



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: March 28, 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: **2552 346 9623**

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)**

9:55 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 give minutes but will take the information and finds 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-**
March 14, 2023 to March 27, 2023
- B) Approve County Board Minutes-**
March 14, 2023
- C) Approve Electronic Funds Transfers**
- D) Approve Commissioner's Vouchers**
- E) Approve Manual Warrants/Voids/Corrections-**
Wex 03.09.2023
- F) Approve Manual Warrants/Voids/Corrections-**
Med FSA Claims 2023
- G) Approve Manual Warrants/Voids/Corrections-**
FSA Claims 2022 and 2023
- H) Approve Manual Warrants/Voids/Corrections-**
Elan Paid 03.02.2023
- I) Approve Manual Warrants/Voids/Corrections-**
FSA Claims Paid 03.20.2023
- J) Approve Manual Warrants/Voids/Corrections-**
Wex, FSA Claims 2023
- K) Approve-**
Purchase of 2 Ford Pickups - Land Department
- L) Approve-**
Application for Retail Sales of Tobacco Products
- M) Approve-**
Application for Retail Sales of Tobacco - New Business
- N) Approve-**
Affidavit for Duplicate of Lost Warrant - Theresa James
- O) Approve-**
Affidavit for Duplicate of Lost Warrant - Rochester Public Transit
- P) Approve-**
Affidavit for Duplicate of Lost Warrant - April James
- Q) Adopt Resolution-**
Temp Liquor License - Wealthwood Rod & Gun Club
- R) Adopt Resolution-**
STS Donation - Logan Township
- S) Adopt Resolution-**
SR Donation - Wealthwood Township

9:55 a.m.

- 3) Chris Sutch – IT Manager
- A) Approve FRF Request - IT, Video Rooms for Jail
 - B) Approve Marco Bid - \$27,192.02
 - C) Approve Dutch's Electric Bid - \$2,731.00
 - D) Approve Dutch's Electric Bid - \$4,600.00

10:00 a.m.

- 4) Dave McMillan – LLCC Manager
- A) Approve FRF Request - Lobby for Outdoor School for All Bill

10:05 a.m.

- 5) John Welle – County Engineer
- A) Award Contract 20232

10:15 a.m.

- 6) Andrew Carlstrom – Environmental Services Director
- A) Approve Residential Waste Electronics Collection
 - B) Discussion Only - Amendment to Zoning Ordinance - Membership to PC/BOA
 - C) Approve SSTS Inspection Contract

10:30 a.m.

- 7) Bobbie Danielson – Human Resources Director
- A) Personnel Committee Recommendations

10:40 a.m.

- 8) Travis Leiviska - District 3 County Commissioner
- A) Consider Funding Support Letter

10:45 a.m.

- 9) Jessica Seibert – County Administrator
- A) Appoint Commissioner to new ARDC Cohort
 - B) Administrator Updates

10:55 a.m.

- 10) Board of Commissioners
- A) Committee Reports

ADJOURN



AITKIN COUNTY BOARD OF COMMISSIONERS

March 14, 2023

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 9:04 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
Jessica Seibert	County Administrator	Present
Brittany Searle	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund

1.D No Citizens Public Comment

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Michael Kearney

A) Correspondence File-

February 28, 2023 - March 13, 2023

B) Approve County Board Minutes-

February 28, 2023

C) Approve Electronic Funds Transfers

Total	\$1,466,386.31
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D) Approve Commissioner's Vouchers

	General	Reserves	RB	HHS	Total
	\$159,181.94	\$31,097.75	\$50,167.87	\$15,397.94	
	\$13,602.78	\$290.00	\$24,553.80	\$5,549.73	
	\$16,333.33				\$316,175.14

E) Approve Manual Warrants/Voids/Corrections-

FSA Claims 02.22.2023

	General	Total
	\$1,487.75	
		\$1,487.75

F) Approve Manual Warrants/Voids/Corrections-

FSA Claims 02.24.2023

	General	Total
	\$697.28	
		\$697.28

**G) Approve Manual Warrants/Voids/Corrections-
FSA Claims 02.27.2023**

General	\$189.80							
							Total	\$189.80

**H) Approve Manual Warrants/Voids/Corrections-
ELAN 02.16.2023**

							Total	\$0.00

**I) Approve Manual Warrants/Voids/Corrections-
Dependent Care FSA Claims 2023**

General	\$208.34							
							Total	\$208.34

**J) Approve Auditor Vouchers-
Auditor Warrant 03.03.2023**

General	\$41,046.18	RB	\$49,240.00					
							Total	\$90,286.18

**K) Approve Commissioner's Vouchers
Sales Use Tax and Diesel Tax February 2023**

General	\$194.42	RB	\$1,379.44	LLCC	\$51.93	Parks	\$70.76	
							Total	\$1,696.55

**L) Approve Auditor Vouchers-
Production Tax**

Townships	\$115,852.00							
							Total	\$115,852.00

**M) Approve Manual Warrants/Voids/Corrections-
LLCC Fees 03.03.2023**

LLCC	\$169.14							
							Total	\$169.14

**N) Approve Manual Warrants/Voids/Corrections-
MTG Deed 03.06.2023**

General	\$0.04	State	\$148,763.67					
							Total	\$148,763.71

**O) Approve Manual Warrants/Voids/Corrections-
FSA Claims 03.07.2023**

General	\$1,470.10							
							Total	\$1,470.10

**P) Approve-
Equipment Purchase - Mower**

**Q) Approve-
Equipment Purchase - Pickup Truck**

**R) Adopt Resolution- Resolution #20230314-022
SR Donation - White Pine Township**

**S) Adopt Resolution- Resolution #20230314-023
2022 Annual Apportionment of Forfeited Tax Sales**

**T) Approve-
2023 Tobacco License Renewal Applications**

Regular Agenda

3A Minnesota Power and Great River Energy
Informational Only

Northland Reliability Project

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

4A John Welle – County Engineer

Motion to:

Adopt Resolution - MnDOT Grant Agreements - SP 001-611-003

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample
Resolution # 20230314-024

John Welle – County Engineer

4B **Motion to:**

Approve MnDOT Local Bridge Agreement

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Michael Kearney
Resolution # 20230314-025

5A Dennis Thompson – Land Commissioner

Motion to:

Table Northern Waters Land Trust Support Letter

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Tabled to a future meeting.

6A Jessica Seibert – County Administrator

Motion to:

Approve Transformative Learning Institute Contract

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

6B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Regular 1:1s, Performance Evaluations, Facilities, Economic Development, MACA Regional Meeting, AMC
Legislative Update, FEMA Update

7A Bobbie Danielson – Human Resources Director

Motion to:

Ratify Local #504 Licensed Essential Unit 2023-2025 Agreement

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

8A **Motion to Close Meeting Under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege**

Motion made at 10:15 a.m.

MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Michael Kearney

Motion to Reopen Meeting

Motion made at 10:32 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska

8B Kendra Olson - Attorney with Pemberton Law

Motion to:

PERA Disability Settlement

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska

Committee Reports

Talon Metals, Snake River Watershed, Ordinance Committee, Economic Development, MRC

Motion to Adjourn

Motion made at 11:02 a.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, March 28, 2023

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

Jessica Seibert
County Administrator

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

ADOPTED March 14, 2023

By Commissioner: Westerlund

20230314-022

Accept Donation

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

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

Township of White Pine \$100.00

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

Township of White Pine Aitkin County Search and Rescue

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

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

Commissioner Kearney 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 14th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator

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

ADOPTED March 14, 2023

By Commissioner: Westerlund

20230314-023

Transfer of 2022 Tax-Forfeited Funds

WHEREAS, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$0.50 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2022 calendar year was \$30,000, and

WHEREAS, a gravel pit rehabilitation account has been established, and \$0.15 per yard of gravel taken out of county pits will be placed in this account, the 2022 amount to be placed in this account is \$98.15,

NOW THEREFORE, BE IT RESOLVED, that the amount of:

\$30,000 be transferred from the Forfeited Tax Sales Account (10-923-6900) to the County Auditor account (01-040-5590), AND

\$98.15 shall be transferred from the Forfeited Tax Sales Account (10-923-6900) to the Gravel Pit Account (11-936-5252).

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

FIVE MEMBERS PRESENT

All Members Voting xxx

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 14th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14^h day of March 2023

Jessica Seibert

Jessica Seibert – County Administrator

By Commissioner: Leiviska

20230314-024

**RESOLUTION
For Agreement to State Transportation Fund
Local Bridge Replacement Program
Grant Terms and Conditions
SAP 001-611-003
3-14-23**

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 01J48; and

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

WHEREAS, the amount of the grant has been determined to be \$ 147,679.85 by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.50, and will pay any additional amount by which the cost exceeds the estimate and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Commissioner Kearney 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 14th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator

By Commissioner: Westerlund

20230314-025

RESOLUTION
Exhibit E for Grant Agreement to State Transportation Fund
Local Road Improvement Program
Grant Terms and Conditions
SAP 001-611-003
3-14-23

WHEREAS, Aitkin County has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for Local Road Improvement; and

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

WHEREAS, the amount of the grant has been determined to be **\$1,000,000.00** by reason of the lowest responsible bid;

NOW THEREFORE, be it resolved that Aitkin County does hereby agree to the terms and conditions of the grant consistent with Minnesota Statutes, section 174.52 and will pay any additional amount by which the cost exceeds the estimate, and will return to the Minnesota State Transportation Fund any amount appropriated for the project but not required. The proper county officers are authorized to execute a grant agreement and any amendments thereto with the Commissioner of Transportation concerning the above-referenced grant.

Commissioner Sample 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 14th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 3/28/2023

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 3/20/23

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 March 20, 2023 Board Meeting March 28, 2023

Abstract Number	Date	Amount	Reason
21653	3/7/23	\$1,470.10	Manual Abstract
21654	3/9/23	\$6.10	Manual Abstract
21655	3/10/23	\$660,671.87	Payroll Abstract
21656	3/10/23	\$9,331.76	Commissioner Abstract
21657	3/10/23	\$4,705.44	Auditor Abstract
21658	3/13/23	\$7.80	Manual Abstract
21659	3/14/23	\$712.34	Manual Abstract
21660	3/17/23	\$86,824.59	Commissioner Abstract
21661	3/17/23	\$13,342.24	Auditor Abstract
21662	3/16/23	\$5,913.29	Manual Abstract

\$0
Voids/No ACH

\$782,985.53

WLC1
3/14/23

1:34PM

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
0	DEPT			Undesignated			
10167	Estate of Robert Graf 01-000-000-0000-2320		13,500.00	RETURN OF FUNDS FROM VEHICLE F	FORFEITURE RETU	Unavailable Rev - Sheriff Department	N
10167	Estate of Robert Graf		13,500.00	1 Transactions			
0	DEPT Total:		13,500.00	Undesignated	1 Vendors	1 Transactions	
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		116.00	JAN 24 SYNOPSIS 02/22/2023	1294075	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		116.00	1 Transactions			
248	Association of Mn Counties 01-001-000-0000-6241		1,050.00	COMMISSIONER LEGISLATIVE CONF. 02/22/2023	LEG CONF	Registration Fee	N
248	Association of Mn Counties		1,050.00	1 Transactions			
9560	Wedel/Mark 01-001-000-0000-6330		45.85	WEDEL - MILEAGE 02/28/2023	WEDEL MILEAGE	Transportation/Travel/Parking	N
9560	Wedel/Mark		45.85	1 Transactions			
1	DEPT Total:		1,211.85	Commissioners	3 Vendors	3 Transactions	
12	DEPT			Court Administration			
9323	Avery/Jill 01-012-000-0000-6205		2.46	POSTAGE 01/11/2023	JAN-FEB 2023	Postage	Y
	01-012-000-0000-6263		266.25	ATTORNEY SERVICES 01/11/2023	JAN-FEB 2023	Contract Legal Services	Y
9323	Avery/Jill		268.71	2 Transactions			
11634	Gammello & Pearson PLLC 01-012-000-0000-6263		30.00	91282 / 01-P4-05-000433	2017039	Contract Legal Services	Y
	01-012-000-0000-6263		37.50	91283 / 01-P4-17-186	2017039	Contract Legal Services	Y
	01-012-000-0000-6263		112.50	91284 / 01-JV-22-281	2017039	Contract Legal Services	Y
	01-012-000-0000-6263		135.00	91285 / 01-PR-23-103	2017039	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		60.00	01-PR-17-186	90809	Contract Legal Services	Y
11634	Gammello & Pearson PLLC		375.00	5 Transactions			
12	DEPT Total:		643.71	Court Administration	2 Vendors	7 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age 01-040-021-0000-6230		309.00	THE GUIDE ADVERTISEMENT 02/01/2023 02/28/2023	1290352	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		309.00	1 Transactions			
9594	MACATFO 01-040-000-0000-6241		50.00	MACATFO-SPRING '23	SPRING '23	Registration Fee	N
9594	MACATFO		50.00	1 Transactions			
86235	The Office Shop Inc 01-040-021-0000-6480		581.95	CASH REGISTER	1124547-0	Small Furniture/Equipment	N
	01-040-000-0000-6405		5.00	EARBUDS (K.P.)	325797-0	Office Supplies	N
86235	The Office Shop Inc		586.95	2 Transactions			
40	DEPT Total:		945.95	Auditor	3 Vendors	4 Transactions	
42	DEPT			Treasurer			
9594	MACATFO 01-042-000-0000-6241		50.00	NORTH REGION MEETING 4/27-4/28	APRIL 2023	Registration Fee	N
9594	MACATFO		50.00	1 Transactions			
86235	The Office Shop Inc 01-042-000-0000-6405		26.76	HIGHLIGHTERS, NOTEPADS, ETC	325774-0	Office Supplies	N
86235	The Office Shop Inc		26.76	1 Transactions			
42	DEPT Total:		76.76	Treasurer	2 Vendors	2 Transactions	
43	DEPT			Assessor			
10452	AT&T Mobility 01-043-000-0000-6220		317.33	WIRELESS	287298660812	Telephone	N
10452	AT&T Mobility		317.33	1 Transactions			

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9934	WEX BANK - Assessors 01-043-000-0000-6335		591.64	FUEL	87816515	Gas/Vehicle Fuel Charges	N
9934	WEX BANK - Assessors		591.64	1 Transactions			
43	DEPT Total:		908.97	Assessor	2 Vendors	2 Transactions	
44	DEPT			Central Services			
356	Arrowhead Counties Assn 01-044-000-0000-6846		2,750.00	2023 ARDC DUES	2023 DUES	Arrowhead Counties Appropriations	N
356	Arrowhead Counties Assn		2,750.00	1 Transactions			
15353	Hildi Inc. USI 01-044-000-0000-6360		3,210.00	ACTUARIAL DISCLOSURES GASB 75	14799	Services, Labor, Contracts	N
15353	Hildi Inc. USI		3,210.00	1 Transactions			
89081	North Ambulance Brainerd 01-044-000-0000-6841		2,770.00	FEB 2023 SUBSIDY	02/28/2023	Ambulance Appropriations	N
89081	North Ambulance Brainerd		2,770.00	1 Transactions			
3336	Office Of MN. IT Services 01-044-000-0000-6360		1,338.65	FEBRUARY WAN SERVICES 02/01/2023 02/28/2023	DV23020314	Services, Labor, Contracts	N
3336	Office Of MN. IT Services		1,338.65	1 Transactions			
10109	Quadient, Inc 01-044-048-0000-6405		30.00	SEALING KIT	40203485	Postage Supplies	N
10109	Quadient, Inc		30.00	1 Transactions			
9261	RTVision, Inc. 01-044-000-0000-6360		2,757.07	TIMECARD-BASIC SUPPORT/MAIN 05/01/2023 04/30/2024	INV274	Services, Labor, Contracts	N
9261	RTVision, Inc.		2,757.07	1 Transactions			
86235	The Office Shop Inc 01-044-000-0000-6360		570.19	PRINTING SERVICES 02/10/2023 02/10/2023	325669-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		570.19	1 Transactions			

Aitkin County



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

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 Total:		13,425.91	Central Services	7 Vendors	7 Transactions
45	DEPT		Motor Pool			
170	Aitkin Motor Company					
	01-045-000-0000-6302		61.15	OIL CHANGE AND RECALL CAR# 11	42216	Vehicle Maintenance N
				1 Transactions		
170	Aitkin Motor Company		61.15			
13934	The Tire Barn					
	01-045-000-0000-6302		51.67	OIL CHANGE #65	66649	Vehicle Maintenance N
				1 Transactions		
13934	The Tire Barn		51.67			
45	DEPT Total:		112.82	Motor Pool	2 Vendors	2 Transactions
49	DEPT		Information Technologies			
7916	AT&T Mobility					
	01-049-000-0000-6220		49.72	IT CELL PHONE FEB23	287322433519	Telephone N
				1 Transactions		
7916	AT&T Mobility		49.72			
9046	Loffler Companies, Inc.					
	01-049-000-0000-6283		6,820.00	NEC SWA - ANNUAL	4259498	Programming, Services, Contracts N
				1 Transactions		
9046	Loffler Companies, Inc.		6,820.00			
49	DEPT Total:		6,869.72	Information Technologies	2 Vendors	2 Transactions
52	DEPT		Administration			
248	Association of Mn Counties					
	01-052-000-0000-6241		350.00	JESSICA LEGISLATIVE CONF	LEG CONF	Registration Fee N
				02/22/2023 02/23/2023		
				1 Transactions		
248	Association of Mn Counties		350.00			
52	DEPT Total:		350.00	Administration	1 Vendors	1 Transactions
53	DEPT		Human Resources			
86222	Aitkin Independent Age					
	01-053-000-0000-6230		30.65	HIRING AD	1282805	Printing, Publishing & Adv Y
	01-053-000-0000-6230		30.65	HIRING AD	1282805	Printing, Publishing & Adv Y
				2 Transactions		
86222	Aitkin Independent Age		61.30			

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
13412	Pemberton, Sorlie, Rufer & Kershner PLLP 01-053-000-0000-6263		1,914.80	FK MEDIATION INVOICE 01/01/2023 01/31/2023	1/31/2023	Contract Legal Services	Y
	01-053-000-0000-6263		1,097.25	FK MEDIATION 02/27/2023 02/27/2023	4359	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		3,012.05	2 Transactions			
5774	Riverwood Healthcare Clinic 01-053-000-0000-6265		110.00	PRE EMPLOYMENT 02/01/2023 02/04/2023	70016043	Background Check Fee	N
5774	Riverwood Healthcare Clinic		110.00	1 Transactions			
10879	Shred-It 01-053-000-0000-6360		106.32	QUARTERLY SHREDDING 01/25/2023 01/25/2023	8003416198	Services, Labor, Contracts	N
10879	Shred-It		106.32	1 Transactions			
86235	The Office Shop Inc 01-053-000-0000-6405		9.32	NICOLE - NEW HIRE FOLDERS 03/03/2023 03/03/2023	1124396-0	Office Supplies	N
86235	The Office Shop Inc		9.32	1 Transactions			
9894	Vault Health 01-053-000-0000-6265		283.77	FEBRUARY VAULT HEALTH 02/01/2023 02/28/2023	FL00566776	Background Check Fee	6
9894	Vault Health		283.77	1 Transactions			
53	DEPT Total:		3,582.76	Human Resources	6 Vendors	8 Transactions	
60	DEPT			Elections			
86222	Aitkin Independent Age 01-060-000-0000-6230		67.49	PUBLIC ACCURACY TEST 01/25/2023 01/25/2023	1293153	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		67.49	1 Transactions			
9561	Amazon Business 01-060-000-0000-6405		26.30	ELECTION JUDGE NAME BADGES 01/25/2023 01/25/2023	1PVL-RRD7-FPC9	Office Supplies	N
9561	Amazon Business		26.30	1 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
60	DEPT Total:		93.79	Elections	2 Vendors	2 Transactions	
90	DEPT			Attorney			
248	Association of Mn Counties 01-090-000-0000-6268		75.00	BLDG FOUNDATIONS-LAND USE TRNG	102_LANDUSE2023	Staff Training, Development	N
248	Association of Mn Counties		75.00		1 Transactions		
10855	Culligan Soft Water 01-090-000-0000-6625		76.30	MONTHLY DELIVERY	150X01406602	Capital - Office & Other Equipment	N
10855	Culligan Soft Water		76.30		1 Transactions		
4036	Ratz/James 01-090-000-0000-6330		66.60	AMC SEMINAR MILEAGE REIMBURSE	0000	Transportation/Travel/Parking	N
4036	Ratz/James		66.60		1 Transactions		
5173	Thomson Reuters-West Publishing 01-090-000-0000-6406		1,537.44	ONLINE/SOFTWARD SUBSCRIPTION C	847913257	Law Publ. & Subscriptions	N
	01-090-000-0000-6406		346.73	LIBRARY PLAN CHARGE	848008898	Law Publ. & Subscriptions	N
5173	Thomson Reuters-West Publishing		1,884.17		2 Transactions		
90	DEPT Total:		2,102.07	Attorney	4 Vendors	5 Transactions	
100	DEPT			Recorder			
9561	Amazon Business 01-100-196-0000-6625		469.97	MONITOR	1V6H-XK7Q-GTC3	Office & Other Equipment-Recorder's	N
9561	Amazon Business		469.97		1 Transactions		
10452	AT&T Mobility 01-100-000-0000-6220		34.43	RECORDER CELL PHONE	287323078605	Telephone	N
				01/06/2023	01/25/2023		
10452	AT&T Mobility		34.43		1 Transactions		
13850	NORTHSTAR 01-100-000-0000-6405		175.70	VITAL RECORD PAPER	50831889	Office Supplies	N
13850	NORTHSTAR		175.70		1 Transactions		
14814	Snyder/Tara 01-100-000-0000-6332		319.36	2023 AMC CONFERENCE LODGING	2023 AMC	Hotel / Motel Lodging	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
	01-100-000-0000-6339		15.71	MEALS-DAY 3 01/25/2023 01/27/2023	2023 AMC	Meals (Overnight)	N
	01-100-000-0000-6339		10.99	AMC 2023-FOOD 01/25/2023 01/25/2023	2023 AMC	Meals (Overnight)	N
	01-100-000-0000-6339		27.53	2023 MACO-MEAL	2023 MACO	Meals (Overnight)	N
	01-100-000-0000-6335		37.49	AMC CONFERENCE-GAS/FUEL	AMC 2023	Gas/Vehicle Fuel Charges	N
	01-100-000-0000-6339		28.88	AMC 2023 MEAL 1/25/23	AMC 2023	Meals (Overnight)	N
14814	Snyder/Tara		439.96	6 Transactions			
86235	The Office Shop Inc						
	01-100-000-0000-6405		180.27	OFFICE SUPPLIES	1121154-0	Office Supplies	N
	01-100-000-0000-6405		13.18	OFFICE SUPPLIES	1121154-1	Office Supplies	N
	01-100-000-0000-6405		53.90	OFFICE SUPPLIES	1121959-0	Office Supplies	N
	01-100-000-0000-6405		22.73	OFFICE SUPPLIES	1121959-1	Office Supplies	N
	01-100-000-0000-6360		50.00	TYPEWRITER REPAIR	1122059-0	Services, Labor, Contracts	N
	01-100-000-0000-6405		155.37	OFFICE SUPPLIES	1122355-0	Office Supplies	N
	01-100-000-0000-6405		21.98	OFFICE SUPPLIES	1123952-0	Office Supplies	N
	01-100-000-0000-6405		29.83	OFFICE SUPPLIES	1123962-0	Office Supplies	N
	01-100-000-0000-6360		827.25	COPIER CONTRACT	325544-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		1,354.51	9 Transactions			
6101	West Central Indexing						
	01-100-195-0000-6360		101.76	ICRS FEBRUARY 2023 02/01/2023 02/28/2023	1814	Services, Labor, Contracts-Land Records	N
6101	West Central Indexing		101.76	1 Transactions			
100	DEPT Total:		2,576.33	Recorder	6 Vendors	19 Transactions	
110	DEPT			Courthouse Maintenance			
12106	Antoine Electric						
	01-110-000-0000-6360		128.87	LIGHT REPAIR	22951	Services, Labor, Contracts	Y
	01-110-000-0000-6360		224.60	LIGHT REPAIR	22952	Services, Labor, Contracts	Y
12106	Antoine Electric		353.47	2 Transactions			
13725	Beartooth True Value						
	01-110-000-0000-6415		37.99	FLOOR LEVELER	B217503	Operational Supplies	N
13725	Beartooth True Value		37.99	1 Transactions			
2340	Hyytinen Hardware Hank						

