding Board's previous decision and direct zoning reclassification amendment back to the Aitkin County Planning Commission.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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



January 26, 2022

Aitkin County Environmental Services
Planning and Zoning
209 Second Street NW
Aitkin, MN 56431

Re: 36488 400th Avenue, Aitkin, MN 56431

To whom it may concern:

On January 18, 2022, Waste Management formally withdrew its Conditional Use Permit Application to operate a solid waste transfer station in Aitkin County. The proposed solid waste transfer station was to occur on property owned by Aitkin County at 36488 400th Avenue, Aitkin, MN 56431. As property owner and co-application, Aitkin County also withdraws its Conditional Use Permit Application to operate a solid waste transfer station at this site.

Sincerely,

Andrew Carlstrom

NOTICE OF HEARING

The Aitkin County Planning Commission will hold a public hearing on the adoption of amendments to the Aitkin County Zoning Ordinance. The hearing will be conducted on February 28, 2022 at 4PM in the Board Room of the Aitkin County Government Center. The Planning Commission will decide on whether to add a third classification of "Solid Waste Transfer Station" to Appendix A Classification List of the Aitkin County Zoning Ordinance.

A summary of the sections of the Aitkin County Zoning Ordinance proposed for amendments are: Section 3 (Definitions) – add Solid Waste Transfer Station; Appendix A (Classification List) – include Solid Waste Transfer Station.

The above is only a summary; a full text version is available for public review at the Aitkin County Planning and Zoning office and the Aitkin County Auditor's Office in the Aitkin County Government Center during regular business hours. A copy of the proposed ordinance amendments can also be viewed in its entirety on the Aitkin County website at www.co.aitkin.mn.us. Comments can be submitted in writing to the Aitkin County Planning and Zoning Office: 307 2nd Street NW, Room 219, Aitkin, MN 56431, by facsimile (218) 927-4372, or by email to aitkinpz@co.aitkin.mn.us before 4PM on February 25, 2022. Please include a full name and complete mailing address with all correspondences.



Board of County Commissioners Agenda Request

5B

Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Residential Waste Electronics Collection

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Andrew Carlstrom		Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 5 minutes
Summary of Issue: <p>I am respectfully requesting to schedule a residential electronics collection for June 4, 2022 for 10AM to 1PM. I have confirmed this date with Retrofit Companies who have been the contractor for the past 5 collections. They have offered to do the collection event (see attached quote), however costs are anticipated to increase due to fuel costs and labor increase. Pound rate charge increased from .25/lb. last year to .32/lb in 2022. We will be increasing the cost of screened items from \$10.00 to \$15.00 as recommended by Retrofit, and which is line with what neighboring counties are charging. This will help offset vendor increases previously mentioned.</p> <p>Last year we charged \$10.00 per screen item and recovered 61% of the cost of the collection. The collection cost was \$3310.00 (\$1000.00 is the event fee where they supply two staff, gaylord boxes, pallets, plastic wrapping, and semi/trailer for transportation) and we took in \$2020.00 for revenue. All non-screened items will be free-of-charge. Last year totals from June 5, 2021 were: 119 Households participated and 202 screens were collected.</p>		
Alternatives, Options, Effects on Others/Comments: Alternative is not to approve the collection event.		
Recommended Action/Motion: Approve the proposed residential collection event with a \$15.00 per screened item. If approved we will need approval of \$400.00 in start-up funds from the Auditor's Office.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Additional \$1500.00 to \$2500.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

THE RETROFIT COMPANIES

ENVIRONMENTAL SERVICES QUOTE FOR

Aitkin County E-waste Event June 4th 2022

EXPIRES: August 1, 2022

QUOTED ON: February 2, 2022

QUOTED BY: Michelle Gwin

CONTACT TO SCHEDULE A RECYCLING PICK UP

Michelle Gwin

507-414-5158 or 800-795-1230

mgwin @retrofitcompanies.com

FAX: 651-717-4765



- FLUORESCENT & HID LAMPS
- MERCURY DEVICES & DEBRIS
- ELECTRONIC EQUIPMENT
 - COMPUTERS
 - BATTERIES
- PCB & NON-PCB BALLASTS
 - PCB SOIL & DEBRIS
- CAPACITORS & TRANSFORMERS
 - APPLIANCES
- CHEMICALS & POISONS
- HAZARDOUS WASTES
- PAINTS & SOLVENTS
- LABORATORY WASTES
- CHEMOTHERAPY WASTES
- FLAMMABLE AEROSOLS
- TOXIC LIQUID & SOLIDS
 - OILS & FILTERS
 - ABSORBENTS
 - COOLANTS
- CLEANERS & DETERGENTS
 - LAB PACKS
- PRE-DEMOLITION WASTE REMOVAL
- TESTING, EDUCATION & TRAINING

QTY	WASTE	UNIT COST	TOTAL COST
	Screened E-waste (ALL TVs/MONITORS) per lb.	\$ 0.32	\$ -
	All Non-Screened Items (but including laptops) per lb.	Free	\$ -
1	Event fee: Includes: 2 TRC Staff, full day event labor and all packaging material and pallets needed Typical semi weight averages 18,000. LBs	\$ 1,000.00	\$ 1,000.00
TOTAL ESTIMATE			\$ 1,000.00
If this bid is approved, please SIGN and RETURN to your ISR.			
Signature:		Date:	



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Discretionary EAW - Gun Lake Family Campground

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

Submitted by: Andrew Carlstrom	Department: Environmental Services
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 15 minutes
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Summary of Issue:

On January 21, 2022, the Minnesota Environmental Quality Board (EQB) received a Citizen's Petition requesting an Environmental Assessment Worksheet (EAW) for the proposed Gun Lake Family Campground. When a petition is filed, MN Rules 4410.1100 Subp. 5 directs EQB to designate a Responsible Governmental Unit (RGU) pursuant to MN Rules 4410.0500. EQB determined Aitkin County is the appropriate responsible governmental unit to decide the need for an EAW.

The EAW Committee (which is a working group with no authority to decide or take action) met for 2.5 hours on January 31, 2022. The Committee reviewed letters from attorneys representing Gun Lake Environmental Alliance and the Gun Lake Family Campground as well as reviewing and discussing the EAW Citizen Petition (findings attached to sample resolution).

The EAW Committee is recommending to the Board of Commissioners to adopt a resolution to approve the Citizen Petition for an EAW for Gun Lake Family Campground. EQB notification is time sensitive and decision is due within 15 days of notification (minus weekends).

....

Alternatives, Options, Effects on Others/Comments:

Board could deny, table, or extend request with EQB for additional 15 days for more deliberation.

Recommended Action/Motion:

The EAW Committee is recommending a motion to adopt a resolution requiring an EAW for Gun Lake Family Campground proposal.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

By Commissioner:

20220208-xxx

RESOLUTION TO APPROVE A CITIZEN'S PETITION REQUESTING AN EAW FOR THE PROPOSED GUN LAKE FAMILY CAMPGROUND

WHEREAS, a citizens petition requesting the preparation for an Environmental Assessment Worksheet (EAW) for the proposed commercial planned unit development of "Gun Lake Family Campground" was submitted by Steve Massey with the Gun Lake Environmental Alliance on January 21, 2022 with 166 signatures. The petition was verified by the Minnesota Environmental Quality Board (EQB) and assigned to Aitkin County as the Responsible Governmental Unit (RGU) to decide on the need for an EAW on January 24, 2022; and

WHEREAS, no governmental approvals may be given to the project named in the petition, nor construction initiated, until the need for an EAW has been determined. Construction includes any activities which directly effect the environment, including the preparation of land. If the decision is to prepare an EAW, approval must be withheld until either a Negative Declaration of the need for an Environmental Impact Statement (EIS) is issued or an EIS is completed (per MN Rules 4410.3100); and

WHEREAS, the proposed campground of Gun Lake Family Campground includes 16.1 of useable acres, including utilizing 1130 feet of 1610 property owned shoreline on Gun Lake, which is classified as a Recreation Development Lake within Fleming Township, Aitkin County. The property address is listed as 43016 328th Place, Palisade MN (PID 08-0-027400). The developers, Mike and Jennifer Hagel, are proposing to create recreational vehicle campground for commercial development on the property consisting of 22 individual campsites within Tier 1 shoreland and 27 individual campsites within Tier 2 shoreland with no variances requested; and

WHEREAS, the project, as currently proposed, does not meet the mandatory threshold for an EAW according to MN Rules 4410.4300, and therefore the decision on the need for an EAW is subject to the discretion of the Responsible Government Unit (RGU) as per MN Rules 4410.1000 subpart 3, Item B.

Significant Environmental Impact Findings of the Aitkin County EAW Committee:

Findings for a Discretionary EAW:

1. The Committee agrees that the proposal is a "Permanent Conversion".
2. The "Permanent Conversion" affects an estimated 1130 feet or more of shoreline.
3. The impact of an anticipated 32.67% increase in potential lake users.
4. Conversion of forestland to high density seasonal travel trailer campground use within shoreland.
5. The impact of an additional 49 users to a 711.9 acre lake.

Permanent Conversion. In accordance with MN Rules 4410.0200 Subp. 57 it is the RGU's determination if the proposal fits the definition. "Permanent conversion" means a change in use of agricultural, naturally vegetated, or forest lands that impairs the ability to convert the land back to its agricultural, natural, or forest capacity in the future. It does not include changes in management practices, such as conversion to parklands, open space, or natural areas. The Committee recognizes that the 1130 of 1610 feet of shoreline being proposed for the Tier 1 campsites is less than the 1320 feet mandatory EAW threshold of MN Rules 4410.4300 Subp. 36a. However, the irreversibility of the construction proposal, affecting a significant amount of shoreline is a factor to consider as to whether the petition for a discretionary EAW should be approved.

Potential Lake Users. Aitkin County Assessor's Office reports 150 parcels with building values over zero. Adding 49 seasonal sites could bring potential lake users to an overall increase of 32.67% which is a substantial increase the Committee believes.

Conversion of Forestland. There is warranted concern of the transformation of a current forestland within Tier 1 to a high density travel trailer campground. Concerns are additional compaction, creation of more impervious surface as paths and road radius' increase with use.

Impact of Additional 49 Users to Lake. Proposed campground will entail approximately 1130 feet of a total 1610 feet of shoreline owned by proposer. Gun Lake has 292 acres of littoral (or shallow waters of 15 feet or less) of a total 711.9 total lake acres. Gun Lake has 8.68 miles of shoreline with an average depth of 18 feet and maximum depth of 44 feet. The Committee believes the summer seasonal impact to the quality of the lake could be of significant environmental impact.

Drastic Altering of Land Surfaces. The Committee expressed concerns at the validity of the potential densities proposed by the surveyor. Concerns that footprint of gravel and compaction could result in increased impervious surface especially in the Tier 1. Radius of internal roads and travel trailer sites are a concern in that they will most likely will increase to accept travel trailers of various size width and the larger recreational vehicles will need significant turning radius.

Infrastructure. The Committee expressed concerns of impact to pine trees during installation of water, sewer, electrical lines, structures, and roads within campground.

Road. The Committee expressed concern on width of township road and wetland impacts on the likely widening of the road. The county engineer reviewed the current road (328th Place) width and noted what appears to areas of 15 feet wide with "single lane road" signs placed in each direction, with other parts of the road slightly wider at 18-20 feet in width. However, the Committee would defer to the township board and its concerns about the road.

Dock. The Committee expressed concern about parking in the vicinity of the docking area for campers/residents off-loading boating equipment and the impact vehicle/recreational vehicle parking could have on the shoreline.

Campfires. The Committee's only concern regarding campfires was the maximum size of fire ring proposed.

Water Quality. The Committee's concerns are noted above, however as relating to topography, the Committee expressed minimal concern as proposed area is flat in elevation to lake, with ample vegetation to act as a buffer, minimizing water run-off.

Effect on Wildlife. The Committee would defer to the DNR Wildlife department.

Effect on Fish. The Committee would defer to the DNR Fisheries department.

Findings against a Discretionary EAW:

1. The Committee agrees that the proposal is not in a "Sensitive Shoreland Area"

Sensitive Shoreland Area. MN Rules 4410.0200 Subp. 79a defers to the RGU in designating an area a "Sensitive Shoreland Area", which is defined as: "shoreland designated as a special protection district pursuant to 6120.3200 or shoreland riparian to any of the following types of public waters:

A. lakes or bays of lakes classified as natural environment pursuant to part 6120.3000;

B. trout lakes and streams designated pursuant to part 6264.0050;

- C. wildlife lakes designated pursuant to MN Statutes, section 97A.101, subdivision 2;
- D. migratory waterfowl feeding and resting lakes designated pursuant to MN Statutes, section 97A.095, subdivision 2; or
- E. outstanding resource value waters designated pursuant to part 7050.0335.

Aitkin County has not adopted any type of local "Sensitive Shoreland" districts.

NOW, THEREFORE BE IT RESOLVED, based on information submitted in the project application, on the written submissions, and given all of the above findings, the project may have the potential for significant environmental effects. Any effects to the environment will be mitigated through an EAW and the normal public hearing and permitting process. Therefore, Aitkin County, as the responsible government unit, approves the citizen's petition for an EAW for the proposed commercial planned unit development of "Gun Lake Family Campground."

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 8th day of February 2022 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator

JAN 21 2022

January 17, 2022

VIA ELECTRONIC AND HAND DELIVERY

Minnesota Environmental Quality Board
300 Centennial Office Building
658 Cedar Street
St. Paul, MN 55155

Re: Citizens' Petition for an Environmental Assessment Worksheet (EAW) for a private campground along the shoreline of Gun Lake

Dear Ms. Kelliher,

Enclosed for the Minnesota Environmental Quality Board (MEQB) is the Citizens' Petition for an EAW for the private campground proposed by Michael and Jennifer Hagel along 328th Place and Gun Lake in Fleming Township. The Petition satisfies each of the requirements of Minn. R 4410.1100, subs.1-2. By copy of this letter, the Petitioners are sending notice of the Petition to the Proposers in compliance with Minn. R. 4410.1100, sub 4. The Petitioners are also sending this letter and the attachments directly to the anticipated Responsible Government Unit (RGU), Aitkin County.

Pursuant to Minn R. 4410.1100, sub 5, MEQB must forward this Petition to the Responsible Government (RGU) within five days.

Sincerely,



Steven Massey

cc:

Brian Napstad District 4 Aitkin County Commissioner
Aitkin County Planning & Zoning/ Environmental Services
Aitkin County DNR

1. PETITIONERS' REQUEST

The Petitioners listed below submit the petition requesting an environmental assessment worksheet (EAW) to be prepared pursuant to Minn. R. 4410.1100 for the 50-acre private campground proposed for development on the southwest corner of Gun Lake, an area with known wetlands and wildlife presence.

Petitioners also request that the MEQB assign an appropriate RGU to prepare the EAW

Petitioners further request that MEQB immediately notify all governmental bodies with jurisdiction over the proposed project that they are "prohibited" under Minn. R. 4410.31007 sub. 1 from taking "[a]ny discretionary step in an approval process that conveys rights to the proposer and is not subject to further review or change."

Petitioners' Representative:

Steven Massey

Property Address:

43152 325th Place

Palisade, MN 56469

Mailing Address:

1762 144th St

New Richmond, WI 54017

(763) 458-7553 | smmassey0185@gmail.com

2. DESCRIPTION OF PROPOSED PROJECT

The Gun Lake Family Campground proposes to build a private campground on the southwest corner of Gun Lake, along both sides of 328th Place, a one-lane, dead end road that leads to the Wonderland Point community of cabins. The parcels of land on which the proposed campground is to be built are a combination of shoreland, wetland, pasture, and forest (Exhibit 1). The proposed area for the campground is one of the longest stretches of shoreline without a dock on the lake. This land is part of the Mississippi River (Brainerd) Watershed and Gun Lake has been identified as having wild rice beds.

The proposed campground will initially have 14 weekend sites along the lake, with 50 acres available for seasonal sites on the west side of 328th Place. The plans include a dock allowing public access to the lake, full sewer, water, and electricity hookups for each site, and an office building with restrooms and showers.

