



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: January 24, 2023

Where: Government Center Board Room

The public is invited to join the meeting remotely by phone call:

Phone: **1-415-655-0001**

Access Code: **2557 270 9084**

Meeting Password: **7282**

9:00 a.m.

1) J.Mark Wedel, County Board Chair

- A) Call to Order**
- B) Pledge of Allegiance**
- C) Approval of the Agenda**
- D) Health & Human Services (see separate HHS Agenda)**

10:00 a.m.

D) Citizens Public Comment- Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 7 no later than 2:30 P.M. on the Monday before the meeting.

2) Consent Agenda- All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.

- | | |
|--------------------------------------------------------------------------------------|------------------------------------------------------------------------------|
| A) Correspondence File-
January 3, 2023 to January 23, 2023 | N) Approve Auditor Vouchers-
Sales Tax - December 2022 |
| B) Approve County Board Minutes-
January 3, 2023 | O) Approve Auditor Vouchers-
Diesel Tax - December 2022 |
| C) Approve Electronic Funds Transfers | P) Approve Auditor Vouchers-
FSA Claims 2023 - 3 |
| D) Approve Commissioner's Vouchers | Q) Approve Manual Warrants/Voids/Corrections-
ELAN Paid 01.05.2023 |
| E) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2022 - 1 | R) Approve Auditor Vouchers-
Settlements Paid Dec. 2022 |
| F) Approve Manual Warrants/Voids/Corrections-
Chargeback, Unable to Locate | S) Approve-
County Administrator Performance Evaluation |
| G) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2022 - 2 | T) Adopt Resolution-
Eckstrom Repurchase |
| H) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2022 - 3 | U) Adopt Resolution-
Sentence to Serve Donation - McGregor Lions |
| I) Approve Manual Warrants/Voids/Corrections-
LLCC Credit Card Fees | V) Approve-
Spolarich Easement |
| J) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2023 - 1 | W) Approve-
East Central Regional Library Appointment |
| K) Approve Auditor Vouchers-
R&B Auditor's Warrants | X) Approve-
Affidavit for Duplicate Lost Warrant - Nistler |
| L) Approve Manual Warrants/Voids/Corrections-
ELAN Paid 12.22.2022 | Y) Approve-
Reaffirm Code of Ethics |
| M) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2023 - 2 | |

10:05 a.m.

- 3) Kevin Lee - North Memorial Ambulance
A) Approve Letter of Support

10:20 a.m

- 4) Mark Jeffers – Economic Development Coordinator
A) Approve Community Grant Awards - ALANO
B) Approve Community Grant Program - Transfer of Existing Funds
C) Approve Revitalization Grant
D) Approve Business Development & Recreation Grant

10:50 a.m.

- 5) Bobbie Danielson – Human Resources Director
A) Recommendation from Consultant
B) Personnel Committee Recommendations

10:55 a.m.

- 6) John Welle – County Engineer
A) Adopt Resolution - Award Contract 20231

11:05 a.m.

- 7) Board of Commissioners
A) Committee Reports

11:35 a.m.

- 8) Jessica Seibert – County Administrator
A) Administrator Updates
B) Closed Session on MN Statute 13D.03 Subd.1(b) Labor Negotiations

ADJOURN

AITKIN COUNTY BOARD

January 3, 2023

<p>The Aitkin County Board of Commissioners met this 3rd day of January, 2023 at 9:00 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Donald Niemi, Brian Napstad, Laurie Westerlund, County Administrator Jessica Seibert, and Administrative Assistant Brittany Searle (Webex).</p> <p>Motion made by Commissioner Napstad, seconded by Commissioner Niemi and carried, all voting yes to approve the January 4, 2022 agenda.</p> <p>There was no Citizens' Public Comment</p> <p>Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows.</p> <p>A) Correspondence File December 20, 2022 to January 2, 2023; B) Approve December 20, 2022 County Board Minutes;</p> <p>Motion by Commissioner Niemi seconded by Commissioner Napstad and carried, all members voting yes to adjourn the 2021 County Board meeting at 9:05 a.m.</p> <p>Newly elected officials: Commissioner J. Mark Wedel from District 1, Commissioner Travis Leiviska from District 3, Commissioner Bret Sample from District 4, Commissioner Michael Kearney from District 5, County Attorney James Ratz, County Auditor Kirk Peysar, County Recorder Tara Snyder and County Treasurer Lori Grams were sworn into office by Judge Hermerding.</p> <hr/> <p>J. Mark Wedel, Board Chair Aitkin County Board of Commissioners</p> <hr/> <p>Jessica Seibert County Administrator</p>	<p>Call to Order</p> <p>Approved Agenda</p> <p>Citizens' Public Comment</p> <p>Consent Agenda for 2022</p> <p>Adjourn</p>
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<p>County Administrator Jessica Seibert called the 2022 County Board meeting to order this day of January, 2022 at 9:20 a.m. at the Aitkin Government Center with the following members present: Commissioners J. Mark Wedel, Donald Niemi, Anne Marcotte, Brian Napstad, and Administrative Assistant Brittany Searle.</p>	<p>Call to Order</p>
<p>Commissioner Westerlund nominated Commissioner Wedel for the Board Chair. There were no further nominations. Nominations closed. Jessica Seibert, County Administrator called for a roll call vote. Commissioner Leiviska, Westerlund, Kearney and Sample in support. Commissioner Wedel abstained.</p>	<p>Nomination of Board Chair</p>
<p>Commissioner Sample nominated Commissioner Leiviska for Board Vice-Chair for the year 2023. Commissioner Sample made a motion to close nominations with a unanimous vote in support of Commissioner Leiviska to fill the Vice-Chair position, seconded by Commissioner Kearney. Motion passed unanimously.</p>	<p>Nomination of Vice Chair</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried, all members voting yes to approve the Consent Agenda as follows.</p>	<p>Consent Agenda</p>
<p>A) Approve Electronic Funds Transfers - \$877,565.31 B) Approve Commissioner Vouchers – General \$470,688.10, Reserves \$21,333.08, RB \$64,653.20, HHS \$23,911.76, State \$180.00, Trust \$14,209.31, Forest Dev \$10,907.31, LLCC \$2,463.94, Parks \$1,501.54, COVID \$3,333.33 for a total of \$513,181.83. C) Approve Auditor’s Vouchers – Year-End Paid 12.30.2022 – General \$94,309.44, Reserves \$2,099.99, RB \$62,547.00, HHS \$2,234.26, State \$5,638.00, Trust \$4,318.40, Forest Dev \$1,722.99, LLCC \$1,145.78, Parks \$2,562.27, COVID \$3,333.33 for a total of \$179,911.46. D) Approve Auditor’s Vouchers – Per2 Overpayments 12.30.2022 – Taxes & Penalties \$56,683.65 for a total of \$56,683.65. E) Approve Auditor’s Vouchers – Per3 Overpayments 12.30.2022 – Taxes & Penalties \$4,192.89 for a total of \$4,192.89. F) Approve Manual Warrants – FSA Claims 1 – General \$369.82 for a total of \$369.82. G) Approve Manual Warrants – FSA Claims 2 – General \$25.00 for a total of \$25.00. H) Approve Manual Warrants – ELAN Paid 12.08.2022 – General \$605.00, RB \$-558.51, HHS \$335.63, LLCC \$-382.12 for a total of \$0.00. I) Approve Manual Warrants – Participant Fees, September Correction and November – General \$1,172.50 for a total of \$1,172.50. J) Approve Body Worn Camera Audit Report K) Approve Equipment Purchase – Trimble R12 GPS L) Adopt Resolution – SR Donation – Lake Country Power M) Adopt Resolution – SO Donation – Private Citizen N) Adopt Resolution – Community Corrections Donation – McGregor Lions O) Approve Affidavit for Duplicate of Lost Warrant – Canon Financial Services</p>	
<p>Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried, all members voted to Approve Body Worn Camera Audit Report.</p>	<p>Body Worn Camera Audit Report</p>
<p>Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried, all members voted to Approve Equipment Purchase – Trimble R12 GPS.</p>	<p>Equipment Purchase – Trimble R12 GPS</p>

AITKIN COUNTY BOARD

January 3, 2023

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

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

<u>Name of Donor</u>	<u>Amount</u>
McGregor Area Lions Club, Inc	\$1,000

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
McGregor Area Lions Club, Inc	\$1,000 is to be used to provide additional supports and supplies for probation clients who are found to be chemically dependent and are classified by probation as enhanced supervision.

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

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

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried, all members voted to Approve Affidavit for Duplicate of Lost Warrant – Canon Financial Services

Affidavit for Duplicate of Lost Warrant – Canon Financial Services

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried, all members present voted to schedule County Board of Appeal and Equalization meeting for June 14, 2023 at 4:00 p.m.

County BAE Meeting

Motion by Commissioner Westerlund, seconded by Commissioner Sample and carried, all members voted to approve Letter of Support for Rice Lake National Wildlife Refuge.

Letter of Support – Rice Lake National Wildlife Refuge

Motion by Commissioner Westerlund, seconded by Commissioner Sample to hire a temporary Jail Nurse. Role call vote (4-0-1 Kearney abstained).

Temporary Jail Nurse

Motion by Commissioner Sample, seconded by Commissioner Westerlund and carried, all members voted to create an Assistant County Attorney III job classification, Grade 15.

Asst. County Attorney III Classification

Motion by Commissioner Leiviska, seconded by Commissioner Kearney and carried, all members voted to approve Pay Equity Report.

Pay Equity Report

AITKIN COUNTY BOARD

January 3, 2023

Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried, all members voted to Adopt Resolution – 2023 Board of Commissioners Meeting Procedures.

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

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

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

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

Motion by Commissioner Kearney, seconded by Commissioner Sample and carried, all members present voted to approve Designation of the Official County Newspaper.

BE IT RESOLVED, That the *Aitkin Independent Age* is hereby designated by the Aitkin County Board of Commissioners as the official county newspaper in which all official business shall be published. *Voyageur Press* is named second publication of Financial Statement.

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried, all members voted to adopt resolution – 2023 Committee Appointments;

BE IT HEREBY RESOLVED, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2023:

Aitkin Airport Commission (2)	J. Mark Wedel
Aitkin County Care Board	Travis Leiviska
Aitkin County Community Corrections Advisory Board (2)	J. Mark Wedel Westerlund
Anoka County JPA Advisory Board	Laurie Westerlund
Aitkin County Water Planning Task Force	J. Mark Wedel
Aitkin Economic Development Administration (AEDA)	J. Mark Wedel

**Resolution
#20230103-004
2023 Board of
Commissioners
Meeting
Procedures**

**Resolution
#20230103-005
Designation of the
Official County
Newspaper**

**Resolution
#20230103-006
2023 Committee
Appointments**

AITKIN COUNTY BOARD

January 3, 2023

AMC Delegates (8)	Commissioner District 2 Commissioner District 3 Commissioner District 4 Commissioner District 5 Administrator County Engineer Environmental Services Director HHS Director	County
Aquatic Invasive Species (AIS)	J. Mark Wedel	Bret Sample
Arrowhead Counties Association (1)	Michael Kearney Westerlund, Alt.	Laurie
Arrowhead Economic Opportunity Agency	Michael Kearney Travis Leiviska, Alt.	
Arrowhead Regional Development Center (ARDC)	Travis Leiviska Bret Sample, Alt.	
Assessor for Unorganized Townships	Mike Dangers	
ATV Committee (2)	Bret Sample Westerlund	Laurie
Big Sandy Lake Management Plan (1+Alternate)	Bret Sample Kearney, Alt.	Michael
Brainerd 1 Watershed 1 Plan	J. Mark Wedel	
Budget Committee 2020 (2)	Laurie Westerlund J. Mark Wedel	
East Central Regional Library Board	Travis Leiviska Bret Sample, Alt.	
Economic Development (2)	J. Mark Wedel Sample	Bret
Emergency Management	J. Mark Wedel	
Environmental Assessment Worksheet (2)	Michael Kearney Bret Sample	
Extension Committee (1 + Alternate)	Michael Kearney Laurie Westerlund, Alt	
Facilities/Technology Committee (2)	J. Mark Wedel Westerlund	Laurie
Fairgrounds Custodian	Kirk Peysar	
H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Travis Leiviska	
Historical Society (Liaison)	Travis Leiviska	

AITKIN COUNTY BOARD

January 3, 2023

Joint Powers Natural Resources Board (2)	Bret Sample Dennis Thompson	
Lakes & Pines (1+Alternate)	Travis Leiviska Michael Kearney, Alt.	
Law Library	Travis Leiviska Michael Kearney, Alt.	
McGregor Airport Commission (2)	Michael Kearney Bedor	William
MCIT Representative (1 + Alternate)	Laurie Westerlund Jessica Seibert, Alt.	
Mille Lacs Fisheries Input Group	Laurie Westerlund	
Mille Lacs Watershed (1 + Alternate)	Travis Leiviska Laurie Westerlund, Alt.	
Mississippi Headwaters Board (1+Alternate)	Michael Kearney Bret Sample, Alt.	
MN Rural Counties (1+Alternate)	Laurie Westerlund Travis Leiviska, Alt.	
Natural Resources Advisory Committee (2)	Michael Kearney Bret Sample	
NE MN Office Job Training	Travis Leiviska	
Northeast MN ATP (2)	Michael Kearney John Welle Travis Leiviska, Alt.	
Northeast MN Emergency Communications Board (ECB)	Travis Leiviska Dan Guida, Alt.	
Northeast MN Regional Advisory Committee (RAC)	Patrice Erickson Dan Guida, Alt.	
Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Bret Sample Westerlund, Alt.	Laurie
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Laurie Westerlund Kearney, Alt.	Michael
Northwoods Regional Trail Alliance	Land Dept Staff, Alt.	
Ordinance Committee (2)	Travis Leiviska Bret Sample	
Personnel/Insurance Committee (2)	Laurie Westerlund J. Mark Wedel	
Planning Commission	Laurie Westerlund Michael Kearney, Alt.	
Rum 1W1P Policy Committee	Laurie Westerlund Alt.	Travis Leiviska,

AITKIN COUNTY BOARD

January 3, 2023

Snake River Watershed Management Board/1W1P Policy Committee	Bret Sample Travis Leiviska, Alt.	
Sobriety Court	J. Mark Wedel	
Solid Waste Task Force (2)	J. Mark Wedel Bret Sample	
Toward Zero Deaths	J. Mark Wedel	
Tri-County Community Health Services Board	Laurie Westerlund	
Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried, all members voting yes to approve 2023 Meeting Schedule.		2023 Board Meeting Schedule
Jessica Seibert, County Administrator updated the Board on the following: <ul style="list-style-type: none">• Economic Development• Commissioner Orientation• ARI		Administrator Updates
Motion by Commissioner Westerlund, seconded by Commissioner Sample and carried, all members voting yes to close meeting under MN Statute 13D.03 Subd.1(b) Labor Negotiations at 10:41 a.m.		Close Meeting
Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried, all members voting yes reopen the meeting at 11:21 a.m.		Reopen Meeting
Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried, all members voting yes to adjourn the meeting at 11:22 a.m. until Tuesday, January 24, 2023 at the Aitkin County Government Center.		Adjourn
<hr/> J. Mark Wedel, Board Chair Aitkin County Board of Commissioners		
<hr/> Jessica Seibert County Administrator		



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 1/24/2023
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 1/16/23

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 January 16, 2023 Board Meeting January 24, 2023

Abstract Number	Date	Amount	Reason	
21569	12/27/22	\$1,172.50	Manual Abstract	
21570	12/30/22	\$102,041.72	Auditor Abstract	
21572	12/28/22	\$1,010.59	Manual Abstract	
21574	12/30/22	\$5,733.37	Payroll Abstract	
21575	12/30/22	\$642,734.93	Payroll Abstract	
21577	12/29/22	\$315.00	Manual Abstract	
21578	12/30/22	\$9,232.60	Auditor Abstract	
21579	12/30/22	\$69.83	Manual Abstract	
21580	1/2/23	\$29.99	Manual Abstract	
21581	1/3/23	\$77.00	Manual Abstract	
21582	1/6/23	\$151,999.60	Commissioner Abstract	
21583	1/4/23	\$599.22	Manual Abstract	
21585	1/5/23	\$2,770.71	Manual Abstract	
21586	1/6/23	\$42,877.77	Auditor Abstract	
21587	1/6/23	\$3,407.22	Auditor Abstract	
21588	1/6/23	\$21.33	Manual Abstract	
21589	1/10/23	\$20,559.88	Commissioner Abstract	\$0
21590	1/10/23	\$60,664.22	Manual Abstract	Voids/No ACH
21594	1/13/23	\$643,705.39	Payroll Abstract	21571
21595	1/13/23	\$4,319.25	Auditor Abstract	21573
				21576
				21584
				21591
				21592
		\$1,693,342.12		21593

WLC1
1/18/23

8:35AM

Aitkin County

2D



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230	AP	108.00	11.22.22 SYNOPSIS 12/28/2022 12/28/2022	1282411	Printing, Publishing & Adv	Y
	01-001-000-0000-6230		120.00	DECEMBER 13, 2022 SYNOPSIS 01/04/2023 01/04/2023	AD 1282925	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		228.00	2 Transactions			
9561	Amazon Business 01-001-000-0000-6405		15.98	BRET SAMPLE PHONE CASE	1DG7-NRD4-CDKC	Office Supplies	N
9561	Amazon Business		15.98	1 Transactions			
15240	AT&T Mobility 01-001-000-0000-6220	AP	228.68	COMMISSIONER CELLPHONE 11/26/2022 12/25/2022	287298817699	Telephone	N
15240	AT&T Mobility		228.68	1 Transactions			
3334	MCIT 01-001-000-0000-6171		370.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-001-000-0000-6352		1,375.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		1,745.00	2 Transactions			
3473	NACO 01-001-000-0000-6241		450.00	NACO ANNUAL DUES 01/01/2023 12/31/2023	202215144	Registration Fee	N
3473	NACO		450.00	1 Transactions			
9048	Napstad/Brian 01-001-000-0000-6330	AP	495.00	NAPSTAD MILEAGE (END OF YEAR) 11/01/2022 12/31/2022	NAP MILEAGE	Transportation/Travel/Parking	N
9048	Napstad/Brian		495.00	1 Transactions			
1	DEPT Total:		3,162.66	Commissioners	6 Vendors	8 Transactions	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC 01-012-000-0000-6263	AP	30.00	01-PR-22-472	11634	Contract Legal Services	Y

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-012-000-0000-6263	AP	45.00	12/01/2022 12/31/2022 01-PR-22-716	11634	Contract Legal Services	Y
	01-012-000-0000-6263	AP	142.50	12/01/2022 12/31/2022 01-JV-22-281	11634	Contract Legal Services	Y
11634	Gammello & Pearson PLLC		217.50		3 Transactions		
12	DEPT Total:		217.50	Court Administration	1 Vendors	3 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age						
	01-040-000-0000-6230	AP	90.00	2023 SUMMARY BUDGET	1282432	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		90.00		1 Transactions		
2966	MACO						
	01-040-000-0000-6240		360.00	2023 MACO DUES	AITKIN CO MACO	Membership/Dues/Association Fees	N
2966	MACO		360.00		1 Transactions		
3334	MCIT						
	01-040-000-0000-6171		549.00	2023 Work Comp Premium	19435R	Workers Compensation	N
				01/01/2023 12/31/2023			
	01-040-000-0000-6352		1,375.00	2023 Property.Liability Premiu	19435R	Insurance	N
				01/01/2023 12/31/2023			
	01-040-021-0000-6171		201.00	2023 Work Comp Premium	19435R	Workers Compensation	N
				01/01/2023 12/31/2023			
	01-040-021-0000-6352		825.00	2023 Property.Liability Premiu	19435R	Insurance	N
				01/01/2023 12/31/2023			
3334	MCIT		2,950.00		4 Transactions		
86290	Mn Counties Information Systems						
	01-040-000-0000-6360		5,503.00	CTYPAYQTR - PAYROLL 2023	2307	Services, Labor, Contracts	N
				01/01/2023 03/31/2023			
86290	Mn Counties Information Systems		5,503.00		1 Transactions		
3267	Peysar/Kirk						
	01-040-000-0000-6332	AP	293.18	AMC CONF 12/5-12/6	01/09/2023	Hotel / Motel Lodging	N
	01-040-000-0000-6241		275.00	2023 ANNUAL CONFERENCE	12302022	Registration Fee	N
3267	Peysar/Kirk		568.18		2 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
10879	Shred-It 01-040-000-0000-6360	AP	24.00	EXTRA BOXES 11/30/2022 11/30/2022	8003015208	Services, Labor, Contracts	N
10879	Shred-It		24.00	1 Transactions			
86235	The Office Shop Inc 01-040-021-0000-6405	AP	567.93	TONER	1121074-0	Office Supplies	N
	01-040-021-0000-6405	AP	42.88	PAPER, CARTRIDGE, BATTERIES	324668-0	Office Supplies	N
	01-040-021-0000-6360	AP	81.37	COPY CONTRACT	324872-0	Services, Labor, Contracts	N
	01-040-000-0000-6405		11.25	PLANNER	324957-0	Office Supplies	N
86235	The Office Shop Inc		703.43	4 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 01-040-000-0000-6230	AP	2,010.00	2021 FINANCIAL STMT	46225	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		2,010.00	1 Transactions			
40	DEPT Total:		12,208.61	Auditor	8 Vendors	15 Transactions	
42	DEPT			Treasurer			
11603	Girard's Business Solutions,Inc. 01-042-000-0000-6342		450.00	CANON MIRROR IMAGE SCAN CONTRA 02/11/2023 02/10/2024	2302AITCOU	Office Equipment Rental/Contracts	N
11603	Girard's Business Solutions,Inc.		450.00	1 Transactions			
2966	MACO 01-042-000-0000-6240		360.00	2023 MACO DUES	AITKIN CO MACO	Membership/Dues/Association Fees	N
2966	MACO		360.00	1 Transactions			
3334	MCIT 01-042-000-0000-6171		296.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-042-000-0000-6352		825.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		1,121.00	2 Transactions			
14330	US Bank 01-042-000-0000-6342		100.00	RICOH RENTAL	490785920	Office Equipment Rental/Contracts	N
14330	US Bank		100.00	1 Transactions			

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1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
42	DEPT Total:			2,031.00	Treasurer	4 Vendors	5 Transactions	
43	DEPT				Assessor			
10452	AT&T Mobility 01-043-000-0000-6220		AP	317.27	DEC WIFI 11/26/2022 12/25/2022	287298660812	Telephone	N
10452	AT&T Mobility			317.27		1 Transactions		
3334	MCIT 01-043-000-0000-6171			5,313.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-043-000-0000-6352			5,507.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT			10,820.00		2 Transactions		
9934	WEX BANK - Assessors 01-043-000-0000-6335		AP	512.82	DECEMBER FUEL 12/08/2022 01/07/2023	86347477	Gas/Vehicle Fuel Charges	N
9934	WEX BANK - Assessors			512.82		1 Transactions		
43	DEPT Total:			11,650.09	Assessor	3 Vendors	4 Transactions	
44	DEPT				Central Services			
248	Association of Mn Counties 01-044-000-0000-6845			11,614.00	AMC ANNUAL DUES 2023 01/01/2023 12/31/2023	63130	Assoc of MN Counties	N
	01-044-000-0000-6844			2,300.00	MN RURAL COUNTIES DUE 2023 01/01/2023 12/31/2023	64021	MN Rural Counties Caucus	N
248	Association of Mn Counties			13,914.00		2 Transactions		
3334	MCIT 01-044-000-0000-6352			51,420.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT			51,420.00		1 Transactions		
3336	Office Of MN. IT Services 01-044-000-0000-6360		AP	1,338.65	WAN NOVEMBER 11/01/2022 11/30/2022	DV22110309	Services, Labor, Contracts	N

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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	
3336	Office Of MN. IT Services			1,338.65		1 Transactions		
14795	Support Within Reach							
	01-044-000-0000-6847			2,000.00	2023 APPROPRIATION	2023508	Support within Reach	N
					01/01/2023	12/31/2023		
14795	Support Within Reach			2,000.00		1 Transactions		
44	DEPT Total:			68,672.65	Central Services	4 Vendors	5 Transactions	
45	DEPT				Motor Pool			
9561	Amazon Business							
	01-045-000-0000-6480			373.10	JUMP STARTER	13LN-K9RM-HYCL	Car Equipment	N
9561	Amazon Business			373.10		1 Transactions		
3334	MCIT							
	01-045-000-0000-6352			4,375.00	2023 Property.Liability Premiu	19435R	Insurance	N
					01/01/2023	12/31/2023		
3334	MCIT			4,375.00		1 Transactions		
13934	The Tire Barn							
	01-045-000-0000-6302	AP		59.98	OIL CHANGE CAR #53	65874	Vehicle Maintenance	N
	01-045-000-0000-6302			59.88	OIL CHANGE CAR #21	65933	Vehicle Maintenance	N
	01-045-000-0000-6302			626.20	TIRES FOR CAR #53	65994	Vehicle Maintenance	N
13934	The Tire Barn			746.06		3 Transactions		
45	DEPT Total:			5,494.16	Motor Pool	3 Vendors	5 Transactions	
49	DEPT				Information Technologies			
9561	Amazon Business							
	01-049-000-0000-6485	AP		17.38	CELL PHONE CASE	IYT1-GYWK-R49G	Computer/Technology Supplies	N
9561	Amazon Business			17.38		1 Transactions		
248	Association of Mn Counties							
	01-049-000-0000-6240			1,687.00	MNCITLA ANNUAL DUES 2023	MNCITLA2023	Membership/Dues/Association Fees	N
					01/01/2023	12/31/2023		
248	Association of Mn Counties			1,687.00		1 Transactions		
7916	AT&T Mobility							

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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
	01-049-000-0000-6220	AP	23.49	JAN2023-FIRSTNET 12/13/2022 12/25/2022	287322433519	Telephone	N
7916	AT&T Mobility		23.49	1 Transactions			
5398	CDW Government, Inc 01-049-000-0000-6266		7,765.00	3YEAR BITDEFENDER AV LICENSE	FS68762	Software Fees/License Fees	N
5398	CDW Government, Inc		7,765.00	1 Transactions			
9046	Loffler Companies, Inc. 01-049-000-0000-6283		9,185.69	LOFFLERVISION NEC SUPPORT 2023 01/01/2023 12/31/2023	4238351	Programming, Services, Contracts	N
9046	Loffler Companies, Inc.		9,185.69	1 Transactions			
14071	Marco Technologies LLC 01-049-000-0000-6283		90.00	CRESTRON SUPPORT.	INV10755840	Programming, Services, Contracts	Y
	01-049-000-0000-6283		10,480.42	ANNUAL CISCO SMARTNET	INV10756044	Programming, Services, Contracts	Y
14071	Marco Technologies LLC		10,570.42	2 Transactions			
3334	MCIT 01-049-000-0000-6171		522.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-049-000-0000-6352		1,375.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		1,897.00	2 Transactions			
86290	Mn Counties Information Systems 01-049-000-0000-6283		17,745.00	CTYTAXQTR65 - 2023 01/01/2023 03/31/2023	2307	Programming, Services, Contracts	N
	01-049-000-0000-6283		8,552.00	CTYTAXQTR35 - 2023 01/01/2023 03/31/2023	2307	Programming, Services, Contracts	N
	01-049-000-0000-6283		50.00	CTYTAXADJ35 - 2021 ADJ 01/01/2023 03/31/2023	2307	Programming, Services, Contracts	N
86290	Mn Counties Information Systems		26,247.00	3 Transactions			
86235	The Office Shop Inc 01-049-000-0000-6342		25.59	IT COPIER JANUARY LEASE	324888-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		25.59	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
49	DEPT Total:		57,418.57	Information Technologies	9 Vendors	13 Transactions	
52	DEPT			Administration			
248	Association of Mn Counties 01-052-000-0000-6240		771.00	2023 MACA DUES 01/01/2023 12/31/2023	10411	Membership/Dues/Association Fees	N
	248 Association of Mn Counties		771.00	1 Transactions			
15240	AT&T Mobility 01-052-000-0000-6220	AP	99.32	ADMINISTRATION PHONE 11/26/2022 12/25/2022	287298817699	Telephone	N
	15240 AT&T Mobility		99.32	1 Transactions			
3334	MCIT 01-052-000-0000-6171		240.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-052-000-0000-6352		1,375.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
	3334 MCIT		1,615.00	2 Transactions			
52	DEPT Total:		2,485.32	Administration	3 Vendors	4 Transactions	
53	DEPT			Human Resources			
86222	Aitkin Independent Age 01-053-000-0000-6230	AP	104.65	PRINTING, PUBLISHING & ADV 12/18/2022 12/18/2022	1279582	Printing, Publishing & Adv	Y
	01-053-000-0000-6230	AP	95.65	PRINTING, PUBLISHING & ADV 12/25/2022 12/25/2022	1281224	Printing, Publishing & Adv	Y
	01-053-000-0000-6230		50.65	HIRING AD 01/04/2023 01/07/2023	AD 1282805	Printing, Publishing & Adv	Y
	86222 Aitkin Independent Age		250.95	3 Transactions			
9561	Amazon Business 01-053-000-0000-6405		40.10	NICOLE/BOBBIE - BINDERS 01/07/2023 01/07/2023	11PJ-C6FD-CHYQ	Office Supplies	N
	01-053-000-0000-6405		55.98	BADGE CLIPS AND NIKKI CALENDAR 01/07/2022 01/07/2022	14TP-737K-FT6Q	Office Supplies	N

