

The Aitkin County Board of Commissioners met this 25th day of October, 2022 at 9:01 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.

Motion made by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all voting yes to approve the October 25, 2022 agenda as amended – adding item 4B – Approval of Tree for Tree.

**AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD
October 25, 2022**

Attendance

The Aitkin County Board of Commissioners met this 25th day of October 2022, at 9:01 a.m. as the Aitkin County Health & Human Services Board with the following members present: Commissioners J. Mark Wedel, Brian Napstad, Don Niemi, Ann Marcotte and Laurie Westerlund. Others present included: County Administrator Jessica Seibert, Admin/HR Administrative Assistant Brittany Searle, H&HS Director Cynthia Bennett, H&HS Administrative Assistant Paula Arimborgo, H&HS Supervisors Carli Goble, Erin Melz, Kim Larson, Becca Person, Jessi Schultz & Jessi Goble, H&HS Union Staff, H&HS Advisory Committee Members Mikki Brodhead & Becky Koch and other public guests. Joining via WebEx: Jeanine Schram, Aitkin Independent Age.

Approved Agenda

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the October 25th, 2022 Health & Human Services agenda.

Approved Minutes

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the September 27th, 2022 Health & Human Services minutes.

Approved Bills

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

Director Updates

Cynthia Bennett, H&HS Director updated the board on the following:
- Planning legislative priorities
- Director’s Guide
- Received first round of Opioid dollars

Call to Order

Approved Agenda

**Health and
Human Services**

3rd Quarter 2022 Fiscal Report

Carli Goble, H&HS Fiscal Supervisor presented to the board the 3rd Quarter 2022 Fiscal Report which included:

- Out of Home Placement Cost
- Adult Regional Treatment Center Costs
- Fund Balance
- Budget Update

Committee Updates

The Board discussed the H&HS Advisory Committee, Tri-County Community Health Services, AEOA and CARE Board.

Adjourn

The meeting was adjourned at 9:45 a.m.
Next Meeting – November 22, 2022

Citizen Public Comment:

- Nicole Laird – Financial Worker made comments that she wasn't in agreement with open pay range and concerns about new employees being brought in at a higher pay than current staff.
- Janet Hatfield – Financial Worker spoke about the board's fiscal responsibility to the county and questioned if the decisions from the board are responsible.
- Jeffrey Schmitt – Case Aid stated that asked the board "Why are you against step and grade?"

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

- A) Correspondence File October 11, 2022 to October 24, 2022
- B) Approve October 11, 2022 County Board Minutes
- C) Approve Electronic Funds Transfers for a total of \$1,103,075.82;
- D) Approve Commissioner's Vouchers – General \$308,077.33, Reserves \$177.00, Road & Bridge \$79,557.98, HHS \$24,064.43, State \$17,980.00, Trust \$5,442.70, Forest Development \$4,503.60, Taxes & Penalties \$1,729.00, Aitkin County Collaborative \$40,650.00, LLCC \$11,521.78, Parks \$2,810.07, COVID \$10,000.00 for a total of \$506,513.89;
- E) Approve Auditor's Vouchers – Sales Use and Diesel Tax – September 2022 – General \$258.29, Road & Bridge \$1,311.47, Trust \$14.80, LLCC \$63.34, Parks \$285.31 for a total of \$1,933.21;
- F) Approve Auditor's Vouchers – R&B Contract Payment – Road & Bridge \$230,619.46 for a total of \$230,619.46;
- G) Approve Manual Warrants/Voids/Corrections – FSA Claims 2022 Paid 10.05.2022 – General \$868.34 for a total of \$868.34;
- H) Approve Manual Warrants/Voids/Corrections – ELAN Paid 09.29.2022 General \$-

Citizens' Public Comment

Consent Agenda

- 2,049.65, Reserves \$175.00, Road & Bridge \$53.28, HHS \$1,175.55, LLCC \$645.82;
- I) Approve Manual Warrants/Voids/Corrections – MTG Reg & Deed Tax, September 2022 – General \$0.08, State \$173,034.61 for a total of \$173,034.69;
- J) Approve Manual Warrants/Voids/Corrections – FSA Claims 2022 Paid 10.11.2022 – General \$23.88 for a total of \$23.88;
- K) Approve Manual Warrants/Voids/Corrections – FSA Claims and Camping Refund – General \$1,731.74, Parks \$80.80 for a total of \$1,812.57;
- L) Approve Manual Warrants/Voids/Corrections – FSA Claims 2022 Paid 10.13.2022 – General \$25.00 for a total of \$25.00;
- M) Approve Manual Warrants/Voids/Corrections – Special Fuel License – Road & Bridge \$25.00 for a total of \$25.00;
- N) Approve Affidavit for Duplicate of Lost Warrant – PRT USA, INC
- O) Accept Grant Award – Blandin Leadership Boost Grant
- P) Adopt Resolution: Bikkie Repurchase of Tax-Forfeited Property

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to approve – Affidavit for Duplicate of Lost Warrant – PRT USA, INC.

Affidavit for Duplicate of Lost Warrant – PRT USA, INC.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to accept – Blandin Leadership Boost Grant.

Accept Blandin Leadership Boost Grant

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Bikkie Repurchase of Tax-Forfeited Property

Resolution #20221025-132 Bikkie Repurchase of Tax-Forfeited Property

WHEREAS, Patricia Bikkie, Owner at the time of forfeiture. (Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Parcel # 11-1-190000 Derby Town Plat 43 Lot 9 Block 1 Sect: 32 Twp: 45 Rge: 27

and **WHEREAS**, said Applicants has set forth in his application that:

- A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

Due to unfortunate medical hardship, I am reapplying for the above property. I have sustained an ankle fracture, hip fracture and fracture of my collarbone and thumb. This has resulted in decreased mobility. I entrusted a family member to pay the taxes which I learned they did not.

<p>Please consider this application for my property.</p> <p>B. That the repurchase of said land by me will promote and best serve the public interest because:</p> <p>I am a reliable and financially independent person who contributes to the City of Aitkin.</p> <p>and WHEREAS, the Applicants have made payment of all delinquent taxes of properties</p> <p>and WHEREAS, this board is of the opinion that said applications should be granted for such reasons,</p> <p>NOW, THEREFORE BE IT RESOLVED, That the application of Patricia Bikkie for the purchase of the above-described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.</p> <p>Kristen Houle, CPA – CliftonLarsonAllen presented 2021 Audit Review.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve Selling Tax-Forfeited Parcels Online through Public Surplus.</p> <p>Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voted to approve Tree – for – Tree Program.</p> <p>Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – Equipment Purchase – Motor Grader;</p> <p>WHEREAS, sealed bids were opened for a used motor grader at 2:00 p.m. on Monday, October 17, 2022 with a total of one bid received, and</p> <p>WHEREAS, J.J. Scheckel Corp., Bellevue, IA was the lowest responsible bidder in the amount of \$232,800.</p> <p>NOW THEREFORE, BE IT RESOLVED, that J.J. Scheckel Corp. be awarded the used motor grader bid.</p> <p>John Welle – County Engineer presented 2022 Highway Contract Summary.</p>	<p>2021 Audit Review</p> <p>Selling Tax-Forfeited through Public Surplus</p> <p>Tree – for – Tree Program</p> <p>Resolution #20221025-133 Equipment Purchase – Motor Grader</p> <p>2022 Highway Contract Summary</p>
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AITKIN COUNTY BOARD

October 25, 2022

<p>Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voted to approve 2023 Highway Contract Summary.</p>	<p>2023 Highway Contract Summary</p>
<p>The Board discussed: Arrowhead Counties, AMC – District 1, HHS Advisory, Planning Commission, AMC Board, ACAT, Snake River Watershed, Northwoods Trail, Brainerd 1W1P.</p>	<p>Board Discussion</p>
<p>Jessica Seibert – County Commissioner presented 3rd Quarter Budget Review.</p>	<p>3rd Quarter Budget Review</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voted to approve Snake River Watershed Comprehensive Plan as amended: replacing Bill Pratt with Donald Niemi and including statement "The Snake River Plan Partnership acknowledges tribal land within the watershed" in section 2-5.</p>	<p>Snake River Watershed Comprehensive Plan</p>
<p>Jessica Seibert, County Administrator updated the Board on the following:</p> <ul style="list-style-type: none">• 1st OPIOID Payment Received• FEMA Discussions• 1st Review of Audit RFP	<p>Administrator Updates</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voted to approve closing the meeting under MN Statute 13D.03 subd.1(b) Labor Negotiations at 12:32 p.m.</p>	<p>Close Meeting Under MN Statute 13D.03 subd.1(b) Labor Negotiations</p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Napstad to reopen meeting at 1:14 p.m.</p>	<p>Reopen</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 1:14 p.m. until Tuesday, November 8, 2022 at the Aitkin County Government Center.</p>	<p>Adjourn</p>
<hr/> <p>J. Mark Wedel, Board Chair Aitkin County Board of Commissioners</p>	<hr/> <p>Jessica Seibert County Administrator</p>



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 11/8/2022

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) <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: Lori Grams	Department: County Treasurer
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Presenter (Name and Title): N/A	Estimated Time Needed:
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Summary of Issue:

Electronic Funds Transfer thru 10/31/2022

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:*

ELECTRONIC FUNDS TRANSFER

Thru October 31, 2022 Board Meeting November 8, 2022

Abstract Number	Date	Amount	Reason	
21489	10/17/22	\$25.00	Manual Abstract	
21490	10/21/22	\$102,850.81	Auditor Abstract	
21491	10/20/22	\$1,261.35	Manual Abstract	
21492	10/21/22	\$4,974.70	Auditor Abstract	
21493	10/21/22	\$658,423.09	Payroll Abstract	
21494	10/20/22	\$1,743.00	Manual Abstract	
21496	10/25/22	\$13,488.04	Commissioner Abstract	
21497	10/25/22	\$1,746,301.30	Auditor Abstract	
21498	10/24/22	\$844,356.90	Manual Abstract	
21499	10/25/22	\$850.28	Manual Abstract	
21501	10/26/22	\$330.00	Manual Abstract	
21502	10/28/22	\$217,177.33	Commissioner Abstract	
21503	10/28/22	\$515.64	Auditor Abstract	
21504	10/27/22	\$8,318.25	Manual Abstract	
21505	10/28/22	\$3,697.70	Auditor Abstract	
21506	10/27/22	\$10.33	Manual Abstract	\$0
21507	10/28/22	\$111.05	Manual Abstract	Voids/No ACH
				21495
				21500
				21508
<hr/>				
		\$3,604,434.77		

WLC1
10/25/22

3:26PM

Aitkin County

2D



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	DEPT			Court Administration			
9046	Loffler Companies, Inc. 01-012-000-0000-6220		23.80	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	9046 Loffler Companies, Inc.		23.80	1 Transactions			
12	DEPT Total:		23.80	Court Administration	1 Vendors	1 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age 01-040-000-0000-6230		585.00	2021 FINANCIAL STMT #1	1261823	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		585.00	2021 FINANCIAL STMTS #2	1261824	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		585.00	2021 FINANCIAL STMTS #3	1261826	Printing, Publishing & Adv	Y
	01-040-000-0000-6230		585.00	2021 FINANCIAL STMTS #4	1261829	Printing, Publishing & Adv	Y
	86222 Aitkin Independent Age		2,340.00	4 Transactions			
9046	Loffler Companies, Inc. 01-040-000-0000-6220		28.56	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	01-040-021-0000-6220		23.80	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	9046 Loffler Companies, Inc.		52.36	2 Transactions			
86290	Mn Counties Information Systems 01-040-000-0000-6360		5,346.00	CTYPAYQTR-PAYROLL	2266	Services, Labor, Contracts	N
	01-040-000-0000-6360		1,809.00	2022 OPEB SHARE	2278	Services, Labor, Contracts	N
	86290 Mn Counties Information Systems		7,155.00	2 Transactions			
9908	Office of the Secretary of State 01-040-021-0000-6241		120.00	NOTARY APPLICATION	E. WAGNER	Registration Fee	N
	9908 Office of the Secretary of State		120.00	1 Transactions			
86235	The Office Shop Inc 01-040-000-0000-6405		18.80	POST IT FLAGS	1116549-1	Office Supplies	N
	01-040-000-0000-6405		33.56	CLEAR TAPE	1118269-0	Office Supplies	N
	01-040-021-0000-6360		70.90	COPY MACHINE CONTRACT 06/07/2022 09/01/2022	323632-0	Services, Labor, Contracts	N
	86235 The Office Shop Inc		123.26	3 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
40	DEPT Total:		9,790.62	Auditor	5 Vendors	12 Transactions	
42	DEPT			Treasurer			
86222	Aitkin Independent Age 01-042-000-0000-6230		66.35	AITKIN INDEPENDENT AGE	TAA-210292	Printing, Publishing & Advertising	Y
86222	Aitkin Independent Age		66.35		1 Transactions		
9046	Loffler Companies, Inc. 01-042-000-0000-6220		14.28	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		14.28		1 Transactions		
42	DEPT Total:		80.63	Treasurer	2 Vendors	2 Transactions	
43	DEPT			Assessor			
9046	Loffler Companies, Inc. 01-043-000-0000-6220		57.11	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		57.11		1 Transactions		
4496	Mn Department Of Revenue 01-043-000-0000-6268		50.00	LT PACE COURSE 10/11	383	Staff Training, Development	N
	01-043-000-0000-6268		50.00	TS - PACE COURSE 10/26	AITKIN CO-PACE	Staff Training, Development	N
	01-043-000-0000-6268		50.00	KS - PACE COURSE 10/26	AITKIN CO-PACE	Staff Training, Development	N
	01-043-000-0000-6268		50.00	SP - PACE COURSE 10/26	AITKIN CO-PACE	Staff Training, Development	N
	01-043-000-0000-6268		50.00	BM - PACE COURSE 10/26	AITKIN CO-PACE	Staff Training, Development	N
	01-043-000-0000-6268		50.00	SW - PACE COURSE 10/26	AITKIN CO-PACE	Staff Training, Development	N
	01-043-000-0000-6268		100.00	MD-2 PACE COURSES 10/26 &11/16	AITKIN CO-PACE	Staff Training, Development	N
4496	Mn Department Of Revenue		400.00		7 Transactions		
86235	The Office Shop Inc 01-043-000-0000-6405		40.92	3-RING BINDERS	1117843-0	Office Supplies	N
86235	The Office Shop Inc		40.92		1 Transactions		
4885	Tibbetts/Lori Ruth 01-043-000-0000-6339		16.75	LUNCH-LAST DAY OF FALL CONF.	LORIT	Meals (Overnight)	N
4885	Tibbetts/Lori Ruth		16.75		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
9934	WEX BANK - Assessors 01-043-000-0000-6335		756.32	SEPTEMBER FUEL BILL 09/08/2022 10/07/2022	84314882	Gas/Vehicle Fuel Charges	N
9934	WEX BANK - Assessors		756.32	1 Transactions			
43	DEPT Total:		1,271.10	Assessor	5 Vendors	11 Transactions	
44	DEPT			Central Services			
9046	Loffler Companies, Inc. 01-044-000-0000-6220		23.80	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		23.80	1 Transactions			
89081	North Ambulance Brainerd 01-044-000-0000-6841		2,135.00	SEPT 2022 SUBSIDY	SEPT 2022	Ambulance Appropriations	N
89081	North Ambulance Brainerd		2,135.00	1 Transactions			
13722	Quadient Finance USA, Inc. 01-044-048-0000-6205		3,500.00	POSTAGE 09/15/2022 10/15/2022	#### 6665	Postage	N
13722	Quadient Finance USA, Inc.		3,500.00	1 Transactions			
44	DEPT Total:		5,658.80	Central Services	3 Vendors	3 Transactions	
49	DEPT			Information Technologies			
783	Canon Financial Services, Inc 01-049-000-0000-6342		47.07	IT COPIER LEASE	29414997	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		47.07	1 Transactions			
9046	Loffler Companies, Inc. 01-049-000-0000-6220		28.56	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		28.56	1 Transactions			
86290	Mn Counties Information Systems 01-049-000-0000-6283		17,255.00	CTYTAXQTR65-PROP TAX	2266	Programming, Services, Contracts	N
	01-049-000-0000-6283		66.00	CTYTAXADJ35-PROP TAX	2266	Programming, Services, Contracts	N
	01-049-000-0000-6283		7,895.00	CTYTAXQTR35-PROP TAX	2266	Programming, Services, Contracts	N

Aitkin County



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

1 General Fund

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	
86290	Mn Counties Information Systems			25,084.00		3 Transactions		
49	DEPT Total:			25,159.63	Information Technologies	3 Vendors	5 Transactions	
52	DEPT				Administration			
9046	Loffler Companies, Inc.							
	01-052-000-0000-6220			33.32	Oct phone bill	IN-80010460131	Telephone	N
					10/01/2022	10/31/2022		
9046	Loffler Companies, Inc.			33.32		1 Transactions		
52	DEPT Total:			33.32	Administration	1 Vendors	1 Transactions	
53	DEPT				Human Resources			
86222	Aitkin Independent Age							
	01-053-000-0000-6230			119.30	PRINTING, PUBLISHING & ADV	1259548	Printing, Publishing & Adv	Y
					09/21/2022	09/24/2022		
	01-053-000-0000-6230			40.89	PRINTING, PUBLISHING & ADV	1261256	Printing, Publishing & Adv	Y
					10/01/2022	10/01/2022		
	01-053-000-0000-6230			81.53	PRINTING, PUBLISHING & ADV	1261256	Printing, Publishing & Adv	Y
					09/28/2022	09/28/2022		
86222	Aitkin Independent Age			241.72		3 Transactions		
9046	Loffler Companies, Inc.							
	01-053-000-0000-6220			14.28	Oct phone bill	IN-80010460131	Telephone	N
					10/01/2022	10/31/2022		
9046	Loffler Companies, Inc.			14.28		1 Transactions		
12048	McDowell Agency, Inc./The							
	01-053-000-0000-6265			899.00	12 CANDIDATE BACKGROUNDS	141943	Background Check Fee	N
					09/30/2022	09/30/2022		
12048	McDowell Agency, Inc./The			899.00		1 Transactions		
9894	Vault Health							
	01-053-000-0000-6265			337.80	DRUG SCREEN PRE EMPLOYMENT	FL00541496	Background Check Fee	6
					09/01/2022	09/30/2022		
9894	Vault Health			337.80		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
53	DEPT Total:				1,492.80	Human Resources			4 Vendors		6 Transactions	
60	DEPT					Elections						
86222	Aitkin Independent Age											
	01-060-000-0000-6230				15.42	NOTE PADS		1117996-0		Printing, Publishing & Adv		Y
	01-060-000-0000-6230				67.50	PRE-REGISTER GENERAL ELECTION		1260378		Printing, Publishing & Adv		Y
	01-060-000-0000-6230				37.50	ABSENTEE VOTING		1260380		Printing, Publishing & Adv		Y
86222	Aitkin Independent Age				120.42		3 Transactions					
11051	Department of Human Services											
	01-060-000-0000-6205				239.38	SEPT2022 MAILING SERVICES		A3001C01236I		Postage		N
11051	Department of Human Services				239.38		1 Transactions					
86235	The Office Shop Inc											
	01-060-000-0000-6405				153.00	DYMO LABELS - 12 SINGLE BOXES		1117794-0		Office Supplies		N
	01-060-000-0000-6405				25.46	MOISTENERS (8)		1118114-0		Office Supplies		N
86235	The Office Shop Inc				178.46		2 Transactions					
60	DEPT Total:				538.26	Elections			3 Vendors		6 Transactions	
90	DEPT					Attorney						
10452	AT&T Mobility											
	01-090-000-0000-6220				243.72	ATTY CELLPHONES		287301408597		Telephone		N
10452	AT&T Mobility				243.72		1 Transactions					
9046	Loffler Companies, Inc.											
	01-090-000-0000-6220				61.87	Oct phone bill		IN-80010460131		Telephone		N
						10/01/2022	10/31/2022					
9046	Loffler Companies, Inc.				61.87		1 Transactions					
9489	Redwood Toxicology Laboratory, Inc											
	01-090-000-0000-6265				7.14	TESTING PRE-TRIAL DEF'S		12289120227		Drug & Forfeiture MS 387.213		6
	01-090-000-0000-6265				53.17	TESTING FOR PRETRIAL DEF'S		12289120229		Drug & Forfeiture MS 387.213		6
9489	Redwood Toxicology Laboratory, Inc				60.31		2 Transactions					
90	DEPT Total:				365.90	Attorney			3 Vendors		4 Transactions	
100	DEPT					Recorder						

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
9046	Loffler Companies, Inc. 01-100-000-0000-6220		14.28	Oct phone bill 10/01/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		14.28	1 Transactions			
100	DEPT Total:		14.28	Recorder	1 Vendors	1 Transactions	
110	DEPT			Courthouse Maintenance			
9561	Amazon Business 01-110-000-0000-6415		37.20	LIGHT BULBS	1G1W-QL14-6D16	Operational Supplies	N
	01-110-000-0000-6422		32.87	CLEANING RAGS	1YMT-G1VM-6WCG	Janitorial Supplies	N
	01-110-000-0000-6415		138.84	CASTERS, BATTERIES, WRENCHES	1YPM-WYKJ-WHVX	Operational Supplies	N
9561	Amazon Business		208.91	3 Transactions			
88628	Dalco Enterprises, Inc. 01-110-000-0000-6422		11.18	DIRT CUP	3990048	Janitorial Supplies	N
	01-110-000-0000-6422		203.57	VAC PARTS, METERED AIR FRESH	3990075	Janitorial Supplies	N
	01-110-000-0000-6422		2.21	VACUUM PARTS	3993130	Janitorial Supplies	N
88628	Dalco Enterprises, Inc.		216.96	3 Transactions			
1754	Garrison Disposal Company, Inc. 01-110-000-0000-6255		458.50	MONTHLY GARBAGE SERVICE 09/01/2022	314569	Garbage	N
				09/30/2022			
1754	Garrison Disposal Company, Inc		458.50	1 Transactions			
14559	Goodin Company 01-110-000-0000-6422		78.31	FLUSH VALVES FOR THE FAIR	06623455-02	Janitorial Supplies	N
14559	Goodin Company		78.31	1 Transactions			
9046	Loffler Companies, Inc. 01-110-000-0000-6220		9.52	Oct phone bill 10/01/2022	IN-80010460131	Telephone	N
				10/31/2022			
9046	Loffler Companies, Inc.		9.52	1 Transactions			
89765	Minnesota Elevator, Inc 01-110-000-0000-6360		344.61	MONTHLY SERVICE 10/01/2022	985813	Services, Labor, Contracts	N
				10/31/2022			
89765	Minnesota Elevator, Inc		344.61	1 Transactions			

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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
10698	Stericycle, Inc 01-110-000-0000-6360		30.10	STERI-SAFE 11/01/2022 11/01/2022	4011296274	Services, Labor, Contracts	6
10698	Stericycle, Inc		30.10	1 Transactions			
110	DEPT Total:		1,346.91	Courthouse Maintenance	7 Vendors	11 Transactions	
120	DEPT			Veterans Service			
10452	AT&T Mobility 01-120-000-0000-6220		99.82	FIRSTNET SEPT 08/26/2022 09/25/2022	287298585696	Telephone	N
10452	AT&T Mobility		99.82	1 Transactions			
9046	Loffler Companies, Inc. 01-120-000-0000-6220		14.28	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		14.28	1 Transactions			
4669	Sterling Solutions, Inc 01-120-000-0000-6300		750.00	VIMS 12/01/2022 11/30/2023	02036-060	Maintenance/Service Contracts	N
4669	Sterling Solutions, Inc		750.00	1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230		100.00	V PRESS SEPTEMBER 09/27/2022 09/27/2022	45699	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		100.00	1 Transactions			
9933	WEX BANK - Veteran Services 01-120-000-0000-6335		217.50	FLEET SEPTEMBER 09/08/2022 10/07/2022	84314945	Gas/Vehicle Fuel Charges	N
9933	WEX BANK - Veteran Services		217.50	1 Transactions			
120	DEPT Total:		1,181.60	Veterans Service	5 Vendors	5 Transactions	
122	DEPT			Planning & Zoning			
10452	AT&T Mobility 01-122-000-0000-6220		223.60	MONTHLY CELLULAR CHARGES	287301120814	Telephone	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10452	AT&T Mobility		223.60	08/26/2022 09/25/2022			
					1 Transactions		
15142	Christensen/Charles						
	01-122-000-0000-6278		80.00	OCT PC MTG	101722	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		61.25	OCT PC MTG MILEAGE	101722	BOA/PC Mileage	Y
15142	Christensen/Charles		141.25		2 Transactions		
11990	Lange/David						
	01-122-000-0000-6278		80.00	OCT PC MTG	101722	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		60.00	OCT PC MTG MILEAGE	101722	BOA/PC Mileage	Y
11990	Lange/David		140.00		2 Transactions		
9046	Loffler Companies, Inc.						
	01-122-000-0000-6220		23.80	Oct phone bill	IN-80010460131	Telephone	N
				10/01/2022 10/31/2022			
9046	Loffler Companies, Inc.		23.80		1 Transactions		
13424	Sonnee/Dennise J						
	01-122-000-0000-6278		80.00	OCT PC MTG	101722	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		84.38	OCT PC MTG MILEAGE	101722	BOA/PC Mileage	Y
13424	Sonnee/Dennise J		164.38		2 Transactions		
122	DEPT Total:		693.03	Planning & Zoning	5 Vendors	8 Transactions	
123	DEPT			Coroner			
	3987 Ramsey County Medical Examiner						
	01-123-000-0000-6260		1,542.00	D.T.N.	MEDEX-032893	Autopsies--Pathologist, Xrays, Etc	N
	3987 Ramsey County Medical Examiner		1,542.00		1 Transactions		
	9151 River Valley Forensic Services PA						
	01-123-000-0000-6262		1,250.00	AUGUST SERVICES; ME 22-23338	1902	Coroner Fees	6
	9151 River Valley Forensic Services PA		1,250.00		1 Transactions		
123	DEPT Total:		2,792.00	Coroner	2 Vendors	2 Transactions	
200	DEPT			Enforcement			
	86359 Aitkin Co Attorney						

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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	
		01-200-039-0000-6263			1,275.00	2022 3RD Q CONSULTS	09302022	Contract Legal Services	N
86359	Aitkin Co Attorney				1,275.00	1 Transactions			
170	Aitkin Motor Company	01-200-000-0000-6302			38.97	SPARE KEYS	17103	Vehicle Maintenance	N
170	Aitkin Motor Company				38.97	1 Transactions			
9561	Amazon Business	01-200-000-0000-6405			399.99	DEPUTY PRINTER	1VP-LV1Y-66LG	Office Supplies	N
9561	Amazon Business				399.99	1 Transactions			
9203	AT&T Mobility	01-200-000-0000-6220			1,807.99	DEPUTY CELL, SQUAD PC	287297906116	Telephone	N
		01-200-000-0000-6220			1,807.99	DEPUTY CELL; SQUAD PC	287297906116	Telephone	N
9203	AT&T Mobility				3,615.98	2 Transactions			
10442	Bureau Of Crim.Apprehension	01-200-000-0000-6360			1,560.00	BCA-CJDN ACCESS FEE	00000717789	Services, Labor, Contracts	N
10442	Bureau Of Crim.Apprehension				1,560.00	1 Transactions			
1152	Cook/Steven	01-200-000-0000-6260			1,700.00	BACKGROUNDS	09302022	Professional Consulting	Y
1152	Cook/Steven				1,700.00	1 Transactions			
10059	Defense/Rampart	01-200-000-0000-6360			4,194.01	BODY CAM AUDIT	0000001	Services, Labor, Contracts	Y
10059	Defense/Rampart				4,194.01	1 Transactions			
9806	Elite K-9, Inc.	01-200-019-0000-6460			380.80	K-9 TRAINING SUPPLIES	274689A	Deputy Supplies	Y
9806	Elite K-9, Inc.				380.80	1 Transactions			
4812	JC32 Teamsters H&W Fund	01-200-000-0000-6101			5,760.00	OCT H INSURANCE	202210	Salaries-Full Time	N
						10/01/2022	10/31/2022		
		01-200-000-0000-6150			22,050.00	OCT H INSURANCE	202210	Health Insurance-Employer	N
						10/01/2022	10/31/2022		
4812	JC32 Teamsters H&W Fund				27,810.00	2 Transactions			

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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 Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
89250	Kramer/Pamela K 01-200-003-0000-6330		94.50	MILEAGE	10032022	Transportation/Travel/Parking	N
89250	Kramer/Pamela K		94.50	1 Transactions			
9046	Loffler Companies, Inc. 01-200-000-0000-6220		138.00	Oct phone bill 10/01/2022	IN-80010460131 10/31/2022	Telephone	N
9046	Loffler Companies, Inc.		138.00	1 Transactions			
252	Lynn Peavey Company 01-200-000-0000-6405		76.35	MARIJUANA TEST KITS	393780	Office Supplies	N
252	Lynn Peavey Company		76.35	1 Transactions			
3371	Minnesota Sheriffs' Association 01-200-039-0000-6463		120.00	PERMITS TO ACQUIRE	269400	Gun Permit Supplies/Expenses	N
3371	Minnesota Sheriffs' Association		120.00	1 Transactions			
4010	Rasley Oil Company 01-200-000-0000-6335		111.52	DEPUTY GAS	AITCOSHERS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		111.52	1 Transactions			
13006	Ray Allen Manufacturing, LLC 01-200-019-0000-6460		60.98	K-9 NARC SAFE CASE	RINV272939	Deputy Supplies	N
13006	Ray Allen Manufacturing, LLC		60.98	1 Transactions			
86235	The Office Shop Inc 01-200-000-0000-6405		35.42	JACQUIE'S NOTARY STAMP	1116349-1	Office Supplies	N
	01-200-000-0000-6405		81.44	STENO BOOKS	1116822-0	Office Supplies	N
	01-200-000-0000-6405		111.73	PENS, HIGHLIGHTERS, BINDERCLIP	1117749-0	Office Supplies	N
	01-200-000-0000-6360		441.68	ADMIN COPIER COUNT	323086-0	Services, Labor, Contracts	N
	01-200-019-0000-6405		18.81	AIR DUSTER CLEANER	323326-0	Office Supplies	N
	01-200-200-0000-6405		33.06	3 HOLE PUNCH	323702-0	VCET - AIM Office Supplies	N
86235	The Office Shop Inc		722.14	6 Transactions			
13934	The Tire Barn 01-200-000-0000-6302		66.68	#224 OIL CHANGE	64595	Vehicle Maintenance	N
	01-200-000-0000-6302		52.68	#202 OIL CHANGE	64621	Vehicle Maintenance	N
	01-200-000-0000-6302		67.68	#212 OIL CHANGE	64707	Vehicle Maintenance	N
	01-200-000-0000-6302		304.83	#219 OIL CHANGE & BATTERY	64721	Vehicle Maintenance	N

Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-200-000-0000-6302			69.48	#216 OIL CHANGE		64830		Vehicle Maintenance		N
13934	The Tire Barn				561.35		5 Transactions					
9932	WEX BANK - Sheriff's Department											
		01-200-000-0000-6335			73.27	#221 GAS		84229262		Gas/Vehicle Fuel Charges		N
9932	WEX BANK - Sheriff's Department				73.27		1 Transactions					
200	DEPT Total:				42,932.86	Enforcement		18 Vendors		29 Transactions		
202	DEPT					Boat & Water						
9203	AT&T Mobility											
		01-202-000-0000-6220			87.98	208 CELL PHONE & SQUAD PC		287297906116		Telephone		N
		01-202-000-0000-6220			87.98	208 CELL & SQUAD PC		287297906116		Telephone		N
9203	AT&T Mobility				175.96		2 Transactions					
4812	JC32 Teamsters H&W Fund											
		01-202-000-0000-6101			320.00	OCT H INSURANCE	10/01/2022 10/31/2022	202210		Salaries-Full Time		N
		01-202-000-0000-6150			1,225.00	OCT H INSURANCE	10/01/2022 10/31/2022	202210		Health Insurance-Employer		N
4812	JC32 Teamsters H&W Fund				1,545.00		2 Transactions					
202	DEPT Total:				1,720.96	Boat & Water		2 Vendors		4 Transactions		
252	DEPT					Corrections						
9203	AT&T Mobility											
		01-252-000-0000-6220			99.50	DISPATCH CELL -TRANSPORT CELL		287297906116		Telephone		N
		01-252-000-0000-6220			99.50	DISPATCH CELL; TRANSPORT CELL		287297906116		Telephone		N
9203	AT&T Mobility				199.00		2 Transactions					
710	Brainerd Dispatch											
		01-252-252-0000-6465			248.04	BRAINED DISPATCH		178234833		Inamte Welfare Supplies		N
710	Brainerd Dispatch				248.04		1 Transactions					
163	Charter Communications Holdings LLC											
		01-252-252-0000-6465			197.30	INMATE CABLE		0006081092822		Inamte Welfare Supplies		N
163	Charter Communications Holdings LLC				197.30		1 Transactions					