3. POTENTIAL ENVIRONMENTAL IMPACTS

a. Drastic altering of land surface

The proposed campground will require a drastic altering of the current land. The introduction of gravel, lawn, or even just the leveling of campsites will create more impervious land, leading to increased runoff into the lake and sensitive wetland areas. As the campsites are used, the ground will become compacted, intensifying these effects, and further damaging the plants around the sites (Exhibits 2 and 3). Areas around the campground, including areas featuring a variety of sensitive species of lichen and mushroom, could be heavily affected by a campground.

b. Infrastructure

i. Sewer

The installation of sewer systems in the proposed campground poses a threat beyond a potential breach of the tanks. Digging up the land for even fourteen sewer tanks will require the removal of a massive amount of soil and massively disrupt important ecosystem functions near the lake. The removal of land from the area will further reduce the hydrologic storage capacity (Exhibit 4). This also increases runoff into the lake. Sewer and septic contamination is a concern around Gun Lake (Exhibit 5).

ii. Road

There is only one road that leads to the proposed campground site. This one-lane gravel road also serves the Wonderland Point area of Gun Lake. Heavy traffic on this road (both during construction and from campers) will put stress on the already fragile state of the road. Dust is already a concern, which will only be exacerbated.

iii. Dock

The proposed area of the bay is one of the longest stretches along the lake with no dock (Exhibit 6). It has become a haven for wildlife and if a dock is put in it will disturb their habitat and stir up the lake bed when the dock is put in and taken out. Docks block sunlight, which can reduce the density of plants. This in turn, can lead to faster erosion.

c. Campfires

According to the "Aitkin County Shoreland Homeowner's Guide to Lake Stewardship," campfire ash is high in phosphorus (Exhibit 7). While the sites will likely be more than the recommended 50 feet from the lake, the number of campfires, along with the increase in runoff previously mentioned, make this a concern. Campfires also create light and air pollution that will affect both people and wildlife nearby.

d. Water quality

Each of the above four concerns also have the potential to affect the water quality on Gun Lake. The construction process and increase in impervious land will lead to an increase in runoff

that will carry possible contaminants and nutrients into the lake. The most recent water quality data for Gun Lake (from 2018) shows healthy dissolved oxygen levels and fairly healthy phosphorus levels although, the MPCA described the overall condition of the lake as:

Not always suitable for swimming and wading due to low clarity or excessive algae caused by the presence of nutrients such as phosphorus in the water. Concentrations of Mercury in fish tissue exceed the standard; fish and aquatic organisms are not always suitable for consumption by humans or wildlife” (Exhibit 8).

Any major addition of human activity, especially involving campfires, land alteration, or the use of fertilizers on lawn could worsen this assessment. While wild rice is not present near the bay, it is on the lake. Any major change to water quality could affect the wild rice.

e. Effect on wildlife

A number of vital species live in the bay that the campground will have direct access to. In particular, a pair of loons has nested in the bay for the last three years (Exhibit 9). In addition to the loons, cabin owners have reported the presence of trumpeter swans, bald eagles, black bears, muskrats, deer (Exhibit 10), and turkeys, among other species in the area along 328th Place near the bay. The presence of a campground and the subsequent increase in light and noise pollution, vehicles, and boats, and the decrease in habitat that come with it pose a threat to these animals. The terrestrial habitat quality is already considered poor in the area, and the introduction of a campground will only make it worse (Exhibit 11).

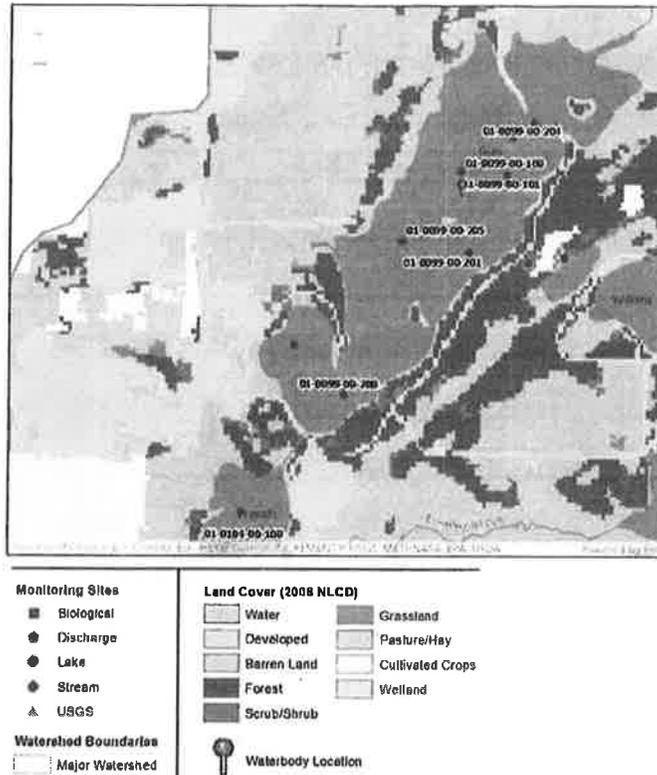
f. Effect on fish

The bay next to the proposed campground has a very shallow shoreline with a large number of weeds (Exhibit 12). Many fish spawn in this area, including sunfish and yellow perch. Gun Lake has a stricter limit on sunfish than the state regulation (a daily limit of 10, rather than 20) (Exhibit 13). This indicates that the sunfish population in the lake is lower than it should be. An increase in fishing, especially where these fish spawn would be extremely harmful. Yellow perch are considered a keystone species and are vital to the success of other fish species in the lake (Exhibit 14).

4. SUPPORTING EVIDENCE

Exhibit 1:

MN Pollution Control Agency Land Cover Map



via: <https://webapp.pca.state.mn.us/surface-water/impairment/01-0099-00>

Exhibit 2:

“Sustainable campsite management in protected areas: A study of long-term ecological changes on campsites in the boundary waters canoe area wilderness, Minnesota, USA”

https://www.fs.usda.gov/Internet/FSE_DOCUMENTS/fseprd574857.pdf

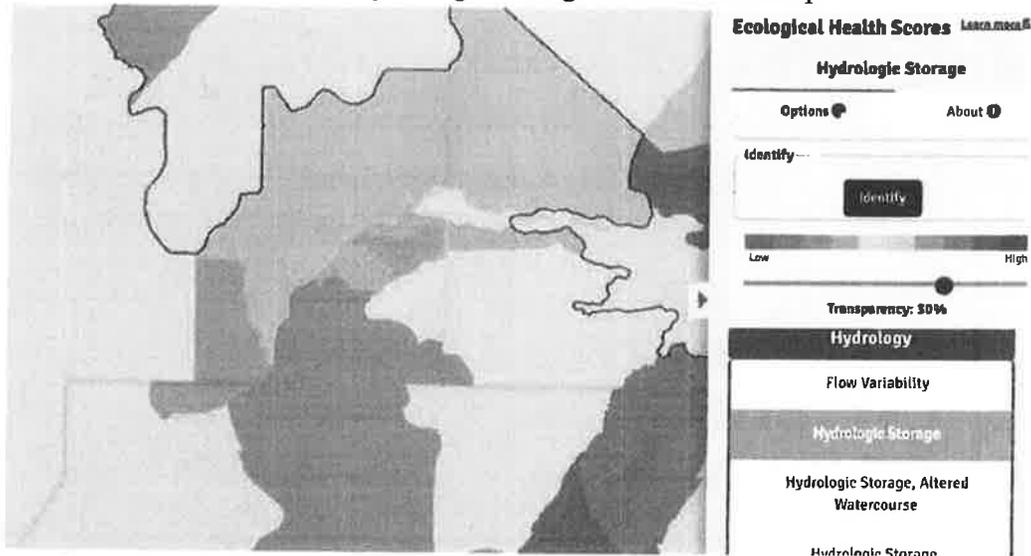
Exhibit 3:

“Aitkin County Shoreland Homeowner’s Guide to Lake Stewardship” (p. 7)

<https://www.co.aitkin.mn.us/departments/enviro-svcs/pdf-files/2015-Shoreland-Guide.pdf>

Exhibit 4:

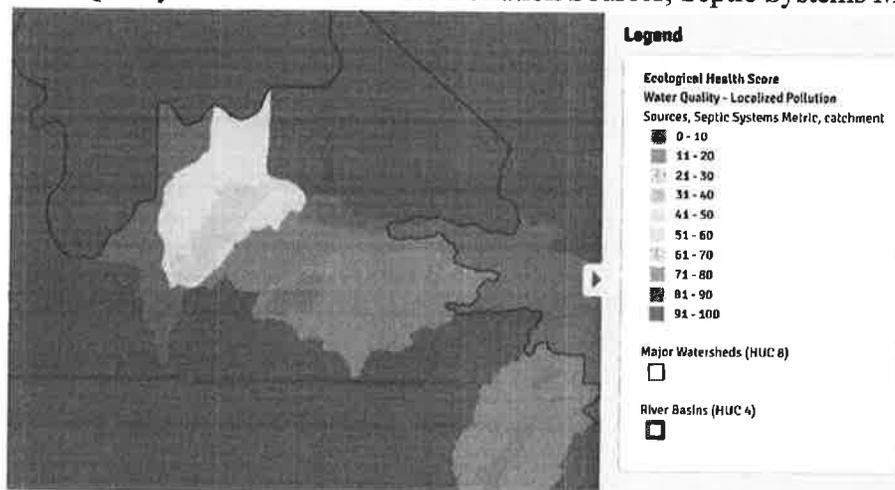
MN DNR Hydrologic Storage Health Score Map



via: <https://arcgis.dnr.state.mn.us/ewr/whaf2/>
<https://www.dnr.state.mn.us/whaf/about/scores/hydrology/storage.html>

Exhibit 5:

Water Quality Concerns - Localized Pollution Sources, Septic Systems Map



via: <https://arcgis.dnr.state.mn.us/ewr/whaf2/>

Exhibit 6:

GIS Aitkin County

<https://gisweb.co.aitkin.mn.us/link/wab/>

Exhibit 7:

“Aitkin County Shoreland Homeowner’s Guide to Lake Stewardship” (p. 3)

<https://www.co.aitkin.mn.us/departments/enviro-svcs/pdf-files/2015-Shoreland-Guide.pdf>

Exhibit 8:

Lakes and Streams Water Quality Dashboard

<https://webapp.pca.state.mn.us/surface-water/impairment/01-0099-00>

Exhibit 9:



Brenda Mehr



Jun 5, 2021 · 🌐

Heads up: there are loons nesting on the west side of Wonderland Point. Please be aware & alert of our loon neighbors so we can look forward to meeting their little one. Please be cautious of them!



👍👍 26

2 Comments · Seen by

via: Gun Lake Cabins Facebook page

Exhibit 10:

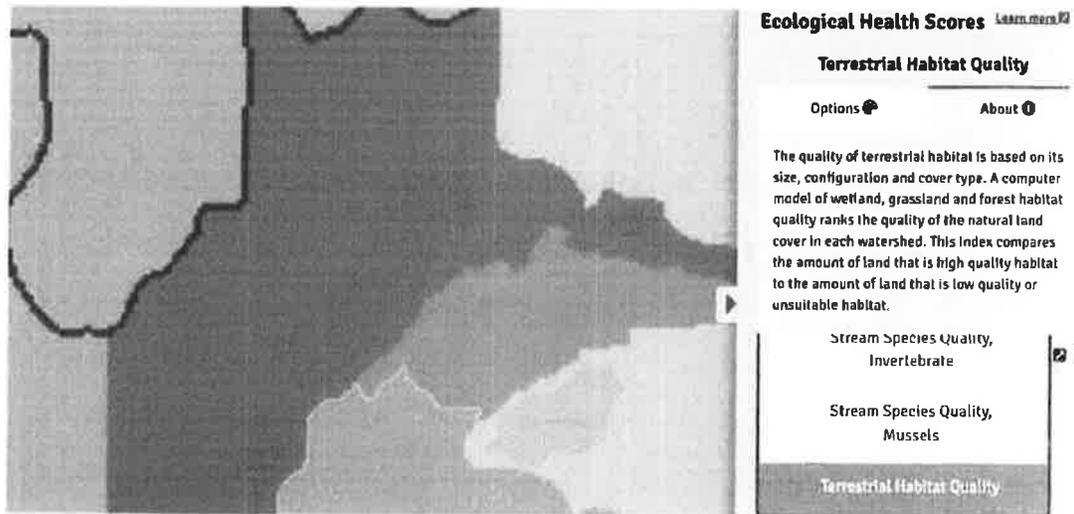
Deer along 328th Place



via: Lynn Guimont

Exhibit 11:

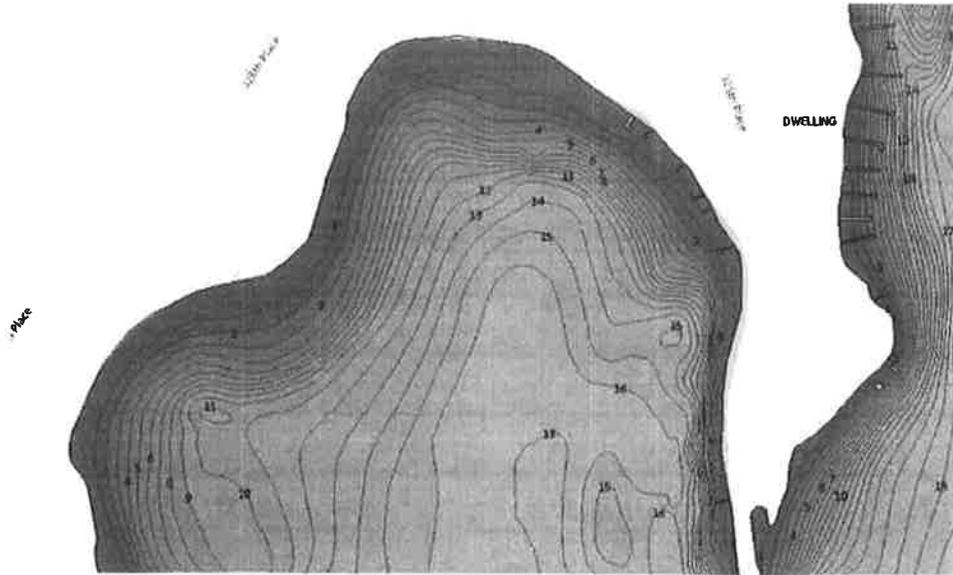
MN DNR Terrestrial Habitat Quality Health Score Map



via: <https://arcgis.dnr.state.mn.us/ewr/whaf2/>

Exhibit 12:

Water Depth Map of Gun Lake



via: <https://usa.fisherman.org/depth-map/gun-lake-aitkin-mn/#top-content>

Exhibit 13:

MN DNR Lake Report - Gun Lake

<https://www.dnr.state.mn.us/lakefind/lake.html?id=01009900>

Exhibit 14:

Myers, John. "Minnesota has a problem with perch, its 'keystone species,' and causes may vary"

<https://www.pinejournal.com/sports/northland-outdoors/minnesota-has-a-problem-with-perch-its-keystone-species-and-causes-may-vary#:~:text=Across%20Minnesota%2C%20from%20the%20prairie,may%20catch%20most%20off%20docks.>

5. CLOSING

Thank you for your consideration of this Petition for an Environmental Assessment Worksheet for the proposed campground on the southwest end of Gun Lake. This project warrants an EAW due to the significant negative effects the project will have on the wildlife and water quality, as well as the drastic alteration of the land surface and use.

SENT VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Steven Massey
1762 144 St
New Richmond, WI 54017

Jennifer and Michael Hagel
7694 Stevens Rd,
Onamia, MN 56359

43016 328th Place,
Palisade, MN 56469

January 17, 2022

Dear Mr. and Mrs. Hagel,

This letter is to serve as official notice of the Citizens' Petition for an Environmental Assessment Worksheet for the Gun Lake Family Campground. In compliance with Minn. R. 4410.1100 sub. 4, you are receiving this notice at the time of the petition filing.

This petition asks the Minnesota Environmental Quality Board (MEQB) and Responsible Government Units (RGU) to complete an Environmental Assessment Worksheet to ensure that the campground will not harm any aspect of the terrestrial or hydrologic environment and that all proper precautions are taken to protect local flora and fauna.

Sincerely,

Steven Massey

SENT VIA CERTIFIED MAIL
RETURN RECEIPT REQUESTED

Steven Massey
1762 144 St
New Richmond, WI 54017

Jennifer and Michael Hagel
7694 Stevens Rd,
Onamia, MN 56359

43016 328th Place,
Palisade, MN 56469

January 17, 2022

Dear Mr. and Mrs. Hagel,

This letter is to serve as official notice of the Citizens' Petition for an Environmental Assessment Worksheet for the Gun Lake Family Campground. In compliance with Minn. R. 4410.1100 sub. 4, you are receiving this notice at the time of the petition filing.