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
	01-110-000-0000-6415		13.48	CHALK LINE. NUTS 02/17/2023 02/27/2023	ACCT 2036	Operational Supplies	N
2340	Hyytinen Hardware Hank		13.48	1 Transactions			
89765	Minnesota Elevator, Inc 01-110-000-0000-6360		379.07	MONTHLY SERVICE 03/01/2023 03/31/2023	1008620	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		379.07	1 Transactions			
15205	Nelson Excavating & Landscaping 01-110-000-0000-6360		2,040.00	SNOW PLOWING	2092	Services, Labor, Contracts	Y
15205	Nelson Excavating & Landscaping		2,040.00	1 Transactions			
4010	Rasley Oil Company 01-110-000-0000-6570		115.97	DIESEL FUEL FOR SKIDSTEER 02/08/2023 02/13/2023	AITCOCO HOS	Motor Fuel & Lubricants	N
4010	Rasley Oil Company		115.97	1 Transactions			
110	DEPT Total:		2,939.98	Courthouse Maintenance	6 Vendors	7 Transactions	
120	DEPT			Veterans Service			
86222	Aitkin Independent Age 01-120-000-0000-6230		309.00	AITKIN AGE - THE GUIDE AD	1287608	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		309.00	1 Transactions			
10452	AT&T Mobility 01-120-000-0000-6220		99.44	FIRSTNET	287298585696	Telephone	N
10452	AT&T Mobility		99.44	1 Transactions			
14508	Janzen/Hugh 01-120-000-0000-6278		50.00	HUGH FEBRUARY	020123	Per Diem	Y
14508	Janzen/Hugh		50.00	1 Transactions			
13934	The Tire Barn 01-120-000-0000-6302		82.47	VET VAN OIL CHANGE 02/24/2023 02/24/2023	66501	Vehicle Maintenance	N
13934	The Tire Barn		82.47	1 Transactions			
9933	WEX BANK - Veteran Services						

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	
		01-120-000-0000-6335			119.20	FLEET FEBRUARY	87816702	Gas/Vehicle Fuel Charges	N
9933	WEX BANK - Veteran Services				119.20	1 Transactions			
11970	Wikelius/Charles								
		01-120-000-0000-6278			50.00	CHARLIE FEBRUARY	020823	Per Diem	Y
11970	Wikelius/Charles				50.00	1 Transactions			
9255	Witt/Warren								
		01-120-000-0000-6278			50.00	WARREN FEBRUARY	022223	Per Diem	Y
9255	Witt/Warren				50.00	1 Transactions			
120	DEPT Total:				760.11	Veterans Service	7 Vendors	7 Transactions	
122	DEPT					Planning & Zoning			
86222	Aitkin Independent Age								
		01-122-000-0000-6230			50.38	MARCH PC	1295200	Printing, Publishing & Adv	Y
		01-122-000-0000-6230			89.75	MARCH ZONING ORDINANCE	1296232	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age				140.13	2 Transactions			
15239	AT&T Mobility								
		01-122-000-0000-6220			223.60	MONTHLY CELLULAR CONTRACT	287301120814	Telephone	N
						01/26/2023 02/25/2023			
15239	AT&T Mobility				223.60	1 Transactions			
15142	Christensen/Charles								
		01-122-000-0000-6278			100.00	FEB PC MEETING	22723	Advisory Board/Committee Per Diem	Y
		01-122-038-0000-6330			142.79	FEB PC MEETING MILEAGE	22723	BOA/PC Mileage	N
		01-122-000-0000-6278			90.00	MARCH BOA MEETING	30123	Advisory Board/Committee Per Diem	Y
		01-122-038-0000-6330			103.49	MARCH BOA MEETING MILEAGE	30123	BOA/PC Mileage	Y
15142	Christensen/Charles				436.28	4 Transactions			
14832	Kulifaj / Stephen								
		01-122-000-0000-6278			100.00	FEB PC MEETING	30123	Advisory Board/Committee Per Diem	Y
		01-122-038-0000-6330			104.80	FEB PC MEETING MILEAGE	30123	BOA/PC Mileage	N
14832	Kulifaj / Stephen				204.80	2 Transactions			
11990	Lange/David								
		01-122-000-0000-6278			100.00	FEB PC MEETING	30123	Advisory Board/Committee Per Diem	Y
		01-122-038-0000-6330			139.52	FEB PC MEETING MILEAGE	30123	BOA/PC Mileage	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
11990	Lange/David		239.52		2 Transactions		
10159	Pine Knot, LLC 01-122-000-0000-6230		35.00	FEB PC - CARLTON COUNTY	5348	Printing, Publishing & Adv	N
10159	Pine Knot, LLC		35.00		1 Transactions		
10164	Plagge/Connor 01-122-000-0000-6339		101.09	MEAL REIMBURSEMENT	30923	Meals (Overnight)	N
10164	Plagge/Connor		101.09		1 Transactions		
4010	Rasley Oil Company 01-122-000-0000-6335		168.89	MONTHLY FUEL CHARGES 02/01/2023 02/28/2023	AITCOZOS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		168.89		1 Transactions		
13424	Sonnee/Dennise J 01-122-000-0000-6278 01-122-038-0000-6330		100.00 75.33	FEB PC MEETING FEB PC MEETING MILEAGE	22723 22723	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
13424	Sonnee/Dennise J		175.33		2 Transactions		
12077	Stromberg/Kevin 01-122-000-0000-6278 01-122-038-0000-6330		90.00 86.46	MARCH BOA MEETING MARCH BOA MEETING MILEAGE	30123 30123	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
12077	Stromberg/Kevin		176.46		2 Transactions		
86235	The Office Shop Inc 01-122-000-0000-6405 01-122-000-0000-6405 01-122-000-0000-6342		5.49 26.20 535.34	AIR DUSTER FLASH DRIVES MONTHLY COPIER CONTRACT 11/17/2022 02/10/2023	1124322-0 1124322-1 325564-0	Office, Film, & Field Supplies Office, Film, & Field Supplies Office Equipment Rental/Contracts	N N N
86235	The Office Shop Inc		567.03		3 Transactions		
8612	Veenker/Thomas H 01-122-000-0000-6278 01-122-038-0000-6330		90.00 100.22	MARCH BOA MEETING MARCH BOA MEETING MILEAGE	30123 30123	Advisory Board/Committee Per Diem BOA/PC Mileage	Y Y
8612	Veenker/Thomas H		190.22		2 Transactions		
10895	Westerlund/Laurie Ann 01-122-000-0000-6278		100.00	MARCH PC MEETING	30123	Advisory Board/Committee Per Diem	Y

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
	01-122-038-0000-6330		145.41	MARCH PC MEETING MILEAGE	30123	BOA/PC Mileage	N
10895	Westerlund/Laurie Ann		245.41	2 Transactions			
122	DEPT Total:		2,903.76	Planning & Zoning	13 Vendors	25 Transactions	
123	DEPT			Coroner			
3987	Ramsey County Medical Examiner						
	01-123-000-0000-6260		1,549.00	A.W. EXAM & TOX	MEDEX-033696	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6260		562.00	V.F. EXAM & TOX	MEDEX-033697	Autopsies--Pathologist, Xrays, Etc	N
	01-123-000-0000-6260		1,569.00	T.A. TOXICOLOGY	MEDEX-033698	Autopsies--Pathologist, Xrays, Etc	N
3987	Ramsey County Medical Examiner		3,680.00	3 Transactions			
9151	River Valley Forensic Services PA						
	01-123-000-0000-6262		1,500.00	A.L.W., V.E.F., T.A.A, JAN SVC	2044	Coroner Fees	6
9151	River Valley Forensic Services PA		1,500.00	1 Transactions			
123	DEPT Total:		5,180.00	Coroner	2 Vendors	4 Transactions	
200	DEPT			Enforcement			
170	Aitkin Motor Company						
	01-200-000-0000-6302		61.05	#217 OIL CHANGE	42509	Vehicle Maintenance	N
170	Aitkin Motor Company		61.05	1 Transactions			
13649	Aitkin Rental Center						
	01-200-000-0000-6590		52.90	TILE SCRAPER	10892	Repair & Maintenance Supplies	1
13649	Aitkin Rental Center		52.90	1 Transactions			
9561	Amazon Business						
	01-200-200-0000-6405		25.49	DUPLICATE PAYMENT	11J3-HM3G-3RTQ	VCET - AIM Office Supplies	N
	01-200-000-0000-6405		5.00	SHARPIES	1FHJ-C6KL-7N9T	Office Supplies	N
	01-200-000-0000-6590		71.92	OFFICE CARPET STRIP FOR STAIRS	1NK9-FG9P-6QMV	Repair & Maintenance Supplies	N
9561	Amazon Business		51.43	3 Transactions			
12106	Antoine Electric						
	01-200-000-0000-6590		336.06	LED LIGHTS BASEMENT, SO,	22950	Repair & Maintenance Supplies	Y
	01-200-000-0000-6590		149.10	REPAIR LIGHTS IN SO	22956	Repair & Maintenance Supplies	Y
12106	Antoine Electric		485.16	2 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1152	Cook/Steven 01-200-000-0000-6260		1,350.00	BACKGROUND INVESTIGATIONS	03092023	Professional Consulting	Y
1152	Cook/Steven		1,350.00	1 Transactions			
10153	Dean's 01-200-000-0000-6359		150.00	23000240- SNOWMOBILE	02282023	Wrecker Service	Y
10153	Dean's		150.00	1 Transactions			
1775	Galls LLC 01-200-000-0000-6180		69.60	#227 PANTS	023558957	Clothing Allowance	N
1775	Galls LLC		69.60	1 Transactions			
3334	MCIT 01-200-019-0000-6352		330.00	CANINE INSURANCE-RUBY 01/19/2023 01/01/2024	8239	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		330.00	1 Transactions			
11197	Mid-States Organized Crime Information 01-200-000-0000-6240		150.00	MOCIC MEMBERSHIP	2023307-IN	Membership/Dues/Association Fees	N
11197	Mid-States Organized Crime Information		150.00	1 Transactions			
86235	The Office Shop Inc 01-200-000-0000-6405		73.43	DEPUTY INK, STAPLES	1124298-0	Office Supplies	N
	01-200-000-0000-6405		102.90	BINDER CLIPS, HIGHLIGHTER, NTPDS	1124520-0	Office Supplies	N
	01-200-000-0000-6360		220.39	ADMIN COPIER COUNT	325659-0	Services, Labor, Contracts	N
86235	The Office Shop Inc		396.72	3 Transactions			
13934	The Tire Barn 01-200-000-0000-6302		56.46	#224 OIL CHANGE	66583	Vehicle Maintenance	N
13934	The Tire Barn		56.46	1 Transactions			
9932	WEX BANK - Sheriff's Department 01-200-000-0000-6335		42.68	#221 GAS	0481-00-848095-6	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		42.68	1 Transactions			
200	DEPT Total:		3,196.00	Enforcement	12 Vendors	17 Transactions	
252	DEPT			Corrections			
10165	Advanced Correctional Healthcare, Inc.						

Aitkin County



1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-252-000-0000-6262		150.00	MENTAL HEALTH SERVICE	125772	Contract Service or Medical Service	6
	01-252-000-0000-6262		46,874.84	ACH PART FEB, MAR, & APR SVCS 02/10/2023 04/30/2023	126342	Contract Service or Medical Service	6
10165	Advanced Correctional Healthcare, Inc.		47,024.84				2 Transactions
9561	Amazon Business						
	01-252-000-0000-6430		417.98	PROPEL, FIXODENT, LANCETS	13FD-J9GG-9WFT	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6405		38.01	SHARPIES	1CX1-VM9H-CL4L	Office Supplies	N
	01-252-000-0000-6405		176.99	JAIL ZOOM TV	1PXV-CRGN-CPJX	Office Supplies	N
9561	Amazon Business		632.98				3 Transactions
12106	Antoine Electric						
	01-252-000-0000-6590		372.14	LED LIGHTS 212, SALLY PORT	22950	Repair & Maintenance Supplies	Y
	01-252-000-0000-6590		159.51	REPAIR LIGHTS IN 105	22956	Repair & Maintenance Supplies	Y
12106	Antoine Electric		531.65				2 Transactions
163	Charter Communications Holdings LLC						
	01-252-252-0000-6465		201.88	INMATE CABLE	006081022823	Inamte Welfare Supplies	N
163	Charter Communications Holdings LLC		201.88				1 Transactions
10855	Culligan Soft Water						
	01-252-000-0000-6342		57.75	MARCH COOLER RENTAL 03/01/2023 03/31/2023	150X01412303	Tower Lease and Rental/Contracts	N
10855	Culligan Soft Water		57.75				1 Transactions
15362	GuidePoint Pharmacy #114 Aitkin						
	01-252-000-0000-6430		1,716.03	INMATE MEDS	30	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		1,437.69	EUCERIN, LANTUS, TUBERSOL	546	Medical Expense/Supplies - Inmates	N
15362	GuidePoint Pharmacy #114 Aitkin		3,153.72				2 Transactions
2340	Hyytinen Hardware Hank						
	01-252-000-0000-6590		16.14	SECURITY SCREWS	7284/1	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank		16.14				1 Transactions
89765	Minnesota Elevator, Inc						
	01-252-000-0000-6360		211.57	MARCH MONTHLY SVC	1008189	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc		211.57				1 Transactions
10412	O'Reilly Auto Parts						

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
		01-252-000-0000-6590			12.93	KITCHEN EXHAUST FAN BELT		1878-144332		Repair & Maintenance Supplies		N
10412	O'Reilly Auto Parts				12.93		1 Transactions					
3789	Pan-O-Gold Baking Company											
		01-252-000-0000-6418			102.42	BREAD & BUNS		10002423054001		Groceries		N
		01-252-000-0000-6418			120.05	BREAD & BUNS		10002423061002		Groceries		N
3789	Pan-O-Gold Baking Company				222.47		2 Transactions					
9808	Performance Foodservice											
		01-252-000-0000-6418			2,715.27	GROCERIES		495413		Groceries		N
		01-252-000-0000-6418			3,517.95	GROCERIES		502887		Groceries		N
9808	Performance Foodservice				6,233.22		2 Transactions					
4010	Rasley Oil Company											
		01-252-000-0000-6330			312.87	TRANSPORTS		AITCOSHERS		Prisoner Transportation & Travel		N
4010	Rasley Oil Company				312.87		1 Transactions					
10771	Regional Diagnostic Radiology											
		01-252-000-0000-6262			100.88	M.W. 11/26/22		RDR508120		Contract Service or Medical Service		6
10771	Regional Diagnostic Radiology				100.88		1 Transactions					
10879	Shred-It											
		01-252-000-0000-6360			96.00	SHREDDING SVC		8003416198		Services, Labor, Contracts		6
10879	Shred-It				96.00		1 Transactions					
90805	Temco											
		01-252-000-0000-6590			19.50	LIGHT MOUNT REPAIR-JAIL		27591		Repair & Maintenance Supplies		Y
90805	Temco				19.50		1 Transactions					
86235	The Office Shop Inc											
		01-252-000-0000-6405			80.99	POST 2 TONER		1124415-0		Office Supplies		N
		01-252-000-0000-6360			137.68	DISPATCH COPIER COUNT		325659-0		Services, Labor, Contracts		N
86235	The Office Shop Inc				218.67		2 Transactions					
5072	Ukuras Big Dollar											
		01-252-000-0000-6418			200.66	CAKE MIX, BROWNIES, PUMPKIN		00193768		Groceries		N
5072	Ukuras Big Dollar				200.66		1 Transactions					
10005	Watson/Linda											

Aitkin County



1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
	01-252-252-0000-6360		40.00	INDIGENT HAIRCUTS	03042023	Services, Labor, Contracts	Y
10005	Watson/Linda		40.00				
				1 Transactions			
252	DEPT Total:		59,287.73	Corrections	18 Vendors	26 Transactions	
253	DEPT			Sentence to Serve			
2340	Hyytinen Hardware Hank						
	01-253-000-0000-6464	AP	39.26	4-WY GRID, GLIDE BRUSH	5829/1	STS Supplies	N
	01-253-000-0000-6464		94.99	RETURN SNO FENCE	6257/1	STS Supplies	N
	01-253-000-0000-6302		18.98	STARTING FLUID, ANTIFREEZE	6986	Vehicle Maintenance	N
	01-253-000-0000-6415		48.26	RAGS, SEALANT, VINYL ELEC	7044/7053/7245	Operational Supplies	N
2340	Hyytinen Hardware Hank		11.51				
				4 Transactions			
4010	Rasley Oil Company						
	01-253-000-0000-6335		382.29	STS GAS	AITCOSHERS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		382.29				
				1 Transactions			
86235	The Office Shop Inc						
	01-253-000-0000-6415		72.92	STS TONER	1124298-1	Operational Supplies	N
86235	The Office Shop Inc		72.92				
				1 Transactions			
253	DEPT Total:		466.72	Sentence to Serve	3 Vendors	6 Transactions	
255	DEPT			Crime Victims			
10879	Shred-It						
	01-255-031-0000-6360		189.48	MONTHLY SERVICE	8003431580	Services, Labor, Contract-Emergency Fu	N
10879	Shred-It		189.48				
				1 Transactions			
255	DEPT Total:		189.48	Crime Victims	1 Vendors	1 Transactions	
257	DEPT			Community Corrections			
14563	Anoka County Corrections						
	01-257-255-0000-6269		8,693.00	RJC CONTRACT-SECURE JUV DETEN	11.30.23	Juvenile Detention	N
				11/01/2022 11/30/2022			
	01-257-255-0000-6269		8,973.00	RJC CONTRACT -SECURE JUV DETEN	2.28.23	Juvenile Detention	N
				02/01/2023 02/28/2023			
14563	Anoka County Corrections		17,666.00				
				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
11997	Minnesota Monitoring, Inc 01-257-267-0000-6342		1,196.00	EHM RENTAL COST 02/01/2023 02/28/2023	14036	Office Equipment Rental/Contracts	N
11997	Minnesota Monitoring, Inc		1,196.00	1 Transactions			
4010	Rasley Oil Company 01-257-251-0000-6335		29.26	TRAINING - FUEL 02/01/2023 02/28/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-255-0000-6335		25.82	JUVENILE AGENT FUEL 02/01/2023 02/28/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-257-0000-6335		13.80	ADULT AGENT FUEL 02/01/2023 02/28/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-258-0000-6335		154.52	SOBRIETY COURT AGENT FUEL 02/01/2023 02/28/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		223.40	4 Transactions			
9489	Redwood Toxicology Laboratory, Inc 01-257-267-0000-6274		35.76	LAB DRUG TESTING FEES 02/01/2023 02/28/2023	02239920232	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		35.76	1 Transactions			
257	DEPT Total:		19,121.16	Community Corrections	4 Vendors	8 Transactions	
391	DEPT			Solid Waste			
15239	AT&T Mobility 01-391-000-0000-6220		44.54	MONTHLY CELLULAR CONTRACT 01/26/2023 02/25/2023	287301120814	Telephone	N
15239	AT&T Mobility		44.54	1 Transactions			
11507	Waste Management of Minnesota, Inc 01-391-060-0000-6360		11,373.63	MONTHLY RECYCLING CONTRACT 02/01/2023 02/28/2023	010170428089	Recycling Contract	N
11507	Waste Management of Minnesota, Inc		11,373.63	1 Transactions			
391	DEPT Total:		11,418.17	Solid Waste	2 Vendors	2 Transactions	
1	Fund Total:		151,863.75	General Fund		168 Transactions	