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10061	CLIA Laboratory Program 01-252-000-0000-6360		180.00	DEPT OF HEALTH LICENSING	24D2218300	Services, Labor, Contracts	Y
10061	CLIA Laboratory Program		180.00	1 Transactions			
10855	Culligan Water 01-252-000-0000-6342		55.00	OCT COOLER RENTAL	150X01366608	Tower Lease and Rental/Contracts	N
10855	Culligan Water		55.00	1 Transactions			
10057	Eddy/Elizabeth 01-252-000-0000-6430		43.30	INMATE MEDS	1271	Medical Expense/Supplies - Inmates	Y
10057	Eddy/Elizabeth		43.30	1 Transactions			
14010	Erickson/Patrice 01-252-000-0000-6430		3.60	INMATE MEDS	8705	Medical Expense/Supplies - Inmates	N
14010	Erickson/Patrice		3.60	1 Transactions			
1598	Ferrara's Htg Air Cond & Refrig Inc 01-252-000-0000-6590		662.32	GASKETS ON COOLER & FREEZER	11981	Repair & Maintenance Supplies	N
1598	Ferrara's Htg Air Cond & Refrig Inc		662.32	1 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin 01-252-000-0000-6430		1,555.49	INMATE MEDS	30	Medical Expense/Supplies - Inmates	N
15362	GuidePoint Pharmacy #114 Aitkin		1,555.49	1 Transactions			
4812	JC32 Teamsters H&W Fund 01-252-000-0000-6101		6,030.00	OCT H INSURANCE 10/01/2022	202210 10/31/2022	Salaries-Full Time	N
	01-252-000-0000-6150		21,780.00	OCT H INSURANCE 10/01/2022	202210 10/31/2022	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund		27,810.00	2 Transactions			
9046	Loffler Companies, Inc. 01-252-000-0000-6220		66.63	Oct phone bill 10/01/2022	IN-80010460131 10/31/2022	Telephone	N
9046	Loffler Companies, Inc.		66.63	1 Transactions			
90318	McKesson Medical 01-252-000-0000-6430		306.14	MEDICAL SUPPLIES	10569015	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		296.91	INMATE MEDICAL	19820549	Medical Expense/Supplies - Inmates	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
90318	McKesson Medical		603.05		2 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 01-252-000-0000-6254		290.21	SHELTER/TOWER	345101501	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		290.21		1 Transactions		
89765	Minnesota Elevator, Inc 01-252-000-0000-6360		199.59	OCTOBER SERVICE	985350	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		199.59		1 Transactions		
3426	Morrison County Sheriff's Office 01-252-000-0000-6351		550.00	BOARDING A.M.M, D.N.S	09302022	Board Of Prisoners	N
3426	Morrison County Sheriff's Office		550.00		1 Transactions		
9228	North Memorial Ambulance Service 01-252-000-0000-6262		1,860.00	TRANSPORT S.M.B	AK2208056-1	Contract Service or Medical Service	N
9228	North Memorial Ambulance Service		1,860.00		1 Transactions		
3789	Pan-O-Gold Baking Company 01-252-000-0000-6418		79.28	BUNS/BREAD	10002422256004	Groceries	N
	01-252-000-0000-6418		36.00	GROCERIES	10002422258006	Groceries	N
	01-252-000-0000-6418		36.00	BUNS	10002422265003	Groceries	N
	01-252-000-0000-6418		18.00	BUNS	10002422272004	Groceries	N
	01-252-000-0000-6418		39.56	BUNS	10002422279011	Groceries	N
3789	Pan-O-Gold Baking Company		208.84		5 Transactions		
3810	Paulbeck's County Market 01-252-000-0000-6422		18.49	TOILET PAPER	927210202	Janitorial Supplies	N
	01-252-000-0000-6465		8.88	PROPEL	927210202	Inmate Supplies	N
3810	Paulbeck's County Market		27.37		2 Transactions		
9808	Performance Foodservice 01-252-000-0000-6418		1,928.94	GROCERIES	312051	Groceries	N
	01-252-000-0000-6418		2,296.13	GROCERIES	321073	Groceries	N
	01-252-000-0000-6418		2,469.46	GROCERIES	329955	Groceries	N
	01-252-000-0000-6418		1,308.30	GROCERIES	338264	Groceries	N
	01-252-000-0000-6418		1,838.52	GROCERIES	347163	Groceries	N
9808	Performance Foodservice		9,841.35		5 Transactions		

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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
11947	Phoenix Supply 01-252-000-0000-6465		427.24	SHORTS, BOXERS, T-SHIRTS	27470	Inmate Supplies	N
11947	Phoenix Supply		427.24	1 Transactions			
10771	Regional Diagnostic Radiology 01-252-000-0000-6262		325.82	B.A.G. RADIOLOGY	1942277835	Contract Service or Medical Service	6
10771	Regional Diagnostic Radiology		325.82	1 Transactions			
12598	Scollard/Pat 01-252-000-0000-6330		14.54	SCOLLARD - TRANSPORT MEAL	35135	Prisoner Transportation & Travel	N
12598	Scollard/Pat		14.54	1 Transactions			
4761	Sysco Minnesota Inc 01-252-000-0000-6418		693.45	GROCERIES	253236098	Groceries	N
4761	Sysco Minnesota Inc		693.45	1 Transactions			
86235	The Office Shop Inc 01-252-000-0000-6405		74.99	PAT S TONER	1117749-1	Office Supplies	N
	01-252-000-0000-6360		132.66	DISPATCH COPIER COUNT	323086-0	Services, Labor, Contracts	N
	01-252-000-0000-6360		338.12	BOOKING COPIER COUNT	323470-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		545.77	3 Transactions			
13934	The Tire Barn 01-252-000-0000-6302		283.82	#316 BATTERY & OIL CHANGE	64826	Vehicle Maintenance	N
13934	The Tire Barn		283.82	1 Transactions			
252	DEPT Total:		46,891.73	Corrections	25 Vendors	39 Transactions	
253	DEPT			Sentence to Serve			
9203	AT&T Mobility 01-253-000-0000-6220		38.23	STS AIR CARD	287297906116	Telephone	N
	01-253-000-0000-6220		38.23	STS AIR CARD	287297906116	Telephone	N
9203	AT&T Mobility		76.46	2 Transactions			
7525	Hometown Bldg Supply 01-253-000-0000-6464		48.29	2X12 TREATED	2209-069314	STS Supplies	N
7525	Hometown Bldg Supply		48.29	1 Transactions			
4812	JC32 Teamsters H&W Fund						

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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-253-000-0000-6101			335.00	OCT H INSURANCE 10/01/2022 10/31/2022	202210	Salaries-Full Time	N
	01-253-000-0000-6150			1,210.00	OCT H INSURANCE 10/01/2022 10/31/2022	202210	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund			1,545.00		2	Transactions	
9046	Loffler Companies, Inc.							
	01-253-000-0000-6220			4.76	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.			4.76		1	Transactions	
3100	McGregor Oil							
	01-253-000-0000-6335			20.69	STS GAS	96763-ST	Gas/Vehicle Fuel Charges	N
3100	McGregor Oil			20.69		1	Transactions	
4010	Rasley Oil Company							
	01-253-000-0000-6335			127.27	STS GAS	AITCOSHES	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company			127.27		1	Transactions	
253	DEPT Total:			1,822.47	Sentence to Serve	6	Vendors	8
							Transactions	
255	DEPT				Crime Victims			
9046	Loffler Companies, Inc.							
	01-255-000-0000-6220			4.76	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.			4.76		1	Transactions	
255	DEPT Total:			4.76	Crime Victims	1	Vendors	1
							Transactions	
257	DEPT				Community Corrections			
14563	Anoka County Corrections							
	01-257-255-0000-6269			23,199.04	JUV SEC PROGRAM/RX SBA,ADB,AGB 09/01/2022 09/30/2022	883-1000002-1	Juvenile Detention	N
14563	Anoka County Corrections			23,199.04		1	Transactions	
248	Association of Mn Counties							
	01-257-251-0000-6241			150.00	MACCAC DIRECTORS CONF -ADV BRD 09/28/2022 09/30/2022	09.28.2022	Registration Fee	N

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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
248	Association of Mn Counties		150.00		1 Transactions		
89203	Core Professional Services, Pa 01-257-267-0000-6260		700.00	SO EVALUATION (REIMBURSABLE) 08/17/2022 09/15/2022	1372	Professional Consulting	6
89203	Core Professional Services, Pa		700.00		1 Transactions		
9046	Loffler Companies, Inc. 01-257-000-0000-6220		47.59	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		47.59		1 Transactions		
9489	Redwood Toxicology Laboratory, Inc 01-257-267-0000-6274		131.33	LAB COST DRUG TESTING 09/01/2022 09/30/2022	02239920229	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		131.33		1 Transactions		
257	DEPT Total:		24,227.96	Community Corrections	5 Vendors	5 Transactions	
280	DEPT			Emergency Management			
361	Arrowhead EMS Association 01-280-000-0000-6240		85.00	ARROWHEAD EMS ASSOC DUES	12099	Membership/Dues/Association Fees	N
361	Arrowhead EMS Association		85.00		1 Transactions		
280	DEPT Total:		85.00	Emergency Management	1 Vendors	1 Transactions	
390	DEPT			Environmental Health			
9046	Loffler Companies, Inc. 01-390-000-0000-6220		23.80	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		23.80		1 Transactions		
390	DEPT Total:		23.80	Environmental Health	1 Vendors	1 Transactions	
391	DEPT			Solid Waste			
10452	AT&T Mobility 01-391-000-0000-6220		44.72	MONTHLY CELLULAR CHARGES 08/26/2022 09/25/2022	287301120814	Telephone	N

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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
10452	AT&T Mobility		44.72		1 Transactions		
2340	Hyytinen Hardware Hank 01-391-000-0000-6405		19.92	KEYS FOR RECYCLING/COMPOST	4254/1	Office, Film, & Field Supplies	N
2340	Hyytinen Hardware Hank		19.92		1 Transactions		
9046	Loffler Companies, Inc. 01-391-000-0000-6220		9.52	Oct phone bill 10/01/2022	10/31/2022 IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		9.52		1 Transactions		
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360		14,359.93	MONTHLY RECYCLING CONTRACT 09/01/2022	09/30/2022 009738928085	Recycling Contract	N
11507	Waste Management of Minnesota, Inc		14,359.93		1 Transactions		
391	DEPT Total:		14,434.09	Solid Waste	4 Vendors	4 Transactions	
601	DEPT			Extension			
89471	Aitkin Co 4-H Council 01-601-551-0000-5840		360.00	PLAT BOOK SALES (#694-702)	10/24/2022	4-H Plat Book Sales	N
89471	Aitkin Co 4-H Council		360.00		1 Transactions		
9046	Loffler Companies, Inc. 01-601-000-0000-6220		4.76	Oct phone bill 10/01/2022	10/31/2022 IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		4.76		1 Transactions		
601	DEPT Total:		364.76	Extension	2 Vendors	2 Transactions	
711	DEPT			Economic Development			
9046	Loffler Companies, Inc. 01-711-000-0000-6220		4.76	Oct phone bill 10/01/2022	10/31/2022 IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		4.76		1 Transactions		
711	DEPT Total:		4.76	Economic Development	1 Vendors	1 Transactions	

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Aitkin County



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

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1 General Fund

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	Fund Total:		182,955.83	General Fund		173 Transactions	

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2 Reserves 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
60	DEPT			Elections			
9243	Command Central, LLC						
	02-060-000-0000-6800		18,960.00	BALLOT CODING/PROGRAMMING	31289	Election Reserve Expense	Y
	02-060-000-0000-6800		3,210.19	TEST BALLOTS	31326	Election Reserve Expense	Y
9243	Command Central, LLC		22,170.19	2 Transactions			
13129	SeaChange Printing & Marketing Serv LLC						
	02-060-000-0000-6800		4,716.11	2022 GENERAL ELECTION BALLOTS	41891	Election Reserve Expense	N
	02-060-000-0000-6800		12,468.50	MAIL BALLOT SERVICE-GENERAL	42019	Election Reserve Expense	N
	02-060-000-0000-6800		418.97	REPRINTED BALLOTS-GENERAL	42134	Election Reserve Expense	N
	02-060-000-0000-6800		5,313.39	DUPLICATE PAYMENT CREDIT	INV013282	Election Reserve Expense	N
13129	SeaChange Printing & Marketing Serv LLC		12,290.19	4 Transactions			
60	DEPT Total:		34,460.38	Elections	2 Vendors	6 Transactions	
200	DEPT			Enforcement			
170	Aitkin Motor Company						
	02-200-028-0000-6620		37,440.00	#216 SQUAD	007348	Sheriff Enforcement/Squad Cars	N
170	Aitkin Motor Company		37,440.00	1 Transactions			
10063	Harry Brown's Family Automotive						
	02-200-028-0000-6620		33,131.00	#221 SQUAD	16606	Sheriff Enforcement/Squad Cars	Y
10063	Harry Brown's Family Automotive		33,131.00	1 Transactions			
200	DEPT Total:		70,571.00	Enforcement	2 Vendors	2 Transactions	
2	Fund Total:		105,031.38	Reserves Fund		8 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
301	DEPT			R&B Administration			
11406	Innovative Office Solutions, LLC 03-301-000-0000-6405		141.13	OFFICE SUPPLIES	IN3970086	Office Supplies	N
11406	Innovative Office Solutions, LLC		141.13	1 Transactions			
13037	Reserve Account 03-301-000-0000-6205		500.00	POSTAGE	9	Postage	N
13037	Reserve Account		500.00	1 Transactions			
301	DEPT Total:		641.13	R&B Administration	2 Vendors	2 Transactions	
303	DEPT			R&B Highway Maintenance			
195	Aitkin Tire Shop 03-303-000-0000-6590		1,460.00	TIRES	0-061696	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		100.00	REPAIR LABOR	0-061696	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		80.00	REPAIR LABOR	0-061842	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		1,640.00	3 Transactions			
7916	AT&T Mobility 03-303-000-0000-6220		38.23	CAROL LAPTOP SVC	287303768387x1	Telephone	N
	03-303-000-0000-6220		38.23	MIKE LAPTOP SVC	287303768387x1	Telephone	N
	03-303-000-0000-6220		38.23	PAUL'S IPAD SERVICE	287303768387x1	Telephone	N
7916	AT&T Mobility		114.69	3 Transactions			
11419	Beaudry Oil & Service, Inc. 03-303-000-0000-6570		16,844.52	AITKIN DIESEL	1096668	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		15,113.00	PALISADE DIESEL	1096669	Motor Fuel & Lubricants	N
11419	Beaudry Oil & Service, Inc.		31,957.52	2 Transactions			
8544	Brock White 03-303-000-0000-6521		442.00	CD5 SILT FENCE	15701456-00	Maintenance Supplies	N
8544	Brock White		442.00	1 Transactions			
14887	Cintas Corporation 03-303-000-0000-6360		15.82	SHOP LAUNDRY	4133898524	Services, Labor, Contracts	N
14887	Cintas Corporation		15.82	1 Transactions			
15149	COLLINS BROTHERS TOWING OF ST CLOU 03-303-000-0000-6590		700.00	TOWING	22-113044	Repair & Maintenance Supplies	N

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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
15149	COLLINS BROTHERS TOWING OF ST CLOL		700.00		1 Transactions		
5893	Consolidated Telecommunications Co. 03-303-000-0000-6254		150.00	HIGH SPEED INTERNET	21112012	Utilities-Gas and Electric	N
5893	Consolidated Telecommunications Co.		150.00		1 Transactions		
8500	Diamond Mowers, Inc 03-303-000-0000-6590		160.02	REPAIR PARTS	0229406-IN	Repair & Maintenance Supplies	N
8500	Diamond Mowers, Inc		160.02		1 Transactions		
9335	Flier/Randy 03-303-000-0000-6181		145.00	WORK BOOTS REIMBURSEMENT	BERMEL'S	Safety Footwear Allowance	N
9335	Flier/Randy		145.00		1 Transactions		
2089	Heartland Tire Inc 03-303-000-0000-6590		732.00	REPAIR LABOR	15020824	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		81.12	REPAIR PARTS	15020824	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		6,337.68	TIRE	15020824	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc		7,150.80		3 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		81.74	SEPT JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		84.35	SEPT SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		53.00	SEPT CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power		219.09		3 Transactions		
9046	Loffler Companies, Inc. 03-303-000-0000-6220		85.66	Oct phone bill 10/01/2022	IN-80010460131 10/31/2022	Telephone	N
9046	Loffler Companies, Inc.		85.66		1 Transactions		
15300	MCGREGOR ACE HARDWARE 03-303-000-0000-6417		8.99	AITKIN SHOP SUPPLIES	A55979	Shop/Building Maintenance	N
15300	MCGREGOR ACE HARDWARE		8.99		1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 03-303-000-0000-6254		104.46	POWER: PALISADE	18-52-023-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		45.21	169 & CSAH 3	19-23-010-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 5	27-35-015-02	Utilities-Gas and Electric	N

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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	
	03-303-000-0000-6254		84.90	POWER: MCGREGOR	29-53-003-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 8	30-06-012-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 4	32-32-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		796.46	POWER: AITKIN	33-52-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		58.35	169 & CSAH 28	39-62-022-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		43.24	CSAH 12	40-06-000-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 12	46-56-023-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.00	CSAH 11	48-09-009-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		50.65	47 & CSAH 2	54-51-104-01	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		1,433.27				
				12 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6590		127.56	REPAIR PARTS	X220052589:01	Repair & Maintenance Supplies	N
9179	NORTH CENTRAL INTERNATIONAL, LLC		127.56				
				1 Transactions			
10720	Nuss Truck Group Inc						
	03-303-000-0000-6590		318.23	REPAIR PARTS	6152101P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		318.23				
				1 Transactions			
10412	O'Reilly Auto Parts						
	03-303-000-0000-6590		7.54	REPAIR PARTS	1878-133753	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts		7.54				
				1 Transactions			
8537	Powerplan OIB						
	03-303-000-0000-6590		150.49	REPAIR PARTS	2159881	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		150.52	REPAIR PARTS	2164639	Repair & Maintenance Supplies	N
8537	Powerplan OIB		301.01				
				2 Transactions			
13934	The Tire Barn						
	03-303-000-0000-6590		836.52	REPAIR PARTS	64815	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		92.00	REPAIR LABOR	64815	Repair & Maintenance Supplies	N
13934	The Tire Barn		928.52				
				2 Transactions			
12788	Timmer Implement of Aitkin						
	03-303-000-0000-6590		37.00	REPAIR PARTS-FILTERS	IA22929	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		37.00				
				1 Transactions			
6097	Verizon Wireless						
	03-303-000-0000-6220		270.41	DEPT CELL PHONES	9917177639	Telephone	N

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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
6097	Verizon Wireless		270.41		1 Transactions		
8605	Wayne's Sanitation LLC 03-303-000-0000-6254		65.80	GARBAGE: MCGRATH	338305	Utilities-Gas and Electric	N
8605	Wayne's Sanitation LLC		65.80		1 Transactions		
9642	WEX BANK 03-303-000-0000-6570		5,127.50	GASOLINE	84331126	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		81.95-	REBATE	84331126	Motor Fuel & Lubricants	N
9642	WEX BANK		5,045.55		2 Transactions		
303	DEPT Total:		51,324.48	R&B Highway Maintenance	23 Vendors	46 Transactions	
307	DEPT			R&B Capital Infrastructure			
7652	Erickson Engineering Co. 03-307-000-0000-6269		23,240.00	PROFESSIONAL SERVICES	15174	Professional Services	Y
	03-307-000-0000-6269		6,933.00	PROFESSIONAL SERVICES	15179	Professional Services	Y
7652	Erickson Engineering Co.		30,173.00		2 Transactions		
5556	MN Board Of Water & Soil Resources 03-307-000-0000-6269		394.80	WETLAND CREDITS		Professional Services	N
5556	MN Board Of Water & Soil Resources		394.80		1 Transactions		
9239	Mn Dept Of Natural Resources-OMB 03-307-000-0000-6269		190.00	HERITAGE REVIEW	231981	Professional Services	N
9239	Mn Dept Of Natural Resources-OMB		190.00		1 Transactions		
307	DEPT Total:		30,757.80	R&B Capital Infrastructure	3 Vendors	4 Transactions	
3	Fund Total:		82,723.41	Road & Bridge		52 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	AMAZON CAPITAL SERVICES						
	05-400-440-0410-6405		33.99	ERGO-PH-TRACKBALL MOUSE (SD) 10/18/2022 10/18/2022	13QC-XWVQ-HQKK	Office Supplies	N
	05-400-440-0410-6405		0.84	AGENCY-LETTER OPENERS 10/12/2022 10/12/2022	1446-VYDG-7LQP	Office Supplies	N
	05-400-440-0410-6405		1.24	AGENCY-COMMAND HOOK/KRAZY GLUE 10/14/2022 10/14/2022	1GHL-KYFT-TXL6	Office Supplies	N
	05-400-440-0410-6405		3.02	ADMIN-CALC/FILE FOLDERS (CB) 10/16/2022 10/16/2022	1KW6-GWMM-RMTC	Office Supplies	N
	05-400-440-0410-6405		4.68	AGENCY-9X12 ENV 10/16/2022 10/16/2022	1KW6-GWMM-RMTC	Office Supplies	N
	05-400-440-0410-6405		12.60	OSS-PRIVACY SCREENS (JF) 10/08/2022 10/08/2022	1RNQ-1H6W-R7H7	Office Supplies	N
	05-400-440-0410-6405		3.22	AGENCY-BATTERIES/LETTER OPENER 10/16/2022 10/16/2022	1TKJ-MNVV-3HG4	Office Supplies	N
	05-400-440-0410-6405		29.98	PH-PACKET HOLDERS 10/16/2022 10/16/2022	1TKJ-MNVV-3HG4	Office Supplies	N
	05-400-440-0410-6405		1.38	ERGO-OSS WRIST REST (KS) 10/16/2022 10/16/2022	1TKJ-MNVV-3HG4	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		65.75	9 Transactions			
783	Canon Financial Services, Inc						
	05-400-440-0410-6342		265.77	PH CONTRACT CHARGE-OCT '22 10/13/2022 10/13/2022	29375756	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		38.75	MAILROOM CONTRACT CHG-OCT '22 10/13/2022 10/13/2022	29375761	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		25.20	OSS CONTRACT CHG-OCT '22 10/13/2022 10/13/2022	29375765	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		329.72	3 Transactions			
9590	FFF Enterprises						
	05-400-400-0402-6432		12,514.02	FLUZONE QUAD HIGH DOSE 09/22/2022 09/22/2022	91591322	Vaccine Cost	N
	05-400-400-0402-6432		12,514.02	FLUZONE QUAD HIGH DOSE 10/03/2022 10/03/2022	91612803	Vaccine Cost	N
9590	FFF Enterprises		25,028.04	2 Transactions			
9046	Loffler Companies, Inc.						

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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	
	05-400-440-0410-6220		7.99	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	05-400-440-0410-6220		2.00	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	05-400-440-0410-6220		57.11	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		67.10	3 Transactions			
13624	Quadient Leasing USA, Inc						
	05-400-440-0410-6342		68.75	MAIL MACHINE CONTRACT 08/14/2022 11/13/2022	N9627600	Office Equipment Rental/Contracts	N
13624	Quadient Leasing USA, Inc		68.75	1 Transactions			
4010	Rasley Oil Company						
	05-400-430-0408-6335		75.22	MCH-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
	05-400-430-0408-6335		13.45	UHV-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
	05-400-440-0410-6335		3.37	ACCTG-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
	05-400-450-0451-6335		12.82	MY ASCENSION GAS CHGS FOR 09/2 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		104.86	4 Transactions			
10698	Stericycle, Inc						
	05-400-440-0410-6360		16.86	STERI-SAFE 11/01/2022 11/01/2022	4011296274	Services, Labor, Contracts	6
10698	Stericycle, Inc		16.86	1 Transactions			
400	DEPT Total:		25,681.08	Public Health Department	7 Vendors	23 Transactions	
420	DEPT			Income Maintenance			
88284	Aitkin Co Recorder						
	05-420-650-4800-6800		26.00	MA ESTATE DEATH CERTIFICATE 10/13/2022 10/13/2022	94272	Program Expenses Direct Charge Ffp	N
88284	Aitkin Co Recorder		26.00	1 Transactions			
9608	AMAZON CAPITAL SERVICES						
	05-420-600-4800-6405		1.98	AGENCY-LETTER OPENERS	1446-VYDG-7LQP	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
	05-420-600-4800-6405		2.92	10/12/2022 10/12/2022 AGENCY-COMMAND HOOK/KRAZY GLUE	1GHL-KYFT-TXL6	Office Supplies	N
	05-420-600-4800-6405		7.12	10/14/2022 10/14/2022 ADMIN-CALC/FILE FOLDERS (CB)	1KW6-GWMR-RMTC	Office Supplies	N
	05-420-600-4800-6405		11.03	10/16/2022 10/16/2022 AGENCY-9X12 ENV	1KW6-GWMR-RMTC	Office Supplies	N
	05-420-600-4800-6405		29.69	10/16/2022 10/16/2022 OSS-PRIVACY SCREENS (JF)	1RNQ-1H6W-R7H7	Office Supplies	N
	05-420-600-4800-6405		3.26	10/08/2022 10/08/2022 ERGO-OSS WRIST REST (KS)	1TKJ-MNVV-3HG4	Office Supplies	N
	05-420-600-4800-6405		7.60	10/16/2022 10/16/2022 AGENCY-BATTERIES/LETTER OPENER	1TKJ-MNVV-3HG4	Office Supplies	N
	05-420-600-4800-6405		29.98	10/16/2022 10/16/2022 IM-PACKET HOLDERS	1TKJ-MNVV-3HG4	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		34.20		8 Transactions		
783	Canon Financial Services, Inc						
	05-420-640-4800-6342		120.14	10/13/2022 10/13/2022 CS CONTRACT CHG - OCT '22	29375760	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		91.34	10/13/2022 10/13/2022 MAILROOM CONTRACT CHG-OCT '22	29375761	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		59.39	10/13/2022 10/13/2022 OSS CONTRACT CHG-OCT '22	29375765	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		270.87		3 Transactions		
11051	Department of Human Services						
	05-420-640-4800-6360		10.81	09/01/2022 09/30/2022 CS MONTHLY FED OFFSET FEE	A300C228101	Services, Labor, Contracts	N
11051	Department of Human Services		10.81		1 Transactions		
9046	Loffler Companies, Inc.						
	05-420-600-4800-6220		18.85	10/01/2022 10/31/2022 Oct phone bill	IN-80010460131	Telephone	N
	05-420-600-4800-6220		4.71	10/01/2022 10/31/2022 Oct phone bill	IN-80010460131	Telephone	N
	05-420-600-4800-6220		52.35	10/01/2022 10/31/2022 Oct phone bill	IN-80010460131	Telephone	N
	05-420-640-4800-6220		28.56	10/01/2022 10/31/2022 Oct phone bill	IN-80010460131	Telephone	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
9046	Loffler Companies, Inc.		104.47	10/01/2022 10/31/2022 4 Transactions			
13624	Quadient Leasing USA, Inc 05-420-600-4800-6342		162.06	MAIL MACHINE CONTRACT 08/14/2022 11/13/2022 1 Transactions	N9627600	Office Equipment Rental/Contracts	N
13624	Quadient Leasing USA, Inc		162.06				
4010	Rasley Oil Company 05-420-600-4800-6335		7.95	ACCTG-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022 1 Transactions	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		7.95				
86177	Sheriff Aitkin County 05-420-640-4800-6270		60.00	IV-D SERVICE 000129616601 10/19/2022 10/19/2022 1 Transactions	C2200303	Aitkin Co Sheriff Fees Iv-D	N
86177	Sheriff Aitkin County		60.00				
10698	Stericycle, Inc 05-420-600-4800-6360		39.73	STERI-SAFE 11/01/2022 11/01/2022 1 Transactions	4011296274	Services, Labor, Contracts	6
10698	Stericycle, Inc		39.73				
420	DEPT Total:		716.09	Income Maintenance	9 Vendors	21 Transactions	
430	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES 05-430-700-4800-6405		3.17	AGENCY-LETTER OPENERS 10/12/2022 10/12/2022	1446-VYDG-7LQP	Office Supplies	N
	05-430-700-4800-6405		4.68	AGENCY-COMMAND HOOK/KRAZY GLUE 10/14/2022 10/14/2022	1GHL-KYFT-TXL6	Office Supplies	N
	05-430-700-4800-6405		11.44	ADMIN-CALC/FILE FOLDERS (CB) 10/16/2022 10/16/2022	1KW6-GWMR-RMTC	Office Supplies	N
	05-430-700-4800-6405		17.71	AGENCY-9X12 ENV 10/16/2022 10/16/2022	1KW6-GWMR-RMTC	Office Supplies	N
	05-430-700-4800-6405		47.68	OSS-PRIVACY SCREENS (JF) 10/08/2022 10/08/2022	1RNQ-1H6W-R7H7	Office Supplies	N
	05-430-700-4800-6405		12.21	AGENCY-BATTERIES/LETTER OPENER 10/16/2022 10/16/2022	1TKJ-MNVV-3HG4	Office Supplies	N

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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
	05-430-700-4800-6405		5.24	ERGO-OSS WRIST REST (KS) 10/16/2022 10/16/2022	1TKJ-MNVV-3HG4	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		6.77	7 Transactions			
783	Canon Financial Services, Inc 05-430-700-4800-6342		146.70	MAILROOM CONTRACT CHG-OCT '22 10/13/2022 10/13/2022	29375761	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		95.38	OSS CONTRACT CHG-OCT '22 10/13/2022 10/13/2022	29375765	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		242.08	2 Transactions			
11051	Department of Human Services 05-430-700-4800-6266		3,187.24	SSIS FISCAL SUPPORT-2022 01/01/2022 12/31/2022	00000719962	Software Fees/License Fees	N
11051	Department of Human Services		3,187.24	1 Transactions			
9046	Loffler Companies, Inc. 05-430-700-4800-6220		30.27	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	05-430-700-4800-6220		7.57	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
	05-430-700-4800-6220		118.97	Oct phone bill 10/01/2022 10/31/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		156.81	3 Transactions			
13624	Quadient Leasing USA, Inc 05-430-700-4800-6342		260.29	MAIL MACHINE CONTRACT 08/14/2022 11/13/2022	N9627600	Office Equipment Rental/Contracts	N
13624	Quadient Leasing USA, Inc		260.29	1 Transactions			
4010	Rasley Oil Company 05-430-700-4800-6335		12.77	ACCTG-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
	05-430-700-4800-6335		234.85	SS-GAS CHARGES FOR 09/22 09/01/2022 09/30/2022	AITCOHHSS 9.22	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		247.62	2 Transactions			
10698	Stericycle, Inc 05-430-700-4800-6360		63.81	STERI-SAFE	4011296274	Services, Labor, Contracts	6

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 5 Health & Human Services

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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
10698	Stericycle,Inc		63.81	11/01/2022 11/01/2022	1 Transactions		
9615	WEX BANK - HHS						
	05-430-700-4800-6335		9.89-	SS-GAS CHARGES FOR AUG '22 09/01/2022 09/30/2022	84239962	Gas/Vehicle Fuel Charges	N
	05-430-700-4800-6335		373.80	SS-GAS CHARGES FOR SEPT '22 09/01/2022 09/30/2022	84239962	Gas/Vehicle Fuel Charges	N
	05-430-710-3160-6020		100.00	ADMIN FC TRANS-GAS CARD 09/07/2022 09/07/2022	84239962	Transportation Child Serv	N
9615	WEX BANK - HHS		463.91		3 Transactions		
430	DEPT Total:		4,628.53	Social Services	8 Vendors	20 Transactions	
5	Fund Total:		31,025.70	Health & Human Services		64 Transactions	

