



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: May 27, 2025

Where: Government Center Board Room

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

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

Access Code: **2556 172 6999**

Meeting Password: **7282**

9:00 a.m.

1) J. Mark Wedel, County Board Chair

- A) Call to Order**
- B) Pledge of Allegiance**
- C) Approval of the Agenda**

9:00 a.m.

- D) Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those give minutes but will take the information and finds answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-7276 option 8 no later than 2:30 P.M. on the Monday before the meeting.
- 2) Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) Correspondence File-**
May 13, 2025 - May 26, 2025
 - B) Approve County Board Minutes-**
May 13, 2025
 - C) Approve Electronic Funds Transfers**
EFT Report thru 05.19.25
 - D) Approve Auditor Vouchers-**
Auditor Warrants - HHS 05.09.25
 - E) Approve Manual Warrants/Voids/Corrections-**
ELAN 05.08.25
 - F) Approve Auditor Vouchers-**
Auditor Warrant - R&B 05.16.25
 - G) Approve Manual Warrants/Voids/Corrections-**
Manual Warrants - HHS 05.14.25
 - H) Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 05.15.25
 - I) Approve Auditor Vouchers-**
Auditor Warrants - HHS 05.16.25
 - J) Approve-**
Approve PERA Phased Retirement Option (PRO) Agreement
 - K) Adopt Resolution-**
Holzer Corrected Residential Road Easement
 - L) Approve-**
LLCC LED Retrofit Loan
 - M) Adopt Resolution-**
LG220 Application for Exempt Gambling - Aitkin County Pheasants Forever
 - N) Approve Commissioner's Vouchers**
Commissioner Warrants 05.23.25
 - O) Adopt Resolution-**
Search & Rescue Donation - Seavey Township
 - P) Adopt Resolution-**
Award Contract 202510
 - Q) Approve-**
Award Contract 202511
 - R) Approve-**
Equipment Purchase - Public Health Audio/Video/Phone Equipment
 - S) Approve-**
HOPE Opioid Funding Request
 - T) Information Only**
County Administrator Recruitment Update

| | |
|---|------------|
| | 9:05 a.m. |
| 3) Dennis Thompson – Land Commissioner | |
| A) Adopt Resolution - Set date for public hearing on Pine Knoll public water access | |
| | 9:10 a.m. |
| 4) Andrew Carlstrom – Environmental Services Director | |
| A) Approve Request for New Public Hearing Date for Septic Ordinance Amendments | |
| | 9:15 a.m. |
| 5) Kelli Crowther – Public Health Nurse | |
| A) Annual Aitkin County Opioid Settlement Update at 9:15am | |
| | 9:35 a.m. |
| 6) Jim Bright – Facilities Coordinator and Sarah Pratt - H&HS Director | |
| A) HHS Temporary Relocation Plan - Discussion Item -10min | |
| | 9:45 a.m. |
| 7) Sarah Pratt – Health & Human Services Director | |
| A) Approve New Postage Machine Lease | |
| | 9:55 a.m. |
| 8) Mark Jeffers | |
| A) County/Administration related Updates | |
| | 10:00 a.m. |
| 9) Board of Commissioners | |
| A) Commissioner Committee Reports | |
| | ADJOURN |



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

May 13, 2025

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

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

| Attendee Name | Title | Status |
|-------------------|--------------------------|---------|
| J. Mark Wedel | District #1 | Present |
| Laurie Westerlund | District #2 | Present |
| Travis Leiviska | District #3 | Present |
| Bret Sample | District #4 | Present |
| Michael Kearney | District #5 | Present |
| | County Administrator | |
| April Kellerman | 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 Laurie Westerlund |
| SECONDER: | Commissioner Bret Sample |
| | Removing items 2AB, 2AC and 2AF from Consent Agenda. Items 2AB and 2AC moved to item 2.5 |

1.D Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

| | |
|------------------|------------------------------|
| RESULT: | APPROVED (5 TO 0) |
| MOVER: | Commissioner Michael Kearney |
| SECONDER: | Commissioner Travis Leiviska |

A) Correspondence File-

April 22, 2025 - May 12, 2025

B) Approve County Board Minutes-

April 22, 2025

C) Approve Electronic Funds Transfers

| | |
|-------|----------------|
| Total | \$1,863,187.56 |
|-------|----------------|

D) Approve Auditor Vouchers-

Auditor Warrants - R&B 04.18.25

| | | | | | | | | |
|-----|------------|--|--|--|--|--|--------------|------------|
| R&B | \$1,796.84 | | | | | | Total | \$1,796.84 |
|-----|------------|--|--|--|--|--|--------------|------------|

E) Approve Auditor Vouchers-

Auditor Warrants - HHS 04.18.25

| | | | | | | | | |
|-----|-------------|--|--|--|--|--|--------------|-------------|
| HHS | \$48,108.59 | | | | | | Total | \$48,108.59 |
|-----|-------------|--|--|--|--|--|--------------|-------------|

F) Adopt Resolution-

Search & Rescue Donation - Kimberly Township

G) Adopt Resolution-

Search & Rescue Donation - Idun Township

H) Adopt Resolution-

Search & Rescue Donation - Beaver Township

I) Approve-

Consumption & Display Permits - Hidden Meadows Campground Bar and Grill

J) Adopt Resolution-

Application for Temp OnSale Liquor License - Aitkin Fire Dept. Relief Assoc.

K) Approve Manual Warrants/Voids/Corrections-

ELAN 04.10.25

| | | | | | | | |
|---------|------------|----------|----------|------|----------|--------------|-------------|
| General | \$6,863.90 | Reserves | \$170.41 | LLCC | \$403.56 | R&B | \$803.36 |
| HHS | \$2,594.24 | | | | | Total | \$10,835.47 |

L) Adopt Resolution-

Sheriff's Office Donation - Private Citizen

M) Adopt Resolution-

Search & Rescue Donation - Williams Township

N) Adopt Resolution-

Search & Rescue Donation - Workman Township

O) Adopt Resolution-

Search & Rescue Donation - Haugen Township

P) Approve Auditor Vouchers-

Auditor Warrants 04.25.25

| | | | | | | | |
|---------|------------|----------|------------|-----|-------------|--------------|-------------|
| General | \$1,802.48 | Reserves | \$1,337.27 | R&B | \$56,094.84 | Total | \$59,234.59 |
|---------|------------|----------|------------|-----|-------------|--------------|-------------|

Q) Approve Auditor Vouchers-

Auditor Warrants - HHS 04.25.25

| | | | | | | | |
|-----|-------------|--|--|--|--|--------------|-------------|
| HHS | \$50,824.11 | | | | | Total | \$50,824.11 |
|-----|-------------|--|--|--|--|--------------|-------------|

