



## ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

**What:** Aitkin County Board Agenda

**When:** July 11, 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: **2553 066 2959**

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**

**9:00 a.m.**

- D) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those give minutes but will take the information and finds answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
  - A) Correspondence File-**  
June 28, 2023 - July 11, 2023
  - B) Approve County Board Minutes-**  
June 27, 2023
  - C) Approve Electronic Funds Transfers**
  - D) Approve Manual Warrants/Voids/Corrections-**  
Manual Warrants 6-22-2023
  - E) Approve Auditor Vouchers-**  
Auditors Warrant - R&B 6-30-2023
  - F) Approve Manual Warrants/Voids/Corrections-**  
Manual Warrants 6-30-2023
  - G) Approve Commissioner's Vouchers**  
Commissioner Warrants 7-7-2023
  - H) Approve Auditor Vouchers-**  
R&B Contracts 7-7-2023
  - I) Adopt Resolution-**  
Off-Sale Liquor Lic. B&Son's Invest. LLC
  - J) Adopt Resolution-**  
VSO Donation - McGregor American Leg. Aux.
  - K) Adopt Resolution-**  
SAR Donation - Glen Township
  - L) Adopt Resolution-**  
SAR Donation - Stirewalt Family
  - M) Adopt Resolution-**  
SAR Donation - Aitkin Sno-Drifters
  - N) Adopt Resolution-**  
STS Donation - Moose Willow Sportsman Club
  - O) Approve-**  
Minnesota Power Utility Easement

9:05 a.m.

- 3) **Mark Jeffers – Economic Development Coordinator**  
A) **Approve Revitalization Grant: Award Funding**  
B) **Approve Business Development & Recreation Grant: Award Funding**

9:15 a.m.

- 4) **Kathleen Ryan – Chief Financial Officer**  
A) **Approve Purchase ICE Machines for Election**

9:25 a.m.

- 5) **Dave McMillan – LLCC Manager**  
A) **Approve Signing of Consent Form by LLCC**

9:35 a.m.

- 6) **Jessica Seibert – County Administrator**  
A) **Approve appointment of applicant to East Central Regional Library Board**  
B) **Approve Joint Powers Agreement NE MN Office of Job Training**  
C) **Administrator Updates**

10:00 a.m.

- 7) **John Welle – County Engineer**  
A) **Public Hearing Partial Ditch Abandonment State Ditch 86**

10:30 a.m.

- 8) **Board of Commissioners**  
A) **Committee Updates**

11:00 a.m.

- 9) **Jessica Seibert – County Administrator**  
A) **Closed Session under MN Statute 13D.03 1(b) Labor Negotiations**

**ADJOURN**



**AITKIN COUNTY BOARD OF COMMISSIONERS**

June 27, 2023

9:00 a.m.

Government Center Board Room

Regular Session Minutes

**1.A CALL TO ORDER**

Chair Wedel called the meeting to order at 9:00 a.m.

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

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Bret Sample
Agenda amended: 1) Observation of typography error in agenda, duplicate 1D item- change "Citizens Public Comment" to 1E; 2) Add item 8B.	

**1.D HEALTH AND HUMAN SERVICES (SEPARATE AGENDA)**

**1.E Citizens Public Comment by:**

Gayleen Touhey from Angels of McGregor spoke on need for foundation funding for repairs.

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Bret Sample

**A) Correspondence File-**

June 14, 2023 - June 26, 2023

**B) Approve County Board Minutes-**

June 13, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$993,262.54
--------------	--------------

**D) Approve Auditor Vouchers-**

General	\$253.40	LLCC	\$212.80				
R&B	\$631.02	Parks	\$333.05				
Trust	\$29.59					<b>Total</b>	\$1,459.86

**E) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 6-8-2023

General	\$500.30	Tax&Pnlty	\$1,840.52	Parks	\$220.00		
State	\$75,537.99	LLCC	\$543.05			<b>Total</b>	\$78,641.86

**F) Approve Auditor Vouchers-**

Road & Bridges Contract 6-9-2023

R&B	\$15,489.56						
						<b>Total</b>	\$15,489.56

**G) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 6-15-2023

General	\$1,051.70						
						<b>Total</b>	\$1,051.70

**H) Approve Auditor Vouchers-**

Auditors Warrants 6-16-2023

General	\$787.40						
Forest D.	\$41,340.03					<b>Total</b>	\$42,127.43

**I) Approve Commissioner's Vouchers**

Commissioner Warrants 6-23-2023

General	\$122,794.96	HHS	\$82,572.56	Forest D.	\$836.77		
Reserves	\$12,105.00	State	\$3,284.67	LLCC	\$5,446.67		
R&B	\$419,538.26	Trust	\$9,135.69	Parks	\$4,468.81	<b>Total</b>	\$660,183.39

**J) Approve Manual Warrants/Voids/Corrections-**

Elan 6-8-2023

HHS	\$245.36	Reserves	\$696.93	LLCC	\$107.28		
General	\$4,397.67	Forest D.	\$180.58			<b>Total</b>	\$5,627.82

**K) Approve Auditor Vouchers-**

Property Tax Settlements 6-26-2023

Townships/Cities/ARDC/Ambulan	\$4,488,604.49						
						<b>Total</b>	\$4,488,604.49

**L) Adopt Resolution-**

Award Contract No. 20234

## Regular Agenda

3A Dennis Thompson – Land Commissioner

**Informational Only**

Plaque from Preferred by Nature - Forest Stewardship Council (25yrs)

**RESULT: INFORMATIONAL ONLY**

4A Jessica Seibert – County Administrator

**Motion to:**

Approve Committee of the Whole Meeting Date

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

Motion set to establish July 24, 2023 at 2pm for Committee of the Whole.

4B Jessica Seibert – County Administrator

**Motion to:**

Approve Aitkin Airport Grant Agreement

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Michael Kearney

**SECONDER:** Commissioner Bret Sample

5A Janet Smude - District Manager Aitkin Soil & Water Conservation

**Motion to:**

Approve Mississippi River Grand Rapids 1W1P MOA

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Michael Kearney

**SECONDER:** Commissioner Bret Sample

Motion to approve amendments to MOA

6A Jessica Seibert – County Administrator

**Informational Only**

Introduction to Tony Hansen - Regional Director NE Region UofM Extension

**RESULT: INFORMATIONAL ONLY**

7A Jessica Seibert – County Administrator

**Informational Only**

Introduction to Shelly Patten - DNR NE Regional Director

**RESULT: INFORMATIONAL ONLY**

8A Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

AMC Research Committee, mtg. with INH & City of Aitkin, Facilities mtg., Personnel mtg., Revitalization Initiative mtgs. 7/28/2023 & 7/29/2023.

8B Jessica Seibert – County Administrator

**Motion to:**

Adopt Resolution Authorize Lease No. LEAR010068

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Michael Kearney

9A Board of Commissioners

**Informational Only**

Committee Updates

AEOA, Planning Commission, Snake River 1W1P, ARDC, Historical Society, Community Corrections, Personnel, Facilities, Rum River 1W1P, TZD.

**Motion to Adjourn**

Motion made at 11:35 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

**Next Meeting:** Tuesday, July 11, 2023

---

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

---

Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date:**

**Title of Item:**

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

**ELECTRONIC FUNDS TRANSFER**

**Thru July 3, 2023 Board Meeting July 11, 2023**

Abstract Number	Date	Amount	Reason
21764	6/23/23	\$238,478.91	Commissioner Abstract
21765	6/26/23	\$3,981,151.72	Auditor Abstract
21766	6/22/23	\$6,363.93	Manual Abstract
21767	6/23/23	\$5,708.66	Auditor Abstract
21768	6/27/23	\$12,499.93	Commissioner Abstract
21769	6/30/23	\$689,226.74	Payroll Abstract
21770	6/30/23	\$881.63	Payroll Abstract
21771	6/30/23	\$166,209.39	Auditor Abstract
21772	6/30/23	\$1,976.63	Auditor Abstract
21773	6/30/23	\$148,791.54	Manual Abstract

\$0  
Voids/No ACH

---

\$5,251,289.08

S:Board Report:2023 EFT Board Report Thru Date

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

**MANUAL WARRANTS - Paid 6/22/2023**

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

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>8410</b>	<b>Bremer Bank</b>						
2	01-100-196-0000-5529		13.00	NSF CHECK/SIPLE	05102023	Recorder Fees-Recorder's Tech Fund	N
7	01-044-904-0000-6360		5.91	WEX MED FLEX 2023	06/19/2023	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		76.38	WEX FLEX MED 2023	06/20/2023	Flex Plan Withdrawals	N
<b>8410</b>	<b>Bremer Bank</b>		<b>95.29</b>	<b>3 Transactions</b>			
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>						
9	01-044-000-0000-6800		6,097.64	ELAN PAID 06.22.2023	06/16/2023	ELAN - Statement Payment	N
<b>5462</b>	<b>Bremer Bank (Elan ACH)</b>		<b>6,097.64</b>	<b>1 Transactions</b>			
<b>1 Fund Total:</b>			<b>6,192.93</b>	<b>General Fund</b>	<b>2 Vendors</b>	<b>4 Transactions</b>	

KMR1  
6/22/23 2:15PM  
9 State

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>8410 Bremer Bank</b>							
4	09-000-000-0000-2022		12.00	NSF CHECK/SIPLE	05102023	Birth/Death Surcharges	N
3	09-000-000-0000-2024		9.00	NSF CHECK/SIPLE	05102023	St Share Of Birth Cert.-Children	N
5	09-000-000-0000-2036		30.00	NSF CHECK/SIPLE	05102023	Recording Surcharges (Was 5871 & 62	N
<b>8410 Bremer Bank</b>			<b>51.00</b>	<b>3 Transactions</b>			
<b>9 Fund Total:</b>			<b>51.00</b>	<b>State</b>	<b>1 Vendors</b>	<b>3 Transactions</b>	

KMR1  
6/22/23 2:15PM  
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
6	<b>8410 Bremer Bank</b> 21-520-000-0000-5510		100.00	CAMPGROUND REFUND - NILES	B 6474	Co. Parks Campground Fees	N
1	21-520-000-0000-5510		20.00	CAMPING REFUND - MACIASZEK	SR 6557	Co. Parks Campground Fees	N
	<b>8410 Bremer Bank</b>		<b>120.00</b>	2 Transactions			
<b>21 Fund Total:</b>			<b>120.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
<b>Final Total:</b>			<b>6,363.93</b>	<b>4 Vendors</b>	<b>9 Transactions</b>		

# Aitkin County



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	6,192.93	General Fund
	9	51.00	State
	21	120.00	Parks
<b>All Funds</b>		<b>6,363.93</b>	<b>Total</b>

Approved by, .....

.....

.....

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

**Auditors Warrant - R&B 6-30-2023**

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

WLB1  
6/29/23 9:14AM

# Aitkin County



Audit List for Board **AUDITOR'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
1	<b>9457</b> Marvin Tretter, Inc 03-307-000-0000-6262			166,209.39	CONT 20228 PMT 2	CONT PMT 2	Contract Payments	N
	<b>9457</b> Marvin Tretter, Inc			<b>166,209.39</b>	1 Transactions			
<b>3 Fund Total:</b>				<b>166,209.39</b>	<b>Road &amp; Bridge</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>Final Total:</b>				<b>166,209.39</b>	<b>1 Vendors</b>	<b>1 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	166,209.39	Road & Bridge
<b>All Funds</b>	<b>166,209.39</b>	<b>Total</b>

Approved by, .....

.....

.....

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

**MANUAL WARRANTS - 6-30-2023**

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

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>780 Bremer Bank</b>							
11	01-040-000-0000-5081		0.03	MTG REG -ACCEL PMT	JUNE 2023	Mortgage Registry-3%	N
12	01-042-000-0000-5079		0.03	DEED TAX - ACCEL PMT	JUNE 2023	3% State Deed Tax	N
			<b>0.06</b>	<b>2 Transactions</b>			
<b>8410 Bremer Bank</b>							
5	01-044-904-0000-6379		632.50	WEX MAY FEE INVOICE	0001753866-IN	Flex Services, Labor, Etc.	N
2	01-044-904-0000-6360		20.77	MED FSA CLAIMS 2023	06/22/2023	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		25.00	MED FSA CLAIMS 2023	06/25/2023	Flex Plan Withdrawals	N
7	01-044-904-0000-6360		625.02	DEP CARE FSA CLAIMS 2023	06/26/2023	Flex Plan Withdrawals	N
13	01-044-904-0000-6360		32.38	MED FSA CLAIMS 2023	06/27/2023	Flex Plan Withdrawals	N
14	01-044-904-0000-6360		114.93	MED FSA CLAIMS 2023	06/28/2023	Flex Plan Withdrawals	N
16	01-044-904-0000-6360		32.38	WEX MED FSA 2023	06/29/2023	Flex Plan Withdrawals	N
3	01-392-000-0000-6820		90.00	SCHILPLIN RETURNED CHECK	06112142768483	Refunds & Reimbursements	N
			<b>1,572.98</b>	<b>8 Transactions</b>			
<b>1 Fund Total:</b>			<b>1,573.04</b>	<b>General Fund</b>	<b>2 Vendors</b>	<b>10 Transactions</b>	

WLB1  
6/30/23 9:37AM  
9 State

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10	<b>780 Bremer Bank</b> 09-000-000-0000-2025		33,404.30	DEED TAX - ACCEL PMT	JUNE 2023	State's Share Of Deed Tax (97%)	N
9	<b>780 Bremer Bank</b> 09-000-000-0000-2026		17,933.90	MTG REG -ACCEL PMT	JUNE 2023	State Share Of Mortgage Registry (97%)	N
			<b>51,338.20</b>	<b>2 Transactions</b>			
4	<b>8410 Bremer Bank</b> 09-000-000-0000-2058		95,390.30	PERIOD 1 2023 BALANCE	PD1	State General Tax-Education	N
	<b>8410 Bremer Bank</b>		<b>95,390.30</b>	<b>1 Transactions</b>			
<b>9 Fund Total:</b>			<b>146,728.50</b>	<b>State</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	

WLB1  
 6/30/23 9:37AM  
 19 Long Lake Conservation Cen

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
17	8410 Bremer Bank 19-522-000-0000-6820		180.00	CAMP REFUND	06292023	Refunds & Reimbursements	N
	8410 Bremer Bank		<b>180.00</b>	1 Transactions			
<b>19 Fund Total:</b>			<b>180.00</b>	<b>Long Lake Conservation Center</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	

WLB1  
 6/30/23 9:37AM  
 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
<b>8410 Bremer Bank</b>							
6	21-520-000-0000-5510		110.00	CAMP REFUND - HASSING	A - 6366	Co. Parks Campground Fees	N
1	21-520-000-0000-5510		10.00	CAMPING REFUND - FLORENTINE	A - 6603	Co. Parks Campground Fees	N
19	21-520-000-0000-5510		30.00	CAMP REFUND - PETERSON	A - 6656	Co. Parks Campground Fees	N
15	21-520-000-0000-5510		60.00	CAMP REFUND - KOCON	B - 6143	Co. Parks Campground Fees	N
18	21-520-000-0000-5510		100.00	CAMP REFUND - AHLERS	B - 6562	Co. Parks Campground Fees	N
<b>8410 Bremer Bank</b>			<b>310.00</b>	<b>5 Transactions</b>			
<b>21 Fund Total:</b>			<b>310.00</b>	<b>Parks</b>	<b>1 Vendors</b>	<b>5 Transactions</b>	
<b>Final Total:</b>			<b>148,791.54</b>	<b>6 Vendors</b>	<b>19 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,573.04	General Fund
9	146,728.50	State
19	180.00	Long Lake Conservation Center
21	310.00	Parks
<b>All Funds</b>	<b>148,791.54</b>	<b>Total</b>

Approved by, .....

.....

.....

WLB1  
6/30/23

11:46AM

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

**COMMISSIONER WARRANTS 7-7-2023**

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

# 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	<b>Aitkin Independent Age</b> 01-001-000-0000-6230		100.00	MAY 9, 2023 SYNOPSIS PRINT	1320805	Printing, Publishing & Adv	Y
	01-001-000-0000-6230		116.00	MAY 23, 2023 SYNOPSIS PRINT	1323486	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>216.00</b>	<b>2 Transactions</b>			
248	<b>Association of Mn Counties</b> 01-001-000-0000-6241		70.00	AMC CONFERENCE - COMMISSIONERS	06012023	Registration Fee	N
<b>248</b>	<b>Association of Mn Counties</b>		<b>70.00</b>	<b>1 Transactions</b>			
<b>1</b>	<b>DEPT Total:</b>		<b>286.00</b>	<b>Commissioners</b>	<b>2 Vendors</b>	<b>3 Transactions</b>	
40	DEPT			Auditor			
9381	<b>Compeer Financial</b> 01-040-000-0000-5081		9.17	RETURN MRT THAT WAS EXEMPT	DOC A476658	Mortgage Registry-3%	N
<b>9381</b>	<b>Compeer Financial</b>		<b>9.17</b>	<b>1 Transactions</b>			
9594	<b>MACATFO</b> 01-040-000-0000-6268		50.00	LIQUOR LICENSING - 101	LIQ LIC TRNG	Staff Training, Development	N
<b>9594</b>	<b>MACATFO</b>		<b>50.00</b>	<b>1 Transactions</b>			
86235	<b>The Office Shop Inc</b> 01-040-021-0000-6405		22.14	DETECTOR PEN, INK	327074-0	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>22.14</b>	<b>1 Transactions</b>			
<b>40</b>	<b>DEPT Total:</b>		<b>81.31</b>	<b>Auditor</b>	<b>3 Vendors</b>	<b>3 Transactions</b>	
41	DEPT			Internal Audit			
12780	<b>CliftonLarsonAllen LLP</b> 01-041-000-0000-6360		111.83	IMPLEMENT GASB 87	3772587	Services, Labor, Contracts	Y
	01-041-000-0000-6360		26,250.00	2022 AUDIT - PROGRESS #4	3777897	Services, Labor, Contracts	Y
<b>12780</b>	<b>CliftonLarsonAllen LLP</b>		<b>26,361.83</b>	<b>2 Transactions</b>			
<b>41</b>	<b>DEPT Total:</b>		<b>26,361.83</b>	<b>Internal Audit</b>	<b>1 Vendors</b>	<b>2 Transactions</b>	
42	DEPT			Treasurer			
4689	<b>Metro Sales Inc</b> 01-042-000-0000-6342		163.00	6/7/23 TO 9/6/23	INV2301341	Office Equipment Rental/Contracts	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
4689	Metro Sales Inc		163.00	06/07/2023 09/06/2023	1 Transactions		
14330	US Bank 01-042-000-0000-6342		100.00	RICOH CONTRACT PYMT	505102954	Office Equipment Rental/Contracts	N
14330	US Bank		100.00	1 Transactions			
42	<b>DEPT Total:</b>		<b>263.00</b>	<b>Treasurer</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
43	DEPT			Assessor			
9686	MAAP 01-043-000-0000-6241		165.00	CO - MAAP	6-26-23	Registration Fee	N
9686	MAAP		165.00	1 Transactions			
9825	McGregor Print Pros, LLC 01-043-000-0000-6230		106.00	SAFETY VEST - COUNTY LOGO	2752	Printing, Publishing & Adv	Y
9825	McGregor Print Pros, LLC		106.00	1 Transactions			
43	<b>DEPT Total:</b>		<b>271.00</b>	<b>Assessor</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
45	DEPT			Motor Pool			
13934	The Tire Barn 01-045-000-0000-6302		59.88	LUBE AND OIL CHANGE	68200	Vehicle Maintenance	N
13934	The Tire Barn		59.88	1 Transactions			
45	<b>DEPT Total:</b>		<b>59.88</b>	<b>Motor Pool</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
49	DEPT			Information Technologies			
783	Canon Financial Services, Inc 01-049-000-0000-6342		47.07	IT COPIER LEASE	30731189	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		47.07	07/01/2023 07/31/2023	1 Transactions		
86290	Mn Counties Information Systems 01-049-000-0000-6283		620.00	CTYPRESTO ANNUAL	2407	Programming, Services, Contracts	N
	01-049-000-0000-6283		2,385.00	CTYHOSTLV2 3RD QUARTER	2419	Programming, Services, Contracts	N
	01-049-000-0000-6283		1,709.00	CTYHOSTMNT - 3RD QUARTER	2419	Programming, Services, Contracts	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
86290	Mn Counties Information Systems				4,714.00			3 Transactions			
49	<b>DEPT Total:</b>				4,761.07	<b>Information Technologies</b>		<b>2 Vendors</b>		<b>4 Transactions</b>	
52	DEPT					Administration					
88284	Aitkin Co Recorder	01-052-000-0000-6241			20.00	NOTARY REGISTRATION (JEFF)		100999		Registration Fee	N
88284	Aitkin Co Recorder				20.00		1 Transactions				
248	Association of Mn Counties	01-052-000-0000-6241			35.00	AMC CONFERENCE - ADMINISTRATOR		06012023		Registration Fee	N
248	Association of Mn Counties				35.00		1 Transactions				
13412	Pemberton, Sorlie, Rufer & Kershner PLLP	01-052-000-0000-6263			374.75	MAY & JUNE 2023 PROF. FEES		10		Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP				374.75		1 Transactions				
52	<b>DEPT Total:</b>				429.75	<b>Administration</b>		<b>3 Vendors</b>		<b>3 Transactions</b>	
53	DEPT					Human Resources					
86222	Aitkin Independent Age	01-053-000-0000-6230			30.65	WEEKLY HELP WANTED AD		951720		Printing, Publishing & Adv	Y
86222	Aitkin Independent Age				30.65	06/07/2023 06/10/2023	1 Transactions				
53	<b>DEPT Total:</b>				30.65	<b>Human Resources</b>		<b>1 Vendors</b>		<b>1 Transactions</b>	
90	DEPT					Attorney					
3392	Exsted/Debra	01-090-000-0000-6330			54.43	GAS-MNCCC CONF & 6/14/23 TRNG		6-21-23		Transportation/Travel/Parking	N
		01-090-000-0000-6339			51.28	MNCCC CONFERENCE		6-21-23		Meals (Overnight)	N
3392	Exsted/Debra				105.71		2 Transactions				
2390	Itasca Co Sheriff	01-090-000-0000-6264			75.00	SUBPOENA SERVICE CP202301204		202301204		Sheriff Services	N
2390	Itasca Co Sheriff				75.00		1 Transactions				
87016	Sheriff Itasca County										