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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
5791	Sappi 10-900-000-0000-2300		2,028.00	REFUND BOND	14302	Timber Permit Bonds	N
	5791 Sappi		2,028.00	1 Transactions			
14341	Timberline Trucking 10-900-000-0000-2300		1,155.06	REFUND BOND	14051	Timber Permit Bonds	N
	14341 Timberline Trucking		1,155.06	1 Transactions			
900	DEPT Total:		3,183.06	Timber Permit Bonds	2 Vendors	2 Transactions	
921	DEPT			Co. Development			
5889	USDA, APHIS, General 10-921-000-0000-6360		5,310.10	APHIS	6100031757	Miscellaneous-Services	N
	5889 USDA, APHIS, General		5,310.10	1 Transactions			
921	DEPT Total:		5,310.10	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
195	Aitkin Tire Shop 10-923-000-0000-6590		25.00	TRAILER TIRE	726093	Repair & Maintenance Supplies	Y
	195 Aitkin Tire Shop		25.00	1 Transactions			
10452	AT&T Mobility 10-923-000-0000-6220		833.78	CELL SERVICE 08/26/2022 09/25/2022	287302631438	Telephone	N
	10452 AT&T Mobility		833.78	1 Transactions			
13725	Beartooth True Value 10-923-000-0000-6590		5.49	HD STAPLE	ACCT# 1009	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		90.94	SEAFOAM & BRAKLEEN CLEANER	ACCT# 1009	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		38.76	BUSHING, BATTERY, GALV NIPPLE	ACCT# 1009	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		5.99	EPOXY	ACCT# 1009	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		6.99	BLEACH	ACCT# 1009	Repair & Maintenance Supplies	N
	13725 Beartooth True Value		148.17	5 Transactions			
1430	Dotzler Power Equipment 10-923-000-0000-6590		19.79	SHAFT ASM MANDREL	27748	Repair & Maintenance Supplies	N

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	10-923-000-0000-6590		60.49	MANDREL ASM CAST IRON	27748	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		13.19	TRIMMER OIL WEED WHIP	28176	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		30.79	SCARL BLADE BRUSH CUTTER	28176	Repair & Maintenance Supplies	N
1430	Dotzler Power Equipment		124.26	4 Transactions			
2340	Hyytinen Hardware Hank						
	10-923-000-0000-6450		16.47	HORNET KILLER	2060	Field Supplies	N
	10-923-000-0000-6590		19.45	JOINT COMP 2 NIPPLE MARKER RED	2060	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		31.98	WIPER BLADE	2060	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank		67.90	3 Transactions			
9046	Loffler Companies, Inc.						
	10-923-000-0000-6220		66.63	Oct phone bill 10/01/2022	IN-80010460131	Telephone	N
9046	Loffler Companies, Inc.		66.63	1 Transactions			
3100	McGregor Oil						
	10-923-000-0000-6335		68.46	GAS	97521	Gas/Vehicle Fuel Charges	N
3100	McGregor Oil		68.46	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	10-923-000-0000-6254		150.95	SHOP ELECTRIC 09/01/2022	185110602	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		150.95	1 Transactions			
10058	Outdoor News						
	10-923-000-0000-6240		42.00	YEARLY SUBSCRIPTION 11/21/2022	250175	Membership/Dues/Association Fees	N
10058	Outdoor News		42.00	1 Transactions			
13934	The Tire Barn						
	10-923-000-0000-6590		20.00	PATCH PLUGS	L23330	Repair & Maintenance Supplies	N
13934	The Tire Barn		20.00	1 Transactions			
14341	Timberline Trucking						
	10-923-000-0000-6820		2,467.72	REFUND OVERAPPRAISE	14051	Refunds & Reimbursements	N
14341	Timberline Trucking		2,467.72	1 Transactions			
12788	Timmer Implement of Aitkin						

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	10-923-000-0000-6590		123.00	IA22656 HYDRAU OIL	CUST #09465	Repair & Maintenance Supplies N
	10-923-000-0000-6590		125.10	IA22607 MOWER PARTS	CUST #09465	Repair & Maintenance Supplies N
12788	Timmer Implement of Aitkin		248.10			2 Transactions
9642	WEX BANK					
	10-923-000-0000-6335		2,970.66	GAS	84331117	Gas/Vehicle Fuel Charges N
				09/08/2022	10/07/2022	
9642	WEX BANK		2,970.66			1 Transactions
923	DEPT Total:		7,233.63	Forfeited Tax Sales		13 Vendors 23 Transactions
926	DEPT			Law Library		
	5173 Thomson Reuters-West Publishing					
	10-926-000-0000-6455		1,517.18	ONLINE SUBSCRIPTION	847100515	Law Books N
				10/01/2022	10/31/2022	
	10-926-000-0000-6455		1,352.19	LIBRARY PLAN CHARGES	847183093	Law Books N
				10/04/2022	11/03/2022	
5173	Thomson Reuters-West Publishing		2,869.37			2 Transactions
926	DEPT Total:		2,869.37	Law Library		1 Vendors 2 Transactions
10	Fund Total:		18,596.16	Trust		28 Transactions

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
14742	Berg/James M						
	11-925-000-0000-6278		35.00	NRAC	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		27.50	MILEAGE	10102022	Transportation/Travel/Parking	Y
14742	Berg/James M		62.50		2 Transactions		
12526	Bixby/James						
	11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		40.00	MILEAGE	10102022	Transportation/Travel/Parking	Y
12526	Bixby/James		75.00		2 Transactions		
11397	Holmvg Excavating, LLC						
	11-925-000-0000-6361		1,260.00	DOZER FOREST RD 9-1	9263	Road Construction Service	Y
	11-925-000-0000-6361		3,115.00	FOREST RD 9-1	9263	Road Construction Service	Y
	11-925-000-0000-6361		900.00	DOZER FOREST RD 9-1	9263	Road Construction Service	Y
	11-925-000-0000-6361		5,355.00	FOREST RD 2-7	9263	Road Construction Service	Y
	11-925-000-0000-6361		2,862.00	FOREST RD 2-3	9263	Road Construction Service	Y
	11-925-000-0000-6361		5,340.00	FOREST RD 38-4	9263	Road Construction Service	Y
11397	Holmvg Excavating, LLC		18,832.00		6 Transactions		
14014	Hughes/Steve						
	11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	N
	11-925-000-0000-6330		22.50	MILEAGE	10102022	Transportation/Travel/Parking	N
14014	Hughes/Steve		57.50		2 Transactions		
11990	Lange/David						
	11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		42.50	MILEAGE	10102022	Transportation/Travel/Parking	Y
11990	Lange/David		77.50		2 Transactions		
12512	MARCUM/ROBERT						
	11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		30.00	MILEAGE	10102022	Transportation/Travel/Parking	Y
12512	MARCUM/ROBERT		65.00		2 Transactions		
5511	Milbradt/Kris						
	11-925-000-0000-6273		1,575.00	HAND RELEASE RED PINE	10182022	Timber Improvement	Y
5511	Milbradt/Kris		1,575.00		1 Transactions		

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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
10982	PRT USA Inc. 11-925-000-0000-6273		5,353.34	Replaces Warr #88125		Timber Improvement	N
10982	PRT USA Inc.		5,353.34	1 Transactions			
10906	Shipp/Dale 11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		20.00	MILEAGE	10102022	Transportation/Travel/Parking	Y
10906	Shipp/Dale		55.00	2 Transactions			
4927	Turnock/Franklin Allen 11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		37.50	MILEAGE	10102022	Transportation/Travel/Parking	Y
4927	Turnock/Franklin Allen		72.50	2 Transactions			
10017	Tveit/Galen 11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		22.50	MILEAGE	10102022	Transportation/Travel/Parking	Y
10017	Tveit/Galen		57.50	2 Transactions			
8612	Veenker/Thomas H 11-925-000-0000-6278		35.00	NRAC MEETING	10102022	Advisory Board/Committee Per Diem	N
	11-925-000-0000-6330		50.00	MILEAGE	10102022	Transportation/Travel/Parking	N
8612	Veenker/Thomas H		85.00	2 Transactions			
925	DEPT Total:		26,367.84	Resource Management	12 Vendors	26 Transactions	
936	DEPT			Gravel Pit			
13725	Beartooth True Value 11-936-000-0000-6450		26.99	ENGINEER HAMMER	ACCT# 1009	Field Supplies	N
13725	Beartooth True Value		26.99	1 Transactions			
936	DEPT Total:		26.99	Gravel Pit	1 Vendors	1 Transactions	
939	DEPT			County Surveyor			
1430	Dotzler Power Equipment 11-939-000-0000-6450		23.95	POWERCUT SAW CHAIN	28106	Supplies	N
1430	Dotzler Power Equipment		23.95	1 Transactions			

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

11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
2340	Hyytinen Hardware Hank					
	11-939-000-0000-6450		25.98	2 9 VOLT BATTERIES	2060	Supplies
2340	Hyytinen Hardware Hank		25.98	1 Transactions		N
9046	Loffler Companies, Inc.					
	11-939-000-0000-6220		4.76	Oct phone bill 10/01/2022	10/31/2022	IN-80010460131
	11-939-000-0000-6220		4.76	Oct phone bill 10/01/2022	10/31/2022	IN-80010460131
9046	Loffler Companies, Inc.		9.52	2 Transactions		N
939	DEPT Total:		59.45	County Surveyor	3 Vendors	4 Transactions
11	Fund Total:		26,454.28	Forest Development		31 Transactions

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

13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
86198	Aitkin County Treasurer						
	13-943-000-0000-2001		204.00	Prop Tax Overpayment	61-1-018000	Cur - Property Taxes	N
	13-943-000-0000-2001		26.00	Prop Tax Overpayment	61-1-018100	Cur - Property Taxes	N
	86198 Aitkin County Treasurer		230.00	2 Transactions			
943	DEPT Total:		230.00	Taxes And Penalties	1 Vendors	2 Transactions	
13	Fund Total:		230.00	Taxes & Penalties		2 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
521	DEPT			LLCC Administration			
13867	BrainRunner Inc 19-521-000-0000-6360		2,700.00	CAMP AND EVENT SOFTWARE 12/15/2022 12/14/2023	124389	Services, Labor, Contracts	N
13867	BrainRunner Inc		2,700.00	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		282.94	ENERGY CENTER 09/01/2022 10/01/2022	271300502	Utilities-Gas and Electric	N
	19-521-000-0000-6254		669.60	DINING HALL 09/01/2022 10/01/2022	271300601	Utilities-Gas and Electric	N
	19-521-000-0000-6254		523.71	NORTH STAR LODGE 09/01/2022 10/01/2022	271300703	Utilities-Gas and Electric	N
	19-521-000-0000-6254		40.62	PARKING LOT 09/01/2022 10/01/2022	271300801	Utilities-Gas and Electric	N
	19-521-000-0000-6254		94.34	STAFF RESIDENCE 09/01/2022 10/01/2022	271300901	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		1,611.21	5 Transactions			
13835	MN DEPARTMENT OF HEALTH 19-521-000-0000-6240		969.00	F&B, LODGING LICENSE RENEWAL 01/01/2023 12/31/2023	FBL-3959356542	Membership/Dues/Association Fees	N
13835	MN DEPARTMENT OF HEALTH		969.00	1 Transactions			
521	DEPT Total:		5,280.21	LLCC Administration	3 Vendors	7 Transactions	
523	DEPT			LLCC Food			
9808	Performance Foodservice 19-523-000-0000-6418		1,613.05	GROCERIES	500540-8	Groceries-Students	N
9808	Performance Foodservice		1,613.05	1 Transactions			
4761	Sysco Minnesota Inc 19-523-000-0000-6418		1,724.42	GROCERIES FOR SCHOOL	253255788	Groceries-Students	N
4761	Sysco Minnesota Inc		1,724.42	1 Transactions			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		1,996.29	GROCERIES	179709-00	Groceries-Students	N
	19-523-000-0000-6418		1,155.15	GROCERIES	1811618-00	Groceries-Students	N
4968	Upper Lakes Foods, Inc		3,151.44	2 Transactions			

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 19 Long Lake Conservation Cen

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

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
523	DEPT Total:		6,488.91	LLCC Food	3 Vendors	4 Transactions	
19	Fund Total:		11,769.12	Long Lake Conservation Center		11 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
520	DEPT			Parks			
9561	Amazon Business 21-520-000-0000-6523		79.97	JAEGER 24 PC RACHETING WRENCH	1YWG-MMLY-VC4W	Misc Bldg & Shop Supplies	N
	9561 Amazon Business		79.97		1 Transactions		
13725	Beartooth True Value 21-520-000-0000-6523		18.88	EARTH ANCHOR	ACCT# 1009	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		277.94	DECK STAIN & BRUSH	ACCT# 1009	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		302.94	DECK STAIN & BRUSH	ACCT# 1009	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		28.97	CAULK AND SEALANT	ACCT# 1009	Misc Bldg & Shop Supplies	N
13725	Beartooth True Value		628.73		4 Transactions		
9625	Blind Lake ATV Club 21-520-000-0000-6802	Q	12,288.47	BLIND LAKE ATV 8/22/2022	00807135	Trail Grants-State	N
9625	Blind Lake ATV Club		12,288.47		1 Transactions		
10618	Erik's Lawn Service 21-520-000-0000-6360		200.00	ROUND LAKE BEACH MOW 09/08/2022 10/06/2022	8859	Services, Labor, Contracts	Y
10618	Erik's Lawn Service		200.00		1 Transactions		
9354	Kangas Enterprise, Inc 21-520-000-0000-6360	B	185.00	JACOBSON CAMP	21844	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		185.00		1 Transactions		
15211	Quality Disposal Systems Inc 21-520-000-0000-6360		187.20	SNAKE RIVER GARBAGE	1187622	Services, Labor, Contracts	N
15211	Quality Disposal Systems Inc		187.20		1 Transactions		
9617	Timber Lakes Septic Service, Inc. 21-520-000-0000-6360	B	130.00	BERGLUND DUMP	31732	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	130.00	AITKIN DUMP	31819	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.		260.00		2 Transactions		
12718	Up North Riders 21-520-000-0000-6802	Q	13,839.20	LAWLER LOOPS FY22 8/25/2022	00807186	Trail Grants-State	N
12718	Up North Riders		13,839.20		1 Transactions		
11507	Waste Management of Minnesota, Inc						

WLC1
 10/25/22 3:26PM
 21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	21-520-000-0000-6360	B	98.28	AITKIN CAMP DUMP 09/01/2022 09/30/2022	6761455-1767-5	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	98.28	JACOBSON CAMP 09/01/2022 09/30/2022	6905432-0412-5	Services, Labor, Contracts	N
11507	Waste Management of Minnesota, Inc		196.56	2 Transactions			
10339	White Pine Riders						
	21-520-000-0000-6802	Q	466.23	SOLANA 07/09/2022 09/17/2022	00807171	Trail Grants-State	N
10339	White Pine Riders		466.23	1 Transactions			
520	DEPT Total:		28,331.36	Parks	10 Vendors	15 Transactions	
21	Fund Total:		28,331.36	Parks		15 Transactions	

WLC1
 10/25/22 3:26PM
 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			American Rescue Plan - COVID			
173	City Of Hill City 22-716-000-0000-6802		5,000.00	CG- HILL CITY WATER TOWER 09/20/2022 09/20/2022	CG - 09202022	Category: Negative Economic Impacts	N
	22-716-000-0000-6802		5,000.00	CG HILL CITY PARK PROJECT 09/20/2022 09/20/2022	CG2 09202022	Category: Negative Economic Impacts	N
173	City Of Hill City		10,000.00	2 Transactions			
9013	STRATELIGENT 22-716-000-0000-6802		3,333.33	CREATIVE SERVICES OCT. 10/01/2022 10/30/2022	OCTOBER	Category: Negative Economic Impacts	N
9013	STRATELIGENT		3,333.33	1 Transactions			
716	DEPT Total:		13,333.33	American Rescue Plan - COVID	2 Vendors	3 Transactions	
22	Fund Total:		13,333.33	Coronavirus Relief Fund		3 Transactions	
	Final Total:		500,450.57	224 Vendors	387 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	182,955.83	General Fund
	2	105,031.38	Reserves Fund
	3	82,723.41	Road & Bridge
	5	31,025.70	Health & Human Services
	10	18,596.16	Trust
	11	26,454.28	Forest Development
	13	230.00	Taxes & Penalties
	19	11,769.12	Long Lake Conservation Center
	21	28,331.36	Parks
	22	13,333.33	Coronavirus Relief Fund
All Funds		500,450.57	Total

Approved by,

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Print List in Order By: 2
1 - Fund (Page Break by Fund)
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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

R&B Contracts

WLC1
10/19/22 7:48PM

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
307	DEPT			R&B Capital Infrastructure			
	9741 REDSTONE CONSTRUCTION, LLC						
	03-307-000-0000-6262		102,850.81	Partial Payment #5	20222	Contract Payments	Y
	9741 REDSTONE CONSTRUCTION, LLC		102,850.81	1 Transactions			
307	DEPT Total:		102,850.81	R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		102,850.81	Road & Bridge		1 Transactions	
	Final Total:		102,850.81	1 Vendors	1 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	102,850.81	Road & Bridge
All Funds		102,850.81	Total

Approved by,

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Print List in Order By: 2
1 - Fund (Page Break by Fund)
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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

School Advance 10.25.22

Aitkin County



Audit List for Board **AUDITOR'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
932	DEPT			Schools			
393	ISD 1 Aitkin-Treasurer 12-932-000-0000-6801		892,760.93	2022 Advance Payment		Appropriations	N
393	ISD 1 Aitkin-Treasurer		892,760.93	1 Transactions			
1985	ISD 182 Crosby-Treasurer 12-932-000-0000-6801		16.09	2022 Advance Payment		Appropriations	N
1985	ISD 182 Crosby-Treasurer		16.09	1 Transactions			
392	ISD 2 Hill City-Treasurer 12-932-000-0000-6801		165,671.81	2022 Advance Payment		Appropriations	N
392	ISD 2 Hill City-Treasurer		165,671.81	1 Transactions			
1983	ISD 2165 Hinckley Finlayson-Treasurer 12-932-000-0000-6801		69,052.09	2022 Advance Payment		Appropriations	N
1983	ISD 2165 Hinckley Finlayson-Treasurer		69,052.09	1 Transactions			
1979	ISD 2580 East Central-Treasurer 12-932-000-0000-6801		13,769.90	2022 Advance Payment		Appropriations	N
1979	ISD 2580 East Central-Treasurer		13,769.90	1 Transactions			
395	ISD 4 McGregor-Treasurer 12-932-000-0000-6801		493,963.32	2022 Advance Payment		Appropriations	N
395	ISD 4 McGregor-Treasurer		493,963.32	1 Transactions			
1982	ISD 473 Isle-Treasurer 12-932-000-0000-6801		104,845.78	2022 Advance Payment		Appropriations	N
1982	ISD 473 Isle-Treasurer		104,845.78	1 Transactions			
1981	ISD 577 Willow River-Treasurer 12-932-000-0000-6801		2,479.68	2022 Advance Payment		Appropriations	N
1981	ISD 577 Willow River-Treasurer		2,479.68	1 Transactions			
394	ISD 698 Floodwood-Treasurer 12-932-000-0000-6801		3,475.59	2022 Advance Payment		Appropriations	N
394	ISD 698 Floodwood-Treasurer		3,475.59	1 Transactions			
1984	ISD 95 Cromwell-Wright-Treasurer 12-932-000-0000-6801		266.11	2022 Advance Payment		Appropriations	N

WLC1
 10/21/22 9:52AM
 12 Townships/Cities/ARDC/Amt

Aitkin County



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

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1984	ISD 95 Cromwell-Wright-Treasurer		266.11		1 Transactions		
932	DEPT Total:		1,746,301.30	Schools	10 Vendors		10 Transactions
12	Fund Total:		1,746,301.30	Townships/Cities/ARDC/Ambulan			10 Transactions
	Final Total:		1,746,301.30	10 Vendors	10 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	12	1,746,301.30	Townships/Cities/ARDC/Ambulan
	All Funds	1,746,301.30	Total
			Approved by,
		
		

WLC1
10/26/22

2:18PM



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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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

Auditor Warrants 10.28.22

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
43	DEPT				Assessor			
10452	AT&T Mobility 01-043-000-0000-6220			317.36	SEPTEMBER WIRELESS 08/26/2022 09/25/2022	287298660812	Telephone	N
	10452 AT&T Mobility			317.36	1 Transactions			
13934	The Tire Barn 01-043-000-0000-6302			515.64	2012 ESCAPE-FRONT ROTORS, TIRE	64162	Vehicle Maintenance	N
	13934 The Tire Barn			515.64	1 Transactions			
43	DEPT Total:			833.00	Assessor	2 Vendors	2 Transactions	
1	Fund Total:			833.00	General Fund		2 Transactions	

WLC1
10/26/22 2:18PM

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
308	DEPT			R&B Equipment & Facilities			
10065	JJ SCHECKEL HEAVY EQUIPMENT CORPO 03-308-000-0000-6610		232,800.00	2011 Caterpillar 140M Grader	37290	Equipment	N
10065	JJ SCHECKEL HEAVY EQUIPMENT CORPO		232,800.00	1 Transactions			
308	DEPT Total:		232,800.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:		232,800.00	Road & Bridge		1 Transactions	
	Final Total:		233,633.00	3 Vendors	3 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	833.00	General Fund
	3	232,800.00	Road & Bridge
All Funds		233,633.00	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

Participant Fees September & October

KMR1
 10/20/22 11:47AM

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 01-044-904-0000-6379			1,261.35	Participant Fees	16049261	Flex Services, Labor, Etc.	N
	8410 Bremer Bank			1,261.35	1 Transactions			
1 Fund Total:				1,261.35	General Fund	1 Vendors	1 Transactions	
Final Total:				1,261.35	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,261.35	General Fund
All Funds	1,261.35	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

Electronic Chargebacks 10/20/2022

KMR1
 10/20/22 4:52PM

Aitkin County



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

13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
8410	Bremer Bank						
2	13-943-000-0000-2001		504.00	Elec. Chargeback-Period 3	13-0-014602	Cur - Property Taxes	N
1	13-943-000-0000-2001		1,239.00	Elec. Chargeback-Period 2	29-1-352000	Cur - Property Taxes	N
8410	Bremer Bank		1,743.00	2 Transactions			
13 Fund Total:			1,743.00	Taxes & Penalties	1 Vendors	2 Transactions	
Final Total:			1,743.00	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,743.00	Taxes & Penalties
All Funds	1,743.00	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

FSA Claims and State General Tax Advance

KMR1
 10/24/22 3:40PM

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 01-044-904-0000-6360			61.12	Med FSA Claims 2022	10.24.2022	Flex Plan Withdrawals	N
	8410 Bremer Bank			61.12	1 Transactions			
1 Fund Total:				61.12	General Fund	1 Vendors	1 Transactions	

KMR1
 10/24/22 3:40PM
 9 State

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
2	8410 Bremer Bank 09-000-000-0000-2058		422,147.89	State General - 1st Advance		State General Tax-Education	N
3	09-000-000-0000-2058		422,147.89	State General - 2nd Advance		State General Tax-Education	N
	8410 Bremer Bank		844,295.78	2 Transactions			
9 Fund Total:			844,295.78	State	1 Vendors	2 Transactions	
Final Total:			844,356.90	2 Vendors	3 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	61.12	General Fund
	9	844,295.78	State
All Funds		844,356.90	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

Returned NSF Check

KMR1
 10/26/22 9:58AM

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 01-257-000-0000-5556			330.00	Returned NSF Check	M Larson	Supervision Fee	N
	8410 Bremer Bank			330.00	1 Transactions			
1 Fund Total:				330.00	General Fund	1 Vendors	1 Transactions	
Final Total:				330.00	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	330.00	General Fund
All Funds	330.00	Total

Approved by,

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WLC1
10/26/22

3:08PM

Aitkin County

2L



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

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

Explode Dist. Formulas?: 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 Paid 10.13.22

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
40	DEPT			Auditor			
29	5462 Bremer Bank (Elan ACH)		54.40	Alzatex - ticket rolls		Office Supplies	N
	5462 Bremer Bank (Elan ACH)		54.40	1 Transactions			
40	DEPT Total:		54.40	Auditor	1 Vendors	1 Transactions	
43	DEPT			Assessor			
31	5462 Bremer Bank (Elan ACH)		6.00	Civic Center parking ramp		Transportation/Travel/Parking	N
34	01-043-000-0000-6330		2.45	City of Duluth - MAAO parking		Transportation/Travel/Parking	N
32	01-043-000-0000-6332		249.34	Radisson - MAAO Cont Ed		Hotel / Motel Lodging	N
39	01-043-000-0000-6332		658.25	Hilton Garden Inn - conf		Hotel / Motel Lodging	N
33	01-043-000-0000-6339		15.56	Canal Brewing - MAAO meal		Meals (Overnight)	N
40	01-043-000-0000-6339		10.20	Arby's - conf meal		Meals (Overnight)	N
41	01-043-000-0000-6332		658.25	Hilton Garden Inn - conf		Hotel / Motel Lodging	N
43	01-043-000-0000-6332		249.34	Radison Hotel - conf		Hotel / Motel Lodging	N
42	01-043-000-0000-6339		17.36	Arby's - conf meal		Meals (Overnight)	N
	5462 Bremer Bank (Elan ACH)		1,866.75	9 Transactions			
43	DEPT Total:		1,866.75	Assessor	1 Vendors	9 Transactions	
44	DEPT			Central Services			
44	5462 Bremer Bank (Elan ACH)		3,964.40-	Elan paid 10.13.22		ELAN - Statement Payment	N
	5462 Bremer Bank (Elan ACH)		3,964.40-	1 Transactions			
44	DEPT Total:		3,964.40-	Central Services	1 Vendors	1 Transactions	
49	DEPT			Information Technologies			
14	5462 Bremer Bank (Elan ACH)		308.26	Hampton Inn - conference stay	87071580	Hotel / Motel Lodging	N
	5462 Bremer Bank (Elan ACH)		308.26	1 Transactions			
49	DEPT Total:		308.26	Information Technologies	1 Vendors	1 Transactions	
110	DEPT			Courthouse Maintenance			

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
25	5462 Bremer Bank (Elan ACH)		87.15	Holiday - gas for truck		Gas/Vehicle Fuel Charges	N
	5462 Bremer Bank (Elan ACH)		87.15		1 Transactions		
110	DEPT Total:		87.15	Courthouse Maintenance	1 Vendors	1 Transactions	
120	DEPT			Veterans Service			
	5462 Bremer Bank (Elan ACH)						
16	01-120-000-0000-6205		16.10	USPS - postage		Postage	N
17	01-120-000-0000-6405		4.98	USPS - supplies		Office Supplies	N
	5462 Bremer Bank (Elan ACH)		21.08		2 Transactions		
120	DEPT Total:		21.08	Veterans Service	1 Vendors	2 Transactions	
200	DEPT			Enforcement			
	5462 Bremer Bank (Elan ACH)						
22	01-200-000-0000-6205		17.45	USPS - postage		Postage	N
18	01-200-000-0000-6405		4.30	Amazon - page markers		Office Supplies	N
19	01-200-000-0000-6405		23.44	Amazon - intex tabs, headphone		Office Supplies	N
30	01-200-000-0000-6460		113.28	Auto Zone - keyless remote		Deputy Supplies	N
20	01-200-003-0000-6330		7.50	St Cloud Parking - training (I		Transportation/Travel/Parking	N
21	01-200-003-0000-6335		30.32	Holiday - gas-training		Gas/Vehicle Fuel Charges	N
	5462 Bremer Bank (Elan ACH)		196.29		6 Transactions		
200	DEPT Total:		196.29	Enforcement	1 Vendors	6 Transactions	
252	DEPT			Corrections			
	5462 Bremer Bank (Elan ACH)						
13	01-252-000-0000-6430		10.00	Eye Clinic - inmate glasses		Medical Expense/Supplies - Inmates	N
38	01-252-000-0000-6465		12.00	Family Dollar - pencils		Inmate Supplies	N
35	01-252-000-0000-6590		31.98	Amazon - floor strips		Repair & Maintenance Supplies	N
36	01-252-000-0000-6590		253.32	Home Depot - vinyl		Repair & Maintenance Supplies	N
37	01-252-000-0000-6590		49.94	Home Depot - door handle		Repair & Maintenance Supplies	N
15	01-252-003-0000-6241		50.00	BCA Training - Fox		School Registration Fee	N
	5462 Bremer Bank (Elan ACH)		407.24		6 Transactions		
252	DEPT Total:		407.24	Corrections	1 Vendors	6 Transactions	

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
257	DEPT			Community Corrections			
	5462 Bremer Bank (Elan ACH)						
24	01-257-251-0000-6330		9.00	Holiday - car wash		Mileage	N
23	01-257-251-0000-6332		268.06	Grandstay - BCA CJIS (JL)		Hotel / Motel Lodging	N
	5462 Bremer Bank (Elan ACH)		277.06	2 Transactions			
257	DEPT Total:		277.06	Community Corrections	1 Vendors	2 Transactions	
711	DEPT			Economic Development			
	5462 Bremer Bank (Elan ACH)						
27	01-711-000-0000-6332		154.51-	Holiday Inn Express refund		Hotel / Motel Lodging	N
	5462 Bremer Bank (Elan ACH)		154.51-	1 Transactions			
711	DEPT Total:		154.51-	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:		900.68-	General Fund		30 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
400	DEPT			Public Health Department			
5462	Bremer Bank (Elan ACH)						
5	05-400-420-4800-6435		25.00	SAMHSA - Gas Cards 5 @ \$5.00 - 09/28/2022		Public Health Program Related Supplies	N
7	05-400-420-4800-6435		15.00	SAMHSA - Gas Cards 3 @ \$5.00 - 10/05/2022		Public Health Program Related Supplies	N
8	05-400-440-0410-6360		8.74	Aitkin Age - Agency subscripti 09/26/2022	823626	Services, Labor, Contracts	N
4	05-400-450-0451-6435		78.70	HE-MAC Supplies/Food - Paulbec 09/28/2022	Budget	Public Health Program Related Supplies	N
6	05-400-450-0451-6435		37.35	HE-MAC Supplies/Food - Paulbec 10/05/2022	Budget	Public Health Program Related Supplies	N
12	05-400-440-0410-6266		2.80	Availity monthly charge - Sept 09/01/2022 09/30/2022	INV00851795	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		167.59	6 Transactions			
400	DEPT Total:		167.59	Public Health Department	1 Vendors	6 Transactions	
420	DEPT			Income Maintenance			
5462	Bremer Bank (Elan ACH)						
9	05-420-600-4800-6360		20.59	Aitkin Age - Agency subscripti 09/26/2022	823626	Services, Labor, Contracts	N
12	05-420-600-4800-6266		6.60	Availity monthly charge - Sept 09/01/2022 09/30/2022	INV00851795	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		27.19	2 Transactions			
420	DEPT Total:		27.19	Income Maintenance	1 Vendors	2 Transactions	
430	DEPT			Social Services			
5462	Bremer Bank (Elan ACH)						
11	05-430-700-4800-6266		5.88	Webex (RP) - subscription upda 09/28/2022		Software Fees/License Fees	N
10	05-430-700-4800-6360		33.07	Aitkin Age - Agency subscripti 09/26/2022	823626	Services, Labor, Contracts	N
1	05-430-710-3810-6057		235.42	Amazon-FC Clothing 09/21/2022	88439232	Family Foster Care	N
2	05-430-710-3810-6057		143.54	Amazon-FC Clothing 09/21/2022	88670242	Family Foster Care	N

WLC1
10/26/22 3:08PM

Aitkin County



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

5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3	05-430-710-3160-6057		30.14	FC Transportation - Gas - BP 09/29/2022	96049001	Foster Care-Transportation	N
12	05-430-700-4800-6266		10.60	Availity monthly charge - Sept 09/01/2022 09/30/2022	INV00851795	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		458.65	6 Transactions			
430	DEPT Total:		458.65	Social Services	1 Vendors	6 Transactions	
5	Fund Total:		653.43	Health & Human Services		14 Transactions	

WLC1
 10/26/22 3:08PM
 10 Trust

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
923	DEPT			Forfeited Tax Sales			
28	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6254		199.98	Spectrum Internet 09/20/2022 10/19/2022	45857092022	Utilities-Gas and Electric	N
	5462 Bremer Bank (Elan ACH)		199.98	1 Transactions			
923	DEPT Total:		199.98	Forfeited Tax Sales	1 Vendors	1 Transactions	
10	Fund Total:		199.98	Trust		1 Transactions	

WLC1
 10/26/22 3:08PM
 19 Long Lake Conservation Cen

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
521	DEPT			LLCC Administration			
	5462 Bremer Bank (Elan ACH)						
26	19-521-000-0000-6230		47.27	Facebook - Homeschool ads		Printing, Publishing & Adv	N
	5462 Bremer Bank (Elan ACH)		47.27	1 Transactions			
521	DEPT Total:		47.27	LLCC Administration	1 Vendors	1 Transactions	
19	Fund Total:		47.27	Long Lake Conservation Center		1 Transactions	
	Final Total:		0.00	15 Vendors	46 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-900.68	General Fund
5	653.43	Health & Human Services
10	199.98	Trust
19	47.27	Long Lake Conservation Center
All Funds	0.00	Total

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

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

FSA Claims 10.27.22

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
 10/27/22 2:42PM

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 01-044-904-0000-6360		10.33	Med FSA Claims 2022	10.27.2022	Flex Plan Withdrawals	N
	8410 Bremer Bank		10.33	1 Transactions			
1 Fund Total:			10.33	General Fund	1 Vendors	1 Transactions	
Final Total:			10.33	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	10.33	General Fund
All Funds	10.33	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

FSA Claims 11.01.22

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
11/1/22 1:45PM

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
	8410 Bremer Bank						
1	01-044-904-0000-6360		223.92	Med FSA Claims 2022	11.01.2022	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		1,276.80	Dep Care FSA Claims 2022	11.01.2022	Flex Plan Withdrawals	N
	8410 Bremer Bank		1,500.72	2 Transactions			
1 Fund Total:			1,500.72	General Fund	1 Vendors	2 Transactions	
Final Total:			1,500.72	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,500.72	General Fund
All Funds	1,500.72	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

MN Care Tax 4th Quarter

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

10/28/22

9:15AM

Aitkin County



5 Health & Human Services

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

Page 2

<u>Vendor No.</u>	<u>Name</u> <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>	<u>1099</u>
1	90465 Bremer Bank, N.A. 05-400-400-0402-6360		111.05	2022 Est. MN Care Tax 10/01/2022 12/31/2022	Type 399	Services, Labor, Contracts	N
	90465 Bremer Bank, N.A.		111.05	1 Transactions			
5 Fund Total:			111.05	Health & Human Services	1 Vendors	1 Transactions	
Final Total:			111.05	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	111.05	Health & Human Services
All Funds	111.05	Total

Approved by,

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Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: November 8, 2022

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

<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
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Presenter (Name and Title): Kirk Peysar, County Auditor	Estimated Time Needed: n/a
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Summary of Issue:

Approve and authorize signatures to the 2023 Fire Protection Contract for the Unorganized Towns of 51-22 \$329.88; 52-22 \$11,764.14; and 52-24 \$1,524.42 with the Town of Ball Bluff.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve and authorize signatures to the contract with Ball Bluff Township for 2023.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

**Jacobson Volunteer Fire Department
Fiduciary Agent: Ball Bluff Township
Fire Protection Agreement
with Aitkin County Fiduciary Agent for:
Unorg. Townships: 51-22, 52-22, 52-24
Effective January 1, 2023**

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

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

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

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

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from **January 1, 2023 through December 31, 2023** with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. **The portions are as follows 51-22 \$329.88, 52-22 \$11,764.14, 52-24 \$1,524.42, which will provide coverage from January 1, 2023 to December 31, 2023.** Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198th Ave, Box B, Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
 - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
 - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

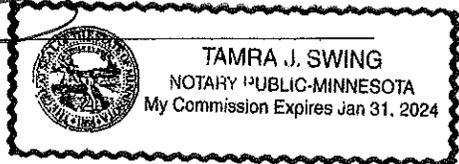
- c. In the event a fire call is answered by the Jacobson Volunteer Fire Department, but before the fire in question is extinguished, the fire fighting equipment or volunteer firemen, or both are needed to fight another fire in the Jacobson Fire Departments fire district to protect property in the Jacobson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

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 13 day of October, 2022.