R) Adopt Resolution-

LG220 Application for Exempt Permit - Lawler Area Community Club

S) Adopt Resolution-

Combining Parcels for Land Sales

T) Approve-

Letter Acknowledging Spongy Moth Treatment in Aitkin County

U) Approve-

Brat Sale - American Legion

V) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 04.30.25

| | | | | | | | |
|---------|------------|-------|---------|-------|----------|--------------|------------|
| General | \$2,425.61 | State | \$21.00 | Taxes | \$234.00 | LLCC | \$110.00 |
| | | | | | | Total | \$2,790.61 |

W) Approve Auditor Vouchers-

Auditor Warrants 05.02.25

| | | | | | | | |
|-----|------------|--------|------------|--|--|--------------|------------|
| R&B | \$3,609.58 | Forest | \$2,268.50 | | | Total | \$5,878.08 |
|-----|------------|--------|------------|--|--|--------------|------------|

X) Approve Auditor Vouchers-

Auditor Warrants - HHS 05.01.25

| | | | | | | | |
|---------|---------|-----|-------------|--|--|--------------|-------------|
| General | \$30.10 | HHS | \$18,730.07 | | | Total | \$18,760.17 |
|---------|---------|-----|-------------|--|--|--------------|-------------|

Y) Approve-

HOPE Opioid Funding Request

Z) Approve-

Aitkin Public Schools Opioid Funding Request

AA) Approve-

Aitkin County Public Health Opioid Funding Request

AB) Adopt Resolution-

DNR Acquisition of Land through Heritage Forest Initiative

AC) Information Only

MN DNR Acquisition of land in Savanna State Forest

AD) Approve Manual Warrants/Voids/Corrections-

ELAN 04.24.25

| | | | | | | | |
|---------|------------|----------|---------|-------|----------|--------------|------------|
| General | \$6,575.34 | Reserves | \$83.99 | Trust | \$136.00 | Forest | \$341.63 |
| LLCC | \$90.00 | | | | | Total | \$7,226.96 |

AE) Approve Commissioner's Vouchers

Commissioner Warrants 05.09.25

| | | | | | | | |
|---------|-------------|----------|-------------|-------|--------------|--------------|--------------|
| General | \$95,219.95 | Reserves | \$11,734.85 | R&B | \$45,210.52 | State | \$622.76 |
| Trust | \$29,111.28 | Forest | \$303.37 | Taxes | \$364,285.36 | LLCC | \$7,787.46 |
| Parks | \$5,217.59 | COVID | \$37,378.25 | | | Total | \$596,871.39 |

AF) Approve-

Affidavit of Failure to Receive Warrant

AG) Approve Auditor Vouchers-

Sales/Use & Deisel Tax 05.09.25

| | | | | | | | |
|---------|----------|-----|----------|-------|---------|--------------|-------------------|
| General | \$209.85 | R&B | \$721.53 | Trust | \$48.51 | LLCC | \$175.13 |
| Parks | \$226.45 | | | | | Total | \$1,381.47 |

AH) Approve-

Request for Out-of-State Travel Authorization

AI) Approve Auditor Vouchers-

Auditor Warrant - R&B 05.09.25

| | | | | | | | |
|-----|------------|--|--|--|--|--------------|-------------------|
| R&B | \$5,000.00 | | | | | Total | \$5,000.00 |
|-----|------------|--|--|--|--|--------------|-------------------|

Regular Agenda

2.5 Motion made to move 2.5 (items 2AB and 2AC) to 4B and 4C**MOVER:** Commissioner Michael Kearney**SECONDER:** Commissioner Travis Leiviska**3A Mark Jeffers****Informational Only**

Northland Reliability Project Presentation

RESULT: **INFORMATIONAL ONLY****MOVER:****SECONDER:****4A Dennis Thompson – Land Commissioner****Direction Requested**

LED Retrofit at Long Lake Conservation - Direction Requested

RESULT: **DIRECTION REQUESTED****MOVER:****SECONDER:**

Dennis Thompson – Land Commissioner

4B Motion to:

Adopt Resolution - DNR Acquisition of Land through Heritage Forest Initiative

RESULT: **APPROVED (5 TO 0)****MOVER:** Commissioner Michael Kearney**SECONDER:** Commissioner Travis Leiviska

Dennis Thompson – Land Commissioner

4C Informational Only

MN DNR Acquisition of land in Savanna State Forest - Information Only

RESULT: **INFORMATIONAL ONLY****MOVER:****SECONDER:****5A Sarah Pratt – Health & Human Services Director and Kelli Crowther - Public Health Nurse****Motion to:**

Approve Scheduling Public Meeting

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

Aitkin County Government Center Board Room on May 27, 2025 at 9:15 a.m.

6A Kathleen Ryan – County Auditor**Discussion Item**

2026 Budget Process and Schedule Review - Discussion Item

RESULT: **DISCUSSION ITEM****MOVER:****SECONDER:**

- 7A Andrew Carlstrom – Environmental Services Director
Public Hearing for Proposed Feedlot

PUBLIC HEARING:

Open: 10:00 A.M.

Public Comment: Lynn Mizner, Aitkin County Resident
Christopher Gainer, Aitkin County Resident
Reg Ghuke, Aitkin County Resident
Michelle Pieterse, Aitkin County Resident
John Chute, Aitkin County Resident

Closed: 10:17 A.M.

- 7B Andrew Carlstrom – Environmental Services Director

Motion to:

Adopt Resolution - Proposed Feedlot

MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample
RESULT: **APPROVE (4 TO 1) VIA ROLL CALL VOTE**
Wedel - Aye
Westerlund - Aye
Leiviska - Aye
Sample - Aye
Kearney - No

- 7C Andrew Carlstrom – Environmental Services Director

Motion to:

Approve Northwoods Regional ATV Trail Phase 1A & 1B EAW

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

- 7D Andrew Carlstrom – Environmental Services Director

Motion to:

Adopt Resolution - Northwoods Regional ATV Trail Phase 1A & 1B

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

- 7E Andrew Carlstrom – Environmental Services Director

Motion to:

Request Public Hearing Date for Septic Ordinance Amendments

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska
Aitkin County Government Center Board Room on May 27, 2025 at 10:00 a.m.

