



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: September 12, 2023

Where: Government Center Board Room

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

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

Access Code: **2557 422 0210**

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 five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File-**
August 23, 2023 - September 12, 2023
 - B) Approve County Board Minutes-**
August 22, 2023
 - C) Approve Electronic Funds Transfers**
9/4/2023
 - D) Approve Auditor Vouchers-**
HWY Contracts & Tax Overpayments 8-18-2023
 - E) Approve Manual Warrants/Voids/Corrections-**
Manual 8-24-2023
 - F) Approve Auditor Vouchers-**
R&B Contracts 8-25-2023
 - G) Approve Auditor Vouchers-**
Auditor Warrants 8-31-2023
 - H) Approve Commissioner's Vouchers**
Commissioner Warrants 9-1-2023
 - I) Approve Manual Warrants/Voids/Corrections-**
ELAN 8-17-2023
 - J) Approve Manual Warrants/Voids/Corrections-**
Manual 8-31-2023
 - K) Information Only**
Investment Report
 - L) Approve-**
2022 EMPG Agreement
 - M) Approve-**
Ratify Settlement Agreement
 - N) Approve-**
County VSO Operational Enhancement Grant Prgm.
 - O) Approve-**
Public Notice - RFP Snow Removal Bids
 - P) Adopt Resolution-**
Donation - SAR - VFW Post 1727
 - Q) Adopt Resolution-**
Donation - SAR - Hill City Lions Club
 - R) Adopt Resolution-**
Donation - SAR - Tamarack Sno-Flyers, Inc.
 - S) Adopt Resolution-**
Donation - Sheriff's Office - Deloris Goetzke
 - T) Adopt Resolution-**
License to Sell Tobacco Products - Kellermann Miller
 - U) Approve Manual Warrants/Voids/Corrections-**
R&B Contracts 9-8-2023

9:05 a.m.

- 3) Dan Guida – County Sheriff
A) Discussion Only - Presentation of Sheriff's Office 2024 Budget

9:35 a.m.

- 4) Mark Jeffers – Economic Development Coordinator
A) Approve Community Grant Program: Transfer of Existing Funds
B) Approve Revitalization Grant: Award Funding
C) Approve Fiscal Recovery Fund Request by Aitkin Airport Commission

9:50 a.m.

- 5) Jessica Seibert – County Administrator
A) Approve Snake River 1W1P Joint Powers Agreement
B) Approve Petition to Dissolve the Snake River Watershed Management Board
C) Discussion Only - 2024 Preliminary Budget Presentation
D) Discussion Only - 2022 Year End Fund Balance Review
E) Direction Requested - 2024 Appropriation Requests
F) Direction Requested - 2024 Commissioner Salaries
G) Discussion Only - 2024 Draft Aitkin County Legislative Priorities Discussion
H) Administrator Updates

11:00 a.m.

- 6) Jessica Seibert – County Administrator
A) Discussion Only - Introduction to AMC POC, Matt Hilgart (Remote)

11:20 a.m.

- 7) Board of Commissioners
A) Committee Reports

ADJOURN



AITKIN COUNTY BOARD OF COMMISSIONERS

August 22, 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 8:59 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.

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

Move agenda item 9A to 10A and add late agenda items 4B, 9A, and 9B.

1.D Health & Human Services (see separate HHS Agenda)

1.E Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

August 9, 2023 - August 22, 2023

B) Approve County Board Minutes-

August 8, 2023

C) Approve Electronic Funds Transfers

Total	\$1,204,983.73
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D) Approve Auditor Vouchers-

General	\$144.65	LLCC	\$43.68				
R&B	\$1,308.25	Parks	\$382.66				
Trust	\$22.19					Total	\$1,901.43

E) Approve Auditor Vouchers-

Property Tax Overpayments 8-11-2023

Taxes & Penalties	\$4,632.13					Total	\$4,632.13
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F) Approve Manual Warrants/Voids/Corrections-

ELAN 8-3-2023

General	\$2,072.11	HHS	\$2,273.36				
Trust	\$334.79					Total	\$4,680.26

G) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 8-10-2023

General	\$1,560.05	Tax&Pnlty	\$131.04	Parks	\$20.00		
State	\$90,563.92	LLCC	\$347.09			Total	\$92,622.10

H) Approve Auditor Vouchers-

R&B Contract 8-11-2023

R&B	\$15,434.76						
						Total	\$15,434.76

I) Approve Commissioner's Vouchers

Commissioner Warrants 8-18-2023

General	\$1,090,381.06	HHS	\$24,259.82	Forest Dv.	\$10,127.54		
Reserves	\$7,000.00	State	\$6,953.00	LLCC	\$4,754.57		
R&B	\$49,940.56	Trust	\$11,496.46	Parks	\$84,893.49	Total	\$1,289,806.50

J) Adopt Resolution-

Approve Large Assemble- White Pine Logging

K) Approve-

Affidavit for Duplicate of Lost Warrant

L) Adopt Resolution-

Set Unorganized Township Levies for 2024

Regular Agenda

3A Dennis Thompson – Land Commissioner

Motion to:

Approve Public Hearing Date - Heur Land Exchange

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund
	Public Hearing set for September 26, 2023 10:05 a.m.

3B Dennis Thompson – Land Commissioner

Motion to:

Adopt Resolution - Letter of Support for Outdoor School for All Minnesota

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

4A Andrew Carlstrom – Environmental Services Director

Motion to:

Approve Expansion of Aitkin Recycling Center

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

4B Andrew Carlstrom – Environmental Services Director

Motion to:

Approve Public Hearing Date Wealthwood EAW

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Travis Leiviska
	Public Hearing set for October 10, 2023 10:30 a.m.

5A Mark Jeffers – Economic Development Coordinator

Informational Only

Public Hearing - INH Properties Tax Abatement Request

RESULT:	PUBLIC HEARING
<p>Economic Development Coordinator, Mark Jeffers, gave an explanation of the tax abatement request for agreement in housing development in the area by INH Properties. 10:30 a.m. Open to public comment: 1. Senior Housing Project: Pat Murphy expressed approval of project; 2. Workforce Housing Project: Stan Gustafson and Tami Jacobs of Growth Innovations, Pat Murphy expressed support for project. James Illies of INH spoke briefly to say thank you for the support. No other online, written, or present public comment was received. 10:42 a.m. Public Hearing closed.</p>	

5B Mark Jeffers – Economic Development Coordinator

Motion to:

Adopt Resolution - INH Properties Tax Abatement Senior Housing Units

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

5C Mark Jeffers – Economic Development Coordinator

Motion to:

Adopt Resolution - INH Properties Tax Abatement Workforce Housing Units

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

6A John Welle – County Engineer

Informational Only

Discussion Only - Presentation of Highway Department 2024 Budget

RESULT:	INFORMATIONAL ONLY
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6B John Welle – County Engineer

Motion to:

Approve Equipment Purchase - Four Tandem Plow Trucks

RESULT:	APPROVED (4 TO 1)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Bret Sample Boyer 2024 Western Star 47X Trucks; Commissioner Kearney voted no.

Approve purchase of truck equipment from Berts Truck Equipment

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

7A Dan Guida – County Sheriff

Informational Only

Discussion Only - Presentation of 2024 Sheriff's Office Budget

RESULT:	INFORMATIONAL ONLY
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Agenda item postponed to next board meeting, September 12, 2023 as County Sheriff was called away for duty.

8A Jessica Seibert – County Administrator

Informational Only

Discussion Only - Revitalization Initiative Update

RESULT:	INFORMATIONAL ONLY
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Dr. Bill Brendel of Transformative Learning Institute provided an update on strategic planning activities.

8B Jessica Seibert – County Administrator

Motion to:

Approve Public Hearing Date - Cannabis Public Use Ordinance

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska Public Hearing set for September 26, 2023 10:30 a.m.

8C Jessica Seibert – County Administrator

Informational Only

Administrator Updates

NaCo - Green Light for Veterans Day, Department Head meeting, Dr. Bill Brendel webinar, HHS Budget Committee, Meet & Confer, Regional MACA, County and City Clerks Administration Luncheon, Facilities, Inter-agency meeting, Aitkin City Council meeting, 1:1's, LLCC Anniversary Celebration, ICMA Credentialing.

9A Jim Bright – Facilities Coordinator

Motion to:

Approve Use of Fiscal Recovery Funds for Fire Pump Rebuild at LLCC

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Travis Leiviska

Approve Proposal Contract to Brothers Fire & Climate Makers for Fire Pump Rebuild at LLCC

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

9B Jim Bright – Facilities Coordinator

Motion to:

Approve Use of Fiscal Recovery Funds for Heating System for North Star Lodge at LLCC

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

Approve Proposal Contract to Climate Makers for Heating System for North Star Lodge at LLCC

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Bret Sample

10A Board of Commissioners

Informational Only

Committee Reports

Facilities, Planning Commission, CARE, ECRL, AEOA, Forestry, Mississippi Grand Rapids 1W1P, Budget Committee, Aitkin Airport, US MN Senator Amy Klobuchar visit.

Motion to Adjourn

Motion made at 12:38 p.m.

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

Next Meeting: Tuesday, September 12, 2023

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

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve Electronic Funds Transfer

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

Electronic Funds Transfer thru 9/4/23

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve EFT in consent agenda.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

ELECTRONIC FUNDS TRANSFER

Thru September 4, 2023 Board Meeting September 12, 2023

Abstract Number	Date	Amount	Reason
21811	8/18/23	\$1,102,988.64	Commissioner Abstract
21812	8/18/23	\$509,523.70	Auditor Abstract
21813	8/18/23	\$5,028.65	Auditor Abstract
21814	8/17/23	\$5,686.60	Manual Abstract
21815	8/22/23	\$8,691.47	Commissioner Abstract
21817	8/25/23	\$40,015.76	Auditor Abstract
21818	8/25/23	\$670,282.57	Payroll Abstract
21819	8/24/23	\$2,068.14	Manual Abstract
21820	8/25/23	\$2,708.74	Auditor Abstract
21821	8/31/23	\$142,600.00	Auditor Abstract
21822	9/1/23	\$158,293.70	Commissioner Abstract
21823	8/31/23	\$1,717.22	Manual Abstract
21824	8/31/23	\$4,347.87	Manual Abstract
21825	9/1/23	\$5,342.85	Auditor Abstract

\$0

Voids/No ACH

21808

21809

21810

21816

\$2,659,295.91

S:Board Report:2023 EFT Board Report Thru Date

WLB1
8/16/23

2:41PM

Aitkin County



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

HWY Contracts & Tax Overpayments 8-18-2023

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 **AUDITOR'S VOUCHERS ENTRIES**

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
307	DEPT			R&B Capital Infrastructure			
9911	KGM CONTRACTORS INC 03-307-000-0000-6262		369,062.74	CONT 20231 PMT 2	CONT 20231 PMT 2	Contract Payments	N
9911	KGM CONTRACTORS INC		369,062.74	1 Transactions			
13604	Sir Lines-A-Lot LLC 03-307-000-0000-6262		140,460.96	CONT 20234 PMT 1	SLAL CONT 20234 F	Contract Payments	N
13604	Sir Lines-A-Lot LLC		140,460.96	1 Transactions			
307	DEPT Total:		509,523.70	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:		509,523.70	Road & Bridge		2 Transactions	

Aitkin County



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

13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
999999000	ERIC FOX 13-943-000-0000-2001		105.00	PROPERTY TAX OVERPAYMENT - 2	268	Cur - Property Taxes	N
999999000	ERIC FOX		105.00	1 Transactions			
999999000	LYNN LEVERTY 13-943-000-0000-2001		74.00	PROPERTY TAX OVERPAYMENT - 2	269 & 270	Cur - Property Taxes	N
999999000	LYNN LEVERTY		74.00	1 Transactions			
943	DEPT Total:		179.00	Taxes And Penalties	2 Vendors	2 Transactions	
13	Fund Total:		179.00	Taxes & Penalties		2 Transactions	
	Final Total:		509,702.70	4 Vendors	4 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	509,523.70	Road & Bridge
	13	179.00	Taxes & Penalties
All Funds		509,702.70	Total

Approved by,

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KMR1
8/24/23 11:21AM

Aitkin County



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

Page 1

[MANUALS 8-24-2023](#)

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
8410 Bremer Bank						
1	01-044-904-0000-6360		6.23	MED FSA CLAIMS 2023	08/10/2023	Flex Plan Withdrawals N
2	01-044-904-0000-6360		5.34	MED FSA CLAIMS 2023	08/13/2023	Flex Plan Withdrawals N
3	01-044-904-0000-6360		833.36	DEP CARE FSA CLAIMS 2023	08/14/2023	Flex Plan Withdrawals N
4	01-044-904-0000-6360		76.51	MED FSA CLAIMS 2023	08/15/2023	Flex Plan Withdrawals N
8	01-044-904-0000-6360		1,041.70	WEX DEP CARE FSA 2023	08/21/2023	Flex Plan Withdrawals N
8410 Bremer Bank			1,963.14	5 Transactions		
1 Fund Total:			1,963.14	General Fund	1 Vendors	5 Transactions

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
8410	Bremer Bank						
6	19-522-000-0000-6820		155.00	NNSF REFUND	2023 - KOCKEN	Refunds & Reimbursements	N
7	19-522-000-0000-5553		63.00-	NNSF REGISTRATION	2023 - T DASARI	Non School Groups	N
5	19-522-000-0000-6820		13.00	NNSF REFUND	2023 - T DASARI	Refunds & Reimbursements	N
8410	Bremer Bank		105.00	3 Transactions			
19 Fund Total:			105.00	Long Lake Conservation Center	1 Vendors	3 Transactions	
Final Total:			2,068.14	2 Vendors	8 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>
1	1,963.14
19	105.00
All Funds	2,068.14

Name

General Fund
Long Lake Conservation Center

Total

Approved by,

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

R&B CONTRACTS 8-25-2023

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 **AUDITOR'S VOUCHERS ENTRIES**

3 Road & Bridge

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT			R&B Capital Infrastructure			
9051	Hawkinson Construction Company Inc						
	03-307-000-0000-6262		17,629.77	CONT 20233 PMT 3	CONT 20233 PMT 3	Contract Payments	N
	03-307-000-0000-6262		3,182.49	CONT 20233 PMT 3	CONT 20233 PMT 3	Contract Payments	N
	03-307-000-0000-6262		25,559.71	CONT 20233 PMT 3	CONT 20233 PMT 3	Contract Payments	N
	03-307-000-0000-6262		46,104.73	CONT 20233 PMT 3	CONT 20233 PMT 3	Contract Payments	N
9051	Hawkinson Construction Company Inc		92,476.70	4 Transactions			
9741	REDSTONE CONSTRUCTION, LLC						
	03-307-000-0000-6262		40,015.76	CONT 20222 PMT 6	CONT 20222 PMT 6	Contract Payments	Y
9741	REDSTONE CONSTRUCTION, LLC		40,015.76	1 Transactions			
307	DEPT Total:		132,492.46	R&B Capital Infrastructure	2 Vendors	5 Transactions	
3	Fund Total:		132,492.46	Road & Bridge		5 Transactions	
	Final Total:		132,492.46	2 Vendors	5 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	132,492.46	Road & Bridge
All Funds		132,492.46	Total

Approved by,

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

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

AUDITOR WARRANTS 8-31-2023
Production Tax & MRT Refund

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
40	DEPT		Auditor			
8819	Mille Lacs Energy Coop-Aitkin					
	01-040-000-0000-5081		802.47	MRT REFUND / RUS EXEMPTION	A476947	Mortgage Registry-3%
			802.47	1 Transactions		N
40	DEPT Total:		802.47	Auditor	1 Vendors	1 Transactions
1	Fund Total:		802.47	General Fund		1 Transactions

Aitkin County



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

9 State

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated			
8819	Mille Lacs Energy Coop-Aitkin					
	09-000-000-0000-2026		25,946.53	MRT REFUND / RUS EXEMPTION	A476947	State Share Of Mortgage Registry (97%) N
8819	Mille Lacs Energy Coop-Aitkin		25,946.53	1 Transactions		
0	DEPT Total:		25,946.53	Undesignated	1 Vendors	1 Transactions
9	Fund Total:		25,946.53	State		1 Transactions

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
932	DEPT		Schools			
393	ISD 1 Aitkin-Treasurer					
	12-932-000-0000-2047		2022 PRODUCTION TAX / 2ND HALF	08252023	Taconite Production Tax	N
393	ISD 1 Aitkin-Treasurer		1 Transactions			
932	DEPT Total:		Schools	1 Vendors	1 Transactions	
12	Fund Total:		Townships/Cities/ARDC/Ambulan		1 Transactions	
	Final Total:		3 Vendors	3 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	802.47	General Fund
9	25,946.53	State
12	115,851.00	Townships/Cities/ARDC/Ambulan
All Funds	142,600.00	Total

Approved by,

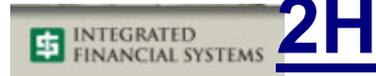
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WLB1
8/29/23

2:36PM

Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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Page Break By: 1
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2 - Page Break by Dept

COMMISSIONER WARRANTS 9-1-2023

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	Aitkin Independent Age						
	01-001-000-0000-6230		71.99	8-22-23 PH TAX ABATEMENT	1331022	Printing, Publishing & Adv	Y
	01-001-000-0000-6230		80.00	7-25-2023 BOARD SYNOPSIS	1334207	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		151.99	2 Transactions			
1	DEPT Total:		151.99	Commissioners	1 Vendors	2 Transactions	
12	DEPT			Court Administration			
10225	Shaffer/Paul T.						
	01-012-000-0000-6263		2,287.50	LEGAL SERVICES 06/20/2023 08/02/2023	01-JV-23-363	Contract Legal Services	Y
	01-012-000-0000-6263		1,125.00	LEGAL SERVICES 07/06/2023 07/24/2023	01-PR-23-193	Contract Legal Services	Y
10225	Shaffer/Paul T.		3,412.50	2 Transactions			
12	DEPT Total:		3,412.50	Court Administration	1 Vendors	2 Transactions	
40	DEPT			Auditor			
86222	Aitkin Independent Age						
	01-040-000-0000-6230		77.55	AITKIN AGE SUBSCRIPTION	TAA-210276	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		77.55	1 Transactions			
9594	MACATFO						
	01-040-000-0000-6241		50.00	NORTHERN REGION FALL MTG - KR	NRF2023-016	Registration Fee	N
	01-040-000-0000-6241		50.00	NORTHERN REGION FALL MTG - WB	NRF2023-017	Registration Fee	N
	01-040-000-0000-6241		50.00	NORTHERN REGION FALL MTG - CB	NRF2023-018	Registration Fee	N
9594	MACATFO		150.00	3 Transactions			
14071	Marco Technologies LLC						
	01-040-000-0000-6266		38.00	OFFICE 365 SUBSCRIPTION 07/16/2023 08/15/2023	INV11539077	Data Processing/Computer Services	N
14071	Marco Technologies LLC		38.00	1 Transactions			
86235	The Office Shop Inc						
	01-040-021-0000-6405		47.35	THERMAL PAPER	327984-0	Office Supplies	N
86235	The Office Shop Inc		47.35	1 Transactions			

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1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
10930	Tidholm Productions	01-040-000-0000-6405			145.00	#10 ENVELOPES (1500)		3340063		Office Supplies		Y
10930	Tidholm Productions				145.00		1 Transactions					
40	DEPT Total:				457.90	Auditor		5 Vendors		7 Transactions		
42	DEPT					Treasurer						
9152	ACI Payments Inc	01-042-000-0000-5524			5.00	OPC RETURNED FEE	07/01/2023 07/31/2023	1000098877		Handling Fee (Nfs Check)		N
9152	ACI Payments Inc				5.00		1 Transactions					
9561	Amazon Business	01-042-000-0000-6405			123.23	OFFICE SUPPLIES		1QPV-VLNN-3W3W		Office Supplies		N
9561	Amazon Business				123.23		1 Transactions					
42	DEPT Total:				128.23	Treasurer		2 Vendors		2 Transactions		
43	DEPT					Assessor						
4885	Tibbetts/Lori Ruth	01-043-000-0000-6339			7.56	CASH PAID FOR MEAL - LUNCH		08222023		Meals (Overnight)		N
4885	Tibbetts/Lori Ruth				7.56		1 Transactions					
43	DEPT Total:				7.56	Assessor		1 Vendors		1 Transactions		
44	DEPT					Central Services						
783	Canon Financial Services, Inc	01-044-000-0000-6342			248.78	AUG. 2023 COPIER LEASE	08/01/2023 08/31/2023	31076927		Office Equipment Rental/Contracts		N
783	Canon Financial Services, Inc				248.78		1 Transactions					
3336	Office Of MN. IT Services	01-044-000-0000-6266			1,338.65	WAN / REPLACES WARR #88504	06/01/2022 06/30/2023	DV22060321		Data Processing/Computer Services		N
3336	Office Of MN. IT Services	01-044-000-0000-6266			1,338.65	JULY '23 WAN SERVICES		DV23070312		Data Processing/Computer Services		N
3336	Office Of MN. IT Services				2,677.30		2 Transactions					
13722	Quadient Finance USA, Inc.											

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-044-048-0000-6205		3,500.00	7/27/23 POSTAGE DOWNLOAD	6665	Postage	N
13722	Quadient Finance USA, Inc.		3,500.00	1 Transactions			
44	DEPT Total:		6,426.08	Central Services	3 Vendors	4 Transactions	
45	DEPT			Motor Pool			
9561	Amazon Business						
	01-045-000-0000-6302		16.62	BATTERIES FOR KEY FOBS	1WCV-H6R1-6FHW	Vehicle Maintenance	N
9561	Amazon Business		16.62	1 Transactions			
13934	The Tire Barn						
	01-045-000-0000-6302		65.67	LUBE, OIL, FILTER - CAR#65	69004	Vehicle Maintenance	N
13934	The Tire Barn		65.67	1 Transactions			
45	DEPT Total:		82.29	Motor Pool	2 Vendors	2 Transactions	
49	DEPT			Information Technologies			
5893	CTC						
	01-049-000-0000-6283		155.00	AUGUST GUEST INTERNET	00103469-3	Programming, Services, Contracts	N
5893	CTC		155.00	1 Transactions			
88880	Datacomm Computers & Networks Inc						
	01-049-000-0000-6485		294.00	APC RBC43 REPLACEMENT BATTERY	16243	Computer/Technology Supplies	N
88880	Datacomm Computers & Networks Inc		294.00	1 Transactions			
14071	Marco Technologies LLC						
	01-049-000-0000-6266		1,890.35	OFFICE 365 SUBSCRIPTION	INV11539077	Software Fees/License Fees	N
				07/16/2023 08/15/2023			
14071	Marco Technologies LLC		1,890.35	1 Transactions			
49	DEPT Total:		2,339.35	Information Technologies	3 Vendors	3 Transactions	
53	DEPT			Human Resources			
13230	BLR						
	01-053-000-0000-6360		4,300.00	BLR TRAINING SUBSCRIPTION	19600626	Services, Labor, Contracts	Y
				10/31/2023 10/31/2024			
13230	BLR		4,300.00	1 Transactions			

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10879	Shred-It						
	01-053-000-0000-6360		140.32	5-3-2023 SHREDDING PICK-UP	8003986913	Services, Labor, Contracts	N
	01-053-000-0000-6360		104.48	SHREDDING FOR 6-28-23 PICK-UP	8004372254	Services, Labor, Contracts	N
10879	Shred-It		244.80	2 Transactions			
53	DEPT Total:		4,544.80	Human Resources	2 Vendors	3 Transactions	
90	DEPT			Attorney			
10452	AT&T Mobility						
	01-090-000-0000-6220		243.33	ATTORNEY CELLPHONES	287301408597	Telephone	N
	01-090-000-0000-6220		243.33	ATTORNEY CELLPHONES	287301408597	Telephone	N
	01-090-000-0000-6220		245.25	ATTORNEY CELLPHONES	287301408597	Telephone	N
10452	AT&T Mobility		731.91	3 Transactions			
13724	Minnesota Continuing Legal Education						
	01-090-000-0000-6406		89.00	MN DWI DESKBOOK 2023	INV1273132	Law Publ. & Subscriptions	N
	01-090-000-0000-6406		89.00	MN DWI DESKBOOK 2023	INV1273264	Law Publ. & Subscriptions	N
13724	Minnesota Continuing Legal Education		178.00	2 Transactions			
10879	Shred-It						
	01-090-000-0000-6360		202.76	MONTHLY SERVICE (JUNE)	8004196252	Services, Labor, Contracts	N
10879	Shred-It		202.76	1 Transactions			
86235	The Office Shop Inc						
	01-090-000-0000-6405		199.11	OFFICE SUPPLIES	1131250-0	Office Supplies	N
	01-090-000-0000-6405		57.96	OFFICE SUPPLIES	1131250-1	Office Supplies	N
	01-090-000-0000-6405		54.00	OFFICE SUPPLIES	1131250-2	Office Supplies	N
86235	The Office Shop Inc		311.07	3 Transactions			
90	DEPT Total:		1,423.74	Attorney	4 Vendors	9 Transactions	
100	DEPT			Recorder			
86222	Aitkin Independent Age						
	01-100-000-0000-6230		77.55	AITKIN INDEPENDENT AGE	TAA-210223	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		77.55	1 Transactions			
86235	The Office Shop Inc						
	01-100-000-0000-6405		44.96	OFFICE SUPPLIES	1130797	Office Supplies	N

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc		44.96		1 Transactions		
100	DEPT Total:		122.51	Recorder	2 Vendors	2 Transactions	
110	DEPT			Courthouse Maintenance			
9561	Amazon Business						
	01-110-000-0000-6422		75.85	WINDOW CLEANING EQUIPMENT	1GT9-QGD6-1X1F	Janitorial Supplies	N
	01-110-000-0000-6422		276.88	DRAIN CLEANER/CARPET CLEANER	1QMV-R1J4-1PNR	Janitorial Supplies	N
	01-110-000-0000-6422		21.43	MICROFIBER CLEANING CLOTH	1WCH-H6R1-6FHW	Janitorial Supplies	N
9561	Amazon Business		374.16		3 Transactions		
12106	Antoine Electric						
	01-110-000-0000-6360		638.84	IT PANEL WIRING	3021	Services, Labor, Contracts	Y
12106	Antoine Electric		638.84		1 Transactions		
13725	Beartooth True Value						
	01-110-000-0000-6415		34.97	PRUNING SHEARS	B231700	Operational Supplies	N
13725	Beartooth True Value		34.97		1 Transactions		
1598	Ferrara's Htg Air Cond & Refrig Inc						
	01-110-000-0000-6360		200.00	COIL CLEANING - IT UNITS	12493	Services, Labor, Contracts	N
1598	Ferrara's Htg Air Cond & Refrig Inc		200.00		1 Transactions		
2340	Hyytinen Hardware Hank						
	01-110-000-0000-6415		13.48	LAG SCREWS TAGS, BOLTS	11022	Operational Supplies	N
	01-110-000-0000-6415		2.76	BOLTS	11027	Operational Supplies	N
	01-110-000-0000-6415		11.48	GLASS SCRAPER, GLASS CLEANER	11753	Operational Supplies	N
2340	Hyytinen Hardware Hank		27.72		3 Transactions		
9692	Minnesota Energy Resources Corporation						
	01-110-000-0000-6254		889.85	CH GAS SERVICE	4702131280	Utilities-Gas and Electric	N
				07/20/2023	08/20/2023		
9692	Minnesota Energy Resources Corporation		889.85		1 Transactions		
1652	Northland Fire Protection, LLC						
	01-110-000-0000-6360		431.70	ANNUAL FIRE EXTINGUISHER	54858	Services, Labor, Contracts	N
				08/01/2023	07/31/2024		
1652	Northland Fire Protection, LLC		431.70		1 Transactions		

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3950	Public Utilities						
	01-110-000-0000-6254		5,953.81	GOV'T CENTER UTILITIES 07/16/2023 08/16/2023	1430-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		108.16	GLARCO UTILITIES 07/16/2023 08/16/2023	50186-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		254.40	LA TOOL UTILITIES 07/16/2023 08/16/2023	50188-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		41.09	OLD CO GARAGE UTILITIES 07/16/2023 08/16/2023	50202-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254		27.41	JUD'L CENTER UTILITIES 07/16/2023 08/16/2023	509-00	Utilities-Gas and Electric	N
3950	Public Utilities		6,384.87	5 Transactions			
10698	Stericycle,Inc						
	01-110-000-0000-6360		30.10	STERI-SAFE 09/01/2023 09/30/2023	4011984097	Services, Labor, Contracts	6
10698	Stericycle,Inc		30.10	1 Transactions			
110	DEPT Total:		9,012.21	Courthouse Maintenance	9 Vendors	17 Transactions	
120	DEPT			Veterans Service			
10012	Tuorila Consulting						
	01-120-000-0000-6360		550.00	TUORILA CONSULTING 2ND OPINION 07/19/2023 07/19/2023	07192023	Services, Labor, Contracts	6
10012	Tuorila Consulting		550.00	1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc						
	01-120-000-0000-6230		125.00	V PRESS AUGUST 08/22/2023 08/22/2023	47393	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		125.00	1 Transactions			
120	DEPT Total:		675.00	Veterans Service	2 Vendors	2 Transactions	
122	DEPT			Planning & Zoning			
9561	Amazon Business						
	01-122-000-0000-6405		28.54	ERASERS & GAVEL	17VM7DXM9GKN	Office, Film, & Field Supplies	N
9561	Amazon Business		28.54	1 Transactions			

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
783	Canon Financial Services, Inc 01-122-000-0000-6342		219.42	MONTHLY COPIER CONTRACT 08/01/2023 08/31/2023	31076936	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		219.42	1 Transactions			
15142	Christensen/Charles 01-122-000-0000-6278 01-122-038-0000-6330		70.00 77.29	PC MEETING PC MILEAGE	82223 82223	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
15142	Christensen/Charles		147.29	2 Transactions			
5484	Darlow Excavating 01-122-000-0000-6820		50.00	APP#2023-000837	58299	Refunds & Reimbursements	N
5484	Darlow Excavating		50.00	1 Transactions			
999999000	John Enloe 01-122-000-0000-6820		100.00	APP#2023-000491	57645	Refunds & Reimbursements	N
999999000	John Enloe		100.00	1 Transactions			
14832	Kulifaj / Stephen 01-122-000-0000-6278 01-122-038-0000-6330		70.00 79.91	PC MEETING PC MILEAGE	82223 82223	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
14832	Kulifaj / Stephen		149.91	2 Transactions			
11990	Lange/David 01-122-000-0000-6278 01-122-038-0000-6330		70.00 131.00	PC MEETING PC MILEAGE	82223 82223	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
11990	Lange/David		201.00	2 Transactions			
13424	Sonnee/Dennise J 01-122-000-0000-6278 01-122-038-0000-6330		80.00 45.85	PC MEETING PC MILEAGE	82223 82223	Advisory Board/Committee Per Diem BOA/PC Mileage	Y N
13424	Sonnee/Dennise J		125.85	2 Transactions			
86235	The Office Shop Inc 01-122-000-0000-6405		129.47	POS I T NOTES,PENS,ENVELOPES	1131261-0	Office, Film, & Field Supplies	N
86235	The Office Shop Inc		129.47	1 Transactions			
10895	Westerlund/Laurie Ann 01-122-000-0000-6278		10.00	ONSITE	82223	Advisory Board/Committee Per Diem	Y

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-122-038-0000-6330		95.63	PC MILEAGE	82223	BOA/PC Mileage	N
10895	Westerlund/Laurie Ann		105.63		2 Transactions		
122	DEPT Total:		1,257.11	Planning & Zoning		10 Vendors	15 Transactions
200	DEPT			Enforcement			
86222	Aitkin Independent Age 01-200-000-0000-6405		72.35	AITKIN AGE NEWSPAPER	TAA_210583	Office Supplies	Y
86222	Aitkin Independent Age		72.35		1 Transactions		
783	Canon Financial Services, Inc 01-200-000-0000-6342		170.74	ADMIN COPIER LEASE 08/01/2023 08/31/2023	31076931	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		170.74		1 Transactions		
10715	Civil Air Patrol Magazine 01-200-000-0000-6230		295.00	MAGAZINE AD	HM2708146	Printing, Publishing & Adv	N
10715	Civil Air Patrol Magazine		295.00		1 Transactions		
9799	DetectaChem, Inc. 01-200-200-0000-6265		87.80	MOBILE DETECT FENTANYL TEST KI	INV12111	Programs	Y
9799	DetectaChem, Inc.		87.80		1 Transactions		
12988	Forms & Systems of Minnesota 01-200-000-0000-6460		1,336.93	TICKET BOOKS	180180	Deputy Supplies	N
12988	Forms & Systems of Minnesota		1,336.93		1 Transactions		
1775	Galls LLC 01-200-000-0000-6180		100.95	#208 PANTS	025303186	Clothing Allowance	N
	01-200-000-0000-6180		117.95	KREUN SHIRTS	025327187	Clothing Allowance	N
	01-200-000-0000-6180		34.49	#221 TROUSER BELT	025334637	Clothing Allowance	N
1775	Galls LLC		253.39		3 Transactions		
9955	LENS Equipment 01-200-200-0000-6265		509.00	SOROKA VOICE RECORDER	6683	Programs	Y
9955	LENS Equipment		509.00		1 Transactions		
252	Lynn Peavey Company 01-200-000-0000-6405		53.05	EVIDENCE COLLECTION SUPLLIES	403377	Office Supplies	N

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
252	Lynn Peavey Company		53.05		1 Transactions		
12553	MEYER'S SERVICE CENTER 01-200-000-0000-6302		42.74	#207 OIL CHANGE	24557	Vehicle Maintenance	N
12553	MEYER'S SERVICE CENTER		42.74		1 Transactions		
1652	Northland Fire Protection, LLC 01-200-000-0000-6360		815.15	FIRE EXTINGUISHER CHECKS	54855	Services, Labor, Contracts	N
1652	Northland Fire Protection, LLC		815.15		1 Transactions		
3950	Public Utilities 01-200-000-0000-6254		58.82	EMERG STORAGE UTILITIES 07/16/2023 08/16/2023	507-00	Utilities-Gas and Electric	N
3950	Public Utilities		58.82		1 Transactions		
13934	The Tire Barn 01-200-000-0000-6302		55.48	#212 OIL CHANGE	68905	Vehicle Maintenance	N
	01-200-000-0000-6302		55.48	#210 OIL CHANGE	68910	Vehicle Maintenance	N
	01-200-000-0000-6302		69.67	#221 OIL CHANGE	68962	Vehicle Maintenance	N
13934	The Tire Barn		180.63		3 Transactions		
14558	Verizon Wireless-VSAT 01-200-200-0000-6265		355.00	PING ORDER - AIM VCET	9022331499	Programs	N
14558	Verizon Wireless-VSAT		355.00		1 Transactions		
9932	WEX BANK - Sheriff's Department 01-200-000-0000-6335		7,865.40	DEPUTY GAS	91154025	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		7,865.40		1 Transactions		
200	DEPT Total:		12,096.00	Enforcement	14 Vendors	18 Transactions	
202	DEPT			Boat & Water			
9932	WEX BANK - Sheriff's Department 01-202-000-0000-6335		1,572.85	B/W GAS	91154025	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		1,572.85		1 Transactions		
202	DEPT Total:		1,572.85	Boat & Water	1 Vendors	1 Transactions	