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT			R&B Administration			
10855	Culligan Soft Water 03-301-000-0000-6342		55.00	6342	150-10020584-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		55.00	1	Transactions		
11406	Innovative Office Solutions, LLC 03-301-000-0000-6405		18.28	OFFICE SUPPLIES	IN4080863	Office Supplies	N
11406	Innovative Office Solutions, LLC		18.28	1	Transactions		
9671	Pitney Bowes 03-301-000-0000-6342		81.30	LEASE	3105965291	Office Equipment Rental/Contracts	N
9671	Pitney Bowes		81.30	1	Transactions		
86235	The Office Shop Inc 03-301-000-0000-6405		112.69	CONTRACT	325662-0	Office Supplies	N
86235	The Office Shop Inc		112.69	1	Transactions		
301	DEPT Total:		267.27	R&B Administration	4 Vendors	4 Transactions	
303	DEPT			R&B Highway Maintenance			
12106	Antoine Electric 03-303-000-0000-6417		335.11	AITKIN SHOP	22949	Shop/Building Maintenance	Y
12106	Antoine Electric		335.11	1	Transactions		
7916	AT&T Mobility 03-303-000-0000-6220		38.23	PAUL'S IPAD SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220		38.23	MIKE LAPTOP SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220		38.23	CAROL LAPTOP SVC	ACCT 287303768387	Telephone	N
7916	AT&T Mobility		114.69	3	Transactions		
86467	Auto Value Aitkin 03-303-000-0000-6417		77.22	AITKIN SHOP SUPPLIES	40215582	Shop/Building Maintenance	N
	03-303-000-0000-6590		90.68	REPAIR PARTS-FILTERS	40215653	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		90.68	REPAIR PARTS-FILTERS	40215683	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		90.68	REPAIR PARTS-FILTERS	40215683	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		90.68	REPAIR PARTS-FILTERS	40215683	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		6.27	REPAIR PARTS-FILTERS	40216432	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		6.27	REPAIR PARTS-FILTERS	40216432	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		6.27	REPAIR PARTS-FILTERS	40216432	Repair & Maintenance Supplies	N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			6.27	REPAIR PARTS-FILTERS		40216432		Repair & Maintenance Supplies		N
86467	Auto Value Aitkin				515.18							
												17 Transactions
13911	BERT'S TRUCK EQUIP. OF MOORHEAD											
		03-303-000-0000-6590			133.00	REPAIR PARTS		S 96482		Repair & Maintenance Supplies		N
13911	BERT'S TRUCK EQUIP. OF MOORHEAD				133.00							
												1 Transactions
14052	Best Oil Company											
		03-303-000-0000-6570			2,960.83	SWATARA DIESEL		44148		Motor Fuel & Lubricants		Y
14052	Best Oil Company				2,960.83							
												1 Transactions
14504	Bobenmoyer/Jared											
		03-303-000-0000-6181			195.00	BOOT REIMBURSEMENT		BERMELS		Safety Footwear Allowance		N
14504	Bobenmoyer/Jared				195.00							
												1 Transactions
163	Charter Communications Holdings LLC											
		03-303-000-0000-6220			141.21	PHONE: OFFICE HWY		0-022823021923		Telephone		N
163	Charter Communications Holdings LLC				141.21							
												1 Transactions
14887	Cintas Corporation											
		03-303-000-0000-6360			55.76	SHOP LAUNDRY		4148537810		Services, Labor, Contracts		N
14887	Cintas Corporation				55.76							
												1 Transactions
8618	Compass Minerals America											
		03-303-000-0000-6518			4,510.93	DE-ICING SALT		1139968		De-icing Salt		N
		03-303-000-0000-6518			2,218.58	DE-ICING SALT		1143112		De-icing Salt		N
8618	Compass Minerals America				6,729.51							
												2 Transactions
2763	Countryside Sanitation, LLC											
		03-303-000-0000-6254			117.00	MAR 23 MCGREGOR		3253		Utilities-Gas and Electric		Y
		03-303-000-0000-6254			81.90	MAR 23 PALISADE		3254		Utilities-Gas and Electric		Y

Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2763	Countryside Sanitation, LLC		198.90		2 Transactions		
7920	Dixon Mechanical Electric, LLP 03-303-000-0000-6590		295.85	REPAIR PARTS	6879	Repair & Maintenance Supplies	Y
7920	Dixon Mechanical Electric, LLP		295.85		1 Transactions		
7935	East Central Energy 03-303-000-0000-6254		116.79	JAN/FEB POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254		44.60	JAN/FEB POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
7935	East Central Energy		161.39		2 Transactions		
7060	Federated Co-Ops Inc. 03-303-000-0000-6423		1,339.74	MCGREGOR SHOP PROPANE	1583938	Fuel for Buildings	N
	03-303-000-0000-6423		797.39	MCGRATH SHOP PROPANE	1607477	Fuel for Buildings	N
7060	Federated Co-Ops Inc.		2,137.13		2 Transactions		
8622	Frontier Communications Holdings LLC 03-303-000-0000-6220		88.85	JACOBSON	218-752-6591	Telephone	N
	03-303-000-0000-6220		88.85	MCGREGOR	218-768-4481	Telephone	N
	03-303-000-0000-6220		88.85	PALISADE	218-845-2607	Telephone	N
8622	Frontier Communications Holdings LLC		266.55		3 Transactions		
1754	Garrison Disposal Company, Inc 03-303-000-0000-6254		140.28	AITKIN SHOP	323234	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc		140.28		1 Transactions		
1959	H & L Mesabi Inc 03-303-000-0000-6417		474.00	AITKIN SHOP SUPPLIES	42576	Shop/Building Maintenance	N
1959	H & L Mesabi Inc		474.00		1 Transactions		
2089	Heartland Tire Inc 03-303-000-0000-6590		1,144.28	TIRES	15022010	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		27.68	REPAIR PARTS	15022010	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		46.00	REPAIR LABOR	15022010	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc		1,217.96		3 Transactions		
2340	Hyytinen Hardware Hank 03-303-000-0000-6590		41.98	REPAIR PARTS	7291/1	Repair & Maintenance Supplies	N
	03-303-000-0000-6417		18.24	AITKIN SHOP SUPPLIES	7341/1	Shop/Building Maintenance	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
2340	Hyytinen Hardware Hank		60.22				
				2 Transactions			
91187	Lake Country Power						
	03-303-000-0000-6254		57.99	JAN/FEB CSAH 14	141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254		57.29	JAN/FEB CSAH 6	141979901	Utilities-Gas and Electric	N
91187	Lake Country Power		115.28				
				2 Transactions			
2831	Little Falls Machine Inc						
	03-303-000-0000-6590		382.49	REPAIR PARTS	367232	Repair & Maintenance Supplies	N
2831	Little Falls Machine Inc		382.49				
				1 Transactions			
3100	McGregor Oil						
	03-303-000-0000-6570		143.68	DIESEL	0-098112	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1.60-	DISCOUNT	0-098112	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		2,739.02	JACOBSON DIESEL	0-13542	Motor Fuel & Lubricants	N
3100	McGregor Oil		2,881.10				
				3 Transactions			
3334	MCIT						
	03-303-000-0000-6352		121.00-	UNIT 211 / 1989 CAT GRADER	8143	Insurance	N
3334	MCIT		121.00-				
				1 Transactions			
12927	Midwest Machinery Co.						
	03-303-000-0000-6590		82.64	REPAIR PARTS-FILTERS	9487978	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		82.64				
				1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea						
	03-303-000-0000-6254		1,167.59	POWER: PALISADE	18-52-026-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.71	169 & CSAH 3	19-23-010-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.00	CSAH 5	27-35-015-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		253.28	POWER: MCGREGOR	29-53-003-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.00	CSAH 8	30-06-012-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.00	CSAH 4	323200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		1,977.23	POWER: AITKIN	33-52-007-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		58.00	CSAH 17	33-65-031-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		63.64	169 & CSAH 28	36-62-022-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		43.21	CSAH 12	40-06-000-01	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.00	CSAH 12	46-56-023-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		55.00	CSAH 11	48-09-009-02	Utilities-Gas and Electric	N
	03-303-000-0000-6254		56.10	47 & CSAH 2	54-51-104-01	Utilities-Gas and Electric	N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
3160	Mille Lacs Energy Coop-Albert Lea		3,949.76				
				13 Transactions			
8540	Minnesota Department Of Public Safety						
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-132575	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-132584	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-132606	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M-132614	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M132564	Shop/Building Maintenance	N
	03-303-000-0000-6417		25.00	HAZ CHEM INV FEE	M132593	Shop/Building Maintenance	N
8540	Minnesota Department Of Public Safety		150.00				
				6 Transactions			
9692	Minnesota Energy Resources Corporation						
	03-303-000-0000-6423		1,445.24	NAT GAS: AITKIN SHOP	0506048841-0001	Fuel for Buildings	N
9692	Minnesota Energy Resources Corporation		1,445.24				
				1 Transactions			
3555	Newman Signs Inc						
	03-303-000-0000-6516		700.64	RESIDENTIAL E-911 SIGNS	TRFINV045474	Signs & Posts	N
3555	Newman Signs Inc		700.64				
				1 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6590		1,617.50	REPAIR LABOR	R220005360:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		174.35	REPAIR PARTS	R220005360:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		46.11	REPAIR PARTS-FILTERS	X220060171:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		46.11	REPAIR PARTS-FILTERS	X220060171:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		46.11	REPAIR PARTS-FILTERS	X220060171:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		46.11	REPAIR PARTS-FILTERS	X220060171:01	Repair & Maintenance Supplies	Y
9179	NORTH CENTRAL INTERNATIONAL, LLC		1,976.29				
				6 Transactions			
8446	Northern Star Coop Service						
	03-303-000-0000-6423		991.03	LP: SWATARA SHOP	18007	Fuel for Buildings	N
8446	Northern Star Coop Service		991.03				
				1 Transactions			
13075	Northern Tool & Equipment						
	03-303-000-0000-6417		519.22	AITKIN SHOP-OIL DRAINER	51801361	Shop/Building Maintenance	N
13075	Northern Tool & Equipment		519.22				
				1 Transactions			
8436	Northland Parts						
	03-303-000-0000-6590		76.14	REPAIR PARTS	460581	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		23.98	REPAIR PARTS	460614	Repair & Maintenance Supplies	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099	On Behalf of Name
8436	Northland Parts				100.12							
									2			
10412	O'Reilly Auto Parts											
	03-303-000-0000-6417				15.26	JACOBSON SHOP		1878-145121		Shop/Building Maintenance		N
10412	O'Reilly Auto Parts				15.26				1			
3950	Public Utilities											
	03-303-000-0000-6254				55.21	HWY 47 & CR 12		1686-00		Utilities-Gas and Electric		N
	03-303-000-0000-6254				48.47	HWY 210 W & CR 28		59455-00		Utilities-Gas and Electric		N
	03-303-000-0000-6254				92.18	AITKIN SHOP: WATER		63335-00		Utilities-Gas and Electric		N
	03-303-000-0000-6254				49.30	HWY 210/169 E & CR 12		63388-00		Utilities-Gas and Electric		N
3950	Public Utilities				245.16				4			
15211	Quality Disposal Systems Inc											
	03-303-000-0000-6254				70.79	GARBAGE: MCGRATH		1652085 ACCT		Utilities-Gas and Electric		N
15211	Quality Disposal Systems Inc				70.79				1			
4070	Riley Auto Supply											
	03-303-000-0000-6417				119.94	MCGRATH SHOP		636643		Shop/Building Maintenance		N
	03-303-000-0000-6590				54.99	REPAIR PARTS		636650		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				179.98	REPAIR PARTS		636673		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				79.97	REPAIR PARTS		636694		Repair & Maintenance Supplies		N
	03-303-000-0000-6417				331.71	AITKIN SHOP		636711		Shop/Building Maintenance		N
	03-303-000-0000-6590				104.99	REPAIR PARTS		636743		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				392.42	REPAIR PARTS		636776		Repair & Maintenance Supplies		N
	03-303-000-0000-6590				586.85	REPAIR PARTS		636787		Repair & Maintenance Supplies		N
	03-303-000-0000-6417				53.80	AITKIN SHOP		636822		Shop/Building Maintenance		N
4070	Riley Auto Supply				1,904.65				9			
14812	SCI Broadband/Savage Communications											
	03-303-000-0000-6220				154.66	PHONE/INTERNET		009-038972		Telephone		N
14812	SCI Broadband/Savage Communications				154.66				1			
14830	Thompson/Bryce											
	03-303-000-0000-6181				175.49	BOOT REIMBURSEMENT		L&M FLEET		Safety Footwear Allowance		N
14830	Thompson/Bryce				175.49				1			
8279	Winzer Franchise Company											
	03-303-000-0000-6417				127.32	AITKIN SHOP SUPPLIES		839205		Shop/Building Maintenance		N

Aitkin County



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
8279	Winzer Franchise Company		127.32			
				1 Transactions		
5295	Ziegler Inc					
	03-303-000-0000-6590		235.39-	REPAIR PARTS	CM000126654	Repair & Maintenance Supplies N
	03-303-000-0000-6590		49.27	REPAIR PARTS	IN000896460	Repair & Maintenance Supplies N
	03-303-000-0000-6590		1,126.65	REPAIR PARTS	IN000898162	Repair & Maintenance Supplies N
5295	Ziegler Inc		940.53	3 Transactions		
303	DEPT Total:		32,939.24	R&B Highway Maintenance	39 Vendors	105 Transactions
307	DEPT			R&B Capital Infrastructure		
7652	Erickson Engineering Co.					
	03-307-000-0000-6269		2,052.50	PROFESSIONAL SERVICES	15521	Professional Services Y
7652	Erickson Engineering Co.		2,052.50	1 Transactions		
5556	MN Board Of Water & Soil Resources					
	03-307-000-0000-6269		500.00	WETLAND BANK ANNUAL FEE	00000736134	Professional Services N
5556	MN Board Of Water & Soil Resources		500.00	1 Transactions		
9239	Mn Dept Of Natural Resources-OMB					
	03-307-000-0000-6269		90.00	HERITAGE REVIEW	232605	Professional Services N
9239	Mn Dept Of Natural Resources-OMB		90.00	1 Transactions		
307	DEPT Total:		2,642.50	R&B Capital Infrastructure	3 Vendors	3 Transactions
3	Fund Total:		35,849.01	Road & Bridge		112 Transactions

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 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			
	175 City Of McGregor						
	04-422-000-0000-6801		1,969.41	2022 FIRE SERVICES	02242023	Appropriations	N
	175 City Of McGregor		1,969.41	1 Transactions			
422	DEPT Total:		1,969.41	Unorganized Fire	1 Vendors	1 Transactions	
4	Fund Total:		1,969.41	Unorganized Townships		1 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			
9608	AMAZON CAPITAL SERVICES 05-400-440-0410-6405		1.40	AGENCY - WIRELESS MOUSE 02/17/2023 02/17/2023	1DD3-QNQ1-Q1WD	Office Supplies	N
	05-400-440-0410-6405		1.34	AGENCY-SM DRY ERASE BRD 02/19/2023 02/19/2023	1N4W-DTK1-KCNF	Office Supplies	N
	05-400-440-0410-6405		11.92	AGENCY-DUSTERS/PINK COPY PAPER	1R44-TJMY-KH9W	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		14.66	3 Transactions			
10855	Culligan Soft Water 05-400-440-0410-6342		19.54	COOLER RENTAL 03/01/2023 03/31/2023	150-10016285-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		19.54	1 Transactions			
2340	Hyytinen Hardware Hank 05-400-440-0410-6422		11.90	JANITORIAL SUP-FLUSH LEVER	7289	Janitorial Supplies	N
2340	Hyytinen Hardware Hank		11.90	1 Transactions			
3334	MCIT 05-400-440-0410-6352		350.00	LIAB INS DEDUCT CLM #17PC2639 02/28/2023 02/28/2023	D656321538	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		350.00	1 Transactions			
89765	Minnesota Elevator, Inc 05-400-440-0410-6300		29.91	ELEVATOR SERVICE - MARCH '23 03/01/2023 03/31/2023	1008619	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		29.91	1 Transactions			
8287	Mn Dept Of Labor & Industry 05-400-440-0410-6360	P	1.40	BOILER INSPECTION 2022 01/01/2023 12/31/2023	ABR0297251X	Services, Labor, Contracts	N
8287	Mn Dept Of Labor & Industry		1.40	1 Transactions			
3950	Public Utilities 05-400-440-0410-6254		265.49	ELECTRIC BILL 01/16/2023 02/16/2023	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		265.49	1 Transactions			
4010	Rasley Oil Company						