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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	
9561	Amazon Business			96.08		2 Transactions		
248	Association of Mn Counties							
	01-053-000-0000-6240			125.00	MCHRMA ANNUAL DUES	7930	Membership/Dues/Association Fees	N
					01/01/2023	12/31/2023		
248	Association of Mn Counties			125.00		1 Transactions		
15240	AT&T Mobility							
	01-053-000-0000-6220	AP		99.32	HR PHONE BILL DECEMBER	287299383308	Telephone	N
					11/26/2022	12/25/2022		
15240	AT&T Mobility			99.32		1 Transactions		
12048	McDowell Agency, Inc./The							
	01-053-000-0000-6265	AP		282.00	DECEMBER MCDOWELL	MCDOWELL DEC	Background Check Fee	N
					12/01/2022	12/31/2022		
12048	McDowell Agency, Inc./The			282.00		1 Transactions		
3334	MCIT							
	01-053-000-0000-6171			345.00	2023 Work Comp Premium	19435R	Workers Compensation	N
					01/01/2023	12/31/2023		
3334	MCIT			345.00		1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLP							
	01-053-000-0000-6263	AP		652.00	FK LEGAL FEES	5	Contract Legal Services	Y
					11/01/2022	11/30/2022		
13412	Pemberton, Sorlie, Rufer & Kershner PLLP			652.00		1 Transactions		
5774	Riverwood Healthcare Clinic							
	01-053-000-0000-6265	AP		990.00	MADSEN/STOCKARD PREEMPLOYMENT	70016043	Background Check Fee	N
5774	Riverwood Healthcare Clinic			990.00		1 Transactions		
10879	Shred-It							
	01-053-000-0000-6360	AP		107.52	QUARTERLY SHRED	8003015208	Services, Labor, Contracts	N
					11/30/2022	11/30/2022		
10879	Shred-It			107.52		1 Transactions		
86235	The Office Shop Inc							
	01-053-000-0000-6405			9.42	NIKKI - FOLDERS	1121723-0	Office Supplies	N
					01/03/2023	01/03/2023		

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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	1099
86235	The Office Shop Inc				9.42						
9894	Vault Health	01-053-000-0000-6265			56.30	PRE-EMPLOYMENT		FL00554687		Background Check Fee	6
9894	Vault Health				56.30						
53	DEPT Total:				3,013.59	Human Resources		11 Vendors		14 Transactions	
60	DEPT					Elections					
9212	Dominion Voting Systems Inc.	01-060-000-0000-6342			13,703.00	ICE/ICC ANNUAL FIRMWARE	01/01/2023 12/31/2023	DVS147870		Office Equipment Rental/Contracts	N
9212	Dominion Voting Systems Inc.				13,703.00						
3334	MCIT	01-060-000-0000-6171			28.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation	N
3334	MCIT				28.00						
60	DEPT Total:				13,731.00	Elections		2 Vendors		2 Transactions	
90	DEPT					Attorney					
10855	Culligan Soft Water	01-090-000-0000-6625		AP	119.70	RENTAL 2023	01/01/2023 12/31/2023	150X01388503		Capital - Office & Other Equipment	N
		01-090-000-0000-6625			54.60	MONTHLY SERVICES	12/01/2022 12/31/2022	150X01388503		Capital - Office & Other Equipment	N
10855	Culligan Soft Water				174.30						
3334	MCIT	01-090-000-0000-6171			787.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation	N
		01-090-000-0000-6352			2,750.00	2023 Property.Liability Premiu	01/01/2023 12/31/2023	19435R		Insurance	N
3334	MCIT				3,537.00						
10879	Shred-It	01-090-000-0000-6360		AP	189.48	MONTHLY SERVICE		8003032371		Services, Labor, Contracts	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
10879	Shred-It		189.48	12/01/2022 12/31/2022	1 Transactions		
86235	The Office Shop Inc 01-090-000-0000-6625	AP	1,096.95	COPIER FINAL BILLING 09/01/2022 12/06/2022	324955-0 1 Transactions	Capital - Office & Other Equipment	N
86235	The Office Shop Inc		1,096.95				
5173	Thomson Reuters-West Publishing 01-090-000-0000-6406	AP	1,537.44	ONLINE/SOFTWARE SUBSCRIPTION 12/01/2022 12/31/2022	847591193	Law Publ. & Subscriptions	N
	01-090-000-0000-6406		346.73	LIBRARY PLAN CHARGES 01/01/2023 01/31/2023	847692642 2 Transactions	Law Publ. & Subscriptions	N
5173	Thomson Reuters-West Publishing		1,884.17				
90	DEPT Total:		6,881.90	Attorney	5 Vendors	8 Transactions	
100	DEPT			Recorder			
2966	MACO 01-100-000-0000-6240		360.00	2023 MACO DUES	AITKIN CO MACO 1 Transactions	Membership/Dues/Association Fees	N
2966	MACO		360.00				
3334	MCIT 01-100-000-0000-6171		291.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-100-000-0000-6352		825.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R 2 Transactions	Insurance	N
3334	MCIT		1,116.00				
10930	Tidholm Productions 01-100-000-0000-6230		79.95	BUSINESS CARDS	2922 2526 1 Transactions	Printing, Publishing & Adv	Y
10930	Tidholm Productions		79.95				
100	DEPT Total:		1,555.95	Recorder	3 Vendors	4 Transactions	
110	DEPT			Courthouse Maintenance			
9561	Amazon Business 01-110-000-0000-6405		41.09	NOTE BOOKS/STICKY NOTES	13LN-K9RM-HYCL	Office Supplies	N

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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	
	01-110-000-0000-6422			194.60	JUMP STARTER/GROUT BRUSHES	13LN-K9RM-HYCL	Janitorial Supplies	N
	01-110-000-0000-6415			58.20	LIGHT BULBS	1GWL-YK9F-Y6W9	Operational Supplies	N
	01-110-000-0000-6415			28.99	LIGHT BULBS	1L9V-WVML-J7YT	Operational Supplies	N
9561	Amazon Business			322.88	4 Transactions			
12106	Antoine Electric							
	01-110-000-0000-6360	AP		445.88	LIGHT ON MOTOR POOL GARAGE	22822	Services, Labor, Contracts	Y
12106	Antoine Electric			445.88	1 Transactions			
15240	AT&T Mobility							
	01-110-000-0000-6220	AP		49.66	JIM BRIGHT PHONE	287298817699	Telephone	N
					11/26/2022	12/25/2022		
15240	AT&T Mobility			49.66	1 Transactions			
88628	Dalco Enterprises, Inc.							
	01-110-000-0000-6422			53.99	TERSANO STRAINER LLCC	4028586	Janitorial Supplies	N
	01-110-000-0000-6422			161.84	XX LARGE GLOVES	4028596	Janitorial Supplies	N
	01-110-000-0000-6422			635.65	JAIL LAUNDRY AND KITCHEN SOAP	4028621	Janitorial Supplies	N
88628	Dalco Enterprises, Inc.			851.48	3 Transactions			
1754	Garrison Disposal Company, Inc							
	01-110-000-0000-6255	AP		639.57	DECEMBER GARBAGE SERVICE	322226	Garbage	N
					12/01/2022	12/31/2022		
1754	Garrison Disposal Company, Inc			639.57	1 Transactions			
2340	Hyytinen Hardware Hank							
	01-110-000-0000-6415	AP		144.22	FILE , RASP, HARDWARE	ACCT #2036	Operational Supplies	N
2340	Hyytinen Hardware Hank			144.22	1 Transactions			
3334	MCIT							
	01-110-000-0000-6171			5,082.00	2023 Work Comp Premium	19435R	Workers Compensation	N
					01/01/2023	12/31/2023		
	01-110-000-0000-6352			2,334.00	2023 Property.Liability Premiu	19435R	Insurance	N
					01/01/2023	12/31/2023		
3334	MCIT			7,416.00	2 Transactions			
12927	Midwest Machinery Co.							
	01-110-000-0000-6415			986.79	DRIVE SHAFT FOR SWEEPER	9465587	Operational Supplies	N

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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
12927	Midwest Machinery Co.				986.79							
89765	Minnesota Elevator, Inc	01-110-000-0000-6360			379.07	MONTHLY ELEVATOR SERVICE	01/01/2023 01/31/2023	999618		Services, Labor, Contracts		N
89765	Minnesota Elevator, Inc				379.07							
15205	Nelson Excavating & Landscaping	01-110-000-0000-6360	AP		6,772.50	SNOW PLOWING FOR DECEMBER	12/01/2022 12/29/2022	2047		Services, Labor, Contracts		Y
15205	Nelson Excavating & Landscaping				6,772.50							
15331	RASINSKI TOTAL DOOR SERVICE LLC	01-110-000-0000-6360	AP		226.25	FRONT DOOR OF HHS AND GOV. CEN		3906		Services, Labor, Contracts		N
15331	RASINSKI TOTAL DOOR SERVICE LLC				226.25							
110	DEPT Total:				18,234.30	Courthouse Maintenance		11 Vendors			17 Transactions	
120	DEPT					Veterans Service						
10452	AT&T Mobility	01-120-000-0000-6220	AP		99.32	FIRSTNET DEC	11/26/2022 12/25/2022	287298585696		Telephone		N
10452	AT&T Mobility				99.32							
10097	Harms Monroe/Penny	01-120-000-0000-6330	AP		38.85	PH TRAVEL TO MCG AL XMAS PARTY	12/05/2022 12/05/2022	12052022		Transportation/Travel/Parking		N
10097	Harms Monroe/Penny				38.85							
14508	Janzen/Hugh	01-120-000-0000-6278	AP		50.00	HUGH DEC	12/20/2022 12/20/2022	122022		Per Diem		Y
14508	Janzen/Hugh				50.00							
3334	MCIT	01-120-000-0000-6171			165.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation		N
		01-120-000-0000-6352			954.00	2023 Property.Liability Premiu	01/01/2023 12/31/2023	19435R		Insurance		N

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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	
3334	MCIT			1,119.00		2 Transactions		
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230			125.00	VOYAGEUR PRESS JAN 01/10/2023	46244	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc			125.00		1 Transactions		
9933	WEX BANK - Veteran Services 01-120-000-0000-6335			101.70	FLEET DEC 2022	86347537	Gas/Vehicle Fuel Charges	N
9933	WEX BANK - Veteran Services			101.70		1 Transactions		
11970	Wikelius/Charles 01-120-000-0000-6278	AP		100.00	CHARLIE DEC 12/02/2022	120223	Per Diem	Y
11970	Wikelius/Charles			100.00		1 Transactions		
9255	Witt/Warren 01-120-000-0000-6278	AP		100.00	WARREN DEC 12/02/2022	121622	Per Diem	Y
9255	Witt/Warren			100.00		1 Transactions		
9063	Workman/Jeff 01-120-000-0000-6278	AP		50.00	JEFF DEC 12/28/2022	12282022	Per Diem	Y
9063	Workman/Jeff			50.00		1 Transactions		
120	DEPT Total:			1,783.87	Veterans Service	9 Vendors	10 Transactions	
121	DEPT				Housing & Redevelopment			
11113	Anderson/Edward 01-121-000-0000-6278	AP		105.00	HRA 10/26-12/28 10/26/2022	12/28/2022	Advisory Board/Committee Per Diem	Y
11113	Anderson/Edward			105.00		1 Transactions		
15266	Emanuel/Laura 01-121-000-0000-6278	AP		105.00	HRA 10/26/2022 10/26/2022	12/28/2022	Advisory Board/Committee Per Diem	Y
15266	Emanuel/Laura			105.00		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
10019	Gilbertson/Jack Lee 01-121-000-0000-6278	AP	105.00	HRA 10/26-12/28	12/28/2022	Advisory Board/Committee Per Diem	Y
10019	Gilbertson/Jack Lee		105.00	1 Transactions			
15271	Kullhem/JoLynn 01-121-000-0000-6278	AP	70.00	HRA 10/26-11/16 10/26/2022	12/28/22 11/16/2022	Advisory Board/Committee Per Diem	Y
15271	Kullhem/JoLynn		70.00	1 Transactions			
10017	Tveit/Galen 01-121-000-0000-6278	AP	105.00	HRA 10/26-12/28	12/28/22	Advisory Board/Committee Per Diem	Y
10017	Tveit/Galen		105.00	1 Transactions			
11355	Williams/hleen E 01-121-000-0000-6278	AP	105.00	HRA 10/26-12/28 10/26/2022	12/28/2022 12/28/2022	Advisory Board/Committee Per Diem	Y
11355	Williams/hleen E		105.00	1 Transactions			
121	DEPT Total:		595.00	Housing & Redevelopment	6 Vendors	6 Transactions	
122	DEPT			Planning & Zoning			
86222	Aitkin Independent Age 01-122-000-0000-6230		70.38	JAN PC MEETING	1283562	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		70.38	1 Transactions			
10452	AT&T Mobility 01-122-000-0000-6220	AP	223.60	MONTHLY CELLULAR CHARGES 11/26/2022	287301120814 12/25/2022	Telephone	N
10452	AT&T Mobility		223.60	1 Transactions			
2340	Hyytinen Hardware Hank 01-122-000-0000-6405	AP	47.98	SHOVEL, ICE SCRAPER	6248	Office, Film, & Field Supplies	N
2340	Hyytinen Hardware Hank		47.98	1 Transactions			
3334	MCIT 01-122-000-0000-6171		2,981.00	2023 Work Comp Premium 01/01/2023	19435R 12/31/2023	Workers Compensation	N
	01-122-000-0000-6352		2,275.00	2023 Property.Liability Premiu 01/01/2023	19435R 12/31/2023	Insurance	N

Aitkin County



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	
3334	MCIT				5,256.00				
						2 Transactions			
4010	Rasley Oil Company								
	01-122-000-0000-6335		AP		153.93	MONTHLY FUEL CHARGES	11123	Gas/Vehicle Fuel Charges	N
						12/01/2022 12/31/2022			
4010	Rasley Oil Company				153.93				
						1 Transactions			
5739	Stearns Co Env Services Dept								
	01-122-000-0000-6241				60.00	SHORELAND WORKSHOP	1523	Registration Fee	N
5739	Stearns Co Env Services Dept				60.00				
						1 Transactions			
86235	The Office Shop Inc								
	01-122-000-0000-6342		AP		782.23	MONTHLY COPIER CHARGES	3249590	Office Equipment Rental/Contracts	N
						08/03/2022 11/17/2022			
86235	The Office Shop Inc				782.23				
						1 Transactions			
122	DEPT Total:				6,594.12	Planning & Zoning	7 Vendors	8 Transactions	
123	DEPT					Coroner			
3987	Ramsey County Medical Examiner								
	01-123-000-0000-6260		AP		1,582.50	ME 2022-3529 L.M.	MEDEX-033320	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6260				1,640.00	ME 2022-3514 L.D.	MEDEX-033330	Autopsies--Pathologist, Xrays, Etc	N
3987	Ramsey County Medical Examiner				3,222.50				
						2 Transactions			
9151	River Valley Forensic Services PA								
	01-123-000-0000-6262				1,250.00	NOV SVCS; ME 22-03529, 03672	1984	Coroner Fees	6
9151	River Valley Forensic Services PA				1,250.00				
						1 Transactions			
4507	Sorensen-Root Thompson Funeral Home								
	01-123-000-0000-6330		AP		5,650.00	MED EXAMINER TRANSPORTS	07/22-12/28/22	Transportation For Autoposy	N
						07/01/2022 12/28/2022			
4507	Sorensen-Root Thompson Funeral Home				5,650.00				
						1 Transactions			
123	DEPT Total:				10,122.50	Coroner	3 Vendors	4 Transactions	
200	DEPT					Enforcement			
86359	Aitkin Co Attorney								
	01-200-039-0000-6263		AP		1,275.00	4TH Q 2022 CONSULTS	4TH QUARTER	Contract Legal Services	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
86359	Aitkin Co Attorney		1,275.00	10/01/2022 12/31/2022			
				1 Transactions			
172	Aitkin Police Dept 01-200-200-0000-6264	AP	2,308.13	4TH QUARTER VCET OT FOR BROWN 10/07/2022 12/10/2022	QTR4 OT-BROWN	VCET-Other County OT	N
172	Aitkin Police Dept		2,308.13	1 Transactions			
9561	Amazon Business 01-200-200-0000-6405	AP	25.49	HDMI CABLE	11J3-HM3G-3RTQ	VCET - AIM Office Supplies	N
	01-200-200-0000-6405	AP	25.49	HMDI CABLES	11J3-HM3G-3RTQ	VCET - AIM Office Supplies	N
9561	Amazon Business		50.98	2 Transactions			
9138	ASAP Towing 01-200-000-0000-6359		178.50	22000010	10043	Wrecker Service	Y
9138	ASAP Towing		178.50	1 Transactions			
9203	AT&T Mobility 01-200-000-0000-6220	AP	1,889.23	DEPUTY PHONES & SQUAD PC	287297906116	Telephone	N
	01-200-200-0000-6260	AP	89.26	CI PHONES	287297906116	CI Funds	N
	01-200-200-0000-6265	AP	235.86	VCET PHONE & HOTSPOTS	287297906116	Programs	N
9203	AT&T Mobility		2,214.35	3 Transactions			
14578	AutoSmith Auto Group 01-200-200-0000-6265		135.63	23000056 TOW 2006 PONTIAC GRAN	23-29944	Programs	N
	01-200-000-0000-6302	AP	43.15	#220 OIL CHANGE	8666	Vehicle Maintenance	N
14578	AutoSmith Auto Group		178.78	2 Transactions			
9799	DetectaChem, Inc. 01-200-200-0000-6460	AP	1,172.50	DRUG TEST KITS	INV09815	Evidence	Y
9799	DetectaChem, Inc.		1,172.50	1 Transactions			
1775	Galls LLC 01-200-000-0000-6460	AP	65.05	#221 HANDCUFF CASE	023067117	Deputy Supplies	N
	01-200-000-0000-6180	AP	72.16	#220 PANTS	023094625	Clothing Allowance	N
	01-200-000-0000-6460	AP	63.50	HANDCUFF KEYS	023094625	Deputy Supplies	N
1775	Galls LLC		200.71	3 Transactions			
5579	Grand Rapids Police Department						

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

1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-200-200-0000-6264	AP	957.47	4TH QTR VCET OT-MATTSON	QTR4 OT-MATTS	VCET-Other County OT	N
				05/23/2022 12/20/2022			
5579	Grand Rapids Police Department		957.47		1 Transactions		
7525	Hometown Bldg Supply						
	01-200-000-0000-6590	AP	91.88	DEAD BOLT	2212-073865	Repair & Maintenance Supplies	N
7525	Hometown Bldg Supply		91.88		1 Transactions		
2340	Hyytinen Hardware Hank						
	01-200-000-0000-6405	AP	74.70	ELECTRIC GARAGE KEYS	5637/5773	Office Supplies	N
2340	Hyytinen Hardware Hank		74.70		1 Transactions		
9928	Integrity Surveillance Group						
	01-200-200-0000-6265		2,018.00	2 - TT32 GPS TRACKERS	14541	Programs	N
9928	Integrity Surveillance Group		2,018.00		1 Transactions		
2390	Itasca Co Sheriff						
	01-200-200-0000-6264	AP	2,299.24	4TH QTR VCET OT - JOHNSON	QTR4 OT-JOHNS	VCET-Other County OT	N
				09/22/2022 12/20/2022			
2390	Itasca Co Sheriff		2,299.24		1 Transactions		
3334	MCIT						
	01-200-000-0000-6171		25,703.00	2023 Work Comp Premium	19435R	Workers Compensation	N
				01/01/2023 12/31/2023			
	01-200-000-0000-6352		83,097.00	2023 Property.Liability Premiu	19435R	Insurance	N
				01/01/2023 12/31/2023			
3334	MCIT		108,800.00		2 Transactions		
12553	MEYER'S SERVICE CENTER						
	01-200-000-0000-6302	AP	48.20	#207 WIPER BLADES & HDLT HRNSS	23172	Vehicle Maintenance	N
12553	MEYER'S SERVICE CENTER		48.20		1 Transactions		
3150	Mille Lacs Co Sheriff						
	01-200-200-0000-6264	AP	822.18	4TH QTR VCET OT-HILLESLAND	QTR4 HILLESL	VCET-Other County OT	N
				10/13/2022 10/24/2022			
3150	Mille Lacs Co Sheriff		822.18		1 Transactions		
9807	Police Trak Systems						
	01-200-200-0000-6265		700.00	DRUG TRAK (5 LICENSES)	15547	Programs	Y

Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9807	Police Trak Systems		700.00		1 Transactions		
4681	Streichers						
	01-200-000-0000-6180		582.00	#209 #220 MOLLE VESTS	11608698	Clothing Allowance	N
4681	Streichers		582.00		1 Transactions		
86235	The Office Shop Inc						
	01-200-000-0000-6405	AP	373.51	ENVELOPES, FINGERTIPS, PAPER	1121425-0	Office Supplies	N
	01-200-000-0000-6405	AP	36.65	POCKET FOLDERS	1121425-1	Office Supplies	N
	01-200-000-0000-6405		21.14	NOTE PADS, ORANGE PAPER	1121720-0	Office Supplies	N
	01-200-000-0000-6405		55.47	RESTOCK PENS	1121899-0	Office Supplies	N
	01-200-000-0000-6360	AP	342.67	ADMIN OFFICE COPIER COUNT	324415-0	Services, Labor, Contracts	N
				08/03/2022 11/08/2022			
86235	The Office Shop Inc		829.44		5 Transactions		
13934	The Tire Barn						
	01-200-000-0000-6302	AP	63.68	#222 OIL CHANGE	63279	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	25.00	#211 TIRE REPAIR	63414	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	67.68	#212 OIL CHANGE	63734	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	25.00	#211 TIRE REPAIR	64011	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	1,197.08	#225 CATALYTIC CONVERTER	64088	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	67.68	#209 OIL CHANGE	64158	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	67.68	#223 OIL CHANGE	64166	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	611.08	#212 BATTER, FRONT ROTORS	64342	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	69.48	#222 OIL CHANGE & ROTATE TIRES	64778	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	69.48	#209 OIL CHANGE & ROTATE TIRES	64972	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	902.10	#211 TIRES, WIPER BLADES, OIL	65027	Vehicle Maintenance	N
	01-200-000-0000-6302	AP	117.17	#210 PURGE VALVE	65623	Vehicle Maintenance	N
	01-200-000-0000-6359	AP	80.00	#216 TOW	65825	Wrecker Service	N
	01-200-000-0000-6359	AP	80.00	#210 TOW	65826	Wrecker Service	N
	01-200-000-0000-6302	AP	367.68	#204 ROTORS & PADS	65844	Vehicle Maintenance	N
	01-200-000-0000-6302		782.96	#220 TIRES	65936	Vehicle Maintenance	N
13934	The Tire Barn		4,593.75		16 Transactions		
9932	WEX BANK - Sheriff's Department						
	01-200-000-0000-6335		90.20	#221 GAS	0481-00-848095	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		90.20		1 Transactions		

Aitkin County



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	
200	DEPT Total:				129,486.01	Enforcement	21 Vendors	47 Transactions	
202	DEPT					Boat & Water			
	3334	MCIT							
		01-202-000-0000-6171			1,044.00	2023 Work Comp Premium	19435R	Workers Compensation	N
						01/01/2023 12/31/2023			
		01-202-000-0000-6352			1,835.00	2023 Property.Liability Premiu	19435R	Insurance	N
						01/01/2023 12/31/2023			
	3334	MCIT			2,879.00	2 Transactions			
	13934	The Tire Barn							
		01-202-000-0000-6302		AP	105.24	B/W TRAILER TIRE REPAIR	63733	B&W Maintenance	N
	13934	The Tire Barn			105.24	1 Transactions			
202	DEPT Total:				2,984.24	Boat & Water	2 Vendors	3 Transactions	
203	DEPT					Snowmobile			
	9203	AT&T Mobility							
		01-203-000-0000-6220		AP	87.89	#208 SQUAD PC & PHONE	287297906116	Telephone	N
	9203	AT&T Mobility			87.89	1 Transactions			
	2340	Hyytinen Hardware Hank							
		01-203-000-0000-6302		AP	122.17	B/W BALL MOUNT & HITCH PIN	5637/5773	Vehicle Maintenance	N
	2340	Hyytinen Hardware Hank			122.17	1 Transactions			
	3334	MCIT							
		01-203-000-0000-6171			406.00	2023 Work Comp Premium	19435R	Workers Compensation	N
						01/01/2023 12/31/2023			
	3334	MCIT			406.00	1 Transactions			
	13934	The Tire Barn							
		01-203-000-0000-6302		AP	78.87	B/W TRUCK OIL CHANGE	65886	Vehicle Maintenance	N
	13934	The Tire Barn			78.87	1 Transactions			
203	DEPT Total:				694.93	Snowmobile	4 Vendors	4 Transactions	
204	DEPT					ATV			
	3334	MCIT							

Aitkin County



1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-204-000-0000-6171			230.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation		N
3334	MCIT				230.00		1 Transactions					
204	DEPT Total:				230.00	ATV		1 Vendors		1 Transactions		
252	DEPT					Corrections						
12106	Antoine Electric	01-252-000-0000-6590		AP	373.62	REPAIR LIGHT FIXTURES		22823		Repair & Maintenance Supplies		Y
12106	Antoine Electric				373.62		1 Transactions					
9203	AT&T Mobility	01-252-000-0000-6220		AP	99.32	XPORT & DISPATCH PHONE		287297906116		Telephone		N
9203	AT&T Mobility				99.32		1 Transactions					
456	Bob Barker Company, Inc.	01-252-000-0000-6465		AP	337.76	RAZORS		INV1856124		Inmate Supplies		N
456	Bob Barker Company, Inc.				337.76		1 Transactions					
163	Charter Communications Holdings LLC	01-252-252-0000-6465			201.99	INMATE CABLE	12/28/2022 01/27/2023	0006081122822		Inamte Welfare Supplies		N
163	Charter Communications Holdings LLC				201.99		1 Transactions					
89541	Culligan	01-252-000-0000-6342			57.75	JAN COOLER RENTAL	01/01/2023 01/31/2023	150X01394006		Tower Lease and Rental/Contracts		N
89541	Culligan				57.75		1 Transactions					
14106	Cyntox LLC	01-252-000-0000-6360			220.64	WASTE MNGMT 1/1/23 - 6/30/23	01/01/2023 06/30/2023	104453		Services, Labor, Contracts		Y
14106	Cyntox LLC				220.64		1 Transactions					
88628	Dalco Enterprises, Inc.	01-252-000-0000-6422			105.19	DETERGENT		4031389		Janitorial Supplies		N
88628	Dalco Enterprises, Inc.				105.19		1 Transactions					
1775	Galls LLC											