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1 General Fund

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252	DEPT			Corrections			
10165	Advanced Correctional Healthcare, Inc. 01-252-000-0000-6262		1,578.58	NURSE HRS OVER CTRCT 1ST HALF 01/01/2023 06/16/2023	132043	Contract Service or Medical Service	6
	01-252-000-0000-6262		376.59	1ST/2ND Q POP RECONCILIATION	133192	Contract Service or Medical Service	6
	01-252-000-0000-6262		375.00	MENTAL HEALTH 8/11/23	133233	Contract Service or Medical Service	6
10165	Advanced Correctional Healthcare, Inc.		2,330.17	3 Transactions			
117	Aitkin County Sheriff 01-252-000-0000-6405		17.00	DEPOSIT SLIPS - JAIL	941	Office Supplies	N
117	Aitkin County Sheriff		17.00	1 Transactions			
86222	Aitkin Independent Age 01-252-252-0000-6465		67.15	AITKIN AGE NEWSPAPER	TAA-210583	Inamte Welfare Supplies	Y
	01-252-252-0000-6465		72.35	AITKIN AGE NEWSPAPER	TAA-210634	Inamte Welfare Supplies	Y
86222	Aitkin Independent Age		139.50	2 Transactions			
5658	Amerigas 01-252-000-0000-6254		606.05	FILL PROPANE TANK	805699988	Utilities-Gas and Electric	N
5658	Amerigas		606.05	1 Transactions			
1491	Dutch's Electric, Inc 01-252-000-0000-6605		2,210.00	JAIL GYM LIGHT RETRO	31866	Building & Structure Related Expenditure	N
1491	Dutch's Electric, Inc		2,210.00	1 Transactions			
1598	Ferrara's Htg Air Cond & Refrig Inc 01-252-000-0000-6360		1,401.00	REPLACE CONDENSER FAN MTR	12444	Services, Labor, Contracts	N
1598	Ferrara's Htg Air Cond & Refrig Inc		1,401.00	1 Transactions			
1775	Galls LLC 01-252-000-0000-6180		396.10	WESTERLUND UNIFORM SHIRTS	025339521	Clothing Allowance	N
1775	Galls LLC		396.10	1 Transactions			
4812	JC32 Teamsters H&W Fund 01-252-000-0000-6101		7,304.00	EE AUGUST HEALTH INSURANCE 08/01/2023 08/31/2023	202308	Salaries-Full Time	N
	01-252-000-0000-6150		27,170.00	ER AUGUST HEALTH INSURANCE 08/01/2023 08/31/2023	202308	Health Insurance-Employer	N

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1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
4812	JC32 Teamsters H&W Fund				34,474.00						
								2 Transactions			
11946	McGuire Mechanical	01-252-000-0000-6360			242.03	REPAIR WALK IN FREEZER		33281		Services, Labor, Contracts	N
11946	McGuire Mechanical				242.03			1 Transactions			
10147	Medline Industries, LP	01-252-000-0000-6430			311.21	ACETAMINOPHEN/PAPER CUPS/BAND.		2280522015		Medical Expense/Supplies - Inmates	6
		01-252-000-0000-6430			88.89	BANDAGES		2280780996		Medical Expense/Supplies - Inmates	6
10147	Medline Industries, LP				400.10			2 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea	01-252-000-0000-6254			428.54	SHELTER TOWER		345401501		Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea				428.54			1 Transactions			
9692	Minnesota Energy Resources Corporation	01-252-000-0000-6254			538.51	JAIL GAS SERVICE	07/20/2023	4701716901		Utilities-Gas and Electric	N
		01-252-000-0000-6254			24.63	STS GAS SERVICE	07/20/2023	4702587991		Utilities-Gas and Electric	N
		01-252-000-0000-6254			1,441.35	JAIL UTILITIES	07/20/2023	4708066524		Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation				2,004.49			3 Transactions			
1652	Northland Fire Protection, LLC	01-252-000-0000-6360			632.20	FIRE EXTINGUISHER CHECKS		54857		Services, Labor, Contracts	N
1652	Northland Fire Protection, LLC				632.20			1 Transactions			
3789	Pan-O-Gold Baking Company	01-252-000-0000-6418			122.11	BREAD & BUNS		10002423222002		Groceries	N
		01-252-000-0000-6418			86.22	BREAD & BUNS		10002423229005		Groceries	N
3789	Pan-O-Gold Baking Company				208.33			2 Transactions			
9808	Performance Foodservice	01-252-000-0000-6418			3,365.70	GROCERIES		695477		Groceries	N
		01-252-000-0000-6418			2,348.02	GROCERIES		704024		Groceries	N
9808	Performance Foodservice				5,713.72			2 Transactions			
11947	Phoenix Supply										

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
11947	Phoenix Supply		1,110.35	INMATE PATNS, SHIRTS, BOXERS	30820	Inamte Welfare Supplies	N
			1,110.35	1 Transactions			
3950	Public Utilities						
	01-252-000-0000-6254		9,230.15	NEW JAIL 2 UTILITIES	1431-00	Utilities-Gas and Electric	N
				07/16/2023 08/16/2023			
	01-252-000-0000-6254		132.71	STS UTILITIES	50109-00	Utilities-Gas and Electric	N
				07/16/2023 08/16/2023			
	01-252-000-0000-6254		1,269.08	NEW JAIL UTILITIES	512-00	Utilities-Gas and Electric	N
				07/16/2023 08/16/2023			
3950	Public Utilities		10,631.94	3 Transactions			
5774	Riverwood Healthcare Clinic						
	01-252-000-0000-6262		1,723.80	B.B. 12/9/22 ER	140026092	Contract Service or Medical Service	N
	01-252-000-0000-6262		292.82	M.J.V. 4/47/23 HEMATOLOGY/CHEM	143966241	Contract Service or Medical Service	N
	01-252-000-0000-6262		1,342.57	A.M.E. ULTRASOUND 5/11/23	144795207	Contract Service or Medical Service	N
	01-252-000-0000-6262		224.25	A.M.E. - X-RAY 5/10/23	1448782847	Contract Service or Medical Service	N
	01-252-000-0000-6262		111.15	A.M.E. DR APPT 5/31/23	144993707	Contract Service or Medical Service	N
5774	Riverwood Healthcare Clinic		3,694.59	5 Transactions			
86235	The Office Shop Inc						
	01-252-000-0000-6405		73.80	POST 2 INK CTRDG	1130997-0	Office Supplies	N
86235	The Office Shop Inc		73.80	1 Transactions			
9932	WEX BANK - Sheriff's Department						
	01-252-000-0000-6335		287.92	TRANSPORT GAS	91154025	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		287.92	1 Transactions			
252	DEPT Total:		67,001.83	Corrections	20 Vendors	35 Transactions	
253	DEPT			Sentence to Serve			
4812	JC32 Teamsters H&W Fund						
	01-253-000-0000-6101		332.00	EE AUGUST HEALTH INSURANCE	202308	Salaries-Full Time	N
				08/01/2023 08/31/2023			
	01-253-000-0000-6150		1,235.00	ER AUGUST HEALTH INSURANCE	202308	Health Insurance-Employer	N
				08/01/2023 08/31/2023			
4812	JC32 Teamsters H&W Fund		1,567.00	2 Transactions			

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
253	DEPT Total:		1,567.00	Sentence to Serve	1 Vendors	2 Transactions	
257	DEPT 14563 Anoka County Corrections 01-257-255-0000-6269		8,973.00	Community Corrections SEC JUV DET RJC CONTRACT 07/01/2023 07/31/2023	JULY 2023 RJC	Juvenile Detention	N
	14563 Anoka County Corrections		8,973.00	1 Transactions			
	783 Canon Financial Services, Inc 01-257-000-0000-6342		104.86	CANON COPIER CONTRACT 08/20/2023 09/19/2023	31043890	Office Equipment Rental/Contracts	N
	783 Canon Financial Services, Inc		104.86	1 Transactions			
257	DEPT Total:		9,077.86	Community Corrections	2 Vendors	2 Transactions	
280	DEPT 14010 Erickson/Patrice 01-280-000-0000-6339		18.25	Emergency Management EM TRNG DINNER - I-FALLS	08112023	Meals (Overnight)	N
	14010 Erickson/Patrice		18.25	1 Transactions			
	5126 White/Karla D. 01-280-000-0000-6339		24.16	301 MEAL EM TRNG - I-FALLS	08142023	Meals (Overnight)	N
	5126 White/Karla D.		24.16	1 Transactions			
280	DEPT Total:		42.41	Emergency Management	2 Vendors	2 Transactions	
391	DEPT 10227 Martz Mobile Welding 01-391-000-0000-6360		1,200.00	Solid Waste GATE WORK MCGREGOR T/S	886162	Services, Labor, Contracts	Y
	10227 Martz Mobile Welding		1,200.00	1 Transactions			
	11507 Waste Management of Minnesota, Inc 01-391-060-0000-6360		22,216.06	MONTHLY RECYCLING CONTRACT 07/01/2023 07/31/2023	010594928086	Recycling Contract	N
	11507 Waste Management of Minnesota, Inc		22,216.06	1 Transactions			
391	DEPT Total:		23,416.06	Solid Waste	2 Vendors	2 Transactions	

Aitkin County



1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
392	DEPT		Water Wells			
9561	Amazon Business					
	01-392-000-0000-6405		COLLECTION BAGS	17VM7DXM9GKN	Office, Film, & Field Supplies	N
	9561 Amazon Business					
		181.87				
		181.87		1 Transactions		
3810	Paulbeck's County Market					
	01-392-000-0000-6405		DISTILLED WATER	9277342	Office, Film, & Field Supplies	N
	01-392-000-0000-6405		BLEACH	9277342	Office, Film, & Field Supplies	N
	3810 Paulbeck's County Market					
		1.69				
		9.79				
		11.48		2 Transactions		
392	DEPT Total:		Water Wells			
		193.35		2 Vendors	3 Transactions	
1	Fund Total:		General Fund			
		145,008.63			136 Transactions	

Aitkin County



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2 Reserves Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	DEPT			Court Administration			
6149	Christensen/Erik Albert 02-012-000-0000-6360		3,473.05	2019 LEGAL FEES 01/01/2019 12/31/2019	2019	Court Appointed Attorneys	Y
	02-012-000-0000-6360		651.60	2020 LEGAL FEES 01/01/2020 12/31/2020	2020	Court Appointed Attorneys	Y
6149	Christensen/Erik Albert		4,124.65	2 Transactions			
12	DEPT Total:		4,124.65	Court Administration	1 Vendors	2 Transactions	
700	DEPT			Promotion,Airport,Tourism, Misc.			
22	Aitkin Area Chamber of Commerce 02-700-909-0000-6800		1,550.00	BUSINESS DEVELOPMENT & RECREAT 1 Transactions	814231	Business Develop.Rec Reserve Expense	N
22	Aitkin Area Chamber of Commerce		1,550.00				
1010	City Of Aitkin 02-700-909-0000-6800		1,000.00	BUSINESS DEVELOPMENT & RECREAT 1 Transactions	814232	Business Develop.Rec Reserve Expense	N
1010	City Of Aitkin		1,000.00				
10821	The Jaques Art Center 02-700-909-0000-6800		1,400.00	BUSINESS DEVELOPMENT & RECREAT 1 Transactions	814233	Business Develop.Rec Reserve Expense	N
10821	The Jaques Art Center		1,400.00				
700	DEPT Total:		3,950.00	Promotion,Airport,Tourism, Misc.	3 Vendors	3 Transactions	
2	Fund Total:		8,074.65	Reserves Fund		5 Transactions	

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	Canon Financial Services, Inc 03-301-000-0000-6342		192.60	CONTRACT CHARGE	31076932	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		192.60	1 Transactions			
14071	Marco Technologies LLC 03-301-000-0000-6266		190.00	OFFICE 365 SUBSCRIPTION 07/16/2023 08/15/2023	INV11539077	Data Processing/Computer Services	N
14071	Marco Technologies LLC		190.00	1 Transactions			
301	DEPT Total:		382.60	R&B Administration	2 Vendors	2 Transactions	
303	DEPT			R&B Highway Maintenance			
195	Aitkin Tire Shop 03-303-000-0000-6590		600.00	TIRE	0-062489	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		25.00	REPAIR LABOR	0-062489	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		55.00	REPAIR LABOR	0-062502	Repair & Maintenance Supplies	Y
	03-303-000-0000-6590		680.00	TIRES	0-062549	Repair & Maintenance Supplies	Y
195	Aitkin Tire Shop		1,360.00	4 Transactions			
10083	Cedarbrook Lumber Comp 03-303-000-0000-6521		93.52	BRIDGE REPAIR	126251	Maintenance Supplies	N
10083	Cedarbrook Lumber Comp		93.52	1 Transactions			
14887	Cintas Corporation 03-303-000-0000-6360		17.10	SHOP LAUNDRY	4160553801	Services, Labor, Contracts	N
	03-303-000-0000-6360		17.10	SHOP LAUNDRY	4161138649	Services, Labor, Contracts	N
	03-303-000-0000-6360		62.38	SHOP LAUNDRY	4164628604	Services, Labor, Contracts	N
14887	Cintas Corporation		96.58	3 Transactions			
9714	CONCRETE LIFTING SOLUTION 03-303-000-0000-6521		2,160.00	BRIDGE REPAIR	00074	Maintenance Supplies	N
9714	CONCRETE LIFTING SOLUTION		2,160.00	1 Transactions			
1115	Contech Engineered Solutions 03-303-000-0000-6515		7,826.00	15" CULVERT	27614086	Culverts	N
	03-303-000-0000-6515		7,678.00	18" CULVERT	27614086	Culverts	N
	03-303-000-0000-6515		9,735.00	24" CULVERT	27614086	Culverts	N
	03-303-000-0000-6515		380.00	15" BAND	27614086	Culverts	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
1115	Contech Engineered Solutions		25,619.00		4 Transactions		
5893	CTC 03-303-000-0000-6254		350.00	HIGH SPEED INTERNET	21246237	Utilities-Gas and Electric	N
5893	CTC		350.00		1 Transactions		
7935	East Central Energy 03-303-000-0000-6254		79.40	JUL/AUG POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254		42.17	JUL/AUG POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
7935	East Central Energy		121.57		2 Transactions		
2089	Heartland Tire Inc 03-303-000-0000-6590		11.24	REPAIR PARTS	15023784	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		53.00	REPAIR LABOR	15023784	Repair & Maintenance Supplies	N
2089	Heartland Tire Inc		64.24		2 Transactions		
7525	Hometown Bldg Supply 03-303-000-0000-6417		96.76	AITKIN SHOP	2308-088629	Shop/Building Maintenance	N
	03-303-000-0000-6521		250.63	BRIDGE REPAIR	2308-088629	Maintenance Supplies	N
	03-303-000-0000-6417		16.44	AITKIN SHOP	2308-088631	Shop/Building Maintenance	N
	03-303-000-0000-6521		4.78	BRIDGE REPAIR	2308-089233	Maintenance Supplies	N
	03-303-000-0000-6417		77.21	AITKIN SHOP	2308-089338	Shop/Building Maintenance	N
7525	Hometown Bldg Supply		445.82		5 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		119.09	JULY 23 JACOBSON	1400073000	Utilities-Gas and Electric	N
	03-303-000-0000-6254		98.51	JULY 23 SWATARA	140946401	Utilities-Gas and Electric	N
	03-303-000-0000-6254		58.00	JULY 23 CSAH 6	143093502	Utilities-Gas and Electric	N
91187	Lake Country Power		275.60		3 Transactions		
12927	Midwest Machinery Co. 03-303-000-0000-6590		390.90	REPAIR PARTS	9727228	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		57.96	REPAIR PARTS	9728742	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		134.75	REPAIR PARTS	9729544	Repair & Maintenance Supplies	N
12927	Midwest Machinery Co.		583.61		3 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 03-303-000-0000-6254		136.81	POWER: PALISADE	185202601	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.49	169 & CSAH 3	192301001	Utilities-Gas and Electric	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6254		68.00	CSAH 5	273501502	Utilities-Gas and Electric	N
	03-303-000-0000-6254		118.01	POWER: MCGREGOR	295300301	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 8	300601202	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 4	323200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		882.26	POWER: AITKIN	335200702	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 17	336503101	Utilities-Gas and Electric	N
	03-303-000-0000-6254		78.95	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		68.00	CSAH 12	465602302	Utilities-Gas and Electric	N
	03-303-000-0000-6254		68.00	CSAH 11	480900902	Utilities-Gas and Electric	N
	03-303-000-0000-6254		69.04	47 & CSAH 2	545110401	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		1,803.96				
				13 Transactions			
9179	NORTH CENTRAL INTERNATIONAL, LLC						
	03-303-000-0000-6570		399.99	ANTI-FREEZE	X220073088:01	Motor Fuel & Lubricants	Y
	03-303-000-0000-6570		514.00	ANTI FREEZE	X220073234:01	Motor Fuel & Lubricants	Y
9179	NORTH CENTRAL INTERNATIONAL, LLC		913.99				
				2 Transactions			
8537	Powerplan OIB						
	03-303-000-0000-6590		349.76	REPAIR PARTS	2206353-2252827	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		316.50	REPAIR LABOR	2206353-2252827	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		100.00	REPAIR LABOR	2206353-2252827	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		387.86	REPAIR PARTS	2247865	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		220.92	REPAIR PARTS-FILTER	2247865	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		220.92	REPAIR PARTS-FILTER	2247865	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		220.92	REPAIR PARTS-FILTER	2247865	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		163.05	REPAIR PARTS	2247952	Repair & Maintenance Supplies	N
8537	Powerplan OIB		1,779.93				
				8 Transactions			
3950	Public Utilities						
	03-303-000-0000-6254		46.80	HWY 47 & CR 12	1686-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		43.56	HWY 210 W & CR 28	59455-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		83.64	AITKIN SHOP: WATER	63335-00	Utilities-Gas and Electric	N
	03-303-000-0000-6254		44.39	HWY 210/169 E & CR 12	63388-00	Utilities-Gas and Electric	N
3950	Public Utilities		218.39				
				4 Transactions			
14785	Pylvanen/Scott						
	03-303-000-0000-6181		195.00	WORK BOOTS REIMBURSEMENT	CAVENDERS	Safety Footwear Allowance	N

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14785	Pylvanen/Scott		195.00		1 Transactions		
9273	Reichert Enterprises, Inc						
	03-303-000-0000-6590		16.95	REPAIR PARTS	117865	Repair & Maintenance Supplies	N
	03-303-000-0000-6590		466.00	REPAIR LABOR	117865	Repair & Maintenance Supplies	N
9273	Reichert Enterprises, Inc		482.95		2 Transactions		
12788	Timmer Implement of Aitkin						
	03-303-000-0000-6590		210.70	REPAIR PARTS	IA23903	Repair & Maintenance Supplies	N
12788	Timmer Implement of Aitkin		210.70		1 Transactions		
13622	TrueNorth Steel Inc						
	03-303-000-0000-6515		778.00	CULVERT APRONS	FP0000024343	Culverts	N
	03-303-000-0000-6515		778.00	30" APRONS	FP0000024343	Culverts	N
13622	TrueNorth Steel Inc		1,556.00		2 Transactions		
6097	Verizon Wireless						
	03-303-000-0000-6220		424.02	DEPT CELL PHONES	9941011369	Telephone	N
6097	Verizon Wireless		424.02		1 Transactions		
9642	WEX BANK - Highway Dept						
	03-303-000-0000-6570		127.73	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		120.56	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		73.20	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		358.31	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		241.64	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		84.18	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		239.12	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		75.15	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		57.81	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		1,209.67	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		451.30	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		283.01	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		244.33	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		71.90	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		255.89	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		452.00	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		60.79	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		186.72	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N

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3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6570			85.64	SHOP SUPPLIES	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570			60.65-	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
9642	WEX BANK - Highway Dept			4,618.30				
					20 Transactions			
303	DEPT Total:			43,373.18	R&B Highway Maintenance	21 Vendors	83 Transactions	
307	DEPT				R&B Capital Infrastructure			
9774	ROGGENBUCK/SANDRA							
	03-307-000-0000-6362			603.99	DAMAGES-PARCEL 27	PARCEL 27	Right Of Way	S
9774	ROGGENBUCK/SANDRA			603.99				
					1 Transactions			
307	DEPT Total:			603.99	R&B Capital Infrastructure	1 Vendors	1 Transactions	
308	DEPT				R&B Equipment & Facilities			
90762	Aitkin Co License Center							
	03-308-000-0000-6610			1,883.92	LICENSE/REGISTRATION	4KNBF3432NL16262	Equipment	N
90762	Aitkin Co License Center			1,883.92				
					1 Transactions			
13027	Baratto Brothers Construction, Inc							
	03-308-000-0000-6610			35,026.97	CONT PAL COLD STOR PMT 2	PALI COLD STOR P	Equipment	N
	03-308-000-0000-6610			5,916.50	PAL COLD STOR PMT 3	PALI COLD STOR P	Equipment	N
13027	Baratto Brothers Construction, Inc			40,943.47				
					2 Transactions			
308	DEPT Total:			42,827.39	R&B Equipment & Facilities	2 Vendors	3 Transactions	
3	Fund Total:			87,187.16	Road & Bridge		89 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
86222	Aitkin Independent Age 05-400-440-0410-6360		7.98	AGENCY-ANNUAL SUBSCRIPTION 09/13/2023 09/12/2024	TAA-210343	Services, Labor, Contracts	Y
86222	Aitkin Independent Age		7.98	1 Transactions			
9608	AMAZON CAPITAL SERVICES 05-400-440-0410-6405		1.43	AGENCY-ENV MOISTENER 08/13/2023 08/13/2023	17KH-YXFY-VCX3	Office Supplies	N
	05-400-440-0410-6480		7.56	OSS-TRAINING HEADSET 08/14/2023 08/14/2023	17VQ-N34H-4TTX	Small Furniture/Equipment	N
	05-400-430-0403-6435		3.83	C&TC-BUSINESS CARDS 08/14/2023 08/14/2023	1C96-3XVG-6Y4R	Public Health Program Related Supplies	N
	05-400-450-0451-6435		7.66	HE-BUSINESS CARDS 08/14/2023 08/14/2023	1C96-3XVG-6Y4R	Public Health Program Related Supplies	N
	05-400-440-0410-6405		3.27	AGENCY-DISH SOAP 08/17/2023 08/17/2023	1KLK-VYQV-RLV6	Office Supplies	N
	05-400-450-0451-6435		44.08	HE-COMM EVENTS/OUTREACH-CAPS 08/06/2023 08/06/2023	1MPJ-X34Y-6Q4L	Public Health Program Related Supplies	N
9608	AMAZON CAPITAL SERVICES		67.83	6 Transactions			
12106	Antoine Electric 05-400-440-0410-6360		12.09	REPAIR LIGHT NEAR SW EXIT DOOR 07/12/2023 07/12/2023	23059	Services, Labor, Contracts	Y
12106	Antoine Electric		12.09	1 Transactions			
783	Canon Financial Services, Inc 05-400-440-0410-6342		38.75	MAILROOM COPIER CONTRACT 08/01/2023 08/31/2023	31076930	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		25.20	OSS COPIER CONTRACT 08/01/2023 08/31/2023	31076933	Office Equipment Rental/Contracts	N
	05-400-440-0410-6342		288.36	PH COPIER CONTRACT 08/01/2023 08/31/2023	31076934	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		352.31	3 Transactions			
13904	Hill City Assembly of God Church 05-400-410-0413-6342		45.00	WIC CLINIC RENTAL 2ND QTR '23 04/01/2023 06/30/2023		WIC Space Rentals	1

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13904	Hill City Assembly of God Church		45.00		1 Transactions		
9692	Minnesota Energy Resources Corporation 05-400-440-0410-6254		8.91	GAS BILL 07/20/2023 08/21/2023	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		8.91		1 Transactions		
1652	Northland Fire Protection, LLC 05-400-440-0410-6300		42.96	MAINTENANCE RE-CERTIFICATION 08/11/2023 08/11/2023	54856	Maintenance/Service Contracts	N
1652	Northland Fire Protection, LLC		42.96		1 Transactions		
3950	Public Utilities 05-400-440-0410-6254		369.44	ELECTRIC BILL 07/16/2023 08/16/2023	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		369.44		1 Transactions		
9573	Rice Lake Construction Group 05-400-440-0410-6360		348.04	REPAIR STAIRS WEST ENTRY 08/16/2023 08/16/2023	2201-27000	Services, Labor, Contracts	N
9573	Rice Lake Construction Group		348.04		1 Transactions		
10698	Stericycle, Inc 05-400-440-0410-6360		16.86	STERI-SAFE 09/01/2023 09/30/2023	4011984097	Services, Labor, Contracts	6
10698	Stericycle, Inc		16.86		1 Transactions		
3518	Voyageur Press Of Mcgregor, Inc 05-400-440-0410-6360		47.00	PH-ANNUAL SUBSCRIPTION 08/17/2023 08/17/2023	47359	Services, Labor, Contracts	N
3518	Voyageur Press Of Mcgregor, Inc		47.00		1 Transactions		
400	DEPT Total:		1,318.42	Public Health Department	11 Vendors	18 Transactions	
420	DEPT			Income Maintenance			
88284	Aitkin Co Recorder 05-420-650-4800-6800		26.00	MA ESTATE DEATH CERTIFICATE 08/21/2023 08/21/2023	102374-102372	Program Expenses Direct Charge Ffp	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
88284	Aitkin Co Recorder		26.00		1 Transactions		
86222	Aitkin Independent Age 05-420-600-4800-6360		18.81	AGENCY-ANNUAL SUBSCRIPTION 09/13/2023 09/12/2024	TAA-210343	Services, Labor, Contracts	Y
86222	Aitkin Independent Age		18.81		1 Transactions		
9561	Amazon Business 05-420-600-4800-6405		28.57	IM-COMP CABLES (SP) 08/06/2023 08/06/2023	1JXM-TQD9-KFVW	Office Supplies	N
9561	Amazon Business		28.57		1 Transactions		
9608	AMAZON CAPITAL SERVICES 05-420-600-4800-6405		58.04	9X12 MAILING ENVELOPES 08/12/2023 08/12/2023	179F-XF96-PY9M	Office Supplies	N
	05-420-600-4800-6405		3.37	AGENCY-ENV MOISTENER 08/13/2023 08/13/2023	17KH-YXFY-VCX3	Office Supplies	N
	05-420-600-4800-6480		17.81	OSS-TRAINING HEADSET 08/14/2023 08/14/2023	17VQ-N34H-4TTX	Small Furniture/Equipment	N
	05-420-600-4800-6405		7.71	AGENCY-DISH SOAP 08/17/2023 08/17/2023	1KMK-VYQV-RLV6	Office Supplies	N
	05-420-600-4800-6405		55.98	CALCULATORS (JA & BR) 08/11/2023 08/11/2023	1KMT-4PNH-LFHP	Office Supplies	N
	05-420-600-4800-6405		7.99	IM-MOUSE/WRIST REST (JT) 08/16/2023 08/16/2023	1RQF-WMC9-LCNQ	Office Supplies	N
9608	AMAZON CAPITAL SERVICES		150.90		6 Transactions		
12106	Antoine Electric 05-420-600-4800-6360		28.49	REPAIR LIGHT NEAR SW EXIT DOOR 07/12/2023 07/12/2023	23059	Services, Labor, Contracts	Y
12106	Antoine Electric		28.49		1 Transactions		
783	Canon Financial Services, Inc 05-420-640-4800-6342		120.14	CS COPIER CONTRACT 08/01/2023 08/31/2023	31076929	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		91.34	MAILROOM COPIER CONTRACT 08/01/2023 08/31/2023	31076930	Office Equipment Rental/Contracts	N
	05-420-600-4800-6342		59.39	OSS COPIER CONTRACT 08/01/2023 08/31/2023	31076933	Office Equipment Rental/Contracts	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
783	Canon Financial Services, Inc		270.87		3 Transactions		
11051	Department of Human Services 05-420-640-4800-6360		64.32	CS MONTHLY FED OFFSET FEE 07/01/2023 07/31/2023	A300C322401	Services, Labor, Contracts	N
11051	Department of Human Services		64.32		1 Transactions		
88439	Metro Legal Services 05-420-640-4800-6379		83.00	IV-D SERVICES 001576327003 08/17/2023 08/17/2023	3454423	Other Iv-D Charges	N
88439	Metro Legal Services		83.00		1 Transactions		
9692	Minnesota Energy Resources Corporation 05-420-600-4800-6254		21.01	GAS BILL 07/20/2023 08/21/2023	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		21.01		1 Transactions		
1652	Northland Fire Protection, LLC 05-420-600-4800-6300		101.26	MAINTENANCE RE-CERTIFICATION 08/11/2023 08/11/2023	54856	Maintenance/Service Contracts	N
1652	Northland Fire Protection, LLC		101.26		1 Transactions		
3950	Public Utilities 05-420-600-4800-6254		870.82	ELECTRIC BILL 07/16/2023 08/16/2023	1433-00	Utilities-Gas and Electric	N
3950	Public Utilities		870.82		1 Transactions		
9573	Rice Lake Construction Group 05-420-600-4800-6360		820.38	REPAIR STAIRS WEST ENTRY 08/16/2023 08/16/2023	2201-27000	Services, Labor, Contracts	N
9573	Rice Lake Construction Group		820.38		1 Transactions		
340	Sheriff Anoka County 05-420-640-4800-6379		160.00	IV-D SERVICES 001165215707 08/15/2023 08/15/2023	23003716	Other Iv-D Charges	N
340	Sheriff Anoka County		160.00		1 Transactions		
86944	Sheriff Crow Wing County 05-420-640-4800-6379		75.00	IV-D SERVICES 001401121401	11399	Other Iv-D Charges	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86944	Sheriff Crow Wing County		75.00	08/07/2023 08/07/2023 1 Transactions			
86433	Sheriff Mille Lacs County 05-420-640-4800-6379		85.50	IV-D SERVICES 00165215709 08/11/2023 08/11/2023 1 Transactions	11806	Other Iv-D Charges	N
86433	Sheriff Mille Lacs County		85.50				
14601	Sheriff St. Croix County 05-420-640-4800-6379		60.00	IV-D SERVICES 0014368930 02 07/31/2023 07/31/2023 1 Transactions	IN2023301286	Other Iv-D Charges	N
14601	Sheriff St. Croix County		60.00				
15347	St Louis County - PHHS 05-420-650-4400-6211		436.08	MTM ADMIN FEE NON-FFP 06/06/2023 06/06/2023	IP-00026619	Medical Assistance - MTM Admin	N
	05-420-650-4400-6211		309.12	MTM ADMIN FEE NON-FFP 06/21/2023 06/21/2023 2 Transactions	IP-00026623	Medical Assistance - MTM Admin	N
15347	St Louis County - PHHS		745.20				
10698	Stericycle,Inc 05-420-600-4800-6360		39.73	STERI-SAFE 09/01/2023 09/30/2023 1 Transactions	4011984097	Services, Labor, Contracts	6
10698	Stericycle,Inc		39.73				
420	DEPT Total:		3,649.86	Income Maintenance	18 Vendors	26 Transactions	
430	DEPT			Social Services			
86222	Aitkin Independent Age 05-430-700-4800-6360		30.21	AGENCY-ANNUAL SUBSCRIPTION 09/13/2023 09/12/2024 1 Transactions	TAA-210343	Services, Labor, Contracts	Y
86222	Aitkin Independent Age		30.21				
9608	AMAZON CAPITAL SERVICES 05-430-700-4800-6405		5.42	AGENCY-ENV MOISTENER 08/13/2023 08/13/2023	17KH-YXFY-VCX3	Office Supplies	N
	05-430-700-4800-6480		28.61	OSS-TRAINING HEADSET 08/14/2023 08/14/2023	17VQ-N34H-4TTX	Small Furniture/Equipment	N
	05-430-700-4800-6405		12.39	AGENCY-DISH SOAP	1KLL-VYQV-RLV6	Office Supplies	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-430-700-4800-6810		278.00-	MH-FLEX TABLET RETURN 08/17/2023 08/17/2023	1KN4-CHRQ-PLRK	Mh Init - Flex	N
	05-430-700-4800-6810		279.99	MH-FLEX TABLET 08/16/2023 08/16/2023	1KPT-TTD3-L4WD	Mh Init - Flex	N
	05-430-700-4800-6480		27.49	CHILD BOOSER SEAT 08/16/2023 08/16/2023	1XJM-WPDF-P3NK	Small Furniture/Equipment	N
	05-430-710-3650-6027		27.50	CONC PERMANCY PLANNING-BOOSTER 07/27/2023 07/27/2023	1XJM-WPDF-P3NK	Serv For Concurrent Perm Plan	N
9608	AMAZON CAPITAL SERVICES		103.40	7 Transactions			
12106	Antoine Electric						
	05-430-700-4800-6360		45.75	REPAIR LIGHT NEAR SW EXIT DOOR 07/12/2023 07/12/2023	23059	Services, Labor, Contracts	Y
12106	Antoine Electric		45.75	1 Transactions			
783	Canon Financial Services, Inc						
	05-430-700-4800-6342		146.70	MAILROOM COPIER CONTRACT 08/01/2023 08/31/2023	31076930	Office Equipment Rental/Contracts	N
	05-430-700-4800-6342		95.38	OSS COPIER CONTRACT 08/01/2023 08/31/2023	31076933	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc		242.08	2 Transactions			
11051	Department of Human Services						
	05-430-710-3750-6057	O	777.58	2022 Q4 NS KINSHIP ASSIST 10/01/2022 12/31/2022	00000755479	Northstar Kinship Assistance	N
	05-430-710-3780-6057	O	705.42	2022 Q4 NS ADOPTION ASSIST 10/01/2022 12/31/2022	00000755479	Northstar Adoption Assistance	N
11051	Department of Human Services		1,483.00	2 Transactions			
9692	Minnesota Energy Resources Corporation						
	05-430-700-4800-6254		33.75	GAS BILL 07/20/2023 08/21/2023	0506533565-00001	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation		33.75	1 Transactions			
1652	Northland Fire Protection, LLC						
	05-430-700-4800-6300		162.63	MAINTENANCE RE-CERTIFICATION 08/11/2023 08/11/2023	54856	Maintenance/Service Contracts	N