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
		05-400-400-0402-6335			28.94	PHEP GAS CHARGES FOR FEB '23	02/01/2023 02/28/2023	AITCOHHSS 2/28/23		Gas/Vehicle Fuel Charges		N
		05-400-430-0408-6335			16.93	MCH GAS CHARGES FOR FEB '23	02/01/2023 02/28/2023	AITCOHHSS 2/28/23		Gas/Vehicle Fuel Charges		N
		05-400-430-0408-6335			22.28	MECSH GAS CHARGES FOR FEB '23	02/01/2023 02/28/2023	AITCOHHSS 2/28/23		Gas/Vehicle Fuel Charges		N
4010	Rasley Oil Company				68.15		3 Transactions					
88859	Spee*Dee-St Cloud	05-400-430-0408-6360			346.02	FAP SERVICE - 111	01/30/2023 02/25/2023	762497		Services, Labor, Contracts		N
88859	Spee*Dee-St Cloud				346.02		1 Transactions					
86235	The Office Shop Inc	05-400-440-0410-6300			226.65	MAILRM-COPIER CONTRACT IRC5560	02/23/2023 02/23/2023	325661-0		Maintenance/Service Contracts		N
86235	The Office Shop Inc				226.65		1 Transactions					
400	DEPT Total:				1,333.72	Public Health Department		10 Vendors		14 Transactions		
420	DEPT					Income Maintenance						
88284	Aitkin Co Recorder	05-420-650-4800-6800			65.00	MA ESTATE DEATH CERTIFICATES	02/17/2023 02/17/2023	97102		Program Expenses Direct Charge Ffp		N
		05-420-650-4800-6800			13.00	MA ESTATE DEATH CERTIFICATE	02/23/2023 02/23/2023	97164		Program Expenses Direct Charge Ffp		N
		05-420-650-4800-6800			13.00	MA ESTATE DEATH CERTIFICATE	02/23/2023 02/23/2023	97165		Program Expenses Direct Charge Ffp		N
		05-420-650-4800-6800			13.00	MA ESTATE DEATH CERTIFICATE	03/03/2023 03/03/2023	97331		Program Expenses Direct Charge Ffp		N
		05-420-650-4800-6800			13.00	MA ESTATE DEATH CERTIFICATE	03/09/2023 03/09/2023	97404		Program Expenses Direct Charge Ffp		N
88284	Aitkin Co Recorder				117.00		5 Transactions					
9561	Amazon Business	05-420-600-4800-6485			104.49	IM-VIEWSONIC MONITOR (DJ)	02/17/2023 02/17/2023	1DD3-QNQ1-6LV3		Computer/Technology Supplies		N
9561	Amazon Business				104.49		1 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
9608	AMAZON CAPITAL SERVICES 05-420-600-4800-6405		3.30	AGENCY - WIRELESS MOUSE 02/17/2023 02/17/2023	1DD3-QNQ1-Q1WD	Office Supplies	N
	05-420-600-4800-6405		3.16	AGENCY-SM DRY ERASE BRD 02/19/2023 02/19/2023	1N4W-DTK1-KCNF	Office Supplies	N
	05-420-600-4800-6405		19.98	IM-CCAP PINK FOLDERS (RS) 03/04/2023 03/04/2023	1PFN-J4R4-DTVF	Office Supplies	N
	05-420-600-4800-6405		87.99	IM-WIRELESS KEYBRD/MOUSE (DJ) 02/25/2023 02/25/2023	1R44-TJMY-KH9W	Office Supplies	N
	05-420-600-4800-6405		28.09	AGENCY-DUSTERS/PINK COPY PAPER	1R44-TJMY-KH9W	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		142.52	5 Transactions			
10855	Culligan Soft Water 05-420-600-4800-6342		46.07	COOLER RENTAL 03/01/2023 03/31/2023	150-10016285-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		46.07	1 Transactions			
2340	Hyytinen Hardware Hank 05-420-600-4800-6422		28.05	JANITORIAL SUP-FLUSH LEVER	7289	Janitorial Supplies	N
2340	Hyytinen Hardware Hank		28.05	1 Transactions			
3334	MCIT 05-420-600-4800-6352		825.00	LIAB INS DEDUCT CLM #17PC2639 02/28/2023 02/28/2023	D656321538	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		825.00	1 Transactions			
89765	Minnesota Elevator, Inc 05-420-600-4800-6300		70.49	ELEVATOR SERVICE - MARCH '23 03/01/2023 03/31/2023	1008619	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		70.49	1 Transactions			
8287	Mn Dept Of Labor & Industry 05-420-600-4800-6360	P	3.30	BOILER INSPECTION 2022 01/01/2023 12/31/2023	ABR0297251X	Services, Labor, Contracts	N
8287	Mn Dept Of Labor & Industry		3.30	1 Transactions			
3950	Public Utilities 05-420-600-4800-6254		625.81	ELECTRIC BILL 01/16/2023 02/16/2023	1433-00	Utilities-Gas and Electric	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
3950	Public Utilities		625.81		1 Transactions		
86944	Sheriff Crow Wing County 05-420-640-4800-6379		75.00	IV-D SERVICE 001030294506 02/17/2023 02/17/2023	10883	Other Iv-D Charges	N
86944	Sheriff Crow Wing County		75.00		1 Transactions		
10143	Sheriff Martin County 05-420-640-4800-6379		65.00	IV-D SERVICES 001560339301 02/16/2023 02/16/2023	202300000088	Other Iv-D Charges	Y
10143	Sheriff Martin County		65.00		1 Transactions		
86703	Sheriff Pine County 05-420-640-4800-6379		60.00	IV-D SERVICE 001560339301 02/24/2023 02/24/2023	IN202300322	Other Iv-D Charges	N
86703	Sheriff Pine County		60.00		1 Transactions		
88859	Spee*Dee-St Cloud 05-420-600-4800-6205		47.88	IM SERVICE - 101 01/30/2023 02/25/2023	762497	Postage	N
88859	Spee*Dee-St Cloud		47.88		1 Transactions		
15347	St Louis County - PHHS 05-420-650-4400-6211		152.40	MTM ADMIN FEE NON-FFP 01/04/2023 01/04/2023	IP-00026317	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211		254.36	MTM ADMIN FEE NON-FFP 01/18/2023 01/18/2023	IP-00026321	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211		225.26	MTM ADMIN FEE NON-FFP 01/31/2023 01/31/2023	IP-00026325	Medical Assistance - MTM Admin	N
15347	St Louis County - PHHS		632.02		3 Transactions		
86235	The Office Shop Inc 05-420-600-4800-6300		534.24	MAILRM-COPIER CONTRACT IRC5560 02/23/2023 02/23/2023	325661-0	Maintenance/Service Contracts	N
	05-420-640-4800-6300		98.30	CS-COPIER CONTRACT IRC5550IIII 02/23/2023 02/23/2023	325661-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		632.54		2 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
420	DEPT Total:		3,475.17	Income Maintenance	15 Vendors	26 Transactions	
430	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES 05-430-700-4800-6405		9.99	SS-WIRELESS MOUSE (LC) 02/17/2023 02/17/2023	1DD3-QNQ1-Q1WD	Office Supplies	N
	05-430-700-4800-6405		5.29	AGENCY - WIRELESS MOUSE 02/17/2023 02/17/2023	1DD3-QNQ1-Q1WD	Office Supplies	N
	05-430-700-4800-6405		5.09	AGENCY-SM DRY ERASE BRD 02/19/2023 02/19/2023	1N4W-DTK1-KCNF	Office Supplies	N
	05-430-700-4800-6405		45.11	AGENCY-DUSTERS/PINK COPY PAPER	1R44-TJMY-KH9W	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		65.48	4 Transactions			
10855	Culligan Soft Water 05-430-700-4800-6342		73.99	COOLER RENTAL 03/01/2023 03/31/2023	150-10016285-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		73.99	1 Transactions			
2340	Hyytinen Hardware Hank 05-430-700-4800-6422		45.04	JANITORIAL SUP-FLUSH LEVER	7289	Janitorial Supplies	N
2340	Hyytinen Hardware Hank		45.04	1 Transactions			
3334	MCIT 05-430-700-4800-6352		1,325.00	LIAB INS DEDUCT CLM #17PC2639 02/28/2023 02/28/2023	D656321538	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		1,325.00	1 Transactions			
89765	Minnesota Elevator, Inc 05-430-700-4800-6300		113.22	ELEVATOR SERVICE - MARCH '23 03/01/2023 03/31/2023	1008619	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		113.22	1 Transactions			
8287	Mn Dept Of Labor & Industry 05-430-700-4800-6360	P	5.30	BOILER INSPECTION 2022 01/01/2023 12/31/2023	ABR0297251X	Services, Labor, Contracts	N
8287	Mn Dept Of Labor & Industry		5.30	1 Transactions			
3950	Public Utilities 05-430-700-4800-6254		1,005.09	ELECTRIC BILL	1433-00	Utilities-Gas and Electric	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
3950	Public Utilities		1,005.09	01/16/2023 02/16/2023 1 Transactions			
10657	Quadient Finance USA, Inc 05-430-000-0000-1205		2,000.00	POSTAGE 02/07/2023 02/07/2023 1 Transactions	7900044080769098	Postage Account	N
10657	Quadient Finance USA, Inc		2,000.00				
4010	Rasley Oil Company 05-430-700-4800-6335		228.00	SS GAS CHARGES FOR FEB '23 02/01/2023 02/28/2023 1 Transactions	AITCOHHSS 2/28/23	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		228.00				
86235	The Office Shop Inc 05-430-700-4800-6300		858.02	MAILRM-COPIER CONTRACT IRC5560 02/23/2023 02/23/2023 1 Transactions	325661-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		858.02				
9615	WEX BANK - HHS 05-430-700-4800-6335		53.73	SS GAS CHARGES FOR FEB '23 03/06/2023 03/06/2023 1 Transactions	87762101	Gas/Vehicle Fuel Charges	N
9615	WEX BANK - HHS		53.73				
430	DEPT Total:		5,772.87	Social Services	11 Vendors	14 Transactions	
5	Fund Total:		10,581.76	Health & Human Services		54 Transactions	

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3/14/23 1:34PM

Aitkin County



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

9 State

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT		Undesignated			
4580	Mn Dept Of Finance					
	09-000-000-0000-2030				State Fees, Assessments & Surcharges	N
4580	Mn Dept Of Finance					
		360.00	FEBRUARY 2023 MARRIAGE REPORT	FEB 2023		
		360.00	1 Transactions			
0	DEPT Total:		Undesignated	1 Vendors	1 Transactions	
9	Fund Total:		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			
5455	Copperhead Road Logging & Lumber 10-900-000-0000-2300		486.45	REFUND BOND 14311	14311	Timber Permit Bonds	N
5455	Copperhead Road Logging & Lumber		486.45	1 Transactions			
3937	Potlatch Corporation 10-900-000-0000-2300		451.50	REFUND BOND 14207	14207	Timber Permit Bonds	N
3937	Potlatch Corporation		451.50	1 Transactions			
5791	Sappi 10-900-000-0000-2300		702.04	REFUND BOND 14172	14172	Timber Permit Bonds	N
	10-900-000-0000-2300		2,657.60	REFUND BOND 14276	14276	Timber Permit Bonds	N
	10-900-000-0000-2300		2,987.60	REFUND BOND 14306	14306	Timber Permit Bonds	N
	10-900-000-0000-2300		1,371.20	REFUND BOND 14205	218940	Timber Permit Bonds	N
5791	Sappi		7,718.44	4 Transactions			
11574	Timber Transport-Curt Raveill 10-900-000-0000-2300		1,278.00	REFUND BOND 14301	14301	Timber Permit Bonds	N
11574	Timber Transport-Curt Raveill		1,278.00	1 Transactions			
14341	Timberline Trucking 10-900-000-0000-2300		658.92	REFUND BOND 14125	14125	Timber Permit Bonds	N
14341	Timberline Trucking		658.92	1 Transactions			
900	DEPT Total:		10,593.31	Timber Permit Bonds	5 Vendors	8 Transactions	
921	DEPT			Co. Development			
2941	M R Sign Co Inc 10-921-000-0000-6360		700.30	SIGNS & STANDS BEAVER CONTROL	218940	Miscellaneous-Services	N
2941	M R Sign Co Inc		700.30	1 Transactions			
921	DEPT Total:		700.30	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
13725	Beartooth True Value 10-923-000-0000-6450		15.99	SPECS THINNER	A127018	Field Supplies	N
	10-923-000-0000-6450		10.74	U BOLTS & PLATE	A127143	Field Supplies	N
	10-923-000-0000-6450		5.49	POLY NOZZLE	A127625	Field 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
	10-923-000-0000-6450		27.98	WIRE STRIPPER, EXTENSION LOOP	B215967	Field Supplies	N
	10-923-000-0000-6450		12.94	HARDWARE, SOLV CEMENT	B216027	Field Supplies	N
	10-923-000-0000-6450		15.49	HARDWARE	B216187	Field Supplies	N
	10-923-000-0000-6450		38.48	HARDWARE	B216275	Field Supplies	N
	10-923-000-0000-6450		5.16	GALV PIPE STRAP	B216534	Field Supplies	N
	10-923-000-0000-6450		22.47	SCH 40 COUPLING	B216596	Field Supplies	N
	10-923-000-0000-6450		51.98	WIPER BLADES	B217443	Field Supplies	N
13725	Beartooth True Value		206.72	10 Transactions			
89541	Culligan Soft Water						
	10-923-000-0000-6342		90.60	MONTHLY WATER	150-10046456-2	Office/Equipment-Rental	N
89541	Culligan Soft Water		90.60	1 Transactions			
1754	Garrison Disposal Company, Inc						
	10-923-000-0000-6254		110.30	MONTHLY SERVICE - SHOP	323187	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc		110.30	1 Transactions			
14198	JOHNNY'S GARAGE						
	10-923-000-0000-6590		3,691.24	REAR AXLE RR ON PJ TRAILER	05993	Repair & Maintenance Supplies	Y
14198	JOHNNY'S GARAGE		3,691.24	1 Transactions			
9692	Minnesota Energy Resources Corporation						
	10-923-000-0000-6254		658.71	MONTHLY GAS SERVICE 01/30/2023 02/26/2023	0502544561-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		658.71	1 Transactions			
15297	NEPCon LLC						
	10-923-000-0000-6360		11,336.00	FSC ANNUAL FEE & 2023 AUDIT	US-S2300101	Miscellaneous-Services	N
15297	NEPCon LLC		11,336.00	1 Transactions			
923	DEPT Total:		16,093.57	Forfeited Tax Sales	6 Vendors	15 Transactions	
929	DEPT			MN Trust Insurance Fund			
	9272 ARCHITECTURAL RESOURCES INC						
	10-929-550-0000-6360		5,875.00	FEMA - CONCEPT DRAWINGS 02/01/2023 02/28/2023	2022176-2	Fair Ground Clean Up	N
9272	ARCHITECTURAL RESOURCES INC		5,875.00	1 Transactions			

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3/14/23 1:34PM

Aitkin County



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

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula 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>	
929	DEPT Total:		5,875.00	MN Trust Insurance Fund	1 Vendors	1 Transactions	
10	Fund Total:		33,262.18	Trust		25 Transactions	

Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT 3334 MCIT 11-925-000-0000-6352		94.00	Resource Management 2023 550 INDY LXT INS 02/13/2023 01/01/2024	8241	Insurance	N
	3334 MCIT		94.00	1 Transactions			
925	DEPT Total:		94.00	Resource Management	1 Vendors	1 Transactions	
939	DEPT 13725 Beartooth True Value 11-939-000-0000-6450		16.97	County Surveyor TIE DOWN, SEAFOAM	B216612	Supplies	N
	13725 Beartooth True Value		16.97	1 Transactions			
	15226 Data Activation Center 11-939-000-0000-6405		151.91	MONTHLY WIRELESS 03/01/2023 03/31/2023	51508	Office Supplies	N
	15226 Data Activation Center		151.91	1 Transactions			
	13934 The Tire Barn 11-939-000-0000-6590		327.80	LOF 2011 FORD F150	66534	Repair & Maintenance Supplies	N
	13934 The Tire Barn		327.80	1 Transactions			
939	DEPT Total:		496.68	County Surveyor	3 Vendors	3 Transactions	
11	Fund Total:		590.68	Forest Development		4 Transactions	

WLC1
 3/14/23 1:34PM
 12 Townships/Cities/ARDC/Amt

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
0	DEPT			Undesignated			
999999000	Tammy Weidenbach 12-000-000-0000-2280		1,178.57	24-0-005500 REFUND	CC REFUND	Prepaid Property Taxes	N
999999000	Tammy Weidenbach		1,178.57	1 Transactions			
0	DEPT Total:		1,178.57	Undesignated	1 Vendors	1 Transactions	
12	Fund Total:		1,178.57	Townships/Cities/ARDC/Ambulan		1 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
11419	Beaudry Oil & Service, Inc. 19-521-000-0000-6254		462.97	PROPANE DINING HALL	2281485	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.		462.97	1 Transactions			
2763	Countryside Sanitation, LLC 19-521-000-0000-6255		105.30	MARCH GARBAGE AND RECYCLING 03/01/2023 03/31/2023	3307	Garbage	Y
2763	Countryside Sanitation, LLC		105.30	1 Transactions			
9825	McGregor Print Pros, LLC 19-521-000-0000-6454		135.00	BEANIES FOR CANTEEN	2376	Commissary Supplies-Non Jail	Y
9825	McGregor Print Pros, LLC		135.00	1 Transactions			
10139	Nature Planet, Inc 19-521-000-0000-6454		225.50	STUFFED ANIMALS CANTEEN	S-ORD101405	Commissary Supplies-Non Jail	N
10139	Nature Planet, Inc		225.50	1 Transactions			
521	DEPT Total:		928.77	LLCC Administration	4 Vendors	4 Transactions	
523	DEPT			LLCC Food			
3810	Paulbeck's County Market 19-523-000-0000-6418		17.96	GROCERIES	7684653	Groceries-Students	N
3810	Paulbeck's County Market		17.96	1 Transactions			
4761	Sysco Minnesota Inc 19-523-000-0000-6418		1,702.06	GROCERIES	253336957	Groceries-Students	N
4761	Sysco Minnesota Inc		1,702.06	1 Transactions			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		1,059.71	GROCERIES WITH CREDIT	24358400	Groceries-Students	N
	19-523-000-0000-6418		528.23	GROCERIES	248336-00	Groceries-Students	N
4968	Upper Lakes Foods, Inc		1,587.94	2 Transactions			
523	DEPT Total:		3,307.96	LLCC Food	3 Vendors	4 Transactions	
524	DEPT			LLCC Maintenance			
12106	Antoine Electric						

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
12106	Antoine Electric	19-524-000-0000-6590			149.68	REPAIR GARN MOTOR		22953		Repair & Maintenance Supplies		Y
					149.68		1 Transactions					
13725	Beartooth True Value	19-524-000-0000-6590			31.09	STUFF TO FIX 4-WHEELER		1075		Repair & Maintenance Supplies		N
					31.09		1 Transactions					
2340	Hyytinen Hardware Hank	19-524-000-0000-6590			23.21	ZIP TIES AND OTHER STUFF		2498		Repair & Maintenance Supplies		N
					23.21		1 Transactions					
15300	MCGREGOR ACE HARDWARE	19-524-000-0000-6590			729.71	LOTS OF SAND AND SALT FOR PATH		M10041		Repair & Maintenance Supplies		N
					729.71		1 Transactions					
3776	Palisade One Stop	19-524-000-0000-6335			371.07	GAS AND DIESEL		2187684653		Gas/Vehicle Fuel Charges		N
					371.07		1 Transactions					
4070	Riley Auto Supply	19-524-000-0000-6590			201.00	BATTERY FOR PLOW TRUCK		636565		Repair & Maintenance Supplies		N
					201.00		1 Transactions					
524	DEPT Total:				1,505.76	LLCC Maintenance		6 Vendors		6 Transactions		
19	Fund Total:				5,742.49	Long Lake Conservation Center				14 Transactions		

WLC1
 3/14/23 1:34PM
 21 Parks

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	
520	DEPT		Parks			
9561	Amazon Business					
	21-520-000-0000-6523				Misc Bldg & Shop Supplies	N
	9561 Amazon Business					
		113.06	BAGS & TEA LIGHTS FOR LLCC SKI	1CWT-DPL3-6VWW		
		113.06	1 Transactions			
5171	Willey's Marine Inc					
	21-520-000-0000-6523				Misc Bldg & Shop Supplies	N
	5171 Willey's Marine Inc					
		130.90	GRIPGLIDE & STABILIZING KIT	135945		
		130.90	1 Transactions			
520	DEPT Total:	243.96	Parks	2 Vendors	2 Transactions	
21	Fund Total:	243.96	Parks		2 Transactions	

WLC1
 3/14/23 1:34PM
 22 Coronavirus Relief Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT			American Rescue Plan - COVID			
10149	Aitkin Alano Society Inc 22-716-000-0000-6802		5,000.00	COMMUNITY GRANT 02/27/2023 02/27/2023	COMM GRANT	Category: Negative Economic Impacts	N
	10149 Aitkin Alano Society Inc		5,000.00		1 Transactions		
10161	Aitkin County ATV Alliance 22-716-000-0000-6802		3,500.00	COMMUNITY GRANT - ATV ALLIANCE	COMMUNITY GRAN	Category: Negative Economic Impacts	N
	10161 Aitkin County ATV Alliance		3,500.00		1 Transactions		
14328	Matt Lueck Construction LLC 22-716-000-0000-6818		7,032.14	LLCC INSTR RES ROOF	030723	Category: Revenue Replacement	Y
	22-716-000-0000-6818		280.00	ROOF REPAIR INSTR RES HOUSE	030723	Category: Revenue Replacement	Y
	14328 Matt Lueck Construction LLC		7,312.14		2 Transactions		
716	DEPT Total:		15,812.14	American Rescue Plan - COVID	3 Vendors	4 Transactions	
22	Fund Total:		15,812.14	Coronavirus Relief Fund		4 Transactions	
	Final Total:		257,453.95	231 Vendors	386 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	151,863.75	General Fund
3	35,849.01	Road & Bridge
4	1,969.41	Unorganized Townships
5	10,581.76	Health & Human Services
9	360.00	State
10	33,262.18	Trust
11	590.68	Forest Development
12	1,178.57	Townships/Cities/ARDC/Ambulan
19	5,742.49	Long Lake Conservation Center
21	243.96	Parks
22	15,812.14	Coronavirus Relief Fund
All Funds	257,453.95	Total

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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

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3/9/23 10:51AM

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		6.10	WEX MED FLEX MANUAL	03092023	Flex Plan Withdrawals	N
	8410 Bremer Bank		6.10	1 Transactions			
1 Fund Total:			6.10	General Fund	1 Vendors	1 Transactions	
Final Total:			6.10	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	6.10	General Fund
All Funds	6.10	Total

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KMR1
3/13/23

11:38AM

Aitkin County

2F



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

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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3/13/23 11:38AM

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		7.80	MED FSA CLAIMS 2023	03102023	Flex Plan Withdrawals	N
	8410 Bremer Bank		7.80	1 Transactions			
1 Fund Total:			7.80	General Fund	1 Vendors	1 Transactions	
Final Total:			7.80	1 Vendors	1 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	7.80	General Fund
All Funds	7.80	Total

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3/14/23

11:17AM

Aitkin County

26



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

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
3/14/23 11:17AM

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		208.34	DEP CARE FSA CLAIMS 2023	03132023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		504.00	MED FSA CLAIMS 2022	03132023	Flex Plan Withdrawals	N
	8410 Bremer Bank		712.34	2 Transactions			
1 Fund Total:			712.34	General Fund	1 Vendors	2 Transactions	
Final Total:			712.34	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	712.34	General Fund
All Funds	712.34	Total

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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
1	DEPT			Commissioners			
5462	Bremer Bank (Elan ACH)						
8	01-001-000-0000-6332		338.62	SAMPLE GRAND VIEW 03/29/2023 03/31/2023	73053446-1	Hotel / Motel Lodging	N
40	01-001-000-0000-6332		338.62	KEARNEY GRAND VIEW TRAVEL	86922074-1	Hotel / Motel Lodging	N
	5462 Bremer Bank (Elan ACH)		677.24	2 Transactions			
1	DEPT Total:		677.24	Commissioners	1 Vendors	2 Transactions	
43	DEPT			Assessor			
5462	Bremer Bank (Elan ACH)						
27	01-043-000-0000-6268		400.00	MAAO- MASS BASICS (MB)	207948870	Staff Training, Development	N
2	01-043-000-0000-6360		57.00	MULTIPLE LISTING SERVICE SUBSC	2302	Services, Labor, Contracts, GIS Mapping	N
	5462 Bremer Bank (Elan ACH)		457.00	2 Transactions			
43	DEPT Total:		457.00	Assessor	1 Vendors	2 Transactions	
44	DEPT			Central Services			
5462	Bremer Bank (Elan ACH)						
38	01-044-000-0000-6360		468.00	SURVEY MONKEY 2023	43882918	Services, Labor, Contracts	N
	5462 Bremer Bank (Elan ACH)		468.00	1 Transactions			
44	DEPT Total:		468.00	Central Services	1 Vendors	1 Transactions	
49	DEPT			Information Technologies			
5462	Bremer Bank (Elan ACH)						
6	01-049-000-0000-6485		14.68	WIREMOLD 1-GANG ACTIVATE PLATE	9330878397	Computer/Technology Supplies	N
7	01-049-000-0000-6266		3,190.00	NESSUS PROFESSIONAL SUBSCRIPTI	BKD-73643800825	Software Fees/License Fees	N
	5462 Bremer Bank (Elan ACH)		3,204.68	2 Transactions			
49	DEPT Total:		3,204.68	Information Technologies	1 Vendors	2 Transactions	
53	DEPT			Human Resources			
5462	Bremer Bank (Elan ACH)						
39	01-053-000-0000-6268		199.00	NIKKI MIN WAGE AND OT TRAINING	SP2302143ROW9	Staff Training, Development	N
	5462 Bremer Bank (Elan ACH)		199.00	1 Transactions			