This petition asks the Minnesota Environmental Quality Board (MEQB) and Responsible Government Units (RGU) to complete an Environmental Assessment Worksheet to ensure that the campground will not harm any aspect of the terrestrial or hydrologic environment and that all proper precautions are taken to protect local flora and fauna.

Sincerely,

A handwritten signature in black ink, appearing to read "Steven Massey", written over a large, stylized circular flourish.

Steven Massey

• 1166 on PETITION
 • CONSIDER THESE PEOPLE?

We, the undersigned, live in and/or own property in the state of Minnesota and request the preparation of an Environmental Assessment Worksheet for the Gun Lake Family Campground, located in Aitkin, Minnesota. By signing below, I support the material evidence submitted in the attached petition and believe that, because of the nature or location of the proposed project, there may be potential for significant environmental effects including, but not limited to:

- ◆ Removing or threatening vital habitats for a number of species, including loons, surfscot, and deer
- ◆ Altering of the land's surface that could lead to runoff and changes in water quality
- ◆ Increased fishing in a bay where many fish spawn could lead to decreasing fish populations

Minnesota's Environmental Review Program rules require that a citizen petition contain the (legible) signatures and mailing addresses of at least 100 individuals who reside or own property in the state. The EQB has the responsibility to monitor the effectiveness of Minnesota's Environmental Review Program and to make improvements to the process when needed (MR 4410.0400). Please include your phone number if you are willing to have EQB staff contact you to talk about your experience with the petition process.

Number	Date Sign	Last Name	First Name	Full MN Address (Street, City, State, Zip Code)	Email	Phone	Environmental Concerns/Comments	Other Comments
1	1/16/2022	Massey	Nicole	43152 325th Place, Palisade MN 56469	nicoleduenow@gmail.com	507-217-1404		
2	1/16/2022	Massey	Steven	43152 325th Place, Palisade, MN 56469	stmmassey0185@gmail.com	763-459-7553		
3	1/16/2022	Kovaleski	Tiffany	3840 Abbott Ave N, Minneapolis, MN 55422	tiffanykovaleski@gmail.com	612-227-2381		
4	1/16/2022	Kovaleski	Derek	3841 Abbott Ave N, Minneapolis, MN 55422	derekkovaleski@gmail.com	612-701-8276		
5	1/16/2022	Brown-Spindler	Karen	661 114th Lane NE, Blaine, MN 55434	karenspindler@gmail.com	763-439-1076		
6	1/16/2022	Spindler	Mark	661 114th Lane NE, Blaine, MN 55434	marksp1951@gmail.com	763-340-6379		
7	1/16/2022	Brown	Adam	9395 9th St NE, St. Michael, MN 55376	adam.b09@yahoo.com	763-843-7895		
8	1/16/2022	Brown	Julie	9395 9th St NE, St. Michael, MN 55376	juliebrown@edinarealty.com	612-819-1455		
9	1/16/2022	Taurer	Emily	3432 Steele St, Minnetonka, MN 55345	emily.taurer@outlook.com	763-639-6885		
10	1/16/2022	Digatono	Lori	6825 Unity Ave N, Brooklyn Center, MN 55429	loridigatono@yahoo.com	763-561-4204		
11	1/16/2022	Nelson	Stephanie	9161 E Staring Lane, Eden Prairie, MN 55347	stephnelson@yahoo.com	612-709-6314		
12	1/16/2022	Koernig	Ganella	3924 44th Ave S., Minneapolis, MN 55406	granmnmom@msn.com	612-483-2334		
13	1/16/2022	Koernig	Durvid	3924 44th Ave S., Minneapolis, MN 55406	koernig@msn.com	612-722-9763		
14	1/16/2022	Massey	George	38060 Long Shore Trail, Frazee MN 56544	bassman@arvig.net	218-342-3233		
15	1/16/2022	Spindler	Molly	6010 Radium Circle NW, Ramsey, MN 55303	m02spindler@yahoo.com	763-438-8600		
16	1/16/2022	Knoke	Mark	6010 Radium Circle NW, Ramsey, MN 55303	markknoke@hotmail.com	763-443-3571		
17	1/16/2022	Bisodueau	Chuck	9300 195th Lane, Nowthen, MN 55330	chuck@cmbconcrete.com	612-481-5591		
18	1/16/2022	Engle	Katherine	42817 320th Place, Aitkin MN 56431	englek16@gmail.com	612-873-0248	We are very concerned for all the wild life. Not only the land creatures but nesting loons that return to woodland point to nest every year. To the family of otters that live here as well. The migrating swans that live on the lake every spring early summer and return early fall for weeks before their journey south.	
19	1/16/2022	Guimont	Lynn	9432 Nelmark Ave NE, Otsego, MN 55330	gumbjyndlynn@msn.com	763-274-8512	I am concerned about environmental impact on fish, deer, and other animals.	
20	1/16/2022	Guimont	Chris	9432 Nelmark Ave NE, Otsego, MN 55330	gumbjyndlynn@msn.com	763-274-8510		
21	1/16/2022	Nelson	Madeline	4412 Cedar Lake Road S, Unit 3, Saint Louis Park, MN 55347	Madeline.abby@gmail.com	952-913-9420		
22	1/16/2022	Guimont	Riley	13818 288th Ave Princeton mn 55371	guimont2315@gmail.com	763-568-6334		
23	1/16/2022	Jorgensen	Wendy	10271 Karston Ave NE Albertville MN 55301	jorgwer@gmail.com	763-219-7635	Environmental impact	
24	1/16/2022	Pederson	Mary	30513 180th street, Starbuck MN 56381	M.pederson@yahoo.com	952-217-3449	Environmental effect	
25	1/16/2022	Jorgensen	Cynthia	32277 Channel Road, Brezzy Point MN 56472	CynthiaJorgenson12@yahoo.com	218-429-2140	Environmental impact	
26	1/16/2022	Jorgensen	LeAnne	14979 96th St NE Elk River Mn 55330	leannejorgensen@rocketmail.com	612-237-5532	Environmental impact	
27	1/16/2022	Engelmeyer	Jay	32277 Channel Road, Brezzy Point MN 56472	Jay@Creativecabinsandremodeling.com	320.241.3628	Environmental impact	
28	1/16/2022	Jorgensen	Lyla	14979 96th St NE Elk River Mn 55330	leannejorgensen@rocketmail.com	612-237-5532	Environmental impact	
29	1/16/2022	Jorgensen	James	13013 9th Ave N Zimmerman Mn 55398	jorgensenjames@gmail.com	763-310-9793	Environmental impact	
30	1/16/2022	Klehr	Beth	630 Bluebill Circle, Shakopee MN 55379	bethklehr@gmail.com	952-564-1887	Very concerned about the environmental impact of cur lake and wildlife. We have owned property on this lake for nearly 20 years.	
31	1/16/2022	Klehr	Al	630 Bluebill Circle, Shakopee MN 55379	bethklehr@aol.com	612-396-8547	Environmental impact on the lake and wildlife	
32	1/16/2022	Cable	Erin	11424 Valley Ct, Burnsville, MN 55337	Erin.Alex.11424@gmail.com	218-232-5198	Environmental impact	
33	1/16/2022	Jorgensen	John	10271 Karston Ave NE Albertville MN 55301	jorgjohn1972@gmail.com	763-219-7635	Environmental impact	
34	1/16/2022	Aubin	Lucas	15737 Madison St NE Ham Lake, MN 55304	lucsaubin10@gmail.com	763-233-2966	Environmental Impact	
35	1/16/2022	Engle	Todd	42817 320th Place, Aitkin, MN 56431	toddse5856@gmail.com	612-210-2901		
36	1/16/2022	Nelson	stephanie	42777 320th pl, Aitkin, MN 56432	snelson1865@gmail.com	651-380-4808	environmental impact	
37	1/16/2022	Nelson	Nathan	42777 320th pl, Aitkin, MN 56431	snelson1865@gmail.com	651-380-5938	environmental impact	
38	1/16/2022	Hite	Deborah	23045 142nd St NW Elk River MN 55330	deborahhite44@icloud.com	(763)607-4742	Environmental Impact	
39	1/16/2022	Wade	Greg	15608 University Ave NW Andover MN	wades96@msn.com	763-438-6106		
40	1/16/2022	Wade	Laura	43170 325th Place, Palisade MN 56431	lwade96@gmail.com	763-464-6255	Very concerned with impact of 80acre campground with impact on lake including pollution and wildlife	
41	1/16/2022	Mazal	Paige	1530 Zarthan Ave S St. Louis Park, MN 55446	pmazal@comcast.net	612-860-4159	Environment Impact	
42	1/16/2022	Huther	Karl	1530 Zarthan Ave S St. Louis Park MN 55446	khuth88@gmail.com	612-287-8535		
43	1/16/2022	Stornts	Jacob	235 Nathan lane N, Plymouth, MN 55441	jsstornts09@live.com	715-864-0158		
44	1/16/2022	Foster	Julie	5016 W 106th St, Bloomington, MN 55437	Julie.foster@me.com	7632579409	Environmental Impact	
45	1/16/2022	Schom	Jonathan	14293 Duming Ave, Apple Valley, MN 55124	dr.schom@hotmail.com	9523340353	Environmental Impact	
46	1/16/2022	Heiss	Beth	1945 60th St E, Inver Grove Heights, MN 55077	beth.heiss@chicinc.com	651-724-5428	Environment Impact	
47	1/16/2022	Heiss	Mathew	1945 60th St E, Inver Grove Heights, MN 55077	mathewheiss04@gmail.com	651-724-2051	Environment Impact	
48	1/16/2022	Heiss	Noah	1945 60th St E, Inver Grove Heights, MN 55077	noah.heiss@gmail.com	651-724-7134	Environment Impact	
49	1/16/2022	Heiss	Hannah	1945 60th St E, Inver Grove Heights, MN 55077	hannah.heiss@draka.edu	651-724-7153	Environment Impact	

50	1/16/2022	Halley	Wayne	43106 325th Place, Palisade MN 56431	waynehalley115@gmail.com	651-483-5141	Environment Impact
51	1/16/2022	Moranicy	RuthAnn	2322 Birch, White Bear Lake, MN 55110	mbheiss@msn.com	651-426-2323	Environment Impact
52	1/16/2022	Halley	Thomas	43130 325th Place, Palisade MN 56431	heiss1945@gmail.com	763-866-4038	Environment Impact
53	1/16/2022	Decorsey	Beth	43130 325th Place, Palisade MN 56431	bathslucky@gmail.com	612-644-0586	Environment Impact
54	1/16/2022	Guimont	Randi	9432 Nelmark Ave NE, Otsego, MN 55330	randi.lynn28@hotmail.com	763-242-6146	Environmental Impact
55	1/16/2022	Bourgeault	Shirley	4930 Birchwood Lane, Minnetonka, MN 55343	bourgeas@comcast.net	952-994-2958	Environmental Impact
56	1/16/2022	Stevenson	Terri	43206 325th Place, Palisade, MN 56469	landstevenson@man.com	763-233-9043	
57	1/16/2022	Johnson	Susan	43177 325th Place, Palisade MN 56469	Splutzer@gmail.com	651-470-1101	Environmental Impact
58	1/16/2022	Bourgeault	Joseph	4930 Birchwood Lane, Minnetonka, MN 55343.	Bourgea@comcast.net	952-201-3976	Environmental Impact
59	1/16/2022	Bourgeault	Grace	4930 Birchwood Lane, Minnetonka, MN 55343.	Graciebdandn@comcast.net	612-443-8956	Environmental Impact
60	1/16/2022	Meihofer	Gina	17628 Fair Isle Path, Farmington, MN 55024	gandm@charter.net	952-913-6789	Environmental Impact
61	1/16/2022	Meihofer	Matt	17628 Fair Isle Path, Farmington, MN 55024	meihofer@icloud.com	952-913-0172	Environmental Impact
62	1/16/2022	Meihofer	Garrett	17628 Fair Isle Path, Farmington, MN 55024	Garrot, 51@icloud.com	612-704-3614	Environmental Impact
63	1/16/2022	Meihofer	Blake	17628 Fair Isle Path, Farmington, MN 55024	meihofer@icloud.com	952-460-0719	Environmental Impact
64	1/16/2022	Meihofer	Virginia	1200 Lakewood Drive North #209 Maplewood, MN 55119	ginmeihofer@comcast.net	651-773-7209	Environmental Impact
65	1/16/2022	Meihofer	Gerald	1200 Lakewood Drive North #209 Maplewood, MN 55119	ginmeihofer@comcast.net	651-773-7209	Environmental Impact
66	1/16/2022	Stevenson	Jack	43206 325th Place, Palisade, MN 56469	juststevenson55@gmail.com	763-218-6457	Environmental Impact
67	1/16/2022	Shepherd	Tracy	4400 Nawadaha Blvd, Minneapolis, MN 55406	mpls.shept@gmail.com	612-759-5175	Environmental Impact, increased traffic, wildlife impact
68	1/16/2022	Reyes	Dominic	Forest Lake, MN		851-328-1800	
70	1/16/2022	Shepherd	David	4400 Nawadaha Blvd, Minneapolis, MN 55406	hardi_maple2000@yahoo.com	612-247-8520	Environmental Impact, increased traffic, wildlife impact
71	1/16/2022	Shepherd	Maya	4400 Nawadaha Blvd, Minneapolis, MN 55406	mois.mays@gmail.com	612-900-9504	Environmental Impact, increased traffic, wildlife impact
72	1/16/2022	Gray	Mariya	4562 Edmund Blvd, Minneapolis, MN 55406	grayjama@hotmail.com	612-805-4821	Environmental Impact, increased traffic, wildlife impact
73	1/16/2022	McGuffee	Diane	7365 157th Street West, #314 Apple Valley, MN, 55124	ladybug45@yahoo.com	952-807-8224	Environmental Impact, increased traffic, wildlife impact
74	1/16/2022	Fischer	Jane	7410 Jordan Ave S, Cottage Grove MN 55016	jmfischer@icloud.com	651-408-4301	Environmental Impact
75	1/16/2022	Fischer	Thomas	7410 Jordan Ave S, Cottage Grove MN 55016	tfischers@comcast.net	651-428-3540	Environmental Impact
76	1/16/2022	Morris	Laura	3937 38th Avenue South Minneapolis, MN 55406	lolacm_73@hotmail.com	612-203-1575	Environmental impact, increase traffic, wildlife impact
77	1/16/2022	Morris	Michael	3937 38th Avenue South Minneapolis MN 55406	m.morris.89@hotmail.com	612-703-7602	Environmental impact, increased traffic, wildlife impact
78	1/16/2022	Morris	Lindsey	3937 38th Avenue South Minneapolis MN 55406	monfnds@gmail.com	612-310-3217	Environmental impact, increased traffic, wildlife impact
79	1/16/2022	Morris	Roslynn	1204 Black Oak Drive New Brighton, MN 55112	cheetah.ros@hotmail.com	612-396-5421	Environmental impact, increased traffic, wildlife impact
80	1/16/2022	Jorgensen	Julie	8334 Padgett Ave Ne Otsego MN 55330	ju1218@gmail.com	763-441-6549	Environmental impact
81	1/16/2022	Kalla	Gary	184 Eldarberry Rd Clearwater, MN 55420	Kallagary@yahoo.com	320-266-9854	Environmental impact, increased traffic, wildlife impact
82	1/16/2022	Kalla	Merly	8320 3rd Ave S Bloomington, MN 55420	Mmka1388@gmail.com	320-267-6689	Environmental impact, increased traffic, wildlife impact
83	1/16/2022	Sackett	Yany	6320 3rd Ave S Bloomington, MN 55420	asackett7@gmail.com	507-261-4640	Environmental impact, increased traffic, wildlife impact
84	1/16/2022	Johnson	Andy	43177 325th Place, Palisade MN 56469	Andy27johnson@gmail.com	651-587-7952	Fishing, water quality, noise pollution
85	1/16/2022	Friese	Julie	577 Stonewood Way, Burnsville, MN 55306	juliefriese@hotmail.com	651-356-5724	Environmental impact, increased traffic, wildlife impact
86	1/16/2022	Larson	Christina	9370 Gander LN Minnetrista MN 55375	christina.larson@mchsi.com	612-741-2389	Environmental impact, traffic increase and wildlife impact
87	1/16/2022	Jared	Hughes	1204 Black Oak Drive New Brighton, MN 55112	jaredhughes5@gmail.com	612-430-3566	Environmental impact, increased traffic, wildlife impact
88	1/16/2022	Larson	Andrea	10413 Wensworth Ave S Bloomington, MN 55420	larson.m.andrea@gmail.com	701-331-1739	Environmental impact, increased traffic, wildlife impact
89	1/16/2022	Ferran	Michaela	10413 Wensworth Ave S Bloomington, MN 55420	m.ferran@hotmail.com	763-670-9328	Environmental impact, increased traffic, wildlife impact, water quality
90	1/16/2022	Moore	Lisa	16197 Ilasca Ave SE, Prior Lake MN 55372	71kemoore@gmail.com	952-960-4616	Environmental Impact, increased traffic, wildlife Impact, water quality
91	1/16/2022	Harrington	Phobe	43067 825th Place, Palisade, MN 56469	Mincbrievr@hotmail.com	612-396-3292	Wildlife impact. Increased traffic. Noise and light pollution.
92	1/16/2022	West	Curt	2096 21st Ave S, Lino Lakes MN 55038	cl123058@yahoo.com	763-234-7241	Wildlife and environmental impact. Light and noise pollution. Safety on the roads and in water.
93	1/16/2022	Harrington	Hannah	5067 Holiday Rd, Minnetonka, MN 55345	Hannahharrington@yahoo.com	612-501-9291	Noise and light pollution. Traffic on a quiet road. Impact on loons that nest nearby. Beavers that swim in the bay. Increased water traffic in a quiet bay.
94	1/16/2022	Zaycheck	Jason	5067 Holiday Rd., Minnetonka, MN 55345	Jzaycheck@yahoo.com	612-910-9236	Loud water traffic with increased traffic on quiet road and bay.
95	1/16/2022	Crump	Jarline	3230 Alabama Av. S., St. Louis Park MN 55416	jarlinecrumps@gmail.com	612-578-0779	Environmental impact. Concerned the soil type in this area can not support recreational use & septic load.
96	1/16/2022	Dvorak	Mark	15622 Lana Street Ext., Minnetonka MN 55345	mark-doinstallation@hotmail.com	(612) 309-2047	Environmental impact, traffic increase and wildlife impact
97	1/16/2022	Dvorak	Danise	15622 Lake Street Ext., Minnetonka MN 55345	Cubby22252@msn.com	(612) 232-0658	Environmental Impact, traffic increase and wildlife impact
98	1/16/2022	Anderson	Priscilla	17205 Grays Bay Blvd, Wayzata, MN 55391	skitzanderson@aol.com	612-812-5754	
99	1/16/2022	Harrington	Jonah	6940 Hillcrest Rd, Mound, MN 55364	jonah8743@gmail.com	612-996-7294	
100	1/16/2022	Hempel	Heidi	17320 Shawler Lane, Wayzata, MN 55391	hshempel@icloud.com	612-670-9568	
101	1/16/2022	Drusch	Jenny	439 Lake Trail, Winnetka, MN 55395	jennydrusch@yahoo.com	763-248-8503	
102	1/16/2022	Dvorak	Lindsay	13825 Excelsior Blvd Minnetonka MN 55345	Lindzdvorak@gmail.com	763-300-3781	Environmental impact, traffic increase and wildlife impact
103	1/16/2022	Dvorak	Matt	13825 Excelsior Blvd Minnetonka MN 55345	Maddv91C@gmail.com	612-203-9996	Environmental impact, traffic increase and wildlife impact
104	1/16/2022	Dvorak	Kati	9808 Lily Pond Lane Corcoran MN 55340	kdvorak7@hotmail.com	952-412-2614	Environmental impact, traffic increase and wildlife impact
105	1/16/2022	Dvorak	Rick	9808 Lily Pond Lane Corcoran MN 55340	Rick-dvo@hotmail.com	(612) 228-2525	Environmental impact, traffic increase and wildlife impact

