



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: May 23, 2023

Where: Government Center Board Room

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

Phone: 1-415-655-0001

Access Code: 2557 825 9611

Meeting Password: 7282

9:00 a.m.

1) J. Mark Wedel, County Board Chair

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

10:10 a.m.

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

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

- | | |
|---|---|
| A) Correspondence File-
May 10, 2023 - May 22, 2023 | N) Approve Manual Warrants/Voids/Corrections-
WEX 5-5-23 |
| B) Approve County Board Minutes-
May 9, 2023 | O) Approve Manual Warrants/Voids/Corrections-
WEX 5-10-23 |
| C) Approve Electronic Funds Transfers | P) Approve Manual Warrants/Voids/Corrections-
WEX 5-11-23 |
| D) Approve Commissioner's Vouchers | Q) Approve Manual Warrants/Voids/Corrections-
WEX 5-15-23 |
| E) Approve Auditor Vouchers-
Auditors Warrants 5-5-23 | R) Approve Manual Warrants/Voids/Corrections-
WEX 5-16-23 |
| F) Approve Auditor Vouchers-
Property Tax Overpays 5-12-23 | S) Approve Manual Warrants/Voids/Corrections-
ACLD Refunds 5-4-23 |
| G) Approve Auditor Vouchers-
Property Tax Overpays 5-19-23 | T) Approve Manual Warrants/Voids/Corrections-
ACLD Refunds 5-8-23 |
| H) Approve Manual Warrants/Voids/Corrections-
ELAN 4-27-23 | U) Approve Manual Warrants/Voids/Corrections-
Camp Refund 5-11-23 |
| I) Approve Manual Warrants/Voids/Corrections-
Mtg. Reg. & Deed Tax April 2023 | V) Approve Manual Warrants/Voids/Corrections-
Camp Refund 5-15-23 |
| J) Approve Manual Warrants/Voids/Corrections-
NSF 5-8-23 | W) Adopt Resolution-
LG220 App for Exempt Permit Lawler Community Club |
| K) Approve Auditor Vouchers-
Sale/Use & Diesel Tax April 2023 | X) Adopt Resolution-
Veteran Van Donation |
| L) Approve Manual Warrants/Voids/Corrections-
Returned Pmt. 5-8-23 | Y) Adopt Resolution-
St. Louis County Sheriff's Office Mutual Aid Agreement |
| M) Approve Manual Warrants/Voids/Corrections-
WEX 5-4-23 | Z) Adopt Resolution-
2023 State of MN B&W Safety Grant Agreement |

- AA) **Adopt Resolution-**
2023 State of MN Fed Supplemental Grant
- AB) **Adopt Resolution-**
Local Emergency Funding Request
- AC) **Adopt Resolution-**
SR Donation - Idun Township
- AD) **Adopt Resolution-**
SR Donation - Lakeside Township

- AE) **Adopt Resolution-**
SR Donation - Turner Township
- AF) **Adopt Resolution-**
SR Donation - Seavey Township
- AG) **Adopt Resolution-**
SR Donation - Beaver Township
- AH) **Approve-**
Affidavit for Duplicate of Lost Warrant

10:15 a.m.

3) **Bobbie Danielson – Human Resources Director**

- A) **Approve Personnel Committee Recommendations**

10:18 a.m.

4) **Andrew Carlstrom – Environmental Services Director**

- A) **Northeast Minnesota Regional Waste Plan - Discussion Only**

10:30 a.m.

5) **Mark Jeffers – Economic Development Coordinator**

- A) **Naturally Better Branding Update - Discussion Only**

11:00 a.m.

6) **John Welle – County Engineer**

- A) **Set Public Hearing Date - Partial Ditch Abandonment**

11:05 a.m.

7) **Jessica Seibert – County Administrator**

- A) **Commissioner Fair Booth, Commissioner Leiviska - Discussion Only**
- B) **Administrator Updates**

11:20 a.m.

8) **Board of Commissioners**

- A) **Committee Reports**

ADJOURN

General	\$1,212.53								
								Total	\$1,212.53

**H) Approve Manual Warrants/Voids/Corrections-
ELAN 4/13/23**

LLCC	\$2,212.22	HHS	\$506.01						
R&B	\$25.64	General	\$2,454.12						
								Total	\$5,197.99

**I) Approve Auditor Vouchers-
Auditor Warrants 4/21/23**

General	\$75,000.00								
								Total	\$75,000.00

**J) Approve Auditor Vouchers-
Auditor Warrants 4/28/23**

Forest Dev	\$44,582.96								
								Total	\$44,582.96

**K) Approve Manual Warrants/Voids/Corrections-
LLCC Refund 4/28/23**

LLCC	\$94.00								
								Total	\$94.00

**L) Adopt Resolution-
SR Donation - Williams Township**

**M) Adopt Resolution-
Grant in Aid Funds for Snowmobile/Ski Trails**

**N) Approve Manual Warrants/Voids/Corrections-
Est. MNCARE Tax 2nd Qtr. 2023**

HHS	\$162.59								
								Total	\$162.59

**O) Approve Manual Warrants/Voids/Corrections-
WEX Payments 5/2/23**

General	\$1,005.38								
								Total	\$1,005.38

**P) Adopt Resolution-
SR Donation - Libby Township**

**Q) Approve Manual Warrants/Voids/Corrections-
LLCC Credit Card Fees April 2023**

LLCC	\$297.97								
								Total	\$297.97

Regular Agenda

3A Jessica Seibert – County Administrator
Informational Only

Dr. Bill Brendel - Transformative Learning Institute Introduction

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4A Bobbie Danielson – Human Resources Director
Motion to:

Approve Personnel Committee Recommendations

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

Bobbie Danielson – Human Resources Director

4B **Motion to:**
Approve Settlement in Lieu of Health Insurance Premiums

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Michael Kearney

Bobbie Danielson – Human Resources Director

4C **Motion to:**
Approve Policy Update - Employee Recognition Section

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

5A Mark Jeffers – Economic Development Coordinator
Motion to:
Award Funding - Business Development and Recreation Grant

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

5B Mark Jeffers – Economic Development Coordinator
Motion to:
Award Funding - Revitalization Grant

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

6A Jessica Seibert – County Administrator
Informational Only
National Center for Public Lands Counties Discussion

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

6B Jessica Seibert – County Administrator
Informational Only
Administrator Updates

HHS Admin. Team Mtg., MetroState/North Hennepin Community College Mtg., HHS All Staff Mtg., Regional MACA Mtg., Emergency Management Training, Interagency Mtg., Extension Mtg., Snake River Watershed call, MCMA Confere

6C Jessica Seibert – County Administrator
Motion to:
Approve PILT Letter of Support

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

Committee Reports

7A

Motion to Adjourn

Motion made at 10:33 p.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, May 23, 2023

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

Jessica Seibert
County Administrator

SNOWMOBILE / SKI TRAIL FUNDING

WHEREAS, Local units of government can apply for Grant-in-Aid funds for trail development, maintenance, grooming, and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

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

WHEREAS, Snowmobile Clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2023-2024 winter season, and

WHEREAS, these trails benefit the winter recreation, resort, industry, and economy of Aitkin County,

NOW, THEREFORE BE IT RESOLVED, That the Aitkin County Trail Administrator be authorized to apply for Grant-in-Aid assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC Ski Trails

BE IT FURTHER RESOLVED, That the Aitkin County Trail Administrator be authorized to contract for the 2023-2024 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

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

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 9th day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of May, 2023



Jessica Seibert
County Administrator

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

ADOPTED May 9, 2023

By Commissioner: Sample

20230509-043

SR Donation – Township of Libby

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 Libby \$100.00

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

Township of Libby 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 Sample moved the adoption of the resolution and it was declared adopted upon the following vote

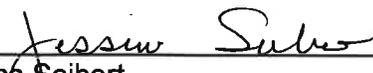
FIVE MEMBERS PRESENT

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 9th day of April 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of May, 2023



Jessica Seibert
County Administrator

By Commissioner: Sample

20230509-044

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 Williams \$200.00

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

Township of Williams 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 Sample 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 9th day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9th day of May 2023



Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 5/23/2023

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*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Electronic Funds Transfer thru 5/15/23		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

ELECTRONIC FUNDS TRANSFER

Thru May 15, 2023 Board Meeting May 23, 2023

Abstract Number	Date	Amount	Reason	
21712	5/2/23	\$162.59	Manual Abstract	
21713	5/2/23	\$1,005.38	Manual Abstract	
21714	5/3/23	\$297.97	Manual Abstract	
21715	5/5/23	\$85,259.49	Manual Abstract	
21716	5/4/23	\$130.00	Manual Abstract	
21717	5/4/23	\$185.48	Manual Abstract	
21718	5/5/23	\$850,770.07	Payroll Abstract	
21719	5/5/23	\$5,465.80	Auditor Abstract	
21720	5/5/23	\$40,082.92	Manual Abstract	
21721	5/5/23	\$5.00	Manual Abstract	
21722	5/8/23	\$2,139.00	Manual Abstract	
21723	5/8/23	\$70.00	Manual Abstract	
21725	5/10/23	\$10,233.27	Commissioner Abstract	
21726	5/12/23	\$1,465.24	Auditor Abstract	
21727	5/8/23	\$1,008.00	Manual Abstract	
21728	5/12/23	\$100,796.73	Commissioner Abstract	\$0
21729	5/10/23	\$623.28	Manual Abstract	Voids/No ACH
21731	5/11/23	\$594.56	Manual Abstract	21724
21732	5/12/23	\$1,913.41	Auditor Abstract	21730
21733	5/11/23	\$10.00	Manual Abstract	
21734	5/11/23	\$5,982.34	Manual Abstract	
21735	5/15/23	\$33.80	Manual Abstract	
21736	5/15/23	\$30.00	Manual Abstract	
		\$1,108,264.33		

S:Board Report:2023 EFT Board Report Thru Date

WLB1
5/9/23

8:44AM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 2

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

Page Break By: 1

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230		92.00	APRIL 11,2023 SYNOPSIS	1307673	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		92.00	1 Transactions			
10119	Kearney/Michael 01-001-000-0000-6330		1,055.07	MILEAGE REIMBURSEMENT	JAN. - MAY	Transportation/Travel/Parking	N
10119	Kearney/Michael		1,055.07	1 Transactions			
10121	Leiviska/Travis 01-001-000-0000-6330		771.59	MILEAGE JAN-MAR 01/13/2023	JAN-M 03/31/2023	Transportation/Travel/Parking	N
10121	Leiviska/Travis		771.59	1 Transactions			
9560	Wedel/Mark 01-001-000-0000-6330		45.85	APRIL MILEAGE REIMBURSEMENT	APRIL	Transportation/Travel/Parking	N
9560	Wedel/Mark		45.85	1 Transactions			
1	DEPT Total:		1,964.51	Commissioners	4 Vendors	4 Transactions	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC 01-012-000-0000-6263		22.50	01-PR-21-1165	92416	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	01-PR-22-272	92417	Contract Legal Services	Y
	01-012-000-0000-6263		234.30	01-JV-22-281	92418	Contract Legal Services	Y
	01-012-000-0000-6263		315.00	01-PR-23-193	92420	Contract Legal Services	Y
	01-012-000-0000-6263		285.00	01-PR-23-207	92421	Contract Legal Services	Y
11634	Gammello & Pearson PLLC		871.80	5 Transactions			
9046	Loffler Companies, Inc. 01-012-000-0000-6220		20.38	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.		20.38	1 Transactions			
12	DEPT Total:		892.18	Court Administration	2 Vendors	6 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age 01-040-000-0000-6230		105.00	MAY 4 BOARD OF ADJ/EQ	1307791	Printing, Publishing & Adv	Y

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	
86222	Aitkin Independent Age					
			1 Transactions			
9561	Amazon Business					
	01-040-000-0000-6405		CREDIT-RETURNED CALCULATOR	14DK-743X-73GD	Office Supplies	N
9561	Amazon Business					
			1 Transactions			
1160	Craguns Conference Center					
	01-040-000-0000-6241		2023 MACATFO SUMMER CONF	KIRK & KATHLEEN	Registration Fee	N
1160	Craguns Conference Center					
			1 Transactions			
9046	Loffler Companies, Inc.					
	01-040-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
	01-040-021-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.					
			2 Transactions			
9594	MACATFO					
	01-040-000-0000-6241		2023 SUMMER CONF/KP & KR	PEYSAR/RYAN	Registration Fee	N
9594	MACATFO					
			1 Transactions			
7910	MINNCORIndustries					
	01-040-021-0000-6405		MVEHICLE TITLE SERVICE	SOI-111283	Office Supplies	N
7910	MINNCORIndustries					
			1 Transactions			
3267	Peysar/Kirk					
	01-040-000-0000-6330		MACATFO MLG	05/02/2023	Transportation/Travel/Parking	N
			04/27/2023	04/28/2023		
3267	Peysar/Kirk					
			1 Transactions			
89796	Ryan/Kathleen					
	01-040-000-0000-6330		MILEAGE-IFS ALL USER	04.19.2023	Transportation/Travel/Parking	N
89796	Ryan/Kathleen					
			1 Transactions			
40	DEPT Total:		668.48	Auditor	8 Vendors	9 Transactions
41	DEPT			Internal Audit		
12780	CliftonLarsonAllen LLP					
	01-041-000-0000-6360		1,543.50	2022 AUDIT - GASB 87 #1	3672120	Services, Labor, Contracts
12780	CliftonLarsonAllen LLP		1,543.50			Y
				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	
41	DEPT Total:		Internal Audit	1 Vendors	1 Transactions	
42	DEPT		Treasurer			
4173	Grams/Lori					
	01-042-000-0000-6330		REG MEETING BAXTER MN	REG MEETING	Transportation/Travel/Parking	N
	01-042-000-0000-6332		JUNE 14-16 MACATFO SUMMER CONF	SUMMER CONF	Hotel / Motel Lodging	N
4173	Grams/Lori			2 Transactions		
9046	Loffler Companies, Inc.					
	01-042-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			1 Transactions		
9594	MACATFO					
	01-042-000-0000-6241		JUNE 2023 CONFERENCE CRAGUNS	L.GRAMS	Registration Fee	N
9594	MACATFO			1 Transactions		
86235	The Office Shop Inc					
	01-042-000-0000-6405		REVISED STATEMENT STAMP	1125932	Office Supplies	N
	01-042-000-0000-6405		TONER CARTRIDGE	1126193	Office Supplies	N
	01-042-000-0000-6405		MARRIAGE ENVELOPES	1126769-0	Office Supplies	N
	01-042-000-0000-6405		INKCART	326564-0	Office Supplies	N
86235	The Office Shop Inc			4 Transactions		
14330	US Bank					
	01-042-000-0000-6342		RICOH RENTAL	500376769	Office Equipment Rental/Contracts	N
14330	US Bank			1 Transactions		
42	DEPT Total:		Treasurer	5 Vendors	9 Transactions	
43	DEPT		Assessor			
9046	Loffler Companies, Inc.					
	01-043-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			1 Transactions		
4885	Tibbetts/Lori Ruth					
	01-043-000-0000-6339		LT, EAGLEVIEW CONF, MEALS	04	Meals (Overnight)	N
4885	Tibbetts/Lori Ruth			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	
43	DEPT Total:		Assessor	2 Vendors	2 Transactions	
44	DEPT		Central Services			
9046	Loffler Companies, Inc.					
	01-044-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			1 Transactions		
44	DEPT Total:		Central Services	1 Vendors	1 Transactions	
45	DEPT		Motor Pool			
9561	Amazon Business					
	01-045-000-0000-6480		GARAGE DOOR OPENERS (4)	1JJH-KFY6-VW7V	Car Equipment	N
9561	Amazon Business			1 Transactions		
10412	O'Reilly Auto Parts					
	01-045-000-0000-6302		WIPERS FOR CAR #7	1878-149385	Vehicle Maintenance	N
10412	O'Reilly Auto Parts			1 Transactions		
13934	The Tire Barn					
	01-045-000-0000-6302		TIRE REPAIR	67293	Vehicle Maintenance	N
13934	The Tire Barn			1 Transactions		
45	DEPT Total:		Motor Pool	3 Vendors	3 Transactions	
49	DEPT		Information Technologies			
9046	Loffler Companies, Inc.					
	01-049-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			1 Transactions		
49	DEPT Total:		Information Technologies	1 Vendors	1 Transactions	
52	DEPT		Administration			
9046	Loffler Companies, Inc.					
	01-052-000-0000-6220		MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLP					
	01-052-000-0000-6263		LABOR ATTORNEY FEES	8	Contract Legal Services	Y

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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		4,482.19	02/01/2023 - 03/31/2023 1 Transactions		
52	DEPT Total:		4,533.15	Administration	2 Vendors	2 Transactions
53	DEPT			Human Resources		
10629	Ergometrics & Applied Personnel Research 01-053-000-0000-6360		186.96	ECOMM TEST 2/2/23 - 4 SCORED 1 Transactions	143590	Services, Labor, Contracts N
10629	Ergometrics & Applied Personnel Research		186.96			
9046	Loffler Companies, Inc. 01-053-000-0000-6220		15.28	MONTHLY TELEPHONE 1 Transactions	4345154	Telephone N
9046	Loffler Companies, Inc.		15.28			
12048	McDowell Agency, Inc./The 01-053-000-0000-6265		963.00	BACKGROUNDS 04/17/2023 - 04/28/2023 1 Transactions	146408	Background Check Fee N
12048	McDowell Agency, Inc./The		963.00			
86235	The Office Shop Inc 01-053-000-0000-6405		24.38	2 SETS OF BOOK ENDS 04/26/2023 - 04/28/2023 1 Transactions	1126677-0	Office Supplies N
86235	The Office Shop Inc		24.38			
53	DEPT Total:		1,189.62	Human Resources	4 Vendors	4 Transactions
60	DEPT			Elections		
86222	Aitkin Independent Age 01-060-000-0000-6230		45.00	ABSENTEE BALLOTS 1 Transactions	1307329	Printing, Publishing & Adv Y
86222	Aitkin Independent Age		45.00			
10879	Shred-It 01-060-000-0000-6360		1,015.80	SHREDDING-2020 ELECTION 1 Transactions	8003791039	Services, Labor, Contracts N
10879	Shred-It		1,015.80			
60	DEPT Total:		1,060.80	Elections	2 Vendors	2 Transactions
90	DEPT			Attorney		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
2390	Itasca Co Sheriff 01-090-000-0000-6264			75.00	SUBP SERV 01CR22431	202300625	Sheriff Services	N
	01-090-000-0000-6264			75.00	SUBP SERV 01CR22431	202300626	Sheriff Services	N
2390	Itasca Co Sheriff			150.00		2 Transactions		
9046	Loffler Companies, Inc. 01-090-000-0000-6220			71.34	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			71.34		1 Transactions		
13724	Minnesota Continuing Legal Education 01-090-000-0000-6406			102.00	2023 JUDGE CRIM BENCHBOOK	1244253	Law Publ. & Subscriptions	N
13724	Minnesota Continuing Legal Education			102.00		1 Transactions		
90	DEPT Total:			323.34	Attorney	3 Vendors	4 Transactions	
100	DEPT				Recorder			
10452	AT&T Mobility 01-100-000-0000-6220			49.72	CELL PHONE	287323078605X040	Telephone	N
10452	AT&T Mobility			49.72		1 Transactions		
9046	Loffler Companies, Inc. 01-100-000-0000-6220			25.47	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			25.47		1 Transactions		
86235	The Office Shop Inc 01-100-000-0000-6405			118.32	OFFICE SUPPLIES	1125711-0	Office Supplies	N
	01-100-000-0000-6405			26.73	OFFICE SUPPLIES	1125962-0	Office Supplies	N
86235	The Office Shop Inc			145.05		2 Transactions		
6101	West Central Indexing 01-100-195-0000-6360			96.48	E RECORDING 03/01/2023 03/31/2023	1823	Services, Labor, Contracts-Land Records	N
	01-100-195-0000-6360			99.84	ERECORDING APRIL 2023 04/01/2023 04/30/2023	1827	Services, Labor, Contracts-Land Records	N
6101	West Central Indexing			196.32		2 Transactions		
100	DEPT Total:			416.56	Recorder	4 Vendors	6 Transactions	

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
110	DEPT		Courthouse Maintenance			
9561	Amazon Business					
	01-110-000-0000-6415		83.33	PLUMBING TOOLS	16L1-NNKC-HLQQ	Operational Supplies N
	01-110-000-0000-6415		57.98	LIGHT BULBS	17CK-4KFY-4PLM	Operational Supplies N
9561	Amazon Business		141.31		2 Transactions	
246	Brothers Fire & Security					
	01-110-000-0000-6360		733.00	2023 ANNUAL INSPECTION	W25460	Services, Labor, Contracts N
	01-110-000-0000-6360		489.00	2023 ANNUAL INSPECTION	W25481	Services, Labor, Contracts Y
246	Brothers Fire & Security		1,222.00		2 Transactions	
9085	Climate Makers Inc					
	01-110-000-0000-6360		1,429.58	COOLING UNIT REPAIRS	108716	Services, Labor, Contracts N
	01-110-000-0000-6415		2,900.00	GLYCOL FOR BOILERS	108728	Operational Supplies N
9085	Climate Makers Inc		4,329.58		2 Transactions	
88628	Dalco Enterprises					
	01-110-000-0000-6422		126.92	LAUNDRY BLEACH	4075666	Janitorial Supplies N
88628	Dalco Enterprises		126.92		1 Transactions	
1754	Garrison Disposal Company, Inc					
	01-110-000-0000-6255		575.22	MONTHLY SERVICE	330359	Garbage N
				04/01/2023	04/30/2023	
1754	Garrison Disposal Company, Inc		575.22		1 Transactions	
7525	Hometown Bldg Supply					
	01-110-000-0000-6415		237.96	LUMBER/STAFF PICNIC TABLES	2304-078865	Operational Supplies N
7525	Hometown Bldg Supply		237.96		1 Transactions	
9046	Loffler Companies, Inc.					
	01-110-000-0000-6220		10.19	MONTHLY TELEPHONE	4345154	Telephone N
9046	Loffler Companies, Inc.		10.19		1 Transactions	
12927	Midwest Machinery Co.					
	01-110-000-0000-6415		39.88	CHAIN FOR SWEEPER	9555501	Operational Supplies N
12927	Midwest Machinery Co.		39.88		1 Transactions	
89765	Minnesota Elevator, Inc					
	01-110-000-0000-6360		379.07	MONTHLY SERVICE	1018095	Services, Labor, Contracts N

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	01-110-000-0000-6360		87.25	05/01/2023 05/31/2023		
89765	Minnesota Elevator, Inc		466.32		1018997	Services, Labor, Contracts N
				2 Transactions		
9692	Minnesota Energy Resources Corporation					
	01-110-000-0000-6254		2,024.29		4554037840	Utilities-Gas and Electric N
9692	Minnesota Energy Resources Corporation		2,024.29			
				1 Transactions		
3390	Minnesota UC Fund					
	01-110-000-0000-6172		8,018.00		16193227	Unemployment Compensation N
3390	Minnesota UC Fund		8,018.00			
				1 Transactions		
15205	Nelson Excavating & Landscaping					
	01-110-000-0000-6360		1,605.00		2131	Services, Labor, Contracts Y
				04/01/2023 04/30/2023		
15205	Nelson Excavating & Landscaping		1,605.00			
				1 Transactions		
10412	O'Reilly Auto Parts					
	01-110-000-0000-6415		33.48		1878-149701	Operational Supplies N
10412	O'Reilly Auto Parts		33.48			
				1 Transactions		
3950	Public Utilities					
	01-110-000-0000-6254		3,547.45		1430-00	Utilities-Gas and Electric N
				03/16/2023 04/16/2023		
	01-110-000-0000-6254		92.37		50186-00	Utilities-Gas and Electric N
				03/16/2022 04/16/2023		
	01-110-000-0000-6254		318.51		50188-00	Utilities-Gas and Electric N
				03/16/2023 04/16/2023		
	01-110-000-0000-6254		41.12		50202-00	Utilities-Gas and Electric N
				03/16/2023 04/16/2023		
	01-110-000-0000-6254		55.39		509-00	Utilities-Gas and Electric N
				03/16/2023 04/16/2023		
3950	Public Utilities		4,054.84			
				5 Transactions		
4010	Rasley Oil Company					
	01-110-000-0000-6570		62.94		16066	Motor Fuel & Lubricants N
4010	Rasley Oil Company		62.94			
				1 Transactions		

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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	
110	DEPT Total:		Courthouse Maintenance	15 Vendors	23 Transactions	
120	DEPT		Veterans Service			
9561	Amazon Business 01-120-000-0000-6405		PLANTRONICS HEADSET X 2	1D41-DRJ4-694M	Office Supplies	N
9561	Amazon Business	599.80		1 Transactions		
10097	Harms Monroe/Penny 01-120-000-0000-6330	114.51	PENNY TRAVEL/PARK SC TRAINING 04/19/2023 04/20/2023	04192023	Transportation/Travel/Parking	N
	01-120-000-0000-6339	40.00	PENNY MEALS SC TRAINING 04/19/2023 04/20/2023	04192023	Meals (Overnight)	N
10097	Harms Monroe/Penny	154.51		2 Transactions		
9046	Loffler Companies, Inc. 01-120-000-0000-6220	15.28	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.	15.28		1 Transactions		
120	DEPT Total:	769.59	Veterans Service	3 Vendors	4 Transactions	
122	DEPT		Planning & Zoning			
86222	Aitkin Independent Age 01-122-000-0000-6230	140.13	MAY BOA	1307701	Printing, Publishing & Adv	Y
	01-122-000-0000-6230	31.00	ZONING ORDINANCE	1308258	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age	171.13		2 Transactions		
9046	Loffler Companies, Inc. 01-122-000-0000-6220	45.85	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.	45.85		1 Transactions		
122	DEPT Total:	216.98	Planning & Zoning	2 Vendors	3 Transactions	
123	DEPT		Coroner			
3987	Ramsey County Medical Examiner 01-123-000-0000-6260	1,471.00	ME 2023-0950 M.M.	MEDEX-033991	Autopsies--Pathologist, Xrays, Etc	N
3987	Ramsey County Medical Examiner	1,471.00		1 Transactions		
9151	River Valley Forensic Services PA					

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1 General Fund

Vendor No.	Name Account/Formula	Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-123-000-0000-6262		500.00	ME 2023-00950 M.L.M.	2096	Coroner Fees	6
	01-123-000-0000-6262		250.00	MARCH SERVICES	2096	Coroner Fees	6
9151	River Valley Forensic Services PA		750.00				
				2 Transactions			
123	DEPT Total:		2,221.00	Coroner		2 Vendors	3 Transactions
200	DEPT			Enforcement			
9561	Amazon Business						
	01-200-000-0000-6405		37.38	BINDERS; HOLE PUNCH	1N7R-661R-19DG	Office Supplies	N
9561	Amazon Business		37.38				
				1 Transactions			
710	Brainerd Dispatch						
	01-200-000-0000-6405		250.80	BRAINERD DISPATCH - SO COPY	178183054	Office Supplies	N
710	Brainerd Dispatch		250.80				
				1 Transactions			
1059	CMI, Inc.						
	01-200-000-0000-6405		86.67	PBT MOUTHPIECES	8057034	Office Supplies	N
1059	CMI, Inc.		86.67				
				1 Transactions			
1491	Dutch's Electric, Inc						
	01-200-000-0000-6360		209.58	REPAIR DUPLEX RECEPTACLE	31865	Services, Labor, Contracts	N
1491	Dutch's Electric, Inc		209.58				
				1 Transactions			
1775	Galls LLC						
	01-200-000-0000-6460		45.03	#223 GLOVE POUCH	024106741	Deputy Supplies	N
	01-200-000-0000-6180		294.98	#225 S/S SHIRTS & CARGO PANTS	024150768	Clothing Allowance	N
	01-200-000-0000-6180		91.61	#223 RAIN JACKET	024177582	Clothing Allowance	N
1775	Galls LLC		431.62				
				3 Transactions			
2340	Hyytinen Hardware Hank						
	01-200-000-0000-6405		59.98	MASKING TAPE; HOSE	8644/8733/8866	Office Supplies	N
2340	Hyytinen Hardware Hank		59.98				
				1 Transactions			
14404	Iron Range Veterinary Clinic						
	01-200-019-0000-6460		222.55	RUBY - HEARTWORM & FLEA/TICK	13156	Deputy Supplies	N
14404	Iron Range Veterinary Clinic		222.55				
				1 Transactions			
2925	L & M Fleet Supply						
	01-200-019-0000-6460		91.99	K-9 RENO DOG FOOD	74270147001	Deputy Supplies	N

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
2925	L & M Fleet Supply			91.99				
					1 Transactions			
9046	Loffler Companies, Inc.							
	01-200-000-0000-6220			213.99	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			213.99				
					1 Transactions			
3334	MCIT							
	01-200-000-0000-6352			83.00	ADJ / PC108023-27	8518	Insurance	N
	01-200-000-0000-6352			483.00	ADJ / PC108023-28	8520	Insurance	N
3334	MCIT			400.00				
					2 Transactions			
12553	MEYER'S SERVICE CENTER							
	01-200-000-0000-6302			232.49	#207 OIL CHANGE & BATTERY	23790	Vehicle Maintenance	N
12553	MEYER'S SERVICE CENTER			232.49				
					1 Transactions			
3390	Minnesota UC Fund							
	01-200-000-0000-6172			42.78	CF UI	16193227	Unemployment Compensation	N
3390	Minnesota UC Fund			42.78				
					1 Transactions			
3455	Motorola Inc							
	01-200-200-0000-6265			2,150.35	RADIO ACCESSORIES	8281614365	Programs	N
	01-200-000-0000-6610			560.00	RADIO BATTERIES	8281617003	Equipment & Radios	N
3455	Motorola Inc			2,710.35				
					2 Transactions			
3950	Public Utilities							
	01-200-000-0000-6254			84.03	EMERG STORAGE	507-00	Utilities-Gas and Electric	N
					03/16/2022	04/16/2023		
3950	Public Utilities			84.03				
					1 Transactions			
13934	The Tire Barn							
	01-200-000-0000-6302			25.00	#209 TIRE REPAIR	67142	Vehicle Maintenance	N
	01-200-000-0000-6302			69.48	#218 OIL CHANGE; ROTATE TIRES	67320	Vehicle Maintenance	N
	01-200-000-0000-6302			257.67	#211 BATTERY	67328	Vehicle Maintenance	N
13934	The Tire Barn			352.15				
					3 Transactions			
14558	Verizon Wireless-VSAT							
	01-200-200-0000-6265			135.00	VERIZON PING ORDER-AIM VCET	9022322049	Programs	N
14558	Verizon Wireless-VSAT			135.00				
					1 Transactions			

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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	
200	DEPT Total:		Enforcement	16 Vendors	22 Transactions	
252	DEPT		Corrections			
10165	Advanced Correctional Healthcare, Inc.					
	01-252-000-0000-6262		JUNE ACH SERVICES	129369	Contract Service or Medical Service	6
	01-252-000-0000-6262		MENTAL HEALTH SERVICES	129967	Contract Service or Medical Service	6
10165	Advanced Correctional Healthcare, Inc.	17,649.92		2 Transactions		
14005	American Tower Corporation					
	01-252-000-0000-6342	389.48	JACOBSON TOWER	410591334	Tower Lease and Rental/Contracts	N
14005	American Tower Corporation	389.48		1 Transactions		
10087	Atwater Chevrolet Buick GMC					
	01-252-000-0000-6302	282.61	TRANSPORT VAN KEY TRANSMITTER	347402	Vehicle Maintenance	N
10087	Atwater Chevrolet Buick GMC	282.61		1 Transactions		
246	Brothers Fire & Security					
	01-252-000-0000-6360	734.00	2023 ALARM INSPECTIONS	W25460	Services, Labor, Contracts	N
	01-252-000-0000-6360	238.00	2023 SPRINKLER&RPZ INSEPCTION	W25481	Services, Labor, Contracts	N
246	Brothers Fire & Security	972.00		2 Transactions		
163	Charter Communications Holdings LLC					
	01-252-252-0000-6465	60.67	INMATE CABLE	0006081042823	Inamate Welfare Supplies	N
163	Charter Communications Holdings LLC	60.67		1 Transactions		
10855	Culligan Soft Water					
	01-252-000-0000-6342	55.00	MAY COOLER LEASE	150X01437805	Tower Lease and Rental/Contracts	N
10855	Culligan Soft Water	55.00		1 Transactions		
88628	Dalco Enterprises					
	01-252-000-0000-6421	263.20	LAUNDRY SOAP & GLOVES	4040258	Laundry Supplies	N
	01-252-000-0000-6422	559.81	TOILET PAPER	4040260	Janitorial Supplies	N
	01-252-000-0000-6590	112.05	SOFTENER SALT	4046110	Repair & Maintenance Supplies	N
	01-252-000-0000-6422	162.68	GLOVES	4046115	Janitorial Supplies	N
	01-252-000-0000-6422	110.58	TOILET PAPER	4046117	Janitorial Supplies	N
	01-252-000-0000-6590	367.99	SOFTNER SALT	4049088	Repair & Maintenance Supplies	N
88628	Dalco Enterprises	1,576.31		6 Transactions		
2340	Hyytinen Hardware Hank					

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Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
	01-252-000-0000-6465			23.00	HAIR CUT KIT		8490/8663/8804		Inmate Supplies		N
	01-252-000-0000-6405			2.58	BOX COVER		8644/8733/8866		Office Supplies		N
2340	Hyytinen Hardware Hank			25.58							
											2 Transactions
5503	Keefe Supply Company										
	01-252-000-0000-6418			437.34	SNACK CAKES		1710281		Groceries		N
5503	Keefe Supply Company			437.34							
											1 Transactions
9046	Loffler Companies, Inc.										
	01-252-000-0000-6220			101.90	MONTHLY TELEPHONE		4345154		Telephone		N
9046	Loffler Companies, Inc.			101.90							
											1 Transactions
10147	Medline Industries, LP										
	01-252-000-0000-6430			35.83	SPECIMEN CONTAINER		2264942777		Medical Expense/Supplies - Inmates		6
10147	Medline Industries, LP			35.83							
											1 Transactions
89765	Minnesota Elevator, Inc										
	01-252-000-0000-6360			211.57	MAY MTHLY SERVICE		1017658		Services, Labor, Contracts		N
					05/01/2023	05/31/2023					
89765	Minnesota Elevator, Inc			211.57							
											1 Transactions
9692	Minnesota Energy Resources Corporation										
	01-252-000-0000-6254			153.93	STS UTILITIES		4553990177		Utilities-Gas and Electric		N
					03/21/2023	04/19/2023					
	01-252-000-0000-6254			2,578.63	JAIL UTILITIES		4554252643		Utilities-Gas and Electric		N
					03/18/2023	04/27/2023					
	01-252-000-0000-6254			495.79	JAIL UTILITIES		4554422675		Utilities-Gas and Electric		N
					03/21/2023	04/19/2023					
9692	Minnesota Energy Resources Corporation			3,228.35							
											3 Transactions
3789	Pan-O-Gold Baking Company										
	01-252-000-0000-6418			300.14	BREAD & BUNS- REC WEEK		10002423110001		Groceries		N
	01-252-000-0000-6418			118.25	BREAD & BUNS		10002423117002		Groceries		N
3789	Pan-O-Gold Baking Company			418.39							
											2 Transactions
9808	Performance Foodservice										
	01-252-000-0000-6418			4,173.07	GROCERIES - REC WEEK		557558		Groceries		N
	01-252-000-0000-6418			2,737.70	GROCERIES		566050		Groceries		N
	01-252-000-0000-6418			50.88	FOAM CUPS- REC WEEK		566056		Groceries		N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9808	Performance Foodservice		6,961.65	3 Transactions		
3950	Public Utilities					
	01-252-000-0000-6254		6,484.56	NEW JAIL 2 03/16/2023	1431-00	Utilities-Gas and Electric N
	01-252-000-0000-6254		137.48	STS UTILITIES 03/16/2023	50109-00	Utilities-Gas and Electric N
	01-252-000-0000-6254		1,138.41	NEW JAIL 03/16/2023	512-00	Utilities-Gas and Electric N
3950	Public Utilities		7,760.45	3 Transactions		
4761	Sysco Minnesota Inc					
	01-252-000-0000-6418		834.05	GROCERIES	253374096	Groceries N
4761	Sysco Minnesota Inc		834.05	1 Transactions		
13934	The Tire Barn					
	01-252-000-0000-6302		775.69	TRSPT-OIL; PADS; ROTOR, WINDOW	67117	Vehicle Maintenance N
13934	The Tire Barn		775.69	1 Transactions		
5072	Ukuras Big Dollar					
	01-252-000-0000-6418		207.41	GROCERIES	00194638-21	Groceries N
5072	Ukuras Big Dollar		207.41	1 Transactions		
252	DEPT Total:		41,984.20	Corrections	19 Vendors	34 Transactions
253	DEPT			Sentence to Serve		
7525	Hometown Bldg Supply					
	01-253-000-0000-6464		15.05	SAND PAPER & FASTENERS	078440/078462	STS Supplies N
7525	Hometown Bldg Supply		15.05	1 Transactions		
2340	Hyytinen Hardware Hank					
	01-253-000-0000-6464		46.98	GRIP & GRAB;PNT BRUSH	8490/8663/8804	STS Supplies N
2340	Hyytinen Hardware Hank		46.98	1 Transactions		
9046	Loffler Companies, Inc.					
	01-253-000-0000-6220		5.09	MONTHLY TELEPHONE	4345154	Telephone N
9046	Loffler Companies, Inc.		5.09	1 Transactions		

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Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
253	DEPT Total:			67.12	Sentence to Serve	3 Vendors	3 Transactions	
255	DEPT				Crime Victims			
	9046 Loffler Companies, Inc.			5.09	MONTHLY TELEPHONE	4345154	Telephone	N
	01-255-000-0000-6220							
	9046 Loffler Companies, Inc.			5.09		1 Transactions		
255	DEPT Total:			5.09	Crime Victims	1 Vendors	1 Transactions	
257	DEPT				Community Corrections			
	14563 Anoka County Corrections			8,973.00	SEC JUV DET ANOKA CONTRACT	4.30.23 RJC	Juvenile Detention	N
	01-257-255-0000-6269				04/01/2023 04/30/2023			
	14563 Anoka County Corrections			8,973.00		1 Transactions		
	783 Canon Financial Services, Inc			104.86	CANON COPIER CONTRACT	30355175	Office Equipment Rental/Contracts	N
	01-257-000-0000-6342				04/20/2023 05/19/2023			
	783 Canon Financial Services, Inc			104.86		1 Transactions		
	15176 Koonce/Crystal			118.22	MILEAGE - TRAINING MNATSA	4.24.23	Mileage	N
	01-257-257-0000-6330				04/19/2023 04/21/2023			
	15176 Koonce/Crystal			118.22		1 Transactions		
	9046 Loffler Companies, Inc.			45.85	MONTHLY TELEPHONE	4345154	Telephone	N
	01-257-000-0000-6220							
	9046 Loffler Companies, Inc.			45.85		1 Transactions		
	6097 Verizon Wireless			163.48	AGENT WORK CELLPHONES	9933298760	Wireless Telephone Services	N
	01-257-257-0000-6215				03/24/2023 04/23/2023			
	6097 Verizon Wireless			163.48		1 Transactions		
257	DEPT Total:			9,405.41	Community Corrections	5 Vendors	5 Transactions	
391	DEPT				Solid Waste			
	86222 Aitkin Independent Age							

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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	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-391-000-0000-6230		65.62	COMPOST	1307586	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		65.62	1 Transactions			
9046	Loffler Companies, Inc.						
	01-391-000-0000-6220		10.20	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.		10.20	1 Transactions			
391	DEPT Total:		75.82	Solid Waste	2 Vendors	2 Transactions	
600	DEPT			Ag Society, Soil & Water, Ag Inspect			
	111 Aitkin Co Soil & Water						
	01-600-552-0000-6801		2,523.00	DNR / CITY PARK PROJECT	215593-1	Soil & Water Appropriations	N
	111 Aitkin Co Soil & Water		2,523.00	1 Transactions			
600	DEPT Total:		2,523.00	Ag Society, Soil & Water, Ag Inspect	1 Vendors	1 Transactions	
601	DEPT			Extension			
	9046 Loffler Companies, Inc.						
	01-601-000-0000-6220		5.09	MONTHLY TELEPHONE	4345154	Telephone	N
	9046 Loffler Companies, Inc.		5.09	1 Transactions			
601	DEPT Total:		5.09	Extension	1 Vendors	1 Transactions	
711	DEPT			Economic Development			
	9046 Loffler Companies, Inc.						
	01-711-000-0000-6220		5.09	MONTHLY TELEPHONE	4345154	Telephone	N
	9046 Loffler Companies, Inc.		5.09	1 Transactions			
711	DEPT Total:		5.09	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:		99,958.81	General Fund		157 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

2 Reserves Fund

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
44	DEPT				Central Services			
	10203 Brendel/William							
	02-044-251-0000-6268			7,000.00	ORGANIZATIONAL DEV, CONSULTING	1	Staff Training, Development	Y
	10203 Brendel/William			7,000.00	1 Transactions			
44	DEPT Total:			7,000.00	Central Services	1 Vendors	1 Transactions	
49	DEPT				Information Technologies			
	9205 New Horizons Minnesota							
	02-049-251-0000-6268			8,000.00	CISCO FMC TRAINING (2)	INV-148	Staff Training, Development	N
	9205 New Horizons Minnesota			8,000.00	1 Transactions			
49	DEPT Total:			8,000.00	Information Technologies	1 Vendors	1 Transactions	
2	Fund Total:			15,000.00	Reserves Fund		2 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT				R&B Administration			
10855	Culligan Soft Water 03-301-000-0000-6342			55.00	WATER COOLER RENTAL	150-10020584-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water			55.00	1 Transactions			
11387	Olsen/Sarah 03-301-000-0000-6332			227.97	CONFERENCE HOTEL	618846	Hotel/Motel Lodging	N
	03-301-000-0000-6330			104.67	MILEAGE TO CONFERENCE	MILEAGE	Highway Travel	N
	03-301-000-0000-6339			17.00	FRIDAY LUNCH	MONGOS	Meals (Overnight)	N
11387	Olsen/Sarah			349.64	3 Transactions			
86235	The Office Shop Inc 03-301-000-0000-6405			695.00	QUALE STANDING DESK	1126619-0	Office Supplies	N
86235	The Office Shop Inc			695.00	1 Transactions			
301	DEPT Total:			1,099.64	R&B Administration	3 Vendors	5 Transactions	
302	DEPT				R&B Engineering/Construction			
9561	Amazon Business 03-302-000-0000-6550			29.98	BOOT REPAIR KIT	1K3J-TTNL-67TP	R & B Engineer Supplies	N
9561	Amazon Business			29.98	1 Transactions			
2340	Hyytinen Hardware Hank 03-302-000-0000-6550			5.49	ENGINEERING SUPPLIES	8610-1	R & B Engineer Supplies	N
2340	Hyytinen Hardware Hank			5.49	1 Transactions			
302	DEPT Total:			35.47	R&B Engineering/Construction	2 Vendors	2 Transactions	
303	DEPT				R&B Highway Maintenance			
12106	Antoine Electric 03-303-000-0000-6417			337.48	MCGREGOR SHOP	22990	Shop/Building Maintenance	Y
12106	Antoine Electric			337.48	1 Transactions			
86467	Auto Value Aitkin 03-303-000-0000-6590			202.46-	REPAIR PARTS	40218377	Repair & Maintenance Supplies	N
	03-303-000-0000-6417			1.59	AITKIN SHOP SUPPLIES	40219193	Shop/Building Maintenance	N
	03-303-000-0000-6417			203.88	AITKIN SHOP SUPPLIES	40219751	Shop/Building Maintenance	N

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3 Road & Bridge

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
86467	Auto Value Aitkin		3.01				
				3 Transactions			
13725	Beartooth True Value						
	03-303-000-0000-6590		69.00	REPAIR PARTS	B221704	Repair & Maintenance Supplies	N
13725	Beartooth True Value		69.00	1 Transactions			
163	Charter Communications Holdings LLC						
	03-303-000-0000-6220		141.21	PHONE: HWY OFFICE	0-022823041923	Telephone	N
163	Charter Communications Holdings LLC		141.21	1 Transactions			
14887	Cintas Corporation						
	03-303-000-0000-6360		15.82	SHOP LAUNDRY	4152763685	Services, Labor, Contracts	N
14887	Cintas Corporation		15.82	1 Transactions			
8618	Compass Minerals America						
	03-303-000-0000-6518		9,834.08	DE ICING SALT	1166800	De-Icing Salt	N
	03-303-000-0000-6518		5,985.44	DE ICING SALT	1167847	De-Icing Salt	N
8618	Compass Minerals America		15,819.52	2 Transactions			
9326	Dehn Oil						
	03-303-000-0000-6570		19,578.92	AITKIN DIESEL	25209664	Motor Fuel & Lubricants	N
9326	Dehn Oil		19,578.92	1 Transactions			
8694	Department of Transportation						
	03-303-000-0000-6521		322.96	TECH ASSIST ON ROADS	P00016675	Maintenance Supplies	N
8694	Department of Transportation		322.96	1 Transactions			
7920	Dixon Mechanical Electric, LLP						
	03-303-000-0000-6590		670.75	REPAIR PARTS	7044	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		16.75	REPAIR PARTS	7044	Repair & Maintenance Supplies	Y
7920	Dixon Mechanical Electric, LLP		687.50	2 Transactions			
7935	East Central Energy						
	03-303-000-0000-6254		97.55	MAR/APR POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.80	MAR/APR POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
7935	East Central Energy		140.35	2 Transactions			
7060	Federated Co-Ops Inc.						
	03-303-000-0000-6423		904.68	MCGREGOR SHOP PROPANE	1697826	Fuel for Buildings	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
7060	Federated Co-Ops Inc.		904.68				
				1 Transactions			
8622	Frontier Communications Holdings LLC						
	03-303-000-0000-6220		87.05	JACOBSON	218-752-6591	Telephone	N
	03-303-000-0000-6220		87.05	MCGREGOR	218-768-4481	Telephone	N
	03-303-000-0000-6220		87.05	PALISADE	218-845-2607	Telephone	N
8622	Frontier Communications Holdings LLC		261.15	3 Transactions			
1754	Garrison Disposal Company, Inc						
	03-303-000-0000-6254		140.28	AITKIN SHOP	330437	Utilities-Gas and Electric	N
	03-303-000-0000-6254		76.05	GARBAGE PICK UP	330437	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc		216.33	2 Transactions			
1880	Gravelle Plumbing & Heating, Inc						
	03-303-000-0000-6417		373.81	SWATARA SHOP	92734	Shop/Building Maintenance	N
1880	Gravelle Plumbing & Heating, Inc		373.81	1 Transactions			
2089	Heartland Tire Inc						
	03-303-000-0000-6590		109.60	REPAIR PARTS	15022486	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		65.00	REPAIR LABOR	15022486	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc		174.60	2 Transactions			
2340	Hyytinen Hardware Hank						
	03-303-000-0000-6417		24.00	SWATARA SHOP	8445-1	Shop/Building Maintenance	N
	03-303-000-0000-6590		25.96	REPAIR PARTS	8526-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6417		24.98	AITKIN SHOP SUPPLIES	8530-1	Shop/Building Maintenance	N
	03-303-000-0000-6417		51.97	AITKIN SHOP-SIGN	8879-1	Shop/Building Maintenance	N
2340	Hyytinen Hardware Hank		126.91	4 Transactions			
9534	Jeff's Mobile Lock & Key						
	03-303-000-0000-6417		244.00	MCGREGOR SHOP	678639	Shop/Building Maintenance	Y
9534	Jeff's Mobile Lock & Key		244.00	1 Transactions			
91187	Lake Country Power						
	03-303-000-0000-6254		60.23	MAR/APR CSAH 14	141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254		59.55	MAR/APR CSAH 6	141979901	Utilities-Gas and Electric	N
91187	Lake Country Power		119.78	2 Transactions			
9046	Loffler Companies, Inc.						

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
9046	Loffler Companies, Inc.		91.71	MONTHLY TELEPHONE	4345154	Telephone	N
			91.71	1 Transactions			
9692	Minnesota Energy Resources Corporation						
	03-303-000-0000-6423		836.27	NAT GAS: AITKIN SHOP	0506048841-0001	Fuel for Buildings	N
9692	Minnesota Energy Resources Corporation		836.27	1 Transactions			
3390	Minnesota UC Fund						
	03-303-000-0000-6172		1,676.00	LK UI	16193227	Unemployment Compensation	N
3390	Minnesota UC Fund		1,676.00	1 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6590		89.41	REPAIR PARTS	X220065937:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		1,248.49	REPAIR PARTS	X220066235:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		163.89	REPAIR PARTS	X220066428:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		163.89	REPAIR PARTS	X220066428:01	Repair & Maintenance Supplies	Y
9179	NORTH CENTRAL INTERNATIONAL, LLC		1,665.68	4 Transactions			
10720	Nuss Truck Group Inc						
	03-303-000-0000-6590		684.04	REPAIR PARTS	6157566P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		684.04	1 Transactions			
10412	O'Reilly Auto Parts						
	03-303-000-0000-6590		22.00	REPAIR PARTS	1878-148157	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		30.00	REPAIR PARTS	1878-148157	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		29.08	REPAIR PARTS	1878-148596	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		54.99	REPAIR PARTS	1878-149070	Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts		32.07	4 Transactions			
3950	Public Utilities						
	03-303-000-0000-6254		48.98	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		45.44	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		102.36	AITKIN SHOP: WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		46.31	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
3950	Public Utilities		243.09	4 Transactions			
9273	Reichert Enterprises, Inc						
	03-303-000-0000-6590		2,196.43	REPAIR PARTS	117191	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,191.00	REPAIR LABOR	117191	Repair & Maintenance Supplies	N

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9273	Reichert Enterprises, Inc			3,387.43		2 Transactions		
4070	Riley Auto Supply							
	03-303-000-0000-6590			38.48	REPAIR PARTS	637217	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			7.99	REPAIR PARTS	637283	Repair & Maintenance Supplies	N
	03-303-000-0000-6417			263.80	AITKIN SHOP	637298	Shop/Building Maintenance	N
	03-303-000-0000-6590			247.96	REPAIR PARTS	637430	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			89.70	REPAIR PARTS	637436	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			69.98	REPAIR PARTS	637444	Repair & Maintenance Supplies	N
	03-303-000-0000-6417			27.99	MCGREGOR SHOP	637458	Shop/Building Maintenance	N
	03-303-000-0000-6590			49.99	REPAIR PARTS	637513	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			319.98	REPAIR PARTS	637544	Repair & Maintenance Supplies	N
	03-303-000-0000-6417			216.67	AITKIN SHOP	637602	Shop/Building Maintenance	N
	03-303-000-0000-6417			21.40	AITKIN SHOP	637606	Shop/Building Maintenance	N
4070	Riley Auto Supply			1,353.94		11 Transactions		
14812	SCI Broadband/Savage Communications							
	03-303-000-0000-6220			149.56	PHONE/INTERNET	009-038972	Telephone	N
14812	SCI Broadband/Savage Communications			149.56		1 Transactions		
90805	Temco							
	03-303-000-0000-6590			490.78	REPAIR PARTS	27745	Repair & Maintenance Supplies	Y
90805	Temco			490.78		1 Transactions		
9617	Timber Lakes Septic Service, Inc.							
	03-303-000-0000-6417			450.00	MCGRATH SHOP	33127	Shop/Building Maintenance	N
	03-303-000-0000-6417			215.00	PALISADE SHOP	33218	Shop/Building Maintenance	N
9617	Timber Lakes Septic Service, Inc.			665.00		2 Transactions		
5295	Ziegler Inc							
	03-303-000-0000-6590			291.43	REPAIR PARTS	IN000961635	Repair & Maintenance Supplies	N
5295	Ziegler Inc			291.43		1 Transactions		
303	DEPT Total:			51,104.03	R&B Highway Maintenance	31 Vendors	65 Transactions	
307	DEPT				R&B Capital Infrastructure			
	86222 Aitkin Independent Age							
	03-307-000-0000-6230			116.25	AD FOR BID	1312652	Printing, Publishing & Adv	Y

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
86222	Aitkin Independent Age		116.25				
				1 Transactions			
9239	Mn Dept Of Natural Resources-OMB 03-307-000-0000-6269		90.00	HERITAGE REVIEW	232828	Professional Services	N
9239	Mn Dept Of Natural Resources-OMB		90.00				
				1 Transactions			
307	DEPT Total:		206.25	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:		52,445.39	Road & Bridge		74 Transactions	

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5 Health & Human Services

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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	
400	DEPT		Public Health Department			
9965	Aitkin County Friends of the Arts 05-400-450-0451-6360		SHIP MN EATS-CP AWARD 04/26/2023 04/26/2023		Services, Labor, Contracts	N
9965	Aitkin County Friends of the Arts		1 Transactions			
89185	Bethesda Lutheran Church Of Malmo 05-400-410-0413-6342		WIC CLINIC RENTAL / MALMO 01/01/2023 03/31/2023		WIC Space Rentals	N
89185	Bethesda Lutheran Church Of Malmo		1 Transactions			
246	Brothers Fire & Security 05-400-440-0410-6300		2023 SPRINKLER INSPECTION 04/28/2023 04/28/2023	W	Maintenance/Service Contracts	N
	05-400-440-0410-6300		2023 ANNUAL ALARM INSPECTION 04/27/2023 04/27/2023	W2546	Maintenance/Service Contracts	N
246	Brothers Fire & Security		2 Transactions			
10855	Culligan Soft Water 05-400-440-0410-6342		COOLER RENTAL SERVICE 05/01/2023 05/31/2023	150-10016285-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		1 Transactions			
11051	Department of Human Services 05-400-440-0410-6360		MERIT SYSTEM QE 06/30/2023 04/01/2023 06/30/2023	A300MR0123D	Services, Labor, Contracts	N
11051	Department of Human Services		1 Transactions			
9590	FFF Enterprises 05-400-400-0402-6432		BOOSTRIX-10 DOSES 04/17/2023 04/17/2023	91861831	Vaccine Cost	N
9590	FFF Enterprises		1 Transactions			
13904	Hill City Assembly of God Church 05-400-410-0413-6342		WIC RENT Q1 2023 01/01/2023 03/31/2023		WIC Space Rentals	1
13904	Hill City Assembly of God Church		1 Transactions			
9046	Loffler Companies, Inc.					