# Aitkin County



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

1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-090-000-0000-6264			75.00	SUBPOENA SERVICE CP202300635		202301203		Sheriff Services		N
<b>87016</b>	<b>Sheriff Itasca County</b>				<b>75.00</b>		1 Transactions					
<b>90</b>	<b>DEPT Total:</b>				<b>255.71</b>	<b>Attorney</b>		<b>3 Vendors</b>		<b>4 Transactions</b>		
<b>100</b>	DEPT					Recorder						
86235	The Office Shop Inc	01-100-000-0000-6405			19.32	OFFICE SUPPLIES		1128840-0		Office Supplies		N
<b>86235</b>	<b>The Office Shop Inc</b>				<b>19.32</b>		1 Transactions					
<b>100</b>	<b>DEPT Total:</b>				<b>19.32</b>	<b>Recorder</b>		<b>1 Vendors</b>		<b>1 Transactions</b>		
<b>110</b>	DEPT					Courthouse Maintenance						
9561	Amazon Business	01-110-000-0000-6405			32.67	CLIP BOARDS AND PENS		1JPN-6JTX-WRKQ		Office Supplies		N
<b>9561</b>	<b>Amazon Business</b>				<b>32.67</b>		1 Transactions					
88628	Dalco Enterprises	01-110-000-0000-6422			4.04	VACUUM FILTERS		4098671		Janitorial Supplies		N
<b>88628</b>	<b>Dalco Enterprises</b>				<b>4.04</b>		1 Transactions					
89765	Minnesota Elevator, Inc	01-110-000-0000-6360			379.07	MONTHLY SERVICE	06/01/2023	1022551		Services, Labor, Contracts		N
<b>89765</b>	<b>Minnesota Elevator, Inc</b>				<b>379.07</b>		06/30/2023 1 Transactions					
9692	Minnesota Energy Resources Corporation	01-110-000-0000-6254			1,241.74	COURTHOUSE	05/19/2023	4628040341		Utilities-Gas and Electric		N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>				<b>1,241.74</b>		06/20/2023 1 Transactions					
3950	Public Utilities	01-110-000-0000-6254			5,285.17	GOV'T CENTER	05/16/2023	1430-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			92.80	GLARCO	05/16/2023	50186-00		Utilities-Gas and Electric		N
		01-110-000-0000-6254			268.87	LA TOOL	05/16/2023	50188-00		Utilities-Gas and Electric		N
							06/16/2023					

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-110-000-0000-6254		45.80	OLD CTY GARAGE 05/16/2023 06/16/2023	50202-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		45.70	JUDICIAL CTR 05/16/2023 06/16/2023	509-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>5,738.34</b>	<b>5 Transactions</b>			
9307	<b>Savanna Pallets</b>						
	01-110-000-0000-6415		56.00	MULCH FOR LANDSCAPING	144271	Operational Supplies	N
<b>9307</b>	<b>Savanna Pallets</b>		<b>56.00</b>	<b>1 Transactions</b>			
10698	<b>Stericycle,Inc</b>						
	01-110-000-0000-6360		30.10	STERI-SAFE 07/01/2023 07/31/2023	4011651449	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>30.10</b>	<b>1 Transactions</b>			
<b>110</b>	<b>DEPT Total:</b>		<b>7,481.96</b>	<b>Courthouse Maintenance</b>	<b>7 Vendors</b>	<b>11 Transactions</b>	
<b>120</b>	DEPT			Veterans Service			
	9561 <b>Amazon Business</b>						
	01-120-000-0000-6405		40.00-	OVERPAID \$40.00	1D41-DRJ4-694M	Office Supplies	N
	<b>9561 Amazon Business</b>		<b>40.00-</b>	<b>1 Transactions</b>			
<b>120</b>	<b>DEPT Total:</b>		<b>40.00-</b>	<b>Veterans Service</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
<b>122</b>	DEPT			Planning & Zoning			
	86222 <b>Aitkin Independent Age</b>						
	01-122-000-0000-6230		66.50	JUNE PC AMENDED	1321902	Printing, Publishing & Adv	Y
	01-122-000-0000-6230		82.00	JUNE PC	1322013	Printing, Publishing & Adv	Y
	01-122-000-0000-6230		147.25	JULY BOA	1323450	Printing, Publishing & Adv	Y
<b>86222</b>	<b>Aitkin Independent Age</b>		<b>295.75</b>	<b>3 Transactions</b>			
10194	<b>Anderson/Brock</b>						
	01-122-000-0000-6339		33.72	SSTS TRAINING GRAND RAPIDS	62923	Meals (Overnight)	N
<b>10194</b>	<b>Anderson/Brock</b>		<b>33.72</b>	<b>1 Transactions</b>			
15142	<b>Christensen/Charles</b>						
	01-122-000-0000-6278		100.00	PC MEETING	62923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		110.70	PC MILEAGE	62923	BOA/PC Mileage	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15142	Christensen/Charles		210.70		2 Transactions		
13066	Downunder Inspections						
	01-122-000-0000-6360		8,500.00	SSTS INSPECTIONS	62923	Services, Labor, Contracts	Y
				05/22/2023	06/16/2023		
13066	Downunder Inspections		8,500.00		1 Transactions		
11990	Lange/David						
	01-122-000-0000-6278		100.00	PC MEETING	62923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		102.84	PC MILEAGE	62923	BOA/PC Mileage	N
11990	Lange/David		202.84		2 Transactions		
13424	Sonnee/Dennise J						
	01-122-000-0000-6278		110.00	PC MEETING	62923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		75.33	PC MILEAGE	62923	BOA/PC Mileage	N
13424	Sonnee/Dennise J		185.33		2 Transactions		
122	DEPT Total:		9,428.34	Planning & Zoning	6 Vendors	11 Transactions	
200	DEPT			Enforcement			
170	Aitkin Motor Company						
	01-200-000-0000-6620		44,279.00	SQUAD	0007748	Auto, Trailers, Snowmobiles, ATV	N
	01-200-000-0000-6620		44,279.00	#207 SQUAD	0007749	Auto, Trailers, Snowmobiles, ATV	N
	01-200-000-0000-6620		44,279.00	#218 SQUAD	0007750	Auto, Trailers, Snowmobiles, ATV	N
	01-200-000-0000-6620		44,279.00	SQUAD	0007751	Auto, Trailers, Snowmobiles, ATV	N
	01-200-000-0000-6620		44,279.00	SQUAD	0007752	Auto, Trailers, Snowmobiles, ATV	N
170	Aitkin Motor Company		221,395.00		5 Transactions		
9561	Amazon Business						
	01-200-000-0000-6405		72.57	TAPE RECORDER; MEMO BOOKS	17QG-4CN9-NQCM	Office Supplies	N
	01-200-019-0000-6405		13.36	DESK CALENDAR	1FCW-DY1G-9QGK	Office Supplies	N
	01-200-000-0000-6405		71.27	STENO BOOKS; FOLDERS; BINDER	1N6H-GWPT-79WM	Office Supplies	N
	01-200-200-0000-6405		166.55	INK & OFFICE SUPPLIES	IMHH-LRDL-Y6LY	VCET - AIM Office Supplies	N
9561	Amazon Business		323.75		4 Transactions		
1152	Cook/Steven						
	01-200-000-0000-6260		925.00	BACKGROUNDS J.E. & J.R.	06232023	Professional Consulting	Y
1152	Cook/Steven		925.00		1 Transactions		

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1775	<b>Galls LLC</b> 01-200-000-0000-6180		100.91	#221 S/S SHIRT	024710190	Clothing Allowance	N
<b>1775</b>	<b>Galls LLC</b>		<b>100.91</b>	1 Transactions			
9869	<b>KIESLER POLICE SUPPLY</b> 01-200-019-0000-6460		540.00	AMMUNITION	IN216621	Deputy Supplies	N
<b>9869</b>	<b>KIESLER POLICE SUPPLY</b>		<b>540.00</b>	1 Transactions			
9322	<b>LeadsOnline LLC</b> 01-200-000-0000-6360		2,819.00	POWERPLUS INV SYSTEM	405620	Services, Labor, Contracts	Y
<b>9322</b>	<b>LeadsOnline LLC</b>		<b>2,819.00</b>	1 Transactions			
3950	<b>Public Utilities</b> 01-200-000-0000-6254		61.35	EMERG STORAGE 05/16/2023 06/16/2023	507-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>61.35</b>	1 Transactions			
4681	<b>Streichers</b> 01-200-000-0000-6460		1,750.99	#223 BALIST VEST/OUTER CARRIER	I1639213	Deputy Supplies	N
<b>4681</b>	<b>Streichers</b>		<b>1,750.99</b>	1 Transactions			
86235	<b>The Office Shop Inc</b> 01-200-000-0000-6405		100.81	PENCILS, NOTEPADS, ENVELOPES	1128844-0	Office Supplies	N
	01-200-000-0000-6405		6.07	HIGHLIGHTERS	1128844-1	Office Supplies	N
	01-200-000-0000-6405		17.95	PENS	1128859-0	Office Supplies	N
	01-200-000-0000-6405		17.95	PENS	1128859-1	Office Supplies	N
<b>86235</b>	<b>The Office Shop Inc</b>		<b>142.78</b>	4 Transactions			
13934	<b>The Tire Barn</b> 01-200-000-0000-6302		69.48	OLD 224 OIL CHANGE	68024	Vehicle Maintenance	N
	01-200-000-0000-6302		25.00	#224 TIRE	68037	Vehicle Maintenance	N
	01-200-000-0000-6302		342.41	#223 OIL CHANGE & BATTERY	68040	Vehicle Maintenance	N
	01-200-000-0000-6302		89.95	#226 ALIGNMENT	68103	Vehicle Maintenance	N
<b>13934</b>	<b>The Tire Barn</b>		<b>526.84</b>	4 Transactions			
9458	<b>Turnock/Tina</b> 01-200-000-0000-6405		76.95	SEARCH 23001053	972188	Office Supplies	Y
<b>9458</b>	<b>Turnock/Tina</b>		<b>76.95</b>	1 Transactions			

# Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
9302	WEX Bank 01-200-000-0000-6335		8,305.94	DEPUTY GAS	89872438	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>8,305.94</b>	<b>1 Transactions</b>			
<b>200</b>	<b>DEPT Total:</b>		<b>236,968.51</b>	<b>Enforcement</b>	<b>12 Vendors</b>	<b>25 Transactions</b>	
202	DEPT			Boat & Water			
9561	Amazon Business 01-202-000-0000-6405		26.72	CALENDARS	1V3F-QVK6-HTXT	Office Supplies	N
<b>9561</b>	<b>Amazon Business</b>		<b>26.72</b>	<b>1 Transactions</b>			
9302	WEX Bank 01-202-000-0000-6335		1,058.66	B/W GAS	89872438	Gas/Vehicle Fuel Charges	N
<b>9302</b>	<b>WEX Bank</b>		<b>1,058.66</b>	<b>1 Transactions</b>			
<b>202</b>	<b>DEPT Total:</b>		<b>1,085.38</b>	<b>Boat &amp; Water</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
252	DEPT			Corrections			
10165	Advanced Correctional Healthcare, Inc. 01-252-000-0000-6262		412.50	MENTAL HEALTH 6/8/23	131372	Contract Service or Medical Service	6
<b>10165</b>	<b>Advanced Correctional Healthcare, Inc.</b>		<b>412.50</b>	<b>1 Transactions</b>			
9561	Amazon Business 01-252-000-0000-6430		587.51	GLUCOSE TEST STRIPS	1N4T-WCK4-1PYN	Medical Expense/Supplies - Inmates	N
	01-252-000-0000-6430		68.32	GLOVE HOLDER; LABELS	1TR7-1R1V-J4RG	Medical Expense/Supplies - Inmates	N
<b>9561</b>	<b>Amazon Business</b>		<b>655.83</b>	<b>2 Transactions</b>			
14005	American Tower Corporation 01-252-000-0000-6342		389.48	JACOBSON TOWER LEASE	410801113	Tower Lease and Rental/Contracts	N
<b>14005</b>	<b>American Tower Corporation</b>		<b>389.48</b>	<b>1 Transactions</b>			
246	Brothers Fire & Security 01-252-000-0000-6590		943.00	FIX LEAK IN FIRE SPRINKLER	W26176	Repair & Maintenance Supplies	N
<b>246</b>	<b>Brothers Fire &amp; Security</b>		<b>943.00</b>	<b>1 Transactions</b>			
1775	Galls LLC 01-252-000-0000-6180		110.74	SWENSON SHIRTS	023495822	Clothing Allowance	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
<b>1775</b>	<b>Galls LLC</b>		<b>110.74</b>		<b>1</b> Transactions		
4812	<b>JC32 Teamsters H&amp;W Fund</b>						
	01-252-000-0000-6101		6,972.00	EE HEALTH INS	202306	Salaries-Full Time	N
	01-252-000-0000-6150		25,935.00	ER HEALTH INS	202306	Health Insurance-Employer	N
<b>4812</b>	<b>JC32 Teamsters H&amp;W Fund</b>		<b>32,907.00</b>		<b>2</b> Transactions		
5503	<b>Keefe Supply Company</b>						
	01-252-000-0000-6418		256.16	SNACK CAKES	1729373	Groceries	N
<b>5503</b>	<b>Keefe Supply Company</b>		<b>256.16</b>		<b>1</b> Transactions		
10147	<b>Medline Industries, LP</b>						
	01-252-000-0000-6430		90.66	ACETAMINOPHEN	2272737337	Medical Expense/Supplies - Inmates	6
<b>10147</b>	<b>Medline Industries, LP</b>		<b>90.66</b>		<b>1</b> Transactions		
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>						
	01-252-000-0000-6254		315.06	SHELTER/TOWER	345401501	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>315.06</b>		<b>1</b> Transactions		
89765	<b>Minnesota Elevator, Inc</b>						
	01-252-000-0000-6360		1,644.00	SERVICE CALL- KEY SWITCH	1024537	Services, Labor, Contracts	N
<b>89765</b>	<b>Minnesota Elevator, Inc</b>		<b>1,644.00</b>		<b>1</b> Transactions		
9692	<b>Minnesota Energy Resources Corporation</b>						
	01-252-000-0000-6254		524.79	JAIL	4627910210	Utilities-Gas and Electric	N
				05/19/2023	06/20/2023		
	01-252-000-0000-6254		38.16	STS	4628315331	Utilities-Gas and Electric	N
				05/19/2023	06/20/2023		
	01-252-000-0000-6254		1,608.44	JAIL	4633123514	Utilities-Gas and Electric	N
				05/18/2023	06/20/2023		
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>2,171.39</b>		<b>3</b> Transactions		
3789	<b>Pan-O-Gold Baking Company</b>						
	01-252-000-0000-6418		53.63	BREAD & BUNS	10002423166004	Groceries	N
	01-252-000-0000-6418		136.74	BREAD & BUNS	10002423173003	Groceries	N
<b>3789</b>	<b>Pan-O-Gold Baking Company</b>		<b>190.37</b>		<b>2</b> Transactions		
9808	<b>Performance Foodservice</b>						
	01-252-000-0000-6418		1,472.57	GROCERIES	626763	Groceries	N

# Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9808	Performance Foodservice		4,345.12	GROCERIES	634628	Groceries	N
				2 Transactions			
3950	Public Utilities						
	01-252-000-0000-6254		8,499.56	NEW JAIL 2	1431-00	Utilities-Gas and Electric	N
				05/16/2023 06/16/2023			
	01-252-000-0000-6254		124.46	STS	50109-00	Utilities-Gas and Electric	N
				05/16/2023 06/16/2023			
	01-252-000-0000-6254		976.37	NEW JAIL	512-00	Utilities-Gas and Electric	N
				05/16/2023 06/16/2023			
3950	Public Utilities		9,600.39	3 Transactions			
11538	RCB Collections Range Credit Bureau Inc						
	01-252-000-0000-6360		15.00	BACKGROUND - ERLANDSON	44079	Services, Labor, Contracts	N
11538	RCB Collections Range Credit Bureau Inc		15.00	1 Transactions			
10771	Regional Diagnostic Radiology						
	01-252-000-0000-6262		147.98	RADIOLOGY T.C.H.	1417935321	Contract Service or Medical Service	6
10771	Regional Diagnostic Radiology		147.98	1 Transactions			
12930	River Oaks Dental						
	01-252-000-0000-6430		1,485.00	DENTAL C.M. 4/19/23	56904	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430		2,297.00	MAHNOMEN CO D.D.	57662/58305	Medical Expense/Supplies - Inmates	6
12930	River Oaks Dental		3,782.00	2 Transactions			
5774	Riverwood Healthcare Clinic						
	01-252-000-0000-6262		1,854.06	J.J.M. ER LABS, HEMATOLOGY	140245110	Contract Service or Medical Service	N
	01-252-000-0000-6262		234.00	C.M. LAB & HEMATOLOGY	142888593	Contract Service or Medical Service	N
	01-252-000-0000-6262		913.90	C.A.H. ER 4/14/23	143896646	Contract Service or Medical Service	N
	01-252-000-0000-6262		441.03	MLCO - C.M.F. 4/17/23	143966135	Contract Service or Medical Service	N
	01-252-000-0000-6262		2,290.73	A.B. LAB, HEMATOLOGY, ER	144227783	Contract Service or Medical Service	N
	01-252-000-0000-6262		234.00	ICSO INMATE D.W. 4/28/23	144359752	Contract Service or Medical Service	N
5774	Riverwood Healthcare Clinic		5,967.72	6 Transactions			
252	DEPT Total:		63,944.40	Corrections	18 Vendors	32 Transactions	
253	DEPT			Sentence to Serve			
	9561 Amazon Business						
	01-253-000-0000-6415		82.82	AIRLESS SPRAYER; STRAINER SCRN	161R-HKDQ-FYV7	Operational Supplies	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
9561	Amazon Business		82.82		1 Transactions		
2340	Hyytinen Hardware Hank 01-253-000-0000-6464		94.99	RETURN WAS CREDITED TWICE	6257/1	STS Supplies	N
2340	Hyytinen Hardware Hank		94.99		1 Transactions		
4812	JC32 Teamsters H&W Fund 01-253-000-0000-6101		332.00	EE HEALTH INS	202306	Salaries-Full Time	N
	01-253-000-0000-6150		1,235.00	ER HEALTH INS	202306	Health Insurance-Employer	N
4812	JC32 Teamsters H&W Fund		1,567.00		2 Transactions		
253	<b>DEPT Total:</b>		<b>1,744.81</b>	<b>Sentence to Serve</b>	<b>3 Vendors</b>	<b>4 Transactions</b>	
257	DEPT			Community Corrections			
3195	MCCC LOCKBOX 01-257-251-0000-6241		110.00	CSTS USERS CONFERENCE (KG;CD) 06/21/2023 06/21/2023	2306131	Registration Fee	N
3195	MCCC LOCKBOX		110.00		1 Transactions		
86235	The Office Shop Inc 01-257-000-0000-6405		3.40	OFFICE SUPPLIES 06/14/2023 06/14/2023	327068-0	Office Supplies	N
86235	The Office Shop Inc		3.40		1 Transactions		
10930	Tidholm Productions 01-257-267-0000-6230		114.00	PRINTING - ENVELOPES 06/27/2023 06/27/2023	32182945	Printing, Publishing & Advertising	Y
	01-257-267-0000-6230		56.02	PRINTING - SUPPLIES (DRHANGER) 06/21/2023 06/21/2023	32192928	Printing, Publishing & Advertising	Y
10930	Tidholm Productions		170.02		2 Transactions		
6097	Verizon Wireless 01-257-257-0000-6215		163.48	AGENT WORK CELL PHONES 05/24/2023 06/23/2023	9938033430	Wireless Telephone Services	N
6097	Verizon Wireless		163.48		1 Transactions		
257	<b>DEPT Total:</b>		<b>446.90</b>	<b>Community Corrections</b>	<b>4 Vendors</b>	<b>5 Transactions</b>	

# Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
391	DEPT			Solid Waste			
2763	Countryside Sanitation, LLC						
	01-391-060-0000-6360		3,059.10	MONTHLY RECYCLING CONTRACT	62923	Recycling Contract	Y
				03/01/2023 06/30/2023			
2763	Countryside Sanitation, LLC		3,059.10	1 Transactions			
391	<b>DEPT Total:</b>		<b>3,059.10</b>	<b>Solid Waste</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
392	DEPT			Water Wells			
9486	Larson Plumbing & Heating of Aitkin Inc.						
	01-392-000-0000-6360		550.00	PLUMBING FOR WATER LAB	7916	Services, Labor, Contracts	N
9486	Larson Plumbing & Heating of Aitkin Inc.		550.00	1 Transactions			
392	<b>DEPT Total:</b>		<b>550.00</b>	<b>Water Wells</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
601	DEPT			Extension			
11187	Regents Of The University of Minnesota						
	01-601-000-0000-6262		19,670.25	Q2 2023 MOA YD BILLING	0300032018	Univ Of Minn Contracts	N
				04/01/2023 06/30/2023			
11187	Regents Of The University of Minnesota		19,670.25	1 Transactions			
601	<b>DEPT Total:</b>		<b>19,670.25</b>	<b>Extension</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
711	DEPT			Economic Development			
9612	Discovery Publishing, Inc.						
	01-711-042-0000-6230		769.50	ATV TRAIL ADVERTISING	3445	Printing, Publishing & Advertising	Y
9612	Discovery Publishing, Inc.		769.50	1 Transactions			
5966	Northspan Group, Inc						
	01-711-000-0000-6240		75.00	IREA MEMBERSHIP DUES	1162	Membership/Dues/Association Fees	N
5966	Northspan Group, Inc		75.00	1 Transactions			
711	<b>DEPT Total:</b>		<b>844.50</b>	<b>Economic Development</b>	<b>2 Vendors</b>	<b>2 Transactions</b>	
1	<b>Fund Total:</b>		<b>378,003.67</b>	<b>General Fund</b>		<b>122 Transactions</b>	

# Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT			R&B Administration			
783	<b>Canon Financial Services, Inc</b> 03-301-000-0000-6342		192.60	CONTRACT CHARGE	30684080	Office Equipment Rental/Contracts	N
<b>783</b>	<b>Canon Financial Services, Inc</b>		<b>192.60</b>	<b>1 Transactions</b>			
301	<b>DEPT Total:</b>		<b>192.60</b>	<b>R&amp;B Administration</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
303	DEPT			R&B Highway Maintenance			
13620	<b>American Door Works</b> 03-303-000-0000-6417		130.00	AITKIN SHOP REPAIR	03-012214	Shop/Building Maintenance	N
<b>13620</b>	<b>American Door Works</b>		<b>130.00</b>	<b>1 Transactions</b>			
86467	<b>Auto Value Aitkin</b> 03-303-000-0000-6417		4.49	AITKIN SHOP SUPPLIES	40222515	Shop/Building Maintenance	N
<b>86467</b>	<b>Auto Value Aitkin</b>		<b>4.49</b>	<b>1 Transactions</b>			
163	<b>Charter Communications Holdings LLC</b> 03-303-000-0000-6220		141.21	PHONE: HWY OFFICE	0-022823061923	Telephone	N
<b>163</b>	<b>Charter Communications Holdings LLC</b>		<b>141.21</b>	<b>1 Transactions</b>			
1115	<b>Contech Engineered Solutions</b> 03-303-000-0000-6515		1,080.00	30" BAND	27212987	Culverts	N
	03-303-000-0000-6521		5,883.20	REPLACE CULVERTS	27212987	Maintenance Supplies	N
<b>1115</b>	<b>Contech Engineered Solutions</b>		<b>6,963.20</b>	<b>2 Transactions</b>			
11185	<b>Department Of Natural Resources</b> 03-303-000-0000-6519		1,350.00	MATERIALS LEASE LEAR010068	LEAR010068	Gravel & Royalties	N
<b>11185</b>	<b>Department Of Natural Resources</b>		<b>1,350.00</b>	<b>1 Transactions</b>			
9857	<b>Diamond Industrial Cleaning Equipment</b> 03-303-000-0000-6417		155.90	AITKIN SHOP	24119	Shop/Building Maintenance	N
<b>9857</b>	<b>Diamond Industrial Cleaning Equipment</b>		<b>155.90</b>	<b>1 Transactions</b>			
7920	<b>Dixon Mechanical Electric, LLP</b> 03-303-000-0000-6590		345.65	REPAIR PARTS	7307	Repair & Maintenance Supplies	Y
<b>7920</b>	<b>Dixon Mechanical Electric, LLP</b>		<b>345.65</b>	<b>1 Transactions</b>			
7935	<b>East Central Energy</b> 03-303-000-0000-6254		87.69	MAY/JUN POWER-MCGRATH	35018290	Utilities-Gas and Electric	N

# Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6254			41.66	MAY/JUN POWER -STREE LIGHT	35018408	Utilities-Gas and Electric	N
<b>7935</b>	<b>East Central Energy</b>			<b>129.35</b>		<b>2</b> Transactions		
9543	<b>ERIC'S EXCAVATING, INC</b>			2,660.00	MCGREGOR SHOP	5669	Shop/Building Maintenance	N
<b>9543</b>	<b>ERIC'S EXCAVATING, INC</b>			<b>2,660.00</b>		<b>1</b> Transactions		
1701	<b>Forestry Suppliers, Inc.</b>			450.11	AITKIN SHOP SUPPLIES	421160-00	Shop/Building Maintenance	N
<b>1701</b>	<b>Forestry Suppliers, Inc.</b>			<b>450.11</b>		<b>1</b> Transactions		
14972	<b>GILLUND ENTERPRISES</b>			275.00	AITKIN SHOP SUPPLIES	893095	Shop/Building Maintenance	N
<b>14972</b>	<b>GILLUND ENTERPRISES</b>			<b>275.00</b>		<b>1</b> Transactions		
2089	<b>Heartland Tire Inc</b>			153.00	REPAIR PARTS	15023180	Repair & Maintenance Supplies	N
	03-303-000-0000-6590			125.00	REPAIR LABOR	15023180	Repair & Maintenance Supplies	N
<b>2089</b>	<b>Heartland Tire Inc</b>			<b>278.00</b>		<b>2</b> Transactions		
9534	<b>Jeff's Mobile Lock &amp; Key</b>			100.00	REKEY CYL	678568.	Shop/Building Maintenance	Y
<b>9534</b>	<b>Jeff's Mobile Lock &amp; Key</b>			<b>100.00</b>		<b>1</b> Transactions		
91187	<b>Lake Country Power</b>			57.38	MAY/JUN CSAH 14	141979801	Utilities-Gas and Electric	N
	03-303-000-0000-6254			56.70	MAY/JUN CSAH 6	141979901	Utilities-Gas and Electric	N
<b>91187</b>	<b>Lake Country Power</b>			<b>114.08</b>		<b>2</b> Transactions		
2941	<b>M R Sign Co Inc</b>			206.89	ADOPT-A-HWY	220186	Signs & Posts	N
<b>2941</b>	<b>M R Sign Co Inc</b>			<b>206.89</b>		<b>1</b> Transactions		
8527	<b>Midstates Equipment &amp; Supply, Inc.</b>			1,036.88	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517			1,036.88	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517			1,036.88	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517			1,036.88	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517			1,036.88	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N

# Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6517		1,036.87	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517		1,036.87	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517		1,036.87	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517		1,036.87	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
	03-303-000-0000-6517		1,036.87	MASTIC MELTER RENTAL	223540	Asphalt,Crackfiller,Tack Oil,Etc	N
<b>8527</b>	<b>Midstates Equipment &amp; Supply, Inc.</b>		<b>10,368.75</b>				<b>10</b> Transactions
12927	<b>Midwest Machinery Co.</b>						
	03-303-000-0000-6590		36.94	REPAIR PARTS	9659184	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		14.08	REPAIR PARTS	9665738	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		53.40	REPAIR PARTS	9666294	Repair & Maintenance Supplies	N
<b>12927</b>	<b>Midwest Machinery Co.</b>		<b>104.42</b>				<b>3</b> Transactions
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>						
	03-303-000-0000-6254		213.80	POWER:PALISADE	185202601	Utilities-Gas and Electric	N
	03-303-000-0000-6254		66.86	169 & CSAH 3	192301001	Utilities-Gas and Electric	N
	03-303-000-0000-6254		66.00	CSAH 5	273501502	Utilities-Gas and Electric	N
	03-303-000-0000-6254		117.80	POWER: MCGREGOR	295300301	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.00	CSAH 8	300601202	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.00	CSAH 4	323200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		854.82	POWER: AITKIN	335200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.00	CSAH 17	336503101	Utilities-Gas and Electric	N
	03-303-000-0000-6254		74.38	169 & CSAH 28	396202201	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.40	CSAH 12	400600001	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.00	CSAH 12	465602302	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.00	CSAH 11	480900902	Utilities-Gas and Electric	N
	03-303-000-0000-6254		67.29	47 & CSAH 2	545110401	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>1,838.35</b>				<b>13</b> Transactions
9179	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>						
	03-303-000-0000-6590		94.38	REPAIR PARTS	X220069603:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		34.92	REPAIR PARTS	X220069690:01	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		34.92	REPAIR PARTS	X220069690:01	Repair & Maintenance Supplies	Y
<b>9179</b>	<b>NORTH CENTRAL INTERNATIONAL, LLC</b>		<b>164.22</b>				<b>3</b> Transactions
10720	<b>Nuss Truck Group Inc</b>						
	03-303-000-0000-6590		870.99	REPAIR PARTS	SWO004169-1	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		1,102.50	REPAIR LABOR	SWO004169-1	Repair & Maintenance Supplies	N

# Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>10720</b>	<b>Nuss Truck Group Inc</b>		<b>1,973.49</b>		<b>2</b> Transactions		
10412	<b>O'Reilly Auto Parts</b> 03-303-000-0000-6590		73.50	REPAIR PARTS	1878-155254	Repair & Maintenance Supplies	N
<b>10412</b>	<b>O'Reilly Auto Parts</b>		<b>73.50</b>		<b>1</b> Transactions		
3950	<b>Public Utilities</b> 03-303-000-0000-6254		45.12	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.72	HWY 210 W \$ CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		87.81	AITKIN SHOP-WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		43.64	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>219.29</b>		<b>4</b> Transactions		
3963	<b>Quale/Michael J</b> 03-303-000-0000-6570		18.60	GASOLINE	141669	Motor Fuel & Lubricants	N
<b>3963</b>	<b>Quale/Michael J</b>		<b>18.60</b>		<b>1</b> Transactions		
9176	<b>SPARKY'S TOOLS, LLC</b> 03-303-000-0000-6417		313.95	AITKIN SHOP TOOLS	D 113557	Shop/Building Maintenance	N
<b>9176</b>	<b>SPARKY'S TOOLS, LLC</b>		<b>313.95</b>		<b>1</b> Transactions		
12788	<b>Timmer Implement of Aitkin</b> 03-303-000-0000-6590		15.25	REPAIR PARTS	IA23837	Repair & Maintenance Supplies	N
<b>12788</b>	<b>Timmer Implement of Aitkin</b>		<b>15.25</b>		<b>1</b> Transactions		
9362	<b>TRUEMAN WELTERS, INC</b> 03-303-000-0000-6590		1,458.32	REPAIR PARTS	IE32757	Repair & Maintenance Supplies	N
<b>9362</b>	<b>TRUEMAN WELTERS, INC</b>		<b>1,458.32</b>		<b>1</b> Transactions		
9642	<b>WEX BANK - Highway Dept</b> 03-303-000-0000-6417		57.31	SHOP SUPPLIES	0496-00-360070-7	Shop/Building Maintenance	N
	03-303-000-0000-6570		296.81	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		110.48	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		445.21	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		224.00	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		83.90	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		365.39	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		170.15	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		96.02	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N

# Aitkin County



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

**3** Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	03-303-000-0000-6570		186.39	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		284.30	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		600.82	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		550.18	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		428.84	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		128.73	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		16.91	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		73.83	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		180.61	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		474.85	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		296.75	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		282.43	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		90.19	SHOP SUPPLIES	0496-00-360070-7	Motor Fuel & Lubricants	N
<b>9642</b>	<b>WEX BANK - Highway Dept</b>		<b>5,263.72</b>		<b>22</b> Transactions		
10196	<b>Yanmar CE NA</b>						
	03-303-000-0000-6590		403.16	REPAIR PARTS	617037	Repair & Maintenance Supplies	N
<b>10196</b>	<b>Yanmar CE NA</b>		<b>403.16</b>		<b>1</b> Transactions		
5295	<b>Ziegler Inc</b>						
	03-303-000-0000-6590		321.36	REPAIR PARTS	IN001049872	Repair & Maintenance Supplies	N
<b>5295</b>	<b>Ziegler Inc</b>		<b>321.36</b>		<b>1</b> Transactions		
<b>303</b>	<b>DEPT Total:</b>		<b>35,840.26</b>	<b>R&amp;B Highway Maintenance</b>	<b>29 Vendors</b>	<b>83 Transactions</b>	
<b>3</b>	<b>Fund Total:</b>		<b>36,032.86</b>	<b>Road &amp; Bridge</b>		<b>84 Transactions</b>	

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
89856	<b>Aitkin Co Agricultural Society</b> 05-400-450-0451-6342		125.00	PH BUDGET-CAPS/CHA FAIR BOOTH 06/26/2023 06/26/2023		Office Equipment Rental/Contracts	N
<b>89856</b>	<b>Aitkin Co Agricultural Society</b>		<b>125.00</b>	<b>1 Transactions</b>			
9608	<b>AMAZON CAPITAL SERVICES</b> 05-400-440-0410-6405		4.76	AGENCY-KEURIG FILTERS 06/26/2023 06/26/2023	1NCX-TT9K-RN69	Office Supplies	N
	05-400-440-0410-6405		11.38	AGENCY-CLEANER/PRIVACY FILM 06/14/2023 06/14/2023	1TQL-QQ9F-DVV7	Office Supplies	N
	05-400-440-0410-6405		4.05	AGENCY-CORRECTION TAPE 06/21/2023 06/21/2023	1VNG-NKJD-31HM	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>20.19</b>	<b>3 Transactions</b>			
14746	<b>Control Solutions, Inc.</b> 05-400-400-0402-6360		113.00	IMMZ.-CALIBRATION-DATA LOGGER 06/12/2023 06/12/2023	CS256455	Services, Labor, Contracts	N
<b>14746</b>	<b>Control Solutions, Inc.</b>		<b>113.00</b>	<b>1 Transactions</b>			
3337	<b>Minnesota County Attorneys Association</b> 05-400-440-0410-6241		82.60	MFSRC 2023 CONF REG (CG/CS) 06/29/2023 06/29/2023	200010395	Meeting/Conference Registration Fee	N
<b>3337</b>	<b>Minnesota County Attorneys Association</b>		<b>82.60</b>	<b>1 Transactions</b>			
9692	<b>Minnesota Energy Resources Corporation</b> 05-400-440-0410-6254		19.54	GAS BILL 05/19/2023 06/21/2023	0506533565-001	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>19.54</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b> 05-400-440-0410-6254		356.48	ELECTRIC BILL 05/16/2023 06/16/2023	1433-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>356.48</b>	<b>1 Transactions</b>			
10698	<b>Stericycle,Inc</b> 05-400-440-0410-6360		16.86	STERI-SAFE 07/01/2023 07/31/2023	4011651449	Services, Labor, Contracts	6

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10698	Stericycle, Inc		16.86		1 Transactions		
<b>400</b>	<b>DEPT Total:</b>		<b>733.67</b>	<b>Public Health Department</b>	<b>7 Vendors</b>	<b>9 Transactions</b>	
<b>420</b>	DEPT			Income Maintenance			
88284	Aitkin Co Recorder 05-420-650-4800-6800		13.00	MA ESTATE DEATH CERTIFICATE 06/22/2023 06/22/2023	100859	Program Expenses Direct Charge Ffp	N
<b>88284</b>	<b>Aitkin Co Recorder</b>		<b>13.00</b>		<b>1 Transactions</b>		
9608	<b>AMAZON CAPITAL SERVICES</b> 05-420-600-4800-6405		72.88	IM-KEYBRD/MOUSE/WRIST REST (SP) 06/14/2023 06/14/2023	14KH-QN34-CWRD	Office Supplies	N
	05-420-600-4800-6405		11.21	AGENCY-KEURIG FILTERS 06/26/2023 06/26/2023	1NCX-TT9K-RN69	Office Supplies	N
	05-420-600-4800-6405		26.83	AGENCY-CLEANER/PRIVACY FILM 06/14/2023 06/14/2023	1TQL-QQ9F-DVV7	Office Supplies	N
	05-420-600-4800-6405		9.54	AGENCY-CORRECTION TAPE 06/21/2023 06/21/2023	1VNG-NKJD-31HM	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>120.46</b>		<b>4 Transactions</b>		
11051	<b>Department of Human Services</b> 05-420-620-4400-6026		8,330.32	MCRE/GAMC/NONRES ESTATE-05/23 05/01/2023 05/31/2023	A300MM1N01I	State Share - GAMC Estate	N
	05-420-650-4400-6025		3,300.39	MA LTC UN 65 05/01/2023 05/31/2023	A300MM1N01I	State/Fed Share - MA Program	N
	05-420-650-4400-6025		431.48	G8 LTC LT65 CY20 05/01/2023 05/31/2023	A300MM1N01I	State/Fed Share - MA Program	N
	05-420-650-4400-6026		15,908.24	MA ESTATE COLLECTIONS-FED 05/01/2023 05/31/2023	A300MM1N01I	State/Fed Share - MA Estate	N
	05-420-650-4400-6026		7,954.12	MA ESTATE COLLECTIONS-STATE 05/01/2023 05/31/2023	A300MM1N01I	State/Fed Share - MA Estate	N
<b>11051</b>	<b>Department of Human Services</b>		<b>35,924.55</b>		<b>5 Transactions</b>		
88439	<b>Metro Legal Services</b> 05-420-640-4800-6379		69.15	IV-D SERVICES 001579857501 06/14/2023 06/14/2023	3444546	Other Iv-D Charges	N
<b>88439</b>	<b>Metro Legal Services</b>		<b>69.15</b>		<b>1 Transactions</b>		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3337	Minnesota County Attorneys Association 05-420-640-4800-6241		590.00	CS-CONFERENCE REG (JL/KP) 06/22/2023 06/22/2023	200010352	Meeting/Conference Registration Fee	N
	05-420-600-4800-6241		194.70	MFSRC 2023 CONF REG (CG/CS) 06/29/2023 06/29/2023	200010395	Meeting/Conference Registration Fee	N
<b>3337</b>	<b>Minnesota County Attorneys Association</b>		<b>784.70</b>	<b>2 Transactions</b>			
9692	Minnesota Energy Resources Corporation 05-420-600-4800-6254		46.06	GAS BILL 05/19/2023 06/21/2023	0506533565-001	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>46.06</b>	<b>1 Transactions</b>			
3950	Public Utilities 05-420-600-4800-6254		840.29	ELECTRIC BILL 05/16/2023 06/16/2023	1433-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>840.29</b>	<b>1 Transactions</b>			
15347	St Louis County - PHHS 05-420-650-4400-6211		534.65	MTM ADMIN FEE NON-FFP 04/11/2023 04/11/2023	IP-00026506	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211		264.96	MTM ADMIN FEE NON-FFP 04/25/2023 04/25/2023	IP-00026511	Medical Assistance - MTM Admin	N
<b>15347</b>	<b>St Louis County - PHHS</b>		<b>799.61</b>	<b>2 Transactions</b>			
10698	Stericycle, Inc 05-420-600-4800-6360		39.73	STERI-SAFE 07/01/2023 07/31/2023	4011651449	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle, Inc</b>		<b>39.73</b>	<b>1 Transactions</b>			
<b>420</b>	<b>DEPT Total:</b>		<b>38,637.55</b>	<b>Income Maintenance</b>	<b>9 Vendors</b>	<b>18 Transactions</b>	
<b>430</b>	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES 05-430-700-4800-6405		18.01	AGENCY-KEURIG FILTERS 06/26/2023 06/26/2023	1NCX-TT9K-RN69	Office Supplies	N
	05-430-700-4800-6405		6.75	SS-CR2430 BATTERIES (KH) 06/14/2023 06/14/2023	1TQL-QQ9F-DVV7	Office Supplies	N
	05-430-700-4800-6405		43.09	AGENCY-CLEANER/PRIVACY FILM 06/14/2023 06/14/2023	1TQL-QQ9F-DVV7	Office Supplies	N

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-430-700-4800-6405		15.33	AGENCY-CORRECTION TAPE 06/21/2023 06/21/2023	1VNG-NKJD-31HM	Office Supplies	N
<b>9608</b>	<b>AMAZON CAPITAL SERVICES</b>		<b>83.18</b>	<b>4 Transactions</b>			
3337	Minnesota County Attorneys Association 05-430-700-4800-6241		312.70	MFSRC 2023 CONF REG (CG/CS) 06/29/2023 06/29/2023	200010395	Meeting/Conference Registration Fee	N
<b>3337</b>	<b>Minnesota County Attorneys Association</b>		<b>312.70</b>	<b>1 Transactions</b>			
9692	Minnesota Energy Resources Corporation 05-430-700-4800-6254		73.97	GAS BILL 05/19/2023 06/21/2023	0506533565-001	Utilities-Gas and Electric	N
<b>9692</b>	<b>Minnesota Energy Resources Corporation</b>		<b>73.97</b>	<b>1 Transactions</b>			
3950	Public Utilities 05-430-700-4800-6254		1,349.55	ELECTRIC BILL 05/16/2023 06/16/2023	1433-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>1,349.55</b>	<b>1 Transactions</b>			
10698	Stericycle,Inc 05-430-700-4800-6360		63.81	STERI-SAFE 07/01/2023 07/31/2023	4011651449	Services, Labor, Contracts	6
<b>10698</b>	<b>Stericycle,Inc</b>		<b>63.81</b>	<b>1 Transactions</b>			
<b>430</b>	<b>DEPT Total:</b>		<b>1,883.21</b>	<b>Social Services</b>	<b>5 Vendors</b>	<b>8 Transactions</b>	
<b>5</b>	<b>Fund Total:</b>		<b>41,254.43</b>	<b>Health &amp; Human Services</b>		<b>35 Transactions</b>	