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
53	DEPT Total:		199.00	Human Resources	1 Vendors	1 Transactions	
100	DEPT			Recorder			
5462	Bremer Bank (Elan ACH)						
37	01-100-000-0000-6332		394.56	2023 MACO-LODGING 02/13/2023 02/16/2023	FEBRUARY 2023	Hotel / Motel Lodging	N
35	01-100-000-0000-6339		29.95	2023 MACO-MEALS 02/13/2023 02/13/2023	FEBRUARY 2023	Meals (Overnight)	N
36	01-100-000-0000-6339		17.79	2023 MACO-MEAL 02/16/2023 02/16/2023	FEBRUARY 2023	Meals (Overnight)	N
	5462 Bremer Bank (Elan ACH)		442.30	3 Transactions			
100	DEPT Total:		442.30	Recorder	1 Vendors	3 Transactions	
110	DEPT			Courthouse Maintenance			
5462	Bremer Bank (Elan ACH)						
32	01-110-000-0000-6570		38.42	FUEL FOR SWEEPER	69621	Motor Fuel & Lubricants	N
34	01-110-000-0000-6415		897.76	AIR FILTERS	74022	Operational Supplies	N
33	01-110-000-0000-6415		394.44	AIR FILTERS	75019	Operational Supplies	N
	5462 Bremer Bank (Elan ACH)		1,330.62	3 Transactions			
110	DEPT Total:		1,330.62	Courthouse Maintenance	1 Vendors	3 Transactions	
122	DEPT			Planning & Zoning			
5462	Bremer Bank (Elan ACH)						
28	01-122-000-0000-6268		349.00	SKILLPATH-LEADERSHIP (KT)	02102023	Staff Training, Development	N
29	01-122-000-0000-6268		349.00	SKILLPATH-LEADERSHIP (AC)	02102023	Staff Training, Development	N
9	01-122-000-0000-6360		14.99	ZOOM SUBSCRIPTION 02/22/2023 03/21/2023	189745440	Services, Labor, Contracts	N
	5462 Bremer Bank (Elan ACH)		712.99	3 Transactions			
122	DEPT Total:		712.99	Planning & Zoning	1 Vendors	3 Transactions	
200	DEPT			Enforcement			
5462	Bremer Bank (Elan ACH)						
10	01-200-200-0000-6268		225.00	JOLENE BCA TRAINING	11433	Training, Development	N
24	01-200-200-0000-6268		424.78	JOLENE ROOM - TRAINING	16589	Training, Development	N
23	01-200-200-0000-6268		225.00	JOLENE BCA TRAINING	19553	Training, Development	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
15	01-200-000-0000-6405		23.25	KEY RING HOLDER	39706	Office Supplies	N
21	01-200-200-0000-6405		36.89	INK CARTRIDGE	41847	VCET - AIM Office Supplies	N
11	01-200-200-0000-6268		164.38	PAYMENT HOTEL - TRAINING	58064	Training, Development	N
12	01-200-200-0000-6268		129.86	BROWN ROOM - TRAINING	68931	Training, Development	N
13	01-200-200-0000-6268		129.86	JOHNSON ROOM - TRANINIG	80119	Training, Development	N
14	01-200-019-0000-6352		42.34	K-9 NATIONWIDE INSURANCE	88597	Insurance-Vehicles/Equipment/Liability	N
22	01-200-200-0000-6405		55.95	CHAIR MAT	93866	VCET - AIM Office Supplies	N
5462	Bremer Bank (Elan ACH)		1,457.31				
				10 Transactions			
200	DEPT Total:		1,457.31	Enforcement		1 Vendors	10 Transactions
252	DEPT			Corrections			
	5462 Bremer Bank (Elan ACH)						
16	01-252-000-0000-6180		27.98	INNER DUTY BELT	12936	Clothing Allowance	N
26	01-252-003-0000-6241		25.00	KARLA- BCA TRAINING	13552	School Registration Fee	N
19	01-252-000-0000-6241		50.00	VOSS PORTALS TRAINING	13628	Registration Fee	N
20	01-252-003-0000-6241		25.00	ERICKSON - TAC TRAINING	13651	School Registration Fee	N
18	01-252-000-0000-6330		37.55	#227 TRANSPORT GAS	62466	Prisoner Transportation & Travel	N
17	01-252-000-0000-6180		53.95	OUTER DUTY BELT	81989	Clothing Allowance	N
5462	Bremer Bank (Elan ACH)		219.48				
				6 Transactions			
252	DEPT Total:		219.48	Corrections		1 Vendors	6 Transactions
257	DEPT			Community Corrections			
	5462 Bremer Bank (Elan ACH)						
31	01-257-257-0000-6215		163.60	VERIZON - AGENT CELL PHONES	9926109750	Wireless Telephone Services	N
				12/24/2022 01/23/2023			
5462	Bremer Bank (Elan ACH)		163.60				
				1 Transactions			
257	DEPT Total:		163.60	Community Corrections		1 Vendors	1 Transactions
280	DEPT			Emergency Management			
	5462 Bremer Bank (Elan ACH)						
25	01-280-000-0000-6241		350.00	GOVERNOR'S CONF	23386	Registration Fee	N
5462	Bremer Bank (Elan ACH)		350.00				
				1 Transactions			
280	DEPT Total:		350.00	Emergency Management		1 Vendors	1 Transactions

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3/15/23 9:59AM

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	
391	DEPT		Solid Waste			
	5462 Bremer Bank (Elan ACH)					
30	01-391-000-0000-6405		70.00	AMAZON-TONER (AC)	1377039	Office, Film, & Field Supplies N
1	01-391-000-0000-6405		195.82	ANNOUNCER FOR RC CENTER	21323	Office, Film, & Field Supplies N
	5462 Bremer Bank (Elan ACH)		265.82	2 Transactions		
391	DEPT Total:		265.82	Solid Waste	1 Vendors	2 Transactions
1	Fund Total:		9,948.04	General Fund		37 Transactions

WLC1
 3/15/23 9:59AM
 19 Long Lake Conservation Cen

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT		LLCC Administration			
	5462 Bremer Bank (Elan ACH)					
5	19-521-000-0000-6454		4.99- TAX REFUND POSTCARD	4715110303635416-2	Commissary Supplies-Non Jail	N
3	19-521-000-0000-6405		51.29 BUSINESS CARDS - DAVE AND BETH	4715110306365416	Office Supplies	N
4	19-521-000-0000-6405		3.30- BUSINESS CARD REFUND	4715110306365416	Office Supplies	N
	5462 Bremer Bank (Elan ACH)		43.00	3 Transactions		
521	DEPT Total:		43.00 LLCC Administration	1 Vendors	3 Transactions	
19	Fund Total:		43.00 Long Lake Conservation Center		3 Transactions	
	Final Total:		9,991.04	14 Vendors	40 Transactions	

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>
5462	Bremer Bank (Elan ACH)					
8	05-400-400-0402-6266		16.03	WEBEX (PUBLIC HEALTH) 02/09/2023 03/08/2023	Software Fees/License Fees	N
11	05-400-400-0402-6332		94.23	EP-LODGING (SD) 02/16/2023 02/16/2023	Hotel/Lodging	N
10	05-400-430-0408-6435		48.00	MCH-2023 LATCH MANUAL 02/13/2023 02/13/2023	Public Health Program Related Supplies	N
1	05-400-440-0410-6266		6.73	WEBEX (SP, CG, PA) 02/09/2023 03/08/2023	Software Fees/License Fees	N
5	05-400-440-0410-6266		16.03	WEBEX (EM) 02/09/2023 03/08/2023	Software Fees/License Fees	N
2	05-420-600-4800-6266		15.87	WEBEX (SP, CG, PA) 02/09/2023 03/08/2023	Software Fees/License Fees	N
6	05-420-600-4800-6266		16.03	WEBEX (JG) 02/09/2023 03/08/2023	Software Fees/License Fees	N
7	05-420-640-4800-6266		16.03	WEBEX (JH) 02/09/2023 03/08/2023	Software Fees/License Fees	N
3	05-430-700-4800-6266		25.50	WEBEX (SP, CG, PA) 02/09/2023 03/08/2023	Software Fees/License Fees	N
4	05-430-700-4800-6266		48.09	WEBEX (KL, JS, RP) 02/09/2023 03/08/2023	Software Fees/License Fees	N
9	25-000-000-0000-6266		16.03	WEBEX (OPIOID) 02/09/2023 03/08/2023	Data Processing/Computer Services	N
5462	Bremer Bank (Elan ACH)		318.57	11 Transactions		
Final Total			318.57	1 Vendors	11 Transactions	

WLC1
 3/15/23 10:59AM
 Road & Bridge

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 2

<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	5462 Bremer Bank (Elan ACH)		250.00	BIT STREET INSP RECERT-B THOMP	BSIR014202353601(Registration Fee	N
	5462 Bremer Bank (Elan ACH)		250.00	1 Transactions		
Final Total			250.00	1 Vendors	1 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	250.00	Road & Bridge
All Funds	250.00	Total

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

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	302.54	Health & Human Services
25	16.03	Opioid Settlement
All Funds	318.57	Total

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

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	9,948.04	General Fund
19	43.00	Long Lake Conservation Center
All Funds	9,991.04	Total

Approved by,

.....

.....

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

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		20.95	MED FSA CLAIMS 2023	03152023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		272.00	MED FSA CLAIMS 2023	03172023	Flex Plan Withdrawals	N
	8410 Bremer Bank		292.95	2 Transactions			
1 Fund Total:			292.95	General Fund	1 Vendors	2 Transactions	
Final Total:			292.95	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	292.95	General Fund
All Funds	292.95	Total

Approved by,

.....

.....

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

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		3.83	MED FSA CLAIMS 2023	03182023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		99.96	MED FSA CLAIMS 2023	03192023	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		1,458.38	DEP CARE FSA CLAIMS 2023	03202023	Flex Plan Withdrawals	N
4	01-044-904-0000-6360		33.10	MED FSA CLAIMS 2023	03202023	Flex Plan Withdrawals	N
8410 Bremer Bank			1,595.27	4 Transactions			
1 Fund Total:			1,595.27	General Fund	1 Vendors	4 Transactions	
Final Total:			1,595.27	1 Vendors	4 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,595.27	General Fund
All Funds	1,595.27	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request

2K

Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Purchase of 2 Ford Pickups

<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:

The Aitkin County Land Department budgeted the purchase of 2 pickup trucks in 2022. The trucks were ordered in 2022 but due to a number of factors, orders were not filled and delivery did not happen until now. The purchase was made through the State Bid Contract, which is processed and delivered by Aitkin Motors (local vendor). ACLD also budgeted the purchase of 2 trucks in 2023. Those are not in yet.

Attached are the quotes for the 2 trucks. They are identical trucks - 2023 F150 Super Cab 4x4. The expenses below are for both trucks.

Cost \$80,944.00
 Motor Vehicle Tax \$5,261.36
 Title and Transfer \$330.00

Total \$86,535.36

Alternatives, Options, Effects on Others/Comments:

ACLD is tax exempt however, a 6.5% Motor Vehicle Tax is required.

Recommended Action/Motion:

Motion to approve purchase of 2 Ford pickup trucks from Aitkin Motors for \$86,535.36

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 86,535.36

Is this budgeted? Yes No *Please Explain:*

In 2022, we budgeted \$60,000 for 2 new trucks. The difference between what was budgeted and the actual cost will be covered by the selling of old trucks and reserves from the Resource Management account (11-925).



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Application to Make Retail Sales of Tobacco Products

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

Submitted by: Christy M. Bishop	Department: Auditor
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Presenter (Name and Title): n/a	Estimated Time Needed: n/a
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Summary of Issue:
Application for License to Sell Tobacco Products

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve attached establishments for License to Sell Tobacco Products.

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:*

For: County Board of Aitkin

March 28, 2023

Motion by Commissioner x, seconded by Commissioner x and carried, all members voting yes to approve the following **Applications for License to Sell Tobacco Products** through the period **ending March 31, 2024**, *subject to the completion of all paperwork in full*:

- # 10 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 11 Harry's Midtown Liquor, L.L.C., d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 13 Imperial Operating MN LLC, d/b/a **Kings Mart #45** - Hazelton Township
- # 17 Midwest Investment, LLC, d/b/a **Mini Mart #6** – Shamrock Township
- # 22 Round Lake Resort, LLC, d/b/a **Round Lake Resort** – Shamrock Township



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Products

<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: Christy M. Bishop	Department: Auditor
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Presenter (Name and Title): n/a	Estimated Time Needed: n/a
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Summary of Issue:

Application for License to Sell Tobacco Products for New Business: 1865 Roadside Convenience: Located at 14072 State Highway 65 McGrath, MN 56350.

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:*



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: March 28, 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:
Warrant #111416 - Theresa James - October 16, 2020 - \$51.30

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
Warrant #111416 - Theresa James - October 16, 2020 - \$51.30

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:*

STATE OF MINNESOTA,

County of Aitkin

)
) ss.
)

Theresa James

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

Dated the 16th day of October 2020, Numbered 111416

Issued by Aitkin County Health and Human Services to
Theresa James

\$ 51.30 in the sum of
Lost has been Lost in the manner following, to-wit:
("Lost" or "Destroyed")

Did not receive in the mail

and that he/she 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 a sum equal to double the amount of said Warrant

Client Signature* [Signature] *

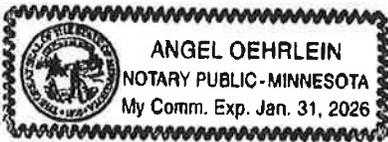
Subscribed and sworn to before me this

13th day of March, 2023.

[Signature]

Notary Public Mille Lacs County, Minnesota

My Commission Expires 11/30/2022



MAR 17 2023

Aitkin County Health



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: March 28, 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:
Warrant #110700 - Rochester Public Transit - January 17, 2020 - \$42.00

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
Warrant #110700 - Rochester Public Transit - January 17, 2020 - \$42.00

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:*

STATE OF MINNESOTA,

County of Aitkin

)
) ss.
)

Rochester Public Transit

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

Dated the 17th day of January 2020, Numbered 110700

Issued by Aitkin County Health and Human Services to

Rochester Public Transit

in the sum of

\$ 42.00

has been

Lost

in the manner following, to-wit:

("Lost" or "Destroyed")

Did not receive in the mail

and that he/she 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 a sum equal to double the amount of said Warrant.

Client Signature*

[Handwritten Signature]

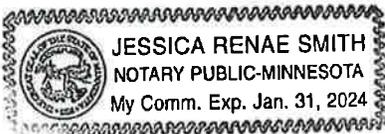
*

Subscribed and sworn to before me this

14th

day of March

, 2023.



[Handwritten Signature]
Notary Public Olmsted

County, Minnesota

My Commission Expires

01/31/2024



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: March 28, 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*
--	--	---

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:
Warrant #112222 - April James - October 22, 2021 - \$29.19

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:
Warrant #112222 - April James - October 22, 2021 - \$29.19

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:*

STATE OF MINNESOTA,

County of Aitkin

)
) ss. April James

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

Dated the 22nd day of October 2021, Numbered 112222

Issued by Aitkin County Health and Human Services

April James

in the sum of

\$ 29.19

Lost

in the manner following, to-wit:

(“Lost” or “Destroyed”)

Did not receive in the mail

and that he/she 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 a sum equal to double the amount of said Warrant.

Client Signature*

[Handwritten Signature]*

Subscribed and sworn to before me this

14th day of March, 2023.

Brandi Caverly

Notary Public

Aitkin

County, Minnesota

My Commission Expires

January 31, 2026





Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Application for Temporary On Sale Liquor License

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

Submitted by: Christy M. Bishop	Department: Auditor's Office
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Presenter (Name and Title):	Estimated Time Needed:
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Summary of Issue:
 Wealthwood Rod & Gun Club Application for Temporary On Sale Liquor License for event date of 04/28/2023.
 For: Aitkin County Board of March 28, 2023
 Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary On-Sale Liquor License (Strong Beer) for April 28, 2023.
 ON Sale:
 Wealthwood Rod & Gun Club – Hazelton Township – 23573 420th Place Aitkin, MN 56431

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Motion to Approve Temporary On-Sale Liquor License (Strong Beer) for April 28, 2023 - Wealthwood Rod & Gun Club

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

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

ADOPTED March 28, 2023

By Commissioner: xxx

20230328-xxx

Temporary Liquor License - Wealthwood

Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary On-Sale Liquor License (Strong Beer) for April 28, 2023.

ON Sale:

Wealthwood Rod & Gun Club – Hazelton Township – 23573 420th Place Aitkin, MN 56431

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 28th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of March 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: 2/28/2023

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>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Logan Township has made a \$125.00 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 Please Explain:		



Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: 03/28/2023

Title of Item: Search & Rescue 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: Wealthwood Township has made a \$1000 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED March 20, 2023

By Commissioner: xxx

20230320-xxx

SR Donation – Wealthwood Township

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:

Township of Wealthwood \$1,000.00

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

Township of Wealthwood Aitkin County Search and Rescue

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

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

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 20th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 20th day of March 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

Agenda Item #

Requested Meeting Date: 3/28/2023

Title of Item: Video Rooms for Jail

<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: Chris Sutch	Department: IT
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Presenter (Name and Title): Chris Sutch; IT manager	Estimated Time Needed: 5 minutes
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Summary of Issue:

Since the pandemic many Court hearings or other programs are being held through Zoom. The Jail's legacy video systems are no longer adequate for the many usages that video conferencing systems can be used for. This proposal is in 3 parts. 2 quotes from Dutch's Electric required to support the installation.

Marco will then perform the installation of the video systems themselves. This proposal includes 3 video conferencing systems in 3 separate locations. First floor jail library (Room 154A). Adjacent to that room 158. The 3rd installation will be in the 2nd Floor library room 236.

All 3 of these are to be installed with a tamper proof steel frame.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve bid from Marco in the amount of \$27,192.02
 Approve bid 1 from Dutch's Electric in the amount of \$2,731
 Approve bid 2 from Dutch's Electric in the amount of \$4,600
 Approve usage of Fiscal Recovery Funds for the total amount of \$34,523.02

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 34,523.02

Is this budgeted? Yes No *Please Explain:*

Fiscal Recovery Funds have been budgeted for this project.