Township of **Ball Bluff Township**
by Steve J. Seani
Chairman

Attest: Tamra J. Swing
Township Clerk

by Dee
Fire Chief



Township of **Unorganized 51-22, 52-22, 52-24**
by _____
Chairman

Attest: _____
Township Clerk



Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Village Pump Tobacco License

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

Submitted by: Kathleen Ryan	Department: Auditor
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Presenter (Name and Title):	Estimated Time Needed:
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Summary of Issue:

A new application for License to Sell Tobacco Products for the period ending March 31, 2023 for Village Pump Saloon 2, d/b/a Village Pump Saloon – City of Tamarack - there are new owners and the current tobacco license does not transfer.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2023:

- # 28B Village Pump Saloon 2, d/b/a Village Pump Saloon – City of Tamarack

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

2R
Agenda Item #

Requested Meeting Date: 11-8-22

Title of Item: Easement Transfer

<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: John Welle	Department: Highway Department
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:
On January 20, 1970, Aitkin County acquired a right of way easement from the State of Minnesota on behalf of Macville Township. This easement was acquired to facilitate the construction of a road through Section 15 of Macville Township to provide private property access in lieu of reconstructing a bridge over the Willow River.

Macville Township has requested that this easement be transferred them as the road authority of the road constructed within this easement.

Attached is a quit claim deed that has been drafted to accomplish this transfer. Per instructions from the Aitkin County Attorney, the signatures of the Aitkin County Board Chair and the Aitkin County Auditor are required on this quit claim deed.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend motion to authorize Aitkin County Board chair and Aitkin County Auditor to sign quit claim deed.

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:*

QUIT CLAIM DEED
Corporation, Partnership or Limited Liability Company
to Corporation, Partnership or Limited Liability Company

No delinquent taxes and transfer entered; Certificate of Real Estate Value () filed () not required.
Certificate of Real Estate Value No. _____

_____ Date

_____ County Auditor

By: _____ Deputy

(Reserved for recording data)

DEED TAX DUE: \$ _____

Date: _____

FOR VALUABLE CONSIDERATION, Aitkin County, a political subdivision under the laws of Minnesota, Grantor, hereby convey(s) and quitclaims(s) to MacVile Township, Grantee, a political subdivision under the laws of Minnesota, an interest in real property in Aitkin County, Minnesota, described as follows:

DESCRIPTION ON BACK

together with all hereditaments and appurtenances.

Check box if applicable:

- The Seller certifies that the seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

By _____

Its _____

By _____

Its _____

Affix Deed Tax Stamp Here

STATE OF MINNESOTA

COUNTY OF _____ } ss.

This instrument was acknowledged before me on _____ Date

by _____ and _____,

the _____ and _____

of Aitkin County, a political subdivision under the laws of Minnesota, on behalf of the _____ County.

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS):
Aitkin County Highway Department
1211 Air Park Drive
Aitkin, MN 56431

SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

Check here if part or all of the land is Registered (Torrens)

Tax statements for the real property described in this instrument should be sent to (include name and address of Grantee):

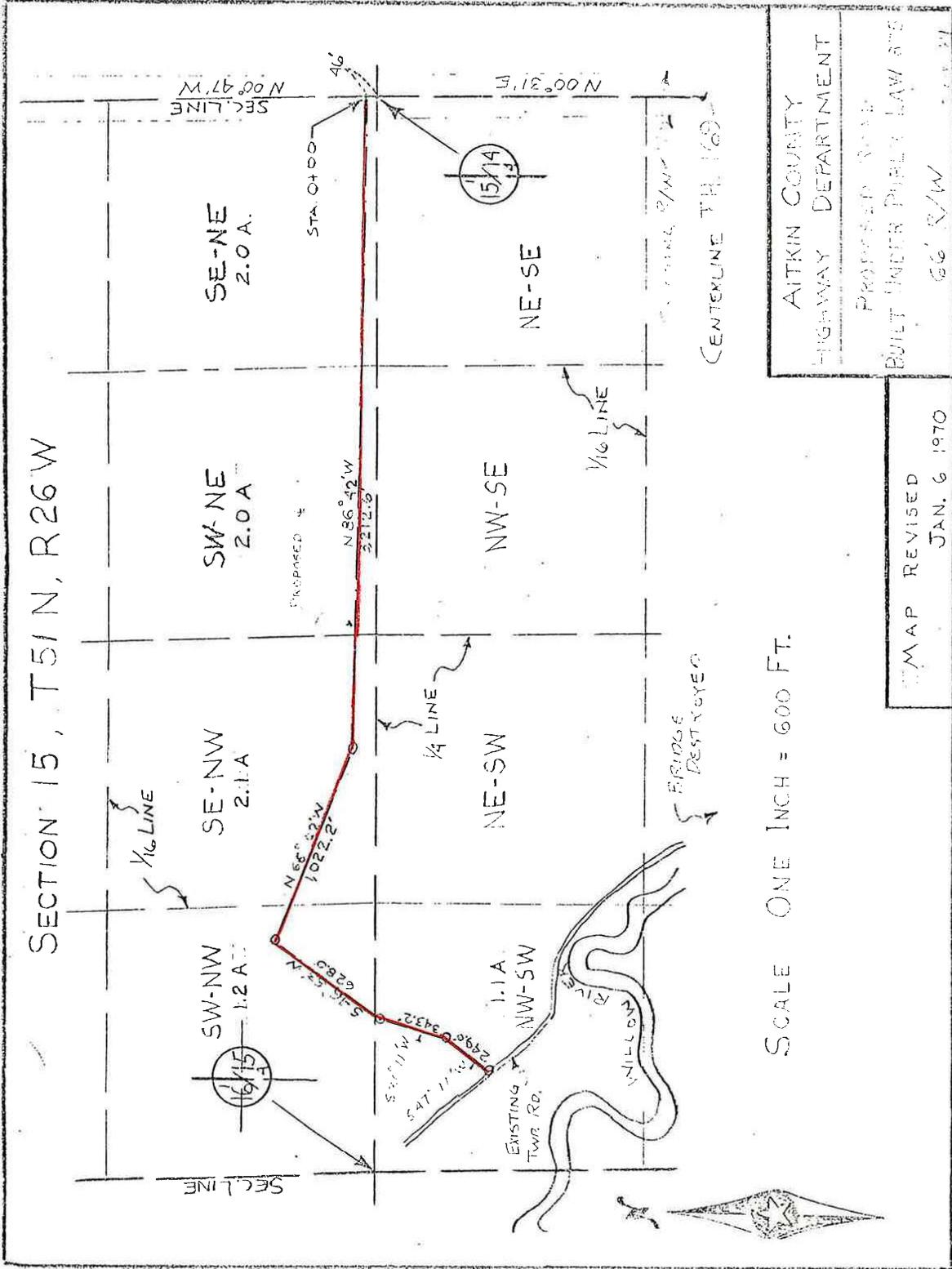
A strip of land 33 feet wide lying to the right of and a strip of land 33 feet wide lying to the left of and both strips of land immediately adjacent to the following described centerline:

Beginning at a point on the East line of and 46 feet North of the Southeast Corner of the Southeast Quarter of Northeast Quarter (SE $\frac{1}{4}$ of NE $\frac{1}{4}$) of Section Fifteen (15), Township Fifty-one (51) North, Range Twenty-six (26) West, thence N $86^{\circ} 42'$ W (assuming East line of said SE $\frac{1}{4}$ of NE $\frac{1}{4}$ to be N $00^{\circ} 47'$ W), a distance of 3,212.6 feet, thence N $66^{\circ} 02'$ W a distance of 1,022.2 feet, thence S $46^{\circ} 53'$ W a distance of 628.0 feet, thence S $30^{\circ} 11'$ W a distance of 343.2 feet, thence S $47^{\circ} 11'$ W a distance of 249.0 feet to a point on the centerline of an existing township road and terminating as shown in red on the attached plat, which is made a part hereof.

The purpose of this deed is to transfer any interest Aitkin County has in the above described tract as conveyed to Aitkin County by Right-Of-Way Easement 133-23-12, on file and of record in the Aitkin County Recorder's Office, Document No. 167171.

Subject to all terms and conditions as outlined in said Document 167171.

SECTION 15, T51N, R26W



SCALE ONE INCH = 600 FT.

AITKIN COUNTY
HIGHWAY DEPARTMENT
PROPOSED ROAD
BUILT UNDER PUBLIC LAW 875
66' R/W

MAP REVISED
JAN. 6 1970



Board of County Commissioners Agenda Request

2S

Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Accept Bid for construction of CDBG McGrath Broadband Project

<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*														
Submitted by: Mark Jeffers		Department: Administration														
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed:														
Summary of Issue: <p>Mille Lacs Energy Cooperative, Broadband partner for the McGrath Project (CDBG-CV Broadband Grant CARE-21-0011-O-FY21) in collaboration with Vantage Point Engineering accepted bids for the construction of fiber and conduit facilities for the McGrath Broadband Project.</p> <p>A requirement of the grant process is for Aitkin County, as grant administrator, to acknowledge that Vantage Point is the Engineering firm on the project.</p> <p>7 bids were received and opened on October 6, 2022 at 1:00 PM.</p> <table style="width: 100%; border-collapse: collapse;"> <tr><td style="width: 80%;">1. Hanco Utilities, Inc.</td><td style="text-align: right;">\$ 4,069,348.73</td></tr> <tr><td>2. MP Nexlevel, LLC</td><td style="text-align: right;">\$ 5,664,465.85</td></tr> <tr><td>3. North Central Service, Inc.</td><td style="text-align: right;">\$ 6,061,834.22</td></tr> <tr><td>4. Eagle River Utility Solutions, LLC</td><td style="text-align: right;">\$ 6,166,126.24</td></tr> <tr><td>5. TelCom Construction, LLC</td><td style="text-align: right;">\$ 6,742,133.71</td></tr> <tr><td>6. LaPointe Utilities, Inc.</td><td style="text-align: right;">\$ 6,928,048.76</td></tr> <tr><td>7. Michels Power, Inc.</td><td style="text-align: right;">\$ 8,386,075.41</td></tr> </table> <p>Vantage Point Solutions reviewed the bid from Hanco Utilities, Inc. and have found no issues or concerns with the bid pricing. Therefore, VPS recommends the acceptance of the low bid from Hanco Utilities, Inc.</p> <p>Economic Development staff and Mille Lacs Energy Cooperative reviewed the documents and recommend acceptance of the bid from Hanco Utilities, Inc.</p>			1. Hanco Utilities, Inc.	\$ 4,069,348.73	2. MP Nexlevel, LLC	\$ 5,664,465.85	3. North Central Service, Inc.	\$ 6,061,834.22	4. Eagle River Utility Solutions, LLC	\$ 6,166,126.24	5. TelCom Construction, LLC	\$ 6,742,133.71	6. LaPointe Utilities, Inc.	\$ 6,928,048.76	7. Michels Power, Inc.	\$ 8,386,075.41
1. Hanco Utilities, Inc.	\$ 4,069,348.73															
2. MP Nexlevel, LLC	\$ 5,664,465.85															
3. North Central Service, Inc.	\$ 6,061,834.22															
4. Eagle River Utility Solutions, LLC	\$ 6,166,126.24															
5. TelCom Construction, LLC	\$ 6,742,133.71															
6. LaPointe Utilities, Inc.	\$ 6,928,048.76															
7. Michels Power, Inc.	\$ 8,386,075.41															
Alternatives, Options, Effects on Others/Comments:																
Recommended Action/Motion: Approve resolution to accept the bid for construction of fiber and conduit facilities from Hanco Utilities, Inc.																
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>																

ACCEPT CONSTRUCTION BID FOR CDBG-CV MCGRATH BROADBAND PROJECT

WHEREAS, Vantage Point Engineering and Mille Lacs Energy Cooperative, Broadband partner for the McGrath Project (CDBG-CV Broadband Grant CARE-21-0011-O-FY21) accepted bid for the construction of fiber and conduit facilities for this project AND

WHEREAS, Sealed bids were opened at 1:00 PM on October 6, 2022 with a total of 7 bids received. AND

WHEREAS, Vantage Point Solutions reviewed the bid from Hanco Utilities, Inc. and have found no issues or concerns with the bid pricing. Therefore, VPS recommends the acceptance of the low bid from Hanco Utilities, Inc. AND

WHEREAS, Economic Development staff and Mille Lacs Energy Cooperative reviewed the documents and agree to accept the bid from Hanco Utilities, Inc.

NOW, THEREFORE, BE IT RESOLVED, that Aitkin County accepts the bid from Hanco Utilities, Inc. for construction of fiber and conduit facilities for the CDBG-CV McGrath Broadband Project.

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

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of November, 2022 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of November, 2022

Jessica Seibert
County Administrator



October 6, 2022

Stacy Cluff
Mille Lacs Energy Cooperative
36559 US-169
Aitkin, MN 56431

RE: MN – MILLE LACS ENERGY – P1.0
Bid Tabulation Results

Dear Stacy:

Enclosed for your evaluation and consideration are the bid tabulation results showing Hanco Utilities, Inc. having the low bid. These tabs are for the proposed construction of fiber and conduit facilities in the **McGrath Town and Rural** project.

Below is a summary of the results from the bid opening that was held at our office in Mitchell, South Dakota, on October 6, 2022 at 1:00 p.m., CDT.

	<u>Contractor</u>	<u>Bid</u>
1.	Hanco Utilities, Inc.	\$ 4,069,348.73
2.	MP Nexlevel, LLC	\$ 5,664,465.85
3.	North Central Service, Inc.	\$ 6,061,834.22
4.	Eagle River Utility Solutions, LLC	\$ 6,166,126.24
5.	TelCom Construction, LLC	\$ 6,742,133.71
6.	LaPointe Utilities, Inc.	\$ 6,928,048.76
7.	Michels Power, Inc.	\$ 8,386,075.41

Vantage Point Solutions reviewed the bid from Hanco Utilities, Inc. and have found no issues or concerns with the bid pricing. Therefore, VPS recommends the acceptance of the low bid from Hanco Utilities, Inc.

If you have any questions, please call me at 605-995-1783.

Sincerely,

Cullen Schimke
Director of OSP Operations
Vantage Point Solutions

CS/mt
Enclosure: Bid Tabulations

VANTAGEPNT.COM 605-995-1777
2211 N Minnesota Street Mitchell SD 57301

HANCO UTILITIES

PO Box 55, Lake Nebagamon, WI 54849
715.394.2626 | 715.374.2595 | hancoutilities.com

fax

TO:	Vantage Point	FROM:	Hanco Utilities
FAX:	605.995.1778	PAGES:	47
PHONE:	Recipient phone number	DATE:	10/6/21
RE:	Mille Lacs Energy Cooperative – McGrath Bid	CC:	Larry Thompson

Urgent
 For Review
 Please Comment
 Please Reply
 Please Recycle

Comments:

Lead Times;

- Vertiv UPCBD3 pedestals: on order, estimated delivery in November 2022
- Vertiv UPCBD5 pedestals: on order, estimated delivery in November 2022
- Vertiv fiber distribution kits: on order, estimated delivery in October 2022
- Clearfield passive cabinets (BDSO): 17-20 week lead time
- Clearfield active cabinet (BDSM): 23-25 week lead time
- Clearfield vaults: 44-48 week lead time
- Clearfield splitters: 2-3 week lead time
- 4 fiber armored drop: 10,000' reels on order, estimated delivery in October 2022
- 12 fiber armored drop: stock available on 5,000' reels
- Loose tube fiber cable: stock
- Handholes: 30-34 week lead time
- Ground rods & clamps: stock
- Rhino warning signs: 3-4 week lead time
- Innerduct: 7-8 week lead time
- Commscope splice closures & trays: on order, lead times to be determined

**TABULATION OF BIDS FOR
GENERAL CONTRACT**

RUS PROJECT NO. N/A	BID DATE October 6, 2022
NAME OF BORROWER Mille Lacs Energy Cooperative	
EXCHANGES McGrath Town and Rural	

CONTRACT SECTIONS	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME
	Hanco Utilities, Inc.	MP Nexlevel, LLC	North Central Service, Inc.	Eagle River Utility Solutions, LLC	TelCom Construction, LLC	LaPointe Utilities, Inc.	Michels Power, Inc.
	SECTION TOTAL	SECTION TOTAL	SECTION TOTAL	SECTION TOTAL	SECTION TOTAL	SECTION TOTAL	SECTION TOTAL
BA	36,400.00	73,094.84	80,080.00	73,466.12	48,958.00	43,680.00	95,004.00
BD	15,529.95	16,735.05	10,710.00	15,847.65	14,807.25	18,000.00	32,647.50
BDO	325,937.22	409,909.26	373,164.00	445,377.42	401,071.15	471,093.00	672,075.50
BDS	87,913.00	120,420.94	128,054.00	118,965.44	128,765.03	120,480.00	189,551.00
BFO	2,125,148.64	2,953,089.38	2,810,962.14	2,654,829.70	2,353,064.46	3,203,124.98	4,527,850.56
BH	110,232.00	140,745.15	149,310.00	173,071.80	165,764.70	173,250.00	153,135.00
BM	607,797.87	413,245.24	636,631.80	748,963.67	1,785,498.79	594,103.60	763,218.80
HBF	33,255.66	44,431.86	45,586.00	44,659.34	44,577.96	62,655.00	50,781.90
HO	160,518.20	223,377.20	218,640.00	167,487.35	227,567.80	209,530.00	223,604.95
ONT	65,656.13	121,192.63	103,835.00	220,673.81	103,306.21	160,240.00	161,867.50
SE	500,960.06	1,148,224.30	1,504,861.28	1,502,783.94	1,468,752.36	1,871,892.18	1,516,338.70
TOTAL BID	\$ 4,069,348.73	\$ 5,664,465.85	\$ 6,061,834.22	\$ 6,166,126.24	\$ 6,742,133.71	\$ 6,928,048.76	\$ 8,386,075.41

This is to certify that the bids tabulated herein were publicly opened and read at 1:00 PM/CT, on October 6, 2022, at Vantage Point Solutions, 2211 North Minnesota Street, Mitchell, SD 57301. All bids were accompanied by an acceptable certified check or bid bond.

_____ Date

_____ Signature of Engineer

TABULATION OF BID FOR CONTRACT

NAME OF LOW BIDDER Hanco Utilities, Inc.	PROJECT NAME: McGrath Town and Rural	BID DATE October 6, 2022
	Owner: Mille Lacs Energy Cooperative	

ASSEMBLY UNITS	QUANTITY	UNIT PRICE			TOTAL
		LABOR	MATERIAL	LAB/MAT	
BA 3	364	85.00	15.00	100.00	36,400.00
BD 3A	45	245.00	100.11	345.11	15,529.95
BDO5 FBD	94	312.00	453.08	765.08	71,917.52
BDO5A FBD	319	342.00	454.30	796.30	254,019.70
BDSO(24)(288)(0)	1	1,550.00	10,768.00	12,318.00	12,318.00
BDSO(48)(576)(0)	2	1,550.00	22,426.00	23,976.00	47,952.00
BDSM 336	1	1,550.00	26,093.00	27,643.00	27,643.00
BFO 288	250	2.55	2.31	4.86	1,215.00
BFO 288I	2,772	1.84	2.31	4.15	11,503.80
BFO 288W	10,820	2.60	2.35	4.95	53,559.00
BFO 144	510	2.50	1.58	4.08	2,080.80
BFO 144I	7,988	1.84	1.58	3.42	27,318.96
BFO 144W	30,636	2.55	1.62	4.17	127,752.12
BFO 96	120	2.50	1.15	3.65	438.00
BFO 96W	5,056	2.55	1.19	3.74	18,909.44
BFO 72	60	2.50	0.84	3.34	200.40
BFO 72W	29,296	2.55	0.88	3.43	100,485.28
BFO 48	120	2.40	0.66	3.06	367.20
BFO 48I	3,212	1.84	0.66	2.50	8,030.00
BFO 48W	91,902	2.45	0.70	3.15	289,491.30
BFO 24	380	2.40	0.50	2.90	1,102.00
BFO 24I	5,832	1.84	0.50	2.34	13,646.88
BFO 24W	167,706	2.45	0.54	2.99	501,440.94
BFOV(1x1.25)	8,362	2.00	0.73	2.73	22,828.26
BFOV(2x1.25)	4,370	3.00	1.46	4.46	19,490.20
BFOV(4x1.25)	380	5.00	2.92	7.92	3,009.60
BFOV(6x1.25)	10	7.00	4.38	11.38	113.80
BFO 288W	8,602	2.60	2.35	4.95	42,579.90
& BFO 144 D	8,362	1.75	1.58	3.33	27,845.46
BFO 288W	5,910	2.60	2.35	4.95	29,254.50
& BFO 96 D	5,610	1.75	1.15	2.90	16,269.00
BFO 288RW	11,920	2.60	2.35	4.95	59,004.00
& BFO 48 D	11,260	1.75	0.66	2.41	27,136.60
BFO 144	20,564	2.50	1.58	4.08	83,901.12
& BFO 144W D	21,024	1.75	1.62	3.37	70,850.88
BFO 144W	12,412	2.55	1.62	4.17	51,758.04
& BFO 96 D	11,132	1.75	1.15	2.90	32,282.80
BFO 144W	8,502	2.55	1.62	4.17	35,453.34
& BFO 72 D	8,480	1.75	0.84	2.59	21,963.20
BFO 144W	4,814	2.55	1.62	4.17	20,074.38
& BFO 24 D	4,804	1.75	0.50	2.25	10,809.00

TABULATION OF BID FOR CONTRACT

NAME OF LOW BIDDER Hanco Utilities, Inc.	PROJECT NAME: McGrath Town and Rural	BID DATE
	Owner: Mille Lacs Energy Cooperative	October 6, 2022

ASSEMBLY UNITS	QUANTITY	UNIT PRICE			TOTAL
		LABOR	MATERIAL	LAB/MAT	
BFO 96W	7,674	2.55	1.19	3.74	28,700.76
& BFO 24 D	7,774	1.75	0.50	2.25	17,491.50
BFO 72W	6,386	1.55	0.88	2.43	15,517.98
& BFO 24 D	6,286	0.75	0.50	1.25	7,857.50
BFO 48	31,784	1.40	0.66	2.06	65,475.04
& BFO 48W D	32,194	0.75	0.70	1.45	46,681.30
BFO 48	57,004	1.40	0.66	2.06	117,428.24
& BFO 24W D	57,474	0.75	0.54	1.29	74,141.46
BFO 24	6,144	1.40	0.50	1.90	11,673.60
& BFO 24W D	6,214	0.75	0.54	1.29	8,016.06
BHF(30x48x36)T	45	650.00	1,799.60	2,449.60	110,232.00
BM 2(5/8)(8)	462	30.00	25.55	55.55	25,664.10
BM 53	157	50.00	31.25	81.25	12,756.25
BM 53A	319	55.00	18.26	73.26	23,369.94
BM 60(1.25)D	17,892	13.50	0.73	14.23	254,603.16
BM 60(2x1.25)D	5,910	15.00	1.46	16.46	97,278.60
BM 60(3x1.25)D	180	17.00	2.19	19.19	3,454.20
BM 61(2)D	8,152	13.50	-	13.50	110,052.00
BM 61(4)D	4,412	15.00	-	15.00	66,180.00
BM 61(6)D	380	17.00	-	17.00	6,460.00
BM 83	506	10.00	5.77	15.77	7,979.62
HBFO (L)	24	265.00	553.31	818.31	19,639.44
HBFO (M)	21	220.00	335.78	555.78	11,671.38
HBFO (XL)	2	300.00	672.42	972.42	1,944.84
HO1	4,555	35.00	0.24	35.24	160,518.20
ONT B3S	162	100.00	23.58	123.58	20,019.96
ONT B5S	105	100.00	60.55	160.55	16,857.75
ONT S	179	100.00	7.03	107.03	19,158.37
ONT B7S	20	100.00	87.63	187.63	3,752.60
ONT B3ES	15	100.00	23.58	123.58	1,853.70
ONT B5ES	25	100.00	60.55	160.55	4,013.75
SEBO 12	1,604	2.00	0.47	2.47	3,961.88
SEBO 4	204,526	2.00	0.43	2.43	496,998.18

BID TOTAL **\$4,069,348.73**

This is to certify that the bids tabulated herein were publicly opened and read at 1:00 PM/CT, on October 6, 2022, at Vantage Point Solutions, 2211 North Minnesota Street, Mitchell, SD 57301. All bids were accompanied by an acceptable certified check or bid bond.

DATE _____

SIGNATURE OF ENGINEER _____



PRE-BID CONFERENCE

SEPTEMBER 27, 2022

MEETING LOCATION:

CTC| 1102 MADISON STREET, BRAINERD, MN 56401

CLIENT:

MILLE LACS ENERGY COOPERATIVE

PROJECT AREA:

MCGRATH TOWN AND RURAL

PRE-BID CONFERENCE

NONRUS

Exchange	County/State	Miles Buried	Miles Aerial	Entrances
McGrath Town and Rural	County: Aitkin State: Minnesota	Mainline: 100.99 Drop: 39.04		Buried: 506
TOTAL MILES: 140.03				

Subcontract – Form 282 will be required for any subcontractor associated with this contract. There will not be any sub-contractor allowed to work on the project until the 282 forms are approved by the owner.

1. Addendum – Contractors take notice of Addendum regarding discounts. The Bidder shall use the procedures outlined herein when discounts are submitted in conjunction with a bid letting. The discount shall contain the following:
 - a. The discount for each appropriate material and/or labor section in the 515.
 - b. The approximate total reduction in the amount of the contract.
 - c. The total amount of the contract shall not be mentioned in the discount.
 - d. Discounts shall be submitted by one of the following methods:
 - i. Discount information attached to and included with the sealed bid.
 - ii. By FAX at least one half (1/2) hour before the scheduled bid opening. The FAX shall contain the material and/or labor discount by section of the 515 contract and the approximate total reduction in the bid. The FAX shall also include the telephone number, city, and name of party authorized to execute the contract. The Engineer shall verify the content of the FAX with the above party prior to the bid opening. Unconfirmed FAXES shall not be considered with the bid. Vantage Point Solutions, Inc.'s FAX number is 605-995-1778.

2. Addendum 3 – No Third Party Beneficiary – Review, sign, and date

3. Addendum 4

Contractor, please note that the following pages have been removed from this contract because there are no units pertaining to these sections for this project:

Pages 25 & 26	-	Section A
Pages 35 – 40	-	Section BFC
Pages 49 & 50	-	Section CFO
Pages 51 – 54	-	Section CO
Pages 55 – 58	-	Section CW
Pages 63 & 64	-	Section HR & HU
Pages 67 & 68	-	Section PE & PF
Pages 69 & 70	-	Section PM
Pages 71 & 72	-	Section R
Pages 75 & 76	-	Section UD
Pages 77 & 78	-	Section UF
Pages 79 & 80	-	Section UH
Pages 81 & 82	-	Section UM
Pages 83 & 84	-	Section UO
Pages 85 & 86	-	Section W
Pages 87 & 88	-	Section XX
Pages 89 – 92	-	Section XZ

- a. This project is not RUS funded. All references to RUS, administrator, and RUS funding mechanisms shall mean owner
- b. The owner reserves the right to delete drops and the units associated with drops without affecting any other unit pricing.
- c. This contract must be 100% complete and closed out prior to November 30th, 2023.

4. Addendum 5 – Review, Sign, and Date

- a. This project is being funded in whole or in part by the Small Cities Coronavirus Community Development Block Grant Program (CDBG-CV) through the Minnesota Department of Employment and Economic Development (DEED). Per the requirements, the awardees must comply with the Davis Bacon Wage Requirements for all laborers and mechanics performing work on the project. Please refer to the Davis Bacon Addendum for information pertaining to the Davis Bacon Wage Requirements. The Department of Labor has a website that provides the wage classifications and prevailing wages per state and county. It is the bidder's responsibility to access the Department of Labor website at <http://www.wdol.gov> and review the prevailing wages for the county (ies) the work is to be performed in.

5. Addendum #6
 - a. HUD Office of Davis Bacon and Labor Standards
 - b. Sample Prevailing Wage Rates for Aitkin County
 - c. Payroll/Wage Tracking Forms
 - d. Contractor/Subcontractor Wage Certification Form

6. Outside Plant Bid Date is October 6, 2022, at the office of Vantage Point Solutions, 2211 North Minnesota Street, Mitchell South Dakota 57301 at 1:00 PM CT.
 - a. *When submitting your bid, please include lead times for fiber optic cable, pedestals, and HH's and when you'd be able to start construction.*

7. The project is located in Aitkin County in the State of Minnesota.

8. Page 7 – Paragraph 3 – Proposals and all supporting instruments must be submitted in their entirety on the forms furnished by the Owner and must be delivered in a sealed envelope, addressed to the Engineer. The name and address of the Bidder, its license number, if a license is required by the State, and the date and hour of the opening of bids must appear on the envelope in which the Proposal is submitted. Proposals must be completed in ink or typewritten. No alterations or interlineations will be permitted, unless made before submission, and initialed and dated.