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-252-000-0000-6180	AP	139.19	#331 PANTS	023094616	Clothing Allowance	N
1775	Galls LLC		139.19	1 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin						
	01-252-000-0000-6430	AP	2,571.29	INMATE MEDS	30	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430	AP	666.00	INMATE MEDS	546	Medical Expense/Supplies - Inmates	N
15362	GuidePoint Pharmacy #114 Aitkin		3,237.29	2 Transactions			
2340	Hyytinen Hardware Hank						
	01-252-000-0000-6405	AP	45.98	TRANSPORT SNOW BRUSH	5637/5773	Office Supplies	N
	01-252-000-0000-6590	AP	32.25	ROLLER COVER, PUTTY, SPACKLE	5637/5773	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank		78.23	2 Transactions			
5503	Keefe Supply Company						
	01-252-000-0000-6418	AP	257.46	SNACK CAKES	21990667	Groceries	N
5503	Keefe Supply Company		257.46	1 Transactions			
9486	Larson Plumbing & Heating						
	01-252-000-0000-6590	AP	607.18	TACO PUMP AND FLANGES	7792	Repair & Maintenance Supplies	Y
9486	Larson Plumbing & Heating		607.18	1 Transactions			
3334	MCIT						
	01-252-000-0000-6171		21,426.00	2023 Work Comp Premium	19435R	Workers Compensation	N
				01/01/2023 12/31/2023			
3334	MCIT		21,426.00	1 Transactions			
90318	McKesson Medical						
	01-252-000-0000-6430		22.56	MUCINEX DM	55192869	Medical Expense/Supplies - Inmates	N
90318	McKesson Medical		22.56	1 Transactions			
89765	Minnesota Elevator, Inc						
	01-252-000-0000-6360		211.57	JANUARY MTHLY SERVICES	999154	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		211.57	1 Transactions			
3789	Pan-O-Gold Baking Company						
	01-252-000-0000-6418	AP	140.66	BUNS & BREAD	10002422364001	Groceries	N
	01-252-000-0000-6418		41.41	BUNS & BREAD	10002423005001	Groceries	N
3789	Pan-O-Gold Baking Company		182.07	2 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3810	Paulbeck's County Market						
	01-252-000-0000-6465	AP	39.58	POP & POPCORN	0034	Inmate Supplies	N
3810	Paulbeck's County Market		39.58	1 Transactions			
9808	Performance Foodservice						
	01-252-000-0000-6418	AP	2,592.74	GROCERIES	432616	Groceries	N
	01-252-000-0000-6418		2,206.40	GROCERIES	439637	Groceries	N
9808	Performance Foodservice		4,799.14	2 Transactions			
11947	Phoenix Supply						
	01-252-252-0000-6465	AP	477.04	SANDALS, BOXER SHORTS, SWTSHRT	28376	Inamte Welfare Supplies	N
	01-252-252-0000-6465		206.98	SANDALS	28441	Inamte Welfare Supplies	N
	01-252-252-0000-6465		118.70	BRIEFS, SWTSHRTS, TOWELS	28444	Inamte Welfare Supplies	N
	01-252-252-0000-6465		400.50	SWEATSHIRTS	28459	Inamte Welfare Supplies	N
11947	Phoenix Supply		1,203.22	4 Transactions			
84172	Riverwood Healthcare Center						
	01-252-000-0000-6262	AP	776.50	M.S.S. 10-21-22	104587100	Contract Service or Medical Service	N
84172	Riverwood Healthcare Center		776.50	1 Transactions			
4761	Sysco Minnesota Inc						
	01-252-000-0000-6418	AP	1,012.42	GROCERIES	253300192	Groceries	N
4761	Sysco Minnesota Inc		1,012.42	1 Transactions			
86235	The Office Shop Inc						
	01-252-000-0000-6360	AP	152.95	DISPATCH COPIER COUNT	324415-0	Services, Labor, Contracts	N
				08/03/2022 11/08/2022			
	01-252-000-0000-6360	AP	421.70	BOOKING COPIER	324703-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		574.65	2 Transactions			
252	DEPT Total:		35,963.33	Corrections	22 Vendors	30 Transactions	
253	DEPT			Sentence to Serve			
50	Aitkin Body Shop, Inc						
	01-253-000-0000-6302	AP	262.30	STS VAN BODY WORK	14675	Vehicle Maintenance	N
50	Aitkin Body Shop, Inc		262.30	1 Transactions			
9203	AT&T Mobility						
	01-253-000-0000-6220	AP	38.23	STS PHONE	287297906116	Telephone	N

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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	
9203	AT&T Mobility			38.23		1 Transactions		
3334	MCIT							
	01-253-000-0000-6171			2,087.00	2023 Work Comp Premium	19435R	Workers Compensation	N
					01/01/2023 12/31/2023			
	01-253-000-0000-6352			1,680.00	2023 Property.Liability Premiu	19435R	Insurance	N
					01/01/2023 12/31/2023			
3334	MCIT			3,767.00		2 Transactions		
4010	Rasley Oil Company							
	01-253-000-0000-6335	AP		233.76	STS GAS	13582/13746	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company			233.76		1 Transactions		
253	DEPT Total:			4,301.29	Sentence to Serve	4 Vendors	5 Transactions	
255	DEPT				Crime Victims			
3334	MCIT							
	01-255-000-0000-6171			118.00	2023 Work Comp Premium	19435R	Workers Compensation	N
					01/01/2023 12/31/2023			
3334	MCIT			118.00		1 Transactions		
255	DEPT Total:			118.00	Crime Victims	1 Vendors	1 Transactions	
257	DEPT				Community Corrections			
14563	Anoka County Corrections							
	01-257-255-0000-6269	AP		8,691.00	SEC DETENTION RJC CONTRACT	12.31.22	Juvenile Detention	N
					12/01/2022 12/31/2022			
14563	Anoka County Corrections			8,691.00		1 Transactions		
783	Canon Financial Services, Inc							
	01-257-000-0000-6342			104.86	COPIER/PRINTER CONTRACT	29859226	Office Equipment Rental/Contracts	N
					01/20/2023 02/19/2023			
783	Canon Financial Services, Inc			104.86		1 Transactions		
3334	MCIT							
	01-257-000-0000-6171			6,140.00	2023 Work Comp Premium	19435R	Workers Compensation Insurance	N
					01/01/2023 12/31/2023			
	01-257-000-0000-6352			2,200.00	2023 Property.Liability Premiu	19435R	Property Casualty Insurance-MCIT	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
3334	MCIT		8,340.00	01/01/2023 12/31/2023 2 Transactions			
11997	Minnesota Monitoring, Inc 01-257-267-0000-6342	AP	3,000.00	EHM COSTS 12/01/2022 12/31/2022 1 Transactions	13963	Office Equipment Rental/Contracts	N
11997	Minnesota Monitoring, Inc		3,000.00				
9489	Redwood Toxicology Laboratory, Inc 01-257-267-0000-6274		27.40	LAB DRUG TESTING FEES 12/01/2022 12/31/2022 1 Transactions	022399202212	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		27.40				
86235	The Office Shop Inc 01-257-000-0000-6342	AP	159.98	COPIER SERVICE CONTRACT 09/01/2022 12/09/2022 1 Transactions	324908-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		159.98				
257	DEPT Total:		20,323.24	Community Corrections	6 Vendors	7 Transactions	
280	DEPT			Emergency Management			
3334	MCIT 01-280-000-0000-6171		595.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-280-000-0000-6352		296.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023 2 Transactions	19435R	Insurance	N
3334	MCIT		891.00				
280	DEPT Total:		891.00	Emergency Management	1 Vendors	2 Transactions	
391	DEPT			Solid Waste			
248	Association of Mn Counties 01-391-000-0000-6240		300.00	2023 SWAA DUES 11/26/2022 12/25/2022 1 Transactions	12907	Membership/Dues/Association Fees	N
248	Association of Mn Counties		300.00				
10452	AT&T Mobility 01-391-000-0000-6220	AP	44.18	MONTHLY CELLULAR CHARGES 11/26/2022 12/25/2022	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		44.18		1 Transactions		
2953	MACPZA 01-391-000-0000-6240		170.00	MACPZA MEMBERSHIP	11223	Membership/Dues/Association Fees	N
2953	MACPZA		170.00		1 Transactions		
3334	MCIT 01-391-000-0000-6171		2,267.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-391-000-0000-6352		1,811.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		4,078.00		2 Transactions		
5739	Stearns Co Env Services Dept 01-391-000-0000-6241		30.00	SHORELAND WORKSHOP	1523	Registration Fee	N
5739	Stearns Co Env Services Dept		30.00		1 Transactions		
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360 AP		10,920.97	MONTHLY RECYCLING CONTRACT 12/01/2022 12/31/2022	010000828086	Recycling Contract	N
11507	Waste Management of Minnesota, Inc		10,920.97		1 Transactions		
391	DEPT Total:		15,543.15	Solid Waste	6 Vendors	7 Transactions	
500	DEPT			Library And Historical Society			
3334	MCIT 01-500-501-0000-6171		50.00	2023 WC RENEWAL 01/01/2023 01/01/2024	19517R	Workers Compensation	N
	01-500-501-0000-6352		4,941.00	2023 PC RENEWAL 01/01/2023 01/01/2024	19517R	Historical Society Insurance	N
3334	MCIT		4,991.00		2 Transactions		
500	DEPT Total:		4,991.00	Library And Historical Society	1 Vendors	2 Transactions	
600	DEPT			Ag Society, Soil & Water, Ag Inspect			
111	Aitkin Co Soil & Water 01-600-552-0000-6800		7,700.00	2023 LCWP APPROPRIATION	2023	Soil & Water County LCWP Appropriation	N
	01-600-552-0000-6801		68,849.00	2023 COUNTY APPROPRIATION	2023	Soil & Water Appropriations	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
111	Aitkin Co Soil & Water	01-600-553-0000-6271			4,800.00	2023 AG INSPECTOR APPROP		2023		Ag Inspector Contracts & Services		N
					81,349.00		3 Transactions					
2557	Kanabec County Auditor	01-600-552-0000-6836			10,079.00	2023 APPROPRIATION		20221220-175		Soil & Water Snake River Watershed		N
					10,079.00		1 Transactions					
3334	MCIT	01-600-550-0000-6352			3,652.00	2023 Property.Liability Premiu	01/01/2023 12/31/2023	19435R		Ag Society Insurance		N
					50.00	2023 WC RENEWAL	01/01/2023 01/01/2024	19516R		Workers Compensation		N
					3,252.00	2023 PC RENEWAL	01/01/2023 01/01/2024	19516R		Ag Society Insurance		N
					6,954.00		3 Transactions					
3402	Mississippi Headwaters Board	01-600-552-0000-6847			1,500.00	2023 APPROPRIATION		A23		Mississippi Headwaters Board		N
					1,500.00		1 Transactions					
600	DEPT Total:				99,882.00	Ag Society, Soil & Water, Ag Inspect		4 Vendors		8 Transactions		
700	DEPT					Promotion,Airport,Tourism, Misc.						
9612	Discovery Publishing, Inc.	01-700-909-0000-6801			303.95	ATV PUBLISHING	01/01/2023 02/28/2023	3232		Appropriations-Grant		Y
					303.95		1 Transactions					
700	DEPT Total:				303.95	Promotion,Airport,Tourism, Misc.		1 Vendors		1 Transactions		
711	DEPT					Economic Development						
248	Association of Mn Counties	01-711-000-0000-6240			500.00	2023 MAPCED DUES	01/01/2023 12/31/2023	12966		Membership/Dues/Association Fees		N
					30.00	MAPCED	12/27/2022 12/27/2022	64035		Membership/Dues/Association Fees		N
			AP		530.00		2 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
15240	AT&T Mobility 01-711-000-0000-6220	AP	44.63	MARK JEFFERS PHONE 11/26/2022 12/25/2022	287298817699	Telephone	N
15240	AT&T Mobility		44.63	1 Transactions			
3334	MCIT 01-711-000-0000-6171		157.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	01-711-000-0000-6352		275.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		432.00	2 Transactions			
711	DEPT Total:		1,006.63	Economic Development	3 Vendors	5 Transactions	
1	Fund Total:		542,571.56	General Fund		258 Transactions	

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

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
49	DEPT			Information Technologies			
	9561 Amazon Business						
	02-049-190-0000-6485	AP	16.38	WIRE TIES	1VV6-GYJL-GDMX	Computer/Technology Supplies	N
	9561 Amazon Business		16.38	1 Transactions			
49	DEPT Total:		16.38	Information Technologies	1 Vendors	1 Transactions	
2	Fund Total:		16.38	Reserves Fund		1 Transactions	

Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT				R&B Administration			
8491	Avenu Holdings LLC 03-301-000-0000-6300	AP	P	775.00	NR-DATA EXTRACTS-DEC 22	INVB-041789	Maintenance/Service Contracts	Y
8491	Avenu Holdings LLC			775.00	1 Transactions			
10855	Culligan Soft Water 03-301-000-0000-6342			55.00	WATER COOLER RENTAL	150100205841	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water			55.00	1 Transactions			
3334	MCIT 03-301-000-0000-6171			6,178.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	03-301-000-0000-6352			16,875.00	2023 Liability Premium 01/01/2023 12/31/2023	19435R	Insurance	N
	03-301-000-0000-6352			5,226.00	2023 Inland Marine Premium 01/01/2023 12/31/2023	19435R	Insurance	N
	03-301-000-0000-6352			27,708.00	2023 Auto Premium 01/01/2023 12/31/2023	19435R	Insurance	N
	03-301-000-0000-6352			256.00	2023 Bond Premium 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT			56,243.00	5 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 03-301-000-0000-6405			45.00	YEAR SUBSCRIPTION	46224	Office Supplies	N
3518	Voyageur Press Of Mcgregor, Inc			45.00	1 Transactions			
301	DEPT Total:			57,118.00	R&B Administration	4 Vendors	8 Transactions	
302	DEPT				R&B Engineering/Construction			
730	Breezy Point Resort 03-302-000-0000-6241			96.52	MEALS-BRYCE-2023 MNDOT SURV TE	2023-THOMPSON	Registration Fee	N
730	Breezy Point Resort			96.52	1 Transactions			
3334	MCIT 03-302-000-0000-6171			2,719.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
3334	MCIT			2,719.00	1 Transactions			
86235	The Office Shop Inc							

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		03-302-000-0000-6550			14.99	ENGINEERING SUPPLIES		1120516-0		R & B Engineer Supplies		N
86235	The Office Shop Inc				14.99		1 Transactions					
302	DEPT Total:				2,830.51	R&B Engineering/Construction		3 Vendors		3 Transactions		
303	DEPT					R&B Highway Maintenance						
195	Aitkin Tire Shop	03-303-000-0000-6590	AP	P	25.00	REPAIR LABOR		0-062015		Repair & Maintenance Supplies		Y
195	Aitkin Tire Shop				25.00		1 Transactions					
12106	Antoine Electric	03-303-000-0000-6417	AP	P	173.48	AITKIN SHOP-		22888		Shop/Building Maintenance		Y
		03-303-000-0000-6417	AP	P	1,620.67	AITKIN SHOP		22895		Shop/Building Maintenance		Y
12106	Antoine Electric				1,794.15		2 Transactions					
7916	AT&T Mobility	03-303-000-0000-6220	AP	P	38.23	PAUL'S IPAD SVC		287303768387		Telephone		N
		03-303-000-0000-6220	AP	P	38.23	MIKE LAPTOP SVC		287303768387		Telephone		N
		03-303-000-0000-6220	AP	P	38.23	CAROL LAPTOP SVC		287303768387		Telephone		N
7916	AT&T Mobility				114.69		3 Transactions					
13911	BERT'S TRUCK EQUIP. OF MOORHEAD	03-303-000-0000-6590			12.50	REPAIR PARTS		W 101918		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			125.00	REPAIR LABOR		W 101918		Repair & Maintenance Supplies		N
13911	BERT'S TRUCK EQUIP. OF MOORHEAD				137.50		2 Transactions					
14887	Cintas Corporation	03-303-000-0000-6417	AP	P	15.82	SHOP LAUNDRY		4141736920		Shop/Building Maintenance		N
		03-303-000-0000-6360			15.82	SHOP LAUNDRY		4142305299		Services, Labor, Contracts		N
		03-303-000-0000-6360			15.82	SHOP LAUNDRY		4142912280		Services, Labor, Contracts		N
14887	Cintas Corporation				47.46		3 Transactions					
8618	Compass Minerals America	03-303-000-0000-6518	AP	P	6,087.27	DE-ICING SALT		1092448		De-Icing Salt		N
		03-303-000-0000-6518	AP	P	3,715.11	DE-ICING SALT		1092528		De-Icing Salt		N
		03-303-000-0000-6518	AP	P	1,852.60	DE-ICING SALT		1093304		De-Icing Salt		N
		03-303-000-0000-6518	AP	P	6,705.66	DE-ICING SALT		1093395		De-Icing Salt		N
		03-303-000-0000-6518	AP	P	6,767.19	DE-ICING SALT		1095757		De-Icing Salt		N
		03-303-000-0000-6518	AP	P	2,173.70	DE-ICING SALT		1095760		De-Icing Salt		N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6518	AP	P	1,996.75	DE-ICING SALT	1097002	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	2,172.93	DE-ICING SALT	1097083	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	2,269.09	DE-ICING SALT	1098058	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	2,230.61	DE-ICING SALT	1099254	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	2,293.95	DE-ICING SALT	1104612	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	2,089.04	DE-ICING SALT	1104616	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	4,275.70	DE-ICING SALT	1105648	De-Icing Salt	N
8618	Compass Minerals America			44,629.60				
					13 Transactions			
2763	Countryside Sanitation, LLC							
	03-303-000-0000-6254			117.00	JAN 23 MCGREGOR	3019	Utilities-Gas and Electric	Y
	03-303-000-0000-6254			81.90	JAN 23 PALISADE	3020	Utilities-Gas and Electric	Y
2763	Countryside Sanitation, LLC			198.90				
					2 Transactions			
1701	Forestry Suppliers, Inc.							
	03-303-000-0000-6417	AP	P	413.71	AITKIN SHOP SUPPLIES	327850-00	Shop/Building Maintenance	N
1701	Forestry Suppliers, Inc.			413.71				
					1 Transactions			
8622	Frontier Communications Holdings LLC							
	03-303-000-0000-6254			87.02	JACOBSON	218-752-6591	Utilities-Gas and Electric	N
	03-303-000-0000-6254			87.02	218-768-4481	218-768-4481	Utilities-Gas and Electric	N
	03-303-000-0000-6254			87.02	PALISADE	218-845-2607	Utilities-Gas and Electric	N
8622	Frontier Communications Holdings LLC			261.06				
					3 Transactions			
1754	Garrison Disposal Company, Inc							
	03-303-000-0000-6254	AP	P	140.28	AITKIN SHOP	1979600	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc			140.28				
					1 Transactions			
2089	Heartland Tire Inc							
	03-303-000-0000-6590			144.00	REPAIR PARTS	15021723	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			1,310.78	TIRES	15021728	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			3.68	REPAIR PARTS	15021728	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			46.00	REPAIR LABOR	15021728	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			121.25	TIRES	15021729	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			1.84	REPAIR PARTS	15021729	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			23.00	REPAIR LABOR	15021729	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc			1,650.55				
					7 Transactions			
2340	Hyytinen Hardware Hank							

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6417	AP	P	44.96	AITKIN SHOP SUPPLIES	5597/1	Shop/Building Maintenance	N
	03-303-000-0000-6417	AP	P	15.98	PALISADE SHOP SUPPLIES	5653/1	Shop/Building Maintenance	N
	03-303-000-0000-6516	AP	P	21.78	SIGN SUPPLIES	6173/1	Signs & Posts	N
	03-303-000-0000-6516	AP	P	54.48	SIGN SUPPLIES	6272/1	Signs & Posts	N
	03-303-000-0000-6417	AP	P	13.48	AITKIN SHOP SUPPLIES	6321/1	Shop/Building Maintenance	N
2340	Hyytinen Hardware Hank			150.68				5 Transactions
91187	Lake Country Power							
	03-303-000-0000-6254	AP	P	213.03	DEC 22 JACOBSON-	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	P	145.26	DEC 22 SWATARA-	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	P	58.00	DEC 22 CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power			416.29				3 Transactions
3100	McGregor Oil							
	03-303-000-0000-6570	AP	P	2,105.48	JACOBSON DIESEL	0-11408	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	92.39	DIESEL	0-12564	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	254.58	DIESEL	0-12579	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	219.25	DIESEL	0-12580	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	194.92	DIESEL	0-12601	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	292.34	DIESEL	012581	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	3,400.43	JACOBSON DIESEL	10915	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	9,632.24	PALISADE DIESEL	10964	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	12.40-	DISCOUNT-	STMT	Motor Fuel & Lubricants	N
3100	McGregor Oil			16,179.23				9 Transactions
3334	MCIT							
	03-303-000-0000-6171			39,426.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	03-303-000-0000-6352			9,481.00	2023 Property Premium 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT			48,907.00				2 Transactions
5917	Mike's Bobcat Service, Inc.							
	03-303-000-0000-6360	AP	P	910.00	PLOWING	11/22-12/22	Services, Labor, Contracts	N
5917	Mike's Bobcat Service, Inc.			910.00				1 Transactions
9692	Minnesota Energy Resources Corporation							
	03-303-000-0000-6423			1,970.45	NAT GAS: AITKIN SHOP	05060488410000	Fuel for Buildings	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
9692	Minnesota Energy Resources Corporation				1,970.45							
9179	NORTH CENTRAL INTERNATIONAL, LLC											
	03-303-000-0000-6590		AP	P	370.02	REPAIR PARTS-		X220057648:01		Repair & Maintenance Supplies		Y
	03-303-000-0000-6590				1,552.76	REPAIR PARTS		X220057859:01		Repair & Maintenance Supplies		Y
	03-303-000-0000-6590				1,552.76	REPAIR PARTS		X220057859:01		Repair & Maintenance Supplies		Y
9179	NORTH CENTRAL INTERNATIONAL, LLC				3,475.54							
8436	Northland Parts											
	03-303-000-0000-6590		AP	P	41.49	REPAIR PARTS		457314		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	177.60	REPAIR PARTS		457364		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	29.88	REPAIR PARTS		457366		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	42.95	REPAIR PARTS-		457511		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	49.98	REPAIR PARTS		458042		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	49.98	REPAIR PARTS		458053		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	49.98	REPAIR PARTS		458170		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	1.76	REPAIR PARTS-		458373		Repair & Maintenance Supplies		N
8436	Northland Parts				343.66							
10720	Nuss Truck Group Inc											
	03-303-000-0000-6590		AP	P	24.78	REPAIR PARTS		6154330P		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				76.67	REPAIR PARTS		6154450P		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				101.74	REPAIR PARTS		6154508P		Repair & Maintenance Supplies		N
10720	Nuss Truck Group Inc				203.19							
8537	Powerplan OIB											
	03-303-000-0000-6590		AP	P	425.35	REPAIR PARTS		2168674		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	360.00	REPAIR PARTS		2168674		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	1,812.46	REPAIR PARTS		2176837		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	1,355.00	REPAIR LABOR		2176837		Repair & Maintenance Supplies		N
	03-303-000-0000-6590		AP	P	50.91	REPAIR PARTS		2181727		Repair & Maintenance Supplies		N
8537	Powerplan OIB				4,003.72							
9273	Reichert Enterprises, Inc											
	03-303-000-0000-6590				4,004.64	REPAIR PARTS		116205		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				2,308.50	REPAIR LABOR		116205		Repair & Maintenance Supplies		N
9273	Reichert Enterprises, Inc				6,313.14							
4070	Riley Auto Supply											

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6590	AP	P	103.99	REPAIR PARTS	635840	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	AP	P	103.99	REPAIR PARTS	635840	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	AP	P	103.99	REPAIR PARTS	635840	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	AP	P	103.99	REPAIR PARTS	635840	Repair & Maintenance Supplies	N
	03-303-000-0000-6417	AP	P	39.96	MCGRATH SHOP-	635860	Shop/Building Maintenance	N
	03-303-000-0000-6417	AP	P	29.94	AITKIN SHOP	635984	Shop/Building Maintenance	N
	03-303-000-0000-6590		P	111.99	REPAIR PARTS	636032	Repair & Maintenance Supplies	N
	03-303-000-0000-6590	AP	P	99.88	REPAIR PARTS	636121	Repair & Maintenance Supplies	N
4070	Riley Auto Supply			697.73				
					8 Transactions			
14812	SCI Broadband/Savage Communications							
	03-303-000-0000-6254	AP	P	288.90	MCGRATH INTERNET	009-038972	Utilities-Gas and Electric	N
14812	SCI Broadband/Savage Communications			288.90				
					1 Transactions			
8364	Towmaster, Inc							
	03-303-000-0000-6590	AP	P	314.05	REPAIR PARTS	455911	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			2,857.31	REPAIR PARTS	455988	Repair & Maintenance Supplies	N
8364	Towmaster, Inc			3,171.36				
					2 Transactions			
6097	Verizon Wireless							
	03-303-000-0000-6220	AP	P	470.32	DEPT CELL PHONES-	9924319517	Telephone	N
6097	Verizon Wireless			470.32				
					1 Transactions			
4988	Viking Industrial Center							
	03-303-000-0000-6417	AP	P	131.05	AITKIN SHOP SUPPLIES	3252612	Shop/Building Maintenance	N
4988	Viking Industrial Center			131.05				
					1 Transactions			
9642	WEX BANK							
	03-303-000-0000-6570			40.35	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			64.45	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			55.83	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			158.05	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			160.23	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			153.74	GASOLINE	0496003600707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	172.02	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	39.60	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	92.33	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	78.10	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	152.66	GASOLINE	0496003900707	Motor Fuel & Lubricants	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6570	AP	P	67.99	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	57.06	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	97.61	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	825.85	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	594.98	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	284.85	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	175.42	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	532.81	GASOLINE	0496003900707	Motor Fuel & Lubricants	N
9642	WEX BANK			3,803.93				
					19 Transactions			
13856	WHITE/PAUL							
	03-303-000-0000-6181	AP	P	145.00	WORK BOOTS REIMBURSEMENT	SCHEELS	Safety Footwear Allowance	N
13856	WHITE/PAUL			145.00				
					1 Transactions			
5295	Ziegler Inc							
	03-303-000-0000-6590			866.52	REPAIR PARTS-FILTERS	IN000830004	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			78.60	REPAIR PARTS	IN000830317	Repair & Maintenance Supplies	N
5295	Ziegler Inc			945.12				
					2 Transactions			
303	DEPT Total:			141,939.21	R&B Highway Maintenance	30 Vendors	115 Transactions	
307	DEPT				R&B Capital Infrastructure			
86222	Aitkin Independent Age							
	03-307-000-0000-6230			116.25	PALI COLD STORAGE AD FOR BID	1285135-	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age			116.25				
					1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc							
	03-307-000-0000-6230			168.00	PALI COLD STOR AD FOR BID	46224	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc			168.00				
					1 Transactions			
307	DEPT Total:			284.25	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:			202,171.97	Road & Bridge		128 Transactions	

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 1/18/23 8:35AM
 4 Unorganized Townships