Table of Expenses by Expenditure Category

	Category	Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		

Category		Funding Requested for Project	Funding Approved for Project
2.13	Other Economic Support		
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		

Category		Funding Requested for Project	Funding Approved for Project
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement	\$34,523	
6.1	Provision of Government Services		
7	Administrative and Other		
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; Chris Sutch

Date; March 15, 2023

Reviewed by Economic Development Coordinator;

Signature; 

Date; 03 / 15 / 2023

Approval by County Administrator;

Signature; *Jessica Seibert*

Date; 03 / 16 / 2023

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)



27,192

2,731

4,600

34,523

ARPA
Difference: 7,739

March 9, 2023

PROPOSAL FOR

AITKIN COUNTY

CHRIS SUTCH

Prepared By:

Nick Vitale

Technology Advisor

320.650.1933

nick.a.vitale@marconet.com

Quote Number: 116362



Managed Services



Copiers & Printers



Audio Visual



Business IT Services



IT - Video Rooms for Jail -- AITKIN COUNTY



Prepared by:
Marco - Brainerd
 Nick Vitale
 320.650.1933
 nick.a.vitale@marconet.com

Prepared for:
AITKIN COUNTY
 209 2ND ST NW ROOM 118
 AITKIN, MN 56431-1257
 Chris Sutch
 218.927.7318
 chris.sutch@co.aitkin.mn.us

Quote Information:
Quote #: 116362
 Version: 6
 Date Issued: 03/09/2023
 Expiration Date: 03/31/2023

Huddle Rooms (Room 158 and 154A)

Description	One-Time	Qty	Ext. One-Time
Video Equipment			
Panasonic - Professional 43" 4K UHD 400cd/m2 LED LCD Display	\$817.96	2	\$1,635.92
Chief - Fusion Series Medium Tilting Wall Mount - Micro-adjustable - Universal Interface Bracket - Black	\$210.00	2	\$420.00
Chief - Metal Stud Anchor Kit - 4 Anchors	\$25.29	2	\$50.58
Poly - Studio USB Media Bar - 120 Degree FOV Camera, 6 Element Mic Array 12' Range, Built in Stereo Speakers	\$937.14	2	\$1,874.28
Poly - Display Mount Kit for Poly Studio USB Media Bar	\$157.01	2	\$314.02
Icron - Ranger 2311 - Single Port USB 2.0 Extender up to 100 meters over CATx Cabling, USB-IF Certified	\$365.00	2	\$730.00
Crestron - 4K 4x1 Scaling Auto-Switcher and DM Lite® Extender over CATx Cable	\$1,414.29	2	\$2,828.58
Owner Furnished Equipment - PC with HDMI Output		2	
Owner Furnished Equipment -Local PC Monitor		2	
Tamper-proof steel frame (budget)	\$1,500.00	2	\$3,000.00
Cables and Miscellaneous Installation Materials	\$447.60	1	\$447.60
Liberty - Cat6 Twisted Pair Cable BOX - Unshielded - Plenum Rated - Black		1	
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 3'		2	
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 6'		2	



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

Liberty - Cat6 Patch Cable - Black - 7ft		2	
Installation Materials		2	

Subtotal: **\$11,300.98**

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Huddle Rooms Installation	\$3,615.00	1	\$3,615.00

Subtotal: **\$3,615.00**

Medium Room (Room 236)

Description	One-Time	Qty	Ext. One-Time
Video Equipment			
Panasonic - Professional 75" 4K UHD 400cd/m2 LED LCD Display	\$2,290.89	1	\$2,290.89
Chief - Fusion Series X-Large Static Wall Mount - Micro-adjustable - Universal Interface Bracket - Black	\$294.86	1	\$294.86
Chief - Metal Stud Anchor Kit - 4 Anchors	\$25.29	1	\$25.29
Poly - Studio X50 with TC8 - 3 Microphones, Camera, Stereo Speakers, 5X Optical Zoom 2 Preset Positions, Auto Tracking, Miracast Connectivity, 120° Field of View, Auto-framing, ePTZ	\$3,172.43	1	\$3,172.43
Icron - Ranger 2311 - Single Port USB 2.0 Extender up to 100 meters over CATx Cabling, USB-IF Certified	\$365.00	1	\$365.00
Crestron - D4K 4x1 Scaling Auto-Switcher and DM Lite® Extender over CATx Cable	\$1,414.29	1	\$1,414.29
Owner Furnished Equipment - PC with HDMI Output		1	
Owner Furnished Equipment - Local PC Monitor		1	
Tamper-proof steel frame (budget)	\$2,100.00	1	\$2,100.00
Cables and Miscellaneous Installation Materials	\$183.28	1	\$183.28
Liberty - Cat6 Twisted Pair Cable BOX - Unshielded - Plenum Rated - Black		1	
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 3'		1	
Liberty - Premium HDMI Male to Male Cable - 18G 4K Certified - 6'		1	



SCHEDULE A - SCHEDULE OF PRODUCTS TO PRODUCT AGREEMENT(S)

Liberty - Cat6 Patch Cable - Black - 7ft		3	
--	--	---	--

Subtotal: \$9,846.04

Professional Services Labor

Description	One-Time	Qty	Ext. One-Time
Marco Professional Services - Fixed Fee - Medium Room Installation	\$2,430.00	1	\$2,430.00

Subtotal: \$2,430.00

Professional Services Engagement Agreement

ABOUT THIS PROFESSIONAL SERVICES ENGAGEMENT

In addition to the Professional Service Engagement Agreement located at www.marconet.com/legal/business-it-product-agreements/professional-service-engagement-agreement, the following applies to this Professional Service Engagement:

ENGAGEMENT OVERVIEW - CLIENT GOALS AND OUTCOMES - CURRENT SITUATION

Aitkin County is looking to add video conferencing capabilities to 2 huddle rooms and one medium conference room. Exact room names to be determined on kickoff call. Details of rooms described below.

ENGINEERING - DESCRIPTION OF SERVICES AND DELIVERABLES

ENGINEERING - DESCRIPTION OF SERVICES AND DELIVERABLES

The following solution will be considered "in-scope" for the purposes of this engagement:

NOTES:

- There will be electrical requirements for this project that will be the responsibility of customer or other contractor.
- There will be low voltage/network/data requirements for this project that will be the responsibility of customer or other contractor.
- Cable path from PC location to display location required and to be provided by Aitkin County
- LAN connections required at display locations and TC8 location (for medium conference room). 4 total LAN connections required
- **Jeremy K. will work with Ikler to design a metal frame that will cover the cables and connections from inmates.**

Huddle Rooms

Video

- Marco will install 43" display at the height of 52" AFF (bottom of display) with Poly Studio mounted below, wall mounted
- Conferencing to be accomplished with owner furnished PC to be located in a secure area. Exact location to be determined by Aitkin County and Marco while onsite
- Local monitor to be located near PC in secure area. Local monitor and HDMI to room display will both connect to owner furnished PC. Aitkin County IT will set display settings to mirror display.

Audio



- All audio to be through Poly Studio (far end and microphone pickup, program audio)

Control

- All control to be accomplished through PC and factory supplied remote control

Conferencing

- All conferencing to be accomplished through owner furnished PC

Medium Conference Room

Video

- Marco will install 75" display at the height of 52" AFF (bottom of display) with Poly Studio X50 mounted below, wall mounted
- X50 to be in USB only mode
- Conferencing to be accomplished with owner furnished PC to be located in a secure area. Exact location to be determined by Aitkin County and Marco while onsite
- Local monitor to be located near PC in secure area. Local monitor and HDMI to room display will both connect to owner furnished PC. Aitkin County IT will set display settings to mirror display.

Audio

- All audio to be through Poly Studio X50 (far end and microphone pickup, program audio)

Control

- All control to be accomplished through Poly TC8

Conferencing

- All conferencing to be accomplished through owner furnished PC

Training:

Marco will provide 1 hour of system functionality for the end user. This will not include software training or configuration.

■ COORDINATION - DESCRIPTION OF SERVICES AND DELIVERABLES

Tasks and deliverables for our Coordination Team are located at www.marconet.com/legal/business-it-product-agreements/professional-service-engagement-agreement

The following additional tasks and deliverables for our Coordination Team will be considered "in-scope" for the purposes of this engagement:

- Coordination of renovation project with other trades: i.e. electrical, low voltage cabling, etc.
- Scheduling of onsite field engineers for installation of system hardware
- Scheduling of onsite and remote resources for commissioning and programming of systems
- Scheduling and coordination of project details with internal IT personnel
- Networking & IP considerations
- Marco point of contact for Client scheduling
- Order Placement and Tracking to ensure delivery to correct location

- Facilitate creation of the engagement execution timeline and communication with Client on execution activities
- Schedule & Facilitate Internal/External Kickoff Meeting – distribution of meeting notes and deliverables if required from meeting (if Required)
- Schedule additional meetings as required for successful completion of engagement
- Schedule Engineering resources for both onsite/remote time to complete this service engagement
- Facilitate any change orders and change requests to this Professional Services Engagement
- Tracking of post cutover punch-list items (if applicable)

■ CLIENT RESPONSIBILITIES

As required, Client will allow Marco access to premises as needed by Marco to perform its responsibilities under this Agreement. Any refusal or failure to provide access shall relieve Marco of its performance obligations and may require a change order for additional services to complete the work at a future time. Client will also provide a suitable work area for Marco personnel if work is completed on premises.

If available, Marco can facilitate remote access to the Clients network for post-installation remote support. Questions or concerns with Marco having this access should be communicated during the review of this Professional Services Engagement Agreement in order to discuss alternative methods of support. When remote access support is authorized, Marco will use this access whenever a support ticket is created. Marco will communicate with Client prior to Marco accessing the Clients systems for any non-support ticket remote access needs.

Electrical & Low Voltage Requirements (to be completed prior to Marco onsite installation):

- Zoom/Teams License(s) required:
 - Not applicable
- Data/Network Drops needed and where:
 - Behind each display (3)
 - TC8 location (medium conference room)
 - Each PC
- IP Addresses Needed:
 - Huddle Room Studio 1
 - Huddle Room Studio 2
 - Medium Conference Room X50
 - Medium Conference Room TC8
 - PC 1
 - PC 2
 - PC 3
- Electrical Power/Electrical Receptacles, call out outlets needed, where and at what height
 - 120V Outlet at 70" AFF for Huddle Rooms
 - 120V Outlet at 75" AFF for Medium Conference Room
 - 120V outlet required at PC locations
- Conduit & Raceway Provisions:
 - Cable path from display locations to PC locations required and to be the responsibility of Aitkin County
- Networking & IP considerations
 - IP Address Assignments for all networked equipment
 - VLAN Creation/Configuration (as required)
 - Network switch port configuration and assignments (as required)



- Power of Ethernet (PoE) where needed
- Project related DNS entries (as required)
- LAN and WAN Quality of Service (QoS) (as required)

■ SERVICES ASSUMPTIONS, EXCLUSIONS, AND NOTES

Please list any Assumptions, Exclusions, and Important Notes for the purposes of this engagement:

- Aitkin County is responsible for existing equipment that has been removed, Marco will hand over to Aitkin County to reuse or recycle (if applicable).
- Aitkin County shall coordinate with third party contractors and the Marco Project Management staff for all items related to this project as required.
- Aitkin County is responsible for providing the required networking infrastructure for the AV network uplink, VoIP for audio conferencing, and any wireless or wired internet access they designate the area to contain. This will require data drops, switch ports, WiFi, port patching, etc.
- Aitkin County is responsible for data/networking requirements as listed above for AV systems that will be on Aitkin County premise/local network (LAN).
- Marco is not responsible for any electrical contractor service requirements for all parts of this project which includes electrical receptacle, conduit, or raceway provisions.
- Marco shall not be responsible for millwork or other specialty construction services.
- Marco will not be responsible for painting, taping, sheetrock, ceiling grid work, or any other structural changes/improvements or construction

Installation Site Address: 209 2ND ST NW ROOM 118 AITKIN, MN 56431-1257

Installation Site Contact: Chris Sutch

Phone: 218.927.7318

Email: chris.sutch@co.aitkin.mn.us



Quote Summary - One-Time Expenses

Description	Amount
Huddle Rooms (Room 158 and 154A)	\$11,300.98
Professional Services Labor	\$3,615.00
Medium Room (Room 236)	\$9,846.04
Professional Services Labor	\$2,430.00
Total:	\$27,192.02



Approval

- Client represents that it has reviewed and agrees to be legally bound by this Schedule of Products.
- Client represents that it has reviewed and agrees to be legally bound by the Relationship Agreement, any Product Agreement(s) referred to herein, and applicable policy(ies) ("Terms and Conditions") which are located at www.marconet.com/legal for the Products it is obtaining as identified in this Schedule of Products. If the parties have negotiated changes to the Terms and Conditions that have been reduced to writing and signed by both parties, the modified version(s) of such Terms and Conditions, that have not expired or been terminated, shall replace the online version(s).
- Client agrees to use electronic signatures, electronic communications, and electronic records to transact business under the above documents.
- The pricing above does not include taxes. Taxes, fees and surcharges shall be paid by Client and will be shown on invoices to Client.
- Payments made via credit card are subject to a 3% surcharge.
- A \$30 fee will be assessed for any returned payment

Marco Technologies, LLC

AITKIN COUNTY

Signature: _____
 Name: _____
 Title: _____
 Date: _____

Prepared for: Chris Sutch
 Signature: _____
 Signed by: _____
 Title: _____
 Date: _____
 PO Number: _____
 Email Address: _____

Proposal

Dutch's Electric, Inc.

27208 State Highway 210
Aitkin, MN 56431
Phone 218/927-2213
Fax 218/534-3063

~~4/26/2021~~

2/21/2023

Aitkin County Court House
204 1st ST NW
Aitkin, MN 56431

Cat 6 to Jail

- Run all cat six cables if needed from the offices
- Run two USB cables from offices to new T.V. in the library
- Drop two receptacles next to the T.V.

Total \$ 2,300

Total \$ 2,731

Thanks,
Cory

Dutch's

Electric

Electrical Contracting
Residential, Commercial & Industrial
Bucket Truck and Aerial Work

Cory Trotter	27208 State HWY 210
Phone: 218-927-2213	Aitkin, MN 56431
Fax: 218-534-3063	cory@dutchselectric.com

Signature of acceptance _____ Date _____

Proposal

Dutch's Electric, Inc.

27208 State Highway 210
Aitkin, MN 56431
Phone 218/927-2213
Fax 218/534-3063

4/13/2021
4/21/2023

Aitkin County Court House
204 1st ST NW
Aitkin, MN 56431

Cat 6 to Jail

- Trench 60' across the yard
- Install a 1" PVC conduit underground
- Run a 1" EMT conduit up the wall to second floor of the jail
- Run a 1" EMT conduit up the wall behind data rack wall
- Pull one underground Cat 6 cable from data rack to second floor of the jail
- Terminate both ends of the cable
- Run one conduit down the wall in the office and install a wall plate for the CAT 6 cable
- Run on HDMI cable and two USB cables from the office to the new TV location
- Wire for one receptacle for the TV to plug in.

Total \$ 3,880

Total \$ 4,600

Thanks,
Cory

Dutch's

Electric

Electrical Contracting
Residential, Commercial & Industrial
Bucket Truck and Aerial Work

Cory Trotter 27208 State HWY 210
Phone: 218-927-2213 Aitkin, MN 56431
Fax: 218-534-3063 cory@dutchselectric.com

Signature of acceptance _____ Date _____

Title	Aitkin County FRF request
File name	3334_001.pdf
Document ID	013eb09a3fbe6de5f425aba013057ea07b5247fb
Audit trail date format	MM / DD / YYYY
Status	● Signed

Document History



03 / 15 / 2023
20:25:41 UTC

Sent for signature to Mark Jeffers (mark.jeffers@co.aitkin.mn.us) and Jessica Seibert (jessica.seibert@co.aitkin.mn.us) from brittany.searle@co.aitkin.mn.us
IP: 136.234.3.13



03 / 15 / 2023
20:26:06 UTC

Viewed by Mark Jeffers (mark.jeffers@co.aitkin.mn.us)
IP: 136.234.3.13



03 / 15 / 2023
20:26:33 UTC

Signed by Mark Jeffers (mark.jeffers@co.aitkin.mn.us)
IP: 136.234.3.13



03 / 16 / 2023
13:04:37 UTC

Viewed by Jessica Seibert (jessica.seibert@co.aitkin.mn.us)
IP: 136.234.3.13



03 / 16 / 2023
13:05:04 UTC

Signed by Jessica Seibert (jessica.seibert@co.aitkin.mn.us)
IP: 136.234.3.13



03 / 16 / 2023
13:05:04 UTC

The document has been completed.



Board of County Commissioners Agenda Request

Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Approve Macro Bid - \$27,192.02

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

Submitted by:	Department:
----------------------	--------------------

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

Summary of Issue:
See 3A

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:*



Board of County Commissioners Agenda Request

Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Approve Dutch's Electric Bid - \$2,731.00

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

Submitted by:	Department:
----------------------	--------------------

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

Summary of Issue:
See 3A

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:*



Board of County Commissioners Agenda Request

Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Approve Dutch's Electric Bid - \$4,600.00

<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>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
--	--	---

Submitted by:	Department:
----------------------	--------------------

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

Summary of Issue:
See 3A

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:*



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Approve use of FRF Funds (ARPA) for Long Lake Conservation Center

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

Submitted by: DJ Thompson	Department: Land
-------------------------------------	----------------------------

Presenter (Name and Title): Dave McMillan, LLCC Manager	Estimated Time Needed: 5 Minutes
---	--

Summary of Issue:

Approve use of FRF Funds (ARPA) in the amount of \$5,000 to contract with Solomon Strategies Group to lobby for the passage of an "Outdoor School for All" bill in Minnesota.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve recommendation to use FRF Funds (ARPA) for LLCC to contract with Solomon Strategies Group.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ \$5,000.00

Is this budgeted? Yes No *Please Explain:*

The amount requested are funds that have not been allocated elsewhere.

Aitkin County Fiscal Recovery Funds

Strategic Investment Project

Project Identification: [Project Name]

Funding amount: [Funding amount]

Project Expenditure Category: [Category number, Category Name]

Project overview

- A description of the project that includes an overview of the main activities of the project, the approximate timeline, primary delivery mechanisms and partners, if applicable, intended outcomes and briefly describe the goals of the project:

Long Lake Conservation Center would like to enter into a contract with Solomon Strategies Group to lobby for the passage of a "Outdoor School for All" bill. The bill would appropriate funding for Minnesota students to attend an Outdoor Learning School. There are 5 Outdoor Learning Schools in Minnesota including Long Lake. The work will be done in phases with the hopes of a signed bill in May of 2024. The other 4 Outdoor Learning Schools have also signed on with Solomon Strategies Group.

Similar legislation has been passed in Oregon and Washington with Maine hoping to pass something this year.

- Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc.

\$5,000.00

Table of Expenses by Expenditure Category

Category		Funding Requested for Project	Funding Approved for Project
1	Expenditure Category: Public Health		
1.1	COVID-19 Vaccination		
1.2	COVID-19 Testing		
1.3	COVID-19 Contact Tracing		
1.4	Prevention in Congregate Settings (Nursing Homes, Prisons/Jails, Dense Work Sites, Schools, etc.)		
1.5	Personal Protective Equipment		
1.6	Medical Expenses (including Alternative Care Facilities)		
1.7	Capital Investments or Physical Plant Changes to Public Facilities that respond to the COVID-19 public health emergency		
1.8	Other COVID-19 Public Health Expenses (including Communications, Enforcement, Isolation/Quarantine)		
1.9	Payroll Costs for Public Health, Safety, and Other Public Sector Staff Responding to COVID-19		
1.10	Mental Health Services		
1.11	Substance Use Services		
1.12	Other Public Health Services		
2	Expenditure Category: Negative Economic Impacts		
2.1	Household Assistance: Food Programs		
2.2	Household Assistance: Rent, Mortgage, and Utility Aid		
2.3	Household Assistance: Cash Transfers		
2.4	Household Assistance: Internet Access Programs		
2.5	Household Assistance: Eviction Prevention		
2.6	Unemployment Benefits or Cash Assistance to Unemployed Workers		
2.7	Job Training Assistance (e.g., Sectoral job-training, Subsidized Employment, Employment Supports or Incentives)		
2.8	Contributions to UI Trust Funds*		
2.9	Small Business Economic Assistance (General)		
2.10	Aid to nonprofit organizations		
2.11	Aid to Tourism, Travel, or Hospitality		
2.12	Aid to Other Impacted Industries		
2.13	Other Economic Support		

Category		Funding Requested for Project	Funding Approved for Project
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		
5.11	Drinking water: Transmission & distribution		

Category		Funding Requested for Project	Funding Approved for Project
5.12	Drinking water: Transmission & distribution: lead remediation		
5.13	Drinking water: Source		
5.14	Drinking water: Storage		
5.15	Drinking water: Other water infrastructure		
5.16	Broadband: "Last Mile" projects		
5.17	Broadband: Other projects		
6	Expenditure Category: Revenue Replacement		
6.1	Provision of Government Services		
7	Administrative and Other	5,000.00	
7.1	Administrative Expenses		
7.2	Evaluation and data analysis		
7.3	Transfers to Other Units of Government		
7.4	Transfers to Nonentitlement Units (States and Territories only)		

Signature of Applicant; _____

Date; 3/17/23

Reviewed by Economic Development Coordinator;

Signature; _____

Date; 3/17/23

Approval by County Administrator; ,

Signature; _____

Date; 3-20-23

(Approval by County Administrator allows request to be presented to the Board of Commissioners for final approval.)



Board of County Commissioners Agenda Request

5A

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>		

Aitkin County
Contract Bid Abstract

Contract No: 20232
 Project No: 2023 Calcium Chloride Application
 Bid Opening: March 13, 2022 at 2:00 PM

Project: 2023 Calcium Chloride Application				ENGINEERS ESTIMATE		KNIFE RIVER - Sauk Rapids, MN		ENVIROTECH SERVICES INC - Greeley, CO	
Line	Item Description	Item Unit	Quantity	Est Price	Est Total	Price	Total	Price	Total
1	CALCIUM CHLORIDE SOLUTION	GAL	572,000	\$1.14	\$652,080.00	\$1.27	\$725,296.00	\$1.45	\$829,400.00
Total for Project 2023 Calcium Chloride Application/Contract 20232					\$652,080.00		\$725,296.00		\$829,400.00
% of Estimate for Project 2022 Calcium Chloride Application/Contract 20232							11.23%		27.19%

I hereby certify that this is an exact reproduction of bids received.

Certified by: _____

License No: 24340 _____

Date: 3-14-23 _____

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

ADOPTED March 20, 2023

By Commissioner: xxx

20230320-xxx

Award Contract 20232

WHEREAS, Contract No. 20232 is for the placement of calcium chloride on various county highways and township roads, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, March 13, 2023 with a total of two bids received, and

WHEREAS, Knife River, Sauk Rapids, MN was the lowest responsible bidder in the amount of \$725,296.

NOW THEREFORE, BE IT RESOLVED, that Knife River be awarded Contract 20232.

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 20th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 20th day of March 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Residential Waste Electronics Collection

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Andrew Carlstrom	Department: Environmental Services
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 minutes
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Summary of Issue:

I am respectfully requesting to schedule a residential electronics collection on June 3, 2023 for 10AM to 1PM. I have confirmed this date with Retrofit Companies who have been the contractor for the past 6 collections. They have offered to do the collection event (see attached quote), and fortunately costs will be the same as last year at .32/lb. We will continue to receive screened items for \$15.00/each as recommended by Retrofit, and which is line with what neighboring counties are charging.

In 2022 we charged \$15.00 per screen item and recovered 56% of the total cost of the collection event. The total collection cost was \$3286.40 (\$1000.00 is the event fee where they supply two staff, gaylord boxes, pallets, plastic wrapping, and semi/trailer for transportation) and we took in \$2280.00 for revenue. All non-screened items will be free-of-charge. Last year totals from June 4, 2022: 123 Households participated and 152 screens were collected.