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	05-400-440-0410-6220			52.08	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			52.08		1 Transactions		
3195	MCCC LOCKBOX							
	05-400-440-0410-6266			84.00	2023 JIC-IFS ENH FUND CMHS	2301007	Software Fees/License Fees	N
					01/01/2023 12/31/2023			
	05-400-440-0410-6266			161.00	2023 MNCCC DUES FOR JIC CMHS	2301007	Software Fees/License Fees	N
					01/01/2023 12/31/2023			
	05-400-440-0410-6266			964.31	2023 IFS GENERAL SUPPORT CMHS	2301007	Software Fees/License Fees	N
					01/01/2023 12/31/2023			
3195	MCCC LOCKBOX			1,209.31		3 Transactions		
89765	Minnesota Elevator, Inc							
	05-400-440-0410-6300			29.91	ELEVATOR SERVICE - MAY '23	1018094	Maintenance/Service Contracts	N
					05/01/2023 05/31/2023			
89765	Minnesota Elevator, Inc			29.91		1 Transactions		
9692	Minnesota Energy Resources Corporation							
	05-400-440-0410-6254			92.42	GAS BILL	0506533565-00001	Utilities-Gas and Electric	N
					03/21/2023 04/20/2023			
9692	Minnesota Energy Resources Corporation			92.42		1 Transactions		
3950	Public Utilities							
	05-400-440-0410-6254			262.83	ELECTRIC BILL	1433-00	Utilities-Gas and Electric	N
					03/16/2023 04/16/2023			
3950	Public Utilities			262.83		1 Transactions		
10197	Roth/Martha							
	05-400-440-0410-6268			291.19	AGENCY LEADERSHIP TRAINING	107	Staff Training, Development	Y
					05/01/2023 05/01/2023			
10197	Roth/Martha			291.19		1 Transactions		
88859	Spee*Dee-St Cloud							
	05-400-430-0408-6360			142.94	FAP SERVICE - 111	7	Services, Labor, Contracts	N
					04/03/2023 04/29/2023			
88859	Spee*Dee-St Cloud			142.94		1 Transactions		
400	DEPT Total:			5,155.79	Public Health Department	14 Vendors	17 Transactions	

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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	
420	DEPT		Income Maintenance			
88284	Aitkin Co Recorder					
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE	99462	Program Expenses Direct Charge Ffp N
				04/27/2023 04/27/2023		
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE	99484	Program Expenses Direct Charge Ffp N
				04/28/2023 04/28/2023		
	05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE	99563	Program Expenses Direct Charge Ffp N
				05/02/2023 05/02/2023		
88284	Aitkin Co Recorder		39.00	3 Transactions		
246	Brothers Fire & Security					
	05-420-600-4800-6300		78.54	2023 SPRINKLER INSPECTION	W	Maintenance/Service Contracts N
				04/28/2023 04/28/2023		
	05-420-600-4800-6300		241.89	2023 ANNUAL ALARM INSPECTION	W2546	Maintenance/Service Contracts N
				04/27/2023 04/27/2023		
246	Brothers Fire & Security		320.43	2 Transactions		
10855	Culligan Soft Water					
	05-420-600-4800-6342		47.39	COOLER RENTAL SERVICE	150-10016285-1	Office Equipment Rental/Contracts N
				05/01/2023 05/31/2023		
10855	Culligan Soft Water		47.39	1 Transactions		
11051	Department of Human Services					
	05-420-610-4100-6011		114.38	MAXIS MFIP HOUSING-ST CASH	A300	County Share-Afcd/Mfip N
				02/01/2023 02/28/2023		
	05-420-610-4100-6011		414.10	MAXIS MFIP RECOV TANF	A300	County Share-Afcd/Mfip N
				02/01/2023 02/28/2023		
	05-420-610-4100-6011		294.38	MAXIS MFIP RECOV STATE	A300	County Share-Afcd/Mfip N
				02/01/2023 02/28/2023		
	05-420-620-4100-6011		1,295.56	MAXIS GRH RECOVERIES	A300	County Share - Ga N
				02/01/2023 02/28/2023		
	05-420-630-4100-6011		337.47	MAXIS FS RECOVERIES	A300	County Share-Food Support N
				02/01/2023 02/28/2023		
	05-420-630-4100-6011		204.55	MAXIS MFIP FS RECOVERIES	A300	County Share-Food Support N
				02/01/2023 02/28/2023		
	05-420-660-4100-6011		123.00	MAXIS MSA RECOVERIES	A300	County Share - Msa N
				02/01/2023 02/28/2023		
	05-420-600-4800-6360		2,168.10	MERIT SYSTEM QE 06/30/2023	A300MR0123D	Services, Labor, Contracts N
				04/01/2023 06/30/2023		

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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	05-420-620-4100-6011			967.72	MAXIS GRH RECOVERIES	A300MX01239I	County Share - Ga	N
	05-420-630-4100-6011			41.07	MAXIS FS RECOVERIES	A300MX01239I	County Share-Food Support	N
11051	Department of Human Services			5,960.33				
					01/01/2023	01/31/2023		
					01/01/2023	01/31/2023		
					10 Transactions			
9046	Loffler Companies, Inc.							
	05-420-600-4800-6220			122.73	MONTHLY TELEPHONE	4345154	Telephone	N
	05-420-640-4800-6220			30.61	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			153.34				
					2 Transactions			
3195	MCCC LOCKBOX							
	05-420-600-4800-6266			198.00	2023 JIC-IFS ENH FUND CMHS	2301007	Software Fees/License Fees	N
					01/01/2023	12/31/2023		
	05-420-600-4800-6266			379.50	2023 MNCCC DUES FOR JIC CMHS	2301007	Software Fees/License Fees	N
					01/01/2023	12/31/2023		
	05-420-600-4800-6266			2,273.01	2023 IFS GENERAL SUPPORT CMHS	2301007	Software Fees/License Fees	N
					01/01/2023	12/31/2023		
3195	MCCC LOCKBOX			2,850.51				
					3 Transactions			
88439	Metro Legal Services							
	05-420-640-4800-6379			111.00	IV-D SERVICE 001069651302	3434424	Other Iv-D Charges	N
					04/12/2023	04/12/2023		
88439	Metro Legal Services			111.00				
					1 Transactions			
89765	Minnesota Elevator, Inc							
	05-420-600-4800-6300			70.49	ELEVATOR SERVICE - MAY '23	1018094	Maintenance/Service Contracts	N
					05/01/2023	05/31/2023		
89765	Minnesota Elevator, Inc			70.49				
					1 Transactions			
9692	Minnesota Energy Resources Corporation							
	05-420-600-4800-6254			217.84	GAS BILL	0506533565-00001	Utilities-Gas and Electric	N
					03/21/2023	04/20/2023		
9692	Minnesota Energy Resources Corporation			217.84				
					1 Transactions			
3950	Public Utilities							
	05-420-600-4800-6254			619.53	ELECTRIC BILL	1433-00	Utilities-Gas and Electric	N
					03/16/2023	04/16/2023		

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Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
3950	Public Utilities		619.53		1 Transactions		
10197	Roth/Martha						
	05-420-600-4800-6268		686.37	AGENCY LEADERSHIP TRAINING	107	Staff Training, Development	Y
				05/01/2023 05/01/2023			
10197	Roth/Martha		686.37		1 Transactions		
86177	Sheriff Aitkin County						
	05-420-640-4800-6270		149.00	IV-D SERVICE 0014188937 03	C2300099	Aitkin Co Sheriff Fees Iv-D	N
				05/01/2023 05/01/2023			
86177	Sheriff Aitkin County		149.00		1 Transactions		
87016	Sheriff Itasca County						
	05-420-640-4800-6379		75.00	IV-D SERVICE 001485264701	202300696	Other Iv-D Charges	N
				04/18/2023 04/18/2023			
87016	Sheriff Itasca County		75.00		1 Transactions		
88859	Spee*Dee-St Cloud						
	05-420-600-4800-6205		53.79	IM SERVICE - 101	7	Postage	N
				04/03/2023 04/29/2023			
88859	Spee*Dee-St Cloud		53.79		1 Transactions		
420	DEPT Total:		11,354.02	Income Maintenance	14 Vendors	29 Transactions	
430	DEPT			Social Services			
246	Brothers Fire & Security						
	05-430-700-4800-6300		126.14	2023 SPRINKLER INSPECTION	W	Maintenance/Service Contracts	N
				04/28/2023 04/28/2023			
	05-430-700-4800-6300		388.49	2023 ANNUAL ALARM INSPECTION	W2546	Maintenance/Service Contracts	N
				04/27/2023 04/27/2023			
246	Brothers Fire & Security		514.63		2 Transactions		
10855	Culligan Soft Water						
	05-430-700-4800-6342		76.11	COOLER RENTAL SERVICE	150-10016285-1	Office Equipment Rental/Contracts	N
				05/01/2023 05/31/2023			
10855	Culligan Soft Water		76.11		1 Transactions		
11051	Department of Human Services						
	05-430-700-4800-6360		3,482.10	MERIT SYSTEM QE 06/30/2023	A300MR0123D	Services, Labor, Contracts	N

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11051	Department of Human Services			3,482.10	04/01/2023 06/30/2023 1 Transactions			
9046	Loffler Companies, Inc. 05-430-700-4800-6220			197.12	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.			197.12	1 Transactions			
3195	MCCC LOCKBOX 05-430-700-4800-6266			318.00	2023 JIC-IFS ENH FUND CMHS 01/01/2023 12/31/2023	2301007	Software Fees/License Fees	N
	05-430-700-4800-6266			609.50	2023 MNCCC DUES FOR JIC CMHS 01/01/2023 12/31/2023	2301007	Software Fees/License Fees	N
	05-430-700-4800-6266			3,650.59	2023 IFS GENERAL SUPPORT CMHS 01/01/2023 12/31/2023	2301007	Software Fees/License Fees	N
3195	MCCC LOCKBOX			4,578.09	3 Transactions			
89765	Minnesota Elevator, Inc 05-430-700-4800-6300			113.22	ELEVATOR SERVICE - MAY '23 05/01/2023 05/31/2023	1018094	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc			113.22	1 Transactions			
9692	Minnesota Energy Resources Corporation 05-430-700-4800-6254			349.86	GAS BILL 03/21/2023 04/20/2023	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation			349.86	1 Transactions			
3950	Public Utilities 05-430-700-4800-6254			995.00	ELECTRIC BILL 03/16/2023 04/16/2023	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities			995.00	1 Transactions			
10197	Roth/Martha 05-430-700-4800-6268			1,102.36	AGENCY LEADERSHIP TRAINING 05/01/2023 05/01/2023	107	Staff Training, Development	Y
10197	Roth/Martha			1,102.36	1 Transactions			
86235	The Office Shop Inc 05-430-700-4800-6405			99.97	SS - CHAIR MAT 04/26/2023 04/26/2023	1126646-0	Office Supplies	N

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	05-430-700-4800-6480		SS - OFFICE CHAIR	1126799-0	Small Furniture/Equipment	N
			04/26/2023 04/26/2023			
				2 Transactions		
86235	The Office Shop Inc		303.97			
430	DEPT Total:		11,712.46	Social Services	10 Vendors	14 Transactions
5	Fund Total:		28,222.27	Health & Human Services		60 Transactions

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated			
4580	Mn Dept Of Finance					
	09-000-000-0000-2030		555.00	APRIL 2023 MARRIAGE REPORT	APRIL 2023	State Fees, Assessments & Surcharges N
	09-000-000-0000-2022		648.00	BIRTH & DEATH SURCHARGES	FEBRUARY 2023	Birth/Death Surcharges N
				02/01/2023 02/28/2023		
	09-000-000-0000-2024		90.00	CHILDREN SURCHARGES	FEBRUARY 2023	St Share Of Birth Cert.-Children N
				02/01/2023 02/28/2023		
	09-000-000-0000-2031		18.00	TORRENS ASSURANCE	FEBRUARY 2023	Real Estate Assurance (Was 5874 And E N
				02/01/2023 02/28/2023		
	09-000-000-0000-2036		3,759.50	STATE GEN FUND/LEG. SURCHARGE	FEBRUARY 2023	Recording Surcharges (Was 5871 & 6281)N
				02/01/2023 02/28/2023		
4580	Mn Dept Of Finance		5,070.50	5 Transactions		
3375	Mn Dept Of Health					
	09-000-000-0000-2027		170.00	STATE WELL CERTIFICATE	FEBRUARY 2023	State Well Cert Fees (Was 5097 & 6203) N
				02/01/2023 02/28/2023		
3375	Mn Dept Of Health		170.00	1 Transactions		
0	DEPT Total:		5,240.50	Undesignated	2 Vendors	6 Transactions
9	Fund Total:		5,240.50	State		6 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
943	Cook Logging 10-900-000-0000-2300		4,654.24	REFUND BOND	14141	Timber Permit Bonds	N
943	Cook Logging		4,654.24	1 Transactions			
10198	Myers/Alan 10-900-000-0000-2300		278.10	REFUND BOND	14282	Timber Permit Bonds	Y
10198	Myers/Alan		278.10	1 Transactions			
3937	Potlatch Corporation 10-900-000-0000-2300		3,075.30	REFUND BOND	14321	Timber Permit Bonds	N
3937	Potlatch Corporation		3,075.30	1 Transactions			
900	DEPT Total:		8,007.64	Timber Permit Bonds	3 Vendors	3 Transactions	
923	DEPT			Forfeited Tax Sales			
10855	Culligan Soft Water 10-923-000-0000-6342		55.60	BOTTLED WATER 05/01/2023	150-10046456-2 05/31/2023	Office/Equipment-Rental	N
10855	Culligan Soft Water		55.60	1 Transactions			
1754	Garrison Disposal Company, Inc 10-923-000-0000-6254		110.30	SHOP GARBAGE 05/01/2023	330387 05/31/2023	Utilities-Gas and Electric	N
1754	Garrison Disposal Company, Inc		110.30	1 Transactions			
9046	Loffler Companies, Inc. 10-923-000-0000-6220		40.76	MONTHLY TELEPHONE	4345154	Telephone	N
9046	Loffler Companies, Inc.		40.76	1 Transactions			
12927	Midwest Machinery Co. 10-923-000-0000-6590		127.50	FAN HOUSING W/REWIND	9555968	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		109.57	IGNITION MODUAL	9569695	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		237.07	2 Transactions			
10720	Nuss Truck Group Inc 10-923-000-0000-6590		376.87	CHECK VALV	3268132P	Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc		376.87	1 Transactions			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
3950	Public Utilities		269.27	ACLD	348-00	Utilities-Gas and Electric	N
	10-923-000-0000-6254			03/16/2023	04/16/2023		
3950	Public Utilities		269.27		1 Transactions		
90805	Temco		1,150.00	REPAIR TRAILER LABOR MATERIAL	27724	Repair & Maintenance Supplies	Y
	10-923-000-0000-6590						
90805	Temco		1,150.00		1 Transactions		
86235	The Office Shop Inc		134.29	COPIER CONTRACT	326488-0	Office/Equipment-Rental	N
	10-923-000-0000-6342			01/10/2023	04/07/2023		
86235	The Office Shop Inc		134.29		1 Transactions		
923	DEPT Total:		2,374.16	Forfeited Tax Sales	8 Vendors	9 Transactions	
929	DEPT			MN Trust Insurance Fund			
9272	ARCHITECTURAL RESOURCES INC		1,875.00	BUILDING CONCEPT - FEMA	2022176-4	Fair Ground Clean Up	N
	10-929-550-0000-6360						
9272	ARCHITECTURAL RESOURCES INC		1,875.00		1 Transactions		
11692	Oberg Fence		16,000.00	FAIRGROUNDS FENCE - FEMA	4735	Fair Ground Clean Up	N
	10-929-550-0000-6360						
11692	Oberg Fence		16,000.00		1 Transactions		
929	DEPT Total:		17,875.00	MN Trust Insurance Fund	2 Vendors	2 Transactions	
10	Fund Total:		28,256.80	Trust		14 Transactions	

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

11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
939	DEPT		County Surveyor			
9561	Amazon Business					
	11-939-000-0000-6405		56.89	HP 204A BLACK TONER CARTRIDGE	1NY3-J6XN-7CVL	Office Supplies N
9561	Amazon Business		56.89		1 Transactions	
7525	Hometown Bldg Supply					
	11-939-000-0000-6450		222.27	PINE BRONZE TORX PLYWOOD PLATE	2304-079030	Supplies N
	11-939-000-0000-6450		21.35	BRONZE TORX SCREW	2304-079417	Supplies N
7525	Hometown Bldg Supply		243.62		2 Transactions	
9046	Loffler Companies, Inc.					
	11-939-000-0000-6220		20.38	MONTHLY TELEPHONE	4345154	Telephone N
9046	Loffler Companies, Inc.		20.38		1 Transactions	
939	DEPT Total:		320.89	County Surveyor	3 Vendors	4 Transactions
11	Fund Total:		320.89	Forest Development		4 Transactions

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT				LLCC Administration			
246	Brothers Fire & Security							
	19-521-000-0000-6360			3,732.00	FIRE INSPECTION	W25459	Services, Labor, Contracts	N
	19-521-000-0000-6360			1,846.00	ANNUAL FIRE SPRINKLER INSPECTI	W25482	Services, Labor, Contracts	N
246	Brothers Fire & Security			5,578.00		2 Transactions		
2763	Countryside Sanitation, LLC							
	19-521-000-0000-6255			105.30	MAY GARBAGE	3545	Garbage	Y
					05/01/2023	05/31/2023		
2763	Countryside Sanitation, LLC			105.30		1 Transactions		
9739	Nardini Fire Equipment							
	19-521-000-0000-6360			615.00	FIRE MONITORING ANNUAL FEE	IV00240598	Services, Labor, Contracts	Y
9739	Nardini Fire Equipment			615.00		1 Transactions		
14812	SCI Broadband/Savage Communications							
	19-521-000-0000-6220			685.80	PHONE AND WWW MAY	024-033167	Telephone	N
					05/01/2023	05/31/2023		
14812	SCI Broadband/Savage Communications			685.80		1 Transactions		
9287	The Teehive LLC							
	19-521-000-0000-6454			768.75	DILL PRICKLES T-SHIRTS!	279310	Commissary Supplies-Non Jail	Y
9287	The Teehive LLC			768.75		1 Transactions		
521	DEPT Total:			7,752.85	LLCC Administration	5 Vendors	6 Transactions	
522	DEPT				LLCC Education			
9784	General Pet Supply							
	19-522-000-0000-6431			744.35	UPGRADE CRITTER CARE	4666280	Educational Supplies	N
9784	General Pet Supply			744.35		1 Transactions		
3390	Minnesota UC Fund							
	19-522-000-0000-6172			599.80	CD UI	16193227	Unemployment Compensation	N
3390	Minnesota UC Fund			599.80		1 Transactions		
522	DEPT Total:			1,344.15	LLCC Education	2 Vendors	2 Transactions	
523	DEPT				LLCC Food			

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3810	Paulbeck's County Market 19-523-000-0000-6418			47.73	GROCERIES	7684653	Groceries-Students	N
3810	Paulbeck's County Market			47.73	1 Transactions			
9808	Performance Foodservice 19-523-000-0000-6418			699.98	GROCERIES	68055431	Groceries-Students	N
9808	Performance Foodservice			699.98	1 Transactions			
4761	Sysco Minnesota Inc 19-523-000-0000-6418			1,241.27	GROCERIES	253384525	Groceries-Students	N
4761	Sysco Minnesota Inc			1,241.27	1 Transactions			
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418			1,448.37	GROCERIES	272993-00	Groceries-Students	N
	19-523-000-0000-6418			115.42	CINNAMON ROLLS	273355-00	Groceries-Students	N
	19-523-000-0000-6418			1,571.25	GROCERIES	275732-0	Groceries-Students	N
4968	Upper Lakes Foods, Inc			3,135.04	3 Transactions			
523	DEPT Total:			5,124.02	LLCC Food	4 Vendors	6 Transactions	
524	DEPT				LLCC Maintenance			
10083	Cedarbrook Lumber Comp 19-524-000-0000-6590			369.38	REPLACEMENT WINDOW DIREC. HOUS	0381	Repair & Maintenance Supplies	N
10083	Cedarbrook Lumber Comp			369.38	1 Transactions			
9085	Climate Makers Inc 19-524-000-0000-6590			2,853.27	HEATING PUMPS IN MARCUM	108747	Repair & Maintenance Supplies	N
	19-524-000-0000-6590			1,475.30	KITCHEN MUA UNIT	108748	Repair & Maintenance Supplies	N
9085	Climate Makers Inc			4,328.57	2 Transactions			
7525	Hometown Bldg Supply 19-524-000-0000-6590			131.40	MATERIALS FOR SUGAR SHACK	2304-078898	Repair & Maintenance Supplies	N
7525	Hometown Bldg Supply			131.40	1 Transactions			
2340	Hyytinen Hardware Hank 19-524-000-0000-6590			28.14	REPAIR MATERIALS	8897/1	Repair & Maintenance Supplies	N
	19-524-000-0000-6590			17.08	SCREWS TO FIX BROKEN STUFF	9103	Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank			45.22	2 Transactions			

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name		
10086	Johnson/Andy						
	19-524-000-0000-6590						
			60.55	REIMBURSE FOR MATERIALS,	1111111111111117	Repair & Maintenance Supplies	N
10086	Johnson/Andy		60.55	1 Transactions			
3776	Palisade One Stop						
	19-524-000-0000-6335						
			254.91	GAS FOR TRUCK, VEHICLES	2187684653	Gas/Vehicle Fuel Charges	N
3776	Palisade One Stop		254.91	1 Transactions			
524	DEPT Total:		5,190.03	LLCC Maintenance	6 Vendors	8 Transactions	
19	Fund Total:		19,411.05	Long Lake Conservation Center		22 Transactions	

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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			
1754	Garrison Disposal Company, Inc 21-520-000-0000-6360	B	AITKIN CAMPGROUND GARBAGE 05/01/2023	330388	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		05/31/2023 1 Transactions			
1805	Giese Sno-Cruisers Trail Assn. 21-520-000-0000-6802		BM3	FM00840808	Trail Grants-State	N
1805	Giese Sno-Cruisers Trail Assn.		1 Transactions			
2060	Haypoint Jackpine Savages 21-520-000-0000-6802		BM3	FM00841249	Trail Grants-State	N
2060	Haypoint Jackpine Savages		1 Transactions			
3176	Mille Lacs Trails, Inc. 21-520-000-0000-6802		MILLE LACS BM3	FM00840816	Trail Grants-State	N
3176	Mille Lacs Trails, Inc.		1 Transactions			
10412	O'Reilly Auto Parts 21-520-000-0000-6523		GOO GONE & SHP TOWEL	1878-147734	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		JUMPSTART	1878-147803	Misc Bldg & Shop Supplies	N
10412	O'Reilly Auto Parts		2 Transactions			
3950	Public Utilities 21-520-000-0000-6254	B	MISS ACCESS PARK 03/16/2023	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	B	MISS PARK SHOWER 03/16/2023	1671-00	Utilities-Gas and Electric	N
3950	Public Utilities		04/16/2023 2 Transactions			
520	DEPT Total:		30,303.40 Parks	6 Vendors	8 Transactions	
21	Fund Total:		30,303.40 Parks		8 Transactions	

WLB1
 5/9/23 8:44AM
 22 Coronavirus Relief Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
716	DEPT		American Rescue Plan - COVID			
	1491 Dutch's Electric, Inc					
	22-716-000-0000-6818		3,590.00	2ND FLOOR WIRING JAIL LIBRARY	31873	Category: Revenue Replacement N
	22-716-000-0000-6818		2,731.00	WIRING FOR JAIL LIBRARY	31894	Category: Revenue Replacement N
	1491 Dutch's Electric, Inc		6,321.00	2 Transactions		
716	DEPT Total:		6,321.00	American Rescue Plan - COVID	1 Vendors	2 Transactions
22	Fund Total:		6,321.00	Coronavirus Relief Fund		2 Transactions
	Final Total:		285,480.11	233 Vendors	349 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	99,958.81	General Fund	
	2	15,000.00	Reserves Fund	
	3	52,445.39	Road & Bridge	
	5	28,222.27	Health & Human Services	
	9	5,240.50	State	
	10	28,256.80	Trust	
	11	320.89	Forest Development	
	19	19,411.05	Long Lake Conservation Center	
	21	30,303.40	Parks	
	22	6,321.00	Coronavirus Relief Fund	
	All Funds	285,480.11	Total	Approved by,
			
			

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5/3/23

3:17PM

Aitkin County



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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- 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

Auditor's Warrants 5-5-23

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
40	DEPT			Auditor			
3195	MCCC LOCKBOX						
	01-040-000-0000-6266		6,887.91	2023 IFS SUPPORT	2301007	Data Processing/Computer Services	N
	01-040-000-0000-6266		600.00	2023 JIC IFS ENH FUND	2301007	Data Processing/Computer Services	N
	01-040-000-0000-6266		1,150.00	2023 JIC DUES	2301007	Data Processing/Computer Services	N
	01-040-000-0000-6268		35.00	NEW AUDITOR/TREASURER TRAINING	2302077	Staff Training, Development	N
3195	MCCC LOCKBOX		8,672.91	4 Transactions			
40	DEPT Total:		8,672.91	Auditor	1 Vendors	4 Transactions	
252	DEPT			Corrections			
4812	JC32 Teamsters H&W Fund						
	01-252-000-0000-6101		7,304.00	EE HEALTH INSURANCE	202304	Salaries-Full Time	N
	01-252-000-0000-6150		27,170.00	ER HEALTH INSURANCE	202304	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund		34,474.00	2 Transactions			
252	DEPT Total:		34,474.00	Corrections	1 Vendors	2 Transactions	
253	DEPT			Sentence to Serve			
4812	JC32 Teamsters H&W Fund						
	01-253-000-0000-6101		332.00	EE HEALTH INSURANCE	202304	Salaries-Full Time	N
	01-253-000-0000-6150		1,235.00	ER HEALTH INSURANCE	202304	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund		1,567.00	2 Transactions			
253	DEPT Total:		1,567.00	Sentence to Serve	1 Vendors	2 Transactions	
257	DEPT			Community Corrections			
3195	MCCC LOCKBOX						
	01-257-000-0000-6266		5,283.48	CSTS AND USER GROUP ANNUAL DUE	2301006	Software Fees/License Fees	N
				01/01/2023 12/31/2023			
3195	MCCC LOCKBOX		5,283.48	1 Transactions			
257	DEPT Total:		5,283.48	Community Corrections	1 Vendors	1 Transactions	
1	Fund Total:		49,997.39	General Fund		9 Transactions	

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5/3/23 3:17PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT		R&B Capital Infrastructure			
9911	KGM CONTRACTORS INC					
	03-307-000-0000-6262		CONTRACT PAYMENT 1	CONT PMT 1	Contract Payments	N
9911	KGM CONTRACTORS INC			1 Transactions		
307	DEPT Total:		35,262.10 R&B Capital Infrastructure	1 Vendors	1 Transactions	
3	Fund Total:		35,262.10 Road & Bridge		1 Transactions	
	Final Total:		85,259.49	5 Vendors	10 Transactions	

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	49,997.39	General Fund
	3	35,262.10	Road & Bridge
All Funds		85,259.49	Total

Approved by,

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Aitkin County



2F

WLB1
5/9/23 8:06AM

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

Page 1

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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

Property Tax Overpays 5-12-23

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLB1
5/9/23 8:06AM
13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
999999000	ALEKSEY KLOCHEN 13-943-000-0000-2001		78.00	PROPERTY TAX OVERPAYMENT - 1	11-1-193000	Cur - Property Taxes	N
999999000	ALEKSEY KLOCHEN		78.00	1 Transactions			
999999000	ANTON KLOCHAN 13-943-000-0000-2001		58.00	PROPERTY TAX OVERPAYMENT - 1	11-1-179500	Cur - Property Taxes	N
999999000	ANTON KLOCHAN		58.00	1 Transactions			
999999000	BENJAMIN SCHOEPP 13-943-000-0000-2001		22.00	PROPERTY TAX OVERPAYMENT - 1	01-0-008400	Cur - Property Taxes	N
999999000	BENJAMIN SCHOEPP		22.00	1 Transactions			
999999000	DANIEL COLEMAN 13-943-000-0000-2001		84.00	PROPERTY TAX OVERPAYMENT - 1	36-1-082600	Cur - Property Taxes	N
999999000	DANIEL COLEMAN		84.00	1 Transactions			
999999000	DENNIS WASHINGTON 13-943-000-0000-2001		178.00	PROPERTY TAX OVERPAYMENT - 1	61-1-018000&8100	Cur - Property Taxes	N
999999000	DENNIS WASHINGTON		178.00	1 Transactions			
999999000	ERIC CRAIG 13-943-000-0000-2001		14.00	PROPERTY TAX OVERPAYMENT - 1	11-1-192000	Cur - Property Taxes	N
999999000	ERIC CRAIG		14.00	1 Transactions			
999999000	GEORGIA ANDERSON 13-943-000-0000-2001		38.00	PROPERTY TAX OVERPAYMENT - 1	16-1-071302	Cur - Property Taxes	N
999999000	GEORGIA ANDERSON		38.00	1 Transactions			
999999000	JACOB WEBB 13-943-000-0000-2001		14.70	PROPERTY TAX OVERPAYMENT - 1	08-0-021000	Cur - Property Taxes	N
999999000	JACOB WEBB		14.70	1 Transactions			
999999000	JOHN MALCOLM 13-943-000-0000-2001		20.00	PROPERTY TAX OVERPAYMENT - 1	23-0-017601	Cur - Property Taxes	N
999999000	JOHN MALCOLM		20.00	1 Transactions			
999999000	KATHLEEN FONTANA 13-943-000-0000-2001		46.00	PROPERTY TAX OVERPAYMENT - 1	39-1-079200	Cur - Property Taxes	N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

WLB1
5/9/23 8:06AM
13 Taxes & Penalties

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
999999000	KATHLEEN FONTANA			46.00		1 Transactions		
999999000	LINDA ZIESMER 13-943-000-0000-2001			20.00	PROPERTY TAX OVERPAYMENT - 1	24-1-113205	Cur - Property Taxes	N
999999000	LINDA ZIESMER			20.00		1 Transactions		
999999000	RICHARD DAVIS 13-943-000-0000-2001			50.00	PROPERTY TAX OVERPAYMENT - 1	01-1-147400	Cur - Property Taxes	N
999999000	RICHARD DAVIS			50.00		1 Transactions		
999999000	RICHARD HANSEN 13-943-000-0000-2001			242.00	PROPERTY TAX OVERPAYMENT - 1	16-1-059800	Cur - Property Taxes	N
999999000	RICHARD HANSEN			242.00		1 Transactions		
999999000	ROBERT ELLIS 13-943-000-0000-2001			18.00	PROPERTY TAX OVERPAYMENT - 1	29-1-100100	Cur - Property Taxes	N
999999000	ROBERT ELLIS			18.00		1 Transactions		
999999000	TERESA SMUDE 13-943-000-0000-2001			50.00	PROPERTY TAX OVERPAYMENT - 01	0101133000/011331	Cur - Property Taxes	N
999999000	TERESA SMUDE			50.00		1 Transactions		
999999000	TERI HAUGH 13-943-000-0000-2001			74.00	PROPERTY TAX OVERPAYMENT - 1	11-1-174600	Cur - Property Taxes	N
999999000	TERI HAUGH			74.00		1 Transactions		
999999000	THOMAS WARD 13-943-000-0000-2001			38.00	PROPERTY TAX OVERPAYMENT - 1	24-1-091903	Cur - Property Taxes	N
999999000	THOMAS WARD			38.00		1 Transactions		
943	DEPT Total:			1,044.70	Taxes And Penalties	17 Vendors	17 Transactions	
13	Fund Total:			1,044.70	Taxes & Penalties		17 Transactions	
	Final Total:			1,044.70	17 Vendors	17 Transactions		

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	1,044.70	Taxes & Penalties
All Funds	1,044.70	Total

Approved by,

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5/16/23 1:55PM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Property Tax OverPays 5-19-23

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
999999000	Corelogic						
3	13-943-000-0000-2001		1,125.00	PROPERTY TAX OVERPAYMENT - 1	13-0-005400	Cur - Property Taxes	N
8	13-943-000-0000-2001		251.00	PROPERTY TAX OVERPAYMENT - 1	29-1-375200	Cur - Property Taxes	N
9	13-943-000-0000-2001		1,504.00	PROPERTY TAX OVERPAYMENT	29-1-485600	Cur - Property Taxes	N
10	13-943-000-0000-2001		335.00	PROPERTY TAX OVERPAYMENT - 1	31-0-069500	Cur - Property Taxes	N
13	13-943-000-0000-2001		494.00	PROPERTY TAX OVERPAYMENT - 1	36-0-018600	Cur - Property Taxes	N
999999000	Corelogic		3,709.00	5 Transactions			
999999000	Joan Robinson						
2	13-943-000-0000-2001		62.00	PROPERTY TAX OVERPAYMENT - 1	11-1-195500	Cur - Property Taxes	N
999999000	Joan Robinson		62.00	1 Transactions			
999999000	JOSEPH HUNTER						
6	13-943-000-0000-2001		60.00	PROPERTY TAX OVERPAYMENT - 1	26-0-042101	Cur - Property Taxes	N
999999000	JOSEPH HUNTER		60.00	1 Transactions			
999999000	Kelli Demorrett						
4	13-943-000-0000-2001		168.00	PROPERTY TAX OVERPAYMENT - 1	16-1-081703	Cur - Property Taxes	N
999999000	Kelli Demorrett		168.00	1 Transactions			
999999000	KIMBERLY STUART						
5	13-943-000-0000-2001		110.00	PROPERTY TAX OVERPAYMENT - 1	19-0-036700	Cur - Property Taxes	N
999999000	KIMBERLY STUART		110.00	1 Transactions			
999999000	LAURA BARKER						
11	13-943-000-0000-2001		18.00	PROPERTY TAX OVERPAYMENT - 1	32-0-027001	Cur - Property Taxes	N
999999000	LAURA BARKER		18.00	1 Transactions			
999999000	TODD CVEYKUS						
7	13-943-000-0000-2001		12.00	PROPERTY TAX OVERPAYMENT - 1	29-0-049914	Cur - Property Taxes	N
999999000	TODD CVEYKUS		12.00	1 Transactions			
999999000	Tyler Borchert						
1	13-943-000-0000-2001		1,293.00	PROPERTY TAX OVERPAYMENT - 1	010013900	Cur - Property Taxes	N
999999000	Tyler Borchert		1,293.00	1 Transactions			
999999000	WELLS FARGO						
12	13-943-000-0000-2001		66.00	PROPERTY TAX OVERPAYMENT - 1	35-1-070201	Cur - Property Taxes	N
14	13-943-000-0000-2001		730.00	PROPERTY TAX OVERPAYMENT - 1	41-0-057502	Cur - Property Taxes	N

WLB1
 5/16/23 1:55PM
 13 Taxes & Penalties

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
999999000 WELLS FARGO		796.00				
			2 Transactions			
13 Fund Total:		6,228.00	Taxes & Penalties	9 Vendors		14 Transactions
Final Total:		6,228.00	9 Vendors			14 Transactions

WLB1
5/16/23

1:55PM

Aitkin County

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



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
13	6,228.00	Taxes & Penalties
All Funds	6,228.00	Total

Approved by:

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WLB1
5/4/23 1:20PM
General Fund

Aitkin County

ELAN 4-27-23



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5462 Bremer Bank (Elan ACH)						
2	01-043-000-0000-6268		475.00	BASIC APPRAISAL PRINCIPLES CLA	200236465971	Staff Training, Development N
3	01-043-000-0000-6268		475.00	BASIC APPRAISAL PROCEDURES REG	200236502657	Staff Training, Development N
13	01-043-000-0000-6268		200.00	BM CASE STUDY WORKSHOP REGISTR	208344900	Staff Training, Development N
1	01-043-000-0000-6268		250.00	SUMMER SEMINAR REGISTRATION	3371139	Staff Training, Development N
4	01-043-000-0000-6268		250.00	MJB SUMMER SEMINAR REG	3371139	Staff Training, Development N
5	01-043-000-0000-6268		250.00	BEN SUMMER SEMINAR REG	3371139	Staff Training, Development N
27	01-043-000-0000-6360		57.00	MLS MONTHLY FEE APRIL 2023	54593	Services, Labor, Contracts, GIS Mapping N
28	01-043-000-0000-6360		8.55	LATE FEE FOR MLS APRIL 2023	55242	Services, Labor, Contracts, GIS Mapping N
12	01-043-000-0000-6268		250.00	SW SUMMER SEMINAR REGISTRATION	E2357442	Staff Training, Development N
6	01-043-000-0000-6268		250.00	SP SUMMER SEMINAR REG	E2357604	Staff Training, Development N
9	01-043-000-0000-6268		81.72	BM FORM REPORT SUBMISSION TO B	ON38NOV8H6	Staff Training, Development N
29	01-044-000-0000-6800		5,127.90-	Elan Allocated 4/27/23		ELAN - Statement Payment N
26	01-049-000-0000-6485		65.00	32GB RAM FOR ATTORNEY'S SERVER	1	Computer/Technology Supplies N
25	01-120-000-0000-6405		32.55	LAPTOP CHARGER	113-9722750-57562	Office Supplies N
15	01-120-000-0000-6332		201.60	COURTYARD MARRIOT PENNY	70662041	Hotel / Motel Lodging N
14	01-122-000-0000-6405		6.98	SHIPPING TAPE	11337063936110612	Office, Film, & Field Supplies N
22	01-200-200-0000-6265		845.00	SLEDGE HAMMERS; BOLT CUTTERS	12112754	Programs N
23	01-200-200-0000-6265		649.95	MINI PRO BAR	12112756	Programs N
21	01-200-200-0000-6268		50.00	MACIA SYMPOSIUM	289	Training, Development N
20	01-200-019-0000-6352		42.34	RENO INSURANCE	73395	Insurance-Vehicles/Equipment/Liability N
19	01-252-000-0000-6421		17.94	LAUNDRY SOAP	016305	Laundry Supplies N
17	01-252-003-0000-6335		13.37	JAIL ADMIN MEETING	35173	Gas/Vehicle Fuel Charges N
16	01-252-000-0000-6465		8.50	PENCILS	7393301	Inmate Supplies N
11	01-257-251-0000-6332		318.32	LODGING- MNATSA CONF APRIL(CK)	ACCT#5922	Hotel / Motel Lodging N
				04/19/2023 04/21/2023		
10	01-257-000-0000-6360		149.90	ZOOM SUBSCRIPTION 7000995565	INV197453603	Services, Labor, Contracts N
				04/13/2023 04/12/2024		
8	01-391-000-0000-6405		97.45	COMPOST BIN	11398634052538628	Office, Film, & Field Supplies N
7	01-392-000-0000-6405		7.62	NOTEBOOKS	11398634052538628	Office, Film, & Field Supplies N
18	10-923-000-0000-6450		16.95	INLINE WATER REPLACEMENT CAP	205561	Field Supplies N
24	19-524-000-0000-6335		57.16	GAS FOR VAN	4715110303635416	Gas/Vehicle Fuel Charges N
5462 Bremer Bank (Elan ACH)			0.00	29 Transactions		
Final Total			0.00	1 Vendors	29 Transactions	

WLB1
 5/4/23 1:20PM
 General Fund

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>
2	5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800		131.96 -	Elan Allocated 4/27/23		ELAN - Statement Payment N
1	03-303-000-0000-6590		131.96	REPAIR PARTS	10719	Repair & Maintenance Supplies N
	5462 Bremer Bank (Elan ACH)		0.00	2 Transactions		
Final Total			0.00	1 Vendors	2 Transactions	

WLB1
5/4/23 1:21PM
Opioid Settlement

Aitkin County



Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	-201.34	General Fund
	5	185.31	Health & Human Services
	25	16.03	Opioid Settlement
All Funds		0.00	Total

Approved by,

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KMR1
5/5/23

1:27PM

Aitkin County



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

mtg. Reg + Deed Tax, April 2023

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
5/5/23 1:27PM

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	
3	780 Bremer Bank 01-040-000-0000-5081		0.03 MTG REG - APRIL	APRIL 2023	Mortgage Registry-3%	N
4	01-042-000-0000-5079		0.01 DEED TAX - APRIL	APRIL 2023	3% State Deed Tax	N
	780 Bremer Bank		0.04	2 Transactions		
1 Fund Total:			0.04	General Fund	1 Vendors	2 Transactions

KMR1
 5/5/23 1:27PM
 9 State

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	
780	Bremer Bank					
2	09-000-000-0000-2025		DEED TAX - APRIL	APRIL 2023	State's Share Of Deed Tax (97%)	N
1	09-000-000-0000-2026		MTG REG - APRIL	APRIL 2023	State Share Of Mortgage Registry (97%)	N
780	Bremer Bank					
9 Fund Total:			40,082.88	State	1 Vendors	2 Transactions
Final Total:			40,082.92	2 Vendors	4 Transactions	

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	0.04	General Fund
	9	40,082.88	State
All Funds		40,082.92	Total

Approved by,

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WLB1
5/8/23 11:33AM

Aitkin County



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

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

NSF - 5-8-23

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

WLB1
 5/8/23 11:33AM
 13 Taxes & Penalties

Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	8410 Bremer Bank		2,139.00	TAXPAYER ID 124389 - PERIOD 1	GEORGE MEYER N Cur - Property Taxes	N
	8410 Bremer Bank		2,139.00	1 Transactions		
13 Fund Total:			2,139.00	Taxes & Penalties	1 Vendors	1 Transactions
Final Total:			2,139.00	1 Vendors	1 Transactions	

WLB1
5/8/23

11:33AM

Aitkin County



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

Page 3

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	13	2,139.00	Taxes & Penalties
	All Funds	2,139.00	Total

Approved by,

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KMR1
5/9/23 11:16AM

Aitkin County



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

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

Sales/Use & Diesel Tax - April 2023

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

KMR1
5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name		<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>	
40	DEPT				Auditor			
	89991 Bremer Bank							
	01-040-021-0000-5840			0.96	Receipt Nbr 20197 04/05/2023		Misc Receipts	N
	01-040-021-0000-5840			0.64	Receipt Nbr 20211 04/07/2023		Misc Receipts	N
	01-040-021-0000-5840			0.32	Receipt Nbr 20259 04/18/2023		Misc Receipts	N
	01-040-021-0000-5840			1.29	Receipt Nbr 20291 04/25/2023		Misc Receipts	N
	89991 Bremer Bank			3.21	4 Transactions			
40	DEPT Total:			3.21	Auditor	1 Vendors	4 Transactions	

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5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

	Vendor	Name		<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>	
43	DEPT					Assessor			
	89991	Bremer Bank							
		01-043-000-0000-5840			1.87	Receipt Nbr 20244 04/14/2023		Misc Receipts	N
	89991	Bremer Bank			1.87	1 Transactions			
43	DEPT Total:				1.87	Assessor	1 Vendors	1 Transactions	

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5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
90	DEPT				Attorney			
	89991 Bremer Bank							
	01-090-000-0000-5840			11.90	Receipt Nbr 20261 04/18/2023		Misc Receipts	N
	01-090-000-0000-5840			0.64	Receipt Nbr 20296 04/25/2023		Misc Receipts	N
	89991 Bremer Bank			12.54	2 Transactions			
90	DEPT Total:			12.54	Attorney	1 Vendors	2 Transactions	

KMR1
5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
252	DEPT		Corrections			
	89991 Bremer Bank					
	01-252-252-0000-5872		97.33	Receipt Nbr 20249 04/17/2023		Phone Card Prisoner Welfare(Taxable) N
	89991 Bremer Bank		97.33	1 Transactions		
252	DEPT Total:		97.33	Corrections	1 Vendors	1 Transactions
1	Fund Total:		168.79	General Fund		15 Transactions

KMR1
5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name		Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
0	DEPT			Undesignated			
89991	Bremer Bank						
	03-000-000-0000-5517		2.89	Receipt Nbr 20172 04/03/2023		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 20173 04/03/2023		Charges-Individuals	N
	03-000-000-0000-5517		5.79	Receipt Nbr 20205 04/06/2023		Charges-Individuals	N
	03-000-000-0000-5517		4.82	Receipt Nbr 20205 04/06/2023		Charges-Individuals	N
	03-000-000-0000-5517		19.30	Receipt Nbr 20243 04/14/2023		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 20298 04/26/2023		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 20302 04/26/2023		Charges-Individuals	N
	03-000-000-0000-5517		8.68	Receipt Nbr 20311 04/28/2023		Charges-Individuals	N
	03-000-000-0000-5517		28.95	Receipt Nbr 20311 04/28/2023		Charges-Individuals	N
	89991 Bremer Bank		79.10		9 Transactions		
0	DEPT Total:		79.10	Undesignated	1 Vendors	9 Transactions	

KMR1
5/9/23 11:16AM

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
303	DEPT				R&B Highway Maintenance			
	89991 Bremer Bank							
	03-303-000-0000-6570			28.50	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			34.70	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			109.47	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			119.07	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			63.20	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			136.28	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			57.84	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			71.38	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			112.58	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			114.55	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			13.54	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			136.56	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			27.09	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			19.48	DIESEL TAX: APRIL 2023	DIESEL TAX: APR 2	Motor Fuel & Lubricants	N
	89991 Bremer Bank			1,044.24				
					14 Transactions			
303	DEPT Total:			1,044.24	R&B Highway Maintenance	1 Vendors	14 Transactions	
3	Fund Total:			1,123.34	Road & Bridge		23 Transactions	

KMR1
 5/9/23 11:16AM
 19 Long Lake Conservation Cer

Aitkin County



Audit List for Board AUDITOR'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	
521	DEPT		LLCC Administration			
	89991 Bremer Bank					
	19-521-000-0000-5885		7.30 Receipt Nbr 20174 04/03/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		13.34 Receipt Nbr 20184 04/03/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		5.23 Receipt Nbr 20242 04/14/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		9.91 Receipt Nbr 20250 04/17/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		2.00 Receipt Nbr 20251 04/17/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		24.34 Receipt Nbr 20253 04/17/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		10.64 Receipt Nbr 20299 04/26/2023		Commissary Sales Taxable	N
	89991 Bremer Bank		72.76	7 Transactions		
521	DEPT Total:		72.76	LLCC Administration	1 Vendors	7 Transactions
19	Fund Total:		72.76	Long Lake Conservation Center		7 Transactions

KMR1
5/9/23 11:16AM
21 Parks

Aitkin County



Audit List for Board AUDITOR'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			
89991	Bremer Bank					
	21-520-000-0000-5510		1.93 Receipt Nbr 3401 04/03/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57 Receipt Nbr 3402 04/03/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 3405 04/05/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57 Receipt Nbr 3410 04/06/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 3411 04/10/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15 Receipt Nbr 3412 04/10/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 3412 04/10/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		12.87 Receipt Nbr 3413 04/10/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15 Receipt Nbr 3415 04/12/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.89 Receipt Nbr 3417 04/13/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15 Receipt Nbr 3418 04/17/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57 Receipt Nbr 3419 04/17/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		2.57 Receipt Nbr 3420 04/18/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		6.43 Receipt Nbr 3422 04/19/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		6.43- Receipt Nbr 3422 04/19/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		6.43 Receipt Nbr 3423 04/19/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 3426 04/21/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		5.15 Receipt Nbr 3427 04/24/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		8.68 Receipt Nbr 3427 04/24/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 3428 04/24/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		3.86 Receipt Nbr 3435 04/26/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72 Receipt Nbr 3436 04/27/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		7.72 Receipt Nbr 3438 04/28/2023		Co. Parks Campground Fees	N
	21-520-000-0000-5510		1.93 Receipt Nbr 3438 04/28/2023		Co. Parks Campground Fees	N
	89991 Bremer Bank		100.35	24	Transactions	
520	DEPT Total:		100.35	Parks	1 Vendors	24 Transactions
21	Fund Total:		100.35	Parks		24 Transactions
	Final Total:		1,465.24	9 Vendors	69 Transactions	

Aitkin County

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



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	168.79	General Fund
3	1,123.34	Road & Bridge
19	72.76	Long Lake Conservation Center
21	100.35	Parks
All Funds	1,465.24	Total

Approved by,

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KMR1
5/10/23 8:28AM

Aitkin County



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

Return & Pmt. 5-8-23

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
 5/10/23 8:28AM
 13 Taxes & Penalties

Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank 13-943-000-0000-2001		1,008.00	RETURNED PAYMENT - 1	11-0-013903	Cur - Property Taxes	N
	8410 Bremer Bank		1,008.00	1 Transactions			
13 Fund Total:			1,008.00	Taxes & Penalties	1 Vendors	1 Transactions	
Final Total:			1,008.00	1 Vendors	1 Transactions		

KMR1
5/10/23

8:28AM

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	13	1,008.00	Taxes & Penalties
	All Funds	1,008.00	Total

Approved by,

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21

WLB1
5/4/23

9:34AM

Aitkin County



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

WEX 5-4-23

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

WLB1
5/4/23 9:34AM

Aitkin County



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

Page 2

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		185.48	WEX MED FLEX MANUAL	05/04/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank		185.48	1 Transactions			
1 Fund Total:			185.48	General Fund	1 Vendors	1 Transactions	
Final Total:			185.48	1 Vendors	1 Transactions		

WLB1
5/4/23

9:34AM

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	185.48	General Fund
All Funds		185.48	Total

Approved by,

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WLB1
5/8/23

11:03AM

Aitkin County



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

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

WEX 5-5-23

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

WLB1
5/8/23 11:03AM

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank		5.00	WEX MED FLEX MANUAL	05/04/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank		5.00	1 Transactions			
1 Fund Total:			5.00	General Fund	1 Vendors	1 Transactions	
Final Total:			5.00	1 Vendors	1 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	5.00	General Fund
All Funds		5.00	Total

Approved by,

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WLB1
5/10/23 11:27AM

Aitkin County



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

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

WEX 5-10-23

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

WLB1
5/10/23 11:27AM

Aitkin County



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

1 General Fund

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	8410 Bremer Bank						
1	01-044-904-0000-6360		414.94	WEX MED FLEX MANUAL	05/08/2023	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		208.34	WEX MED FLEX MANUAL	05/09/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank		623.28	2 Transactions			
1 Fund Total:			623.28	General Fund	1 Vendors	2 Transactions	
Final Total:			623.28	1 Vendors	2 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	623.28	General Fund
All Funds	623.28	Total

Approved by,

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KMR1
5/11/23 10:44AM

Aitkin County



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

WEX 5-11-23

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
5/11/23 10:44AM

Aitkin County



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

1 General Fund

<u>Vendor No.</u>	<u>Name Account/Formula</u>	<u>Rpt</u>	<u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
					<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank 01-044-904-0000-6360			594.56	MED FSA CLAIMS 2023	05/10/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank			594.56	1 Transactions			
1 Fund Total:				594.56	General Fund	1 Vendors	1 Transactions	
Final Total:				594.56	1 Vendors	1 Transactions		

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	594.56	General Fund
	All Funds	594.56	Total

Approved by,

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KMR1
5/15/23 9:28AM

Aitkin County



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

WEX 5-15-23

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
5/15/23 9:28AM

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 01-044-904-0000-6360			33.80	MED FSA CLAIMS 2023	05/12/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank			33.80	1 Transactions			
1 Fund Total:				33.80	General Fund	1 Vendors	1 Transactions	
Final Total:				33.80	1 Vendors	1 Transactions		

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	33.80	General Fund
All Funds		33.80	Total

Approved by,

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WLB1
5/16/23

11:14AM

Aitkin County



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

WEX 5-16-23

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

WLB1
5/16/23 11:14AM

Aitkin County



1 General Fund

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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank 01-044-904-0000-6360		WEX MED FLEX MANUAL	05/16/2023	Flex Plan Withdrawals	N
	8410 Bremer Bank		1 Transactions			
1 Fund Total:			119.40	General Fund	1 Vendors	1 Transactions
Final Total:			119.40	1 Vendors	1 Transactions	

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	119.40	General Fund
	All Funds	119.40	Total

Approved by,

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WLB1
5/4/23

9:35AM

Aitkin County



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

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

ACL D Refunds 5-4-23

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

WLB1
 5/4/23 9:35AM
 21 Parks

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	
	8410 Bremer Bank					
1	21-520-000-0000-5510		CANCEL 2 RESERVATION - AITKIN	6203-6205-DITTY	Co. Parks Campground Fees	N
2	21-520-000-0000-5510		CANCEL RESERVATION - AITKIN	6213-STIEGEL	Co. Parks Campground Fees	N
	8410 Bremer Bank		130.00			
				2 Transactions		
21 Fund Total:			130.00	Parks	1 Vendors	2 Transactions
Final Total:			130.00	1 Vendors	2 Transactions	

WLB1
5/4/23

9:35AM

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	130.00	Parks
All Funds		130.00	Total

Approved by,

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WLB1
5/8/23 11:04AM

Aitkin County



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

Print List in Order By: 1

- 1 - Fund (Page Break by Fund)
- 2 - Department (Totals by Dept)
- 3 - Vendor Number
- 4 - Vendor Name

ACLD Refund 5-8-23

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

WLB1
 5/8/23 11:04AM
 21 Parks

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	
1	8410 Bremer Bank		CANCEL RESERVATION - BERGLUND	6232-POE	Co. Parks Campground Fees	N
	21-520-000-0000-5510		1 Transactions			
21 Fund Total:			70.00	Parks	1 Vendors	1 Transactions
Final Total:			70.00	1 Vendors	1 Transactions	

WLB1
5/8/23

11:04AM

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	70.00	Parks
	All Funds	70.00	Total

Approved by,

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20

KMR1
5/11/23 3:32PM

Aitkin County



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

Page 1

Camp Refund 5-11-23

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
 5/11/23 3:32PM
 21 Parks

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	8410 Bremer Bank 21-520-000-0000-5510		10.00	CAMP REFUND - THIELEN	B 6138	Co. Parks Campground Fees	N
	8410 Bremer Bank		10.00	1 Transactions			
21 Fund Total:			10.00	Parks	1 Vendors	1 Transactions	
Final Total:			10.00	1 Vendors	1 Transactions		

KMR1
5/11/23

3:32PM

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	10.00	Parks
All Funds		10.00	Total

Approved by,

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2V

KMR1
5/15/23

12:28PM

Aitkin County



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

Page 1

Camp Refund 5-15-23

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
 5/15/23 12:28PM
 21 Parks

Aitkin County



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

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
1	8410 Bremer Bank 21-520-000-0000-5510		30.00	CAMP REFUND - PAULY	B - 6158	Co. Parks Campground Fees	N
	8410 Bremer Bank		30.00	1 Transactions			
21 Fund Total:			30.00	Parks	1 Vendors	1 Transactions	
Final Total:			30.00	1 Vendors	1 Transactions		

KMR1
5/15/23

12:28PM

Aitkin County



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

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	21	30.00	Parks
All Funds		30.00	Total

Approved by,

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.....