# Aitkin County



9	State							
	<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>	
0	DEPT			Undesignated				
	9381	<b>Compeer Financial</b>						
		09-000-000-0000-2026		296.73	RETURN MRT THAT WAS EXEMPT	DOC A476658	State Share Of Mortgage Registry (97%)	N
	9381	<b>Compeer Financial</b>		<b>296.73</b>	1 Transactions			
0	<b>DEPT Total:</b>			<b>296.73</b>	<b>Undesignated</b>	<b>1 Vendors</b>	<b>1 Transactions</b>	
9	<b>Fund Total:</b>			<b>296.73</b>	<b>State</b>		<b>1 Transactions</b>	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
10024	<b>Bobcat of Brainerd</b>						
	10-923-000-0000-6590		54.74	PIN BOLT WASHER NUT LEVER	40474	Repair & Maintenance Supplies	N
	10-923-000-0000-6590		92.48	DRIVE OIL AIR FILTER LABOR	41423	Repair & Maintenance Supplies	N
<b>10024</b>	<b>Bobcat of Brainerd</b>		<b>147.22</b>	<b>2 Transactions</b>			
13334	<b>Minnesota Logger Education Program</b>						
	10-923-000-0000-6240		300.00	AFFILIATE MEMBERSHIP	AFFILIATE	Membership/Dues/Association Fees	N
<b>13334</b>	<b>Minnesota Logger Education Program</b>		<b>300.00</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b>						
	10-923-000-0000-6254		240.95	ACLD	348-00	Utilities-Gas and Electric	N
				05/16/2023	06/16/2023		
<b>3950</b>	<b>Public Utilities</b>		<b>240.95</b>	<b>1 Transactions</b>			
12788	<b>Timmer Implement of Aitkin</b>						
	10-923-000-0000-6590		49.76	AIR FILTER FOR BOBCAT	IA23885	Repair & Maintenance Supplies	N
<b>12788</b>	<b>Timmer Implement of Aitkin</b>		<b>49.76</b>	<b>1 Transactions</b>			
923	<b>DEPT Total:</b>		<b>737.93</b>	<b>Forfeited Tax Sales</b>	<b>4 Vendors</b>	<b>5 Transactions</b>	
10	<b>Fund Total:</b>		<b>737.93</b>	<b>Trust</b>		<b>5 Transactions</b>	

# Aitkin County



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	
925	DEPT		Resource Management			
10075	Jeff Buttler Mobile Repair					
	11-925-000-0000-6590		522.50	GRADER HYDRAULIC PUMP	424	Repair & Maintenance Supplies Y
10075	Jeff Buttler Mobile Repair		522.50	1 Transactions		
925	<b>DEPT Total:</b>		522.50	<b>Resource Management</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
939	DEPT		County Surveyor			
9093	Intuicom Inc.					
	11-939-000-0000-6450		29.00	SHIPPING ON MAIN IO BOARD	15984	Supplies Y
9093	Intuicom Inc.		29.00	1 Transactions		
939	<b>DEPT Total:</b>		29.00	<b>County Surveyor</b>	<b>1 Vendors</b>	<b>1 Transactions</b>
11	<b>Fund Total:</b>		551.50	<b>Forest Development</b>		<b>2 Transactions</b>

# Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
9561	<b>Amazon Business</b>						
	19-521-000-0000-6454		3.99	CANTEEN EARINGS MATERIALS	16MH-NXCX-6LNL	Commissary Supplies-Non Jail	N
	19-521-000-0000-6454		3.99	CANTEEN EARINGS MATERIALS	16MH-NXCX-6LNL	Commissary Supplies-Non Jail	N
	<b>9561 Amazon Business</b>		<b>7.98</b>	<b>2 Transactions</b>			
9847	<b>KK Advertising Inc.</b>						
	19-521-000-0000-6230		65.00	60TH ANNIVERSARY LOGO	0005505	Printing, Publishing & Adv	N
	<b>9847 KK Advertising Inc.</b>		<b>65.00</b>	<b>1 Transactions</b>			
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>						
	19-521-000-0000-6254		736.57	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
	19-521-000-0000-6254		839.53	DINING HALL	271300601	Utilities-Gas and Electric	N
	19-521-000-0000-6254		485.88	NORTH STAR LODGE	271300703	Utilities-Gas and Electric	N
	19-521-000-0000-6254		61.73	PARKING LOT	271300801	Utilities-Gas and Electric	N
	19-521-000-0000-6254		70.71	STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
	<b>3160 Mille Lacs Energy Coop-Albert Lea</b>		<b>2,194.42</b>	<b>5 Transactions</b>			
14812	<b>SCI Broadband/Savage Communications</b>						
	19-521-000-0000-6220		685.80	PHONE AND WIFI	024-033167	Telephone	N
	<b>14812 SCI Broadband/Savage Communications</b>		<b>685.80</b>	<b>1 Transactions</b>			
521	<b>DEPT Total:</b>		<b>2,953.20</b>	<b>LLCC Administration</b>	<b>4 Vendors</b>	<b>9 Transactions</b>	
522	DEPT			LLCC Education			
85003	<b>Aitkin County DAC</b>						
	19-522-000-0000-6431		222.26	WOOD COOKIES	2023053104	Educational Supplies	N
	<b>85003 Aitkin County DAC</b>		<b>222.26</b>	<b>1 Transactions</b>			
9561	<b>Amazon Business</b>						
	19-522-000-0000-6431		12.39	MEGAPHONE FOR YELLING STUFF	16MH-NXCX-6LNL	Educational Supplies	N
	19-522-000-0000-6431		15.19	VOLLEYBALL NET FOR SUMMER CAMP	16MH-NXCX-6LNL	Educational Supplies	N
	19-522-000-0000-6431		39.97	GAMES FOR SUMMER CAMP	16MH-NXCX-6LNL	Educational Supplies	N
	19-522-000-0000-6431		757.15	BIRD SUPPLIES - TB REIUMBURSE	1TF3-K7QC-DJ6D	Educational Supplies	N
	<b>9561 Amazon Business</b>		<b>824.70</b>	<b>4 Transactions</b>			
9449	<b>LCS Coaches Inc.</b>						
	19-522-000-0000-6360		749.37	BUS TRANSPORT FOR FORKHORN CAM	65389	Services, Labor, Contracts	N

# Aitkin County



Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
9449	LCS Coaches Inc.		749.37	1 Transactions		
522	<b>DEPT Total:</b>		<b>1,796.33</b>	<b>LLCC Education</b>	<b>3 Vendors</b>	<b>6 Transactions</b>
523	DEPT			LLCC Food		
3810	<b>Paulbeck's County Market</b>					
	19-523-000-0000-6418		20.66	GROCERIES	7684653	Groceries-Students N
	19-523-000-0000-6418		132.85	GROCERIES FOR RALF	7684653	Groceries-Students N
	19-523-000-0000-6418		93.66	GROCERIES	7684653	Groceries-Students N
3810	<b>Paulbeck's County Market</b>		<b>247.17</b>	<b>3 Transactions</b>		
5072	<b>Ukuras Big Dollar</b>					
	19-523-000-0000-6418		90.96	BRATS FOR RIVERS AND LAKES FAI	349424	Groceries-Students N
5072	<b>Ukuras Big Dollar</b>		<b>90.96</b>	<b>1 Transactions</b>		
4968	<b>Upper Lakes Foods, Inc</b>					
	19-523-000-0000-6418		1,677.06	GROCERIES	298280-00	Groceries-Students N
	19-523-000-0000-6418		678.70	GROCERIES	299242-00	Groceries-Students N
	19-523-000-0000-6418		800.39	GROCERIES	301301-00	Groceries-Students N
	19-523-000-0000-6418		958.96	GROCERIES	304602-00	Groceries-Students N
4968	<b>Upper Lakes Foods, Inc</b>		<b>4,115.11</b>	<b>4 Transactions</b>		
523	<b>DEPT Total:</b>		<b>4,453.24</b>	<b>LLCC Food</b>	<b>3 Vendors</b>	<b>8 Transactions</b>
19	<b>Fund Total:</b>		<b>9,202.77</b>	<b>Long Lake Conservation Center</b>		<b>23 Transactions</b>

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
1430	<b>Dotzler Power Equipment</b>						
	21-520-000-0000-6523		137.18	CHAINSAW BAR OIL AND FUEL	32814	Misc Bldg & Shop Supplies	N
	21-520-000-0000-6523		63.69	POLE SAW CHAIN AND BAR	33197	Misc Bldg & Shop Supplies	N
<b>1430</b>	<b>Dotzler Power Equipment</b>		<b>200.87</b>	<b>2 Transactions</b>			
9354	<b>Kangas Enterprise, Inc</b>						
	21-520-000-0000-6360	B	215.00	JACOBSON PARK DUMP	22461	Services, Labor, Contracts	N
<b>9354</b>	<b>Kangas Enterprise, Inc</b>		<b>215.00</b>	<b>1 Transactions</b>			
3024	<b>Kingsley/Russell Lee</b>						
	21-520-000-0000-6802	Q	4,160.00	ATV TRL REPAIR RED TOP PIT STR 06/12/2023 06/14/2023	06152023	Trail Grants-State	Y
	21-520-000-0000-6802	Q	1,120.00	SOO LINE TRAIL REPAIR 06/01/2023 06/02/2023	06152023	Trail Grants-State	Y
	21-520-000-0000-6802	Q	11,920.00	RED TOP TRAIL DOZER 06/15/2023 06/23/2023	06252023	Trail Grants-State	Y
<b>3024</b>	<b>Kingsley/Russell Lee</b>		<b>17,200.00</b>	<b>3 Transactions</b>			
3160	<b>Mille Lacs Energy Coop-Albert Lea</b>						
	21-520-000-0000-6254	B	123.35	BERGLUND PARK ELECTRIC 05/01/2023 05/31/2023	185110602	Utilities-Gas and Electric	N
<b>3160</b>	<b>Mille Lacs Energy Coop-Albert Lea</b>		<b>123.35</b>	<b>1 Transactions</b>			
3950	<b>Public Utilities</b>						
	21-520-000-0000-6254	B	145.39	MISS ACCESS 05/16/2023 06/16/2023	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	B	243.50	MISS PARK SHOWER 05/16/2023 06/16/2023	1671-00	Utilities-Gas and Electric	N
<b>3950</b>	<b>Public Utilities</b>		<b>388.89</b>	<b>2 Transactions</b>			
9617	<b>Timber Lakes Septic Service, Inc.</b>						
	21-520-000-0000-6360	B	150.00	PUMP BERGLUND DUMPSTATION	34088	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	150.00	AITKIN PARK DUMP	34200	Services, Labor, Contracts	N
<b>9617</b>	<b>Timber Lakes Septic Service, Inc.</b>		<b>300.00</b>	<b>2 Transactions</b>			
15371	<b>TRAFx Research Ltd</b>						
	21-520-000-0000-6523		2,415.00	4 VEHICLE/OHV CTR WEATHERPROOF	230607TE	Misc Bldg & Shop Supplies	N

WLB1  
6/30/23 11:46AM

# Aitkin County



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

21 Parks

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
15371	TRAFx Research Ltd		2,415.00		1 Transactions		
520	<b>DEPT Total:</b>		20,843.11	<b>Parks</b>	<b>7 Vendors</b>	<b>12 Transactions</b>	
21	<b>Fund Total:</b>		20,843.11	<b>Parks</b>		<b>12 Transactions</b>	

# Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT			American Rescue Plan - COVID			
8691	<b>Northland Hydraulic Service</b> 22-716-000-0000-6802		5,000.00	REVITALIZATION GRANT	62623	Category: Negative Economic Impacts	N
<b>8691</b>	<b>Northland Hydraulic Service</b>		<b>5,000.00</b>	1 Transactions			
4711	<b>Sunny's</b> 22-716-000-0000-6802		5,000.00	REVITALIZATION GRANT	06272	Category: Negative Economic Impacts	N
<b>4711</b>	<b>Sunny's</b>		<b>5,000.00</b>	1 Transactions			
10821	<b>The Jaques Art Center</b> 22-716-000-0000-6802		1,020.00	REVITALIZATION GRANT	06271	Category: Negative Economic Impacts	N
<b>10821</b>	<b>The Jaques Art Center</b>		<b>1,020.00</b>	1 Transactions			
9548	<b>Village Pump Saloon 2</b> 22-716-000-0000-6802		4,600.00	REVITALIZATION GRANT	062624	Category: Negative Economic Impacts	G
<b>9548</b>	<b>Village Pump Saloon 2</b>		<b>4,600.00</b>	1 Transactions			
716	<b>DEPT Total:</b>		<b>15,620.00</b>	<b>American Rescue Plan - COVID</b>	<b>4 Vendors</b>	<b>4 Transactions</b>	
22	<b>Fund Total:</b>		<b>15,620.00</b>	<b>Coronavirus Relief Fund</b>		<b>4 Transactions</b>	
	<b>Final Total:</b>		<b>502,543.00</b>	<b>158 Vendors</b>	<b>288 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	378,003.67	General Fund
3	36,032.86	Road & Bridge
5	41,254.43	Health & Human Services
9	296.73	State
10	737.93	Trust
11	551.50	Forest Development
19	9,202.77	Long Lake Conservation Center
21	20,843.11	Parks
22	15,620.00	Coronavirus Relief Fund
<b>All Funds</b>	<b>502,543.00</b>	<b>Total</b>

Approved by, .....

.....

.....



# Aitkin County



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

**3 Road & Bridge**

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
<b>15330</b>	<b>FERGUSON AGGREGATE &amp; CRUSHING, INC</b>						
1	03-303-000-0000-6519		142,099.10	CONTRACT 20229 CP 1		CONTRACT 20229 C Gravel & Royalties	N
2	03-303-000-0000-6519		12,411.75	CONTRACT 20229 CP 1		CONTRACT 20229 C Gravel & Royalties	N
	<b>15330 FERGUSON AGGREGATE &amp; CRUSHING, INC</b>		<b>154,510.85</b>	<b>2 Transactions</b>			
<b>9051</b>	<b>Hawkinson Construction Company Inc</b>						
3	03-307-000-0000-6262		363,720.74	CP 001-062-004 PYMT 1		CONTRACT20233 P Contract Payments	N
4	03-307-000-0000-6262		28,626.08	SAP 001-030-008 PYMT 1		CONTRACT20233 P Contract Payments	N
5	03-307-000-0000-6262		469,228.01	SAP 001-631-003 PYMT 1		CONTRACT20233 P Contract Payments	N
6	03-307-000-0000-6262		525,615.83	SAP 001-640-003 PYMT 1		CONTRACT20233 P Contract Payments	N
	<b>9051 Hawkinson Construction Company Inc</b>		<b>1,387,190.66</b>	<b>4 Transactions</b>			
<b>3 Fund Total:</b>			<b>1,541,701.51</b>	<b>Road &amp; Bridge</b>	<b>2 Vendors</b>	<b>6 Transactions</b>	
<b>Final Total:</b>			<b>1,541,701.51</b>	<b>2 Vendors</b>	<b>6 Transactions</b>		

# Aitkin County



**Recap by Fund**

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	1,541,701.51	Road & Bridge
<b>All Funds</b>	<b>1,541,701.51</b>	<b>Total</b>

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Co. Off Sale Liquor Lic. - B & Son's Investments LLC -1865 Roadside Conveni

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>

<b>Submitted by:</b> Christy M. Bishop	<b>Department:</b> Auditor's Office
---	--

<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
------------------------------------	-------------------------------

**Summary of Issue:**

Application for County Off-Sale Liquor License for B & Son's Investments, LLC - 1865 Roadside Convenience located at 14072 State Highway 65 McGrath, MN 56350

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Resolution to approve County Off-Sale Liquor License for B & Son's Investments LLC - 1865 Roadside Convenience located at 14072 State Highway 65 McGrath, MN 56350

**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 July 11, 2023

By Commissioner: xxx

**20230711-xxx**

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2023:

**“OFF” Sale:**

B & Son’s Investments, LLC d/b/a **1865 Roadside Convenience** – Williams Township

This establishment has an address of 14072 State Highway 65 McGrath, MN 56350

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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 11<sup>th</sup> day of July, 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Veteran's Office Donation

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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*

<b>Submitted by:</b> Penny Harms	<b>Department:</b> Veterans Service
-------------------------------------	--

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

**Summary of Issue:**

Donations to the Aitkin County Veterans Office for needy veterans totalling \$2,500.

Donations were received from the McGregor American Legion Auxiliary Unit 23 designated as follows:

\$1,000 to be used for veterans who live in the McGregor area

\$1,500 to be used for veterans who live anywhere in Aitkin County

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

ADOPTED July 11, 2023

By Commissioner: xxx

**20230711-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>
American Legion Auxiliary Unit 23, McGregor	\$2,500

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
American Legion Auxiliary Unit 23, McGregor	\$1,000 to be used for needy veterans who live in the McGregor area
American Legion Auxiliary Unit 23, McGregor	\$1,500 to be used for needy veterans anywhere in Aitkin County

**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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of July 2023

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



Requested Meeting Date: 07/11/2023

Title of Item: Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Glen Township has made a \$1,000.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting donation		
<b>Financial Impact:</b> 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 <span style="margin-left: 100px;">Please Explain:</span>		

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

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

ADOPTED July 11, 2023

By Commissioner: xxx

**20230711-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:

Glen Township \$1,000.00

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

Glen 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.

**WHEREAS, NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners

**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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 11<sup>th</sup> day of July 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



Requested Meeting Date: 07/11/2023

Title of Item: Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  The Stirewalt Family has made a \$ 500.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases and future searches.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting donation		
<b>Financial Impact:</b> 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 July 11, 2023

By Commissioner: xxx

**20230711-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:

The Stirewalt Family \$500.00

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

The Stirewalt Family 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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 11<sup>th</sup> day of July 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



Requested Meeting Date: 07/11/2023

Title of Item: Search & Rescue Donation

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  The Aitkin Sno-Drifters have made a \$ 200.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases and future searches.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting donation		
<b>Financial Impact:</b> 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 <span style="margin-left: 100px;">Please Explain:</span>		

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

ADOPTED July 11, 2023

By Commissioner: xxx

**20230711-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:

Aitkin Sno-Drifters \$200.00

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

Aitkin Sno-Drifters 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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of July 2023

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date: 07/11/2023**

**Title of Item: Sentence to Serve Donation**

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Sheriff Dan Guida		<b>Department:</b> Sheriff
<b>Presenter (Name and Title):</b> Sheriff Dan Guida		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Moose Willow Sportsmans Club has made a \$500.00 donation to the Aitkin County Sentence to Serve in appreciation for their work throughout Aitkin County.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Recommend accepting donation		
<b>Financial Impact:</b> 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 July 11, 2023

By Commissioner: xxx

**20230711-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:

Moose Willow Sportsman’s Club                      \$500.00

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

Moose Willow Sportsman’s Club                      Aitkin County Sentence to Serve

**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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 11<sup>th</sup> day of July 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Minnesota Power Utility Easement

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

<b>Submitted by:</b> DJ Thompson	<b>Department:</b> Land
-------------------------------------	----------------------------

<b>Presenter (Name and Title):</b> DJ Thompson, Land Commissioner	<b>Estimated Time Needed:</b> NA
--	-------------------------------------

**Summary of Issue:**

Minnesota Power is requesting a utility easement to place underground communication cables within an existing 100 foot wide overhead electrical utility transmission easement starting at the westerly property boundary and extending easterly 435.6 feet. PID #15-0-001300

Section 1, Township 47, Range 25.

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

Easement will impact 1.0 acres.

Cost of the easement is \$2,000/acre plus recording fee of \$46 = \$2,046. The applicant has paid the \$400 application fee, which will be credited to the assessment if the easement is approved.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Motion to approve a perpetual utility easement for Minnesota Power.

**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:*

## UTILITY EASEMENT

Pursuant to the authority given to the undersigned County Auditor of Aitkin County, by the County Board of said County of Aitkin, as set forth in their motion passed by the County on July 11, 2023 to, Minnesota Power, 30 W. Superior Street, Duluth, MN. 55802 a perpetual easement to construct and maintain an underground utility lying over, under, and across the following Aitkin County managed lands to wit:

The easement is described as follows:

The West 435.60 feet of the existing 100-foot wide overhead electrical utility transmission easement granted to Minnesota Power and Light Company by Aitkin County on February 7, 1973, which lies in the West Half of Southwest Quarter of the Southwest Quarter (W1/2-SW1/4-SW1/4), Section 1, Township 47, Range 25, Aitkin County, Minnesota.

Also subject to other easements, reservations or restrictions of record, if any.

and,

WHEREAS, said applicant will be charged \$2,046 for the easement and timber charges as appraised by the County Land Commissioner, and

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement,

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Minnesota Power, 30 W. Superior Street, Duluth, MN. 55802 a perpetual easement to use said strip of land, if consistent with the law, as in the special conditions set forth herein,

BE IT FURTHER RESOLVED, that said easement be granted, subject to the following terms, and conditions:

1. The communication infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.

4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc, and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

Dated at Aitkin, MN this 11<sup>th</sup> day of July 2023.