9. Page 7 – Paragraph 4 – Prior to the submission of the Proposal, the Bidder shall make a careful examination of the site of the Project and of the Plans, Specifications, Construction Sheets, Maps, Special Drawings, Description of Assembly Units, and forms of Construction Agreement and Contractor's Bond attached hereto, and shall become informed as to the location and nature of the proposed construction, the transportation facilities, the kind and character of the soil and terrain to be encountered, the kind of facilities required before and during the construction of the Project, general local conditions and all other matters that may affect the cost and the time of completion of the Project. Bidders will be required to comply with all applicable statutes, regulations, etc., including those pertaining to the licensing of contractors and the Anti-Kickback Acts, as amended.

10. Page 8 – Paragraph 6 – Taxes – Each Bidder shall include and shall be deemed to have included, in the price quoted in the Contractor's Proposal for each Assembly Unit, the amounts which it is estimated will be payable by the successful Bidder or by the Owner in account of taxes imposed by any taxing authority upon the sale, purchase, or use of materials, supplies and equipment, or services or labor or installation thereof, to be incorporated in the Project as part of such Assembly Unit. All taxes of the foregoing descriptions shall be payable by the Bidder which shall be awarded the Contract for the construction of the Project. **Include all applicable taxes in your bid unit prices.**

11. Page 8 & 9 – Paragraphs 10, 11, 14, & 15 –

- a. 10 – Each Proposal must be accompanied by a Bid Bond in the form attached or a check on a bank that is a member of the Federal Deposit Insurance Corporation, payable to the order of the Owner, in an amount equal to ten percent (10%) of the maximum Bid Price. Each Bidder agrees, provided its Proposal is one of the three low Proposals, that, by filing its Proposal together with such Bid Bond or check, in consideration of the Owner's receiving and considering such Proposal, said Proposal shall be firm and binding upon each such Bidder and such Bid Bond or check shall be held by the Owner until a Proposal is accepted and a satisfactory Contractor's Bond is furnished by the successful Bidder and such acceptance has been approved by the Owner, or for a period not to exceed ninety (90) days from the date hereinbefore set for the opening of proposals whichever period shall be the shorter. If such Proposal is not one of the three low Proposals, the Bid Bond or check will be returned in each instance within a period of ten (10) days to the Bidder furnishing same.
- b. 11 – The successful Bidder will be required to enter into a Contract with the Owner and to furnish a Contractor's Bond, in one of the forms attached hereto, with sureties listed by the United States Treasury Department as Acceptable Sureties in a penal sum not less than the Contract Price.
- c. 14 – The Owner reserves the right to waive minor irregularities or minor errors in any Proposal, if it appears to the Owner that such irregularities or errors were made through inadvertence. Any such irregularities or errors so waived must be corrected on the Proposal in which they occur prior to the execution of any contract which may be awarded thereon.
- d. 15 – The Owner reserves the right to reject any or all Proposals. The attention of Bidders is specially called to the desirability of a proper balance between prices for labor and materials and between the total prices for the respective Assembly Units. Lack of such balance may be considered as a reason for rejecting a Proposal.

12. Page 11 & 12 – Paragraph G – Where buried plant is involved, the Owner has obtained permission from State and local highway and road authorities to bury cable and set housings on the highway and road rights-of-way in the project Area. Notwithstanding such permission granted to the Owner, each Bidder is responsible for ascertaining that the equipment, methods of construction and repair proposed to be used on the Project will meet all requirements of

public authorities having jurisdiction over highway and road rights-of-way. The successful Bidder will be required to furnish proof satisfactory to the Owner of compliance with this requirement. If required by the highway or road authorities, the successful Bidder will furnish to such authorities a bond or meet other guaranty requirements to assure the prompt repair of all damages to highways and roads and their associated rights-of-way caused by the Bidder during construction of the Project. This requirement is in addition to, and independent of, the performance bond required under this Contract. The approval of a Bidder's Qualifications by the Owner or the acceptance of a Bid from any Bidder is not to be construed as approval of the Bidder's equipment or proposed construction methods by, or on behalf of, the highway and road authorities. Bidders may obtain information concerning the requirements of highway and road authorities by communication with the following:

- a. **Minnesota Department of Transportation**
- b. **Aitkin County Highway Department**
- c. **Town of McGrath**

13. Interim Financing – Not Applicable

14. Page 21 – Supplement A – Not Applicable

15. Page 23 – RUS packets are part of the contract listed below:

- a. 515a – Construction of Direct Buried Plant
- b. 515b – Construction of Underground Plant
- c. 515d – Installations at Customer Access Locations

16. Page 23 – Standards that are applicable (PC-2), (PC-4), (PC-5A)

17. Assembly Units are as listed on Page 115 of Contract:

- a. **BA, BD, BDO, BDS, BFO, BH, BM, HBF, HO, ONT, SE**

18. Section BA –

- a. BA units shall meet or exceed RUS standards as outlined in the specifications for wood stub poles.

19. Section BD –

- a. BD3A units shall be a Vertiv UPCBD3 metal pedestal with GBRBD2 ground bracket assembly. All BD3A units shall include (2) 1.25" innerducts, which shall be installed from the HH to the pedestal. **Also see guide drawing, the unit includes everything shown on the guide drawing except the BA-3 wood stub is called out separately under the BA units.**

20. Section BDO –

- a. BDO5 pedestals shall be Vertiv metal UPCBD5 pedestal. Units with FBD suffix shall include a NetSpan FBD Fiber Distribution kit, 2-sided closed architecture fiber splice closure for UPCBD5 pedestals. All labor and material to complete the installation of the closure and pedestal shall be included in the BDO unit.
- b. All BDO pedestals shall include 1 splice tray.

21. Section BDS –

- a. BDSO (24)(288) unit shall be Clearfield FDH PON cabinet. Cabinet shall come equipped with 288 distribution ports, 24 feeder ports, SC/APC connectors, 12-inch riser, external locate access, and (1) 288 fiber armored loose tube stub, 100' in length. This unit shall also include a 30x48x36 vault (with bolt kit) in which the splitter cabinet shall be mounted to. Vault Part # V7B-CZP. This unit shall also include providing and installing (3) 1x32 splitters.
- b. BDSO (48)(576) units shall be Clearfield FDP PON cabinet. Cabinet shall come equipped with 576 distribution ports, 48 feeder ports, SC/APC connectors, 12-inch riser, external locate access, and (2) 288 fiber armored loose tube stubs, 100' in length. This unit shall include a 36x60x36 vault (with bolt kits) in which the splitter cabinet shall be mounted to Vault Part #V8B-CZP-F. This unit shall also include providing and installing (12) 1x32 splitters (6 for each cabinet).
- c. BDSM 336 unit shall be Clearfield Fiber Flex 2000 Active Cabinet with 750W heat exchanger, AC Load Center with generator connect, flatpack S 48 VDC Rectifier, supports 1 battery string with warmer, (1) 288 and (1) 144 SC/APC distribution ports, (3) 144 fiber OSP Armored loose tube, 100' in length, and shall include left and right bulkhead brackets. Unit shall also include 62AH Enersys SBS B14 Battery String 140-00039. Batteries shall be installed by the contractor and hooked up by the owner. Unit also includes Poly/Concrete Vault and lid for Fiber Flex 2000, 36x72x36, V2000-367236, and all misc. material needed to complete the installation. All items in the above description shall be verified with the owner and engineer prior to placing an order.

22. Section BFO –

- a. BFO 24 and larger shall be single armor, single jacket, totally dry loose tube with dielectric strength elements. Fiber optic cable shall operate at a wavelength of 1310 nm at .35dB/km and 1550 nm at .25dB/km per better, per individual fiber, per reel length. All fiber optic cable shall be zero or low water peak and meet or exceed G.652D and RUS PE90A standards.

- b. All fiber optic cable shall be from Corning, OFS, Prysmian, or Superior Essex. All fiber optic cable shall be from the same manufacturer, except drop fiber. ***This is the priority, but if not available the owner will consider other options.***
- c. BFOV units shall be SDR 11, ASTM-F2160, orange in color.
- d. All utilities shall be exposed by hand or with Vacuum equipment. Backhoes are permissible in rural areas.
- e. On reel tests shall be the option of the Contractor. If the Contractor should choose to do the tests, the Contractor shall fill out the "On Reel Test" form in this contract and submit it along with all of the OTDR traces to the engineer prior to construction. The OTDR traces shall be submitted electronically in PDF format on a USB Flash Drive (2 copies). Test Forms shall be filled out and 2 hard copies submitted. A dual window test is required, BFO cable shall operate on wavelength of 1310 nanometers at .35 dB per kilometer or better and 1550 nanometers at .25 per kilometers or better per individual fiber per reel length; only zero or low water peak cable shall be used on this project. BFO cable shall be in accordance with PE 90A.

Within 10 calendar days after fiber routes are placed and spliced, the contractor shall perform an end-to-end loss test. This test shall be performed using a power meter and a light source, as well as an OTDR. Contractor shall test from Point A to Point B and then from Point B to Point A to obtain an average. A dual window test is required, with data recorded on the form FTTP Test in this contract. This information shall be turned into the engineer no more than 10 calendar days after completion of test. It is the contractor's responsibility to notify engineer 48 hours prior to beginning any of these tests.

23. Section BH –

- a. BHF units shall be Quazite or Armorcast with a Tier 22 load rating on both the box and the lid. The load rating shall be stamped on both the box and the lid. See Guide Drawings. ***This is the priority, but if not available the owner will consider other options.***

24. Section BM –

- a. See List of changes pages for description of BM units, also see guide drawings.
- b. BM 2 units shall be 5/8" x 8' copper clad steel ground rods.
- c. BM 83 units shall be Charles Industries 219 riser pipe, 5' in length with 2 clamps and stainless-steel hardware to complete the installation.
- d. Duct shall be SDR11, ASTM F2160, orange in color.

25. Section HBF –

- a. HBFO M shall be CommScope 450C splice case with 6 ports, 6 ground lugs, and trays to splice up to 144 fiber.

- b. HBFO L shall be CommScope 450D splice case with 6 ports, 6 ground lugs, and trays to splice up to 288 fiber.
- c. HBFO XL shall be CommScope 600D splice case with (2) 4-port gel blocks, butt splice configuration, 4 ground feed through lugs, and trays to splice up to 576 fiber.
- d. HBFO units shall include trays, grounding kits, and other miscellaneous material needed to complete the installations.
- e. See Guide Drawings.

26. Section HO –

- a. The HO Units will be by Fusion splicing, splice loss not to exceed .15 dB unless after 3 attempts this cannot be accomplished, then up to a .2 dB will be accepted.
- b. Contractor shall fill out Acceptance Test Forms in this contract. These can be provided to the successful bidder electronically.

27. Section ONT –

- a. ONT units shall be FTTP ONT enclosure provided and installed by the owner. Contractor shall provide all miscellaneous material needed to complete the installation.
- b. Contractor shall provide and splice a pigtail for all ONT units. Pigtail shall be CommScope or Clearfield with SC/APC connector on one end, 1.5 meters in length. Compensation for pigtail and splice shall be included under the S suffix.
- c. ONT units with a 5 and 7 suffix shall include a 8' X 5/8" copper clad ground rod.
- d. ONT 7 units shall be mounted directly to the structure.
- e. The bond to the power ground shall be completed by owner on ONT S units.

28. Section SE –

- a. SEBO 4 and SEBO 12 shall be armored unitube with dielectric strength elements and shall meet RUS PE90A specifications.

29. Additional Items

- a. Pages 93, 93b-93i: List of Guide Drawings & Changes, Additions & Deletions
- b. Page 103 & 105: Proposal Summary Pages

30. Page 107: Paragraph 5 – The Bidder understands that the location shown on Construction Sheets for existing telecommunications plant and other utilities is approximate, and that the restrictions on cable placement shown on the Construction Sheets may be altered in accordance with Article V, Section A.1.3, as existing underground facilities are located by the Bidder during construction. **Owner will locate their own power within the ROW.**

31. Page 109: Item 10 – Contractor License

Page 110: Item 14 – The Bidder agrees to commence the construction Project, on a date (hereinafter called the “Commencement Date”) which shall be determined by the Engineer after notice, in writing, of approval of the Construction Contract by the Owner and notice in writing from the Bidder that the Bidder has available sufficient materials to warrant commencement and continuation of construction, but in no event will the Commencement Date be later than 150 calendar days from the acceptance of the bid from the owner. ***When submitting your bid, please include lead times for fiber optic cable, pedestals, and HH’s and when you’d be able to start construction.***

The Bidder agrees to strive diligently to obtain materials to commence and maintain construction of the Project and agrees to prosecute diligently and to complete construction of the Project in strict accordance with the Plans, Specifications, Construction Sheets and Special Drawings within ninety (90) calendar days (excluding Saturdays, Sundays, and legal holidays) after the Commencement Date. ***Project needs to be done and closed out by 11/20/2023***

Page 111 & 112: Items 18, and 20 –

Item 18 - The Bidder understands and agrees that approximately 140.03 miles (225.35 km) of proposed buried cable will be constructed along the same right-of-way and adjacent to existing buried telecommunications facilities of others. The sizes and general locations of existing buried telecommunications facilities are not shown on the Construction Sheets. It will be the Bidder's responsibility to perform the work in such a manner as not to cause interruption of service on existing buried facilities during the construction of the proposed buried cable. To accomplish this, the Bidder will furnish and operate any cable locating equipment necessary to establish the actual location of existing buried facilities. The bidder will be responsible for maintaining shield continuity and proper grounding of existing cables in the time frame between housing installation and splicing operations. ***Owner will locate their own buried power within the row for mainline construction.***

Item 20 – The Bidder will not perform any work hereunder on Saturdays, Sundays, and legal holidays unless there is urgent need for such work and the Owner consents thereto in writing. The time for completion specified in paragraph 14 hereof shall not be affected in any way by inclusion of consent to work on the days specified above. ***The owner will consider work on Saturday if it is necessary to complete the project on time.***

32. Page 112 & 113: Item 21 & 22 – Equal Employment Information; have filled out and signed on Page 113.

33. Page 116-117: Paragraph b, d, & e –

- a. Paragraph b – The sequence of construction shall be as set forth below, the names being the designations of central office areas corresponding to the names shown on the maps attached hereto. For each central office area, the sequence of construction shall be

designated by remote serving areas or Work Sectors shown on maps of the central office areas. If no sequence of construction is set forth below, the sequence shall be as determined by the Contractor, subject to the approval of the Engineer.

Start at the CO and build out completing one route at a time in order to allow the fiber Splicers to stay caught up.

- b. Paragraph d – The Owner, acting through the Engineer, and with the approval of the Administrator, may, from time to time, during the progress of the construction of the Project, make such changes, additions to, or subtractions from the Plans, Specifications, Construction Sheets, Special Drawings and cable placement locations which are part of the Contractor’s Proposal and in the sequence of construction provided for in the preceding section as conditions may warrant: Provided, however, that if any change in the construction to be done shall require an extension of time, a reasonable extension will be granted if the Contractor shall make a written request therefore to the Owner within ten (10) days after any such change is made. And provided, further, that if the cost of materials to the Contractor is increased by such change or addition, the Owner shall pay the Contractor for the reasonable cost thereof, included, if necessary, in a construction contract amendment (RUS Form 526) signed by the Owner and the Contractor. (see 7 CFR part 1753.11). Any claim for additional compensation for a change or addition will not be considered unless the Contractor shall have made a written request therefore and approved by the Owner prior to the commencement of work in connection with such change or addition (refer to Contractor’s Proposal, Paragraph 16).
 - c. Paragraph e – Except as otherwise agreed to by the Owner, all work shall be performed without interruption to or interference with existing telecommunications service, if any.
34. Pages 123-124: Safety – refer to Section1, Article IV of 515. The Contractor shall at all times take all reasonable precautions for the safety of employees on the work and of the public, and shall comply with all applicable provisions of Federal, State and Municipal safety laws, environmental regulations, and building and construction codes.
35. Pages 126 – 127: Section 4 – Insurance – See note 26 in Miscellaneous items below, OR See list of changes pages in contract for the minimum insurance requirements. The successful Bidder will be required to provide a copy of the insurance to the Engineer prior to starting any work on the Project.
36. Outside Plant Bid Date is **October 6, 2022, at 1:00 PM CT.** Bids to be sent to the office of the Engineer, Vantage Point Solutions, Inc., 2211 North Minnesota Street, Mitchell, South Dakota 57301.
- a. ***When submitting your bid, please include lead times for fiber optic cable, pedestals, and HH’s and when you’d be able to start construction.***

37. Miscellaneous

1. Contractor's Superintendent. The Contractor shall provide a qualified superintendent ("Superintendent") to oversee all aspects of the project; this person is not to be an operator. The superintendent shall remain on the project until all units of the project are completed. No work shall be done by any crew on the project without the Superintendent being on site. The Superintendent shall keep a complete set of as-built records on the staking sheets provided by the Engineer and compare them with the Engineer's (or Engineer's representative) records daily. The Contractor shall submit a set of "red lined" as-built staking sheets to the Resident weekly. The staking sheets are to include all units installed, and sequential numbers of all cable at hand holes, pedestals, houses, and / or poles.
2. Access to all construction sheets and maps will be provided to the Contractor via a secure link. It is the responsibility of the Contractor to download and distribute electronically to Construction crews (including sub-contractor) for the original version and any subsequent revisions. Automated notifications will be provided if the files are updated with any revisions.
3. BDO/BHF/HBFO Units. One unit shall be paid per location no matter how many times the Contractor must enter the enclosure to add drops, cable, or other activities. The units shall include all labor and material to install the following:
 - Pea gravel, housing numbers, route letters, directional and other markings of buried cable whether new or existing.
 - Connection of buried cable shields to the bonding connector whether they are new or existing cables in the housing in accordance with RUS 1753F-401 Splicing Standard (PC-2) required reforming and supporting the existing cable.
 - Installation of cable blocking kits (if filled cable).
4. Responsibility of Facilities Locates. It is the Contractor's responsibility to locate, or have located, all existing facilities, both public and private. Contractor shall contact City officials for locations of all City facilities.
5. Locating of Cable Facilities. Contractor shall locate any new cable when requested by the Engineer for verification. The Contractor shall indicate the distance of the cable from the center line of the road on the profile sheets.
6. Exposing of Utility Lines. All buried utility lines being crossed by any construction shall be located and exposed by Contractor before installing buried cable or conduit.
7. Directional Boring Requirements. Any and all boring in conjunction with town units, or convenience boring shall be a minimum of specified contract depth and a maximum of 60" below the natural grade of the surface. All utilities shall be exposed by Contractor before crossing them on ALL directional boring. Contractor shall furnish Resident as-built profiles of all directional bores that go under drainage areas or waterways before installation of any cable facilities. All piped bores shall be sealed with duct putty by Contractor.
8. Compensation for Directional Boring. The Contractor shall be compensated for directional boring units going under drainage areas or waterways per as-staked footages. Directional bores in

conjunction with town construction shall be paid actual bore length at the time of construction (as verified by the Engineer).

9. Compensation for BFOV and / or SEBOV units. The contractor and the engineer's representative shall wheel all innerduct the day it is installed and agree on the footages. These will be the footages used for payment to the contractor.
10. Innerduct Requirements. All innerduct shall be plugged as soon as it is placed, and all couplers used on innerduct shall be air-tight, water-tight and approved by Engineer prior to use. The Contractor shall mark the location of any coupler used on the staking sheets and give to the Engineer weekly.
11. Use of Rock Units. Rock units shall be at the discretion of the engineer and owner and shall only be paid when solid severe rock is encountered, necessitating the use of special rock equipment such as rock saw, jack hammer, or rock boring equipment. Rock units shall be pre-approved by the engineer and owner. Once approved, compensation is on a per-foot basis only for that portion that is through rock. The rock approval form shall be completed, signed, and approved. The engineer shall be present during rock work operations. BM 71 units shall include 1.25" innerduct, and the cable shall be installed inside of the duct. Duct shall be SDR 11, ASTM F2160, and orange in color. Backfill shall be suitable as not to damage the conduit/cable. All rock units shall be placed at a minimum of contract depth, as listed on the BFO page of the contract. If lesser depths are required, the depth will be shown in () as a suffix behind the unit. Backfill for BM 71 (12") shall be concrete.
 - i. All Rock Units approval must have Resident and Owner sign off prior to billing. If not, contractor is at risk of not getting paid.
 - ii. Staking Sheets (Redlines) need to be uploaded with Resident and Owner's signature prior to billing.
 - iii. Contractor must attempt bore at 3 different depths when encountering solid severe rock and document prior to requesting approval for solid severe rock.
 - iv. Contractor to provide bore logs of each attempt made when encountering solid severe rock for each rod.
 - v. Additional documentation may be required per owner/engineer's requests.
 - vi. All terrain encountered that is not solid / severe rock, such as cobble rock, will be compensated for under the bid BFO price in the contract.
12. Restoration of Vegetation. All grass disturbances shall be reseeded by Contractor to conform to existing vegetation and provide weed control.
13. Restoration of Pavement. All pavement areas that are cut, or BM 71 areas in the roadways, shall be backfilled by Contractor with a slurry mix as specified and directed by the highway officials.
14. Row Official Inspection. Contractor's superintendent and Engineer shall offer to drive all routes with the right of way officials after construction is completed and remedy any cleanup concerns immediately.
15. Reel Lengths. It shall be the Bidder's responsibility to determine the appropriate reel lengths based on the staking sheets or other information. The Contractor shall not be compensated for any portions of the cable reel that is cut off to meet specific requirements as detailed in the construction prints. The cable reels shall be ordered to fit per the construction sheets and maps. The Contractor will not be

compensated for any additional reel end splicing or splicing unless approved in advance by the Engineer and the Owner.

16. Cleanup Requirements. All cleanup, including seeding and mulching, shall be caught up with each crew by the end of each day.
17. Drop Requirements. The drop crew shall make contact with the homeowners before entering their property to do any construction. When possible, the drop crew shall review the final clean up with the homeowner prior to leaving the yard. All drop construction shall comply with the following requirements:
 - Each drop shall be completely constructed and cleaned up before the crew can start another drop.
 - All drop crews shall to have a locator on the project at all times and a qualified operator.
 - All drop crews shall be caught up with the mainline construction by the end of each week of construction. Drops shall not be placed until the mainline cable has been installed.
 - There shall be no boring or directional boring units paid on drops; these shall be figured into the bid SEBO prices of the contract. All drops placed in public ROW by Contractor shall meet the minimum depth requirements of the BFO section of this contract.
 - If the bond to the power system has to be done inside the customer's fuse panel, a certified electrician shall be required to perform the attachment to the power bond. This work does not have to be completed the same time the drop is placed, but the Contractor shall be required to have the electrician sign a form stating that the bond to the power system ground meets all current NEC, NESC, and local requirements. This is only applicable if required to go into the fuse panel, if there is already a ground wire stubbed out of the fuse panel, the electrician is not required.
18. All ground or bond connections to the power system ground shall be tagged at the point of attachment with a permanent tag manufactured by General Machine Projects (GMP P/N 01068).
19. Splicing Requirements. The fiber splicers associated with this project must be familiar with all the materials used on this project, including the splice cases, splice trays, and the CO Fiber Entrance Cabinet. It shall be the Contractor's responsibility to coordinate a pre-splicing meeting with the cable vendor, splice case vendor, the vendor for the fiber entrance cabinet in the CO, and the lead splicer for the project. During this meeting one splice case and ONT shall be prepped per the contract requirements for the Engineer and Owner to approve. Splicers shall be on site within 20 days of the start of construction and to remain onsite until the project is completed.
 - The splicer shall review any proposed cable count changes with the Engineer in advance. It shall be the splicer's responsibility to verify the actual address of each drop before splicing them. If the drops are found to be spliced to the wrong fiber count during the testing process, it shall be the Contractor's responsibility to re-splice them.
 - The splicer shall keep a splicing report for each location spliced. This report shall include route number, location number, number of HO-1 units performed, number of HO 12 units performed, address of any subscriber drops coming from the location, actual fiber count spliced to the customer address listed. This report shall be turned into the Engineer on a weekly basis until the splicing is completed. There shall be no HO units, HACO, or HBFO units approved for payment without the reports to verify the

invoices. In addition to this, report, the splicer is to include a picture of each location spliced, showing the fiber storage, cable tags, and each splice tray. The file name of the picture shall match the location name as shown on the circuited maps.

- The splicer shall remove the ribbon matrix from the ribbon in which the count for the pedestal is assigned and place all fibers within that ribbon in the splice tray. Only the fibers with count assigned out of that pedestal shall be cut and spliced to drops or tap routes. All spare fibers shall express to the end of the route.

20. Acceptance Testing Requirements. As part of the fiber acceptance testing, the splicer shall perform an OTDR test from the patch panel in the Central Office or cabinet to the customer premises on each fiber at 1310 nm and at 1550 nm. The splicer shall save the OTDR trace and the results of each fiber test in an Excel spreadsheet by the Engineer:

- fiber number as it relates to the patch panel
- the length of the fiber
- the number of splices
- the number of connectors.

The splicer shall also perform a power meter / light source test on all fibers terminated at the customer premises, bidirectionally, at 1310nm and 1550nm, and place the average loss for each test on the same Excel spreadsheet provided by the Engineer. All OTDR traces and other test results shall be placed on two USB flash drives (identical copies) and be in Adobe PDF format. These test results shall be e-mailed to ospreports@vantagepnt.com within 10 days of the completion of the testing. Any fibers that do not meet contract specifications shall be brought to the Engineer's attention immediately.

21. Testing of Spare Fibers. The Contractor shall test all spare fibers that are terminated on the patch panel with an OTDR and place the estimated average loss on the spreadsheet provided by the Engineer. If the loss is above what is acceptable, the Contractor can choose to resplice the fiber to meet the spec or to perform a bidirectional test on the fibers in question and prove them to meet the spec by showing the average loss on the spreadsheet

22. ONT Loss Measurement. The Contractor shall place a sticker inside each ONT that details the test results and fiber count. These test results shall include the actual loss as tested through any splitter(s). This shall be in addition to the normal power meter testing required. If the owner does not have the equipment installed at the time of testing, this requirement may be waived.

23. Optical Network Terminal (ONT) Requirements. All ONT enclosures, opening and bonding of the cable shall be completed by Contractor at the time the drop is placed. The ONT assembly unit consists of all the necessary hardware and tests and where required, furnishing and installing a ground and/or bond or locate wire termination per the Construction Sheets. The assembly units include all protection installed as specified by the Engineer. The suffixes to the ONT assembly unit may include the following and shall be installed by the Contractor:

- M - FTTH Optical Network Module (ONTM). Consists of the labor and material to install an ONT Module either in the housing installed under the ONTH Unit or placed by others, or to directly hang or place an indoor ONT Module on a shelf, or hanging on a wall. This unit also includes cleaning and terminating the fiber optic lead into the ONT Module Bulkhead adapter.

- H - ONT Housing (ONTH). Consists of the labor and material to install an empty ONT housing on the outside or inside of a building.
 - B Suffix "B" has 2-8 grounding and/or bonding options attached to the "B" suffix as necessary. Unless otherwise specified, the bonding conductor length shall be 20 feet or less. Additional ground / bond wire shall be compensated under the BMG unit for underground placement or the BMGI unit for green insulated wire placed within the premises.
 - "C" Indicates activation of "ONTM" unit electronics and synchronizing and provisioning feeder electronic
 - "I" Indicates inside mounting
 - "J" Indicates locate wire junction-box to be installed
 - "N" Indicates network power assembly to be installed
 - "P" Indicates customer premises' power assembly to be installed and includes initial customer visit evaluation
 - "S" Indicates "pigtail" jumper splicing shall be provided.
24. Fiber Optic Service Entrance ("SE") Requirements. Consists of one (1) foot (0.305 m) of optical service entrance cable in place from the optical network terminal (ONT) to either connectorized optical port(s) or fiber optic cable strand in an aerial or buried/underground plant distribution i.e. ready-access closure, buried plant housing, buried/underground closure etc. This unit includes all clamps, rings, hooks and other hardware required for attachment to poles, buried plant housings and buildings. This unit does not include the labor and material for connecting the pre-connectorized cable to the ONT unless specified by the Engineer and suffixed by the letter "P". Also, the service entrance units may still be pre-connectorized when specified in the plans and specifications by the Engineer and/or the use of buried plant miscellaneous unit BM51 (x), Fiber Optic Pre-connectorized Multipoint Terminal Assembly to feed the subscriber. This unit does not include cable splicing. For compensation purposes, the length of service entrance units includes the sum of the distance between supporting structures and when required the vertical runs on buildings and poles. The service entrance units are further defined as follows:
- Aerial Service Entrance from Aerial Fiber Optic Cable Assembly Unit – This unit includes the labor and material for an aerial service entrance extending from aerial plant. It includes the labor and material for the installation of aerial fiber optic service cable or drop connected to either connectorized optical port or fiber optic cable strand in a ready-access closure or pole mounted terminal per the Construction Sheets. Tree trimming necessary for installing the aerial service cable or drop is also included and shall be performed per the instructions of the Engineer.
 - Buried Service Entrance Fiber Optic Cable Assembly Unit - This unit includes the labor and material for placement of buried service fiber optic cable to the depth set forth in the specifications and the backfilling and tamping of the trench and for the repair and/or replacement of all fences, shrubbery, drives, lawns, watermains, pipes, sidewalks, pipelines and contents, underground power and telecommunications facilities, pavements, roadways, buried sewerage and drainage facilities, and any other property damaged during the installation of Service Entrances.
 - "P" When the units above are suffixed with the letter "P" the labor and material for connecting the pre-connectorized fiber cable, any cable shield, and any locate wire, to the ONT and/or pre-connectorized ready access terminal are included. This work shall be done per the Construction Sheets.

- "I" Buried service entrance cable, to be installed inside a duct placed by the Contractor. The placement of the duct shall be compensated under other units (e.g., SEBO_V(x)).
- "V(x)" One or more vacant ducts specified by the Engineer in the Explanatory Notes to be placed simultaneously in the same excavated path. Specify all duct within parentheses () with every succeeding duct on the following next line. The first value in the V suffix parentheses must indicate the number of ducts by the second value specifying the inside diameter of the ducts in inches or millimeters. If cable is to be pulled into this duct as part of the construction then, cable placement must be compensated under the SEBO work units suffixed "I".

25. Construction and Installation of Service Entrances. All construction and installation work shall be done in a thorough and workmanlike manner in accordance with the Plans, Specifications and Construction Sheets and shall be subject to acceptance by the Owner and the Engineer. For purposes of this specification, references to outside cables refer to both fiber optic and copper type cables or wires unless otherwise specified. All construction and installation of service entrances shall meet the following requirements:

- All material to be used in construction of the Project shall be stored to be protected from deteriorating effects of the elements.
- All service wires and cables, and accessory materials used in the construction of the Project shall be handled with care. Each reel of service wire or cable shall be inspected for damage. Prior to installation, all damage shall be repaired to the satisfaction of the Engineer. If reel wrap is present, the reel wrap shall remain intact on the reel until the wire or cable is ready to be placed.
- Deviations from the Plans, Specifications and Construction Sheets shall not be permitted except upon written permission of the Engineer.
- The latest revision of the National Electrical Safety Code (NESC) and the National Electrical Code (NEC) shall be followed in every case except where local regulations are more stringent, in which case local regulations shall govern.
- The Contractor shall maintain conductor polarity (tip and ring) and fiber optic strand identification at the main distributing frame, all copper or fiber optic terminals, terminal blocks or bulk heads, and for Service Entrances at the network interface device (NID) or optical network terminal (ONT), all per the Specifications and Construction Sheets.
- The Contractor shall maintain the manufacturer's recommended use and installation practices for all construction and installation to the satisfaction of the Engineer.
- Buried services shall be located or relocated on the building as near as practicable to the Service Entrance per the latest National Electrical Code requirements.
- Buried services shall be located to avoid damage from lawn mowers, animals, etc., and, where deemed necessary by the Engineer, shall be guarded.
- The contractor shall comply with the method of installation as shown on the Construction Sheets and as recommended by the manufacturer to the satisfaction of the Engineer.
- Buried services shall be installed against a foundation wall or pillar to provide adequate support and mechanical protection.
- The buried service cables shall be terminated in the NID or ONT, when specified by the Engineer, as shown on the Construction Sheets.
- The ONT location shall be defined by the Engineer. The choice of location shall be chosen to facilitate common grounding with existing (code) acceptable grounding electrodes by

obtaining the best compromise between the length of horizontal service wire or cable run and length of protector grounding conductor wire run.