Board of County Commissioners Agenda Request

2W
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: LG220 Application for Exempt Permit - Lawler Area Community Club

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*
Submitted by: Christy M. Bishop		Department: Auditor's Office
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Event Date: November 11, 2023 Gambling Permit Application for Lawler Area Community Club. Raffle to be held at Jackson's Hole 36232 Kestrel Ave McGregor, MN 55760 - Salo Township		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt attached resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

By Commissioner: xxx

20230523-xxx

Application for Exempt Permit

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue McGregor, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 11, 2023.)

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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2X
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Adopt Resolution Veteran Van 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: Penny Harms, VSO		Department: Veterans Service
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Donations to the Aitkin County Veterans Office for the Veterans Van Program Donations were received as a memorial for a veterans van driver who recently passed in the amount of \$170.00		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt attached resolution accepting donated funds.		
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>		

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

ADOPTED May 23, 2023

By Commissioner: xxx

20230523-xxx

Veterans Office Donation – Wes Wilmo Memorial

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

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

<u>Name of Donor</u>	<u>Amount</u>
Patricia and Bradley Buechele	\$35.00
David and Virginia Parent	\$35.00
Mary Jane Thompson	\$50.00
Bruce and Patricia Lien	\$50.00

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
All 4 donations listed above	To be used for Aitkin County Veteran Van Program

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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2Y
Agenda Item #

Requested Meeting Date: 05/23/2023

Title of Item: St Louis County Sheriff's Office Mutual Aid Agreement

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by: Sheriff Dan Guida	Department: Sheriff
---	-------------------------------

Presenter (Name and Title): Sheriff Dan Guida	Estimated Time Needed:
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Summary of Issue:

Due to the age of the previous Mutual Aid Agreements , St. Louis County Sheriff's Office is updating their agreements with Law Enforcement partners. The intent of the agreement is to allow equipment, personnel and other resources available to be shared among political subdivisions as needed.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend accepting the St. Louis County Sheriff's Office Mutual Aid Agreement.
Please direct County Board Chair to sign on page 5 of the document.

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:*

**ST. LOUIS COUNTY SHERIFF'S OFFICE
LAW ENFORCEMENT MUTUAL AID AGREEMENT**

Purpose

This agreement is made and entered into between the County of St. Louis, a body politic and corporate existing under the laws of the State of Minnesota, and the Political Subdivision identified under Paragraph 8, pursuant to: authority granted in St. Louis County Board Resolution 23-151 (February 28, 2023); and Minnesota Statutes § 471.59, which authorizes the joint and cooperative exercise of powers common to contracting parties. The intent of this agreement is to make equipment, personnel, and other resources available between the political subdivisions subject to this Agreement.

Definitions

Party - means a political subdivision.

Requesting Official - means the person designated by a Party who is responsible for requesting assistance from the other Party.

Requesting Party - means the party that requests assistance from other parties.

Responding Official - means the person designated by the party who is responsible to determine whether and to what extent that party should provide assistance to the Requesting Party.

Responding Party - means a party that provides assistance to the Requesting Party.

Assistance Type - Law enforcement personnel and equipment.

1. Procedure

1.1. Request for Assistance: Immediate Response / Short Term

1.1.1 Request for Assistance. Whenever, in the opinion of a Requesting Party there is an immediate need for assistance from the other party, the Requesting Party may call upon the Responding Party for assistance.

1.1.2 Responding to Request. Upon the request for assistance from a Requesting Party, the Responding Party may authorize and direct personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of other law enforcement personnel and equipment to the Responding Party.

- 1.1.3 Method.** Whenever practical the Requesting Party shall request immediate assistance through the 911 Emergency Communications Operations Center and the Responding Party shall indicate its intended response using the same method.
- 1.1.4 Command of Scene.** Except as provided in Section 1.1.4.1, the Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official determines to withdraw assistance.
- 1.1.4.1 Specialized Forces.** When a Requesting Party requests the assistance of specialized forces from a Responding Party, such as a Tactical Command, Canine Units, Bomb Squads, Rescue Squad, etc., the personnel and equipment of the Responding Party shall be under the direction of the Responding Party.
- 1.1.5 Recall of Assistance.** The Responding Official may at any time recall assistance provided hereunder to the Requesting Party when in his or her best judgment or by an order from the governing body of the Responding Party, it is considered to be in the best interest of the Responding Party to recall or withdraw the assistance provided by it.
- 1.1.6 Release of Assistance.** The Requesting Party may at any time advise the Responding party that the assistance of the Responding Party is no longer needed. In such event the Responding Party shall withdraw its assistance at the earliest possible time that it is safe for its personnel and equipment to withdraw.
- 1.2 Request for Assistance: Long Term**
- 1.2.1 Request for Assistance.** Whenever, in the opinion of a Requesting Official, there is need for assistance from the other party that will reasonably be expected to continue beyond eight (8) hours, the Requesting Official may call upon the Responding Official of any other party to furnish assistance.
- 1.2.2 Responding to Request.** Upon the request for assistance from a Requesting Official on behalf of the Requesting Party, the Responding Official may authorize and direct his/her party's personnel to provide assistance to the Requesting Party. This decision will be made after considering the needs of the Responding Party and the availability of other law enforcement personnel and equipment to the Responding Party.
- 1.2.3 Method.** A request for Long Term Assistance shall be made to the Responding Official and the Responding Official shall indicate the intended response of the Responding Party to the Requesting Official.

1.2.4 Recall of Assistance. The Responding Official may at any time recall such assistance when in his or her best judgment or by any order from the governing body of the Responding Party, is considered to be in the best interests of the Responding Party to do so.

1.2.5 Command of Scene. The Requesting Party shall be in command of the mutual aid scene. The personnel and equipment of the Responding Party shall be under the direction and control of the Requesting Party until the Responding Official determines to withdraw assistance.

2. Worker's Compensation

Each party shall be responsible for injuries or death of its own personnel. Each party will maintain workers' compensation insurance or self-insurance coverage, covering its own personnel while they are providing assistance pursuant to this Agreement. Each party waives the right to sue any other party for any workers' compensation benefits paid to its own employee, volunteer or their dependents, even if the injuries were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

3. Damage to Equipment

Each party shall be responsible for damages to or loss of its own equipment. Each party waives the right to sue any other party for any damage to or loss of its equipment, even if the damages or losses were caused wholly or partially by the negligence of any other party or its officers, employees, or volunteers.

4. Liability

4.1 Requesting Party Liable. For the purpose of the Minnesota Municipal Tort Liability Act (Minn. Stat. Ch. 466), the employees and officers of the Responding Party are deemed to be employees (as defined in Minn. Stat. § 466.01, subdivision 6) of the Requesting Party. This is specifically agreed and intended to be applicable to situations covered by Section 1.1.4.1 of this Agreement.

4.2 Indemnification and Defense. The Requesting Party agrees to defend and indemnify the Responding Party against any claims brought or actions filed against the Responding Party or any officer, employee, or volunteer of the Responding Party for injury to, death of, or damage to the property of any third person or persons, arising from the performance and provisions of assistance in responding to a request for assistance by the Requesting Party pursuant to this Agreement.

Under no circumstances, however, shall a party be required to pay on behalf of itself and other parties, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any

one party. The limits of liability for some or all of the parties may not be added together to determine the maximum amount of liability for any party.

The intent of this subdivision is to impose on each Requesting Party a limited duty to defend and indemnify a Responding Party for claims arising within the Requesting Party's jurisdiction subject to the limits of liability under Minnesota Statute Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims against multiple defendants from a single occurrence to be defended by a single attorney or a single law firm.

- 4.3 No Liability.** No party to this Agreement nor any officer, employee, agent or official of any Party shall be liable to any other Party or to any other person for failure of any Party to furnish assistance to any other Party, or for recalling assistance, both as described in this Agreement.

5. Charges to the Requesting Party

- 5.1** No charges will be levied by a Responding Party to this Agreement for assistance rendered to the Requesting Party under the terms of this Agreement pursuant to Section 1.1 hereof except as provided in Section 4 hereof. If assistance is provided under this Agreement pursuant to Section 1.2 hereof, the Responding Party may submit to the Requesting Party an itemized bill for the actual cost of any assistance provided pursuant to Section 1.2 herein, including salaries, overtime, materials and supplies and other necessary expenses and the Requesting Party will pay the Responding Party providing the assistance that amount.
- 5.2** Such charges are not contingent upon the availability of federal or state government funds.

6. Duration

This Agreement will be in force until terminated by any Party hereto. Any Party may withdraw from this Agreement and terminate this Agreement with respect to it upon thirty- days (30) written notice to the other party or parties to the Agreement.

7. Miscellaneous

- 7.1 Minnesota Law to Govern.** This Agreement will be governed by and construed in accordance with the substantive and procedural laws in the State of Minnesota without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the State of Minnesota District Court for the Sixth Judicial District in Duluth, Minnesota.

7.2 **Execution in Counterparts.** This Agreement may be executed in any number of counterparts, each of which counterparts, when so executed and delivered, shall be deemed to be an original and all of which counterparts, taken together, shall constitute but one and the same Agreement.

8. **Execution**

Each Party hereto has the authority to enter into this Agreement, and has read, agreed to and executed this Mutual Aid Agreement on this date indicated.

This Agreement shall be construed as complementary to and not inconsistent with the provisions of Minnesota Statutes Section 12.331, which authorizes inter-agency disaster assistance. By signature below, the authorized representative of a governmental unit hereby enters into the foregoing agreement, effective upon the date of signature.

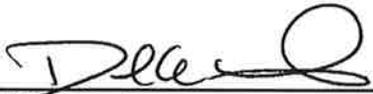
POLITICAL SUBDIVISION:

Aitkin County

BY: _____

NAME: J. Mark Wedel

TITLE: County Board Chair

BY: 

NAME: Daniel Guida

TITLE: Aitkin County Sheriff

Dated: May 23, 2023

COUNTY OF ST. LOUIS

BY: 

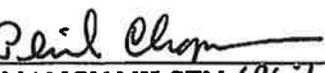
GORDON RAMSAY

Sheriff

BY: 

PATRICK BOYLE

Chair of County Board

BY: 

NANCY NILSEN / *Phil Chapman*

Auditor/Clerk of the Board / *Deputy Auditor*

APPROVED AS TO FORM &
EXECUTION:

KIMBERLY MAKI

St. Louis County Attorney

BY: 

THOMAS STANLEY

Assistant County Attorney

Dated: 3-31-23

2023-0187

The governing body resolutions or other authorizations to enter into this Agreement are attached hereto.



*Resolution
of the
Board of County Commissioners
St. Louis County, Minnesota*

*Adopted on: February 28, 2023 Resolution No. 23-151
Offered by Commissioner: Harala*

Sheriff's Office Law Enforcement Mutual Aid Agreement Update

WHEREAS, On March 22, 2005, the St. Louis County Board approved Resolution No. 05-153, authorizing the Sheriff to enter into law enforcement mutual aid agreements with the Minnesota Sheriffs' Association (MSA) District II Sheriffs' Offices; and

WHEREAS, The St. Louis County Board also approved Resolution No. 08-635 on December 2, 2008, to enter into law enforcement mutual aid agreements with participating police agencies within the MSA District II; and

WHEREAS, Due to the age of these agreements, few if any of those who authorized the previous mutual aid agreements remain in their positions, requiring an update to this agreement; and

WHEREAS, The intent of the agreement is to allow equipment, personnel, and other resources available to be shared among political subdivisions; and

WHEREAS, This agreement will supersede all previous mutual aid agreements with those agencies.

THEREFORE, BE IT RESOLVED, That the St. Louis County Board authorizes the execution of an updated Mutual Aid Agreement with the participating counties and police agencies which make up the Minnesota Sheriffs' Association District II.

RESOLVED FURTHER, That the appropriate County officials are authorized to sign and execute the agreement.

Commissioner Harala moved the adoption of the Resolution and it was declared adopted upon the following vote:

Yeas – Commissioners Harala, Grimm, McDonald, Musolf, Nelson, Jugovich and Chair Boyle – 7

Nays – None

STATE OF MINNESOTA
Office of County Auditor, ss.
County of St. Louis

I, NANCY NILSEN, Auditor of the County of St. Louis, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 28th day of February, A.D. 2023, and that this is a true and correct copy.

WITNESS MY HAND AND SEAL OF OFFICE at Duluth, Minnesota, this 28th day of February, A.D., 2023.

NANCY NILSEN, COUNTY AUDITOR

By:

Clerk of the County Board/Deputy Auditor



Board of County Commissioners Agenda Request

22
Agenda Item #

Requested Meeting Date: 5/23/2023

Title of Item: 2023 State of MN Boat & Water Safety Grant Agreement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Dan Guida		Department: Sheriff's Office
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: Signatures and Resolution for 2023 State of Minnesota Annual County Boat & Water Safety Grant Agreement for grant amount of \$25,113.00 to supplement our Boat & Water budget.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Request Board Chair to sign agreement and return with signed resolution		
Financial Impact: Is there a cost associated with this request? <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:		

By Commissioner: xxx

20230523-xxx

2023 State of Minnesota Annual County Boat & Water Safety Grant Agreement

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the Fiscal Years 2022 State of Minnesota Annual County Boat & Water Safety Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff's Office, County Board Chair and County Administrator to sign the agreement in the amount of \$25,113.00 for the term of January 1, 2023 through June 30, 2024.

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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



**2023 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract# 225995 **PO#** 3-226639

State Accounting Information:

Dept ID R29	PC Bus Unit R2901	Fiscal Year 2023	Source Type State	Vendor Number 0000197275-001
Total Amount \$25113	Project ID R29CG70CBLA21	Billing Location R297000221	UEI CLK7L6F3AM63	

Accounting Distribution:

Fund 2100	Fin Dept ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A7CG002
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Grant Begin Date January 1, 2023	Grant End Date June 30, 2024
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Grantee Name and Address:
Aitkin County Sheriff's Office
218 1st St NW
Aitkin, MN 56431-1260

Payment Address:
(where DNR sends the check)
Aitkin Co. Treasurer
209 - 2nd St. NW, Rm. 203
Aitkin, MN 56431

**2023 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 218 1st St NW, Aitkin, MN 56431-1260, (CLK7L6F3AM63) ("Grantee"). The payment address for this grant contract agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 203, Aitkin, MN 56431.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract agreement to the satisfaction of the State. Pursuant to Minn.Stat. §16B.98, Subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract Agreement

1 Term of Grant Contract Agreement

- 1.1 **Effective date:** January 1, 2023 or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subd. 5. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for 2023 grant expenditures incurred back to effective date. Per Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** June 30, 2024, or until all obligations have been satisfactorily fulfilled, whichever occurs first. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will:

Provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures. The Grantee is responsible for maintaining an adequate conflict of interest policy throughout the term of this grant contract.

The Grantee shall monitor and report any actual, potential or perceived conflicts of interest to the State's Authorized Representative.

The grantee will comply with required grants management policies and procedures set forth through Minnesota Statutes Section 16B.97, subdivision 4 (a)(1), and 2CFR 200.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing. Exhibit "B", which is attached and incorporated into this grant further defines reporting requirements.

3 Time

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

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract agreement as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to twenty-five thousand one hundred thirteen dollars (\$25,113).
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed twenty-five thousand one hundred thirteen dollars (\$25,113).
- (c) **Match:** Grant funds cannot be used by the Grantee as match or for reimbursement for any other grant or program without written authorization from the State's Authorized Representative.

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first in a form prescribed by the State within the dates previously noted in "Term of Grant Contract Agreement" in this contract.

4.3 **Contracting and Bidding Requirements**

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

- (a) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per Minn. Stat. §§177.41 through 177.44. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.
- (b) The grantee must not contract with vendors who are suspended or debarred in MN:
<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>
- (c) The grantee agrees if it subcontracts any portion of the project to another entity, the agreement with the subcontractor will contain all applicable provisions of the agreement with the state. The grantee also agrees to comply with 2 CFR 200.318-3321 and 2 CFR 200.323-326.

5 **Conditions of Payment**

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

6 **Authorized Representative**

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

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

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

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

8 **Liability**

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

9 **Audits (State and Single)**

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

If the grantee expends \$750,000 or more of Federal awards in a fiscal year, they must have a single audit according to the OMB Uniform Guidance: Cost Principles, Audit and Administrative Awards Requirements for Federal Awards. This is \$750,000 in total Federal awards received from all sources. The grantee will forward a copy of the audit report to both the State's Authorized Representative and the State Auditor.

10 Government Data Practices and Intellectual Property

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

11 Workers' Compensation

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

12 Publicity and Endorsement

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

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

13 Governing Law, Jurisdiction, and Venue

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

14 Termination

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

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

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

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

15 Data Disclosure

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

16 American Disabilities Act

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

17 Non-Discrimination Requirements

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

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

18 Invasive Species Prevention

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

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area.

The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

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

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

- 19.1 The prospective lower tier participant certifies, by submission of this grant contract agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- 19.2 Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this grant contract agreement.

20 Whistleblower Protection Rights

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

- (a) This award and employees working on this financial assistance agreement will be subject to the whistleblower rights and remedies in the pilot program on Award Recipient employee whistleblower protections established at 41 U.S.C. 4712 by section 828 of the National Defense Authorization Act for Fiscal Year 2013 (Pub.L. 112-239).
- (b) Recipients, their subrecipients, and their contractors awarded contracts over the simplified acquisition threshold related to this award, shall inform their employees in writing, in the predominant language of the workforce, of the employee whistleblower rights and protections under 41 USC 4712.
- (c) The recipient shall insert this clause, including this paragraph (c), in all subawards and in contracts over the simplified acquisition threshold related to this award.

Attachments:

- _____ A. State Boat Grant Contract Agreement
- _____ B. Exhibit A
- _____ C. Exhibit B
- _____ D. Conflict of Interest Disclosure

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

Pamela D. Brisson

Digitally signed by Pamela D. Brisson
Date: 2023.03.21 11:31:42 -05'00'

Signed: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

SWIFT Contract # 225995

Purchase Order # 3-226639

2. GRANTEE:

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

By: _____

Title: County Board Chairperson

Date: _____

Distribution:

1. DNR - OMBS
2. Grantee
3. State's Authorized Representative

By: _____

Title: _____

Date: _____

**COUNTY BOAT AND WATER SAFETY GRANT
2023 BUDGET SPENDING PLAN
(January 1, 2023 - June 30, 2024)**

Exhibit A

MN DNR - Enforcement Division
Boat & Water Safety
500 Lafayette Road
St. Paul, MN 55155-4047
E-mail: kelly.affeldt@state.mn.us
Kelly Affeldt phone #: 651-259-5361

Aitkin
County
Jennifer Orpen
Contact Name
218-927-7430
Contact Phone

GROUP I - PERSONNEL	Number	Amount		TOTAL
		County	State	
Full-Time	1.0	\$ 39,207.00	\$ 25,113.00	\$ 64,320.00
Seasonal				\$ -
GROUP I SUBTOTALS	1.0	\$ 39,207.00	\$ 25,113.00	\$ 64,320.00

GROUP II - SUPPLIES & EXPENSES	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
Utilities & Phone	\$ 700.00		\$ 700.00
Maintenance	\$ 4,000.00		\$ 4,000.00
Registration/Insurance	\$ 2,750.00		\$ 2,750.00
Supplies	\$ 1,350.00		\$ 1,350.00
Uniforms	\$ 800.00		\$ 800.00
Gas & Oil	\$ 8,000.00		\$ 8,000.00
Services & Labor	\$ 2,500.00		\$ 2,500.00
			\$ -
			\$ -
			\$ -
			\$ -
GROUP II SUBTOTALS	\$ 20,100.00	\$ -	\$ 20,100.00

GROUP III - EQUIPMENT	Amount		TOTAL
	County	State	
DESCRIPTION -- (Itemize)			
Equipment	\$ 4,500.00		\$ 4,500.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
GROUP III SUBTOTALS	\$ 4,500.00	\$ -	\$ 4,500.00

2023 STATE GRANT TOTAL	\$ 63,807.00	\$ 25,113.00	\$ 88,920.00
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*The total in the "state" column must add up to the amount listed on the agreement. Fill in the "county" column if you get non-state funds directly from the county.

"This is to certify that the state funds will be used only for purposes set forth in M.S. Chapter § 86B and that the information contained on this form is correct to the best of my knowledge."

Signature

Date

ALLOWABLE EXPENDITURES & REPORTING REQUIREMENTS

2023 BOAT & WATER SAFETY STATE GRANT PROGRAM

Use these guidelines when completing the proposed Budget --- Exhibit "A" form.

GENERAL - All of the expenditures listed below must be directly related to the boat and water safety program. When personnel or equipment costs are split between general law enforcement duties and boat and water safety work, the percentage paid out of the boat and water safety account may not exceed the percentage of time the individual or piece of equipment is actually used for boat and water safety enforcement. Boat and water safety activities are those activities outlined in: 1) M.S. § Chapter 86B, 2) Minn. Rules - Chapter 6110, 3) search and recovery operations in the waters of the state and 4) the portions of Chapter 169A that are applicable to motorboats.

(SPENDING PLAN, INVOICES, ACCOUNTING and REPORTS) – Submit one reimbursement invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. The proposed expenditures listed on your spending plan (Exhibit A) must reasonably match both your invoice and annual year-end report. If you need to purchase or pay for something that was not on the original Spending Plan, you will need to first send in a revised plan (Exhibit A) signed by the sheriff or designee, and if approved by the State, proceed from there. The Grantee must satisfactorily submit all annual performance reports and reimbursement requests for each year of participation in this Program by the date(s) requested by the State, unless the Grantee requests an extension in writing and the State approves an extension in writing. Minnesota statutes and rules require that you have a separate account for the state boat & water safety funds.

PERSONNEL - Personnel expenses (including salary, insurance, social security, retirement, worker's compensation, etc.) for persons who are actually engaged in boating and water safety duties. Records or logs of time spent on the program are necessary to support these expenses and should be retained not less than three years. If officer hours are a part of your reimbursement, please send one (1) completed officer log for the time period in which reimbursement is being requested.

SUPPLIES AND EXPENSES - This includes uniforms, fuel, oil, lubricants, repairs, rental/lease costs (docks, buildings, office facilities, equipment, etc.), insurance, travel costs, training expenses and expendable supplies (fuel, rope, paint, printing, etc.). No cell phone charges will be allowed. All expenditures need to be verifiable as allowable expenditures under this grant. Items must be listed on Exhibit A (proposed spending plan) of this grant and be descriptive in nature.

EQUIPMENT - Includes boats, motors, trailers, buoys, depth locators, radios, etc. Equipment that is being used for general duties may be either charged to the boat and water safety account according to percentage of use or by mile/hour of operation. Mileage logs showing dates, odometer readings and assignment are necessary to support all vehicle use and should be retained not less than three years. If you purchase equipment and it is greater than \$5,000, please submit a copy of the purchase invoice. The purchase of snowmobiles and ATVs with boat and water funds is not allowed.

County sheriff's departments are urged to contact Boat and Water Safety at the Minnesota Department of Natural Resources for a determination prior to any questionable proposed expenditure. All expenditures are subject to state audit. Be sure to keep accurate documentation and records of all expenditures.

Conflict of Interest Disclosure Form for Grantees

Conflict of Interest

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

Actual Conflict of Interest

An actual conflict of interest occurs when a person's decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

Potential Conflict of Interest

A potential conflict of interest may exist if a person has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

Individual Conflict of Interest

A conflict of interest that may benefit an individual employee *or a grant reviewer* is any situation in which *their* judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to *an immediate family member, business, or organization* with which they are involved.

Organizational Conflict of Interest

A conflict of interest can also occur with an organization that is a grant applicant in a competitive grant process or grantee of a state agency.

Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties
- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

This section to be completed by Grantee's Authorized Representative

I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement will report any actual or potential conflicts of interests by individual employees or our organization as a whole to the State's Authorized Representative.

Organization Name:

Project Name: 2023 State Boat Grant

Legal Citation: Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.

Authorized Representative Printed Name:

Authorized Representative Signature/Date:



Board of County Commissioners Agenda Request

2AA
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: 2023 State of MN Federal Supplemental Boating Safety Patrol Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	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 Daniel G. Guida		Department: Aitkin County Sheriff's Office
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approve annual State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement. The amount is \$5,500.00 to use towards overtime boat & water patrol hours.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Request board chair to sign agreement. Request County Administrator Jessica Seibert to sign resolution and return as soon as possible for submission to MN DNR.		
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:		

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

By Commissioner: xxx

20230523-xxx

2023 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2023 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$5,500.00 for the term of May 12, 2023 through September 4, 2023.

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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



**2023 STATE OF MINNESOTA
FEDERAL BOATING SAFETY SUPPLEMENTAL PATROL
GRANT CONTRACT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract #: 227845

PO #: 3-228451

State Accounting Information

Dept ID R29	PC Bus Unit R2901	Fiscal Year 2023	Source Type REIMB	Vendor Number 0000197275-001
Total Amount \$5500	Project ID R29CG70CBLA21	Billing Location R297000221	UEI CLK7L6F3AM63	

Accounting Distribution

Fund 3000	Fin Dept ID R2937715	Approp ID R297227	Category 84101501	Account 441302	Activity A7CG002
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Grant Begin Date May 12, 2023	Grant End Date September 4, 2023
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Grantee Name and Address:

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

Payment Address:
(where DNR sends the check)

Aitkin Co. Treasurer
307 - 2nd St. NW, Rm. 119
Aitkin, MN 56431

**2023 STATE OF MINNESOTA
FEDERAL BOATING SAFETY SUPPLEMENTAL PATROL
GRANT CONTRACT AGREEMENT**

This grant contract agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin County Sheriff's Office, 218 1st St. NW, Aitkin, MN 56431-1260 (DUNS CLK7L6F3AM63) ("Grantee"). The payment address for this grant contract agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 203, Aitkin, MN 56431.

Recitals

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

Grant Contract Agreement

1 Term of Grant Contract Agreement

- 1.1 **Effective date:** May 12, 2023. Per Minn. Stat. §16B.98, Subd. 5, the Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per Minn.Stat. §16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract agreement is fully executed. Reimbursements will only be made for expenditures made according to the terms of this grant contract agreement.
- 1.2 **Expiration date:** September 4, 2023 or until all obligations have been satisfactorily fulfilled, whichever occurs first. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant contract agreement as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract agreement: 8. Liability; 9. State and Single Audits; 10. Government Data Practices; 14. Publicity and Endorsement; 15. Governing Law, Jurisdiction, and Venue; and 17. Data Disclosure.

2 Grantee's Duties

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

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

3 Time

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

4 Consideration and Payment

4.1 **Consideration.** Consideration for all services performed by Grantee pursuant to this grant contract agreement shall be paid by the State as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant contract agreement up to five thousand five hundred dollars.
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract agreement will not exceed five thousand five hundred dollars.

4.2 **Payment**

- (a) **Invoice.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. The invoice shall be accompanied by log sheets and narrative report as described in Exhibit A. The invoice, log sheets and required narrative report must be submitted to the State not later than October 4, 2023.

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

4.3 Contracting and Bidding Requirements

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

- (a) The grantee must not contract with vendors who are suspended or debarred in MN:
<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>

5 Conditions of Payment

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

6 Authorized Representative

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

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

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

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

8 Liability

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

9 Audits (State and Single)

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

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

10 Government Data Practices

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

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

11 American Disabilities Act

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

12 Non-Discrimination Requirements

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

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

13 Workers' Compensation

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

14 Publicity and Endorsement

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

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

15 Governing Law, Jurisdiction, and Venue

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

16 Termination

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

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

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

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

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

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

17 Data Disclosure

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

18 Invasive Species Prevention

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

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

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

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

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

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

20 Whistleblower Protection Rights

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

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

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

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

Attachments:

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

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: Pamela D. Brisson Digitally signed by Pamela D. Brisson
Date: 2023.04.18 13:53:31 -05'00'

Date: 4/18/2023

SWIFT Contract # 227845

Purchase Order # 3-228451

2. GRANTEE

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

By: _____

Title: County Sheriff

Date: _____

By: _____

Title: Chairperson of County Board

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

Title: Director, Enforcement Division – Central Office

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative

**2023 FEDERAL BOATING SAFETY
SUPPLEMENTAL PATROL AGREEMENT
(CFDA #97.012)**

1. The purpose of this program is to provide supplementary funding to the County to provide for additional boating safety patrol hours during high-use periods through the payment of straight time, overtime, or the addition of enforcement personnel on a temporary basis. Other activities such as rental boat inspections, training, extended search and rescue operations, aids-to-navigation work, aquatic invasive species (AIS) enforcement or inspections, talks and displays do not qualify for reimbursement under this program. Incidental on-scene accident investigation, assistance to the public and immediate search and rescue operations by personnel assigned to this program are authorized.
2. The program shall begin on Friday, May 12, 2023 or the date the State obtains all required signatures, whichever is later, and end at midnight, Monday, September 4, 2023. The Grantee must not begin work until this grant contract agreement is fully executed and the State's Authorized Representative has notified the Grantee that work may commence.
3. Reimbursable hours and days of operation shall occur during the following days and hours:

The schedule of hours shall be left to the county. Scheduling, however, should be made to coincide with periods of activity or complaints and night patrols are encouraged. *If at all possible, schedules should be canceled or delayed if inclement weather is expected.*
4. Emphasis on this program shall be placed on the following violations:
 - Boating while intoxicated
 - Personal watercraft operation
 - Careless and reckless operation
 - Speed and wake violations
 - Use of navigation lights
 - Other boating equipment and registration violations
5. Allowable costs include overtime patrol hours, additional personnel salary and appropriate fringe benefits associated with patrol. No indirect costs will be paid by the state. Submit one invoice at the end of the grant period or when all obligations have been satisfactorily fulfilled, whichever occurs first. A copy of the daily logs of each deputy involved - showing hours on duty, water body patrolled, boats stopped, citations or warnings issued and other pertinent information on a daily basis must be submitted with the reimbursement invoice. The deputy and his or her supervisor must sign each log sheet. Reimbursement request must also include a summary of the times and hours worked and total costs for each deputy by date.

All other expenses, such as fuel, training, repairs, boats, meals etc. must be paid by the county (use of the regular 2023 state boat and water safety grant funds for these other expenses is an allowable cost). The county will be responsible for any unemployment or worker's compensation costs associated with the program.
6. Each participating county, with the payment request, will submit a written review of the program. Payment will not be made without this narrative, which shall include a summary of the county's activities, accomplishments and suggested changes for future funding.
7. Deadline for the invoice, log sheets and narrative is Wednesday, October 4, 2023. An invoice submitted after that date will not be reimbursed, unless an extension is requested by the grantee in writing and the extension is approved in writing from the State. Submit invoice info to: Kelly.Affeldt@state.mn.us
8. Hours from this program will be excluded in determining the regular 2025 county grant allocation.
9. These funds are not designed to take the place of existing funding, but rather to supplement it. A copy of the 2023 county supplemental patrol work plan must be submitted to the State for approval before the grant may be processed.

2023 FEDERAL ASSURANCES NON-CONSTRUCTION PROGRAMS

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

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

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

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

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

Conflict of Interest Disclosure Form for Grantees

Conflict of Interest

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

Actual Conflict of Interest

An actual conflict of interest occurs when a person's decision or action would compromise a duty to a party without taking immediate appropriate action to eliminate the conflict.

Potential Conflict of Interest

A potential conflict of interest may exist if a person has a relationship, affiliation, or other interest that could create an inappropriate influence if the person is called on to make a decision or recommendation that would affect one or more of those relationships, affiliations, or interests.

Individual Conflict of Interest

A conflict of interest that may benefit an individual employee or a grant reviewer is any situation in which *their* judgment, actions or non-action could be interpreted to be influenced by something that would benefit them directly or through indirect gain to *an immediate family member*, business, or organization with which they are involved.

Organizational Conflict of Interest

A conflict of interest can also occur with an organization that is a grant applicant in a competitive grant process or grantee of a state agency.

Organizational conflicts of interest occur when:

- A grantee's objectivity in carrying out the grant is impaired or compromised due to competing duties or loyalties
- A grantee, potential grantee or grant applicant has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

This section to be completed by Grantee's Authorized Representative

I certify that we will maintain an adequate Conflict of Interest Policy, and throughout the term of our agreement will report any actual or potential conflicts of interests by individual employees or our organization as a whole to the State's Authorized Representative.

Organization Name:

Project Name: 2023 MN DNR Federal Boating Patrol Grant

Legal Citation: Under Minnesota Statute §84.026, §86B.101 and Department of Homeland Security – through the Recreational Boating Safety Financial Assistance program to states, commonwealth and territories (FAIN 3319FAS190127), (CFDA number 97.012) in U.S.C. 13101-13110 the State is empowered to enter into this grant contract agreement.

Authorized Representative Printed Name:

Authorized Representative Signature/Date:

Aitkin County - 2023 Work Plan

The following schedule is tentative depending on weather and wind conditions. Multiple lakes and rivers have been listed in order to accommodate poor weather conditions. Multiple dates have been listed in case of poor weather, low activity, etc.

DATE	SHIFT		LAKE
5/12/23	1000	- 1800	Sandy Lake, Sandy River, Minnewawa, Prairie River
05/13/23	0800	- 1600	Mille Lacs
05/19/23	1000	- 1800	Minnewawa, Prairie River
05/20/23	1000	- 1800	Mille Lacs Lake, Farm Island
05/21/23	8000	- 1600	Sandy River, Minnewawa, Sandy Lake
05/26/23	1000	- 1800	Sandy River, Minnewawa, Sandy Lake
05/27/23	0800	- 1600	Farm Island, Cedar Lake
05/28/23	0800	- 1600	Mille Lacs Lake
06/02/23	1400	- 2200	Farm Island, Cedar Lake
06/03/23	1000	- 1800	Farm Island, Cedar Lake
06/09/23	1400	- 2200	Cedar Lake, Farm Island
06/10/23	1000	- 1800	Sandy River, Minnewawa, Sandy Lake
06/11/23	1400	- 2200	Farm Island, Cedar Lake
06/16/23	1400	- 2200	Various
06/17/23	0800	- 1600	Mille Lacs Lake
06/18/23	2100	- 0100	Various
06/23/23	1000	- 1800	Sandy Lake, Sandy River, Minnewawa, Prairie River
06/24/23	0800	- 1600	Various
06/25/23	0800	- 1600	Mille Lacs Lake
06/30/22	1400	- 2200	Farm Island, Cedar Lake
07/01/23	2100	- 0100	Various
07/02/23	1400	- 2200	Sandy Lake, Sandy River, Minnewawa, Prairie River
07/03/23	0800	- 1600	Various
07/04/23	1400	- 2200	Sandy River, Minnewawa, Sandy Lake
07/07/23	1400	- 1600	Cedar Lake, Farm Island
07/08/23	1400	- 2200	Mille Lacs Lake
07/14/23	0800	- 1600	Mille Lacs Lake
07/15/23	1400	- 1600	Farm Island, Cedar Lake
07/21/23	1000	- 1800	Sandy River, Minnewawa, Sandy Lake
07/22/23	0800	- 1600	Farm Island, Cedar Lake
07/28/23	1400	- 2200	Sandy Lake, Sandy River, Minnewawa, Prairie River
07/29/23	0800	- 1600	Pine Lake, Vanduse Lake, Mille Lacs
08/04/23	0800	- 1600	Farm Island, Cedar Lake
08/05/23	0800	- 1600	Mille Lacs Lake
08/11/23	1400	- 2200	Farm Island, Cedar Lake
08/12/23	0800	- 1600	Pine Lake, Vanduse Lake, Hay Lake, Hill Lake
08/18/23	1000	- 1800	Sandy Lake, Round Lake, Horseshoe Lake
08/19/23	0800	- 1600	Mille Lacs, Farm Island
08/25/23	0800	- 1600	Farm Island, Sandy Lake
08/26/23	1400	- 2200	Sandy Lake, Sandy River, Minnewawa, Prairie River
09/01/23	1000	- 1800	Mille Lacs Lake
09/02/23	1000	- 1800	Farm Island, Cedar Lake
09/03/23	1400	- 2200	Farm Island, Cedar Lake
09/04/23	1400	- 2200	Cedar Lake, Farm Island



Board of County Commissioners Agenda Request

2AB
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Adopt Resolution - Local Emergency Funding Request

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Sheriff Dan Guida		Department: Sheriff
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Due to record setting snowfalls, sections of Aitkin County have experienced moderate to high levels of flooding causing damages to local infrastructure. Damages have reached the threshold to qualify for State/Federal funding. A local emergency request resolution is required to access funding.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt Local Emergency Funding Request resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

By Commissioner: xxx

20230516-xxx

Local Emergency Funding Request

WHEREAS, record setting snowfalls totals for the winter of 2022-2023 have impacted the population of Aitkin County and its cities; and

WHEREAS, the event has caused a significant amount of public property damage; and

WHEREAS, the Aitkin County Department of Emergency Management requests the Aitkin County Board of Commissioners to request Federal/State disaster assistance for the flooding caused by record setting snowfalls;

NOW, THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners, acting on behalf of and for the people of Aitkin County, does hereby authorize the request for Federal/State disaster assistance.

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

xxx 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 23th day of May, 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23th day of May, 2023

Jessica Seibert
County Administrator



AITKIN COUNTY ADMINISTRATION

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

jessica.seibert@co.aitkin.mn.us
Phone: 218-927-7276
Fax: 218-927-7374

May 11, 2023

Governor Tim Walz
130 State Capitol
75 Martin Luther King Jr. Blvd
St. Paul, MN 55155

Re: Disaster Assistance

Dear Governor Walz:

Due to record setting snowfall totals for the winter of 2022-2023, moderate to high flooding across sections of the County has impacted Aitkin County. This flooding has caused damages to County and township infrastructure in Aitkin County.

Aitkin County submitted a Damage and Impact Assessment Report to the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management (HSEM) which indicated flood related damages in excess of the Aitkin County State and Federal threshold. As a result of our initial damage estimates Aitkin County requested HSEM to conduct a State Preliminary Damage Assessment (PDA). An initial date has been set for Wednesday May 17, 2023 at 0900 in Aitkin for this meeting.

Aitkin County is requesting state or federal disaster assistance in accordance with Minnesota Statute 12B.30, pending the outcome from the results of the PDA and County Board approval on May 23, 2023.

Sincerely,

Jessica Seibert

Jessica Seibert, MPNA
County Administrator
Aitkin County

Cc: Aitkin County Board of Commissioners



Board of County Commissioners Agenda Request

2AC
Agenda Item #

Requested Meeting Date: 05/23/2023

Title of Item: Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<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: IdunTownship has made a \$300.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED May 23, 2023

By Commissioner: xxx

20230523-xxx

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:

Idun Township	\$300.00
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WHEREAS, the terms or conditions of the donations, if any, are as follows:

Idun Township	Aitkin County Search and Rescue
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WHEREAS, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

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

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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2 AD
Agenda Item #

Requested Meeting Date: 05/23/2023

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) <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: Sheriff Dan Guida	Department: Sheriff	
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: Lakeside Township has made a \$2,000.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED May 23, 2023

By Commissioner: xxx

20230523-xxx

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:

Lakeside Township \$2,000.00

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

Lakeside Township 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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2AE
Agenda Item #

Requested Meeting Date: 05/23/2023

Title of Item: Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<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: Turner Township has made a \$500.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED May 23, 2023

By Commissioner: xxx

20230523-xxx

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:

Turner Township \$500.00

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

Turner Township 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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2AF
Agenda Item #

Requested Meeting Date: 05/23/2023

Title of Item: Search & Rescue Donation

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

Submitted by: Sheriff Dan Guida	Department: Sheriff
---	-------------------------------

Presenter (Name and Title): Sheriff Dan Guida	Estimated Time Needed:
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Summary of Issue:

Seavey Township has made a \$400.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend accepting donation

Financial Impact:
Is there a cost associated with this request? 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 May 23, 2023

By Commissioner: xxx

20230523-xxx

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:

Seavey Township \$400.00

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

Seavey Township 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

xxx 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 23rd day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of May 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2 AG
Agenda Item #

Requested Meeting Date: 05/23/2023

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) <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: Sheriff Dan Guida	Department: Sheriff	
Presenter (Name and Title): Sheriff Dan Guida		Estimated Time Needed:
Summary of Issue: BeaverTownship has made a \$250.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with up-to-date equipment purchases.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Recommend accepting donation		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2 AH
Agenda Item #

Requested Meeting Date: May 23rd, 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
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Warrant #87972 - Vandermey Logging - May 13th, 2022 - \$365.10		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Warrant #87972 - Vandermey Logging - May 13th, 2022 - \$365.10		
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.

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

} ss. Vandermy Logging

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

dated the 13th day of May, 2022 numbered 87972.

issued by Aitkin County to Vandermy Logging, in the sum of \$365.10, has been lost in the manner

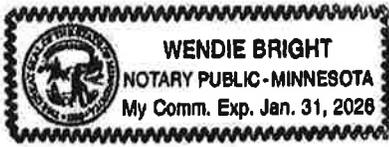
(lost or destroyed)

following, to wit:

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

Subscribed and sworn to before me this 17th day of May, 2022 2023

Wendie Bright



Notary Public Aitkin County, Minnesota

My Commission Expires Jan 31, 2026



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: 5/23/2023

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 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: Bobbie Danielson, HR Director		Department: HR Dept.
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 3 minutes
Summary of Issue: The Personnel Committee meets on the 2nd Tuesday of each month and unanimously recommends the following: 1. Accept the consultant's recommendation of Grade 4 for the Parks Technician position (Land Dept.)		
Alternatives, Options, Effects on Others/Comments: File note: Forestry/Parks Technician also previously Grade 4 This position is filled by B.H.		
Recommended Action/Motion: Motion to accept the consultant's recommendation of Grade 4 for Parks Technician.		
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? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Cost will be covered in the Land Dept 2023 budget.		



PARKS TECHNICIAN

Department Land Department
Grade Grade 4
Reports to Land Commissioner
FLSA Status Non-exempt
Union Status AFSCME Courthouse Unit

Final Appointing Authority

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

Job Summary

To assist with the management of county forest roads, trails, and park facilities to ensure optimum economic benefits to local taxing districts and to benefit wildlife, recreation, water quality and public safety. To assist with reviewing and recording department statistics and collecting campground payments. To oversee the maintenance of parks and recreation facilities and select tax-forfeited parcels, including custodial, maintenance, and groundskeeping services.

Supervision Received

Employees working in this job class work under general supervision and usually receive some instruction with respect to details of most assignments, but are free to develop their own work sequences within established procedures, methods, and policies. They are often physically removed from their supervisor and are only subject to periodic supervisory checks.

This position reports to the Land Commissioner, but also receives limited work direction from the Recreation Specialist.

Supervision Exercised

Serves as a work leader for the seasonal park crew leader and laborers. Elements of direct control over these positions include assigning tasks, monitoring progress and work flow, checking the product for timeliness and correctness or soundness, and providing input into supervisor's actions.

Essential Functions

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

1. Serves as a work leader over seasonal, part time, and/or temporary employees to assist in the timely accomplishment of workloads related to department activities. Directs and assigns groundskeeping and maintenance tasks to the seasonal park crew leader and laborers. Provides safety information, and personal protective equipment to seasonal workers. Documents hours and creates work



Position Description

- schedules to assist in timely completion of workloads for the Land Department. Provides input to Land Commissioner on employee performance.
2. Maintains and assists in development of county recreation facilities including parks, campgrounds, public accesses or trails to provide a safe and clean environment for users of the facilities.
 3. Performs maintenance, cleaning, improvement, and development of recreational facilities and tax-forfeited structures using a variety of tools and basic carpentry, plumbing, and heating skills.
 4. Operates and transports skid steers, tractors, road grader, trail groomer, and other equipment necessary to maintain forest roads and trails.
 5. Assists Recreation Specialist in organization of shop and shop supplies including inventory and purchases.
 6. Determines need and performs repairs and maintenance on department equipment such as skid steers, tractors, mowers, grass whips, ATV's, snowmobiles, chainsaws, brush cutters, trail groomers, trucks, graders, etc. so safe and proper working conditions are maintained.
 7. Performs groundskeeping tasks on county fee and tax-forfeited lands to maintain an attractive appearance. Responsible for the mowing, trimming and raking of lawns; shoveling and plowing snow from sidewalks and park areas; and pick-up and removal of trash.
 8. Determine needed maintenance and improvements of county parks and trails to meet objectives of County Recreation Plan.
 9. Performs maintenance on forest roads, ATV, snowmobile, hiking and cross-country ski trails assuring safe recreation use during all seasons.
 10. Builds, replaces, or repairs information signs for parks, picnic areas, trails, beaches, accesses, and forest roads as needed.
 11. Supervises contractors to ensure completion of park road projects, facility improvements, mowing, garbage, and sewer services.
 12. Secures public recreational areas, campgrounds, beaches, waysides, and public accesses to assure safety, cleanliness, and security.
 13. Collects fees for campgrounds, dump stations, and ATV wash station.
 14. Coordinate burning of slash piles, installation of fire breaks for prescribed burns, and assist Recreation Specialist with beaver dam blasting.
 15. Makes occasional court appearances regarding ordinance violations.
 16. Assures on-site deliveries of culverts, dirt, lumber etc. as needed for department projects.
 17. Adheres to collective bargaining agreements, county policies and procedures, and applicable laws, including timely/accurate reporting and consistent/uniform administration of ADA, Workers' Compensation and Return to Work programs, in close collaboration with the Human Resources Department. Completes departmental new hire orientations promptly.
 18. Attends educational and training meetings and classes.
- Performs other related duties as assigned or apparent.

Minimum Qualifications

High school diploma or GED, plus five years' experience in repair and maintenance work, at least two of which have been with a park system, or an equivalent combination of education and experience sufficient to perform the essential functions of the position.



Employment reference checks, a criminal background check, and pre-employment physical will be performed as part of the pre-employment process.

Valid Minnesota driver's license required.

Knowledge, Skills, and Abilities Required

Knowledge of:

1. County and departmental policies, procedures, and practices.
2. Federal, state and local laws as related to the department, including OSHA requirements and the proper wearing, use and maintenance of personal safety equipment.
3. Considerable knowledge of equipment, materials, and supplies used in trail, building, and grounds maintenance. Working knowledge of equipment and supplies used to do repairs.
4. Basic mechanical, carpentry and welding principles sufficient to build, improve, repair and maintain equipment, facilities, and property.
5. Working knowledge of first aid and applicable safety precautions.
6. Knowledge of proper procedures and safety rules when using and applying herbicides and pesticides.
7. Turf, trees, flowers, and shrubs.
8. Rules and regulations to maintain correct and accurate signage and placement of signage for trail and other recreational facilities.
9. General office work such as telephone etiquette, filing, and data entry.

Skill in:

1. Written and oral communication skills sufficient to communicate the policies and procedures of the department to staff, contractors, other agencies, customers and the public.
2. Skill in the operation of job-related tools and equipment.
3. Proficient GPS and compass orienteering.
4. Basic computer skills.
5. Reading, writing, and speaking English proficiently.
6. Effectively organizing and prioritizing workload.

Ability to:

1. Present a positive attitude in the workplace, promote a spirit of teamwork and cooperation, and be able to treat co-workers, supervisors, and subordinates with respect, honesty, and consideration.
2. Establish and maintain effective working relationships with supervisors, co-workers, other county employees, contractors, and the general public.
3. Precisely follow oral and written instructions, develop and follow detailed work plans, maintain a safe work environment, and promote county resources.
4. Read and understand legal descriptions and several different types of maps.
5. Work in all types of weather and conditions.
6. Demonstrate a high degree of self-motivation and the ability to work independently.
7. Endure hazardous insect, animals, and plants.
8. Maintain accurate daily logs and consistently perform accurate data entry.



9. Motivate and direct seasonal staff as they work.
10. Use heavy equipment and tools properly and safely.
11. Lift heavy objects, walk and stand for long periods of time, and to perform strenuous physical labor under adverse field conditions.

Language Skills

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

Mathematical Skills

Basic Skills – Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret bar graphs.

Reasoning Skills

Intermediate Skills – Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to deal with problems involving several concrete variables in standardized situations.

Computer Skills

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

County Payroll Software, E-time, Webfusion, Microsoft Word, Excel, Outlook, and other job-related software.

Ability to Travel

Daily travel required, approximately 100 miles per day on highways to campground and other locations.

Competencies

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

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

Work Environment

The noise level in the work environment is usually loud.

The work may be dirty and hazardous at times. At times is subject to poor atmospheric conditions such as fumes, odors, dusts, solvents, gases, to hazardous materials such as chemicals for sanitation or body



Position Description

fluids when cleaning restrooms, to annoying and hazardous insects and animals, to hazardous physical conditions such as mechanical parts, electrical currents, vibrations, etc. It is also subject to heavy physical labor, at times working in confined areas with poor lighting, and to working in very hot summer and very cold winter temperatures. Manual dexterity and motor coordination are required for the majority of the duties.

Equipment and Tools

Personal protective equipment, lawn and landscaping equipment including tractors, mowers, ATVs, snowmobiles, chainsaw, edgers, weed trimmers, electric motors, sprinklers, sprayer, fertilizer hopper, seeder, carpentry, painting, plumbing, electrical, and cement finishing tools, washers, pumps, boilers, valves, filtration devices, gauges, mobile radios, trail grooming equipment, computer, copier, telephone, printer, power tools, hand tools, welder, woodworking equipment, measuring and metering devices, skid steers, county-owned vehicles, and other job-related tools and equipment.

Physical Activities/Requirements

While performing the duties of this job, the employee typically performs medium work, exerting up to 50 pounds of force occasionally, and/or up to 20 pounds of force frequently, and/or up to 10 pounds of force constantly to move objects. The employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk or hear.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move, with assistance, more than 80 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

While performing the duties of this job, the employee regularly works near moving mechanical parts and in outside weather conditions. The employee frequently works in high, precarious places and is frequently exposed to wet and hot and cold weather conditions; fumes or airborne particles, toxic or caustic chemicals, and vibration. The employee is occasionally exposed to risk of electrical shock.

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

Disclaimer

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

Reasonable Accommodation Notice

The County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and



Position Description

encourages both prospective and current employees to discuss potential accommodations with the employer.