Alternatives, Options, Effects on Others/Comments:

Alternative is not to approve the collection event.

Recommended Action/Motion:

Motion to approve Electronics Waste Collection Event on June 3, 2023 from 10 a.m. to 1 p.m. with a \$15.00 per screened item charge. If approved, an additional motion to approve \$400.00 cash in start-up funds from the Auditor's Office is required.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ Additional \$1,500.00 to \$2,500.00

Is this budgeted? Yes No *Please Explain:*

THE RETROFIT COMPANIES

ENVIRONMENTAL SERVICES QUOTE FOR

Aitkin County E-waste Event June 3rd, 2023

EXPIRES: August 14, 2023

QUOTED ON: February 15, 2023

QUOTED BY: Michelle Gwin

CONTACT TO SCHEDULE A RECYCLING PICK UP

Michelle Gwin

507-414-5158 or 800-795-1230

mgwin @retrofitcompanies.com

FAX: 651-717-4765



- FLUORESCENT & HID LAMPS
- MERCURY DEVICES & DEBRIS
- ELECTRONIC EQUIPMENT
 - COMPUTERS
 - BATTERIES
- PCB & NON-PCB BALLASTS
 - PCB SOIL & DEBRIS
- CAPACITORS & TRANSFORMERS
 - APPLIANCES
- CHEMICALS & POISONS
- HAZARDOUS WASTES
- PAINTS & SOLVENTS
- LABORATORY WASTES
- CHEMOTHERAPY WASTES
- FLAMMABLE AEROSOLS
- TOXIC LIQUID & SOLIDS
 - OILS & FILTERS
 - ABSORBENTS
 - COOLANTS
- CLEANERS & DETERGENTS
 - LAB PACKS
- PRE-DEMOLITION WASTE REMOVAL
- TESTING, EDUCATION & TRAINING

QTY	WASTE	UNIT COST	TOTAL COST
	Screened E-waste (ALL TVs/MONITORS) per lb.	\$ 0.32	\$ -
	All Non-Screened Items (but including laptops) per lb.	Free	\$ -
1	Event fee:	\$ 1,000.00	\$ 1,000.00
	Includes: 2 TRC Staff, full day event labor and all packaging material and pallets needed		
	Typical semi weight averages 18,000. LBs		
TOTAL ESTIMATE			\$ 1,000.00
If this bid is approved, please SIGN and RETURN to your ISR.			
Signature:		Date:	



Board of County Commissioners Agenda Request

6B
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Amendment to Zoning Ordinance-Membership to PC/BOA

<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: Andrew Carlstrom	Department: Environmental Services
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 Minutes
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Summary of Issue:

In accordance with MN Statutes 394.25 and during the Public Hearing of March 20, 2023 before the Aitkin County Planning Commission, the commission voted unanimously to amend Section 9.02 and Section 10.01 of the Aitkin County General Zoning Ordinance. The proposed amendment requires members of the Aitkin County Planning Commission and the Board of Adjustment to reside annually on homesteaded property within the boundaries of Aitkin County. Two of six neighboring counties surveyed have codified language that require members of these appointed land use commissions to reside within their counties.

The date of the public hearing was published in the Aitkin Age on March 1, 2023. According to Rule 11, Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business, a first reading only shall be held today and a second reading requesting Board action be held on April 11, 2023.

Please see attached proposed amendment and resolution for your review only.

Alternatives, Options, Effects on Others/Comments:

Alternative is not to sign the resolution in support of requiring members of the Planning Commission and Board of Adjustment to reside annually on homesteaded property within the boundaries of Aitkin County.

Recommended Action/Motion:

No action requested at this time. Only discussion.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

Aitkin County Environmental Services Planning and Zoning
307 Second Street NW
Room 219
Aitkin, MN 56431
Phone: 218-927-7342
Fax: 218-927-4372



MEMORANDUM

DATE: March 20, 2023

TO: Aitkin County Planning Commission

FROM: Andrew Carlstrom, Director of Environmental Services/Planning & Zoning

RE: Amendment to Section 9 & 10 of General Zoning Ordinance

In accordance with Aitkin County General Zoning Ordinance Section 9.07 and MN Statute, Chapter 394, ordinance amendments are heard before the Aitkin County Planning Commission, and decided upon as to whether the proposed amendments should be considered by the Aitkin County Board of Commissioners. The date this public hearing was published in the Aitkin Age was on March 1, 2023 and according to Rule 11 of the Board of Commissioners Meeting Procedures and Rules of Business, this proposed amendment will be considered at two regular sessions of the County Board. Our county internal Ordinance Committee has reviewed and discussed this proposed amendment on January 24 and February 14, 2023, and recommended that it be brought before the Planning Commission.

In accordance with the Aitkin County Comprehensive Land Use Plan, and in order to protect the integrity, “sense of community”, and strive for increased resident input on policy issues, a proposed amendment has been submitted to change Section 9.02 and Section 10.01 of the General Zoning Ordinance. The proposed amendment would require members of the Planning Commission and Board of Adjustment to reside annually on homesteaded property within the boundaries of Aitkin County. Two of six neighboring counties surveyed (Itasca and Morrison) currently have requirements and codified language that members of these appointed land use commissions, shall reside within their respective counties.

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

PROPOSED April 11, 2023

By Commissioner:

20230411-xxx

Aitkin County Zoning Ordinance Amendment of membership requirements to Planning Commission and Board of Adjustment

WHEREAS, Aitkin County Zoning Ordinance currently does not require all members of the Planning Commission and Board of Adjustment to reside annually on homesteaded property within the boundaries of Aitkin County; and

WHEREAS, in accordance with the Comprehensive Land Use Plan, and in order to protect the integrity, “sense of community”, and strive for increased resident input on policy issues;

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners does hereby authorize the amendments to Section 9.02 and Section 10.01 of Aitkin County Zoning Ordinance

FOUR MEMBERS PRESENT

All Members Voting

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 11th day of April 2023 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of April 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

6C

Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: SSTS Inspection Contract

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Andrew Carlstrom	Department: Planning & Zoning
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 minutes
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Summary of Issue:

In accordance with MPCA Septic Apprentice Certification and in an effort to certify additional environmental services staff as qualified to inspect septic systems throughout the county, we are requesting the services of certified and independent contractor, Bryan Hargrave. As with 2021 and 2022 we are anticipating another busy year reviewing, inspecting, and approving septic systems in Aitkin County. Bryan has served as our Contracted Inspector for the past seven years and has always provided excellent support, mentoring, and training to our staff. Currently, Kevin Turnock and Henry Egland are our only certified septic inspectors.

Please see memorandum and proposed contract. Contract will be reviewed by County Attorney.

Alternatives, Options, Effects on Others/Comments:

Deny the request to contract with Bryan Hargrave.

Recommended Action/Motion:

Motion to approve the contract and authorize the County Administrator to sign.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 40,000.00

Is this budgeted? Yes No *Please Explain:*

There are sufficient funds in our 2023 budget within our "service and labor contracts" line item. Bryan will coordinate and communicate with staff to ensure he maximizes his day's production and that training staff is top priority.

Aitkin County Environmental Services Planning and Zoning
307 Second Street NW
Room 219
Aitkin, MN 56431
Phone: 218-927-7342
Fax: 218-927-4372



MEMORANDUM

DATE: March 28, 2023
TO: Aitkin County Board of Commissioners
FROM: Andrew Carlstrom, Environmental Services Director
RE: SSTS Contract Inspector

In an effort to train, mentor, and qualify more environmental services staff to become MPCA certified to inspect septic systems in Aitkin County, we are again requesting the services of certified and contracted inspector, Bryan Hargrave from May 22, 2023 to September 29, 2023. Bryan is currently semi-retired and has contracted with us for the last seven years. The current duties of the contract inspector are the inspection of the installation of subsurface sewage treatment systems (SSTS) and onsite inspections for zoning permits. Bryan is requesting a daily compensation rate of \$425.00 per day. Due to the quality of work, additional soils expertise and current license with the MPCA, I recommend the Board approve entering into a contract with Bryan Hargrave for SSTS inspections at a rate of \$425.00 per day (enclosed is the contract).

If you have any questions, please feel free to contact me at 218-927-7342 or by email at andrew.carlstrom@co.aitkin.mn.us.

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

This contract, dated March 28, 2023 is made between the following parties:

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

And

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

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

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

- A. Obtain copies of the Aitkin County permits and related documents including an approved site evaluation and an approved design for all SSTS inspections prior to inspecting. Aitkin County will supply copies of permits and related documents.
- B. Serve as a MPCA-approved mentor for the Apprentice Inspector Program/Environmental Services staff. Ensure staff co-complete a minimum of 15 inspections of a Type 1, 2, or 3 system with a flow of 2500 gallons per day or less, with a minimum of 1 below ground system inspection. All 15 inspections can be conducted on either existing SSTS, new construction/replacement SSTS, or any combination of the two. Verify the completeness and accuracy of inspecting the compliance statuses of newly constructed or existing ISTS. This verification includes a field verification of all field observations and conclusions. Design reviews must also be verified.
- C. Inspect new and replacement SSTS for full compliance with “Aitkin County’s Subsurface Sewage Treatment System Ordinance.”

D. Complete to the satisfaction of the Aitkin County Planning and Zoning Department all inspection forms, certificate of compliance or notice of noncompliance and submit to Aitkin County Planning and Zoning Department within five (5) days of the final inspection. This includes all soils information, verification of clean sand and any other information pertinent to the completion of the Individual Sewage Treatment System inspection form (or other form approved by the Environmental Services Director) in its entirety. Final inspection shall be when the tank(s) are covered, and if applicable, the drain field is covered with black dirt and seeded or sod laid. The independent contractor is responsible and will be held accountable for sewer inspections and all other relevant information.

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

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

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

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

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

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

2. **INSURANCE:**

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

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

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

Explosion, collapse and underground must be included.

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

3. **INSPECTION SCHEDULE:** The independent contractor shall be responsible for setting their own schedule and provide a copy of said schedule on a daily basis to the Planning and Zoning Department for approval.

4. **MAINTAIN LICENSURE:** The independent contractor shall secure any and all state licenses that may be required in order to perform the services as contemplated by the inspection duties assigned to him/her and shall comply with all other Federal, State and Local rules, regulations and ordinances as required of a Subsurface Sewage Treatment System Inspector under the rules by the State of Minnesota (Chapter 7080-7083). If the required State License is rendered invalid for any reason the independent contractor shall not conduct any inspections.

5. **CONFLICT OF INTEREST:** The independent contractor shall not inspect an installation if the installer is related to or an employee of the contractor. The independent contractor shall not perform compliance inspections on existing systems or site evaluations and designs during the term of the contract, unless the compliance inspection, site evaluation or design is to fulfill requirements of the contract.

6. **INDEPENDENT CONTRACTOR STATUS:** Aitkin County shall consider individuals who sign this contract as independent contractors and not employees of the County. No statement contained in this contract shall be construed so as to find Contractor to be an employee of the county. The independent contractor

acknowledges that he/she shall not be construed as an employee of the County. The independent contractor will not be entitled to workers compensation in the event of his injury while performing inspection duties, shall not be entitled to unemployment compensation in the event of the termination of this contract, shall not have Federal or State income tax, FICA and FUTA withheld from the payments made hereunder, shall not receive any employer match in social security, and shall not be entitled to any County benefit package available to the County employees. The independent contractor shall hold or have applied for a Federal Employee Identification Number and shall supply to Aitkin County the Federal Employee Identification Numbers or a copy of the application. Independent Contractor acknowledges and agrees that it is his/her sole obligation to comply with the applicable provisions of all Federal and State tax laws.

7. **RELEASE AND INDEMNITY:** The independent contractor agrees to defend, indemnify, and hold Aitkin County, its employees and officials harmless from any claims arising out of an act of omission on the part of the independent contractor. In the event of any disputes or disagreements encountered by the independent contractor with property owners or contractors/installers, the Planning and Zoning staff agree to assist and confirm the work of the Independent Contractor.
8. **TERM:** The term of this contract shall be from May 22, 2023 and run until September 29, 2023. The independent contractor or the County may terminate this agreement after 30 days upon written notice of said termination. The County may terminate the agreement at any time without notice if the independent contractor fails to perform his/her duties satisfactorily or fails to demonstrate sufficient knowledge of local and state rules, regulations and ordinances or fails to exhibit a professional attitude. In the event Aitkin County terminates this contract, a written explanation of why will be provided to the contractor.
9. **COMPENSATION:** The County shall pay the independent contractor a flat fee of \$425.00 per day. This fee does not include travel time to and from the County from the contractor's place of residence or business. The County shall compensate the independent contractor on a bi-weekly basis provided that written invoices have been submitted to and accepted by the Planning and Zoning Department.
10. **ASSIGNMENT:** The independent contractor shall not assign this agreement without prior written consent of the County. This non-assignment clause shall not prohibit the independent contractor from hiring, at his/her discretion, such assistants as may be required in the fulfillment and completion of the inspections and reports as contemplated under this agreement. Any assistants shall be deemed to be employees of the independent contractor, payable by the independent contractor.

11. **NOTICES:** All notices given or sent pursuant to this contract shall be sent by United States mail, addressed to the respective party at the address as set forth in the heading of this agreement, or at such other address as the parties may designate in writing from time to time.

12. **DATA PRACTICES:** All data collected, created, received, maintained, or disseminated for any purposes by the activities of Independent Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now.

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

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

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

COUNTY OF AITKIN

DATE March 28, 2023 BY _____
COUNTY ADMINISTRATOR

DATE March 28, 2023 BY _____
ENVIRONMENTAL SERVICES
DIRECTOR

DATE March 28, 2023 BY _____
INDEPENDENT CONTRACTOR



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Personnel Committee Recommendations

<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 type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Bobbie Danielson, HR Director	Department: HR Dept.
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Presenter (Name and Title): Bobbie Danielson, HR Director	Estimated Time Needed: 10 minutes
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Summary of Issue:

The Personnel Committee meets on the 2nd Tuesday of each month and unanimously recommends the following:

1. Adopt Gym Membership / Exercise Facility Policy (this was part of the LELS Deputies unit settlement.)
2. Gym Membership Policy Acknowledgment Form, Waiver and Release of Liability (attached for reference, no action requested on form).
3. Ratify Local 49 MOA (2024 Wage Scale Modification)
4. Revert Admin/HR front office position back to previous model of one part-time HR (up to 20 hrs/week) and one full-time Admin Assistant reporting to the County Administrator. These will be covered in the current budget.
5. Authorize a market rate adjustment for an Assistant County Attorney (SMW). \$102,357 effective 3/28/2023.
6. Authorize hiring a 67 day temp Transport/Security Deputy Sheriff for the remainder of 2023 to assist in covering the front security desk (funds from Sheriff's 2023 budget).
7. Authorize hiring a 1 year temporary Office Support position for the Recorder's Office (using compliance funds). The Board previously authorized Pictometry Eagleview Photography expenses from the compliance fund; requesting the Pictometry expenses be taken from the Recorder's technology fund instead with this temp position being funded from the compliance fund.
8. Support HHS in continuing to convert OSS positions (Grade 2) to Case Aides (Grade 4) as they become vacant for greater responsibilities, flexibility in task assignment, and to assist with ongoing recruitment efforts.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve the Personnel Committee recommendations as described above.

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:*
 Costs will be covered in the 2023 budgets or as otherwise described above (compliance fund).

Aitkin County Personnel Policy Manual
Article VII Safety and Health
Section A.

Gym Membership / Exercise Facility

Aitkin County provides \$10.00 per month towards the cost of a gym membership at 210 Fitness (aka "the gym") in Aitkin, MN for full-time and part-time employees, including elected officials, as a benefit to staff to help and to encourage them to maintain a healthy lifestyle. A gym membership policy acknowledgment form, waiver and release of liability must be signed by the employee prior to issuance of a gym access key.

Employees are not covered by Workers' Compensation insurance while they are utilizing the gym. No work should be performed while at the gym. Use of the gym is considered a privilege. Employees are expected to comply with all 210 Fitness rules and policies. Employees not complying with all 210 Fitness rules and policies and this policy may be asked to leave and/or be restricted or banned from the gym. The County may revoke the gym benefit for any and all employees that fail to comply with all 210 Fitness rules and policies and this policy. Employees that have their use of the gym revoked are required to immediately surrender their gym access key to Aitkin County Human Resources.

AITKIN COUNTY

GYM MEMBERSHIP POLICY ACKNOWLEDGMENT FORM, WAIVER AND RELEASE OF LIABILITY

Employee: _____

Date: _____

In consideration of my use of the exercise equipment and facilities at 210 Fitness provided by Aitkin County (aka the employer), I expressly agree and contract, on behalf of myself, my heirs, executors, administrators, successors and assigns, that Aitkin County and its insurers, employees, and elected officials, shall not be liable for any damages arising from personal injuries (including death) sustained by me, or my guest in, on, or about the 210 Fitness premises, or as a result of the use of the equipment or facilities, regardless of whether such injuries result, in whole or in part, from the negligence of Aitkin County or 210 Fitness.

By signing below, I accept and assume full responsibility for any and all injuries, damages (both economic and non-economic), and losses of any type, which may occur to me or my guest, and I hereby fully and forever release and discharge Aitkin County, its insurers, employees, and elected officials, from any and all claims, demands, damages, rights of action, or causes of action, present or future, whether the same be known or unknown, anticipated, or unanticipated, resulting from or arising out the use of said equipment and facilities.

I expressly agree to indemnify and hold Aitkin County harmless against any and all claims, demands, damages, rights of action, or causes of action, of any person or entity, that may arise from injuries or damages sustained by me or my guest.

I agree to be solely responsible for safety and wellbeing of my guest and myself. I understand that Aitkin County does not provide supervision, instruction, or assistance for the use of the facilities and equipment.

I agree to comply with all rules imposed by Aitkin County and 210 Fitness regarding the use of the facilities and equipment. I agree to conduct myself in a controlled and reasonable manner at all times, and to refrain from using any equipment in a manner inconsistent with its intended design and purpose.

I understand and acknowledge that the use of exercise equipment involves risk of serious injury, including permanent disability and death.

I understand and agree that Aitkin County is not responsible for property that is lost, stolen, or damaged while in, on, or about the premises.

I understand and agree that my use of the facilities and equipment is only to be undertaken on my own personal time, and that my use of the facilities and equipment is not within the course or scope of my employment.

I understand that I am not covered by Workers' Compensation insurance while I am utilizing the gym. No work should be performed while at the gym.

I understand that the use of the gym is considered a privilege and that the County may revoke the gym benefit if I fail to comply with all 210 Fitness rules and policies and this policy. I further understand, that if my use of the gym is revoked, I am required to immediately surrender my gym access key to Aitkin County Human Resources.

I understand that my 210 Fitness membership will be permanently revoked if I share my gym access key with anyone else, including family members, friends, or co-workers.

I understand that the employer will pay up to \$10 per month for my gym membership at 210 Fitness in Aitkin, Minnesota and that I will be responsible for paying any difference in cost above the \$10 per month gym membership fee.

I understand that I am financially responsible for any added fees charged by the gym for services that are not included in the basic membership, such as special classes, a personal trainer, or other services.

I acknowledge receipt of the Aitkin County gym membership policy and I agree to abide by the policy.

I agree that any taxes or fees determined by the County Auditor to be required may be deducted through payroll withholdings.

I understand there will be a \$25 fee payable to Aitkin County if I lose my gym access key and need a replacement.

I understand that Aitkin County will receive gym utilization reports from 210 Fitness.

I agree to promptly seek out training from 210 Fitness staff on proper use of the equipment when needed.

I agree to turn in my gym membership key to HR before my last day of employment.

I understand the gym facility and equipment is maintained by 210 Fitness, not Aitkin County.

I understand this gym membership will sunset on December 31, 2025, unless a subsequent agreement is reached, or sooner if the employer builds an onsite fitness center, or if I resign or retire from employment with Aitkin County.

I HAVE READ THE FOREGOING GYM MEMBERSHIP POLICY ACKNOWLEDGMENT, WAIVER AND RELEASE OF LIABILITY, AND VOLUNTARILY EXECUTED THIS DOCUMENT WITH FULL KNOWLEDGE OF ITS CONTENT.

Employee Signature: _____

Print Name: _____

Department: _____ Date Signed: _____

**Memorandum of Agreement
(2024 Wage Scale Modification)
Local 49 Unit**

This Memorandum of Agreement is entered into between Aitkin County (hereafter “County”) and International Union of Operating Engineers, Local No. 49 (hereafter “Union”).