- 8A Chris Sutch – IT Manager

Motion to:

Approve M365 G3 License Expansion

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

- 8B Chris Sutch – IT Manager

Motion to:

Approve Teams Calling

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

- 9A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Award Business Development & Recreation Grants

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

10A Mark Jeffers
County/Administration related Updates

Consensus on Legislative session letter & editorial in the paper to Aitkin County Residents to include EMS, Employee Appreciation Lunch, Shamrock Township meeting

11A Board of Commissioners
Commissioner Committee Reports

Extension, Aquatic Invasive Species, Natural Resources Advisory Committee, ATV Committee, AMC Negotiation Training for County Leaders, East Central Regional Library Board, Aitkin County CARE Board, MN Rural Counties, Northern Counties Land Use Coordinating Board, Economic Development, Budget Committee, Brainerd 1W1P, Aitkin County Water Planning Task Force, H&HS Advisory, Towards Zero Deaths

Motion to Adjourn

Motion made at 11:25 a.m.

MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, May 27, 2025

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

John Welle
County Engineer



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 5/27/2025

Title of Item: EFT Report

| | | |
|---|--|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Lori Grams | | Department: County Treasurer |
| Presenter (Name and Title): N/A | | Estimated Time Needed: |
| Summary of Issue: EFT Report thru 5/19/2025 | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> | | |

ELECTRONIC FUNDS TRANSFER**Thru May 19, 2025 Board Meeting May 27, 2025**

| Abstract Number | Date | Amount | Reason |
|-----------------|-----------|--------------|-----------------------|
| 22292 | 5/9/2025 | \$132,394.23 | Commissioner Abstract |
| 22293 | 5/9/2025 | \$1,381.47 | Auditor Abstract |
| 22297 | 5/8/2025 | \$5,339.94 | Manual Abstract |
| 22298 | 5/9/2025 | \$23,422.53 | Auditor Abstract |
| 22299 | 5/16/2025 | \$4,702.39 | Auditor Abstract |
| 22300 | 5/14/2025 | \$466.17 | Manual Abstract |
| 22301 | 5/15/2025 | \$66,885.50 | Manual Abstract |
| 22302 | 16-May | 746388.53 | Payroll Abstract |
| 22303 | 5/16/2025 | \$39,867.01 | Auditor Abstract |

\$0

Voids/No ACH

22294

22295

22296

\$1,020,847.77

S:Board Report:2025 EFT Board Report Thru Date

Print List in Order By:

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: Y

| <u>Vendor</u> | <u>Name</u> | <u>Amount</u> | |
|---------------|-------------------------------------|---------------|-----------------|
| <u>No.</u> | | | |
| 14590 | ACKLEY/ISAAC | 287.79 | 3 Transactions |
| 9562 | Advanced Business Methods, Inc. | 13.90 | 1 Transactions |
| 9608 | AMAZON CAPITAL SERVICES (HHS only) | 1,768.71 | 3 Transactions |
| 10181 | Anderson/Marcia | 73.36 | 6 Transactions |
| 10110 | AT&T Mobility (HHS) | 2,500.09 | 18 Transactions |
| 10152 | Blunt/Patrick | 66.15 | 6 Transactions |
| 10267 | Bourassa/Makenzie | 504.00 | 3 Transactions |
| 9333 | BRODHEAD/MICHELLE | 59.43 | 6 Transactions |
| 9853 | Chamberlin/Richard & Berdine | 1,405.50 | 1 Transactions |
| 13036 | Cory/Michael | 467.22 | 7 Transactions |
| 10399 | Cox/Lisa | 132.43 | 1 Transactions |
| 9846 | Ehlke-Bejcek/Sara | 68.46 | 6 Transactions |
| 91345 | Elvecrog/Roberta C | 402.50 | 8 Transactions |
| 9590 | FFF Enterprises | 606.25 | 1 Transactions |
| 10580 | Fossum/Jozee | 1,162.78 | 10 Transactions |
| 13830 | HAMDORF/BREA | 108.90 | 1 Transactions |
| 15136 | HOPPE/JOEL | 82.46 | 6 Transactions |
| 10456 | King/Miranda | 126.49 | 2 Transactions |
| 6110 | Lakes & Pines CAC, Inc | 7,228.65 | 1 Transactions |
| 10435 | LexisNexis Risk Solutions FL Inc. | 180.00 | 1 Transactions |
| 90318 | McKesson Medical | 2,361.26 | 1 Transactions |
| 9833 | Merkel Voy/Dusti | 1,475.70 | 1 Transactions |
| 5910 | Mille Lacs Band Family Services | 8,237.10 | 8 Transactions |
| 88509 | MILLE LACS CO COMMUNITY VETERANS | 50.00 | 1 Transactions |
| 10300 | Monson/Vicki & Jared | 1,010.10 | 1 Transactions |
| 10634 | Morris and Morris | 40.00 | 1 Transactions |
| 14877 | NEMITZ/BILINDA | 340.58 | 3 Transactions |
| 11894 | NEXUS-KINDRED FAMILY HEALING - STAN | 2,961.90 | 2 Transactions |
| 9993 | Pellinen/Jessica & Matthew | 327.95 | 1 Transactions |
| 15333 | R & J BROADCASTING INC | 300.00 | 1 Transactions |
| 4010 | Rasley Oil Company | 455.83 | 7 Transactions |
| 10414 | Sarkela/Erik | 49.65 | 1 Transactions |
| 10275 | Seebeck/Robert & Patricia | 2,974.80 | 2 Transactions |
| 10305 | Sipe/John | 178.15 | 3 Transactions |
| 10115 | Smith/Vanessa | 1,572.63 | 1 Transactions |
| 4507 | Sorensen-Root Thompson Funeral Home | 1,700.00 | 1 Transactions |

crs1

5/8/25

2:52PM

Health & Human Services

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Page 3

Vendor Name

No.

Amount

10262 Stokes/Lesa & Eric

1,103.70

1 Transactions

10530 The Therapist PLC

745.00

4 Transactions

90947 Wyant/Amy M

35.00

3 Transactions

Final Total

43,164.42

39 Vendors

134 Transactions

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|-------------|---------------|-------------------------|
| 5 | 43,164.42 | Health & Human Services |
| All Funds | 43,164.42 | Total |

Approved by,

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.....
.....

