



# Board of County Commissioners Agenda Request



**Requested Meeting Date:** December 23, 2024

**Title of Item:** 2025 Budget Resolutions

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <input type="checkbox"/> Hold Public Hearing <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only
<b>Submitted by:</b> Jessica Seibert		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Jessica Seibert, County Administrator		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b> Approve/Adopt Resolutions - 2025 Budget Resolutions		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt 2025 Budget Resolutions		
<b>Financial Impact:</b> <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Budget Resolutions		

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx**

**Fund Transfers – 2025 Budget**

**BE IT RESOLVED**, that the County Auditor is hereby anticipated at year-end 2025 to transfer the following sums of money from the ConCon Trust, to the County Road and Bridge fund. Monies to be transferred from the Trust are given below. Purpose of these claims are to cover the expense of maintenance within ConCon Trust areas with county equipment.

ConCon Trust	\$150,000 Aggregate Surfacing (exact amount based on R&B Claim)
--------------	---

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx**

**Fund Transfers to Long Lake Conservation Center**

**WHEREAS**, the projected balance of the LLCC fund effective December 31, 2025, is anticipated to be lower than desirable;

**THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfers of funds:

**\$26,000** from Fund 18 Environmental Trust Fund to Fund 19 Long Lake Conservation Center

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of December 2024

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx**

**Fund Transfers to Support Survey/GIS**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfers of funds:

\$219,607 from Fund 10 ConCon Trust to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)  
\$219,608 from Fund 11 Resource Development to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx**

**2025 Levy**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2025 for the following funds:

FUND	LEVY
General Fund	\$ 10,155,383
Solid Waste	\$ 357,047
Road and Bridge	\$ 3,256,740
Health and Human Services	\$ 3,631,246
Debt Service	\$ 620,525
Parks	\$ 15,000
Resource Management	\$ -

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****2025 Budgets****BE IT RESOLVED**, that the following 2025 budgets be set for the leviable funds of Aitkin County:

Fund/Account	Revenues	Reserves	Expenditures
General Fund	\$ 18,028,476	\$ 1,000,578	\$ 19,029,054
Solid Waste	\$ 434,847	\$ 45,000	\$ 479,847
Road and Bridge	\$ 12,265,760	\$ 793,240	\$ 13,059,000
Health and Human Services	\$ 8,319,281	\$ -	\$ 8,319,281
Debt Service	\$ 620,525	\$ 78,490	\$ 699,015
Parks	\$ 779,925	\$ (10,998)	\$ 768,927
Resource Management	\$ 460,100	\$ 152,237	\$ 612,337

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

xxx MEMBERS PRESENTAll 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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****2025 Boat & Water Safety Agreement Budget**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the 2025 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$134,980 for a term January 1, 2025 to December 31, 2025.

	REVENUE	Co. SHARE	EXPENDITURES
<b>Misc. Revenue</b>	\$ 100		
<b>Boat &amp; Water Grant</b>	\$ 41,540		
<b>Co. Share</b>		\$ 189,461	
<b>Total</b>			\$ 231,101

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23<sup>rd</sup> day of December 2024

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

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****2025 Unorganized Townships****BE IT RESOLVED**, that the following 2025 budgets be set for Unorganized Townships:

	<b><u>Revenues</u></b>	<b><u>Reserves</u></b>	<b><u>Expenditures</u></b>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$45,750		\$45,750
Unorganized Cemetery	\$2,700		\$2,700

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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator



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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****2024 Ditch Fund Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2024:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Judicial Ditch 2	7-350	\$	\$	\$821.13
Co Ditch 5	7-353	\$0		
Co Ditch 21		\$0		
Co Ditch 24		\$0		
Co Ditch 28		\$0		
Co Ditch 30	7-352	\$		
Co Ditch 34		\$0		
Co Ditch 36	7-358	\$0		
Co Ditch 37	7-359	\$0		
St Ditch 63	7-362	\$0		
St Ditch 66	7-363	\$0		
Co Ditch 2	7-367	\$0		
Diversion Channel		\$0		
Co Ditch 23		\$0		
Co Ditch 25	7-355	\$0		
Co Ditch 42		\$0		
Co Ditch 58	7-361	\$0		
Co Ditch 20		\$0		
Co Ditch 43	7-366	\$0		
Co Ditch 29	7-371	\$0	\$	\$80.12
Co Ditch 38		\$0		
Co Ditch 14	7-369	\$0		
Co Ditch 63	7-362	\$0		
St Ditch 88		\$0		
Co Ditch 13		\$0		

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

xxx MEMBERS PRESENTAll 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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****2025 Non-Levy Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2025.

<u>Fund/Account</u>	<u>Revenue</u>	<u>Reserves</u>	<u>Expenditures</u>
Law Library	\$30,000		\$30,000
TRUST (include FTS)	\$1,830,668		\$1,830,668
County Surveyor	\$439,965		\$439,965
Missing Heirs	\$0		\$0
MCIT	\$0		\$0
Collaborative Grant	\$62,588	-\$500	\$62,088
Environmental Trust	\$25,000		\$25,000
LLCC	\$918,500	-\$4,284	\$914,216

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

xxx MEMBERS PRESENTAll 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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****County Ditch and County Development Transfers**

**BE IT RESOLVED**, that the County Auditor was ordered and did transfer the following sums of money from the ditch accounts to the County Road and Bridge fund per 2024 Resolution. Monies were transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

Judicial Ditch 2	\$821.13
County Ditch 29	\$80.12

**BE IT FURTHER RESOLVED**, that the County Auditor was ordered and did transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund per 2024 Resolution to cover maintenance of the following County Ditches:

County Ditch 13	\$1,100.50
County Ditch 14	\$382.50
County Ditch 20	\$240.00
County Ditch 21	\$660.00
County Ditch 23	\$120.00
County Ditch 24	\$742.82
County Ditch 25	\$240.00
County Ditch 28	\$184.27
County Ditch 29	\$24.88
County Ditch 30	\$1,324.73
County Ditch 34	\$508.01
County Ditch 38	\$1,110.00
County Ditch 42	\$172.50
Judicial Ditch 2	\$86.37
State Ditch 58	\$180.00
State Ditch 63	\$525.63
State Ditch 66	\$2,235.00
State Ditch 88	\$360.00

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

xxx MEMBERS PRESENTAll 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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator

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

ADOPTED December 23, 2024

By Commissioner: xxx

**20241223-xxx****Unorganized Road & Bridge Transfers**

**BE IT RESOLVED**, that the County Auditor was ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund per 2024 Resolution. Monies were transferred from the individual accounts of the Unorganized Townships as given below. The purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

<u>Unorganized Township</u>	
45-24	\$ 22,890.00
47-24	\$ 11,083.38
48-27	\$ 14,899.53
49-27	\$ 14,078.10
50-25	\$ 24,659.48
50-26	\$ 997.50
50-27	\$ 358.75
51-25	\$ 2,555.00
51-27	\$ 2,450.00
52-22	\$ 4,004.67
52-24	\$ 9,006.11
52-25	\$ 31,726.46
52-27	\$ 10,243.84

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

xxx MEMBERS PRESENTAll 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 23<sup>rd</sup> day of December 2024, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 23<sup>rd</sup> day of December 2024**

---

Jessica Seibert  
County Administrator