---

Kirk Peysar, Aitkin County Auditor

This instrument was drafted by:

Dennis Thompson  
Land Commissioner  
502 Minnesota Ave. N  
Aitkin, MN. 56431



# REQUEST FOR ACCESS ACROSS TAX-FORFEITED LANDS IN AITKIN COUNTY

November 12, 2019

Before completing this request, read the accompanying instructions to determine the type of easement that you are requesting. Please attach a map showing the proposed easement that you are requesting. A non-refundable application fee of \$400.00 must accompany this application. If approved, the application fee will be applied to the easement fee.

1. Easement:  Utility Easement Only.  
 Recreational Road Easement – No Utilities allowed, for recreation use only.  
 Residential Road Easement – Includes Utility Easement, for year-round use.

See the instruction sheet for better definitions of the types of easements.

2. Applicant Information (please print or type)

NAME Mike Putney COMPANY Minnesota Power  
ADDRESS 30 W Superior St CITY, STATE, ZIP Duluth, MN 55802  
PHONE 218.800.9200 E-MAIL mputney@mnpower.com

3. Please answer the following with regards to ~~YOUR~~ parcel being accessed:

Tax Parcel Number: 15-0-001300 Acreage: 40

Location of Parcel: Legal Description: SW1/4 SW1/4

Section: 1 Township: 47 Range: 25

Do you have any other access into this property?  Yes Existing transmission line easement  No

Will the proposed Easement route cross property other than Aitkin County Tax-Forfeited lands?  Yes

No. If yes, has legal access been acquired from these other properties?  Yes  No

4. Please write a brief note on why you are requesting an Easement: Utility Easement to place underground

communication cable within existing 100 foot wide overhead electrical utility transmission easement, starting at  
the westerly property boundary and extending easterly 435.6 feet for an impact of 43,560 square feet or 1 acre.

Please see attached map for depiction, and please reach out with any questions.

5. Signature of Application or Authorized Rep.

Michael A Putney  
6/21/2023

Date

Please return completed form, and map, along with the nonrefundable application fee of \$400.00 to:

Aitkin County Land Department  
502 Minnesota Ave. N.  
Aitkin, MN 56431



Service Layer Credits: © OpenStreetMap (and) contributors, CC-BY-SA, Imagery © Mapbox, Esri, DeLorme, GeoEye, (G)oogle, (C)yclonus, Swisstopo, Mapbox, Microsoft, Bing, Swire, USGS, AeroGRID, IGN, E-Mapbox, CNES-Airbus DS, USDA, USGS



- Transmission
- Transmission Structures
- Area of Encumbrance (1 Acre)





MINNESOTA POWER  
UTILITY DRAFT

135330

PAY TO THE  
ORDER OF

AITKIN COUNTY LAND DEPARTMENT DATE JUNE 21 20 23

ADDRESS 502 MINNESOTA AVE N, AITKIN, MN 56431 \$ 400.00

FOUR HUNDRED + 00/100 DOLLARS

Payable At: Per Through  
Wells Fargo Bank Duluth, N.A.  
Duluth, MN 55801

Michael A. Puring  
AUTHORIZED SIGNATURE

DEPARTMENTAL DIRECTOR/MANAGER SIGNATURE  
(REQUIRED IF CHECK AMOUNT OVER \$5000.)

LINE NO.

131

COUNTY

AITKIN, MN

FOR

REQUEST FOR ACCESS ACROSS TAX-FORFEITED LANDS

ACCOUNT NO.

113301 / 3089457

1353301 10910000191 002009392300



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Revitalization Grant: Award funding

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Revitalization Grant Program. Grant applications for all grants applications reviewed and grant award summary are included.</p> <p>The Committee recommends and requests approval to award the following grants at this time:</p> <p>Sam's Custom Meats = \$5,000          Palisade One Stop = \$3,000          Hello Gorgeous = \$712.50</p> <p>The purpose of this grant fund is to help support local businesses to upgrade/revitalize the outside presence of their business property in our community in an effort to drive economic growth. As business owners and members of our community, it is important that we establish and maintain an image of growth and success. The fund will help support upgrades of awnings, signage, outdoor aesthetics and general business image and appearance.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Economic Development requests approval of a motion to award the recommended grants.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This funding is budgeted through the ARPA funding.		

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

## 2023 Revitalization Grant Program

#	Applicant Name	Project Name	City	\$ requested	\$ Awarded
1	Gramma's Pantry/Beanery	Terrace Project	Aitkin	\$ 5,000.00	
2	Growth Innovations	Building painting	Aitkin	\$ 12,814.68	
3	Lowe Properties	awning replacement	Aitkin	\$ 5,000.00	\$ 5,000.00
4	Sam's Custom Meat Processing	Door replacement	Tamarack	\$ 5,000.00	\$ 5,000.00
5	Northland Hydraulic Services	sign replacement	Hill City	\$ 10,000.00	\$ 5,000.00
6	Sarah's Shining Star Daycare	sign replacement	McGregor	\$ 5,000.00	
7	The Locker Room	Patio construction (between Block North and The Locker Room)	Aitkin	\$ 5,000.00	\$ 3,000.00
8	Jaques Art Center	upgrade of doors	Aitkin	\$ 1,020.00	\$ 1,020.00
9	HOPE	Tree removal to add statue		\$ 5,000.00	
10	Holy Family Catholic Church	upgrade of signage and siding	McGregor	\$ 5,000.00	
11	Roadside Market	new siding on retail building	Hill City	\$ 5,000.00	\$ 5,000.00
12	ASAP Towing	new lot upgrade	Aitkin	\$ 5,000.00	
	My Crafts & Things	awning replacement	Aitkin	\$ 1,151.50	\$ 1,151.50
	Smokey Jakes BBQ	awning replacement	Aitkin	\$ 1,006.00	\$ 1,006.00
13	Growth Innovations: Property 2, main street Aitkin	awning replacement	Aitkin	\$ 1,520.75	\$ 1,521.00
14	Village Pump Saloon	painting exterior of business	Tamarack	\$ 4,600.00	\$ 4,600.00
15	SB Pharmacy	Sealing and striping of parking lot	McGregor	\$ 5,000.00	
16	Round Lake Resort	new dock installation	McGregor	\$ 5,000.00	\$ -
17	Sunny's	sign replacement	Hill City	\$ 5,000.00	\$ 5,000.00
18	City of Palisade	outside upgrade	Palisade	\$ 5,000.00	\$ -
19	Ginger Marie's	awning installation	Aitkin	\$ 5,000.00	\$ 2,000.00
#1 @	Gramma's Pantry/Beanery	Patio construction	Aitkin	\$ 5,000.00	\$ 2,000.00
20	Aitkin ALANO Society	Exterior building painting	Aitkin	\$ 2,000.00	\$ -
21	Palisade One Stop	replace current roadside signage	Palisade	\$ 1,500.00	\$ 3,000.00
22	Angels of McGregor	roof replacement	McGregor	\$ 5,000.00	
23	Trails Inn Quadna Mountain	campground improvement	Hill City	\$ 5,000.00	
24	Hello Gorgeous	awning installation- new business	Aitkin	\$ 712.50	\$ 712.50
				\$ 121,325.43	\$ 45,011.00

Remaining \$ 4,411.00

#24



## Application for Aitkin County Business Revitalization Grant Program 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** Hair by Clair LLC DBA Hello Gorgeous

**Address:** 205 Minnesota Ave. Aitkin, MN 56431

**Person in Charge of Project:** Clair Taylor

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

205 Minnesota Ave. Aitkin MN 56431

**Contact Person's Phone #:** 218-270-9933

**Contact Person's Email:** HairbyClair2019@gmail.com

**Description of your organization:**

Full-service salon providing services to both women and men.

**Mission Statement of your organization:**

Through inspiration, education, and determination the Creative Artists at Hello Gorgeous strive to push the boundaries of beauty with our extraordinary products, exceptional service, and dedication to our clients helping them achieve the look that best represents their personality and lifestyle. We want everyone to leave the salon feeling confident and looking gorgeous.

**FUNDING:**

Amount requested from Aitkin County \$ 712.50  
(Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 712.50

Total projected budget \$ 1425.00

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

Removal of existing sign and Installation of the new sign.

---

---

---

---

---

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

Category	Grant Funds	Applicant Funds	Total
Hello Gorgeous Sign	\$712.50	\$712.50	\$1425.00
<b>TOTALS</b>			

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

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

Business Owner Signature:

Name

*Cheri Taylor*

Date:

*June 28, 2023*



4'x16' storefront sign

- project management
  - graphic design
  - proofing
  - printing
  - on aluminum laminate panels
  - UV protective clearcoat
  - remove existing sign
  - installation of new sign - with stand 1.5" stand offs
- ..... \$1425.00

Hello Gorgeous  
display sign - creative/ estimate  
6/22/23

**UPLAND**

ADVERTISING & DESIGN, LLC.

21683 Campbell Lake Rd. Merrifield, MN 56465  
218/628/9435

◆ This artwork and creative is property of Upland Advertising & Design until purchased



#23

## Application for Aitkin County Business Revitalization Grant Program 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** Trails Inn Quadna Mountain Motel & RV Campground

**Address:** 200 Quadna Mtn Rd, Hill City, MN 55748

**Person in Charge of Project:** Shawn Pehrson

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):** 230 Mahtomedi Ave, Mahtomedi MN 55115

**Contact Person's Phone #:** 612-360-0157

**Contact Person's Email:** fireman24mn@gmail.com

**Description of your organization:** Motel & RV Campground

**Mission Statement of your organization:** Trails INN Quadna Mountain is a place where we genuinely care about the comfort of our guests. We pledge to enhance the lives of our customers by providing and creating an unmatched vacation and leisure experience, both in the motel and RV campground in Hill City Minnesota.



**FUNDING:**

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

Amount of the business' match \$ 5,000+

Total projected budget \$ 10,000+

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

The most visible results of these beautification projects are more than changes to the physical surroundings. Not only will making the physical areas better by planting flowers, shrubs and trees but also working on, campsites themselves. This work will include fire rings to ensure fire safety is a priority, development of an environment that is safe not only for visitors but that is also environmentally conscious. We also plan on revitalizing the current bathhouse for the campground and RV park. This would include improving sidewalks and entry aesthetics.

---



---



---

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

Category	Grant Funds	Applicant Funds	Total
Plants and yard work	\$1,000	\$2,000	\$3,000
Campsites	\$3,500	\$5,000	\$8,500
Bathhouse	\$500	\$2,000	\$2,500
<b>TOTALS</b>	<b>\$5,000</b>	<b>\$9,000</b>	<b>\$14,000</b>

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

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



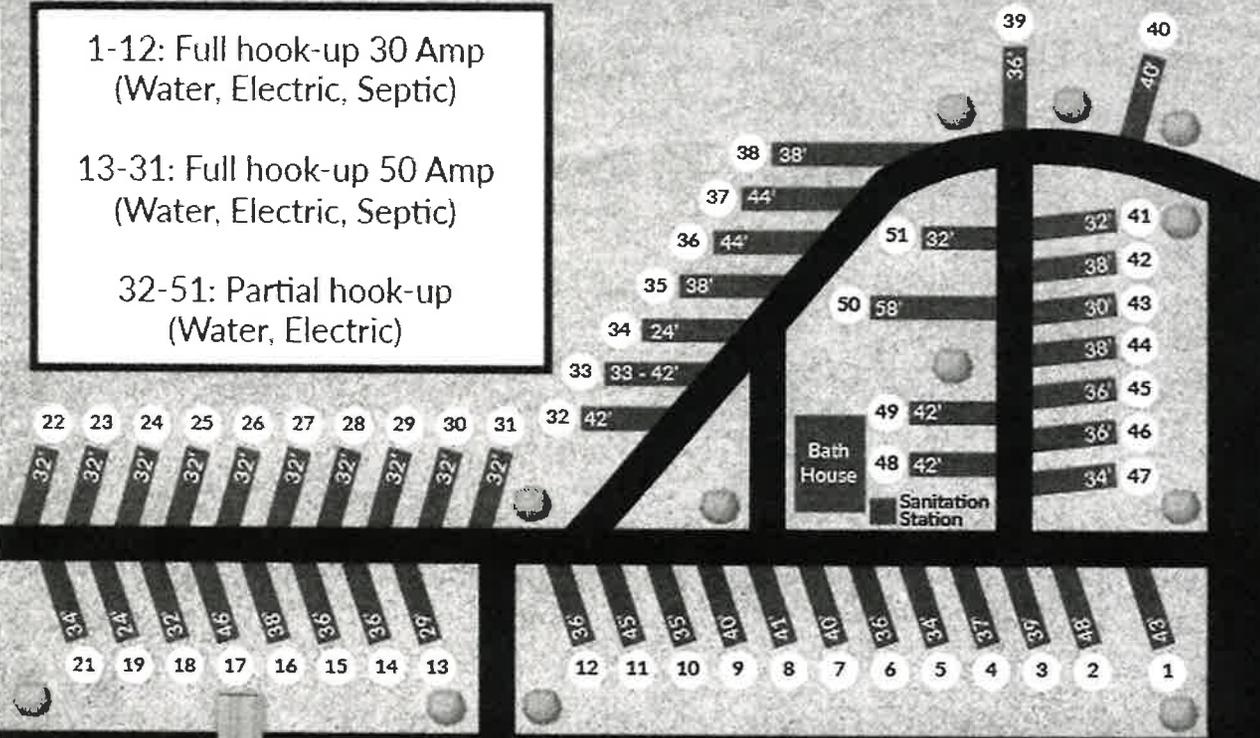
Business Owner Signature:

Name Shawn Pehrson Date: 5/24/2023

1-12: Full hook-up 30 Amp  
(Water, Electric, Septic)

13-31: Full hook-up 50 Amp  
(Water, Electric, Septic)

32-51: Partial hook-up  
(Water, Electric)



230	223
228	221
226	219
224	217
222	215
220	213
218	211
216	209
214	207
212	205
Laundry	APT.
	Office



Quadna Mountain Road



HWY 169 →

## ANGELS

7 South Maddy St.  
PO Box 35  
McGregor, MN  
(218) 768-2762

# Business Revitalization Grant

25<sup>th</sup> May 2023

## OVERVIEW

**ANGELS** is a non-profit located downtown McGregor Minnesota. ANGELS has been a big part of the McGregor community since 2004. ANGELS provides many services to the seniors in Aitkin County, from rides to appointments (transportation) to delivering meals (nutrition) and social events (socialization). **Our goal is to help local seniors live in their home safely, independently and with dignity.**

Our damaged roof needs replacement. Due to the heavy snow we had last winter, the patch work we have done is no longer effective. as we have had water leaking in. Surprise! This is causing more damage inside the building from these leaks.

## GOAL

1. **ANGELS** needs a new roof to continue to help meet the needs of our local seniors.

## SPECIFICATIONS

ANGELS is asking for \$5,000 from the Economic Development Committee.

The money will be matched by ANGELS and will go to a new roof. We are set to start our new roof repair/replacement process June of 2023.

The contractor has not given us a more specific start date as of now.

*Also for approval*



## Application for Aitkin County Business Revitalization Grant Program 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Business Name:** The Palisade One Stop

**Address:** 307 Main Street, Palisade, MN 56469

**Person in Charge of Project:** Kory O'Neil

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

**Contact Person's Phone #:** 218-820-1207

**Contact Person's Email:** KoryOneil@gmail.com

**Description of your organization:** C-Store/Grocery/Carwash

**Mission Statement of your organization:** To provide quality goods and services to our local population and tourists.



**FUNDING:**

Amount requested from Aitkin County	\$ 1,500.00
<small>(Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.</small>	
Amount of the business' match	\$ 1,500.00
Total projected budget	<u>\$ 3,000.00</u>

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

We would like to change our current sign from fluorescent to an LED energy efficient sign as our current one is in need of being replaced due to age and a bad ballast. We also intend to put up a new fuel price display sign as ours is becoming unreliable. We are investing in new pumps that will provide a 24 hour pay at the pump option for customers who travel after our business is closed for the night. We have had many snowmobilers and ATV users ask us to implement this throughout the years and with the traffic increasing due to the summer road construction it is a good time to do this. Having the funds to upgrade our signage will ensure that evening traffic is able to see our 24 hour pay at the pump option.

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

Category	Grant Funds	Applicant Funds	Total
Upgrade to LED bulbs	\$500.00	\$500.00	\$1,000.00
New fuel price display	\$1,000.00	\$1,000.00	\$2,000.00
<b>TOTALS</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>\$3,000.00</b>

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

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

Business Owner Signature:

\_\_\_\_\_

Name: Kory O'Neil Date: 06/22/23

## Mark Jeffers

---

**From:** Travis Leiviska  
**Sent:** Thursday, June 22, 2023 10:51 AM  
**To:** Mark Jeffers  
**Subject:** Grant applications

Mark,

I just wanted to reach out and express some support (for what it's worth) for the Palisade One Stop grant requests. I know they are putting quite a bit into getting ready for a massive traffic increase with the detour this summer.

As always, thank you for all the work you do.

Thank you,

Travis Leiviska  
Aitkin County Commissioner - Vice Chairman  
District 3  
(218) 513-8613



## Application for Aitkin County Business Revitalization Grant Program 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

Business Name: **Sam's Custom meat cutting**

Address: **210 N. Main Street**

**Tamarack, Mn. 55787**

Person in Charge of Project: **Kathy Haugse**

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

Contact Person's Phone #: **218-232-5165**

Contact Person's Email: **tamarack01@frontlernet.net**

Description of your organization:

**We do Custom Meat cutting and Wild Game.**

Mission Statement of your organization:

**Make Main Street more attractive. The front of the building is in need of repair. The building needs to be repaired so we can stay in business. With the economy the way it is, we can use all the help we can get. Thank you for providing these opportunities.**



**FUNDING:**

Amount requested from Aitkin County \$ 10,000.00  
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ \$10,000.00

Total projected budget \$ \$20,000.00

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

The front wall and awning are coming loose and has rotted. We need to put on a new front wall and replace the awning. We had a contractor assess the wall and give us his option. The contractor told us the wall has come loose from the foundation and the has rotted. The contractors suggestion is to replace the wall and awning.

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

Category	Grant Funds	Applicant Funds	Total
Material and labor	\$10,000.00	\$10,000.00	\$20,000.00
<b>TOTALS</b>			

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

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

Business Owner Signature:

Name Kathy Souger Date: 6/27/2023



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Business Development & Recreation Grant: Award funding

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
<b>Submitted by:</b> Mark Jeffers		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Mark Jeffers, Economic Development Coordinator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b> <p>The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Business Development &amp; Recreation Grant Program. Grant applications and grant award summary are included.</p> <p>The Committee was unanimous on the recommendation. The Committee recommends and requests approval to award the following grants at this time:</p> <p>Trails Inn, Quadna Mountain = \$2,000          The Craft House = \$1,745</p> <p>The purpose of this grant fund is to leverage county funds, private funds and volunteer efforts to increase small business development activities in Aitkin County, with an emphasis on increasing sustained tourism and recreation activities. Several organizations may submit a single application or organizations may apply individually. Organizations need only to commit one hundred dollars (\$100) in good faith to ensure commitment to the grant request. The Aitkin County Board of Commissioners, have approved funding to be used to directly impact the Community of Aitkin County by executing the Aitkin County Business Development &amp; Recreation Grant.</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Economic Development requests approval of a motion to award the recommended grants.		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> This funding is budgeted through the ARPA funding.		

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

**Business Development and Recreation Grant**

Year	#	Facility Name	Project Name	City	\$ requested	\$ Awarded	Comments	Informed
2023	1	Shamrock Township	Shamrock Recreational Area	Shamrock	\$ 1,950		Not applicable	Yes
	2	Cabin Fever Videos	Camera Advancement	Hill City	\$ 1,942		Not applicable	Yes
	3	Long Lake Foundation	Nature Rocks! A fundraiser for conservation	Palisade	\$ 2,000	\$ 2,000	full award	Yes
	4	Palisade Event Committee	Uptown Palisade Revitalization	Palisade	\$ 925	\$ 925	full award	Yes
	5	My Crafts n Things	Business signage	Aitkin	\$ -	\$ -	moved to Revitalization Grant	Yes
	6	Smokey Jake's BBQ	Business signage	Aitkin	\$ -	\$ -	moved to Revitalization Grant	Yes
	7	City of Aitkin	Sign project	Aitkin	\$ 2,000		not for city	
	8	Habitat for Humanity	motorcycle ride fundraiser	Aitkin	\$ 1,100	\$ 1,100		Yes
	9	Jaques Art Center	Art for Everyone	Aitkin	\$ 1,400	\$ 1,400		Yes
	10	Aitkin Chamber of Commerce	Paddle Your Glass Off	Aitkin	\$ 1,550	\$ 1,550		
	11	Rialto Theatre	menu display items	Aitkin	\$ 1,257	\$ 1,257		
	12	Palisade One Stop	LED strip lights to canopy	Aitkin	\$ 2,000			
	13	City of Hill City	4th of July Festival	Hill City	\$ 2,000			
	14	Quadna Mountain	build digital platform	Hill City	\$ 2,000	\$ 2,000		
	15	Swanson Park Sportcourt	city of Palisade	Palisade	\$ 2,000			
	16	Quadna Hills Golf Course	new storage building	Hill City	\$ 2,000			
	17	The Craft House	digital menu boards	Mcgregor	\$ 1,745	\$ 1,745		

\$ 25,869

\$ 11,977  
Remaining \$

12,023



#17

## Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Project Name:** UnTapped

**Date(s) of Program:** 24 months

**Location of Program:** 19037 Goshawk Street, McGregor MN

**Organization/Community Name:** The Craft House

**Person in Charge of Project:** Cory Eken

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

21049 220th Street, McGrath MN 56350

**Contact Person's Phone #:** 651-338-1751

**Contact Person's Email:** ceken1977@gmail.com

**Description/focus/purpose of your organization:** We are a unique bar and restaurant featuring only MN crafts beer and MN distilled liquors.