26. Insurance. Contractor shall procure and maintain insurance at its expense and as set forth herein throughout the term of the Agreement and for three years after its termination. These insurance policies shall contain a provision that coverage afforded under the policy shall not be canceled or not renewed until at least thirty (30) days' advance written notice has been provided to Owner. With respect to Contractor's commercial general liability insurance, Owner shall be an additional insured for both ongoing and completed operations on a primary and non-contributory basis. Owner shall also be an additional insured on Contractor's automobile liability insurance and umbrella/excess liability policies. Contractor shall obtain from all of its insurers a waiver of subrogation in favor of Owner with respect to losses arising out of or in connection with the Services to be performed pursuant to the Agreement. All insurance must be procured from an admitted insurance carrier in the state in which Contractor is performing the Services that maintains an A.M. Best rating of A- or better. Contractor shall provide Owner with Certificates of Insurance and corresponding insurance declaration pages, for itself and for any independent contractors engaged by Contractors, as applicable, which Owner will review and determine whether the policies meet its requirements in its sole discretion, prior to Contractor performing Services for Owner. The parties agree that the failure of Owner to object to the form of certificate and/or additional insured endorsement provided shall not constitute a waiver by Owner of the requirements of this Section. For purposes of the Agreement, the following policies must satisfy the following conditions and have the stated minimum coverage amounts:

- a. Commercial General Liability. Commercial general liability insurance written on standard forms with extensions of coverage, if applicable, to include liability coverage arising out of Contractor's work and operations including coverage for the "products completed operations hazard." This insurance shall not exclude coverage for residential work. Such coverage must have minimum limits of insurance in force of at least:
 - i. \$2,000,000 per project general aggregate
 - ii. \$2,000,000 products/completed operations aggregate
 - iii. \$1,000,000 per occurrence personal and advertising injury
 - iv. \$1,000,000 per occurrence bodily injury and property damage
 - v. \$5,000 per person medical payments
- b. Automobile Liability. Automobile liability insurance on Contractor's vehicles with minimum policy limits for bodily injury of \$1,000,000 per person, an aggregate of \$1,000,000 per accident with property damage limits of \$1,000,000 for each occurrence.
- c. Workers' Compensation Liability. Workers' compensation insurance with policy limits that cover the statutorily-mandated benefits.
- d. Employer's Liability. Employer's liability insurance with policy limits of at least \$500,000 each accident, \$500,000 disease policy-limit, and \$500,000 disease per each employee.
- e. Umbrella/Excess Liability. Umbrella/excess liability with policy limits of \$5,000,000 per occurrence and in the aggregate. Such policy shall at least follow the form of each primary policy, and shall be no more restrictive than any of them.

In the event Contractor elects to engage an independent contractor or subcontractor to assist with the performance of the Services pursuant to the Agreement that is not covered by Contractor's insurance, Contractor acknowledges that Contractor shall be responsible for ensuring that such independent contractor or subcontractor has procured insurance coverages at levels in an amount equal to or higher than those required of Contractor pursuant to this Section.

To the extent provided in a prime contract, Owner and Contractor waive all rights of action and subrogation that the insurance company providing any builder's risk policy may have against each of them and/or the owner, architect, and the officers, agents and employees of any of them, for all claims, damages, injuries and losses, to the extent covered by such property insurance. Should a prime contract require insurance with higher limits or broader coverage than required herein, Contractor shall furnish such additional or greater insurance coverage at no added cost to the Owner. Such waiver of subrogation shall be effective for such persons even though such persons would otherwise have a duty of indemnification or contribution, contractual or otherwise, and even though such persons did not pay the insurance premium directly or indirectly, and whether or not such persons had an insurable interest in any property damaged. If applicable and except to the extent recoverable by Owner from another subcontractor or owner, deductibles for any builder's risk insurance shall be the responsibility of Contractor. A copy of the builder's risk insurance certificate may be obtained upon request.



Items to be Discussed at Preconstruction Conferences

- The Prime or General Contractor is responsible to ensure that subcontractors are not debarred from federal projects. Payments will be withheld if debarred contractors are used.
- Davis-Bacon and Related Acts apply to all subcontractors, regardless of dollar amount of contract.
- All contractors (including subs) need to complete the Contractor/Subcontractor Certification. Payment may be withheld until a usable form is submitted.
- Ensure that all contractors and subcontractors are completely clear about which wage decision is being enforced for the project.
- Are job classifications that are planned for use included in the enforced wage decision? If not, is an additional classification to DEED needed?
- Will any apprentices be used? If so, insist on proper paperwork. Only the state or federal departments of labor can define an apprentice. Any "apprentice" that is employed without correct paperwork will be paid the prevailing rate for their corresponding Classification.
- All workers will be paid dependent on the work they are doing. For instance, anyone engaged in Pipelayer-orientated work will be paid the Pipelayer rates. The full rates will be paid regardless of how skilled or experienced the worker is in their respective Classification.
- All workers on job site will be paid at base rates and fringe benefits that meet or exceed those in the enforced wage decision. If no fringes paid, the base rate will meet or exceed the base rate plus the fringe rate listed on the wage decision. Workers will be interviewed to ensure compliance.
- For projects over \$100,000, all workers will be paid overtime at time and a half the base rate that is actually paid.
- Contractors cannot ask employees to pay back any wages to the contractor. (or, no kick backs). Workers will be interviewed about this subject.
- The enforced wage decision and "Notice to All Employees" will be posted at the job site where workers can see them. This will be monitored.

- If split Classifications are used, employee – signed timecards are necessary to document the time. If no time cards have been secured, administrators will enforce the highest rate. (Most applicable to public facilities or large rental projects)
- All workers, including owner-operators, will need to be paid wages that meet or exceed the wage decision. Owner-operators will be assigned an appropriate Classification from the wage decision. Terms such as “Owner,” “Co-owner” or “Sole Proprietor” are not acceptable. (Generally a commercial rehabilitation issue) Owner – operators do not need to complete the withholding section of the payroll reports. The phrase “self-employed” should be written into that section in such a case.
- Foreman is not considered an acceptable Classification if the subject performs construction tasks for more than 20% of their time.
- Generally, Davis-Bacon and Related Acts do not apply to truck drivers delivering materials to the job site, unless the materials come from a site owned or dedicated to the contractor. (Generally a public facilities issue) Truck drivers are not excluded from state prevailing wage if state funds are part of the project.
- All payrolls must be signed by an authorized agent of the contracting firm on the compliance page of payroll reports (WH348).
- Department of Labor Payroll forms (WH347) are highly recommended for use by contractors. Alternative forms will need to provide all information required on the DOL payroll and must be accompanied by a signed compliance page (WH348, see above).
- Payrolls must be provided to the administrator in a timely fashion (within 10 days of the end of the payroll period. Contractors may not be paid if compliant payrolls are not submitted.
- Payrolls will be submitted and numbered in sequential order. No work weeks should be documented. Workers must be paid weekly. Payrolls should be for time and overtime on the project only and not include other work. At least the first payroll will list the last 4 digits of the social security number.
- General or prime contractors are responsible for underpayments of subcontractors.
- Fringe benefits need to be paid to employee paid plans, or be paid in cash. This will be documented on payroll reports.

Illustration 3

Equal Opportunity Attachments for Grantee Direct Bid Projects

Civil Rights Laws

**Small Cities Development Program
State of Minnesota**



Title VI of the Civil Rights Act of 1964. This law provides that no person shall be excluded from participation, denied program benefits, or be subjected to discrimination on the basis of race, color or national origin.

Section 109, Title I, of the Housing and Community Development Act (HCDA) of 1974. This law provides that no person shall be excluded from participation (including employment), denied program benefits, or be subjected to discrimination on the basis of race, color, religion, national origin, sex, age or handicap.

Age Discrimination Act of 1975. This law provides that no person shall be excluded from participation, denied program benefits, or be subjected to discrimination on the basis of age.

Title VIII, Civil Rights Act of 1968, as amended (The Fair Housing Act). This law prohibits discrimination in housing on the basis of race, color, religion, sex, national origin, familial status, and handicap. The law further requires that programs be administered in a manner that affirmatively promotes fair housing.

Executive Order 11063, Amended by Executive Order 12259, (Equal Opportunity in Housing). This executive order prohibits discrimination in housing and related facilities provided with federal funds on the basis of race, color, religion, creed, sex or national origin.

Section 3, Housing and Urban Development Act of 1968, as amended. This law provides that to the greatest extent feasible, opportunities for training and employment that arise through HUD financed projects shall be given to lower income residents of the project area. Section 3 also provides that contracts awarded in connection with such projects shall be awarded to Section 3 businesses located in the area, or businesses owned in substantial part by residents in the project area.

Executive Order 11246 (Equal Employment Opportunity). This executive order provides that no person shall be discriminated against on the basis of race, color, religion, sex, or national origin in any phase of employment during the performance of federal or federally assisted construction contracts. Contracts in excess of \$10,000 require affirmative action on the part of employers.

Executive Orders 11625, 12432, 12138. These executive orders require that efforts be made to encourage the use of minority and women owned businesses in federally funded programs.

See Reverse Side

Civil Rights Laws
(continued)

Public Law 95-507, Amendments to the Small Business Investment Act of 1958. This law establishes and sets forth that "it is the policy of the U.S. that small business concerns, and small business concerns owned and controlled by socially and economically and disadvantaged individuals, shall have the maximum practicable opportunity to participate in the performance of contracts let by any federal agency."

Section 504 of the Rehabilitation Act of 1973, as amended. This law provides that no otherwise qualified individual with handicaps shall solely, by reason of his or her handicap, be excluded from participation in, be denied the benefits of, or be discriminated against under any program receiving federal funds.

Americans with Disabilities Act (ADA). This law provides civil rights protection to persons with disabilities in the areas of employment, public services, public accommodations, and telecommunications.

Minnesota Human Rights Law (Chapter 363). This law prohibits discrimination in credit, employment, housing, public accommodations, public service, and education on the basis of race, color, creed, national origin, sex, marital status, disability, sexual orientation, public assistance and familial status.

Uniform Administrative Requirements

(24 CR 85.36(e))

Excerpt On M/WBE Contracting

**Small Cities Development Program
State of Minnesota**



- E. Contracting with small and minority firms, women's business enterprise and labor surplus area firms.
1. The grantee and subgrantee will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible.
 2. Affirmative steps shall include:
 - a. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
 - b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority business, and women business enterprises;
 - d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority business, and women's business enterprises;
 - e. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce; and
 - f. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (E)(2)(a) through (e) of this section.

Equal Opportunity Attachments for Grantee Direct Bid Projects

**Standard Federal Equal Employment Opportunity
Construction Contract Specifications**

(Executive Order 11246)

Small Cities Development Program
State of Minnesota



1. As used in these specifications:
 - a. "Covered area" means the geographical area described in the solicitation from which this contract resulted;
 - b. "Director" means Director, Office of Federal Contract Compliance Program, United States Department of Labor, or any person to whom the Director delegates authority;
 - c. "Employer identification number" means the Federal Social Security Number used on the Employer's quarterly Federal Tax Return, U.S. Treasury Department Form 941.
 - d. "Minority" includes:
 - (i) Black (all persons having origins in any of the Black African racial groups not of Hispanic origin);
 - (ii) Hispanic (all persons of Mexican, Puerto Rican, Cuban, Central or South America or other Spanish Culture or origin, regardless of race);
 - (iii) Asian and Pacific Islander (all persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands); and
 - (iv) American Indian or Alaskan Native (all groups having origins in any of the original peoples of North American and maintaining identifiable tribal affiliations through membership and participation or community identification).
2. Whenever the Contractor, or any Subcontractor at any tier, subcontracts a portion of the work involving any construction trade, it shall physically include in each subcontract in excess of \$10,000, the provisions of these specifications and the Notice which contains that applicable goals for minority and female participation and which is set forth in the solicitations from which the contract resulted.
3. If the Contractor is participating (pursuant to 41 CFR 60-4.5) in a Hometown Plan approved by the U.S. Department of Labor in the covered area either individually or through an association, its affirmative action obligations on all work in the Plan area (including goals and timetables) shall be in accordance with the Plan for those trades which have unions participating in the Plan. Contractors must be able to demonstrate their participation in and compliance with the provisions of any such Hometown Plan. Each Contractor or Subcontractor participating in an approved Plan is individually required to comply with its obligations goal under the Plan in each trade in which it has employees. The overall good faith performance by other Contractors or Subcontractors toward a goal in an approved Plan does not excuse any covered Contractor's or Subcontractor's failure to take good faith efforts to achieve the Plan goals and timetables.

Standard Federal Equal Employment Opportunity Construction Contract Specifications
(continued)

4. The Contractor shall implement the specific affirmative action standards provided in paragraphs 7 a through p of these specifications. The goals set forth in the solicitation from which this contract resulted are expressed as percentages of the total hours of employment and training of minority and female utilization the Contractor should reasonably be able to achieve in each construction trade in which it has employees in the covered area. Covered Construction contractors performing construction work in geographical areas where they do not have a Federal or federally assisted construction contract shall apply the minority and female goals established for the geographical area where the work is being performed. Goals are published periodically in the Federal Register in notice form, and such notices may be obtained from any Office of Federal Contract Compliance Programs or from Federal procurement contracting officers. The contractor is expected to make substantially uniform progress toward meeting its goals in each craft during the period specified.
5. Neither the provisions of any collective bargaining agreement, nor the failure by a union with whom the Contractor has a collective bargaining agreement, to refer either minorities or women shall excuse the Contractor's obligations under these specifications, Executive Order 11246, or the regulations promulgated pursuant thereto.
6. In order for the nonworking training hours of apprentices and trainees to be counted in meeting the goals, apprentices and trainees must be employed by the Contractor during the training period, and the Contractor must have made a commitment to employ the apprentices and trainees at the completion of their training, subject to the availability of employment opportunities. Trainees must be trained pursuant to training programs approved by the U.S. Department of Labor.
7. The Contractor shall take specific affirmative actions to ensure equal employment opportunity. The evaluation of the Contractor's compliance with these specifications shall be based upon its effort to achieve maximum results from its actions. The Contractor shall document these efforts fully, and shall implement affirmative action steps at least as extensive as the following:
 - a. Ensure and maintain a working environment free of harassment, intimidation, and coercion at all sites, and in all facilities at which the Contractor's employees are assigned to work. The Contractor, where possible, will assign two or more women to each construction project. The contractor shall specifically ensure that all foremen, superintendents, and other on-site supervisory personnel are aware of and carry out the Contractor's obligations to maintain such a working environment, with specific attention to minority or female individuals working at such sites or in such facilities.

Standard Federal Equal Employment Opportunity Construction Contract Specifications
(continued)

- b. Establish and maintain a current list of minority and female recruitment sources, provide written notification to minority and female recruitment sources and to community organizations when the Contractor or its unions have employment opportunities available, and maintain a record of the organization's responses.
- c. Maintain a current file of the names, addresses and telephone numbers of each minority and female off-the-street applicant and minority and female referral from a union, a recruitment source or such individual. If such individual was sent to the union hiring hall for referral and was not referred back to the Contractor by the union or, if referred, not employed by the Contractor, this shall be documented in the file with the reason therefore, along with whatever additional actions the Contractor may have taken.
- d. Provide immediate written notification to the Director when the union or unions with which the Contractor has a collective bargaining agreement has not referred to the Contractor a minority person or woman sent by the Contractor, or when the Contractor has other information that the union referral process had impeded the Contractor's efforts to meet its obligations.
- e. Develop on-the-job training opportunities and/or participate in training programs for the area which expressly include minorities and women, including upgrading programs and apprenticeship and trainee programs relevant to the Contractor's employment needs, especially those programs funded or approved by the Department of Labor. The Contractor shall provide notice of these programs to the sources compiled under 7b above.
- f. Disseminate the Contractor's EEO policy by providing notice of the policy to unions and training programs and requesting their cooperation in assisting the Contractor in meeting its EEO obligations; by including it in any policy manual and collective bargaining agreement; by publicizing it in the company newspaper, annual report, etc.; specific review of the policy with all management personnel and with all minority and female employees at least once a year; and by posting the company EEO policy on bulletin boards accessible to all employees at each location where construction work is performed.
- g. Review, at least annually, the company's EEO policy and affirmative action obligations under these specifications with all employees having any responsibility for hiring, assignment, layoff, termination, or their employment decisions, including specific review of these items with on-site supervisory personnel such as Superintendents, General Foreman, etc., prior to the initiation of construction work at any job site. A written record shall be made and maintained identifying the time and place of these meetings, persons attending, subject matter discussed, and disposition of the subject matter.

Standard Federal Equal Employment Opportunity Construction Contract Specifications
(continued)

- h. Disseminate the Contractor's EEO policy externally by including it in any advertising in the news media, specifically including minority and female news media, and providing written notification to and discussing the Contractor's EEO policy with other Contractors and Subcontractors with whom the Contractor does or anticipates doing business.
- i. Direct its recruitment efforts, both oral and written, to minority, female, and community organizations, to schools with minority and female students and to minority and female recruitment and training organizations serving the Contractor's recruitment area and employment needs. Not later than one month prior to the date for the acceptance of the applications for apprenticeship or other training by any recruitment sources, the Contractor shall send written notification to organizations, such as the above, describing the openings, screening procedures, and tests to be used in the selection process.
- j. Encourage present minority and female employees to recruit other minority persons and women and, where reasonable, provide after school, summer and vacation employment to minority and female youth both on the site and in other areas of a Contractor's workforce.
- k. Validate all tests and other selection requirements where there is an obligation to do so under 41 CFR Part 60-3.
- l. Conduct, at least annually, an inventory and evaluation at least of all minority and female personnel for promotional opportunities and encourage these employees to seek or to prepare for, through appropriate training, etc., such opportunities.
- m. Ensure that seniority practices, job classification, work assignments, and other personnel practices, do not have a discriminatory effect by continually monitoring all personnel and employment related activities to ensure that the EEO policy and the Contractor's obligations under these specifications are being carried out.
- n. Ensure that all facilities and company activities are nonsegregated except that separate or single-user toilet and necessary changing facilities shall be provided to assure privacy between the sexes.
- o. Document and maintain a record of all solicitations of offers for subcontracts from minority and female construction contractors and suppliers, including circulation of solicitations to minority and female contractor associations and other business associations.
- p. Conduct a review, at least annually, of all supervisors adherence to and performance under the Contractor's EEO policies and affirmative action obligations.

Standard Federal Equal Employment Opportunity Construction Contract Specifications
(continued)

8. Contractors are encourage to participate in voluntary associations which assist in fulfilling one or more of the affirmative action obligations (7a through p). The efforts of a contractor association, joint contractor-union, contractor-community, or other similar group of which the Contractor is a member and participant, may be asserted as fulfilling any one or more of its obligations under 7a through p of these Specifications provided that the Contractor actively participates in the group, makes every effort to assure that the group has a positive impact on the employment of minorities and women in the industry, ensures that the concrete benefits of the program are reflected in the Contractor's minority and female workforce participation, makes a good faith effort to meet its individual goals and timetables, and can provide access to documentation which demonstrates the effectiveness of action taken on behalf of the Contractor. The obligation to comply, however, is the Contractor's failure of such a group to fulfill an obligation shall not be a defense for the Contractor noncompliance.
9. A single goal for minorities and a separate single goal for women have been established. The Contractor, however, is required to provide equal employment opportunity and to take affirmative action for all minority groups, both male and female, and all women, both minority and non-minority. Consequently, the Contractor may be in violation of the Executive Order if a particular group is employed in a substantially disparate manner (for example, even though the Contractor has achieved its goals for women generally, the Contractor may be in violation of the Executive Order if a specific minority group of women is underutilized).
10. The Contractor shall not use the goals and timetables of affirmative action standards to discriminate against any person because of race, color, religion, sex, or national origin.
11. The Contractor shall not enter into any Subcontract with any person or firm debarred from Government contracts pursuant to Executive Order 11246.
12. The Contractor shall carry out such sanctions and penalties for violation of these specifications and of the Equal Opportunity Clause, including suspension, termination, and cancellation of existing subcontracts as may be imposed or ordered pursuant to Executive Order 11246, amended, and its implementing regulations, by the Office of Federal Contract Compliance Programs. Any Contractor who fails to carry out such sanction and penalties shall be in violation of these Specifications and Executive Order 11246, as amended.

Standard Federal Equal Employment Opportunity Construction Contract Specifications
(continued)

13. The Contractor, fulfilling its obligations under these Specifications, shall implement specific affirmative actions steps, at least as extensive as those standards prescribed in paragraph 7 of these Specifications, so as to achieve maximum results from its efforts to ensure equal employment opportunity. If the Contractor fails to comply with the requirements of the Executive Order, the implementing regulations or these specifications, the Director shall proceed in accordance with 41 CFR 60-4.8.
14. The Contractor shall designate a responsible official to monitor all employment related activity to ensure that the company EEO policy is being carried out, to submit reports relating to the provisions hereof as may be required by the Government and to keep records. Records shall at least include for each employee the name, address, telephone numbers, construction trade, union affiliation, if any, employee identification number when assigned, social security number, race, sex, status, (e.g., mechanic, apprentice, trainee, helper, or laborer), dates of changes in status, hours worked per week in the indicated trade, rate of pay, and locations at which the work was performed. Records shall be maintained in an easily understandable and retrievable form; however, to the degree that existing records satisfy this requirement, Contractors shall not be required to maintain separate records.
15. Nothing herein provided shall be construed as a limitation upon the application of other laws which establish different standards of compliance or upon the application of requirements for hiring of local or other area residents (e.g., those under the Public Works Employment Act of 1977 and the Community Development Block Grant Program).

**REQUEST FOR AUTHORIZATION OF
ADDITIONAL CLASSIFICATION AND RATE**

CHECK APPROPRIATE BOX
 SERVICE CONTRACT
 CONSTRUCTION CONTRACT

OMB Control Number: 9000-0066
Expiration Date: 4/30/2022

Paperwork Reduction Act Statement - This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 9000-0066. We estimate that it will take .5 hours to read the instructions, gather the facts, and answer the questions. Send only comments relating to our time estimate, including suggestions for reducing this burden, or any other aspects of this collection of information to: U.S. General Services Administration, Regulatory Secretariat Division (M1V1CB), 1800 F Street, NW, Washington, DC 20405.

INSTRUCTIONS: THE CONTRACTOR SHALL COMPLETE ITEMS 3 THROUGH 16, KEEP A PENDING COPY, AND SUBMIT THE REQUEST, IN QUADRUPPLICATE, TO THE CONTRACTING OFFICER.

1. TO: ADMINISTRATOR, WAGE AND HOUR DIVISION U.S. DEPARTMENT OF LABOR WASHINGTON, DC 20210	2. FROM: (REPORTING OFFICE) MN Department of Employment and Economic Development 1st National Bank Building, 332 Minnesota Street, Suite E200 St. Paul, MN 55101
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3. CONTRACTOR	4. DATE OF REQUEST
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5. CONTRACT NUMBER	6. DATE BID OPENED (SEALED BIDDING)	7. DATE OF AWARD	8. DATE CONTRACT WORK STARTED	9. DATE OPTION EXERCISED (IF APPLICABLE) (SERVICE CONTRACT ONLY)
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10. SUBCONTRACTOR (IF ANY)

11. PROJECT AND DESCRIPTION OF WORK (ATTACH ADDITIONAL SHEET IF NEEDED)

12. LOCATION (CITY, COUNTY, AND STATE)

13. IN ORDER TO COMPLETE THE WORK PROVIDED FOR UNDER THE ABOVE CONTRACT, IT IS NECESSARY TO ESTABLISH THE FOLLOWING RATE(S) FOR THE INDICATED CLASSIFICATION(S) NOT INCLUDED IN THE DEPARTMENT OF LABOR DETERMINATION

NUMBER: _____ DATED: _____

a. LIST IN ORDER: PROPOSED CLASSIFICATION TITLE(S); JOB DESCRIPTION(S); DUTIES; AND RATIONALE FOR PROPOSED CLASSIFICATIONS (Service contracts only) <i>(Use reverse or attach additional sheets, if necessary)</i>	b. WAGE RATE(S)	c. FRINGE BENEFITS PAYMENTS

14. SIGNATURE AND TITLE OF SUBCONTRACTOR REPRESENTATIVE (IF ANY)

See Illustration 8.2

15. SIGNATURE AND TITLE OF PRIME CONTRACTOR REPRESENTATIVE

See illustration 8.2

16. SIGNATURE OF EMPLOYEE OR REPRESENTATIVE

TITLE

CHECK APPROPRIATE BOX-REFERENCING BLOCK 13.

AGREE

DISAGREE

TO BE COMPLETED BY CONTRACTING OFFICER (CHECK AS APPROPRIATE - SEE FAR 22.1019 (SERVICE CONTRACT LABOR STANDARDS) OR FAR 22.406-3 (CONSTRUCTION WAGE RATE REQUIREMENTS))

THE INTERESTED PARTIES AGREE AND THE CONTRACTING OFFICER RECOMMENDS APPROVAL BY THE WAGE AND HOUR DIVISION. AVAILABLE INFORMATION AND RECOMMENDATIONS ARE ATTACHED.

THE INTERESTED PARTIES CANNOT AGREE ON THE PROPOSED CLASSIFICATION AND WAGE RATE. A DETERMINATION OF THE QUESTION BY THE WAGE AND HOUR DIVISION IS THEREFORE REQUESTED. AVAILABLE INFORMATION AND RECOMMENDATIONS ARE ATTACHED.

(Send 3 copies to the Department of Labor)

SIGNATURE OF CONTRACTING OFFICER OR REPRESENTATIVE

TITLE AND COMMERCIAL TELEPHONE NUMBER

DATE SUBMITTED

SCDP Manager

(651) 259-7425

Illustration 6

**Notice of Contract Award
Minnesota Small Cities Development Program**

This form must be completed and submitted to the SCDP within 14 days after the contract is awarded. This is necessary for federal compliance.

Grant #: _____ Grantee: _____

Project Name and Address (Do not insert an address if public facility): _____

County where this project will be: _____

SCDP Project Description: _____
Identify Items paid with match dollars: _____
Identify Items not paid by SCDP fund or match dollars: _____

Wage decision and modification used in contract: _____

Effective date of wage decision used in contract (mm/dd/yy): _____

(Please consult SCDP staff if not sure of correct decision to be in specs and contract)

Bid Opening Date (mm/dd/yy): _____ Contract Award Date (mm/dd/yy): _____

Pre-Construction Conference Date (mm/dd/yy): _____

If no pre-construction conference, attach a short explanation of why: _____

General contractor name and address: _____

Upon review of the Contractor/Subcontractor Certification(s), does the examination indicate that Requests for Additional Classification appear necessary at this point? YES NO

If yes, date when we can expect Request for Additional Classification (mm/dd/yy): _____

Upon review of the Contractor/Subcontractor Certification(s), does the examination indicate that the wages that correspond with the listed work Classifications meet or exceed those in the correct wage decision? YES NO

If no, please attach an explanation of actions taken to ensure compliance.

Total (all sources of funds included) dollar amount (do not use cents) of contract: _____

My signature below confirms that this project meets a federal objective and that SCDP funds are only being used for eligible expenses (for commercial: exterior repairs, code compliance of building, energy, accessibility, and documented health and safety.) Furthermore, I attest that the project financing plan matches the one approved in the full application to the SCDP, that the correct wage decision is being enforced, a screening process for conflicts has taken place, and that no debarred contractors are employed on the project.

(Signature of Project Administrator) (Date)

Please Provide the following only if the information is not known by SCDP staff

Project Administrator Name and Address: _____

Phone #: _____ E-mail address: _____

We prefer that you E-mail this form as a pdf attached file to natasha.kukowski@state.mn.us.
After reception of this form, we will e-mail you (or call if no e-mail) with the SCDP labor standards # assigned to the project.
Please use the labor standards # assigned by DEED for the Final Labor Standards Report.

Illustration 8.1

**Request for Additional Classification and Rate
Minnesota Small Cities Development Program**

Please complete this form, along with illustrations 8.2 and 8.3, if applicable. Submit to DEED by following the instructions on the bottom of this form. Pending DEED approval, the request will be forwarded to the Department of Labor for final approval. Expect approximately a month before we receive an answer from the DOL. Please include any supporting data, such as a corresponding evidence of state rates from the Minnesota Department of Labor and Industry.

Date: _____ Grant Number: CDAP- _____

DEED Labor Standards Number: _____ Wage Decision Enforced: _____
Effective Date of Decision: _____

Proposed Classification(s): _____	Hourly Base Rate (Proposed) _____	Fringe Rate (proposed) _____
-----------------------------------	--------------------------------------	---------------------------------

Brief description(s) of work provided by the Classification(s) as well as non-hand tools used: *For example; Roofer - remove old roof material and install new roof material using air nailers.*

Name and Address of Contractor or Subcontractor: _____

Please select one of the following:

- The employees, General Contractor, and Subcontractor (if applicable) agree on the proposed Classification and rates. Corresponding signatures attached in Illustration 8.2.
- The General Contractor, Subcontractor (if applicable), and the authorized union representative agree on the proposed Classification and rates. Corresponding signatures attached in Illustration 8.3.
- The interested parties cannot agree on wage rates that correspond with the proposed Classification. A determination by the Department of Labor is therefore requested.

Grant Administrator's Signature: _____

DEED Labor Officer's Signature: _____

Please e-mail this form and corresponding attachments as a pdf attached file to natasha.kukowski@state.mn.us

Illustration 8.2

**Request for Additional Classification and Rate - Attachment
Minnesota Small Cities Development Program**

Please include this form, or Illustration 8.3, when submitting a "Request for Additional Classification and Rate" (Illustration 8.1) form.

DEED Labor Standards Number: _____ Grant Number: _____

Project Name: _____

We, the interested parties including the employees who perform the work, certify our agreement with the Classification, wage rates, and fringe rates proposed on the attached "Request for Additional Classification and Rate" form.

General Contractor Name

General Contractor Signature and Date

Subcontractor Name

Subcontractor Signature and Date

Employee Name

Employee Signature and Date

Section 3 Clause

24 CFR 75

State of Minnesota

Small Cities Development Program

- A. Section 3 of the Housing and Urban Development Act of 1968, as amended by the Housing and Community Development Act of 1992 is to ensure that economic opportunities, most importantly employment, generated by certain HUD financial assistances shall be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing or residents of the community in which the Federal assistance is spent.
 - a. The Section 3 Final Rule as detailed in the Federal Register Docket Number FR-6085-F-03 went into effect on November 30, 2020. This Final Rule amended Section 3 regulations and is now found at 24 CFR 75.

- B. Section 3 projects are defined at 24 CFR 75.3(a) as housing rehabilitation, housing construction, and other public construction projects assisted under HUD programs that provide housing and community development financial assistance when the total amount of assistance to the project exceeds a threshold of \$200,000.
 - a. The threshold is \$100,000 where the assistance is from the Lead Hazard Control and Healthy Homes programs.
 - b. The project site is the site or sites together with any building(s) and improvements located on the site(s) that are under common ownership, management, and financing.

- C. Section 3 projects funded with Small Cities Development Program or Minnesota Community Development Block Grant Coronavirus Program funds will follow requirements listed in:
 - a. Subpart A – General Provisions (75.1 – 75.7)
 - b. Subpart C – Additional Provisions for Housing (75.19 – 75.27)
 - c. Subpart D – Provisions for Multiple Funding Sources, Recordkeeping, and Compliance (75.29 – 75.33)

- D. Definitions associated with Section 3 projects are found at 24 CFR 75.5.
 - a. Labor hours mean the number of paid hours worked by person on a Section 3 project or by persons employed with funds that include public housing financial assistance.
 - b. Section 3 business concern means
 - i. A business concern meeting at least one of the following criteria documented within the last six-month period:
 - 1. It is at least 51% owned and controlled by low- or very low-income persons; or

Section 3 Clause (continued)

2. Over 75% of the labor hours performed for the business over the prior three-month period are performed by Section 3 workers; or
 3. It is a business at least 51% owned and controlled by current public housing residents or resident who currently live in Section 8-assisted housing
- ii. The status of a Section 3 business concern shall not be negatively affected by a prior arrest or conviction of its owner(s) or employees.
 - iii. Nothing in this part shall be construed to require the contracting or subcontracting of a Section 3 business concern. Section 3 business concerns are not exempt from meeting the specifications of the contract.
- c. Section 3 worker means
- i. Any worker who currently fits or when hired within the past five years fit at least one of the following categories, as documented:
 1. The worker's income for the previous or annualized calendar year is below the income limit established by HUD
 2. The work is employed by a Section 3 business concern.
 3. The worker is a YouthBuild participant.
 - ii. The status of a Section 3 worker shall not be negatively affected by a prior arrest or conviction.
 - iii. Nothing in this part shall be construed to require the employment of someone who meets this definition of a Section 3 worker. Section 3 workers are not exempt from meeting the qualifications of the position to be filled.
- d. Targeted Section 3 worker is defined at 75.21 for projects with SCDP funding or 75.29 for projects funded with SCDP and Public Housing Financial Assistance funding.
- i. Targeted Section 3 worker defined at 75.21 means a worker is
 1. A worker employed by a Section 3 business concern; or
 2. A worker who currently fits or when hired fit at least one of the following categories, as documented within the past five years
 - a. Living within the service area or the neighborhood of the project, as defined in 75.5; or
 - b. A YouthBuild participant.
- E. The contractor/subcontractor will complete and/or collect the following Section 3 information and provide copies to the grant recipient and/or authorized project administrator:
- a. Section 3 and Women- or Minority-Owned Business Certification
 - b. Section 3 Worker and Targeted Section 3 Worker Self-Certification form (as applicable)
 - c. Section 3 Business Concern Certification for Contracting (as applicable)

Section 3 Clause (continued)

- F. The contractor/subcontractor will assist the grant recipient and/or authorized project administrator in meeting reporting requirements at 24 CFR 75.25 by providing the following:
 - a. The total number of labor hours worked of all workers; and
 - b. The total number of labor hours worked by Section 3 workers; and
 - c. The total number of labor hours worked by Targeted Section 3 workers.