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
422	DEPT			Unorganized Fire			
7001	Town Of Ball Bluff Treasurer						
	04-422-000-0000-6801		329.88	2023 FIRE PROT - UNORG 51-22	01032023	Appropriations	N
	04-422-000-0000-6801		11,764.14	2023 FIRE PROT - UNORG 52-22	01032023	Appropriations	N
	04-422-000-0000-6801		1,524.42	2023 FIRE PROT - UNORG 52-24	01032023	Appropriations	N
7001	Town Of Ball Bluff Treasurer		13,618.44	3 Transactions			
422	DEPT Total:		13,618.44	Unorganized Fire	1 Vendors	3 Transactions	
423	DEPT			Unorganized Cemetary			
14090	Caverly, Treasurer/Brandi						
	04-423-000-0000-6801	AP	601.97	2022 UNORG CEMETERY 51-27	20221231	Appropriations	N
	04-423-000-0000-6801	AP	620.14	2022 UNORG CEMETERY 52-27	20221231	Appropriations	N
14090	Caverly, Treasurer/Brandi		1,222.11	2 Transactions			
3757	Packer-Treasurer/Warren						
	04-423-000-0000-6801	AP	1,649.32	2022 UNORG CEMETERY 50-25	20221231	Appropriations	N
3757	Packer-Treasurer/Warren		1,649.32	1 Transactions			
423	DEPT Total:		2,871.43	Unorganized Cemetary	2 Vendors	3 Transactions	
4	Fund Total:		16,489.87	Unorganized Townships		6 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			
12565	AITKIN-ITASCA-KOOCH COMMUNITY HEAL 05-400-400-0402-6266		2,520.00	2023 PREPMOD LICENSE FEES 12/31/2022 12/31/2023		Software Fees/License Fees	N
12565	AITKIN-ITASCA-KOOCH COMMUNITY HEAL		2,520.00	1 Transactions			
9608	AMAZON CAPITAL SERVICES 05-400-440-0410-6405	AP	2.85	AGENCY - HIGHLIGHTERS 12/27/2022 12/28/2022	16WH-RMJN-THDG	Office Supplies	N
	05-400-440-0410-6405		5.22	AGENCY-GREEN COPY PAPER 01/10/2023 01/11/2023	1KP1-PKPC-G6R9	Office Supplies	N
	05-400-440-0410-6405	AP	3.39	ADMIN -CELL PH CASE/PROTECTOR 12/26/2022 12/27/2022	1NNN-197R-WQPD	Office Supplies	N
	05-400-440-0410-6405	AP	7.54	AGENCY - DYMO LABELS 12/29/2022 12/30/2022	1Q6H-CF6V-9RWR	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		19.00	4 Transactions			
248	Association of Mn Counties 05-400-440-0410-6240		285.88	MACSSA ANNUAL DUES 2023 12/31/2022 12/31/2023		Membership/Dues/Association Fees	N
248	Association of Mn Counties		285.88	1 Transactions			
10452	AT&T Mobility 05-400-400-0402-6220	AP	38.23	VACCINE CLINIC PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-410-0413-6220	AP	38.23	WIC HOTSPOT 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-410-0413-6220	AP	44.63	WIC TRAVELER PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-410-0413-6220	AP	49.66	WIC/HV CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-430-0408-6220	AP	49.66	PH HV/FP CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-440-0410-6220	AP	6.95	ACCT CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-440-0410-6220	AP	5.35	AGENCY HOTSPOT 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-400-440-0410-6220	AP	6.95	DIR CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N

Aitkin County



Vendor No.	Name	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	05-400-440-0410-6220		AP	188.58	PH ADMIN CELL PHONE	287298057356	Telephone	N
10452	AT&T Mobility			428.24	11/25/2022 12/25/2022			
					9 Transactions			
783	Canon Financial Services, Inc							
	05-400-440-0410-6342		AP	265.77-	PH-CONTRACT CHARGE-DEC 22	29795949	Office Equipment Rental/Contracts	N
					11/30/2022 12/31/2022			
	05-400-440-0410-6342		AP	288.36	PH CONTRACT CHARGE-DEC 22	29795951	Office Equipment Rental/Contracts	N
					11/30/2022 12/31/2022			
	05-400-420-4800-6342			120.14	CS CONTRACT CHARGE-JAN '23	29859216	Office Equipment Rental/Contracts	N
					12/31/2022 01/31/2023			
	05-400-440-0410-6342			38.75	MAILROOM CONTRACT CHG-JAN '23	29859217	Office Equipment Rental/Contracts	N
					12/31/2022 01/31/2023			
	05-400-440-0410-6342			25.20	OSS CONTRACT CHARGE - JAN '23	29859220	Office Equipment Rental/Contracts	N
					12/31/2022 01/31/2023			
	05-400-440-0410-6342			288.36	PH CONTRACT CHARGE-JAN '23	29859221	Office Equipment Rental/Contracts	N
					12/31/2022 01/31/2023			
783	Canon Financial Services, Inc			495.04				
					6 Transactions			
10855	Culligan Soft Water							
	05-400-440-0410-6342			19.46	COOLER RENTAL SERVICE	150-100116285-	Office Equipment Rental/Contracts	N
					12/31/2022 01/31/2023			
10855	Culligan Soft Water			19.46				
					1 Transactions			
3334	MCIT							
	05-400-440-0410-6171			4,912.00	2023 Work Comp Premium	19435R	Workers Compensation	N
					01/01/2023 12/31/2023			
	05-400-440-0410-6352			3,203.00	2023 Property.Liability Premiu	19435R	Insurance-Vehicles/Equipment/Liability	N
					01/01/2023 12/31/2023			
3334	MCIT			8,115.00				
					2 Transactions			
89765	Minnesota Elevator, Inc							
	05-400-440-0410-6300			29.91	ELEVATOR SERVICE - JAN '23	999617	Maintenance/Service Contracts	N
					12/31/2022 01/31/2023			
89765	Minnesota Elevator, Inc			29.91				
					1 Transactions			
10109	Quadient, Inc							
	05-400-440-0410-6300			39.64	RATE CHANGE PROTECTION	59835831	Maintenance/Service Contracts	N
					01/31/2023 01/31/2024			

Aitkin County



Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
10109	Quadient, Inc		39.64		1	Transactions	
4010	Rasley Oil Company						
	05-400-400-0402-6335	AP	39.84	DPC GAS CHARGES FOR 12/22 11/30/2022 12/31/2022		Gas/Vehicle Fuel Charges	N
	05-400-400-0402-6335	AP	28.16	PHEP GAS CHARGES FOR 12/22 11/30/2022 12/31/2022		Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		68.00		2	Transactions	
86235	The Office Shop Inc						
	05-400-440-0410-6342	AP	46.52	OSS-COPIER CONTRACT IRDXC5850I 12/27/2022 12/28/2022	324851-0	Office Equipment Rental/Contracts	N
	05-400-440-0410-6300	AP	1,716.69	PH-COPIER CONTRACT IRC5550IIII 08/31/2022 12/08/2022	324958-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		1,763.21		2	Transactions	
400	DEPT Total:		13,783.38	Public Health Department	11	Vendors	30
						Transactions	
420	DEPT			Income Maintenance			
86359	Aitkin Co Attorney						
	05-420-640-4800-6263	AP	2,040.00	IV-D BILLING Q4 2022 09/30/2022 12/31/2022	Q4 2022	Contract Legal Services Iv-D	N
86359	Aitkin Co Attorney		2,040.00		1	Transactions	
88284	Aitkin Co Recorder						
	05-420-650-4800-6800	AP	13.00	MA ESTATE DEATH CERTIFICATE 12/29/2022 12/30/2022	96094	Program Expenses Direct Charge Ffp	N
88284	Aitkin Co Recorder		13.00		1	Transactions	
9608	AMAZON CAPITAL SERVICES						
	05-420-600-4800-6405	AP	12.99	IM-WIRELESS MOUSE (JG) 12/27/2022 12/28/2022	16WH-RMJN-THDG	Office Supplies	N
	05-420-600-4800-6405	AP	6.71	AGENCY - HIGHLIGHTERS 12/27/2022 12/28/2022	16WH-RMJN-THDG	Office Supplies	N
	05-420-600-4800-6405		12.31	AGENCY-GREEN COPY PAPER 01/10/2023 01/11/2023	1KP1-PKPC-G6R9	Office Supplies	N
	05-420-600-4800-6405	AP	7.98	ADMIN -CELL PH CASE/PROTECTOR 12/26/2022 12/27/2022	1NNN-197R-WQPD	Office Supplies	N
	05-420-600-4800-6405	AP	17.77	AGENCY - DYMO LABELS	1Q6H-CF6V-9RWR	Office Supplies	N

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9608	AMAZON CAPITAL SERVICES		57.76	12/29/2022 12/30/2022	5 Transactions		
248	Association of Mn Counties 05-420-600-4800-6240		673.86	MACSSA ANNUAL DUES 2023 12/31/2022 12/31/2023	1 Transactions	Membership/Dues/Association Fees	N
248	Association of Mn Counties		673.86				
10452	AT&T Mobility 05-420-600-4800-6220	AP	16.39	ACCT CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-420-600-4800-6220	AP	12.62	AGENCY HOTSPOT 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-420-600-4800-6220	AP	16.39	DIR CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-420-600-4800-6220	AP	272.81	IM CELL PHONES 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-420-640-4800-6220	AP	138.92	CS CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
10452	AT&T Mobility		457.13		5 Transactions		
783	Canon Financial Services, Inc 05-420-600-4800-6342		91.34	MAILROOM CONTRACT CHG-JAN '23 12/31/2022 01/31/2023	29859217	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		59.39	OSS CONTRACT CHARGE - JAN '23 12/31/2022 01/31/2023	29859220	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		150.73		2 Transactions		
10855	Culligan Soft Water 05-420-600-4800-6342		45.87	COOLER RENTAL SERVICE 12/31/2022 01/31/2023	150-100116285-	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		45.87		1 Transactions		
3334	MCIT 05-420-600-4800-6171		1,700.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
3334	MCIT		1,700.00		1 Transactions		
89765	Minnesota Elevator, Inc						

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-420-600-4800-6300		70.49	ELEVATOR SERVICE - JAN '23 12/31/2022 01/31/2023	999617	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		70.49	1 Transactions			
14333	Northwoods Consulting Partners Inc 05-420-600-4800-6266		6,009.00	COMPASS SUPPORT 03/31/2023 03/31/2024	INV-102405	Software Fees/License Fees	N
14333	Northwoods Consulting Partners Inc		6,009.00	1 Transactions			
10109	Quadient, Inc 05-420-600-4800-6300		93.45	RATE CHANGE PROTECTION 01/31/2023 01/31/2024	59835831	Maintenance/Service Contracts	N
10109	Quadient, Inc		93.45	1 Transactions			
86474	Sheriff Carlton County 05-420-640-4800-6379		50.00	IV-D SERVICE 001401331101 01/03/2023 01/04/2023	IN202300011	Other Iv-D Charges	N
86474	Sheriff Carlton County		50.00	1 Transactions			
15347	St Louis County - PHHS 05-420-650-4400-6211	AP	210.20	MTM ADMIN FEE NON-FFP 11/07/2022 11/08/2022	IP-00026208	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211	AP	52.55	MTM ADMIN FEE NON-FFP 11/21/2022 11/22/2022	IP-00026212	Medical Assistance - MTM Admin	N
15347	St Louis County - PHHS		262.75	2 Transactions			
86235	The Office Shop Inc 05-420-600-4800-6342	AP	109.66	OSS-COPIER CONTRACT IRDXC5850I 12/27/2022 12/28/2022	324851-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		109.66	1 Transactions			
420	DEPT Total:		11,733.70	Income Maintenance	14 Vendors	24 Transactions	
430	DEPT 9608 AMAZON CAPITAL SERVICES			Social Services			
	05-430-700-4800-6405	AP	10.78	AGENCY - HIGHLIGHTERS 12/27/2022 12/28/2022	16WH-RMJN-THDG	Office Supplies	N
	05-430-700-4800-6405		19.77	AGENCY-GREEN COPY PAPER 01/10/2023 01/11/2023	1KP1-PKPC-G6R9	Office Supplies	N

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
	05-430-700-4800-6405		16.98	SS-PH CASE/SCR PROTECTOR (KK) 01/10/2023 01/11/2023	1KP1-PKPC-G6R9	Office Supplies	N
	05-430-700-4800-6405	AP	12.82	ADMIN -CELL PH CASE/PROTECTOR 12/26/2022 12/27/2022	1NNN-197R-WQPD	Office Supplies	N
	05-430-700-4800-6405	AP	10.49	SS-PLANNER (RI) 12/28/2022 12/29/2022	1P6D-QN3N-76FW	Office Supplies	N
	05-430-700-4800-6405	AP	28.54	AGENCY - DYMO LABELS 12/29/2022 12/30/2022	1Q6H-CF6V-9RWR	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		99.38	6 Transactions			
248	Association of Mn Counties						
	05-430-700-4800-6240		1,082.26	MACSSA ANNUAL DUES 2023 12/31/2022 12/31/2023		Membership/Dues/Association Fees	N
248	Association of Mn Counties		1,082.26	1 Transactions			
10452	AT&T Mobility						
	05-430-700-4800-6220	AP	26.32	ACCT CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-430-700-4800-6220	AP	20.26	AGENCY HOTSPOT 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-430-700-4800-6220	AP	26.32	DIR CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-430-700-4800-6220	AP	41.23	HOTSPOT (RI) 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-430-700-4800-6220	AP	1,231.79	SS CELL PHONE 11/25/2022 12/25/2022	287298057356	Telephone	N
	05-430-760-3040-6020	AP	76.46	APS IPADS 11/25/2022 12/25/2022	287298057356	APS Assessment/Investigation	N
10452	AT&T Mobility		1,422.38	6 Transactions			
783	Canon Financial Services, Inc						
	05-430-700-4800-6342		146.70	MAILROOM CONTRACT CHG-JAN '23 12/31/2022 01/31/2023	29859217	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		95.38	OSS CONTRACT CHARGE - JAN '23 12/31/2022 01/31/2023	29859220	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		242.08	2 Transactions			
10855	Culligan Soft Water						
	05-430-700-4800-6342		73.67	COOLER RENTAL SERVICE	150-100116285-	Office Equipment Rental/Contracts	N

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10855	Culligan Soft Water		73.67	12/31/2022 01/31/2023 1 Transactions			
3334	MCIT 05-430-700-4800-6171		3,802.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	05-430-700-4800-6352		20,458.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		24,260.00	2 Transactions			
89765	Minnesota Elevator, Inc 05-430-700-4800-6300		113.22	ELEVATOR SERVICE - JAN '23 12/31/2022 01/31/2023	999617	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		113.22	1 Transactions			
10657	Quadient Finance USA, Inc 05-430-000-0000-1205	AP	2,000.00	POSTAGE 12/13/2022 12/14/2022	11465883	Postage Account	N
10657	Quadient Finance USA, Inc		2,000.00	1 Transactions			
10109	Quadient, Inc 05-430-700-4800-6300		150.08	RATE CHANGE PROTECTION 01/31/2023 01/31/2024	59835831	Maintenance/Service Contracts	N
10109	Quadient, Inc		150.08	1 Transactions			
4010	Rasley Oil Company 05-430-700-4800-6335	AP	153.19	SS GAS CHARGES FOR 12/22 11/30/2022 12/31/2022		Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		153.19	1 Transactions			
86235	The Office Shop Inc 05-430-700-4800-6342	AP	176.13	OSS-COPIER CONTRACT IRDXC5850I 12/27/2022 12/28/2022	324851-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		176.13	1 Transactions			
9615	WEX BANK - HHS 05-430-700-4800-6335	AP	109.99	SS-GAS CHARGES FOR 12/22 11/30/2022 12/31/2022	86325599	Gas/Vehicle Fuel Charges	N
	05-430-710-3160-6020	AP	100.00	FC TRANS-GAS CARD	86325599	Transportation Child Serv	N

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Aitkin County



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

5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	05-430-710-3190-6020	AP	11/30/2022 12/31/2022 CRT RELATED SERV-GAS CARD	86325599	Court Related Services & Activities	N
9615	WEX BANK - HHS		11/30/2022 12/31/2022 3 Transactions			
430	DEPT Total:		30,012.38	Social Services	12 Vendors	26 Transactions
5	Fund Total:		55,529.46	Health & Human Services		80 Transactions

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6 Debt Service

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
5777	U.S. Bank N.A.						
	06-000-000-0000-6795		405,000.00	0058739NS - PRINCIPAL	2154891	Long Term Loans	N
	06-000-000-0000-6796		151,582.51	0058739NS - INTEREST	2154891	Interest	N
5777	U.S. Bank N.A.		556,582.51				
				2 Transactions			
0	DEPT Total:		556,582.51	Undesignated	1 Vendors	2 Transactions	
6	Fund Total:		556,582.51	Debt Service		2 Transactions	

Aitkin County



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State

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
4580	Mn Dept Of Finance 09-000-000-0000-2030	AP	270.00	MARRIAGE FEES/DEC 2023 12/01/2022 12/31/2022	DEC2022	State Fees, Assessments & Surcharges	N
4580	Mn Dept Of Finance		270.00	1 Transactions			
0	DEPT Total:		270.00	Undesignated	1 Vendors	1 Transactions	
9	Fund Total:		270.00	State		1 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
5938	Rieger Logging 10-900-000-0000-2300		146.50	REFUND BOND	14054	Timber Permit Bonds	N
5938	Rieger Logging		146.50	1 Transactions			
900	DEPT Total:		146.50	Timber Permit Bonds	1 Vendors	1 Transactions	
921	DEPT			Co. Development			
5889	USDA, APHIS, General 10-921-000-0000-6360		115.43	SUPPLIES AND MAT. AND PROGRAM	6100031757	Miscellaneous-Services	N
5889	USDA, APHIS, General		115.43	1 Transactions			
921	DEPT Total:		115.43	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
9561	Amazon Business 10-923-000-0000-6405	AP	51.40	FORESTER BRIEFCASE	1LLK-P4FX-CJLQ	Office Supplies	N
9561	Amazon Business		51.40	1 Transactions			
10452	AT&T Mobility 10-923-000-0000-6220		832.43	PHONES AND TABLETS 11/26/2022 12/25/2022	287302631438	Telephone	N
10452	AT&T Mobility		832.43	1 Transactions			
86467	Auto Value Aitkin 10-923-000-0000-6590	AP	71.96	LIFT SUPPORT SURVEY CREW	40214043	Repair & Maintenance Supplies	N
86467	Auto Value Aitkin		71.96	1 Transactions			
10855	Culligan Soft Water 10-923-000-0000-6342		40.00	WATER SHOP 01/01/2023 01/31/2023	150-10046456-2	Office/Equipment-Rental	N
10855	Culligan Soft Water		40.00	1 Transactions			
1754	Garrison Disposal Company, Inc 10-923-000-0000-6254		110.30	GARBAGE SHOP 01/01/2023 01/31/2023	322253	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc		110.30	1 Transactions			

Aitkin County



Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
2340	Hyytinen Hardware Hank		10-923-000-0000-6450	AP	8.49	PAINT		5845/1		Field Supplies		N
2340	Hyytinen Hardware Hank				8.49		1 Transactions					
3334	MCIT		10-923-000-0000-6171		6,770.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation		N
			10-923-000-0000-6352		9,662.00	2023 Property.Liability Premiu	01/01/2023 12/31/2023	19435R		Insurance		N
			10-923-000-0000-6352		222.00-	MCIT REFUND - FTS PROPERTY	01/01/2023 12/31/2023	8093		Insurance		N
3334	MCIT				16,210.00		3 Transactions					
9692	Minnesota Energy Resources Corporation		10-923-000-0000-6254	AP	784.86	GAS SHOP	11/30/2022 12/29/2022	4417629690		Utilities-Gas and Electric		N
9692	Minnesota Energy Resources Corporation				784.86		1 Transactions					
86235	The Office Shop Inc		10-923-000-0000-6405	AP	39.78	STAPLER AND PENS		108		Office Supplies		N
			10-923-000-0000-6405	AP	48.27	2023 CALENDARS		108		Office Supplies		N
			10-923-000-0000-6405	AP	131.16	PAPER SHREDDER		108		Office Supplies		N
86235	The Office Shop Inc				219.21		3 Transactions					
12788	Timmer Implement of Aitkin		10-923-000-0000-6590		36.77	HYDRA FLUID		IA23194		Repair & Maintenance Supplies		N
12788	Timmer Implement of Aitkin				36.77		1 Transactions					
9642	WEX BANK		10-923-000-0000-6335		2,220.82	GAS	12/08/2022 01/07/2023	86366899		Gas/Vehicle Fuel Charges		N
9642	WEX BANK				2,220.82		1 Transactions					
923	DEPT Total:				20,586.24	Forfeited Tax Sales		11 Vendors		15 Transactions		
926	DEPT					Law Library						
5173	Thomson Reuters-West Publishing		10-926-000-0000-6455		1,517.18	ONLINE/SOFTWARE SUBSCRIPTION	01/01/2023 01/31/2023	847591200		Law Books		N

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Aitkin County



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

10 Trust

Vendor	<u>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.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	10-926-000-0000-6455		1,060.19	LIBRARY PLAN CHARGES	847680291	Law Books	N
				01/01/2023 02/01/2023			
	5173 Thomson Reuters-West Publishing		2,577.37		2 Transactions		
926	DEPT Total:		2,577.37	Law Library	1 Vendors	2 Transactions	
10	Fund Total:		23,425.54	Trust		19 Transactions	

Aitkin County



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

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 MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.89	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
14742	Berg/James M		59.89	2 Transactions			
12526	Bixby/James						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		41.92	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
12526	Bixby/James		76.92	2 Transactions			
10438	Commissioner Of Revenue						
	11-925-000-0000-6280	DTG	50.00	PURCHASES 10/19/2022	DEEDSISSUE2022 12/21/2022	State Deed Forfeited Tax Sales	N
	11-925-000-0000-6282	DTG	100.00	REPURCHASES 11/16/2022	DEEDSISSUE2022 12/21/2022	State Deed Repurchase	N
10438	Commissioner Of Revenue		150.00	2 Transactions			
2270	Hoppe/Russell Peter						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		39.30	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
2270	Hoppe/Russell Peter		74.30	2 Transactions			
14014	Hughes/Steve						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	N
	11-925-000-0000-6330		23.58	NRAC MILEAGE	01092023	Transportation/Travel/Parking	N
14014	Hughes/Steve		58.58	2 Transactions			
10890	Insley/Kevin						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.89	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
10890	Insley/Kevin		59.89	2 Transactions			
7062	Kern Excavating LLC						
	11-925-000-0000-6361	AP	10,680.00	CHIPPER TRAIL GRAVEL AND BLADE 10/17/2022	122722A 10/28/2022	Road Construction Service	Y
7062	Kern Excavating LLC		10,680.00	1 Transactions			
11990	Lange/David						

Aitkin County



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

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
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		44.54	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
11990	Lange/David		79.54		2 Transactions		
3334	MCIT						
	11-925-000-0000-6171		500.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	11-925-000-0000-6352		2,712.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		3,212.00		2 Transactions		
12077	Stromberg/Kevin						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.89	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
12077	Stromberg/Kevin		59.89		2 Transactions		
15229	Thompson/Dennis J						
	11-925-000-0000-6330		19.95	NRAC MILEAGE	01092023	Transportation/Travel/Parking	N
15229	Thompson/Dennis J		19.95		1 Transactions		
4927	Turnock/Franklin Allen						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		39.30	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
4927	Turnock/Franklin Allen		74.30		2 Transactions		
10017	Tveit/Galen						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		23.58	NRAC MILEAGE	01092023	Transportation/Travel/Parking	Y
10017	Tveit/Galen		58.58		2 Transactions		
8612	Veenker/Thomas H						
	11-925-000-0000-6278		35.00	NRAC MTG	01092023	Advisory Board/Committee Per Diem	N
	11-925-000-0000-6330		52.40	NRAC MILEAGE	01092023	Transportation/Travel/Parking	N
8612	Veenker/Thomas H		87.40		2 Transactions		

925 **DEPT Total:** 14,751.24 **Resource Management** 14 Vendors 26 Transactions

939 DEPT County Surveyor
3334 MCIT

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Aitkin County



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	Service Dates	Paid On Bhf #	On Behalf of Name	
	11-939-000-0000-6171		2023 Work Comp Premium	19435R	Workers Compensation	N
			01/01/2023 12/31/2023			
	3334 MCIT			1 Transactions		
939	DEPT Total:		748.00	County Surveyor	1 Vendors	1 Transactions
11	Fund Total:		15,499.24	Forest Development		27 Transactions

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 19 Long Lake Conservation Cen

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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
521	DEPT			LLCC Administration			
11419	Beaudry Oil & Service, Inc. 19-521-000-0000-6254	AP	550.93	PROPONE - INSTRUCTOR'S HOUSE	2222169	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.		550.93	1 Transactions			
2763	Countryside Sanitation, LLC 19-521-000-0000-6255		105.30	GARBAGE JANUARY 01/01/2023 01/31/2023	3073	Garbage	Y
2763	Countryside Sanitation, LLC		105.30	1 Transactions			
3334	MCIT 19-521-000-0000-6171		159.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	19-521-000-0000-6352		15,287.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
3334	MCIT		15,446.00	2 Transactions			
86235	The Office Shop Inc 19-521-000-0000-6342	AP	228.13	COST OF COPIES 09/01/2022 12/06/2022	324854-0	Office Equipment Rental/Contracts	N
86235	The Office Shop Inc		228.13	1 Transactions			
521	DEPT Total:		16,330.36	LLCC Administration	4 Vendors	5 Transactions	
522	DEPT			LLCC Education			
3334	MCIT 19-522-000-0000-6171		3,986.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
3334	MCIT		3,986.00	1 Transactions			
522	DEPT Total:		3,986.00	LLCC Education	1 Vendors	1 Transactions	
523	DEPT			LLCC Food			
3334	MCIT 19-523-000-0000-6171		709.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
3334	MCIT		709.00	1 Transactions			

Aitkin County



Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
3810	Paulbeck's County Market	19-523-000-0000-6418			18.56	GROCERIES		7684653		Groceries-Students		N
3810	Paulbeck's County Market				18.56		1 Transactions					
523	DEPT Total:				727.56	LLCC Food		2 Vendors		2 Transactions		
524	DEPT					LLCC Maintenance						
12106	Antoine Electric	19-524-000-0000-6590		AP	989.56	FIX GARNES & OTHER ELECTRICAL		22881		Repair & Maintenance Supplies		Y
12106	Antoine Electric				989.56		1 Transactions					
12777	Lammers Appliance Repair LLC	19-524-000-0000-6590			125.00	INSPECTION OF ICE UNIT		3961		Repair & Maintenance Supplies		Y
12777	Lammers Appliance Repair LLC				125.00		1 Transactions					
3334	MCIT	19-524-000-0000-6171			1,118.00	2023 Work Comp Premium	01/01/2023 12/31/2023	19435R		Workers Compensation		N
3334	MCIT				1,118.00		1 Transactions					
524	DEPT Total:				2,232.56	LLCC Maintenance		3 Vendors		3 Transactions		
19	Fund Total:				23,276.48	Long Lake Conservation Center				11 Transactions		

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21 Parks

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
13725	Beartooth True Value 21-520-000-0000-6450	AP	171.03	PVC PIPE AND PARTS	1009	Field Supplies	N
13725	Beartooth True Value		171.03	1 Transactions			
3334	MCIT 21-520-000-0000-6171		2,878.00	2023 Work Comp Premium 01/01/2023 12/31/2023	19435R	Workers Compensation	N
	21-520-000-0000-6352		4,815.00	2023 Property.Liability Premiu 01/01/2023 12/31/2023	19435R	Insurance	N
	21-520-000-0000-6352	AP	73.00-	PROP INS CREDIT - 2018 MOROOKA	7832	Insurance	N
3334	MCIT		7,620.00	3 Transactions			
3284	Minnesota Department Of Health 21-520-000-0000-6360	B	160.00	AITKIN MISSISSIPPI LANDING LIC 01/01/2023 12/31/2023	39600	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	160.00	2023 BERGLUND PARK LICENSE 01/01/2023 12/31/2023	39605	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	175.00	JACOBSON PARK LICENSE 01/01/2023 12/31/2023	39615	Services, Labor, Contracts	N
	21-520-000-0000-6360		175.00	SNAKE RIVER CAMP LICENSE 01/01/2023 12/31/2023	39619	Services, Labor, Contracts	N
3284	Minnesota Department Of Health		670.00	4 Transactions			
12718	Up North Riders 21-520-000-0000-6802	Q	19,046.99	LAWLER 6-22-22 TO 12-13-22	01102023	Trail Grants-State	N
12718	Up North Riders		19,046.99	1 Transactions			
5128	Widseth Smith & Nolting Inc 21-520-000-0000-6808	AP	28,662.23	NORTHWOODS REG TRAIL MILLE LAC	219850	State Grant-Other	N
5128	Widseth Smith & Nolting Inc		28,662.23	1 Transactions			
520	DEPT Total:		56,170.25	Parks	5 Vendors	10 Transactions	
21	Fund Total:		56,170.25	Parks		10 Transactions	

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 22 Coronavirus Relief Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
716	DEPT		American Rescue Plan - COVID			
	9013 STRATELIGENT					
	22-716-000-0000-6802		3,333.33	CREATIVE SERVICES - JANUARY	01012023	Category: Negative Economic Impacts N
				01/01/2023 01/31/2023		
	9013 STRATELIGENT		3,333.33	1 Transactions		
716	DEPT Total:		3,333.33	American Rescue Plan - COVID	1 Vendors	1 Transactions
22	Fund Total:		3,333.33	Coronavirus Relief Fund		1 Transactions
	Final Total:		1,495,336.59	302 Vendors	544 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	542,571.56	General Fund
	2	16.38	Reserves Fund
	3	202,171.97	Road & Bridge
	4	16,489.87	Unorganized Townships
	5	55,529.46	Health & Human Services
	6	556,582.51	Debt Service
	9	270.00	State
	10	23,425.54	Trust
	11	15,499.24	Forest Development
	19	23,276.48	Long Lake Conservation Center
	21	56,170.25	Parks
	22	3,333.33	Coronavirus Relief Fund
	All Funds	1,495,336.59	Total