#### FUNDING:

Amount requested from Aitkin County \$ 1745  
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match \$ 1776.94

Total projected budget \$ 3521.94

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

This UNTapped project is taking The Craft House from wastefully using paper beer menus that potentially change weekly sometimes daily during peak tourist seasons to using tv monitor menu technology and QR codes. \_\_\_\_\_



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

We will accomplish a big cut back on using paper menus that get thrown away sometimes as often as on a daily to weekly basis by going to a tv monitored beer menu system called UNTapped. Having 36 MN craft beers on tap, our menu constantly needs to be updated. It seems like every time we print a new menu, we blow a keg, causing that menu to not be accurate. With Untapped instead of printing a bunch of new menus, we can go online, change the name of the beer and it instantly makes the menu change on the tv monitor. The Untapped app works with a QR code too for customers to pull up on their smartphones.

---

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

By using UNTapped tv monitor craft beer menus, will help us to drastically cut back on continuous printing paper menus that can change as often as on a daily to weekly basis and get thrown away. We have purchased three smart tv's ( two for inside and one for outside) and three firesticks to plug into each tv for the untapped app.

---

**List target markets:** Aitkin County and surrounding tourist areas

**List target audience:** Those who love MN craft beers!

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

Category	Grant Funds	Applicant Funds	Total
UnTapped yearly subscription	799 x 2 years		1598
UNTapped monthly user fee for 24 months	49 x 3 months	49 x 18 months	1176
Two 40" Smart TV's inside		198 x 2	396
One 32" Smart Tv outside		148	148
Three Firesticks		49.99 x 3	149.97
Three TV Wall Mounts		17.99 x 3	53.97
<b>TOTALS</b>	<b>1745</b>	<b>1776.94</b>	<b>3521.94</b>



Contact Signature:

A handwritten signature in black ink, appearing to read "Cory Ekan".

Name

Cory Ekan

Date:

5/30/23



#16

# Application for Aitkin County Business Development & Recreation Grant Program

January 1, 2023 - December 31, 2023

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

## APPLICANT INFORMATION

### PROGRAM INFORMATION

**Project Name:** Quadna Hills Golf Equipment Storage Building

**Date(s) of Program:** Summer 2023 (completion by October 2023)

**Location of Program:** Quadna Hills Golf Course, 500 Quadna Road, Hill City, MN 55748

**Organization/Community Name:** Quadna Hills Golf Course, LLC

**Person in Charge of Project:** Neal Walker, Bob Hagen

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):**  
500 Quadna Road, Hill City, MN 55748

**Contact Person's Phone #:** 218-403-0163

**Contact Person's Email:** [nwalker512@yahoo.com](mailto:nwalker512@yahoo.com)

**Description/focus/purpose of your organization:** Quadna Hill Golf Course is a 9-hole, par 36 golf course just south of Hill City, MN, is run entirely by a group of 8-10 volunteers. The course is open May 1-September 30 (20 weeks) each year.

### FUNDING:

Amount requested from Aitkin County \$ 2,000  
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match \$ 18,000  
In addition to revenue from greens fees to cover the cost of the building, community fundraising is taking place and plans for a golf tournament to raise funds are underway.

Total projected budget \$ 20,000



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

During the 2022/2033 winter, heavy snow load caused the collapse of two maintenance/equipment storage buildings, which housed lawn mowers, landscape equipment and golf carts. Photos of the collapsed buildings are attached. It is imperative that this storage space be replaced so that essential grounds and greens keeping equipment area adequately stored during the offseason. It is proposed that a 30'x50' building replace the two destroyed buildings. Volunteers will remove debris and prepare the building site, and construction of the replacement building is included in the cost.



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

Funds will be used to help offset the cost of a new storage building that will house maintenance lawn/grounds/greenskeeping equipment, golf carts, etc.

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

Quadna Hills Golf Course is a unique amenity in the Hill City area. The nearest golf courses in Aitkin County are 40-50 miles away, and the nearest courses in Itasca County are 20-22 miles further north. Usage estimates indicate that residents/snowbirds use the golf course approximately 1,000 times per season and visitors/vacationers new to the area use the golf course approximately 2,500 times per season = approximately 3,500 uses per season., etc.

Quadna Hills Golf Course is a significant amenity to the privately owned homes and seasonal rental properties in the Quadna property complex. About 30 condos on the property were recently listed for sale, and having an attached golf course is a major selling point for prospective buyers.

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

Category	Grant Funds	Applicant Funds	Total
Building materials and labor	\$2,000	\$18,000	\$20,000
<b>TOTALS</b>			\$20,000

Contact Signature: Name: Neal Walker

Date: 5-30-2023

#15



# Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

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

## APPLICANT INFORMATION

### PROGRAM INFORMATION

Project Name: Swanson Park Sportcourt  
 Date(s) of Program: May, 2023  
 Location of Program: City of Palisade, Swanson Park  
 Organization/Community Name: City of Palisade  
 Person in Charge of Project: Sharon DeWitt  
 Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):  
 P.O. Box 144, 304 Main Street, Palisade, MN 56469  
 Contact Person's Phone #: 218-820-6696, City 218-845-2051  
 Contact Person's Email: ccll@outlook.com, City@frontiernet.net  
 Description/focus/purpose of your organization:  
 To provide a safe and user friendly park for residents and visitors.

### FUNDING:

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

Amount of your organization's match \$ 1,000.00

Total projected budget \$ 3,000.00  
 (for Phase 1 only)

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

Repair and improve Swanson Park Sport Court which includes Tennis Court, basketball court, pickleball courts plus a playground area. This project will be done in several phases. Phase 1 will be leveling and stabilizing the ground. Phase 2, Resurfacing sportcourt and fencing. Phase 3, Playground update.



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

Our ultimate goal is to ensure Swanson Park is a safe place for our residents and visitors who frequent it. The funds will be used to level and stabilize the ground.

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

Swanson Park is a well-used site for sports activities. Visitors come locally as well as outside of our community. The park improvements will increase the number of people who use it →

List target markets:

Sports Enthusiasts -

List target audience:

City of LaSalle  
Surrounding townships

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

Phase 1 costs

Category	Grant Funds	Applicant Funds	Total
Estimated cost of materials for leveling and stabilizing ground			\$2500.00
in kind labor, labor			500.00
<b>TOTALS</b>			<b>3,000.00</b>

Contact Signature:

Name Shawn M. DeWitt

Date: May 30, 2023

and bring a greater economic impact as visitors stop and buy gas, groceries, or meals at our local businesses, while visiting Paradise.

#14



## Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Project Name:** Trails Inn Quadna Mountain Motel & RV Campground

**Date(s) of Program:** July 1, 2023 – December 31, 2023

**Location of Program:** 200 Quadna Mtn Rd, Hill City, MN 55748

**Organization/Community Name:** Trails Inn Quadna Mountain Motel & RV Campground

**Person in Charge of Project:** Shawn Pehrson

**Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):** 230 Mahtomedi Ave, Mahtomedi MN 55115

**Contact Person's Phone #:** 612-360-0157

**Contact Person's Email:** fireman24mn@yahoo.com

**Description/focus/purpose of your organization:** Trails INN Quadna Mountain is a place where we genuinely care about the comfort of our guests. We pledge to enhance the lives of our customers by providing and creating an unmatched vacation and leisure experience, both in the motel and RV campground in Hill City Minnesota, located in Aitkin County.

#### FUNDING:

Amount requested from Aitkin County \$ 2,000  
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of your organization's match \$ 2,000+

Total projected budget \$ 4,000+

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



Website redesign – Currently the website is maintained by GoDaddy and is lacking functionality to book rooms and campsites online. Motel RV Campground - Trails INN Quadna Mountain (link to website)

Marketing and Advertising. Currently no active marketing or advertising campaigns, minus a self-maintained Facebook account that is currently being managed by current owners' son. Trails Inn Quadna Mtn | Hill City MN | Facebook

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

This will drive revenue to the county via advertising the motel, RV park and campground.

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

Advertising will bring more customers to the campground, which is underutilized, thus increased visitors to the area.

**List target markets:** The target market will include new guests to the area for camping, RV and motel stays. Our marketing will always be aimed at getting new tourists in the area, ensuring revenue comes into the county.

**List target audience:** Travelers wanting to stay in the area for the businesses, ATV and Snowmobile trails, golf courses and fishing in Minnesota and surrounding states (WI, IA, ND, SD).

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

Category	Grant Funds	Applicant Funds	Total
Advertising	\$1,000	\$1,000	\$2,000
Website redesign	\$1,000	\$1,000	\$2,000
<b>TOTALS</b>	<b>\$2,000</b>	<b>\$2,000</b>	<b>\$4,000</b>



Contact Signature:

Name Shawn Pehrson Date: 5/24/2023



#13

## Application for Aitkin County Business Development & Recreation Grant Program

January 1, 2023 - December 31, 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Project Name:** Hill City Fourth of July Festival

**Date(s) of Program:** July 1-4, 2023

**Location of Program:** Hill City, MN

**Organization/Community Name:** Hill City, MN

**Person in Charge of Project:** Tami Meyer, City Clerk

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

125 Lake Avenue, PO Box 160, Hill City, MN 55748

**Contact Person's Phone #:** 218-697-2301

**Contact Person's Email:** [cityhall@hillcity-mn.com](mailto:cityhall@hillcity-mn.com)

**Description/focus/purpose of your organization:** The City of Hill City strives to provide quality services to residents and attractive amenities that invite visitors to the community.

#### FUNDING:

Amount requested from Aitkin County \$ 2,000  
(Minimum \$100.00, maximum request is 2,000.00). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.)

Amount of your organization's match \$ 17,000

Total projected budget \$ 19,000



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

The Fourth of July events held in Hill City are the central community events held during the year. It is estimated that approximately 4,000-5,000 people attend so this event is a vital to bringing residents and neighbors together. Activities during the festival days include, but are not limited to:

- Softball tournament hosts eight teams, 2 teams from Hill City, 6 teams from other communities
- Children’s activities include a bouncy house, sawdust pile dig, street games, turtle races
- Parade, featuring Color Guard, Grand Marshalls, kiddie parade, Majorette’s March
- Flotilla on Hill Lake
- Legion & Auxiliary pork chops and hot dog cookout
- Pancake Breakfast
- Old Settler’s Picnic
- Live music street dances
- Fireworks
- Street vendors
- 5k Fun Run

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

People living in rural communities like Hill City, Jacobson and Remer Swatara have little access to community events. All people of all ages, backgrounds and identities are welcome to attend these free community events. In addition, rural communities are typically isolated and community events such as this promote socialization and outdoor activity. Several community organizations and volunteers each play their part to make this community event a success.

Grant funds will be used to offset amenities and activities of the festival that are provided for free to the public.

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

While the population of Hill City is about 600 residents, it is estimated that about 4,000-5,000 people who attend the festival, clearly bringing visitors from outside of Hill City. It is estimated that attendees come from neighboring communities of Swatara, Jacobson and Remer as well as traveling farther from Aitkin, Grand Rapids and McGregor.

**List target markets:** There are events and/or activities available for all ages.

**List target audience:**

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

Category	Grant Funds	Applicant Funds	Total
Fireworks		\$7,000	\$7,000
Live Music		\$3,000	\$3,000
Bleachers, bouncy houses, portables rentals	\$2,000	\$5,000	\$7,000
Supplies for childrens' activities		\$1,000	\$1,000
Flags, decorations, buttons, supplies		\$1,000	\$1,000
<b>TOTALS</b>			



**Proposed funding sources**

Hill City Fire Relief Association and Hill City Lion's Club cover the cost of fireworks	\$7,000
Donations have historically been provided by Hill City Community Thrift Shop and Moose Willow Sportsman Club	\$2,000
Community Fundraising (spaghetti feed, softball tournament concessions)	\$1,000
Private donations historically received	\$1,000
Lake Country Power Operation Round Up Grant application pending	Requested \$2,000
Essentia Health Community grant application pending	Requested \$2,000
Aitkin County Development Recreation grant application (this application)	Requested \$2,000
City of Hill City fills the gap of any funds listed above not secured.	\$2,000-\$6,000 range
<b>TOTAL</b>	<b>\$19,000</b>

Contact Signature:

Name Tami Meyer

Date: 5-23-2023



#12

## Application for Aitkin County Business Development & Recreation Grant Program January 1, 2023 - December 31, 2023

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

### APPLICANT INFORMATION

#### PROGRAM INFORMATION

**Project Name:** Adding LED strip lights to canopy and building.

**Date(s) of Program:** ASAP

**Location of Program:** Palisade, MN

**Organization/Community Name:** Palisade One Stop

**Person in Charge of Project:** Kory O'Neil

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

307 Main Street, Palisade MN 56469

**Contact Person's Phone #:** 218-820-1207

**Contact Person's Email:** koryoneil@gmail.com

**Description/focus/purpose of your organization:** C-Store/Grocery

#### FUNDING:

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

Amount of your organization's match	\$ 1,000.00
-------------------------------------	-------------

Total projected budget	\$ <u>3,000.00</u>
------------------------	--------------------

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

The idea behind our project is to increase visibility of our store to the local snowmobile and ATV trail by adding lighting to our canopy as there isn't any currently. We are two blocks off the trail and are not currently visible to recreational traffic. This would increase local businesses traffic by getting additional customers to notice what our town has to offer.




---



---

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

The funds will be used to help offset the costs of this upgrade in lighting and visibility to our store. We will be hiring a signage company to come do the installation to our store canopy.

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

Our project will increase the traffic in the small community of Palisade by upgrading our visibility and curb appeal to recreational tourist traffic in the upcoming season. Any additional traffic would be beneficial to the businesses of Palisade.

**List target markets: Soo Line users.**

**List target audience: Recreational vehicles**

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

Category	Grant Funds	Applicant Funds	Total
Materials	\$1500	\$500	\$2000
Labor	\$500	\$500	\$1000
<b>TOTALS</b>	<b>\$2000</b>	<b>\$1000</b>	<b>\$3000</b>

Contact Signature: Kory O'Neil

Name Kory O'Neil Date: 05/22/23



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Purchase ICE Machines for Election

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

<b>Submitted by:</b> Kathleen Ryan	<b>Department:</b> Auditor
---------------------------------------	-------------------------------

<b>Presenter (Name and Title):</b> Kathleen Ryan	<b>Estimated Time Needed:</b> 10 Minutes
---	---

**Summary of Issue:**

Currently the Auditor's Office has 17 Election Day precincts out of 54 total precincts. Currently we have 20 ICE machines, but we have heard that a couple of precincts want to go back to election day voting and we want to be prepared. Ordering an additional 5 machines will allow us to have the machines necessary to support March Township Elections and the Presidential Primary simultaneously. With new legislation; machine testing timelines and other AB/Mail Ballot processing has changed, which will require additional machines to be needed at the county.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Approve the purchase of 5 new ICE Machines for Elections.

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$ 42,185  
 Is this budgeted?  Yes  No *Please Explain:*  
 Election reserves will be used for this expense and the Auditor's Office will be applying for the VEGA grant when it becomes available.

PO Box 7306 St. Cloud, MN 56302-7306

**Cost & Payment Summary for Approval**

The below information summarizes the cost of equipment, software, and services as well as to whom payments will be made. A signature from an authorized person is required to accept this proposal.

County, State: **Aitkin County, MN** Issue Date: **5/30/2023**  
Customer Contact: **Kirk Peysar, Auditor**

**Summary of All Initial Fees Paid to Dominion Voting Systems, Inc.:**

Item #	Description	Estimated Quantity	Unit Price	Total Amount
1	Precinct Tabulation Hardware - ICE & Ballot Box	5	\$ 9,926	\$ 49,630
2	Sales Discount			\$ (7,445)
<b>Initial Amount Due to Dominion</b>				<b>\$ 42,185</b>

**Ongoing Annual Costs After Year 3 Payable to Dominion Voting Systems, Inc.:**

Item #	Description	Estimated Quantity	Unit Price	Total Amount
3	Tabulator Firmware - ICE	5	\$ 228	\$ 1,140
<b>Ongoing Annual Amount Due to Dominion</b>				<b>\$ 1,140</b>

**Summary of All Initial Fees Paid to Command Central:**

Item #	Description	Estimated Quantity	Unit Price	Total Amount
4	Acceptance Testing & Installation - ICE <i>One-Time Charge</i>	5	\$ 400	\$ 2,000
5	Hardware Maintenance Agreement - ICE - Tier 3 <i>Due Annually, Years 1-3</i>	5	\$ 175	\$ 875
<b>Initial Amount Due to Command Central</b>				<b>\$ 2,875</b>

**Ongoing Annual Costs After Year 3 Payable to Command Central:\***

Item #	Description	Estimated Quantity	Unit Price	Total Amount
6	Hardware Maintenance Agreement - ICE - Tier 3	5	\$ 410	\$ 2,050
<b>Ongoing Annual Amount Due to Command Central</b>				<b>\$ 2,050</b>

\*Should there be an annual increase, that increase will not exceed 5% per year, unless of unforeseen circumstances or if other services are added to the agreement

**Acceptance of Proposal:**

With an authorized signature below, I hereby accept the above prices and conditions outlined above and on included proposal details pages. Payment is due upon receipt of invoice to the companies outlined above.

**Authorized Signature:** \_\_\_\_\_

**Printed Name & Title:** \_\_\_\_\_

**Date of Acceptance:** \_\_\_\_\_



# Aitkin County, MN

**Q00009998**

Prepared by:  
Paul Holmes  
paul.holmes@dominionvoting.com

Budgetary Quote

Product/Service	Description	Qty	Unit Price	Extension
<b>In-Person Voting: Polling Location Hardware</b>				
ImageCast Evolution Ballot Box - Plastic		5	\$1,678.00	\$8,390.00
ICE Power Supply/Cord Kit		5	\$64.00	\$320.00
ImageCast Evolution Tabulator		5	\$7,920.00	\$39,600.00
			<b>Sub-Total</b>	<b>\$48,310.00</b>

<b>Accessories</b>				
ATI Kit - ICE/ICP		5	\$264.00	\$1,320.00
			<b>Sub-Total</b>	<b>\$1,320.00</b>

<b>Total Purchase Sub-Total</b>	<b>\$49,630.00</b>
---------------------------------	--------------------

<b>Discounts</b>				
Discount	-7445.00 sales discount	1	-\$7,445.00	-\$7,445.00
			<b>Sub-Total</b>	<b>-\$7,445.00</b>

<b>Year 1 Purchase Total</b>	<b>\$42,185.00</b>
------------------------------	--------------------

<b>Annual Licenses</b>				
ImageCast Evolution Annual Firmware License	After 3 years	5	\$228.00	\$1,140.00
			<b>Sub-Total</b>	<b>\$1,140.00</b>

<b>Annual Fees</b>	<b>\$1,140.00</b>
--------------------	-------------------

### Terms and Conditions

This quote is valid for 90 days and subject to change for scope and configuration updates. All shipping costs to be invoiced separately to customer. License amounts due in years 2 and thereafter are subject to annual increases reflective of inflation.

The signature of the Customer below acknowledges acceptance of this quote, acceptance of the attached "Software License and Hardware Warranty Terms and Conditions", and requests placement of a sales order. Consumable items are available for return 30 days from delivery.

### Signatures

Customer Name (printed)	Title	Signature	Date (MM/DD/YYYY)

**DOMINION VOTING SYSTEMS  
SOFTWARE LICENSE TERMS AND CONDITIONS**

**1. Definitions.**

- 1.1. "**Hardware**" means the ImageCast® system defined in the Purchase Order.
- 1.2. "**Licensee**" shall mean the Dominion customer defined in the Purchase Order.
- 1.3. "**Licensor**" shall mean Dominion Voting Systems.
- 1.4. "**Party**" or "**Parties**" Licensor and Licensee may hereinafter be referred to individually as a Party and collectively as the Parties.
- 1.5. "**Purchase Order**" shall mean the purchase order between the Parties for the purchase of Hardware and use of the licensed Software.
- 1.6. "**Software**" means the software licensed by Licensor hereunder, in object code form, including all documentation therefore as identified in the Purchase Order.
- 1.7. "**Specifications**" means descriptions and data regarding the features, functions and performance of the Software and Hardware, as set forth in user manuals or other applicable documentation provided by Licensor.
- 1.8. "**Term**" shall mean the term period defined in the Purchase Order.

**2. License.**

- 2.1. **License to Software.** Subject to the terms herein, Licensor grants Licensee a non-exclusive, non-transferrable license to use the Software solely for the Licensee's own business purposes.
- 2.2. **Print Copyright License.** Subject to the Licensor's Print Copyright License terms and conditions, Licensor grants to Licensee a non-exclusive, non-transferable print copyright license.
- 2.3. **No Other Licenses.** Other than as expressly set forth herein, (a) Licensor grants no licenses, expressly or by implication, and (b) Licensor is not licensing or assigning any intellectual property rights of Licensor to Licensee or any third party. Licensee agrees not to use the Software for elections outside the Licensee's jurisdiction and agrees not to reverse engineer or otherwise attempt to derive the source code of the Software. The Licensee shall have no power to transfer or grant sub-licenses for the Software. Any use of all or any portion of the Software not expressly permitted is strictly prohibited.