KMR1
5/8/25

3:20PM

Aitkin County



2E

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

KMR1
5/8/25 3:20PM

Aitkin County



1 General Fund

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

Page 2

| Vendor | | <u>Rpt</u> | <u>Warrant Description</u> | | <u>Invoice #</u> | <u>Account/Formula Description</u> | <u>1099</u> |
|---------------|---|-------------|----------------------------|----------------------|----------------------|------------------------------------|-------------|
| <u>No.</u> | <u>Account/Formula</u> | <u>Accr</u> | <u>Amount</u> | <u>Service Dates</u> | <u>Paid On Bhf #</u> | <u>On Behalf of Name</u> | |
| 1 | 5462 Bremer Bank (Elan ACH) 01-044-000-0000-6800 | | 5,339.94 | ELAN PD 5.08.25 | 05-02-2025 | ELAN - Statement Payment | N |
| | 5462 Bremer Bank (Elan ACH) | | 5,339.94 | 1 Transactions | | | |
| 1 Fund Total: | | | 5,339.94 | General Fund | 1 Vendors | 1 Transactions | |
| Final Total: | | | 5,339.94 | 1 Vendors | 1 Transactions | | |

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|-------------|---------------|--------------|
| 1 | 5,339.94 | General Fund |
| All Funds | 5,339.94 | Total |

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

WLB1
5/15/25

8:25AM

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



2F

Page 1

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLB1
5/15/25 8:25AM

3 Road & Bridge

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



| Vendor No. | Name | Amount | | | |
|---------------|----------|----------|---------------|----------------|----------------|
| 10553 | ACM, LLC | 4,702.39 | | 1 Transactions | |
| 3 Fund Total: | | 4,702.39 | Road & Bridge | 1 Vendors | 1 Transactions |
| Final Total: | | 4,702.39 | 1 Vendors | 1 Transactions | |

Aitkin County



| Recap by Fund | <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> | |
|---------------|-------------|---------------|---------------|--------------------|
| | 3 | 4,702.39 | Road & Bridge | |
| | All Funds | 4,702.39 | Total | Approved by, |
| | | | | |
| | | | | |

WLB1
5/15/25

9:30AM

Aitkin County



2G

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

WLB1
5/15/25 9:30AM
5 Health & Human Services

Aitkin County



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

Page 2

| Vendor | <u>Name</u> | <u>Amount</u> | | | |
|---------------|-------------|---------------|-------------------------|----------------|----------------|
| 8410 | Bremer Bank | 466.17 | 1 Transactions | | |
| 5 Fund Total: | | 466.17 | Health & Human Services | 1 Vendors | 1 Transactions |
| Final Total: | | 466.17 | 1 Vendors | 1 Transactions | |

Aitkin County

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|-------------|---------------|-------------------------|
| 5 | 466.17 | Health & Human Services |
| All Funds | 466.17 | Total |

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

WLB1
5/15/25

9:45AM

Aitkin County



2H

Audit List for Board

MANUAL WARRANTS/VOIDS/CORRECTIONS

Page 1

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



| Vendor No. | Name | Amount | | | |
|---------------|-------------|----------|----------------|-----------|----------------|
| 780 | Bremer Bank | 0.05 | 2 Transactions | | |
| 8410 | Bremer Bank | 1,081.16 | 5 Transactions | | |
| 1 Fund Total: | | 1,081.21 | General Fund | 2 Vendors | 7 Transactions |

WLB1
5/15/25 9:45AM
9 State

Aitkin County



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

Page 3

| Vendor No. | Name | Amount | | | |
|---------------|-------------|-----------|----------------|-----------|----------------|
| 780 | Bremer Bank | 63,997.11 | 2 Transactions | | |
| 9 Fund Total: | | 63,997.11 | State | 1 Vendors | 2 Transactions |



| Vendor No. | Name | Amount | | | |
|----------------|-------------|----------|-------------------|-----------|----------------|
| 8410 | Bremer Bank | 1,400.37 | 2 Transactions | | |
| 13 Fund Total: | | 1,400.37 | Taxes & Penalties | 1 Vendors | 2 Transactions |

WLB1
5/15/25 9:45AM
19 Long Lake Conservation Cen

Aitkin County



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

Page 5

| Vendor | <u>Name</u> | <u>Amount</u> | | | |
|-----------------------|-------------|---------------|--------------------------------------|------------------|-----------------------|
| | <u>No.</u> | | | | |
| 8410 | Bremer Bank | 306.81 | 2 Transactions | | |
| 19 Fund Total: | | 306.81 | Long Lake Conservation Center | 1 Vendors | 2 Transactions |

WLB1
5/15/25 9:45AM
21 Parks

Aitkin County



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

| Vendor No. | Name | Amount | | | |
|----------------|-------------|-----------|-----------|-----------------|----------------|
| 8410 | Bremer Bank | 100.00 | | 2 Transactions | |
| 21 Fund Total: | | 100.00 | Parks | 1 Vendors | 2 Transactions |
| Final Total: | | 66,885.50 | 6 Vendors | 15 Transactions | |

Aitkin County



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|------------------|------------------|-------------------------------|
| 1 | 1,081.21 | General Fund |
| 9 | 63,997.11 | State |
| 13 | 1,400.37 | Taxes & Penalties |
| 19 | 306.81 | Long Lake Conservation Center |
| 21 | 100.00 | Parks |
| All Funds | 66,885.50 | Total |

Approved by,

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.....
.....

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: Y

| <u>Vendor</u> | <u>Name</u> | <u>Amount</u> | |
|--------------------------|---|------------------|------------------------------------|
| <u>No.</u> | | | |
| 9562 | Advanced Business Methods, Inc. | 55.49 | 1 Transactions |
| 9608 | AMAZON CAPITAL SERVICES (HHS only) | 119.99 | 1 Transactions |
| 10286 | Arrows Family Services | 280.00 | 1 Transactions |
| 783 | Canon Financial Services, Inc | 757.03 | 9 Transactions |
| 10627 | Capello/Nicholas | 1,712.83 | 14 Transactions |
| 9085 | Climate Makers Inc | 1,128.00 | 3 Transactions |
| 10399 | Cox/Lisa | 132.43 | 1 Transactions |
| 11051 | Department of Human Services | 361.00 | 1 Transactions |
| 10580 | Fossum/Jozee | 236.15 | 3 Transactions |
| 10605 | Herrick/Richard | 245.36 | 1 Transactions |
| 2340 | Hyytinen Hardware Hank | 7.99 | 3 Transactions |
| 10526 | Jarvela/Jennifer | 94.72 | 2 Transactions |
| 10635 | Lengeling/Kirk | 80.00 | 1 Transactions |
| 10108 | Lewis/Shawn M | 555.00 | 3 Transactions |
| 11072 | Lutheran Social Service MN Guardianship | 682.65 | 3 Transactions |
| 9163 | Magness/Luke | 344.32 | 4 Transactions |
| 14071 | Marco Technologies LLC | 25,186.06 | 1 Transactions |
| 9456 | Meger/Shanda | 496.26 | 3 Transactions |
| 9693 | NEW FREEDOM INC | 50.00 | 1 Transactions |
| 10571 | Nexus Gerard Family Healing | 15,066.90 | 1 Transactions |
| 9014 | PAPER STORM | 145.80 | 3 Transactions |
| 9135 | Peysar/Lois | 460.34 | 4 Transactions |
| 9489 | Redwood Toxicology Laboratory, Inc | 113.97 | 5 Transactions |
| 14518 | ROSS RESOURCES, LTD | 3,351.00 | 2 Transactions |
| 88859 | Spee*Dee-St Cloud | 207.85 | 2 Transactions |
| 14390 | TANGE, MSW/PHILIP B | 1,350.00 | 4 Transactions |
| 9567 | THOMPSON/ANESSA | 165.95 | 2 Transactions |
| 10638 | Thrifty White Pharmacy | 3.50 | 1 Transactions |
| 9553 | Vestis | 67.33 | 3 Transactions |
| 13239 | Village Ranch, Inc. | 8,891.52 | 8 Transactions |
| 13084 | WELLNESS IN THE WOODS | 1,750.00 | 1 Transactions |
| 9615 | WEX BANK - HHS | 259.23 | 6 Transactions |
| 5128 | Widseth Smith & Nolting Inc | 9,928.00 | 3 Transactions |
| Final Total | | 74,286.67 | 33 Vendors 101 Transactions |