Approved by,

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

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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		112.04	Med FSA Claims 2022	12.24.2022	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		139.17	Med FSA Claims 2022	12.25.2022	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		134.38	Med FSA Claims 2022	12.26.2022	Flex Plan Withdrawals	N
4	01-044-904-0000-6360		625.00	Dep Care FSA Claims 2022	12.27.2022	Flex Plan Withdrawals	N
8410 Bremer Bank			1,010.59	4 Transactions			
1 Fund Total:			1,010.59	General Fund	1 Vendors	4 Transactions	
Final Total:			1,010.59	1 Vendors	4 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,010.59	General Fund
All Funds	1,010.59	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

KMR1
 12/29/22 4:21PM

Aitkin County



13 Taxes & Penalties

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

Page 2

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 13-943-000-0000-2001			315.00	Charge Bank-Unable to Locate	Period 3	Cur - Property Taxes	N
	8410 Bremer Bank			315.00	1 Transactions			
13 Fund Total:				315.00	Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:				315.00	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	13	315.00	Taxes & Penalties
All Funds		315.00	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

KMR1
12/30/22 10:10AM

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		69.83	Med FSA Claims 2022	12.29.2022	Flex Plan Withdrawals	N
	8410 Bremer Bank		69.83	1 Transactions			
1 Fund Total:			69.83	General Fund	1 Vendors	1 Transactions	
Final Total:			69.83	1 Vendors	1 Transactions		



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	69.83	General Fund
All Funds	69.83	Total

Approved by,

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WLC1
1/3/23

2:44PM

Aitkin County

2H



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

WLC1
1/3/23 2:44PM

Aitkin County



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

1 General Fund

	Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
	No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
44	DEPT			Central Services			
	8410	Bremer Bank					
1		01-044-904-0000-6360	AP	FSA Claims 12.30.22		Flex Plan Withdrawals	N
	8410	Bremer Bank		1 Transactions			
44	DEPT Total:			Central Services	1 Vendors	1 Transactions	
1	Fund Total:			General Fund		1 Transactions	
	Final Total:			29.99	1 Vendors	1 Transactions	



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	29.99	General Fund
	All Funds	29.99	Total

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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?: 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

WLC1
 1/4/23 9:16AM
 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
522	DEPT			LLCC Education			
	8410 Bremer Bank						
1	19-522-000-0000-6267	AP	77.00	Dec 2022 Bambora Fees		Credit Card Fees	N
	8410 Bremer Bank		77.00	1 Transactions			
522	DEPT Total:		77.00	LLCC Education	1 Vendors	1 Transactions	
19	Fund Total:		77.00	Long Lake Conservation Center		1 Transactions	
	Final Total:		77.00	1 Vendors	1 Transactions		

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	19	77.00	Long Lake Conservation Center
	All Funds	77.00	Total
			Approved by,
		
		

WLC1
1/4/23

10:53AM

Aitkin County

2J



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

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
44	DEPT			Central Services			
	8410 Bremer Bank						
1	01-044-904-0000-6360		394.22	Med FSA Claims	1.3.23	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		205.00	Med FSA Claims	1.4.23	Flex Plan Withdrawals	N
	8410 Bremer Bank		599.22	2 Transactions			
44	DEPT Total:		599.22	Central Services	1 Vendors	2 Transactions	
1	Fund Total:		599.22	General Fund		2 Transactions	
	Final Total:		599.22	1 Vendors	2 Transactions		



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	599.22	General Fund
	All Funds	599.22	Total

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Print List in Order By: 2
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Page Break By: 1
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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

WLC1
1/5/23 11:24AM

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			
	9911 KGM CONTRACTORS INC						
	03-307-000-0000-6262	AP	42,877.77	Contract Payment #4	20223	Contract Payments	N
	9911 KGM CONTRACTORS INC		42,877.77	1 Transactions			
307	DEPT Total:		42,877.77	R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		42,877.77	Road & Bridge		1 Transactions	
	Final Total:		42,877.77	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	42,877.77	Road & Bridge
All Funds		42,877.77	Total

Approved by,

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Print List in Order By: 2
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3 - Vendor Number
4 - Vendor Name

Page Break By: 1
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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

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	DEPT			Commissioners			
5462	Bremer Bank (Elan ACH)						
14	01-001-000-0000-6332		439.77	Doubletree - AMC Conf 12/04/2022 12/07/2022		Hotel / Motel Lodging	N
15	01-001-000-0000-6332		339.31	Doubletree - AMC Conf 12/04/2022 12/07/2022		Hotel / Motel Lodging	N
16	01-001-000-0000-6332		23.06	Doubletree - Buffet (conf)		Hotel / Motel Lodging	N
17	01-001-000-0000-6332		146.59	Doubletree - AMC Conf 12/04/2022 12/07/2022		Hotel / Motel Lodging	N
41	01-001-000-0000-6332		439.77	Doubletree - AMC Conf		Hotel / Motel Lodging	N
49	01-001-000-0000-6332		661.98	Doubletree - AMC Conf		Hotel / Motel Lodging	N
50	01-001-000-0000-6332		459.57	Doubletree - AMC Conf (MK)		Hotel / Motel Lodging	N
55	01-001-000-0000-6332		454.29	Doubletree - AMC Conf (TL)		Hotel / Motel Lodging	N
12	01-001-000-0000-6339		23.06	Doubletree - Buffet (conf)		Meals (Overnight)	N
54	01-001-000-0000-6339		19.76	Subway - Conf (Commiss-elects)		Meals (Overnight)	N
5462	Bremer Bank (Elan ACH)		3,007.16		10 Transactions		
1	DEPT Total:		3,007.16	Commissioners	1 Vendors	10 Transactions	
44	DEPT			Central Services			
5462	Bremer Bank (Elan ACH)						
51	01-044-000-0000-6360		16.03	Cisco - webex 12/05/2022 01/05/2023		Services, Labor, Contracts	N
67	01-044-000-0000-6800		7,886.64-	Elan paid 12/22/2022		ELAN - Statement Payment	N
5462	Bremer Bank (Elan ACH)		7,870.61-		2 Transactions		
44	DEPT Total:		7,870.61-	Central Services	1 Vendors	2 Transactions	
52	DEPT			Administration			
5462	Bremer Bank (Elan ACH)						
52	01-052-000-0000-6332		146.59	Doubletree - AMC Conf		Hotel / Motel Lodging	N
5462	Bremer Bank (Elan ACH)		146.59		1 Transactions		
52	DEPT Total:		146.59	Administration	1 Vendors	1 Transactions	
53	DEPT			Human Resources			
5462	Bremer Bank (Elan ACH)						
19	01-053-000-0000-6199		75.00	Target - JH recognition		Employee Recognition	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
20	01-053-000-0000-6199		150.00	Amazon - SP / AF Emp Recogn		Employee Recognition	N
18	01-053-000-0000-6265		62.50	C&A Clearinghouse - query		Background Check Fee	N
53	01-053-000-0000-6339		4.99	Subway - Conf (JS)		Meals (Overnight)	N
21	01-053-000-0000-6405		29.90	Am Assoc of Notaries - stamp (Office Supplies	N
13	01-053-000-0000-6360		315.50	ApplicantStack - Subscription		Services, Labor, Contracts	N
				12/01/2022 01/01/2023			
	5462 Bremer Bank (Elan ACH)		637.89		6 Transactions		
53	DEPT Total:		637.89	Human Resources	1 Vendors	6 Transactions	
110	DEPT			Courthouse Maintenance			
	5462 Bremer Bank (Elan ACH)						
35	01-110-000-0000-6415		10.00-	O'Reilly's - core return		Operational Supplies	N
36	01-110-000-0000-6415		138.78	O'Reilly's - alternator		Operational Supplies	N
37	01-110-000-0000-6415		35.97	O'Reilly's - low voltage wire		Operational Supplies	N
38	01-110-000-0000-6570		62.00	Paulbecks - fuel for truck		Motor Fuel & Lubricants	N
	5462 Bremer Bank (Elan ACH)		226.75		4 Transactions		
110	DEPT Total:		226.75	Courthouse Maintenance	1 Vendors	4 Transactions	
122	DEPT			Planning & Zoning			
	5462 Bremer Bank (Elan ACH)						
60	01-122-000-0000-6405		14.68	Amazon - GPS case		Office, Film, & Field Supplies	N
61	01-122-000-0000-6405		14.99	Amazon - pink marking flags		Office, Film, & Field Supplies	N
62	01-122-000-0000-6405		61.98	Amazon - GPS pole mount kit		Office, Film, & Field Supplies	N
63	01-122-000-0000-6405		10.98	Amazon - clipboard		Office, Film, & Field Supplies	N
64	01-122-000-0000-6405		59.92	Amazon - duct tape (3)		Office, Film, & Field Supplies	N
65	01-122-000-0000-6405		99.12	Amazon - misc car supplies		Office, Film, & Field Supplies	N
	5462 Bremer Bank (Elan ACH)		261.67		6 Transactions		
122	DEPT Total:		261.67	Planning & Zoning	1 Vendors	6 Transactions	
200	DEPT			Enforcement			
	5462 Bremer Bank (Elan ACH)						
24	01-200-000-0000-6405		159.48	Amazon - office supplies		Office Supplies	N
25	01-200-000-0000-6610		219.00	Amazon - Tonnea cover (224)		Equipment & Radios	N
33	01-200-003-0000-6332		463.55	Arrowwood - Sheriff Conf		Hotel / Motel Lodging	N
34	01-200-003-0000-6332		331.15	Arrowwood - UnderSheriff Conf		Hotel / Motel Lodging	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
42	01-200-019-0000-6241		60.00	NPCA - K9 Assoc Registration (Registration Fee	N
27	01-200-200-0000-6405		27.90	USPS - VCET		VCET - AIM Office Supplies	N
29	01-200-200-0000-6405		27.98	Amazon - battery (VCET)		VCET - AIM Office Supplies	N
30	01-200-200-0000-6405		299.99	Best Buy - smart TV (VCET)		VCET - AIM Office Supplies	N
31	01-200-200-0000-6405		94.99	Amazon - TV mount (VCET)		VCET - AIM Office Supplies	N
28	01-200-000-0000-6460		277.07	Tactical Adv - 9mm mags		Deputy Supplies	N
5462	Bremer Bank (Elan ACH)		1,961.11	10 Transactions			
200	DEPT Total:		1,961.11	Enforcement	1 Vendors	10 Transactions	
252	DEPT			Corrections			
5462	Bremer Bank (Elan ACH)						
26	01-252-000-0000-6262		100.00	Dept of L&I - annual elevator		Contract Service or Medical Service	N
23	01-252-000-0000-6302		19.67	Amazon - rear view mirror		Vehicle Maintenance	N
11	01-252-000-0000-6421		8.15	Family Dollar - laundry soap		Laundry Supplies	N
43	01-252-000-0000-6465		32.50	Family Dollar - washcloths		Inmate Supplies	N
46	01-252-003-0000-6335		17.45	Kwik Trip - training gas (Fox)		Gas/Vehicle Fuel Charges	N
47	01-252-003-0000-6335		14.35	Holiday - training gas (Fox)		Gas/Vehicle Fuel Charges	N
48	01-252-003-0000-6335		21.55	Kwik Trip - training gas (Fox)		Gas/Vehicle Fuel Charges	N
44	01-252-003-0000-6339		16.13	Lions Tap - training meal (Fox)		Meals (Overnight)	N
45	01-252-003-0000-6339		8.46	Little Ceasars - training meal		Meals (Overnight)	N
5462	Bremer Bank (Elan ACH)		238.26	9 Transactions			
252	DEPT Total:		238.26	Corrections	1 Vendors	9 Transactions	
257	DEPT			Community Corrections			
5462	Bremer Bank (Elan ACH)						
32	01-257-251-0000-6241		69.00	AIAFS - training		Registration Fee	N
5462	Bremer Bank (Elan ACH)		69.00	1 Transactions			
257	DEPT Total:		69.00	Community Corrections	1 Vendors	1 Transactions	
280	DEPT			Emergency Management			
5462	Bremer Bank (Elan ACH)						
22	01-280-000-0000-6610		124.99	Amazon - radio batteries		Equipment	N
5462	Bremer Bank (Elan ACH)		124.99	1 Transactions			

Aitkin County



Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
280	DEPT Total:		124.99	Emergency Management	1 Vendors	1 Transactions
391	DEPT		Solid Waste			
	5462 Bremer Bank (Elan ACH)					
59	01-391-000-0000-6332		317.25	Hampton Inn - AMC Conf (AC)	Hotel / Motel Lodging	N
	5462 Bremer Bank (Elan ACH)		317.25	1 Transactions		
391	DEPT Total:		317.25	Solid Waste	1 Vendors	1 Transactions
392	DEPT		Water Wells			
	5462 Bremer Bank (Elan ACH)					
66	01-392-000-0000-6405		8.99	Amazon - Dawn dish soap	Office, Film, & Field Supplies	N
	5462 Bremer Bank (Elan ACH)		8.99	1 Transactions		
392	DEPT Total:		8.99	Water Wells	1 Vendors	1 Transactions
1	Fund Total:		870.95-	General Fund		52 Transactions

WLC1
1/6/23 10:23AM

Aitkin County



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

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			
	5462 Bremer Bank (Elan ACH)						
58	03-301-000-0000-6108		75.62	Craguns - Conf meals (Quale)		Meals Reimbursed (Taxable)	N
56	03-301-000-0000-6241		210.00	Paypal - MCEA Conf (Quale)		Meeting/Conference Registration Fee	N
	5462 Bremer Bank (Elan ACH)		285.62	2 Transactions			
301	DEPT Total:		285.62	R&B Administration	1 Vendors	2 Transactions	
303	DEPT			R&B Highway Maintenance			
	5462 Bremer Bank (Elan ACH)						
57	03-303-000-0000-6241		20.00	DOLI - Bobenmoyer License		Registration Fee	N
	5462 Bremer Bank (Elan ACH)		20.00	1 Transactions			
303	DEPT Total:		20.00	R&B Highway Maintenance	1 Vendors	1 Transactions	
3	Fund Total:		305.62	Road & Bridge		3 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)						
9	05-400-400-0402-6266		16.03	Covid-19 Vaccine-Webex (BH) 12/09/2022 01/08/2023		Software Fees/License Fees	N
4	05-400-440-0410-6266		6.74	Webex (CB, CG, PA) 12/09/2022 01/08/2023		Software Fees/License Fees	N
6	05-400-440-0410-6266		16.03	Webex (EM) 12/09/2022 01/08/2023		Software Fees/License Fees	N
2	05-400-450-0451-6435		179.98	HE-Nutri Ed Schools/Comm 12/05/2022 12/05/2022	Budget	Public Health Program Related Supplies	N
3	05-400-440-0410-6266		7.01	Availity - Nov '22 11/01/2022 11/30/2022	INV00874345	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		225.79	5 Transactions			
400	DEPT Total:		225.79	Public Health Department	1 Vendors	5 Transactions	
420	DEPT			Income Maintenance			
5462	Bremer Bank (Elan ACH)						
4	05-420-600-4800-6266		15.87	Webex (CB, CG, PA) 12/09/2022 01/08/2023		Software Fees/License Fees	N
7	05-420-600-4800-6266		16.03	Webex (JG) 12/09/2022 01/08/2023		Software Fees/License Fees	N
8	05-420-640-4800-6266		16.03	Webex (JH) 12/09/2022 01/08/2023		Software Fees/License Fees	N
3	05-420-600-4800-6266		16.52	Availity - Nov '22 11/01/2022 11/30/2022	INV00874345	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		64.45	4 Transactions			
420	DEPT Total:		64.45	Income Maintenance	1 Vendors	4 Transactions	
430	DEPT			Social Services			
5462	Bremer Bank (Elan ACH)						
4	05-430-700-4800-6266		25.49	Webex (CB, CG, PA) 12/09/2022 01/08/2023		Software Fees/License Fees	N
5	05-430-700-4800-6266		48.09	Webex (KL, JS, RP) 12/09/2022 01/08/2023		Software Fees/License Fees	N
1	05-430-710-3190-6020		24.00	Court Related Services 12/01/2022 12/01/2022	112653000	Court Related Services & Activities	N

WLC1
1/6/23 10:23AM

Aitkin County



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

5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3	05-430-700-4800-6266		Availity - Nov '22 11/01/2022	11/30/2022	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)			4 Transactions		
430	DEPT Total:		124.11	Social Services	1 Vendors	4 Transactions
5	Fund Total:		414.35	Health & Human Services		13 Transactions

WLC1
 1/6/23 10:23AM
 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)						
40	19-521-000-0000-6205		120.00	USPS - stamps for fundraising		Postage	N
39	19-521-000-0000-6230		14.95	Wix - domain renewal		Printing, Publishing & Adv	N
	5462 Bremer Bank (Elan ACH)		134.95	2 Transactions			
521	DEPT Total:		134.95	LLCC Administration	1 Vendors	2 Transactions	
19	Fund Total:		134.95	Long Lake Conservation Center		2 Transactions	

WLC1
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Aitkin County



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

25 Opioid Settlement

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated			
	5462 Bremer Bank (Elan ACH)					
10	25-000-000-0000-6266		16.03	Opioid - Webex (ES)		Data Processing/Computer Services N
				12/09/2022 01/08/2023		
	5462 Bremer Bank (Elan ACH)		16.03	1 Transactions		
0	DEPT Total:		16.03	Undesignated	1 Vendors	1 Transactions
25	Fund Total:		16.03	Opioid Settlement		1 Transactions
	Final Total:		0.00	19 Vendors	71 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	-870.95	General Fund
	3	305.62	Road & Bridge
	5	414.35	Health & Human Services
	19	134.95	Long Lake Conservation Center
	25	16.03	Opioid Settlement
	All Funds	0.00	Total

Approved by,

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Print List in Order By: 4
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

WLC1
 1/6/23 1:50PM
 General Fund

Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank 01-044-904-0000-6360		21.33 21.33	Med FSA Claims 2023 1 Transactions	1.6.23	Flex Plan Withdrawals	N
Final Total			21.33	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	21.33	General Fund
All Funds	21.33	Total

Approved by,
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KMR1
1/12/23

3:43PM

Aitkin County

2N



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

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

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
89991	Bremer Bank						
1	01-040-021-0000-5840		0.32	Receipt Nbr 19423 12/06/2022		Misc Receipts	N
2	01-040-021-0000-5840		0.64	Receipt Nbr 19457 12/13/2022		Misc Receipts	N
3	01-043-000-0000-5840		2.06	Receipt Nbr 19519 12/19/2022		Misc Receipts	N
4	01-049-000-0000-5525		3.22	Receipt Nbr 19524 12/20/2022		Label & Listing Sales	N
5	01-049-000-0000-5525		1.61	Receipt Nbr 19621 12/30/2022		Label & Listing Sales	N
6	01-090-000-0000-5840		3.86	Receipt Nbr 19422 12/06/2022		Misc Receipts	N
7	01-090-000-0000-5840		6.75	Receipt Nbr 19459 12/13/2022		Misc Receipts	N
8	01-090-000-0000-5840		7.40	Receipt Nbr 19601 12/29/2022		Misc Receipts	N
9	01-100-000-0000-5840		0.64	Receipt Nbr 4952 12/01/2022		Misc Receipts	N
10	01-100-000-0000-5840		4.95	Receipt Nbr 4967 12/02/2022		Misc Receipts	N
11	01-100-000-0000-5840		4.82	Receipt Nbr 4982 12/06/2022		Misc Receipts	N
12	01-100-000-0000-5840		1.03	Receipt Nbr 5003 12/09/2022		Misc Receipts	N
13	01-100-000-0000-5840		0.64	Receipt Nbr 5009 12/12/2022		Misc Receipts	N
14	01-100-000-0000-5840		3.47	Receipt Nbr 5021 12/14/2022		Misc Receipts	N
15	01-252-252-0000-5872		57.69	Receipt Nbr 19440 12/12/2022		Phone Card Prisoner Welfare(Taxable)	N
89991	Bremer Bank		99.10	15 Transactions			
1 Fund Total:			99.10	General Fund		1 Vendors	15 Transactions

Aitkin County



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

3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
89991	Bremer Bank					
16	03-000-000-0000-5517		1.93	Receipt Nbr 19405 12/01/2022	Charges-Individuals	N
17	03-000-000-0000-5517		1.93	Receipt Nbr 19427 12/07/2022	Charges-Individuals	N
18	03-000-000-0000-5517		1.93	Receipt Nbr 19439 12/09/2022	Charges-Individuals	N
19	03-000-000-0000-5517		1.93	Receipt Nbr 19466 12/14/2022	Charges-Individuals	N
20	03-000-000-0000-5517		1.93	Receipt Nbr 19469 12/14/2022	Charges-Individuals	N
21	03-000-000-0000-5517		1.93	Receipt Nbr 19565 12/23/2022	Charges-Individuals	N
22	03-000-000-0000-5517		3.44	Receipt Nbr 19565 12/23/2022	Charges-Individuals	N
23	03-000-000-0000-5517		1.93	Receipt Nbr 19617 12/29/2022	Charges-Individuals	N
24	03-000-000-0000-5517		1.93	Receipt Nbr 19624 12/30/2022	Charges-Individuals	N
25	03-000-000-0000-5517		3.44	Receipt Nbr 19624 12/30/2022	Charges-Individuals	N
26	03-000-000-0000-5517		3.44	Receipt Nbr 19624 12/30/2022	Charges-Individuals	N
89991	Bremer Bank		25.76	11 Transactions		
3 Fund Total:			25.76	Road & Bridge	1 Vendors	11 Transactions

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19 Long Lake Conservation Cen

Aitkin County



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

Page 4

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
89991	Bremer Bank						
27	19-521-000-0000-5885		11.15	Receipt Nbr 19470 12/15/2022		Commissary Sales Taxable	N
28	19-521-000-0000-5885		1.29	Receipt Nbr 19480 12/16/2022		Commissary Sales Taxable	N
29	19-521-000-0000-5885		15.53	Receipt Nbr 19557 12/22/2022		Commissary Sales Taxable	N
30	19-521-000-0000-5885		14.17	Receipt Nbr 19577 12/27/2022		Commissary Sales Taxable	N
89991	Bremer Bank		42.14	4 Transactions			
19 Fund Total:			42.14	Long Lake Conservation Center	1 Vendors	4 Transactions	
Final Total:			167.00	3 Vendors	30 Transactions		

Aitkin County

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



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	99.10	General Fund
3	25.76	Road & Bridge
19	42.14	Long Lake Conservation Center
All Funds	167.00	Total

Approved by,

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1/12/23

3:43PM

Aitkin County

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

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

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
780	Bremer Bank						
1	03-303-000-0000-6570		53.61	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
2	03-303-000-0000-6570		123.30	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
3	03-303-000-0000-6570		102.14	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
4	03-303-000-0000-6570		139.38	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
5	03-303-000-0000-6570		308.11	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
6	03-303-000-0000-6570		141.87	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
7	03-303-000-0000-6570		171.27	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
8	03-303-000-0000-6570		177.19	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
9	03-303-000-0000-6570		123.86	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
10	03-303-000-0000-6570		103.83	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
11	03-303-000-0000-6570		163.92	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
12	03-303-000-0000-6570		137.97	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
13	03-303-000-0000-6570		186.50	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
14	03-303-000-0000-6570		129.79	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
15	03-303-000-0000-6570		19.19	DIESEL TAX	DECEMBER 2022	Motor Fuel & Lubricants	N
780	Bremer Bank		2,081.93		15 Transactions		
3 Fund Total:			2,081.93	Road & Bridge	1 Vendors	15 Transactions	
Final Total:			2,081.93	1 Vendors	15 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	2,081.93	Road & Bridge
All Funds	2,081.93	Total

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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

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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			107.20	Med FSA Claims 2023	01.07.2023	Flex Plan Withdrawals	N
	8410 Bremer Bank			107.20	1 Transactions			
1 Fund Total:				107.20	General Fund	1 Vendors	1 Transactions	

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Aitkin County



9 State

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

Page 3

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	780 Bremer Bank					
3	09-000-000-0000-2025		31,948.74	Deed Tax	December 2022	State's Share Of Deed Tax (97%) N
2	09-000-000-0000-2026		28,608.28	Mtg Reg	December 2022	State Share Of Mortgage Registry (97%) N
	780 Bremer Bank		60,557.02			
				2 Transactions		
9 Fund Total:			60,557.02	State	1 Vendors	2 Transactions
Final Total:			60,664.22	2 Vendors	3 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	107.20	General Fund
	9	60,557.02	State
All Funds		60,664.22	Total

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



<u>Vendor No.</u>	<u>Name Account/Formula</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description Service Dates</u>	<u>Invoice # Paid On Bhf #</u>	<u>Account/Formula Description On Behalf of Name</u>	<u>1099</u>
5462	Bremer Bank (Elan ACH)						
24	01-043-000-0000-6302	AP	24.79	Amazon - bluetooth mouse		Vehicle Maintenance	N
25	01-043-000-0000-6302	AP	74.37	Amazon - bluetooth mouse (3)		Vehicle Maintenance	N
26	01-043-000-0000-6360	AP	55.00	Realtor Assoc - MLS fees		Services, Labor, Contracts, GIS Mapping	N
45	01-044-000-0000-6800	AP	2,770.71 -	Elan paid 1/5/23		ELAN - Statement Payment	N
10	01-049-000-0000-6266	AP	99.00	Freepik & Flaticon - premium		Software Fees/License Fees	N
22	01-053-000-0000-6405	AP	29.63	Walmart - workstation		Office Supplies	N
23	01-053-000-0000-6405	AP	111.91	Walmart - workstation		Office Supplies	N
11	01-110-000-0000-6570	AP	43.75	Paulbeck's - gas for equip		Motor Fuel & Lubricants	N
12	01-110-000-0000-6570	AP	8.00	Paulbeck's - gas for equip		Motor Fuel & Lubricants	N
44	01-122-000-0000-6405	AP	149.99	Amazon - auger		Office, Film, & Field Supplies	N
33	01-122-000-0000-6360	AP	14.99	Zoom - subscription	inv1809552755	Services, Labor, Contracts	N
4	01-200-000-0000-6405	AP	17.23	Amazon - retractable keychains		Office Supplies	N
5	01-200-000-0000-6405	AP	22.26	Amazon - mouse pads/letter ope		Office Supplies	N
6	01-200-000-0000-6405	AP	24.00	Amazon - collar brass		Office Supplies	N
21	01-200-000-0000-6620	AP	135.00	Rides LLCS - window tint		Auto, Trailers, Snowmobiles, ATV	N
7	01-200-019-0000-6360	AP	42.34	Nationwide - Reno ins		Services, Labor, Contracts	N
20	01-200-019-0000-6360	AP	123.29	Animal House - boarding		Services, Labor, Contracts	N
19	01-200-019-0000-6460	AP	69.99	Petsmart - K9 treats		Deputy Supplies	N
8	01-200-200-0000-6265	AP	10.00	Paypal - MN Assoc of Crim Inte		Programs	N
9	01-200-200-0000-6405	AP	13.88	Hyytenins - ext cord		VCET - AIM Office Supplies	N
2	01-252-000-0000-6405	AP	71.58	Walmart - hdmi/blu-ray		Office Supplies	N
28	01-252-000-0000-6405	AP	31.95	Amazon - Radio/CD player		Office Supplies	N
29	01-252-000-0000-6405	AP	45.99	Amazon - space heater		Office Supplies	N
27	01-252-000-0000-6422	AP	5.50	Family Dollar - gloves		Janitorial Supplies	N
1	01-252-000-0000-6465	AP	70.56	Walmart - bath towels		Inmate Supplies	N
3	01-252-003-0000-6241	AP	100.00	MSA - Jail Med training		School Registration Fee	N
30	01-253-000-0000-6415	AP	52.99	Amazon - garage lights		Operational Supplies	N
31	01-392-000-0000-6405	AP	140.82	Hach - Nitrate solution		Office, Film, & Field Supplies	N
32	01-392-000-0000-6405	AP	25.96	Amazon - Buffer Solution		Office, Film, & Field Supplies	N
34	01-392-000-0000-6405	AP	20.34	Amazon - metal powder pans		Office, Film, & Field Supplies	N
35	01-392-000-0000-6405	AP	12.53	Amazon - testabs chlorine		Office, Film, & Field Supplies	N
36	01-392-000-0000-6405	AP	2.07	Amazon - mini funnels		Office, Film, & Field Supplies	N
37	01-392-000-0000-6405	AP	22.57	Idexx - Comparator		Office, Film, & Field Supplies	N
38	01-392-000-0000-6405	AP	94.95	Sigma-Adrich - sulfamic acid		Office, Film, & Field Supplies	N
39	01-392-000-0000-6405	AP	36.67	Interlight - black light bulbs		Office, Film, & Field Supplies	N
40	01-392-000-0000-6405	AP	36.96	NC Labs - Nitrate		Office, Film, & Field Supplies	N
41	01-392-000-0000-6405	AP	132.01	Thermo Fisher Scientific - S.S		Office, Film, & Field Supplies	N

Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
42	01-392-000-0000-6405	AP	5.78	Amazon - alcohol swabs		Office, Film, & Field Supplies N
43	01-392-000-0000-6405	AP	45.98	Amazon - scotch brite, bottle,		Office, Film, & Field Supplies N
17	10-923-000-0000-6268	AP	75.00	U of M - Forestry Wildlife Rev		Staff Training, Development N
16	10-923-000-0000-6254	AP	154.83	Spectrum - internet	45857092022	Utilities-Gas and Electric N
				12/13/2022 12/19/2022		
18	11-939-000-0000-6405	AP	138.95	CES Imaging - paper	10102	Office Supplies N
13	19-521-000-0000-6205	AP	19.35	The UPS Store -shipping		Postage N
15	19-521-000-0000-6205	AP	33.95	USPS - postage		Postage N
14	19-521-000-0000-6240	AP	324.00	Wix.com - web renewal		Membership/Dues/Association Fees N
5462	Bremer Bank (Elan ACH)		0.00	45 Transactions		
Final Total			0.00	1 Vendors	45 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	-746.08	General Fund
10	229.83	Trust
11	138.95	Forest Development
19	377.30	Long Lake Conservation Center
All Funds	0.00	Total

Approved by,

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Aitkin County

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Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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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
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Type of Audit List: D
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Save Report Options?: N

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
931	DEPT			Towns			
1010	City Of Aitkin 12-931-156-0000-2045	AP	109,418.07	Dec 2022 Settlement		Payable To Village Of Aitkin	N
1010	City Of Aitkin		109,418.07		1 Transactions		
173	City Of Hill City 12-931-157-0000-2045	AP	8,902.40	Dec 2022 Settlement		Payable To Village Of Hill City	N
173	City Of Hill City		8,902.40		1 Transactions		
1025	City Of McGrath-Treasurer 12-931-158-0000-2045	AP	159.32	Dec 2022 Settlement		Payable To Village Of Mcgrath	N
1025	City Of McGrath-Treasurer		159.32		1 Transactions		
175	City Of Mcgregor 12-931-159-0000-2045	AP	19,751.64	Dec 2022 Settlement		Payable To Village Of Mcgregor	N
175	City Of Mcgregor		19,751.64		1 Transactions		
176	City Of Palisade 12-931-160-0000-2045	AP	13,743.03	Dec 2022 Settlement		Payable To Village Of Palisade	N
176	City Of Palisade		13,743.03		1 Transactions		
178	City Of Tamarack 12-931-161-0000-2045	AP	1,843.32	Dec 2022 Settlement		Payable To Village Of Tamarack	N
178	City Of Tamarack		1,843.32		1 Transactions		
13110	Lake Minnewawa Lake Improvement District 12-931-163-0000-2045	AP	1,550.74	Dec 2022 Settlement		Payable To Lake Minnewawa LID	N
13110	Lake Minnewawa Lake Improvement District		1,550.74		1 Transactions		
7000	Town Of Aitkin Treasurer 12-931-101-0000-2045	AP	17,637.49	Dec 2022 Settlement		Payable To Aitkin Twp	N
7000	Town Of Aitkin Treasurer		17,637.49		1 Transactions		
7001	Town Of Ball Bluff Treasurer 12-931-102-0000-2045	AP	6,033.35	Dec 2022 Settlement		Payable To Ball Bluff Twp	N
7001	Town Of Ball Bluff Treasurer		6,033.35		1 Transactions		
7002	Town Of Balsam Treasurer 12-931-103-0000-2045	AP	171.41	Dec 2022 Settlement		Payable To Balsam Twp	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Service Dates	Paid On Bhf #	Account/Formula Description	1099
7002	Town Of Balsam	Treasurer			171.41			1 Transactions			
7003	Town Of Beaver	Treasurer									
	12-931-104-0000-2045		AP		1,564.92	Dec 2022 Settlement				Payable To Beaver Twp	N
7003	Town Of Beaver	Treasurer			1,564.92			1 Transactions			
7004	Town Of Clark	Treasurer									
	12-931-105-0000-2045		AP		2,051.54	Dec 2022 Settlement				Payable To Clark Twp	N
7004	Town Of Clark	Treasurer			2,051.54			1 Transactions			
7005	Town Of Cornish	Treasurer									
	12-931-106-0000-2045		AP		145.60	Dec 2022 Settlement				Payable To Cornish Twp	N
7005	Town Of Cornish	Treasurer			145.60			1 Transactions			
7006	Town Of Farm Island	Treasurer									
	12-931-107-0000-2045		AP		13,983.11	Dec 2022 Settlement				Payable To Farm Island Twp	N
7006	Town Of Farm Island	Treasurer			13,983.11			1 Transactions			
7007	Town Of Fleming	Treasurer									
	12-931-108-0000-2045		AP		10,694.47	Dec 2022 Settlement				Payable To Fleming Twp	N
7007	Town Of Fleming	Treasurer			10,694.47			1 Transactions			
7008	Town Of Glen	Treasurer									
	12-931-109-0000-2045		AP		7,475.41	Dec 2022 Settlement				Payable To Glen Twp	N
7008	Town Of Glen	Treasurer			7,475.41			1 Transactions			
7009	Town Of Haugen	Treasurer									
	12-931-110-0000-2045		AP		1,927.04	Dec 2022 Settlement				Payable To Haugen Twp	N
7009	Town Of Haugen	Treasurer			1,927.04			1 Transactions			
7010	Town Of Hazelton	Treasurer									
	12-931-111-0000-2045		AP		14,979.47	Dec 2022 Settlement				Payable To Hazelton Twp	N
7010	Town Of Hazelton	Treasurer			14,979.47			1 Transactions			
4879	Town Of Hill Lake	Clerk-Treas									
	12-931-112-0000-2045		AP		4,632.22	Dec 2022 Settlement				Payable To Hill Lake Twp	N
4879	Town Of Hill Lake	Clerk-Treas			4,632.22			1 Transactions			
7011	Town Of Idun	Treasurer									

Aitkin County



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

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Rpt</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
7011	Town Of Idun Treasurer	AP	2,899.34	Dec 2022 Settlement		Payable To Idun Twp	N
			2,899.34		1 Transactions		
7012	Town Of Jevne Treasurer	AP	5,283.88	Dec 2022 Settlement		Payable To Jevne Twp	N
			5,283.88		1 Transactions		
7013	Town Of Kimberly Treasurer	AP	12,851.89	Dec 2022 Settlement		Payable To Kimberly Twp	N
			12,851.89		1 Transactions		
7014	Town Of Lakeside Treasurer	AP	18,397.26	Dec 2022 Settlement		Payable To Lakeside Twp	N
			18,397.26		1 Transactions		
7015	Town Of Lee Treasurer	AP	1,655.15	Dec 2022 Settlement		Payable To Lee Twp	N
			1,655.15		1 Transactions		
7016	Town Of Libby Treasurer	AP	1,411.50	Dec 2022 Settlement		Payable To Libby Twp	N
			1,411.50		1 Transactions		
7017	Town Of Logan Treasurer	AP	10,093.71	Dec 2022 Settlement		Payable To Logan Twp	N
			10,093.71		1 Transactions		
7018	Town Of Macville Treasurer	AP	2,605.90	Dec 2022 Settlement		Payable To Macville Twp	N
			2,605.90		1 Transactions		
7019	Town Of Malmo Treasurer	AP	8,077.24	Dec 2022 Settlement		Payable To Malmo Twp	N
			8,077.24		1 Transactions		
7020	Town Of Mcgregor - Treasurer	AP	406.58	Dec 2022 Settlement		Payable To Mcgregor Twp	N
			406.58		1 Transactions		

Aitkin County



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

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
7021	Town Of Millward Treasurer		12-931-141-0000-2045	AP	715.10	Dec 2022 Settlement		Payable To Millward Twp	N
7021	Town Of Millward Treasurer				715.10		1 Transactions		
7022	Town Of Morrison Treasurer		12-931-123-0000-2045	AP	11,458.71	Dec 2022 Settlement		Payable To Morrison Twp	N
7022	Town Of Morrison Treasurer				11,458.71		1 Transactions		
7023	Town Of Nordland Treasurer		12-931-124-0000-2045	AP	19,591.11	Dec 2022 Settlement		Payable To Nordland Twp	N
7023	Town Of Nordland Treasurer				19,591.11		1 Transactions		
7024	Town Of Pliny Treasurer		12-931-125-0000-2045	AP	826.94	Dec 2022 Settlement		Payable To Pliny Twp	N
7024	Town Of Pliny Treasurer				826.94		1 Transactions		
7025	Town Of Rice River Treasurer		12-931-126-0000-2045	AP	4,123.47	Dec 2022 Settlement		Payable To Rice River Twp	N
7025	Town Of Rice River Treasurer				4,123.47		1 Transactions		
7026	Town Of Salo Treasurer		12-931-127-0000-2045	AP	3,466.05	Dec 2022 Settlement		Payable To Salo Twp	N
7026	Town Of Salo Treasurer				3,466.05		1 Transactions		
7027	Town Of Seavey Treasurer		12-931-128-0000-2045	AP	983.74	Dec 2022 Settlement		Payable To Seavey Twp	N
7027	Town Of Seavey Treasurer				983.74		1 Transactions		
7028	Town Of Shamrock Treasurer		12-931-129-0000-2045	AP	27,569.09	Dec 2022 Settlement		Payable To Shamrock Twp	N
7028	Town Of Shamrock Treasurer				27,569.09		1 Transactions		
7029	Town Of Spalding Treasurer		12-931-130-0000-2045	AP	3,481.14	Dec 2022 Settlement		Payable To Spalding Twp	N
7029	Town Of Spalding Treasurer				3,481.14		1 Transactions		
7030	Town Of Spencer Treasurer		12-931-131-0000-2045	AP	15,617.81	Dec 2022 Settlement		Payable To Spencer Twp	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
7030	Town Of Spencer Treasurer				15,617.81		1 Transactions		
7031	Town Of Turner Treasurer								
	12-931-132-0000-2045	AP			4,454.86	Dec 2022 Settlement		Payable To Turner Twp	N
7031	Town Of Turner Treasurer				4,454.86		1 Transactions		
7032	Town Of Verdon Treasurer								
	12-931-133-0000-2045	AP			1,734.10	Dec 2022 Settlement		Payable To Verdon Twp	N
7032	Town Of Verdon Treasurer				1,734.10		1 Transactions		
7033	Town Of Wagner Treasurer								
	12-931-134-0000-2045	AP			3,911.27	Dec 2022 Settlement		Payable To Wagner Twp	N
7033	Town Of Wagner Treasurer				3,911.27		1 Transactions		
7034	Town Of Waukenabo Treasurer								
	12-931-135-0000-2045	AP			7,719.00	Dec 2022 Settlement		Payable To Waukenabo Twp	N
7034	Town Of Waukenabo Treasurer				7,719.00		1 Transactions		
7035	Town Of Wealthwood Treasurer								
	12-931-136-0000-2045	AP			4,622.16	Dec 2022 Settlement		Payable To Wealthwood Twp	N
7035	Town Of Wealthwood Treasurer				4,622.16		1 Transactions		
7036	Town Of White Pine Treasurer								
	12-931-137-0000-2045	AP			199.88	Dec 2022 Settlement		Payable To White Pine Twp	N
7036	Town Of White Pine Treasurer				199.88		1 Transactions		
7037	Town Of Williams Treasurer								
	12-931-138-0000-2045	AP			2,291.36	Dec 2022 Settlement		Payable To Williams Twp	N
7037	Town Of Williams Treasurer				2,291.36		1 Transactions		
7038	Town Of Workman - Treasurer								
	12-931-139-0000-2045	AP			3,989.86	Dec 2022 Settlement		Payable To Workman Twp	N
7038	Town Of Workman - Treasurer				3,989.86		1 Transactions		
931	DEPT Total:				417,102.65	Towns	47 Vendors	47 Transactions	
932	DEPT					Schools			
	393 ISD 1 Aitkin-Treasurer								
	12-932-000-0000-6801	AP			156,993.50	Dec 2022 Settlement		Appropriations	N

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
393	ISD 1 Aitkin-Treasurer		156,993.50		1 Transactions		
1985	ISD 182 Crosby-Treasurer 12-932-000-0000-6801	AP	16.20	Dec 2022 Settlement		Appropriations	N
1985	ISD 182 Crosby-Treasurer		16.20		1 Transactions		
392	ISD 2 Hill City-Treasurer 12-932-000-0000-6801	AP	25,854.37	Dec 2022 Settlement		Appropriations	N
392	ISD 2 Hill City-Treasurer		25,854.37		1 Transactions		
1983	ISD 2165 Hinckley Finlayson-Treasurer 12-932-000-0000-6801	AP	7,577.41	Dec 2022 Settlement		Appropriations	N
1983	ISD 2165 Hinckley Finlayson-Treasurer		7,577.41		1 Transactions		
1979	ISD 2580 East Central-Treasurer 12-932-000-0000-6801	AP	3,201.78	Dec 2022 Settlement		Appropriations	N
1979	ISD 2580 East Central-Treasurer		3,201.78		1 Transactions		
395	ISD 4 McGregor-Treasurer 12-932-000-0000-6801	AP	63,398.58	Dec 2022 Settlement		Appropriations	N
395	ISD 4 McGregor-Treasurer		63,398.58		1 Transactions		
1982	ISD 473 Isle-Treasurer 12-932-000-0000-6801	AP	15,338.58	Dec 2022 Settlement		Appropriations	N
1982	ISD 473 Isle-Treasurer		15,338.58		1 Transactions		
1981	ISD 577 Willow River-Treasurer 12-932-000-0000-6801	AP	794.89	Dec 2022 Settlement		Appropriations	N
1981	ISD 577 Willow River-Treasurer		794.89		1 Transactions		
394	ISD 698 Floodwood-Treasurer 12-932-000-0000-6801	AP	410.46	Dec 2022 Settlement		Appropriations	N
394	ISD 698 Floodwood-Treasurer		410.46		1 Transactions		
1984	ISD 95 Cromwell-Wright-Treasurer 12-932-000-0000-6801	AP	1.74	Dec 2022 Settlement		Appropriations	N
1984	ISD 95 Cromwell-Wright-Treasurer		1.74		1 Transactions		

WLC1
 1/17/23 11:02AM
 12 Townships/Cities/ARDC/Amt

Aitkin County



Audit List for Board **AUDITOR'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>	
932	DEPT Total:		273,587.51	Schools	10 Vendors	10 Transactions	
12	Fund Total:		690,690.16	Townships/Cities/ARDC/Ambulan		57 Transactions	
	Final Total:		690,690.16	57 Vendors	57 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	12	690,690.16	Townships/Cities/ARDC/Ambulan
All Funds		690,690.16	Total
			Approved by,
		
		



Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: County Administrator Performance Evaluation Summary

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

On December 20, 2022 the County Board held a closed session to evaluate the annual performance of County Administrator, Jessica Seibert. State statute requires that "At its next open meeting, the public body shall summarize its conclusions regarding the evaluation."

Commissioners concluded that Administrator Seibert's "Present level of performance or rate of development is fully satisfactory".

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve summary of the conclusions of the December 20, 2022 performance evaluation.

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

2T
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Eric Eckstrom application to repurchase tax-forfeited property

<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: 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.

Hunter Eckstrom, heir 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 # 12-0-040700 SW SW Sect: 23 Twp: 52 Rge: 26

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:*

By Commissioner: xxx

20230124-xxx

Eckstrom Repurchase Tax – Forfeited Land

WHEREAS, Hunter Eckstrom, Heir 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 # 12-0-040700 SW SW Section 23 Township 52 Range 26

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:

Eric Eckstrom passed away in March 2022 and we were going through probate and did not receive notice of the taxes being past due.

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

It is connected to all the other property and is used as hunting land.

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 Hunter Eckstrom 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 24th day of January 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 24^h day of January 2023

Jessica Seibert – County Administrator

J. Mark Wedel – County Board Chair

Kirk Peysar – County Auditor



AITKIN COUNTY LAND DEPARTMENT

502 Minnesota Ave N.
Aitkin, MN 56431

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

November 22, 2022

Eric Eckstrom
c/o Tanya Nelson
65977 US Highway 169
Hill City, MN. 55748

RE: PID 12-0-040700

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 #12-0-040700 is **\$1,290.96**. This amount includes the real estate taxes that have not been paid and all repurchase costs. These are due before 12/31/2022 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.

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

Hunter Eckstrom is the son of Eric Eckstrom.

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:

Eric Eckstrom Passed away in March 2022 and we were going through Probate and did not Receive notice of the taxes being Past due.

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

It is Connected to all the other property and is used as Hunting Land.

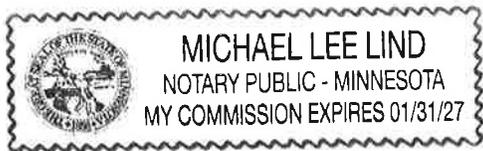
Hunter Eckstrom
Owner-Mortgagee-Heir-Representative of Heirs

State of Minnesota
County of Aitkin

The foregoing instrument was acknowledged before me this 19 day of December, 2022, by

[Signature]
Signature of person taking acknowledgement

Notarial Seal



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

PROBATE DIVISION

DISTRICT COURT

NINTH JUDICIAL DISTRICT

STATE OF MINNESOTA

COUNTY OF AITKIN

Estate of

Court File No. 01-PR-22-584

Eric J. Eckstrom,

LETTERS TESTAMENTARY

Decedent

1. The Decedent died on March 26, 0222.
2. Tanya Nelson has been appointed Personal Representative of Decedent's Estate in an unsupervised administration and is now qualified to act as Personal Representative of the Estate and has authority to administer the Estate according to law.

Dated: August 30, 2022



Davies, Heidi
2022.08.30 11:39:43
-05'00'

Referee of District Court



Sanchez, Patricia
Aug 30 2022 12:13:54

Judge of District Court

**LAST WILL AND TESTAMENT
OF
ERIC ECKSTROM**

I, Eric Eckstrom, a resident of the County of Aitkin, State of Minnesota, do hereby, publish and declare this my Last Will and Testament, hereby revoking all former Wills and Codicils made by me.

ARTICLE I.

DEBTS, EXPENSES, TAXES

I direct the Personal Representative of my estate to pay as soon after my death as it deems advisable, all the just debts allowed against my estate, the expenses of administration of my estate, the expenses of my last illness, and funeral as the Personal Representative may deem proper.

ARTICLE II.

SPECIFIC DEVICES

I give all of my tangible personal property to the extent provided therein, in accordance with any written list, signed by me and dated, and otherwise prepared in accordance with the provisions of Minnesota Statutes, Section 524.2-513. The most recent written list shall control if there are inconsistent dispositions. I give all tangible personal property not disposed of by the provisions of any such written list to such children of mine as shall survive me. to be divided among them as nearly in equal shares as practicable, as they shall agree, or if they fail to agree within six (6) months after my death, in such manner as my personal representative shall determine, which determination shall be conclusive.


Eric Eckstrom

ARTICLE III.

DISTRIBUTION OF RESIDUE

A. I give, devise and bequeath the residue of my estate to my son, Hunter L. Eckstrom, if he survives me pursuant to Article III.B. below. If Hunter does not survive me, I give the residue of my estate to his issue by right of representation. For example, if Hunter has children (my grandchildren), then his share shall be distributed in equal shares to those grandchildren.

B. **CONTINGENT TRUST** - If any beneficiary under this Article has not attained age twenty-five (25), then the share for that beneficiary shall be distributed to Tanya Evenson as trustee for that beneficiary. If Tanya is unable or unwilling to serve as trustee for any reason, then I appoint Shelly Kingsley to serve as successor trustee.

1. The trustee shall hold the beneficiary's share in trust until the beneficiary attains age 25.
2. Until the beneficiary reaches age 18, my trustee shall use so much of the net income and principal as my trustee deems necessary or advisable to provide for the support, education, health and maintenance of the beneficiary, taking into account any other income or resources of the beneficiary known to my trustee.
3. When the beneficiary attains the age of 18, income from his or her trust assets, as described by the Minnesota Uniform Principal and Income Act, shall be distributed to the beneficiary outright. Until the beneficiary reaches age 25, my trustee shall use so much of the principal as my trustee deems necessary or advisable to provide for the support, education, health and maintenance of the beneficiary, taking into account any other income or resources of the beneficiary known to my trustee. When the beneficiary attains the age of 25, the trust for that beneficiary shall terminate, and all assets of that trust shall be distributed to him or her outright.
4. In addition to other distributions allowed to be made to beneficiaries under the terms of this trust agreement, my trustee(s), at any time or from time to time, may pay to a beneficiary, upon


Eric Eckstrom

the beneficiary's written request, any sum from the principal and/or income of the trust that my trustee(s) deem reasonable and proper to assist the beneficiary in purchasing a personal residence, or to engage in or enter into a business through which the beneficiary would have a reasonable opportunity for gainful employment. In the exercise of this discretion, the decision of my trustee(s) as to the propriety and amount of these payments shall be conclusive, and my trustee(s) shall not be required to look into how these payments are used. Any payments shall be considered an advancement against the beneficiary's ultimate share. It is my intent that these advancements not unreasonably jeopardize the purpose of the trust(s).

5. If a beneficiary should die before reaching the age of 25, his or her share shall be distributed to that beneficiary's children, if any, in equal shares; otherwise, to that beneficiary's surviving brothers and sisters in equal shares; otherwise, to that beneficiary's estate.
6. My trustee shall have all the powers granted to trustees under Minnesota Statutes 501C.
7. I expressly waive any requirement that this trust be qualified or supervised by any Court, that my trustee be appointed, bonded, qualified, supervised or confirmed by any Court, or that any accounting be reviewed or confirmed by any Court; however, any interested party may petition for Court supervision and approval.
8. No interest in a trust share shall be assignable by any beneficiary, or be subject to any claims of creditors of a beneficiary, including claims for alimony, support, property settlement, separate maintenance, or governmental assistance reimbursement.
9. The trustee shall have the power to sell, exchange, mortgage, lease, convey, encumber, pledge or otherwise distribute any real, personal or other property for any period, upon any terms and conditions, to any person, entity, beneficiary or agent.
10. The trustee may terminate any trust, whenever such termination is deemed advisable by such trustee, by distributing the assets to the beneficiary to whom income may then be distributed.
11. This trust, if not sooner terminated pursuant to the provisions of this Will, shall terminate twenty-one (21) years after the death of


Eric Eckstrom

the last to die of all my descendants who are living on the date of my death. The trust assets shall then be distributed to the then permissible recipients of trust income.

C. If there shall not be in existence anyone who is or might become entitled to receive benefits from my estate as provided in this Will, then any portion of my estate then remaining shall be paid over and distributed to my heirs-at-law in the proportions and determined as though I had then died without a Will, a resident of the State of Minnesota, in accordance with the laws of descent of personal property of the State of Minnesota in effect at the time of my death.

ARTICLE IV.

GUARDIAN

If Tanya Evenson does not survive me, or if Tanya is unable or unwilling to act as guardian for any reason, then I appoint Shelly Kingsley as guardian for the person of any minor child. I request that the guardian of my children remove my children, their estates and the situs of the guardianship to the guardian's place of residence, whether or not it is in the state of my residence at my death. I expressly waive any requirement the guardian be qualified, appointed, bonded or supervised by any Court, or any guardianship accountings be reviewed or confirmed by any Court; however, any interested party may petition for Court supervision.

ARTICLE V.

NOMINATION OF CUSTODIAN

I nominate Tanya Evenson as Custodian under the Minnesota Uniform Transfers to Minors Act, or any other applicable Uniform Transfers to Minors Act or applicable Uniform Gifts to Minors Act. If the Custodian named fails to serve, the Personal Representative shall designate a Custodian. If Tanya is unable to serve as Custodian then I appoint Shelly Kingsley.


Eric Eckstrom

ARTICLE VI.

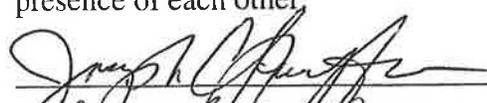
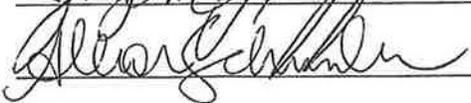
PERSONAL REPRESENTATIVE

I appoint Tanya Evenson as the personal representative of my estate. If Tanya is unable or unwilling to serve, I appoint Shelly Kingsley to serve instead. No bond shall be required for my personal representative. My personal representative shall have the power to sell, exchange, lease or mortgage any property of my estate, and I direct my personal representative to do everything necessary and proper to carry out the provisions of this Will.

IN TESTIMONY WHEREOF, I have hereunto set my hand to this, my Last Will and Testament, consisting of five (5) typewritten pages, including this page, and each bearing my signature this 14th day of February, 2017.


Eric Eckstrom

THIS INSTRUMENT, was on the day of the date thereof, signed, published and declared by the said Testator, Eric Eckstrom, to be his Last Will and Testament, in our presence, who, at his request have subscribed our names thereto as witnesses, in his presence and in the presence of each other.

 residing at Grand Rapids MN
 residing at Grand Rapids, MN

WILL AFFIDAVIT

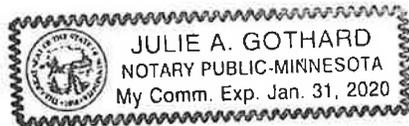
STATE OF MINNESOTA)
)ss.
COUNTY OF ITASCA)

We, Eric Eckstrom, JOSEPH C. STAUFFER and Allison Schwindeman the maker of the attached Will and the witnesses, respectively, being first duly sworn, declare to the undersigned notary that (1) the maker signed and executed the instrument as his Last Will, (2) the maker signed willingly and executed it as the maker's free and voluntary act for the purposes expressed in this Will, (3) each of the witnesses, in the hearing and presence of the maker, signed the Will as witnesses, and (4) to the best of the witnesses' knowledge, the maker was at the time eighteen (18) or more years of age, of sound mind and under no constraint or undue influence.

Eric Eckstrom
Eric Eckstrom
Joseph C. Stauffer
Allison Schwindeman

Subscribed and sworn to and acknowledged before me by the maker, Eric Eckstrom, and subscribed and sworn to before me by the witnesses, JOSEPH C. STAUFFER and Allison Schwindeman the 14th day of February, 2017.

Julie A. Gothard
Notary Public
My commission expires:



STATE OF MINNESOTA
CERTIFICATION OF VITAL RECORD

CERTIFICATE OF DEATH

STATE FILE NUMBER 2022-MN-012795

DECEDENT ERIC JOHAN ECKSTROM
LAST NAME BEFORE FIRST MARRIAGE
ALSO KNOWN AS
SOCIAL SECURITY NUMBER 475 - 98 - 0690
SEX MALE
BORN NOVEMBER 05, 1967
PLACE OF BIRTH GRAND RAPIDS MINNESOTA

DATE OF DEATH MARCH 26, 2022
PLACE OF DEATH ESSENTIA HEALTH DULUTH-MILLER DWAN BLDG
DULUTH SAINT LOUIS MINNESOTA

MARITAL STATUS NEVER MARRIED
SPOUSE
LAST NAME BEFORE FIRST MARRIAGE
RESIDENCE HILL CITY AITKIN MINNESOTA
PARENT SYLVIA EVANGELINE PORTER
PARENT DUANE VICTOR ECKSTROM
FUNERAL HOME ROWE FUNERAL HOME AND CREMATION
DISPOSITION BURIAL

CAUSE OF DEATH IMMEDIATE HIGH GRADE METASTATIC NEOPLASM
UNDERLYING PROGRESSIVE RESPIRATORY FAILURE DUE TO METASTATIC DISEASE

OTHER CONTRIBUTING CONDITIONS ACUTE RENAL FAILURE

MANNER NATURAL
MEDICAL CERTIFIER JOSHUA DAVID WIEDERIN, M.D.
502 E 2ND STREET, DULUTH, MINNESOTA, 55805

THIS RECORD HAS NOT BEEN AMENDED

THIS IS A TRUE AND CORRECT RECORD OF DEATH REGISTERED IN THE MINNESOTA OFFICE OF VITAL RECORDS.