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, with the current duration of agreement being January 1, 2022 until December 31, 2024; and

WHEREAS, the 2022-2024 Local 49 Agreement was ratified on November 9, 2021; and

WHEREAS, the Open Range Scale was modified in mid-2022 as described in Appendix A; and

WHEREAS, the employer later modified it’s 2024 Open Range scale proposal to include a 4% increase on the MAX post, instead of a 2% increase on the MAX post; and

WHEREAS, for uniform wage scale consistency, the employer would like to amend the Local 49 2024 Open Range scale **from this** (as shown in Appendix A):

Mr. William Bentley
May 10, 2022
Page 4

County Board Adopted May 10, 2022

OPEN RANGE SCALE FOR JANUARY 1, 2024

Grade	FLSA Non-Exempt		FLSA Exempt	
	MIN	MAX	MIN	MAX
20	\$ 52.94	\$ 71.75	\$ 110,117.23	\$ 149,231.27
19	\$ 50.98	\$ 69.08	\$ 106,046.60	\$ 143,695.07
18	\$ 49.03	\$ 66.42	\$ 101,975.98	\$ 138,158.87
17	\$ 47.07	\$ 63.76	\$ 97,905.35	\$ 132,622.68
16	\$ 45.11	\$ 61.10	\$ 93,834.73	\$ 127,086.48
15	\$ 43.16	\$ 58.44	\$ 89,764.10	\$ 121,550.28
14	\$ 41.20	\$ 55.78	\$ 85,693.48	\$ 116,014.08
13	\$ 39.24	\$ 53.11	\$ 81,622.85	\$ 110,477.89
12	\$ 37.28	\$ 50.45	\$ 77,552.23	\$ 104,941.69
11	\$ 35.33	\$ 47.79	\$ 73,481.61	\$ 99,405.49
10	\$ 33.37	\$ 45.13	\$ 69,410.98	\$ 93,869.30
9	\$ 31.41	\$ 42.47	\$ 65,332.10	\$ 88,333.10
8	\$ 29.45	\$ 39.81	\$ 61,260.09	\$ 82,796.90
7	\$ 27.49	\$ 37.14	\$ 57,188.09	\$ 77,260.71
6	\$ 25.55	\$ 34.48	\$ 53,138.58	\$ 71,724.51
5	\$ 23.59	\$ 31.82	\$ 49,066.57	\$ 66,188.31
4	\$ 21.63	\$ 29.16	\$ 44,994.56	\$ 60,652.11
3	\$ 19.67	\$ 26.50	\$ 40,922.55	\$ 55,115.92
2	\$ 17.72	\$ 23.84	\$ 36,850.54	\$ 49,579.72
1	\$ 15.76	\$ 21.17	\$ 32,778.54	\$ 44,043.52

To this (reflecting a higher MAX for 2024):

OPEN RANGE SCALE FOR JANUARY 1, 2024				
Grade	MIN	MAX	MIN	MAX
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 52.94	\$ 73.15	\$ 110,117.23	\$ 152,157.37
19	\$ 50.98	\$ 70.44	\$ 106,046.60	\$ 146,512.62
18	\$ 49.03	\$ 67.72	\$ 101,975.98	\$ 140,867.87
17	\$ 47.07	\$ 65.01	\$ 97,905.35	\$ 135,223.12
16	\$ 45.11	\$ 62.30	\$ 93,834.73	\$ 129,578.37
15	\$ 43.16	\$ 59.58	\$ 89,764.10	\$ 123,933.62
14	\$ 41.20	\$ 56.87	\$ 85,693.48	\$ 118,288.87
13	\$ 39.24	\$ 54.16	\$ 81,622.85	\$ 112,644.12
12	\$ 37.28	\$ 51.44	\$ 77,552.23	\$ 106,999.37
11	\$ 35.33	\$ 48.73	\$ 73,481.61	\$ 101,354.62
10	\$ 33.37	\$ 46.01	\$ 69,410.98	\$ 95,709.87
9	\$ 31.41	\$ 43.30	\$ 65,332.10	\$ 90,065.12
8	\$ 29.45	\$ 40.59	\$ 61,260.09	\$ 84,420.37
7	\$ 27.49	\$ 37.87	\$ 57,188.09	\$ 78,775.62
6	\$ 25.55	\$ 35.16	\$ 53,138.58	\$ 73,130.87
5	\$ 23.59	\$ 32.45	\$ 49,066.57	\$ 67,486.12
4	\$ 21.63	\$ 29.73	\$ 44,994.56	\$ 61,841.37
3	\$ 19.67	\$ 27.02	\$ 40,922.55	\$ 56,196.62
2	\$ 17.72	\$ 24.30	\$ 36,850.54	\$ 50,551.87
1	\$ 15.76	\$ 21.59	\$ 32,778.54	\$ 44,907.12

; and

WHEREAS, the Local 49 union is agreeable to amending the 2024 wage scale as shown above.

NOW, THEREFORE, BE IT RESOLVED, Effective January 1, 2024, employees covered by the Local 49 Agreement shall be paid in accordance with the **Open Range Scale for January 1, 2024**, shown above.

Furthermore, the parties agree:

1. The contract will not be open for other modifications at this time.
2. These modifications do not set any precedence for future matters.
3. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, this Memorandum of Agreement has been executed on this 20th day of March, 2023.

COUNTY OF AITKIN, MINNESOTA

I.U.O.E. LOCAL #49

Mark Wedel, Board Chair

Dan Revier, Business Agent

Jessica Seibert, County Administrator

Carter Johnson, Negotiations Rep.

Bobbie Danielson, HR Director

Paul White, Negotiations Rep.



AITKIN COUNTY HUMAN RESOURCES

Aitkin County Government Center
307 2nd Street NW, Room 312
Aitkin, MN 56431

bobbie.danielson@co.aitkin.mn.us
Phone: 218-927-7306
Fax: 218-927-7374

May 10, 2022

APPENDIX A TO MOA (2024 WAGE SCALE MODIFICATION) L49 UNIT

Mr. William Bentley
Area Business Representative
2109 251st Street
St. Cloud, MN 56301

Dear Willie:

The employer has heard union and employee concerns regarding the wage scale minimum being lower than market - making recruitments difficult with labor shortages nationwide. In an effort to address this concern, at today's board meeting, the Aitkin County Board of Commissioners agreed to modify the 2022 Open Range Scale (increase the minimums) and to provide a \$0.50 per hour within range movement to all employees on the Open Range Scale, not to exceed the scale maximum. The Local 49 Agreement is already settled for 2022, but the employer would like to share these increase with the L49 unit members as well. If agreeable with the union, the scale minimums will be increased on July 1, 2022. The employer would like to offer the following additional wage adjustments to members of the Local 49 Bargaining Unit.

Please consider this proposal along with the membership. The employer is not interested in opening the Agreement for any other purpose at this time, but for the following:

- Modify the Open Range Scale as shown on page 2, effective on July 1, 2022.
- All Local 49 unit members who are below the new scale minimum will be increased to the new Open Range Scale minimum on July 1, 2022. (N/A, all members in this bargaining unit are already above the new minimum.)
- All other members will receive \$0.50 per hour within range movement, not to exceed the wage scale maximum. (Employees who are at the scale maximum on July 1, 2022, will receive a one-time lump sum payment equivalent to \$0.50 per hour, not to exceed \$520.)
- This proposal must be accepted by the membership in writing on or before June 1, 2022, to be implemented prospectively. (There will be no retro pay on scale adjustments for this purpose. Meaning, the membership cannot delay and decide on August 1st that they want the changes implemented retro to July 1, 2022, we are seeking a timely response to this proposal.)

A copy of the modified Open Range Scale is attached for your consideration. In addition, the 2023 and 2024 scales were updated as well and copies are attached – each employee will receive 5% within range movement, not to exceed the scale maximum on 1/1/2023 and 1/1/2024 as previously ratified. We are available to meet between now and May 20, 2022 to answer any questions the members may have.

If you have any questions or concerns, please feel free to contact me. I can be reached at 218-927-7277 (office, direct), 218-839-8983 (work cell/text), or by email at bobbie.danielson@co.aitkin.mn.us.

**APPENDIX A TO MOA
 (2024 WAGE SCALE MODIFICATION)
 L49 UNIT**

County Board Adopted May 10, 2022

OPEN RANGE SCALE FOR JULY 1, 2022

Grade	MIN MAX		MIN MAX	
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 48.95	\$ 68.96	\$ 101,809.57	\$ 143,436.44
19	\$ 47.14	\$ 66.40	\$ 98,046.05	\$ 138,115.22
18	\$ 45.33	\$ 63.84	\$ 94,282.52	\$ 132,794.00
17	\$ 43.52	\$ 61.28	\$ 90,519.00	\$ 127,472.78
16	\$ 41.71	\$ 58.73	\$ 86,755.48	\$ 122,151.56
15	\$ 39.90	\$ 56.17	\$ 82,991.96	\$ 116,830.34
14	\$ 38.09	\$ 53.61	\$ 79,228.44	\$ 111,509.12
13	\$ 36.28	\$ 51.05	\$ 75,464.92	\$ 106,187.90
12	\$ 34.47	\$ 48.49	\$ 71,701.40	\$ 100,866.68
11	\$ 32.66	\$ 45.94	\$ 67,937.87	\$ 95,545.46
10	\$ 30.85	\$ 43.38	\$ 64,174.35	\$ 90,224.24
9	\$ 29.04	\$ 40.82	\$ 60,403.20	\$ 84,903.02
8	\$ 27.23	\$ 38.26	\$ 56,638.40	\$ 79,581.80
7	\$ 25.42	\$ 35.70	\$ 52,873.60	\$ 74,260.58
6	\$ 23.62	\$ 33.14	\$ 49,129.60	\$ 68,939.36
5	\$ 21.81	\$ 30.59	\$ 45,364.80	\$ 63,618.14
4	\$ 20.00	\$ 28.03	\$ 41,600.00	\$ 58,296.92
3	\$ 18.19	\$ 25.47	\$ 37,835.20	\$ 52,975.70
2	\$ 16.38	\$ 22.91	\$ 34,070.40	\$ 47,654.48
1	\$ 14.57	\$ 20.35	\$ 30,305.60	\$ 42,333.26

**APPENDIX A TO MOA
(2024 WAGE SCALE MODIFICATION)
L49 UNIT**

County Board Adopted May 10, 2022

OPEN RANGE SCALE FOR JANUARY 1, 2023

Grade	MIN	MAX	MIN	MAX
	FLSA Non-Exempt		FLSA Exempt	
20	\$ 50.90	\$ 70.34	\$ 105,881.95	\$ 146,305.16
19	\$ 49.02	\$ 67.73	\$ 101,967.89	\$ 140,877.52
18	\$ 47.14	\$ 65.12	\$ 98,053.83	\$ 135,449.88
17	\$ 45.26	\$ 62.51	\$ 94,139.76	\$ 130,022.23
16	\$ 43.38	\$ 59.90	\$ 90,225.70	\$ 124,594.59
15	\$ 41.50	\$ 57.29	\$ 86,311.64	\$ 119,166.94
14	\$ 39.61	\$ 54.68	\$ 82,397.58	\$ 113,739.30
13	\$ 37.73	\$ 52.07	\$ 78,483.51	\$ 108,311.65
12	\$ 35.85	\$ 49.46	\$ 74,569.45	\$ 102,884.01
11	\$ 33.97	\$ 46.85	\$ 70,655.39	\$ 97,456.37
10	\$ 32.09	\$ 44.24	\$ 66,741.33	\$ 92,028.72
9	\$ 30.20	\$ 41.64	\$ 62,819.33	\$ 86,601.08
8	\$ 28.32	\$ 39.03	\$ 58,903.94	\$ 81,173.43
7	\$ 26.44	\$ 36.42	\$ 54,988.54	\$ 75,745.79
6	\$ 24.56	\$ 33.81	\$ 51,094.78	\$ 70,318.15
5	\$ 22.68	\$ 31.20	\$ 47,179.39	\$ 64,890.50
4	\$ 20.80	\$ 28.59	\$ 43,264.00	\$ 59,462.86
3	\$ 18.92	\$ 25.98	\$ 39,348.61	\$ 54,035.21
2	\$ 17.04	\$ 23.37	\$ 35,433.22	\$ 48,607.57
1	\$ 15.15	\$ 20.76	\$ 31,517.82	\$ 43,179.92

**APPENDIX A TO MOA
(2024 WAGE SCALE MODIFICATION)
L49 UNIT**

County Board Adopted May 10, 2022

OPEN RANGE SCALE FOR JANUARY 1, 2024

Grade	MIN MAX		MIN	MAX
	FLSA Non-Exempt			
20	\$ 52.94	\$ 71.75	\$ 110,117.23	\$ 149,231.27
19	\$ 50.98	\$ 69.08	\$ 106,046.60	\$ 143,695.07
18	\$ 49.03	\$ 66.42	\$ 101,975.98	\$ 138,158.87
17	\$ 47.07	\$ 63.76	\$ 97,905.35	\$ 132,622.68
16	\$ 45.11	\$ 61.10	\$ 93,834.73	\$ 127,086.48
15	\$ 43.16	\$ 58.44	\$ 89,764.10	\$ 121,550.28
14	\$ 41.20	\$ 55.78	\$ 85,693.48	\$ 116,014.08
13	\$ 39.24	\$ 53.11	\$ 81,622.85	\$ 110,477.89
12	\$ 37.28	\$ 50.45	\$ 77,552.23	\$ 104,941.69
11	\$ 35.33	\$ 47.79	\$ 73,481.61	\$ 99,405.49
10	\$ 33.37	\$ 45.13	\$ 69,410.98	\$ 93,869.30
9	\$ 31.41	\$ 42.47	\$ 65,332.10	\$ 88,333.10
8	\$ 29.45	\$ 39.81	\$ 61,260.09	\$ 82,796.90
7	\$ 27.49	\$ 37.14	\$ 57,188.09	\$ 77,260.71
6	\$ 25.55	\$ 34.48	\$ 53,138.58	\$ 71,724.51
5	\$ 23.59	\$ 31.82	\$ 49,066.57	\$ 66,188.31
4	\$ 21.63	\$ 29.16	\$ 44,994.56	\$ 60,652.11
3	\$ 19.67	\$ 26.50	\$ 40,922.55	\$ 55,115.92
2	\$ 17.72	\$ 23.84	\$ 36,850.54	\$ 49,579.72
1	\$ 15.76	\$ 21.17	\$ 32,778.54	\$ 44,043.52

If agreeable, please sign below and return this to me on or before June 1, 2022, for final ratification by the Aitkin County Board at their June 14, 2022 meeting.

Most Respectfully,

AITKIN COUNTY


Bobbie Danielson
Human Resources Director

cc: Nikki Knutson, Payroll

**APPENDIX A TO MOA
(2024 WAGE SCALE MODIFICATION)
L49 UNIT**

Memorandum of Agreement

The Local 49 Union agrees to the employer's proposal as outlined above, including implementing the new Open Range Pay Scale effective July 1, 2022, and updating the 2023 and 2024 Open Range scales as shown above.

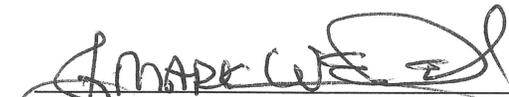
Furthermore, the parties agree:

1. These changes shall not generate grievances under the collective bargaining agreement.
2. The Agreement will not be open for other modifications at this time.
3. These changes do not set any precedence for future matters.
4. This document will be attached as an addendum to the Agreement and constitutes the complete and total agreement of the parties regarding this matter.

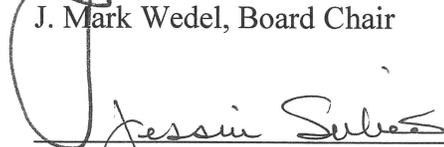
IN WITNESS WHEREOF, this Memorandum of Agreement has been executed on this 14th day of June, 2022.

COUNTY OF AITKIN, MINNESOTA

LOCAL 49



J. Mark Wedel, Board Chair



Jessica Seibert, County Administrator

Not Needed, per Willie Bentley

President



William Bentley, Business Agent



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 13, 2022

Title of Item: Approve Pictometry Eagleview Photography

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mike Dangers	Department: County Assessor
Presenter (Name and Title): Mike Dangers, County Assessor	Estimated Time Needed: 15 minutes
Summary of Issue: Please see the attached memo for details. A copy of the contract is also attached. This copy is not final and still being reviewed by the County Attorney.	
Alternatives, Options, Effects on Others/Comments: If Pictometry is not purchased, other aerial photography options could be explored. The photography could be purchased on a different schedule than 3 year intervals. The 3 year interval is typical for other counties.	
Recommended Action/Motion: Please pass a motion to approve the purchase of Pictometry and approve use of Recorder's Compliance Funds. The contract will not be signed until approved by the County Attorney.	
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 248,011.47 Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> This amount would be paid for by Recorder's Compliance Funds and not property tax dollars.	

Amend to Recorder's Technology Fund.



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Consider Funding Support Letter

<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: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Commissioner Travis Leiviska	Estimated Time Needed: 5 Min.
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Summary of Issue:

Attached is a proposed letter of support to the Minnesota Board on Aging regarding equitable funding for rural communities.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve/Deny letter of funding support to the Minnesota Board on Aging.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



AITKIN COUNTY COMMISSIONERS

Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 56431

Phone: 218-927-3093
Fax: 218-927-7374

March 28, 2023

Kari L Benson, Executive Director
Minnesota Board on Aging
PO Box 64976
St Paul, MN 55164

Sent via Email

Re: Equitable Intrastate Funding for Rural Communities

Dear Minnesota Board on Aging Members and Executive Director Kari Benson:

On behalf of the Aitkin County Board, we ask for your support to protect aging in rural Minnesota by ensuring an equitable Intrastate Funding Formula (IFF) for rural communities. The current formula is heavily weighted to 60+ demographics and favors the 7-county metro region. Greater MN needs your support, and the health of older rural Minnesotans depends upon it.

As you are aware, Aitkin County has one of the oldest populations in the nation, not just the state of Minnesota. The median age in the United States is 38.2 years. According to data from the Census Bureau, in Aitkin County, Minnesota, the median age is 55.9 - about 18 years higher than the national median. A reported 32.8% of local residents are 65 and older, while only 17.5% are 18 and under. For context, 15.9% of the U.S. population are 65 or older and 24.1% are 18 and under.

Living in rural areas can mean limited options for services such as meal delivery programs, longer transportation time to appointments, limited access to technology and resources, and a smaller workforce to support programs. Inadequate services can have a negative impact on health, erode quality of life, and contribute to rising healthcare costs. Older American Act (OAA) programs truly act as the funder of last resort in Aitkin County. For many of our residents there are no other options available. There is no consistent public transportation in much of our county, limited broadband or insufficient speeds to order groceries online or attend telehealth appointments, and no Food Dudes to deliver hot meals to those who can afford to purchase from a restaurant. There are, however, Title III funded services delivered by AEOA, Legal Aid Services of NE MN, Lighthouse Center for Vital Living, Angels of McGregor, Something Cool Inc., and Aitkin County Care. In rural Minnesota, programs that provide services to older adults are at risk of being severely underfunded and not meeting the needs of our residents. The upcoming proposed changes to the Minnesota Intrastate Funding Formula do not meet the needs of older adults living in Greater Minnesota.

In addition, there are not many other funding options available. Currently, only 2% of all foundation dollars in Minnesota are specifically directed toward aging services. Additionally, 42% of the 2% is awarded in the 7-county metro area, leaving less funding for Greater MN.

Implications of not having an equitable formula include diminished health for our residents, loss of jobs supporting OAA funded programs, greater population migration to the metro area, and increased admissions to long-term care settings. We feel that there is a vital need to protect the interest of our older population who prefers to age in the communities of their choice.

In Aitkin County we care deeply about the health and well being of our older adults and we support their desire to age independently and in their own homes as long as possible.

The Aitkin County Board implores you to prevent cuts to vital services for seniors in the Arrowhead. Please advocate for an Intrastate Funding Formula weighted as follows: **20% for population 60+, 5% for 60+ with disability, 20% for 60+ low income, 15% for 60+ minority, 25% for 60+ rural, 5% for 60+ population density, 10% for 60+ living alone.** Help us maintain the opportunity for healthy aging in the Arrowhead and equitably support those living rural.

Sincerely,

J. Mark Wedel, Board Chair
Aitkin County

Cc: Aitkin County Commissioners



Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Appoint County Commissioner to new ARDC Cohort

<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: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 Min.
Summary of Issue: <p>ARDC has reached out to Aitkin County with a request to appoint a County Commissioner to a newly formed cohort called, Age-Friendly Changemakers.</p> <p>Commissioner Kearney has expressed interest in attending these meetings. Formal action is needed to add this committee to the standing Board committee list and appoint a Commissioner.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve appointment of a County Commissioner to the ARDC Age-Friendly Changemakers Cohort.		
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>		

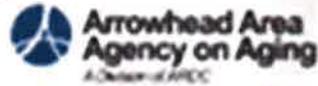
Legally binding agreements must have County Attorney approval prior to submission.



ARROWHEAD CHANGEMAKERS AGE-FRIENDLY COLLABORATIVE

Serve as a community ambassador to engage, educate and ignite local leaders or groups on policies and practices that can make your community a better place to grow up and grow old. **NO EXPERIENCE NECESSARY!**

Sponsored by



AGE FRIENDLY
minnesota



Seeking People Who:

- Have a passion for impacting decisions that enable people to age successfully in their community
- Want to learn the basic framework for Age-Friendly communities, aging demographics, and participate in learning opportunities.
- Can engage your community in ways that work for YOU! i.e. community presentations, one-to-one advocacy, gathering input from older adults or caregivers, & more.
- Represent diverse community perspectives, including rural, BIPOC, Tribal, LGBTQ+, and disability communities.
- Can give a one-year commitment, to include 1 in-person kick off and 5 virtual meetings. Individual outreach in your community at your discretion.

Interested?



Email glane@arac.org
or call 218-529-7525

**TRAVEL REIMBURSEMENT
& STIPEND AVAILABLE**

Kick-off

**MARCH 23
10:30-1:00**

Hibbing
Public Library
2020 5th Ave E.
Hibbing



Board of County Commissioners Agenda Request

9B
Agenda Item #

Requested Meeting Date: March 28, 2023

Title of Item: Administrator Updates

<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):	Estimated Time Needed: 5 min
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Summary of Issue:
Administrator 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:*



Aitkin County Board of Commissioners Committee Reports Forms

10A

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