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5 Health & Human Services

Vendor No.	Name	Account/Formula	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
1652	Northland Fire Protection, LLC			162.63							
							1 Transactions				
3950	Public Utilities	05-430-700-4800-6254		1,398.59	ELECTRIC BILL						
					07/16/2023	08/16/2023	1433-00		Utilities-Gas and Electric		N
3950	Public Utilities			1,398.59							
							1 Transactions				
9573	Rice Lake Construction Group	05-430-700-4800-6360		1,317.58	REPAIR STAIRS WEST ENTRY						
					08/16/2023	08/16/2023	2201-27000		Services, Labor, Contracts		N
9573	Rice Lake Construction Group			1,317.58							
							1 Transactions				
10698	Stericycle,Inc	05-430-700-4800-6360		63.81	STERI-SAFE						
					09/01/2023	09/30/2023	4011984097		Services, Labor, Contracts		6
10698	Stericycle,Inc			63.81							
							1 Transactions				
430	DEPT Total:			4,880.80	Social Services			10 Vendors		18 Transactions	
5	Fund Total:			9,849.08	Health & Human Services					62 Transactions	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
9561	Amazon Business 10-923-000-0000-6405		233.70	14 CELL PHONE CASES	1V4R-4RT4-JV4Q	Office Supplies	N
9561	Amazon Business		233.70	1 Transactions			
783	Canon Financial Services, Inc 10-923-000-0000-6342		158.21	COPIER RENTAL 08/01/2023 08/31/2023	31076928	Office/Equipment-Rental	N
783	Canon Financial Services, Inc		158.21	1 Transactions			
5893	CTC 10-923-000-0000-6254		350.00	INTERNET	21248090	Utilities-Gas and Electric	N
5893	CTC		350.00	1 Transactions			
5866	Department Of Natural Resources 10-923-000-0000-6360		15,619.50	FY23 QTR 4 CONTRACT 207912	3502221	Miscellaneous-Services	N
5866	Department Of Natural Resources		15,619.50	1 Transactions			
14071	Marco Technologies LLC 10-923-000-0000-6266		285.00	OFFICE 365 SUBSCRIPTION 07/16/2023 08/15/2023	INV11539077	Data Processing/Computer Services	N
14071	Marco Technologies LLC		285.00	1 Transactions			
3160	Mille Lacs Energy Coop-Albert Lea 10-923-000-0000-6254	B	298.98	BERGLUND PARK 07/01/2023 08/01/2023	185110602	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea		298.98	1 Transactions			
1652	Northland Fire Protection, LLC 10-923-000-0000-6360		913.35	ANNUAL MAINTENANCE	54854	Miscellaneous-Services	N
1652	Northland Fire Protection, LLC		913.35	1 Transactions			
8436	Northland Parts 10-923-000-0000-6590		93.99	SOCKET SET C58	470512	Repair & Maintenance Supplies	N
8436	Northland Parts		93.99	1 Transactions			
3950	Public Utilities 10-923-000-0000-6254		270.33	ACLD UTILITIES 07/16/2023 08/16/2023	348-00	Utilities-Gas and Electric	N

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10 Trust

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
3950	Public Utilities					
		270.33		1 Transactions		
15229	Thompson/Dennis J					
	10-923-000-0000-6330	59.94	MILEAGE MFRP MEETING	082523	Transportation/Travel/Parking	N
15229	Thompson/Dennis J	59.94		1 Transactions		
10930	Tidholm Productions					
	10-923-000-0000-6405	489.00	ACLD PENS	3215 2971	Office Supplies	Y
10930	Tidholm Productions	489.00		1 Transactions		
923	DEPT Total:	18,772.00	Forfeited Tax Sales	11 Vendors	11 Transactions	
929	DEPT		MN Trust Insurance Fund			
11692	Oberg Fence					
	10-929-550-0000-6360	17,178.00	RACE TRACK FENCE	4815	Fair Ground Clean Up	N
11692	Oberg Fence	17,178.00		1 Transactions		
929	DEPT Total:	17,178.00	MN Trust Insurance Fund	1 Vendors	1 Transactions	
10	Fund Total:	35,950.00	Trust		12 Transactions	

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
14742	Berg/James M						
	11-925-000-0000-6278		35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.89	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
14742	Berg/James M		59.89		2 Transactions		
12526	Bixby/James						
	11-925-000-0000-6278		35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		41.92	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
12526	Bixby/James		76.92		2 Transactions		
2099	Harmon/Elizabeth						
	11-925-000-0000-6330		21.09	HELP AT LLCC GIFT SHOP	08/14/2023	Transportation/Travel/Parking	N
	11-925-000-0000-6330		31.08	NRAC MILEAGE	08/14/2023	Transportation/Travel/Parking	N
2099	Harmon/Elizabeth		52.17		2 Transactions		
2270	Hoppe/Russell Peter						
	11-925-000-0000-6278		35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		39.30	NRAC MILEAGE	08142023	Transportation/Travel/Parking	Y
2270	Hoppe/Russell Peter		74.30		2 Transactions		
10075	Jeff Buttler Mobile Repair						
	11-925-000-0000-6590		1,405.00	HYDRALIC PUMP & MISC REPAIR	443	Repair & Maintenance Supplies	Y
10075	Jeff Buttler Mobile Repair		1,405.00		1 Transactions		
11990	Lange/David						
	11-925-000-0000-6278		35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		44.54	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
11990	Lange/David		79.54		2 Transactions		
12512	MARCUM/ROBERT						
	11-925-000-0000-6278		35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		31.44	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
12512	MARCUM/ROBERT		66.44		2 Transactions		
8436	Northland Parts						
	11-925-000-0000-6590		763.96	4 HYDRAULIC FILTER	470326	Repair & Maintenance Supplies	N
	11-925-000-0000-6590		8.98	GASKET THERMOST	470836	Repair & Maintenance Supplies	N
	11-925-000-0000-6590		157.56	HYD HOSE FIT REEL SLEEV MINI L	471737	Repair & Maintenance Supplies	N

Aitkin County



11 Forest Development

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	
	11-925-000-0000-6590			35.85	NON-CHLOR BRAKE CLNR TOWELS	471737	Repair & Maintenance Supplies	N
8436	Northland Parts			966.35	4 Transactions			
12077	Stromberg/Kevin							
	11-925-000-0000-6278			35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330			23.58	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
12077	Stromberg/Kevin			58.58	2 Transactions			
15229	Thompson/Dennis J							
	11-925-000-0000-6330			21.09	NRAC MILEAGE	05142023	Transportation/Travel/Parking	N
15229	Thompson/Dennis J			21.09	1 Transactions			
4927	Turnock/Franklin Allen							
	11-925-000-0000-6278			35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330			39.30	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
4927	Turnock/Franklin Allen			74.30	2 Transactions			
10017	Tveit/Galen							
	11-925-000-0000-6278			35.00	NRAC MEETING	08142023	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330			23.58	NRAC MILEAGE	08142023	Transportation/Travel/Parking	N
10017	Tveit/Galen			58.58	2 Transactions			
925	DEPT Total:			2,993.16	Resource Management	12 Vendors	24 Transactions	
11	Fund Total:			2,993.16	Forest Development		24 Transactions	

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 15 Aitkin County Collaborative

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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
451	DEPT		Collaborative-Hill City School			
	392	ISD 2 Hill City-Treasurer				
		15-451-000-0000-6231	9,211.00	23-24 LCTS ALLOCATION		Hill City School Services N
				07/01/2023 06/30/2024		
	392	ISD 2 Hill City-Treasurer	9,211.00	1 Transactions		
451	DEPT Total:		9,211.00	Collaborative-Hill City School	1 Vendors	1 Transactions
15	Fund Total:		9,211.00	Aitkin County Collaborative		1 Transactions

Aitkin County



Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
521	DEPT					LLCC Administration			
3160	Mille Lacs Energy Coop-Albert Lea								
		19-521-000-0000-6254			442.96	ENERGY CENTER	271300502	Utilities-Gas and Electric	N
		19-521-000-0000-6254			996.44	DINING HALL	271300601	Utilities-Gas and Electric	N
		19-521-000-0000-6254			693.16	NORTH STAR LODGE	271300703	Utilities-Gas and Electric	N
		19-521-000-0000-6254			60.53	PARKING LOT	271300801	Utilities-Gas and Electric	N
		19-521-000-0000-6254			74.26	STAFF RESIDENCE	271300901	Utilities-Gas and Electric	N
3160	Mille Lacs Energy Coop-Albert Lea				2,267.35				
						5 Transactions			
10139	Nature Planet, Inc								
		19-521-000-0000-6454			654.00	STUFFED ANIMALS FOR CANTEEN	S-ORD106431	Commissary Supplies-Non Jail	N
10139	Nature Planet, Inc				654.00				
						1 Transactions			
14812	SCI Broadband/Savage Communications								
		19-521-000-0000-6220			685.80	PHONE AND INTERNET	024-033167	Telephone	N
14812	SCI Broadband/Savage Communications				685.80				
						1 Transactions			
521	DEPT Total:				3,607.15	LLCC Administration		3 Vendors	7 Transactions
522	DEPT					LLCC Education			
85003	Aitkin County DAC								
		19-522-000-0000-6360			42.63	WOOD COOKIE MAKING	2023073104	Services, Labor, Contracts	N
85003	Aitkin County DAC				42.63				
						1 Transactions			
522	DEPT Total:				42.63	LLCC Education		1 Vendors	1 Transactions
523	DEPT					LLCC Food			
3776	Palisade One Stop								
		19-523-000-0000-6418			26.97	POP FOR ASTRONOMERS	7684653	Groceries-Students	N
3776	Palisade One Stop				26.97				
						1 Transactions			
3810	Paulbeck's County Market								
		19-523-000-0000-6418			104.63	GROCERIES	7634563	Groceries-Students	N
3810	Paulbeck's County Market				104.63				
						1 Transactions			
4761	Sysco Minnesota Inc								
		19-523-000-0000-6418			1,053.97	GROCERIES	253450534	Groceries-Students	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
4761	Sysco Minnesota Inc		1,053.97	1 Transactions		
4968	Upper Lakes Foods, Inc					
	19-523-000-0000-6418		514.06	GROCERIES	306295-00	Groceries-Students N
	19-523-000-0000-6418		1,728.17	GROCERIES	324081-00	Groceries-Students N
	19-523-000-0000-6418		1,426.29	GROCERIES	325483-00	Groceries-Students N
4968	Upper Lakes Foods, Inc		3,668.52	3 Transactions		
523	DEPT Total:		4,854.09	LLCC Food	4 Vendors	6 Transactions
524	DEPT			LLCC Maintenance		
2928	Lundberg Plumbing & Heating, Inc					
	19-524-000-0000-6590		104.63	NEW SPRAYER FOR KITCHEN SINK	20294	Repair & Maintenance Supplies N
2928	Lundberg Plumbing & Heating, Inc		104.63	1 Transactions		
12521	Thaw It					
	19-524-000-0000-6360		250.00	UNPLUG DRAIN	LLCC	Services, Labor, Contracts Y
12521	Thaw It		250.00	1 Transactions		
524	DEPT Total:		354.63	LLCC Maintenance	2 Vendors	2 Transactions
19	Fund Total:		8,858.50	Long Lake Conservation Center		16 Transactions

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
9561	Amazon Business 21-520-000-0000-6523		298.70	2 VINTEK VINYL SHOWER MATS	11M9-WVLK-HP6M	Misc Bldg & Shop Supplies	N
9561	Amazon Business		298.70	1 Transactions			
2060	Haypoint Jackpine Savages 21-520-000-0000-6802	Q	2,696.35	HAYPOINT BM4	FM 00851305	Trail Grants-State	N
2060	Haypoint Jackpine Savages		2,696.35	1 Transactions			
9354	Kangas Enterprise, Inc 21-520-000-0000-6360	B	215.00	JACOBSON DUMP 08/21/2023 08/21/2023	22707	Services, Labor, Contracts	N
9354	Kangas Enterprise, Inc		215.00	1 Transactions			
7062	Kern Excavating LLC 21-520-000-0000-6802	Q	2,605.00	CLAY AND CLASS 5 SOO GRADE	72223LD	Trail Grants-State	Y
7062	Kern Excavating LLC		2,605.00	1 Transactions			
3024	Kingsley/Russell Lee 21-520-000-0000-6802	Q	4,800.00	BLIND LAKE ATV TRAIL REPAIR	08142023	Trail Grants-State	Y
	21-520-000-0000-6802	Q	640.00	SOLANA LOOP TRIAL REPAIR PHA 2	08142023	Trail Grants-State	Y
3024	Kingsley/Russell Lee		5,440.00	2 Transactions			
8436	Northland Parts 21-520-000-0000-6523		17.16	CUT-OFF WHEEL	470371	Misc Bldg & Shop Supplies	N
8436	Northland Parts		17.16	1 Transactions			
12182	Northwoods Quads 21-520-000-0000-6802	Q	3,198.70	MOOSE RVR CNCT 7-19-23	FM 00865839	Trail Grants-State	N
12182	Northwoods Quads		3,198.70	1 Transactions			
3950	Public Utilities 21-520-000-0000-6254	B	135.07	MISS ACCESS UTILITIES 07/16/2023 08/16/2023	1670-00	Utilities-Gas and Electric	N
	21-520-000-0000-6254	B	215.49	MISS SHOWER UTILITIES	1671-00	Utilities-Gas and Electric	N
3950	Public Utilities		350.56	2 Transactions			
14585	Ruyak Enterprises, Inc 21-520-000-0000-6802	Q	1,100.00	GRADE SOO LINE TRAIL	7036	Trail Grants-State	N

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21 Parks

Aitkin County



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

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	
14585	Ruyak Enterprises, Inc			1,100.00		1 Transactions		
10930	Tidholm Productions							
	21-520-000-0000-6450			383.60	ENVELOPES AND TAGS FOR CAMPGRO	3307 3022	Field Supplies	Y
10930	Tidholm Productions			383.60		1 Transactions		
9617	Timber Lakes Septic Service, Inc.							
	21-520-000-0000-6360	B		150.00	BERGLUND DUMP	35297	Services, Labor, Contracts	N
	21-520-000-0000-6360	B		150.00	AITKIN DUMP	35476	Services, Labor, Contracts	N
	21-520-000-0000-6360	B		150.00	BERGLUND DUMP	35585	Services, Labor, Contracts	N
9617	Timber Lakes Septic Service, Inc.			450.00		3 Transactions		
12718	Up North Riders							
	21-520-000-0000-6802	Q		21,479.59	LAWLER LOOPS 06-27-2023	FM 00864925	Trail Grants-State	N
12718	Up North Riders			21,479.59		1 Transactions		
520	DEPT Total:			38,234.66	Parks	12 Vendors	16 Transactions	
21	Fund Total:			38,234.66	Parks		16 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT			American Rescue Plan - COVID			
15295	Block North Brew Pub 22-716-000-0000-6802		5,000.00	REVITALIZATION GRANT	0811231	Category: Negative Economic Impacts	Y
15295	Block North Brew Pub		5,000.00	1 Transactions			
10221	Ginger Marie's 22-716-000-0000-6802		2,000.00	REVIT. GRT PRGM AUG. '23 COVID	08032023	Category: Negative Economic Impacts	G
10221	Ginger Marie's		2,000.00	1 Transactions			
9420	Hello Gorgeous 22-716-000-0000-6802		712.50	REVITALIZATION GRANT	08172023	Category: Negative Economic Impacts	G
9420	Hello Gorgeous		712.50	1 Transactions			
9523	LOWE PROPERTIES LLC 22-716-000-0000-6802		2,000.00	REVITALIZATION GRANT	0811232	Category: Negative Economic Impacts	G
9523	LOWE PROPERTIES LLC		2,000.00	1 Transactions			
10222	McGregor Home Center LLC 22-716-000-0000-6802		5,000.00	REVITALIZATION GRANT	08102023	Category: Negative Economic Impacts	G
10222	McGregor Home Center LLC		5,000.00	1 Transactions			
3776	Palisade One Stop 22-716-000-0000-6802		3,000.00	REVITALIZATION GRANT	081123	Category: Negative Economic Impacts	N
3776	Palisade One Stop		3,000.00	1 Transactions			
15324	The Beanery 22-716-000-0000-6802		5,000.00	REVITALIZATION GRANT	0817231	Category: Negative Economic Impacts	G
15324	The Beanery		5,000.00	1 Transactions			
716	DEPT Total:		22,712.50	American Rescue Plan - COVID	7 Vendors	7 Transactions	
22	Fund Total:		22,712.50	Coronavirus Relief Fund		7 Transactions	
	Final Total:		368,079.34	214 Vendors	368 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	145,008.63	General Fund
2	8,074.65	Reserves Fund
3	87,187.16	Road & Bridge
5	9,849.08	Health & Human Services
10	35,950.00	Trust
11	2,993.16	Forest Development
15	9,211.00	Aitkin County Collaborative
19	8,858.50	Long Lake Conservation Center
21	38,234.66	Parks
22	22,712.50	Coronavirus Relief Fund
All Funds	368,079.34	Total

Approved by,

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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
5462 Bremer Bank (Elan ACH)							
28	01-100-000-0000-6241		445.00	MN REAL ESTATE INSTITUTE 2023	00435	Registration Fee	N
6	01-043-000-0000-6339		12.39	GREAT WOK - MAACO LUNCH	081023	Meals (Overnight)	N
2	01-711-000-0000-6266		27.89	AUG.23 CISCO/WEBEX MONTH SUB.	161-01269807	Data Processing/Computer Services	N
10	01-053-000-0000-6405		49.73	BOBBIE & JEFF NOTARY STAMPS	1750482	Office Supplies	N
1	01-053-000-0000-6360		191.00	APPLICANTSTACK AUG 1 - SEPT 1 08/01/2023 09/01/2023	177258	Services, Labor, Contracts	N
24	01-280-000-0000-6240		200.00	ASSOC OF MN EMERG MANAGERS DUE	2024829-597	Membership/Dues/Association Fees	N
5	01-043-000-0000-6268		680.00	IAAO 102 TRAINING CLASS	208980423	Staff Training, Development	N
4	01-043-000-0000-6268		680.00	IAAO 102 TRAINING CLASS	208980430	Staff Training, Development	N
3	01-043-000-0000-6360		57.00	MLS MONTHLY FEES	2308	Services, Labor, Contracts, GIS Mapping	N
18	01-252-252-0000-6465		23.00	INMATE MAGSUBSC- IN FISHERMAN	23112Q0J	Inamte Welfare Supplies	N
20	01-280-000-0000-6335		46.41	EM MTNG GAS - I FALLS	3101001	Gas/Vehicle Fuel Charges	N
21	01-280-000-0000-6332		827.82	301 & 303 EM TRNG - I FALLS	3877	Hotel / Motel Lodging	N
25	01-252-003-0000-6241		50.00	KING TO BCA TRNG	42875	School Registration Fee	N
13	01-110-000-0000-6335		44.02	GAS FOR PICKUP	72650	Gas/Vehicle Fuel Charges	N
14	01-110-000-0000-6570		143.00	LAWN MOWER AND CANS	72692	Motor Fuel & Lubricants	N
15	01-110-000-0000-6570		10.68	WEED WHIP NON-OXY	72742	Motor Fuel & Lubricants	N
22	01-280-000-0000-6339		21.81	301/303 EM BREAKFAST - I FALLS	78209	Meals (Overnight)	N
9	01-053-000-0000-6241		249.00	CHATGPT TRAINING	81035	Registration Fee	N
23	01-280-000-0000-6339		25.64	301/303 LUNCH EM TRNG- I FALLS	8431	Meals (Overnight)	N
16	01-200-000-0000-6205		12.00	23001341	9500115869873209	Postage	N
17	01-200-000-0000-6205		22.80	#204 RADAR TO GET REPAIRED	9536115869873215	Postage	N
26	01-257-000-0000-6332		320.22	MACCAC DIRECTORS MTGS HOTEL 07/27/2023 07/28/2023	ACCT # 1149	Hotel / Motel Lodging	N
27	01-257-000-0000-6339		12.31	MEALS -LUNCH 07/28/2023 07/28/2023	ACCT # 1149	Meals (Overnight)	N
29	01-049-000-0000-6360		269.31	AUGUST AZURESTACK 07/01/2023 07/31/2023	G027086723	Services, Labor, Contracts	N
5462 Bremer Bank (Elan ACH)			4,421.03	24 Transactions			
1 Fund Total:			4,421.03	General Fund	1 Vendors	24 Transactions	

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Aitkin County



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

2 Reserves Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
19	5462 Bremer Bank (Elan ACH) 02-200-020-0000-6360		350.00	CALTOPO 07/01/2023 07/01/2024	861F8BB9-0002	Sheriff Search & Rescue Reserve Expe	N
	5462 Bremer Bank (Elan ACH)		350.00	1 Transactions			
2 Fund Total:			350.00	Reserves Fund	1 Vendors	1 Transactions	

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Aitkin County



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

10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6450		57.89	LITHIUM GREASE & DEGREASER	24654	Field Supplies	N
	5462 Bremer Bank (Elan ACH)		57.89	1 Transactions			
10 Fund Total:			57.89	Trust	1 Vendors	1 Transactions	

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 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
7	5462 Bremer Bank (Elan ACH) 19-521-000-0000-6230		298.80	NATURE ROCKS ADS	4715110303635416	Printing, Publishing & Adv	N
8	5462 Bremer Bank (Elan ACH) 19-522-000-0000-6241		39.00	ADMISSION UMD ASTRO CAMP	4715110303635416	Registration Fee	N
			337.80	2 Transactions			
19 Fund Total:			337.80	Long Lake Conservation Center	1 Vendors	2 Transactions	

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 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
11	5462 Bremer Bank (Elan ACH) 21-520-000-0000-6450		40.95	5 PINK TRAFFIC COUNTER BOXES	042455	Field Supplies	N
	5462 Bremer Bank (Elan ACH)		40.95	1 Transactions			
21 Fund Total:			40.95	Parks	1 Vendors	1 Transactions	
Final Total:			5,207.67	5 Vendors	29 Transactions		

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
5	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6268		16.79	GALLUP -STAFF DELVELOPMENT 08/10/2023 08/10/2023		Staff Training, Development	N
2	05-400-440-0410-6339		5.07	COMM HLTH MTG - MEALS (SP) 08/09/2023 08/09/2023		Meals (Overnight)	N
6	05-420-600-4800-6268		39.58	GALLUP -STAFF DELVELOPMENT 08/10/2023 08/10/2023		Staff Training, Development	N
1	05-420-600-4800-6332		110.37	MAFAS SEMINAR LODGING 07/27/2023 07/27/2023		Hotel/Lodging	N
3	05-420-600-4800-6339		11.96	COMM HLTH MTG - MEALS (SP) 08/09/2023 08/09/2023		Meals (Overnight)	N
7	05-430-700-4800-6268		63.57	GALLUP -STAFF DELVELOPMENT 08/10/2023 08/10/2023		Staff Training, Development	N
4	05-430-700-4800-6339		19.21	COMM HLTH MTG - MEALS (SP) 08/09/2023 08/09/2023		Meals (Overnight)	N
18	05-400-400-0402-6266		16.03	WEBEX (PUBLIC HEALTH) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
11	05-400-440-0410-6266		6.73	WEBEX (SP, CG, PA) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
15	05-400-440-0410-6266		16.03	WEBEX (EM) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
12	05-420-600-4800-6266		15.87	WEBEX (SP, CG, PA) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
16	05-420-600-4800-6266		16.03	WEBEX (JG) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
17	05-420-640-4800-6266		16.03	WEBEX (JH) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
13	05-430-700-4800-6266		25.50	WEBEX (SP, CG, PA) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
14	05-430-700-4800-6266		48.09	WEBEX (KL, JS, RP) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
20	05-430-700-4800-6266		16.04	WEBEX (ADULT SERVICES) 08/09/2023 09/08/2023	A00253389	Software Fees/License Fees	N
8	05-400-440-0410-6266		2.80	AVAILITY - JULY 2023 07/01/2023 07/31/2023	INV00973422	Software Fees/License Fees	N
9	05-420-600-4800-6266		6.60	AVAILITY - JULY 2023 07/01/2023 07/31/2023	INV00973422	Software Fees/License Fees	N
10	05-430-700-4800-6266		10.60	AVAILITY - JULY 2023 07/01/2023 07/31/2023	INV00973422	Software Fees/License Fees	N

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Aitkin County



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

5 Health & Human Services

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5462	Bremer Bank (Elan ACH)		462.90	19 Transactions		
5 Fund Total:			462.90	Health & Human Services	1 Vendors	19 Transactions

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Aitkin County



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

25 Opioid Settlement

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
19	5462 Bremer Bank (Elan ACH) 25-000-000-0000-6266		16.03	WEBEX (OPIOID) 08/09/2023 09/08/2023	A00253389	Data Processing/Computer Services	N
	5462 Bremer Bank (Elan ACH)		16.03	1 Transactions			
25 Fund Total:			16.03	Opioid Settlement	1 Vendors	1 Transactions	
Final Total:			478.93	2 Vendors	20 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	4,421.03	General Fund
2	350.00	Reserves Fund
10	57.89	Trust
19	337.80	Long Lake Conservation Center
21	40.95	Parks
All Funds	5,207.67	Total

Approved by,

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Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	5	462.90	Health & Human Services
	25	16.03	Opioid Settlement
All Funds		478.93	Total

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Total Elan pd 8/17/23 = \$5686.60

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

MANUAL 08-31-2023

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
8410 Bremer Bank							
4	01-044-904-0000-6379		636.00	HSA MONTHLY - JULY 2023	0001790073-IN	Flex Services, Labor, Etc.	N
3	01-044-904-0000-6360		17.44	MED FSA CLAIMS 2023	08/24/2023	Flex Plan Withdrawals	N
6	01-044-904-0000-6360		10.00	MED FSA CLAIMS 2023	08/27/2023	Flex Plan Withdrawals	N
7	01-044-904-0000-6360		625.02	DEP CARE FSA CLAIMS 2023	08/28/2023	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		7.30	MED FSA CLAIMS 2023	08/28/2023	Flex Plan Withdrawals	N
11	01-044-904-0000-6360		11.46	MED FSA CLAIMS 2023	08/30/2023	Flex Plan Withdrawals	N
8410 Bremer Bank			1,307.22	6 Transactions			
1 Fund Total:			1,307.22	General Fund	1 Vendors	6 Transactions	

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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
8410 Bremer Bank							
5	21-520-000-0000-5510		220.00	CAMP REFUND - DIBBLE	A - 6437	Co. Parks Campground Fees	N
2	21-520-000-0000-5510		50.00	CAMPING REFUND - SCHNEIDER	A - 7019	Co. Parks Campground Fees	N
1	21-520-000-0000-5510		10.00	CAMPING REFUND - TAYLOR	B - 7003	Co. Parks Campground Fees	N
10	21-520-000-0000-5510		50.00	CAMP REFUND - HYBERGER	J - 6221	Co. Parks Campground Fees	N
9	21-520-000-0000-5510		80.00	CAMP REFUND - HYBERGER	J - 6244	Co. Parks Campground Fees	N
8410 Bremer Bank			410.00	5 Transactions			
21 Fund Total:			410.00	Parks	1 Vendors	5 Transactions	
Final Total:			1,717.22	2 Vendors	11 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	1,307.22	General Fund
	21	410.00	Parks
All Funds		1,717.22	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Investment Report - Information Only

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

Investment Report as of July 2023

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Information only.

Financial Impact:

Is there a cost associated with this request? Yes No

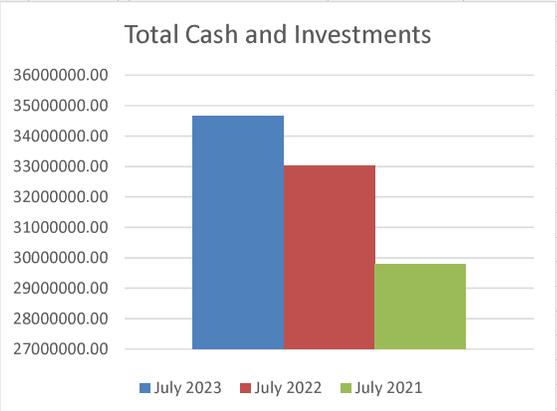
What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

AITKIN COUNTY INVESTMENT REPORT **JULY** **2023**
Lori Grams County Treasurer

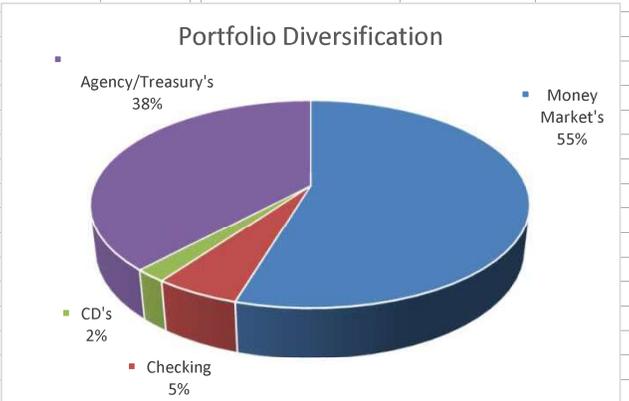
Bk#	Bank	InvestmentType	Purchased	Maturity Date	Interest Rate	Balance
104	Magic	MonMkt	-	-	5.07	\$13,774,565.64
110	Bremer	Checking	-	-	0.00	\$1,333,975.07
112	Bremer Payroll	Checking	-	-	0.00	\$500,000.00
147	Magic Judicial Ditch 2	MonMkt	-	-	5.07	\$1,234.09
148	Magic Ditch 30	MonMkt	-	-	5.07	\$28,192.89
177	Magic 18.937 Env Trust	MonMkt	-	-	5.07	\$21,822.78
189	Bremer	MonMkt	-	-	4.70	\$2,883,779.33
323	WFA Money Market	MonMkt	-	-	4.37	\$0.00
190	Bremer MM-AR	MonMkt	-	-	4.70	\$1,948,992.92
178	Magic (PZ AgBMP)	MonMkt	-	-	5.07	\$25,838.70
191	MBS MM	MonMkt	-	-	0.00	\$249,000.00
492	WFA	FHLMC	11/24/2020	11/24/2023	0.32	\$1,000,000.00
493	WFA	FHLB	11/25/2020	11/25/2025	0.43	\$1,000,000.00
494	WFA	CD	12/18/2020	12/18/2023	0.35	\$245,000.00
495	WFA	FHLB	3/3/2021	3/3/2026	0.82	\$1,200,000.00
496	WFA	FHLB	3/16/2021	3/16/2026	1.09	\$2,000,000.00
497	WFA	FHLB	4/28/2021	4/28/2026	2.13	\$1,000,000.00
498	WFA	FHLB	5/12/2021	5/12/2026	0.94	\$1,000,000.00
499	WFA	FHLB	5/27/2021	5/27/2026	0.80	\$1,000,000.00
500	WFA	FHLB	6/30/2021	6/30/2026	0.71	\$2,000,000.00
501	WFA	FHLB	7/13/2021	7/13/2026	1.20	\$1,000,000.00
502	WFA	FHLB	10/13/2021	10/13/2026	1.21	\$1,000,000.00
503	WFA	FHLB	11/24/2021	11/24/2026	1.08	\$1,000,000.00
504	MBS 18.937 Env Trust	CD	5/9/2023	5/8/2026	4.60	\$225,000.00
505	MBS 18.937 Env Trust	CD	5/16/2023	5/15/2026	4.60	\$225,000.00

Total Cash & Investments	July 2023	\$34,662,401.42
Total Cash & Investments	July 2022	\$33,018,526.88
Total Cash & Investments	July 2021	\$29,778,319.44



2023 YTD INTEREST THRU JULY 2023	\$414,674.47
2022 INTEREST THRU JULY 2022	\$81,636.03
2022 TOTAL INTEREST	\$240,563.00
2021 INTEREST THRU JULY 2021	\$36,317.22
2021 TOTAL INTEREST	\$94,507.66

Investment Portfolio July 2023	
Money Market's	\$18,933,426.35
Checking	\$1,833,975.07
CD's	\$695,000.00
Agency/Treasury's	\$13,200,000.00
Total	\$34,662,401.42





Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: September 12, 2023

Title of Item: Approve 2022 EMPG Agreement

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

Submitted by: Dan Guida	Department: Sheriff's Office
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Presenter (Name and Title): Dan Guida, County Sheriff	Estimated Time Needed: N/A
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Summary of Issue:

Emergency Management Performance Grant (EMPG).

See attached memo and agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Recommend authorizing Board Chair and County Administrator to sign the EMPG agreement with the State of MN for this funding.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

This is a budgeted revenue item.

DANIEL G. GUIDA

AITKIN COUNTY SHERIFF

218 1st St. N.W.

Aitkin, MN 56431

218-927-7435 / 1-888-900-2138

Emergency 911

Sheriff Fax: 218-927-7359 / Dispatch Fax: 218-927-6887

MEMO

TO: Aitkin County Board of Commissioners DATE: September 5, 2023
FROM: Sheriff Dan Guida RE: EMPG Grant

Attached is the annual Emergency Management Performance Grant (EMPG) award for the year 2022. The award amount for 2022 is \$24,071.

This grant does not totally fund our emergency management activities, rather it offsets some of the costs. I am looking for authorization to have the Board Chair and the County Administrator sign this agreement with the State of Minnesota for this funding.

Please let me know if you have any questions. Thank you.



Minnesota Department of Public Safety (“State”) Homeland Security and Emergency Management Division 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190	Grant Program: 2022 Emergency Management Performance Grant Grant Contract Agreement No.: A-EMPG-2022-AITKINCO-002
Grantee: Aitkin County 307 2nd Street NW Aitkin, MN 56431	Grant Contract Agreement Term: Effective Date: 01/01/2022 Expiration Date: 12/31/2023
Grantee’s Authorized Representative: Aitkin County Sheriff’s Office / Emergency Management ATTN: Sheriff Dan Guida – Emergency Management Director 218 1 st Street NW Aitkin, MN 56431 Phone: 218-927-7417 E-mail: dan.guida@co.aitkin.mn.us	Grant Contract Agreement Amount: Original Agreement \$ 24,071.00 Matching Requirement \$ 24,071.00
State’s Authorized Representative: Homeland Security and Emergency Management ATTN: Ms. Kyle Temme 445 Minnesota Street, Suite 223 St. Paul, MN 55101-2190 Phone: 651-201-7420 E-mail: kyle.temme@state.mn.us	Federal Funding: CFDA/ALN: 97.042 FAIN: EMC-2022-EP-00007 State Funding: Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

Term: The creation and validity of this grant contract agreement conforms with Minn. Stat. §16B.98 Subdivision 5. Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. §16B.98, Subdivision 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2022 Emergency Management Performance Grant Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 223. St. Paul, MN 55101-2190. The Grantee shall also comply with all requirements referenced in the 2022 Emergency Management Performance Grant Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

Budget Revisions: The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.