Aitkin County

Audit List for Board

AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|-------------|---------------|-------------------------|
| 5 | 74,286.67 | Health & Human Services |
| All Funds | 74,286.67 | Total |

Approved by,

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.....
.....



Board of County Commissioners Agenda Request

2J

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: PERA Phased Retirement Option (PRO) Agreement

| | | |
|--|---|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input 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 |
| Submitted by: Bobbie Danielson | | Department: HR |
| Presenter (Name and Title): n/a | | Estimated Time Needed: n/a |
| Summary of Issue: <p>The Personnel Committee unanimously recommends approval.</p> <p>The Minnesota Public Employees Retirement Association (PERA) offers a Phased Retirement Option (PRO) that allows eligible Coordinated or Basic Plan members to transition into retirement by reducing their work hours while beginning to receive retirement benefits. This program is designed to facilitate knowledge transfer and provide flexibility for both employees and employers.</p> <p>The Chief Deputy Recorder is scheduled to transition from full-time to part-time status in July 2025. This planned change, which was incorporated into the 2025 budget, allows the Recorder's Office to retain her valuable knowledge and expertise for an additional period of time (not to exceed 5 years under this program). Please see the attached handout for key features of the PERA Phased Retirement Option.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Motion to authorize participation in the PERA Phased Retirement Option program for the current Chief Deputy Recorder (M.H.), and to authorize the HR Director to complete and submit the necessary paperwork to PERA. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p> | | |

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

INFORMATION ABOUT THE PERA PHASED RETIREMENT OPTION (PRO) PROGRAM

The employer has sole discretion to determine the length of an employee's PRO employment period. The maximum period of phased retirement employment for a member is five years.

The PRO Agreement must be completed by the employer and employee and sent to PERA before the reduced PRO employment begins. If a PRO Agreement covering employment of less than five years is renewed, do not send the renewal document to PERA. Keep the document on file.

To participate in the PRO program, the following requirements must be met:

The employee must:

- understand that if the allowed hours in a pay period or the maximum hours per year are exceeded, the PERA monthly benefit will be suspended the month of the violation. Any payments made between the date of the violation and suspension of the benefit must be returned to PERA by the employee. The benefit will not be reinstated until all public employment has been terminated, a continuous separation from public service has occurred, and any overpayments have been returned to PERA.
- be an active member of General Plan as an employee, not an elected official
- be age 62 or older
- be immediately eligible for a retirement annuity from the General Plan
- have worked at least 1,044 hours each of the five preceding years in a position covered by PERA that they intend to go PRO
- have a reduced annual work schedule that is both a reduction of at least 25 percent from the employee's number of previously regularly scheduled work hours and that may not exceed 1,044 hours in a one-year period. The employer and employee may agree on any scheduling arrangement that is less than the maximum hours allowed
- not be eligible for the state employee Post-Retirement Option program under Minn.Stat. § 43A.346
- not work as an employee for another governmental employer in Minnesota
- remain with your current employer in your current position
- at the termination of the PRO agreement, have no written/verbal agreement prior to termination of employment to provide services to your agency as an employee, independent contractor or an employee of an independent contractor for 30 days. Public employment includes service to any governmental employer in Minnesota—e.g. school districts, cities, counties, townships, and state

The PERA reporting responsibilities of the employer are:

- I understand that our agency must report the earnings and number of compensated hours that the named employee has each pay period while the PRO employment continues.
- The employee must remain with the same employer, in the same position held prior to starting the PRO.
- Enroll the employee under PERA's Exempt Plan at the start of the phased retirement employment period.
- Report the phased retirement earnings of the employee and the associated number of compensated hours after each pay period using the Salary Deduction Report or an approved alternative method.
- Do not pay employer contributions or employee deductions to PERA on the earnings of the PRO position.
- Monitor the number of compensated hours that the employee has while working in a PRO position and ensure that the limit in law is not exceeded. Please work with PERA to fulfill this requirement.
- When the member does fully retire, report the termination of service to PERA and take steps to ensure that the employee has a complete, continuous separation from all public employment for 30 days. Also, there can be no written/verbal agreement prior to termination of employment to provide services to your agency as an employee, independent contractor or an employee of an independent contractor for 30 days. Public employment includes service to any governmental employer in Minnesota—e.g. school districts, cities, counties, townships, and state.

IMPORTANT:

If the PRO employment does not meet the conditions in law (stated above) the employee will no longer qualify to receive retirement annuity payments unless the person has a termination of service and a 30 day break from all public employment.

RETURN (MAIL OR FAX) COMPLETED FORM TO:



Public Employees Retirement Association
60 Empire Drive, Suite 200, St. Paul, MN 55103-2088
1-800-652-9026 | 651-296-7460 | Fax: 651-297-2547 | mnpera.org



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: Holzer Corrected Residential Road Easement

| | | |
|---|---|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <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 |
| Submitted by: Dennis (DJ) Thompson | | Department: Land |
| Presenter (Name and Title): | | Estimated Time Needed: |
| Summary of Issue: <p>Greg and Geanell Holzer currently have a residential road easement across County lands to access their property located in Section 22, Township 52, Range 23 (PID# 02-0-039002). The current easement language does not accurately describe the County land being used. The Land Department would like to record a new easement that includes the land currently being used. The landowners will not be charged for the corrected easement.</p> <p>Aitkin County Surveyor has reviewed the easement and has no objections.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Adopt resolution granting a residential road easement to Greg and Geanell Holzer. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p> | | |

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

Holzer Corrected Residential Road Easement

WHEREAS, Greg and Geanell Holzer of 2247 Pheasant Street, Brook Park MN 55007 currently have a residential road easement across County lands to access their property located in Section 22, Township 52, Range 23 (PID# 02-0-039002), and

WHEREAS, the current easement language does not accurately describe the County land being used.