5/23/2023

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

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

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



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Discussion of Northeast Minnesota Regional Waste Plan

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Andrew Carlstrom		Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 10 Minutes
Summary of Issue: <p>In accordance with Minnesota Statute Chapter 115A, the northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan).</p> <p>Please see attached memorandum, draft resolution, and draft NE Minnesota Solid Waste Management Plan in order to become familiarized with Regional Plan. Aitkin County Board is anticipated to adopt or reject the proposed resolution in June 2023.</p> <p>For discussion only.</p>		
Alternatives, Options, Effects on Others/Comments: N/A		
Recommended Action/Motion: No action requested. Discussion only.		
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? \$ 9,239.40 (estimated) Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> The Regional Plan received \$105,000.00 from a MPCA grant in 2021. The balance of the cost for the plan was shared among the seven NE counties. Aitkin County has paid \$1994.70 of the estimated \$9,239.40, which is due upon completion of the plan.		

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

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: May 23, 2023

TO: Aitkin County Board of Commissioners

FROM: Andrew Carlstrom, Environmental Services Director

RE: The Northeast Minnesota Regional Solid Waste Plan

In accordance with Minnesota Statute Chapter 115A, the northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan). The Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). The primary components of the Regional Plan include characterizing the existing system and programs, evaluating program options, and developing a recommended implementation plan for the designated 10-year planning period. This Regional Plan was submitted to the Minnesota Pollution Control Agency on May 15, 2023, and must be approved by the seven County Boards in June, 2023.

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.

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

PROPOSED , 2023

By Commissioner:

2023-xxx

Resolution to Approve and Adopt the Northeast Minnesota Regional Solid Waste Management Plan

WHEREAS, the Counties of Aitkin, Carlton, Koochiching, Cook, Lake, Itasca, St. Louis, and the Western Lake Superior Sanitary District executed a Joint Powers Agreement to develop and complete a Solid Waste Management Plan for the 7 County Region in Northeastern Minnesota; and

WHEREAS, the Legislature of the State of Minnesota requires that Minnesota counties develop and update a Solid Waste Management Plan in accordance with applicable statutes and rules including Minnesota Statute Chapter 115A and Minnesota Rules Chapter 9215; Aitkin County must comply with applicable statutes and rules including Minnesota Statute Chapter 458D; and

WHEREAS, the Aitkin County Board recognize the need to plan for and practice sound methods of managing solid waste; and

WHEREAS, the 7 County region represented by the Northeast Waste Advisory Council and the Solid Waste Officers of the Northeast Region have developed a regional solid waste management plan satisfying the statutory requirements; and

WHEREAS, the undersigned Board supports the Plan as a collective effort to address solid waste management through reduction, recycling, composting and other elements necessary to effectively manage solid waste generated in the 7 County region.

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Board of Commissioners approves and adopts the Northeast Minnesota Regional Solid Waste Management Plan and supporting documents dated 2023

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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

Witness my hand and seal this , 2023

Jessica Seibert
County Administrator



Northeast Minnesota Regional Solid Waste Management Plan



Solid Waste Officers of the Northeast Region

Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD

May 2023



BURNS  MCDONNELL.

Project No. 133022



Northeast Minnesota Regional Solid Waste Management Plan

Prepared by:

Solid Waste Officers of the Northeast Region
Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD

Assisted by:

Burns & McDonnell Engineering Company, Inc.
Bloomington, Minnesota

Project No. 133022

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EXECUTIVE SUMMARY

The northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) collaborated to develop the Northeast Minnesota Regional Solid Waste Plan (Regional Plan). The Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). The primary components of the Regional Plan include characterizing the existing system and programs, evaluating program options, and developing a recommended implementation plan for the designated 10-year planning period.

The northeast Region disposed of an estimated 167,000 tons of municipal solid waste (MSW) in calendar year 2020 as reflected in Table ES-1. An estimated 40-percent of the region's MSW was disposed at the Superior Landfill located in Superior, Wisconsin, 32-percent of the region's MSW was disposed at the St. Louis County Landfill, and the remainder was disposed at landfills outside the region.

Table ES-1: NE MN Waste Flow

County	Estimated Quantity Generated for Disposal in 2020 (Tons)	Current Landfill Facilities Being Used
Aitkin	9,777 ^a	-East Central Solid Waste Commission Landfill (Mora, MN) -Lake Area Landfill (Sarona, WI)
Carlton	10,670 ^a	-Superior Landfill (Superior, WI)
Cook	3,065 ^a	-Superior Landfill (Superior, WI)
Itasca	29,194 ^a	-Elk River Landfill (Elk River, MN)
Koochiching	7,493 ^{a,b}	-Mar-Kit Landfill (Hallock, MN) -St. Louis County Regional Landfill (Virginia, MN)
Lake	5,759 ^{a,c}	-Superior Landfill (Superior, WI) -St. Louis County Regional Landfill (Virginia, MN)
St. Louis	53,481 ^a	-St. Louis County Regional Landfill (Virginia, MN)
WLSSD	47,689 ^a	-Superior Landfill (Superior, WI)
Total	167,128^d	--
Total to Superior Landfill (Carlton, Cook, Lake, and WLSSD)	67,183^d	--

(a) Derived from Goal Volume Table data provided by MPCA and confirmed via County provided data.

(b) Nearly all MSW transported to Mar-Kit Landfill, one township goes to St. Louis County Regional Landfill.

(c) Nearly all MSW generated transported to Superior Landfill; Fall Lake Township goes to St. Louis County Regional Landfill.

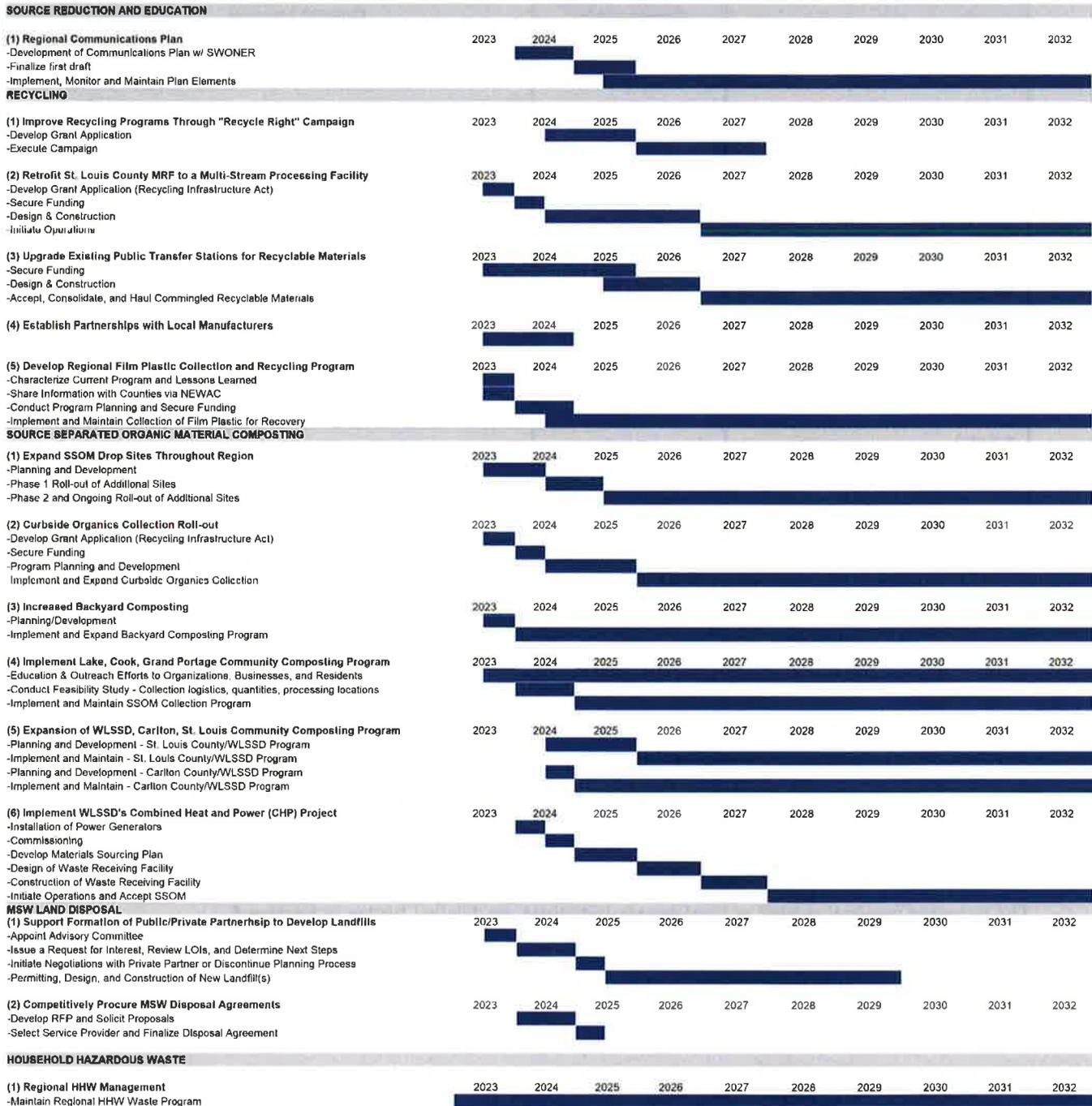
(d) Includes all waste generated within Carlton County, including the portion of Carlton County within WLSSD boundaries.

Based on an evaluation of the existing programs and facilities, stakeholder input identifying key barriers and opportunities, and feedback from the SWONER and NEWAC, a detailed implementation plan was formulated. The implementation plan provided in **Figure ES-1** includes a summary description of regional program initiatives, recommended steps to implement these initiatives, and a proposed timeline. These regional efforts supplement the existing and proposed programs within the individual Counties/WLSSD. The proposed regional as well as local county initiatives are detailed further in **Section 5**.

For all of the regional program initiatives described in **Figure ES-1**, there is support from the Counties/WLSSD within the Region to move forward with implementation.

Figure ES-1: Proposed Regional Implementation Plan

NE MN Regional Plan - Proposed Joint Regional Initiatives Implementation Plan



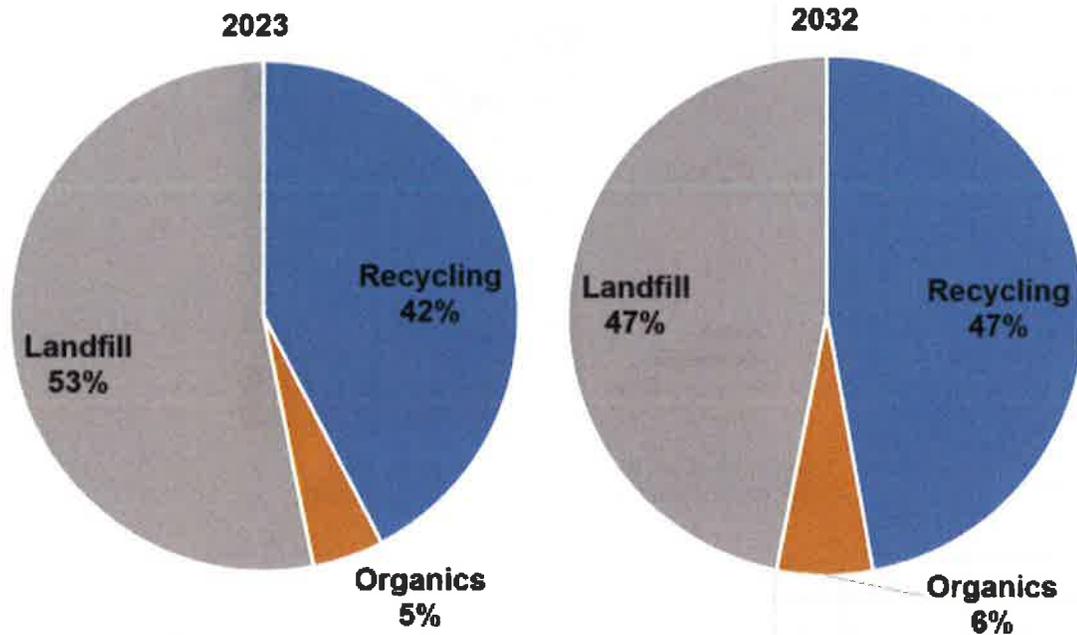
The proposed program initiatives and timeline were used to develop the waste and diversion projections for the Goal Volume Tables (GVTs) included in **Appendix X**. Based on the outcomes of the GVT analysis, the proposed regional system is projected to impact the management of the material streams over the 10-year planning period as characterized in **Table ES-3** and **Figure ES-2**. Overall, the proportion of the municipal solid waste stream generated in the region will be reduced from 53-percent to 47-percent over the 10-year planning period.

**Table ES-3: Proposed Regional System
Quantities of Materials (Tons)**

Material Streams	2023 ^a	2032 ^a	Percent Change
Recycling	125,379	135,277	+ 7.9%
Organics	13,243	17,284	+ 30.5%
Landfill	157,215	134,597	- 14.4%

(a) Based on the Goal Volume Table (GVT) analysis, which considers both projected population change and new program implementation.

Figure ES-2: 2023 and 2032 Projected Waste Quantities

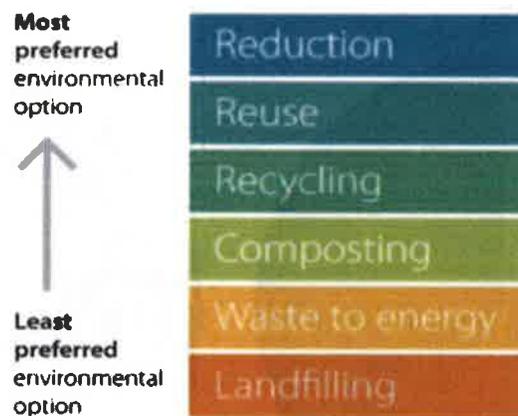


1.0 INTRODUCTION

Minn. Statute Chapter 115A and accompanying solid waste management rules require counties and local solid waste authorities to develop solid waste management plans (SWMP) describing how municipal solid waste will be managed for the next 10 years within their respective jurisdictions. The northeast Minnesota counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (Counties) and the Western Lake Superior Sanitary District (WLSSD) have met these requirements with Minnesota Pollution Control Agency (MPCA)-approved SWMPs. Expiration dates for these Counties and District SWMPs vary. However, the MPCA revised the due dates to provide the opportunity for the Counties and the WLSSD to collaborate to develop a regional SWMP.

This document represents the drafting of the Northeast Minnesota Regional Solid Waste Plan (Regional Plan) which combines the individual County and WLSSD solid waste management plans required by the MPCA into one regional solid waste management plan. Minnesota's solid waste management hierarchy, shown in **Figure 1-1**, serves as the foundation for developing the Regional Plan. The hierarchy prioritizes prevention, reuse, recycling, and organics composting over disposal through waste-to-energy and landfilling.

Figure 1-1: Minnesota Solid Waste Hierarchy



Source: MPCA Solid Waste Policy Report, December 2019
<https://www.pca.state.mn.us/sites/default/files/lrw-sw-1sv19.pdf>

This Regional Plan was developed over an approximately 24-month period working closely with the Solid Waste Officers of the Northeast Region (SWONER) with support from the elected local government officials composing the Northeast Waste Advisory Council (NEWAC). In developing the Regional Plan, a comprehensive regional stakeholder engagement process was utilized during the COVID-19 pandemic resulting in a combination of in-person, virtual, and hybrid meetings. In addition, the NEWAC had multiple meetings to review and approve the detailed implementation plan.

2.0 BACKGROUND INFORMATION

2.1 Summary of Regional Background Information

This section provides a summary of the regional demographics, economic conditions, solid waste composition and environmental justice related to historically underserved populations.

2.1.1 Regional Population Trends

Regional population trends in the northeast Minnesota Region are summarized in **Table 2-1**.

Table 2-1: Regional Population Trends

County	2010 Population	2020 Population	2030 Population Projection	Projected 10-Year Population Trend
Aitkin	16,202 ¹	15,697 ²	14,314 ³	-5.8%
Carlton	35,386 ¹	36,207 ²	36,754 ³	1.2%
Cook	5,176 ¹	5,600 ²	5,718 ³	2.1%
Itasca	45,058 ¹	45,014 ²	47,246 ³	1.3%
Koochiching	13,311 ¹	12,062 ²	10,570 ³	-11.4%
Lake	10,866 ¹	10,905 ²	9,536 ³	-6.9%
St. Louis	200,226 ¹	200,231 ²	199,030 ³	-0.6%
WLSSD	137,411 ⁴	139,249 ⁵	141,087	1.3%
Region Total	326,225	325,716	323,168	-0.8%

Sources:

- (1) U.S. Census Bureau. https://mn.gov/admin/assets/DEC-2010-SF1-DPI-us-mn-allcounties_tcm36-219431.csv
- (2) U.S. Census Bureau. <https://data.census.gov/cedsci/>
- (3) MN Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>
- (4) WLSSD 2013 Solid Waste Management Plan.
- (5) MN State Demographic Center. <https://mn.gov/admin/demography/data-by-topic/population-data/our-estimates/pop-finder1.jsp>
- (6) Population served by St. Louis County SWMA is roughly half of what is reported. WLSSD encompasses the Duluth area that has the other half of the St. Louis County population.

As reflected above, the projected population over the next 10 years for the northeast Minnesota region is expected to remain nearly stable. However, the projected population trends for the individual counties/District varies from a loss of over 11-percent for Koochiching County, to an increase in Cook County of more than two percent.

Table 2-2 summarizes demographic information for the northeast region, **Figure 2-1** depicts the population density throughout the northeast region followed by a discussion specific to the WLSSD.

Table 2-2: Regional Demographic Information

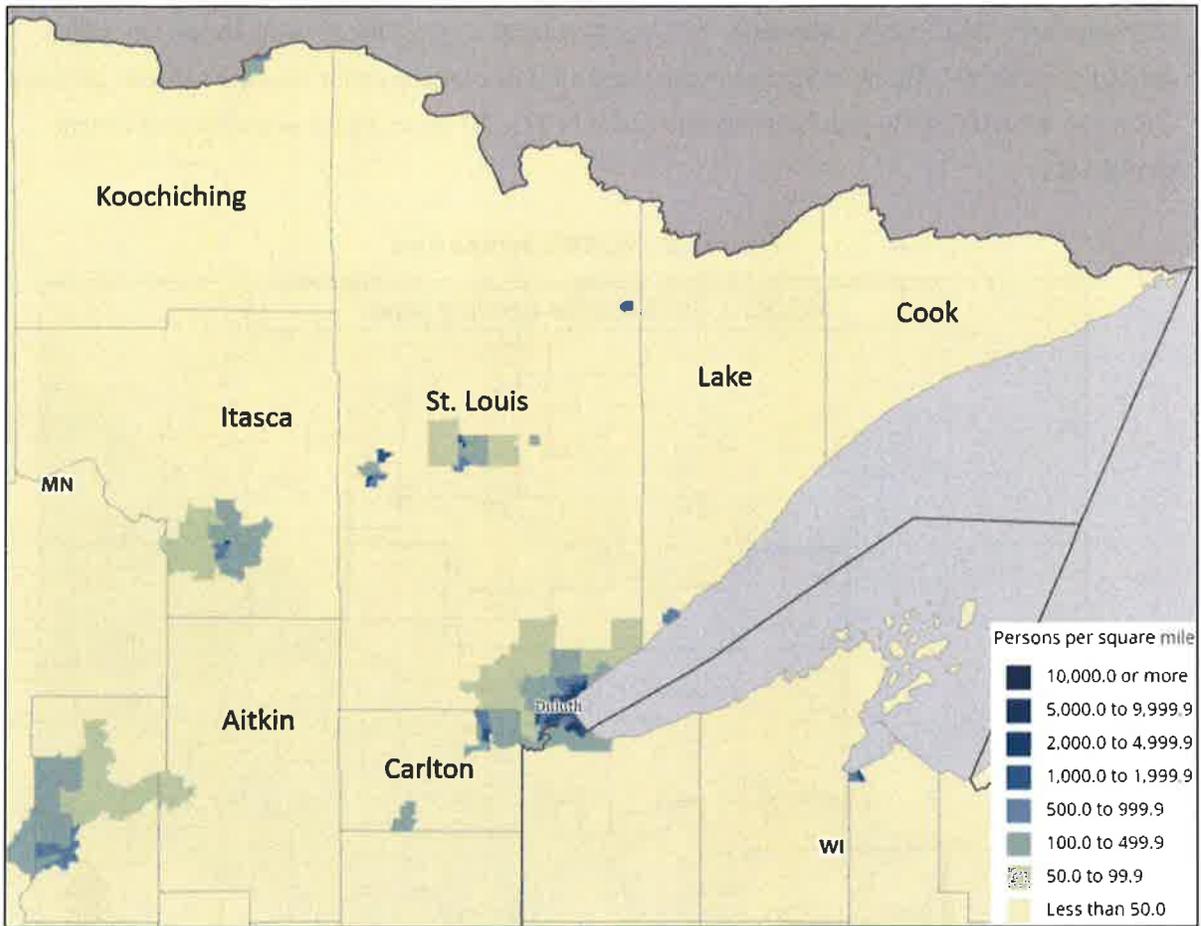
County ^a	Land Area (Square Miles)	Population Density (per Square Mile)	People per Household	County Seat	Urban Percentage of Population	Rural Percentage of Population
Aitkin	1,821	8.6	2.0	Aitkin	23	77
Carlton	861	42.0	2.7	Carlton	52	48
Cook	1,452	3.9	2.1	Grand Marais	26	74
Itasca	2,667	16.9	2.3	Grand Rapids	51	49
Koochiching	3,104	3.9	2.2	International Falls	64	36
Lake	2,109	5.2	2.1	Two Harbors	52	48
St. Louis	6,246	32.1	2.3	Duluth	77	23

(a) WLSSD is excluded from this table. WLSSD is located in Carlton and St. Louis Counties.

Sources:

- U.S. Census Bureau. <https://www.census.gov/programs-surveys/decennial-census/decade/2020/2020-census-main.html>
- Minnesota Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>
- Minnesota State Demographic Center. <https://mn.gov/admin/demography/>

Figure 2-1: Regional Population Density



Source: 2020 U.S. Census Bureau. <https://mtgis-portal.geo.census.gov/arcgis/apps/MapSeries/index.html?appid=2566121a73de463995ed2b2fd7ff6eb7> Note: Represents individual census level tracts within each County.

The Western Lake Superior Sanitary District (WLSSD) is located in northeastern Minnesota at the western tip of Lake Superior. The WLSSD covers an area of approximately 530 square miles in southeastern St. Louis County and northeastern Carlton County. The other 5,717 square miles of St. Louis County not served by the WLSSD, is served by the St. Louis County Environmental Services Department and Carlton County Environmental Services. A map depicting the areas served by the WLSSD is provided in **Figure 2-2**. Within the WLSSD legislative boundaries are eight cities and nine townships. These include the cities of Duluth, Hermantown, Proctor, Cloquet, Carlton, Scanlon, Rice Lake, and Wrenshall; and the townships of Duluth, Lakewood, Canosia, Grand Lake, Solway, Midway, Thomson, Twin Lakes, and Silver Brook.

Based on data from the 2020 United States Census, the combined population of these cities and townships within WLSSD is estimated to be 139,249 with the City of Duluth as the largest city with a population of 86,697. The WLSSD area experienced a 1.3 percent population increase between 2010 and 2020. The WLSSD's 2030 population is projected to be 141,087 assuming the overall annual current growth rate.

Figure 2-2: WLSSD Service Area



Source: [https://www.pca.state.mn.us/sites/default/files/WLSSD percent20Solid percent20Waste percent20Service percent20Area.jpg](https://www.pca.state.mn.us/sites/default/files/WLSSD%20Solid%20Waste%20Service%20Area.jpg)

Within the northeast region of Minnesota are significant amounts of tribal nation areas, which are depicted in **Figure 2-4**. Based on the 2020 U.S. Census, the American Indian population makes up the largest minority population within the northeast region of Minnesota. This population data is summarized in the following pages in **Table 2-8** and **Table 2-9** and in **Figure 2-5**.

Table 2-3: Regional American Indian Population

County	2020 Population ¹	Percent Caucasian Population ²	Percent American Indian Population ²	2020 American Indian Population
Aitkin	15,697	94.5%	2.7%	424
Carlton	36,207	89.1%	6.0%	2,172
Cook	5,600	86.4%	8.6%	482
Itasca	45,014	92.6%	3.9%	1,756
Koochiching	12,062	93.6%	2.5%	302
Lake	10,905	96.3%	0.7%	76
St. Louis	200,231	92.1%	2.4%	4,806
Total	325,716	92.0%	3.1%	10,017

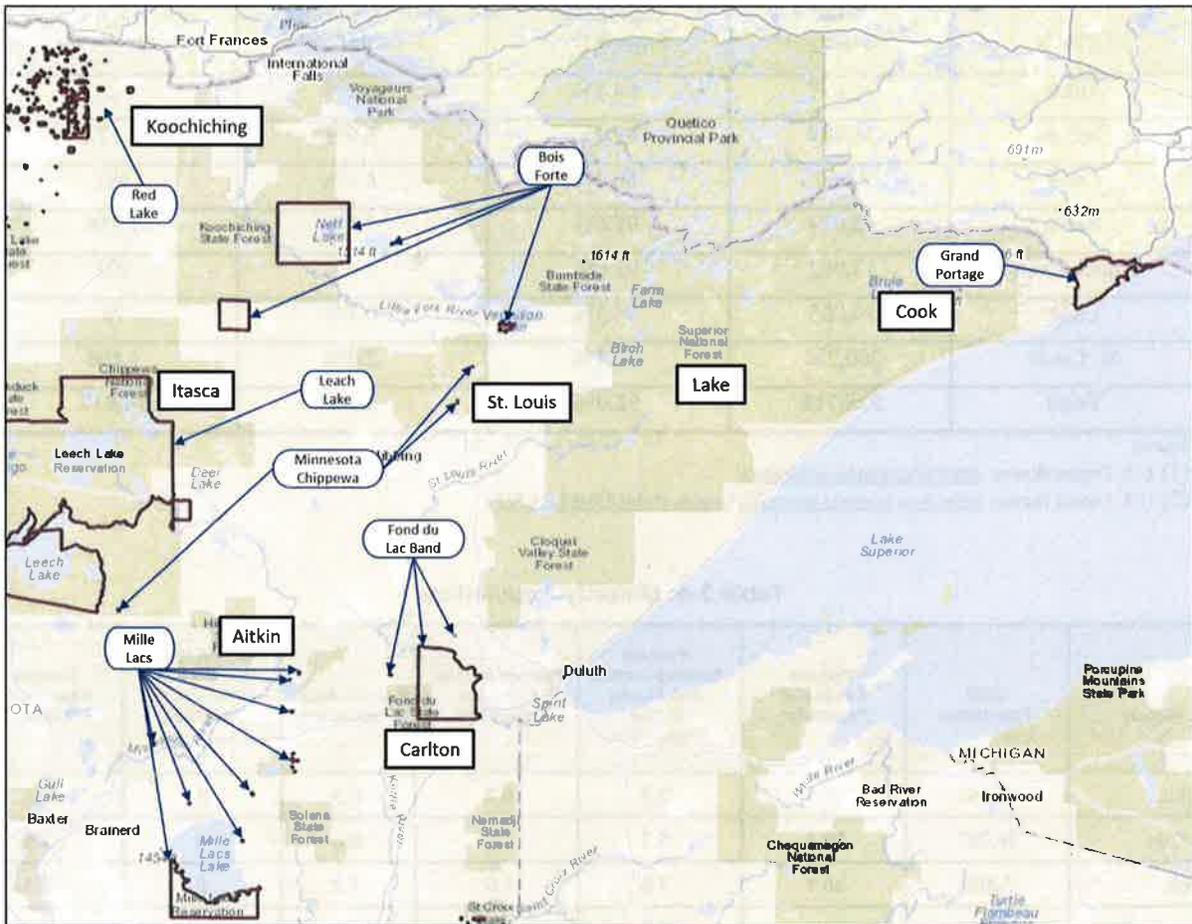
Source:

(1) U.S. Census Bureau. <https://data.census.gov/cedsci/>(2) U.S. Census Bureau. <https://www.census.gov/quickfacts/fact/table/US/PST045221>**Table 2-4: Minority Populations**

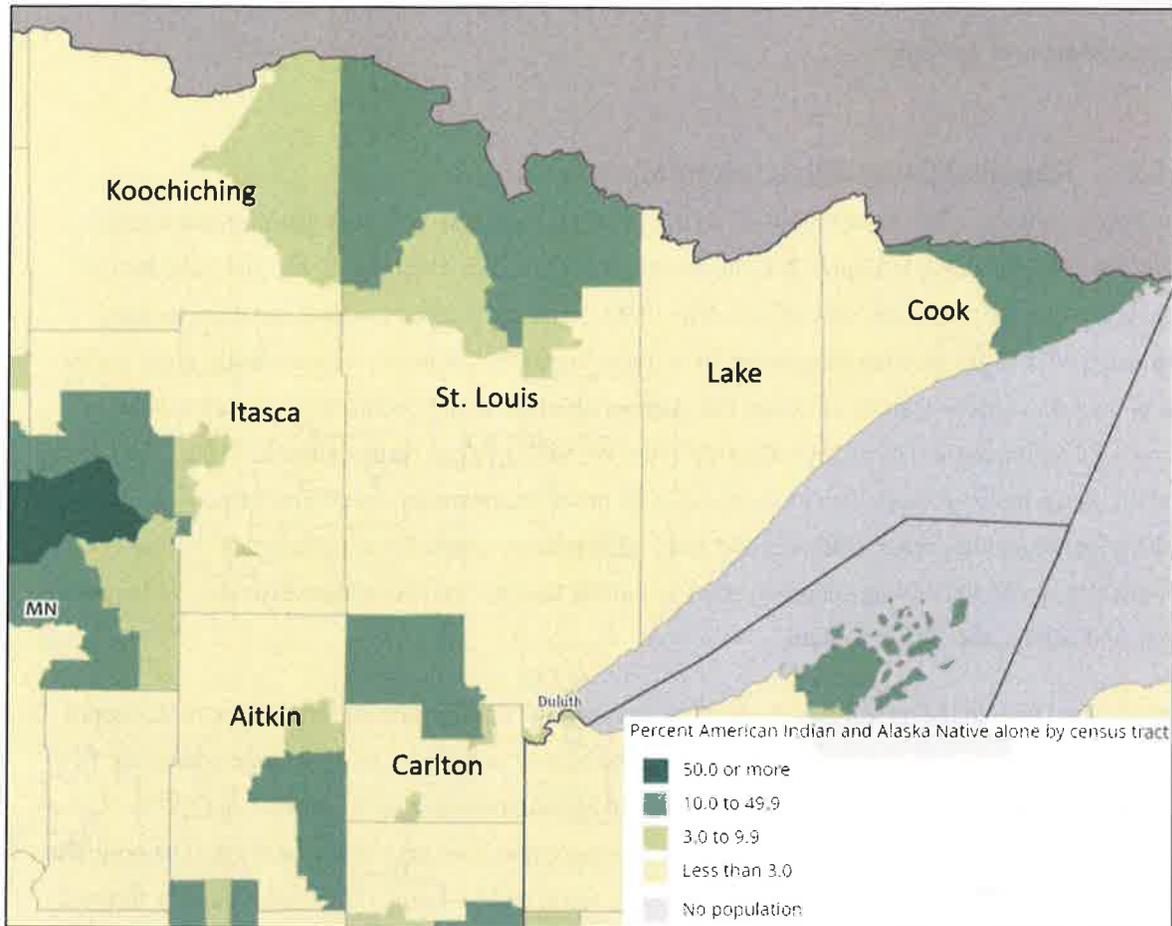
County	2020 Population	Percent Caucasian Population	Percent American Indian and Alaska Native Population	Percent African American Population	Percent Asian Population	Percent Native Hawaiian and Other Pacific Islander	Percent Hispanic or Latino
Aitkin	15,697	94.5	2.7	0.7	0.3	0.	1.5
Carlton	36,207	89.1	5.7	1.8	0.6	0	1.9
Cook	5,600	86.4	7.8	1.6	1.2	0	2.8
Itasca	45,014	92.6	3.8	0.5	0.4	0.2	1.7
Koochiching	12,062	93.6	2.7	0.8	0.7	0	1.4
Lake	10,905	96.3	0.8	0.5	0.6	0	1.6
St. Louis	200,231	92.1	2.4	1.6	1.1	0.1	1.9
Total	325,716	92.0%	3.0	1.4	0.9	0.1	1.8

Source: U.S. Census Bureau. <https://www.census.gov/quickfacts/fact/table/US/PST045222>

Figure 2-3: NE MN Tribal Nations



Source: Minnesota Pollution Control Agency. <https://mPCA.maps.arcgis.com/apps/MapSeries/index.html?appid=f5bf57c&dac24404b7f8ef1717f57d00>

Figure 2-4: NE MN American Indian Population

Source: 2020 U.S. Census Bureau, <https://mtgis-portal.geo.census.gov/arcgis/apps/MapSeries/index.html?appid=2566121a73de463995ed2b2fd7ff6eb7>

Note: Represents individual census level tracts within each County.

Tribal nations within the northeast region include the Grand Portage, Bois Forte, Red Lake, Leach Lake, Minnesota Chippewa, Fond du Lac, and Mille Lacs Bands. The portions of the northeast Minnesota region with the highest American Indian populations include eastern Cook County, northern and southwestern St. Louis County, eastern Koochiching County, western Itasca County, eastern Aitkin County, and north central Carlton County.

All the tribal nations in the northeast region were contacted at the beginning of the planning process encouraging involvement in plan development. Representatives of the Fond du Lac Band (Carlton County), Grand Portage Band (Cook County), and Bois Forte Band (St. Louis County) were included in stakeholder engagement meetings throughout the planning process. Representatives were provided the opportunity to provide input describing their respective solid waste management system and working relationship with the respective county solid waste systems.

Distance is a barrier for the tribal nations within the northeast region relative to solid waste management

and lack of infrastructure. Many of the American Indian populations are located in the more rural areas of the northeast region, restricting access to the solid waste management systems that exist in more populated areas of the region.

2.1.2 Regional Geographic Information

Overall, the northeast Minnesota region is a large, geographically diverse area that is predominantly rural. As reflected above in **Figure 2-1**, the counties of Aitkin, Koochiching, Cook, and Lake have a population density per square mile of less than 10. St Louis and Carlton counties are more densely populated with larger communities located near Lake Superior. Carlton County is mostly rural, except along the I-35 corridor that runs through the eastern half of the county connecting Duluth and the arrowhead region to the Twin Cities. Growth in the WLSSD area can be described as linear. The City of Duluth, as the major metropolitan area, stretches 23 miles northeast-southwest along the north shore of Lake Superior and has urban land uses and local infrastructure needs. Development activity has historically spread to outlying suburban areas and along transportation corridors extending to the north, south and west of the City of Duluth.

Primary land uses in the region include farming, mining, and timber. The region is home to thousands of lakes, with Cook and Lake counties containing the highest number of lakes. A large percentage of the land is publicly owned in the northern part of the region, including state parks, state forests, national forests, Boundary Water Canoe Area Wilderness, and Voyageurs National Park. The northern portion of northeast Minnesota (Cook, Koochiching, Lake, and St. Louis Counties) is heavily forested. The iron range in central St. Louis County contains vast deposits of iron ore. Nearly 50-percent of Koochiching County's land is made up of wetlands and water, with much of the remainder as forest and grassland. Less than one-percent of the land in Koochiching County is considered urban.

2.1.3 Regional Economic Trends

Table 2-5 summarizes industry employment projections in the NE region from 2018 to 2028.

Table 2-5: Regional Industry Employment Projections, 2018-2028

Industry	Estimated Employment 2018 ¹	Projected Employment 2028 ¹	Percent Change 2018-2028 ¹
Natural Resources & Mining	5,596	5,700	1.9%
Utilities	1,433	1,405	-2.0%
Construction	6,363	7,145	12.3%
Manufacturing	8,748	8,024	-8.3%
Wholesale Trade	3,275	3,208	-2.0%
Retail Trade	17,469	16,467	-5.7%
Transportation & Warehousing	4,914	4,991	1.6%
Information	1,406	1,240	-11.8%
Finance & Insurance, Real Estate	6,178	6,059	-1.9%
Prof. Services & Management of Companies	5,184	5,407	4.3%
Administrative & Waste Services	3,282	3,594	9.5%
Educational Services	12,797	12,763	-0.3%
Health Care & Social Assistance	33,615	37,375	11.2%
Leisure & Hospitality	18,503	18,451	-0.3%
Other Services, Excluding Public Admin.	6,932	6,692	-3.5%
Public Administration	15,345	15,329	-0.1%
Total, All Industries	160,443	162,980	1.6%

(1) Source: Minnesota Department of Employment and Economic Development.
<https://mn.gov/deed/data/data-tools/county-profiles/>

As reflected above, total employment in the northeast Minnesota region is projected to increase slightly from 2018 to 2028. The industries projected to experience the most growth are the construction, health care, and administrative and waste services industries. The double-digit growth in construction is likely linked to projected growth in other sectors such as health care and social assistance. An increase in the number of employees in the healthcare sector may correspond to the building of new healthcare facilities generating more construction and demolition wastes. Overall, an increase in the total number of employees is likely to increase overall MSW generation. Regulated medical waste also will likely increase as a result of growth in the healthcare sector. **Table 2-6** summarizes economic information for the northeast region followed by discussion specific to WLSSD.

Table 2-6: Regional Economic Information

County ^a	Median Household Income ^b	Per Capita Income	Labor Force Change (2005-2020)	Projected Labor Force Change (2020-2030)	Unemployment Rate (2021)
Aitkin	\$49,351	\$29,275	-6.8%	-7.9%	7.8%
Carlton	\$63,098	\$29,440	2.3%	-2.9%	6.9%
Cook	\$57,432	\$33,194	-6.5%	-3.9%	7.6%
Itasca	\$55,139	\$30,286	-3.8%	-3.3%	8.1%
Koochiching	\$50,870	\$29,834	-17.4%	-17.1%	7.0%
Lake	\$61,452	\$34,207	-11.9%	-11.4%	6.7%
St. Louis	\$60,434	\$31,537	-1.5%	-5.6%	6.8%

(a) WLSSD is excluded from this table. WLSSD is located in Carlton and St. Louis Counties.

(b) The median hourly wage for the NE region is \$20.49 (Minnesota Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>).

Sources:

- U.S. Census Bureau. <https://www.census.gov/programs-surveys/decennial-census/decade/2020/2020-census-main.html>
- Minnesota Department of Employment and Economic Development. <https://mn.gov/deed/data/data-tools/county-profiles/>

Table 2-6 reflects that with the exception of Carlton County, the other counties have had a decline in the labor force between 2005 and 2020. All of the counties in the northeast region are projected to experience a decline in labor force between 2020 and 2030.

The WLSSD service area is included in the Duluth/Superior Metropolitan Statistical Area (MSA), which is comprised of St. Louis and Carlton counties in Minnesota and Douglas County in Wisconsin. The international “Twin Ports” of Duluth, Minnesota and Superior, Wisconsin form the hub of economic and cultural activity, but there are dozens of interrelating communities across the MSA, each with unique strengths, resources and opportunities for development.

The major industries of the area include aviation, wood and paper products, mining, higher education, shipping/transportation, health care, metal fabrication and tourism. Historically, The City of Duluth economy has been driven by the extraction of natural resources (mining, timber, etc.) and the transportation of those goods. In recent decades, Duluth’s economy has seen diversification through the expansion of health care, education, aviation, tourism/hospitality, and arts and entertainment. **Table 2-7** summarizes industry employment statistics in the City of Duluth.

Table 2-7: 2019 Duluth Industry Employment Statistics

NAICS Industry Title	2019 Annual Data				2014-2019		2018-2019	
	Number of Firms	Number of Jobs	Total Payroll (\$1,000s)	Average Annual Wage	Change in Jobs	Percent Change	Change in Jobs	Percent Change
Health Care & Social Assistance	334	19,123	\$1,134,147	\$59,308	+1,461	+8.3 percent	+150	+0.8 percent
Accommodation & Food Services	252	6,127	\$111,081	\$18,130	+94	+1.6 percent	-53	-0.9 percent
Retail Trade	390	5,851	\$156,570	\$26,759	-566	-8.8 percent	-267	-4.4 percent
Educational Services	68	4,832	\$249,450	\$51,625	-382	-7.3 percent	-88	-1.8 percent
Public Administration	56	3,650	\$238,493	\$65,341	-17	-0.5 percent	+80	+2.2 percent

Source: Minnesota Department of Employment and Economic Development.

Overall, the average net change in employment from winter (January, February, and March) to summer (July, August, and September) for all industries in the northeast Minnesota region is 4.2 percent³. The industries that have experienced the largest change include construction, retail trade, arts, entertainment and recreation, and accommodation and food services.

2.1.4 Regional Demographic and Geographic Constraints and Opportunities

There are several demographic and geographic constraints that apply to all entities in the NE region. With the exception of WLSSD, the region as a whole is sparsely populated and spans a large geographic area, which results in a lack of economies of scale. The distance required to haul MSW, recycling, and organics is a significant barrier for the northeast region. As in any successful solid waste management program, convenience of use is paramount to public participation. In addition, the region experiences a substantial population increase in the summer months due to visitors and seasonal residents, which presents challenges for the stable population base; it also results in the increased demand for waste collection, processing, and disposal. The regional solid waste management system must accommodate both permanent residents and seasonal tourists, including those with a second home. Other changes potentially impacting the solid waste services include mining (Aitkin, Itasca, St. Louis), timber and fiber demand, resorts increasing in size, continued development of lakeshores, and increases in specialized businesses. WLSSD expects continued population, household, and job growth, as well as the growth of rural households within its boundaries, which will need to be accommodated through its solid waste management programs.

³ Source: Minnesota Department of Employment and Economic Development, 2015. <https://mn.gov/deed/newscenter/publications/review/january-2015/seasonal-variation.jsp>

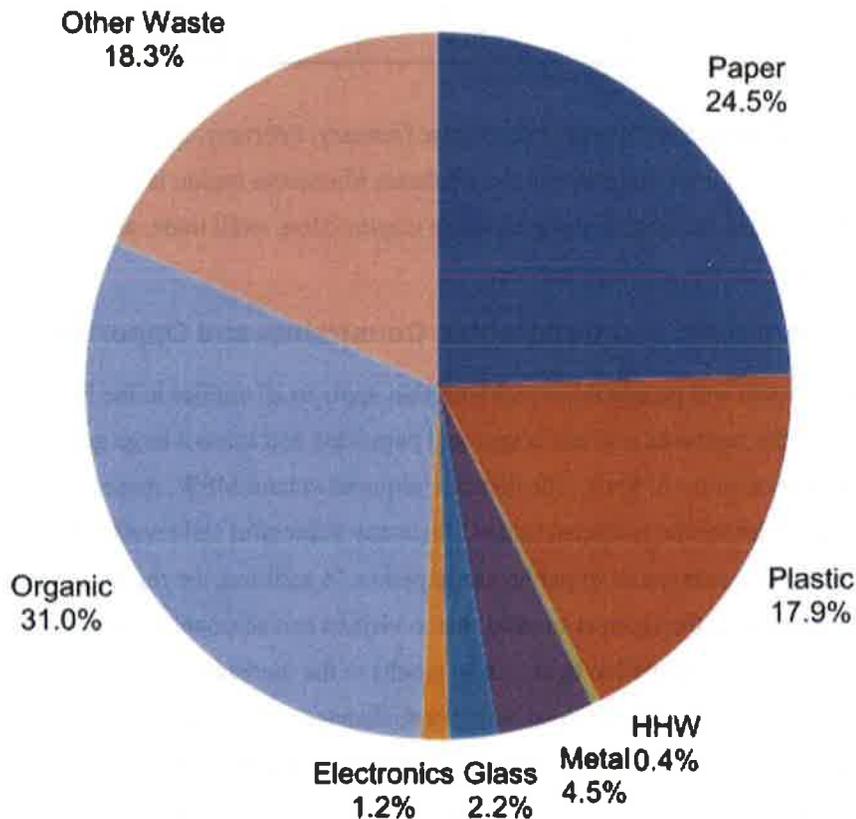
Recycling rates are driven by an array of geographic, demographic and economic factors, including

manufacturing activity, waste generation per capita, curbside collection potential, and clustering of population. Counties with more manufacturing, less waste generation per capita, more population centers with greater than 1,000 people and a higher proportion of residents living in larger cities versus small cities are critical factors that drive recycling rates. Several counties such as Aitkin, etc. do not fit the profile of optimal conditions for achieving high recycling rates.

2.1.5 Solid Waste Composition

The most recent Minnesota statewide solid waste characterization study was completed in 2013. **Figure 2-5** summarizes the results of the study.

Figure 2-5: 2013 Statewide Characterization Results



Source: Burns & McDonnell 2013 Minnesota Statewide Waste Characterization Report. Note: The total may not equal the sum of the material categories due to rounding. The material category of Other Waste includes but is not limited to bulky items, textiles, carpet, and other items not classified in the other categories.

The 2013 statewide waste characterization study estimated the quantities and types of mixed municipal solid waste disposed. The methodology included sampling and sorting of materials per the applicable

ASTM standard from a representative set of landfills, transfer stations, and energy-from-waste facilities throughout the state. A comprehensive set of material categories were included in the study and nearly 200

MSW samples of 200 to 300 lbs. each sampled and sorted as part of the study. Food waste, compostable paper, film plastic, and wood waste represented the largest materials diversion opportunities.

2.1.6 Collection Service

Table 2-8 summarizes the type of collection service in the northeast region.

Table 2-8: MSW Collection Service

County	Mandatory vs. Non-Mandatory Refuse Collection
Aitkin	Not mandatory
Carlton	Mandatory in all cities in the County
Cook	Not mandatory
Itasca	Not mandatory
Koochiching	Not mandatory
Lake	Not mandatory
St. Louis	Not mandatory in SWMA; mandatory in cities of Chisholm, Eveleth, Gilbert, Hibbing, Mt. Iron, Virginia, Aurora, Hoyt Lakes, and Biwabik
WLSSD	Mandatory for all residents and businesses within St. Louis County portion

The northeast region has a combination of private licensed haulers and public haulers. Curbside pickup is generally offered for the incorporated communities, while drop-off locations are generally used in the more rural areas of the region. Each county requires licensing via ordinance. Table 2-9 provides more information on haulers within each county. Additional detail on collection service for each County/District is provided in Section 3.

Table 2-9: Licensed Haulers

County	Number of Haulers	Licensing Fee
Aitkin	10	\$100
Carlton	9	\$50/company + \$25/vehicle
Cook	2	\$100
Itasca	10	\$50 + one-time \$10 per vehicle
Koochiching	2	No Licensing fee
Lake	10	\$150
St. Louis	28	\$50 + \$25 per vehicle
WLSSD	27	\$25 per truck (2-year license term)

2.1.7 Rate Structure

Table 2-10 below summarizes the various rate structures within the northeast region.

Table 2-10: Rate Structure

County	Curbside^a	Transfer Station/Canister Drop Off	Estimated collection service
Aitkin	\$24-\$40 per month	\$4-\$6 per 30-gallon bag	95%
Carlton	\$20-\$31.50 per month	\$10-15 per cubic yard	73%
Cook	\$20-\$50 per month	\$3.50/bag or \$30/yd ³	85%
Itasca	\$14.49-\$45 per month	\$2 per 33 gallons	65%
Koochiching	Not Available	\$12 per cubic yard	90% city 50% rural
Lake	\$21-\$50 per month	\$11-\$28 per cubic yard	45%
St. Louis	\$16.63-\$18.48 per month	\$2 per 32-gallon bag, \$68.93/ton	99.73% city 50% rural
WLSSD	Haulers required to establish base rates	\$63.08/ton tip fee for haulers in-District. \$67.08 out-of-District	100%

(a) Depending on cart size, pickup frequency, and location.

Based on the above table, collection rate structures are highly variable throughout the northeast region and both curbside and drop-off opportunities are provided in most of the area. All county solid waste ordinances have requirements for volume-based pricing.

2.1.8 Largest Generators

Table 2-11: Largest Solid Waste Generators – NE Region

County	Generators
Aitkin	Riverwood Health Care Center, Aitkin Public Schools, McGregor Public Schools, Aicota Health Care Center
Carlton	School District Facilities, Moose Lake Correctional Facility, Black Bear Casino
Cook	Lutsen, Bluefin Bay Resort, School District, Cook County Courthouse/Government Buildings, Cook County North Shore Hospital
Itasca	Grand Rapids Public Schools, Grand Itasca Clinic/Hospital, Blandin, Keewatin Taconite, Itasca County, Arrowhead Promotion, City of Grand Rapids, MN Power, Search Resources, Deer River Healthcare, Banking, Terex, Yanmar, Walmart, White Oak Casino, Deer River Schools, Bergquist Company, Coleraine Schools, Northern Itasca Healthcare, Super One, Fairview Mesaba Clinics, Lake Country Power, Grand Village, Mnstar Technologies, Target, Lake States Tree Service
Koochiching	Falls High School, Super One, Country Market, South Falls Apartments, International Falls Memorial Hospital, McDonald's, West Falls Apartments, South Falls Apartments
Lake	Gas Station/convenience stores, Lake Superior School District
St. Louis County	Hibbing Sanitation Department, Virginia Public Works, G Men Environmental Services, Waste Management, City of Eveleth, City of Chisholm, City of Mountain Iron, Norland Environmental Services, General Waste and Recycling
WLSSD	Essentia Health, St. Luke's Hospital, Miller Hill Mall, Target, Kohls, Super One, Fleet Farm, Sam's Club, Costco, Duluth Public Schools, University of Minnesota-Duluth, St. Scholastica, Bellisio Foods, Cirrus Industries, BendTec, Altec, Hiline, Moline Machinery

2.1.9 Regional Solid Waste Collection and Generation

Constraints/Opportunities

Because of the low population density and rural nature of the region, curbside collection service is not available to all residents in the region; therefore, some residents must self-haul to transfer stations. Long

travel distances, high transportation costs, and isolation from markets make it difficult to develop a solid waste management system that takes advantage of economies of scale for collection and materials processing, with the exception of WLSSD. Increased participation in solid waste programs (like waste reduction, HHW and yard waste disposal, and organics diversion) contribute to increased program costs, while the generation of less waste results in less revenues from Solid Waste Management Fees.

Additionally, new and increasing wastes in the absence of product stewardship or other funding sources require the counties and WLSSD to increase taxes and fees paid by local businesses and residents. The small number of large waste generators and recyclers makes it difficult to achieve the State's recycling goals. Collecting annual reports from local businesses has been challenging but is improving. Funding for programs continues to increase and pose a challenge. Seasonal visitors and inhabitants to the region make dramatic changes to daily solid waste operations and create busy conditions for the region's programs. A successful recycling program also depends upon good market conditions for materials collected. Poor and volatile market conditions have been a problem for all processors that serve the region. Improved market conditions would help to improve recycling in the region. Assistance from the State of Minnesota with the development of recovered materials markets within the area would be highly beneficial to the region.

There are opportunities in several counties to work with private waste haulers to support access to curbside recycling. Additionally, there are opportunities to expand solid waste education in the region by increasing public information, education, and awareness programs. There is an opportunity to evaluate whether it is economically feasible to develop a source-separated organics program, or to collaborate with nearby counties to collect organics.

2.1.10 Local and Regional Solid Waste Planning in the Last Five Years

2.1.10.1 Current Regional Planning Activities

Planning in the last five years for several of the counties in the northeast Minnesota region have largely focused on where the counties should haul their solid waste for disposal after the anticipated Superior Landfill in Superior, Wisconsin closure in 2026. All of the counties in the northeast region are continually

evaluating and updating aspects of solid waste planning including education, HHW management, recycling, and special waste management.

2.1.10.2 Past Barriers to Development of Regional Projects

The main barrier to successful regional projects stems from hauling distances because the northeast Minnesota region spans a large geographic area and is sparsely populated, except in the Duluth region. Other barriers include increasing solid waste service costs, capital and operating costs associated with potential regional solid waste facility solutions, and lack of local recovered materials markets.

2.1.10.3 Resolution of Overlapping Solid Waste Management Efforts

The northeast Minnesota region has a strong history of coordination and cooperation when it comes to solid waste planning and operating issues. Groups such as the NEWAC and the SWONERS have effectively kept the solid waste officers and elected officials engaged to minimize conflict and unnecessary duplication of efforts and waste of resources. There are opportunities to build upon successful regional cooperation such as the HHW program and MSW disposal programs. The regional HHW program is discussed further in **Section 3**.

Cook, Lake, and Carlton counties and the WLSSD cooperate on MSW disposal by hauling their MSW to the Superior Landfill in Superior, Wisconsin for disposal, with Cook County and Lake County utilizing the WLSSD Transfer Station.

3.0 EXISTING SOLID WASTE MANAGEMENT SYSTEMS

This section provides a summary of the existing solid waste management systems including waste generation, facilities and materials flow, budgets, and summary achievements, opportunities, and challenges for the region.

3.1 Northeast Region Waste Generation

Based on the information and data gathered for the participating Counties/WLSSD, a regional summary of MSW generated, percent residential and commercial/industrial/institutional, and C&D generation in the Northeast Minnesota Region is provided in **Table 3-1**, **Table 3-2**, **Table 3-3**, and **Table 3-4**.