106	1/16/2022	Dvorak	Nick	2415 County Road 92 Independence MN 55359	Nicdvor@hotmail.com	(612) 967-3852	Environmental impact, traffic increase and wildlife impact	
107	1/16/2022	Dvorak	Jenna	2415 County Road 92 Independence MN 55359	Jrdvork85@gmail.com	(612) 423-4456	Environmental impact, traffic increase and wildlife impact	
108	1/16/2022	Green	Pam	13228 Spencer Sweet Pea Lane Eden Prairie MN 55344	Pamgreen110@gmail.com	812-940-9728	Environmental impact, traffic increase and wildlife impact	
109	1/16/2022	Kjorness	Zach	4701 Church Road Hopkins MN 55343	zkjorness@gmail.com	952-485-1422	Environmental impact, traffic increase and wildlife impact	
110	1/17/2022	Ahlbrecht	Robert	335 19 1/2 ave n St. Cloud MN 56303	rodybud@hotmail.com	320-339-0107	Environmental impact, traffic increase and wildlife impact	
111	1/17/2022	Olmscheid	Bruce	2601 Euclid Place Minneapolis MN 55408	bruce.olmscheid@gmail.com	650-995-4912		
112	1/17/2022	Reichert	Stacy	1254 133rd Lane NE Ham Lake MN 55304	stacey328@comcast.net	763-229-0519	environmental impact, traffic increase, and wildlife impact	
113	1/17/2022	Nelson	Scott	9161 East Starling Lane, Eden Prairie, MN 55347	snelson9761@gmail.com	952-412-8417	environmental impact, traffic increase, and wildlife impact	
114	1/17/2022	Kohout	Matthew	800 41st Ave Anoka Mn 55303	Mkohout@yahoo.com	612-310-9540	environmental impact, traffic increase, and wildlife impact	
115	1/17/2022	Kanthak	Julie	208 W 3rd St. Carver Mn 55315	jkanthak@edenpr.org	952-368-3874		
116	1/17/2022	Lueck	Eric	2601 Euclid Place Minneapolis MN 55408	lueck.eric@gmail.com	650-743-9443	Environmental impact, traffic increase,	
117	1/17/2022	Giese	David	2198 Rocky Rapids Way, Eagan MN 55122	David.Giese.365@gmail.com	651-707-9154	environmental impact, traffic increase, and wildlife impact	
118	1/17/2022	Duenow	Steven	8544 Nicollet Ave S, Bloomington MN 55420	stevduenow@hotmail.com	612-644-7432		
119	1/17/2022	Duenow	Karla	8544 Nicollet Ave S, Bloomington MN 55420	karladuenow@hotmail.com	612-999-0664		
120	1/17/2022	Massey	Kevin	11375 Parkview Dr. Becker, MN 55308	usmc9696@yahoo.com	952-250-3528		
121	1/17/2022	Massey	Angie	11375 Parkview Dr. Becker MN 55308	kevin_massey@frontier.net	402-517-7253		
122	1/17/2022	Slavik	Nathan	4040 Painted Sky Trl, Chaska, MN 55318	slaviko@hotmail.com	952-393-7169		
123	1/17/2022	Wronski	Tracy	9348 Sycamore Court N, Maple Grove, MN 55369	twron@comcast.net	612-875-3288		
124	1/17/2022	Stagle	Darlene	1217 Myrtle Street West, Stillwater, MN 55082	rt0938@min.com	612-987-1193		
125	1/17/2022	Weseman	Sarah	15775 Highview Drive, Apple Valley, MN 55124	Sarah.Weseman@gmail.com	651-788-0529	Environmental Impact and Wild life impact	
126	1/17/2022	Konietzko	Earl	1825 Clinton Ave Minneapolis MN 55404	earl.kon@gmail.com			
127	1/17/2022	Peterson	Dale	30725 427th St, Aitkin MN 55431	daalpe@gmail.com	651-600-7932	traffic increase, wildlife impact	
128	1/17/2022	Johnson	Ben	10566 Packard Street NE, Blaine, MN 55014	runner383@yahoo.com	785-486-6909	Traffic and ATV increase and wildlife impact	
129	1/17/2022	Peterson	Connie	30725 427th St, Aitkin MN 55431	connanpet@yahoo.com	612-508-2934	Traffic and ATV increase and environmental impact	
130	1/17/2022	Dungan	Brian	988 carriage Lane Chaska mn 55318	b.t.dungan@gmail.com	952-941-5443		
131	1/17/2022	Dindorf	Ciaudia	45 1st St N Waite Park MN 56387	cmdindorf@gmail.com	320-248-6975		
132	1/17/2022	Peterson	Whitney	2631 Brookview Ln SW, Pequot Lakes, MN 56472	walpeterson@gmail.com	651-675-6513	Environmental Impact and Wild life impact	
133	1/17/2022	Peterson	Justin	2631 Brookview Ln SW, Pequot Lakes, MN 56472	j3hd@gmail.com	651-675-8632	Environmental Impact and Wild life impact	
134	1/17/2022	Crump	Alyssa	3230 Alabama Ave S, St. Louis Park, MN 55416	alyssa.crump2000@gmail.com	612-479-2685	Environmental Impact	
135	1/17/2022	Guilmont	Tim	6512 Packard Ave, Osage, MN 55330	guilmontdad@gmail.com	612-490-6330		
136	1/17/2022	Barnett	Deanna	10577 80th St. NE Osage, MN, 55362	deannabarnett511@gmail.com	612-505-1026		
137	1/17/2022	Johnson	Ashia	10577 80th St. NE Osage, MN, 55362	deannabarnett511@gmail.com	507-298-0405		
138	1/17/2022	Vinje	Rakanna	44200 317th Pl., Palisade MN 56469	rock111517@hotmail.com	218-670-0429		
139	1/17/2022	Peterson	Kirston	31215 N Heath St Apt 103, Pequot Lakes, MN 56472	korlyduky@yahoo.com	651-895-3255	Environmental and wildlife impact	
140	1/17/22	Koernig	Scott	935 Westchester Ave Shakopee, MN 55378	Korns3@msn.com	612-239-8047	Environmental and wildlife impact	
141	1/17/2022	Young Koernig	Erin	935 Westchester Ave Shakopee, MN 55379	Eayoung31@yahoo.com	952-888-0928	Environmental and wildlife impact	
142	1/17/2022	Koernig	Kevin	6246 Karston Dr NE Albertville, MN 55301	Kevinkoernig@gmail.com	612-532-0319	Environmental and wildlife impact	
143	1/17/2022	Duenow	Michael	6203 38th Ave N, Crystal MN 55422	mikeduenow@gmail.com	763-614-9834		
144	01/17/2022	Johnson	Sheryl	2259 138th Ln NE Ham Lake Mn 55304	sheryl67@yahoo.com	763-269-2961	Environment and wildlife impact	
145	1/17/2022	Johnson	Wesley	2259 138th Ln NE Ham Lake, Mn 55304	wes.johnson54@yahoo.com	612-960-5221	Environment and wildlife impact	
146	1/17/2022	Satherlie	Meggan	31215 N Heath Street Pequot Lakes, MN 56472	meggansatherlie@gmail.com	218-821-8987		
147	1/17/2022	Johnson	Ben	2256 Liberty Glen loop, St. Cloud, MN 56301	bjohn215@gmail.com		Environment and wildlife impact	
148	1/17/2022	Johnson	Owen	11858 Shady View Lane, Maple Grove, MN 55311	o07owen@gmail.com	763-218-0746		
149	1/17/2022	Peterson	Delores	5086 Crossroads, Nisswi MN 56468			Environment, wildlife	
150	1/17/2022	Johnson	Carol	11858 Shady View Lane, Maple Grove, MN 55311	cabinocarh@gmail.com	763-772-4580		
151	1/17/2022	Johnson	Wayne	49791 297th Place, Palisade MN 56469	superior@emly.net	218-244-8046	environment and wildlife	
152	1/17/2022	Guilmont	Thomas	28827 116th St, Princeton, MN 55371	tgil260@gmail.com	763-528-0737		
153	1/17/2022	Guilmont	Christina	28827 116th St, Princeton, MN 55371	clgmn@gmail.com	763-227-6087		
154	1/17/2022	Bentson	Leah	8515 Skunk Hollow Trail, Cannon Falls MN 55009	lbentson@frontier.net	507-298-1955		
155	1/17/2022	Bentson	Derek	8515 Skunk Hollow Trail, Cannon Falls MN 55009	dbentson@chicago.lube.com	651-260-9607		
156	1/17/2022	Kepp	Diane	11301 Raleigh Ct., Burnsville MN 56337	littledity63@gmail.com	952-894-4558		
157	1/17/2022	Kepp	John	11301 Raleigh Ct., Burnsville MN 56337	littledity63@gmail.com	952-894-4558		
158	1/17/2022	Kepp	Matt	9253 West 125th Sargeant MN 55378	mattkepp333@gmail.com	952-445-0389		
159	1/17/2022	Kepp	Pete	1401 68th St. E Bloomington MN 55425	petekepp@gmail.com	952-851-9204		
160	1/17/2022	Anderson	David	29509 430th Lane, Aitkin, MN 56431	braindas@aol.com	612-812-6754		
161	1/17/2022	Patterson	Dave	4558 Edmund Blvd, Minneapolis, MN, 55408	patterson@msn.com	612-729-3861	Am particularly concerned about impact of increased septic and traffic on the water quality of Gun Lake and connected wetlands.	Family has been on Gun Lake since 1952.
162	1/17/2022	Roach	Polly	4558 Edmund Blvd, Mpls, MN 55408	prrroach@gmail.com	612-865-6932	Concerned about impact on wetlands and negative consequences of increased boat traffic on wildlife	



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January 31, 2022

Aitkin County EAW Committee
ATTN: Andrew Carlstrom, Environmental Services Director
307 2nd Street NW
Room 219
Aitkin, MN 56431

BY EMAIL

*Re: Petition to approve Environmental Assessment Worksheet for Gun Lake Family
Campground*

Dear Members of the Aitkin County EAW Committee:

On behalf of the Gun Lake Environmental Alliance (the "Alliance") an entity formed by Gun Lake property owners, we respectfully ask the EAW Committee to **support** the petition of the Alliance and recommend the County Commission order an Environmental Assessment Worksheet ("EAW") to ensure appropriate consideration of potential adverse impacts of the Campground Project (the "Project") to the lake.

A detailed discussion of the legal basis for our request follows, but what we are asking is very simple: we are asking for an investigation of the potential impacts of the Project on the lake, the impacted wetlands, and finite natural resources by experts qualified to make recommendations to the County. Had the developer proposed just one more campsite, a mandatory EAW would be required. The members of the Alliance have a vested interest in the long-term sustainability of the Lake. The Alliance is not opposed to development of a campground but are concerned that a thorough environmental review of the Project has not been undertaken by the developer. To be clear, the Alliance is only asking for an investigation. Members of the Alliance have been asking for this investigation since the developer first announced the Project. The purpose of the EAW is to provide the County with the opportunity to solicit expert advice on which to base its decisions surrounding review and approval of the Project.

I. INTRODUCTION

Ordering an EAW is an important step to determine the potential for damage from construction activities and ongoing use on the Project site. The proposed campground will require a drastic altering of the current land. The introduction of gravel will create more impervious land, leading to increased runoff into the lake and sensitive wetland areas. As the campsites are used, the ground will become compacted, intensifying these impacts. The installation of sewer systems in the proposed campground poses a threat beyond a potential breach of the tanks. The removal of

land from the area will further reduce the hydrologic storage capacity, thereby increasing runoff into the lake. Sewer and septic contamination has long been a concern around Gun Lake. A small increase in nutrients caused by the production of additional wastewater from the shore can cause a dramatic decrease in lake transparency. The most recent water quality data for Gun Lake shows healthy dissolved oxygen levels and fairly healthy phosphorus levels, although the MPCA described the overall condition of the lake as, "Not always suitable for swimming and wading due to low clarity or excessive algae caused by the presence of nutrients such as phosphorus in the water." The Alliance contends that any major addition of human activity can worsen this assessment. The preparation of an EAW would determine the likely scale of such damage and whether and how it could be mitigated.