Matching Requirements: (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee’s Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: _____

Date: _____

3. STATE AGENCY

Signed: _____
(with delegated authority)

Title: _____

Date: _____

Grant Contract Agreement No./ P.O. No. A-EMPG-2022-AITKINCO-002 / P.O. No. 3000084168

Project No.: N/A

2. GRANTEE

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

Signed: _____

Print Name: J. Mark Wedel

Title: Aitkin County Commissioner Chair

Date: September 12, 2023

Signed: _____

Print Name: Jessica Seibert

Title: County Administrator

Date: September 12, 2023

Signed: _____

Print Name: Dan Guida

Title: County Sheriff

Date: September 12, 2023

Distribution: DPS/FAS
Grantee
State's Authorized Representative

2022 (EMPG) Emergency Management Performance Grant

Budget Summary (Report)

Organization:
Aitkin County

EXHIBIT A
A-EMPG-2022-AITKINCO-002

Budget		
Budget Category	Award	Match
Organization		
EM Dept salaries and fringe benefits	\$24,071.00	\$24,071.00
Total	\$24,071.00	\$24,071.00
Total	\$24,071.00	\$24,071.00
Allocation	\$24,071.00	\$24,071.00
Balance	\$0.00	\$0.00



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve Ratify Settlement Agreement

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

Submitted by: Bobbie Danielson	Department: Human Resources
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Seeking Board approval to ratify a separation agreement and release of all claims in the amount of \$329.76, subject to all usual and customary payroll taxes and withholdings. Employee shall also be paid for all unused and accrued PTO hours (56 hours) by policy. Agreement has been signed by the employee and by the County Administrator.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Motion to approve Separation Agreement and Release of all Claims on this 12th day of September, 2023.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 329.76 lump sum + PTO pay out
 Is this budgeted? Yes No *Please Explain:*
 This expense will be covered in the department's 2023 budget.



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve County VSO Operational Enhancement Grant Program

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

Aitkin County Veteran Services is eligible to receive a CVSO Operational Enhancement Grant for FY23 in the amount of \$10,000 from the MN Department of Veterans Affairs.

The purpose of this grant is to enhance the operations of the Aitkin County Veterans Service Office. The grant can be used for outreach, marketing, enhancement of services to veterans, transportation and office equipment.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

The Aitkin County Veterans Service Office recommends to accept the grant funds for the CVSO Operational Enhancement Grant.

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: September 12, 2023

Title of Item: Approve Public Notice - RFP Snow Removal Bids

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

Submitted by: Jim Bright	Department: Maintenance
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Presenter (Name and Title): Jim Bright, Facilities Coordinator	Estimated Time Needed: N/A
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Summary of Issue:

Aitkin County is seeking out bids, request for proposals, for snow removal according to set specifications outlined in attached documents.

A public notice will be placed in the Aitkin Independent Age on September 20 and 27, 2023. Those contractors interested are to contact the Facilities Coordinator, Jim Bright. Bids will then be presented for approval at a future meeting.

See attachments.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Recommendation to approve the Public Notice for receiving bids to plow the Aitkin County Government Center campus.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

Snow Plow Specifications for Aitkin County Government Center

LOCATION: 307 2nd St. NW, Aitkin, MN 56431

TIME PERIOD COVERED BY AGREEMENT: October 15th, 2023 to May 15th, 2024

THE CONTRACTOR AGREES:

1. Plow the following:
 - a. North parking lot & entrances
 - b. Jail Sally port
 - c. South parking lot
 - d. Entrance between Jail and HHS
 - e. Angled parking lots on 1st Street NW
 - f. Sidewalk area on 2nd Street NW, 2nd Ave NW and 1st Street NW
2. When a snow event occurs overnight, plowing must be done by 7:00 AM
3. Report problems, damaged signs, vandalism, etc, to Facilities Coordinator
4. Provide all equipment, supplies, materials, etc needed to perform the required work at no additional cost to Aitkin County.
5. Hire, supervise, pay, and have adequate Worker's Compensation, security, required insurance coverage for labor, and transportation to and from worksite.
6. **The contractor must meet Aitkin County requirements for contractors insurance. The policy must contain a contractual liability endorsement covering the contractor's indemnity obligation to Aitkin County, its officers, agents and employees, pursuant to the contract.**
7. Each month, an invoice must be submitted to Aitkin County for dates service was completed. No payment will be made without an invoice. Before payment is made to the contractor, work will be checked and must be done to the satisfaction of Aitkin County personnel.

AITKIN COUNTY RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

Name of Bidder: _____

Address: _____ Phone: _____

Email: _____

To plow all specified areas of campus, I hereby bid \$_____ per snow event under 6"

To plow all specified areas of campus, I hereby bid \$_____ per snow event Over 6"

Signed: _____ Dated: _____

Service Agreement
SECTION ONE

RECITALS

WHEREAS, the County and the Independent Contractor mutually agree that services to be performed by the undersigned shall be performed as an Independent Contractor and not as an employee, officer, or agent of the County;

WHEREAS, the Independent Contractor is prepared to perform services for the County;

WHEREAS, there are funds available for the purchase of these services;

NOW, THEREFORE, in consideration of the mutual undertakings and agreements hereinafter set forth, the County, through the Department, and the Independent Contractor agree as follows:

1) **Term and Cost of the Agreement**

The Independent Contractor agrees to furnish services on behalf of the County during the period commencing upon receipt of signed contract and terminating May 15th, 2024.

2) **Services to be Provided**

The Independent Contractor is responsible for inspecting any Agreement sites prior to signing this Agreement and accepts the specified sites as being satisfactory to perform the services of the Agreement without risk to person or property.

The Independent Contractor agrees that it shall furnish all materials, labor, and equipment, tools and other items necessary for the performance of the contractual undertaking that it has assumed herein. The Independent Contractor agrees that it has a substantial economic investment in tangible assets used in performing the services hereunder. Independent Contractor shall serve as the sole employer with respect to any of the employees employed by the Independent Contractor for the performance of the services required hereunder.

The parties agree that the County shall initially designate the work to be performed. It shall also make a final inspection within a reasonable period of time after the Independent Contractor claims that the work has been completed so final payment can be made. All work shall be performed in a workmanlike manner.

3) **Payment for Services**

Payment for services shall be made directly to the Independent Contractor after completion of services upon the presentation of a claim in the manner provided by law for payment of claims against the County.

4) **Independent Contractor Status**

That at all times and for all purposes hereunder, Independent Contractor shall be an independent contractor and is not an employee, official, or agent of the County for any purpose. No statement contained in this Agreement shall be construed so as to find Independent Contractor to be an employee, official, or agent of the County, and Independent Contractor shall not be entitled to any of the rights, privileges, or benefits of employees of the County, including but not limited to, workers' compensation, health/death benefits, and indemnification for third-party personal injury/property damage claims.

Independent Contractor acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Independent Contractor and that it is Independent Contractor's sole obligation to comply with the applicable provisions of all Federal and State Tax laws.

Independent Contractor shall at all times be free to exercise initiative, judgment and discretion as to how to best perform or provide services identified herein. The parties agree that the Independent Contractor shall have sole control over the means and manner of performance of the Independent Contractor's obligations hereunder including, but not limited to the method, time, hours, days to be worked and other details of performance (subject to the specifications in Sections Two and Three). The County reserves the right to inspect the job site for the sole purpose of ensuring that the end result shall be or has been accomplished and the specifications of Sections Two and Three met. The County takes no responsibility for the supervision or direction of the performance of any of the services to be performed by the Independent Contractor or of its employees or subcontractors. Independent Contractor shall serve as the sole employer with respect to any of the employees employed by the Independent Contractor for the performance of the services required hereunder. The County further agrees that it shall exercise no control over the selection and dismissal of the Independent Contractor's employees.

Independent Contractor is responsible for hiring sufficient workers to perform the services/duties required by this contract, withholding their taxes, and paying all other employment tax obligations on their behalf.

The Independent Contractor shall comply with all federal, state, county or other government regulations or laws, including, but not limited to, the Fair Labor Standards Act, the Wage and Hour Laws, the Occupational Safety and Health Act and the Equal Opportunity laws.

5) **Indemnification and Insurance**

The Independent Contractor agrees it will defend, indemnify and hold harmless the County, its officers, agents, and employees against any and all liability, loss, costs, damages and expenses which the County, its officers, agents, or employees may hereafter sustain, incur, or be required to pay arising out of the Independent Contractor's performance or failure to adequately perform its obligations pursuant to this Agreement.

Independent Contractor further agrees that in order to protect itself as well as the County under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force the following:

- a) Any policy obtained and maintained under this clause shall provide that it shall not be cancelled, materially changed, or not renewed without thirty days' prior notice thereof to the County.
- b) Workers' Compensation Insurance.

The following insurance must be maintained for the duration of this Agreement.

5.1. General Liability Insurance

- 5.1.1 \$500,000 for claims for wrongful death and each person for other claims
\$1,500,000 each occurrence
No less than \$2,000,000 aggregate

5.2. Business Automobile Liability Insurance

- 5.2.1. \$500,000 each person
\$1,500,000 each occurrence
No less than \$2,000,000 aggregate
- 5.2.2. Must cover owned, non-owned, and hired vehicles.

5.3. Workers' Compensation Per Statutory Requirements

- 5.3.1. County reserves the right to rescind any contract not in compliance with these requirements and retains all rights thereafter to pursue any legal remedies against bidder.

Prior to the effective date of this contract, and as a condition precedent to this Agreement, the Independent Contractor will furnish the County with Certificates of Insurance listing the County as a certificate holder. A Certificate of Insurance for each policy must be on file with the County Land Department within 10 days of execution of this Agreement and prior to commencement of any work under this Agreement. Each certificate must include a 10-day notice of cancellation, nonrenewal, or material change to all named and additional insureds. The County reserves the right to rescind any agreement not in compliance with these requirements and retains all rights thereafter to pursue any legal

remedies against Independent Contractor. All insurance policies shall be open to inspection by the County, and copies of policies shall be submitted to the County upon written request. All subcontractors shall provide evidence of similar coverage.

6) **Data Practices**

All data collected, created, received, maintained, or disseminated for any purposes by the activities of Independent Contractor because of this contract is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.

7) **Records-Availability and Retention**

Pursuant to Minn. Stat. § 16C.05, subd. 5, the Independent Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonable deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Independent Contractor and involve transactions relating to this Agreement.

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

8) **Merger and Modification**

- a) It is understood and agreed that the entire Agreement between the parties is contained here and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.
- b) Any material alterations, variations, modifications, or waivers of provisions of this Agreement shall be valid only when they have been reduced to writing as an amendment and signed by the parties.

9) **Default and Cancellation**

- a) If the Independent Contractor fails to perform any of the provisions of this Agreement or so fails to administer the work as to endanger the performance of the Agreement, this shall constitute default.

Unless the Independent Contractor's default is excused, the County, through the Department, may, upon written notice, immediately cancel this Agreement in its entirety.

Further, upon the Independent Contractor's default, the County shall have the right to retain the bidder's bond submitted by the Independent Contractor, and to pursue any and all legal remedies.

- b) This Agreement may be cancelled with or without cause by either party upon thirty days' written notice.

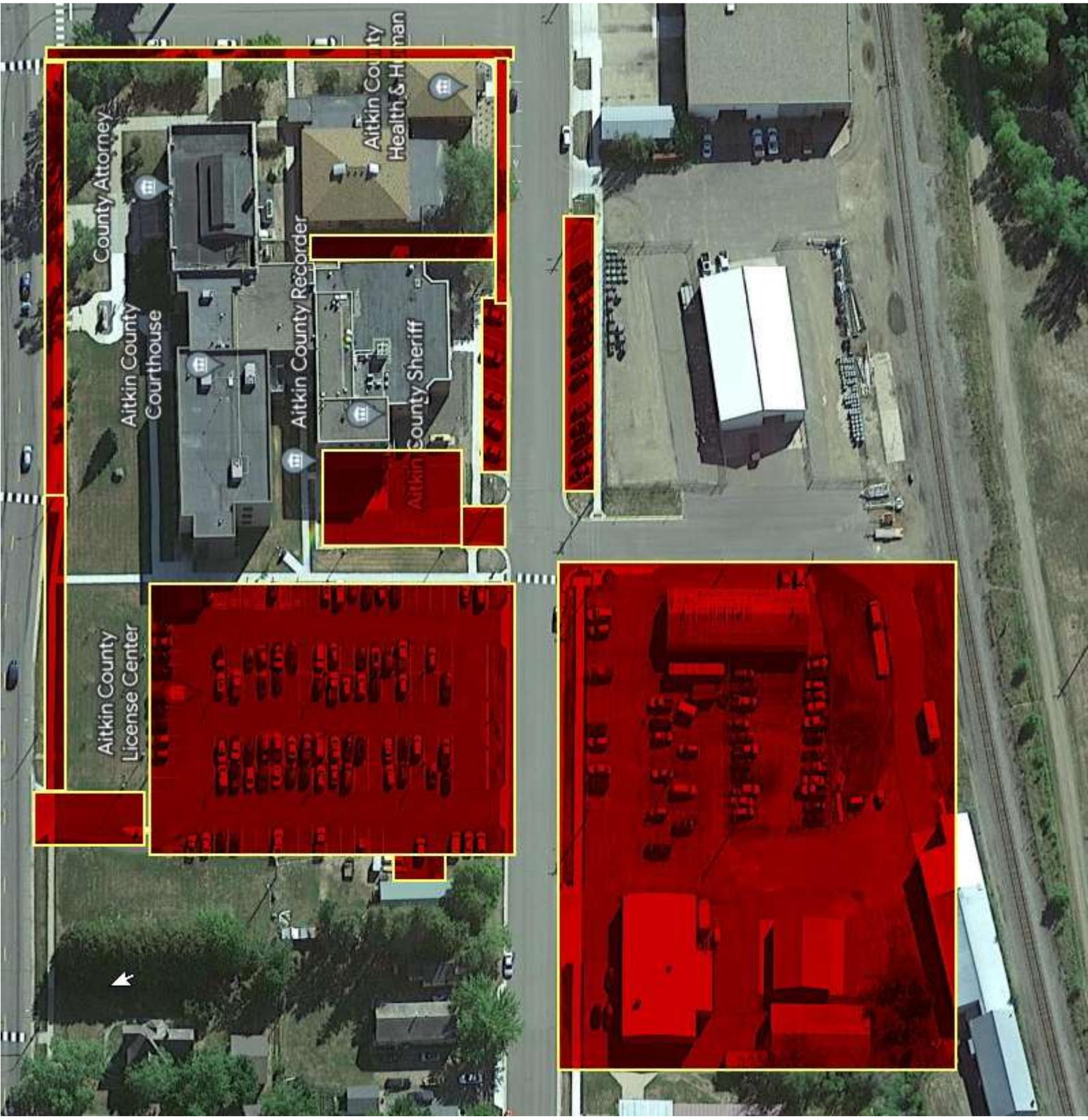
10) **Subcontracting and Assignment**

Independent Contractor shall not enter into any subcontract for performance of any services contemplated under this Agreement without the prior written approval of the County through its Land Commissioner or Assistant Land Commissioner, and subject to such conditions and provisions as the County may deem necessary. The Independent Contractor shall be responsible for the performance of all subcontractors.

11) **Nondiscrimination**

During the performance of this Agreement, the Independent Contractor agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, sexual orientation or national origin be excluded from full employment rights in, participation in, be denied the benefits of or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.



County Attorney

Aitkin County Courthouse

Aitkin County Recorder

Aitkin County Sheriff

Aitkin County Health & Human Services

Aitkin County License Center

Aitkin

STOP

AITKIN COUNTY
AITKIN, MINNESOTA
SNOW PLOWING
CLOSING DATE: September 29th, 2023
ADVERTISEMENT FOR BIDS

Sealed bids will be received until 11:00 AM on Friday, September 29, 2023 at the office of Jim Bright, Facilities Coordinator – 209 2nd St. NW, Aitkin, MN 56431 for snow plowing of the main courthouse facilities. Specifications and map can be obtained by contacting Jim Bright at 218-927-7363 or by emailing jim.bright@co.aitkin.mn.us Proposals will be opened and read publicly at the office of Jim Bright, Facilities Coordinator immediately after the hours set for receiving bids. The County reserves the right to reject any or all bids and to waive any irregularities thereof.

Published in the
Aitkin Independent Age
September 20th, 27th, 2023



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Accept Search & Rescue Donation - VFW Post 1727

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

Submitted by: Dan Guida, County Sheriff	Department: Sheriff's Office
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

The Roberts-Glad VFW Post #1727 of Aitkin has made a \$500.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases and future searches.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend that the Board of Commissioners adopt the resolution to accept the donation.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Accept Donation - SAR - Hill City Lions Club

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

Submitted by: Dan Guida	Department: Sheriff's Office
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
---	--------------------------------------

Summary of Issue:

The Hill City Lions Club has made a \$100.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with project purchases and future searches.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend adoption of resolution in accepting donation to SAR.

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: September 12, 2023

Title of Item: Accept Donation - SAR - Tamarack Sno-Flyers, Inc.

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

Submitted by: Dan Guida	Department: Sheriff's Office
-----------------------------------	--

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

The Tamarack Sno-Flyers, Inc. have made a \$5,000.00 donation to the all-volunteer Aitkin County Search & Rescue group to assist with a drone purchase for future searches.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend adoption of resolution in accepting donation to SAR.

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: September 12, 2023

Title of Item: Accept Donation to Sheriff's Office - Deloris Goetzke

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

Submitted by: Dan Guida, County Sheriff	Department: Sheriff's Office
---	--

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Accept donation of \$75 to the Aitkin County Sheriff's Office from private citizen, Ms. Deloris Goetzke. Ms. Goetzke's annual donation is used for children's safety and drug education materials that are distributed by the Aitkin County Sheriff's Office.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Recommend that the Board of Commissioners adopt the resolution to accept the donation.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED September 12, 2023

By Commissioner: xxx

20230912-xxx

Accept Donation – Sheriff’s Office - Ms. Deloris Goetzke

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:

Ms. Deloris Goetzke, a private citizen \$75.00

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

Ms. Deloris Goetzke Aitkin County Sheriff’s Office

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 seconded 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 12th day of September 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12th day of September 2023

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve License to Sell Tobacco Products - Kellermann Miller Enterprises

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

Submitted by: Christy M. Bishop	Department: Auditor's Office
---	--

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

Summary of Issue:

A new application for license to sell tobacco products for the period ending March 31, 2024 for Kellermann Miller Enterprises, Inc, dba Mark's Bar- City of McGregor.

Approval is subject to completion of all paperwork and signatures on same for Kellermann Miller Enterprises.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to adopt resolution for approval of application for license to sell tobacco products for Kellermann Miller Enterprises, Inc, dba Mark's Bar- City of McGregor.

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 September 12, 2023

By Commissioner: xxx

20230912-xxx

Approve License to Sell Tobacco Products – Kellermann Miller Enterprises

WHEREAS, application approval is subject to the completion of all paperwork in full.

WHEREAS, license is valid upon approval through the period ending March 31, 2024.

NOW THEREFORE BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the application for license to sell tobacco products through the period ending March 31, 2024 to Kellermann Miller Enterprises, Inc. dba Mark’s Bar – 148 W Highway 210 McGregor, MN 55760, City of McGregor.

Commissioner xxx seconded 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 12th day of September 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 12th day of September 2023

Jessica Seibert
County Administrator

KMR1
9/6/23

2:08PM

Aitkin County



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

R&B CONTRACTS 9-8-2023

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 **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
303	DEPT			R&B Highway Maintenance			
15330	FERGUSON AGGREGATE & CRUSHING, INI						
	03-303-000-0000-6519		65,740.09	CONTRACT 20229 - PMT 3	CONTRACT PMT 3	Gravel & Royalties	N
	03-303-000-0000-6519		95,529.11	CONTRACT 20229 - PMT 3	CONTRACT PMT 3	Gravel & Royalties	N
15330	FERGUSON AGGREGATE & CRUSHING, INI		161,269.20	2 Transactions			
303	DEPT Total:		161,269.20	R&B Highway Maintenance	1 Vendors	2 Transactions	
307	DEPT			R&B Capital Infrastructure			
9911	KGM CONTRACTORS INC						
	03-307-000-0000-6262		818,017.50	CONTRACT 20231 - PMT 3	CONTRACT PMT 3	Contract Payments	N
9911	KGM CONTRACTORS INC		818,017.50	1 Transactions			
9457	Marvin Tretter, Inc						
	03-307-000-0000-6262		156,587.01	CONTRACT 20228 - PMT 4	CONTRACT PMT 4	Contract Payments	N
9457	Marvin Tretter, Inc		156,587.01	1 Transactions			
307	DEPT Total:		974,604.51	R&B Capital Infrastructure	2 Vendors	2 Transactions	
3	Fund Total:		1,135,873.71	Road & Bridge		4 Transactions	
	Final Total:		1,135,873.71	3 Vendors	4 Transactions		

Aitkin County

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



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	3	1,135,873.71	Road & Bridge
All Funds		1,135,873.71	Total

Approved by,

.....

.....



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Presentation of Sheriff's Office 2024 Budget - Discussion Only

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Sheriff Dan Guida	Department: Sheriff's Office
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Presenter (Name and Title): Dan Guida, County Sheriff	Estimated Time Needed: 30 minutes
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Summary of Issue:

Presentation of 2024 Sheriff's Office budget.

Alternatives, Options, Effects on Others/Comments:

N/A

Recommended Action/Motion:

Discussion Only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

		2022 Budget	2023 Budget	2024 Budget
ENFORCEMENT				
<u>Credit Accounts</u>				
200-5307	Police State Aid	(145,000)	(145,000)	(145,000)
200-5308	Police Officer Training	(15,000)	(15,000)	(15,000)
200-5310	State Grants - OT Grant	(68,138)	(68,138)	(68,138)
200-5517	Reimbursed Tow Fees			
200-5530	Sheriff's Fees	(13,000)	(9,000)	(9,000)
200-5531	Welfare	-		
200-5532	Mileage	(9,000)	(9,000)	(9,000)
200-5533	Alarm	(2,500)	(2,500)	(2,500)
200-5613	Restitution	(4,500)	(4,500)	(4,500)
200-5760	Contributions-Restricted-Officer Safety			
200-5840	Misc. Receipts	(140,000)	(140,000)	(140,000)
200-5861	Misc. Insurance Reims.	(46,000)	(46,000)	(46,000)
200-5920	Sale of Capital Assets/Squads	(5,000)	(5,000)	(5,000)
<u>Staffing Expenses</u>				
200-6101	Salaries-Full Time	1,537,247	1,629,434	1,640,564
200-6102	Salaries-PartTime			
200-6108	Meals (not overnight)	100	100	100
200-6109	Overtime Salaries	108,000	108,000	108,000
200-6110	Holiday Pay	60,000	60,000	60,000
200-6124	Medicare (employer - 1.45%)	23,586	23,627	25,354
200-6148	Employer Deduct Contr HSA	9,645	67,400	52,940
200-6150	Health Ins. (employer)	313,222	296,766	295,458
200-6152	Life Ins. (employer)	2,014	2,498	1,719
200-6154	Long Term Dis. (employer)	4,179	4,164	4,403
200-6155	Long Term Dis. (employee)			
200-6156	ID Theft Protection	3,002	3,002	3,002
200-6157	Retiree Health Insurance		12,290	7,169
200-6159	PERA (16.2% dep, 7.5% coord)	251,436	258,991	281,514
200-6165	FICA (emp) (6.20%)	31,972	17,558	17,007
200-6169	MNSCP in lieu of Health Ins		-	9,800
200-6171	Workers Comp (10%)	25,331	25,703	28,280

Enforcement Expenses

		2022 Budget	2023 Budget	2024 Budget
200-6180	Clothing Allowance	7,000	7,000	7,000
200-6205	Postage & Freight	1,800	1,800	1,800
200-6211	Net VI Task Force			
200-6190	Gym Membership			
200-6220	Telephone	22,000	23,000	23,000
200-6230	Printing, Publishing, Advertising	600	600	600
200-6240	Dues	5,000	5,000	5,000
200-6241	Registration Fee	500	500	500
200-6254	Utilities			
200-6260	Professional Consulting	1,500	10,000	10,000
200-6272	Physical Exam (employees)	1,500	1,500	1,500
200-6301	Rentals			
200-6302	Car Maintenance/Equipment	45,000	48,000	48,000
200-6314	Radio Maintenance			
200-6330	Transportation, Travel, Parking	-	-	-
200-6332	Hotels/Motels	-	-	-
200-6335	Gas & Oil	68,500	140,000	140,000
200-6340	Meals (overnight)	-	-	-
200-6342	Office Equip Rental/Contracts		2,050	2,050
200-6352	Insurance	69,499	77,135	83,497
200-6359	Wrecker Service	5,000	5,000	5,000
200-6360	Services, Labor, Contracts	28,000	30,000	45,000
200-6374	Auto & Trailer License	100	100	100
200-6405	Office Supplies	8,500	8,500	8,500
200-6409	Deputy Supplies	15,000	15,000	15,000
200-6590	Repair & Maintenance Supp			
200-6610	Equipment & Radios	50,000	50,000	50,000
200-6620	Auto, Trailers, Snowmobiles	160,000	160,000	120,000
200-6625	Office Equipment	5,000	5,000	5,000
200-6630	Misc. Capital Outlay	10,000	10,000	10,000

Education

200-003-6200	Sheriff Training			
200-003-6241	Registration Fee	8,000	8,000	8,000
200-003-6330	Transportation, Travel & Parking	500	500	500
200-003-6332	Hotels/Motels	2,000	2,000	2,000
200-003-6335	Gas & Oil	200	200	200
200-003-6339	Meals (overnight)	500	500	500
Canine				

		2022 Budget	2023 Budget	2024 Budget
200-019-5760	Donations	(100)	(100)	(100)
200-019-5840	Misc. Receipts (forfeiture funds)			
200-019-6360	Services, Labor, Contracts	3,000	3,000	3,000
200-019-6240	Dues	100	100	100
200-019-6241	Registration Fees			
200-019-6332	Hotel/Motel, Lodging	300	300	300
200-019-6340	Meals			
200-019-6352	Insurance			1,000
200-019-6405	Office Supplies		1,000	1,000
200-019-6460	Deputy (K-9) Supplies	1,000		1,500
200-019-6511	Gas			
200-019-6610	Equipment			
Sheriff's Posse				
200-020-5830	Misc. Receipts			
200-020-6360	Posse Supplies			
Major Crime Investigation/Trial				
200-030-6231	Crime Invest./Trial			
Gun Permits				
200-039-5840	Gun Permit Fees			
200-039-6409	Gun Permit Supplies			
D.A.R.E.				
200-081-6220	Refunds			
200-081-6409	D.A.R.E. Supplies			
		2,441,595	2,681,080	2,690,719

		2022 Budget	2023 Budget	2024 Budget
Boat & Water				
Credit Accounts				
202-2540	Fund Balance			
202-5310	B & W Supplemental Grant (OT)	(6,375)	(5,500)	(5,500)
202-5315	Boat & Water Safety Grant	(22,000)	(20,903)	(25,113)
202-5840	Misc. Receipts	(100)	(100)	(100)
Staffing Expenses				
202-6101	Salaries-Full Time	60,275	64,320	68,183
202-6102	Salaries-PartTime			
202-6109	Overtime Salaries	7,100	7,100	5,000
202-6110	Holiday Pay	741	741	741
202-6124	Medicare (employer 1.45%)	874	933	989
200-6148	Employer Deduct Contr HSA			
202-6150	Health Ins. (employer)	7,030	7,200	9,769
202-6152	Life Ins. (employer)	57	53	55
202-6154	Long Term Dis. (emp)	95	95	101
202-6156	ID Theft Protection	74	74	74
202-6159	PERA	5,730	6,101	6,699
202-6165	FICA (emp)	3,737	1,851	2,036
202-6171	Workers Comp	1,030	1,044	1,149
B & W Enforcement Expenses				
202-6180	Clothing Allowance	800	800	800
202-6205	Postage & Freight			
202-6220	Telephone	400	400	400
202-6230	Printing, Publishing, Advertising	150	150	150
202-6254	Utilities	300	300	300
202-6272	Physical Exam (employees)	400	400	-
202-6302	Car Maintenance/Equipment	4,000	4,000	4,000
202-6314	Radio Maintenance	-		
202-6335	Gas & Oil	4,000	8,000	8,000
202-6352	Insurance	2,054	1,835	2,600

		2022 Budget	2023 Budget	2024 Budget
202-6359	Wrecker Service			
202-6360	Services, Labor, Contracts	2,500	2,500	1,500
202-6374	Auto & Trailer License	150	150	150
202-6405	Supplies	350	350	350
202-6409	Field Supplies	1,000	1,000	1,000
202-6610	Equipment	3,000	3,000	2,000
202-6617	Radio Equipment	1,500	1,500	
202-6620	Auto, Trailers, Snowmobiles		20,000	20,000
202-6625	Office Equipment			
<hr/>				
202-6630	Misc. Capital Outlay			
<hr/>				
<u>Education</u>				
202-003-6200	Sheriff Training			
202-003-6241	Registration Fee			
202-003-6330	Transportation, Travel & Parking			
202-003-6331	Law Enforcement Training School			
202-003-6332	Hotels/Motels			
202-003-6340	Meals (overnight)			
202-003-6511	Gas & Oil			
<hr/>				
		78,872	107,394	105,333

		2022 Budget	2023 Budget	2024 Budget
Snowmobile				
<u>Credit Accounts</u>				
203-2540	Fund Balance			
203-5315	Snowmobile Grant	(5,946)	(5,998)	(6,070)
203-5840	Misc. Receipts	(30)	(30)	(30)
<u>Staffing Expenses</u>				
203-6101	Salaries-Full Time	22,245	23,697	25,620
203-6102	Salaries-PartTime			
203-6109	Overtime Salaries	400	400	400
203-6110	Holiday Pay	864	865	865
203-6124	Medicare (employer 1.45%)	323	344	372
200-6148	Employer Deduct Contr HSA	-		
203-6150	Health Ins. (employer)	4,831	4,950	6,796
203-6152	Life Ins. (employer)	39	37	34
203-6154	Long Term Dis. (emp)	66	65	71
203-6156	ID Theft Protection	51	51	51
203-6159	PERA	3,937	4,194	4,660
203-6171	Workers Comp	400	406	447
<u>Snowmobile Enforcement Expenses</u>				
203-6180	Clothing Allowance	300	300	300
203-6205	Postage & Freight			
203-6220	Telephone	320	400	400
203-6230	Printing, Publishing, Advertising			
203-6240	Dues			
203-6241	Registration Fee			
203-6254	Utilities			
203-6260	Professional Consulting			
203-6301	Rentals			
203-6302	Car & Snowmobile Maintenance	2,500	3,000	3,000
203-6314	Radio Maintenance			
203-6335	Gas & Oil	1,800	3,600	3,600
203-6352	Insurance			

		2022 Budget	2023 Budget	2024 Budget
203-6359	Wrecker Service			
203-6360	Services, Labor, Contracts	500	500	500
203-6372	Physical Exam (employees)			
203-6374	Auto & Trailer License	30	30	30
203-6405	Office Supplies			
203-6462	Field Supplies	200	200	200
203-6610	Equipment			
203-6617	Radio Equipment			
203-6620	Auto, Trailers, Snowmobiles			
<hr/>				
203-6480	Misc. Capital Outlay	4,000	4,000	4,000
<hr/>				
Education				
<hr/>				
203-003-6200	Sheriff Training			
203-003-6241	Registration Fee			
203-003-6330	Transportation, Travel & Parking			
203-003-6331	Law Enforcement Training School			
203-003-6332	Hotels/Motels			
203-003-6335	Gas & Oil			
203-003-6339	Meals (overnight)			
<hr/>				
		36,830	41,011	45,246

		2022 Budget	2023 Budget	2024 Budget
ATV				
Credit Accounts				
204-5315	ATV Grant	(12,500)	(13,192)	(11,134)
204-5840	Misc. Receipts			
Staffing Expenses				
204-6101	Salaries-Full Time	12,810	13,644	14,412
204-6102	Salaries-PartTime			
204-6109	Overtime Salaries	2,100	2,100	2,100
204-6110	Holiday Pay	741	741	741
204-6124	Medicare (employer 1.45%)	186	198	201
200-6148	Employer Deduct Contr HSA			
204-6150	Health Ins. (employer)	2,782	2,850	3,823
204-6152	Life Ins. (employer)	23	23	20
204-6154	Long Term Dis. (emp)	23	23	71
204-6156	ID Theft Protection	30	30	-
204-6159	PERA	2,270	2,270	2,622
204-6171	Workers Comp	227	227	250
ATV Enforcement Expenses				
204-6180	Clothing Allowance			
204-6205	Postage & Freight			
204-6220	Telephone	165	165	165
204-6230	Printing, Publishing, Advertising			
204-6240	Dues			
204-6241	Registration Fee			
204-6302	Car Maintenance/Equipment/ATV	1,500	2,000	2,000
204-6314	Radio Maintenance			
204-6335	Gas & Oil	1,500	3,000	2,000
204-6352	Insurance			
204-6359	Wrecker Service			

		2022 Budget	2023 Budget	2024 Budget
204-6360	Services, Labor, Contracts	750	750	750
204-6374	Auto & Trailer License	50	50	50
204-6405	Supplies			
204-6409	Field Supplies	400	400	400
204-6419	Snowmobile Supplies			
204-6610	Equipment			
204-6617	Radio Equipment			
204-6620	Auto, Trailers, Snowmobiles			
204-6625	Office Equipment			
204-6630	Misc. Capital Outlay			
Education				
204-003-6200	Sheriff Training			
204-003-6241	Registration Fee			
204-003-6330	Transportation, Travel & Parking			
204-003-6331	Law Enforcement Training School			
204-003-6332	Hotels/Motels			
204-003-6335	Gas & Oil			
204-003-6339	Meals (overnight)			
		13,057	15,279	18,471

		2022 Budget	2023 Budget	2024 Budget
CORRECTIONS				
<u>Credit Accounts</u>				
252-5530	Correction (Booking) Fees	(9,000)	(9,000)	(9,000)
252-5532	Transport Inmates	(3,000)	(3,000)	(3,000)
252-5534	Huber / Pay-to-Stay			
252-5535	Board of Prisoners	(165,000)	(80,000)	(80,000)
252-5536	Inmate Medical (board of pris)	(4,000)	(4,000)	(4,000)
252-5541	Pay to Stay In County Boarding	(40,000)	(30,000)	(30,000)
252-5542	Pay to Stay In County Boarding Meds			
252-5840	Misc. Receipts	(2,000)	(2,000)	(2,000)
252-5861	Medical Co-Pay from Inmates	(1,500)	(1,500)	(1,500)
<u>Staffing Expenses</u>				
252-6101	Salaries - Full Time	1,730,709	1,812,565	1,740,244
252-6102	Salaries - Part Time			
252-6108	Meals (not overnight)			
252-6109	Overtime - Salaries	82,500	82,500	82,500
252-6110	Holiday Pay	60,000	60,000	60,000
252-6124	Medicare-Employer (1.45%)	25,095	24,397	26,430
252-6148	Employer Deduct Contribution HSA	21,185	17,230	15,386
252-6149	Employer Deduct Contr. VEBA			
252-6150	Health Ins.-Employer	400,468	410,319	388,457
252-6151	Sick Leave Accrual			
252-6152	Life Ins.-Employer	2,810	3,286	1,981
252-6154	Long Term Dis.-Employer	4,336	4,123	4,286
252-6156	ID Theft Protection	77	77	-
252-6157	Retiree Health	5,121	6,145	-
252-6159	PERA Coordinated (7.25%)	141,920	147,690	155,329
252-6165	FICA - Employer (6.20%)	107,304	100,680	110,763
252-6168	NACO Deferred Comp in Lieu of Hlth Ins		4,000	19,000
252-6171	Workers Compensation	21,154	21,426	23,569
252-6172	Unemployment Compensation	1,000	1,000	1,100
<u>Corrections Expenses</u>				
252-6180	Clothing Allowance	5,000	5,000	4,000
252-6190	Gym Membership	-	-	