WHEREAS, the new easement is described, to wit:

The South 150.00 feet of the East 100.00 feet of the West 2085.00 feet of Government Lot 7, Section 22, Township 52, Range 23, Aitkin County, Minnesota

WHEREAS, said applicant will not be charged a fee for the easement, and

WHEREAS, the Aitkin County Land Commissioner finds no objection to granting the easement.

NOW THEREFORE, BE IT RESOLVED, That pursuant to Minnesota Statutes, Section 282.04, Subd. 4, the County Auditor be and is hereby authorized to issue to Greg and Geanell Holzer, their heirs and assigns, a perpetual easement to use said land, if consistent with the law as in the special conditions set forth herein, over and across the before mentioned legal descriptions.

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

1. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation cost.
2. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
3. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease while such easement remains in force.
4. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
5. All Federal, State, and local laws, ordinance rules, and regulations regarding wetlands, construction of roads, placement of fill material, and disposal of excavated material shall be followed and are the responsibility of the grantee.

6. Upon termination of this easement, the grantee shall promptly remove all personal property and restore said lands to proper condition at no cost to the grantor. If the grantee fails to do so within 60 days of termination, the grantor shall have the right to remove said personal property and restore said land in which event the grantee shall promptly reimburse the grantor for all costs incurred plus 15%.
7. Any land survey markers or monuments, disturbed, moved or destroyed during the construction or maintenance of this easement area shall be replaced and restored at the expense of the applicant. If not replaced or restored by the applicant, the County may restore said monument and the applicant shall be responsible for all costs of said replacement and restoration plus 15%.

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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of May 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: LLCC LED Retrofit Loan

| | | |
|---|---|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input 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 |
| Submitted by: Dennis (DJ) Thompson | | Department: Land |
| Presenter (Name and Title): | | Estimated Time Needed: |
| Summary of Issue: <p>At the May 13, 2025 County Board meeting, Commissioners were presented with two options for funding a LED retrofit project for Long Lake Conservation Center. After discussion, the preferred option was for LLCC to borrow the funds from MLEC through a low-interest loan (see attached draft loan terms).</p> <p>Loan Terms Overview:</p> <ul style="list-style-type: none">- 5-year term- 3% interest rate- 0% administrative service fee- Loan payment of \$531.25/month (estimated savings of \$653.33/month) | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Approve motion for Long Lake Conservation Center to enter into a loan agreement with Mille Lacs Energy Cooperative. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p> <p>Total loan is \$29,571.13. Amount paid each month for loan would be recouped in savings on electrical bills.</p> | | |

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

May 19, 2025

Amount: \$29,571.00

LOAN AGREEMENT

This Agreement as of the date first written above between **Aitkin County**, a government organized and operating under the laws of the State of Minnesota, (hereinafter "Borrower") and **Mille Lacs Energy Cooperative**, a corporation duly organized and existing under the laws of the State of Minnesota (hereinafter "MLEC"), sets forth the terms and understandings between Borrower and Mille Lacs Energy Cooperative regarding a loan (the Loan) MLEC is making to Borrower for the sole purpose of assisting the Borrower in completing an LED Lighting Retrofit for all buildings at the Long Lake Conservation Center in Palisade, Minnesota.

BORROWER has contacted MLEC requesting the loan for the Project.

NOW THEREFORE, in consideration of the mutual agreements herein contained, MLEC and Borrower agree as follows:

1. Loan Terms:

- a. MLEC will lend Twenty-Nine Thousand Five Hundred Seventy-One Dollars (\$29,571.00) to Borrower, and Borrower shall use the loan proceeds to pay the costs related to an LED Lighting Retrofit for all buildings at the Long Lake Conservation Center in Palisade, Minnesota.
- b. MLEC shall be under no obligation to advance the Loan funds to Borrower unless and until the Borrower has delivered to MLEC evidence satisfactory to the Board of Directors that Borrower has obtained funds or received binding commitments for supplemental financing in the approximate amount of Seven Thousand Three Hundred Ninety-Two Dollars (\$7,392.00), by Borrower which amounts are needed in addition to the loan proceeds to pay all the costs of the LED Lighting Retrofit.
- c. Borrower shall repay the Loan in accordance with the Note to be executed by Borrower and made payable to MLEC. Borrower shall begin to repay the Loan on the date set forth in the Note and shall continue paying without interruption until all indebtedness associated with the Loan has been repaid in full on or before the first day of the sixtieth (60th) month following the advancement of funds (**Attachment A**).

- d. The Loan will bear interest at the rate of 3% per annum and shall be subject to increased interest, costs and other charges as provided in the Note described below.
- e. Borrower will be required to satisfy MLEC that all materials, supplies, and work has been purchased, paid for and fully completed for its intended use.
- f. If Borrower fails to satisfy all conditions, requirements, and terms prerequisite to the advance of the proceeds of the Loan from MLEC to Borrower, the Loan may be rescinded by MLEC.
- g. Borrower shall pay all loan closing costs, including attorney's fees and expenses in connection with the Loan.

2. Affirmative Covenants:

- a. Borrower shall execute and deliver the Promissory Note (the Note) to MLEC in the form attached hereto in order to evidence its obligation to repay the Loan by the terms of this Agreement and Note. Borrower shall pay all indebtedness evidenced by the Note in the manner and at the times described therein.
- b. Borrower covenants the proceeds of the Loan shall be used solely for the purpose of an LED Lighting Retrofit for all buildings at the Long Lake Conservation Center in Palisade, Minnesota.
- c. Borrower shall make all payments of principal and interest on the Note by the sixtieth (60th) month following the month and year funds were advanced.
- d. Borrower shall provide proof that all materials, supplies, and work has been purchased, paid for and fully completed for its intended use.
- e. Borrower agrees to fully comply with the Federal Regulations or Federal Statute, which the regulations identify as being applicable to activities contemplated by this Loan Agreement, including, but not limited to, the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, Architectural Barriers Act, Uniform Federal Accessibility Act, Drug- free Work Place Act, Executive Order 12549, Debarment and Suspension, 31.

3. Representations and Warranties:

- a. Borrower represents and warrants that on and as of the date first set forth above:
 - 1. Borrower is a validly existing government under the laws of Minnesota with the authority to perform its obligations under this Agreement, the Note, and the Regulations.