II. ANALYSIS

The Minnesota Legislature passed the Minnesota Environmental Protection Act ("MEPA") to ensure informed decision making by state agencies, including Counties. Under MEPA, a county must consider the impact of its decisions on natural resource, using "all practicable means and measure, including financial and technical assistance, in a manner calculated to foster and promote the general welfare, to create and maintain conditions under which human beings and nature can exist in productive harmony, and fulfill the social, economic, and other requirements of present and future generations of the state's people." Minn. Stat. §116D.02.

If this project was proposed to incorporate one more campground, an EAW would be mandatory, but the Alliance's petition presents the County with the opportunity to order a discretionary EAW. The County may order a discretionary EAW if the County determines the nature or location of a proposed project has the potential to significantly affect a natural resource. In reviewing a citizen petition, a County must decide whether the proposed project "*may* have the potential for significant environmental effects" by considering the following four criteria (Criteria) under Minn. Rules 4410.1700:

- Type, extent, and reversibility of environmental effect;
- Cumulative potential effects;
- The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority. The RGU may rely only on mitigation measures that are specific and that can be reasonably expected to effectively mitigate the identified environmental impacts of the project; and
- The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project propose, including other EISs.

If, based on consideration of these factors, a County decides that the petitioner has presented material evidence that the project *may* have the potential for significant environmental effects, then it must order an EAW. Minn. Rules §4410.1000, subp. 3(B). We urge the Committee to recommend an EAW based on the following analysis.

1. An EAW can inform future decisions.

The County Commission is empowered to draft conditions of approval in reviewing the Project application for a Conditional Use Permit (“CUP”). Section 16 of the County Zoning Ordinance requires compliance with statutory conditions governing minimum campsite area, roadway surface, internal traffic controls, setbacks from the lake and sanitary facilities. Aside from this, the County ordinance defers to the zoning controls established in the CUP process to mitigate environmental damage. The Alliance believes that without further investigation the County is at an informational disadvantage to craft conditions that will ensure that the proposed use will not be injurious to the use and enjoyment of the environment. Without such consideration, conditions imposed will not be sufficiently tailored to address the harm posed to the Lake. The EAW is the proper forum for that review.

2. The Alliance need only show that the Project *may* have the *potential* to significantly harm Gun Lake.

Although the Alliance as petitioners, must present material evidence to support its argument in a petition, the County must consider *all* of the evidence presented by the petitioners, proposers, and other persons or otherwise known to the County to determine that “because of the nature or location of the proposed project, the project may have the potential for significant environmental effects.” Minn. Rules. 4410.1100 Subp.6. The County must apply this evidence to all four criteria to determine whether the Project may have the potential for significant environmental effects. If, based on the consideration of the Criteria, the County decides that the petition has presented material evidence that the Project *may* have the potential for significant environmental effects, then the County *must* order an EAW. The following considerations of the Criteria demonstrates that the Project may, and almost certainly does, have the potential to significantly harm the Lake. The County should therefore order the EAW based on the following considerations:

A. Type, extent, and reversibility of environmental effects.

Most properties on Gun Lake are subject to the residential requirements of the Aitkin County Zoning Ordinance. These provisions require minimum lot sizes of 7,000 to 20,000 square feet and lot widths of 100 feet, with maximum lot coverage of 35 percent. There are currently approximately 120 homesites on Gun Lake. Adding 49 families to the lake should not be disregarded. The density proposed by the Project is significant in comparison to these more protective residential standards and therefore the type, extent, and potential for harm is greater.

The use proposed by the developer is a transient one, with the potential for different users in a compact area. Campers must leave the campsite, because otherwise more restrictive County ordinances governing the use and maintenance of “structures” would apply. Accordingly, campers can stay at the proposed site for no more than 15 days and must be “gone from the area” for at least 30 days. With this transient use in mind, the property

owners of the Lake will bear the burden and hardship of a decision to not require an environmental review. Now, before the impacts to the Lake are not reversible, is the time to further analyze the Project.

B. Cumulative potential effects.

If constructed, the Project could be the first in a trend of recreational tourism expansion without significant environmental review. Noise and dust pollution will result not only from construction activity but also the increased vehicle activity necessitated by the propose use. The substantial intensification of concentrated traffic will increase the potential of harm to the lake. The County's decision here will set precedent for future decisions, and we urge the County to pause now and use the EAW process as an opportunity to investigate the value of the natural resources that are at stake.

C. The extent to which the environmental effects are subject to mitigation by ongoing public regulatory authority.

MEPA requires the County to consider the impact of its decisions on the environment. While the County Zoning Ordinance and Shoreland Ordinance (the "Ordinance") regulates campground uses through the Conditional Use Permit (CUP) application process, the proposed project is of a density not contemplated by the current Ordinance. The Ordinance was designed to accommodate approval for campgrounds of a minimum 3 acres for at least 2 campsites, potentially accommodating sites of 1.5 acres per campsite. For the County to appropriately develop conditions for this more intense use of 49 campsites, it needs the additional information available through the preparation of an EAW to develop conditions that are reasonably expected to mitigate the environmental impact of this project.

Based on the developer's narrative and application, minimal assessment of environmental impacts has taken place except to survey the property and sidestep the requirements for a mandatory EAW by proposing 49 campsites rather than 50. For the County to sufficiently review this project and impose appropriate conditions on development and operations, it must conduct an EAW. The Alliance is not opposed to the Project. The Alliance desires to see the County expand opportunities for tourism and shared enjoyment of the tremendous natural resource that is Gun Lake. The Alliance desires that if the County choses to approve the Project or form of the Project that it develop appropriate conditions targeted to address the environmental concerns raised by this development. Without further investigation and authority to order to changes to the Project after such consideration, the County will not be able to protect the lake. The EAW provides the proper forum for such review.

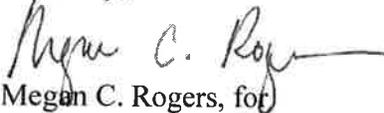
D. The extent to which environmental effects can be anticipated and controlled as a result of other available environmental studies undertaken by public agencies or the project proposers.

Similar to the logic applied to Criteria C, under Criteria D, an EAW is required if a project is not subject to review by other agencies that will anticipate and control the environmental effects of the project. Based on the CUP process here, an EAW will ensure that review by such agencies is undertaken if required by the investigation.

III. CONCLUSION

Each of the four required criteria demonstrate that the Project may have the potential to cause significant harm to the value of historical resources. The County should grant an EAW. The Alliance is not asserting that the County must decide now that the Project will have a significant adverse impact on protected resource. We are asking the County to conduct the EAW investigation to gather the information it needs to make that determination and better inform decision making process.

Sincerely,



Megan C. Rogers, for
Larkin Hoffman

Direct Dial: (952) 896-3395
Direct Fax: (952) 842-1847
Email: mrogers@larkinhoffman.com

cc: Jim Ratz, County Attorney (by email)
Jim Gammello, Esq. (by email)

Andrew Carlstrom

From: Jim Gammello <jgammello@gqlaw.net>
Sent: Monday, January 31, 2022 11:47 AM
To: Andrew Carlstrom
Cc: James Ratz; 'mrogers@larkinhoffman.com'
Subject: FW: Gun Lake Family Campground preliminary reply to EAW Petition
Attachments: EAW Preliminary Response from Gun Lake Family Campground.pdf

[NOTICE: This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

Good Morning Andrew

Thank you for the opportunity to submit a preliminary reply to the Petition for a discretionary EAW. Please share and circulate this reply to the EAW Committee and the Aitkin County Board. Please also acknowledge receipt of this email.

I attach Gun Lake Family Campground's preliminary reply to the EAW. This was prepared by Michael Hagel. His comments are highlighted in red.

As legal counsel to Gun Lake Family Campground, I also request that you please share my following additional comments.

Gun Lake Family Campground's CUP and PUD Campground Applications do not legally require an EAW. The Minnesota legislature has determined that this type of Campground is not likely to have significant environmental impacts. An EAW is therefore discretionary.

Only if specific facts and circumstances justify an EAW, as determined by the Aitkin County Board, should an EAW be required. Concerns such as, more "human activity" (para 3(d) of Petition) are hardly grounds for requiring an EAW.

The Petitioner requesting the EAW also has the burden of proving that that the project warrants an EAW despite the fact that the Mandatory EAW thresholds have not been crossed.

Aitkin County's Zoning Ordinance and Zoning Application process is designed to protect the environment and assure minimal impact to the lake and environment. This process already requires DNR review and comment, Township review and comment and the opportunity for those opposed to present specific facts and evidence to support those concerns.

This EAW Petition lacks sufficient factual basis or scientific support and is nothing more than an attempt to add expense and delay to the Gun Lake Family Campground Zoning Application. The EAW Petition in this case only raises general and common questions and concerns. The general questions and concerns raised could be asserted in virtually every lakeshore related zoning application.

The law requires that the Petitioners requesting an EAW do more than just raise questions or concerns. Petitioners must present facts that demonstrate that something about the location and nature of the project makes it more deserving of review than other typical development projects of the same size." Petitioners have failed to meet their burden of proof and the request for an EAW should be denied.

To require a discretionary EAW, in this case, without supporting facts, based mere upon concerns and questions common to virtually all lakeshore development, would set an untenable standard. It would set a standard of requiring an EAW in Aitkin County merely upon receipt of any EAW Petition regardless of the evidence.

For the above reasons, the requested EAW should be denied.

Thank you

Jim

JAMES M. GAMMELLO



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From: Andrew Carlstrom <andrew.carlstrom@co.aitkin.mn.us>
Sent: Friday, January 28, 2022 4:11 PM
To: Jim Gammello <jgammello@gqlaw.net>; Rogers, Megan C. <mrogers@larkinhoffman.com>
Subject: Gun Lake Family Campground

Hello Jim and Megan,

I just wanted to check-in with you both following a discussion with our county attorney, Jim Ratz. As you both know, we are having an EAW Committee meeting Monday to discuss the proposed Gun Lake Family Campground and the citizen petition for an EAW. This committee is simply a preliminary working group that has no authority to act or decide, but rather provide a general recommendation to the Aitkin County Board. We would welcome your written comments in response to the petition before noon on Monday, January 31, and I will ensure they are read to the committee. I want to thank you for our communication today and I look forward to working with you both in the upcoming weeks. Have a good weekend.

Respectfully,

1. PETITIONERS' REQUEST

The Petitioners listed below submit the petition requesting an environmental assessment worksheet (EAW) to be prepared pursuant to Minn. R. 4410.1100 for the 50-acre private campground proposed for development on the southwest corner of Gun Lake, an area with known wetlands and wildlife presence.

Petitioners also request that the MEQB assign an appropriate RGU to prepare the EAW

Petitioners further request that MEQB immediately notify all governmental bodies with jurisdiction over the proposed project that they are "prohibited" under Minn. R. 4410.31007 sub. 1 from taking "[a]ny discretionary step in an approval process that conveys rights to the proposer and is not subject to further review or change."

Petitioners' Representative:

Steven Massey

Property Address:

43152 325th Place

Palisade, MN 56469

Mailing Address:

1762 144th St

New Richmond, WI 54017

(763) 458-7553 lsnmassev0185@gmail.com

2. DESCRIPTION OF PROPOSED PROJECT

The Gun Lake Family Campground proposes to *build* a private campground on the southwest corner of Gun Lake, along both sides of 328th Place, a one-lane, dead end road that leads to the Wonderland Point community of cabins. The parcels of land on which the proposed campground is to be built are a combination of shoreland, wetland, pasture, and forest (Exhibit 1). The proposed area for the campground is one of the longest stretches of shoreline without a dock on the lake. This land is part of the Mississippi River (Brainerd) Watershed and Gun Lake has been identified as having wild rice beds.

The proposed campground will initially have 14 weekend sites along the lake, with 50 acres available for seasonal sites on the west side of 328th Place. The plans include a dock allowing public access to the lake, full sewer, water, and electricity hookups for each site, and an office building with restrooms and showers.

3. POTENTIAL ENVIRONMENTAL IMPACTS

a. Drastic altering of land surface

The proposed campground will require a drastic altering of the current land. The introduction of gravel, lawn, or even just the leveling of campsites will create more impervious land, leading to increased runoff into the lake and sensitive wetland areas. As the campsites are used, the ground will become compacted, intensifying these effects, and further damaging the plants around the sites (Exhibits 2 and 3). Areas around the campground, including areas featuring a variety of sensitive species of lichen and mushroom, could be heavily affected by a campground.

The number of sites (49) proposed does not meet the criteria for a mandatory EAW under MN Rules 4410.4300 (specifically subpart 20). According to Minnesota Rule 4410 by definition the project location does not qualify as a "Sensitive Shoreland Area". Additionally, in tier 1 the project results in only 12.88% impervious surface area of which the County Shoreland Ordinance 7.83 (2) states, "Impervious surface coverage within any tier must not exceed 25 percent of the tier area. . ." Thus, the project is meeting that requirement by having just less than half the impervious coverage that is allowed in Tier 1. Even though Tier 2 has the most impervious coverage at 16.59% it is entirely bound by the Township Road and is still within the 25% requirement. Tier 3 has 12.33% impervious coverage which is under half of the requirement as well. In exhibit 2 the petitioner attempts to compare a campground in a national forest, the Boundry Waters Canoe Area, to the proposed campground on private land. The supposed "sensitive species of lichen and mushrooms" are not protected and since the campground is being built on private not public land the statement that the campground could affect them lacks any merit. Thus, in regards to the size and construction of the project alone, the petitioner has not provided sufficient evidence to demonstrate the potential for significant environmental effects.

b. Infrastructure

1. Sewer

The installation of sewer systems in the proposed campground poses a threat beyond a potential breach of the tanks. Digging up the land for even fourteen sewer tanks will require the removal of a massive amount of soil and massively disrupt important ecosystem functions near the lake. The removal of land from the area will further reduce the hydrologic storage capacity (Exhibit 4). This also increases runoff into the lake. Sewer and septic contamination is a concern around Gun Lake (Exhibit 5).

The sewers for this project will be sealed holding tanks with no drain fields. They will have visual alarms on them and will be monitored daily by campground staff and will be routinely pumped on an as needed basis. According to the 2004 Guide To Lake Protection and Management published by the Freshwater Society in cooperation with the Minnesota

Pollution Control Agency, “. . . These systems (holding tanks) do not pollute the soil or groundwater and should be considered for new or upgraded construction adjacent to surface waters or in areas with high water tables.” Though it is true the installation of sewer tanks will increase the impervious coverage by 66 sq.ft. per tank those numbers were included in the Impervious Calculation as noted in the previous comment. The petitioner has failed to show any evidence that the sewers proposed will contaminate Gun Lake.

11. Road

There is only one road that leads to the proposed campground site. This one -lane gravel road also serves the Wonderland Point area of Gun Lake. Heavy traffic on this road (both during construction and from campers) will put stress on the already fragile state of the road. Dust is already a concern, which will only be exacerbated.

The concerns about the road have been raised to the Fleming Township Board and were discussed briefly during the zoom meeting on December 13, 2021. Road Supervisor Clint DeMenge stated that the Township will monitor the road during and after construction and will address it as the need arises. The Township Board has a meeting on February 9 and once the Conditional Use Permit (C.U.P.) application for the campground is received from the County, it will be put on the agenda for that meeting. Public input/opposition in regards to the road and the construction of the campground should be addressed at the Township Board Meeting not by the insistence of an EAW.

n1. Dock

The proposed area of the bay is one of the longest stretches along the lake with no dock (Exhibit 6). It has become a haven for wildlife and if a dock is put in it will disturb their habitat and stir up the lake bed when the dock is put in and taken out. Docks block sunlight, which can reduce the density of plants. This in tum, can lead to faster erosion.

It is a riparian right of an owner of shoreland property to wharf a boat. The Aitkin County Shoreland Management Ordinances address the installation of docks. In 7.84 Centralization and Design of Facilities. (4) “. . . All shore recreational facilities shall be approved by the Aitkin County Planning Commision;” Aitkin County does not have a “Docking” ordinance however, the MN DNR along with Aitkin County Planning and Zoning will assist in the placement of the proposed dock.

c. Campfires

According to the "Aitkin County Shoreland Homeowner's Guide to Lake Stewardship," campfire ash is high in phosphorus (Exhibit 7). While the sites will likely be more than the recommended 50 feet from the lake, the number of campfires, along with the increase in runoff previously mentioned, make this a concern. Campfires also create light and air pollution that will affect both people and wildlife nearby.