		2022 Budget	2023 Budget	2024 Budget
252-6205	Postage & Freight	-	-	-
252-6220	Telephone	3,000	3,000	3,000
252-6230	Printing, Publishing & Adv.	500	500	500
252-6241	Registration Fees			
252-6254	Utilities & Heating	105,000	105,000	150,000
252-6260	Professional Counseling-Inmates	1,000	1,000	500
252-6262	Contract Service or Medical Service	160,000	160,000	300,000
252-6271	Inspection Fees			
252-6272	Employee Physical Exam	1,000	1,000	1,000
252-6302	Car Maintenance	4,000	4,000	4,000
252-6306	New Jail Boiler Insurance			
252-6314	Radio Maintenance			
252-6330	Prisoner Transportation & Travel	6,000	6,000	6,000
252-6332	Hotel/Motel Lodging			
252-6335	Gas & Oil	300	500	500
252-6340	Meals			
252-6342	Tower Lease, Rental/Contracts		6,500	6,500
252-6351	Board of Prisoners			
252-6352	Insurance			
252-6359	Wrecker Service			
252-6360	Services, Labor, Contracts	60,000	72,000	66,000
252-6374	Auto & Trailer License	50	50	50
252-6405	Office & Computer Supplies	10,000	10,000	8,000
252-6418	Groceries	130,000	130,000	130,000
252-6420	Kitchen Supplies	3,500	3,500	3,500
252-6421	Laundry Supplies	300	300	500
252-6422	Janitorial Supplies	33,000	33,000	30,000
252-6430	Medical Expenses/Supplies Inmates		65,000	65,000
252-6467	Jail Supplies	3,000	3,000	3,000
252-6465	Inmate Supplies	6,300	6,300	6,300
252-6570	Fuel Oil	500	500	500
252-6590	Repair & Maintenance Supplies	40,000	15,000	15,000
252-6605	Building & Structures	30,000	2,500	2,500
252-6610	Equipment			
252-6617	Radio Equipment			
252-6625	Office Equipment			
252-6630	Misc. - Capital Outlay	3,000	3,000	3,000
Education				
252-003-6241	School Registration Fee/Training	2,500	2,500	2,500

		2022 Budget	2023 Budget	2024 Budget
252-003-6330	School Tran & Travel & Parking	300	300	300
252-003-6332	School Hotels/Motels	2,000	2,000	2,000
252-003-6335	School Gas & Oil	300	300	300
252-003-6339	Schooling Meals (overnight)	500	500	500
Prisoner Welfare Fund				
252-252-5542	Prisoner Welfare Receipts			
252-252-6405	Prisoner Welfare Expenses			
		2,990,229	3,208,188	3,314,495

Aitkin County Sheriff's Office

STS Budget

		2022 Budget	2023 Budget	2024 Budget
<u>Credit Accounts</u>				
	Customary County Allocation to STS Program			
253-5840	Misc. Receipts			
253-5315	Grant Funding	(37,000)	(37,000)	(37,000)
253-5760	Donations	(1,500)	(1,000)	(1,000)
<u>Staffing Expenses</u>				
253-6101	Salaries-Full Time	86,260	85,067	90,833
253-6102	Salaries-PartTime			
253-6108	Meals (not overnight)			
253-6109	Overtime Salaries	2,500	2,500	1,500
253-6110	Holiday Pay			
253-6124	Medicare (employer)	1,250	1,233	1,339
253-6148	Employer Deduct Contr HSA	1,630	3,260	1,304
253-6150	Health Ins. (employer)	23,632	19,154	23,215
253-6152	Life Ins. (employer)	178	155	143
253-6154	Long Term Dis. (emp)	254	234	250
253-6159	PERA (8.75%)	7,143	7,443	8,060
253-6165	FICA (emp)	5,348	5,274	5,725
253-6171	Workers Comp	1,882	2,087	2,296
253-6190	Gym Membership			
<u>STS Operational Expenses</u>				
253-6180	Clothing Allowance			
253-6205	Postage & Freight			
253-6220	Telephone	540	540	400
253-6230	Printing, Publishing, Advertising			
253-6254	Utilities			
253-6260	Professional Consulting			
253-6272	Physical Exam (employees)			
253-6301	Rentals			

Aitkin County Sheriff's Office

STS Budget

		2022 Budget	2023 Budget	2024 Budget
253-6302	Car Maintenance/Equipment	4,000	4,000	3,000
253-6314	Radio Maintenance			
253-6330	Transportation, Travel, Parking	250	250	250
253-6332	Hotels/Motels	250	250	250
253-6335	Gas & Oil	3,600	7,200	5,000
253-6340	Meals (overnight)	100	100	100
253-6352	Insurance	1,688	1,680	2,000
253-6359	Wrecker Service			
253-6360	Services, Labor, Contracts			
253-6374	Auto & Trailer License	75	75	75
253-6405	Operating Supplies	4,000	4,000	4,000
253-6409	STS Project Supplies	1,000	1,000	1,000
253-6590	Repair & Maintenance Supp	1,500	1,500	1,000
253-6605	Building & Structures			
253-6610	Equipment	1,500	1,500	1,000
253-6620	Auto, Trailers, Snowmobiles			
253-6625	Office Equipment			
253-6630	Misc. Capital Outlay	10,000	10,000	10,000
Education				
253-003-6200	Training			
253-003-6241	Registration Fee			
253-003-6330	Transportation, Travel & Parking			
253-003-6331	Law Enforcement Training School			
253-003-6332	Hotels/Motels			
253-003-6335	Gas & Oil			
253-003-6339	Meals (overnight)			
		120,080	120,502	124,740

		2022 Budget	2023 Budget	2024 Budget
Emergency Management				
Credit Accounts				
280-2540	Fund Balance			
280-5591	Interest Income			
200-5517	Reimbursed Tow Fees			
280-5390	Em. Serv. Grant-SLA/FEMA Grant	(19,276)	(19,276)	(19,276)
280-5840	Misc. Receipts			
Staffing Expenses				
280-6101	Salaries-Full Time	32,957	34,940	36,897
280-6108	Meals (not overnight)			
280-6109	Overtime Salaries			
200-5920	Sale of Capital Assets/Squads			
280-6124	Medicare (employer 1.45%)	478	507	535
280-6148	Employer Deduct Contr HSA	1,130	1,130	1,130
280-6150	Health Ins. (employer)	3,968	4,298	4,728
280-6152	Life Ins. (employer)	59	56	51
280-6154	Long Term Dis. (emp)	97	96	101
280-6159	PERA 14.4%	2,472	3,057	3,228
280-6165	FICA (emp) (6.20%)	2,043	2,166	2,287
280-6171	Workers Comp		595	655
Emergency Management Expenses				
280-6205	Postage & Freight			
280-6220	Telephone	500	-	-
280-6230	Printing, Publishing, Advertising			
280-6240	Dues	700	700	500
280-6241	Registration Fee			
280-6302	Car Maintenance/Equipment			
280-6314	Radio Maintenance			
280-6330	Transportation, Travel, Parking	400	400	400
280-6332	Hotels/Motels			
280-6335	Gas & Oil			
280-6339	Meals (overnight)			

		2022 Budget	2023 Budget	2024 Budget
280-6350	Per Diem			
280-6352	Insurance	312	350	350
280-6359	Wrecker Service			
280-6360	Services, Labor, Contracts	1,000	1,000	500
280-6374	Auto & Trailer License			
280-6405	Office Supplies	500	500	500
280-6409	Field Supplies	100	100	100
280-6180	Clothing Allowance			
280-6610	Equipment	5,000	5,000	3,000
280-6617	Radio Equipment			
280-6620	Auto, Trailers, Snowmobiles			
280-6625	Office Equipment			
280-6630	Misc. Capital Outlay			
Education				
280-003-6200	Sheriff Training			
280-003-6241	Registration Fee	500	500	500
280-003-6330	Transportation, Travel & Parking	500	500	500
280-003-6332	Hotels/Motels	1,000	1,000	1,000
280-003-6335	Gas & Oil			
280-003-6339	Meals (overnight)	300	300	300
		34,740	37,919	37,986



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

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

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

The Aitkin County Economic Development Committee has received a returned Community Grant award of \$20,000.

The Community Grant is closed and the Economic Development Committee recommends that the funds be reallocated to the Revitalization Grant Program.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Economic Development requests motion to approve transferring remaining Community Grant funding to the Revitalization Grant funding.

Financial Impact:

Is there a cost associated with this request? 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: September 12, 2023

Title of Item: Approve Revitalization Grant: Award funding

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

Submitted by: Mark Jeffers	Department: Economic Development
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Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed: 5 minutes
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Summary of Issue:

The Aitkin County Economic Development Committee has received and reviewed grant funding requests for the Revitalization Grant Program. Grant applications for all grants reviewed and grant award summary are included.

The Committee recommends and requests approval to award the following grant at this time:

Wilson and Associates \$5,000

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.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Economic Development requests approval of a motion to award the recommended grant.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

This funding is budgeted through the ARPA funding.

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
25	McGregor Home Center	exterior upgrades	McGregor	\$ 5,000.00	\$ 5,000.00
26	McGregor Baking Company	exterior upgrades	McGregor	\$ 4,000.00	\$ 4,000.00
27	Wilson and Associates (Am Fam)	front exterior upgrades	Aitkin	\$ 5,000.00	\$ 5,000.00
				\$ 135,325.43	\$ 59,011.00

Remaining \$ 10,411.00



#27

Application for Aitkin County Business Revitalization Grant Program 2023

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

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: Wilson + Associates, Inc American Family Insurance
Address: 117 MN Ave N
 Aitkin, MN 56431

Person in Charge of Project: Amy Wilson

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

Contact Person's Phone #: 218 927-6537

Contact Person's Email: awilson@amfam.com

Description of your organization:

Insurance Agency

Mission Statement of your organization:

To inspire, protect + restore your dreams



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.

putting stone on front bottom part
 on the front of building
 painting the building (possibly a mural)

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

Category	Grant Funds	Applicant Funds	Total
Labor for Stone	1,800	1,800	\$3,600
Stone	2,000	2,000	\$4,000
Painting	1,200	1,200	\$2,400
TOTALS			

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 Amy Wilson

Date: 7/28/2023

PROPOSAL

FROM Croatt Masonry
Mark Croatt
29816 288th Ln
Aitkin, MN 56431

(320)684-2593

www.croatt.com

Proposal No. 22-11
Sheet No. 1
Date 05/16/2023

Proposal Submitted To:

Work To Be Performed At:

Name Wilson & Associates, Inc, American Family
Address: 117 Minnesota Ave. N
Aitkin, MN 56431
Phone: (218) 927-6537

We hereby propose to furnish all the materials and perform all the labor necessary for the completion of:

American Family Storefront Stonework which includes:

- Twenty-two feet of stone drip cap.
- Eighteen inches by twenty-two feet long culture stone
- Stone drip cap wire lath, stone facing and mortar to be supplied by owner
- Labor only, also includes concrete anchors and silicone
- Labor includes removal of existing materials before install the stone

*At the time job is completed, added fuel surcharges or material cost increases from this date will be added on to the total amount due

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of: \$3,600.00 with payment to be made as follows:

Half down when job is started with balance due upon completion

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation is carried by CROATT MASONRY through Superior Point and Public Liability Insurance is carried by CROATT MASONRY through American Family Insurance. For your records, we can have proof of liability insurance mailed directly to you from American Family.

Respectfully Submitted 

Per **CROATT MASONRY**

Note - This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date _____

Signature (see below)** _____

**If accepted, please sign and return one copy to Croatt Masonry and keep the other for your records



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve Fiscal Recovery Fund request by Aitkin Airport Commission

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

Submitted by: Mark Jeffers	Department: Economic Development
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Presenter (Name and Title): Mark Jeffers, Economic Development Coordinator	Estimated Time Needed: 5 minutes
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Summary of Issue:

The Economic Development Committee received and reviewed a written request from the Aitkin Airport Commission to support maintenance and operations of their facility. The Aitkin Airport Commission is requesting use of Fiscal Recovery Fund dollars.

The Economic Development Committee recommends approval of this request to fund \$30,000 from the Fiscal Recovery Fund to the Aitkin Airport Commission.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Economic Development requests motion to approve and award \$30,000 from the Fiscal Recovery Fund to the Aitkin Airport Commission.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

Aitkin County Fiscal Recovery Funds

Strategic Investment Project

Project Identification: Aitkin Airport Commission

Funding amount: \$30,000

Project Expenditure Category: [Negative Economic Impact]

Project overview

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

The Aitkin Airport Commission is requesting funding to support the runway rebuild. The runway rebuild is needed to accommodate increase in air traffic in the Aitkin area.

- *Identify the dollar amount of the total project spending that is allocated towards evidence-based interventions for each project in the Public Health (EC 1), Negative Economic Impacts (EC 2), Services to Disproportionately Impacted Communities (EC 3), Infrastructure (EC 5) Revenue Replacement (EC 6) and Administrative (EC 7) Expenditure Categories. Attach all quotes, invoices, etc.: \$30,000*

Table of Expenses by Expenditure Category

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

Category		Funding Requested for Project	Funding Approved for Project
2.13	Other Economic Support	\$30,000	
2.14	Rehiring Public Sector Staff		
3	Expenditure Category: Services to Disproportionately Impacted Communities		
3.1	Education Assistance: Early Learning		
3.2	Education Assistance: Aid to High-Poverty Districts		
3.3	Education Assistance: Academic Services		
3.4	Education Assistance: Social, Emotional, and Mental Health Services		
3.5	Education Assistance: Other		
3.6	Healthy Childhood Environments: Child Care		
3.7	Healthy Childhood Environments: Home Visiting		
3.8	Healthy Childhood Environments: Services to Foster Youth or Families Involved in Child Welfare System		
3.9.	Healthy Childhood Environments: Other		
3.10	Housing Support: Affordable Housing		
3.11	Housing Support: Services for Unhoused persons		
3.12	Housing Support: Other Housing Assistance		
3.13	Social Determinants of Health: Other		
3.14	Social Determinants of Health: Community Health Workers or Benefits Navigators		
3.15	Social Determinants of Health: Lead Remediation		
3.16	Social Determinants of Health: Community Violence Interventions		
4	Expenditure Category: Premium Pay		
4.1	Public Sector Employees		
4.2	Private Sector: Grants to other employers		
5	Expenditure Category: Infrastructure		
5.1	Clean Water: Centralized wastewater treatment		
5.2	Clean Water: Centralized wastewater collection and conveyance		
5.3	Clean Water: Decentralized wastewater		
5.4	Clean Water: Combined sewer overflows		
5.5	Clean Water: Other sewer infrastructure		
5.6	Clean Water: Stormwater		
5.7	Clean Water: Energy conservation		
5.8	Clean Water: Water conservation		
5.9	Clean Water: Nonpoint source		
5.10	Drinking water: Treatment		

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

Signature of Applicant; ECONOMIC DEVELOPMENT COMMITTEE



Date; 8/24/2023

Reviewed by Economic Development Coordinator;

Signature; 

Date; 8/24/2023

Approval by County Administrator; ✓

Signature; Jessie Salvo

Date; 8-24-23

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



July 27, 2023
Aitkin Airport Commission
Michael R. Skrbich
Aitkin, MN 56431

Mr. Mark Jeffers
Aitkin County EDA
Aitkin, MN 56431

Good morning, Mark.

The Aitkin Airport Commission met yesterday, and we were discussing the runway rebuild that we are working on with Bolton & Menk and the FAA. Chairman Wedel noted that there is the possibility of some additional funding remaining with the FRF program. The Airport Commission would like to formally request \$30,000 dollars of that funding for maintenance and operations.

Thank you, and we appreciate your consideration.

Mike





Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve Snake River 1W1P Joint Powers Agreement

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

Please see the attached Snake River Watershed One Watershed One Plan Joint Powers Agreement for consideration. The Board will also be asked to appoint a representative and alternate to the new JPA.

This agreement has been reviewed by the County Attorney.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve the Snake River Watershed One Watershed One Plan Joint Powers Agreement

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

JOINT POWERS AGREEMENT FOR THE IMPLEMENTATION OF THE SNAKE RIVER COMPREHENSIVE WATERSHED MANAGEMENT PLAN

Pursuant to Minnesota Statutes, section 471.59, this Joint Powers Agreement ("Agreement") is entered into by and among the political subdivisions and local governmental units of the State of Minnesota:

The Counties of Aitkin, Kanabec, Mille Lacs and Pine each by and through its respective Board of Commissioners, (collectively referred to as the "Counties");

The Aitkin, Kanabec, Mille Lacs and Pine Soil and Water Conservation Districts, each by and through its respective Board of Supervisors (collectively referred to as the "SWCDs"); and

Together, the above identified Counties and SWCD's collectively formed the Snake River Watershed Plan Partnership and, for purposes of this Agreement, said political subdivisions, local units of government and those added in accordance with the terms of this Agreement, are herein collectively referred to as "Parties" and individually as a "Party."

Recitals

WHEREAS, pursuant to Minnesota Statutes, sections 103B.305, subdivision 5 and 103B.3363, each of the Parties to this Agreement is a local unit of government having the responsibility and authority to separately or cooperatively, by joint agreement pursuant to Minnesota Statutes, section 471.59, to prepare, develop, adopt, implement, and administer a comprehensive local water management plan, or a substitute thereof, and carry out implementation actions, programs, and projects toward achievement of goals and objectives of such plans; and

WHEREAS, pursuant to Minnesota Statutes, sections 103B.101 and 103B.801, the Minnesota Board of Water and Soil Resources (BWSR) is authorized, to coordinate the water and resource planning and implementation activities of counties, SWCDs and watershed management organizations and to administer and oversee the Minnesota Comprehensive Watershed Management Planning Program, known as the One Watershed, One Plan program; and

WHEREAS, each of the Parties exercises water management authority and responsibility within the Snake River Watershed Management Area, a geographical area consisting of those portions of Aitkin, Kanabec, Mille Lacs and Pine counties that drain into the Snake River watershed as depicted on Exhibit A, attached hereto and incorporated herein; and

WHEREAS, some of the Parties had previously entered into the Snake River Watershed Memorandum of Agreement (“MOA”) with the last date of signature being February 18, 2020, to develop the One Watershed, One Plan (“Plan”) for the Snake River Watershed. Under the terms of the MOA, the Plan will be completed, be submitted to the Minnesota Board of Water and Soil Resources (“BWSR”) for approval and will then be considered for adoption by the Parties to this Agreement. Those governmental entities that adopt the Plan shall be eligible to be a part of this Agreement.

WHEREAS, with matters that relate to coordination of water management authorities pursuant to Minnesota Statutes, chapters 103B, 103C, and 103D, and with public drainage systems pursuant to Minnesota Statutes, chapter 103E, this Agreement does not change the rights or obligations of the public drainage system authorities; and

WHEREAS, this Agreement and the Snake River Comprehensive Watershed Management Plan does not replace or supplant local land use, planning/zoning authority of the respective Parties and the Parties intend that this Agreement shall not be construed in that manner.

TERMS AND CONDITIONS

NOW THEREFORE, pursuant to Minnesota Statutes, section 471.59 and other relevant state law and in consideration of the mutual promise and benefits that the Parties shall derive herefrom, all Parties hereby agree:

1. Purpose and Establishment

- a) Purpose: This Agreement establishes the terms and conditions, governing structure, and processes by which the Parties will institute the implementation of the Plan. The Plan provides a framework for consistency and cooperation for entities that operate within the Snake River Watershed to allow for the implementation of projects within the watershed that provide the highest return on investment for addressing water quality/quantity issues within the watershed, and to allow the funding from the Minnesota Board of Water and Soil Resources (“BWSR”) to be passed through to the Parties for administration consistent with State statutes, policies, guidelines and the Plan. Consistent with its terms and conditions, this Agreement authorizes the Parties to cooperatively exercise their common and similar power of local water planning and management notwithstanding the territorial limits within which they may otherwise exercise separately and to take action that will promote the goals listed in Minnesota Statutes, section 103B.801 and fulfill responsibilities under Minnesota Statutes, chapter 103B.
- b) Established: This Agreement establishes a joint powers entity (hereinafter, the “Entity”). The name of the Entity is “Snake River Watershed Plan Partnership”.

- c) Recitals: All recitals set forth above are hereby incorporated into this Agreement.

2. Eligibility and Procedure to Become a Party

- a) Qualifying Party: An entity authorized to carry out water planning and resource management responsibilities within the Snake River Management Area is eligible to become a Party to this Agreement. To become a Party, the entity shall have first adopted the Plan.
- b) Initial Parties: A qualifying entity may be an Initial Party by qualifying under section 2(a), by adopting the Plan and by its governing board agreeing to become a Party and be bound by the terms of this Agreement within 240 days of State approval of the Plan. Such local unit of government shall also give notice of plan adoption in accordance with provisions of Minnesota Statutes, chapters 103B and 103D. Any qualifying entity that desires to become a Party after expiration of the 240-day period for joining as an Initial Party, will be eligible to become a Party as an additional party pursuant to Section 2.c., below.
- c) Adding Additional Parties: A qualifying entity or local unit of government that desires to become a Party to this Agreement at any time later than 240-days following State approval of the Plan, may become a Party upon the adoption of the Plan by the Party's governing board and by submitting to the Entity evidence its governing board agrees to the terms and conditions of this Agreement and to be bound by the same.

Upon receipt of such evidence, the Board shall issue a signature page to the local government unit and instructions to execute and return the same to the Entity along with the name and contact data of the representatives appointed by the local government unit to serve on the governing board. The Board shall approve any new additional Parties by a quorum majority vote.

3. Powers and Formation of the Governing Board

- a) Board: A governing board ("Board") shall be formed to oversee the implementation of the Plan. The Board shall consist of one voting member representative selected by each Party to the Agreement. Each member of the board shall have one vote. The Party shall determine its representative and an alternate to serve in the absence of the representative. Those representatives to the Board shall be selected from each Parties governing bodies. Members of the Board are neither deemed employees of the Board nor entitled to any compensation from the Entity.

- b) Board Term and Vacancy: The term of a Board representative shall be for a period of two years with the ability of the Party to appoint a representative to successive terms. If the Party fails to appoint a representative, the incumbent shall serve until such appointment occurs. If a representative resigns or is no longer able to serve, the alternate shall serve until a representative is appointed.

- c) Officers: The Board shall elect from its members a Chair and a Vice Chair at the first meeting of each new calendar year. The duties of the Chair include presiding at all meetings, acting as the administrative leader of the Entity, and carrying out such functions as the Board assigns to the Chair. The Vice Chair shall act as the Chair in the Chair's absence. The Board may elect or appoint such other officers as it deems necessary to conduct the affairs of the Entity.

- d) Open Meeting Law: The Board shall comply with the Minnesota Open Meeting law as set forth in Minnesota Statutes, chapter 13D.

- e) Operations: The Board shall meet twice a year or more often as deemed necessary by the Board. A quorum is a simple majority of the Board. The Board may act only if there is a quorum. For decisions made by the Board a majority vote is needed of a quorum of its members. Bylaws may be amended, with a vote of simple majority of a quorum of the Board representatives.

- f) Biennial Budget and Biennial Plan: The Board shall approve the biennial budget for the organization and the biennial implementation plan by majority vote of a quorum of the Board.

- g) Fiscal Agent: The Board, with a Party's consent, shall identify a Party to act as fiscal agent. The fiscal agent shall be responsible for: 1) retention of all data collected, created, received, maintained or disseminated for any purpose of the activities undertaken pursuant to this Agreement and retain the same for a minimum of six years after the termination of the Agreement or as required by any funding source, whichever is longer in duration; 2) to ensure a full accounting using generally accepted auditing practices of all financial obligations of the Entity; 3) to allow, as required by

Minnesota Statutes, section 16C.05, access and the right to examine, audit, excerpt or transcribe any documents pertinent to the accounting practices and procedures and fiscal transactions relating to this Agreement for the purposes of auditing by any Party, the State Auditor or others as the Board directs; 4) to provide to the Board reports on the fiscal transactions that have occurred for their approval; and 5) to ensure that any reporting requirement from funding sources is abided by.

- h) **Committees:** The Board may establish committees for the purposes of implementation of the Plan.

The Board may appoint liaisons or representatives to any committee as ex-officio attendees at the discretion of the Board to aid in communication between committees and the Board.

- i) The Board shall engage with the stakeholders / citizens within the watershed on the implementation of the Plan.

- j) **Powers:** The Board shall have the following powers:

- i) The Board may apply for and accept gifts, grants or money, other personal property or assistance that is available through the United States government, the State of Minnesota or any person, association or agency in the furtherance of the goals and objectives of the Plan;
- ii) The Board may make such agreements or contracts as necessary to implement the terms of the Plan including the contracting for a project coordinator, administrative, legal or expert services.
- iii) The Board may contract with a Party to implement a Project set forth in the yearly Implementation plan;
- iv) The Board shall procure insurance coverage and any necessary surety bonds for the Entity with such costs being paid for by the Entity;

- v) The Board shall direct development of a biennial budget and biennial project plan to be implemented and shall provide notice to all the Parties' governing boards of the proposed budget and biennial plan and seek feedback on the same;
- vi) The Board may adopt bylaws for the operation of the Entity so long as the bylaws are consistent with state law and this Agreement;
- vii) The Board shall pay for services performed consistent with the purpose of the Agreement and the Plan. The Board may develop a process to expedite the payment of invoices provided that all payments shall be subject to ratification by the Board at the next meeting. The Board shall account for disbursement of funds in a manner consistent with generally accepted accounting practices; and
- viii) The Board shall hold such incidental powers as are necessary to effectuate this Agreement.

- k) Reservation of Powers: Any powers not specifically enumerated shall be reserved to the Parties. Specifically, and without limitation, the following powers are reserved: the ability to hire staff; the ability to own real property; the ability to own personal property, unless such properties are purchased with grant monies or are a gift; the ability to levy; and the ability to incur debt or bond.
- l) Funding of Operations: The funding of the Entity and the implementation of the plan shall be limited to grant revenues, gifts, or monies from any person, entity, or association. The Board will vote on acceptance of all revenue sources. The Parties may be responsible for agreed upon financial contributions or in-kind services for funding of operation, as voted upon by the Board. In the event the grant revenues cease, the Parties will not be responsible for funding the Plan's implementation activities.

4. Term and Termination

- a) Effective Date: This Agreement is effective upon signature of all Initial Parties and will remain in effect unless terminated consistent with terms of this Agreement or as otherwise provided under the law.

- b) Termination: This Agreement terminates: 1) by motion or resolution adopted by the governing bodies of all then-existing Parties; 2) by resolution or motion by the Board upon ongoing failure to obtain adequate funding for Plan implementation; 3) by order of a Court of competent jurisdiction; The Parties acknowledge their respective and applicable obligations, if any, under Minnesota Statutes, section 471.59, subdivision 5 after the Agreement has been terminated or the purpose of the Agreement has been completed.
- c) Asset Disbursement: Upon termination, any assets remaining shall be disbursed as follows: 1) assets that have been purchased with pass through funding wherein the agreement requires tracing of the asset and specific disposal requirement shall be disposed of in accord with the funding agreement; 2) remaining assets shall be liquidated and any monies shall first be applied to any debt or obligation remaining; 3) after satisfaction of any debt or obligation there remains any assets, it shall be divided to the then remaining Parties to the Agreement at the time of termination.
- d) Withdrawal: A Party may withdraw from this Agreement by motion or resolution of its governing body of intent to withdraw. Any motion to withdraw shall be effective no sooner than 90 days from when the withdrawal notice is received by the Snake River Watershed Plan Partnership. The withdrawal shall not relieve any Party of an obligation in effect for the existing terms of a grant agreement nor shall it relieve the Snake River Watershed Plan Partnership of paying for any obligation assumed by the Party until such time as the withdrawal is effective. Notice shall be done by certified US Mail delivered to the fiscal agent and the current Board Chair.
- e) Duties on Withdrawal: Notwithstanding the Notice to Withdraw, the Party shall continue to discharge its responsibilities under the current BWSR grant. The withdrawing Party shall not be entitled, under this Agreement, to any disbursement of property or funds.

5. General Provisions

- a) Compliance with Laws/Standards: The Parties agree to abide by all applicable federal, state, and local laws, statutes, ordinances, rules, and regulations.
- b) Timeliness: The Parties agree to perform obligations under this Agreement in a timely manner and inform each other about delays that may occur.

- c) Applicability: The Entity shall be considered a separate and distinct public entity to which the Parties have transferred all responsibility and control for actions taken pursuant to this Agreement. The Entity 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.
- d) Indemnification and Hold Harmless: The Entity shall fully defend, indemnify, and hold harmless the Parties against all claims, losses, liability, suits, judgments, costs and expenses by reason of the action or inaction of the Governing Board and/or employees and/or the agents of the Entity. This Agreement to indemnify and hold harmless does not constitute a waiver by any participant on limitations on liability provided under Minnesota Statutes, section 466.04 or any other statutes regarding the limitation of liability for political subdivisions of the State of Minnesota.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, section 471.59, subdivision 1a(a); provided further that for purposes of the statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

The Parties of this Agreement are not liable for the acts or omissions of the other participants to this Agreement except to the extent to which they have agreed in writing to be responsible for acts or omissions of the other Parties.

- e) Amendments: Any proposed amendments to this Agreement must be initiated by the Board and, if approved by a majority of the full Board, the Board must send the same to the Parties' governing bodies for consideration. No amendment to this Agreement is effective until all Parties' governing boards have approved the amendment.
- f) Dispute Resolution: If a dispute arises out of or relates to this Agreement, or the alleged breach thereof, and if the Parties to the dispute are unable to resolve the issue through good faith discussions, the Parties may agree to attempt to resolve the dispute by mediation within 30 days of notice of the dispute. If the Parties to the dispute agree to mediation, they shall work cooperatively to select a mediator, the cost of which shall be shared equally among the Parties to the dispute.

6. Miscellaneous

- a) Counterparts: This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which

when taken together shall constitute one and the same Agreement. Any counterpart signature transmitted by facsimile or by sending a scanned copy by electronic mail or similar electronic transmission shall be deemed an original signature. This executed Agreement, including all counterparts, shall be filed with each Party to this Agreement with a notification of the Agreement's effective date.

- b) Savings Clause: In the event any provision of this Agreement is determined by a court of law to be null and void, the remaining provisions of this Agreement shall continue in full force and effect.

The remainder of this page left intentionally blank

Snake River Watershed – Joint Powers Agreement

County of Aitkin

J. Mark Wedel
County Board Chair

Dated: September 12, 2023

Approved as to form and execution:

James Ratz
Attorney

Aitkin County Attorney

Dated: _____

Snake River Watershed – Joint Powers Agreement

Aitkin County SWCD

Wayne Anderson

Chair

Dated: _____

Approved as to form and execution:

Janet Smude

Aitkin County SWCD Manager

Dated: _____

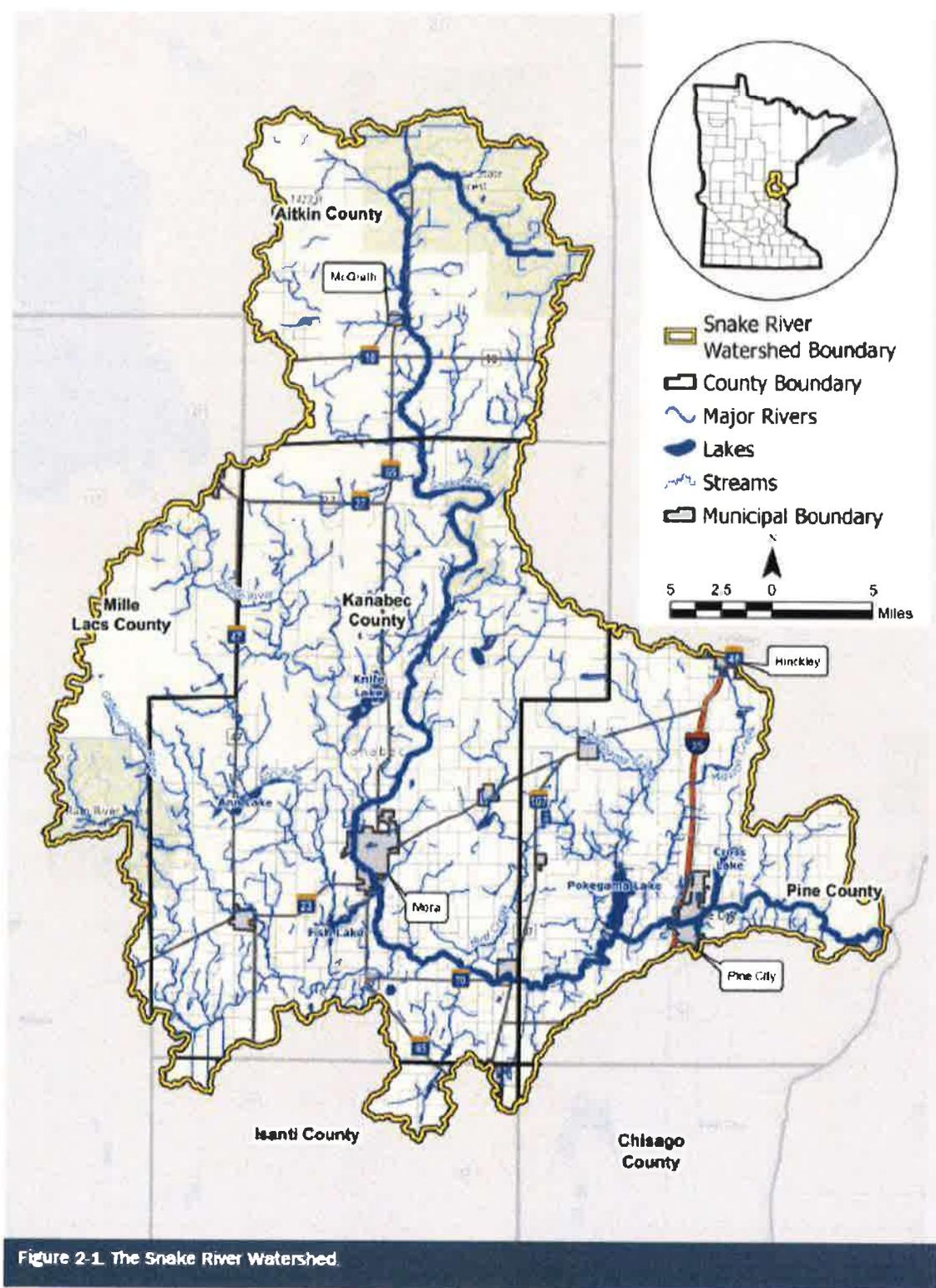


Figure 2-1. The Snake River Watershed.