MR&C Certificate ID
13874364



31A-000099991

FILED: MARCH 27, 2022

Molly Mulcahy Crawford

Molly Mulcahy Crawford
STATE REGISTRAR

ISSUED: MARCH 28, 2022

ITASCA COUNTY RECORDER

THIS CERTIFICATE IS VALID ONLY WHEN PRINTED ON OFFICIAL WATERMARKED SECURITY PAPER WITH A SECURITY THREAD AND STATE SEAL OF MINNESOTA.

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE



DEED TAX DUE: \$636.57

e-CRV ID: _____

Date: **February 11, 2014**

Form No. 1-M-WARRANTY DEED

Individual(s) to Individual(s)

FOR VALUABLE CONSIDERATION, **Jean R. Anderson, a single person** Grantor, hereby conveys and warrants to **Eric J. Eckstrom, a single person** Grantee, real property in **Aitkin** County, Minnesota, described as follows:

Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

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.

EXHIBIT 'A'

Northeast Quarter of Northwest Quarter less highway and except the South 4 rods, in Section 26,
Township 52, Range 26, Aitkin County, Minnesota.

DEED TAX DUE: **\$1.65**

Form No. 1-M-WARRANTY DEED

Individual(s) to Individual(s)

Date: **February 11, 2014**

FOR VALUABLE CONSIDERATION, **Jean R. Anderson, a single person** Grantor, hereby conveys and warrants to **Eric J. Eckstrom, a single person** Grantee, real property in **Aitkin** County, Minnesota, described as follows:

Legal Description attached hereto as Exhibit A and by this reference incorporated herein.

together with all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

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.

EXHIBIT 'A'

The South 4 Rods of the Northeast Quarter of the Northwest Quarter of Section 26, Township 52
Range 26;

AND

The Southwest Quarter of the Southwest Quarter of Section 23, Township 52, Range 26;

AND

South One-Half of the Southeast Quarter of the Southwest Quarter, Section 23, Township 52,
Range 26.

Eckstrom, Eric

November 21, 2022

012-0-040700

Interest calc December 31, 2022
(Subject to change)

Year	Tax	Cost	Interest	Penalty	Total
2018	\$ 110.00	\$ 20.00	\$ 55.52	\$ 8.80	\$ 194.32
2019	\$ 136.00		\$ 44.06	\$ 10.88	\$ 190.94
2020	\$ 144.00		\$ 31.10	\$ 11.52	\$ 186.62
2021	\$ 146.00		\$ 15.77	\$ 11.68	\$ 173.45
2022	\$ 118.00		\$ -	\$ 7.08	\$ 125.08
Total:	\$ 654.00	\$ 20.00	\$ 146.46	\$ 49.96	\$ 870.42

Total:	870.42
St Deed Tax	2.87
Forf Proc Cost	100.00
Well Cert	
Sheriff Cost	40.00
Deed	25.00
Land Dept Cost	200.00
Rec Fee	46.00
Crt Letter Fee-Auditor	6.67
Insurance	0.00
Total:	\$ 1,290.96

PRINTED ON LINEMARK PAPER - HOLD TO LIGHT TO VIEW. FOR ADDITIONAL SECURITY FEATURES SEE BACK.

CASHIER'S CHECK

0932902452

0009329 11-24
Office AU # 1210(B)

Remitter: HUNTER ECKSTROM
Operator I.D.: u867266 u514190

December 19, 2022

PAY TO THE ORDER OF ***AITKIN COUNTY***

****One Thousand Two Hundred Ninety and 96/100 -US Dollars ****

****\$1,290.96****

Payee Address:
Memo:

VOID IF OVER US \$ 1,290.96

WELLS FARGO BANK, N.A.
220 NW 1ST AVE
GRAND RAPIDS, MN 55744
FOR INQUIRIES CALL (480) 394-3122

Munira Khan
CONTROLLER

Parcel # 12-0-040700

⑈0932902452⑈ ⑆121000248⑆4861 511806⑈

Security Features Included. Details on Back.



Board of County Commissioners Agenda Request

2U
Agenda Item #

Requested Meeting Date: 1/24/2023

Title of Item: Sentence to Serve Donation

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: McGregor Lions has made a \$1000 donation to the Aitkin County Sentence to Serve in appreciation for their work throughout Aitkin County.		
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>		

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

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

ADOPTED January 24, 2023

By Commissioner: xxx

20230103-xxx

Sentence to Serve – McGregor Lions

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

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

McGregor Lions	\$1,000.00
----------------	------------

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

McGregor Lions	Aitkin County Sentence to Serve
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WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

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

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 24th day of January 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 24th day of January 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2V
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Spolarich Easement

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

Danny M. Spolarich and Margaret McBride, spouses married to each other; and Robert Spolarich, a single person are requesting an Easement Agreement to confine the existing historical easement that was previously recorded.

Aitkin County Surveyor has reviewed the attached easement and has no objections.

Requesting parties will be responsible for paying the recording fee.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Sign and notarize on page 5 of the attached Easement Agreement

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:*

EASEMENT AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 2023 by and between Aitkin County, a Governmental Subdivision; Danny M. Spolarich and Margaret McBride, spouses married to each other; and Robert Spolarich, a single person, witnesseth as follows:

WHEREAS, Aitkin County, a Governmental Subdivision, is the owner of that tract of land in the County of Aitkin, State of Minnesota, legally described as follows:

The North 225 feet of Government Lot Nine (9), the North Half of the Southeast Quarter (N1/2 of SE1/4) and the Southeast Quarter of the Southeast Quarter (SE1/4 of SE1/4) of Section Two (2), Township Forty-nine (49), Range Twenty-five (25).

WHEREAS, Danny M. Spolarich is the owner of that tract of land in the County of Aitkin, State of Minnesota, legally described as follows:

That part of Section 2, Township 49, Range 25, described as follows: Commencing at the southeast corner of Government Lot 7, Section 2, Township 49, Range 25, thence westerly along the South line of said Government Lot 7 a distance of 264 feet; thence northerly, parallel with the East line of said Government Lot 7, a distance of 825 feet; thence easterly, parallel with the South line of said Government Lot 7 to the East line of said Government Lot 7; thence southerly on said East line to the point of beginning.

Together with that part of said Section lying between the aforesaid parcel and the River's edge and between the following described lines:

- (a) The Westerly line of such additional parcel commencing at the most Northwesterly corner of the aforesaid parcel and running northeasterly at an angle which is 49 degrees north of the most northerly line of the aforesaid parcel and terminating at the River's edge;**
- (b) The Easterly line of such parcel commencing at the most Northeasterly corner of the aforesaid parcel and running northeasterly at an angle which is 53 degrees north of the extension of the most Northerly line of the aforesaid parcel and terminating at the River's edge.**

WHEREAS, Robert Spolarich is the owner of that tract of land in the County of Aitkin, State of Minnesota, legally described as follows:

That part of Government Lot Seven (7) of Section Two (2), Township Forty-nine (49), Range Twenty-five (25) described as follows: Beginning at the Southeast corner of Government Lot Seven (7), proceed west along the South Line of Government Lot Seven (7) for a distance of Three Hundred Fourteen (314) feet; thence proceed Northward at Ninety (90) degrees to the South line of Government Lot Seven (7) for a distance of Four Hundred Twenty (420) feet to a point of beginning designated as point A. Proceed Westward from point A on a line parallel with the South line of Government Lot Seven (7) to rivers edge (approx. Six Hundred Forty (640) feet). Proceed Northward from point A on a line Ninety (90) degrees to the South line of Government Lot Seven (7) for a distance of Four Hundred Twenty (420) feet; thence Westward on a line parallel with the South line of Government Lot Seven (7) to rivers edge (approx. Five Hundred Forty (540) feet).

Lot bounded on the West by Willow River.

WHEREAS, Aitkin County, a Governmental Subdivision desire to confine the access easement (hereinafter “HISTORIC EASEMENT”), which easement has been historically described as follows:

An easement or right of travel over and across those parts of the Southeast Quarter of the Southeast Quarter, Government Lot Thirteen (13), Northwest Quarter of the Southeast Quarter, Government Lot Nine (9), Section 2, Township 49, Range 25 and the Northeast Quarter of the Northeast Quarter, Section 11, Township 49, Range 25, over the road now used and traveled.

WHEREAS, Aitkin County, a Governmental Subdivision, Danny M. Spolarich, and Robert Spolarich desire to establish a permanent, non-exclusive easement for ingress, egress, utility and driveway purposes for the benefit of the parties’ respective tracts of land described above.

NOW, THEREFORE, Aitkin County, a Governmental Subdivision; Danny M. Spolarich and Margaret McBride, spouses married to each other; and Robert Spolarich, hereby agree as follows:

1. In consideration of the above, Aitkin County, a Governmental Subdivision; hereby grant to Danny M. Spolarich, and Robert Spolarich, their heirs, successors and assigns, a permanent, non-exclusive easement for ingress, egress, utility and driveway purposes over, under and across the following real property located in the County of Aitkin, State of Minnesota, legally described as follows:

A 33-foot-wide perpetual easement over, under and across the following described property:

The Southeast Quarter of the Southeast Quarter; The Northwest Quarter of the Southeast Quarter and Government Lot Nine (9); Section 2, Township 49, Range 25.

The centerline of said easement is described as follows:

Commencing at the Northwest corner of Northeast Quarter of the Northeast Quarter of Section 11, Township 49, Range 25; thence South 28 degrees 41 minutes 18 seconds East, based on County of Aitkin Data Base, distance of 89.97 feet, to the point of beginning of said centerline to be described; thence North 00 degrees 58 minutes 33 seconds West, a distance of 300.66 feet; thence North 02 degrees 00 minutes 21 seconds West, a distance of 257.01 feet; thence North 01 degrees 15 minutes 15 seconds West, a distance of 788.69 feet; thence North 88 degrees 20 minutes 24 seconds West, a distance of 1310.67 feet; thence North 01 degrees 00 minutes 16 seconds West, a distance of 1089.12 feet; thence North 04 degrees 01 minutes 50 seconds West, a distance of 244.30 feet; thence North 82 degrees 46 minutes 02 seconds West, a distance of 308.79 feet; thence North 01 degrees 37 minutes 40 seconds East, a distance of 413.12 feet and said centerline there terminating.

AND

The westerly 33 feet of the Northwest Quarter of the Southeast Quarter and the northerly 33 feet of the easterly 280.5 feet of Government Lot Nine (9), Section 2, Township 49, Range 25.

**Aitkin County, Minnesota
(Abstract)**

2. Aitkin County, a Governmental Subdivision; Danny M. Spolarich and Margaret McBride, spouses married to each other; and Robert Spolarich, a single person, hereby agree that the HISTORIC EASEMENT is hereby confined to the easement as described in Paragraph 1 above.

3. Aitkin County, a Governmental Subdivision; manages County owned and tax-forfeited lands to provide direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax-forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs. Said easement does not grant the general public the right of use.

4. Aitkin County, a Governmental Subdivision; shall not be responsible for maintenance of the easement or repair of the easement unless it, or one of its agents, is the party that caused the damage.

5. Aitkin County, a Governmental Subdivision; may cancel such easement by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.

6. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.

7. Road construction and design shall not adversely affect the drainage of any lands. All Federal, State, and local laws, ordinances rules, and regulations regarding wetlands, construction of road, placement of fill material, and disposal of excavated material shall be followed.

8. TO HAVE AND TO HOLD SAID EASEMENT unto each party, their heirs, successors and assigns each as appurtenant to each of their own respective tracts of land described above. The easement set forth in Paragraph 1 of this Agreement shall run with the real property described above and owned by the parties hereto and shall be binding on the heirs, successors, and assigns of Aitkin County, a Governmental Subdivision, Danny M. Spolarich and Robert Spolarich. This Agreement is made subject to all other easements, restrictions and conditions of record as the same may lawfully apply to the real property described above and owned by the parties hereto.

BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, said Aitkin County, a Governmental Subdivision; Danny M. Spolarich and Margaret McBride, spouses married to each other; and Robert Spolarich, a single person, hereunto set their hands the day and year first above written.

AITKIN COUNTY

By: Jessica Seibert
Its: County Administrator

STATE OF MINNESOTA }
 } ss.
COUNTY OF AITKIN }

On this ____ day of _____, 2023, before me, a Notary Public within and for said County, personally appeared Jessica Seibert, as County Administrator of Aitkin County, a Governmental Subdivision, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged they executed the same as their free act and deed.

Notary Public

Danny M. Spolarich

Margaret McBride

STATE OF MINNESOTA }
 } ss.
COUNTY OF AITKIN }

On this ____ day of _____, 2023, before me, a Notary Public within and for said County, personally appeared Danny M. Spolarich and Margaret McBride, spouses married to each other, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged they executed the same as their free act and deed.

Notary Public

Robert Spolarich

STATE OF MINNESOTA }
 } ss.
COUNTY OF AITKIN }

On this ____ day of _____, 2023, before me, a Notary Public within and for said County, personally appeared Robert Spolarich, a single person, to me known to be the person(s) described in and who executed the foregoing instrument and acknowledged they executed the same as their free act and deed.

Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Aitkin County Abstract Company
112 3rd Street NW
Aitkin, MN 56431



Board of County Commissioners Agenda Request

2W
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: ECRL Board Appointment

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

On December 8, 2022 a vacant Aitkin County citizen position for the East Central Regional Library was posted to our website and published in the Aitkin Independent Age. One Application was received -

1. Donald Niemi

Recommendation for the board to approve Donald Niemi to the East Central Regional Library for a three year term (2023-2025).

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Donald Niemi to the East Central Regional Library Board as an Aitkin County Citizen for a three year term. (2023-2025)

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

East Central Regional Library

AITKIN COUNTY COMMISSIONER DISTRICT 3

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

As a 3 term county commissioner I served on the
ECAH board for 12 years representing Aitkin County.
I was a strong supporter of the remodel and addition
of the Aitkin library as a commissioner. For 12 years
involved with budgets, staffing needs, hours and
out reach of library services. I have a record
of promoting the importance of our libraries
in our communities. This is an open position that would
keep me involved with ECAH and its mission.

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

Donald Niemi

1-7-23

Signature of Applicant

Date

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

Is this application submitted by appointing authority? Yes No

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

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

NAME OF APPLICANT: DONALD NIEMI

STREET ADDRESS OF APPLICANT:

32340 STATE HWY 47

AITKIN, MN 56431

PHONE NUMBERS:

DAYS 218 927-9247

EVENINGS SAME AS ABOVE

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



Board of County Commissioners Agenda Request

2X
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: 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*
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Submitted by: Wendie Bright	Department: Auditor's Office
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
David Nistler - warrant #82629 - dated July 24, 2020 - \$515.20

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
David Nistler - warrant #82629 - dated July 24, 2020 - \$515.20

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. David Nistler
)

being duly sworn, on oath says; that (s)he is the owner of a certain commissioner warrant,

dated the 24 day of July 2020, numbered 82629,

issued by Aitkin County to David Nistler

the sum of \$ 515.20 has been lost in the manner
("Lost" or "Destroyed")

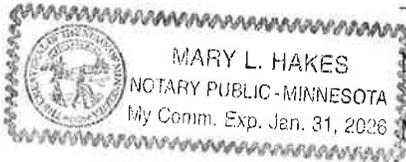
following, to wit:

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 commissioner warrant.

[Signature]

Subscribed and sworn to before me this 11th day of January, ~~2022~~ 2023

[Signature]



Notary Public Aitkin County, Minnesota
My Commission Expires _____



Board of County Commissioners Agenda Request

2Y
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Reaffirm Annual Code of Ethics

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

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to reaffirm the attached policy and to Authorize Commissioners to sign the Code of Ethics annual confirmation.

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:*

ARTICLE VIII ORGANIZATIONAL STANDARDS AND RULES

Section A. Code Of Ethics

Purpose: To define conflict of interest to Aitkin County employees.

CODE OF ETHICS FOR AITKIN COUNTY EMPLOYEES

(Conflict of Interest)

Definitions

For the purpose of this policy the following definitions shall apply:

- (a) Business means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual or any other legal entity that engages either in nonprofit or profit making activities.
- (b) Confidential information means any information obtained under government authority which has not become part of the body of public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affect the competitive position of any individual or a business.
- (c) Private interest means any interest, including but not limited to a financial interest, which has not become part of the body of public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affect the competitive position of any individual or a business.
- (d) Immediate family means spouse, child, parent, grandparent and spouse of such persons.
- (e) Employee shall include elected officials and all County employees, including department heads.

Acceptance of Gifts Or Favors

Employees of the County of Aitkin in the course of or in relation to their official duties, shall not directly or indirectly receive or agree to receive any payment of expense, compensation, gift, reward, gratuity, favor, service or promise of future employment or other future benefit from any source, except the County, for any activity related to the duties of the employee unless otherwise provided by law. The provisions of Minn.Stat. ~~§471.87~~ and the exceptions set forth in Minn. Stat. ~~§471.88~~ shall apply. The acceptance of any of the following shall not be in violation of this Section:

- (a) Plaques or similar mementos recognizing individual services in a field of specialty or to a charitable cause;
- (b) Honoraria or expenses paid for papers, talks, demonstrations or appearances made by employees on their own time for which they are not compensated by the County of Aitkin.

Use of Confidential Information

An employee of the County of Aitkin shall not use confidential information to further the employee's private interest, and shall not accept outside employment or involvement in a business or activity that will require the employee to disclose or use confidential information.

Use of Property

An employee shall not use or allow the use of County time, supplies, or County owned or leased property and equipment for the employee's private interest or any other use not in the interest of the County, except as provided by law and/or the County's Information Systems' Policy.

Conflicts of Interest

The following actions by an employee of the County of Aitkin shall be deemed a conflict of interest and subject to disciplinary action as appropriate:

- (a) Use or attempted use of the employee's official position to secure benefits, privileges, exceptions or advantages for the employee or the employee's immediate family or an organization with which the employee is associated, which are different from those available to the public; or
- (b) Acceptance of other employment, engagement in private business or in the conduct of a profession during the hours for which the employee is employed to work for the County, or outside such hours in a manner, that would affect the employee's usefulness as an employee of the County or affect the employee's independent judgment in exercise of the employee's official duties; or
- (c) Actions as an agent or attorney in any action or matter pending before the County of Aitkin, except in the proper discharge of official duties or on the employee's behalf, or as a member of a local labor bargaining unit.

Determination of Conflict of Interest

When an employee believes that the potential for a conflict of interest exists, it is the employee's duty to report the matter to his/her supervisor, or if there is not a supervisor, to the County Board. Such report shall be made within 7 days after the potential for a conflict becomes known. A conflict of interest shall be deemed to exist when a review of the occurrence by the employee or the employee's supervisor (or the County Board if there is no supervisor) determines that this code of ethics has not been complied with.

Resolution of Conflict of Interest

If either the employee or the employee's supervisor determines that a conflict of interest exists, the County Board shall handle resolution of the conflict. NOTE: In the case of conflict of interest involving a County Commissioner, the County Attorney shall handle the resolution.

Acceptance of Advantage By County Employee

- (a) No employee of the County in direct contact with suppliers or potential suppliers of the County, or who may directly or indirectly influence a purchased product or products, evaluation contracted services, or otherwise has official involvement in the purchasing or contracting process shall:
 - (i) Have any financial interest or have any personal beneficial interest directly or indirectly on contracts or purchase orders for goods or services used by, or purchased for resale or furnished to the county; or
- (b) Accept directly from a person, firm or corporation to which a contract or purchase order has been or may be awarded, a rebate gift, money, or anything of value other than as defined in Section B. No such employee may further accept any promise, obligation or contract for future reward.

Complaints

If a fellow employee or a non-employee makes a complaint about an employee's compliance with this Policy, the complaint should be initially brought to the attention of his/her department head in private. The department head will notify the subject of the complaint regarding the complaint within 7 days and before addressing the complaint at a public meeting as allowed by law.

Violations

Violation of the provisions of this policy shall be grounds for disciplinary action against an employee, up to and including termination of employment.

Annual Confirmation

Department Heads will sign an annual confirmation that they have received, read and understood the Aitkin County Code of Ethics Policy and that they are not aware of any violations of such policy. Such confirmation will be filed with the Human Resources Director.

Section B. Harassment Policy, Including Sexual Harassment and General Harassment

Purpose: To provide a work environment free of harassment in any form.

Policy Statement

Date: January 24, 2023

I have received, read, understand and agree to abide by the Aitkin County Code of Ethics Policy.

NAME

Board of Commissioners/ District 1

Board of Commissioners/ District 2

Board of Commissioners/ District 3

Board of Commissioners/ District 4

Board of Commissioners/ District 5

County Administrator

County Assessor

County Attorney

County Auditor

County Engineer

County Recorder

Date: January 24, 2023

I have received, read, understand and agree to abide by the Aitkin County Code of Ethics Policy.

NAME

County Sheriff

County Treasurer

Community Corrections Director

Environmental Services Director

Health and Human Services Director

Human Resources Director

IT Director

Land Commissioner

Veterans Service Officer



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Letter of Support - Part Time Advanced Life Support License

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Brittany Searle	Department: Adminstration
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Presenter (Name and Title): Kevin Lee - Operations Manager North Memorial Ambulance	Estimated Time Needed: 15 Minutes
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Summary of Issue:

North Memorial Ambulance has been providing emergency medical services to the residents and visitors of Aitkin County since 1987. Due to unprecedented Paramedic shortages in our area, we feel it is in the best interest of public safety to have the flexibility offered by the Part-Time Advanced Life Support License. This is the best way to guarantee continuous ambulance coverage to the primary service area served by this license.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve letter of support be sent to Minnesota Emergency Medical Services Regulatory Board to recommend approval of the Part Time Advanced Life Support license for North Memorial Ambulance Aitkin.

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:*

January 24, 2023

Minnesota Emergency Medical
Services Regulatory Board
335 Randolph Ave. Suite 220
St. Paul, MN 55102

To Whom It May Concern:

We are writing this letter to recommend approval of the Part Time Advanced Life Support (ALS) license for North Memorial Ambulance Aitkin.

North Memorial Ambulance has been providing emergency medical services to the residents and visitors of Aitkin County since 1987. Due to unprecedented Paramedic shortages in our area, we feel it is in the best interest of public safety to have the flexibility offered by the Part-Time Advanced Life Support License. This is the best way to guarantee continuous ambulance coverage to the primary service area served by this license.

This Part Time ALS license was not available when Aitkin originally obtained its Advanced Life Support license.

Sincerely,

Aitkin County



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: January 24, 2023

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) <small><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: 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 Community Grant Program. Grant applicant summary and grant award summary are attached.</p> <p>The Committee recommends awarding one grant at this time: ALANO, Aitkin \$5,000</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Economic Development requests motion to approve recommended grant award.		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p>		

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



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: January 24, 2023
SUBJECT: Aitkin County Community Grant Program

The ACEDC recommends awarding one grant at this time:
ALANO \$5,000

2022 Community Grant Program

Applicant Name	Project Name	Contact Name	City	Phone	Application	\$ requested	Awarded Y/N	\$ Awarded
Aitkin ALANO	Remodel Projects	James Jensen	Aitkin	218.232.7688	yes	\$ 9,000	Y	\$ 5,000



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

4B
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Community Grant Program: Transfer of existing funds

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: 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 completed their execution of grant recommendations for the Community Grant Program. Total funding requested from the community = \$214,719. Aitkin County awarded \$98,968. The remaining funding =\$1,032.</p> <p>On December 13, 2022, the Board of Commissioners approved an FRF request by Economic Development for the purpose of creating a revitalization grant for the small business community.</p> <p>The Economic Development Committee reviewed this information and recommends that \$1,032 remaining in the Community Grant Fund is transferred to the Revitalization Grant Funding.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Economic Development requests motion to approve transferring remaining Community Grant funding to the Revitalization Grant funding.		
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.

2022 Community Grant Program

	Applicant Name	Project Name	Contact Name	City	\$ requested	Awarded Y/N	\$ Awarded
1	City of Tamarack	City of Tamarack Comprehensive Plan	Kathy Haugse	<u>Tamarack</u>	\$ 20,000	Y	\$ 10,500
2	Cancer Support Center	Rides for Health	Lynne Jacobs	<u>Aitkin</u>	\$ 10,876	Y	\$ 3,625
3	HOPE	Healing Opportunity Provided Equally	Megan Cummings	Aitkin	\$ 20,000	N	\$ -
4	Forgotten Heroes Ranges & Retreat	Disabled Veteran Shooting Range	Brenda Evanovich	McGregor	\$ 20,000	Y	\$ 5,000
5	Shamrock Township	Shamrock Township Recreational Area	Candace Kral	Shamrock	\$ 20,000	Y	\$ 5,000
6	McGregor Chamber/City of McGregor	Downtown Revitalization	Kari Horbacz	McGregor	\$ 12,500	Y	\$ 12,500
7	Hill City	Community Play Park	Tami Meyer	Hill City	\$ 20,000	Y	\$ 5,000
8	Hill City	Water Tower Project	Tami Meyer	Hill City	\$ 20,000	Y	\$ 5,000
9	South Aitkin First Responders	Chest Compression system	Todd Brown	Aitkin	\$ 4,402	Y	\$ 4,402
10	Aitkin County Search and Rescue	UTV tracks	Todd Brown	Aitkin	\$ 3,441	Y	\$ 3,441
11	Aitkin ALANO Club	Remodel Projects	James Jensen	Aitkin	\$ 9,000	Y	\$ 5,000
12	Lakes Area United Way	Imagination Library	Jon Aga	AC	\$ 1,000	Y	\$ 1,000
13	City of Aitkin Park Committee	City park revitalization	Hannah Colby	Aitkin	\$ 20,000	Y	\$ 5,000
14	City of Aitkin Parks (Tank Trails)	Tank Trail construction	Mike Skrbich	Aitkin	\$ 20,000	Y	\$ 20,000
15	Northwoods ATV Trail	pamphlets on rules and regulations	Harlan Kingsley	Hill City	\$ 3,500	Y	\$ 3,500
16	Little Pine Academy	Childcare facility	Kendra Mickelson	McGregor	\$ 10,000	Y	\$ 10,000
					\$ 214,719		\$ 98,968

REMAINING **\$1,032**



Board of County Commissioners Agenda Request

4C

Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Revitalization Grant approval

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Economic Development staff, with collaboration and recommendation by the Economic Development Committee has developed a Revitalization Grant Program</p> <p>The purpose of this grant fund is to help support local businesses to upgrade/revitalize the outside presence of their business property in our community, spurring economic development and growth. As business owners and members of our community, it is important that we establish and maintain an image of growth and success. The fund will help support upgrades of awnings, signage, outdoor aesthetics and general business image and appearance.</p> <p>Applicants are required to provide a 1:1 match of all funds awarded.</p> <p>The Economic Development Committee recommends approval to execute this program. The County Attorney has reviewed the document.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Economic Development requests a motion to approve execution of the Revitalization Grant Program.		
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 Please Explain:		

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



AITKIN COUNTY BUSINESS REVITALIZATION GRANT PROGRAM

PROGRAM OVERVIEW

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 funding to be used to directly impact the Community of Aitkin County by establishing the Aitkin County Business Revitalization Grant Program.

The purpose of this grant fund is to help support local businesses to upgrade/revitalize the outside presence of their business property in our community in an effort to drive economic growth. As business owners and members of our community, it is important that we establish and maintain an image of growth and success. The fund will help support upgrades of awnings, signage, outdoor aesthetics and general business image and appearance.