Table 3-1: Historical Annual MSW Generation (Tons)

County	2018	2019	2020	2021
Aitkin	7,619	8,479	9,777	11,245
Carlton	13,113	12,514	10,670	12,501
Cook	3,466	3,606	3,065	3,188
Itasca	24,613	26,036	29,194	30,286
Koochiching	7,232	7,429	7,493	8,016
Lake	7,744	7,822	5,759	5,943
St. Louis	51,842	52,605	53,841	53,952
WLSSD	47,304	48,295	47,689	51,177
NE REGION	162,953	166,788	167,129	176,949

Source: Minnesota Pollution Control Agency

Table 3-2: Historical Annual C&D Generation (Tons)

County	2018	2019	2020	2021
Aitkin ^a	No Data	2,876	1,352	1,682
Carlton ^b	4,021	4,660	7,498	5,182
Cook ^b	1,262	1,026	1,496	1,218
Itasca ^b	2,872	3,543	3,722	6,436
Koochiching ^b	6,427	6,260	5,612	8,406
Lake ^{b,c}	2,947	1,364	1,154	702
St. Louis ^b	7,237	8,241	7,431	7,952
WLSSD ^d	35,937	42,956	40,819	44,688

(a) Source: Minnesota Pollution Control Agency.

(b) Source: Information provided by County.

(c) In 2020 Lake County conducted a significant amount of demolition on tax forfeit structures.

(d) Source: Information provided by WLSSD.

Table 3-3: MSW Percent Residential and Commercial/Industrial/Institutional

County	Percent Residential (Percentage) ^a	Percent Commercial/Industrial/Institutional (Percentage) ^a	Estimated On- Site Disposal (Percentage) ^a
Aitkin	40%	60%	4.5%
Carlton	55%	45%	4.5%
Cook	73%	27%	1.1%
Itasca	62%	38%	5.4%
Koochiching	60%	40%	6.2%
Lake	90%	10%	3.0%
St. Louis	49%	51%	0.22%
WLSSD	53%	47%	1.7%
Range	40-90%	10-60%	0.22%-6.2%

(a) Source: Information provided by Counties/WLSSD.

Table 3-4: Regional Solid Waste Summary

County	2020 Solid Waste Generated (Tons) ^a	2030 Projected Solid Waste Generated (Tons) ^c	2020 C&D Waste Generated (Tons) ^a
Aitkin	9,777	7,807	1,352
Carlton	10,670 ^b	12,493 ^b	7,498 ^b
Cook	3,065	3,554	1,496
Itasca	29,194	25,951	3,722
Koochiching	7,493	6,426	5,612
Lake	5,759	6,352	1,001
St. Louis	53,481	52,043	7,431
WLSSD	47,689	49,687	40,819
NE Region Total	167,129	164,313	64,498

(a) Source: Information provided by Counties/WLSSD.

(b) Represents all waste generated in Carlton County, including the portion of Carlton County within WLSSD boundaries.

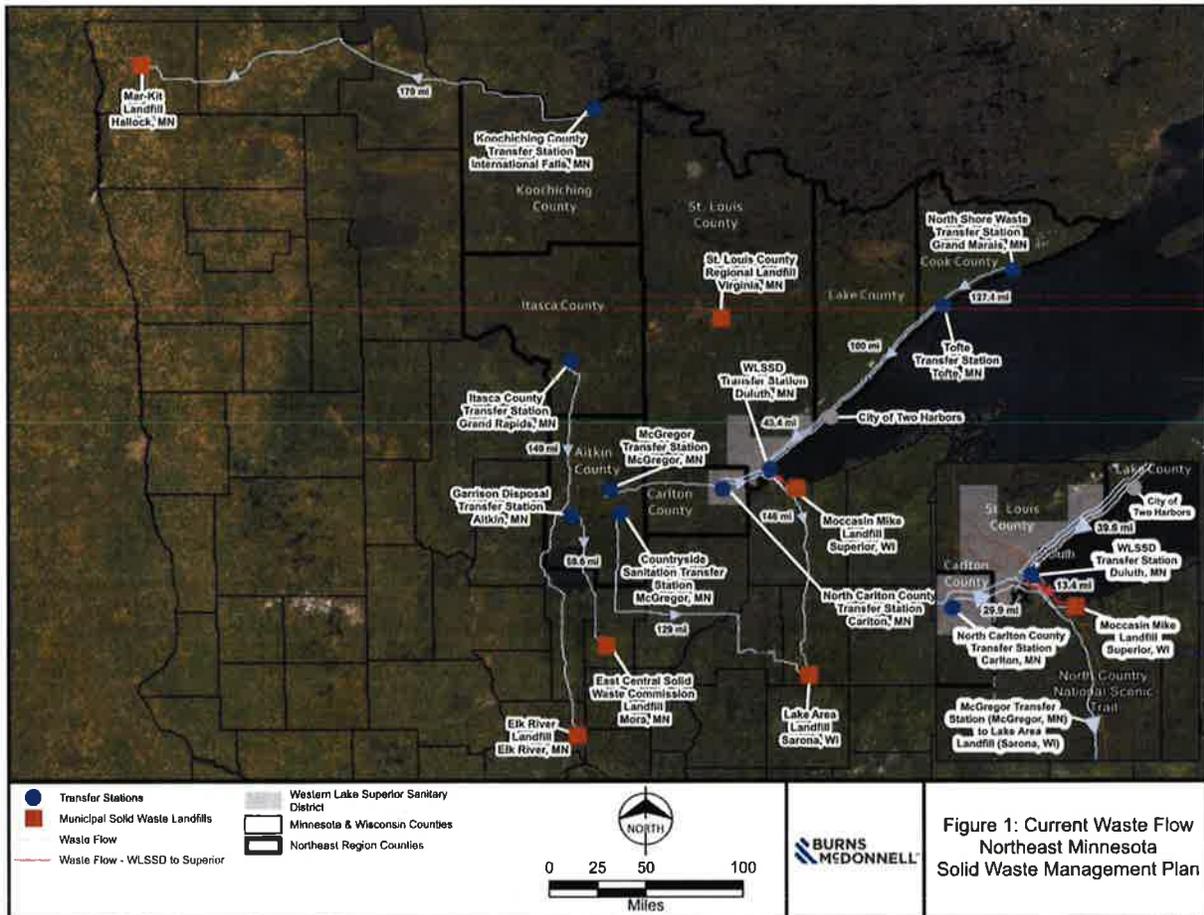
(c) Uses forecasted population changes and existing waste diversion programs without program changes.

Based on the above tables, both the on-site disposal and residential vs. commercial estimates vary considerably. Overall, solid waste generation over the 10-year planning period is projected to decline slightly.

3.2 Regional Facilities and Materials Flow

The northeast region provides collection sites and canisters to provide rural residents of the region with access to drop off their solid waste and recyclable materials. Urbanized areas in the region offer curbside collection of solid waste and recycling. There are limited options for yard waste management beyond drop off sites. Several transfer stations in the region serve as a one-stop-shop for problem materials. The regional HHW program operated by WLSSD collects HHW from residents and businesses throughout the northeast region using a mobile unit and is discussed in more detail below. **Figure 3-1** and **Table 3-5** depict the current flow of MSW in the northeast Minnesota region.

Figure 3-1: Current Northeast Minnesota Region Waste Flow



As reflected above, municipal solid waste originating in the northeast region is hauled to a number of landfills for disposal. Excluding St. Louis County generated MSW and small quantities from Lake and Koochiching counties hauled to the St. Louis County Landfill, the remainder of the MSW generated within the region is hauled to facilities outside the region for disposal. Small quantities of MSW are hauled to the St. Louis County Regional Landfill from one township in the southeast corner of Koochiching County and from the Fall Lake Township in Lake County, via the Northwoods Transfer

Station, to reduce hauling distances. WLSSD and Carlton County haul their MSW to the Moccasin Mike Landfill in Superior, Wisconsin for disposal. Haulers in Lake and Cook counties haul their MSW to the WLSSD Transfer Station in Duluth and WLSSD hauls the MSW to the Superior Landfill for disposal.

Koochiching County hauls its MSW to the Mar-Kit Landfill in Hallock, Minnesota for disposal. Itasca County hauls their MSW to the Elk River Landfill in Elk River, Minnesota for disposal. Aitkin County currently hauls approximately 33-percent of their MSW to the East Central Solid Waste Commission Landfill in Mora, Minnesota, 20 percent to Elk River Landfill in Elk River, Minnesota, and the remaining 47-percent to the Lake Area Landfill in Saronia, Wisconsin.

No MSW is currently hauled to a resource recovery/waste-to-energy facility for management within the region. **Table 3-5** provides the estimated 2020 MSW quantities disposed by County/WLSSD and lists the final disposition of these materials.

WLSSD and Carlton County have contracts with the Superior Landfill to deliver MSW. When the WLSSD Solid Waste Transfer Station was built, waste from the Carlton County Transfer Station was transported to the WLSSD facility before final delivery to a land disposal facility, beginning in 1994. The direct delivery of Carlton County waste to the City of Superior Landfill is mutually beneficial, saving wear and tear to the WLSSD Transfer Station and conserves energy and costs.

The City of Superior Landfill serves the City of Superior, Douglas County, and the WLSSD expanded solid waste service area, covering much of northeastern Minnesota. Approximately 125,000 tons of waste was delivered to the landfill in 2019. Banned wastes include hazardous waste, infectious waste, appliances, tires, electronics, and recyclables. The WLSSD disposal contract with the Superior Landfill expires on June 30, 2026.

The Superior Landfill is permitted to accept MSW. Opening in 1976, the Landfill is designed to hold up to 4.4 million cubic yards of material, and is expected to reach capacity in mid-2026. The Landfill takes measures to control environmental impacts by the use of daily cover, controlling litter, leachate collection and methane gas collection. Leachate is pumped to the City of Superior wastewater treatment plant and the methane gas is flared.

Table 3-5: NE Minnesota MMSW Waste Flow

County	Estimated Quantity Generated for Disposal in 2020 (Tons)	Current Landfill Facilities Being Used
Aitkin	9,777 ^a	- East Central Solid Waste Commission Landfill (Mora, MN) - Elk River Landfill (Elk River, MN) - Lake Area Landfill (Saronia, WI)
Carlton	10,670 ^a	-Superior Landfill (Superior, WI)
Cook	3,065 ^a	-Superior Landfill (Superior, WI)
Itasca	29,194 ^a	-Elk River Landfill (Elk River, MN)
Koochiching	7,493 ^{a,b}	-Mar-Kit Landfill (Hallock, MN) -St. Louis County Regional Landfill (Virginia, MN)
Lake	5,759 ^{a,c}	-Superior Landfill (Superior, WI) -St. Louis County Regional Landfill (Virginia, MN)
St. Louis	53,481 ^a	-St. Louis County Regional Landfill (Virginia, MN)
WLSSD	47,689 ^a	-Superior Landfill (Superior, WI)
Region Total	167,128^d	-
Total to Superior Landfill (Carlton, Cook, Lake, and WLSSD)	67,183^d	-

- (a) Derived from Goal Volume Table data provided by MPCA and confirmed via County provided data.
- (b) Nearly all MSW transported to Mar-Kit Landfill; one township goes to St. Louis County Regional Landfill.
- (c) Nearly all MSW generated transported to Superior Landfill; Fall Lake Township goes to St. Louis County Regional Landfill.
- (d) Includes all waste generated within Carlton County, including the portion of Carlton County within WLSSD boundaries.

As reflected above, the northeast region disposed of an estimated 167,000 tons in 2020, which translates into approximately 450 tons per day of MSW. An estimated 40-percent of the region’s MSW was disposed at the Superior Landfill in Superior, Wisconsin, while 32-percent of the region’s MSW was disposed at the St. Louis County Landfill, with the remainder being disposed at other landfills outside the region.

3.3 RECYCLING

Residential recyclable materials are collected through curbside and/or drop-off throughout the region, as shown in **Figure 3-2** and **Table 3-6**. For the purposes of **Figure 3-2**, “Recycling” refers to any site that stores, processes, or transfers recycling materials. The list of recyclable materials covers at least four major categories per Minnesota Statute 115A.552. Many municipalities in the region through ordinance or contract require haulers to collect residential recyclable materials via curbside. Typically, the remaining unincorporated areas of the Counties/WLSSD offer collection of source-separated materials via drop-offs, to meet the requirements of Minnesota Statute 115A.555. St. Louis County provides the only public residential materials processing facility within the region at its waste management facility located in Virginia. Since 1998, St. Louis County has contracted with private service providers to operate the County’s recycled materials processing facility near the Regional Landfill in Virginia. The facility was built in 2000 and has the capacity to process up to 12,000 tons of recyclables per year. Some of the public and private transfer stations located in the region provide very limited recyclable materials separation and processing before materials are hauled for recovery and/or sale to end markets. Waste Management and Hartel’s Disposal, located within the WLSSD area, offer single stream residential curbside recyclable materials collection, consolidate the materials at local transfer facilities, and long haul the materials to a processing facility in the Twin Cities for recovery and marketing for sale.

Goodwill Industries, in partnership with the State and regional solid waste authorities including WLSSD, St. Louis County and Carlton County has initiated a sustainable mattress recycling program. Mattresses are delivered to Goodwill from local retailers, counties, universities and the lodging industry. The mattresses are subsequently deconstructed by Goodwill and the separated materials are marketed to recyclers.

Table 3-6: Cities with Curbside Recycling

County	Cities with Curbside Recycling
Aitkin	Aitkin City, Hill City
Carlton	Cities and Townships within the WLSSD – Major cities include Cloquet, Scanlon, Carlton and Esko
Cook	None
Itasca	Cities of Grand Rapids, Coleraine, La Prairie, Calumet, Nashwauk, Keewatin, Marble, Deer River, Cohasset, and Taconite
Koochiching	International Falls and Rainier (provided by the County once per month, via sign up)
Lake	Offered County-wide via ordinance
St. Louis	Eveleth, Mountain Iron, Virginia
WLSSD	Duluth, Proctor, Hermantown and townships

3.4 TRANSFER STATIONS/DROP SITES

Table 3-7: Northeast Region Transfer Stations and Drop Sites

County	Facility	Location	Materials Collected
Aitkin	Aitkin County Recycling Center (operated by WM)	Aitkin	Aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, used oil/filters
	McGregor Transfer Station (operated by Countryside Sanitation)	McGregor	Aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, used oil/filters
	Garrison Transfer Station (private)	Aitkin	MSW, appliances, scrap metal, C & D
Carlton	North Carlton County Transfer Station	Twin Lakes Township	MSW, C&D, recyclables, appliances, tires, used oil, antifreeze, electronics, brush, yard waste, scrap metal, household hazardous waste, product exchange and reuse
	Staffed Recycling Centers	Barnum, Moose Lake, Carlton, Perch Lake Township, Esko	Aluminum cans, glass, mixed paper, magazines, plastic, tin cans, cardboard
	Unstaffed Recycling Centers	Blackhoof, Holyoke, Kettle River, Mahtowa, Cromwell, Wright	Aluminum cans, glass, newspaper, plastic, tin cans
	Nordstrom's Sanitation Transfer Station (private)	Moose Lake	MSW, white goods, C&D, tires, mattresses, newspaper, office paper, OCC, food cans, magazines, phone books, oil, aluminum cans
Cook	Cook County Recycling Center	Grand Marais	Glass, cardboard, magazines, newspaper, mixed paper, aluminum, steel, tin, plastic, oil filters, motor oil, budget shop for reusable items
	Tofte Transfer Station	Tofte	MSW, recycling
	Northshore Waste Transfer Station (private)	Grand Marais	MSW, electronics, tires, C&D. No yard waste or HHW
	Rural Drops	Lutsen, Grand Portage, Poplar Haus, Voyageur Outfitter	
Itasca	Itasca Co. Transfer Station & Recycling Center (operated by WM)	Cohasset	MSW, ferrous and aluminum cans, OCC, glass containers, plastic #1, 2, 4, 5, newspaper, office paper, magazines, C&D, HHW, bulky items
	12 canister sites	Bass Lake, Bigfork, Bray Lake, Deer River, Goodland, Iron Range, Long Lake, Sago, Spring Lake, Squaw Lake, Sunrise, Suomi	The above materials, except C&D. Silverdale MSW only
Koochiching	Koochiching County Transfer Station	International Falls	MSW, office paper, newsprint, magazines, #1 and 2 plastics, aluminum/tin cans, tires, appliances, TVs, scrap metal, OCC, glass bottle
	6 manned canister sites	Big Falls, Birchdale, Littlefork, Loman, Mizpah, Ray, Silverdale	All above materials except glass. Silverdale site is MSW only.
	3 recycling trailers		All above materials, except glass
Lake	Lake County Recycling Center (operated by knife River DAC)	Two Harbors	Glass, plastic containers, aluminum cans and foil, magazines, mixed/office paper, newspaper, cardboard, used motor oil and filters
	2 recycling trailers (Thelma and Louise)	Travels to event around the County such as St. Urho's Parade, Grandma's Marathon, Two Harbors 4 th of July, Heritage Days, Bay Days, Lake County Fair, etc.	
	Fall Lake Canister Site	Fall Lake Township	MSW, recyclables listed above
	John's Sanitary	Silver Bay	Recyclables

Table 3-7 (Continued): Northeast Region Transfer Stations and Drop Sites

County	Facility	Location	Materials Collected
St. Louis	Brookston Transfer Station	Brookston	MSW, appliances, scrap metal, recyclable materials, electronics, mattresses and box springs, used oil and

			filters, anti-freeze, fluorescent tubes, vehicle batteries, demo material, yard waste
	Cook Transfer Station	Cook	All of the above
	Hibbing Transfer Station	Hibbing	All of the above
	Hudson Transfer Station	Aurora	All of the above
	Northwoods Transfer Station	Ely	All of the above
	19 canister sites		MSW, recyclables, appliances, fluorescent tubes, waste oil, demo, scrap metal, tires, and yard waste
	St. Louis County Landfill and Recycling	Virginia	
WLSSD	Material Recovery Center (MRC)	Rice Lake Township	Brush, dimensional lumber, mattresses, scrap metal, recyclables, electronics, appliances, tires, batteries, fluorescent lightbulbs, misc. mixed waste, reuse area for items such as furniture, books, bikes, lawnmowers, and building materials.
	Transfer Station	Duluth	Open to licensed haulers only to deliver MSW collected within the WLSSD service area, in addition to Lake and Cook County, and Commercial MSW from Douglas County, WI
	Staffed recycling drop off facilities	Canosia, Duluth Township, North Star, Grand Lake, Solway, Lakewood, Fredenberg, Midway, City of Rice Lake	
	Organics/Yard Waste Composting Facility	Duluth	Grass clippings, leaves, brush, holiday trees, food waste

3.5 HOUSEHOLD HAZARDOUS WASTE (HHW)

WLSSD supports event collections and transports materials to its HHW facility (2626 Courtland St., Duluth) with the northeast region counties. The counties of the northeast region participate in the Very Small Quantity Generators (VSQG) collection program in cooperation with state agencies and WLSSD. Each County distributes educational information including print, broadcast, community forums, presentations, and displays at events. Several counties, including Carlton, Itasca St. Louis, and WLSSD have a product exchange area free to residents. **Table 3-8** describes the HHW programs within the northeast region.

Table 3-8: Northeast Region HHW Programs

County	HHW Collection	Cost
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Aitkin	One mobile event for citizens; One mobile event for businesses	No cost to citizens
Carlton	Facility at North Carlton County Transfer Station open May- October on Saturdays	No cost to citizens Businesses should use WLSSD Clean Shop
Cook	Facility at Cook County Recycling Center and annual events with WLSSD	No cost to County residents
Itasca	Facility at County Transfer Station two days/month spring – fall, one day/month in the winter or by appointment and facilitated by WLSSD staff	
Koochiching	Bi-annual collection by WLSSD at International Falls Transfer Station, annual mobile collection events at five other locations	No cost to citizens, fees apply to businesses registered under Clean Shop
Lake	Facility at Lake County Recycling Center open Wednesdays from May-Sept.	
St. Louis	Facilities at Virginia Landfill and Hibbing Transfer Station provide year round collection, HHW collection events in remote areas, access to WLSSD facility via contract. VSQG by appointment only, collections at county and township facilities	Fee for VSQG collection in cooperation with WLSSD and B_CLEAN

The WLSSD HHW program keeps thousands of pounds of paint, mercury and other potentially toxic products out of our waters, landfills and the environment. Currently, WLSSD makes use of State of Minnesota contracts for affordable disposal, helping to financially sustain its programs. Reducing residential and business use of toxic materials continues to be the best approach to preventing pollution and is a cornerstone of WLSSD public education campaigns. The WLSSD HHW program consists of several components:

- HHW Facility – operations, northeast Minnesota region sponsor and mobile seasonal collections in the northeast region;
- Clean Shop – operations, business assistance and mobile seasonal collections in the northeast region;
- Product Reuse Center;
- Collection of unwanted pharmaceuticals through its Medicine Cabinet Cleanout collection events and several Take it to the Box medication disposal sites.

A permanent HHW facility was constructed in 1994 adjacent to WLSSD's regional wastewater treatment plant. This permanent facility has seen several improvements since that time. The WLSSD operates the HHW Facility and sponsors the MPCA's Regional HHW Program for the seven-county northeastern Minnesota region. There are five county-operated collection facilities located in St. Louis (2), Carlton, Lake

and Itasca counties (with a hazardous waste storage shed in Cook) in addition to the main facility at WLSSD. The WLSSD owns and operates a mobile collection unit used to stage household and business hazardous waste collections in the counties. The WLSSD staffs all event collections and provides technical support to county-operated local facilities.

Accepted materials include pesticides, cleaning solvents, mercury-bearing products, paints, hobby chemicals, wood preservatives, fluorescent lamps, aerosol products and more. Motor oil, oil filters, antifreeze, and other vehicle fluids are accepted from the public at the HHW Facility. An oil tank is available for self-service during the hours the HHW Facility is open. Commercial generators are referred to vendors for disposal of oil, filters, antifreeze, and automotive fluids. The WLSSD HHW Facility accepts all types of batteries from households. Residents are advised to place alkaline batteries in the trash. All other batteries are recycled with various vendors. The WLSSD provides disposal information for materials not accepted at the facility. Residents are responsible for keeping HHW out of their garbage and transporting it to the HHW Facility.

WLSSD operates the Clean Shop, a collection program for Very Small Quantity Generators (VSQGs generate less than 220 pounds of hazardous waste per month) of hazardous waste. The Clean Shop is a program designed to help businesses with small amounts of hazardous waste manage it properly, easily and affordably. The program's objective is to eliminate hazardous materials from the region's waste stream by providing disposal services and technical assistance for VSQGs. The program can also accept up to 2,200 pounds in a one-time clean out from businesses, which no longer generate hazardous waste. Services are available locally by appointment. WLSSD also provides residential and VSQG hazardous waste collection services to the seven counties in the northeastern Minnesota region through a regional contract, providing staff and a mobile collection truck. The mobile collections enable counties without regular collection facilities to hold seasonal collection events for residents and businesses. Participating businesses may also dispose of universal wastes (also known as "over-the-counter" wastes) on a first come, first serve basis (no appointment necessary) when the HHW Facility is open to the general public.

WLSSD operates its Product Reuse Center in conjunction with the HHW collection program in the WLSSD regional facility. As unwanted materials are brought to the facility by residents and businesses, they are evaluated by staff and sorted according to best use: reuse, recycling or disposal. Materials placed for reuse in this facility are governed by the requirements established in the HHW program and state agency contract, Minnesota Department of Agriculture recommendations, Minnesota Criminal Code, Stat. § 609.684, and the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA) [Minn. Stat. § 18B.30 and 18B.07].

Safe and usable products are available free-of-charge, reducing the amount of usable materials wasted. Unsafe and unusable waste is processed for shipping to the proper disposal and recycling sites. Product reuse areas are also set up at mobile collection events. The Product Reuse Center furthers WLSSD's goals of pollution prevention and waste reduction by offering a safe and legal alternative to disposing of hazardous items in the trash or down the drain. Waste is prevented by making smaller amounts of these materials

available for residents at no charge.

Staff continues to locally source vendors for more efficient management of recyclable materials (such as empty compressed gas cylinders) and supplies used for handling the hazardous wastes (like pallets and closed head 55-gallon steel drums). Utilization of the Product Reuse Center is on the rise, as a result of increased product availability and promotion of the facility. WLSSD offers residents two safe and legal options to dispose of unwanted medications: Medicine Cabinet Cleanout events and the Take it to the Box drop box program.

Medicine Cabinet Cleanout events provide residents with a free, safe and confidential drive-through option for disposing of unwanted medications. Medicine Cabinet Cleanout events are a community effort aimed at preventing accidental poisonings, diversion of medicines for illicit purposes and the introduction of pharmaceuticals into local waterways via improper disposal down the drain or toilet.

The Take it to the Box medication disposal program is a partnership with local law enforcement offering safe, free and anonymous disposal of unwanted medicines. Residents drop unwanted medicines in secure, monitored drop boxes located within law enforcement facilities. Collected medicines are incinerated at a permitted facility. WLSSD coordinates promotion of the boxes, provides technical support for the law enforcement agencies and pays for ultimate disposal.

The “A Healthy Environment Starts at Home” booklet is aimed at raising awareness about the use of toxic chemicals in the home. The program’s key components include presentations and workshops for community groups, informational tables at community events, and a guidebook to help families understand the use, storage and disposal of toxic chemicals and their alternatives.

Through its HHW program and very small quantity generator (VSQG) program, WLSSD collects architectural paint and utilizes the State of Minnesota contractor to manage and transport paint materials collected from the public in the northeast region. The MPCA has a Joint Powers Agreement with WLSSD to pay WLSSD a portion of funds remitted by PaintCare, a stewardship organization, to the MPCA for collection and management of architectural paint by Minnesota counties.

3.6 YARD WASTE

Several Counties (Carlton, Cook, Itasca, Lake, St. Louis and WLSSD) within the region encourage residents to manage yard waste through backyard composting and mulching with a lawnmower. Otherwise, the locations listed below collect different varieties of yard waste in each County. **Table 3-9** describes the yard waste programs in the northeast region.

Table 3-9: Northeast Region Yard Waste Programs

County	Drop Site Location	Finished Product
Aitkin	McGregor, Shamrock Township, Oak Ridge Demo Landfill	Compost available to residents at no cost
Carlton	North Carlton County Transfer Station, Moose Lake Compost Site, City of Carlton Compost Site, City of Cloquet Compost Site, WLSSD, Christmas tree recycling via Sappi Paper	Compost available for a cost at WLSSD
Cook	Cross River Pit, Big Bay Point Pit, Ball Club Road Pit, Pike Lake Pit, Caribou Lake Pit, East Bearkin Pit (with permit), Cook County Recycling Center (grass clippings only)	Compost available to residents at no cost to residents
Itasca	Itasca County Transfer Station, City of Grand Rapids, City of Keewatin, WM curbside	Compost available to residents at no cost
Koochiching	Kochiching County Transfer Station and sites in Littlefork, Big Falls, and Mizpah	Compost beneficially used as final cover at demo site and county landscape projects
Lake	Lake County Demolition Landfill, Two Harbors facility for residents only, Fall Lake Transfer Station, Silver Bay	Chipped and used as C&D landfill cover material
St. Louis	St. Louis County Landfill, Brookston Transfer Station, Cook Transfer Station, Hudson Transfer Station, Northwoods Transfer Station, County Highway 77 Site, Comstock Site, Soudan Site, other township and city sites and collection services throughout the year	Compost available to residents free of charge
WLSSD	WLSSD Yard Waste Compost Site (spring through fall), Materials Recovery Center, Holiday tree collection (2-4 week duration)	Garden Green Compost (meets standards for Class 1 compost) available for a cost

3.7 SOURCE SEPARATED ORGANIC MATERIALS (SSOM)

In 2001, WLSSD began operating a source separated organic material (SSOM) composting facility, with construction funded through a grant from the MN Office of Environmental Assistance. The facility is permitted to process 60 tons/day of material (16,000 tons/year), including 40 tons/day of SSOM and 20 tons/day of yard waste. In 2010, significant investments were made to the facility with the construction of a 200'x300' concrete pad to improve operations and stormwater/leachate management. The WLSSD Board of Directors has adopted a \$0

tip fee for source-separated organic materials generated to encourage both in-District and out-of-District participation in the organics program.

The WLSSD Solid Waste Ordinance, initially adopted in 2006, required certain types of commercial and institutional entities within the St. Louis and Carlton County portion of the WLSSD to source-separate pre-consumer organic material. Since then, additional updates to the Ordinance have broadened the categories of entities who must comply with the requirements. At present, about 160 commercial establishments participate, yielding approximately 3,000 tons of SSOM annually.

WLSSD manages six residential food waste drop site locations throughout the community in addition to locations at the WLSSD Material Recovery Center (MRC) and Household Hazardous Waste (HHW) facility. Waste from these drop sites are collected by a local hauler and transported to the WLSSD SSOM facility for processing. These drop sites generate about 50 tons or more each year that would otherwise remain in the waste stream and end up in the landfill. In 2021, WLSSD processed 2,156 tons of food waste at the facility while in 2022 a total of 1,837 tons were processed.

3.8 CONSTRUCTION AND DEMOLITION (C&D) DEBRIS MANAGEMENT

The Counties/WLSSD have a goal of minimizing the amount of construction and demolition debris that required land disposal. The Counties/District continue to encourage reuse and recycling programs that reduce the amount of construction and demolition debris requiring land disposal. These programs include education regarding the reuse and recycling of recoverable materials to reduce the amount of material deposition in landfills. **Table 3-10** provides detail on C & D material management locations within the region.

Table 3-10: Northeast Region C & D Debris Management

Location	City/County
Businesses	
Garrison Disposal	Aitkin, Aitkin County
Countryside Sanitation	Aitkin, Aitkin County
North Shore Waste	Grand Marais, Cook County
Core Advantage	Superior, WI, Douglas County
Cloquet Shamrock Landfill – SKB Environmental	Cloquet, Carlton County
Trout Demolition Landfill	Grand Rapids, Itasca County
DEM-CON dba General Waste	Keewatin, Itasca County

Demolicious	Duluth, MN, WLSSD
Duluth Superior Landfill, LLC	Superior, WI, Douglas County
Normandy Roll-Off & Disposal	Duluth, MN, WLSSD
Vonco V Landfill (Veit)	Duluth, MN, WLSSD
Waste Management Canyon (Voyageur) Landfill	Canyon, MN, St. Louis County
Transfer Stations	
McGregor Transfer Station	McGregor, MN, Aitkin County
Tofte Transfers Station	Tofte, MN, Cook County
Koochiching County Transfer Station (SW550)	International Falls, Koochiching County
Brookston Transfer Station	Brookston, St. Louis County
Cook Transfer Station	Cook, St. Louis County
Northwoods Transfer Station	Ely, St. Louis County
Hudson Transfer Station	Aurora, St. Louis County
Hibbing Transfer Station	Hibbing, St. Louis County
WLSSD Materials Recovery Center	Duluth, MN, WLSSD
WLSSD Transfer Station	Duluth, MN, WLSSD
Canister Sites	
Bray Lake	Itasca County
Spring Lake	Itasca County
French	St. Louis County
Highway #77	St. Louis County
Soudan	St. Louis County
Portage	St. Louis County
Birchdale	Koochiching County
Big Falls	Koochiching County
Littlefork	Koochiching County
Loman	Koochiching County
Mizpah	Koochiching County
Ray	Koochiching County
Silverdale	Koochiching County
County Landfills	
Itasca County Demolition Landfill (SW-448)	Cohasset, Itasca County
Big Falls Demolition Landfill (SW-450)	Big Falls, Koochiching County
Lake County Demolition Landfill (SW-398)	Silver Creek Township, Lake County
St. Louis County Regional Landfill	Virginia, St. Louis County

3.9 CLOSED LANDFILLS

The Minnesota Pollution Control Agency (MPCA) Closed Landfill Program (CLP) exists to maintain certain mixed municipal waste landfills in the state over the long-term. Once landfills are enrolled in the CLP, the MPCA is responsible for their long-term care. The MPCA contracts with businesses to perform many services, including mowing, sampling and analysis, operating gas and groundwater treatment systems, and leachate collection and disposal. The current closed landfills in the northeast region are shown below in **Table 3-11**.

Table 3-11: Northeast Region Closed Landfill Sites

County	Landfill Name	Year Closed	Closed Landfill Program
Aitkin	Aitkin Area Sanitary Landfill (SW-145)	1990	Converted to SW-541
	Waste Management Oak Ridge Landfill (C&D)	2020	2030
Carlton	North Carlton County Landfill (SW-102)	1994	1997
	South Carlton County Landfill (SW-253)	1990	1996
Cook	Cook County Sanitary Landfill (SW-294)	1999	2002
Itasca	Bray Lake Demolition Landfill (SW-495)	2011	Converted to PBR
	Spring Lake Demolition Landfill (SW-494)	2011	Converted to PBR
	Grand Rapids Area Landfill	---	1996
	Iron Range Landfill	---	1996
Koochiching	Northome Landfill (SW-225)	---	1995
	Landfill near International Falls (SW-191)	---	1995
Lake	Lake County Castle Danger Sanitary Landfill (SW-140)	1990	1996
St. Louis	16 landfills	---	1996
WLSSD	Rice Lake MSW Landfill (SW-232)	1994	2001

3.10 County/WLSSD Policies and Goals

The Counties/WLSSD endorse Minnesota Statutes 115A.55, 115A.5501, and 115A.5502 which address and encourage waste reduction at its source through waste education programs, promotion of waste reduction, technical and financial assistance to solid waste generators, and reduction of packaging. The specific policies and goals for each of the Counties/District are further described in **Table 3-12**.

Table 3-12: Northeast Region Solid Waste Policies and Goals

County	Policy and Goals
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Aitkin	Maintain and expand opportunities for waste reduction, recycling and reuse. Increase the amount funding and staff with cooperation from legislature, region, and private sector
Carlton	Maintain and expand existing cost-effective solid waste management programs, maximize waste reduction and reuse, education, recycling, create opportunities for cost-effective organics composting, reduce hazardous components, minimize MSW that must be landfilled.
Cook	Ensure viable outlets for waste materials, expand programs, increase levels of public information, education, and awareness, to work with waste haulers and support efforts of curbside recycling in Grand Marais, evaluate expansion of yard waste and source separated organics composting, and e-waste
Itasca	Goals outlined by the State which is to foster an integrated waste management system in a manner appropriate to the characteristics of the waste stream and thereby protect the State's land, air, water, and other natural resources and the public health.
Koochiching	Source separation efforts for waste mitigation and reduction (increased fees for unwillingness to separate, as per Mixed Load Policy), recycling efforts for some waste accepted at demo landfill, after hours policy prohibiting disposal outside of posted hours
Lake	Ensure viable outlets for waste materials via joint cooperation with private enterprises, enforcement of the Lake County Solid Waste Ordinance
St. Louis	Continue to provide outreach and implement collection of additional recyclable materials, consider a reasonable range of resource recovery options,
WLSSD	Reduce toxicity in waste generated, coordinate solid waste management among political subdivisions, reduce indiscriminate dependence on disposal of waste, separate and recover materials and energy from waste, and orderly and deliberate development and financial security of waste facilities including disposal facilities.

3.11 Tribal Information

The Fond du Lac Band of Lake Superior Chippewa Reservation lies in Northeastern Minnesota adjacent to the city of Cloquet, Minnesota, approximately 20 miles west of Duluth. The Fond du Lac Reservation, established by the LaPointe Treaty of 1854, is one of six Reservations inhabited by members of the Minnesota Chippewa Tribe.

The Fond du Lac Band (Band) operates a Solid Waste Transfer Station located at 36 University Drive, Cloquet, MN. Band members are not charged for use of the transfer station. The Band uses two pick-up trucks with 6-foot boxes for curbside collection for band members unable to transport their refuse.

Waste Management currently has a contract with the Band to haul refuse to the Carlton County Transfer Station or directly to the Superior Landfill in Superior, WI. The Band does not have a curbside recycling program, but does accept cardboard, aluminum, plastic, appliances, electronics, mattresses, metals, batteries, and HHW for recycling and disposal as necessary at their transfer station.

The Band works in partnership with the Carlton County and St. Louis County Transfer stations, as well as the

local area waste collection vendors. **Table 3-13** summarizes the Fond du Lac Band solid waste budgets between 2018 and 2020.

Table 3-13: Fond du Lac Band Solid Waste Budgets

Year	Actuals
2018	\$759,959
2019	\$894,821
2020	\$677,109

The Grand Portage Reservation is located in Cook County in the extreme northeast corner of Minnesota, approximately 150 miles from Duluth. It is bordered on the north by Canada, on the south and east by Lake Superior and on the west by Grand Portage State Forest.

The Grand Portage Band (Band) owns a transfer station in Grand portage that accepts household waste, HHW, and various recyclables (cardboard, aluminum, plastic, paper, tin, and glass), as well as mattresses. Household waste within the Band is picked up from the transfer station and brought to the WLSSD. Recyclables are collected in county trailers and picked up by the county recycling center. The Band uses one C&D landfill, and partners with Cook County on some waste issues. Costs to operate and maintain the Grand Portage Band's solid waste and recycling system include two part time positions plus waste hauler costs, electricity, and propane.

The Bois Forte Band of Chippewa is located in northern Minnesota, approximately 60 miles south and west of International Falls, Minnesota. The Bois forte Band instituted curbside collection of MSW and recycling for their residents in 2011, this material is brought to the St. Louis County Material Recovery Facility (MRF)

3.12 Solid Waste Budgets

Table 3-14 summarizes each County/WLSSD's reported (unaudited) solid waste program expenses for their respective solid waste program between 2018 and 2020.

Table 3-14: Solid Waste Program Expenses

County	2018 ^a	2019 ^a	2020 ^a
Aitkin	\$260,360	\$311,171	\$289,878
Carlton	\$1,678,892	\$1,736,217	\$1,795,420
Cook	\$498,510	\$548,449	\$615,268
Itasca	\$1,815,473	\$2,404,394	\$2,237,751

Koochiching	\$1,207,569	\$1,308,864	\$1,618,198
Lake	\$244,534	\$248,957	\$300,744
St. Louis	\$10,712,478	\$8,184,499	\$8,051,132
WLSSD	\$2,719,809	\$2,866,246	\$2,880,343

Source: Information provided by Counties/WLSSD.

(a) May not include all program expenses.

3.13 Summary of Achievements, Opportunities, Challenges, and Problems

3.13.1 Market and Economic Conditions

One of the most significant challenges within the northeast Minnesota existing regional solid waste management system is transportation and hauling distance. St. Louis County, Minnesota's largest county by geographic size, provides canister sites throughout the County to facilitate collection and transfer of MSW to its MSW landfill centrally located in Virginia. WLSSD, more densely populated, provides a transfer station centrally located in Duluth for the consolidation of MSW for hauling to the Superior Landfill. The other counties in the region also use drop-offs and transfer stations to consolidate MSW. However, these counties long haul materials up to 180 miles one-way for disposal.

As for traditional curbside collected recyclable materials, the predominant approach is to consolidate and long haul the materials to the Twin Cities Metropolitan Area or out-of-state for additional processing and/or sale to end markets. The exception would be St. Louis and Lake counties, which processes the collected recyclable materials at their own materials recovery facility's. Overall, the lack of adequate materials processing capacity and regional end markets within the northeast Region results in challenging economic conditions for materials recovery.

3.13.2 Availability of Resource Recovery Programs or Facilities

There are no available resource recovery programs or facilities in the northeast Minnesota region since WLSSD ceased its processing of solid waste into refuse derived fuel to incinerate biosolids in 1999.

3.13.3 Availability of Local and State Funding Resources

This regional solid waste management plan was funded by the Counties/WLSSD and, in part, by the MPCA. Based on regional stakeholder meetings, there is a consensus that significant funding directed from the State of Minnesota to the northeast Minnesota region is needed to overcome key barriers to provide for the long-term success of the regional solid waste system, programs, and services.

4.0 ALTERNATIVES ANALYSIS

4.1 Current Regional Program Cooperation

There are two current programs/service areas where regional collaboration between the Counties/WLSSD has been very successful. First, household hazardous waste management programs offered include individual county drop-off locations and/or collection events. The WLSSD provides support for each of the County programs including educational resources, technical assistance, access to a product reuse center, and transport of the materials to the WLSSD regional HHW facility for consolidation and final disposition via a state of Minnesota hazardous waste management contractor. This program has been very effective offering comprehensive services throughout the region with consistent program costs.

Second, the WLSSD facilitates regional MSW disposal. It operates a transfer station in Duluth to consolidate MSW for disposal originating not only from within WLSSD, but also from Lake County, Cook County, and the City of Superior. WLSSD a competitively procured agreement with the Superior Landfill located in Superior, Wisconsin for the disposal of MSW from the entities listed above. Moreover, WLSSD works collaboratively with these counties and Carlton County on several other solid waste programs.

Section 14.1 provides a description of the comprehensive regional stakeholder engagement process used to initiate the regional planning process and identify regional barriers and opportunities. One of the most critical barriers impacting materials diversion programs and cost-effective disposal are hauling distances. As a result, a detailed transportation analysis was conducted to compare hauling distances, costs, and greenhouse gas (GHG) emissions for alternative disposal locations for the various participating Counties/WLSSD.

4.2 Transportation Analysis

The participating Counties/WLSSD currently use multiple solid waste landfills for disposal as depicted in **Figure 3-1**. The costs for disposal vary considerably depending on the specific facility tipping fees and the distance the waste materials are hauled for disposal. The participating Counties/WLSSD propose to cooperate to develop MSW landfill disposal capacity within the region. Potential locations include the existing General Waste and Recycling industrial landfill near Keewatin and near a proposed landfill located in Canyon. It should be noted these locations do not represent the only potential locations in the northeast Region where an MSW landfill could be considered. These locations were used solely for this analysis.

4.2.1 Methodology

To quantify the benefits of the region moving forward with proposed MSW landfills in Keewatin and Canyon, a transportation analysis was performed for the northeast Minnesota region to characterize the one-way hauling distance, cost per ton benefits, estimated reduction in fuel usage, GHG reductions, and total fuel costs savings associated with the proposed system. A quantitative model was developed that incorporated the following key parameters as inputs:

- Hauling distance from each transfer station in the region to the current landfills the Counties/WLSSD in the region are hauling MSW*
- Hauling distance to the proposed Keewatin landfill for Aitkin, Itasca, and Koochiching counties*
- Hauling distance to the proposed Canyon landfill for Carlton, Cook, and Lake Counties, and the WLSSD*
- Annual MSW tonnage for each County/WLSSD (based on 2020 data)
- Fuel cost (set at \$5.00 per gallon diesel)
- Estimated personnel and equipment costs for hauling MSW for the respective Counties/WLSSD

*It was assumed that the route taken from each transfer station to its respective landfill was the route identified via Google Maps when entering the addresses of the transfer stations and landfills.

Table 4-1 identifies the transfer stations located within the region, the respective landfills each currently hauls MSW, and the designated landfill each would haul MSW under the proposed system. The proposed landfills represent potential locations for new MSW landfills based on preliminary discussion with the participating Counties/WLSSD. It was assumed St. Louis County will continue to dispose of MSW at its landfill in Virginia, therefore St. Louis County was excluded from the transportation analysis.

Table 4-1: Current and Proposed Landfills for Each Transfer Station

County	Transfer Station	Current Landfill	Proposed Landfill ^b
Aitkin	Garrison Transfer Station	East Central	Keewatin
	McGregor Transfer Station	Sarona	Keewatin
	Countryside Transfer Station	Sarona	Keewatin
Carlton	North Carlton Transfer Station	Superior	Canyon
Cook	Tofte Transfer Station	Superior	Canyon
	North Shore Transfer Station	Superior	Canyon
Itasca	Itasca County Transfer Station	Elk River	Keewatin
Koochiching	Koochiching County Transfer Station	Mar-Kit	Keewatin
Lake	City of Two Harbors ^a	Superior	Canyon
WLSSD	WLSSD Transfer Station	Superior	Canyon

(a) Because Lake County does not have a transfer station, hauling distances were calculated from the City of Two Harbors.

(b) Proposed Landfills represent potential locations for new MSW landfills based on preliminary discussion with the participating Counties/WLSSD.

A map depicting current MSW hauling routes from each transfer station in the region is provided in **Figure 3-1** in **Section 3.2**. A map depicting proposed MSW hauling routes and distances to the Keewatin and Canyon landfills is provided below in **Figure 4-1**.

Figure 4-1: Proposed Waste Flow for Northeast Minnesota

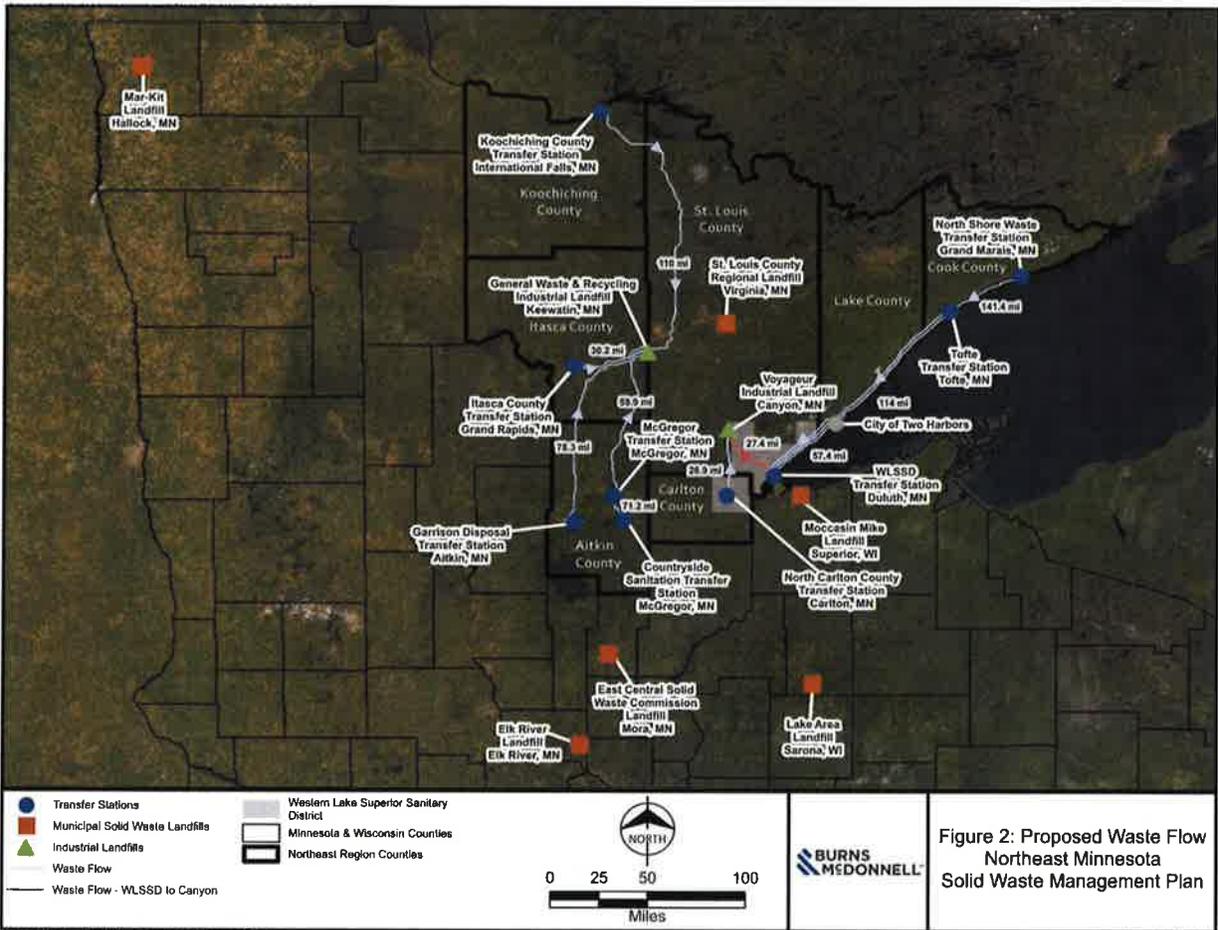


Figure 2: Proposed Waste Flow Northeast Minnesota Solid Waste Management Plan

Based on the inputs listed above, the cost per ton, gallons used per year, and annual fuel cost were calculated for each County/WLSSD. The metric tons of CO₂ emitted per year was calculated based on the gallons of diesel used per year using the U.S. EPA's conversion, found at

<https://www.epa.gov/energy/greenhouse-gases-equivalencies-calculator-calculations-and-references>.

These outputs were then aggregated for the following three regions:

- The entire northeast Minnesota region
- Counties in the northeast region that would haul MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties)
- Counties in the northeast region that would haul MSW to Canyon under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD)
- Counties in the northeast region that would haul MSW to Virginia under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD)

Using the results of this analysis, a set of summary tables and figures were generated that characterize the one-way hauling distance, cost per ton benefits, estimated reduction in fuel usage, GHG reductions, and total fuel costs savings for the proposed system compared to the current system.

4.2.2 Findings

The results of the analysis for the entire northeast region, the sub-region hauling MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties), and the sub-region hauling MSW to Canyon under the proposed system (Carlton, Cook, and Lake Counties, and the WLSSD) are summarized in **Table 4-2**, **Table 4-3**, **Table 4-4**, respectively. The region wide annual fuel costs savings is estimated at more than \$440,000 and annual GHG reduction is nearly 900 metric tons of carbon dioxide.

Table 4-2: NE MN Transportation Analysis: Region-Wide Totals

Parameter	Current	Proposed (To Keewatin & Canyon)	Reduction
One-Way Haul Distance	976	716	260
Cost per Ton	\$36.71	\$25.67	\$11.04
Gallons Used/Year	217,326	129,180	88,145
Metric Tons of CO ₂	2,212	1,315	897
Annual Fuel Cost	\$1,086,628	\$645,901	\$440,727

Table 4-3: NE MN Transportation Analysis: Aitkin, Itasca, & Koochiching Totals

Parameter	Current	Proposed (To Keewatin)	Reduction
One-Way Haul Distance	663	350	313
Cost per Ton	\$63.31	\$30.67	\$32.63
Gallons Used/Year	179,251	75,064	104,187
Metric Tons of CO ₂	1,825	764	1,061
Annual Fuel Cost	\$896,254	\$375,319	\$520,934

Table 4-4: NE MN Transportation Analysis: Carlton, Cook, Lake, & WLSSD Totals

Parameter	Current	Proposed (To Canyon)	Reduction
One-Way Haul Distance	314	367	-53
Cost per Ton	\$18.32	\$22.21	-\$3.89
Gallons Used/Year	38,075	54,116	-16,042
Metric Tons of CO ₂	388	551	-163
Annual Fuel Cost	\$190,374	\$270,582	-\$80,208

For the sub-region potentially hauling MSW to Keewatin under the proposed system (Aitkin, Itasca, and Koochiching Counties), it is estimated these counties would accrue annual fuel savings of nearly \$521,000 and an annual GHG reduction of more than 1,000 metric tons of carbon dioxide. For the sub-region potentially hauling MSW to Canyon under the proposed system (Carlton, Cook, Lake, and WLSSD), it is estimated these counties would accrue a moderate increase in fuel costs and GHG generation. However, **Figure 4-5** below characterizes the benefits associated with hauling to Canyon compared to the most likely alternative of hauling MSW to Saron, Wisconsin, for disposal.

The results of the analysis for one-way haul distance, gallons used per year, and metric tons of CO₂ emitted per year are depicted in **Figure 4-2**, **Figure 4-3**, and **Figure 4-4**, respectively.