Exhibit A



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Approve Petition to Dissolve the Snake River Watershed Management Board

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

The Snake River Watershed Management Board (SRWMB) was formed in 1993. It is now redundant with the work that the newly created Snake River One Watershed One Plan Joint Powers Agreement will perform.

The Board is being asked to petition the SRWMB to dissolve the agreement and return the pro-rated fund balance (see attached letter and financial statement) to Aitkin County. The Pine County Board of Commissioners voted to petition SRWMB for dissolution on September 5, 2023. Three votes are needed from the SRWMB to dissolve the agreement.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve a petition to the SRWMB to dissolve the 1993 Joint Powers Agreement.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

\$44,181.45 will be returned to Aitkin County upon dissolution of the agreement.



AITKIN COUNTY COMMISSIONERS

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

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

September 12, 2023

Honorable Roger Tellinghuisen, Chair
Snake River Watershed Management Board
Kanabec County
317 Maple Avenue East
Mora, MN 55051

VIA EMAIL ONLY

Dear Chair Tellinghuisen:

In early 2020, the counties of Aitkin, Kanabec, Mille Lacs, and Pine and the Soil and Water Conservation Districts of those four counties adopted a Memorandum of Agreement (MOA) to develop and adopt a coordinated watershed management plan for the Snake River Watershed.

The plan has been adopted by all members of the MOA. A majority of the partners have since adopted a Joint Powers Agreement to form the Snake River Watershed Plan Partnership (SRWPP). The purpose of the SRWPP is to implement the adopted plan. The SRWPP has scheduled its initial meeting for September 25, 2023.

With the formation of the SRWPP, there are now two joint powers exercising the same general powers in the Snake River Watershed for the same general purposes. This situation seems redundant and unnecessary.

On September 12, 2023 the Aitkin County Board of Commissioners voted to petition the Snake River Watershed Management Board to dissolve SRWMB under section X(B) of the Snake River Management Board Joint Powers Agreement and return prorated appropriations in the amount of \$44,181.45 back to Aitkin County. It is our understanding that this petition initiates the public hearing described under section X(B).

Please contact County Administrator, Jessica Seibert, at jessica.seibert@co.aitkin.mn.us or 218-927-7282 with any questions or request for information.

Sincerely,

J. Mark Wedel, Board Chair
Aitkin County

CC: Teresa Wickeham, SRW Coordinator

JOINT POWERS AGREEMENT

**ESTABLISHING
THE**

**SNAKE RIVER WATERSHED
MANAGEMENT BOARD**

April 1993

**Aitkin County, Kanabec County,
Mille Lacs County
and
Pine County**

**AGREEMENT ESTABLISHING JOINT POWERS
SNAKE RIVER WATERSHED MANAGEMENT BOARD**

THIS AGREEMENT, is made by and between the counties which contain the Snake River Watershed, namely: Aitkin County, Kanabec County, Mille Lacs County, and Pine County, Minnesota; each of the parties hereto being authorized to enter into this agreement by the action of the commissioners of the respective counties.

WHEREAS, each of the counties hereto has developed a county water plan pursuant to Section 103B.301 through Section 103B.355 Minnesota Statutes 1990 in which the water planning needs if the Snake River Watershed within said county are addressed; and

WHEREAS, there is a need to coordinate and implement actions to be undertaken within said plans;

NOW, THEREFORE, the parties hereto herby enter into this Joint Powers Agreement pursuant to Section 471.59 Minnesota Statutes for the purposes and with the powers and other provisions as set forth in this agreement.

I. NAME

The name of this joint powers board shall be Snake River Watershed Management Board (SRWMB). Its address shall be c/o County Auditor, Kanabec County Courthouse, 18 North Vine Street, Mora, MN 55051.

II. PURPOSE

The purpose of this joint powers agreement shall be for the joint powers to:

- A. Coordinate the comprehensive county water plans and actions relating thereto as existing in the water plans of the several counties that are signatories to this agreement and to provide for the implementation of the actions as set forth in said plans. For the purpose of this agreement, the Snake River Watershed is delineated as Exhibit A annexed hereto.
- B. Provide for the joint and cooperative management of county water plans and other actions necessary to protect and enhance the water and land resources within the Snake River Watershed.
- C. Identify existing and potential problems and opportunities for the protection, management and development of water and land resources.
- D. Develop objectives and carry out a plan of action to promote sound hydrological management of water and related land resources, effective environmental protection and efficient management.
- E. Develop a watershed management plan for the Snake River Watershed.

III. ORGANIZATION

A. To carry out the plans of this joint powers agreement, there is hereby established a joint powers board to be known as the Snake River Watershed Management Board (SRWMB). The appointments to the SRWMB shall be made by the county boards of the counties to which each particular seat is attributed.

B. The SRWMB shall be four (4) in number, which shall be a County Commissioner from each of the counties of Aitkin, Kanabec, Mille Lacs and Pine. Each member county shall have one (1) vote. Each member county may designate an alternative for its appointed County Commissioner. All votes of member counties must be cast by the appointed County Commissioner or designated alternate County Commissioner of the member county at a meeting of the SRWMB.

C. Each member shall be appointed to the joint powers board by its county board and shall hold office until that member's successor has been appointed and qualified. Any vacancy arising during the term shall also be filled by the county board to which that particular seat is attributed.

D. Any member who is more than sixty (60) days default in paying its share of administrative expenses shall have the vote of its board member suspended pending such payment.

E. A favorable vote of a majority of all eligible then existing board members shall be required for the SRWMB to take action, unless otherwise provided in this agreement.

IV. POWERS

The Snake River Watershed Management Board shall have the following powers:

A. Snake River Watershed Management Board may:

1. Coordinate and implement the comprehensive county water plans of the respective counties as they relate to the Snake River Watershed as a single entity.
2. Create a single water plan for the Snake River Watershed from the comprehensive water plans of the member counties.
3. Contract for space and materials and may also contract for goods and services that are required and are necessary for the implementation of the water plans relative to the Snake River Watershed.
4. Employ such persons as it deems necessary to accomplish its duties and purposes.

5. The SRWMB may accumulate reserve funds for the purposes herein mentioned and may invest funds of the SRWMB not currently needed for its operations, in the manner and subject to the laws of Minnesota applicable to counties.
6. Recommend changes in this Agreement to its members.
7. Protect and improve water quality in the watershed as this is one of the main purposes set forth in the Surface Water Quality Management Act.
8. Contract for or purchase such insurance as the SRWMB deems necessary for the protection of the SRWMB.
9. Accept and disburse funds and to apply for state and federal funds necessary to prepare and implement its plan.
10. Pay citizen advisory committee members per diem and expenses at a rate established by the SRWMB.

B. The Snake River Watershed Management Board shall:

1. Appoint a citizens advisory committee and may appoint other advisory committees as it deems necessary to advise the SRWMB about various matters pertinent to development of plans, projects and improvements within the Watershed.
2. Cause to be made an annual audit of the books and accounts of the SRWMB and shall make and file a report to its members at least once each year including the following information:
 - (1) The financial condition of the SRWMB, and
 - (2) The business transacted by the SRWMB and other matters which affect the interests of the SRWB. Copies of the report shall be transmitted to the clerk of each member governmental unit.
3. Adopt by-laws addressing, among other matters, rules of order and procedures, which unless otherwise adopted, shall be that of Roberts Rules of Order.
4. Provide for monthly meetings during the first six months of operation and then at least quarterly thereafter. Times and locations will be set at the annual meeting of the SRWMB which shall be in January of each year at the Kanabec County Board Room unless action is taken for alternative times and places. Notice of all meetings shall be by publication in accordance with Minnesota Statutes.

V. OFFICERS

A. The SRWMB shall elect its officers from its members which shall consist of a Chairperson, Vice Chairperson and Secretary at the annual meeting.

1. The Chairperson shall preside at the meetings of the Joint Powers Board and shall have powers to call the meetings at reasonable times with reasonable notices as deemed necessary.
2. The Vice Chairperson shall preside over the meetings of the Joint Powers Board in the absence of the Chairperson. The Vice Chairperson shall have the power, with two other members of the Board, to call meetings.
3. The Secretary shall keep, or designate a person to assist in keeping, a record of all proceedings of the Joint Powers Board and to perform all other duties normally assigned to the secretary of a deliberative body. The term of office of the secretary shall run concurrently with the Chairperson.

B. The Kanabec County Auditor shall be the fiscal agent for the SRWMB. Disbursements shall be made by the fiscal agent upon action of the SRWMB.

VI. CITIZENS ADVISORY COMMITTEE

A. There shall be established a citizen advisory committee consisting of one (1) Soil and Water Conservation District supervisor from each county and two (2) citizens from each county, at least one (1) of which would be a lake association member from a lake association within the Watershed if one exists within that county. Each county's representatives of said Citizens Advisory Committee shall be appointed by the county board. In the case of the Soil and Water Conservation District and the lake association, that member shall be appointed from a list of at least three (3) provided by the Soil and Water Conservation District and the lakes association if one exists. The term of office shall be for three (3) calendar years except that the initial term shall be one (1) for one (1) calendar year, one (1) for two (2) calendar years and one (1) for three (3) calendar years. Any vacancy shall be filled by the county board to which that particular seat is attributed and shall be for the remainder of the term. No single person may be a member of this board for more than three (3) consecutive full or partial terms. The above rotation schedule shall be applicable unless this agreement is not renewed after the initial two (2) year term of this agreement.

B. The duties of the Citizens Advisory Committee shall be to aid the SRWMB in identifying and prioritizing action item projects of the comprehensive water management plans of the SRWMB and the member counties which would be best addressed on a multi-county basis, to identify and recommend project or activities for consideration by

the SRWMB that have been requested by citizens or municipalities in the watershed and for such other matters for which the SRWMB requests its assistance.

C. Each county shall be responsible for paying for any expenses afforded to its delegate and for the citizens advisory committee members from that county unless otherwise agreed upon by the SRWMB.

VII. BUDGET

A. Administrative Expenses:

1. Administrative expense shall be those expenses administrative in nature and distinct from project expenses. Administrative expenses shall include but are not limited to, insurance, supplies, salaries and rent.
2. On or before May first of each year, the SRWMB shall prepare and adopt an administrative budget for the forthcoming year upon favorable vote of a majority of all of the eligible then existing board members. Said administrative budget shall then be forwarded to the boards of the member counties. The secretary of the SRWMB shall certify the budget on or before May 15 to the clerk of each member's county board together with a statement of the proportion of the budget to be provided by each member. The county board of each member county agrees to review the budget within thirty (30) days of the date of certification. The SRWMB shall then hear all timely objections to the budget, and may, upon notice to all member counties and after a hearing, modify or amend the budget, but shall then give notice to the member counties of any and all modifications or amendments. Further review shall be pursuant to Article IX B.
3. To the extent that administrative expenses of the SRWMB are to be borne by the counties, the contribution by the member counties shall be in accordance with the following formula:

Aitkin County	20.8
Kanabec County	49.5
Mille Lacs County	9.2
Pine County	20.5

Portions of the obligation may be in kind contribution upon approval of the SRWMB.

4. Expenses for action item projects fully funded by the grants shall be considered administrative expenses.

B. Project Expenses:

1. On or before March first of each year of the member county boards shall preliminarily determine and notify the SRWMB of action item projects of that county's water plan related to the Watershed including the means and extent of

funding which it intends to implement in each of the two forthcoming calendar years. An action item project may be any proposed project. Action item project expenses include costs for feasibility studies and other measures preparatory to a decision to implement any project.

2. On or before May first of each year, the SRWMB, with the assistance of the Citizens Advisory Committee, shall from the action item projects submitted by the member counties, and from action item projects submitted by the Citizens Advisory Committee, identify those action item projects from the water plans of the individual counties and from the Citizens Advisory Committee which would be best addressed on a multi-county basis. The SRWMB shall then from the list of action item projects so identified for each year, prioritize the same and determine which of those projects should be addressed in each calendar year. The member counties shall then pursue the action items on the revised list cooperatively through the SRWMB.
3. On or before May first of each year, the SRWMB shall prepare and forward to each member county the budget for the multi-county comprehensive water management plan action items which are to be addressed by the SRWMB on a multi-county basis in the forthcoming calendar years, consistent with the determinations of the SRWMB (2) above.
4. The SRWMB shall, after considering input from the affected member counties, also determine and apportion the projected expenses to be borne by each of the member counties for each multi-county undertaking. The allocation among the member counties shall be projected based upon one or more of the following methods:
 - (a) The ratio of real property valuation of each member county within the boundaries of the benefited area to the total real property valuation within the entire area benefited.
 - (b) The ratio of quantity and or quality of the stormwater produced by each member county within the boundaries of the benefited area to the quantity of stormwater produced by the entire area benefited.
 - (c) The ratio of benefit received by each member county to the total benefit received by the entire area of the project.
 - (d) The SRWMB may use any such other suitable criteria as shall be agreed upon by all the member counties.

Prior to implementing an action item project the SRWMB shall secure from its engineers or other competent persons a preliminary report advising it whether the proposed improvement is feasible and as to whether it shall be made as proposed or in connection with some other improvement and the estimated cost of the improvement as recommended. Any feasibility study shall examine, among other things, the costs of, and potential funding sources available to implement the

improvement including but not limited to low cost options. The SRWMB shall then hold a public hearing on the proposed action item project after mailed notice to each member county and published notice in the SRWMB's official newspaper. The notice shall be mailed not less than forty-five (45) days before the hearing, shall state the time and place of the hearing, the general nature of the improvement, the estimated total cost and the estimated cost to each member county.

To order an action item project, a resolution setting forth the order shall require a favorable vote of three-fourths of all of the eligible then existing board members. The SRWMB, in considering whether to order any action item project, may consider the factors of costs and funding as those factors are detailed in the feasibility study. The order shall describe the improvement, shall allocate in percentages the cost allocation between member counties, shall designate the engineers to prepare plans and specifications, and shall designate who will contract for the improvement.

After the SRWMB has ordered an action item project, it shall forward the preliminary report to all member counties with an estimated time schedule of the implementation of the action item project. The SRWMB shall allow an adequate amount of time, and in no event, less than ninety (90) days for each member county to conduct hearings in accordance with the provisions of Chapter 429 or the charter requirements of any city, or to ascertain the method of financing which the member counties will use to pay their proportionate share of the costs of the action item project.

If the SRWMB proposed to use the counties' bonding authority, or if the SRWMB proposed to certify all or any part of an action item project to the counties payment, then and in that event all proceedings shall be carried out in accordance with Minnesota Statute 103B.251.

The SRWMB shall not order and no engineer shall prepare plans and specifications before the SRWMB has adopted a resolution ordering the action item project. The SRWMB may order the advertising for bids upon receipt of notice from each member county who will be assessed that it has completed its hearing or determined its method of payment, or upon expiration of ninety (90) days after the mailing of the preliminary report to the member counties, whichever occurs first.

C. Preliminary Fund

1. The SRWMB shall establish a preliminary fund in the amount of \$10,000 dollars for the purpose of paying administrative expenses and other related costs during the first year of operation.
2. Each county shall contribute its share on the same basis as defined in section VII.A (3) of this agreement.

3. If funds remain in the preliminary fund after the first year it shall be transferred to the administrative account of the SRWMB.

VIII. AMENDMENTS

Amendments to this agreement shall be the agreement in writing of all parties hereto with the authority of the County Board of each member county.

IX. REVIEW

A. A member county can demand a review from any action taken by the SRWMB by filing an appeal to the SRWMB within thirty (30) days of the action taken by the SRWMB about which the member county desires review. Thereupon the SRWMB shall hold a hearing and reconsider its action in light of the testimony or other evidence introduced at the hearing.

B. Any member county or local unit of government with territory within the Snake River Watershed may request the Minnesota Board of Soil and Water Resources to resolve the dispute pursuant to 1990 M.S. Section 103B.345.

X. DURATION

A. Each member county agrees to be bound by the terms of this agreement until two (2) years from and after its effective date unless the member county withdraws from the agreement pursuant to X C. or the SRWMB is dissolved pursuant to X B. The Agreement may be continued thereafter upon the agreement of all the parties.

B. Any member may petition the SRWMB to dissolve the agreement. The SRWMB shall give the Minnesota Board of Soil and Water Resources written notification of the receipt by the SRWMB of any petition to dissolve the agreement. Upon ninety (90) days notice in writing to the clerk of each member governmental unit and to the SRWMB, the SRWMB shall hold a public hearing and upon a favorable vote by a majority of all eligible votes of then existing board members, the SRWMB may by resolution recommend that the SRWMB be dissolved. The resolution shall be submitted to each member governmental unit and each county within sixty (60) days. The SRWMB shall dissolve the SRWMB allowing a reasonable time to complete work in progress and to dispose of personal property owned by the SRWMB.

C. Any Member county may withdraw from this agreement at the end of any calendar year by providing written notice to the SRWMB and each member county boards of their intention to do so ninety (90) days in advance of the end of that calendar year providing that county shall have met any outstanding obligations by virtue of its membership in the joint powers agreement until the date of its withdrawal. The SRWMB shall give the

Minnesota Board of Soil and Water Resources written notification of the receipt by the SRWMB of any written notice by a member county to withdraw from this agreement.

XI. DISSOLUTION

Upon dissolution, the personal property shall be returned to the member county contributing the same. In the event that the source of the property is not identifiable, it shall be distributed in accordance with the formula set forth in Article VII A (3).

XII. EFFECTIVE DATE

The effective date of this agreement will be the _____ day of April 1993, the dates of the signatures of the parties now withstanding.

AITKIN COUNTY BOARD

By Mary E. Harig
Chairman

By Alice Dotyler
Auditor

Date 4-30-93

KANABEC COUNTY BOARD

By Mel Pearson
Chairman

By Jerry E. Tiedt
Auditor

Date 4 28-93

MILLE LACS COUNTY BOARD

By Paul A. Rossman Jr.
Chairman

By Alvin Wasolin
Auditor

Date 4-20-93

PINE COUNTY BOARD

By Everett Koehler
Chairman

By Lawrence D. Demauld
Auditor

Date 5/11/93

8/28/2023- #2	2023 Budget	Previous Balance	Deposits	Disbursements	Current Balance
Fund Balance	\$ 292,722.99	\$ 292,722.99			
Revenues:					
Aitkin County			\$ 10,079.00	\$ 10,079.00	
Kanabec County					
Mille Lacs County					
Pine County					
MCIT Dividend					
Grant reimbursement					
total	\$ 292,722.99	\$ 292,722.99	\$ 10,079.00	\$ 10,079.00	\$ 292,722.99
Expenditures:					
Fiscal Mgmt (2022)	\$ (14,000.00)			\$ 14,000.00	
Administration Time (2022)	\$ (11,000.00)			\$ 11,000.00	
MCIT Insurance	\$ (1,300.00)			\$ 1,424.00	
Audit/bi-annual (2021-2022 due 2023)	\$ (5,800.00)				
Advertising/Promotions					
Dedicated to projects (75% restoration 25% protection)	\$ (83,000.00)			\$ 12,481.78	
Education/Outreach					
Additional Coordination needs for SRWMB					
Project Development					
Grant Reserve Fund (in event of grant receipt)					
total	\$ (115,100.00)			\$ 38,905.78	
Grand Total	\$ 177,622.99			\$ 38,905.78	\$ 253,817.21
Aitkin 20.8%	\$36,945.58				
Pine Co. 20.5%	\$36,412.71				

Dedicated to Projects	\$ 83,000.00
Encumbered Funds:	
Kanabec SWCD- Nelson Project-Field access	\$5,000.00
Kanabec County 2023 Fiscal & Admin.	\$ 25,000.00
Kanabec SWCD- #2022.04 Brunswick Twsp.(3 yr. cover crop)	\$ 9,000.00
Kanabec SWCD- Project on Fish Lake	\$ 2,406.39
Balance	\$ 41,593.61

Total Funds	\$ 253,817.21
Encumbered	\$41,406.39
Unencumbered	\$ 212,410.82
Aitkin Co.20.8%	\$ 44,181.45
Pine Co.20.5%	\$ 43,544.21



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>Action Requested:</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>Submitted by:</p>		<p>Department:</p>
<p>Presenter (Name and Title):</p>		<p>Estimated Time Needed:</p>
<p>Summary of Issue:</p>		
<p>Alternatives, Options, Effects on Others/Comments:</p>		
<p>Recommended Action/Motion:</p>		
<p>Financial Impact:</p> <p><i>Is there a cost associated with this request?</i> Yes No</p> <p><i>What is the total cost, with tax and shipping? \$</i></p> <p><i>Is this budgeted?</i> Yes No <i>Please Explain:</i></p>		



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023
Title of Item: 2022 Year End Fund Balance Review

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 Min.
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Summary of Issue:

Attached is the 2022 Year End Fund Balance Worksheet for discussion.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Discussion only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

FUND BALANCES
12/31/2022

Unassigned Funds	Amounts that are available for any purpose.
Committed/Assigned Funds	Amounts constrained to specific purposes by a government itself, using its highest level of decision-making authority; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint. Also includes amounts a government intends to use for a specific purpose.
Restricted Funds	Amounts constrained to specific purposes by their providers (such as grantors, bondholders, and higher levels of government), through constitutional provisions, or by enabling legislation.

GENERAL FUND
(Excludes non-spendables)

1	15,220,902				
		(71,342.00)			
		(360,822.00)			
		(5,000.00)			
		(220,088.00)			
		(5,000.00)			
		(206,141.00)			
		(144,481.00)			
		(72,905.00)			
		(353,121.00)			
		(441,348.00)			
	2023 Operations =	\$ 17,735,193.00			
		40%	\$ 7,094,053.20	50%	\$ 8,867,566.50
			11,959,218.00		
			13,340,684.00		
			(1,078,419.00)		
	Final Adjusted Balance		12,262,265.00		
	2023 Planned Fund Balance Use		(645,573.00)		
					5,168,211.80 OVER
					Using 40%
					3,384,898.60 OVER
					Using 50%
					2,749,125.50 Over
					Remaining If Planned Uses Occur

ROAD & BRIDGE

3	3,069,961				
		(468,963.00)			
		1,410,323.00			
		4,011,291.00			
	2023 Operations =	\$ 5,925,982.00			
		40% + \$500,000	50% + \$500,000		
		\$ 2,870,392.80	\$ 3,462,591.00		
			60,000.00		
	Final Adjusted Balance		3,931,291.00		
	2023 Use of Fund Balance		(80,000.00)		
					5,168,300.00 Under
					Using 50% + \$500,000
					1,440,898.20 OVER
					Using 40% + \$500,000
					1,060,898.20 Over
					777,928.00 OVER
					Using 50%
					553,242.00 Over
					1,821,488.80 OVER
					Using 40%
					1,266,802.60 Over
					Using 40%

HEALTH & HUMAN SERVICES
(Excludes non-spendables)

5	6,500,318				
		(4,586.00)			
		(2,000,000.00)			
		4,485,732.00			
	2023 Operations =	\$ 7,435,606.00			
		40%	\$ 2,974,252.40	50%	\$ 3,717,803.00
					1,266,802.60 Over
					Using 40%



Health and Human Services Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: 2024 Appropriation Requests

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

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10 Minutes
---	---

Summary of Issue:

Attached are the 2024 appropriation requests. Staff requests direction regarding levels of funding.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Provide direction on levels of funding.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

Aitkin County Budget Appropriations and Dues

Updated 08.29.2023 v4	2021	2022	2023	2024	Percent Increase	Comments	Other Agreement/ Statute
Dues							
North Counties Land Use Coordinating Board (10-921.6240)	\$2,000	\$2,000	\$2,000	\$2,000	0.0%	Entered 2023 Amt 06.27.23	
MN Rural Counties Caucus (MRCC) (01-44.6844)	\$2,300	\$2,300	\$2,300	\$2,300	0.0%	Entered 2023 Amt 06.28.23	
Association of MN Counties (AMC) (01-44.6845)	\$10,960	\$11,042	\$11,142	\$11,142	0.0%	Entered 2023 Amt 06.28.23	
Arrowhead Counties (01-44.6846)	\$2,750	\$2,750	\$2,750	\$2,750	0.0%	Entered 2023 Amt 06.28.23	
Joint Counties Natural Resource Board (10-921.6240)	\$1,000	\$1,000	\$1,000	\$1,000	0.0%	Entered 2023 Amt 06.27.23	
Joint Powers							
East Central Regional Library (Dept 500-500.6801)	\$233,577	\$242,535	\$252,236	\$251,450	-0.3%	Per 08.16.23 Request	
Airport-McGregor (Dept 700-903.6801)	\$14,600	\$14,600	\$14,600	\$15,600	6.8%	Per 07.10.23 Request	
Snake River Watershed (Dept 600-552.6836)	\$10,079	\$10,079	\$10,079	\$0	-100.0%	Removed 08.29.23	
Airport-Aitkin (Dept 700-903.6800)	\$14,107	\$20,000	\$30,000	\$30,000	0.0%	Per 07.11.23 Request	
Mississippi Headwaters Board (Dept 600-552.6847)	\$1,500	\$1,500	\$1,500	\$1,500	0.0%	Per 07.10.23 Request	
Appropriations							
Soil and Water (Dept 600-552.6801)	\$76,549	\$81,349	\$81,349	\$81,549	0.2%	\$68,849 County Allocation \$7,700 LCWP \$5,000 Ag Inspector **	MS 103C
C.A.R.E. (Dept 500-502.6848)	\$37,900	\$37,900	\$37,900	\$37,900	0.0%	Per 07.10.23 Request	
Historical Society (Dept 500-501.6801)	\$18,500	\$19,000	\$19,000	\$25,000	31.6%	Per 07.13.23 Request	MS 138.052
Historical Society Insurance (Dept 500)	\$3,200	\$4,050	\$4,455	\$5,435	22.0%	Assumed 10% Increase on actual	MS 138.052
Ag Society (Dept 600-550.6801)	\$10,000	\$12,000	\$12,000	\$14,000	16.7%	Per 07.20.23 Request	MS 38.14
Ag Society Capital Improvement (Dept 600-550.6843)	\$10,000	\$10,000	\$10,000	\$10,000	0.0%	Per 07.20.23 Request	
Ag Society Insurance (Dept 600)	\$5,000	\$6,074	\$6,681	\$9,278	38.9%	Per 08.24.23 Premium Update	
ANGELS	\$1,685	\$3,631	\$0	\$0	#DIV/0!	Entered 2023 Amt 06.28.23	
Dues & Appropriations	\$455,707	\$481,810	\$498,992	\$500,904	0.4%		
Additional Organizations							
	2021	2022	2023	2024			
Support Within Reach (01-44.6847)	\$1,500	\$1,500	\$2,000	\$2,000	0.0%	Per 7.10.23 Request	
AEOA Rural Rides Program (01-44.6848)	\$0	\$0	\$0	\$0	#DIV/0!	Not entered 06.28.23	
Total Dues & Appropriations	\$455,522	\$483,310	\$500,992	\$502,904	0.4%		

**Increased Ag Inspector



Memorandum

MEMO TO: County Auditors and City Clerks

FROM: Krista Mattila, Board Coordinator
Arrowhead Regional Development Commission

DATE: July 24, 2023

SUBJECT: **2024 Tax Levy**

Enclosed is a copy of the Arrowhead Regional Development Commission's preliminary budget approved on July 20, 2023, and ad valorem tax levy for 2024. The public hearing for the levy is scheduled for Tuesday, August 15, 2023, at 2:00 p.m. This hearing will be held at 221 West First Street, second floor, in the North Shore Conference room or via telephone at (218) 722-5545, extension 555.

Please contact Sr. Mary Matthew Morrisroe, Finance Director, at 218-491-1841 if you have any questions.

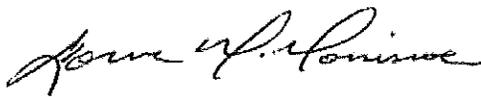
Enclosures: ARDC Preliminary Budget for 2024
Certification of Apportioned Levies – Payable 2024

REGION 3 RDC (Arrowhead)

Certification of Apportioned Levies - Payable 2024

(1) Payable 2024 Levy Limitation	\$	739,333
(2) Payable 2024 Property Tax Levy	\$	739,333

County	(3) Taxes Payable 2023 Net Tax Capacity	(4) Net Tax Capacity Percent Distribution	(5) Apportioned Payable 2024 Levy (2 X 4)
Aitkin	\$ 48,114,133	9.7562%	\$ 72,131
Carlton	47,970,076	9.7270%	71,915
Cook	24,288,160	4.9250%	36,412
Itasca	80,862,977	16.3968%	121,227
Koochiching	14,799,651	3.0010%	22,187
Lake	27,308,584	5.5374%	40,940
St. Louis	249,820,603	50.6566%	374,521
Total	\$ 493,164,184	100.0000%	\$ 739,333



Finance Director

July 20, 2023

Signature of Budget Officer

Title

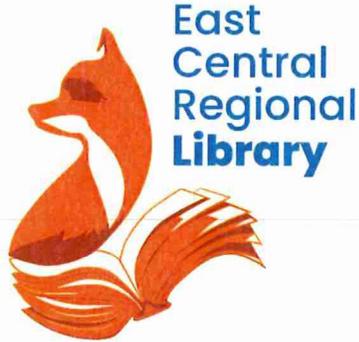
Date



2024 Preliminary Budget

Leading, Planning, Connecting

221 West First Street, Duluth, MN 55802



Strengthen. Connect. Support.

Headquarters: 111 Dellwood Street North
Cambridge MN 55008
Phone (763) 689-7390 FAX (763) 645-1447
www.ecrlib.org

Branches in Aitkin, Chisago, Isanti,
Kanabec, Mille Lacs, and Pine Counties

August 15, 2023

County Administrators and Coordinators,

I request on behalf of the Board of East Central Regional Library that your County Board take action to approve the ECRL 2024 budget and notify me of the action as soon as it has been made. The Joint Powers Agreement (quoted later in this document) requires that two thirds of the counties (four of six) approve the budget before it is official. We need to verify our budget in time to accomplish sufficient planning before the new year begins.

The Board of Directors of East Central Regional Library approved the 2024 budget for the Library at its August 14 meeting. Two documents are attached to this E-mail.

1. 2024 Budget Request to Counties
2. ECRL 2024 Budget Summary

The county portion is apportioned according to the formula defined in the Joint Powers Agreement. According to the Joint Powers Agreement, Section II. 1: 1.

A general operating budget shall be established annually and maintained as a single budget. Said budget shall be arrived at by consultation between members of the Joint Library Board, and shall be filed by the Joint Library Board with the County Auditors or Coordinators of said counties. The amount required to implement said budget shall be approved by each member county. The total amount budgeted shall then be prorated in equitable shares among the member counties according to the following formula:

Tax capacity 1/3

Population 1/3

Borrower circulation, by county of residence 1/3

beginning with the 2011 budget. When two thirds of the current members have approved the budget, it shall be considered implemented by the East Central Regional Library Board. Should any member approve lower than its required share of the approved budget, library service to that member shall be reduced correspondingly, so as not to

restrict development of library services in the remaining member counties. The method of said limitation shall be arrived at by consultation between members of the Joint Library Board. Authorization of funds by member counties will at least meet the minimum state-federal requirements for securing available state-federal grants.

The county appropriations in the 2024 ECRL budget is an increase of 3.47% over the 2023 budget. Despite the pressures of rising costs and inflation, ECRL has managed to budget for this minimal increase to its member counties in 2024. The 2024 budget reflects rising costs from inflationary pressures, in particular, in the areas of wages and benefits as well as increased costs for delivery services. Despite these pressures, ECRL has managed to keep the increase to member counties low, due in large part to an increase in State Regional Library Basic Support in the 2023 legislative session. In all other respects, expenditures continue to be very lean.

On the revenue side, in the 2024 budget, ECRL will not be utilizing large amounts of its fund balance, a practice that it had been using for the last six years, to keep county increases low. The library is also budgeting to limit its dependence on overdue fines. This revenue has been declining in recent years as technology, including eBooks and advance notice of books coming due, has made it easier for individuals to return books on time. Additionally, libraries nationwide have found that fine-free lending models actually reduce barriers for individuals who need services most and, ironically, get materials back quicker. Although no decision has yet been made, ECRL will be looking at options in the coming year to phase in this model. The 2024 budget reflects this priority to improve access and consider a fine-free model of service delivery. The long overdue increase in state funding has made that a possibility.

We are proud to be part of the infrastructure of each county, partnering to provide information and enhance the quality of life in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties.

I can be available to make a report to the Board and present the budget if you wish. Please contact me if you have questions or if I can provide additional information.

Thank you for your support of libraries for the residents of east central Minnesota.



Carla Lydon, Executive Director
Phone 763-392-0649 clydon@ecrlib.org



111 Dellwood Street North
 Cambridge, MN 55008
 (763) 689-7390
 (763) 689-1447 (fax)
 www.ecrlib.org

Branches in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs and Pine Counties

	A	B	C	D	E	F	G	H	I	J	K
	2024 ECRL Budget Summary										
		2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget	2022 Budget	2023 Budget	2024 Budget
1											
2											
3	Counties (Operations)	1,860,000	1,860,514	1,897,724	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603
4	Regional Basic Support (State)	839,420	862,188	862,188	853,957	881,408	879,899	877,022	869,587	850,161	1,037,930
5	Miscellaneous	210,088	235,300	192,500	157,500	157,500	184,500	199,200	184,700	126,200	119,200
6	Local Contracts	57,106	57,731	55,860	57,038	70,646	80,015	68,287	105,048	54,401	69,267
7	Transfer from previous year:	69,119	54,262	124,423	241,474	150,000	100,000	100,000	75,000	50,000	20,000
8	Telecommunications (State RLTA)	65,000	65,000	65,000	65,000	65,000	65,000	52,000	130,000	196,546	196,546
9	Reimbursements (Legacy Grant & Building costs)			previously included in Miscellaneous & Local Contracts							
10	TOTAL INCOME:	3,100,733	3,134,995	3,197,695	3,308,825	3,373,753	3,435,609	3,421,711	3,591,485	3,714,600	3,961,546
11	Salaries and related expenses	2,186,876	2,196,338	2,247,065	2,370,266	2,427,634	2,444,686	2,411,385	2,451,439	2,528,298	2,718,108
12	Materials (Books, CDs, DVDs, etc.)	424,765	435,765	457,187	458,967	467,927	480,967	495,494	486,494	492,494	522,000
13	Vehicles (1 Outreach, 1 Staff, Delivery service)	30,000	30,000	22,500	22,500	21,500	21,700	21,700	69,000	71,000	96,889
14	Technical Services & library automation system	74,500	72,000	73,450	72,000	67,000	67,000	67,000	67,000	76,500	76,500
15	Headquarters building costs	54,392	54,392	54,392	54,392	56,392	65,956	74,067	139,067	137,708	142,349
16	Supplies, photocopiers, printers	65,000	65,000	62,000	51,000	51,000	51,000	53,000	61,000	52,500	51,500
17	Administrative/Miscellaneous	106,000	122,300	121,900	125,500	128,100	141,600	149,365	146,000	188,900	177,000
18	Capital - Vehicles	15,000	15,000	15,000	10,000	10,000	10,000	10,000	0	0	5,000
19	Capital - Computers, misc.	67,700	67,700	67,700	67,700	67,700	76,200	76,200	104,985	60,000	65,000
20	Telecommunications	65,000	65,000	65,000	65,000	65,000	65,000	52,000	55,000	65,000	65,000
21	Information Technology (non-capital)			previously included in Capital - Computers, misc.							
22	TOTAL EXPENDITURES:	3,089,233	3,123,495	3,186,194	3,297,325	3,362,253	3,424,109	3,410,211	3,579,985	3,714,600	3,961,546
23											
24	2024 Budget approved by ECRL Board, August 14, 2023										

Strengthen. Connect. Support.