All campsites will be a minimum of 100' from the O.H.W. of the lake. The Aitkin County Ordinance Regulating Manufactured Home Parks and Recreational Camping Area 5.08 Barbecue Pits, Fireplaces, Stoves, and Incinerators. provides regulations for campfires in Recreational Camping Areas. On any given summer night campfires can be seen all across the lake, so campfires at the campground will not be out of the ordinary. Thus, the petitioner has not demonstrated that campfires will cause a significant environmental impact.

d. water quality.

Each of the above four concerns also have the potential to affect the water quality on Gun Lake. The construction process and increase in impervious land will lead to an increase in runoff that will carry possible contaminants and nutrients into the lake. The most recent water quality data for Gun Lake (from 2018) shows healthy dissolved oxygen levels and fairly healthy phosphorus levels although, the MPCA described the overall condition of the lake as:

Not always suitable for swimming and wading due to low clarity or excessive algae caused by the presence of nutrients such as phosphorus in the water. Concentrations of Mercury in fish tissue exceed the standard; fish and aquatic organisms are not always suitable for consumption by humans or wildlife" (Exhibit8).

Any major addition of human activity, especially involving campfires, land alteration, or the use of fertilizers on lawn could worsen this assessment. While wild rice is not present near the bay, it is on the lake. Any major change to water quality could affect the wild rice.

Upon approval of the Conditional Use Permit a Stormwater Pollution Protection Plan (SWPPP) will be made and a National Pollutant Discharge Elimination System (NPDES) Permit will be applied for from the Minnesota Pollution Control Agency (MPCA). The NPDES Permit will be followed and the construction site will be inspected by the County and/or the MPCA during the construction process. The petitioner has not provided any facts to show that the project will affect water quality in Gun Lake.

e. Effect on wildlife

A number of vital species live in the bay that the campground will have direct access to. In particular, a pair of loons has nested in the bay for the last three years (Exhibit 9). In addition to the loons, cabin owners have reported the presence of trumpeter swans, bald eagles, black bears, muskrats, deer (Exhibit 10), and turkeys, among other species in the area along 328 th Place near the bay. The presence of a campground and the subsequent increase in light and noise pollution, vehicles, and boats, and the decrease in habitat that come with it pose a threat to these animals. The terrestrial habitat quality is already considered poor in the area, and the introduction of a campground will only make it worse (Exhibit 11).

The loons pictured in Exhibit 9 nested approximately 1,500 ft East of the project location on the point (Exhibit A). A significant portion of the 50-acre parcel is classified as wetlands and will not be developed, including a large portion of the bay (Exhibit B). This area can be a safe haven for wildlife. Additionally, there are thousands of acres of farmland and undeveloped land that is just West of the proposed campground site. Including several MN Wildlife Management Areas. Wildlife especially deer roam over a large area and will continue to thrive even with the addition of a campground.

F. Effect on fish

The bay next to the proposed campground has a very shallow shoreline with a large number of weeds (Exhibit 12). Many fish spawn in this area, including sunfish and yellow perch. Gun Lake has a stricter limit on sunfish than the state regulation (a daily limit of 10, rather than 20) (Exhibit 13). This indicates that the sunfish population in the lake is lower than it should be. An increase in fishing, especially where these fish spawn would be extremely harmful. Yellow perch are considered a keystone species and are vital to the success of other fish species in the lake (Exhibit 14).

Mike Hagel, one of the proposers of the project, spoke to Heidi Lingren the Area Hydrologist from the Minnesota Department of Natural Resources (DNR) via phone (218-839-9364) on January 25, 2022. She stated that the DNR has looked at the proposed location and has determined that it is not considered to be in a major fish spawning area and that they will not contest the C.U.P. Application at the Planning Commission Meeting.

In conclusion, Environmental Quality Board Guidance (A Citizen's Guide: The Petition Process, EQB 2005) suggests:

“Environmental review is an information gathering process and its purpose is not to stop projects from being built. It is designed to collect information about the likelihood of significant environmental effects and how they can be avoided or mitigated.”

“Every development project has some impacts on environmental conditions. Environmental review is only appropriate, however, when there may be the potential for

significant environmental impacts. Unless there is something out of the ordinary about the project or its setting, and EAW will not be ordered.”

“With environmental review, petitioners bear the burden of demonstrating that the project warrants an EAW despite the fact that the Mandatory EAW thresholds have not been crossed. The petition must do more than raise questions or concerns; it must present facts that demonstrate that something about the location and nature of the project makes it more deserving of review than other typical development projects of the same size. . .”

Therefore, based on information submitted in the project application and given all of the above findings, the project does not have the potential for significant environmental effects. Any effects to the environment will be mitigated through the normal Township Board Meeting, Planning Commission Meeting, and the Conditional Use Permitting Process, thus an EAW should not be required.

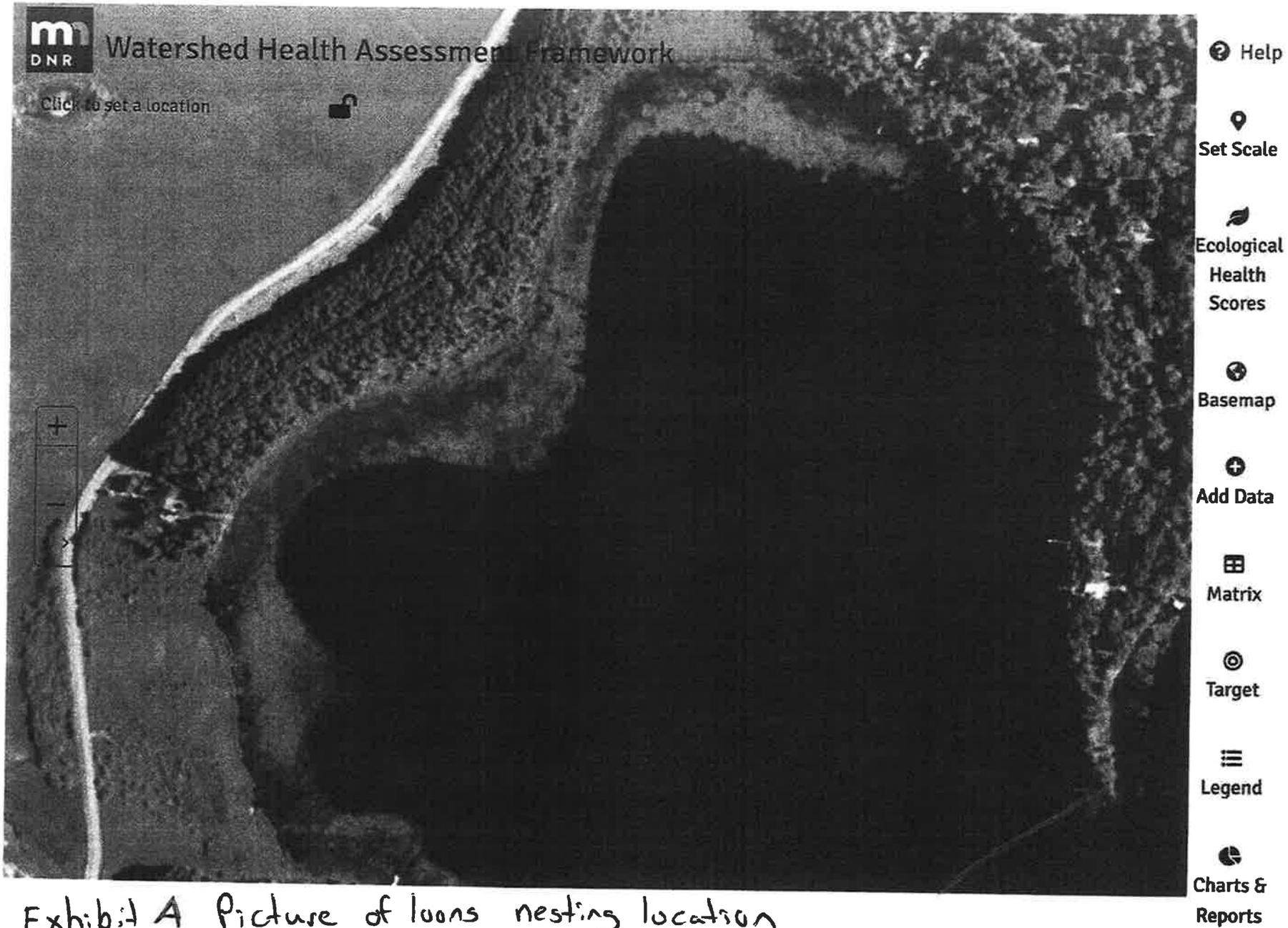


Exhibit A Picture of loons nesting location
e. Effect on wildlife



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Fiscal Recovery Fund- Request of Funding, Child Care Grant, Grant Approval

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Economic Development staff, with collaboration and approval by the Economic Development Committee has established the creation of the 2022 Aitkin County Child Care Facilities Grant Program. This program would grant funds to new and existing child care providers. The grants are intended to increase the amount of child care slots and/or child care jobs within the County.</p> <p>Staff requests motion and approval to fund \$50,000 from Fiscal Recovery Funds for the purpose of the Aitkin County Child Care Facilities Grant Program.</p> <p>The 2022 Aitkin County Child Care Facilities Grant Program documents are included for review and staff is requesting a motion to approve the program. The County Attorney has reviewed and approved the documents.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion #1: Request motion and approval to fund \$50,000 from Fiscal Recovery Funds for the purpose of the Aitkin County Child Care Facilities Grant Program. Motion #2: Request motion and approval of the 2022 Aitkin County Child Care Facilities Grant Program.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

Aitkin County Fiscal Recovery Funds

Strategic Investment Project

Project Identification: Aitkin County Child Care Facilities Grant

Funding amount: \$50,000

Project Expenditure Category: Expenditure Category: 3 Services to Disproportionately Impacted Communities, Category Name: 3.6 Healthy Childhood Environments: Child Care

Project overview

- *A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project:*

Aitkin County is awarding grants to new and existing child care providers. The grant are intended to increase the amount of child care slots and/or child care jobs within the business awarded.

Grants must be used by eligible businesses in one of three (3) categories. Examples of eligible expenses include:

1. Category I: Grant awarded for existing Child Care facilities to assist them with physical equipment and infrastructure improvements.
2. Category II: Grant awarded for the purpose of aiding in training for assistant Child Care workers for their facilities.
3. Category III: Grant awarded for aid in opening new facilities and/or licensing fees for new or start-up child care facilities.

The following State criteria must be met for eligibility:

- The Child Care business must have a physical establishment in Aitkin County
- The Child Care business must have a current active license or in the process of completing the license.
- No current tax liens with the Secretary of State.
- A Business must be current on their property taxes as of March 31, 2021 or any other obligations to Aitkin County.

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

A Business owner agrees that by signing and submitting the 2022 Aitkin County Child Care Facilities Grant they will be subject to a random audit by Aitkin County for accuracy in information requested. They also agree to provide additional documentation that may be requested by Aitkin County or their representative to determine eligibility and award amount or to complete an audit of funds awarded. If it is determined that false or misleading information is provided on the 2022 Aitkin County Child Care Facilities Grant, the Business will be required to repay Aitkin County the entire grant amount.

Maximum Grant amount is tentatively \$10,000 for Child Care Center and \$5,000 for Home Based Child Care, based upon need and funds available.

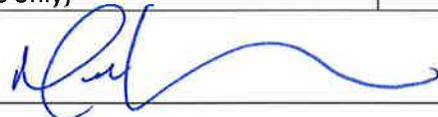
- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. **\$50,000 allocation for grant awards***

Table of Expenses by Expenditure Category

Category		Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		
2.13	Other Economic Support		

Category		Funding Requested for Project	Funding Approved for Project
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care	\$50,000	
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		

Category		Funding Requested for Project	Funding Approved for Project
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; 

Date; 01/20/22

Reviewed by Economic Development Coordinator;

Signature; 

Date; 01/20/22

Approval by County Administrator;

Signature; 

Date; 1-27-22

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)



2022 Aitkin County Child Care Facilities Grant Requirements

Aitkin County is awarding grants to new and existing child care providers. The grant are intended to increase the amount of child care slots and/or child care jobs within the business awarded.

Grants must be used by eligible businesses in one of three (3) categories. Examples of eligible expenses include:

1. Category I: Grant awarded for existing Child Care facilities to assist them with physical equipment and infrastructure improvements.
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3. Category III: Grant awarded for aid in opening new facilities and/or licensing fees for new or start-up child care facilities.

The following State criteria must be met for eligibility:

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- The Child Care business must have a current active license or in the process of completing the license.
- No current tax liens with the Secretary of State.
- A Business must be current on their property taxes as of March 31, 2021 or any other obligations to Aitkin County.

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

A Business owner agrees that by signing and submitting the 2022 Aitkin County Child Care Facilities Grant they will be subject to a random audit by Aitkin County for accuracy in information requested. They also agree to provide additional documentation that may be requested by Aitkin County or their representative to determine eligibility and award amount or to complete an audit of funds awarded. If it is determined that false or misleading information is provided on the 2022 Aitkin County Child Care Facilities Grant, the Business will be required to repay Aitkin County the entire grant amount.

Maximum Grant amount is tentatively \$10,000 for Child Care Center and \$5,000 for Home Based Child Care, based upon need and funds available.

Applications will be made available on February 14, 2022. Applications will be reviewed on April 27, 2022. Applications received after 4:30 p.m. April 26, 2022 may be considered if funds remain after first review. Grants will continue to be awarded until all funds are expended. Final approval will be subject to approval by the Aitkin County Board.



Grant applications will be available on the Aitkin County website and by request and may be submitted by email to Mark Jeffers, Economic Development Coordinator, mark.jeffers@co.aitkin.mn.us or by mail to Aitkin County Government Center, ATTN: Mark Jeffers, 307 2nd Street NW #314, Aitkin, MN 56431 or delivered to the Aitkin County Government Center Administration Office.

For any questions or clarifications, please contact Mark Jeffers at 218-513-6188 or mark.jeffers@co.aitkin.mn.us.

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



AITKIN COUNTY CHILD CARE FACILITIES GRANT

Provide the following information for the organization submitting the proposal and provide estimates on the project outcomes including total number of child care jobs and new childcare slots created.

Organization Submitting Proposal:			
1. Organization Name:			
2. Owner Name:		3. Contact Name:	
4. Telephone:		5. Telephone:	
6. Email:		7. Email:	
8. Organization Website:			
9. Full Address:	10. Full Address:		
11. Federal Tax ID or SS #: (required)		12. Minnesota Tax ID: (required)	
Proposal Information:			
13. Proposal Name:			
14. Proposal Summary:			
15. Geographic Area Served by Project:			
16. Targeted Communities Served:			
17. Total Amount of Funds Requested:			
18. Do you plan to own and operate this business for at least the next three years?			
19. Is this business located in Aitkin County?			
20. Were property taxes paid in full as of March 31, 2021?			
21. Is your business open to child care after regular business hours?			
22. Do you have any liens with the MN Secretary of State?			
23. With approval of this grant, list the total number of child care slots created:			
24. With approval of this grant, list the total number of child care jobs created:			



GRANT REQUEST APPLICATION

27. Amount of grant request (tentative not to exceed \$10,000 for Child Care Centers and \$5,000 for Home Based Child Care):

28. Please include the following in the application narrative:

- a. Description of current business and business history (1 page maximum).
- b. Please describe how this grant will positively affect your business and if this grant will allow you to add additional employees to your business. Please be thorough in your response as this information will play an important role in the distribution of funds (1 page maximum).
- c. Please describe the current need in your community for child care improvements (1 page maximum).
- d. How will these grant funds be used (description should coordinate with one or more of the eligible uses defined in the Grant Description document (1 page maximum).

SUPPORTING DOCUMENTS SHOULD INCLUDE:

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

I certify that the information contained herein is true and accurate to the best of my knowledge and that I am authorized to submit this application on behalf of the applicant.