- G. Pursuant to 24 CFR 75.27(b) recipients of Section 3 funding must require subrecipient, contractors, and subcontractors to meet the requirements of 24 CFR 75.19, regardless of whether Section 3 language is included in recipient or subrecipient agreements, program regulatory agreements, or contracts.

- H. Recordkeeping and compliance requirements with the Section 3 Final Rule are found at 24 CFR 75.31 and 24 CFR 75.33, respectively.



BORE PROFILE SHEET

ROUTE _____	TWSP _____	ROD LENGTH _____
SHEET _____ of _____	RANGE _____	DIRECTION _____ of _____
LOCATION _____	SECTION _____	BORE TYPE _____
OPERATOR _____	EXCHANGE _____	DATE _____

ROD #	DEPTH	REFERENCE	ROD #	DEPTH	REFERENCE	ROD #	DEPTH	REFERENCE
1.			21.			41.		
2.			22.			42.		
3.			23.			43.		
4.			24.			44.		
5.			25.			45.		
6.			26.			46.		
7.			27.			47.		
8.			28.			48.		
9.			29.			49.		
10.			30.			50.		
11.			31.			51.		
12.			32.			52.		
13.			33.			53.		
14.			34.			54.		
15.			35.			55.		
16.			36.			56.		
17.			37.			57.		
18.			38.			58.		
19.			39.			59.		
20.			40.			60.		

Telephone Company

General Contractor

Electrical Contractor

Electrician Name

Home Owner Name

Home Owner Address

Staking sheet route and number

Date grounding / bonding work completed

I here by certify that the Telephone system NID is properly grounded and bonded to the electric system as per the latest edition of the NEC and the NESC.

Electrician

License number

State license in

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control numbers for this information collection are 0572-0059 and 0572-NEW. The time required to complete this information is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

SUBCONTRACT
(Under Construction or Equipment Contracts)

AGREEMENT made this _____ day of _____, 20____, by and between _____ a (partnership, individual, corporation) hereinafter called the "Contractor") and _____ of _____ (hereinafter called the "Subcontractor").

WHEREAS, the Contractor has entered into a Construction Contract or Equipment Contract hereinafter called the "Contract") dated _____, 20____ with _____ (hereinafter called the "Owner") Providing for _____ in a project bearing Rural Utilities Service designation _____ ; and

WHEREAS, the Contractor and the Subcontractor desire that all of the Contractor's obligations with regard to certain work under the Contract be performed by the Subcontractor;

NOW, THEREFORE, in consideration of the mutual undertakings herein contained, the parties hereto agree as follows:

SECTION 1. The Subcontractor agrees to perform the Contractor's obligations under the Contract which, by this reference, is made a Part hereof as though set out in its entirety with respect to:

SECTION 2. The Subcontractor agrees that all of the work to be done hereunder shall be carried out as directed by the Engineer of the Owner in full accordance with the terms and provisions of the Contract.

SECTION 3. The Subcontractor shall maintain all insurance required under the Contract and shall hold the Contractor and the Owner harmless from any and all claims for injuries to persons or for damage to property happening by reason of any negligence, default or misconduct on the part of the Subcontractor, his agents or employees during the Performance of this Agreement.

SECTION 4. The Contractor agrees to pay the Subcontractor for the performance of the work hereunder the sum of _____

\$ _____ Payable as follows:

SECTION 5. The work to be Performed hereunder shall be completed to the satisfaction of the Contractor and the Owner within the time specified in the Contract. In the event additions to or alterations in the work to be performed hereunder are made necessary by changes in the Contract, the Subcontractor agrees to perform such additional or alternative work in the same manner and under the same terms and conditions as the Contractor would be required so to perform.

SECTION 6. Upon approval of this Agreement by the Owner, the surety company, if any (hereinafter called the "Surety") furnishing the Performance Bond required by the Contract, and the Administrator of the Rural Utilities Service (hereinafter called the "Administrator"), the Subcontractor shall, if required by Contractor, furnish to the Contractor a Performance Bond in form and substance satisfactory to the Contractor.

SECTION 7. This agreement shall not become effective until consented to and approved in writing by the Owner, the Surety if any, and the Administrator; provided, however, that consent to and approval hereof by the Owner and the Administrator shall in no way operate to release the Contractor from the Contractor's duties and obligations to the Owner under the Contract or operate to release the Surety if any, from its obligations under the Performance Bond required by and relating to the Contract.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement the day and year first above written.

CONTRACTOR

SUBCONTRACTOR

By _____
TITLE

By _____
TITLE

CONSENTED TO AND APPROVED:

[SEAL]

OWNER

DATE

By _____
PRESIDENT

CONSENTED TO AND APPROVED:

[SEAL]

SURETY COMPANY

DATE

By _____

[* Attach power of attorney in favor of person signing for Surety.]

FTTP Acceptance Test Results Form (To Be Completed By OSP Contractor)

Serving Area _____ Client _____ Date _____

- Prior to acceptance testing, you will need an electronic copy of the pre-filled test form. If you do not have the pre-filled electronic copy, coordinate with the OSP resident and they can assist you in obtaining the form. This form will have all of the fiber count listed along with the customer address that each fiber is to feed. These will match the plans and specs maps.
- Actual distance to be measured by OTDR. Indicate actual number of splices and connectors per fiber.
- End point per each fiber to be ped where it is spare, or the customer location in which it terminates.
- Properly fill out test form headings: *Serving Area, Client, and Date*. Please note there are 2 columns for test info, (1) for 1310 nm and (1) for 1550 nm.
- All fibers to be tested, loss for spare fibers to be OTDR estimated loss, loss on terminated fiber to be determined by use of power meter / light source / bi directional.
- All test forms shall be filled out while the testing is occurring, they need to be completed and sent to the engineer within 10 calendar days of completion of the testing.
- All changes to fiber count must be pre-approved by the resident, if changes are found during testing, it will have to be re spliced at the contractors expense.
- Fiber acceptance testing to include the splicer doing an OTDR test from the patch panel out on each fiber at 1310 nm and at 1550 nm. The splicer to list the length of the fiber (OTDR distance in Feet), the amount of splices, the amount of connectors, and the OTDR estimated span loss next to the fiber number on the excel spread sheet provided by the engineer. The splicer is to then do a power meter / light source test on all fibers terminated at the customer premise, bi directionally, at 1310nm and 1550nm, and place the average loss in the column "power meter actual loss" on the same excel spread sheet provided by the engineer. Also fill out the "end point" (where does the fiber end if not at a subscriber), and the "subscriber address" (if the fiber ends at a subscriber). Any fibers that do not meet contract specifications are to be brought to the Resident's attention immediately. The owner may require one of their representatives or a representative from Vantage Point to be with the splicers during testing. The contractor is to coordinate the testing in order to allow a weeks' notice of their intent to start the testing.
- The contractor is to test all spare fiber (only the ones terminated on the patch panel) with an OTDR and place the estimated average loss on the spread sheet, if the loss is above what is acceptable, the contractor can choose to re do the splices to meet the spec, or to do a bi directional test on the fibers in question and prove them to meet the spec by showing the average loss on the spread sheet.
- The contractor is to neatly write the fiber number, the actual loss, and the customer address on the sticker inside the ONT. The loss recorded is to be the actual loss as tested through the splitter. This will be in addition to the normal power meter testing required. If the owner does not have the equipment installed at the time of testing, this requirement will be waived.
- The splicer is to review any cable count changes with the Resident prior to making them in the field. It will be the splicer's responsibility to verify the actual address of each drop prior to splicing them. If the drops are found to be spliced to the wrong fiber count during the testing process, it will be the contractors responsibility to re splice them within 24 hours of being notified that they are in error.
- Prior to submitting completed test results, the splicer shall verify that the data on the test forms is accurate and complete. The splicer shall also double check and verify that the Fiber # and end point or subscriber address are correct on the test forms and that this information matches the resident inspectors master map. All discrepancies found during the testing phase must be brought to the resident's attention immediately.
- All OTDR traces and power meter information to be placed on (2) USB flash drives (2 identical copies), and be in Adobe PDF format. The test forms are to be e mailed to ospreports@vantagepnt.com within 10 days of the completion of the testing.



Board of County Commissioners Agenda Request

2T
Agenda Item #

Requested Meeting Date: 11/8/2022

Title of Item: Search & Rescue Donation

<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: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Mille Lacs Trails, Inc. has made a \$2500 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
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>		



Board of County Commissioners Agenda Request

2U
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Accept Engineering Firm- CDBG McGrath Broadband Project

<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*
Submitted by: Mark Jeffers	Department: Administration	
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed:
Summary of Issue: Mille Lacs Energy Cooperative, Broadband partner for the McGrath Project (CDBG-CV Broadband Grant CARE-21-0011-O-FY21) have retained the services of Vantage Point for all engineering responsibilities of the project. A requirement of the grant process is for Aitkin County, as grant administrator, to acknowledge that Vantage Point is the Engineering firm on the project. Economic Development staff has reviewed the documents and recommends acceptance of Vantage Point as the Engineering Firm leading the McGrath project.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve resolution to accept Vantage Point as the Engineering Firm for the CDBG McGrath Broadband Project.		
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 checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

ACCEPT ENGINEERING FIRM FOR CDBG-CV MCGRATH BROADBAND PROJECT

WHEREAS, Mille Lacs Energy Cooperative, Broadband partner for the McGrath Project (CDBG-CV Broadband Grant CARE-21-0011-O-FY21) have retained the services of Vantage Point for all engineering responsibilities of the project. AND

WHEREAS, Economic Development staff has reviewed the documents and agrees that Vantage Point should be the Engineering Firm leading the project.

NOW, THEREFORE, BE IT RESOLVED, that Aitkin County accepts Vantage Point as the Engineering Firm for the CDBG-CV McGrath Broadband Project.

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

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8th day of November, 2022 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8th day of November, 2022

Jessica Seibert
County Administrator

OSP Engineering:

MILLE LACS ENERGY COOPERATIVE



Prepared by:
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Director of Engineering
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Customer Relations Representative:
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Director of Customer Relations
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Professional Solutions With Integrity

As a future broadband provider, you will be faced with many decisions when implementing a broadband network that maximizes quality and functionality while minimizing costs. Each cooperative is unique in its infrastructure, member density, terrain, and goals. What works well for one deployment, may not be the best fit for the next. **There is no single model, no “cookie-cutter” solution, that works for every situation.**

For many of the decisions that must be made, you will likely rely on the advice and expertise of third-party consultants and engineers such as Vantage Point Solutions (VPS). You – and your members – deserve professional, ethical guidance; as such, it is imperative to select an experienced qualified partner that has **no bias or hidden agenda** that may taint their recommendations to your cooperative.

VPS has been implementing rural broadband FTTP networks for decades and has the experience and knowledge to help guide you in implementing the unique solution that works best for you. **We have built our company on a strong moral and ethical foundation by always doing what is best for our client’s long-term best interests.** Our established, long-standing client list, built largely by referral, is a testament to this commitment.

Unlike others that may claim to be engineering firms, **VPS is a true engineering firm:** Our team includes ten licensed Professional Engineers that are registered as such in every state we do business. As a true engineering firm with state registered Professional Engineers, not only do we meet the stringent educational and technical standards of this licensure, we are also bound by a code of ethics defined by the laws of the states in which we work. Further, **ethical business is simply our way of work.** We do right by our clients, and we are not bringing hidden agendas to our business relationships.

◆ ————— WE PROMISE YOU ————— ◆

- **0% of Vantage Point is owned by any broadband contractor, vendor, supplier, or service provider. We are an employee owned company.**
- **VPS does not have ownership of any broadband contractor, vendor, supplier, or service provider.**
- **VPS and our staff do not take kick-backs or finders fees from vendors or contractors. Never have, never will.** Our only compensation is what our client pays us for the project. Our recommendations to you will be based only on the best solution for your Co-op, not lining our pockets through back door agreements.
- **VPS does not use vendors or manufacturers to perform engineering tasks or designs in exchange for VPS specifying the use of their products. At VPS, all engineering and consulting is performed in house.**
- **We do not have a cookie cutter approach to design. We believe your cooperative has unique characteristics that need to be taken into design consideration. Unlike other firms that will only use a network of suppliers, contractors and vendors that they have pre-negotiated arrangements with, VPS will always be looking for the best solutions to your cooperative.**
- **VPS believes that our success is based on the long-term success of our clients.**

If you are seeking an experienced, qualified, ethical engineering firm, then we look forward to working with you. Thank you for considering VPS in your broadband deployment.



Larry D. Thompson, PE
CEO, Vantage Point Solutions

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Stacy Cluff
Technology & Energy Services Manager
Mille Lacs Energy Cooperative (MLEC)

Dear Stacy,

Thank you for the opportunity to present the Vantage Point Solutions proposal for OSP engineering services for the Mille Lacs Energy Cooperative – Aitkin County project. Our commitment to accuracy, efficiency and timeliness will help ensure that your project is completed right the first time. At VPS we put people first – both our clients and our employees. We are employee-owned and foster a positive, creative work environment that keeps our team happily dedicated to you.

VPS is unique to the industry, having both engineering and consulting teams under the same roof from the very beginning – not just an afterthought. This tight integration between engineering and consulting allows us to help position you for the future from both a financial and technical perspective. We have experts in nearly every area of telecom. Having access to these experts will be invaluable as your project moves forward. Other reasons why we feel VPS is the right company for your project:

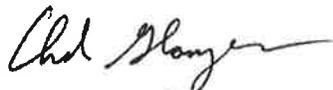
VPS has engineered over \$2B in FTTP networks and manages the construction of approximately 10,000 miles of fiber each year. We can draw from the best practices we have learned while building hundreds of FTTP networks when building your network.

VPS has over 400 employees, ten Professional Engineers, a proven management team, and has been well established for many years. You can rest assured that VPS will be here to see your project to completion.

We are confident that you will find us to be an excellent value. We assign on-site residents to manage the local crews and have senior staff that oversees the project as part of our quality control. We pass through our living expenses without any markup.

We can provide Mille Lacs Energy Cooperative with an excellent quality network at the lowest overall cost. VPS was built on a foundation of honesty and integrity. VPS is large enough to tackle your project, yet small enough to give you the personal attention you deserve. We will tailor our services to match your unique needs. We will make sure that our approach is consistent with your goals and timelines. We look forward to an opportunity to further discuss the information contained in this response as well as our qualifications to complete the project. Please feel free to contact me if you have any questions.

Sincerely,



Chad Glanzer, PE
President

Vantage Point Profile

Vantage Point Solutions, Inc. (VPS) is a premier broadband engineering and consulting firm providing a full range of services focused on the unique business challenges faced by broadband operators.

Our primary goal is ensuring that our clients' long-term interests are met. We integrate state-of-the-art technical solutions to balance emerging technology with regulatory effects. VPS uniquely offers solutions for engineering, consulting, and outside plant under one roof.



We build networks – but we're part of them, too. We belong to communities bigger than ourselves, and believe in giving back. In fact, VPS has donated hundreds of thousands of dollars in time and investment towards industry committees, associations, and testimony. This advocacy directly benefits our clients by moving the needle with regulators to ensure good technology recommendations, mitigating negative consequences for regulatory reform, and sensible approaches to the economic and technology decisions that impact our clients.

At Vantage Point, we believe:

 <p>In putting employees & clients FIRST</p>	<p>Better broadband means better lives</p> 	<p>We are building networks for applications that don't even exist yet</p> 	 <p>In GIVING BACK to our local, industry & global communities</p>
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Our employee owners are committed to client satisfaction because client success is their success. As an employee-owned company, our staff is rewarded when our company excels. We hire employees who understand this culture of commitment, leading to a positive work environment and a high satisfaction level for our clients. Want to talk to an owner? Talk to any of us!

VPS Staff are more than employees
- they are owners.



Employees benefit when clients succeed.
We are dedicated to your success.

In addition to our executive leadership, we have hundreds of telecom experts ready to meet and exceed your needs. As a client you will have a point of contact with management regardless of your project.

SENIOR LEADERSHIP

 <p>LARRY THOMPSON, PE CEO</p>	 <p>CHAD GLANZER, PE PRESIDENT</p>			
 <p>NATHAN WEBER, PE VP OF ENGINEERING</p>	 <p>JULIE CHARRINGTON VP OF CONSULTING</p>	 <p>DOUG EIBAH, JD VP OF REGULATORY & LEGAL</p>	 <p>JEFF SMITH VP OF PUBLIC POLICY & ADVOCACY</p>	 <p>TODD SAPP VP OF OUTSIDE PLANT</p>

We have the tools necessary to help you successfully complete your project. With professional engineers and regulatory experts under the same roof, we are able to understand the big picture for your cooperative. We offer a level of experience and expertise that will give you peace of mind throughout the entire project. Team members help you make smart decisions in the most timely, cost-effective manner possible.

More than anything we care about your success and are available to serve you from the beginning to the end of every project. You will experience a level of customer service that goes above and beyond your expectations. At VPS we don't stop at good enough. That's simply your Vantage Point advantage.

Solution

VPS offers comprehensive Professional Engineering services to our clients like MLEC. The services contained within this proposal focus on our OSP engineering expertise and the following sections detail our typical approach. Our services can be tailored to meet MLEC's specific needs, and every project comes with a commitment to excellence.

This proposal is based on MLEC's planned project for a fiber deployment covering approximately a 99-mile route segment in Aitkin County.



You can expect:

Your project will be done right. We don't cut corners, and we don't slack off. Excellent service and workmanship is part of our commitment to putting clients first.

Your project will be delivered on time and on budget. We have the experience and expertise to manage your project proactively and successfully through completion.

You will have regular communication with project leaders. You'll never wonder where a project stands or be kept in the dark about an unexpected development.

Internal accountability measures keep your costs down. From GPS-enabled mileage tracking to cent-by-cent expense monitoring, staff hold each other responsible for adhering to expectations.

Expert staff will be dedicated to your project. Our depth of staff makes VPS large enough to meet our client's needs, but small enough to customize our services to provide personal service. Every single project is tied to a senior leader, so you'll always know who to call.

Vantage Point's broad experience is at your service. While every project is unique, we've seen almost everything at least once. Our breadth of experience and expertise allow us to anticipate, identify, and resolve issues before they impact your project.

Summary of Solution

1	Planning
2	Field Data Collection Services and Mapping
3	ROW Permitting and Coordination
4	Plans & Specifications Preparation
5	Quality Control Services
6	As-Built Records & Mapping
7	OSP Contract Closeout

VPS will assign a Project Manager, located at the VPS office, who is responsible for ensuring that your project is done correctly and on schedule. The PM will set up periodic update calls with MLEC to provide project updates. In addition, the PM serves as a single point of contact for any of MLEC's needs. The PM will connect MLEC with the required VPS experts to assist with any question or challenges that may arise. During the construction process, VPS will also have an onsite resident OSP staff member who will oversee the inspection / construction management activities and will serve as an additional point of contact for these activities.

1. Planning

Planning will include the following steps:

Review of Requirements and FTTP Design Layout

VPS will develop a FTTP layout design of the proposed project. This layout is effectively a map-level design and does not involve conducting any on-site engineering work. VPS has assumed that MLEC will provide the location data of the subscribers to be served. Once the FTTP design is completed, it will be reviewed with MLEC.

Location Verification / Route Review

Once FTTP design layouts are completed, locations must be verified. VPS will deploy staff to confirm accuracy of locations of the FTTP layout.

2. Project Meetings

Field Data Collection Kick-off Meeting

Once the FTTP Layouts are completed, the next step is to embark on the field data collection process. VPS proposes to begin with an onsite kick-off meeting. VPS will discuss the various aspects of the project such as the specifics of the cable routing, how the serving areas are connected, the configuration of field electronics, the type of OSP materials to be utilized, and OSP construction methods that MLEC would like to utilize. The decisions made in this meeting will determine how this project is planned. After the conclusion of the meeting, VPS will deliver a document that summarizes the meeting and any decisions that were made. VPS proposes the kick-off meeting to be held at MLEC's office.

Pre-Bid Conference

During the bid process, VPS will conduct a pre-bid conference. VPS will conduct an on-site pre-bid conference with the approved OSP contractors. This process ensures that the contractors understand the upcoming project and helps ensure better pricing due to the contractors' comfort level with the project.

Pre-Construction Conference

Following the contractor award, VPS will conduct a pre-construction conference prior to commencement of construction. The attendees to this meeting would be MLEC, VPS, OSP contractor, ROW entities, and city/county officials. This sets the groundwork of how communication will occur during construction.

3. Field Data Collection Services and Mapping

Immediately following the kick-off meeting, VPS will begin the process of conducting the field data collection of the FTTP areas. All VPS OSP engineering staff members are equipped with computers and all design sheets are digitally produced. Collecting the field data completely digital allows us to be able to provide our services quickly and accurately. VPS has assumed that MLEC will provide the location information for the subscribers that are to be served by the project. Upon completion of the field data collection, VPS will deliver OSP digital design sheets for the proposed routes to MLEC for review and approval. In addition, our OSP resident will drive the routes with MLEC staff to review the sheets and to identify any requested changes to the design.

After the field data collection is complete, VPS will prepare design maps for the Plans and Specifications and will size the fiber for the project based on the MLEC standard fiber sizes. In addition, the subscriber count will be placed on the fiber and labeled appropriately. The design maps will be provided to MLEC for review and will be utilized in the OSP bid process.

4. ROW Permitting and Coordination

VPS will prepare and submit all required permits for the proposed project. VPS has experienced staff in this area and will accomplish these tasks in the most efficient way possible.

5. Plans and Specifications Preparation

VPS can prepare Plans and Specifications for the OSP cable construction. These deliverables typically include the development of Plans and Specifications based on the units determined during the field data collection process described previously. The Plans and Specifications, along with an industry standard OSP Contract, would be used with MLEC's OSP contractor.

6. OSP Quality Control Services

VPS staff will maintain the records, manage the project, coordinate work with city, county, state or federal officials, and provide the level of quality control (QC) desired by MLEC. VPS will have a member of the OSP senior management visit the job site during construction in order to review the project and ensure MLEC's complete satisfaction.

The projected quantity of QC staff is based on balancing between being cost efficient and providing the client with a quality end product. We can discuss these quantities more with MLEC once the contractor specifics are known.

Also, the amount of time our QC staff are on the project is directly related to the outside plant contractor's ability to complete the project in a timely manner. That is why it is important to limit the bidders list to contractors that are solid and proven.

VPS staff will conduct OSP inventory and testing verification on the project. The inventory includes the complete as-built inventory of the FTTP network plant facilities associated with this project. This verifies that the splicing has been completed in an accurate manner and that the network is ready for customer cutover.

7. As-Built Records

At the conclusion of the project, VPS will provide updated as-built sheets and construction maps for MLEC's long-term records. Any changes to the design that are made during the construction phase of the project will be noted by the VPS QC staff and incorporated into the as-built records. In addition, VPS will review the splicing report from the OSP construction and will utilize this information to update the fiber count assignments to the respective locations.

VPS will also utilize the as-built sheets and maps to generate the final unit tabulation for the OSP construction project. These unit tabulations will be used to reconcile the final construction cost for the project.

8. OSP Contract Closeout

Once the project is complete, VPS will coordinate the closeout of the contract between MLEC and the OSP contractor. As part of this process, VPS will use the unit tabulation generated in the As-Built Records and Mapping phase of the project and will work with the contractor to reconcile final inventory for the OSP construction project. This final inventory is used to determine the final cost for the work performed by the OSP contractor.

VPS will prepare all final documents and contract closeout forms for the project and coordinate the execution of the forms with the vendor and MLEC. These closeout forms include a variety of items such as the Contract Closeout Certification, the Certificate of Contractor, and Certificate of Completion that accompanies the final inventory. In addition, VPS will work with the contractor to obtain the Waiver and Release of Lien documents from the contractor, material suppliers, and subcontractors for the project.

Optional VPS Services

If MLEC desires, VPS can also provide pricing for optional OSP services. We will review these optional services at our field data collection kick-off meeting to determine which ones may be needed. The following is a description of VPS's approach to these optional items.

Customer Geocoding

VPS staff can collect geoaccurate data information for subscriber locations.

GPS Facilities

VPS can collect GPS data pertaining to the new OSP fiber facilities that are constructed. The GPS coordinate data can be collected for key objects such as handholes, pedestals, ONTs, poles, etc. In addition, VPS can collect GPS data for the running line of the fiber optic cable. Once the data is collected, VPS staff will process the GPS information to improve the data accuracy, as well as to put it into a useful form for MLEC.

Customer Contacts

During the field data collection, VPS staff can perform customer contacts to the subscribers in the serving area. These site visits are done to determine the specifics of the customer drop and also to determine the entry point of the facilities inside the customer's house. It is our experience that this process makes the drop construction and installation of the FTTP equipment go much smoother.

FTTP/ FMDF Engineering & Installation

VPS is also capable of providing engineering and installation services for the FTTP and Fiber Main Distribution Frame (FMDF) equipment. We have the qualified staff to prepare RFP for vendor's and will work to engineer the best configuration at the best price. Our service can be tailored to the customer's specific needs for their deployment.

Project / Client Experience

With over 650 clients in 45 states, VPS has the experience necessary to understand the best solutions for our clients. VPS has engineered over \$2B in FTTH networks and we design, and project manage approximately 10,000 miles of fiber optic cable construction each year. Our experience spans all geographies and terrains.

The following reference projects can verify VPS's experience and ability to manage projects proactively and to maintain timelines and budgets. Our OSP and Engineering teams brought value to these projects by utilizing our vast experience in the upfront design and planning of these projects. Additionally, our project management and quality control staff verified that the projects were completed according to the design specifications and resolved any issues that came up during the construction. VPS's innovative use of digital tools also sped the transmission of collected data.

Also, working together, VPS's team of engineers and consultants brought value to these projects by ensuring that technical, financial, and regulatory aspects were all considered.

Customer Name:	BARC Electric Cooperative (Millboro, VA)
Project Description:	BARC engaged VPS to take over engineering of their multi-year FTTP network that was started with another consulting firm. The deployment covers their cooperative service area as well as some areas beyond their territory.
Completion Date:	In process, multi-year project.
Type of Project:	Project management; professional engineering; OSP engineering; quality control; regulatory reporting
Primary POC:	Michael Keyser, CEO
Contact Number:	800-846-2272 / mkeyser@barcelectric.com

Customer Name:	Appalachian Electric Cooperative (New Market, TN)
Project Description:	AEC serves approximately 46,000 members throughout its service territory in Tennessee. AEC engaged VPS in evaluating solutions to provide adequate broadband services to its members.
Completion Date:	In process, multi-year project
Type of Project:	Business model evaluation; feasibility studies; partnership evaluations; partnership agreement negotiation; project management; professional engineering; outside plant engineering services; project management; field data collection; mapping; contract bid documents; quality control; review of funding sources
Primary POC:	Greg Williams, PE, General Manager / Executive Vice President
Contact Number:	865-475-2032 x 1201 / gwilliams@aecoop.org

Customer Name:	Tri-County Rural Electric Cooperative, Inc. (Mansfield, PA)
Project Description:	Tri-County selected VPS to perform all of their FTTP engineering of their 3,000-mile deployment after evaluating several other firms.
Completion Date:	In process, multi-year project.
Type of Project:	Project management; professional engineering; OSP engineering; FTTP OSP design; construction management; quality control; and CAF II assistance.
Primary POC:	Aaron Young, COO
Contact Number:	570-662-2175 / aaron@ctenterprises.org

Investment Considerations

There are many things to consider when evaluating different proposals; but given our experience with projects like this one, below are some thoughts we'd like to share:

Broad View

VPS serves over 650 clients in 45 states and the Caribbean. We work for large clients and small, and this footprint gives us more than a regional view – it gives us an industry view. And that broader perspective allows us to know what methods and products will work best for your application.

Engineering & Consulting Under One Roof

Projects can be complex. Having the knowledge of engineering and regulatory under one roof allows for constant communication and the ability adapt quickly.

Fiber Field Planning: We do it Right

You don't want the cheapest field planning option. More time spent planning in the field eliminates waste and builds a better network. The more detail and clarity on the design sheets, the more comfortable OSP contractors feel with the project – giving you the lowest construction costs.

Quality Control

Experience and field knowledge is critical during the QC process. Inexperienced QC staff may not know what to watch for in the overall process. Our staff's experience and job knowledge can protect your investment as it is being constructed.

Not a "One Man Shop"

We have a diverse team of experts. In fact, we have Professional Engineers specialized in all aspects of telecom.

Customer Service

We value your trust and prioritize your success. Our dedicated Customer Service staff are available to address any of your concerns throughout the project.

Employee Ownership

Do you want to talk to an owner? Talk to any of us at VPS. We are an employee owned company – which increases our commitment level to our clients.

Project Pricing

The following pricing is based on MLEC's planned project for FTTP deployment in Aitkin County. This has been estimated to include a 99-mile route segment of construction.

Our commitment and dedication to your project will ensure that the timeline is managed effectively and ensure that the quality meets or exceeds your Cooperative's expectations. At VPS, we believe that a client and engineering/consulting firm relationship should be a long-term partnership.

Description	Pricing	Billing Method	Estimate
Planning			
- Review of Req. and FTTP Design Layout			
- Location Verification / Route Review	T & E	T & E	T & E
Project Meetings			
- Field Data Collection Kickoff Meeting	\$3,500		
- Pre-Bid Conference	\$3,500	T & E	\$ 10,500
- Pre-Construction Conference	\$3,500		
Field Data Collection Services and Mapping ¹			
- Includes living expenses	99 Miles Rural - \$0.30/ft	Billed per ft	\$ 157,000
ROW Permitting and Coordination ²	T & E	T & E	T & E
Plans and Specifications Preparation	\$ 9,500	Flat Fee	\$ 9,500
OSP Quality Control Services ³			
- 5 workdays per week; 11-hour workdays	QC Resident: \$66/hr \$5,700 per/week QC Inspector L2: \$61/hr \$5,300 per/week QC Inspector L1: \$56/hr \$5,000 per/week	T & E	T & E
As-Built Records	T & E	T & E	T & E
OSP Contract Closeout	\$ 9,500	Flat Fee	\$ 9,500

Notes:

VPS Reference: 21-408

- (1) Pricing is based on VPS standard fielding sheets formats and software. Alternative formats and software may result in increased costs. This per foot charge is based on mainline fiber only with no cost for fiber drop or dual cable footage.
- (2) ROW Permitting and Coordination costs may vary based on actual effort required. Items such as private easements may result in higher permitting costs. Estimate does not include traffic control, any other specialty permits, environmental or civil surveying requirements.
- (3) Estimated living expenses are included in the weekly cost estimates. Actual expenses will be passed through as incurred with no markup. (Hourly rate is labor only)
- (4) The following additional items would be performed on a time and expense basis:
 - a. Project management, Initial Routing

Agreed and Accepted:

Mille Lacs Energy Cooperative

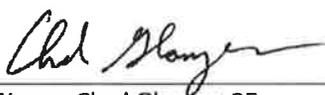
36559 US-169
Aitkin, MN 56431


Name: Stacy Cluff
Title: Technology & Energy Services Manager

1/4/22
Date

Vantage Point Solutions, Inc.

2211 N. Minnesota Street
Mitchell, SD 57301-1056


Name: Chad Glanzer, PE
Title: President

12/2021
Date

Appendices

Employee Biographies



**LARRY
THOMPSON, PE**

CEO

Larry is a licensed professional engineer and has been designing satellite, wireless, and wireline broadband networks for more than 30 years. Prior to founding Vantage Point Solutions in 2002, Larry held several engineering and management positions with TRW's Space and Defense Sector, CyberLink Corporation, and Martin Group. Over the years he has helped his clients successfully manage technical, regulatory, and financial challenges when deploying wireless and wireline networks. Larry is a frequent speaker at state and national conferences and a frequent expert witness at utility commission and legal proceedings relating to telecommunication technology and regulatory matters. He is also a member of the FCC's Broadband Deployment Advisory Committee.