Figure 4-2: NE MN Transportation Analysis: Current vs. Proposed One-Way Haul Distance

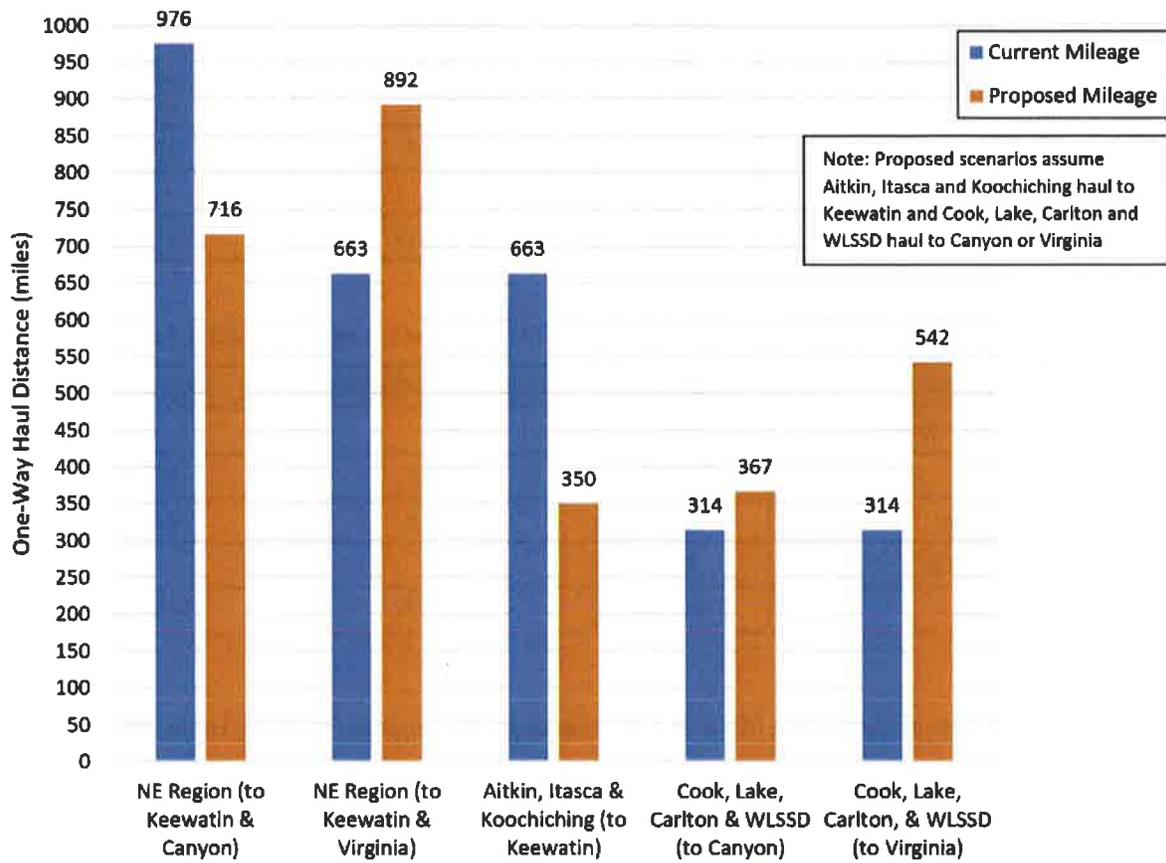


Figure 4-3: NE MN Transportation Analysis: Current vs. Proposed Gallons Used/Year

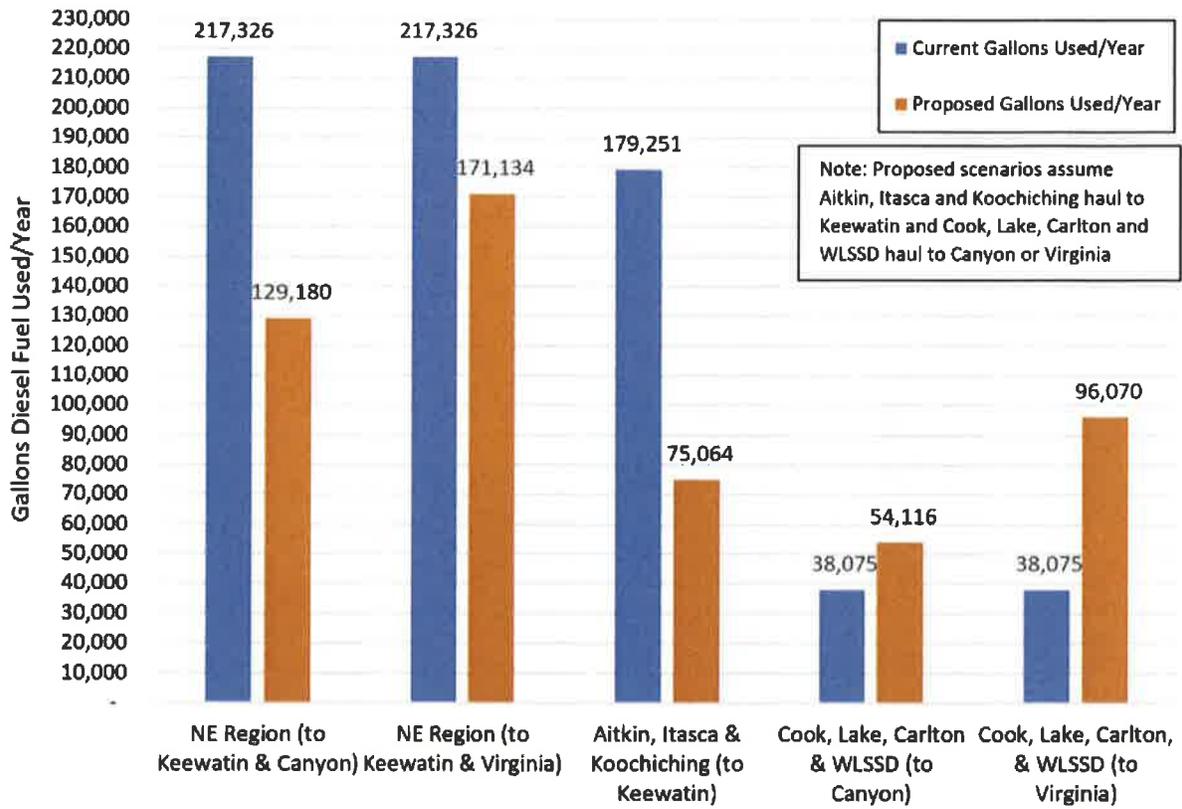
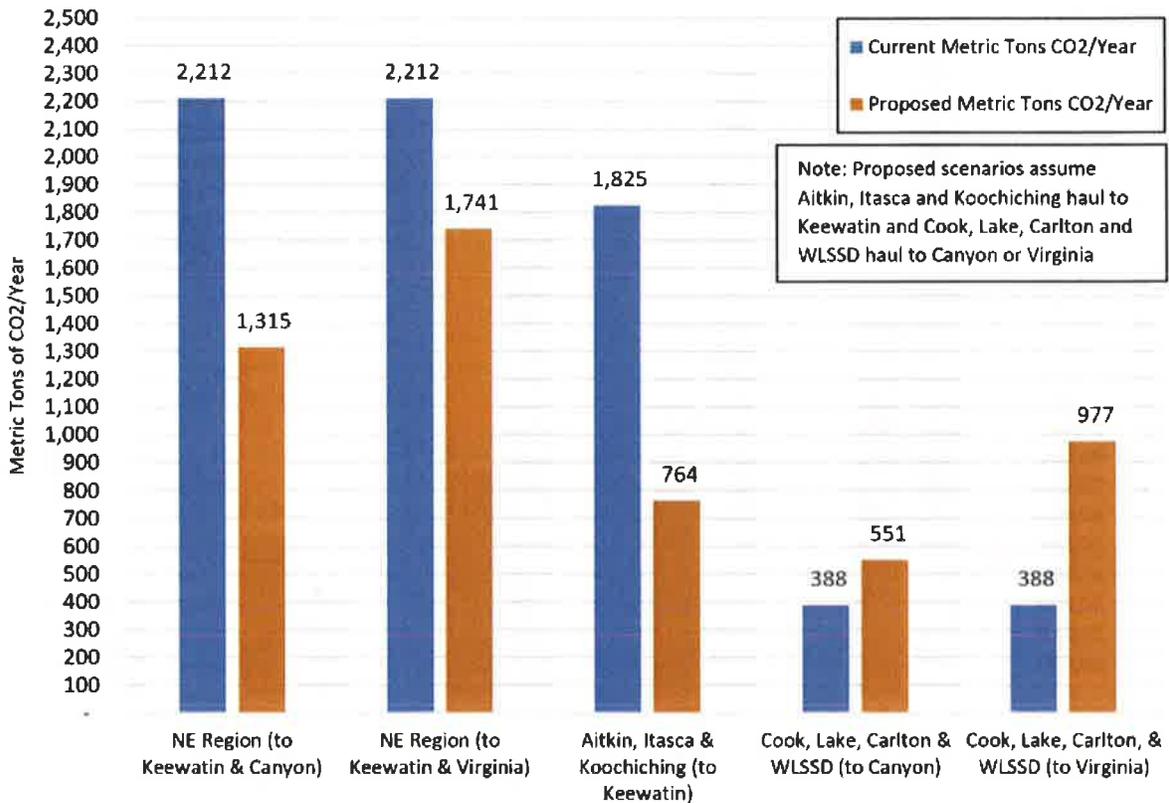
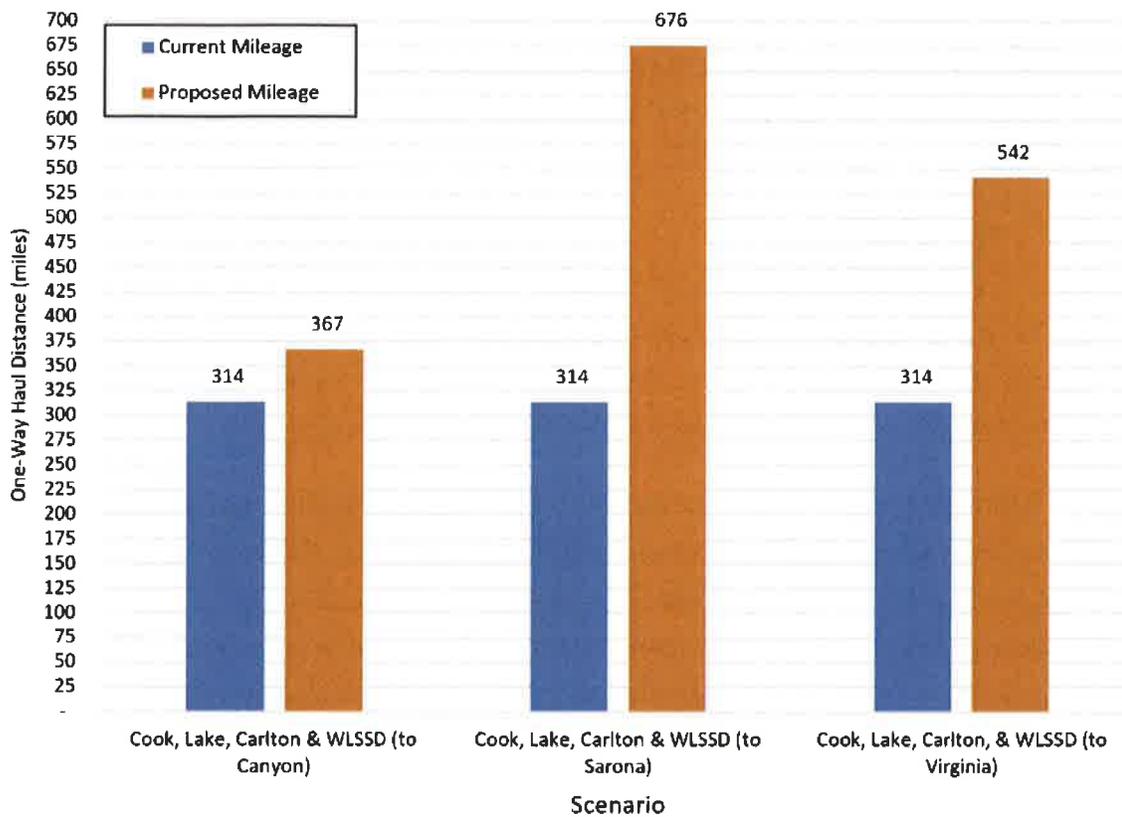


Figure 4-4: NE MN Transportation Analysis: Current vs. Proposed Metric Tons of CO₂/Year



It should be noted that for Carlton County, Cook County, Lake County, and the WLSSD, the proposed distance to the Canyon landfill is greater than the current hauling distance to the Superior Landfill. As such, the cost per ton, annual fuel usage, total cost, and annual GHG emissions are slightly higher for the proposed scenario than for the current scenario of hauling to Superior. Excluding the Canyon landfill, the next closest alternative for these Counties/WLSSD after the closure of the Superior Landfill is most likely the Lake Area Landfill in Sarona, Wisconsin. The aggregate distance for Carlton, Cook, and Lake Counties and the WLSSD to haul MSW to Sarona is nearly twice as much as hauling to Canyon. Therefore, while hauling to Canyon results in a slight increase in mileage over hauling to the Superior Landfill, it is significantly closer than hauling to the next closest alternative. The aggregate hauling distances for Carlton, Cook, and Lake Counties and the WLSSD to Canyon and Sarona are provided below in **Figure 4-5**. Detailed results of the transportation analysis are provided in **Appendix B**.

Figure 4-5: NE MN Transportation Analysis: Current vs. Proposed One-Way Haul Distance



4.3 Constraints and Barriers Limiting Independence from Land Disposal

The northeast region has well-established programs to address reduction, reuse, recycling and composting as characterized in the waste management hierarchy. There are no waste to energy recovery (WTE) facilities located in the northeast region and no region-generated MSW is currently being exported out of the region for energy recovery. Based on the volumes and types of materials generated, the northeast region proposes to use land disposal as the primary MSW management method over the next 10-years. The system constraints or barriers that limit the ability of the northeast region to achieve greater independence from land disposal are described below.

4.3.1 Geographic and Demographic

The northeast region with its seven counties and the WLSSD compose a very large geographic area. The nearest WTE facilities located in Fosston, Alexandria, Perham and Newport (RDF processing) range from more than 100 to over 200 miles from various locations within the region. The overall size and rural nature of the region makes it problematic to consolidate adequate quantities of MSW to long haul materials to these WTE facilities. For example, Grand Marias in Cook County located in the northeast corner of the region is nearly 200 miles from Aitkin County located in the SW corner of the region. Moreover, the northeast region is relatively rural in nature with Duluth representing the only community greater than 50,000 in population.

4.3.2 Financial

Transporting MSW from the northeast region to a WTE or RDF facility also faces financial hurdles. The current cost of fuel (e.g., >\$5 gallon of diesel) is prohibitive to long haul all of the region's MSW these distances when compared to the current and proposed system of land disposal. Aitkin, Itasca, and Koochiching currently long haul their MSW more than 100 miles for disposal and consider these costs as unsustainable.

4.3.3 Technical

Even if it were geographically and financially feasible to transport waste from the northeast region to one or more WTE or RDF facilities, it is uncertain if these facilities would have capacity to manage more solid waste in the future. Each of these WTE facilities currently serves their respective jurisdictions/regions and likely would need to expand to accommodate MSW from the northeast region.

4.4 Demonstration of No Alternatives More Feasible Than Land Disposal

The discussion in **Section 4.3** provides an explanation of the geographic, demographic, financial, and technical constraints to considering alternatives to land disposal outside the region. As part of the regional stakeholder engagement process, research was conducted and information presented on other potential MSW processing technologies such as gasification, pyrolysis, anaerobic digestion, fermentation, and a few other emerging technologies. Excluding anaerobic digestion, there are no commercially operating facilities in the United States applying these technologies to the management of MSW. As a result, the northeast region proposes to utilize land disposal as its primary management method upon maximizing materials diversion.

5.0 PROPOSED REGIONAL SOLID WASTE MANAGEMENT SYSTEM

Overall, the participating Counties/WLSSD have well-established integrated waste management systems designed within the framework of the waste management hierarchy. The primary differences between the Counties/WLSSD programs are program emphasis. The participating Counties/WLSSD offer an array of waste abatement and recycling programs supported by various approaches to MSW disposal. This section provides a description of the proposed County/WLSSD programs.

Additionally, based on multiple regional stakeholder meetings and interviews with SWONER and NEWAC representatives from each of the participating Counties/WLSSD, several priority solid waste management programs and services were identified along with a proposed approach for providing these programs/services using local resources, regional resources, or both. These regional efforts supplement the existing and proposed programs within the individual Counties/WLSSD.

Provided in the following section is a summary description of the proposed system in each of the primary programs/service areas. A timeline of the proposed regional initiatives is provided in **Figure 5-2 in Section 5.12**. The northeast region envisions benefits through regional cooperation and proposes the program initiatives described below.

5.1 SOLID WASTE REDUCTION AND EDUCATION

Each participating County/WLSSD has developed solid waste management education information resources (e.g., booklets, website, public service announcements) addressing a range of issues from source reduction and preparing and identifying materials for recycling to illegal dumping. The NE Minnesota region envisions benefits with regional cooperation to expand program education to multiple issue areas such as source reduction, sustainable materials management, organics management, construction & demolition materials management, recycling and possibly others.

A goal of the Solid Waste Officers of the Northeast Region (SWONER) and its member counties is to educate businesses and residents to move waste up the waste hierarchy and to ensure an environmentally sound waste management system. An informed and aware population will understand long-term effects of purchasing, consumption, and disposal habits with regard to composting, illegal backyard burning, special waste, waste reduction, reuse and recycling.

5.1.1 NE MN Region Coordinated Initiatives - Solid Waste Reduction and Education**Development and Implementation of a Regional Communications Plan**

The northeast region Counties/WLSSD will create a regional communications plan that develops a coordinated solid waste management message and increasing community awareness on waste reduction, reuse and recycling, special wastes, composting, illegal backyard burning, etc.

The SWONER and its member counties will begin the process of developing a regional communications plan in 2024 with completion of the first draft in 2025. The communications plan will be developed by the SWONER counties with the WLSSD serving as the facilitator. The communications plan will be a living document that is monitored annually by the SWONER for needed updates and revisions. The communications plan will provide and enhance cooperation and a coordinated action and uniform solid waste management method message, increase awareness and participation by all sectors, reduce duplication of effort, and will be seen as an ongoing project. As a component of the communications plan, the development of a regional webpage will be considered as a location for regional solid waste resources, educational materials, regional messaging, etc.

Funding for the facilitation and development of the communications plan will be incorporated into the existing operating solid waste budget of WLSSD. Potential printing or distribution costs of developed materials would be covered by the individual counties.

In addition to the regional communications plan outlined above, the Counties/WLSSD intend to maintain current waste reduction programs. Each entity recognizes that it must serve as an example to local municipalities, businesses and residents by reducing waste generated at County/WLSSD sources. It is a goal of each of the Counties/WLSSD to educate its citizens, businesses and institutions about the important aspects of solid waste management, including educating the general public and business community on the how, why, when and where to reduce, reuse, recycle, and that disposal of solid waste in the region must be carried out in an environmentally sound manner.

5.1.2 County/WLSSD Local Initiatives – Solid Waste Reduction and Education

The WLSSD's primary goal is to provide area residents, businesses, organizations, and local units of government with the necessary information to comply with all applicable solid waste rules and regulations. Additionally, WLSSD aims to provide information that will help constituents to go "beyond the basics" and make other solid waste management decisions that reduce their impact on the natural environment. Over the next 10 years, WLSSD will:

- Focus on diverting reusable materials to reduce materials sent for land disposal.
- Continue its public education programming devoted to waste reduction and reuse.
- Use data derived from waste characterization studies to identify additional opportunities for waste diversion and reduction.
- Increase efforts to work with event organizers to reduce the waste created at special events
- Participate and collaborate with regional partners including NEWAC, SWONER, municipalities and other groups to develop and promote innovative and cooperative reuse, recycling and waste reduction efforts.

WLSSD will continue to evolve its utilization of information delivery methods as new technologies emerge and information consumption preferences change and use surveys, focus groups, and other data collection methods to understand gaps in community waste management knowledge. Over the course of the next ten years, WLSSD education and public outreach will evolve to fit the changing needs of the solid waste programs and those of the general public. A variety of new programs and improvements to existing programs will likely occur. The underlying goal to help citizens make good choices about solid waste management may be realized in different ways as new technologies develop and community needs change.

St. Louis County

St. Louis County considers public education the most important component in its strategy to achieve waste abatement goals and is planning accordingly. Over the next ten years, ongoing public education will be provided for all elements of the solid waste management program that can benefit from an informed public. The goal of the County is to provide public education to all SWMA residents. St. Louis County will increase its waste reduction efforts on the business and industrial sectors with emphasis on source reduction, buying recycled, procurement, waste reduction and recycling, and hazardous waste management. Solid Waste staff will provide technical assistance and on-site visits when requested.

The County education programs will continue to address such topics as source reduction, reuse, recycling, and proper disposal of household hazardous waste. The staff will utilize the following media resources to achieve maximum program awareness including paid advertising, news releases, newsletters

and flyers, radio announcements, staffed booths and displays the County web site, YouTube, Facebook and other social media. The County will inform businesses about and encourage participation in the Minnesota Materials Exchange program, which connects generators and potential users of unwanted materials. St. Louis County intends to continue existing waste education programs with emphasis on recycling, source reduction and business waste management alternatives utilizing staff presentations, pamphlets, and displays and mailings. Staff will facilitate networking with resources such as MnTAP.

Carlton County

Future solid waste reduction activities will be based on strategies that motivate residents and businesses to manage waste in a manner that reduces overall waste generation. Carlton County plans to continue existing source reduction activities including continued enforcement of Ordinance No. 17, and amendments, that governs the collection and disposal of all solid waste materials, requires recycling by residents and businesses, bans illegal dumping activities and the disposal of recyclable materials (including electronics) in the Superior, Wisconsin landfill, expansion of the food waste collection program, starting with a collection site in the City of Cloquet, supporting and continuing funding for the Product Exchange area for use by businesses and residents at the North Carlton County Transfer Station.

Carlton County will continue funding for solid waste education to residents and businesses through a quarterly Resource and Recycling newsletter, the distribution of specialized waste reduction/recycling materials pertaining to techniques and programs, and on-site visits to certain facilities including schools and public institutions and will promote a product stewardship initiative for manufacturers and retailers aimed at specific wastes including consumer electronics, paint and mercury switches.

Additionally, Carlton County will continue the current waste education activities over the next 10 years, including the following:

- Staffing and supporting materials for on-site visits to certain public facilities including schools and institutions, businesses and other organizations.
- Distributing materials to business and residents regarding alternatives to illegal dumping, and waste reduction and recycling information and opportunities.
- Funding periodic newspaper education campaigns with continued articles and advertisements in local news media.
- Support and distribution of informational brochures at sites around the County such as the courthouse, Human Services building, public schools, and libraries.
- Support and funding for hazardous waste education at schools, community and regional events, community group meetings, businesses.

Carlton County will provide waste education information to residents, businesses and organizations about reducing waste through reuse, reduction and recycling strategies and will provide waste education

information to the public to discourage improper disposal and illegal dumping of waste materials through local media, locally produced pamphlets, newsletters and community education programs.

Aitkin County

In Aitkin County, solid waste reduction is regarded as the primary solid waste issue. Over the next 10 years, Aitkin County will strategize on diverting more recyclable and reusable items from the waste stream, offer more canister and yard waste sites throughout the county, offer incentives to residents to increase backyard composting, and increase efforts to collaborate with event organizers, regional partners, and the general public to create a reuse, recycling and waste reduction revival county-wide.

Aitkin County's future solid waste education and public outreach will continue to execute past and very effective forms of communication through the County website, through newspaper advertisements, local radio interviews, on-site visits to area public schools, and an educational booth at the Aitkin County Fair. A variety of new programs will and must evolve to remain effective at our unwavering goal of providing residents, businesses, and organizations with the necessary information to comply with all county and state waste rules and regulations going into the future.

Cook County

Cook County considers public education the most important component in its strategy to achieve waste abatement goals and is planning accordingly. Over the next 10 years, ongoing public education will be provided for all elements of the solid waste management program that can benefit from an informed public. The goal of Cook County is to provide public education to all businesses, residents, and tourists. Cook County will focus its future waste reduction programs to encourage residents and businesses to manage their solid waste and keep it out of the waste stream. There is an economic incentive for non-residential units to reduce waste through the volume-based commercial hauling fees. The system of allowing hauling companies to set collection rates will continue for the foreseeable planning future.

Cook County will support efforts made by MPCA and other agencies to reduce waste generated by businesses and residents. Cook County's role may be to answer questions, hand out literature, make presentations to businesses or civic groups, or advertise at Grand Marais festivals.

Cook County will increase its solid waste education programs to encourage proper management and disposal waste. By educating the public, Cook County gains and maintains public support and involvement in solid waste programs, projects, and activities.

The Cook County proposed solid waste management system involves online education. Proper waste management and waste disposal information may be found on the Cook County website, along with relevant addresses and phone numbers. Cook County staff developed flyers and informational handouts

County's participation at Grand Marais festivals will continue, as will participation in local talk radio promotional campaigns to encourage recycling and proper solid waste management. While no specific budget has been dedicated to the management of new programs for waste reduction within Cook County, the County expends between \$1,000 and \$2,000 annually.

Itasca County

Itasca County recognizes that waste reduction is a primary activity in solid waste abatement efforts. Waste reduction is identified as the highest priority waste management method in accordance with State goals.

Itasca County is committed to researching the possibilities of impacting the disposal process through the expansion of its reduction and recycling program. Regional studies have shown that a substantial portion of the County waste stream is organic in nature and could avoid landfilling. Itasca County will be working with its partners to implement organic collection and composting of waste where practical. Itasca County Environmental Services Staff will be working with the Itasca County Board of Commissioners through its lobbyist and Association of Minnesota Counties (AMC) to support legislative efforts that will promote statewide waste reduction programs.

The County will encourage businesses to develop a Waste Reduction Program with County Assistance by participating in the MnTAP statewide program grant being launched in rural areas and towns with a population of 10,000 or less to improve the economy and quality of life in rural America. Contact between County staff businesses, municipalities, and government entities will be made through continued presentations to schools, local business associations, and Chambers of Commerce. The County staff also maintain contact with government entities on a regular basis through regional and local planning meetings. Itasca County will continue to implement the existing waste education programs previously discussed as well as to develop new waste education programs. Continual training of staff and keeping

them up to date is primarily an in-service function. Staff will keep informed of available materials and activities through mailings, seminars, networking with other solid waste professionals and contact with agencies such as the MPCA MnTAP, University of Minnesota Extension Service, and others. Itasca County will continue to implement a comprehensive public education program. Proper participation in the source separate education program including reviewing the types of materials recycled, proper preparation of materials, and the location of drop off centers will be available on the County website, as well as brochures and hand-outs. Waste Reduction, litter prevention, and yard waste composting will also be emphasized in the public information program. Information about the proper handling of household hazardous waste is an important part of the education program. Commercial,

industrial, and institutional recycling will be promoted by the way of personal contact with key personnel within businesses and organizations in the County.

Koochiching County

The Koochiching County Environmental Services Department understands the importance of having an informed public. The business of managing solid waste is continually evolving. The County invests, heavily in advertising in local venues. This includes radio, television, and newspaper. Most of these advertisements focus on informing the public about general facts involving MSW, and recycling. The County considers education to be the cornerstone of its waste management plan. Ongoing public education and input has become an integral part of developing and modifying, day to day operations. An informed and educated public is an essential requirement for achieving our long-term goals of reducing MSW and increasing recycling. Koochiching County understands that there are avenues available that may fit into its current solid waste strategies that could reduce the volumes of MSW and demolition waste currently going to landfills. Koochiching County plans to invest more into rural advertising in the smaller papers, as this seems to be the County's weakest areas of performance in regards to MSW mitigation and involvement in recycling programs. There is an opportunity for the County to partner with businesses and local units of government (e.g., City of International Falls) to provide more accessibility for recycling and increase recycling rates.

Lake County

Lake County will continue to support efforts made by MPCA and other agencies to reduce waste generated by businesses and residents. Lake County will continue its waste reduction programs to encourage residents and businesses to manage their solid waste and keep it out of the waste stream. There is an economic incentive for non-residential units to reduce waste through the volume-based commercial hauling fees offered by some collectors. Lake County will continue working with NEWAC and SWONER regional groups to promote waste reduction in northeast Minnesota.

Lake County plans to increase its solid waste education programs to encourage proper management and disposal of County waste. By educating the public, Lake County gains and maintains public support and involvement in solid waste programs, projects, and activities. Lake County education includes web-based and social media platforms. Proper waste management and waste disposal information can be found on the Lake County website, along with relevant addresses and phone numbers. Lake County also provides residents and businesses education materials. In 2019, Lake County published a Residential Waste and Recycling Guide that was mailed to every household in the county. The Guide was distributed to Lake County facilities (recycling center and landfill) and local organizations (SWCD, 4H etc.). The guide is currently available on the Lake County website. It is anticipated that the guide will be updated every few years to keep the information up to date. The Lake County budget for solid waste education is expected to remain steady over the next 10-years as the integrated solid waste system becomes more established and

5.2 RECYCLING

Each of the participating Counties/WLSSD offers a combination of drop-offs and curbside collection in cooperation with its municipalities and townships for the collection of recyclable materials. The extent to which each of these collection services are offered varies based on several factors including population density, private hauler engagement, available SCORE funding, and extent of cooperation between local governments. The Northeast Minnesota region envisions benefits with regional cooperation to grow recycling programs throughout the region through the initiatives outlined in this section.

5.2.1 NE MN Region Coordinated Initiatives - Recycling

Regional “Recycle Right” Campaign

The Counties/WLSSD in the Region will improve recycling programs through establishing a “recycle right” education campaign and purchase recycling carts for residential curbside recycling collection programs. The Recycling Partnership (TRP) is the largest recycling non-profit in the United States. TRP offers both technical assistance and financial resources to local governments to improve recycling programs throughout the United States. TRP has experience providing assistance to regions where local governmental recycling programs vary related to the types of materials and form of collection. Wheeled containers/cart purchases would be explored in conjunction with current residential curbside recycling programs to provide more capacity and convenience for customers.

The Counties/WLSSD will seek funding from The Recycling Partnership through initiating discussions and submitting a grant application in the second half of 2024 with potential funding in 2025. The campaign would be a two-year program to strengthen existing education programs by implementing a region-wide campaign to inform residents and businesses of the “dos” and “don’ts” of recycling and providing wheeled containers/carts for select municipal programs.

Retrofit the St. Louis County materials recovery facility (MRF):

This would create a state-of-the-art multi-stream processing facility with increased capacity to handle the region’s residential and commercial recyclable materials. St. Louis County’s MRF is the only publicly owned recyclable materials processing facility located in the NE MN region. It currently processes up to 6,000 tons per year (TPY) of recyclable materials collected through curbside programs, drop sites, and canister sites located throughout the County. The MRF retrofit would include the addition of a state-of-the-art automated single stream processing system capable of processing up to 15 tons per hour of commingled recyclable materials and updated state-of-the-art processing equipment to process source separated materials.

St. Louis County has submitted a grant application to the U.S. EPA (Recycling Infrastructure Act) to fund the design and construction of the MRF retrofit. St. Louis County would seek to enter into agreements with the other Counties/WLSSD in the region to accept and process their recyclable materials upon completion of the retrofit. If funded in 2024, it is anticipated the design and construction would take place in 2024 and 2025 and the MRF would begin serving multiple counties by 2026.

Upgrade existing publicly owned transfer stations to accept and consolidate commingled recyclables:

This initiative would develop regional collection points for material for long haul to the proposed St. Louis County retrofitted MRF or an alternative cost- competitive, commingled materials processing facility. As a result of the proposed “recycled right campaign” and increased use of recycling carts, the projected increase in quantities of recyclable materials collected will need to be costeffectively consolidated and hauled to a commingled materials processing facility. Upgrading materials handling capabilities at public transfer stations (e.g., WLSSD, Koochiching) will improve program efficiencies by reducing hauling costs.

The plan participants would secure funding through their own capital improvement programs or MPCA Capital Assistance Program. The proposed schedule would align with the planned upgrade of the St. Louis County MRF to begin operations in 2027. WLSSD has funds allocated in its capital improvement program to complete a facility analysis at the existing transfer station to explore operational and waste handling/processing alternatives. This analysis of the WLSSD transfer station is planned for 2024 at a cost of \$125,000.

Establish partnerships with local manufacturers:

WLSSD will have discussion with local manufactures including USG in Cloquet and ST Paper 1, LLC in Duluth to accept targeted sorted office paper from the NE Region as feedstock for manufacturing new tissue, paper towels, and related products. WLSSD, in cooperation with local haulers, will reach out to the local ST Paper materials procurement officer to discuss the potential to accept additional sorted office paper directly from the region in 2024. Likewise, northern areas of the region will look to establish a partnership with Package Corporation of America (PCA) in International Falls to accept office paper from the NE MN Region as feedstock for manufacturing writing paper and associated products. Koochiching County will reach out to the local PCA materials procurement officer to discuss the potential to accept additional recyclable fiber directly from the region in 2024. No additional funding is necessary for this initiative.

Develop a regional film plastic collection and recycling program:

The opportunity exists to build upon an existing WLSSD public/private partnership for the collection of film plastic from residents and local businesses and marketing of the material for recycling. The WLSSD has developed a program with a local solid waste hauler to accept source separated film plastic collected at township recycling sheds and the WLSSD Materials Recovery Center (MRC) for recycling and use in product manufacturing. Through recent conversations, this hauler expressed interest in expanding the program and working with WLSSD, the Fond du Lac Band and other counties in the region. There may be additional opportunities to expand upon another current program offered by NexTrex where some local schools are collecting film plastics as part of a regional challenge against other schools. The plastics are collected and delivered to participating partners. One of those partners is Cub Foods in Duluth. Additionally, Myplas USA is establishing a flexible film recycling plant in Rogers, MN, which will begin operation in 2023 and provide additional film plastic recycling capacity in the State of Minnesota. A description of the current program and its metrics (e.g., quantities collected, costs of collection, recovered materials revenues) will be developed and shared with the respective SWONER to identify the feasibility of expanding the program.

The WLSSD will characterize the current program and lessons learned and will share this information with the counties via the SWONER group in 2023. In addition to WLSSD, the Fond du Lac Band, Carlton County, St. Louis County, Aitkin County and Itasca County have identified film plastic collection and recycling as an initiative to implement. Additional film collection locations will be added throughout 2024 and 2025 at strategic regional locations at transfer stations and/or public recycling locations within these identified counties. It is anticipated that an additional 20 collection sites will be added throughout the Region for collection and recycling. It is expected that 96-gallon carts would be the standard cart size used for collecting film plastic at these locations, which are equivalent to 0.48 cubic yards in capacity. According to the EPA, one cubic yard of film plastic weighs 35 pounds. A 96-gallon cart would weigh approximately 17 pounds. As this program expands regionally, potential large generators will also be identified and hauling logistics will be evaluated to maximize economies of scale. With an additional 20 sites added this would result in the additional removal of 17,680 (8.8 tons) of film plastic from the waste stream for landfilling.

Funding for the implementation of film plastic collection would be incorporated into the existing operating budget of each county. Based on a frequency of one pick up per week, it is estimated that the monthly fee would be between \$150 and \$200 per site or \$1,800 and \$2,400 annually. Frequency of pick-ups would be adjusted based on usage at each site.

5.2.2 County/WLSSD Local Initiatives – Recycling

Western Lake Superior Sanitary District

The WLSSD goals for recycling are to ensure the availability of recycling opportunities to all residents and business owners within WLSSD and to continue to increase the District's recycling rate, or at a minimum meet state-mandated recycling requirements. WLSSD will focus on the following action steps to increase recycling within the WLSSD area:

- Focus on targeted on-the-go recycling by identifying problem areas and implementing programming to address them.
- Improvement in identified problem areas such as multi-family residential recycling, sporting/entertainment venues and commercial recycling.
- School recycling programs and implementation of food waste diversion programming
- Compliance measures with local haulers for illegal delivery of recyclable materials.
- Assist businesses in developing or improve recycling programs.
- Examine waste stream to identify additional opportunities for recycling and resource recovery.

St. Louis County

Emphasis will continue to be placed on fostering sustainable recycling in the schools. Department staff are currently working with five school district "Green Teams" providing links to services and available information such as the MPCA's school waste composition study and the "What a Waste" curriculum. The Department will continue to work with the cities to facilitate collection of recyclable materials from schools into the curbside programs. Rural schools are encouraged to use the County's drop-off locations when school staff or student organizations are available to do so or to contract with local haulers. These efforts will be continued over the next decade. The County will assist other area school districts in the development and implementation of school recycling programs upon request. Assistance will also be provided for rural schools to transport students to the County's recycling processing facility for tours.

Additional materials will be added to the County recycling stream in the next 10 years. Primarily, the program is assessing including #5 plastics in acceptable recyclables lists. The County will also be reviewing incentives for haulers to offer curbside recycling collection. Mandatory recycling will be reviewed during this planning cycle as well as single-sort collection and the technology needed for upgrades to the St. Louis County recycling processing facility.

Carlton County

Carlton County anticipates that the greatest opportunities for increasing the amount of recycling are in the business community and institutional organizations that are located within the County. Carlton County is committed to supporting increased efforts by the business community and institutions to recycle. The County will continue to operate the North Carlton County Transfer Station and recycling sheds for residents that do not have curbside recycling or prefer to self-haul. The County will continue to participate with other northeastern Minnesota counties to collect mattresses and box springs at the North Carlton County Transfer Station for deconstruction and recycling by other partners. The County will continue current recycling activities over the next ten years and support new cost-effective initiatives by:

- Enforcement of Ordinance No. 17 requiring recycling by residents and businesses and bans the disposal of recyclable materials
- Funding and operation of the 12 public recycling facilities for residents that do not have curbside pickup or prefer to self-haul.
- Funding and support for specialized recycling projects, composting programs, and community event program and education campaigns
- Funding and support for recycling information in the quarterly Resource and Recycling newsletter.
- Funding and support for cost-effective recycling programs for certain designated items such as mattresses and box springs, and other items.
- Support and education for private and institutional sector initiatives such as specialized recycling collections and events, including source separated organics.

Aitkin County

Aitkin County supports the idea of working on a regional approach to reduce costs of recycling. A regional materials recovery facility and/or locating recyclable material markets in the northeast region may help reduce cost. Aitkin County will continue to strategize and apply for state and federal recycling grants in order to provoke increased education, awareness, and practical recycling countywide. Lastly, Aitkin County will increase its educational efforts to residents and businesses by beginning research and discussions on organized collection service, increasing educational efforts with the businesses to increase participation and reporting of materials collected, exploring opportunities to enhance or implement recycling opportunities focused on tourism and recreation, and locating sites for unattended recycling drop-off bins.

Cook County

The goal of Cook County recycling is to recover usable materials and reduce total waste that needs to be landfilled by working with residents and businesses. Cook County will investigate opportunities to increase the amount of Cook County waste that is recycled. One potential option would be to encourage curbside recycling in Grand Marais and take advantage of the greatest population density. The local hauling companies would be responsible for the establishment of the curbside recycling program. Cook County has strived to increase the level of recycling within all governmental facilities, and will continue to work with the local schools, hospitals, and transportation buildings to further enhance the amount of recycling accomplished. The amount of recyclables collected is expected to increase over the next ten years. Since the haulers would be responsible for the collection program and bill customers directly, the Cook County recycling program budget is expected to also remain stable over the next ten years.

Itasca County

Itasca County anticipates increasing total recycling percentages over the next 10-year planning period. This will be achieved through participation in the single stream recycling program, which has been proven to significantly increase participation levels due to the ease of the system. In the past several years, the outlying canister sites have transitioned from source separated recycling to single stream recycling (except for glass), along with the County transfer station (except for glass and cardboard).

Itasca County participated in a Firewise Grant for the removal of wood waste throughout the county that is collected at the Itasca County Transfer Station which is then chipped by independent contractors and transported to their preferred sites. Although conditions will change with time, Itasca County will continually reassess its program to best utilize local resources and get the best program at the least cost.

Itasca County will also continue with the participation in the "Recycle Your Holidays" Light Recycling Program in coordination with the Recycling Association of Minnesota from November-mid January.

Koochiching County

Two of the three school districts in Koochiching County have recycling programs. The County will work with the remaining district to develop a recycling program that works with their current waste disposal programs. Additionally, the County has discovered that there is a high recycling rate among individuals in assisted living complexes if the service is made easily accessible. The County will expand current curbside recycling routes to include more of these facilities.

Lake County

Lake County will investigate opportunities to increase the amount of recycling conducted by residents, businesses and institutions. Seasonal fluctuations in part-time residence and visitors creates challenges for recycling collection because they tend not to have scheduled waste/recycling pickup. Potential programs include working with haulers to advertise their curbside recycling programs in Two Harbors, Beaver Bay, Silver Bay, and Fall Lake Township to take advantage of the greatest population density. Lake County recycling program budget is expected to also remain stable over the next 10 years.

5.3 YARD WASTE MANAGEMENT

Each of the participating Counties/WLSD has developed educational/informational materials encouraging residents and businesses to separate yard waste from their refuse for management and encourage backyard composting, mulching, or transporting the materials to a local drop-off or existing yard waste composting facility for recovery. Because of the maturity of these programs, the rural nature of the region, and the cost prohibitive nature of long hauling these materials, the participating Counties/WLSSD will continue to use local resources to provide these programs.

The WLSSD goals for yard waste management are to achieve source reduction of yard waste for disposal by encouraging homeowners to leave clippings on the lawn, to promote backyard composting, and to promote the use of the yard waste/compost site for yard and garden vegetative residue. To further these goals, the WLSSD will continue to operate and promote the yard waste/compost site an effective option to manage vegetative yard and garden residue. The WLSSD will continue to develop and offer educational programs and information in multiple formats to encourage proper disposal, non-toxic lawn care, backyard composting, and proper use of compost in lawn and garden applications, and work with community garden clubs and school garden programs to assist them in establishing on-site composting at their locations.

St. Louis County will continue the present yard waste program providing finished compost from Department sites to the public at no charge and offering back yard compost bins to the public each spring.

Carlton County will continue to work with haulers to encourage collection of yard waste through current waste collection programs and will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard waste and encourage composting. Over the next ten years, the County will continue to operate the yard waste and compost site located at the North Carlton County Transfer Station and will continue to provide education to residents that include yard waste reduction techniques such as backyard composting and other methods for source reduction.

Carlton County will work with residents to encourage collection of yard waste through current waste collection programs. Additionally, the County will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard

waste and encourage composting. Over the next ten years, the County will continue to operate the yard waste and compost site located at the North Carlton County Transfer Station and provide education to residents that include yard waste reduction techniques such as composting and source reduction.

Aitkin County will maintain its current program but collaborate with County townships and municipalities to increase the number of yard waste sites, and to within a reasonable distance to our small cities. Due to the fact that most of Aitkin County is rural, most residents continue to individually compost, which has been practiced for generations.

Cook County encourages residents to manage yard waste through backyard compost piles or by using a mulching lawnmower. Residents using yard waste in their own compost piles and/or mulching lawnmowers keeps yard waste out of the overall waste stream. The yard waste management program has been successful and is expected to continue. Cook County also allows residents to drop yard waste off at the Recycling Center in Grand Marais for composting as well and will evaluate expanding the yard waste composting site in the future.

Over the next 10-year planning period, Itasca County will work with municipalities to provide yard waste composting sites available to residents. The goal of Itasca County is to continue to work with residents to encourage, educate, and promote yard waste reduction program participation. The County will work with haulers to encourage collection of yard waste through current waste collection programs and will promote and provide educational materials and host or attend events to encourage yard waste reduction, backyard composting and other methods to reduce yard waste and encourage composting. The City of Grand Rapids, Public Utilities Commission and Itasca County have partnered to create a public compost site for yard waste such as grass clippings and leaves. The composted material is turned twice a year and once compost material has decayed it is available to the public. The compost site is strictly for residential use and not commercial, and does not accept branches or garbage. The City of Keewatin also has a smaller scale compost site.

Koochiching County has not accepted yard waste mixed in with MSW since the closure of its MSW Landfills in 1991. Since the County started inspecting the incoming yard waste loads, unacceptable waste mixed into yard waste has become minimal. The system in place appears to be working and will continue for the duration of this Plan.

Lake County has yard waste collection facilities in the City of Two Harbors and Silver Bay and at the Lake County landfill and Fall Lake Township transfer station. Since Lake County is predominately rural, composting of yard waste on residents properties is common and encouraged.

5.4 SOURCE-SEPARATED ORGANIC MATERIALS (SSOM) COMPOSTING

Because of the limited quantities of organics generated in many locations throughout the region and distances between population centers, it is more efficient and cost effective to strategically target and manage materials in “sub-regions” rather than across the entire region.

5.4.1 NE MN Region Coordinated Initiatives – SSOM COMPOSTING

The Counties/WLSSD will collaborate in developing and implementing a coordinated and multi-faceted regional organics collection and diversion program that increases the amount of organic material recovered from the waste stream. The individual components of this coordinated regional effort are described in the following regional initiatives.

SSOM Community Drop Site Program Expansion

The existing organic waste management program in WLSSD and Carlton County includes educational efforts that target residents and businesses. This messaging discusses the food recovery hierarchy, acceptable materials for collection, where food waste can be dropped off, and the overall benefits of recovery this resource. It is estimated that one strategically placed 2-yard drop site bins may collect an estimated 800 pounds per week of material (21 tons/year).

The lessons learned from the establishment of the Carlton County and WLSSD SSOM collection programs will be shared with the SWONER and NEWAC beginning in 2024 and 2025. With the modified regulations for the permitting of SSOM drop-off sites counties will work with the MPCA to site facilities to align with local interests (e.g., Finland, Grand Marais) in 2025 and going forward.

In 2024, WLSSD and Carlton counties will further develop this effort by adding a combined eight (8) new drop sites within the area with the potential of diverting an estimated 168 tons annually of additional food waste. Waste collected from these drop sites will be diverted to the WLSSD organics composting site or future anaerobic digestion for combined heat and power generation. Costs associated with servicing drop site bins will vary with the average cost associated with servicing one bin in WLSSD being approximately \$25 per weekly pickup. This initiative will be funded the participating Counties/WLSSD operating budgets and will continue beyond 2024 looking to add additional drop sites in strategic locations in these counties and the WLSSD.

Curbside Organics Collection Rollout

Curbside food waste collection has been identified as a logical next step in WLSSD's continued effort to divert food waste in its more urban neighborhoods. Despite drop sites located throughout the area, there are still

underserved areas of the community where curbside collection may be a more successful approach. WLSSD will be a resource for an existing hauler in the WLSSD who is currently operating a curbside collection program modeled after a successful business in southern Minnesota that has shown to be a convenient service for a wide demographic of the community. Curbside collection of food waste could effectively collect (0.32 tons/household/yr.).

WLSSD has applied for a EPA grant to increase the amount of organic waste that is collected annually in a combined effort to reduce organic waste sent to landfills, increase the amount of compost produced each year, and collect additional tonnages that can be used as a feedstock for anaerobic digesters to continue to move the WLSSD wastewater treatment plan toward energy independence. These goals will be met by implementing a residential curbside organics program, acquiring food de-packaging equipment, establishing organic waste separation programs with primary education facilities, and collaborating with other municipalities in the region that can adopt the practices established in WLSSD's Organics Recovery Pilot Program.

WLSSD intends to lead an effort to bring curbside collection of food waste to 1,000 households in the area by 2026, which would divert an additional 320 tons of food waste each year.

Increased Residential Backyard Composting

For several years, Carlton County has provided education to residents about backyard composting through its recycling newsletter and has advertised the availability of compost bins at a reduced rate. Other composting techniques and information available through the University of Minnesota Extension Service have also been shared. Backyard composting systems have been identified as a viable food diversion strategy for this largely rural region of the State where efficient transportation of food waste from smaller communities hasn't yet been established. The potential exists for the average household to divert an estimated four (4) pounds of suitable backyard composting waste per household weekly

Carlton County will continue to encourage backyard residential organics composting and Aitkin, Koochiching and Itasca County intend to rollout a new food diversion education effort along with the sale of backyard composting bins beginning in 2023.

Further Development and Support of Fond du Lac Reservation Community Composting Program

The Fond du Lac Band is proposing to relocate their 0.5-acre multi-use solid and hazardous waste collection site to a proposed 16-acre parcel, which is band-owned. A component of this project would include the development of a community composting facility. This effort is seen as a key element to food sovereignty initiatives, identified in the Band's Agricultural Division Strategic Plan that promotes rebuilding the local food system in order to improve community health and resiliency.

This new site would include a 30'X60' composting building that would house two (2) Earth Flow in-vessel composting systems to process an estimated 160 tons of organic waste each year after implementing an organic waste collection system at band-owned commercial kitchens and facilities. The Band will start this project in 2023 and anticipates it will take three years to fully implement.

Implement Lake and Cook County and Grand Portage Reservation Community Composting

Lake and Cook counties, including the Grand Portage Reservation, are currently collaborating to jointly develop initiatives to increase food waste diversion in their communities. These initiatives will be launched in three parts described below.

Recycling and Composting

The communities will continue to emphasize recycling activities and implement composting education and outreach to organizations, communities, businesses, and individual residents. This will be done beginning in late 2023 by offering workshops and coordinating materials collection in locations already identified as having interest in hosting collection bin/trailers. A private hauler in Cook County has expressed interest in offering compost collection and developing a permitted composting facility that could serve a large portion in and surrounding the City of Grand Marais. Grand Portage Band currently operates an in-vessel composting system for members of their community and the community of Finland has shown interest in operating a recycling/composting facility.

Feasibility Study

In 2024 Lake and Cook counties and the Grand Portage Reservation will conduct a feasibility study to evaluate; current recycling/composting activities, quantities and successes; potential collection participation, collection logistics, material quantities and processing locations. Following completion of the feasibility study, the communities will begin implementation in 2025 by engaging with the area's organizations, communities, businesses, and individual residents. Local resources and potential grants could help fund this effort.

Implementation of Feasibility Study Outcomes

The Lake and Cook County and Grand Portage Band community composting initiative will be implemented beginning in 2023 through 2025 and measured through three primary outcomes including increased educational outreach, recycling literacy and community networking to obtain sustainable outcomes, reduction in landfill disposal by 30-percent (approximately 2,700 tons based on 2021 MSW disposal tons), and building a positive compost image and understanding, reduction of solid waste disposal costs and disposal of food waste, and creating compost resources for gardeners and farmers. Cook County will evaluate hosting backyard composting exhibitions and educational sites to encourage residents to manage their organic waste. Cook County will also meet with local groups to evaluate the possibility of a local source-separated organics composting site that could provide residents and businesses of Cook County with another option for managing organic waste. Since Cook County has a high level of tourism, the resorts, hotels, and restaurants provide a potential starting point for source-separated organics composting. The budget for organics management is expected to remain steady over the next 10 years.

WLSSD, Carlton and St. Louis County Community Composting Program Expansion

WLSSD will continue its efforts to maximize the amount of organic waste diverted for composting and to promote the use of compost, through education, to improve local soils and reduce erosion. Future plans for the Organics Composting Facility involve diverting more organics from the waste stream for compost production by expanding the WLSSD Solid Waste Ordinance to include additional commercial entities, encourage commercial participants to include post-consumer organic material in addition to pre-consumer, work with area communities develop additional residential and/or business drop sites and improve food residuals collection efforts at various local events.

St. Louis County will initiate collection of SSOM from targeted generators for transport to WLSSD for composting or co-digestion. Currently, the WLSSD SSOM composting facility is permitted for up to 10,400 tons per year of SSOM and up to 5,600 ton/year of yard waste to be co-composted. The facility received 2,156 tons of SSOM and 1,572 tons of yard waste in 2021, providing substantial available capacity for program growth. The proposed collaborative approach would leverage the assets of the two entities and increase materials diversion. This initiative would be planned and developed WLSSD and St. Louis County would begin planning discussions in 2024 to develop the terms of the agreement by 2026.

Carlton County will continue to support and collaborate with the WLSSD efforts, planning to work with large public institutions to develop and implement individualized organic waste management programs. Carlton County plans to continue SSOM activities over the next 10 years by supporting SSOM programs outside County jurisdiction including WLSSD and the Fond du Lac Reservation. As discussed in the above sections, Carlton County will continue to encourage backyard composting and add additional food waste drop sites within the County.

WLSSD Co-Digestion of SSOM

WLSSD will implement a combined heat and power (CHP) project including the installation of engine generators and the construction of a high strength waste receiving station. Anaerobic digestion generates biogas composed primarily of methane that can be used to generate electricity at the WWTP. The implementation of the engine generators will allow WLSSD to generate electricity from biogas produced in the WLSSD digesters. With the additional capacity of the existing digesters, additional biogas can be generated through the co-digestion of food waste in addition to fats, oils, and greases, resulting in a further reduction in fossil fuel use and GHG emissions.

WLSSD has awarded the contract for generator installation and work is underway as of early 2023 with the commissioning of the equipment in early 2024. The approved WLSSD 10-year CIP includes design in 2026 and construction in 2027 of a high strength waste receiving facility. Operations of the high strength waste collection and utilization of this material in the digesters would begin in 2028. Upon completion of these upgrades, additional SSOM can be sourced to the WLSSD facility for digestion and conversion to biogas for renewable energy recovery. This would include investigating the potential addition of food and/or beverage de-packaging equipment to recover additional organic material from unsalable or expired products while also capturing various recyclable materials

5.5 MUNICIPAL SOLID WASTE COMPOSTING FACILITIES

There are no MSW composting facilities located in the northeast region and the Counties/WLSSD do not plan to implement any MSW composting facilities during the next 10-year planning cycle.

5.6 SOLID WASTE INCINERATION AND ENERGY RECOVERY

There are no solid waste incineration/energy recovery facilities located in the northeast region and the Counties/WLSSD do not plan to implement any incineration/energy recovery facilities during the next 10- year planning cycle.

5.7 LAND DISPOSAL

The St. Louis County Regional Landfill, located in Virginia, Minnesota, is the only active landfill in the Northeast Minnesota Region. The participating Counties/WLSSD currently use multiple solid waste landfills for disposal as depicted in **Figure 3-1**. The costs for disposal vary considerably depending on the specific facility tipping fees and the distance the MSW is hauled for disposal. The NE Minnesota region envisions through regional cooperation the opportunity to develop long-term disposal capacity, ensure pricing stability and reduce costs associated with the hauling of MSW through actions outlined in the section below.

5.7.1 NE MN Region Coordinated Initiatives – Land Disposal

Support formation of public/private partnerships to permit, design, and develop MSW disposal facilities

The participating Counties/WLSSD envision the need for two MSW disposal facilities to serve the Northeast Region because of the region's large geographical size and the need to reduce overall hauling distances and costs. Per initial discussions with the stakeholders, potential locations may include the existing General Waste and Recycling industrial landfill near Keewatin and a proposed landfill located in Canyon.