Authorized Signature	Title	Date
----------------------	-------	------



2022 Aitkin County Child Care Facilities Grant

AUTHORIZATION FOR RELEASE OF INFORMATION AND ACKNOWLEDGEMENTS

- 1.** The Applicant shall hold Aitkin County, MN, its officers, consultants, attorneys, and agents harmless from any and all claims arising from or in connection with the 2022 Aitkin County Child Care Facilities Grant Program or its Application (Grant Application), including but not limited to, any legal or actual violations of any State or Federal laws.
- 2.** The Applicant recognizes and agrees that Aitkin County retains absolute authority and discretion to decide whether or not to accept or deny any particular Grant Application, and that all expenditures, obligations, costs, fees, or liabilities incurred by the Applicant in connection with the Grant Application are incurred by the Applicant at its sole risk and expense.
- 3.** The Applicant acknowledges that they have read the 2022 Aitkin County Child Care Facilities Grant Program eligibility requirements and understands that if the application is approved for funding, grant funds awarded must only be used to pay eligible expenses. Applicant is exclusively responsible for the lawful use of any funds awarded under the 2022 Aitkin County Child Care Facilities Grant Program.
- 4.** The Applicant acknowledges that they understand data submitted in relation to this application will become government data and is subject to federal and state data laws. Some of the data may be considered private or nonpublic prior to the award of financial assistance, while some limited data may be considered private or nonpublic even following the award. The County will not publicize your business plans, customer lists, income tax returns, design / market / feasibility studies, income and expense reports, or any other data classified as private or nonpublic under Minn. Stat. §13.591. Application data submitted by organizations that are not selected for grant funding will only be released upon request and as required by Minn. Stat. Chapter 13 or other applicable state/federal law. Application or evaluation data may also be shared with any entity that has a legal right to the data under Minnesota or federal law, including under court order. You can refuse to supply any or all of the requested information, which you are not legally required to provide.
- 5.** A recipient found to have misrepresented themselves or their business is responsible for repaying funds to the Aitkin County.
- 6.** Additional acknowledgements.
I acknowledge that Aitkin County retains final authority to determine if a business or nonprofit is eligible for funding, whether to approve a grant and the final grant amount. Aitkin County reserves the right to reduce grant award amounts if the total requests exceed available funding.

I acknowledge that Aitkin County has the right to verify any information contained in this application. Additional information and documentation may be requested at a later date. Failure to provide the



information required may result in ineligibility for grant program or repayment of the funds. I agree to provide Aitkin County any documentation needed to complete an audit of funds awarded. Should Aitkin County be audited and it is found that the business payment is not allowable under federal or state guidelines, such business shall repay the funds to Aitkin County within three months of notification.

I acknowledge that I plan to own and operate this business for at least the next three years. Failure to accomplish this plan may result in repayment of the any funds awarded back to Aitkin County.

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

7. Financial Assistance Certification: I hereby certify that the 2022 Aitkin County Child Care Facilities Grant Program is necessary and is in response to the COVID-19 Pandemic.

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

- The business is located within the political boundaries of Aitkin County;
- There are no outstanding tax liens with the Office of the Minnesota Secretary of State;
- All proceeds from the grant will be used for eligible business expenses under the 2022 Aitkin County Child Care Economic Development Grant Program;
- Applicant shall be bound by all terms and provisions of the 2022 Aitkin County Child Care Facilities Grant Program

Applicant Signature:

Date:

County Use Only:

Received by:

Date Received:



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Economic Development Impact Report

<input type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Mark Jeffers	Department: Administration	
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: Staff has established a quarterly economic development impact report. The intention is to introduce this document and discuss the process for ongoing reports.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



2021 IMPACT REPORT

STRATEGIC PRIORITIES

BUSINESS CONNECTS

ON TRACK

22

7 PRIORITIES TO INVOKE CHANGE

UNIQUE BUSINESSES SERVED

NOTABLES

- Aitkin County was awarded the CDBG-CV Broadband Grant, \$4.8 Million
- Staff submitted grant application for NTIA Broadband Grant- decision pending
- Staff Completed and adopted 2021-2025 Strategic Plan
- Staff reformed the Business Development & Recreation Grant
- Staff assisted with ARPA process for Aitkin County
- Staff assisted with County Cares small business grant- COVID
- Staff worked with City of Tamarack through Strategic Plan RFP Process
- Non-traditional Lenders Luncheon held in Aitkin County
- Established relationships with all ISP's
- Staff led County cohort for Blanding CBR Accelerate Program- Broadband Project

STAFF COMMUNITY OUTREACH

- Chair of the Aitkin Chamber Economic Development Committee
- Member of the City of Aitkin Planning & Zoning Commission
- Elected to Northspan Board of Directors
- Elected to Iron Range Economic Alliance Board of Directors
- Member of MMFCU Advisory Council
- Member of the Board of Directors for Aitkin Chamber of Commerce
- Moderated the Aitkin Chamber Legislative Luncheon June/2021



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: DNR's Minnesota Heritage Forest Project

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Interim Land Commissioner		Estimated Time Needed: 10 Minutes
Summary of Issue: <p>Minnesota DNR is beginning a project to determine if the state should attempt an acquisition of some of the former Pottlatch lands located across 14 northern Minnesota counties and now owned by The Conservation Fund (TCF). Roughly 1,100 acres in Aitkin County.</p> <p>DNR will be creating county-based teams to work with county, tribal and other natural resource land managers to review the available parcels to see if lands may meet DNR's strategic land asset management (SLAM) goals and consider mutual conservation needs. Review process should last about a year. Aitkin County Land Department should be involved.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Information only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



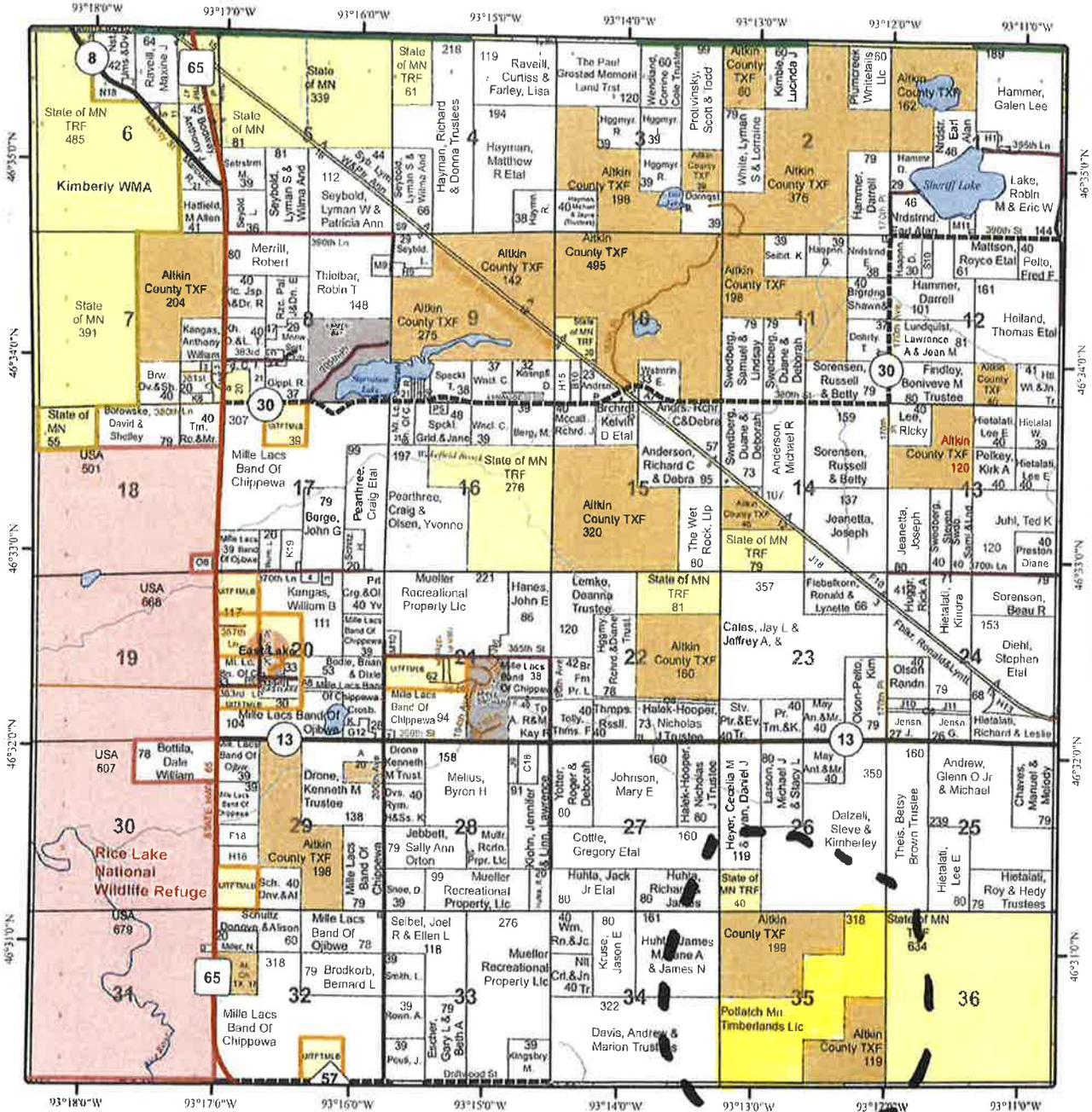
SPALDING T47N-R23W



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See (MC GREGOR T48N-R23W) Page 42



See (UNORGANIZED T47N-R24W) Page 35

See (SALO T47N-R22W) Page 37

See (RICE RIVER T46N-R23W) Page 30

★ ★ ★ ★ ★

Josh Hughley
Assistant County Veterans
Services Officer

**AITKIN
COUNTY**
1857

Government Center • 307 2nd St. NW, Rm. 114 • Aitkin, MN 56431

☎ 218-927-7320
📠 218-838-1528
📞 218-927-7309

★ ✉ josh.hughley@co.aitkin.mn.us 🌐 www.co.aitkin.mn.us/





BALSAM T50N-R22W

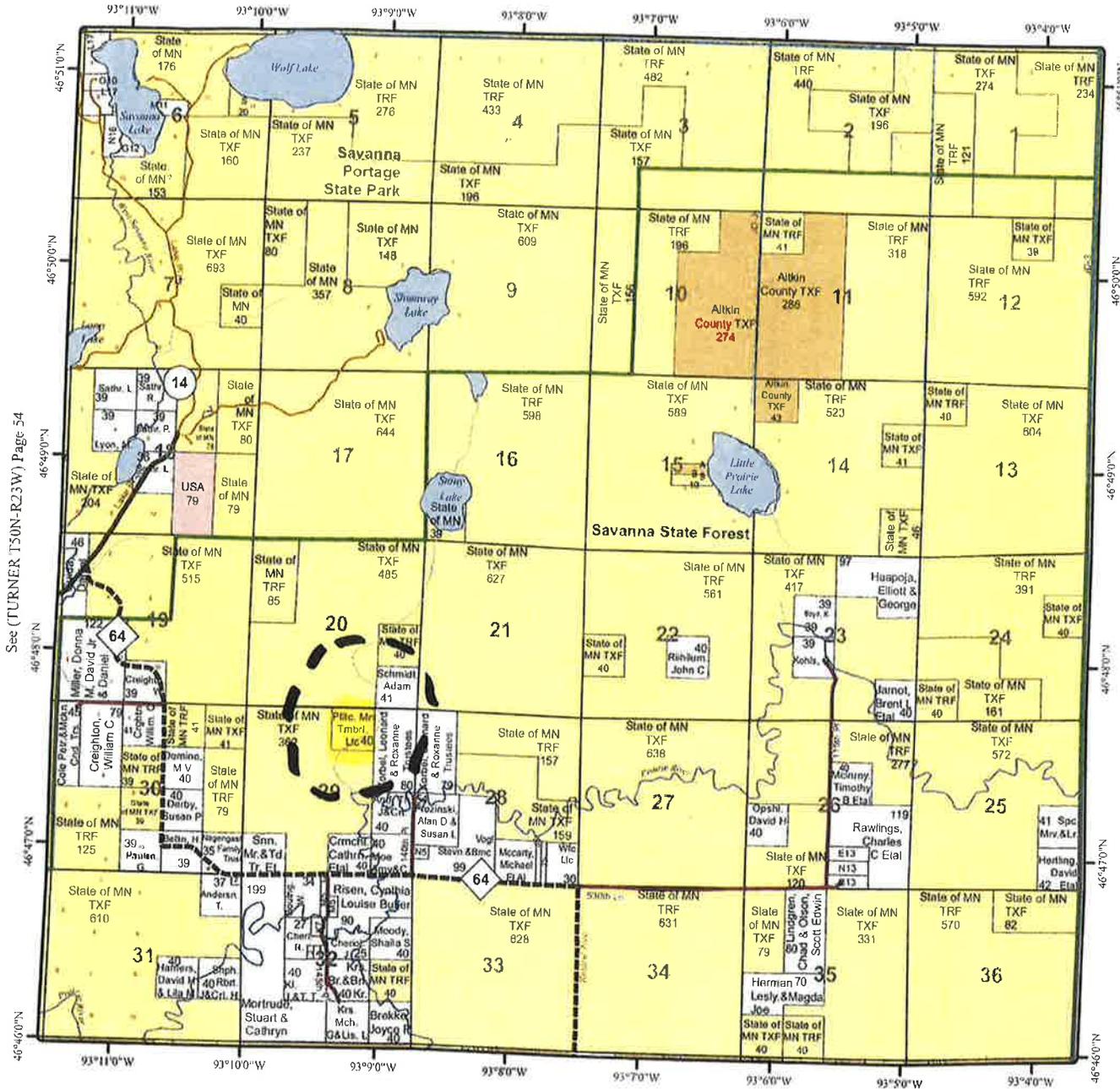


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Sec (UNORGANIZED T51N-R22W) Page 61



See (TURNER T50N-R23W) Page 54

Sec (HAUGEN T49N-R22W) Page 49

WINTER RECREATION

Aitkin county winter recreation covered ... three cross-country ski trails and hundreds and hundreds of miles of groomed snowmobile trails. Go to <http://www.co.aitkin.mn.us/departments/Land/Recreation/winter.html> for trail maps and current conditions.





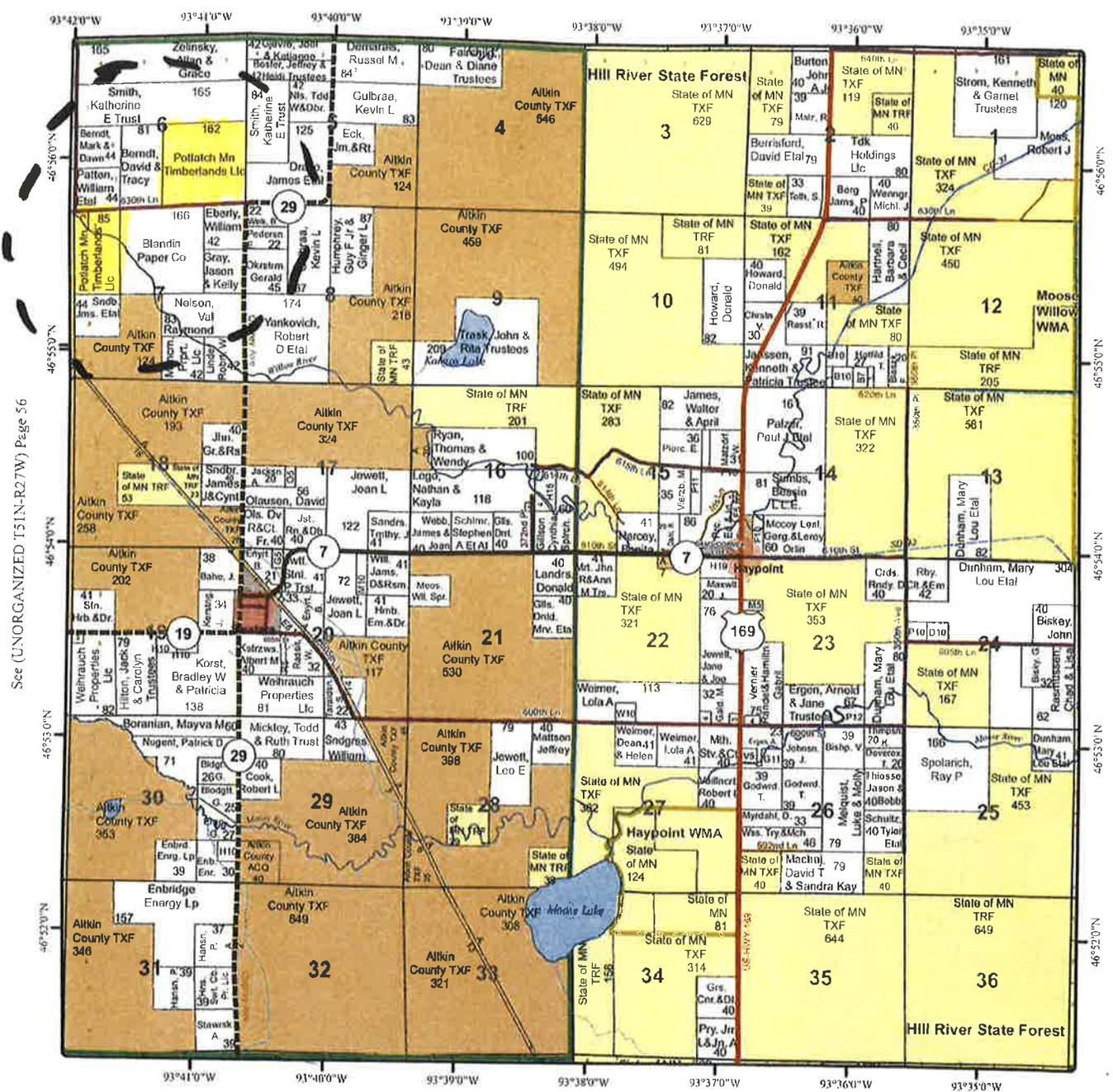
MACVILLE T51N-R26W



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See (HILL LAKE T52N-R26W) Page 63