**3. Upgrades and Certification.** During the Term, Licensor may provide upgrades to Licensee under the following terms and conditions.

- 3.1. **Upgrades.** In the event that Licensor, at its sole discretion, certifies a Software upgrade under the applicable laws and regulations of the Licensee's jurisdiction, Licensor may make the certified Software upgrade available to the Licensee at no additional cost.
- 3.2. **Certification Requirement.** Notwithstanding any other terms herein, Licensor shall not provide, and shall not be obligated to provide under any upgrade, or other software update, that has not been certified under the applicable provisions of the election laws and regulations of the Licensee's jurisdiction.

**4. Prohibited Acts.** The Licensee shall not, without the prior written permission of Licensor:

- 4.1. Transfer or copy onto any other storage device or hardware or otherwise copy the Software in whole or in part except for purposes of system backup;
- 4.2. Reverse engineer, disassemble, decompile, decipher or analyze the Software in whole or in part;
- 4.3. Alter or modify the Software in any way or prepare any derivative works of the Software or any part of parts of the Software;
- 4.4. Alter, remove or obstruct any copyright or proprietary notices from the Software, or fail to reproduce the same on any lawful copies of the Software.

**5. Return of Software.** Upon termination or expiration of this license, Licensee shall (i) forthwith return to Licensor all Software in its possession or control, or destroy all such Software from any electronic media, and certify in writing to Licensor that it has been destroyed.

**6. Warranties.** The following warranties shall apply.

6.1. **Software Warranty.** Licensor warrants that the Software will function substantially in accordance with the Specification during the Term. The foregoing warranty shall be void in the event of the Software (i) having been modified by any party other than Licensor or (ii) having been used by the Licensee for purposes other than those for which the Software was designed by Licensor. If Licensor establishes that the reported material failure is not covered by the foregoing warranty, the Licensee shall be responsible for the costs of Licensor's investigative and remedial work at Licensor's then current rates.

6.2. **Third-Party Products.** The warranties herein do not apply to any Third-Party Products. However, to the extent permitted by the manufacturers of Third-Party Products, Licensor shall pass through to Licensee all warranties such manufacturers make to Licensor regarding the operation of such Third-Party Products.

6.3. **NO OTHER WARRANTIES.** DOMINION DISCLAIMS ALL OTHER REPRESENTATIONS AND WARRANTIES, WHETHER WRITTEN, ORAL, EXPRESS, IMPLIED OR STATUTORY, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTY BASED ON A COURSE OF DEALING, COURSE OF PERFORMANCE OR USAGE OF TRADE.

7. **Limitation of Liability.** LICENSOR'S TOTAL AGGREGATE LIABILITY FOR ANY LOSS, DAMAGE, COSTS OR EXPENSES UNDER OR IN CONNECTION WITH THIS PURCHASE ORDER, LICENSE AND WARRANTY, HOWSOEVER ARISING, INCLUDING WITHOUT LIMITATION, LOSS, DAMAGE, COSTS OR EXPENSES CAUSED BY BREACH OF CONTRACT, NEGLIGENCE, STRICT LIABILITY, BREACH OF STATUTORY OR ANY OTHER DUTY SHALL IN NO CIRCUMSTANCES EXCEED THE TOTAL DOLLAR AMOUNT OF THE PURCHASE ORDER. NEITHER PARTY SHALL BE LIABLE FOR ANY LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF DATA, LOSS OF USE OR ANY OTHER INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL LOSS OR DAMAGE WHATSOEVER, HOWSOEVER ARISING, INCURRED BY THE OTHER PARTY OR ANY THIRD PARTY, WHETHER IN AN ACTION IN CONTRACT, NEGLIGENCE OR OTHER TORT, EVEN IF THE PARTIES OR THEIR REPRESENTATIVES HAVE BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Signing of consent form by LLCC

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

<b>Submitted by:</b> DJ Thompson	<b>Department:</b> Land
-------------------------------------	----------------------------

<b>Presenter (Name and Title):</b> Dave McMillan, LLCC Manager	<b>Estimated Time Needed:</b> 10 minutes
---	---

**Summary of Issue:**

Long Lake Conservation Center is a named beneficiary in the Donald H. Trust. The trust is requesting LLCC sign a consent form to continue with the processing of the estate and distributions. The forms have been reviewed by the County Attorney and are all in order.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Pass motion to allow Dave McMillan to sign the consent form with Long Lake being the beneficiary named in the Donald H. Nelson trust.

**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:*

CONSENT TO INTERIM ACCOUNTING, PROPOSAL FOR INTERIM DISTRIBUTION  
AND RELEASE OF LIABILITY

Donald H. Nelson Trust

On behalf of Long Lake Conservation Center, I hereby state as follows:

1. I have reviewed the terms of the following documents:
  - a. Amendment and Restatement of the Donald H. Nelson Trust, executed on November 5, 2015;
  - b. Amendment Number One to the Amendment and Restatement to the Donald H. Nelson Trust, executed on January 26, 2017; and
  - c. Amendment Number Two to the Amendment and Restatement to the Donald H. Nelson Trust Agreement, executed on November 2, 2017(collectively, the "Trust").
2. I have no objection to the terms of the Trust and do not contest the validity of the Trust.
3. I have examined and consent to the following:
  - a. Interim Accounting for the Trust, dated June 20, 2023
  - b. Proposed Interim Distribution, dated June 20, 2023
4. I have authority to execute this Consent on behalf of Long Lake Conservation Center.
5. I hereby release, waive and discharge, Cynthia J. Huseth, as trustee of the Trust, from any and all claims, liabilities and causes of action, known or unknown, foreseen or unforeseen, of any kind or nature which arise out of her actions or inactions as trustee of the Trust, through June 20, 2023, which is the effective date of the above-referenced Interim Accounting and Proposed Interim Distribution.

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

LAW OFFICES  
OF  
**SCHMITZ OPHAUG, LLP**  
220 DIVISION STREET S.  
NORTHFIELD, MINNESOTA 55057

RYAN L. BLUMHOEFER †  
KRISTIN L. YAHNKE  
TRICIA M.N. LANCASTER

PHONE 507-645-9541  
FAX 507-645-8232

JOHN M. OPHAUG (RETIRED)  
PETER J. SCHMITZ (1940-2014)

June 27, 2023

Long Lake Conservation Center  
ATTN: Dave McMillan  
28952 438<sup>th</sup> Lane  
Palisade, MN 56469

RE: Donald H. Nelson Trust  
Our File No.: 13178

Dear Mr. McMillan:

I represent Cynthia J. Huseh, as trustee of the Donald H. Nelson Trust. Donald passed away on January 13, 2023, and his estate plan included a Revocable Trust which named Long Lake Conservation Center as a partial beneficiary. In the very near future, the trustee plans to distribute a substantial portion of the trust assets. A final smaller distribution would then be made after all of the tax returns have been filed and accepted and all of the remaining trust administration is complete. This final distribution will likely not occur until the fall of 2024.

The Donald H. Nelson Trust consists of three documents: (a) the Amendment and Restatement to the Trust, which was signed on November 5, 2015; (b) Amendment Number One, which was signed on January 26, 2017; and (c) Amendment Number Two, which was signed on November 2, 2017.

Pursuant to the terms of the Amendment and Restatement signed on November 5, 2015, Long Lake Conservation Center is to receive 3% of the residual assets of the Trust. As shown on the enclosed Proposal for Interim Distribution, the trustee is proposing to distribute the sum of \$330,000 to Long Lake Conservation Center as part of this upcoming interim distribution.

For your review, I have enclosed the following:

1. The three above-referenced documents which comprise the Donald H. Nelson Trust;
2. Interim Accounting for the Trust for the period commencing January 13, 2023 and ending June 20, 2023;
3. Proposal for Interim Distribution; and
4. Consent form.

After you have had a chance to review the enclosed documents, please feel free to contact me if you have any questions. If the enclosed documents are acceptable, then please sign and date the Consent form and return it to me by mail or email at the following address:

If returning by mail:

Ryan L. Blumhoefer  
Schmitz, Ophaug, LLP  
220 Division St. S.  
Northfield, MN 55057

If returning by email: [ryan@sodlaw.com](mailto:ryan@sodlaw.com)

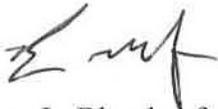
Once I have received the Consent forms back from all of the beneficiaries, then the trustee will proceed in making the distributions set forth in the enclosed Proposal for Interim Distribution.

Finally, in the very near future, the trustee will be seeking instructions from the Rice County district court as it relates to the proposed distribution in the Trust in favor of the Laurentian Environmental Center. As part of that proceeding, the trustee is required by Minnesota statutes to provide notice of the proceeding to all beneficiaries. There will be no need for you to respond to or be involved in the proceeding, but I wanted to make you aware that you will be receiving further correspondence about this soon.

I look forward to hearing from you.

Very truly yours,

SCHMITZ OPHAUG, LLP



Ryan L. Blumhoefer

Enclosures



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Approve Applicant to Appointment of East Central Regional Library Board

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	--	---

<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 5 Minutes
---	--

**Summary of Issue:**

Seeking approval of Renee Larson, applicant for appointment to the East Central Regional Library Board (ECRL).

Deadline for applications was June 28, 2023 or until the position is filled. Advertisement for the ECRL Board was made public via newspaper: Aitkin Age, Mille Lacs Messenger, and Bargain Hunter (Shopper) for one week in June 2023. Notice for Committee Opportunities are also found with application on the Aitkin County website under "Committee Openings".

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

EAST CENTRAL Regional Library BOARD

AITKIN COUNTY COMMISSIONER DISTRICT 1

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

I wish to be appointed to the East Central Regional Library - Currently I am on the City Library Board, but am wishing to be involved further with ECRLIB. I utilize the library extensively as I have a passion for reading. I have lived in the community a number of years & have served on various boards including - RHCC & Township Gov. Please consider my application.

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

Renee Larson  
Signature of Applicant

6/16/23  
Date

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

Is this application submitted by appointing authority? Yes \_\_\_\_\_ No X

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

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

NAME OF APPLICANT: Renee LARSON

STREET ADDRESS OF APPLICANT:  
329-4<sup>th</sup> St SE  
AITKIN MN 56431

PHONE NUMBERS:  
DAYS 218-839-0708  
EVENINGS \_\_\_\_\_

**For Office Use Only**

Date Appointed: \_\_\_\_\_ Date of Term Expiration: \_\_\_\_\_ Term #: \_\_\_\_\_



# Board of County Commissioners Agenda Request

**6B**  
Agenda Item #

**Requested Meeting Date:** July 11, 2023

**Title of Item:** Approve Joint Powers Agreement NE MN Office of Job Training

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Jessica Seibert	<b>Department:</b> Administration	
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 5 minutes
<b>Summary of Issue:</b>  The Northeast Minnesota Office of Job Training is requesting an updated Joint Powers Agreement (attached). The agreement has been reviewed by Commissioner Leiviska who serves on the committee and County Attorney Jim Ratz.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve Joint Powers Agreement NE MN Office of Job Training.		
<b>Financial Impact:</b> <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.

JOINT POWERS AGREEMENT  
NORTHEAST MINNESOTA OFFICE OF JOB TRAINING

RECITALS:

- A. The Congress of the United States has set full employment as a national goal and provides funds by grant and contract to States, through the Workforce Innovation and Opportunity Act. States then establish "Workforce Development Areas" with an appropriate administrative body to provide programs to help achieve this goal.
- B. These funds and programs can achieve the most effective results if the seven local government entities involved coordinate their efforts and provide services that are designed to meet the needs of the labor market area.
- C. The U.S. Department of Labor has designated governmental entities with populations of 200,000 or more as eligible to be Workforce Development Areas of Department of Labor employment and training programs.
- D. The Department of Labor encourages contiguous units of local government to form consortia to plan and manage employment and training programs covering whole labor market areas within their jurisdictions.
- E. The Boards of Commissioners of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis Counties wish to develop the most effective local government program to deal with the unemployment and underemployment problems of residents of the seven counties, and they have determined that such problems can best be resolved and such funds may be best administered by a public agency of the units of government, the Northeast Minnesota Office of Job Training, created hereunder.

SECTION 1. Authority for Agreement. This Joint Powers Agreement is made pursuant to the Joint Powers Act. Minnesota Statute 471.59 and its predecessor statutes. These units of government are authorized pursuant to Minnesota Statute § 375.70 to receive financial assistance, plan for and carry out comprehensive employment/training program to the contracting parties or any similar power. The Counties are each empowered by the laws of the State of Minnesota to exercise, in their respective jurisdictions, the powers which will be jointly exercised as hereinafter set forth.

SECTION 2 Purposes of Agreement. The power to be exercised is the development and implementation of a public and private job training program under which local employment needs and goals will be determined, and training and employment programs will be planned, developed, and administered. The purpose of this Agreement is to create, under the Workforce Innovation and Opportunity Act, a separate public entity governed by seven County units of government that are parties to this Agreement. Such power to be exercised and the purpose of this Agreement will be accomplished in the manner hereinafter set forth.

SECTION 3. Creation of Agency. Effective October 1, 1983, by agreement between the Counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake and St. Louis, (excluding the City of Duluth), political subdivisions of the State of Minnesota, pursuant to the Workforce Innovation and Opportunity Act, there is hereby created a public entity of the units of general local government of the seven counties, hereto known as the Northeast Minnesota Office of Job Training, hereinafter referred to as the "Office of Job Training".

SECTION 4. Indemnification and Insurance

- A. Separate Entity. The Northeast Minnesota Office of Job Training or "Office of Job Training" shall be considered a separate and distinct public entity to which the Counties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Office of Job Training shall comply with all laws and rules that govern a public entity in the State of Minnesota and shall be entitled to the protections of Minnesota Statutes Chapter 466.
- B. Indemnification. The Office of Job Training shall fully defend, and hold harmless the member Counties, their officers, employees, and agents, against all claims, losses, liability, suits, judgements, costs and expenses by reason of the action or inaction of the Office of Job Training. This Agreement to indemnity does not constitute a waiver by any County of limitations on liability provided under Minnesota Statutes Section 466.04.
- C. To the full extent permitted by law, actions by the member Counties, their officers, employees and agents, pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Counties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes Section 471.59, subd. 1a (a), provided further, that for purposes of that statute, each County expressly declines responsibility for the acts or omissions of any other County.
- The Counties are not liable for the acts or omissions of the other Counties except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Counties.
- D. Insurance. Board shall obtain liability, property and auto insurance and may obtain such other insurance it deems necessary to indemnify the Board, its officer, employees if any, and agents for actions of the Board, its officers, employees if any, and agents arising out of this Agreement.
- E. Debts, Liabilities, and Obligations. The debts, liabilities and obligations of the Office of Job Training shall not, under any circumstances, constitute debts, liabilities or obligations incurred by any party prior to this Agreement.

SECTION 5. Term. This Agreement shall become effective upon execution by all of the parties hereto and shall continue in full force and effect until terminated in the manner hereafter provided.

SECTION 6: General Provision: Office of Job Training and its Governing Body shall:

- A. Conduct its meetings in accordance with the Minnesota Open Meeting Law, Minnesota Statutes, Chapter 13D.
- B. Comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.
- C. Carry on its business in a manner complying with all laws and regulations regarding non-discrimination; and no person will be discriminated against because of race, color, creed, religion, sex, national origin, marital status, public assistance status, disability, sexual orientation, or age.
- D. Comply with the terms of all applicable state and federal laws and rules applicable to this entity.

SECTION 7. Powers. The Office of Job Training, through its Governing Body, shall have the power to develop and implement a comprehensive employment and training program within the Labor Market areas of the Counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (excluding the City of Duluth) under which local employment needs and goals will be determined, and training and employment programs will be planned, conducted and evaluated. The Office of Job Training, through its Governing Body, is hereby authorized to do all acts necessary for the exercise of said power, including but not limited to, any or all of the following:

- A. Study and assess the characteristics of the labor market area and determine training and employment needs in the seven-county area.
- B. Develop labor market information from the Federal Census, State of Minnesota reports, and from other sources.
- C. Provide leadership for a seven County area-wide training and employment process; design training and employment programs which will respond to local County needs and goals.
- D. Develop annually, in conjunction with the Workforce Development Board, a "Job Training Plan" which shall include, without limitation: Local training and employment goals, programs and program priorities, and a budget therefore. Such plan and budget

shall be implemented only upon approval by the Governing Body of the Office of Job Training and the Workforce Development Board.

- E. Act as Workforce Development Area Grant Recipient and Administrator for all programs and funds accepted by the Office of Job Training under contract to grant by the Department of Labor, State, or any other public or private agency; and perform such functions as are required of Workforce Development Areas by the United States Government and the State of Minnesota.
- F. Negotiate with, apply, and contract for and receive moneys from Federal, State, County, City, and Special District governments, and all other public entities and private persons and agencies to accomplish said program and disburse and account for funds received for such programs. Account to the MN Department of Employment and Economic Development and all other appropriate Federal, State, and local agencies for granted and contracted funds and for performance of subcontractors.
- G. Cooperate with public and private agencies which provide training and employment services within the Counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis.
- H. Administer within the boundaries of the Counties of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, and St. Louis (excluding the City of Duluth), all employment and training programs which the Office of Job Training has accepted from Federal, State, and other local governments, and from private agencies and persons.
- I. Provide, either directly or through contract subgrants with other organizations, the following: Labor market research; intake (including outreach and recruitment, orientation, job development, placement and follow-up); supportive services (including transportation, relocation, child care and family counseling); occupational and other classroom training, public and private on-the-job training; job search activities; transitional and work experience subsidized employment; assistance to employers in removing barriers to employment and advancement, and other such programs as the Office of Job Training may adopt.
- J. Allocate funds to, and expend funds for, various local employment and training programs and subcontractors based on the needs of the local communities and the capability of the subcontractors, and enter into contracts with the subcontractors therefore. Allocate funds consistent with the requirements of state and federal laws and rules. Maintain Accounting and Management Information Systems.
- K. Monitor, evaluate, and take corrective action concerning performance specified in any grant agreement, and contracts or agreements pursuant thereto.
- L. Establish performance objectives for subcontractors; and evaluate the effectiveness of individual programs and the entire area-wide employment and training effort.
- M. Maintain financial and statistical records to satisfy Federal, State, and other laws and regulations, and provide necessary information for effective program management.
- N. Provide staff development and technical assistance to subcontractor staff.

- O. Adopt, promulgate and enforce such policy rules and regulations as deemed necessary for administration, operation and implementation of the program.
- P. Make and enter contracts, employ agents and employees; acquire, lease, rent, construct, manage, maintain, hold or dispose of property, real or personal, including buildings, works, improvements, equipment, material and supplies.
- Q. Establish an annual budget.
- R. Incur debts, liabilities or obligations consistent with state and federal law for a public entity.
- S. Sue, or be sued in its own name.

SECTION 8. Governing Body.

- A. Membership. The Governing Body of the Office of Job Training shall consist of seven members, as follows:

1. One member of the Board of Commissioners of the County of Aitkin;
2. One member of the Board of Commissioners of the County of Carlton;
3. One member of the Board of Commissioners of the County of Cook;
4. One member of the Board of Commissioners of the County of Itasca;
5. One member of the Board of Commissioners of the County of Koochiching;
6. One member of the Board of Commissioners of the County of Lake;
7. One member of the Board of Commissioners of the County of St. Louis.

Each of the seven County Boards of Commissioners shall respectively appoint such Governing Body members from their respective bodies, and one alternate for each respective member.

Each of the seven members and any alternate shall serve at the pleasure of and in the same manner determined by the appointing body; the term of office of such Governing Body member may be terminated at any time by the appointing body.

The designated alternate shall have authority to attend, participate, and vote at any meeting of the Governing Body whenever the regular member, to whom they are designated to act as an alternate, is absent from the meeting.

- B. Quorum. A majority of the members of the Governing Body shall constitute a quorum for the transaction of business, except that less than a quorum may adjourn from time to time. No action may be taken by the Governing Body except upon the affirmative vote of not less than four (4) members of the Governing Body. Votes shall be cast only by members in attendance in accordance with the Minnesota Open Meeting Law. Proxy votes shall not be permitted. .

- C. Officers. The Chairperson, Vice-Chairperson, and Secretary of the Governing Body shall be selected annually by the Governing Body from its members. The term of office of the Chairperson, Vice-Chairperson and Secretary shall each be one calendar year. Officers may be selected for additional terms, including consecutive terms.
- D. Committees. The Governing Board may establish other committees as deemed appropriate and necessary. The Chairperson, with the approval of the Board, shall name the members and chairperson of each committee.
- E. Meetings. All meetings of the Governing Body shall be held subject to the provisions of the Minnesota Open Meeting Law.
- F. By-Laws. The Governing Body, if deemed necessary, shall adopt By-Laws for the conduct of business which shall not be inconsistent with the provisions of the Agreement.

SECTION 9. Executive Director.

- A. The Governing Body shall be assisted by an Executive Director who shall be appointed by the Governing Body and shall serve at the pleasure of the Governing Body and at a compensation determined thereby.

SECTION 10. Depository; Controller.