NEWAC would appoint an advisory committee composed of representatives from the Counties/WLSSD to facilitate discussions addressing the certificate of need (CON) requirements, financial benefits of a regional approach, and process for soliciting proposals from the private service providers. The advisory committee would be created in 2023. In 2024, the NEWAC would issue a Request for Interest (RFI) to permit and develop an MSW landfill in the region. The RFI would be forwarded to representatives of potentially interested entities including, but not limited to, representatives of the General Waste and Recycling industrial landfill near Keewatin and representatives of the Waste Management, Inc. industrial landfill located in Canyon. Based on an evaluation of the letters of interest (LOI) received, the NEWAC would determine the next steps in the process. The NEWAC may choose to enter into negotiations with specific interested parties or discontinue the procurement process in 2025. If NEWAC chooses to move forward, those regional participants interested in continuing with the process would characterize the quantities of MSW that could be directed to the proposed MSW facility and attempt to develop a contract with a proposer to accept materials at a proposed MSW landfill to be located in the region. The anticipated permitting, design, and construction process would begin in 2025 and the MSW landfill facility(s) to become operational in 2030. The MSW landfill permitting process includes comprehensive parallel tracks of MPCA review: waste assurance, solid waste design and operating, environmental review, and certificate of need.

Work cooperatively to competitively procure MSW disposal agreement(s) to serve the region:

Recognizing the projected timeframe to plan, permit, design, and construct a new MSW facility is 7 to 10 years, the participating Counties/WLSSD will work together to competitively procure MSW disposal agreement(s) where needed. These agreements would be structured to serve the region's disposal needs in the interim while additional disposal capacity is being permitted within the region. This approach will build upon the current successful regional approach for transfer and MSW disposal with the WLSSD, Carlton County, Lake County, Cook County, and the City of Superior. Some of the northeast Minnesota region counties may elect to individually continue with current disposal arrangements until and after the new MSW landfill facilities are operational and economically competitive.

Representatives from WLSSD, St. Louis County, Carlton County, Lake County, Cook County, and the City of Superior will form a joint task force in 2024 to begin developing an approach to procure needed cost-competitive MSW disposal capacity. It is currently projected that the Superior Landfill will close in the 2026-27 timeframe. The estimated quantities of MSW currently disposed will serve as a basis for developing a regional agreement for disposal. WLSSD will play the lead role in securing a new disposal agreement for MSW disposal prior to the closure of the Superior Landfill. WLSSD currently operates an MSW transfer station which can be used to consolidate materials for long haul and disposal. The Request for Proposals (RFP) will be developed and proposals solicited in the second half of 2024. A disposal agreement would be finalized in 2025 based on a range of agreed upon criteria. The agreement would be drafted to allow the group of participants to terminate the agreement with a six month notice to accommodate the potential development of MSW disposal facilities within the NE MN region.

Itasca and Koochiching Counties currently receive most of the MSW generated in their counties at their respective transfer stations and contract for long haul disposal. Aitkin County currently supports private hauler collection, transfer, and disposal. St. Louis County has its own MSW landfill that receives and disposes of the materials within its borders. As a result, Itasca and Koochiching may choose to work together to procure MSW disposal capacity, join WLSSD, Carlton County, Lake County, Cook County, and the City of Superior to procure an agreement for regional disposal, or continue working independently until MSW landfill disposal capacity is available in the region.

5.8 WASTE TIRE MANAGEMENT PROGRAM

The Western Lake Superior Sanitary District will continue to provide convenient and affordable recycling options for problem materials generated by area residents and businesses by implementing education and awareness programs for residents and businesses regarding the proper management of problem materials, evaluating product stewardship initiatives that ensure manufacturers and retailers are responsible for end-of-life management of the items they sell. Working with municipalities and other government entities to improve documentation and collection of abandoned wastes, such as tires, in order to identify problem areas and minimize them and collaborating with other governmental agencies to secure cooperative agreements that meet financial and environmental goals.

St. Louis County plans no specific additions to the waste tire program in the near future and is satisfied with the results in the nine years that the no-charge policy has been in place. The transfer station permits limit the number of tires that will be stored on site and the County-contracted licensed tire transporter periodically visits these sites to ensure compliance with MPCA regulations. The program budget in 2023 is \$244,200 for management of waste tires at the landfill, transfer, and canister facilities in St. Louis County. It is estimated that the same level of funding will be necessary for future collection and the disposal costs. The source of program funding is the solid waste service fee.

Aitkin County has established and is maintaining a program that provides for the proper management of, and complies with Minnesota Statutes for, all waste tires generated within Aitkin County. The County will continue to provide collection events for the disposal of waste tires, work with local nonprofit and charitable organizations to see if they will sponsor waste tire collections as fund raising events and begin discussions with other counties on sharing services, facilities and collection events.

Itasca County will continue to evaluate its tire program through conversations with other counties and companies on new uses for recycled tires. The County will also continue to educate the public on proper tire disposal and care. Within Koochiching County, the current waste tire program will remain the same for the duration of this Plan. Koochiching County will continue to have discussion regarding a County wide cleanup effort where waste tires would be accepted for free during a special collection.

The current Carlton, Cook and Lake County waste tire programs will be maintained over the next 10 years with no significant changes proposed.

5.9 ELECTRONIC PRODUCTS

WLSSD will continue to provide convenient and affordable recycling options for problem materials generated by area residents and businesses through continued education and awareness programs for residents and businesses regarding the proper management of problem materials. WLSSD will evaluate product stewardship initiatives that ensure manufacturers and retailers are responsible for end-of-life management of the items they sell. WLSSD will support these initiatives when appropriate to the organization. The WLSSD will work with municipalities and other government entities to improve documentation and collection of abandoned wastes, such as tires, in order to identify problem areas and minimize them and collaboration with other governmental agencies to secure cooperative agreements that meet financial and environmental goals.

St. Louis County staff has participated in state and regional discussions of electronics waste management. The County will continue to make referrals to licensed electronics recyclers within the state. County staff will continue to review alternatives for land disposal of residential electronics wastes generated within the SWMA and to provide collection events for SWMA residents.

Aitkin County will continue to hold free waste electronic collection events provided the cost to hold these events remains at a minimum. No substantial changes to the existing program are anticipated during the planning period. Aitkin County will have discussions with other counties on potential joint efforts to manage waste electronics.

Itasca County will continue to promote through education the current program and work towards the development of more cost-effective business fees to encourage participation within the County. The County will, with their partnership with Waste Management, continue to enhance their electronics recycling program by locally capturing the valuable components of the electronics. Local contractors within the County accept computer towers and other computer residuals. No fees are charged for residential electronic waste at this time. Fees may have to be adjusted in the future to cover increasing costs. There are on-going discussions with the Occupational Development Center (ODC) to disassemble electronic equipment. The lack of space to perform this work is one of the overriding issues.

The Lake, Carlton, Koochiching, and Cook County collection programs will be maintained and expanded over the next 10 years as the counties explore potential partnerships with local and regional organizations.

5.10 MAJOR APPLIANCE MANAGEMENT

WLSSD will review contracts for options to divert materials for reuse, rather than disposal. For example, WLSSD works with a local appliance contractor who salvages complete white goods or parts for resale before recycling and disposal is considered.

St. Louis County will continue to fund the above major appliance and scrap metal program at adequate levels to ensure that appliances and scrap metal received at St. Louis County facilities will be properly managed. The County will continue to evaluate and monitor the program for possible enhancements to better serve the public with no plans for modifications of the program at this time.

Aitkin County will continue to hold waste appliance collection events as needed, and will work with local non-profit organizations to hold waste appliance collection events as fundraisers. Aitkin County will continue discussions with other Counties on joint efforts to manage waste appliances. Carlton County will maintain the current waste appliance program over the next ten years. In Cook County, major appliances are being managed through the private sector, along with the special collection events and the County has no plans to further develop the program until the need arises. Itasca County will continue with the current program, supervise contractor's performance and will investigate the strength of the current market to consider removing the fee for appliances in an effort to capture additional material from residents and businesses visiting the county sites. Koochiching County and Lake County do not anticipate any changes to their successful major appliance management programs.

5.11 AUTOMOTIVE MERCURY SWITCHES, MOTOR VEHICLE FLUIDS AND FILTERS, AND LEAD-ACID AND DRY CELL BATTERIES

Aitkin County does not accept automotive mercury switches. Aitkin County will explore the locations of other waste oil collection sites with local retailers. Locations in the northern and southern-eastern areas of the County will be pursued first. If grant money is available and willing local retailers are found, additional collection sites will be established. Aitkin County will expand the button battery and nickel/cadmium battery collection program and expand the lead acid battery collection. Carlton, Cook, Itasca, Koochiching, Lake and St. Louis counties and WLSSD have mature automotive waste programs that will be maintained for the next 10 years with no plans for expansion at this time.

5.12 HOUSEHOLD HAZARDOUS WASTE (HHW) MANAGEMENT

5.12.1 NE MN Region Coordinated Initiatives – HHW Management

The Western Lake Superior Sanitary District will continue to operate its Household Hazardous Waste Facility and Clean Shop and will sponsor the Regional Household Hazardous Waste Program. Some of the areas of growth will be to expand participation in the Clean Shop Program with innovative and targeted promotion and continued promotion of the Product Reuse Center to expand use, broaden community awareness and increase the type and amount of material diverted for reuse. Additionally, WLSSD will continue to seek cost-effective contracts, actively seek alternatives to disposal, reevaluate processes frequently for cost savings and alternative management options and promote *Healthy Homes*, *Healthy Families* concepts and programming through advertising and workshops.

5.12.2 County/WLSSD Local Initiatives – HHW Management

The St. Louis County HHW program is currently established and successful. Collection locations are modified on an annual basis. In the future cold storage capability at the Virginia facility will be expanded and facility hours may be expanded if there is a demonstrated need. The County will continue to contract with WLSSD for contract administration, and staff support. Pick up and disposal with the State HHW contractor will continue to be on an as-needed basis.

Carlton County plans to continue to operate the HHW site and participate in the regional MPCA HHW program operated at the WLSSD regional facility serving Carlton, St. Louis, Lake, Cook, Koochiching, Itasca, and Aitkin Counties over the next ten years. Carlton County will continue operation of the HHW site at the transfer station including the product exchange area, and public education programs and activities for the proper disposal of HHW at the transfer station or the WLSSD regional HHW facility over the next ten years. Additionally, Carlton County is currently working on adding a new program to safely dispose of household pharmaceutical wastes (over the counter and prescription drugs) to prevent disposal in the sanitary sewer and solid waste stream as well as illicit drug prevention. The program will be directed towards all controlled and non-controlled pharmaceuticals that residents may anonymously deposit in a non-retrievable container. Carlton County will continue funding for the HHW program including the enforcement of Ordinance 17 and facilities for the collection and disposal of hazardous materials, education about environmental consequences and health risks associated with the illegal or improper disposal of HHW and problem materials to residents and businesses, and specialized HHW projects such as the disposal of household pharmaceutical wastes.

Cook County will continue to work with WLSSD through the special collection events held within the county, as well as maintaining the secure hazardous waste locker facility that is situated on the Recycling Center premises. Cook County will coordinate with WLSSD in evaluating whether additional collections are needed in different locations within the County due to increased material use.

Itasca County intends to refine and expand programs where possible based on experience gained from the operation of current programs. Public information concerning hazardous waste is a primary focus of the County. Education materials that are provided include fact sheets; disposal guides, and specific materials brochures produced by the MPCA and WLSSD. County staff prepares news articles, and provides group presentation and tours to schools, civic and community groups.

Aitkin County will increase education efforts regarding HHW and will continue to discuss HHW and problem material management with other counties and other program managers.

Koochiching County will continue providing the Environmental Services staff with the proper training to allow the County to continue the small HHW collections in the rural areas of the County just prior to the large collection at the Transfer Station Complex. The County is committed to providing the proper equipment to facilitate a safe rural HHW collection that also complies with the rules and regulations of the MPCA and MNDOT.

5.13 CONSTRUCTION AND DEMOLITION (C&D) DEBRIS

The Western Lake Superior Sanitary District will continue to look for ways to divert construction and demolition waste to alternative permitted sorting and processing facilities or demolition landfills. This will be accomplished through hauler, residential, and business education programming, potential tip fee pricing changes, limiting acceptance at the WLSSD Transfer Station, and through increased inspections of permitted facilities. WLSSD staff will review current hauler waste agreements and solid waste ordinance requirements to look at ways to increase the separation of C&D from mixed waste loads through regulatory options.

WLSSD has budgeted for and will conduct a waste characterization study in 2024 to further understand the composition and source of mixed waste loads to limit the amount of C&D waste coming into the WLSSD Transfer Station.

The current WLSSD Transfer Station operator has been implementing additional ways to recover scrap metal from the incoming waste stream at the WLSSD transfer station. This includes purchasing equipment with a magnetic grapple to remove items to put in a separate roll-off box to haul to a recycling facility. Depending on the success of this initiative, the contractor will potentially look at other recoverable materials to remove, such as wood pallets, from the waste stream prior to transfer of waste to the City of Superior Landfill. WLSSD will continue to accept C&D waste at the Materials Recovery Center while looking for additional opportunities to recycle those materials.

St. Louis County staff is currently reviewing alternative landfill abatement options for C&D waste. Options include source separation, reuse of materials, as well as alternative uses for aggregate, pavement, mulch and biofuel. Currently clean demolition waste is accepted at several locations around St. Louis County. Once a suitable volume is received, it is transferred to a regional C&D landfill. An option for deconstruction is emerging within St. Louis County due to a new company expanding into the area. Deconstruction would be encouraged as part of the County tax forfeit property demolition and clean-up projects.

Carlton County anticipates that the amount of construction and demolition debris generated will remain stable for the next several years. It is believed that the amount of construction and demolition waste landfilled will decrease, due to increased educational efforts to recycle certain materials and programs that promote the reuse of marketable materials. Carlton County plans to continue the existing construction and demolition debris program that includes education regarding the reuse and recycling of recoverable materials to reduce the amount of material deposition in landfills. Educational efforts are directed towards the promotion of the Minnesota Materials Exchange (MME) Alliance program, the WLSSD Materials Recovery Center, and the Minnesota Recycling Markets Directory for the reuse and recycling of construction and demolition materials.

Additionally, Carlton County will continue to participate in the MPCA sponsored Northeast Minnesota

Building Deconstruction Work Group that encourages and publicizes sources for reusable materials and markets for recyclables. The County will monitor the success of the construction and demolition debris program by review of the annual amounts collected at the transfer station.

The Lake and Cook County programs monitoring and regulating C&D debris will be maintained over the next 10 years. Cook County will continue to work with private sector haulers to ensure they are adequately equipped to manage all of the C&D waste generated within the County. Aitkin County will increase education to residents and businesses on source separation of materials and types of acceptable materials.

Itasca County will continue to work with commercial and private self-haulers to divert concrete to existing recycling facilities within the County. Currently, Hawkinson Construction, Schwartz Excavating, Hammerlund Construction, and the Trout Demolition Landfill accept and recycle concrete for beneficial reuse projects. Because the scaled price at the County facility is much higher than the private recycling sites, very little concrete shows up at this site. In the event that it does, haulers are provided education on recycling, reuse, and cost saving options. Itasca County will continue to work with “The Habitat for Humanity Restore” on deconstruction projects prior to demolition and will continue to educate the public on available reuse, recycling and recovery services provided for construction and demolition materials listed in the Minnesota Recycling Markets Directory developed by the MPCA.

5.14 Counties/WLSSD Support

Based on multiple regional stakeholder meetings and interviews with SWONER and NEWAC



5.16 Summary

The proposed program initiatives and timeline were used to develop the waste and diversion projections for the GVTs included in **Appendix X**. The key focus for the northeast region is building upon existing program success to divert nearly double the quantities of organics by the end of the 10-year planning period. Based on the

outcomes of the GVT analysis, the proposed regional system is projected to impact the management of the material streams over the 10-year planning period as characterized in **Table 5-2** and **Figure 5-2**.

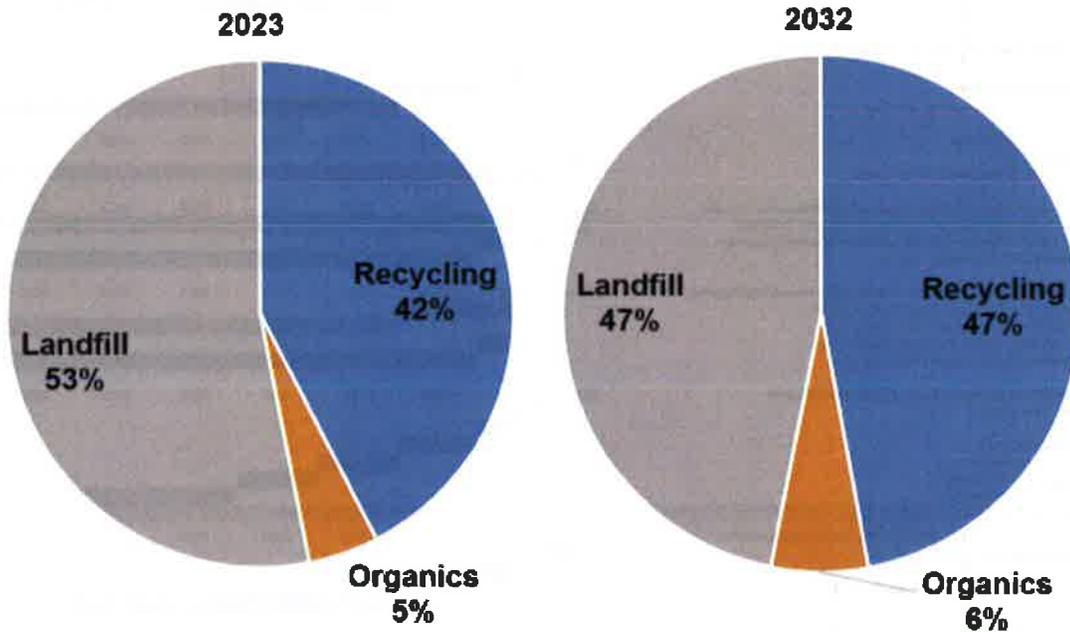
Overall, the proportion of the municipal solid waste stream generated in the region will be reduced from 53-percent to 47-percent over the 10-year planning period.

Table 5-2: Proposed Regional System Quantities of Materials (Tons)

Material Streams	2023 ^a	2032 ^a	Percent Change
Recycling	125,379	135,277	+ 7.9%
Organics	13,243	17,284	+ 30.5%
Landfill	157,215	134,597	- 14.4%

(a) Based on the Goal Volume Table analysis, which considers both projected population change and new program implementation.

Figure 5-2: 2023 and 2032 Projected Waste Quantities



6.0 SOLID WASTE ORDINANCES

The status of the solid waste ordinance for each County/WLSSD is summarized in **Table 6-1** below.

County	Status of Ordinance	Implementation and Enforcement Issues	Plans to Amend Ordinance
Aitkin	Revised 2022	None reported	Will amend within next 10 years
Carlton	Adopted 1991	Enforcement issues are mainly tied to junk properties	Will amend within next 2 years
Cook	Adopted 1979	Since Cook County has worked directly with MPCA staff with regards to any solid waste violation enforcement, the County has not had many challenges other than the illegal dumping of materials in gravel pits or in front of the Recycling Center. Since the County installed a video surveillance system at the Recycling Center and blocked after hours traffic, there have not been many additional violations	Will amend within next 5 years
Itasca	Revised 1992	None reported	None reported
Koochiching	Revised 2014	None reported	None reported
Lake	Revised 1992	Lake County's current ordinance does not include adequate deterrent to regulate junk yards/properties that are full of vehicles etc. Garbage burning is also still very prevalent in Lake County. Because of the County's large size, it is difficult to communicate it is the law that garbage cannot be burned (which includes paper that people don't see as garbage). Finally, haulers are required to pick up recycling once a month for regular customers. Not all municipalities are recycling	Will amend within next 5 years
St. Louis	Revised 2008	None reported	None reported
WLSSD	Revised 2018	The WLSSD does not have statutory enforcement authority. As a result, the WLSSD contracts with St. Louis County when needed to enforce ordinance provisions.	Will amend within next 5 years

7.0 SOLID WASTE PROGRAM STAFFING, EXPENSES AND FUNDING

Each of the Counties/WLSSD approach solid waste program staffing differently using both internal staff and external contractors. Staffing levels available for implementation of the programs in this section are shown in **Table 7-1** below.

7.1 SOLID WASTE STAFFING

Program	Estimated Annual Labor (FTE or Hours)							
	Aitkin (Hours)	Carlton (Hours)	Cook (FTE)	Itasca (Hours)	Koochiching (FTE)	Lake (FTE)	St. Louis (FTE)	WLSSD (FTE)
Solid Waste Reduction	As Needed	50	0.05	As Needed	0.1	2.25	0.4	4.05
Solid Waste Education	104	50	0.05	128.0	0.03		0.1	
Recycling Programs	2,080	100	4.0	1,208.0	1.0		0.4	
Yard Waste Management	72	20	0.01	As Needed	0.1		N/A	2.0
SSOM Composting	N/A	72	N/A	As Needed	---		N/A	
MSW Land Disposal Facilities	---	10	---	As Needed	---		3-4 County Staff 3-5 Contract Staff	0.25
Tire Management Programs	As Needed	30	---	As Needed	0.08		0.1	7.0
Electronic Products	48	30	0.2	As Needed	0.08		0.1	
Major Appliance Management	As Needed	30	---	As Needed	0.1		2.25	
Auto. mercury switches, motor vehicle fluids, lead-acid & dry cell batteries	As Needed	---	0.3	As Needed	---		0.1	4.25
HHW Management	587	430	0.7	1522.5	0.03		2.65	
Demolition Debris Management	As Needed	466	---	As Needed	0.5		0.2	0.5

7.2 FUNDING SOURCES AND PROGRAM EXPENSES

Similar to staffing, each of the Counties/WLSSD have their own approach to program budget development and funding. However, the total program expenses for each County/WLSSD in 2020, along with funding sources, are described in **Table 7-2** below. **Section 10.0** provides a planning level budget for the proposed regional solid waste management system initiatives.

County	Total Program Expenses	Funding Sources
Aitkin	\$289,878	MPCA HHW grants, SCORE funding, solid waste levy, license fees
Carlton	\$1,795,420	Solid waste fee, licenses, gate/tipping fees, sales tax, refunds/reimbursements, SCORE grant, intergovernmental revenue, special assessment/service fees, and service charges
Cook	\$615,268	MPCA HHW grants, SCORE funding, solid waste disposal fees and taxes, solid waste management fee, license fees, general revenue tax fund,
Itasca	\$2,237,751	Solid waste assessment, state grants, landfill tipping fees, demo fees, reimbursements, reimbursements for HHW supplies
Koochiching	\$1,618,198	Solid waste assessment, MSW coupons, commercial hauler tipping fee, solid waste management tax, state grant, commodity sales, and demolition fees
Lake	\$300,744	MPCA HHW grants, SCORE funding, sale of recyclables, mixed municipal licenses, landfill licenses, demolition landfill fees, general revenue tax fund
St. Louis	\$8,051,132	Tipping fees, solid waste service fees, SCORE funding, license and surcharge fees, fees received from leasing property for operation of a contaminated soil treatment facility, recycling revenue, special waste revenue, grant funding, licensing
WLSSD	\$2,880,343	Solid waste fee revenues, transfer station fees, solid waste grant revenue, MRC fees, St. Louis County reimbursement, compost/yard waste fees, SCORE grant, WLSSD HHW grants, County HHW payments/Grants, PaintCare

7.3 PROGRAM ANNUAL BUDGETS

Table 7-3: Northeast Regional Solid Waste Program Budgets

Program	ANNUAL BUDGET							
	Aitkin	Carlton	Cook	Itasca	Koochiching	Lake	St. Louis	WLSSD
Solid Waste Reduction	\$1,637	Not available	\$1,800	Not available	Not available	\$2,052	Not available	\$816,000
Solid Waste Education	\$1,638	Not available	\$2,095	\$8,294	Not available	\$2,052	Not available	
Recycling Programs	\$145,742	\$107,000	\$135,000	\$147,184	Not available	\$160,834	\$2,000,960	
Yard Waste Management	\$607	Not available	\$759	Not available	Not available	\$5,000	\$5,000	\$333,000
SSOM Composting	N/A	\$1,300	N/A	N/A	N/A	N/A	N/A	
MSW Land Disposal Facilities	Not available	\$750,000	Not available	\$609,323	\$870,731	Not available	\$1,766,941	\$5,007,000
Tire Management Programs	Not available	\$6,400	Not available	\$28,382	\$35,442	\$1,951	\$244,200	\$1,172,000
Electronic Products	\$4,443	\$21,000	\$4,200	\$23,106	\$13,868	\$4,343	\$82,500	
Major Appliance Management	Not available	Not available	Not available	Not available	\$3,860	\$2,620	\$200,866	
Auto. mercury switches, motor vehicle fluids, lead-acid & dry cell batteries	Not available	Not available	\$2,220	\$713	\$490	Not Available	\$5,000	\$867,000
HHW Management	\$6,473	\$16,000	\$8,193	\$87,997	\$12,384	\$61,635	\$332,685	
Demolition Debris Management	Not available	\$50,000	Not available	\$83,798	\$161,913	\$115,770	\$261,500	Not available

8.0 PLAN REVIEW AND TEN-YEAR UPDATE

The Counties/WLSSD will abide by the planning rules and guidelines of the State of Minnesota, providing plans every ten years or as mandated. Each participant in the Northeast Minnesota Regional Solid Waste Management Plan (SWMP) will be responsible for updating their plan in 10 years. However, prior to the due date for the updated plans, the NEWAC will discuss the potential for initiating an update to the regional SWMP.

9.0 GOAL VOLUME TABLE

Goal Volume Tables (GVT) for each County/WLSSD, as well as a regional GVT, are located in **Appendix X**. The key assumptions used in developing the GVTs are as follows:

- The 2020 population for the plan participants was taken from the U.S. Census.
- 10-year population growth projections were taken from county profiles on the Minnesota Department of Employment and Economic Development website.
- These two sources were used to project population change each year through 2032 to update MPCA population projections.
- Estimated quantities for landfill disposal, organics, and recycling were correlated with the projected change in population.
- Recycling rate goals for 2032 were chosen for each County/WLSSD based on current recycling rates, existing programs, demographics, and feasibility.
- The increase in the individual recycling and organics numbers were adjusted for each County/WLSSD based on the proposed program initiatives.
- The “Total” numbers on the “Forecast and Sector Composition” tab include recycling, organics, and amount landfilled. Onsite disposal numbers are not included in this total.
- Values in the GVT for St. Louis County reflect those associated with the population that resides outside of the WLSSD boundaries, to avoid double counting.
- Values in the GVT for Carlton County were adjusted to only include those associated with the population that resides outside of the WLSSD boundaries, to avoid double counting.
- The GVTs were then finalized for each County/WLSSD.
- The results from the individual Counties/WLSSD were used to develop a regional GVT.

10.0 DEVELOPMENT OF PROGRAM BUDGET

Based on the proposed regional implementation plan, planning level budget estimates were developed for the respective program initiatives. These planning level budgets for each proposed initiative are provided in **Table 10-1**. The key assumptions used in the development of the 10-year planning budget include the following:

- Program budget estimates represent 2022 dollars and are not inflated over the 10-year planning period.
- Program budgets for initiatives 3, 4, and 12 reflect one-time capital costs and could be annualized over the planning period with financing costs as an alternative approach.
- Budget estimates may vary depending on whether staffing and coordination is undertaken by County staff or external contractors.
- As specified in the implementation plan, federal, state, and non-governmental grants and loans will be actively pursued to offset program costs. Numerous grant opportunities are available for several of the initiatives.
- Specific assumptions for each initiative are provided below.

Table 10-1: Proposed Regional Initiatives Planning Level Budget

Program Initiative	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	Total
SOURCE REDUCTION AND EDUCATION											
(1) Development of Regional Communications Plan	\$0	\$7,500	\$5,000	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$25,000
RECYCLING											
(2) Improve Recycling Program Through "Recycle Right" Campaign	\$5,000	\$55,000	\$100,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$210,000
(3) Retrofit St. Louis County MRF to a Multi-Stream Processing Facility	\$0	\$1,000,000	\$4,500,000	\$4,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000,000
(4) Upgrade Existing Public Transfer Stations for Recyclable Materials	\$0	\$0	\$1,000,000	\$5,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000,000
(5) Explore Partnerships with Local Mfg. (e.g., ST Paper 1, USG, PCA)	\$5,000	5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$10,000
(6) Develop/Maintain Regional Film Plastic Collection and Recycling Program	\$16,800	\$24,000	\$36,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$48,000	\$412,800
SOURCE SEPARATED ORGANIC MATERIAL COMPOSTING											
(7) Expand SSOM Drop Sites Throughout Region	\$10,000	\$19,485	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$25,980	\$237,325
(8) Curbside Organics Collection Roll-out	\$0	\$458,866	\$142,725	\$233,705	\$40,637	\$40,637	\$40,637	\$40,637	\$40,637	\$40,637	\$1,079,748
(9) Increased Backyard Composting	\$0	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$4,225	\$38,025
(10) Lake, Cook, Grand Portage Community Composting Program	\$0	\$10,000	\$30,000	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$50,000
(11) Expansion of WLSSD, Carlton, St. Louis Composting Program	\$0	\$11,200	\$15,000	\$15,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$641,200
(12) Implement WLSSD Combined Heat and Power (CHP) Project	\$0	\$0	\$0	\$500,000	\$3,970,000	\$5,072,000	\$0	\$0	\$0	\$0	9,542,000
MSW LAND DISPOSAL											
(13) Support Formation of Public/Private Partnership to Develop Landfills	\$50,000	\$75,000	\$75,000	\$20,000	\$20,000	\$20,000	\$20,000	\$0	\$0	\$0	\$280,000
(14) Competitively Procure MSW Disposal Agreements	\$0	\$50,000	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100,000
HOUSEHOLD HAZARDOUS WASTE MANAGEMENT											
(15) Regional Household Hazardous Waste Program	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$1,633,976	\$16,339,760

Notes:

- (a) Budget estimates represent 2022 dollars
- (b) Capital costs reflect one-time costs, which could be annualized over the planning period
- (c) Budget estimates may vary depending on whether staffing is undertaken by County staff or external vendor
- (d) Program budgets may be offset by federal, state, and NGO grants

Assumptions for each initiative:

- (1) WLSSD/County staffing, program promotion, and implementation resources
- (2) Staff coordination with participating entities and the resources for developing the educational campaign
- (3) Planning level capital budget estimate for design, construction and equipment installation
- (4) Planning level capital budget estimate for design, construction, and equipment installation for up to three facilities

- (5) WLSSD/County staff time to plan and participate in multiple meetings
- (6) Pilot program planning costs and budget allowance for materials collection
- (7) Assumes 7 SSOM drop sites in 2023, 15 in 2024, and 20 ongoing beginning in 2025
- (8) WLSSD staff time, equipment purchases, development of educational materials – timeline may change dependent on funding
- (9) Assumes 0.01 FTE of time annually for three participating counties. Compost bins to be purchased and sold at cost
- (10) County/Reservation staffing, program promotion, feasibility study costs, implementation resources
- (11) WLSSD/County staff time to plan and participate in multiple meetings, County service agreement development costs and budget allowance transportation of materials
- (12) CIP budget estimate for design, construction and equipment installation
- (13) Development of RFP, review of proposals, selection of partner, contract negotiations, and technical support through the permitting process
- (14) Development of up to two RFPs (east and west subsets of counties/WLSSD), review of the proposals, selection of a service provider, and contract negotiations
- (15) Annual county/WLSSD budgets for maintaining regional HHW program

11.0 ALTERNATIVES TO PROPOSED SYSTEM

If particular components of the proposed solid waste management system were to experience major operational difficulties, the Counties/WLSSE have contingency plans as outlined below.

11.1 MSW Disposal

Itasca County currently contracts for the hauling of its MSW to the Elk River Landfill in the northern Metropolitan Twin Cities area. If there was an operational disruption, Itasca County would consider entering into a short-term agreement to take their MSW to the St. Louis County Regional Landfill in Virginia or a private landfill outside the region. Because Aitkin County MSW is collected and transferred through three privately owned transfer stations to multiple landfills, the private transfer station operators would likely haul MSW to one of the private landfills currently used if operational disruptions occur. Koochiching County currently hauls its MSW to a publicly owned Mar-Kit Landfill. If there were operational disruptions, Koochiching County would consider entering into a short-term agreement to take their MSW to the St. Louis County Regional Landfill in Virginia, Crow Wing County Landfill in Brainerd, or a private landfill outside the region.

Cook, Lake, and Carlton Counties and the WLSSD would competitively procure a contract for long-term MSW disposal. If an alternative is needed on a short-term basis, similarly, the WLSSD would collaborate with St. Louis County to enter into a short-term contract to take their MSW to the St. Louis County Regional Landfill in Virginia. Solid waste from Cook, Lake, and Carlton Counties and the WLSSD could continue to come to the WLSSD transfer station, but would be directed in the near-term to St. Louis County. If hauling to St. Louis County is not feasible, the Lake Area Landfill in Sarona, Wisconsin would be the most likely alternative. The WLSSD has contracted with the Lake Area Landfill in the past to accept MSW. St. Louis County would continue disposing of the County's MSW at the Regional Landfill in Virginia. If the St. Louis County Regional Landfill in Virginia became inoperable or temporarily could not accept MSW, St. Louis would contract with the WLSSD and enter into a short-term contract with the WLSSD to accept MSW from St. Louis County at the WLSSD transfer station.

11.2 Waste Diversion

The Counties/WLSSD would continue to work independently from one another to continue to successfully divert organics and recyclable materials from landfill disposal.

11.3 Household Hazardous Waste and Problem Materials

The Counties/WLSSD would continue to work together on a regional basis to implement their HHW programs. For the management problem materials, the Counties and WLSSD will continue with their respective programs.

12.0 ENVIRONMENTAL AND PUBLIC HEALTH IMPACTS

12.1 On-Site Disposal

The approximate percentage of residents disposing of solid waste on-site in each County/WLSSD is summarized in **Table 12-1**. This solid waste never enters the “official” waste management collection system and is managed through burying or burning.

Table 12-1: Regional On-Site Disposal

County	On-Site Disposal Percentage
Aitkin	4.5%
Carlton	1.7%
Cook	1.1%
Itasca	2.0%
Koochiching	6.2%
Lake	3.0%
St. Louis	0.2%
WLSSD	1.0%
Region Total	1.5%

Although this method is easy and low cost to the waste generator, there are significant risks to public health and the environment from on-site disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the inappropriately burned or buried garbage.
- Air pollution from particulates and chemicals released during open burning in burn barrels.
- Health risks to nearby residents caused by open burning. Those especially at risk are young children, the elderly, and those with respiratory problems.
- Aesthetic issues from on-site dumping.
- Grass/brush fires from trash fires.

Smoke from burning trash may contain arsenic, benzene, cadmium, carbon monoxide, chromium, dioxin, formaldehyde, hydrochloric acid, lead, nitrogen oxide, polyaromatic hydrocarbons and sulfuric acid. These pollutants and the small particulates which come from burning trash may cause such health problems as eye, nose, and throat irritation, lung irritation and congestion, skin irritations or burns, stomach or intestinal upset, eye damage and headaches or memory loss.

Under Minnesota law, only farmers are allowed to bury or burn solid waste generated from the household and farming operation, if the burying is done in a nuisance free, pollution free and aesthetically acceptable manner on the land used for farming. The Counties/WLSSD Boards have the option to require collection by passing a resolution that states solid waste collection services are reasonably available throughout the Counties/WLSSD. Residents living on a farm, but not actively farming, are not eligible for this exception to State law (Minnesota Statute, Section 17.135).

The Counties/WLSSD may prohibit the deposit of other solid waste within the Counties/WLSSD through additional ordinance. The Counties/WLSSD may further require the owners or occupants of the property to remove the unauthorized deposit of solid waste or provide for the removal of the solid waste at the owner's expense (Minnesota Statute Section 375.18, subd. 14).

12.2 Illegal Disposal

There are significant risks to public health and the environment from illegal disposal of MSW. These risks include:

- Contaminated surface and groundwater from the leachate resulting from the illegally disposed garbage.
- Aesthetic problems from litter and the financial cost of cleanup.

Unlawful disposal of waste in or on public or private lands, shorelands, roadways, or water is cause for a civil penalty based on the cost to legally remove, process and dispose of the waste (Minnesota Statute, Section 115A.99). A person unlawfully depositing such material is guilty of a misdemeanor (Minnesota Statute Section 609.68).

12.3 Plans to Mitigate Impacts of On-Site Disposal and Illegal Dumping

Complaints of illegal dumping are occasionally filed with the Counties' Sheriff's Office or the Department of Natural Resources. The county solid waste management departments respond to these complaints of illegal dumping on a case-by-case basis. The Counties/WLSSD encourage voluntary compliance through direct dialogue with the alleged violators.

The Counties/WLSSD may encourage residents to participate in the County/WLSSD solid waste management system and to further discourage on-site and illegal disposal methods which are harmful to public health and the environment. Presently, the Counties/WLSSD conduct public education to discourage on-site disposal. In addition, the Counties/WLSSD encourage recycling by supporting municipal curbside collection and providing drop-off centers.

The effects of both on-site and illegal disposal are increasingly being recognized as detrimental to public health and the environment. A small portion of residents in the northeast region are not currently served by a solid waste collection system, and a portion of those are assumed to be managing their waste on-site.

13.0 SOLID WASTE FACILITY SITING PROGRAM

As discussed in **Section 5.7**, the northeast region Counties/WLSSD will evaluate the potential of converting the General Waste and Recycling, LLC industrial landfill near Keewatin into an MSW landfill, and/or a proposed MSW landfill located in Canyon, or development of a new landfill at an alternative site, to serve the MSW disposal needs of the region after the closure of the Superior Landfill. The purpose of pursuing the conversion of these sites into MSW landfills is to provide the region with adequate disposal capacity and reduce overall hauling distances and the related costs associated with the region's current MSW disposal system (summarized in **Figure 3-1**). As discussed previously, several Counties are currently hauling their MSW over 100 miles for disposal. The hauling distance reduction, cost per ton savings, estimated reduction in fuel usage, GHG reductions, and total fuel cost savings associated with this proposed system are summarized in **Section 4.2.2**. Provided below is a discussion on two existing industrial landfills in the region, and the siting criteria and permitting process for potentially converting the industrial landfills into MSW landfills.

13.1 Siting Criteria for MSW Landfills

Chapter 7035 of the Minnesota Administrative Rules addresses solid waste management. Rule 7035.2555 provides the location standards that apply to solid waste management facilities. The location standards contain exclusionary criteria that specify that solid waste management facilities may not be located in a floodplain, within a shoreland or wild and scenic river land use district, within a wetland, or within a location where emissions of air pollutants would violate ambient air quality standards. Additional criteria may be considered during the siting process based on stakeholder feedback.

13.2 Existing Industrial Landfills

Provided below is a description of each of the two industrial landfills currently located in the northeast region⁶.

13.2.1 Keewatin

The General Waste & Recycling LLC industrial landfill located in Keewatin (Keewatin Landfill) is owned and operated by General Waste & Recycling, LLC. The landfill is located at 35005 Highway 571, Keewatin, MN 55753 in Itasca County, on the south side of Highway 169. The Keewatin Landfill is adjacent to a mining lake on its west side and the City of Keewatin on its north side, across Highway 169, and is located on a 140-acre parcel.

⁶ Information on the Keewatin and Canyon Landfills, including their permitted capacity and design capacity, was taken from their draft permits (2017).

The Keewatin Landfill is currently permitted for four unlined Class II C&D landfill cells and two lined industrial landfill cells. Class II C&D landfills are permitted to accept incidental nonrecyclable packaging consisting of paper, cardboard, and plastic, and demo-like industrial wastes comprised of wood, concrete, porcelain fixtures, shingles, and window glass. Industrial landfills such as the Keewatin Landfill are permitted to accept the wastes outlined in their approved Industrial Solid Waste Management Plan (ISWMP). The Keewatin Landfill is currently not permitted to accept MSW or industrial solid waste that is not identified in its approved ISWMP. The Keewatin Landfill is permitted for 370,226 total cubic yards of demolition debris and 1,054,704 total cubic yards of industrial waste.

The Keewatin Landfill performs groundwater, leachate, and surface water quality sampling and analysis on a regular basis.

13.2.2 Canyon

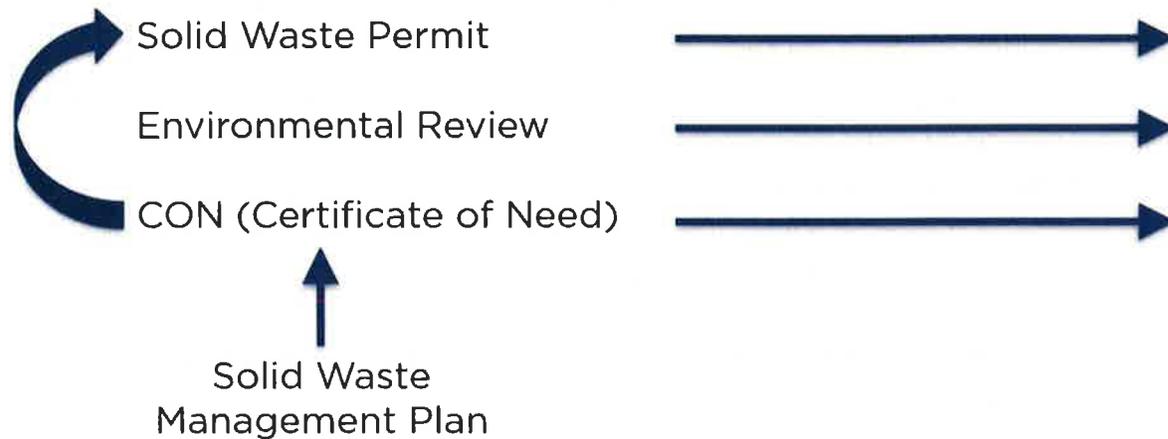
The Voyageur Disposal & Processing landfill located in Canyon (Canyon Landfill) is owned and operated by Voyageur Disposal & Processing, Inc. The landfill is located at 6830 Highway 53, Canyon, Minnesota 55717 in St. Louis County, on the west side of Highway 53. The facility encompasses approximately 210 acres.

The Canyon Landfill consists of an unlined demolition debris landfill that is at capacity, two unlined industrial solid waste cells on top of the demolition debris cells, and three lined industrial solid waste cells to the north and east of the unlined area. The unlined demolition debris land disposal facility occupies approximately 18 acres, and the industrial solid waste land disposal facility occupies approximately 29 acres. The Canyon Landfill is permitted to accept the wastes outlined in its approved ISWMP. Per the Landfill's permit, the Canyon Landfill is not permitted to accept liquids, infectious waste, raw animal manure, septic tank pumpings, digested sewage sludges, lime sludges, grit chamber cleanings, bar screenings or other sludges. The Canyon Landfill is permitted for 344,540 total cubic yards of demolition debris and 5,393,199 total cubic yards of industrial waste.

The Canyon Landfill performs groundwater and leachate quality sampling and analysis on a regular basis, has a gas monitoring program, and conduct quarterly methane monitoring.

13.3 Permitting Process

The MSW landfill permitting process is summarized in **Figure 13-1** and consists of three parallel tracks that apply to expanding an existing MSW landfill or converting an industrial landfill into an MSW landfill.

Figure 13-1: MSW Landfill Permitting Process

Minnesota Rule 7035.2815 provides the requirements for mixed municipal solid waste land disposal facilities including the following:

- Location
- Hydrogeologic evaluation
- Groundwater performance standards
- Design requirements
- Intermittent, intermediate, and final cover system
- Liner requirements
- Cover and liner evaluation
- Leachate detection, collection, and treatment system
- Water monitoring systems
- Gas monitoring, collection, and treatment system
- Construction requirements
- Operation and maintenance requirements
- Sampling and analysis
- Contingency action
- Closure and post closure care

Facilities applying for a permit to construct an MSW landfill must submit the MPCA's Mixed Municipal Solid Waste Landfill Application Checklist with their application. This checklist applies to both new MSW landfills and converting an industrial landfill into an MSW landfill.

By rule, potential MSW landfills are required to undergo an environmental review that analyzes such items as endangered species, archeologic impacts, surface water impacts, and groundwater impacts, as well as specifying the design technologies being presented to mitigate those potential impacts. Landfills that take in less than 100,000 cubic yards per year of MSW require an Environmental Assessment Worksheet (EAW), and landfills that take in more than 100,000 cubic yards per year of MSW require an Environmental Impact Statement (EIS). An EIS requires a more comprehensive evaluation of potential environmental impacts than an EAW.

The CON will be determined via evaluation of various integrated solid waste management issues, including available landfill capacity within the region.

14.0 PUBLIC PARTICIPATION

14.1 Regional Stakeholder Engagement

To gather regional input to develop a roadmap for the future of solid waste management in the region, each SWONER representative selected five to seven individuals from their respective County/WLSSD to participate in a regional stakeholder group. A total of 51 representatives were selected representing a range of stakeholder interests including, but not limited to the following:

- Solid waste and recycling industry
- Key business leader/large employer
- Elected local governmental official
- Historically underrepresented communities
- Civic and/or environmental group
- SWONER
- Other

To assist with identifying potential tribal representatives, the MPCA Tribal Contacts List at <https://www.pca.state.mn.us/sites/default/files/p-gen5-25.pdf> was used as a resource. With this background information, tribal representatives from the Grand Portage, Fond Du Lac and Bois Forte Bands were invited to participate in both the regional stakeholder and SWONER update meetings.

In identifying and recruiting representatives, each SWONER was encouraged to convey participating in the stakeholder engagement process provided an opportunity for the following:

- Learn more about state-of-the-art solid waste management and materials recovery programs; and
- Collaborate with others to begin developing the roadmap for the future of solid waste and sustainable materials management for their respective community and the NE region.

The overall objectives of the regional stakeholder engagement process were the following:

- Gain a better understanding of regional stakeholder goals and perspectives;
- Identify potential regional solid waste system management alternatives, including both materials recovery and disposal options;
- Assist with identifying criteria (e.g., technical, environmental, economic) for evaluating the alternatives; and
- Identify potential preferred alternatives for additional consideration

Table 14-1 summarizes the stakeholder engagement meetings held to gather input on proposed solid waste alternatives for the regional plan.

Table 14-1: Summary of Regional Stakeholder Planning Meetings

Date/Location	Meeting Description
August 18, 2021 (In-Person) August 20, 2021 (Virtual)	Regional Stakeholder Engagement Meeting #1
September 27, 2021 (In-Person) September 28, 2021 (Virtual)	Regional Stakeholder Engagement Meeting #2
January 20, 2022 (Virtual)	SWONER – Regional Opportunities for Disposal and Materials Diversion – Meeting #1
February 2, 2022 (Virtual)	SWONER – Regional Opportunities for Disposal and Materials Diversion – Meeting #2
February 9,10, and 14, 2022 (Virtual)	SWONER/NEWAC Interviews (staff and elected official)

The regional stakeholder engagement group meetings #1 and #2 offered in-person, virtual, and hybrid meeting options. The regional stakeholder engagement meetings addressed the following:

- Overview of the northeast Minnesota regional solid waste system
- Survey of stakeholder opinions concerning waste management
- Small group break-out sessions addressing potential current and future pathways challenges/barriers, planning criteria, and opportunities to collaborate on a regional basis
- Description of materials recovery and solid waste disposal options

To set the stage for regional stakeholder discussions, each of the stakeholders asked to review the diagram below and depict where their programs are “currently” and “expected in the future” to be located relative to changing societal attitudes and behavior and impacts of technology and policy. **Figure 14-1** below provides the results from the exercise with the stakeholders.

Figure 14-1: Current and Expected Pathways

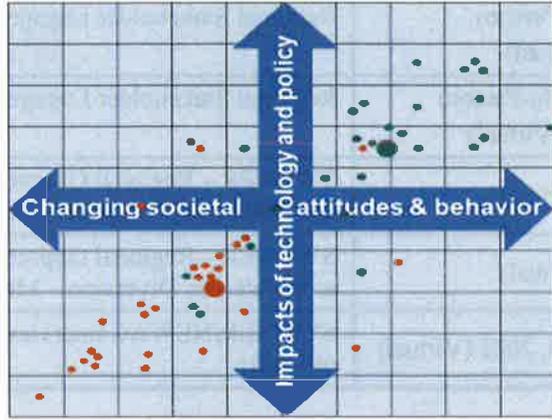
Current and Expected Pathways

Consumption Culture
Focus of society remains on consumption-based choices. Internet-based retailing increases overall consumption and drives growth in packaging waste. Priority is on delivering individual consumer choice and cost competitiveness with responsibility for waste management remaining primarily with the consumer.

Legend:

C F

Technology-Driven Solutions
State and regional policy supports the application of new technology and innovation in the manufacture, recovery, and reuse of materials. Policy incentives and technology innovation create new regional and local end markets.



Low-Cost Policy Options
Lack of policy incentives leads to localized, low cost waste management solutions with reliance primarily on landfill disposal. Minimal innovation and technology application maintains the status quo for materials recovery and reuse.

NE Minnesota Solid Waste Management Plan Regional Stakeholder Feedback

Sustainable Materials Management
Stronger local and societal focus on reduce, reuse, and recycling principles. There is a culture of collective responsibility and growth in extended producer responsibility solutions for manufacturers. Life cycle environmental impacts of products are considered.



Red dots represented where stakeholders currently view their solid waste programs and the green dots represented where stakeholders expect their solid waste programs to be in the future. The small red and green dots reflect the assessment by individual stakeholders and the large red and green dots represent the approximate quadrant locations when averaging all of the individual stakeholders' placement. As reflected, most of the stakeholders perceived their current programs to be located in the lower left quadrant reflecting a consumption culture and low-cost policy options. The majority of stakeholders perceived their expected future programs to be located in the upper right quadrant reflecting a sustainable materials management culture with more technology-driven solutions. This reflects optimism among the regional stakeholders that attitudes, behavior, policies, and technology will shift programs over the long term.

Table 14-2 below summarizes the outcomes from the small group breakout discussions from meetings #1 and #2. The objectives of the discussions were to identify the perceived greatest program challenges/barriers, discuss potential strategies to overcoming these barriers, and identify opportunities to collaborate regionally to develop solutions.

Table 14-2: Summary of Regional Stakeholder Meeting Breakout Discussions

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
Lack of landfill disposal capacity in the region	<ul style="list-style-type: none"> • New regional landfill after Superior Landfill closes • Enhanced Waste Diversion • Relax state regulations to allow more MSW landfills • Analyze existing landfills for conversion to MSW landfills • Consider more processing options (energy from waste) 	<ul style="list-style-type: none"> • Regional location (new or additional space) • Landfill owns regional transfer stations network • Tip fees that help cover costs (low enough to avoid abandonment; may include balanced fees) • St. Louis County opens landfill • Support letters for certificate of need • Identify areas where there can be landfills or more transfer stations – hub and spoke • More regional landfill(s) (save on transportation costs) • No indoor transfer facility (big costs) • Enhanced waste diversion – regional composting? (keep materials from landfills that don’t need to be landfilled) • Flow control on where the waste can go • In place working on this
Adequate program funding	<ul style="list-style-type: none"> • Regional solid waste assessment supported with educational campaign • Use more state solid waste fee revenues for County program costs • Product stewardship for problematic materials • Sales tax on solid waste generates ~\$80 million and should be more equitably shared with Counties • Capture more state solid waste tax revenue 	<ul style="list-style-type: none"> • State assistance to help balance fees around region (sales tax money) • Balanced fees to help with public buy-in • Recycling and MSW will likely need 2 distinct approaches • Shared educational messaging • Public buy-in to recycling etc. can help reduce waste – lower volumes that need to be transported • On “Product stewardship for problematic materials” bullet: hopeful for progress in these areas • Funding is a big impact for counties • Many counties operate on shoestring budget, would be better if enough funding • Differentiate between capital funding and operational funding (capital funding through bonding bill, operational through user fees) • Make sure money from general fund goes back to counties that raised those funds (referring to last 2 bullet points)

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
		<ul style="list-style-type: none"> • Recycling – dependent on markets (why do we not still collect it even when markets are bad?) (something more positive) • Subsidize markets for recycling (state subsidized) • Need to continue to make it a priority with legislation • In addition to solid waste tax funding it and funding in general • Leverage NEWAC, SWAA • Need the SWMP to indicate regional requirement to recycle both commercially and residentially
Long hauling distances for disposal	<ul style="list-style-type: none"> • Develop hub/spoke approach • Develop regional strategy with regional facilities and hub/spoke approach • Consider subsidizing rural counties to use out-of-County transfer stations 	<ul style="list-style-type: none"> • Will likely vary between MSW and recycling • Concentrate on developing end markets locally. Incentivize use of products by pursuing new technologies available • New reuse goals for various materials • Subsidize transportation costs and not disposal costs • “East Central” funding/financing model • Regional landfills considered • Unused landfill in Taconite Harbor- construction waste? (regional) • Cook County: no solid waste transfer station – small trucks hauling • Importing/exporting waste to Canada
Adequate access to recycling processing centers	<ul style="list-style-type: none"> • Rural areas need better access • Need to ensure access to collection and processing centers • Need legislative funding to support processing facility and end market development • Example: Provide financial incentives for recycled paper mill to locate in Duluth 	<ul style="list-style-type: none"> • Make recycling more consistent between counties • Hold on to materials until markets improve • Transportation, everything sent to metro • More regional recycling, transfer stations • Regional materials processing • Yes, depending on the regions (regarding “rural areas need better access” comment) • Need to work with state SWAA, MPCA, work with NEWAC to reflect our needs
PFAS and future regulatory impacts	<ul style="list-style-type: none"> • No requirements at this time, but need to monitor 	<ul style="list-style-type: none"> • State funding for any regulatory requirements • More of a burden on local governments • Closely monitor at this time

Challenges/Barriers [Stakeholder Survey]	Potential Strategies/Solutions [Regional Stakeholder Meeting #1]	Regional Strategies/Solutions [Regional Stakeholder Meeting #2]
	<ul style="list-style-type: none"> • Hold upstream generators accountable • Be engaged in applicable rulemaking process • Closely monitor going forward 	
Permitting and regulatory constraints	<ul style="list-style-type: none"> • SWMP requirements • Approve regional landfills • Public involvement 	<ul style="list-style-type: none"> • No new landfills permitted since 1993 • Need continued discussion of citing modern landfill • We should be able to build if we have modern technology • High priority. Doing a regional plan
Lack of strong end markets for recoverable materials in the region	<ul style="list-style-type: none"> • End markets → regulation • Material technologies • Markets need to be improved to increase recycling rates • Severe constraint on recycling. Focus on improving end markets for high value materials • State funding to help establish businesses in the region that use recycled materials • Legislative funding needed to support market development 	<ul style="list-style-type: none"> • Product Stewardship • Legislation at beginning vs. end of deciding what is recycling/how to recycle (i.e. – what can recycling be used for?) • Clarify what you want to recycle – focus on what there is a market for? (focus on education as part of this) • Curbside vs. drop off recycling? • Partnerships with NRRI and others • Legislative lobbying for support – have to be squeaky wheel • Need a regional solution too

As reflected above, the greatest challenges/barriers identified by the regional stakeholders were the following:

- Lack of landfill disposal capacity in the region
- Adequate program funding
- Long hauling distances for disposal
- Adequate access to recycling processing centers
- PFAS and future regulatory impacts
- Permitting and regulatory constraints
- Lack of strong end markets for recoverable materials in the region

These challenges/barriers exist, in part, because of the geographic size of the region, lack of population density in most areas of the region, and the current policy and regulatory framework. A number of potential regional strategies were identified for consideration.