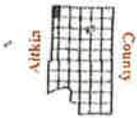
See (UNORGANIZED T51N-R27W) Page 56

See (UNORGANIZED T51N-R25W) Page 58

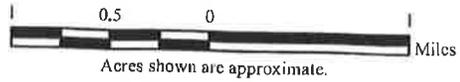
See (UNORGANIZED T50N-R26W) Page 51

Celebration of Achievement

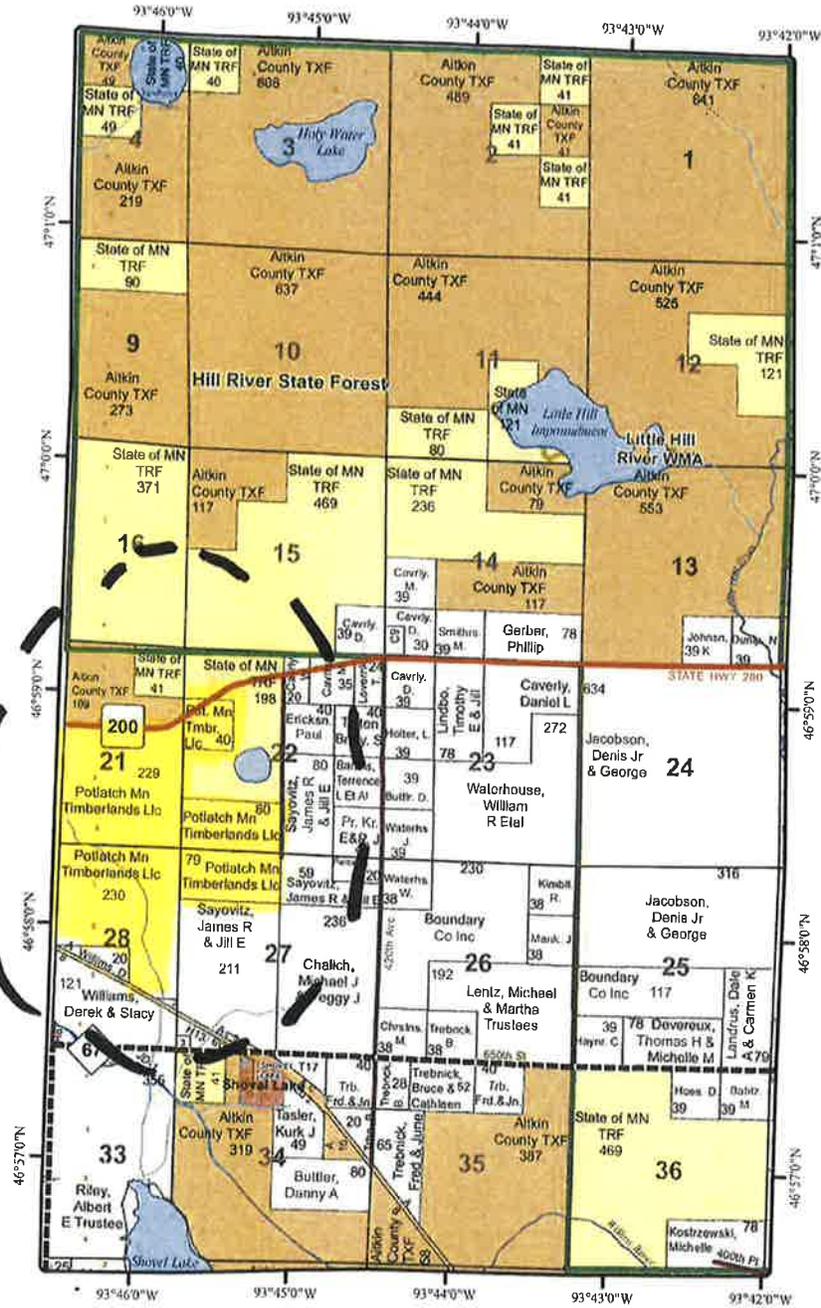




UNORGANIZED T52N-R27W



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See (HILL LAKE T52N-R26W) Page 63

See (UNORGANIZED T51N-R27W) Page 56



Hill City Area Community Fund

“Leave a lasting Legacy through the Hill City Area Community Fund!
Did you know you can donate real estate to support the future of your local area - and receive substantial tax benefit to boot?
Contact any Hill City Area Community Fund Advisory Member or the Grand Rapids Area Community Foundation at (218)999-9100 for more information”



Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Set Public Hearing Date for Land Classification April 12, 2022

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Dennis Thompson		Department: Land
Presenter (Name and Title): Dennis Thompson, Interim Land Commissioner		Estimated Time Needed: NA
Summary of Issue: <p>Set public hearing date for land classification:</p> <p>MN Statute 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.</p> <p>ACLD requests that the public hearing be set for April 12, 2022, at 10:00 AM at the Aitkin County Board of Commissioners meeting to be held at the Government Center Board Room for the classification of the attached parcels of tax-forfeited lands.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

ADOPTED February 9, 2022

By Commissioner: xx

20220208-xxx

Set Public Hearing Date for Land Classification April 12, 2022

WHEREAS, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

WHEREAS, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners hereby sets a public hearing for April 12, 2022 at 10:00 AM at the Aitkin County Board of Commissioners Meeting to be held at the Government Center Board Meeting for the classification of the following parcels of tax-forfeited lands.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator

#	PID	Name	Legal	Sec	Twp	Rg	Classification Recommendation
1	01-1-142700	Retsinas	Riverside Point Plat 9 Lot 219	16	47	27	Non-Conservation
2	01-1-142800	Retsinas	Riverside Point Plat 9 Lot 220	16	47	27	Non-Conservation
3	08-0-036026	Kimball	E 100 ft of W 400 Ft of Lot 7 lying S of Rd	22	48	25	Non-Conservation
4	15-1-065200	Grunau/Hurd	Oppegards Original Townsite Kimberly Plat 1 Lots 7 thru 10 Block 1	14	47	25	Non-Conservation
5	29-0-045905	Anderson	PT (NE NE) Lot 1 as in Doc 366965	21	49	23	Non-Conservation
6	34-0-025300	Kuhlman	N 2 Rods of NE of SE	15	43	22	Non-Conservation
7	59-1-026400	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 7 Block 3	31	48	23	Non-Conservation
8	59-1-026500	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 8 Block 3	31	48	23	Non-Conservation
9	59-1-026600	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 9 Block 3	31	48	23	Non-Conservation
10	59-1-027102	Cox	Hesper J Newells Addition in McGregor Plat 4 E40 Ft of Lot 1 & Lots 7 to 12 Block 4	31	48	23	Non-Conservation
11	59-1-027200	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 1 Block 5	31	48	23	Non-Conservation
12	59-1-027300	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 2 Block 5	31	48	23	Non-Conservation
13	59-1-027400	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 3 Block 5	31	48	23	Non-Conservation
14	59-1-027500	Cox	Hesper J Newells Addition in McGregor Plat 4 Lots 4 to 11 Block 5	31	48	23	Non-Conservation
15	59-1-028300	Cox	Hesper J Newells Addition in McGregor Plat 4 Lot 12 Block 5	31	48	23	Non-Conservation
16	59-1-029200	Cox	Hesper J Newells Addition in McGregor Plat 4 all of Block 7	31	48	23	Non-Conservation
17	60-1-014800	Merz	Palisade Plat 1 Lots 9-12 Blk 8	22	49	25	Non-Conservation



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: 2-8-22

Title of Item: Transfer Municipal State-Aid Construction Funds

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

Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle, Aitkin County Engineer	Estimated Time Needed: 10 minutes
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Summary of Issue:
Aitkin County annually receives county state-aid construction funds in two separate accounts: regular construction and municipal construction. Municipal construction funds must be spent on construction projects on state-aid routes within municipal boundaries. Accumulated municipal construction account balance in excess of two years' apportionment can be transferred by resolution of the County Board to the regular construction account.

Our current municipal construction account balance is approximately \$775,000. The sum of our past two years' municipal construction apportionment is \$363,886. The 2022-2026 Capital Improvement Program contains a total of \$180,000 of expenditures for a single municipal project in 2025. Therefore, authorization is requested to transfer the amount of municipal construction funds in excess of two years' apportionment to the regular construction fund for use on construction projects located outside of municipalities. This will result in approximately \$411,000 being transferred from the municipal construction account to the regular construction account.

Resolution: WHEREAS, Minnesota Statute 162.08, Subd 4(d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer all Aitkin County Municipal Construction Funds in excess of two years' apportionment into the Aitkin County Regular Construction Account.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

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

By Commissioner: xx

20220208-xxx

Transfer Municipal State-Aid Construction Funds

WHEREAS, Minnesota Statute 162.08, Subd 4(d), provides that accumulated balances in excess of two years of municipal account apportionments may be spent on projects located outside of municipalities under 5000 population when approved solely by resolution of the county board.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation transfer all Aitkin County Municipal Construction Funds in excess of two years' apportionment into the Aitkin County Regular Construction Account.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February 2022

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Schedule Committee of the Whole

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 min.
Summary of Issue: Staff would like to schedule a Committee of the Whole meeting with Commissioners and Department Heads to discuss the American Rescue Plan Act final rule and potential funding uses.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Staff Recommends scheduling a Committee of the Whole Meeting for the afternoon of February 15, 2022.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

9B
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Township Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" 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>
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 15 min.
Summary of Issue: Logan Township, the Aitkin County Association of Townships, and the Minnesota Association of Townships are seeking adoption of two resolutions: 1. Resolution in support of road reversion reform 2. Resolution in support of annexation reform Discussion will be held to determine if the Board would like to place these items on a future agenda for action.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Direction Requested.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

Supervisor - Elissa Bryan
Supervisor - Lynn Mizner
Supervisor - Dave Sims
Treasurer - Lois Fultz

Logan
Township

Clerk - Craig LeBlanc
32942 470th Street
Palisade, MN 56469
logantownshpmn@gmail.com

Dear Aitkin County Board,

January 11, 2022

The Logan Town Board, the Aitkin County Association of Townships and the Minnesota Association of Townships are seeking support on two critical issues for townships: Annexation fairness and county road reversion reform.

Senate File 1949 (Kiffmeyer) / House File 2387 (Quam) - Requires Township Authorization of County Road Reversion

This bill requires township approval before a county road is reverted to township ownership. Currently, counties can remove a road's designation as a county road without the township's approval. This bill provides townships with the power to accept or reject a county road reversion, allowing a seat at the table and fairness for both local governments.

Senate File 1969 (Kiffmeyer)/ House File 2282 (Mekeland) - Restores landowner rights to vote on certain annexation matters

This bill restores township residents' rights to vote in certain annexation matters. Currently, township residents do not vote on township/city boundary lines, but a system for such a vote existed previously. This bill restores the right for residents to vote on certain annexation matters.

Thank you for your attention and consideration of these issues and your support of Minnesota's townships.

Sincerely,

Logan Town Board

Lois Fultz, Treasurer

Elissa M. Bryan, Supervisor

Craig LeBlanc, CLERK

Lynn Mizner, Supervisor

Resolution in Support of Road Reversion Reform SF 1949 (2021-2022)

Whereas, Townships are road authorities within their boundaries, with obligations and duties to maintain township roadways;

Whereas, county roads exist with Townships, over which the respective counties are the road authority;

Whereas, Minnesota Statutes section 163.11 provides that counties may require a township to become the road authority over a county road through a process of county road reversion;

Whereas, the township becomes responsible for the costs and labor required to maintain and operate the road after it reverts to the township;

Whereas, townships cannot reject or otherwise prevent the reversion of county roads to the township;

Whereas, in practice, townships cannot vacate or otherwise rid themselves of roads reverted to them by the county, creating a permanent obligation upon the township and its taxpayers;

Whereas, townships have limited financial resources to maintain roads;

Whereas, Townships are property tax dependent, placing the financial burden of any county road reversion onto the local township landowners;

Whereas, the Aitkin County Township Association believes townships should be allowed to reject a county road reversion;

Whereas, Senate File 1949, of the 92nd Legislature (2021-2022), as authored by Senator Mary Kiffmeyer, seeks to provide townships the power to accept or reject a county road reversion at the discretion of the township board;

Be it Therefore Resolved that, the Aitkin County Township Association supports the adoption of rules that would allow township boards to accept or reject county road reversions;

Be it Further Resolved that the Aitkin County Township Association supports the passage of Senate File 1949 of the 92nd Legislature (2021-2022) and those bills that would provide similar rights to landowners.

Aitkin County Unit Chairperson

Date: _____

Resolution in Support of Annexation Reform: Restoration of Landowner Voting Rights

Whereas, Minnesota Statutes Chapter 414 provides numerous processes of annexation of property from a township to a nearby city;

Whereas, townships and landowners have very few or no options to prevent annexation of property to a nearby city;

Whereas, under previous versions of Minnesota Statutes Chapter 414 provided landowners with a vote on whether their property would be annexed into a nearby city;

Whereas, landowners were stripped of their rights to vote on certain proposed annexations;

Whereas, some parcels are annexed into a city without the consent of the landowners and without the parcel being or expected to become urban or suburban in character;

Whereas, townships and landowners are placed at an unfair disadvantage in annexation matters;

Whereas, the Aitkin County Township Association favors the consideration of landowners' preferences in annexation matters to a reasonable extent;

Whereas, Senate File 1969, of the 92nd Legislature (2021-2022), as authored by Senator Mary Kiffmeyer, along with its companion House bill HF2282 as authored by Rep. Shane Mekeland, seeks to restore to landowners a right to vote on proposed annexations;

Whereas, the Aitkin County Township Association supports the restoration of voting rights to landowners in annexation matters, as described in Senate File 1969 and House File 2282;

Be it Therefore Resolved that, the Aitkin County Township Association supports the restoration of voting rights to landowners in annexation matters;

Be it Further Resolved that the Aitkin County Township Association supports the passage of Senate File 1969 of the 92nd Legislature (2021-2022) along with House File 2282 and those bills that would provide similar rights to landowners.

Aitkin County Unit Chairperson

Date: _____



Board of County Commissioners Agenda Request

9C
Agenda Item #

Requested Meeting Date: February 8, 2022

Title of Item: Approve Transfer Resolution

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

**provide copy of hearing notice that was published*

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator/Dave McMillan, LLCC	Estimated Time Needed: 20 min.
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Summary of Issue:

Dave McMillan, Long Lake Conservation Center, will provide an overview of recent activity and an update on projected business for 2022.

The Board will also be asked to approve a transfer to zero out the 2021 year end LLCC balance (see attached). The resolution has been reviewed and recommended for adoption by the Budget Committee.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend approval of attached transfer 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:*

By Commissioner: xx

20220208-xxx

Long Lake Conservation Center Fund Transfer

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

\$106,325.12 from Fund 22 Coronavirus Relief Fund (American Rescue Plan) to Fund 19 Long Lake Conservation Center (LLCC) to zero out the December 31, 2021 LLCC fund balance.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

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 8th day of February 2022, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of February, 2022.

Jessica Seibert
County Administrator



Aitkin County Board of Commissioners

Agenda Request Form

10

Agenda Item #

Requested Meeting Date:
Title of Item: Committee Reports

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