2. The Agreement and the Note have been duly authorized, executed and delivered by Borrower, and such documents constitute the legal and binding agreements of Borrower, enforceable against Borrower in accordance with their respective terms, subject to (i) applicable bankruptcy, reorganization, insolvency, moratorium and other laws of general application relating to or affecting creditors' rights generally and (ii) the application of general principles of equity regardless of whether such enforceability is considered in a proceeding in equity or at law.
3. The execution or the delivery by Borrower of this Agreement and the Note; the consummation of the transactions contemplated herein or therein; and the fulfillment by Borrower of the terms hereof or thereof, do not conflict with or violate, result in a breach of or constitute a default under any term or provision of the articles of incorporation and bylaws of Borrower or any law or regulation or any order now applicable to Borrower of any court, regulatory body having jurisdiction over Borrower, or the terms of any indenture, deed or trust, mortgage, note, note agreement or instrument to which Borrower or any of its properties is bound. Borrower has not received any notice from any other party to any of the foregoing that default affecting this Agreement has occurred or that any event or condition exists that with the giving of notice or lapse of time or both would constitute a default affecting this Agreement.
4. No approval, authorization, consent, order, registration, filing, qualification, license or permit of or with any state or federal court or governmental agency or body having jurisdiction over Borrower is required by Borrower for the consummation by Borrower of the transactions contemplated by this Agreement and Note except such as have been obtained.
5. There is no pending or threatened action, suit or proceeding before any court or governmental agency, authority or body or any arbitrator concerning Borrower, this Agreement or the Note which, if adversely determined, would have a material adverse effect on Borrower's ability to perform its obligations under this Agreement, and Note.
6. All information, reports and other papers and data furnished to MLEC by Borrower concerning the pre-application and application of Borrower for the

Loan were, at the time the same were so furnished, complete and correct in all material respects to the extent necessary to give MLEC a true and accurate knowledge of the subject matter and no document furnished or other written statement made to MLEC in connection with the Loan contains any untrue statement of a fact material to the financial condition of Borrower or the Project or omits to state such a material fact necessary in order to make the statements contained therein not misleading.

7. Borrower does not expect or intend the Project to result primarily in the transfer of any existing employment or business activity from one area to another.

4. Default:

- a. Upon the occurrence of an event of default as defined in this Agreement, the holder of the Note may declare all or any portion of the indebtedness arising under this Agreement, including indebtedness evidenced by the Note to be immediately due and payable and may proceed to enforce its rights under this Agreement, and the Note.
- b. As used in this Agreement, the term "event of default" shall mean the occurrence of any of the following:
 1. Any installment is not paid within ten (10) days of the date which it is required to be made, whether by acceleration or not; no written notice of this default is required of the Note Holder;
 2. Default shall be made in the due observance or performance of any of the covenants, conditions or agreements of Borrower, and such default shall continue for thirty (30) days after written notice specifying such default and requiring the same to be remedied shall have been given to Borrower by the holder of the Note;
 3. An event of default shall have occurred and be continuing under any mortgage of Borrower which secures any form of financial assistance heretofore or hereafter furnished to Borrower by MLEC;
 4. Commencement of a case in bankruptcy by or against Borrower; or
 5. Application for appointment of a receiver for, making a general assignment for the benefit of creditors by, or insolvency of Borrower.

5. Miscellaneous:

- a. Every right or remedy herein conferred upon or reserved to the holder of the Note shall be cumulative and shall be in addition to every other right and remedy now or hereafter existing at law or in equity, or by statute or regulation.
- b. The invalidity of any one or more phrases, clauses, sentences, paragraphs or provisions of this agreement shall not affect the remaining portions hereof.

6. Hazardous Waste Agreement:

- a. Borrower will execute and deliver to Mille Lacs Energy Cooperative a Hazardous Waste Indemnification and Waiver Agreement if requested at any time.

7. Other Requirements of the Borrower:

- a. Documentation reasonably acceptable to MLEC that the Borrower has obtained binding commitments for an additional Seven Thousand Three Hundred Ninety-Two dollars (\$7,392.00) in Project financing.
- b. A copy of the documents under which Borrower was created and operates, with such documents clearly indicating that Borrower has the authority and right to enter into the Loan documents.
- c. A Certificate of Good Standing from the Office of the Secretary of State for the State of Minnesota indicating that Borrower is in good standing in the State of Minnesota.
- d. A certificate(s) of insurance or other proof acceptable to MLEC, evidencing that Borrower has in effect insurance coverage as required in this Agreement containing a provision that MLEC will be notified in writing by the insurance company at least 30 days in advance of any cancellation of or decrease in the amount of coverage of any such policy or policies.
- e. Such other and further documents, opinions and/or information as MLEC may reasonably require to evidence, perfect, and/or complete the contemplated transaction.

8. Disbursement of Loan Proceeds:

- a. Upon the satisfaction of all of the conditions specified herein, MLEC shall transmit, in one lump sum, the full proceeds of the Loan to Borrower upon Borrower's request. Provided, however, in the event that all of the conditions specified have not been satisfied by May 19, 2025, MLEC's obligation to make and fund the Loan shall terminate, and both Borrower and MLEC shall perform whatever acts and execute any documents which are reasonably required and necessary to evidence such termination and to satisfy any liens

which may have been placed on any real or personal property, and the Loan shall be deemed to be void ab initio.

9. Other fees and charges:

a. Professional Fees. In the event that MLEC, subsequent to the Closing Date, employs professional counsel or other professional (other than MLEC employees) in connection with:

1. any litigation, dispute, proceeding or action, or representation of MLEC in a case under the Bankruptcy Code, whether instituted by MLEC, Borrower, or any other person, this Agreement, or Borrower's affairs; and/or
2. any attempt to enforce any rights of MLEC against Borrower or any Obligor; then and in such event the reasonable expenses so incurred by MLEC, including without limitation, attorneys' fees and accountants' fees, expenses and charges, appraisal fees, and court costs, shall be payable on demand of MLEC, and shall become a part of the Obligation, and shall bear interest as otherwise provided in regard to the Loan.

IN WITNESS WHEREOF, **Mille Lacs Energy Cooperative** has caused this Agreement to be duly executed in its name and behalf and Borrower has caused this Agreement to be duly executed in its name and behalf, both intending it to become effective as of the date of the last required signature entered below.