Subsequent to these regional stakeholder meetings, two additional virtual meetings with the SWONER were scheduled to review the regional stakeholder meeting outcomes and begin to formulate a consensus around specific regional strategies. To supplement these group discussions, a series of meetings were scheduled with each SWONER and their respective lead elected official to better understand individual County/WLSSD program issues and prioritize the opportunities to collaborate as a region. This series of meetings was very beneficial because they presented an opportunity to address in greater detail how to align local and regional program needs.

The outcomes of the regional stakeholder engagement process described was used to formulate the proposed system.

14.2 Public Comment

Upon the MPCA's preliminary decision to approve the Regional Plan, the MPCA shall provide public notice for public comment. The Plan will be placed on public notice by the MPCA and will be available for review and comment for 30 calendar days. Each County/WLSSD will put the plan on display based on its own policies. After the 30-day public comment period, the MPCA and the NEWAC, upon consultation with the SWONER, will review the public input and provide direction on revisions (if necessary). The Plan will then be finalized, approved by the respective Counties/WLSSD, and made available to the public at designated locations.

**APPENDIX A –
HISTORY OF COUNTY SOLID WASTE
SYSTEM DEVELOPMENT**

A.1 History of System Development – Aitkin County

Minnesota's statewide recycling efforts began in earnest in 1989, when the Legislature adopted comprehensive legislation based on the recommendation of the Governor's Select Committee on Recycling and the Environment (SCORE). This set of laws, commonly referred to as SCORE, initiated a "stable" source of State funding for programs related to recycling, waste reduction, and the improved management of household hazardous wastes and problem materials. SCORE related programs are a key element of Aitkin County's integrated solid waste management program which are administered by the Environmental Services Department.

The County's efforts on developing a solid waste management program began in 1974 with the permitting of the Aitkin Area Sanitary Landfill (SW-145). This landfill was in operation for approximately 16 years; ceasing operation in 1990. Prior to this, many of the communities within the County had their own local dump. In 1990, Aitkin County entered into an agreement with Garrison Disposal for providing recycling services within Aitkin County. In 1992, Aitkin County received a Capitol Assistance Program Grant from the Office of Environmental Assistance for the construction of the Aitkin County Recycling Center. The recycling center became the focal point for recycling, hazardous waste and problem material collection. In 1995, the Oak Ridge Demolition Landfill was permitted by the MPCA (SW-541). In 2010, Aitkin County expanded its recycling agreement to include J&H Transfer for recycling services. Currently all mixed municipal solid waste is being collected by private haulers which operate their own transfer stations, or direct haul to the Elk River Landfill or East Central Landfill.

Past solid waste planning activities have focused on closure of two (2) landfills in the County and ensuring that opportunities exist for citizens and businesses to dispose of waste. Some of these activities include:

- Solid waste management plans completed in 1987, 1992, 1996 and 2003.
- Contractual arrangements with Garrison Disposal for recycling services since 1992.
- Contractual arrangements with J&H Transfer for operation of the McGregor Transfer Station since 2007. Contractual arrangements with J&I Transfer for recycling services since 2011.
- Providing household hazardous waste and very small quantity generator services in conjunction with WLSSD.

A.2 History of System Development – Carlton County

The State legislature created the Western Lake Superior Sanitary District (WLSSD) in 1971 to manage wastewater in the lower St. Louis River basin that includes a large area around Duluth and includes over 500 square miles as shown on Figure 1. In 1974, the legislature added authority and responsibility to the WLSSD for the management of solid waste within the District boundaries. The WLSSD has the authority to act as a county in the regulation of solid waste management programs, to license the collection of solid waste and collect fees. Additionally, WLSSD has the authority to plan for and regulate recycling programs.

The northeastern portion of Carlton County is within the jurisdiction of the WLSSD, including the cities of Carlton, Cloquet, Scanlon, Thomson and Wrenshall; and Thomson, Twin Lakes and Silver Brook Townships. Private haulers provide waste disposal and recycling services within these communities in Carlton County. The County recycling sheds, North Carlton County Transfer Station, household hazardous waste services are also available within these communities. The WLSSD provides some educational services and certain specialized programs to Carlton County residents. Additionally, the County and the WLSSD currently operate under a Joint Powers Agreement (see Appendix B) for the use of a landfill for mixed municipal solid waste (MSW) and demolition/industrial waste disposal.

The Carlton County Planning and Zoning office administers the County's solid waste and recycling program that serves the entire County, including the portion within the WLSSD. Additionally, the County cooperates and participates with the WLSSD to provide certain services, education and programs. The County and the WLSSD have operated under a Joint Powers Agreement since 1985, with amendments as required. Since its inception, the Carlton County waste management program has expanded to meet state recycling goals and other solid waste management initiatives. The first Solid Waste Management Plan for Carlton County was approved by the State in 1985. Subsequently, this plan was updated in 1991 and 2000. Over the last thirty years, the County has broadened solid waste services to provide:

- Expanded recycling services,
- Education to residents and businesses for waste reduction and reuse, conservation, and household hazardous waste management,
- Additional staff to manage the solid waste and recycling programs and services,
- Administration of the Solid Waste Ordinance, as amended, to require and regulate the disposal of solid waste and implement recycling programs,
- Participation with the Minnesota Pollution Control Agency (MPCA), the WLSSD, the Duluth Centroid in demonstration projects (for example, mattress recycling) and solid waste and recycling planning efforts.

A.3 History of System Development – Cook County

Cook County has successfully managed its solid waste since 1988. Cook County provides a solid waste management programs and services to be utilized by its citizens and cooperates with nearby counties to provide additional resources and services when possible. Through careful cooperative planning, Cook County hopes to continue successfully managing solid waste.

Cook County adopted a Solid Waste Ordinance as part of its Public Health Code on February 27, 1979. Chapter 2 of the Public Health Code deals with solid waste, including its storage, transportation, and disposal; licensing collectors and haulers; and regulations for sanitary landfill sites.

A.4 History of System Development – Itasca County

Prior to closing of the landfills, an examination of waste disposal options was investigated by the County seeking alternatives that would allow processing portions of our waste stream through composting, incineration, or other mixed waste processing techniques. The process involved our County, the surrounding NEWAC counties and WLSSD to combine efforts for sufficient volume to make siting of a landfill, processing plant, or incinerator a viable option. Coordination of these efforts found restraints due to in-place management systems and contracts as well as available capital investment funds.

In 1994, the County constructed a transfer station, which was operated by the County Engineer's Department. During this time, Itasca County delivered a portion of their waste under Contract to the Quadrant Co. Incinerator in Perham, Minnesota and the remaining waste was delivered to the McLeod Landfill. Prior to the termination of the Quadrant Co. Contract in 1996, a decision was made by the Itasca County Board of Commissioners not to renew the Contract and to seek proposals for a Comprehensive Solid Waste Management Contract to include MSW disposal, transportation, recycling, and operation of the County transfer station and Demolition LDF.

After an extensive selection process, a decision was made by the County Board to enter into a contract with SWIS Corp. effective November 5, 1996 – January 1, 2000 to provide an integrated solid waste service for the County. The Board's decision was based on the primary positive environmental impact of the SWIS Corp. proposal to reduce landfill dependency by removing recyclables and composting of MSW. After 16 months into the Contract, it was evident that SWIS's RFP claim of 85% waste reduction and processing could not be met and in fact nearly all MSW waste was being landfilled. As this was contrary to the Board's reasoning for entering into the Contract, a decision was made on 10/28/97 to prepare a letter of intent to terminate the contract effective 4/30/98. Simultaneously the Board gave approval to begin negotiations with Waste Management (aka Zenith/Kremer) based on their proposal submitted during the

initial RFP process for solid waste management services that would provide continuation of a source

separated recycling program with more up-to-date equipment, a state-of-the-art landfill facility in Elk River and the advantage of a lower financial cost.

- **1973** – Itasca County receives permit #SW-135 for the Grand Rapids Area Landfill
- **1985-87** – 28 non-conforming modified landfills close
- **1987** – All non-conforming modified landfills re-vegetated and erosions control measures installed
- **1986-94** – Itasca County receives 5-year permits for the continued operation of the Grand Rapids Area Landfill
- **1988** – The Waste Management Board approved the Itasca County Solid Waste Management Plan
- **1989** – Itasca County Board of Commissioners voted to accept a recommendation of the Itasca County Solid Waste Advisory Committee to discontinue any future expansion at the Grand Rapids Area Landfill and began the siting process for a new landfill
- **1990** – Itasca County signed a contract with Quadrant Co. to dispose of a portion of MSW at the Perham Incinerator allowing the remaining capacity at the Grand Rapids Area Landfill to extend until a new landfill could be opened
- **1990** – Itasca County staff met with townships regarding four (4) potential landfill sites
- **1991** – The Office of Waste Management approves the SCORE amendment
- **1992** – The Itasca County Board of Commissioners voted to discontinue sears for a landfill in the County and build the Transfer Station
- **1993** – Construction began on the Itasca County Transfer Station and Household Hazardous Waste (HHW) building
- **1993** – Itasca County receives permit for construction and operation of the Itasca County Transfer Station, Permit #SW-436
- **1994** – Itasca County receives permit for construction and operation of Demolition Land Disposal Facility Permit #SW-436
- **1994** – Itasca County Transfer Station opens. Grand Rapids Area Landfill closed and receives final cover.
- **1994** – HHW Facility opened for use
- **1994** – Itasca County signs contract with Quadrant Co. & Sanifill, Inc. to provide for disposal of all MSW generated in the County
- **1995-current** - Itasca County receives continuous five (5) year permits for 14 outlying transfer station - #SW-482
- **1995-2011** – Itasca County receives Spring Lake (#SW-494) and Bray Lake (#SW-495) Demolition Land Disposal Facility five (5) year permits
- **1997** – Itasca County signs contract with SWIS Corp. Inc. for solid waste management and recycling services.
- **1998-2013** – Itasca County terminates contract with SWIS Corp. Inc. Itasca County signs contract with

Zenith Kremer Waste System Inc. (Waste Management) for solid waste management and recycling services.

- **2005** – Sprint Lake Demolition and Land Facility Expansion Permit and construction
- **2006** – Begin Electronics Recycling Program
- **2007** – Initiate free electronics recycling for residents
- **2007** – Construction of new demolition land disposal facility in Cohasset
- **2008** – Three (3) year permit renewal for Spring and Bray Lake Demo LDF on condition of closure by 2011 in lieu of installing monitor wells
- **2010** - Conduct energy audit by ESG at Transfer Station
- **2010** – Close Cohasset Demo LDF and begin using new demo facility
- **2011** – Itasca County Board adopts resolution prohibiting on-site burning of garbage
- **2011** – Install energy saving lighting and enter into contract with the City of Cohasset for gas heat to the Transfer Station buildings
- **1995-2011** – Itasca County receives Spring Lake #SW-494 and Bray Lake #SW-495 – 5 year continuous Demolition Land Disposal Facility Permits
- **2011** – Bray and Spring Lake Facilities close
- **2011-12** – Final cover completed on Bray and Spring Lake demo sites

A.5 History of System Development – Koochiching County

Koochiching County adopted a solid waste ordinance in 1996 that covers fees, licensing, assessments, and regulations for the disposal of waste within the County. The County has received notices of compliance for the landfills in International Falls and Northome. Both landfills stopped accepting waste in 1992 and were entered into the MPCA Landfill Clean-up Program.

A.6 History of System Development – Lake County

Lake County began meeting with other counties in the region in 1991 and became part of the group Solid Waste Officers of North Eastern Region (SWONERS). In 1992, this group expanded into the NEWAC group to include County Commissioners; both groups are still active today.

The County submitted its first Solid Waste Management Plan in 1986. A committee was formed in 1989 to revise the plan to incorporate the Castle Danger Landfill; however, by the time the plan was completed in 1991, the landfill had reached permitted capacity and ceased accepting waste. The County began hauling waste to the WLSSD refuse-derived fuel (RDF) facility. In the late 1990s, the RDF facility was closed and replaced with a transfer station. The majority of Lake County MSW is currently managed at the WLSSD transfer station facility. Lake County originally adopted the Lake County Solid Waste Ordinance in 1974. The Ordinance was revised and adopted in 1992.

A.7 History of System Development – St. Louis County

Historic solid waste management system development activities include:

- Closure of 16 landfills within the SWMA. All of these have undergone closure and 14 were transferred to the Minnesota Pollution Control Agency in 1996 for post-closure monitoring and maintenance;
- 1988 waste-to-energy facility studies (Technical and Financial Assessment of Solid Waste Management Alternatives for St. Louis County Appendix O of the 1996 St. Louis County Solid Waste Management Plan for document);
- 1990 mixed MSW composting studies (Solid Waste Management Alternatives for St. Louis County (see Appendix P of the 1996 St. Louis County Solid Waste Management Plan);
- 1991 study – St. Louis County/Western Lake Superior Sanitary District Solid Waste Management Options (Appendix Q of the 1996 St. Louis County Solid Waste Management Plan);
- Ongoing consideration of increased usage of the WLSSD RDF facility until the closure of that facility in 1999;
- Participation in the Northeast Waste Advisory Commission (NEWAC) and other regional efforts;
- Various cooperative public/private ventures including 1992 request for proposal for operation of MSW composting facility for SWMA waste;
- Development of a “Cooperative Solid Waste Processing and Disposal Options Report” in December of 1993 (Appendix R of the 1996 St. Louis County Solid Waste Management Plan);
- Test burns of WLSSD-prepared pellets during 1994 to determine the potential for pelletizing a portion of the County waste stream and selling it to existing markets;
- Review of expansion of WLSSD waste incineration capacity during the NEWAC process; and
- Joint discussions between the County and WLSSD with Synertec during 1995 aimed at identifying potential options for cooperative action.
- Development of SWMA-wide recycling collection program;
- 1992 to present: participation in regional solid waste discussion groups, Northeast Waste Advisory Council (NEWAC) and Solid Waste Officers of the Northeast Region (SWONERS)
- 1995 Department Strategic Planning;
- 1995 – 1998 MSW processing facility analyses;
- The Northeast Minnesota Compost Market Feasibility Study;
- 1995 the Arrowhead Regional Development Commission (the staffing entity for NEWAC at that time) presented background materials for discussion with County Boards that contained analysis of six basic regional solid waste management options (see Appendix S of the 1996 St. Louis County Solid Waste Management Plan);
- 1995, the Minnesota Department of Natural Resources contracted for a report titled “The

Potential to Supply MSW Compost for Mineland Reclamation in Northeastern Minnesota.” (See Appendix T of the 1996 St. Louis County Solid Waste Management Plan).

- 1995 “Report on Transitional Planning for the Solid Waste Department” (Appendix U of the 1996 St. Louis County Solid Waste Management Plan);
- 1998 Northeast Minnesota Compost Markets Study (R.W. Beck);
- 1999 Processing Evaluation Team, members included Department, WLSSD and MPCA staff;
- 1999 participation in the MSW Composition Study for the Solid Waste Management Coordinating Board (R.W. Beck, January 2000)
- 1999 Department study of low-tech source separated options including small scale localized composting projects.
- 2001 electronics recycling program;
- 2002 evaluation of source separated organics composting alternatives;
- 2002 evaluation of source separated demolition waste recovery alternatives; and
- 2002 MSW and demolition materials WTE discussions with Laurentian Energy Authority and Minnesota Power.
- 2004 to present evaluation of demolition material processing;
- 2006 regional mattress processing program;
- 2007 evaluation of efficiencies at the Regional Landfill;
- 2009 participation in State MEI “Centroid” planning;
- 2011 landfill gas recovery evaluation;
- 2012 review of MSW processing feasibility; and 2012 evaluation of additional plastics recycling collection.
- 2014 expanded leachate spray field by acquiring 48 acres of land to the north of the existing field.
- 2014 leachate spray operations moved away from fixed head sprayer system to mobile spray gun system.
- 2015 opened new canister site in the Cedar Valley area to service remote community.
- 2017 implemented a landfill gas capture system that compresses the gas to use in heating the Materials Recovery Facility located next to the landfill.
- 2017 began feasibility study on siting new MSW landfill at or near the existing Voyageur’s Disposal Landfill in Canyon, MN.
- 2018 construction event placed final closure cover on 9.5 acres of the Regional Landfill.
- 2019 began tests on feasibility of constructed wetlands in advanced leachate treatment.
- 2022 secured funding through (Legislative-Citizen Commission on Minnesota Resources (LCCMR) to fund demonstration scale wetland project through 2026.
- 2022 construction of demonstration scale constructed wetlands to treat PFAS and other contaminants of concern.

A.8 History of System Development - WLSSD

The District's first Solid Waste Management Plan was developed in 1975. This marked the beginning of a role the WLSSD would continue to play in solid waste management throughout the District's legislative area. Since then, solid waste management has undergone significant changes at the national, state and local levels. Throughout, the District has maintained a solid waste management plan and programs which effectively manage solid waste and meet the obligations of the State of Minnesota. More details on the WLSSD's history are summarized below.

- **1971** – The Western Lake Superior Sanitary District is created by Minnesota State Legislature
- **1974** – State of Minnesota amends WLSSD enabling legislation (Minnesota Statute Chapter 458D) to expand responsibilities to include solid waste management
- **1975** – WLSSD adopts first Solid Waste Management Plan
- **1979** – WLSSD acquires the Rice Lake MSW Landfill from the Duluth Disposal Company
- **1981** – WLSSD Solid Waste Processing Facility (SWPF) and Refuse Derived Fuel (RDF) incineration system begins operation
- **1984** – WLSSD partners with the MPCA to hold one of the first household hazardous waste collection days in Minnesota
- **1989** – MN Legislature grants WLSSD additional responsibility and authority to implement the mandates of the Select Committee on Recycling and the Environment (SCORE). SCORE legislation gives WLSSD the authority to license and regulate fees for the collection of solid waste in order to implement District-wide recycling programs.
- **1990** – WLSSD Enacts “Ordinance Relating to Mixed Municipal Solid Waste Management and Recycling” on August 14, 1990.
- **1990** – WLSSD enters into an agreement with the MPCA to establish a regional Household Hazardous Waste (HHW) collection program
- **1991** – WLSSD bans yard waste effective January 1, 1991 from MSW delivered to the District's SWPF
- **1992** – Permit #SW-232 reissued for the WLSSD Rice Lake MSW Landfill
- **1992** – Recyclable materials are prohibited from District SWPF effective January 1, 1992
- **1993** – WLSSD enacts an Industrial Solid Waste Management Plan
- **1993** – District granted permit (SW-437) for new Industrial Solid Waste Land Disposal Facility opened in November
- **1994** – District enacts “Solid Waste Disposal Regulations” which governs solid waste collectors and controls the types of wastes that can be disposed of at District facilities – amended in February 1997.

- **1994** – WLSSD Regional HHW building opened in January funded from a grant from the Office

- **1994** – WLSSD yard waste compost facility opens in September to provide a disposal solution after State passed ban of yard waste in landfills
- **1995** – WLSSD Clean Shop Program initiated for business hazardous waste disposal
- **1996** – WLSSD “Ordinance – Solid Waste Management Fee for the Western Lake Superior Sanitary District” effective March 1, 1996
- **1998** – WLSSD “Ordinance Governing Solid Waste Management and Recycling” (Solid Waste Ordinance) effective April 14, 1998.
- **1999** – WLSSD “Ordinance Regulating Solid Waste Operations” adopted April 19, 1999 authorizes WLSSD to regulate and permit solid waste facilities
- **1999** – District’s Solid Waste Transfer Station begins operation on July 1, 1999
- **1999** – Agreement entered into with BFI Waste Systems of North America, Inc. for Transfer Station operations and transport of waste to the BFI Lake Area Landfill in Sarona, Wisconsin through June 30, 2006
- **2001** – WLSSD Rice Lake Industrial Solid Waste Disposal Facility closes
- **2002** – Materials Recovery Center opens in January at site of former Rice Lake Landfill to recover resources from the solid waste stream
- **2004** – Mattress recycling program begins at Goodwill Industries in partnership with WLSSD, MPCA, and St. Louis and Carlton counties to serve as a regional hub for mattress collection and recycling
- **2006** – WLSSD signs contract with City of Superior for delivery of waste to the Superior Landfill
- **2007** – WLSSD begins “Medicine Cabinet Clean-out” pharmaceutical collections
- **2006** – All previous ordinances relating to solid waste codified into one “Solid Waste Ordinance” effective October 1, 2006.
- **2010** – Electronics building constructed at MRC to more efficiently collect waste electronics
- **2013** – Product Reuse Center is expanded at the HHW Facility
- **2015** – Material Reuse Center is opened at the Materials Recovery Center
- **2020** – WLSSD completes first Disaster Debris Management Plan

APPENDIX B – DETAILED TRANSPORTATION ANALYSIS SUMMARY

AITKIN, ITASCA, AND KOOCHICHING - KEEWATIN TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Keewatin)	Mileage Reduction (One-Way)
Aitkin	Garrison	East Central	60	78	-19
	McGregor	Sarona	146	60	86
	Countryside	Sarona	129	71	58
Itasca	Itasca County	Elk River	149	30	119
Koochiching	Koochiching County	Mar-Kit	179	110	69
Total			663	350	313
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Keewatin)	Cost per Ton Reduction
Aitkin	Garrison	East Central	\$ 39.01	\$ 43.13	\$ (4.12)
	McGregor	Sarona	\$ 67.64	\$ 39.08	\$ 28.56
	Countryside	Sarona	\$ 63.89	\$ 41.56	\$ 22.33
Itasca	Itasca County	Elk River	\$ 62.28	\$ 20.05	\$ 42.24
Koochiching	Koochiching County	Mar-Kit	\$ 85.03	\$ 57.30	\$ 27.73
Total			\$ 63.31	\$ 30.67	\$ 32.63
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Keewatin)	Gallons Used/Year Reduction
Aitkin	Garrison	East Central	11,654	15,311	(3,657)
	McGregor	Sarona	28,549	11,713	16,836
	Countryside	Sarona	25,225	13,922	11,302
Itasca	Itasca County	Elk River	86,998	17,633	69,365
Koochiching	Koochiching County	Mar-Kit	26,825	16,485	10,340
Total			179,251	75,064	104,187
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Keewatin)	Metric Tons of CO2 Reduction
Aitkin	Garrison	East Central	119	156	-37
	McGregor	Sarona	291	119	171
	Countryside	Sarona	257	142	115
Itasca	Itasca County	Elk River	886	180	706
Koochiching	Koochiching County	Mar-Kit	273	168	105
Total (Weighted Average)			1,825	764	1,061
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Keewatin)	Annual Fuel Cost Reduction
Aitkin	Garrison	East Central	\$ 58,271	\$ 76,554	\$ (18,283)
	McGregor	Sarona	\$ 142,744	\$ 58,564	\$ 84,180
	Countryside	Sarona	\$ 126,123	\$ 69,612	\$ 56,511
Itasca	Itasca County	Elk River	\$ 434,991	\$ 88,166	\$ 346,825
Koochiching	Koochiching County	Mar-Kit	\$ 134,125	\$ 82,423	\$ 51,702
Total			\$ 896,254	\$ 375,319	\$ 520,934

CARLTON, COOK, LAKE, AND WLSSD - CANYON TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Canyon)	Mileage Reduction (One-Way)
Carlton	North Carlton	Superior	30	27	3
Cook	Tofte	Superior	100	114	-14
	North Shore	Superior	127	141	-14
Lake	(City of Two Harbors)	Superior	43	57	-14
WLSSD	WLSSD Transfer Station	Superior	13	27	-14
Total			314	367	-53
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Canyon)	Cost per Ton Reduction
Carlton	North Carlton	Superior	\$ 21.69	\$ 21.03	\$ 0.66
Cook	Tofte	Superior	\$ 68.98	\$ 72.06	\$ (3.08)
	North Shore	Superior	\$ 74.92	\$ 78.00	\$ (3.08)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 38.69	\$ (3.08)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 17.08	\$ (5.05)
Total (Weighted Average)			\$ 18.32	\$ 22.21	\$ (3.89)
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Canyon)	Gallons Used/Year Reduction
Carlton	North Carlton	Superior	6,381	5,740	640
Cook	Tofte	Superior	6,130	6,988	(858)
	North Shore	Superior	7,785	8,643	(858)
Lake	(City of Two Harbors)	Superior	4,998	6,611	(1,612)
WLSSD	WLSSD Transfer Station	Superior	12,781	26,134	(13,353)
Total			38,075	54,116	(16,042)
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Canyon)	Metric Tons of CO2 Reduction
Carlton	North Carlton	Superior	65	58	7
Cook	Tofte	Superior	62	71	-9
	North Shore	Superior	79	88	-9
Lake	(City of Two Harbors)	Superior	51	67	-16
WLSSD	WLSSD Transfer Station	Superior	130	266	-136
Total			388	551	-163
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Canyon)	Annual Fuel Cost Reduction
Carlton	North Carlton	Superior	\$ 31,903	\$ 28,702	\$ 3,201
Cook	Tofte	Superior	\$ 30,650	\$ 34,941	\$ (4,291)
	North Shore	Superior	\$ 38,926	\$ 43,217	\$ (4,291)
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 33,054	\$ (8,062)
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 130,668	\$ (66,765)
Total			\$ 190,374	\$ 270,582	\$ (80,208)

**CARLTON, COOK, LAKE, AND WLSSD -
SARONA TOTALS**

One-Way Hauling Distance

County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Sarona)	Mileage Reduction (One-Way)
Carlton	North Carlton	Superior	30	102	-72
	Tofte	Superior	100	172	-72
Cook	North Shore	Superior	127	200	-73
	(City of Two Harbors)	Superior	43	116	-73
WLSSD	WLSSD Transfer Station	Superior	13	86	-72
Total			314	676	-362

Cost per Ton

County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Sarona)	Cost per Ton Reduction
Carlton	North Carlton	Superior	\$ 21.69	\$ 46.36	\$ (24.67)
Cook	Tofte	Superior	\$ 68.98	\$ 84.82	\$ (15.85)
	North Shore	Superior	\$ 74.92	\$ 121.64	\$ (46.72)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 67.91	\$ (32.29)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 37.82	\$ (25.79)
Total (Weighted Average)			\$ 18.32	\$ 44.74	\$ (26.42)

Gallons Used/Year

County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Sarona)	Gallons Used/Year Reduction
Carlton	North Carlton	Superior	6,381	21,767	(15,386)
Cook	Tofte	Superior	6,130	10,544	(4,414)
	North Shore	Superior	7,785	12,260	(4,475)
Lake	(City of Two Harbors)	Superior	4,998	13,360	(8,361)
WLSSD	WLSSD Transfer Station	Superior	12,781	81,834	(69,054)
Total			38,075	139,765	(101,690)

Metric Tons of CO2

County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Sarona)	Metric Tons of CO2 Reduction
Carlton	North Carlton	Superior	65	222	-157
Cook	Tofte	Superior	62	107	-45
	North Shore	Superior	79	125	-46
Lake	(City of Two Harbors)	Superior	51	136	-85
WLSSD	WLSSD Transfer Station	Superior	130	833	-703
Total			388	1,423	-1035

Annual Fuel Cost

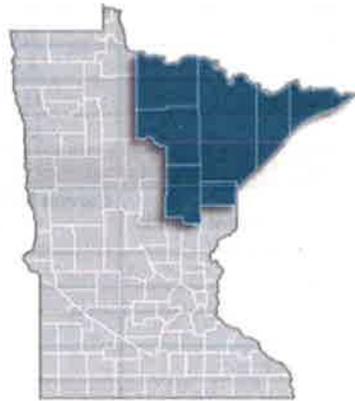
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Sarona)	Annual Fuel Cost Reduction
Carlton	North Carlton	Superior	\$ 31,903	\$ 108,834	\$ (76,931)
Cook	Tofte	Superior	\$ 30,650	\$ 52,718	\$ (22,068)
	North Shore	Superior	\$ 38,926	\$ 61,300	\$ (22,375)
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 66,799	\$ (41,807)
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 409,172	\$ (345,268)
Total			\$ 190,374	\$ 698,823	\$ (508,449)

CARLTON, COOK, LAKE, AND WLSSD – VIRGINIA TOTALS					
One-Way Hauling Distance					
County	Transfer Station	Current Landfill	Current Mileage	Proposed Mileage (To Virginia)	Mileage Reduction (One-Way)
Carlton	North Carlton	Superior	30	64	-34
Cook	Tofte	Superior	100	152	-52
	North Shore	Superior	127	179	-52
Lake	(City of Two Harbors)	Superior	43	95	-52
WLSSD	WLSSD Transfer Station	Superior	13	52	-39
Total			314	542	-52
Cost per Ton					
County	Transfer Station	Current Landfill	Current Cost Per Ton	Proposed Cost Per Ton (To Virginia)	Cost per Ton Reduction
Carlton	North Carlton	Superior	\$ 21.69	\$ 21.03	\$0.66
Cook	Tofte	Superior	\$ 68.98	\$ 72.06	\$(3.08)
	North Shore	Superior	\$ 74.92	\$ 78.00	\$(3.08)
Lake	(City of Two Harbors)	Superior	\$ 35.61	\$ 38.69	\$(3.08)
WLSSD	WLSSD Transfer Station	Superior	\$ 12.03	\$ 17.08	\$(5.05)
Total (Weighted Average)			\$ 18.32	\$ 22.21	\$(3.89)
Gallons Used/Year					
County	Transfer Station	Current Landfill	Current Gallons Used/Year	Proposed Gallons Used/Year (To Virginia)	Gallons Used/Year Reduction
Carlton	North Carlton	Superior	6,381	13,613	7,232
Cook	Tofte	Superior	6,130	9,318	3,188
	North Shore	Superior	7,785	10,973	3,188
Lake	(City of Two Harbors)	Superior	4,998	11,042	6,044
WLSSD	WLSSD Transfer Station	Superior	12,781	51,124	38,343
Total			38,075	96,070	54,995
Metric Tons of CO2					
County	Transfer Station	Current Landfill	Current Metric Tons of CO2	Proposed Metric Tons of CO2 (To Virginia)	Metric Tons of CO2 Reduction
Carlton	North Carlton	Superior	65	139	74
Cook	Tofte	Superior	62	94	32
	North Shore	Superior	79	111	32
Lake	(City of Two Harbors)	Superior	51	113	62
WLSSD	WLSSD Transfer Station	Superior	130	520	390
Total			388	977	590
Annual Fuel Cost					
County	Transfer Station	Current Landfill	Current Annual Fuel Cost	Proposed Annual Fuel Cost (To Virginia)	Annual Fuel Cost Reduction
Carlton	North Carlton	Superior	\$ 31,903	\$ 68,065	\$ 36,162
Cook	Tofte	Superior	\$ 30,650	\$ 46,950	\$ 16,300
	North Shore	Superior	\$ 38,926	\$ 54,865	\$ 15,939
Lake	(City of Two Harbors)	Superior	\$ 24,992	\$ 55,210	\$ 30,218
WLSSD	WLSSD Transfer Station	Superior	\$ 63,903	\$ 255,620	\$ 191,717
Total			\$ 190,374	\$ 480,710	\$ 290,336



Northeast Minnesota Regional Solid Waste Management Plan

Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, St. Louis, WLSSD



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8201 Norman Center Drive, Suite 500
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O 952-656-6003
F 952-229-2923
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Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Naturally Better Branding Update

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Mark Jeffers		Department: Administration
Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator		Estimated Time Needed: 30 minutes
Summary of Issue: Mark Jeffers will present and provide and update to the Naturally Better branding plan to Commissioners at the Board meeting.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

6A
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Set Public Hearing Date - Partial Ditch Abandonment

<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: John Welle		Department: Highway
Presenter (Name and Title): John Welle, Aitkin County Engineer		Estimated Time Needed: 5 minutes
Summary of Issue: <p>U.S. Steel submitted a petition for partial ditch abandonment of portions of State Ditch 86 and Fire Relief Commission Ditch B on December 29, 2022.</p> <p>After a site visit on May 3, 2023, the attached Engineer's Report was completed.</p> <p>As outlined in M.S. 103E.806 Subd. 3, the drainage authority shall set a time and location for a hearing on the petition.</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Set public hearing date		
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.

Engineer's Report

U.S. Steel Petition for Partial Abandonment

Portions of State Ditch 86 and Fire Relief Commission Ditch B

A petition was received from U.S. Steel on December 29, 2022 requesting partial abandonment of four segments of public drainage ditch systems as follows:

1. Lateral 1 of State Ditch (SD) 86 located in Sections 3 and 4, Township 48 North, Range 24 West totaling approximately 1 mile in length
2. Lateral 2 of State Ditch (SD) 86 located in Sections 4 and 5, Township 48 North, Range 24 West totaling approximately 1 mile in length
3. Lateral 3 of State Ditch (SD) 86 located in Sections 5 and 6, Township 48 North, Range 24 West totaling approximately 1 mile in length
4. Designation unknown, County GIS map labeled as Fire Relief Commission (FRC) B located in Sections 33 and 34, Township 49 North, Range 25 West totaling approximately 0.5 mile in length

A site visit was conducted on May 3, 2023 with a representative of U.S. Steel to view the segments of ditch included in the petition for partial abandonment.

Segment 1: Lateral No. 1 State Ditch 86

Description: From the southwest corner of Section 3, Township 48 North, Range 24 West at its intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 3, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.02% toward the main ditch (south). However, during the site visit on May 3, 2023, there was a very subtle flow of water north to FRC-B as described in Segment 4 and continuing on to the main ditch of County Ditch 4.

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the watershed area of Lateral No. 1 of SD 86 is limited to portions of Section 3 and 4, Township 48 North, Range 24 West. With the exception of the southwest quarter of Section 4, which is publicly owned, these two sections of land are owned entirely by the petitioner.

Segment 2: Lateral No. 2 State Ditch 86

Description: From the southwest corner of Section 4, Township 48 North, Range 24 West at its intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 4, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.02% (south) toward the main ditch. The south half of this lateral has not been maintained as a ditch and is non-existent today. The

north half of this lateral has been maintained and altered to flow to the north to a system of private ditches that connect to the main ditch of CD 4.

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the watershed area of Lateral No. 2 of SD 86 is limited to portions of Section 4 and 5, Township 48 North, Range 24 West. The southwest quarter of Section 4 and the south half of Section 5 are publicly owned. All other land within Sections 4 and 5 are owned entirely by the petitioner.

Segment 3: Lateral No. 3 State Ditch 86

Description: From the southwest corner of Section 5, Township 48 North, Range 24 West at its intersection with the main ditch of SD 86, then north approximately 1 mile to the northwest corner of Section 5, Township 48 North, Range 24 West.

Direction of Flow: The original gradient of this lateral was 0.033% toward the main ditch (south). The south half of this lateral has not been maintained as a ditch and is non-existent today. The north half of this lateral has been maintained and altered to flow to the north to a system of private ditches that connect to the main ditch of CD 4.

Watershed Property Ownership: Due to the proximity of the main ditches of both SD 86 and CD 4, the watershed area of Lateral No. 3 of SD 86 is limited to portions of Section 5 and 6, Township 48 North, Range 24 West. The south half of Section 5 and the south half of Section 6 are publicly owned. All other land within Sections 5 and 6 is owned entirely by the petitioner.

Segment 4. Designation unknown – Fire Relief Commission Ditch B

Description: From the west quarter corner of Section 34, Township 49 North, Range 25 West at its intersection with the main ditch of County Ditch 4, then south 0.5 mile to the southwest quarter of Section 34, Township 49 North, Range 25 West.

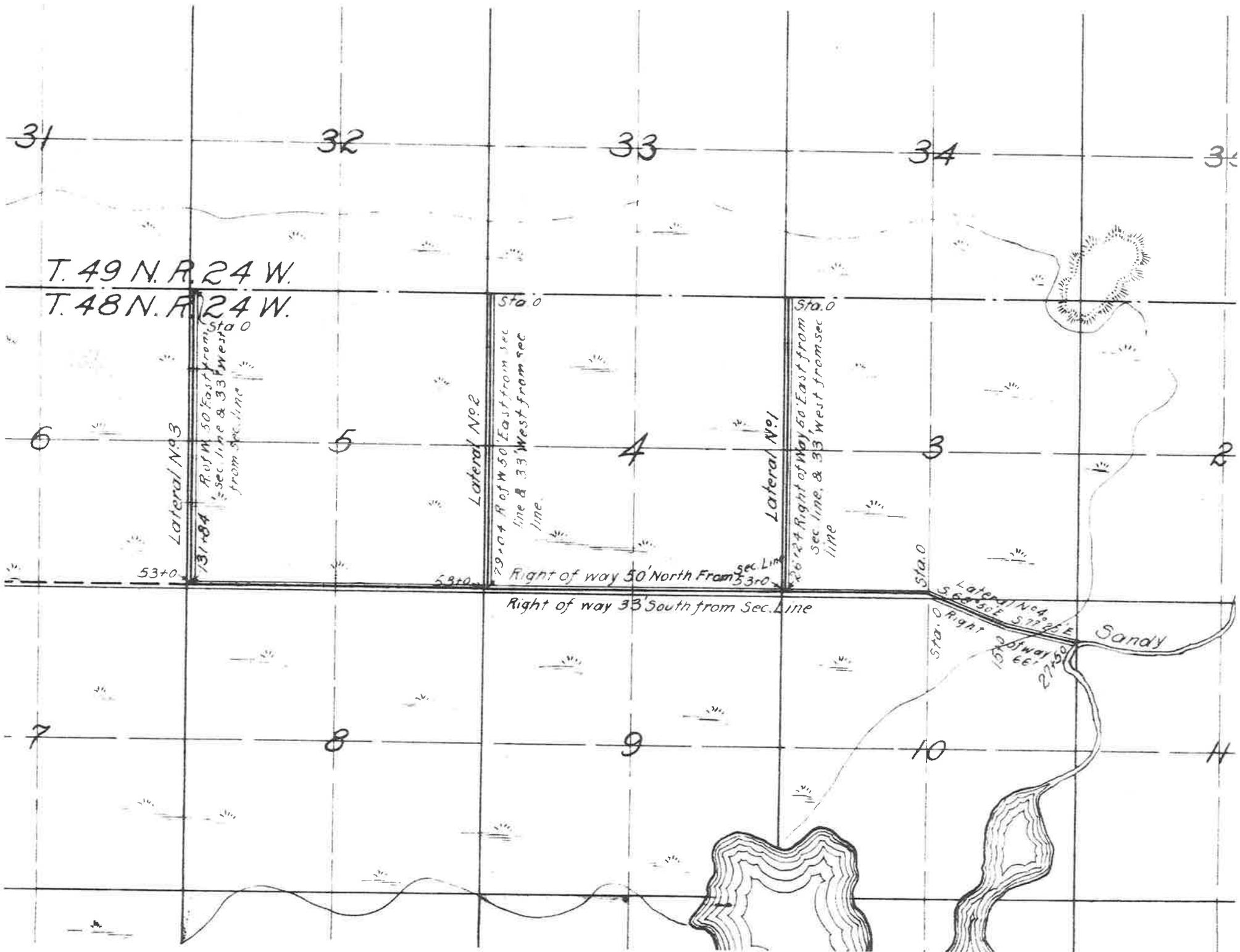
Direction of Flow: The original gradient of this ditch is unknown since there are no records available for FRC-B. During a site visit on May 3, 2023, there was a very subtle flow of water north to the main ditch of CD 4.

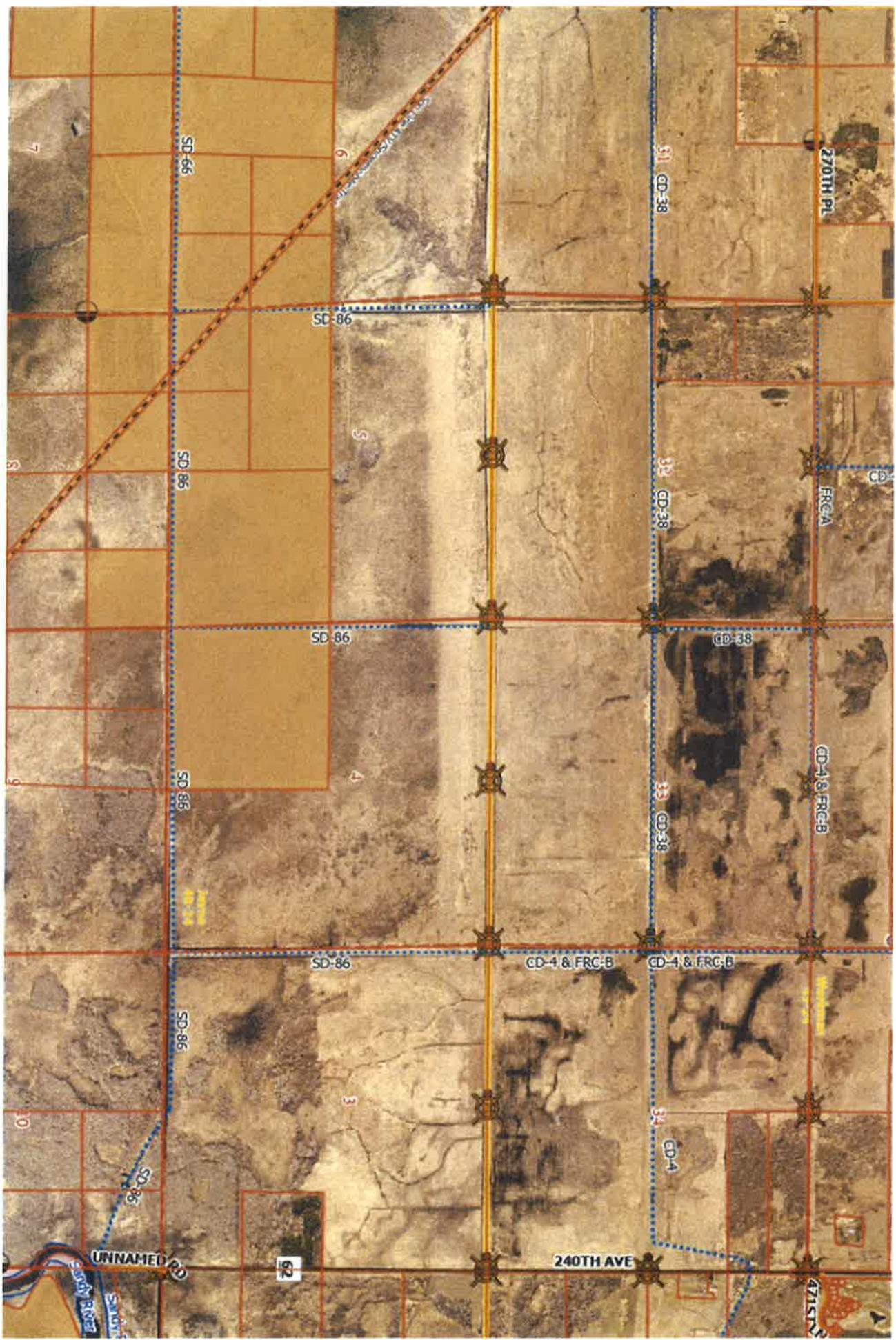
Watershed Property Ownership: Due to the proximity of the main ditch of CD 4, the watershed area of this ditch is limited to the south half of both Section 34 and 35, Township 49 North, Range 24 West, all of which is owned entirely by the petitioner.

John Welle
John Welle

Digitally signed by John Welle
Date: 2023.05.17:20:11:01 -05:00

5-17-23
Date





SD-66
SD-86
SD-86
SD-86
SD-86
SD-86
SD-86
SD-86
SD-86
SD-86
UNNAMED
SANDY RIVER
UNNAMED

6
5
4
3
2
UNNAMED
UNNAMED

CD-38
CD-38
CD-38
CD-38
CD-4 & FRC-B
CD-4 & FRC-B
CD-4
240TH AVE

270TH PL
FRC-A
CD-4 & FRC-B
UNNAMED
471ST



U. S. Steel Corporation
Minnesota Ore Operations
P.O. Box 417
Mt. Iron, MN 55768

December 29, 2022
Mr. Kirk Peysar
Aitkin County Auditor
Mr. John Welle
Aitkin County Engineer
307 2nd St NW, Room 121
Aitkin, MN 56431

RE: Petition for Partial Ditch Abandonment of a Drainage System within Sections 3, 4, 5, and 33 of Workman Township (T.49N.-R.24W.) Aitkin County, Minnesota

Dear Mr. Peysar and Mr. Welle,

United States Steel Corporation – Minnesota Ore Operations (U. S. Steel) is submitting this petition for ditch abandonment at the locations referenced above pursuant to Minnesota Statute 103E.806, "Partial Abandonment of a Drainage System." Per Minnesota Statutes 2010 103E.806, this petition is being filed with the Aitkin County Auditor.

This ditch abandonment request is a part of U. S. Steel's Palisade 4 wetland mitigation project site (P4 Site), through which, many miles of private and public ditches flow (Figure 1). The P4 Site encompasses approximately 2,050 acres owned by U. S. Steel. Northern portions of the ditches on the P4 Site generally flow west and north into County Ditch 38 (CD-38), which conveys water to the west (Figure 1). County Ditch CD-38 lies between the P4 Site and the Palisade Site (an existing wetland bank site) to the north and flows through the middle of Sections 32 and 33. Southwestern portions of the P4 Site generally drain to the south into Public Ditch SD-86 on the southern edge of Sections 3 and 4 that flows west. The proposed public ditch abandonments described below include segments of public ditches that benefit only U. S. Steel property. The plan to abandon private ditches includes provisions to maintain drainage from all adjacent private property.

Please review the ditch map (Figure 1) showing what U. S. Steel believes to be the original Ditch Authority's ditching system. The map also shows private ditches that have been altered, and re-piped resulting in the present-day conditions.

U. S. Steel is requesting permission to abandon the following ditch segments, which are further described in the attached supporting documents:

Section 33:

The segment of public ditch CD-4 and FRC-B along the east side of the SE quadrant

Section 3:

The segment of public ditch SD-86 along the west side of the section

Section 4:

The segment of public ditch SD-86 along the west side of the NW quadrant

Section 5:

The segment of public ditch SD-86 along the west side of the NW quadrant

Please note that County Ditch CD-38, which runs along the north edge of the south half of Sections 33 and 34, will remain open and functioning for neighboring properties to the north and east. Public ditch SD-86 adjacent to other private landowners along the south project boundary will also remain open and maintain drainage from their properties.

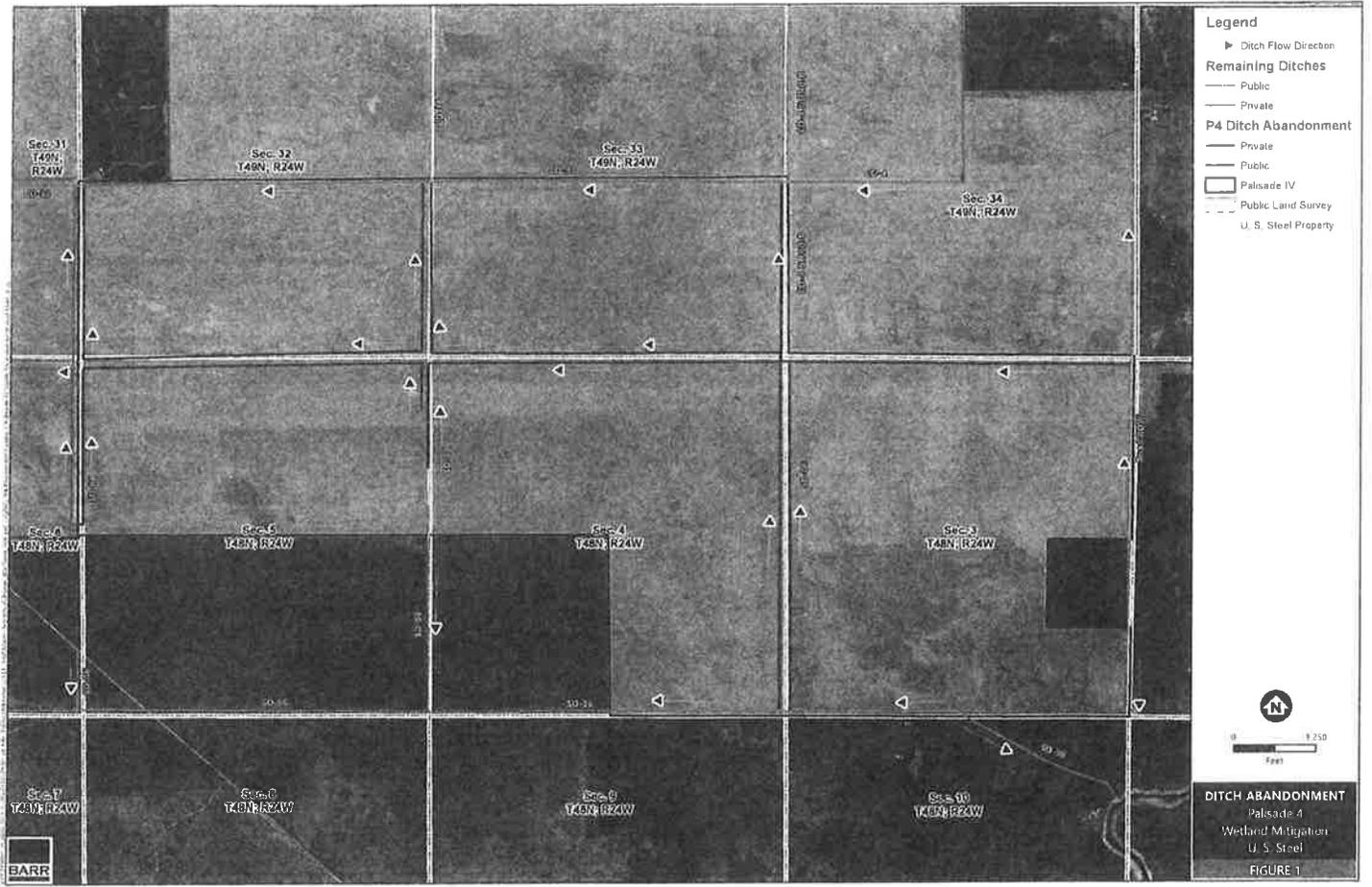
Should there be any questions about this submittal or if you require additional information, please contact me at (218) 778-8672 or via email at byjones@uss.com.

Sincerely,



Bethany Jones
Minnesota Ore Operations
United States Steel Corporation

CC: Bryan Yagle, U. S. Army Corps of Engineers
Colleen Sullivan, MN DNR
Chrissy Bartovich, U. S. Steel





Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Commissioner Fair Booth Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department:
Presenter (Name and Title): Commissioner Travis Leiviska		Estimated Time Needed: 15 min.
Summary of Issue: Commissioner Leiviska will discuss the idea of having a Commissioner booth at the Aitkin County Fair.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: May 23, 2023

Title of Item: Administrator Updates

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

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



Aitkin County Board of Commissioners Committee Reports Forms

8A

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
Age-Friendly Changemakers			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 Alt.
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