The Governing Body of the Office of Job Training shall be the Controller and Depository of all funds. As Depository, the Governing Body shall have custody of all moneys received by the Office of Job Training, and the Governing Body shall:

- A. Formulate financial policies, delegate administration of the financial policies to the Office of Job Training Administrative Staff, and review operations and activities.
- B. Receive and receipt for all said money of the Office of Job Training.
- C. Be responsible for safekeeping of funds and program assets.
- D. Be responsible for the disbursements of all money of the Office of Job Training.
- E. Receive and approve all financial budgets prepared by the Office of Job Training.
- F. Receive and approve reports of all moneys held, the amount of cumulative receipts, and the amount of accrued expenditures.

SECTION 11. Records and Reports. The Office of Job Training shall establish and maintain such funds and accounts as may be required by good accounting practice, or by law. Such records shall be maintained in accordance with the Official Records Act Minn. Stat. § 15.17 and the Data Practices Act, Minn. Chapter 13. The books and records of the Office of Job Training shall be open to inspection at all reasonable times by any individual consistent with the provisions of the Data Practices Act. Audits of the Office of Job Training accounts and records shall be made in accordance to Workforce Innovation and Opportunity Act law and State provisions.

SECTION 11. Workforce Development Board. The Governing Body of the Office of Job Training shall establish a Workforce Development Board (WDB) The WDB shall have a membership of no less than seventeen (17). The Workforce Development Board will be vested with such powers granted to them by the Workforce Innovation and Opportunity Act and subsequent regulations.

- A. The WDB members shall be individuals with optimum policymaking authority within the organization they represent.
- B. The WDB consists of a minimum of 17 members. The WDB shall follow composition requirements enumerated under the WIOA and relevant state law. *See* 29 U.S.C. § 3122(b)(2) and Minn. Stat. § 116L.666, subd. 3. The Governing Body shall appoint the majority of such WDB members from private business and industry. The Governing Body must also appoint to the WDB representatives of educational agencies, organized labor, rehabilitation agencies, community-based organizations, economic development agencies, and public employment within the geographic boundaries of the workforce development area.
- C. Each WDB member's term will run through 31 December for a period of up to 3 years, except that a member appointed to fill a vacancy will serve until the normal expiration of the term for the vacant seat. Members may be reappointed additional terms.
- D. Membership terms shall be fixed and staggered. Members shall be appointed to serve a term of one (1), two (2), or three (3) years. The membership year shall run from 1 January through December 31 or until the Annual Meeting when a new term may begin.
- E. Should a vacancy occur during a member's term, the Governing Board shall be promptly notified and requested to appoint a new member to complete the term, if possible, within sixty (60) days of notification.
- F. WDB member may resign or be removed from membership for cause. Cause is defined as Governing Board's determination that the member is unable to effectively represent the categorical seat to which the member was appointed. Removal is based on a 3/4 vote of the Governing Board. Such instances of cause are noted below:
  - 1. Due to a change in employment or status that substantially alters the member's qualifications considered in making the member's appointment; or
  - 2. If the member is absent from more than three (3) consecutive WDB meetings or is frequently absent from WDB meetings

3. A member, in view of the WDB or Governing Board, has acted in violation of the WIOA or related state or federal law or regulations; or
  4. Incapacity of the member to effectively serve the WDB and the objectives of WIOA as determined by the WDB or Governing Board; or
  5. Other good cause for removal as determined by the Governing Board.
- G. No member of the WDB may designate any person to act as an alternate. No proxies will be permitted.
- H. All WDB members must reside or be employed by or be an owner of a business entity located in the Local Workforce Area. Non-resident membership will be subject to Governing Board approval. The WDB shall be comprised of a majority of resident members.
- I. There will be an effort made to offer all WDB member constituencies representation on planning groups. There will be labor representation on the WDB and on planning groups.

The Administrative Agency will maintain an official membership list, attendance materials, record of actions taken by the WDB, and a detailed statement on the composition, structure.

SECTION 12. Termination of Agreement. This Agreement may be terminated:

- A. Upon the joint actions of the member County Boards, the parties hereto may mutually terminate this Agreement.
- B. Termination of this Agreement shall be consistent with the designation and redesignation of workforce development areas by the Commissioner of Employment and Economic Development (“Commissioner”).

SECTION 13. Right of Withdrawal. Any party to this Agreement may withdraw therefrom upon the following conditions:

- A. Written notice of such withdrawal shall be given to all parties and the Commissioner not less than 180 days prior to the beginning of the next program year. In the event that there has been a redesignation of the workforce development area within the past year, the party seeking to withdraw may not withdraw until at least two years have passed since the last designation or redesignation.
- B. Withdrawal is contingent upon approval of the Commissioner and redesignation of the workforce development area.

- C. Such withdrawal shall not release the withdrawing party from any obligation extending beyond the effective date of withdrawal, nor from liability for any act or omission of the Office of Job Training which occurred during the period when such withdrawing party was a member.

SECTION 14. Termination of Powers. The Office of Job Training shall continue to exercise the powers herein conferred upon it until termination of this Agreement, and thereafter shall continue to exercise only such powers as enable it to pay and discharge all costs, expenses, and charges legally incurred hereunder, and to dispose of, divide and distribute any property required as a result of the joint exercise of such powers.

SECTION 15. Disposition of Assets; Surplus Money. Upon termination of this Agreement, all costs, expenses and charges legally incurred by the Office of Job Training shall be paid and discharged. The Office of Job Training shall sell such property as may be necessary therefore and shall distribute to the Federal or State government such property and funds as are lawfully required. The balance of such property and any surplus money on hand shall be distributed or returned in proportion to contributions made by the affected parties except to the extent otherwise agreed upon by the affected parties. Any party that has previously withdrawn shall not be entitled to any share of funds upon termination of this Agreement.

SECTION 16. Fiscal Year. For the purposes of this Agreement, the Office of Job Training shall have such fiscal year as shall be established by the State; at the date of this Agreement, such period from July 1 to and including the following June 30.

SECTION 17. Limitation of Powers. Nothing contained in this Agreement or any By-Laws promulgated pursuant to it, shall be construed to authorize any action which any party is not authorized by law to undertake.

SECTION 18. Severability. Should any part, term, or provision of this Agreement be decided by a court of competent jurisdiction to be illegal or in conflict with any law of the State of Minnesota, or otherwise be rendered unenforceable or ineffectual, the validity of the remaining portions or provisions shall not be affected thereby.

SIGNATURE PAGE

WITNESS THE EXECUTION THEREOF the date set below our respective names:

COUNTY OF AITKIN  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF KOOCHICHING  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF CARLTON  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF LAKE  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF COOK  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF ST. LOUIS  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

COUNTY OF ITASCA  
STATE OF MINNESOTA

By: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Title: \_\_\_\_\_

✓

RRM#591515



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** June 27, 2023

**Title of Item:** Administrator Updates

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
--	---	---

<b>Submitted by:</b> Jessica Seibert, County Administrator	<b>Department:</b> Administration
---	--------------------------------------

<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator	<b>Estimated Time Needed:</b> 5 minutes
---	--

**Summary of Issue:**  
Administrator updates.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

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



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** July 11, 2023

**Title of Item:** Public Hearing - Partial Ditch Abandonment State Ditch 86

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

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway
------------------------------------	-------------------------------

<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 10:00 pre-scheduled - 30 min
--	---

**Summary of Issue:**

A public hearing is scheduled for 10:00 am on Tuesday, July 11, 2023 to consider a request by U.S. Steel for partial ditch abandonment of portions of State Ditch 86 and Fire Relief Commission-B. A revised Engineers Report for this proposed abandonment is attached.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

No action at this time.

**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:*

# Revised Engineer's Report

## U.S. Steel Petition for Partial Abandonment

### Portions of State Ditch 86 and Fire Relief Commission Ditch B

(revisions shown in red)

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 24 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. **The flow of water in Lateral No. 1 likely changes from flowing both to the north and to the south, depending on local hydrologic conditions at the time.**

**Watershed Property Ownership:** Due to the proximity of the main ditches of both SD 86 and CD 4, the **original designed** 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. **However, when this lateral flows to the north as indicated above, the watershed is potentially expanded to include property located in Sections 7, 8, and 9. Abandonment of this lateral could therefore affect the drainage of lands in Sections 7, 8 and 9 at times when the ditch flows to the north.**

## **Segment 2: Lateral No. 2 State Ditch 86**

**Description:** From the southwest corner of Section 4, Township 48 North, Range 24 West at it's 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 **original designed** 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. **With alterations to this lateral to cause it to flow to the north, the watershed area is still contained to portions of Section 4 and 5**

## **Segment 3: Lateral No. 3 State Ditch 86**

**Description:** From the southwest corner of Section 5, Township 48 North, Range 24 West at it's 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 **original designed** 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. **With alterations to this lateral to cause it to flow to the north, the watershed area is still contained to portions of Section 5 and 6.**

## **Segment 4. Designation unknown – Fire Relief Commission Ditch B**

**Description:** From the west quarter corner of Section 34, Township 49 North, Range 24 West at it's 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 24 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.

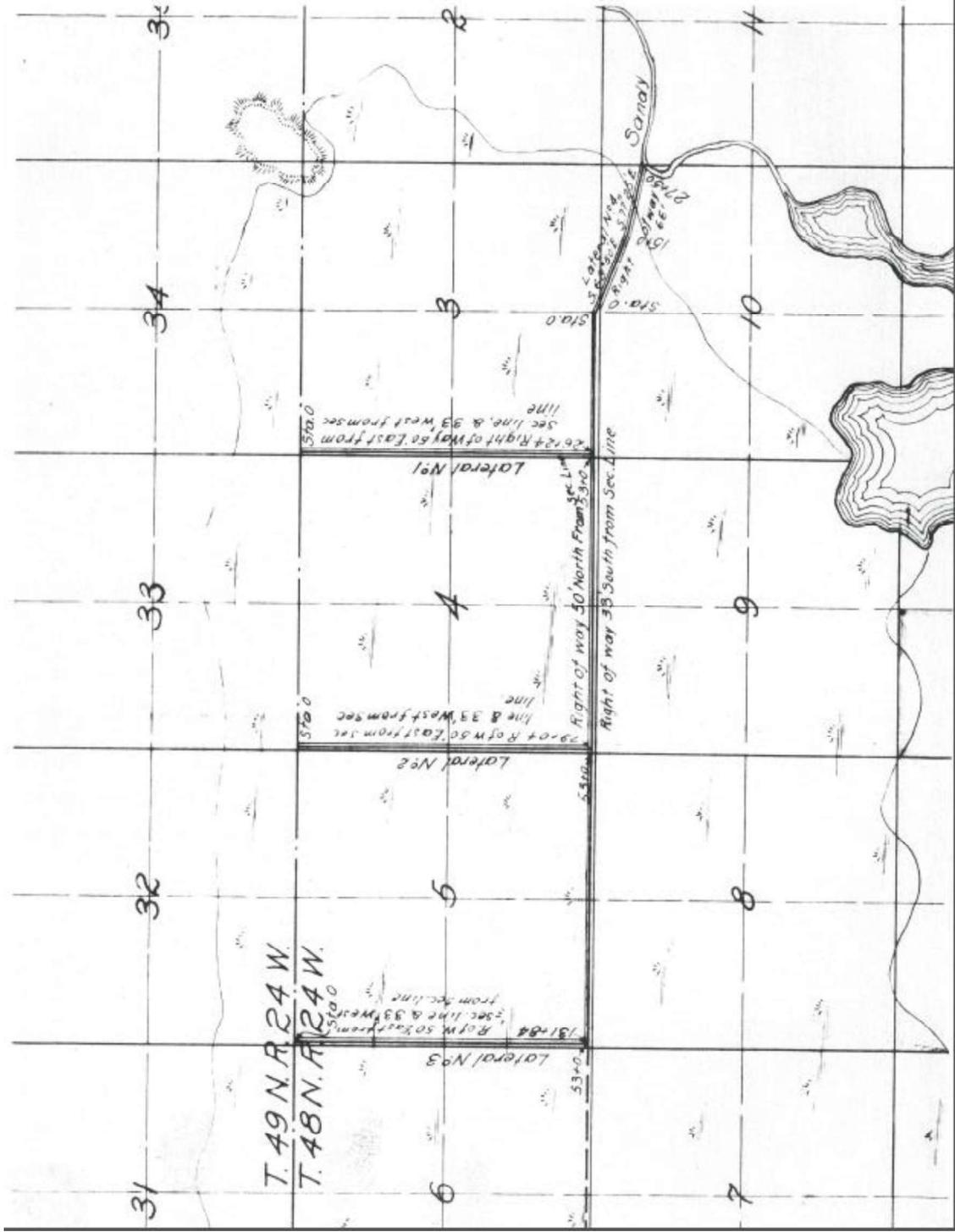
**Watershed Property Ownership:** Due to the proximity of the main ditch of CD 4, the original designed watershed area of this ditch is limited to the south half of both Section 34 and 35, Township 49 North, Range 24 West, all of which is owned entirely by the petitioner. However, this ditch also provides an outlet for the private ditch on the north side of Section 3 that likely, at times, provides a drainage outlet for the County Highway 62 road ditches. Abandoning this lateral would therefore potentially affect the ability of the private ditch on the north side of Section 3 to provide a drainage outlet for County Highway 62.

**John Welle** Digitally signed by John Welle  
Date: 2023.07.05 10:51:54  
-05'00'

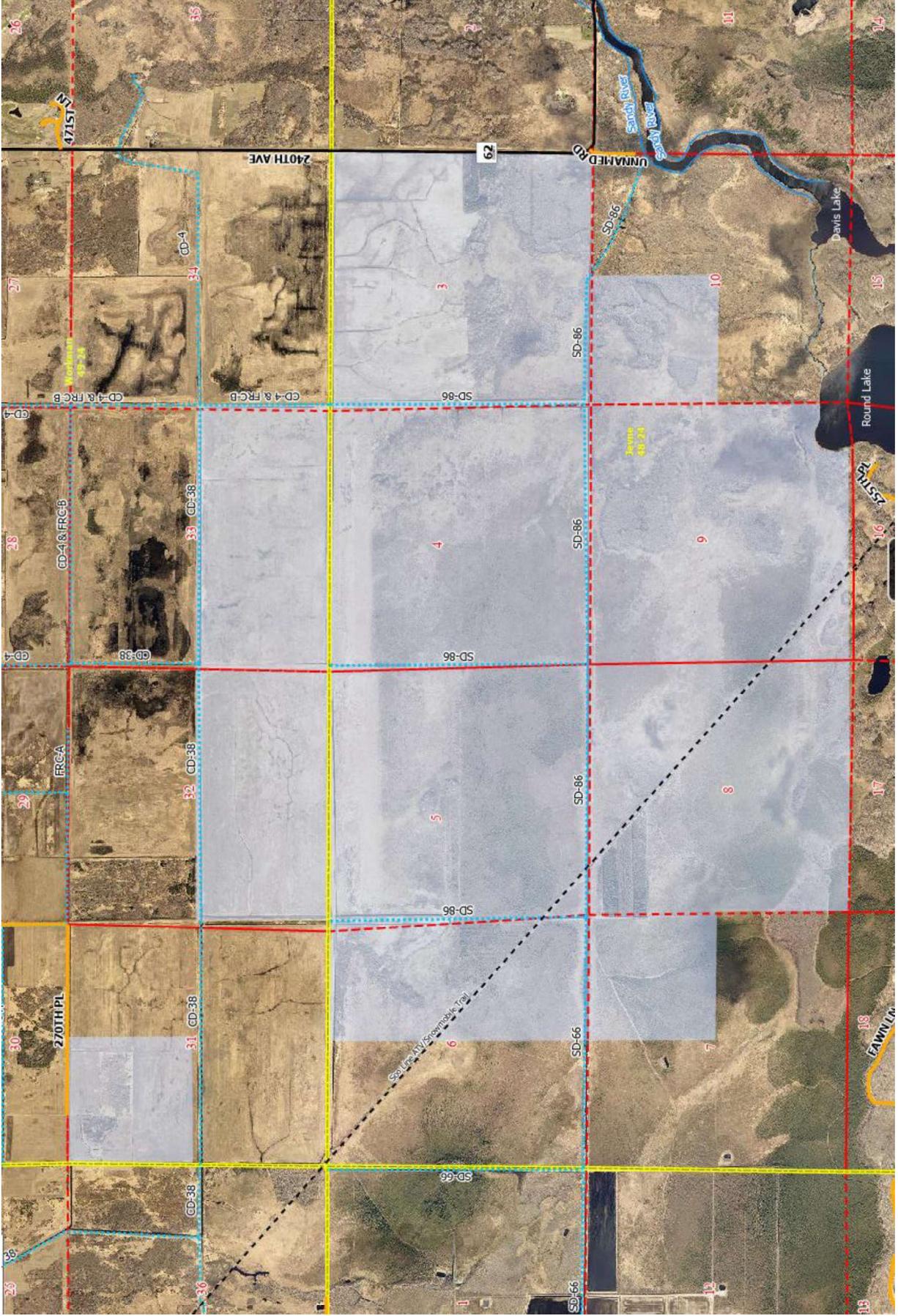
John Welle P.E.  
Aitkin County Engineer

7-5-23  
Date

Original Ditch Map

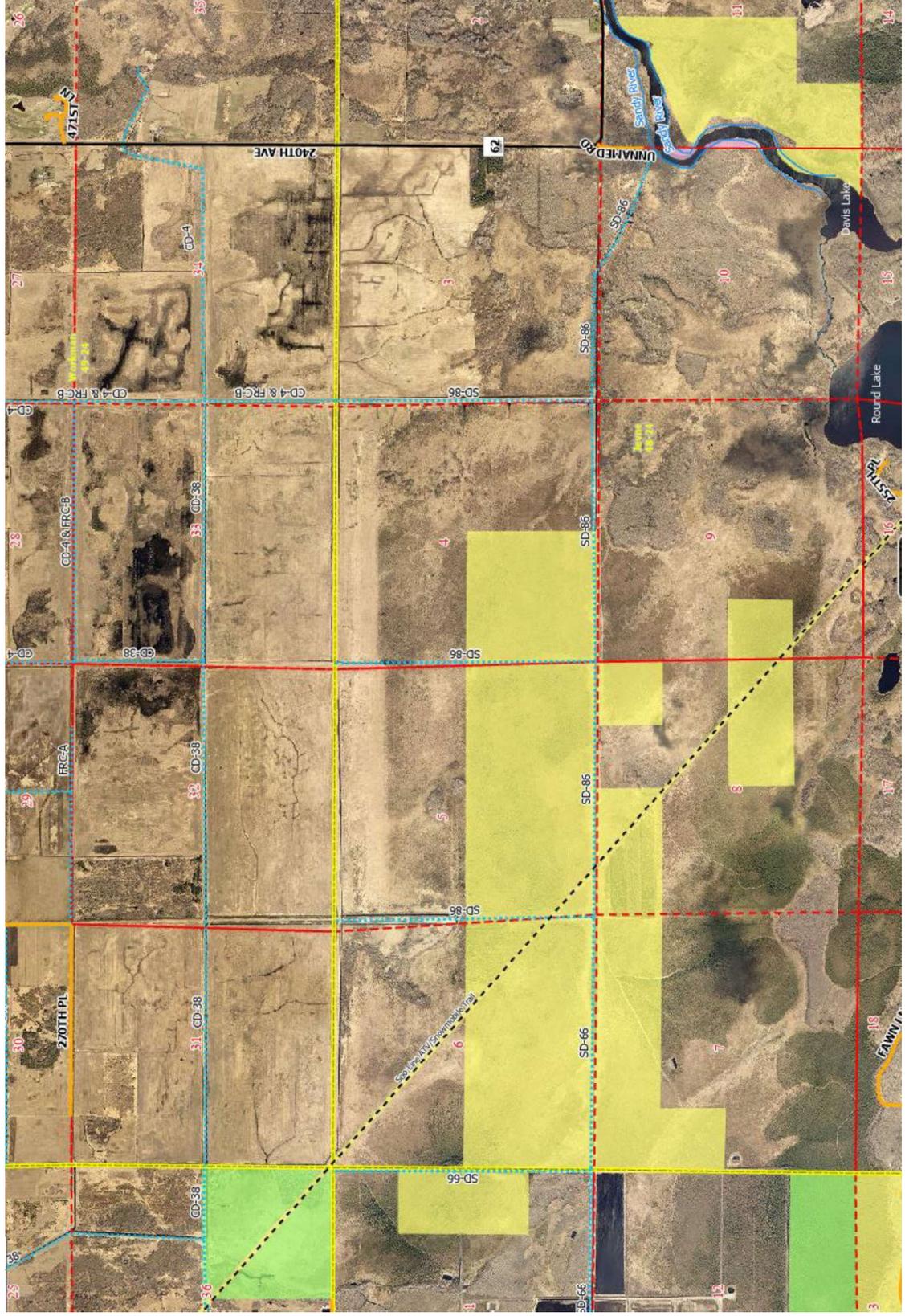


# State Ditch 86 Assessment Area



# Public/Private Property Ownership

(public shown in green and yellow)





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](mailto: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





## Aitkin County Board of Commissioners Committee Reports Forms



Committee	Freq	Scheduled	Representative
<b>Association of MN Counties (AMC)</b>			
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)	Monthlv	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



# Board of County Commissioners Agenda Request

**9A**  
Agenda Item #

**Requested Meeting Date:** July 11, 2023

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

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input checked="" type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 30 minutes
<b>Summary of Issue:</b>  Closed meeting to consider strategy for labor negotiations - Sheriff's Office Supervisory Unit		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Discussion and determine strategy for labor negotiations.		
<b>Financial Impact:</b> <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.