"WE'RE BUILDING NETWORKS FOR APPLICATIONS THAT HAVEN'T EVEN BEEN INVENTED YET."

EDUCATION

Bachelor of Arts in Physics from William Jewell College.

Bachelor of Science in Electrical Engineering and Master of Science in Electrical & Computer Engineering from University of Kansas

LICENSED PROFESSIONAL ENGINEER



**CHAD
GLANZER, PE**

PRESIDENT

Chad Glanzer has more than 30 years of industry experience. At VPS he works extensively with clients, developing long range plans and assisting in the strategic implementation of them. He is an expert strategic planner and understands the necessity of research when developing a business plan. He serves as a vital resource in all aspects of CLEC implementations, including feasibility studies based upon site specific cost estimates. He is also a key player in the development of local, regional and statewide network architecture designs that deploy broadband technology for video, voice and data applications.

"OUR PEOPLE, SEEING THEM GROW PERSONALLY AND THEIR COMMITMENT TO OUR CLIENTS' PROJECTS, TO ME, THAT'S VANTAGE POINT."

EDUCATION

Bachelor of Science in Engineering from South Dakota School of Mines and Technology

LICENSED PROFESSIONAL ENGINEER



**TODD
SAPP**

VP OF OUTSIDE PLANT

Todd Sapp has been working in outside plant operations for 30 years, first as an inspector, working his way to resident and on to director and currently vice president. He is a hands-on leader, dealing directly with clients from the beginning to the end of each project. He personally attends pre-staking, pre-bid, and pre-construction meetings, ensuring that each project exceeds client expectations. He thoroughly understands how to design and deploy fiber networks. Some of the architectures he is familiar with include VDSL, FITL, and FTTH. At VPS he oversees both the OSP and CAD departments, consisting of over 100 staff, and more than 8,000 miles of construction per year.

"DETAILS MATTER -
BUILD THINGS RIGHT
THE FIRST TIME."

TRAINING

Various OSP Symposiums

CLIENT REFERENCES

South Slope - Iowa
Shawnee - IL
Westex - TX



**CULLEN
SCHIMKE**

**DIRECTOR OF
OUTSIDE PLANT**

Cullen Schimke has been working in outside plant services since 2001. He began his career as an inspector and has earned his way to Director of Outside Plant. Having experience in every stage of OSP services makes him an invaluable asset to the division. He helps manage over 100 Outside Plant staff and helps oversee more than 8,000 miles of construction every year. He is readily involved in the development of OSP plans and specifications. Additionally, Cullen attends vendor pre-bid and pre-construction conferences with clients as well as manages OSP field engineering and quality assurance services.

"WE TAKE OWNERSHIP
IN WHAT WE DO FOR
OUR CLIENTS. DON'T
FORGET WHO YOU ARE
WORKING FOR, AND
BUILD THE BEST
NETWORK POSSIBLE
WITH THE CLIENT'S
GOALS IN MIND."

EDUCATION

Associate of Applied Science in
Telecommunications from
Mitchell Technical Institute

CLIENT REFERENCES

Farmers Mutual Telephone - ID
State Telephone - NY



**NATHAN
WEBER, PE**

VP OF ENGINEERING

Nathan Weber has been active in the industry since 2000. His primary focus is on the technical and regulatory aspects of broadband service providers. From the development of feasibility studies based on site-specific cost estimates to the design and project management of several state-wide telecom network deployments, he is involved. He has designed and implemented voice, data, and video networks as well as Packet Optical Transport, Carrier Ethernet Transport, Dense Wavelength Division Multiplexing (DWDM), Synchronous Optical Networking (SONET), Multiprotocol Label Switching (MPLS), Fiber to the Premises (FTTP), Digital Loop Carrier (DLC), and wireless networks.

"IT'S A NOBLE CHALLENGE. WHAT BIGGER DIFFERENCE CAN YOU MAKE THAN BUILDING NETWORKS THAT CONNECT PEOPLE?"

EDUCATION

Bachelor of Science degree in Electrical Engineering from South Dakota State University

LICENSED PROFESSIONAL ENGINEER



**QUENTIN
FLIPPIN, PE**

DIRECTOR OF ENGINEERING

Quentin Flippin has been active in the telecommunications industry for over 20 years. He plays a key role in the research, network architecture design, economic analysis, and implementation of existing and emerging technologies unique to broadband networks. He has been involved with the implementation of essentially every aspect of telecommunication networks including Digital Loop Carrier (DLC), FITL, FTTH, SONET, Carrier Ethernet, standby power, data network backbones, xDSL, and switched digital video. In these deployments he has been responsible for the technical research, development of plans and specifications, vendor evaluation, project management and final inspection.

"I REALLY ENJOY THE VARIETY OF PEOPLE FROM ALL OVER THE U.S. I AM ABLE TO MEET AND HELP."

EDUCATION

Bachelor of Science in Electrical Engineering from South Dakota State University

LICENSED PROFESSIONAL ENGINEER



**CARMEN
O'NEILL, PE**

**DIRECTOR OF
ENGINEERING**

A Licensed Professional Engineer and one of the broadband industry's premier project managers, Carmen O'Neill is active in the planning, funding, design, and project management of state-of-the-art network architectures. She is a renowned expert on broadband grant and loan funding mechanisms and requirements and the associated network builds, and is especially adept at networks with unique or complex requirements or funding conditions. A hands-on leader, she has assisted many companies in start-to-finish broadband deployments from strategic network and business planning, to design and engineering, through to deployment and migration. Carmen is a passionate learner, fascinated by leading edge technology and it's implications for end users; she is well-known for connecting technical expertise to end-user experiences and answering the question, "What's coming next?" She has been active in the engineering field since 1995 and working in telecommunications since 2002.

"THE BEST PROJECTS ARE ONES YOU LEARN FROM. PROJECTS WHERE YOU CAN USE YOUR PAST EXPERIENCE, DRAW FROM IT TO RESOLVE THE ISSUE, AND STILL WALK AWAY WITH A NEW SOLUTION IN YOUR ARSENAL."

EDUCATION

Bachelor of Science in Engineering from South Dakota School of Mines and Technology

LICENSED PROFESSIONAL ENGINEER



**BRIAN
ENGA, PE**

SR. TECHNOLOGY LEADER

Brian Enga is a licensed Professional Engineer and part of the Senior Technology Leadership team at Vantage Point Solutions. He has been working in the telecommunications industry for more than 15 years and has project managed multimillion dollar broadband network deployments. He is experienced in providing engineering, technical research, plans and specifications development, vendor evaluation, project management, and final inspection services. Brian has engineered a variety of broadband networks technologies and has been a pioneer in deploying IP video networks.

"IT TAKES A LOT OF MOVING PARTS TO HELP OUR CLIENTS REACH THEIR GOALS. OUR TEAM WORKS TOGETHER TO MAKE SURE IT HAPPENS."

EDUCATION

Bachelor of Science degrees in Electrical Engineering and Engineering Physics from South Dakota State University

LICENSED PROFESSIONAL ENGINEER

Hourly Rate Sheet

Professional	Rate
Executive	
SME / Executive Level 3	\$190-\$210
SME / Executive Level 2	\$170-\$190
SME / Executive Level 1	\$150-\$170
Engineering	
Senior Engineer / SME	\$150-\$170
Senior Engineering Staff Level 2	\$140-\$150
Senior Engineering Staff Level 1	\$130-\$140
Engineering Staff Level 3	\$120-\$130
Engineering Staff Level 2	\$100-\$120
Engineering Staff Level 1	\$75-\$95
Integration Service Technician Level 3	\$130-\$160
Integration Service Technician Level 2	\$100-\$130
Integration Service Technician Level 1	\$80-\$100
Outside Plant	
Senior OSP / SME	\$110-\$130
OSP Staff Level 6	\$75-\$80
OSP Staff Level 5	\$70-\$75
OSP Staff Level 4	\$65-\$70
OSP Staff Level 3	\$60-\$65
OSP Staff Level 2	\$55-\$60
OSP Staff Level 1	\$50-\$55
Permitting / Environmental Specialist Level 2	\$70-\$80
Permitting / Environmental Specialist Level 1	\$65-\$70
Consulting	
Senior Consultant / SME	\$245-\$260
Senior Analyst Level 3	\$250-\$260
Senior Analyst Level 2	\$240-\$260
Analyst Level 1	\$230-\$240
Analyst Assistant	\$110-\$120
CAD Operations	
Senior CAD / SME	\$70-\$75
CAD Specialist Level 3	\$65-\$70
CAD Specialist Level 2	\$60-\$65
CAD Specialist Level 1	\$50-\$55
Fiber Planners	\$80-\$90
Other	
Contracts Administrator	\$65-\$70
Administrative Assistant	\$40-\$45

Issue: October 2021

*****All maintenance window and RF Engineering time will be billed at \$100 above listed rates.**

*****Regulatory legal support and testimony will be at 1.5 times the rate.**

*****Rates subject to change and some test equipment charges may apply.**



Board of County Commissioners Agenda Request

2V
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Approve Affidavit for Duplicate of Lost Warrant

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

Submitted by: Nikki Knutson	Department: Human Resources, Payroll
---------------------------------------	--

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
---	--------------------------------------

Summary of Issue:
 Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
 AFSCME PEOPLE, AFL-CIO, Warrant number 17818, dated March 25, 2022 in the amount of \$14.40

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
 AFSCME PEOPLE, AFL-CIO, Warrant number 17818, dated March 25, 2022 in the amount of \$14.40

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:*

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss. AFSCME PEOPLE, AFL-CIO
)

being duly sworn, on oath says; that (s)he is the owner of a certain payroll warrant,
dated the 25th day of March, 2022, numbered 17818,

issued by Aitkin County to AFSCME PEOPLE, AFL-CIO

in the sum of \$ 14.40 has been Lost in the manner
("Lost" or "Destroyed")

following, to wit:

and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be
approved, in the sum equal to double the amount of said Payroll Warrant

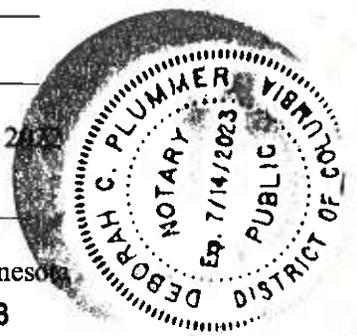
X [Signature]

Subscribed and sworn to before me this 2 day of November, 2022

[Signature]

Notary Public DEBORAH C. PLUMMER
Notary Public of District of Columbia

My Commission Expires July 14, 2023



STATE OF MINNESOTA,

County of Aitkin

_____ of _____

**AFFIDAVIT FOR DUPLICATE
OF LOST OR DESTROYED
ORDER OR WARRANT:**

Made and filed by _____

this _____ day of _____ 2022



Board of County Commissioners Agenda Request

2W
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Jonathan Borg application to repurchase tax-forfeited property

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

Submitted by: DJ Thompson	Department: Land
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Presenter (Name and Title): DJ Thompson, Land Commissioner	Estimated Time Needed: NA
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Summary of Issue:

S 282.241 allows application to repurchase tax-forfeited property by an owner/heir/mortgagee/representative of heirs of a vested interest in the property at the time of forfeiture, have the privilege to make written application to the Aitkin County Board requesting to be allowed to repurchase this property.

Jonathan Borg, owner at the time of forfeiture, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land:

Parcel # 13-0-016304 NE 1/4 of SE SE Sect: 9 Twp: 43 Rge: 24

Property will revert to the owner at the time of forfeiture.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution allowing repurchase of tax forfeited property

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 LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

acl@co.aitkin.mn.us
phone: 218-927-7364

October 17, 2022

Jonathan Borg
25060 State Hwy 18
McGrath MN. 56350

RE: PID 13-0-016304

The above property forfeited to Aitkin County on 8/11/2022 for the nonpayment of real estate taxes. The property is now owned by Aitkin County and is the responsibility of this department.

You, as an **owner/heir/mortgagee/representative of heirs** of a vested interest in the property at the time of forfeiture, have the privilege to make written application to the Aitkin County Board **requesting to be allowed to repurchase** this property.

Prior to the County Board considering a repurchase request, the following must be received in this office:

1. A copy of any document, preferably the deed, that shows you have a legal interest in this property and what type of ownership you hold on the property, whether it be previous owner, mortgagee, heir or representative of heir. If you do not have title to the property, we will not be able to accept an application from you.
2. Original fully completed, notarized and signed repurchase application form (enclosed).
3. Certified check or money order for the full amount of the repurchase made payable to Aitkin County. The repurchase amount due on Parcel #13-0-016304 is **\$1246.80**. This amount includes the real estate taxes that have not been paid and all repurchase costs. These are due before 10/31/2022 to be eligible to put in a repurchase application for this amount. An application received after this date will need to be refigured for the cost.

FULLY complete the enclosed application. This is the only information the County Board of Commissioners has as to why they should approve the repurchase. The County Board can approve the repurchase only if it is determined that:

- An undue hardship or injustice resulting from the forfeiture will be corrected by the repurchase.
- The repurchase will promote the use of such lands that will best serve the public interest.

After the completed application and full payment of the repurchase amount has been received in this office, the application will be submitted to the Aitkin County Board for consideration. If the County Board approves the repurchase of the property, the property will go back into the same status as before any forfeiture. In other words, if there are any liens on the property they will all be reinstated. The fees that you are paying here cover only the forfeiture and real estate tax costs. The money that you send to us will be cashed if the County Board approves the repurchase. If they do not approve the repurchase, the money will be returned to you.

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

Dennis Thompson
Land Commissioner
Aitkin County Land Department
502 Minnesota Ave North
Aitkin, MN 56431
acld@co.aitkin.mn.us
218-927-7364

To the Honorable Board of County Commissioners of

Aitkin

County, Minnesota.

wife of Jonathan Borg

Jodi Borg

I, the undersigned owner-mortgagee-heir-representative of heirs _____ at the time of forfeiture of the parcel of land situated in the County of Aitkin State of Minnesota, described as follows, to-wit:

PID 13-0-016304

do hereby make application for the purchase of said parcel... of land from the State of Minnesota, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

In support of this application for the repurchase of said land I make the following statement:

(a) That hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

Was over looked and not included in the mortgage.

(b) That the repurchase of said land by me will promote and best serve the public interest, because

I will be able to keep land for my family and raise my children where I was raised. Will continue to keep up on it.

Jodi Borg wife of Jonathan Borg
Mortgagee-Heir-Representative of Heirs

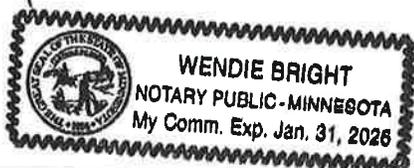
State of Minnesota

County of Aitkin

The foregoing instrument was acknowledged before me this 21st day of October, 2022 by

Wendie Bright

Notarial Seal



Jodi Borg
Signature of person taking acknowledgement

Filed in my office this _____ day of _____, 19__

County Auditor

Resolution authorizing repurchase adopted

this _____ day of _____, 19__

County Auditor

Repurchase made this _____ day of

_____, 19__

County Auditor

Certificate of purchase forwarded to

Commissioner of Taxation this _____ day of

_____, 19__

County Auditor

Individual(s) to Joint Tenants

No delinquent taxes and transfer entered; Certificate of Real Estate Value () filed (X) not required.
 Certificate of Real Estate Value No. _____
 August 17, 2005
 (Date)
 Keith Pepson
 County Auditor
 by: Judith Blomberg
 Deputy

368257

FILED AUG 17 '05 AT AITKIN

Diane M. Lafferty, County Recorder

(reserved for recording data)

DEED TAX DUE: \$ 1.65

Date: August 17, 2005

FOR VALUABLE CONSIDERATION, David L. Borg and Sherranne G. Borg husband and wife, Grantor(s), hereby convey(s) and quitclaim(s) to Jonathan D. Borg, Grantee(s), as joint tenants, real property in Aitkin County, Minnesota, described as follows:

The Northeast Quarter of the Southeast Quarter of the Southeast Quarter of Section 9, Township 43, Range 24, Aitkin County, Minnesota.

together with all hereditaments and appurtenances.

Check box if applicable:

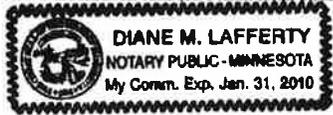
- The Seller certifies that the seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

AITKIN COUNTY DEED TAX
 No. 113 Date 8/17/05
 Dollars Paid 1.65
 County Treasurer
 By [Signature] Deputy

[Signature] David L. Borg
 [Signature] Sherranne G. Borg

STATE OF MINNESOTA }
 COUNTY OF Aitkin } ss.

This instrument was acknowledged before me on August 17, 2005
 by David L. Borg and Sherranne G. Borg, Grantor(s).

NOTARIAL STAMP OR SEAL (OR OTHER TITLE OR RANK)

 DIANE M. LAFFERTY
 NOTARY PUBLIC - MINNESOTA
 My Comm. Exp. Jan. 31, 2010

[Signature] Diane M. Lafferty
 SIGNATURE OF NOTARY PUBLIC OR OTHER OFFICIAL

Check here if part or all of the land is Registered (Torrens)

Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

THIS INSTRUMENT WAS DRAFTED BY (NAME & ADDRESS):
 David L. Borg and Sherranne G. Borg
 25060 State Hwy 18
 McGrath, MN 56350

Jonathan D. Borg
 25060 State Hwy 18
 McGrath, MN 56350

✓ Pd 46.00

8-17-9

Jonathan D. Borg
25060 State Hwy 18

The Brath, Mn 56350

RECORDED
TRACT INDEX
GRANTOR
GRANTEE
COMPARED

OFFICE OF COUNTY RECORDER
AITKIN COUNTY, MINN
 WELL CERTIFICATE RECEIVED
 WELL CERTIFICATE NOT REQUIRED

COUNTY RECORDER
AITKIN COUNTY, MINNESOTA
FILED

AUG 17 2005/AM

Diane M. Hoffberg
As Doc. No.

368257

Borg, Jonathan

October 17, 2022

13-0-016304

Interest calc to October 31, 2022
(Subject to change)

Year	Tax	Cost	Interest	Penalty	Total
2018	\$ 198.00	\$ 20.00	\$ 117.33	\$ 24.75	\$ 360.08
2019	\$ 196.00		\$ 84.52	\$ 24.50	\$ 305.02
2020	\$ 52.21		\$ 16.64	\$ 6.53	\$ 75.38
2021	\$ -		\$ -	\$ -	\$ -
2022	\$ 178.00	\$ 20.00	\$ 218.50	\$ 14.24	\$ 192.24
Total:	\$ 624.21	\$ 20.00	\$ 218.50	\$ 70.02	\$ 932.73

0.483333
0.383333
0.283333
0.183333
0

Total:	932.73
St Deed Tax	3.08
Forf Proc Cost	100.00
Well Cert	
Sheriff Cost	40.00
Deed	25.00
Land Dept Cost	100.00
Rec Fee	46.00
Crt Letter Fee-Auditor	0.00
<u>Insurance</u>	<u>0.00</u>
Total:	\$ 1,246.80

NOTICE TO CASHIER: BE SURE WATERMARK IS ON REVERSE SIDE BEFORE CASHING



Issued by SPIRE Credit Union
17-7511/2910

No. 0000561944

OFFICIAL CHECK

10/21/22

*** One Thousand Two Hundred Forty-Six Dollars and 80 Cents ***

\$1,246.80

PAY
TO THE
ORDER
OF

AITKIN COUNTY
RE: JONATHAN D OR JODI D BORG
25060 ST HWY 18
MCGRATH MN 56350

DRAWER: SPIRE CREDIT UNION


AUTHORIZED SIGNATURE

MEMO SHARE WITHDRAWAL



⑈0000561944⑈ ⑆291075116⑆0001400092⑈

Security Features Included Details on back

By Commissioner: xxx

20221108-xxx

Borg Repurchase Tax – Forfeited Land

WHEREAS, Jonathan Borg, Owner at the time of forfeiture. (Applicant)

WHEREAS, the Applicant has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax-forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Parcel # 13-0-016304 NE 1/4 of SE SE Sect: 9 Twp: 43 Rge: 24

and **WHEREAS**, said Applicants has set forth in his application that:

A. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

Was over looked and not included in the mortgage.

B. That the repurchase of said land by me will promote and best serve the public interest because:

I will be able to keep land for my family and raise my children where I was raised. Will continue to keep up on it.

and **WHEREAS**, the Applicants have made payment of all delinquent taxes of properties

and **WHEREAS**, this board is of the opinion that said applications should be granted for such reasons,

NOW, THEREFORE BE IT RESOLVED, That the application of Jonathan Borg for the purchase of the above-described parcel of tax-forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Commissioner xxx 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 November 2022, and that the same is a true and correct copy of the whole thereof.

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

Jessica Seibert – County Administrator

J. Mark Wedel – County Board Chair

Kirk Peysar – County Auditor



Board of County Commissioners Agenda Request

2X
Agenda Item #

Requested Meeting Date: 11-8-22

Title of Item: Award Contract 20229

<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
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:
Bids for C.P. 001-090-041 - 130,000 tons of aggregate crushing at Gun Lake pit, Pliny pit, Glen Township pit, and Swatara pit - were opened on October 24, 2022. Three bids were received as shown on the attached abstract of bids, with Ferguson Aggregate and Crushing, Alexandria, MN submitting the low bid in the amount of \$432,500, which was 7.3% higher than the estimated cost of \$403,000.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend award by attached resolution.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 432,500
 Is this budgeted? Yes No *Please Explain:*

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

ADOPTED November 8, 2022

By Commissioner: xxx

20221108-xxx

Award Contract 20229

WHEREAS, Contract No. 20229 is for construction of C.P. 001-090-041, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, October 24, 2022 with a total of three bids received, and

WHEREAS, Ferguson Aggregate and Crushing, Alexandria, MN was the lowest responsible bidder in the amount of \$432,500.

NOW THEREFORE, BE IT RESOLVED, that Ferguson Aggregate and Crushing be awarded Contract 20229.

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

Commissioner xxx 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 November 2022, and that the same is a true and correct copy of the whole thereof.

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

Jessica Seibert



Board of County Commissioners Agenda Request

2Y
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: LG220 - Up North Riders ATV Club Inc.

<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: Kathleen Ryan	Department: Auditor
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Presenter (Name and Title):	Estimated Time Needed:
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Summary of Issue:
 LG220 Application for Exempt Permit - Up North Riders ATV Club Inc.,
 at Fisherman's Bay - Event is October 7, 2023

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Adopt 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:*

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

ADOPTED November 8, 2022

By Commissioner: xxx

20221108-xxx

LG220 Permit – Up North Riders ATV Club

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 7th, 2023)

Commissioner xxx 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 November 2022, and that the same is a true and correct copy of the whole thereof.

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

Jessica Seibert



Board of County Commissioners Agenda Request

2Z
Agenda Item #

Requested Meeting Date: 11/8/2022

Title of Item: Search & Rescue Donation

<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: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Tamarack Sno Flyers has made a \$6,000 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
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>		



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Talon Metals Mine Update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Brittany Searle	Department: Administration
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Presenter (Name and Title): Jessica Johnson - Talon Metals Community Outreach and Government Relations MGR	Estimated Time Needed: 30 min.
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Summary of Issue:
Jessica will provide a Talon Metals Update to the board.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion Only

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



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: United Way Introduction

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert	Department: Administration	
Presenter (Name and Title): Jon Aga, Lakes Area United Way		Estimated Time Needed: 15 Min.
Summary of Issue: The Lakes Area United Way recently expanded its service area to include most of Aitkin and Cass counties in addition to Crow Wing County. Executive Director, Jon Aga, will attend to introduce himself and the organization. Attached is a brief overview of LAUW.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Information only.		
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.



Lakes Area
United Way (/)



About Us

Our Mission

Our mission is to improve lives by mobilizing the caring power of our community.

We do this each day through the partnerships we have throughout the communities we serve. Whether they are our board members, partner agencies, or community members wanting to make a difference for their neighbors, the Lakes Area United Way provides opportunities for those who understand living in Crow Wing, Cass, and Aitkin Counties is about so much more than just living individual lives: it's about living as an interconnected community. It's about Living United.

Our partner agencies serve those in need by providing meals to the hungry, shelter to the homeless, and the basic needs families require to simply get by. We all have a stake in creating a healthy, prosperous community, and we are so proud to serve and partner with those in the Lakes Area.

With the Lakes Area United Way, your dollars stay right in our local community helping to mobilize our friends and neighbors to improve lives. Every time you give, you support our mission and make a difference in the lives of your neighbors.

When we reach out a hand to one, we influence the condition of all.

That's Living United

Our Evolution

Helping people is at the center of all we do. Everything we have ever done or ever will do, will be centered on helping local individuals and families while addressing needs in our community.

United Way's work goes well beyond our historical role of funding strong, local, non-profit partners. Today we are leveraging our investments, resources, volunteers, and corporate partnerships to deliver transformative, measurable results.

Stated another way, United Way has undergone a dramatic shift in how we work to address needs in our community. From a historic community chest (/history) with a broad charitable mission, we have evolved into a critical community convener that mobilizes our partners, including businesses, community leaders, public officials, residents and non-profit organizations.

In 2015 and beyond, our mission is to connect people to people, needs to resources, and experts to advocates to improve lives and advance the common good throughout Crow Wing, Cass, and Aitkin Counties. Every day we make this mission a reality by investing in the areas of Education (/education), Financial (<https://www.unitedwaynow.org/financial-stability>)Stability (/income) and Health (/Health)because we believe these are the building blocks for opportunity – individually and collectively and those building blocks lead to a good life.

Our Commitment to Diversity, Equity, and Inclusion

We at the Lakes Area United Way strive to hold diversity, equity, and inclusion practices at the core of our daily work.

We oppose and denounce racism and discrimination of any form, as well as the divisive stigmas and attitudes that they perpetuate. We instead embrace and celebrate the visible and invisible qualities that make each of us unique and bring vibrancy to our community.

We believe that each community member, donor, volunteer, advocate, and employee brings a unique perspective to improving the world around us, and must have an equal voice in solving community problems.

We recognize that our neighbors in need often lack equal opportunity and access within the systems of health, education, and financial stability. We are committed to seeking community solutions that reduce these disparities, and investing in efforts that promote equitable outcomes for all.



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Community Grant Program awards

<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>The Aitkin County Economic Development Committee has received grant funding requests for the 2022 Community Grant Program. Grant applicant summary and grant award summary are attached, along with the 2022 Community Grant Program guidelines.</p> <p>The ACEDC recommends awarding one grant at this time: Lakes Area United Way \$1000</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: ACEDC requests motion to approve recommended grant award.		
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 checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



AITKIN COUNTY ADMINISTRATION

Aitkin County Government Center
307 2nd Street NW, Room 305
Aitkin, MN 56431

Mark.jeffers@co.aitkin.mn.us
Phone: 218-927-7305
cell: 218-513-6188

TO: Aitkin County Board of Commissioners
FROM: Mark Jeffers, Economic Development Coordinator
DATE: November 8, 2022
SUBJECT: Aitkin County Community Grant Program

The ACEDC recommends awarding three grants at this time:
Lakes Area United Way \$1,000

2022 Community Grant Program

Applicant Name	Project Name	Contact Name	City	\$ requested	Awarded Y/N	\$ Awarded
Lakes Area United Way	Imagination Library	Jon Aga	AC	\$ 1,000	N	\$ 1,000



AITKIN COUNTY COMMUNITY GRANT PROGRAM

Background

Aitkin County has received Federal Fiscal Recovery Funding from the American Rescue Plan Act. The Fiscal Recovery Fund was established to help turn the tide on the pandemic, address its economic fallout and lay the foundation for a strong and equitable recovery.

The Aitkin County Board of Commissioners, have approved \$100,000 to be used to directly impact the Community of Aitkin County by establishing the Aitkin County Community Grant Program.

Program Goal

To provide outstanding service in a fiscally responsible manner through innovation and collaboration with respect for all. This program will positively affect and support planned community projects in Aitkin County.

Eligible project examples include:

- City comprehensive plan creation
- City redevelopment efforts
- Quality of life projects directly benefiting the community
- Community transportation efforts
- Public safety

Funding Eligibility

501(c)(3) organizations, Tribal entities and government entities are eligible to apply. Additionally, other types of organizations may work with a 501(c)(3) fiscal sponsor to submit an application. Applicants must submit formal paperwork confirming the fiscal sponsor relationship. Not for profit organizations must have a physical location in Aitkin County and provide direct assistance to the residents of Aitkin County. Consideration will also be given to not for profit organizations that can demonstrate the ability to make an impact for individuals or the community.



AITKIN COUNTY COMMUNITY GRANT PROGRAM

All applicants must submit a full application with signatures and agree that by signing and submitting the Aitkin County Community Grant Program application they will be subject to a random audit by Aitkin County for accuracy in expenses, or any other statements or information requested. If it is determined that false or misleading information is provided on the Aitkin County Community Grant Project Application, the organization, Tribal entity or government entity will be required at a minimum to repay Aitkin County the entire grant amount. Aitkin County may invoke any and all legal remedies available.

Grant Award Amounts

Maximum Grant amount is \$20,000.00 and Minimum Grant amount is \$1,000.00, based upon request and eligible expenses. All applications will be reviewed by the Aitkin County Economic Development Committee and recommendations will be forwarded to the Board of Commissioners for approval.

Timeline and Process

Applications will be made available on June 15, 2022. The first review of grant applications is scheduled for June 29, 2022. 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 mail to Aitkin County Government Center, ATTN: Mark Jeffers, 307 2nd Street NW #316, Aitkin, MN 56431 or electronically to mark.jeffers@co.aitkin.mn.us

All applicants will be required to submit a Form W-9, attached, for payment processing.

It is the intent of Aitkin County to award the Aitkin County Community Grant Program as soon as possible.

For any questions or clarifications, please contact Mark Jeffers, Economic Development Coordinator at 218-513-6188, mark.jeffers@co.aitkin.mn.us



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

AITKIN COUNTY COMMUNITY GRANT PROGRAM

Reporting Requirements

Organizations that receive a 2022 Community Grant Program award are required to submit a grant evaluation form at the end of the one-year grant period. Reporting information documents and deadlines will be included in the award letter.



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Mille Lacs Energy Cooperative Broadband Update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator, Stacy Cluff, MLEC		Estimated Time Needed: 30 minutes
Summary of Issue: Stacy Cluff, Mille Lacs Energy Cooperative and Mark Jeffers will present an update on the broadband status for Aitkin County.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Information only for discussion.		
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

7A
Agenda Item #

Requested Meeting Date: Nov 8, 2022

Title of Item: Operation Green Light for Veterans

<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: Penny Harms	Department: Veterans Services
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Presenter (Name and Title): Penny Harms, CVSO	Estimated Time Needed: 5 minutes
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Summary of Issue:

Information on Operation Green Light for Veterans and adopt attached resolution to support Operation Green Light for Veterans.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt attached resolution to support Operation Green Light

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:*

Supporting Operation Green Light for Veterans

WHEREAS, the residents of Aitkin County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces; and

WHEREAS, the contributions and sacrifices of the men and women who served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

WHEREAS, Aitkin County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, Veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, religious groups, civil service, and by functioning as County Veteran Service Officers in 29 states to help fellow former service members access more than \$52 billion in federal health, disability and compensation benefits each year; and

WHEREAS, Approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

WHEREAS, the National Association of Counties encourages all counties, parishes and boroughs to recognize Operation Green Light for Veterans; and

WHEREAS, Aitkin County appreciates the sacrifices of our United State Military Personnel and believes specific recognition should be granted; therefore, be it

RESOLVED, with designation as a Green Light for Veterans County, Aitkin County hereby declares from October through Veterans Day, November 11th 2022 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; therefore, be it further

RESOLVED, that in observance of Operation Green Light, Aitkin County encourages its citizens in patriotic tradition to recognize the importance of honoring all those who made immeasurable sacrifices to preserve freedom by displaying a green light in a window of their place of business or residence.

Commissioner xxx 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 November 2022, and that the same is a true and correct copy of the whole thereof.

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

Jessica Seibert



Aitkin County Employee Veterans

**THANK YOU FOR
YOUR SERVICE!**



Aitkin County Board of Commissioners

Agenda Request Form

9A

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



Board of County Commissioners Agenda Request

10A
Agenda Item #

Requested Meeting Date: November 8, 2022

Title of Item: Closed Session Under MN Statute 13D.03 Subd.1(b) Labor Negotiations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert	Estimated Time Needed: 30 min.
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Summary of Issue:
 Discuss open contracts

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Discussion Only

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