Grant Guidelines: Guidelines for application and awarding of Aitkin County Business Revitalization grants are as follows:

1. **Funding Limits:** Minimum of \$1000 and a maximum of \$5,000 per grant application. The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.
2. **Matching Funds:** The Aitkin County Business Revitalization grant Program is intended to leverage locally funded promotions and not replace that funding. Significant consideration will be given to the amount and quality of matching funds/in kind contributions when grant applications are evaluated by the Economic Development Committee and County Board. Applicants are required to provide a 1:1 match of all funds awarded.
3. **County-Wide Distribution:** The intent of this program is to provide assistance throughout Aitkin County. Consideration shall be given to amounts awarded and number of grants approved for any particular region of the county to ensure that an equitable level of funding is available throughout the county.
4. **Grant funds shall not be used to pay the salaries of part or full time staff associated with your business activity. Funds shall not be used for any type of prizes or other material items that may be offered, awarded, sold or given away.**
5. **Aitkin County Business Revitalization Grant funds may not be used to reimburse expenses occurred prior to grant approval by Aitkin County.**
6. **The Aitkin County Economic Development Committee will rank applications based on creativity and beautification concepts.**
7. **Eligible Project Examples:**
 - Improvement of exterior building and/or entry aesthetics.
 - Replacement of weathered awnings or signage.
 - Exterior business area revitalization to existing structure(s).



8. Eligible organizations:

- Businesses located in Aitkin County.

Application Procedure: Guidelines for applications are as follows:

1. Grant requests should be submitted by EMAIL to:
mark.jeffers@co.aitkin.mn.us, subject line: Revitalization Grant 2023 or
by mail to:
Mark Jeffers
Aitkin County Government Center,
307 2nd Street NW, Room 316,
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meetings of the Aitkin County Economic Development Committee in 2023. Application deadline is **ongoing until all available funds are awarded.**
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Reporting Requirements

1. Applicants that are awarded a Revitalization Grant are required to submit proof of fund use prior to the end of the one-year grant period. Reporting information documents and deadlines will be included in the award letter.
2. Economic Development staff will collaborate with grant award winners to verify qualified grant use.
3. Unused funds at the conclusion of the one-year grant period must be returned to Aitkin County.

Further information and additional forms and materials may be obtained by contacting:

Mark Jeffers
Aitkin County Economic Development Coordinator
218-531-6188
mark.jeffers@co.aitkin.mn.us



Application for Aitkin County Business Revitalization Grant Program 2023

1. Grant requests should be submitted by EMAIL to:
mark.jeffers@co.aitkin.mn.us, subject line: Revitalization Grant 2023 or
by mail to:
Mark Jeffers
Aitkin County Government Center,
307 2nd Street NW, Room 316,
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name:

Address:

Person in Charge of Project:

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

Contact Person's Phone #:

Contact Person's Email:

Description of your organization:

Mission Statement of your organization:



FUNDING:

Amount requested from Aitkin County \$
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$

Total projected budget \$

PROJECT DESCRIPTION: Be concise and complete; attach supporting information if needed.

PROJECT BUDGET: in the space below, provide a budget for the entire project.

Category	Grant Funds	Applicant Funds	Total
TOTALS			

Will your organization accept a grant if it is partially funded?

Along with your application, please attach all documents that will assist the committee in their decision. Examples may include drawings or sketches of planned awning or signage upgrades, detailed quotes of work to be accomplished (if available).

Business Owner Signature:

Name _____ Date: _____



Board of County Commissioners Agenda Request

4D

Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Business Development & Recreation Grant approval

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Economic Development staff, with collaboration and recommendation by the Economic Development Committee, has developed a Revitalization Grant Program.</p> <p>The purpose of this grant fund is to leverage county funds, private funds and volunteer efforts to increase small business development activities in Aitkin County, with an emphasis on increasing sustained tourism and recreation activities, spurring economic development and growth. Several organizations may submit a single application or organizations may apply individually. Organizations need only to commit one hundred dollars (\$100) in good faith to ensure commitment to the grant request.</p> <p>The Economic Development Committee recommends approval to execute this program. The County Attorney has reviewed the document.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Economic Development requests a motion to approve execution of the Business Development & Recreation Grant Program.		
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 Please Explain:		

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



AITKIN COUNTY BUSINESS DEVELOPMENT & RECREATION GRANT PROGRAM

PROGRAM OVERVIEW

The purpose of this grant fund is to leverage county funds, private funds and volunteer efforts to increase small business development activities in Aitkin County, with an emphasis on increasing sustained tourism and recreation activities. Several organizations may submit a single application or organizations may apply individually. Organizations need only to commit one hundred dollars (\$100) in good faith to ensure commitment to the grant request. The Aitkin County Board of Commissioners, have approved funding to be used to directly impact the Community of Aitkin County by executing the Aitkin County Business Development & Recreation Grant.

Grant Guidelines: Guidelines for application and awarding of Aitkin County Business Development & Recreation Grants are as follows:

1. **Funding Limits:** Minimum of \$100 and a maximum of \$2,000 per grant application. The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.
2. **Matching Funds:** The Aitkin County Business Development & Recreation Grant Program is intended to leverage locally funded promotions and not replace that funding. Significant consideration will be given to the amount and quality of matching funds/in kind contributions when grant applications are evaluated by the Economic Development Committee and County Board.
3. **County-Wide Distribution:** The intent of this program is to provide assistance throughout Aitkin County. Consideration shall be given to amounts awarded and number of grants approved per year for any particular region of the county to ensure that an equitable level of funding is available throughout the county.
4. **Grant funds shall not be used to pay the salaries of part or full time staff associated with a particular event/business development activity or organization associated with an event/business development activity. Funds shall not be used for any type of prizes or other material items that may be offered, awarded, sold or given away. Funds are not intended to be an annual budget supplement. Funds are intended for incremental business development and recreation.**
5. **Aitkin County Business Development and Recreation Grant funds may not be used to reimburse expenses occurred prior to grant approval by Aitkin County.**
6. **Eligible Project Examples:**
 - Sustainable marketing and advertising materials including but not limited to permanent signage materials, etc.
 - Menu signs (interior)
 - Technology or training programs
 - Any other activities to develop your business
7. **Eligible Event Examples:**
 - Annual events promoting tourism & recreation



- Events must provide incremental tourism growth
- Grant Funds shall be used to market business development activities that create sustainable tourism or recreation growth or activities/businesses that will enhance the Aitkin County economy.

8. Eligible organizations:

- Businesses located in Aitkin County.
- Local Governments
- Non-Profit organizations
- Special consideration will be given to applications that will enhance the Northwood's ATV Trail or River Trails through signage, promotion, activities or trail amenities

Application Procedure: Guidelines for applications are as follows:

1. Grant requests should be submitted by EMAIL to:
mark.jeffers@co.aitkin.mn.us, subject line: BD&R2023
or by mail to:
Mark Jeffers
Aitkin County Government Center,
307 2nd Street NW, Room 316,
Aitkin, MN 56431.
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee in June 2023. Application deadline is **May 31, 2023**.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

Reporting Requirements

1. Applicants that are awarded a Business Development & Recreation grant are required to submit proof of fund use prior to the end of the one-year grant period. Reporting information documents and deadlines will be included in the award letter.
2. Economic Development staff will collaborate with grant award winners to verify qualified grant use.
3. Unused funds at the conclusion of the one-year grant period must be returned to Aitkin County.

Further information and additional forms and materials may be obtained by contacting:

Mark Jeffers
Aitkin County Economic Development Coordinator
218-531-6188
mark.jeffers@co.aitkin.mn.us



Application for Aitkin County Business Development & Recreation Grant Program

January 1, 2023 - December 31, 2023

1. Grant requests should be submitted by EMAIL to:
mark.jeffers@co.aitkin.mn.us, subject line: BD&R2023 or
by mail to:
Mark Jeffers
Aitkin County Government Center
307 2nd Street NW, Room 316
Aitkin, MN 56431
2. Funding recommendations will be considered at the regularly scheduled monthly meeting of the Aitkin County Economic Development Committee in June 2023. Application deadline is **May 31, 2023**.
3. Committee recommendations will be submitted to the Aitkin County Board of Commissioners for final approval.

APPLICANT INFORMATION

PROGRAM INFORMATION

Project Name:

Date(s) of Program:

Location of Program:

Organization/Community Name:

Person in Charge of Project:

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):

Contact Person's Phone #:

Contact Person's Email:

Description/focus/purpose of your organization:

FUNDING:

Amount requested from Aitkin County \$
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match \$

Total projected budget \$

PROJECT/EVENT DESCRIPTION: Be concise and complete; attach supporting information if needed.



What do you hope to accomplish, how it will be done and specifically how the grant funds will be used.

Explain how your project will bring visitors to or provide a positive and sustainable economic impact on Aitkin County.

List target markets:

List target audience:

4. **PROJECT BUDGET:** in the space below, provide a budget for the entire event.

Category	Grant Funds	Applicant Funds	Total
TOTALS			

Contact Signature:

Name _____ Date: _____



Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: January 24, 2022

Title of Item: Approve Consultant's Recommendation

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Bobbie Danielson	Department: Human Resources
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Presenter (Name and Title): Bobbie Danielson - Human Resources Director	Estimated Time Needed: 2 Minutes
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Summary of Issue:

The Senior Land Survey and Mapping Technician job description was submitted for re-evaluation. The consultant (external vendor) recommends the position increase from Grade 5 to Grade 6. Revised job description attached.

The AFSCME Courthouse Agreement provides a 5% or \$1/hour increase for reclassification, not to exceed the scale maximum. The incumbents wage will increase from \$31.20/hour to \$32.75/hour, effective January 24, 2023, contingent upon Board approval.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to accept consultant's recommendation to increase the Senior Land Survey and Mapping Technician position from Grade 5 to Grade 6, effective 1/24/2023.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 3,600.00

Is this budgeted? Yes No *Please Explain:*



SENIOR LAND SURVEY AND MAPPING TECHNICIAN

Department Land Department
Grade Grade 5(TBD)
Reports to County Surveyor
FLSA Status Non-exempt
Union Status AFSCME Courthouse Unit

Final Appointing Authority

This position shall not be filled until final approval of the County Administrator. All offers of employment are made in writing by the Human Resources Department.

Job Summary

~~To establish land boundaries in accordance with federal regulations, state statutes and common law. To construct or rehabilitate~~ Functions as survey lead worker/project supervisor conducting skilled surveying work, including but not limited to, challenging boundary and location surveys, General Land Office (GLO) section resurvey and Public Land Survey System (PLSS) corner maintenance, horizontal and vertical control surveys, set and maintain County Benchmarks, and similar related duties which are heavily relied upon by other County departments, governmental bodies, private surveyors and the general public and control the location of public and private property boundaries. Responsibilities include directing (mentoring) County Surveyor Division technical staff as to proper surveying procedures and methods. Establishes land boundaries in accordance with federal regulations, state statutes and common law. Constructs or rehabilitates land corner monuments where previously set corners are lost or do not exist, to verify that previously set corners and accessories are present and in their proper location, and to perform other land survey related duties. Reports to the County Surveyor, directs the work of project survey crews and reviews the work of assigned staff for quality control purposes.

Supervision Received

Employees ~~working~~ in this ~~job class~~ role work under general supervision ~~and usually receive some instruction with respect to details~~ broad objectives and expected outcomes provided. Use of ~~most assignments, but~~ independent judgement and the ability to exercise independent decision making is required. Work is reviewed on completion or when outcomes are ~~free to develop their own work sequences within established procedures, methods, and policies. They are~~ achieved. Is often physically removed from ~~their~~ supervisor and ~~are~~ is only subject to periodic supervisory checks.

This position reports to the ~~Assistant Land Commissioner, but also receives limited work oversight from the Land Survey Coordinator.~~ County Surveyor.

Supervision Exercised



Position Description

Serves as a work leader for the ~~Assistant~~ Land Survey and Mapping Technician and other technical staff and occasionally for seasonal survey crew or equipment operators. Elements of direct control over these positions include assigning tasks, monitoring progress and ~~work-flow~~workflow, checking the product for timeliness and correctness or soundness, and providing input into supervisor's actions. The current incumbent reviews for completeness and format and they send it to the County Surveyor for approval, but the current incumbent has not done scheduling or discipline.



Position Description

Essential Functions

This position description is not intended to be all-inclusive. Employee may perform other essential and nonessential functions as assigned or apparent to meet the ongoing needs of the department and organization. Regular attendance and punctuality are essential requirements of this position.

Both the Land Commissioner and County Surveyor are OK with the way these functions are worded.

- ~~1. Leads survey crew members in the field on land surveys, corner searches, and corner perpetuation program activities. Operates all land surveying equipment, i.e. Transit, total station, GPS sensors and receivers. Completes land surveys according to the rectangular land survey system for the determination of area and the monumentation of the same.~~
- ~~2. Locates existing GPS monuments and determines location for GPS monuments to establish and complete county wide GPS monument grid system. Locates and sets GPS monuments for future grid system.~~
- ~~3. Researches existing survey information prior to field survey work.~~
- ~~4. Maintains, compiles and computes survey field notes of survey in progress or when complete.~~
- ~~5. Files completed survey notes.~~
- ~~6. Meets with adjacent landowners, general public, township officers, and other agencies regarding past, present and future surveys.~~
- ~~7. Compiles existing survey data for surveyors, other agencies and the general public.~~
- ~~8. Confers with private land surveyors, firms or other county, state or federal departments on projects of mutual interest or prior experience in certain areas.~~
- ~~9. Attends seminars and educational classes to improve knowledge and ability.~~
1. Designs and prepares detailed survey plans. Acts independently or leads others during design activities. Interprets and reduces field survey data. Using computer aided drafting system and complicated surveying software, applies complex surveying and mapping design principles, standards and calculations to surveying and mapping projects according to practices recognized by the State of Minnesota.
2. Performs preliminary surveys for highway construction projects. Acts independently or leads others during vital preliminary land surveying activities. Research existing survey data for known horizontal and vertical control points and locate them in the field. Collects data for the design of road and bridge construction projects. Performs complex surveys for geodetic control, boundary surveys, Public Land Survey monument perpetuation and maintenance, preliminary, route, topographical, hydraulic and construction using the following or combination thereof: conventional survey equipment, a Robotic Total Station, Data Collector, Real Time Kinematic (RTK) Bridge and Global Navigation Satellite System (GNSS/GPS). Responsible for equipment, staff and performing research relative to field crew operations.
3. Provides assistance and leads technical staff for geodetic control and survey workload related to highway construction and the Public Land Survey System perpetuation for the Division.
4. Provides assistance and leads technical staff as to proper surveying procedures and methods to deliver efficient and successful survey projects.



Position Description

5. Responsible for survey data management, analysis and interpretation for the Division.
 6. May be the lead preparer of right of way plats and other highly technical drawings of surveying projects using CADD software (AutoCAD/MicroStation) or GIS Software (ESRI ArcMap).
 7. Perform intricate mapping and analysis of land descriptions and tax parcels.
 8. Works closely with contractors, the public and other public agencies and acts as the County Surveyor's authorized representative in the field.
 9. Provide assistance, training, advice and guidance to technical staff in advanced and complex land surveying principles, procedures, accepted industry standards and best management practices.
 10. Perform detailed mapping updates of all County tax system parcels as more accurate survey data becomes available.
 11. Acts as main technical support for County Surveyor.
 12. Works with computer related items such as the Internet, Microsoft Office programs, ESRI GIS software, Trimble Business Center, Trimble Access, AutoCAD Civil 3D and other software as needed or instructed.
 13. Prepare and/or assist with reports on projects.
 14. Provide training and work direction to seasonal interns.
 15. Inspection and field collection of the location and attributes of the assets maintained by Aitkin County.
 16. Work with the County Surveyor to build and maintain a strong Division team environment and effective working relationships with other public officials, staff and the general public. The employee is responsible for maintaining a safe environment for self and others and is accountable for such as described in the Aitkin County Personnel Policy. Regular attendance is essential to the maintenance of a smooth and consistent workflow of the employee's responsibilities and the functions of the department as a whole
 17. Attends certification classes, trainings and meetings for the highly specialized programs including, but not limited to State of Minnesota surveying statutes, methodology and technical certification as needed and all required advanced knowledge and skill to ensure the successful achievement of Division objectives.
 - ~~10.~~18. Recommends purchase of equipment and supplies needed.
- Performs other related duties as assigned or apparent- that are reasonably related to this position and qualifications. In emergency situations, duties which might not be reasonably assigned to an employee's position may have to be assigned.

Minimum Qualifications~~Civil Technology not Civil Engineering~~

~~AAS degree or equivalent~~Degree in Land Surveying, ~~plus three or more~~Civil Technology, or related field and a minimum of five (5) years related land survey and progressive work experience with a Governmental agency or private consulting firm. No automatic increase....include language about demonstrated performance, budget, and dept head approval

Or



Position Description

High School Diploma/GED and a minimum of ten (10) years related and progressive work experience with a survey agency or private consulting firm.

Valid Minnesota driver's license required. Employment reference checks, a criminal background check, and pre-employment physical will be performed as part of the pre-employment process.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. County and departmental policies, procedures, and practices.
2. State and local laws, rules, and regulations relevant to the work performed in this position, including legal aspects of land surveying and boundary control as established both by common and statute law.
3. Thorough knowledge of principles and practices of land surveying principles, methods and standards including the U.S. public land survey system.
4. Knowledge of the principles of geodetic surveying and global positioning systems
5. Principles and standards used in the preparation and interpretation of land descriptions and subdivision plats.
6. Proper field procedures/quality control methodology to ensure data integrity and accuracy.
- 4.7. Thorough knowledge of mathematics, trigonometry, geometry and an understanding of physics as it applies to land surveying.
- 5.8. Thorough knowledge and understanding of state, county and local subdivision regulations.
9. Knowledge of effective data research procedures.
- 6.10. OSHA safety standards and regulations.
- 7.11. General office work such as filing and recording information.

Skill in:

1. Written Strong written and oral communication skills sufficient to communicate the policies and procedures of the department to land owners landowners and the general public.
2. Strong problem solving written and critical thinking verbal communication skills to explain complex land title problems and how they originated.
3. Ability to solve practical problems and deal with a variety of difficult situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagrams or schedule forms. Ability to use independent judgment to analyze a variety of changing conditions and then determine the course of action necessary to continue
- 3.4. Operating global positioning systems and software packages such as AutoCad, Generic Cad, Starnt, Arcview AutoCAD Civil 3D, ArcView and Arcinfo, Trimble Business Center and total stations and their related accessories.
- 4.5. Proficient Expert GPS and compass orienteering.
- 5.6. Reading, writing, and speaking English proficiently.
- 6.7. Effectively organizing and prioritizing workload.

Ability to:



Position Description

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat co-workers, supervisors, and subordinates with respect, honesty, and consideration.
- ~~2.~~ Ability to apply surveying knowledge and understand legal descriptions skill to complex and several different types specific surveying problems and situations
- ~~3.~~ Ability to communicate technical information in a non-technical manner to other county staff or the general public
- ~~4.~~ Ability to balance project requirements with numerous and often competing needs.
- ~~2-5.~~ Ability to work as part of maps a project management team to keep a project on budget and schedule and within the approved scope of work within the project charter.
- ~~3-6.~~ Stay current and adapt to constantly changing complicated equipment in the land surveying profession.
- ~~4-7.~~ Read and write detailed and interpret complicated real estate descriptions.
- ~~5-8.~~ Establish lost corners when there are various options available.
- ~~6-9.~~ Safely operate chainsaws, brush axes, ATVs, snowmobiles and pickup trucks.
- ~~7-10.~~ Work in all types of weather and conditions
- ~~8-11.~~ Physically traverse topography in treacherous conditions.
- ~~9-12.~~ Communicate effectively with land owners landowners and the public using good judgment, integrity, and tact.
- ~~13.~~ Ability to deal with upset citizens and maintain composure when dealing with hostile individuals
- ~~10-14.~~ Demonstrate a high degree of self-motivation and the ability to work independently
- ~~11-15.~~ Endure hazardous insect insects, animals, traffic, and plants.
- ~~12-16.~~ Maintain accurate daily logs.
- ~~13-17.~~ Motivate and direct assigned staff as they work.

Language Skills

~~Intermediate~~ High Skills - Ability to read and interpret technical documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write technical reports and correspondence. Ability to speak effectively before groups of customers or employees of the organization.

Mathematical Skills

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs. Ability to calculate figures and amounts such as discounts, interest, commissions, proportions, percentages, area, circumference, and volume. Ability to apply concepts of basic algebra and geometry. Ability to work with mathematical concepts such as probability and statistical inference, and fundamentals of plane and solid geometry and trigonometry. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. Ability to apply advanced mathematical concepts such as exponents, logarithms, quadratic equations, and permutations. Ability to apply mathematical operations to such tasks as frequency distribution, determination of test reliability and validity, analysis of variance, correlation techniques, sampling theory, and factor analysis.



Position Description

Reasoning Skills

Very High Skills – Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists. Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

Computer Skills

To perform this job successfully, an individual ~~should~~shall be proficient at using the following software.

County Payroll Software, E-time, Webfusion, Microsoft Word, Excel, Outlook, ~~AutoCad, Generic Cad, Starnt, Areview, Arcinfo~~AutoCAD Civil 3-D, ArcView, Arcinfo, Trimble Business Center, Trimble Access and other job-related software.

Ability to Travel

Daily travel required, approximately 100 miles per day on highways and forest roads.

Competencies

To perform the job successfully, an individual should consistently demonstrate the following competencies (definitions attached or available upon request):

Ethics, attendance/punctuality, safety and security, dependability, analytical, problem solving, technical skills, customer service, interpersonal skills, oral communication, written communication, teamwork, leadership, quality management, cost consciousness, diversity, organizational support, judgment, motivation, planning/organizing, professionalism, quality, quantity, adaptability, and initiative.

Work Environment

The noise level in the work environment is usually moderate.

Works primarily outside and is exposed to very hot summer and extreme cold winter temperatures, depending on the weather. Hazardous terrain must be negotiated while transporting moderate to heavy loads. Exposure to industrial accidents caused by vehicles and sharp cutting tools, as well as environmental hazards such as animals, wood ticks, biting and stinging insects, poison ivy and other noxious plants. Remote work areas susceptible to illegal activities. Fumes from welding and petroleum products along with hearing protection required for several activities. One other hazard is people who perceive they are being cheated or deprived of some aspect of their land or ownership rights may become ~~offensive~~verbally aggressive or violent.

Equipment and Tools

Surveying equipment - transit, total station, GPS sensors and receivers, RTK Bridge, computer, copier, ~~fax,~~ telephone, printer, ~~and county-owned vehicles,~~ trailers, snowmobiles, ATVs, snowshoes, chainsaws, brush axe, axe, hatchet, shovel and metal detector.



Position Description

Physical Activities/Requirements

Climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, carrying, use of fingers, grasping, talking, hearing, seeing, and repetitive motions. Must have the ability to lift and/or carry up to ~~50~~70 pounds on a regular basis.

While performing the duties of this job, the employee performs medium work, exerting up to ~~50~~70 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. Position requires walking long distances ~~in-sometimes~~while carrying work related equipment in frequently difficult terrain.

Working safely is a condition of employment. Aitkin County is a drug-free and alcohol-free workplace.

Disclaimer

The above statements are intended to describe the general nature and level of the work being performed by employees assigned to this job classification. This is not an exhaustive list of all duties and responsibilities. Aitkin County reserves the right to amend and change responsibilities to meet organizational needs as necessary. This job description does not constitute an employment agreement between the employer and employee.

Reasonable Accommodation Notice

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

~~05/13/2014~~

Our Vision: *We strive to be a county of safe, vibrant communities that place value on good stewardship of local resources.*

Our Mission: *Aitkin County's mission is to provide outstanding service in a fiscally responsible manner through innovation and collaboration with respect for all.*

Our Core Values: *Collaboration, Innovation, Integrity, People-Focused, Professionalism*



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Personnel Committee Recommendations

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

Submitted by: Bobbie Danielson, HR Director	Department: HR Dept.
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Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 3 minutes
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Summary of Issue:

The Personnel Committee unanimously recommends changing one full-time Accounting Technician position (currently vacant) to a full-time Case Aide position. Both are Grade 4 positions.

Former HHS Director Cynthia Bennett (now retired) shared: Due to conducting lean processes and utilizing technology we do not need to replace this Accounting Tech position. She proposed that we reclassify the Accounting Tech to a Case Aide who can work at the front reception area (cost neutral). Case Aides focus on the more complex level tasks to support Social Workers and Financial Services staff. The personnel committee unanimously supports this request. Sarah Pratt, newly hired HHS Director, also supports this request.

Alternatives, Options, Effects on Others/Comments:

Job descriptions available from HR upon request.

Recommended Action/Motion:

Motion to change one Accounting Tech position (vacant) to a Case Aide position and authorize filling the full-time position.

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:*

This is a budgeted position. (Case Aide is the same grade level as Accounting Tech, both Grade 4's.)



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date:

Title of Item:

<p>REGULAR AGENDA</p> <p>CONSENT AGENDA</p> <p>INFORMATION ONLY</p>	<p>Action Requested:</p> <p style="margin-left: 20px;">Approve/Deny Motion</p> <p style="margin-left: 20px;">Adopt Resolution (attach draft)</p> <p style="margin-left: 40px;"><i>*provide copy of hearing notice that was published</i></p>	<p>Direction Requested</p> <p style="margin-left: 20px;">Discussion Item</p> <p style="margin-left: 20px;">Hold Public Hearing*</p>
Submitted by:		Department:
Presenter (Name and Title):		Estimated Time Needed:
<p>Summary of Issue:</p>		
<p>Alternatives, Options, Effects on Others/Comments:</p>		
<p>Recommended Action/Motion:</p>		
<p>Financial Impact:</p> <p><i>Is there a cost associated with this request?</i> Yes No</p> <p><i>What is the total cost, with tax and shipping? \$</i></p> <p><i>Is this budgeted?</i> Yes No <i>Please Explain:</i></p>		

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

ADOPTED January 24, 2023

By Commissioner: xxx

20230103-xxx

Award Contract 20231

WHEREAS, Contract No. 20231 is for construction of S.P. 001-611-003, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Tuesday, January 17, 2023 with a total of six bids received, and

WHEREAS, _____ was the lowest responsible bidder in the amount of \$ _____.

NOW THEREFORE, BE IT RESOLVED, that _____ be awarded Contract 20231.

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 24th day of January 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 24th day of January 2023

Jessica Seibert
County Administrator



Aitkin County Board of Commissioners Committee Reports Forms

7A

Agenda Item #

Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Leiviska
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3rd Wednesday	Wedel
Aitkin Economic Development Administration	Quarterly	3rd Thursday	Wedel
Arrowhead Counties Association	8 or 9x yearly Sept. to May	1x a month, 3rd Wed.	Kearney, Alt. Westerlund
Arrowhead Economic Opportunity Agency	Bi-monthly (begin Feb.)	3rd Wednesday	Kearney, ALT. Leiviska
Arrowhead Regional Development Comm.	Quarterly	3rd Thursday	Leiviska Alt. Sample
ATV Committee	Monthly		Sample and Westerlund
Big Sandy Lake Management Plan	Monthly	2nd Wednesday	Sample Alt. Kearney
Brainerd 1 Watershed 1 Plan	Monthly	4th Tuesday	Wedel
Budget Committee	Monthly	1st Tuesday	Westerlund and Wedel
East Central Regional Library Board	Monthly	2nd Monday	Leiviska Alt. Sample
Economic Development	Monthly	4th Wednesday	Wedel and Sample
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Kearney and Sample
Extension	4x year	Monday	Kearney Alt. Westerlund
Facilities/Technology	As needed		Wedel and Westerlund
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Leiviska
Historical Society (Liaison)	Monthly	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Kearney
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
NE MN Office Job Training	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Sample, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Westerlund and Wedel
Planning Commission	Monthly	3rd Monday	Westerlund Alt. Kearney
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River Watershed	Monthly	4th Monday	Sample Alt. Leiviska
Snake River 1W1P Policy			Sample, Alt. Leiviska
Sobriety Court	Bi-Monthly	3rd Thursday	Wedel
Solid Waste Advisory	As needed		Wedel and Sample
Toward Zero Deaths	Monthly	2nd Wednesday	Wedel
Tri-County Community Health Services	Bi-Monthly	2nd Thursday	Westerlund



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: January 24, 2023

Title of Item: Administrator Updates

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

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title):	Estimated Time Needed: 5 min
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Summary of Issue:
Administartor Updates

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

8B
Agenda Item #

Requested Meeting Date: January 24, 2023

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, County Administrator	Estimated Time Needed:
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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:*