111 Dellwood Street North
 Cambridge, MN 55008
 (763) 689-7390
 (763) 689-1447 (fax)
 www.ecrlib.org

Branches in Aitkin, Chisago, Isanti, Kanabec, Mille Lacs and Pine Counties

	A	B	C	D	E	F	G	H	I	J	K	L
	2024 Budget Request to Counties - historical information											
1												
2	County	2010*	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
3	Aitkin	232,006	231,602	219,932	225,882	224,577	233,220	236,698	233,577	242,535	246,058	251,450
4	Chisago	559,188	543,083	554,211	560,783	572,116	621,401	656,735	657,540	693,014	748,331	778,495
5	Isanti	387,870	368,972	372,933	384,348	410,420	426,627	444,838	449,074	473,765	522,007	534,565
6	Kanabec	146,064	145,402	141,564	144,026	147,942	153,518	159,613	157,343	164,845	166,595	177,305
7	Mille Lacs	257,637	268,029	270,850	273,835	272,321	284,710	290,249	289,513	300,388	305,601	314,189
8	Pine	301,928	302,911	301,025	308,851	306,480	329,722	338,061	338,155	352,603	355,701	369,600
9	Total	1,884,692	1,860,000	1,860,514	1,899,741	1,933,856	2,049,199	2,126,194	2,125,202	2,227,150	2,344,292	2,425,603
10												
11												
12	Contractual Assessments											
		Formula-50% Tax Capacity, 25% Population, 25% Registration Year 2010*	Formula-33% Tax Capacity, 33% Population, 33% Borrower Circulation (by county of residence)									
13	County	Year 2010*	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019	Year 2020	Year 2021	Year 2022	Year 2023	Year 2024
14	Aitkin	12.31%	12.45%	11.82%	11.90%	11.61%	11.38%	11.13%	10.99%	10.89%	10.50%	10.37%
15	Chisago	29.67%	29.20%	29.79%	29.55%	29.58%	30.32%	30.89%	30.94%	31.12%	31.92%	32.10%
16	Isanti	20.58%	19.84%	20.04%	20.25%	21.22%	20.82%	20.92%	21.13%	21.27%	22.27%	22.04%
17	Kanabec	7.75%	7.82%	7.61%	7.59%	7.65%	7.49%	7.51%	7.40%	7.40%	7.11%	7.31%
18	Mille Lacs	13.67%	14.41%	14.56%	14.43%	14.08%	13.89%	13.65%	13.62%	13.49%	13.04%	12.95%
19	Pine	16.02%	16.29%	16.18%	16.27%	15.85%	16.09%	15.90%	15.91%	15.83%	15.17%	15.24%

2024 Budget Request to Counties
 Approved by the ECRL Board 8/14/2023

*2010 Information provided for historical perspective
 (assessment formula revised in 2011)



August 1, 2023

Dear Minnesota County Administrators,

Thank you for your commitment to ensuring your county's residents have access to public library services. The attached documentation provides your county's state-certified level of library support for 2024. Minnesota Statutes, sections [134.34](#) and [275.761](#) establish the amount at 90% of the state-certified level of support set in 2011.

Please be advised that should a county fall below its state-certified level of library support, Minnesota Statutes, section 134.34, subdivision 4 requires removal of the county from State Library Services' funding formulas. This would greatly reduce the breadth and depth of library services available to the county's residents.

Thank you again for your continued support of Minnesota's libraries. Together, we can ensure that all Minnesota residents benefit from quality library services.

Sincerely,

A handwritten signature in cursive script that reads 'Emma De Vera'.

Emma De Vera
State Library Program Specialist

**Isedor Iverson Airport
PO Box 100
McGregor, MN 55760**

July 7, 2023

Jessica Seibert
Aitkin County Administrator
Aitkin County Courthouse
307 2nd Street, Room 310
Aitkin, MN 56431

Dear MS Seibert:

In response to your letter dated Jun 5, 2023 regarding the Isedor Iverson Airport request for funds for 2024, we will be asking for an increase of \$1000 or a total of \$15,600. The appropriation will be used for normal operating expenses and the local portion of State grants.

The McGregor Airport provides essential air facilities to the McGregor area in support of local businesses, recreation, emergency services, and future economic development. As a MNDOT registered and supported airport, we provide aviation infrastructure for local aircraft owners and a destination point for air traffic moving to and from the area including the large recreation area centered on two of the larger lakes in Aitkin County, Big Sandy and Minnewawa. In addition, the Isedor Iverson Airport can be the air traffic destination in support of the Talon Metals mining project.

In addition to the \$14,600 the airport received from Aitkin County in the past year, by agreement it also received \$7,300 from the city of McGregor, hangar land lease payments of \$2100, and approximately \$3000 profit from the sale of fuel. All other income is from grants received from the State of Minnesota, Department of Aeronautics. Of course, the airport is responsible for funding as much as 10% of the cost of project grants from its operating budget. This is in addition to the grant money in support of normal maintenance and operations valued at an additional \$5,000. The airport much pay 25% of those expenses. We currently hold a \$125,000 balance.

Our total operating budget for the year is \$28,000. In addition, funds will be required this year to fund the local portion of a number of projects that are in the Capital Improvement Plan and Long Range Plan for the airport. The plan calls for an extension of the 14/32 runway by 600 feet to accommodate larger aircraft. The preliminary engineering and permitting for that project could take place in FY2024, if granted by the State Dept. of Aeronautics. The total project cost for next year would be \$345,500 of which \$17,500 is local responsibility. The largest portion of project cost would be in the following fiscal year for actual construction. We do not show these costs in our budget because grant priorities for this fiscal year have not been set by the Dept. of Aeronautics and it is uncertain whether we will receive any project grant funds.

Last year the commission did not ask for an increase in the county appropriation. As you are aware, inflation has been a significant factor in operating the county during the last two years. The airport is no exception. Other than the local portion of project costs, the most significant

**Isedor Iverson Airport
PO Box 100
McGregor, MN 55760**

costs to the airport are fuel and labor for grass cutting, obstruction removal , and snow removal as well as electricity. Fuel inflation has been the highest.

It should be noted that, unlike the Aitkin Airport, the Isedor Iverson Airport is not a federal airport and is not funded in any way by the Federal government.

We hope the information we have provided will help in the county's budgeting process and look forward to continued support. We believe the airport is a valuable asset in the county and an essential resource for county future development. If additional information is required, please feel free to contact me. I will do my best to help in any way.

Best Regards,



William L. Bedor

Chairman, Airport Commission

bbedor@scicable.com

(612)810-7219

Jeff Schmitt

From: Jessica Seibert
Sent: Tuesday, July 11, 2023 8:26 AM
To: Jeff Schmitt
Subject: FW: AIRPORT FUNDING LETTER

Appropriations request below for the folder.

Jessica Seibert, MPNA

Aitkin County
County Administrator
307 2nd St. NW Room 310
Aitkin, MN 56431
Ph: 218-927-7282
Cell: 218-838-5891

From: Mike Skrbich <mike@ci.aitkin.mn.us>
Sent: Monday, July 10, 2023 5:15 PM
To: Jessica Seibert <jessica.seibert@co.aitkin.mn.us>
Cc: Jen Thompson <jen@ci.aitkin.mn.us>; Mike Skrbich <mike@ci.aitkin.mn.us>
Subject: AIRPORT FUNDING LETTER

[**NOTICE:** This message originated outside of the Aitkin County Mail System -- **DO NOT CLICK** on links or open **attachments** unless you are sure the content is safe.]

Good afternoon, Jessica.

Just following up on the funding request letter for the Aitkin Airport. After discussion at the last airport commission meeting, everyone felt that we would not be asking for an increase in 2024. In 2023, the City funded \$15,000 and the County funded \$30,000. Following are answers to the questions that you requested:

- The request for 2024 is \$30,000 dollars and the money will be spent on Airport Operations
- We serve both private and business planes that fly into the Aitkin region.
- We had approximately 16,000 operations utilize the airport facility last year.
- The total annual operating budget for the airport in 2023 is \$109,706 dollars.
- The ending fund balance in 2022 was (\$116,661) It is common for this fund to come in negative because it takes forever to get grant money repaid from the FAA. It can sometimes be as much as 18 months.
- Most of our funding for all projects comes from the FAA and MNDOT Aeronautics.

If you have any other questions, please feel free to reach out.

Thank you, Jessica.

Mike

Mississippi Headwaters Board

Crow Wing County Land Service Bldg. - 322 Laurel St. - Brainerd, MN 56401

Web Site: www.mississippiheadwaters.org

Date: May 1, 2023

To: Aitkin County
217 @nd St. NW
Aitkin, MN 56431

RE: 2024 Appropriation

Dear Jessica Seibert,

Although some of us are still planning for the summer, others are looking to the next year!

The reason for this letter is to remind you that you will need to include in your '24 budget the annual appropriation for the Mississippi Headwaters Board as per the Joint Powers Agreement.

The Mississippi Headwaters Board is pleased to announce that the amount of the annual obligation will again remain at \$1,500.00.

Once you have approved and allocated this amount as part of your budget process, please forward a check in that amount to the Mississippi Headwaters Board, 322 Laurel St, Brainerd, MN 56401. Thank you again for your continued support of this board and its mission to protect the Great Mississippi River.

Sincerely,

Tim Terrill

Mississippi Headwaters Board Executive Director



**MINNESOTA
SOIL AND WATER CONSERVATION DISTRICTS**

**AITKIN COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

307 2nd St NW Rm 216
Aitkin, MN 56431
Telephone (218) 927-7284

July 14, 2023

Jessica Seibert
Aitkin County Administrator

Dear Jessica:

The Aitkin County SWCD receives funding from Aitkin County in order to provide necessary services to Aitkin County residents. We are requesting \$131,549 from Aitkin County for 2024. I have enclosed a copy of our SWCD budget for 2024.

Aitkin County SWCD provides a long list of services to residents and Aitkin County, here is a partial list in no particular order:

- a. Coordination the Comprehensive Local Water Management Plan on behalf of Aitkin County
- b. One Watershed One Plan (1W1P) participation and technical assistance
 - Rum River 1W1P Implementation
 - Mississippi River Brainerd 1W1P Fiscal Agent
 - Mississippi Grand Rapids 1W1P Outreach Coordinator / Recorder
 - Snake River Watershed 1W1P Participation
- c. Aquatic Invasive Species Administration (AIS) (incl. watercraft inspections and education)
- d. Cooperation with Aitkin County Environmental Services to complete select Zoning Inspection services (Shoreland Restoration, Bluff Determination, Stormwater Management)
- e. A wide range of forest management assistance to private landowners (Forest Stewardship, Sustainable Forest Incentive Act Program Enrollment, Pest and Disease Identification)
- f. Surface Water quality monitoring
- g. Financial & Technical assistance for cost-share projects for water runoff management, erosion control, and shoreland management
- h. Drone video footage and assistance to various county departments, townships, and partners
- i. County Weed Inspector services, Weed Identification and Eradication
- j. Big Sandy Watershed, Mille Lacs Watershed, and other watershed and lake association assistance
- k. 1/2 hour radio show each month for outreach regarding natural resources in Aitkin County
- l. Assistance to agricultural producers, include Ag. Water Quality Certification.
- m. Administration of the water quality buffer program on behalf of Aitkin County

AN EQUAL OPPORTUNITY EMPLOYER

- n. Participation in the Aitkin County Wetland Conservation Act (WCA) Technical Evaluation Panel
- o. Conducting a culvert inventory to guide management decisions and assist road authorities
- p. Bring approximately \$600,000 annually into Aitkin County through various State, federal, and private grants
- q. Project design, and cost-share programs supporting agricultural producers
- r. Education & Outreach Opportunities including the Aitkin County Rivers & Lakes Fair, Starry Trek, Woodland Tours, Contractor Workshops, Realtor Workshops, etc..
- s. Other services provided

We provide services that protect water quality, forests, and wildlife throughout the county. Our budget strives to provide funds for jobs and projects beyond our office (AIS Inspectors, contractors, cost-share for landowners). Our services benefit all Aitkin County residents, seasonal property owners, and others who visit here to enjoy our natural resources. In 2024 we are requesting a very modest increase to the Ag Inspector allocation. We have increased services in this area to landowners, townships, and the County. We have also been successful in obtaining competitive grants that also support this work, as well as interns that augment the services provided. Terrestrial, aggressive, weeds are a problem that is spreading in Aitkin County.

In addition to County funds, we receive funding from the State and through various competitive grants. We are excited to work on the One Watershed One Plan efforts that will bring new funds into the County and allow us to provide additional assistance to those looking to protect and restore our waters.

We would like to achieve a 3 month operating fund balance (approximately \$375,000) to balance out cash flow highs and lows throughout the year. Our balance on December 31, 2022 was \$620,949 of which \$128,000 was encumbered for the AIS program and \$159,000 encumbered to other projects. This leaves us \$88,000 short of our 3-month fund balance goal.

Please contact me if you have questions or need any further information. We appreciate your support.

Sincerely,



Janet Smude
District Manager

Attachment: 2024 SWCD budget

Aitkin County SWCD 2024 Budget

	2023 Budget	2024 Budget	Notes
Revenue			
County Allocation	\$ 68,849.00	\$ 68,849.00	
County - Local Comprehensive Water Mgt Plan	\$ 7,700.00	\$ 7,700.00	
2021 Con Con Funding	\$ 50,000.00	\$ 50,000.00	
Ag Inspector	\$ 4,800.00	\$ 5,000.00	
Total From County (All Sources)	\$ 131,349.00	\$ 131,549.00	Increase based on additional services provided to townships, weed inventory work, spraying of select weeds identified on County Roads, Grants, Cons, Corp Intern
State local Comprehensive Water Mgt Plan	\$ 13,888.00	\$ 18,957.00	All WPTF Funds NRBG Increase for 2 years, then reverts 36.5% increase
State WCA	\$ 8,310.00	\$ 11,343.00	1/4 of WCA Funds NRBG Increase for 2 years, then reverts 36.5% increase
SWCD Capacity	\$ 139,800.00	\$ *	
SWCD Aid	\$ 167,180.55	\$ 167,180.55	This replaces SWCD Capacity. It is a one time increase
BWSR Projects Grants	\$ 4,141.00	\$ 4,141.00	State Cost Share Funds
BWSR Service Grants	\$ 20,212.00	\$ 20,212.00	Conservation Delivery Grant
BWSR Conservation Delivery	\$ 30,000.00	\$ 30,000.00	
State Riparian Aid	\$ 15,000.00	\$ 8,500.00	No Income in 2024.
Ag Buffer Program	\$ 10,000.00	\$ 16,000.00	8 Easements @ \$ 2,000
Soil Health Grant			
Misc Income (wild rice)			
Conservation Easements - BWSR Funded			
Aquatic Invasive Species (AIS)			
AIS Education Prevention	\$ 27,200.00	\$ 27,000.00	
AIS Inspections	\$ 165,000.00	\$ 160,808.75	
AIS Inspection, Materials, Services	\$ 23,000.00	\$ 40,000.00	
AIS Enforcement	\$ 8,200.00	\$ 8,100.00	
AIS Emergency Response	\$ 8,400.00	\$ 13,000.00	
AIS Decontamination	\$ 13,000.00	\$ 33,701.25	Increase to 12.5% \$ 269,610 Total AIS \$
AIS Maintenance Fund	\$ 31,592.00		
AIS Administration / Coordination			
Snake River 1W1P	\$ 5,000.00	\$ 5,000.00	Implementation Funds, We will assist with reporting
Rum River 1W1P	\$ 5,000.00	\$ 19,000.00	Implementation Funds
Upper Miss Brainerd 1W1P	\$ 90,640.00	\$ 113,300.00	Final Planning Funds
Upper Miss Grand Rapids 1W1P	\$ 8,400.00	\$ 5,000.00	Planning Funds
MPCA 319 Grant	\$ 100,000.00	\$ 65,000.00	Competitive Grant
HELP Grant	\$ 10,000.00	\$ 7,000.00	Competitive Grant
CPL Grant	\$ 12,325.00	\$ 9,802.00	Competitive Grant
CCFFC Grant	\$ 960.00	\$ 80,000.00	Competitive Grant
Observation Wells		\$ 960.00	State Contract
Forest Stewardship	\$ 13,500.00	\$ 13,500.00	
Mn Ag Water Quality Certification Program	\$ 2,000.00	\$ 2,000.00	
Tree Sales	\$ 4,000.00	\$ 8,900.00	
Tree Planter	\$ 100.00	\$ 100.00	
Native Plant Sales	\$ 1,500.00	\$ 1,500.00	
Truax Drill	\$ 800.00	\$ 1,700.00	
Interest Earnings	\$ 150.00	\$ 200.00	
CFW Protecting Cisco Lakes	\$ 6,034.00	\$ -	Grant Expires 12/23
Carlton Co SWCD (forester)	\$ 39,000.00	\$ -	Joint Position Ended
Subtotal	\$ 785,152.00	\$ 878,905.55	
TOTAL =	\$ 916,501.00	\$ 1,010,454.55	

Aitkin County SWCD 2024 Budget

Expenses	Spent in 2022	2024							
Supervisor's Compensation	18,433.50	18,500.00							
Employee Salary	362,700.72	448,000.00							
Employers FICA and Medicare	28,204.89	30,000.00							
Employers PERA Contribution	25,426.66	28,000.00							
Employers DCP Contribution	750.00	800.00							
Supervisor's Expenses	5,349.76	5,500.00							
Employee Expenses	8,472.90	8,500.00							
Professional Services	4,270.00	4,270.00							
Farm Bill Biologist	3,250.00	3,250.00							
Insurance	7,477.00	7,500.00							
Fees and Dues	6,832.13	6,500.00							
Vehicle Expenses	3,802.09	4,000.00							
Education and Promotion	969.42	975.00							
Office Supplies & Maintenance	6,469.85	6,500.00							
Postage	680.28	700.00							
Website		100.00							
State Cost share Projects		2,300.00	Allocated for Projects						
Local Comp. Water Main Plan	18,098.72	7,700.00	Allocated for Projects / Outreach						
Dist Capacity Cost Share Funding		7,500.00	Allocated for Projects						
SWCD Aid		\$ 4,000.00	Allocated for Projects						
Soil Health Grant		5,000.00	Allocated for Projects						
Aquatic Invasive Species (AIS)									
AIS education/prevention	41,549.20	27,000.00							
AIS inspections	201,596.37								
AIS Inspections, Materials, Services		160,818.75							
AIS enforcement		40,000.00							
AIS emergency response									
AIS decontamination	(6,470.39)	8,100.00							
AIS maintenance fund									
AIS admin/coordination/rent									
AIS Administration	27,009.60								
MPCA 319 Grant	12,616.59	30,000.00	Allocated for Projects / Outreach						
HELP Grant	1,000.00	2,000.00	Allocated for Projects						
CPL Grant		9,802.00	Allocated for Project						
CCFFC Grant		20,000.00	Contracts with Partners						
Rum River IWIP		1,500.00	Allocated for Projects						
Up Miss Brainerd IWIP		106,300.00	Contracts with Partners						
Tree Sale Expenses	3,436.79	3,500.00							
Tree Planter Expense	225.00	100.00							
Native Plant Sale Expenses	2,505.00	1,500.00							
Truss Drill Expense	980.90	500.00							
Sprayer expense	19.98	25.00							
		1,010,740.75							
Revenue of =		\$ 1,010,454.55							
Less Expenses =		1,010,740.75							
		(286.20)							



Aitkin County CARE, Inc.
Lynne Jacobs
P.O. Box 212
Aitkin, MN 56431

July 10, 2023

Jessica Seibert, MPA
Aitkin County Administrator
217 2nd ST NW
Aitkin, MN 56431

Dear Jessica:

Aitkin County CARE, Inc. is looking forward to serving the seniors and disabled adults within our community in the coming year. We appreciate the collaboration that our agency enjoys with your staff, and the financial support provided is critical to our operations.

This letter is to request the funds approved for senior services in the amount of \$37,900. Attached please find details describing our impact, programing, and future focus of this wonderful nonprofit. If additional information is needed, please feel free to contact me.

Respectfully,

/s/Lynne Jacobs
Executive Director
aitkincountycare@gmail.com
218.927.1383

LJ

AITKIN COUNTY CARE, INC.

July 10, 2023

AITKIN COUNTY BOARD FUNDS REQUEST - \$37,900

1. Budget for funds requested

- i** \$37,900 is being requested for the purpose of matching funds for the older Americans Act Title III funding. This grant provides funding for continued services and requires matching funds.

2. Services Rendered and numbers served

- i** Our mission: "To enhance and promote the independence, dignity, value and well-being of older and disabled adults and those who care for them." With 14 programs in 2022 CARE provided 1,616 hours of respite care to 10 clients, homemaking to 97 clients; delivered 5,015 frozen meals to 44 isolated, rural seniors; brought 4,585 hot meals to 40 local clients, gave out 818 nutritional food boxes to 86 individuals and provided 716 one-way trips for 25 seniors. 73 seniors connected with elementary-aged children through Grand Friends Pen Pals, and classes continue with Tai-Ji-Quan and SAIL (Staying Active and Independent for Life). Three classes are ongoing. A new service this year is bringing socialization throughout the county called "Donuts with Dawn" This program has touched 177 people so far this year. Locations include Hill City, Jacobson, McGregor, McGrath, Palisade and Aitkin.

Partnerships continue to grow at Aitkin County Care with efforts that include Aitkin County SHIP. As an active member of the Community Leadership Team strong relationships have built into collaboration on services. One example includes CARE assistance with delivery of Market Boxes to individuals within the county. This increased accessibility provides individuals with a healthier lifestyle.

Additionally, strong relationships have been built with Case Managers in Health and Human Services as well as Aitkin County Sheriff's department.

3. Financial information Requested

- i** Three pieces of information the County Board believes is necessary:
 - Annual Operating Budget \$ 382,866

- Fund Balance - \$ 111,783
-
- Other funding comes from:
 - Live Well at Home Grants
 - Title III funding
 - Northland Foundation
 - Medica
 - Otto Bremer Trust
 - Direct public funds
 - Program Revenue

Aitkin County Historical Society
Depot Museum

P.O. Box 215
Aitkin, Minn. 56431
218/927-3348

July 13, 2023

To: Jessica Seibert, MPNA
Aitkin County Government Center
307 2nd Street NW, Room 310
Aitkin, MN 56431

Subject: 2024 Aitkin County appropriation for Aikin County Historical Society

For 75 years the Aitkin County Historical Society has served the citizens of our county by collecting and preserving historical artifacts and documents pertaining to all aspects of the county and its population. We provide a resource for the ongoing study of the rich history of our county, its citizens, and the communities and organizations that have made Aitkin County develop from logging camps to what it is today.

Our facilities include the main NP Depot building, an additional display/storage building on the NP Depot grounds, and an off-site storage/workshop building located by the county shops. We are the designated depository of all county records including maps, events, charts, board records, and physical artifacts and perform the same function for the various communities and organizations contained throughout the county. Because of this, it is vital to maintain a controlled environment that has controlled temperature and humidity, is pest free, and secure. These conditions must be maintained 365 days a year whether the buildings are occupied or not, so the cost of utilities and maintenance is an ongoing expense. Other expenses can also suddenly arise. The most recent examples of this would be the recent replacement of a failed heating unit and a toilet last winter at the cost of app. \$6000.00.

After almost three years, the effects of COVID are still haunting our organization. Our Depot Museum was shut down for 2020 and all events were cancelled, resulting in a very significant reduction in income for the 2020 year.

When the COVID restrictions were lifted in 2021, The Depot Museum was able to re-open and events rescheduled, but due to several reasons, many of our volunteers failed to return. The result was an inability to properly maintain and improve the physical infrastructure, since these tasks are usually performed by our volunteer group. In late 2022 our organization saw the resignation of another administrator because of the financial inability of the ACHS to make it more than a part-time position. This caused the Depot Museum to limit the hours it could be open to the public to only one day a week.

In May of 2023 I was hired as the new administrator of the ACHS. Since that time, we have once again been able to open the Depot Museum to the public 4 days a week resulting in much more public awareness of what we do and what services we can provide. Our volunteer group is growing again, and several community groups have come forth to help with grounds maintenance, repair work, landscaping, etc.

Aitkin County Historical Society

Depot Museum

*P.O. Box 215
Aitkin, Minn. 56431
218/927-3348*

In May, the 6th grade classes from McGregor and Aitkin were given a guided tour through the facility. Presently we are seeing an average of 80-90 visitors per month at the Depot and this number is steadily increasing and our display at the Aitkin County Fair had well over 1000 visitors. Our future plans include reaching out to other organizations to see if we can provide assistance in plotting their histories, working with the schools to develop educational programs about the development and progress of the county, and reaching out to the other communities in the county that are outside the Aitkin area.

Our funding comes from county appropriation, memberships, donations, grants, fund raising events, memorials, store sales, township donations, and an annual fund drive. Included are our financial records for year 2022 and the proposed budget for 2024. Although these documents will show we have cash on hand, this is earmarked for future building and storage needs, and unexpected expenses. In addition, we are presently in the application process for a Depot renovation grant and there may be extra costs involved to complete the project.

Costs have risen significantly over the past several years and will continue to grow. The county appropriation for 2023 was \$19,000 and represented only a slight increase over the 2022 amount of \$18,500. We are requesting that the Aitkin County Board approve an appropriation for the 2024 year in the amount of \$25,000. This is a significant increase over last year's amount of 19,000 but, considering the minimal increases of previous years, we feel it a fair request. Thank you for your consideration in this matter.

Sincerely,



Richard Peterson
Administrator
Aitkin County Historical Society

ACHS
2024 Budget proposal

Annual Fundraiser Appeal	2000.00
Cookie Sales (December)	1200.00
County Appropriation	25000.00
Donations	8500.00
Garage Sale (August)	9000.00
Membership Dues	3500.00
Memorials	1000.00
Museum Store Sales	1200.00
Townships & Cities Donations	2500.00

Totals **53900.00**

Accounting	1500.00
Administrator's Salary	27792.00
Advertising	710.00
Archival materials	1000.00
Copier/office supplies	1100.00
Dues/subscriptinons	225.00
Fundraising Expenses	2800.00
Heat	7759.00
Miscellaneous Expenses	1000.00
Payroll Tax	2126.00
Pest Control	1260.00
Postage	630.00
Rental	231.00
Repairs	5000.00
Resale items	550.00
Security	945.00
State Fees	100.00
Technology	4206.00
Telephone	550.00
Utilities	4320.00

Totals **63804.00**

Net +/- (9904.00)

**Aitkin County Historical Society
Balance Sheet
January 1, 2022 - December 31, 2022**

Assets

Operating Income

Bremer Bank Checking			\$7,350.90	
Bremer Bank Savings	\$43,386.61			
Withdrawal 11-2-2022	(-\$10,000.00)			
Withdrawal 12-7-2022	(-\$11,600.00)			
Interest income		\$25.10		
Petty Cash Fund			\$10.00	
Total Operating Income	\$21,786.61	\$25.10	\$7,360.90	\$29,172.61

Other Assets

Franklin Templeton Investment	\$17,692.20			
Depreciaton		-\$1,236.43		
Members CCU Savings	\$495.43			
Interest income		\$0.48		
Members CCU Money Market Acct	\$14,319.26			
Interest income		\$28.68		
Neighborhood Bank CD #3	\$6,506.85			
Security State Bank CD #42085	\$15,093.95			
Total Investments	\$54,107.69	(\$1,207.27)		\$52,900.42

Total Current Assests **\$82,073.03**

Fixed Assets

New Building			\$9,152.00	
Total Fixed Assets				\$9,152.00

Total Assets **\$91,225.03**

Liabilities & Equity

Liabilities

Sales Tax Payable	\$60.11			
Total Current Liabilities				\$60.11

Equity

Capital InvestmentFund			\$33,190.35	
Fund Balance			\$46,466.93	
Retained Earnings			\$32,383.92	
Net Income (+/-)			-\$20,876.28	
Total Equity			\$91,164.92	\$91,164.92

Total Liabilities & Equity **\$91,225.03**

TREASURER REPORT 31 MARCH 2023

Franklin Templeton

Beginning Bal.	Febr. 28, 2023	\$16,455.77
Appreciation	3/31/23	<u>\$382.17</u>
	Ending Balance 3/31/23	\$16,837.94

Bremer Savings

Beginning Bal.	Febr. 28, 2023	\$21,818.77
Income	Interest 3/31/23	\$3.41

Expense	Trsfr to ckg 3/17	\$2,500.00
	Trsfr to ckg 3/29	<u>\$5,000.00</u>
	Total Expense	<u>\$7,500.00</u>
	Ending Balance 3/31/23	\$14,322.18

MCCU Shared Savings

Beginning Bal.	Febr. 28, 2023	\$495.91
Income	Interest 3/31/23	<u>\$0.12</u>
	Ending Balance 3/31/23	\$496.03

MCCU Money Market

Beginning Bal.	Febr. 28, 2023	\$14,353.73
Income	Interest 3/31/23	<u>\$3.04</u>
	Ending Balance 3/31/23	\$14,356.77

Bremer Checking

Beginning Bal.	Febr. 28, 2023	\$4,174.40
Income	Membership	\$205.00
	Donations	\$175.00
	Franklin Templeton dividend	\$107.22
Transfer	Bremer Svgs to Ckg	<u>\$7,500.00</u>

Total Income \$7,987.22

Expenses	void ck 3618	
Heating/Cooling	MN Energy bldg 3	\$340.95
Occupancy	MN Energy bldg 2	\$154.35
"	MN Energy Depot	\$735.99
Water/EI/Sew "	Public Util Depot & Bldg 2	\$210.10
Occupancy	Public Util Bldg 3	\$61.39
Occupancy	Century Link - telephone	\$46.57
Technology	Spectrum/Charter internet	\$97.98
Technology	Rediscovery Software annual	\$1,680.00
Occupancy	Larson Plbg-toilet - repair	\$600.00
Occupancy	Adam's Pest -pest control	\$115.33
Office Comp.	Roxy Appel Wigton-Feb stipend	\$100.00
Advertising	Postmaster- annl nwsltr 2 rolls	\$126.00
Office Supplies	Postmaster-postage general	\$63.00
Book Resale	Solvai Sotnak -2 books'Furly'	\$14.00
Acct/Taxes	MN Sales Tax 60.11 fee 1.29	\$61.40
Grant	LHB, Inc. balance grant structure	<u>\$3,880.00</u>

Total Expenses \$8,287.06

Balance Forward 3/31/23 & Bal. Bk Stmt \$3,874.56

achs
Profit & Loss Budget vs. Actual
January through March 2023

	Jan - Mar 23	Budget	\$ Over Budget	% of Budget
Income				
2000 · Annual Appeal	0.00	500.00	-500.00	0.0%
2100 · Donations	1,293.99	1,150.00	143.99	112.5%
2200 · Fundraisers	0.00	0.00	0.00	0.0%
2300 · Grant Income	0.00	0.00	0.00	0.0%
2400 · Interest / Dividend	738.50	250.50	488.00	294.8%
2500 · Membership Dues	255.00	795.00	-540.00	32.1%
2600 · Memorials	0.00	0.00	0.00	0.0%
2700 · Museum Sales				
2710 · Books	29.87	8.00	21.87	373.4%
2720 · Tee-Shirts	0.00	0.00	0.00	0.0%
2730 · Cups	0.00	0.00	0.00	0.0%
Total 2700 · Museum Sales	29.87	8.00	21.87	373.4%
2800 · Township/City/County	0.00	100.00	-100.00	0.0%
2900 · Misc. Income	0.00	100.00	-100.00	0.0%
Total Income	2,317.36	2,903.50	-586.14	79.8%
Expense				
4000 · Accounting/Taxes				
4010 · CPA Expenses	0.00	300.00	-300.00	0.0%
4020 · IRS Payroll	0.00	0.00	0.00	0.0%
4030 · State of MN payroll	0.00	0.00	0.00	0.0%
4040 · State MN Sales Tax	61.40			
4000 · Accounting/Taxes - Other	195.00			
Total 4000 · Accounting/Taxes	256.40	300.00	-43.60	85.5%
4100 · Advertising				
4110 · Aitkin Independent Age	0.00	120.00	-120.00	0.0%
4120 · Society Newsletter	126.00	300.00	-174.00	42.0%
4100 · Advertising - Other	269.00			
Total 4100 · Advertising	395.00	420.00	-25.00	94.0%
4200 · Fundraising				
4210 · Volunteers	0.00	50.00	-50.00	0.0%
4220 · Annual Meeting	0.00	0.00	0.00	0.0%
Total 4200 · Fundraising	0.00	50.00	-50.00	0.0%
4300 · Garage Sale				
4350 · Advertising	0.00	0.00	0.00	0.0%
Total 4300 · Garage Sale	0.00	0.00	0.00	0.0%
4400 · Grant Expenses				
4420 · Misc. Grant Expenses	3,880.00			
Total 4400 · Grant Expenses	3,880.00			
4500 · Museum Resale				
4510 · Purchases Resale	14.00			
4500 · Museum Resale - Other	0.00	50.00	-50.00	0.0%
Total 4500 · Museum Resale	14.00	50.00	-36.00	28.0%

Profit & Loss Budget vs. Actual

04/14/23

January through March 2023

Accrual Basis

	<u>Jan - Mar 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
4600 · Occupancy Expense				
4610 · Garbage	0.00	50.00	-50.00	0.0%
4611 · Grounds Maintenance	35.67	100.00	-64.33	35.7%
4612 · Heating/Cooling	4,032.21			
4613 · Janitorial	35.91	50.00	-14.09	71.8%
4614 · Pest Control	220.17	200.00	20.17	110.1%
4615 · Rentals	70.00			
4616 · Repairs	0.00	700.00	-700.00	0.0%
4617 · Security and Alarm Service	140.37			
4618 · Telephone	139.19			
4619 · Water / Electricity / Sewer	836.25			
Total 4600 · Occupancy Expense	<u>5,509.77</u>	<u>1,100.00</u>	<u>4,409.77</u>	<u>500.9%</u>
4700 · Office Compensation	200.00	300.00	-100.00	66.7%
4800 · Office Supplies				
4810 · Collections/Archival Materials	0.00	0.00	0.00	0.0%
4830 · Education Fund	0.00	0.00	0.00	0.0%
4860 · Postage	63.00	252.00	-189.00	25.0%
4870 · Volunteers	0.00	0.00	0.00	0.0%
Total 4800 · Office Supplies	<u>63.00</u>	<u>252.00</u>	<u>-189.00</u>	<u>25.0%</u>
4900 · Repairs				
4920 · Replacement Items	600.00			
Total 4900 · Repairs	<u>600.00</u>			
5100 · Technology				
5110 · Internet Services	293.94			
5120 · Software (Prolifico)	1,680.00			
Total 5100 · Technology	<u>1,973.94</u>			
Total Expense	<u>12,892.11</u>	<u>2,472.00</u>	<u>10,420.11</u>	<u>521.5%</u>
Net Income	<u>-10,574.75</u>	<u>431.50</u>	<u>-11,006.25</u>	<u>-2,450.7%</u>

Aitkin County Ag Society

307 Second Street Northwest, Unit 121
Aitkin, Minnesota 56431
218.927.7354

July 20, 2023

To: Aitkin County Board of Commissioners

From: Aitkin County Fair Board

Leeann Moriarty, President
Kirk Peysar, Secretary/Treasurer
Sharon Dotzler
Sara Rian
Kate LaClair
Renee Kostick
Lenore Jackson
Jim Bright

Gabrea Anderson
Jennifer Thompson
Vern Watters
Randeena Olson
Lacie Hietalati
Becky Koch
Lon Nicko

Re: 2024 Appropriation and Fiscal Recovery Funds

The Aitkin County Fair Board has received an annual \$10,000 appropriation from the County Board since 1986, Thirty-seven years. For 2023, the Aitkin County Fair Board is requesting a small increase, to \$14,000 and therefore respectfully requests a \$24,000 appropriation (\$14,000 for operations and \$10,000 for capital items). Additionally, payment of the 2024 annual MCIT coverage premium estimated to be \$7,000.00. As you are aware the fairgrounds sustained a large amount of damage from the May 11, 2022 storms. Two buildings were lost and a several others sustained damage and needed repairs. MCIT coverage will cover the repairs to those partially damaged structures. Ongoing facility improvements and repairs are greatly needed.

We held our 2022 fair July 6 – 9, crowds were large, with attendees coming from throughout Minnesota to our fair. The 2023 fair, held July 5 - 8, 2023, was also very well attended.

About our county fair:

- Amount of money requested and a budget of how it will be used:
 - The \$14,000 appropriation represents 10% of the Fair Board's budgeted revenues.
 - While revenues are not dedicated to specific expenditures, the Fair Board considers the county appropriation to be a portion of the \$30,000 that is budgeted for capital improvements and maintenance to the fairgrounds, which are county-owned. Having 31 structures on location, there is no end to the repairs needed.
- Narrative of services provided to the taxpayers of Aitkin County:
 - The Fair Board meets monthly throughout the year to plan the annual county fair.
 - In 2024, the fair will celebrate its 135th annual fair.

- Early county fairs were held in the courthouse and on the courthouse grounds. Fresh garden produce was displayed in the court chambers along with fancy work. Competitions were held to determine who had the strongest horse and oxen teams.
- **Who we serve:**
- 4-H youth, FFA members, exhibitors of all ages and interests.
- The event is attended by thousands of county residents as well as visitors from other areas. The fair provides a wide variety education and entertainment for people of all ages.
- Community organizations such as the American Legion, Lions, Fire Department, 4-H, and other community organizations count on the fair for significant portions of their organization’s annual income.
- Annual operating budget:
Our total 2023/2024 budget is \$132,829 (\$96,329) for operations, attractions, midway and \$36,500 for facility maintenance).

We ended FY 2021/2022 with a balance of \$41,586 after the completion of large building projects and receipt of grant reimbursements.

- Other sources of funding:
 - Other revenues are collected through grandstand admissions, parking fees, building rentals, advertising, and donations. This year, fair sponsorship opportunities were also offered to local organizations and businesses. Grants are also sought for various projects. This year, a \$10,230 grant has been awarded from the County Fair Grant program, MN Department of Ag; those funds are restricted for use. An additional, \$3,680 Heritage, Culture, and Arts grant also restricted for use has been approved for programing.
- The fairgrounds is made available to other community organizations and other needs, such as Aitkin County Historical Society Garage Sale, Mud Rhythm, Young Riders 4-H, Bit and Bridle, Aitkin Lions Sale, Aitkin Chamber of Commerce, Aitkin community fireworks, class reunion, graduation parties.
- Capital projects/major costs underway or completed during the past year:

Poultry building repairs	\$11,000
Poultry coops	\$5,000
Livestock/Poultry water system	\$4,000
Horse Barn ventilation	\$5,000
Tree clean-up from storm	\$5,500
Electrical upgrades/repairs	\$4,460
<u>Grandstand inspection</u>	<u>\$1,650</u>
Total:	\$36,610

The receipt of Fiscal Recovery Funds under the American Rescue Plan Act allows for the opportunity to make significant improvements to the fairgrounds facility over the course of the funding timelines. We suggest visiting these needs as plans development for those funds.

- Holding tank for Grandstand Restrooms
- Repairs to the 4-H building
- Grandstand structure reinforcements
- Handicap accessible access improvements to grounds
- Handicap accessibility improvements to buildings
- Outdoor security lighting on several buildings
- Siding and handicap accessible ramp replacement for the Arts Building

Thank you for your continued support of the Aitkin County Fair.

Aitkin County Ag Society

2023/2024 Budget

Income Sources:	Budget	
	FY 2023/2024	
Operations:		
Grandstand	\$	38,865.00
Auto Parking	\$	4,704.00
Space Rentals	\$	7,134.00
Carnival Income/Adv Sales	\$	18,780.00
Advertising	\$	2,000.00
Grant	\$	13,910.00
Total:	\$	<u>85,393.00</u>
Other Income:		
State Aid	\$	3,660.00
County Approp	\$	24,000.00
Rents-Storage	\$	25,861.00
Membership Dues	\$	652.00
Interest Income	\$	50.00
Donations	\$	500.00
Camping	\$	100.00
Total:	\$	<u>54,823.00</u>
Total Income:	\$	140,216.00
Fair Operations:		
Premiums to Exhibitors	\$	7,435.00
Awards other than premiums	\$	1,555.00
Advertising/Exhibitor book	\$	6,895.00
Entertainment/Grand Stand	\$	46,089.00
Midway Commissions	\$	10,105.00
Judging Fees & Travel	\$	3,480.00
MFCF Conference/Reg & lodging	\$	4,000.00
Security	\$	250.00
Administrative	\$	2,000.00
General Exp	\$	14,520.00
Total:	\$	<u>96,329.00</u>
Capital Expenses:		
Building Maint	\$	30,000.00
Grounds Maint	\$	6,500.00
Total:	\$	<u>36,500.00</u>
Total Expenses:	\$	132,829.00
Income/Expenses:	\$	7,387.00

**Support Within Reach
Sexual Violence Victim Services in Aitkin County – Funding Request**

Katy Carpenter- Executive Director

Address: 312 Minnesota Avenue, Suite 2009

Aitkin , MN 56431

Phone Number: 218-766-9723 | 218-927-6226 | 1-866-747-5008

Business Office Address: 1510 Bemidji Ave. N. Ste. 13, Bemidji, MN 56601

Phone Number: 218-444-9524

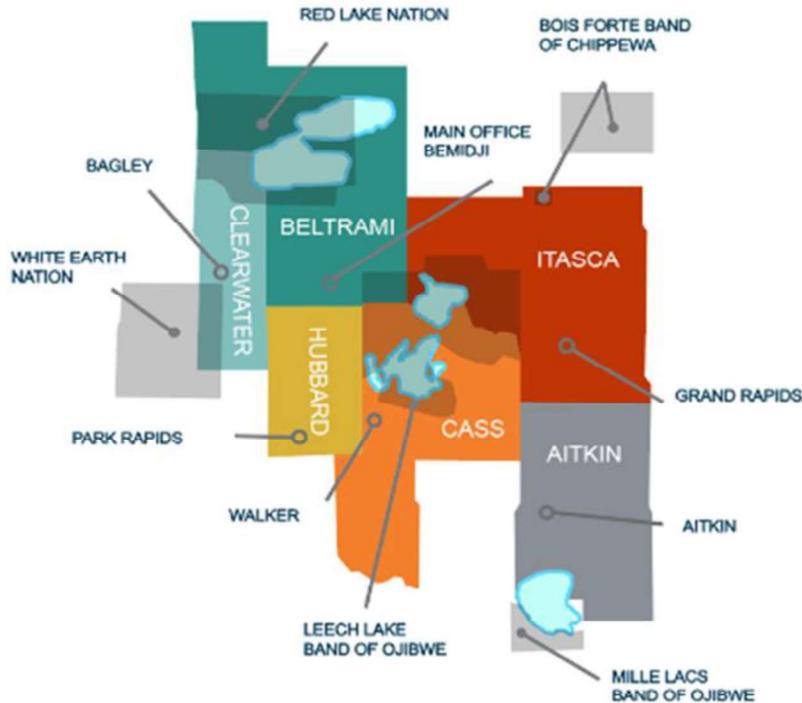
Requested Amount: \$2,000.00

AGENCY OVERVIEW:

SUPPORT WITHIN REACH is a private, non-profit organization that was created in 1989 to serve the distinct needs of victims of sexual violence in both Itasca and Aitkin County. Our mission is to reduce the impact and harm of sexual violence in the communities we serve. On January 15, 2014, SUPPORT WITHIN REACH merged with the Sexual Assault Program of Beltrami, Cass, Clearwater and Hubbard Counties. The new organization adopted the name SUPPORT WITHIN REACH and will continue to be a sexual violence resource and advocacy program sharing resources across the region. The now merged organization covers a six-county area including Aitkin, Beltrami, Cass, Clearwater, Hubbard, and Itasca County (see map at the bottom of this section for more information). The six-county region provides the same services to all six counties in the SUPPORT WITHIN REACH service area. There are two main headquarters (Grand Rapids and Bemidji) with the business office and administrative staff being located in Bemidji. The organization has 19 total staff which includes an Executive Director that presides over the six counties, a program supervisor at each headquarters office that supervises various staff that provide programming and services. There are 4 outlying offices that are individually staffed including one in Aitkin City, Aitkin County.

SUPPORT WITHIN REACH is governed by a volunteer Board of Directors from all across the six-county service area who works to develop and set agency policy and procedure. Board members provide continuing direction for planning and operations, program evaluation, as well as related organizational activities consistent with the mission and goals of the organization.

Service Area Map:



AITKIN COUNTY OVERVIEW:

SUPPORT WITHIN REACH seeks to continually enhance the quality of life for those in Aitkin County through three primary programs: 1) Victim Support & Advocacy Program, 2) Coordinated Community Response, and 3) Outreach Program. The term sexual violence includes a number of actions that are carried out in a manner intended to groom, control, intimidate, manipulate, humiliate, harm, and silence the victim. Unfortunately, sexual violence comes in many forms, including sexual assault/rape, incest/child sexual abuse, sexual exploitation/trafficking of youth and adults, intimate partner sexual violence, date/acquaintance rape, and alcohol/drug facilitated sexual assault, sexual harassment, bullying, and stalking.

In order to address the issues of sexual violence victimization and its impact on victims' lives, SUPPORT WITHIN REACH has developed multiple services such as: 24-hour crisis line, crisis intervention, ongoing support and encouragement, basic awareness and education, support groups, information/referral, medical advocacy and individualized civil/criminal court advocacy and assistance. Being that SUPPORT WITHIN REACH is the sole provider of sexual violence supportive services and prevention education programming within Aitkin County, we welcome collaborative opportunities in order to build a safety net of services for the clients and the

Aitkin County Sexual Violence Services

community that we serve. Through SUPPORT WITHIN REACH's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. SUPPORT WITHIN REACH's outreach program focuses on prevention education/awareness program including volunteers.

COMMUNITY IMPACT:

SUPPORT WITHIN REACH's Support Services and Advocacy Program maintain a crisis/information line that is staffed by trained sexual assault advocates (staff and volunteers) 24 hours a day, 365 days per year. SUPPORT WITHIN REACH staff cover the crisis line during office hours, while trained staff/volunteer advocates attend and respond to incoming calls for assistance after hours. Specific services provided are crisis intervention, basic counseling and support; support groups, follow-up and referrals to community agencies; accompaniment to medical exams and law enforcement interviews; information and updates related to case progress in the court system; and assistance in filing protective/restraining orders. SUPPORT WITHIN REACH works to provide information and options each step of the way in order to help clients to make informed decisions that will assist them in their healing process. For example, SUPPORT WITHIN REACH staff are able to help victims and their family understand the complex reporting process which is very different when looking at different situations involving the age of the victim and perpetrator and the relationship between the victim and perpetrator.

SUPPORT WITHIN REACH reaches out into the outlying areas of Aitkin County in order to reach specific populations that are vulnerable to sexual violence (assault/abuse) victimization. We provide supportive services and prevention education to residents who reside in outlying areas who have no/little means of transportation to the Aitkin area. SUPPORT WITHIN REACH relies heavily upon our collaborators to fulfill our mission and to carry out our programming.

COLLABORATION:

SUPPORT WITHIN REACH is the sole provider of sexual violence services in Aitkin County. SUPPORT WITHIN REACH works with organizations across Aitkin County to provide victim services and education/awareness. The organizations include:

- Aitkin County Law Enforcement Agencies – SUPPORT WITHIN REACH works with all law enforcement agencies in Aitkin County. SUPPORT WITHIN REACH provides referrals to law enforcement agencies, works with officers and investigators throughout the investigative process. We have found that in cases where a sexual violence advocate is involved, victims tend to stay involved and more active with the criminal justice system.
- Aitkin County Attorney's Office and Victim Assistance Program – SUPPORT WITHIN REACH's Aitkin County Coordinator assists on cases involving criminal sexual misconduct, sexual exploitation, etc. We have found that in cases where a sexual violence advocate is involved, victims tend to stay involved and more active with the criminal justice system.

Aitkin County Sexual Violence Services

- Aitkin County Health and Human Services – SUPPORT WITHIN REACH’s Aitkin County Coordinator assists in cases involving child abuse, parents who have current or previous sexual violence history, etc. We are able to provide ongoing support and education for families experiencing this part of the system.
- Healing Opportunity Provided Equally – approximately 75% of domestic violence victims indicate that they or their children are also victims of sexual violence. SUPPORT WITHIN REACH works with HOPE to ensure proper referrals for victims of sexual and domestic violence in Aitkin County.

SUPPORT WITHIN REACH works closely with each of the entities above in order to coordinate services. Service coordination is done through cross referrals, working together on a case when a client authorizes it, cross training between the different organizations, establishing protocols or practices on how we as collaborating organizations will work together.

The Aitkin County area has one hospital and 3 law enforcement agencies. SUPPORT WITHIN REACH worked on a total of 7 cases involving the criminal justice system in Aitkin County in 2022. Of these cases, 5 of them worked with law enforcement, 3 of them worked with prosecution, 7 required assistance in developing a safety/risk assessment plans, and 3 required assistance in filing for a protective order. Aitkin County received 1 Sexual Assault Nurse Examiner (SANE) calls. SUPPORT WITHIN REACH’s SANE program in Itasca County has extended their SANE services down to Riverwood Hospital to assist victims of sexual violence complete the evidentiary exam collection process with a specially trained SANE nurse. When a victim presents themselves in the Riverwood Hospital Emergency Room, Riverwood calls the SUPPORT WITHIN REACH crisis hotline to have a SANE nurse dispatched out. SUPPORT WITHIN REACH and the multi-disciplinary team continue to address barriers and reasons why victims are choosing not to report recent incidents of sexual violence.

Active Collaboration between key community partners in Aitkin County continues to provide victim centered and offender focused work and a vital part of meeting SUPPORT WITHIN REACH’s mission.

VICTIM SUPPORT SERVICES & ADVOCACY PROGRAM:

SUPPORT WITHIN REACH provides a variety of services that provides a network of support for victims of sexual abuse/assault and their families/loved ones. In 2022, SUPPORT WITHIN REACH staff and volunteers provided a total of 485 service types in Aitkin County.

- SUPPORT WITHIN REACH attended to a total of 9 primary sexual violence victims (7 new primary victims and 2 ongoing primary victims) and 2 secondary victims.
- Crisis Intervention (9 client contacts)
- Risk Assessment/Safety Planning (14 client contacts)
- Ongoing support and case follow-up (143 client contacts)
- Accompaniment to medical exams (2 client contacts)
- Criminal Justice Support and Advocacy – this includes law enforcement, prosecution, and probation (28 client contacts)

Support Within Reach – 2024 Funding Request

Aitkin County Sexual Violence Services

- Civil Legal Advocacy: Filing Harassment Restraining Orders and Orders for Protection, Mandated Reporting Issues, Human Services Requested Education (1 client contact)
- After hours Crisis Calls (6 client contacts)

SUPPORT WITHIN REACH uses the following strategies to ensure access to sexual abuse/assault services:

- SUPPORT WITHIN REACH makes sexual abuse/assault services available at our office located in Aitkin. We have a staff that works regular hours in that office and 4 full time and 1 part time staff available in Grand Rapids as needed.
- SUPPORT WITHIN REACH provides a 24-hour crisis line that is available 365 days per year
- SUPPORT WITHIN REACH provides outreach to outlying areas like Hill City, Jacobson, and McGregor.
- SUPPORT WITHIN REACH has facilitated a Sexual Assault Multi-Disciplinary Action Response Team in Aitkin, with aims to continue to rejuvenate this team in 2023/2024.
- SUPPORT WITHIN REACH provides training to criminal justice system responders related to sexual violence and our services.

PREVENTION EDUCATION & AWARENESS PROGRAM:

SUPPORT WITHIN REACH is active within the community developing and presenting customized education and awareness opportunities throughout Aitkin County that meet the needs and requests of the audience type. Through SUPPORT WITHIN REACH's awareness and prevention education program, participants develop an increased awareness of the services our agency provides as well as improved understanding regarding the issues surrounding sexual violence. In 2022, SUPPORT WITHIN REACH provided 14 prevention education trainings and awareness events to 564 participants in Aitkin County. Specific presentations that SUPPORT WITHIN REACH is able to provide are as follows:

1. Pre-school/Daycare – 4th Grade:
 - Body Safety
 - Respect and Boundaries
 - Bullying
2. Middle School/High School:
 - Let's Chat
 - SUPPORT WITHIN REACH services/location
 - Self-Esteem, Respect, Boundaries and Body Safety
 - Difference between Sexual Harassment & Flirting
 - Healthy/Unhealthy Relationships
 - Handling peer pressure to be sexually active
 - Internet Safety/Teens & Technology
 - Date/Acquaintance Rape

Aitkin County Sexual Violence Services

3. Other Presentations:

- Those with disabilities and their care takers
- Youth At Risk – area group homes,
- Professional Development for Adults – Sexual Harassment, Special topics involving sexual violence, Stalking, Medical Providers, Law Enforcement Agencies, etc.

4. Community Awareness Events:

- Trafficking Awareness Month
- Stalking Awareness Month
- Sexual Assault Awareness Month
- Child Abuse Awareness Month
- Volunteer Awareness Week
- Crime Victim’s Rights Week
- Community Connect
- National Night Out
- Aitkin County Fair

2022 At a Glance

Real Impact:

In August 2022, a 12-year-old client came to SWR with her mother from Aitkin, MN. The client had been exploited by a teenage boy 5 years older than her. The family felt very broken and was looking for supportive services. The services that SWR offered began with a pediatric SANE exam, and upon meeting the family it became apparent that they would benefit from many other services that SWR could provide.

At this point, the family was exhausted and could not speak without many emotions appearing. In the very first meeting the family explained that their mental health was affected. They also discussed that electronic devices were being stolen by the victim and used for online exploitive activity and her sneaking out was done when the grandparents were babysitting. It was difficult for the victim to understand that letting an older boy, that she did not know, into the house was not safe. This was evidenced through laughter and blank looks, also trauma induced. There was a lot of crying and yelling during the first meeting. The services that SWR could provide were explained and work began. The clients utilized SWR’s assistance with law enforcement advocacy through the long reporting and investigative process, and the advocate was able to be very supportive in offering advocacy to the family by helping explain trauma response in teenagers to the law enforcement agency when it was mistaken that the client/victim’s story was not perfectly matching up each time. It was also greatly appreciated and was a blessing for the family as the investigator was out on medical leave during a portion of this time and was difficult to get ahold of. This was very frustrating for the family, and they were relieved every time the advocate was able to relieve some of this stress.

The clients also utilized SWR’s court advocacy services. The advocate was able to assist the family navigate this system which made the process much easier for them. At the time the case

Aitkin County Sexual Violence Services

was moved in the court system, the mother was emotional about seeing the perpetrator and didn't want to face him. The family was relieved and thankful that the advocate was able to check in on the court process, attend hearings for the client until or if requested to be there, and report everything back to the family. They also utilized SWR's services in assisting with writing the Victim Impact Statement. The mother stated that this really helped her in the healing process with her anger and helplessness in the healing process.

In addition to these services, the mother continued meeting regularly with the advocate for ongoing support, but unfortunately the victim began to display more problematic behavior. It became quite evident that more in-depth services were needed for the teenager. A collaboration referral was made to the Safe Harbor Regional Navigator who covers Aitkin County for services for sexually exploited youth as there were more issues arising in the online world, exploitation with older men and talking to men she did not know online, stealing of online devices, and running away had begun. A referral to Lutheran Services was made immediately and the family met with both LSS and the SWR advocate. The client worked with a Lutheran Social Services advocate for sexually exploited youth at her school while the mother continued to work on boundary setting, communication with her daughter, and learning about online safety with the advocate at SWR.

The family worked with Support Within Reach from August 2022 to May 2023. At the time they exited services, the family was able to sit in the same room and smile. The mother stated that the daughter did not steal the electronic devices anymore and that she was able to trust her for short periods of time on the devices. She had set up a reward system to earn these periods of time. The daughter stopped trying to run away from her grandmother's house and was starting to figure out what caused her major stressors and was able to start vocalizing to her mother what these were.

Thanks to the continued availability of SWR's services and advocates, this family was able to navigate their way during this incredibly trying time that the entire family experienced. With continued funding that supports victims of sexual violence in Aitkin County, Support Within Reach will be able to continue providing these services to all sexual violence victims and their loved ones in Aitkin County.

So far in 2023

- SUPPORT WITHIN REACH has attended to a total of 1 primary sexual violence victim and continued serving 1 secondary sexual violence victim.
- SUPPORT WITHIN REACH has provided 21 service types in Aitkin County
- Ongoing support and case follow-up (6 client contacts)
- Criminal Justice Support and Advocacy – this includes law enforcement, prosecution, and probation (1 client contact)
- SUPPORT WITHIN REACH has completed 3 awareness/outreach activities reaching 6 participants.

GOALS & OBJECTIVES

Goal 1: Provide free and confidential services to primary and secondary victims of sexual violence (primary = the actual victim of an incident of sexual violence, secondary victim = anyone else who is impacted by sexual violence including family and friends of the primary victim).

Objectives:

- SUPPORT WITHIN REACH provides a confidential 24-hour crisis line for primary/secondary victims impacted by sexual violence. SUPPORT WITHIN REACH will continue to offer our after-hour crisis/help line to facilitate routing after-hours calls involving sexual violence to our volunteer advocates/staff.
- Provide crisis intervention and basic counseling services to children and adults. This service works to normalize feelings after traumatic events and recurring trauma that occurs overtime. SUPPORT WITHIN REACH maintains an up-to-date therapist list of counselors who are proficient at working with victims of sexual violence in order to assist us in providing appropriate referrals.
- Assist clients in identifying/reaching their basic needs for healing and personal safety. Provide referrals to other agencies as necessary.
- Provide 24-hour advocacy and support for primary/secondary victims at law enforcement centers, First Witness Interviews, hospital emergency rooms and clinics, and criminal/civil courts matters.
- If demand for service remains on track, more resources will be needed to provide services to an increased number of individuals.

Goal 2: Promote Services and Strengthening Relationships with other agencies and service providers.

Objectives:

- SUPPORT WITHIN REACH will publicize our crisis/helpline, along with our 800 number via newspapers, social media platforms, public service announcements, and brochures/literature disbursed throughout the county (monthly).
- Promote our website: www.supportwithinreach.org and engage with community members online through our agency social media platforms.
- Continue to strengthen ties and develop creative and unique ways to reach out to vulnerable populations across Aitkin County. This practice serves to create a network of supportive services for victims of sexual violence.
- SUPPORT WITHIN REACH will continue to be a part of Aitkin County Health and Human Services meetings (ongoing).
- Continue to develop a list of locations within the community where SUPPORT WITHIN REACH can meet privately with clients in outlying areas of the community (as needed).
- SUPPORT WITHIN REACH will re-engage the multi-disciplinary team that is responsible for the justice system response to sexual assault.

Goal 3: Provide prevention/awareness education programming to residents of Aitkin County.

Objectives:

- Provide prevention education and awareness programming within schools and daycares reaching children grades preschool and k-12 and parents with the focus of awareness and safety. *In this funding request this may include Body Safety presentations and Let's Chat (a multi-disciplinary team approach to sexual violence prevention that has been established in other SWR service counties and will establish next steps based on the advice of local schools)*
- Provide prevention education and awareness programming to youth-at-risk residing within group homes.
- Provide prevention education and awareness programming to developmentally disabled population.
- Provide presentations and training to professionals within the community (law enforcement, medical providers' educators, etc.) to support understanding of social issues which are significantly impacting children and families.
- Create at least one community awareness campaign related to sexual violence through newspaper articles and placing brochures/literature throughout the community.

Often times Northeastern Minnesota is forgotten as the primary focus tends to be on larger and more populated areas of the state. Support Within Reach is working hard to ensure that the services that Support Within Reach provides, along with outreach and prevention education are a well-known resource for the community members of Aitkin County. Our mission is to reduce the impact and harm of sexual violence in the communities we serve, and we will continue striving to serve all of communities throughout our service region. Thank you very much for your consideration of Support Within Reach's request.

Respectfully submitted by,



Katy Carpenter

Support Within Reach - Sexual Violence Advocacy and Resource Center

Agency Budget October 1 2022 -September 30 2023

Revenue

Grant Name	Beltrami	Cass	Clearwater	Hubbard	Aitkin	Itasca	Combined Total
Aitkin County	0	0	0	0	1,500	0	1,500
Beltrami Child Abuse Prev	6,600	0	0	0	0	0	6,600
Beltrami County Cooperative	0	0	0	0	0	0	0
Blandin Foundation	0	0	0	0	0	50,000	50,000
Itasca Human Services - SANE	0	0	0	0	0	6,683	6,683
Itasca Human Services - SWR	0	0	0	0	0	6,683	6,683
Enbridge	12,000	0	0	-	0	8,000	20,000
Fines	175	0	800	0	635	3,800	5,410
Grand Rapids Area Community Foundation	0	0	0	0	0	20,000	20,000
Fundraising/Donations	16,000	400	100	500	500	12,500	30,000
Lake Country Power/Clearwater Polk/Round up	0	0	0	0	0	1,000	1,000
Mille Lacs Energy	0	0	0	0	0	0	0
MNCASA - Other	800	0	0	0	0	800	1,600
MN Department of Health	83,000	0	0	0	0	12,000	95,000
MN Northwest Foundation	0	0	0	0	0	0	0
Program Income - SANE	0	0	0	0	0	0	0
Program Income - SWR	0	0	0	0	500	2,000	2,500
Otto Bremer Foundation	31,500	4,500	4,500	4,500	3,750	26,250	75,000
TOGO	0	0	0	0	0	1,000	1,000
Townships	750	1,400	500	2,770	200	3,750	9,370
United Way of Bemidji Area	15,000	0	250	1,750	0	0	17,000
United Way 1,000 Lakes	0	0	0	0	0	11,250	11,250
United Way NE MN	0	0	0	0	0	5,000	5,000
OJP-SMART	13,000	0	0	0	0	13,000	26,000
OJP-FVSP	40,500	4,500	4,500	5,400	2,700	32,400	90,000
OJP-CVS	230,302	38,059	36,023	41,260	9,309	153,535	508,488
Total Revenue	449,627	48,859	46,673	56,180	19,094	369,650	990,083
Percentage of Budget	42%	6%	6%	6%	5%	35%	1

Payroll Totals

Payroll Expense Type	Beltrami	Cass	Clearwater	Hubbard	Aitkin	Itasca	Combined Total
Total Payroll	297,012	39,582	36,920	38,605	22,646	234,571	669,336
Total Fringe	24,821	3,111	2,902	3,034	1,780	18,352	54,001
Total IRA	1,892	1,187	-	-	-	3,474	6,553
Total Payroll Fee	637	91	91	91	46	455	1,411
Total Life	270	36	36	36	-	198	576
Employee Assistance Program	510	510	510	510	510	510	3,060
Total Health/Dental Insurance	17,000	-	-	5,631	-	8,345	30,976
Total Personnel	342,142	44,518	40,459	47,907	24,981	265,905	765,912

Expenses

Expense Type	Beltrami	Cass	Clearwater	Hubbard	Aitkin	Itasca	Combined Total
Accounting	7,800	300	300	300	100	2,900	11,700
Legal Fees	3,000	-	-	-	-	1,000	4,000
Bank Charges	-	-	-	-	-	-	-
Contract Services - SANE/Consultants, Grant Writers	10,000	-	-	-	-	4,000	14,000
Dispatch Services	1,386	198	198	198	198	1,155	3,333
Dues/Memberships - Dues, Bamboo HR	1,242	-	-	-	-	828	2,070
Client/Emergency Funds	600	200	200	200	200	400	1,800
Equipment Rental	2,820	-	-	-	-	1,880	4,700
Events/Exhibits	420	60	60	60	60	340	1,000
Fundraising Expense	1,500	-	-	-	-	1,800	3,300
Insurance	3,570	510	510	510	510	2,890	8,500
Workers Compensation	463	-	-	-	-	309	772
Maintenance/Repairs	1,008	144	144	144	120	840	2,400
Program Expenses (office supplies, etc)	5,872	839	839	839	839	4,752	13,979
Postage	210	30	30	30	30	170	500
Printing/Copying	1,411	202	202	202	202	1,141	3,360
Professional Development	900	100	100	100	100	500	1,800
Security Expense	798	114	114	114	-	920	2,060
Publicity (PSA's)	500	-	-	250	-	500	1,250
Recruitment/Recognition (staff, volunteers, board)	798	114	114	114	114	665	1,919
Rent/Lease	25,932	6,000	4,200	1,500	3,444	12,000	53,076
Small Equipment	1,500	-	-	-	-	1,000	2,500
Tech Support	18,504	-	-	-	-	12,336	30,840
Telephone/Internet/Staff Cell Phone Reimb.	12,096	1,728	1,728	1,728	1,728	9,792	28,800

Training/Conferences	-	-	-	-	-	-	-	-	-	-
Mileage	9,022	1,289	1,289	1,289	1,289	1,289	1,289	1,289	7,302	21,479
Lodging	840	120	120	120	120	120	120	120	680	2,000
Airfare	600	-	-	-	-	-	-	-	-	600
Food/Meals	420	60	60	60	60	60	60	60	340	1,000
Utilities	145	-	-	-	-	-	-	-	3,355	3,500
Expense Totals	113,357	12,007	10,208	10,208	7,758	7,758	9,114	9,114	73,795	226,239
Personnel Totals from Above	342,142	44,518	40,459	40,459	47,907	47,907	24,981	24,981	265,905	765,912
Total Personnel/Expenses	455,498	56,525	50,667	50,667	55,665	55,665	34,095	34,095	339,700	992,151
Net Income/Loss	(5,871.56)	(7,666)	(3,994)	(3,994)	515	515	(15,001)	(15,001)	29,950	(2,068)



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: 2024 Commissioner Salaries

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

Direction is being requested regarding the 2024 Commissioner Salaries prior to adoption of the preliminary levy. Formal adoption of the salary resolution will be approved at year end.

Alternatives, Options, Effects on Others/Comments:

N/A

Recommended Action/Motion:

Direction requested only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

COMMISSIONER SALARY COMPARISONS

	2023 salary	per diem	per diem total estimated	
Aitkin	\$ 35,410.00	no		\$ 35,410.00
Beltrami	\$ 34,800.33	50/75	\$ 5,331.94	\$ 40,132.27
Cass	\$ 30,710.00	75	\$ 6,398.33	\$ 37,108.33
Crow Wing	\$ 42,823.00	no		\$ 42,823.00
Itasca	\$ 35,190.00	no		\$ 35,190.00
Morrison	\$ 34,882.00	no		\$ 34,882.00
Todd	\$ 33,393.00	no		\$ 33,393.00
Wadena	\$ 35,085.00	no		\$ 35,085.00
Hubbard	\$ 26,533.00	90	\$ 7,678.00	\$ 34,211.00
		average		\$ 36,470.51
		average high/low		\$ 36,002.66

Aitkin AVG high/low Comparison \$ (592.66)

	2024 salary	per diem	per diem total estimated	
Aitkin	\$ 37,180.50	no		\$ 37,180.50 proposed 5% increase
Beltrami	\$ 35,844.34	50/75	\$ 5,331.94	\$ 41,176.28 proposed 3% increase
Cass	\$ 32,245.50	75	\$ 6,398.33	\$ 38,643.83 proposed 5% increase
Crow Wing	\$ 42,823.00	no		\$ 42,823.00
Itasca	\$ 36,122.00	no		\$ 36,122.00 proposed 2.65% increase
Morrison	\$ 34,882.00	no		\$ 34,882.00
Todd	\$ 33,393.00	no		\$ 33,393.00
Wadena	\$ 35,984.00	no		\$ 35,984.00 proposed 2.5% increase
Hubbard	\$ 27,594.32	90	\$ 7,678.00	\$ 35,272.32 proposed 4% increase
		average		\$ 37,275.22
		average high/low		\$ 37,037.28

Aitkin AVG high/low Comparison \$ 143.22



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: 2024 Draft Aitkin County Legislative Priorities Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert	Department: Administration	
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 10 Min.
Summary of Issue: The 2024 draft Aitkin County Legislative Priorities will be discussed with Commissioners. Staff seek feedback from Commissioners regarding proposed priorities and additional priorities to be added.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Administrator Updates

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

Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 5 Minutes
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Summary of Issue:

Administrator Updates.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Discussion Only.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request



Requested Meeting Date: September 12, 2023

Title of Item: Association of MN Counties Policy Development Discussion

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Jessica Seibert		Department: Administration
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 20 Min.
Summary of Issue: Matt Hilgart, Association of MN Counties (AMC) Government Relations Manager, will join the meeting remotely to provide an overview of the AMC policy and platform development process.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Discussion only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin County Board of Commissioners Committee Reports Forms



Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund Commissioner
Public Safety Committee			Laurie Westerlund
Transportation Policy			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	Leiviska
Aitkin County Community Corrections	Quarterly	Varies	Wedel and Westerlund
Anoka County JPA Advisory Board	3x per year	1st Thursday in Feb, June and	Westerlund
Aitkin County Opioid Settlement Subcommittee	Quarterly	TBD	Sample
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
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/ECB)	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