APPROVED:

1. BORROWER: Aitkin County, a Minnesota Government

By: _____ Date: _____
Aitkin County Representative, _____

2. MILLE LACS ENERGY COOPERATIVE, a corporation under the laws of the State of Minnesota

By: _____ Date: _____
Sarah Cron, CEO

Attachment A

NAME: Aitkin County on behalf of Long Lake Conservation Center
LED Lighting Retrofit

LOAN DATE: 5/19/2025

PRINCIPAL: \$ 29,571.00

RATE: 3%

MONTHLY PAYMENT: \$531.35

YEARS: 5

PENALTY:

| DATE | PAYMENT | PRINCIPAL | INTEREST | BALANCE | |
|-----------|----------|-----------------|---------------|-----------|----|
| 7/1/2025 | \$531.35 | 457.42 | 73.93 | 29,113.58 | 1 |
| 8/1/2025 | \$531.35 | 457.17 | 74.18 | 28,656.41 | 2 |
| 9/1/2025 | \$531.35 | 459.71 | 71.64 | 28,196.70 | 3 |
| 10/1/2025 | \$531.35 | 460.86 | 70.49 | 27,735.84 | 4 |
| 11/1/2025 | \$531.35 | 462.01 | 69.34 | 27,273.83 | 5 |
| 12/1/2025 | \$531.35 | 463.17 | 68.18 | 26,810.66 | 6 |
| | | <u>2,760.34</u> | <u>427.76</u> | | |
| 1/1/2026 | \$531.35 | 464.33 | 67.02 | 26,346.33 | 7 |
| 2/1/2026 | \$531.35 | 465.49 | 65.86 | 25,880.84 | 8 |
| 3/1/2026 | \$531.35 | 466.65 | 64.70 | 25,414.19 | 9 |
| 4/1/2026 | \$531.35 | 467.82 | 63.53 | 24,946.37 | 10 |
| 5/1/2026 | \$531.35 | 468.99 | 62.36 | 24,477.38 | 11 |
| 6/1/2026 | \$531.35 | 470.16 | 61.19 | 24,007.22 | 12 |
| 7/1/2026 | \$531.35 | 471.33 | 60.02 | 23,535.89 | 13 |
| 8/1/2026 | \$531.35 | 472.51 | 58.84 | 23,063.38 | 14 |
| 9/1/2026 | \$531.35 | 473.69 | 57.66 | 22,589.69 | 15 |
| 10/1/2026 | \$531.35 | 474.88 | 56.47 | 22,114.81 | 16 |
| 11/1/2026 | \$531.35 | 476.07 | 55.28 | 21,638.74 | 17 |
| 12/1/2026 | \$531.35 | 477.26 | 54.09 | 21,161.48 | 18 |
| | | <u>5,649.18</u> | <u>727.02</u> | | |
| 1/1/2027 | \$531.35 | 478.45 | 52.90 | 20,683.03 | 19 |
| 2/1/2027 | \$531.35 | 479.64 | 51.71 | 20,203.39 | 20 |
| 3/1/2027 | \$531.35 | 480.84 | 50.51 | 19,722.55 | 21 |
| 4/1/2027 | \$531.35 | 482.05 | 49.30 | 19,240.50 | 22 |
| 5/1/2027 | \$531.35 | 483.25 | 48.10 | 18,757.25 | 23 |
| 6/1/2027 | \$531.35 | 484.46 | 46.89 | 18,272.79 | 24 |
| 7/1/2027 | \$531.35 | 485.67 | 45.68 | 17,787.12 | 25 |
| 8/1/2027 | \$531.35 | 486.88 | 44.47 | 17,300.24 | 26 |
| 9/1/2027 | \$531.35 | 488.10 | 43.25 | 16,812.14 | 27 |
| 10/1/2027 | \$531.35 | 489.32 | 42.03 | 16,322.82 | 28 |
| 11/1/2027 | \$531.35 | 490.55 | 40.80 | 15,832.27 | 29 |
| 12/1/2027 | \$531.35 | 491.77 | 39.58 | 15,340.50 | 30 |
| | | <u>5,820.98</u> | <u>555.22</u> | | |
| 1/1/2028 | \$531.35 | 493.00 | 38.35 | 14,847.50 | 31 |
| 2/1/2028 | \$531.35 | 494.23 | 37.12 | 14,353.27 | 32 |
| 3/1/2028 | \$531.35 | 495.47 | 35.88 | 13,857.80 | 33 |
| 4/1/2028 | \$531.35 | 496.71 | 34.64 | 13,361.09 | 34 |

Attachment A

| DATE | PAYMENT | PRINCIPAL | INTEREST | BALANCE | |
|-----------|--------------------|------------------|-----------------|-----------------|----|
| 5/1/2028 | \$531.35 | 497.95 | 33.40 | 12,863.14 | 35 |
| 6/1/2028 | \$531.35 | 499.19 | 32.16 | 12,363.95 | 36 |
| 7/1/2028 | \$531.35 | 500.44 | 30.91 | 11,863.51 | 37 |
| 8/1/2028 | \$531.35 | 501.69 | 29.66 | 11,361.82 | 38 |
| 9/1/2028 | \$531.35 | 502.95 | 28.40 | 10,858.87 | 39 |
| 10/1/2028 | \$531.35 | 504.20 | 27.15 | 10,354.67 | 40 |
| 11/1/2028 | \$531.35 | 505.47 | 25.88 | 9,849.20 | 41 |
| 12/1/2028 | \$531.35 | 506.73 | 24.62 | 9,342.47 | 42 |
| | | <u>5,998.03</u> | <u>378.17</u> | | |
| 1/1/2029 | \$531.35 | 508.00 | 23.35 | 8,834.47 | 43 |
| 2/1/2029 | \$531.35 | 509.27 | 22.08 | 8,325.20 | 44 |
| 3/1/2029 | \$531.35 | 510.54 | 20.81 | 7,814.66 | 45 |
| 4/1/2029 | \$531.35 | 511.82 | 19.53 | 7,302.84 | 46 |
| 5/1/2029 | \$531.35 | 513.10 | 18.25 | 6,789.74 | 47 |
| 6/1/2029 | \$531.35 | 514.38 | 16.97 | 6,275.36 | 48 |
| 7/1/2029 | \$531.35 | 515.66 | 15.69 | 5,759.70 | 49 |
| 8/1/2029 | \$531.35 | 516.95 | 14.40 | 5,242.75 | 50 |
| 9/1/2029 | \$531.35 | 518.25 | 13.10 | 4,724.50 | 51 |
| 10/1/2029 | \$531.35 | 519.54 | 11.81 | 4,204.96 | 52 |
| 11/1/2029 | \$531.35 | 520.84 | 10.51 | 3,684.12 | 53 |
| 12/1/2029 | \$531.35 | 522.14 | 9.21 | 3,161.98 | 54 |
| | | <u>6,180.49</u> | <u>195.71</u> | | |
| 1/1/2030 | \$531.35 | 523.45 | 7.90 | 2,638.53 | 55 |
| 2/1/2030 | \$531.35 | 524.76 | 6.59 | 2,113.77 | 56 |
| 3/1/2030 | \$531.35 | 526.07 | 5.28 | 1,587.70 | 57 |
| 4/1/2030 | \$531.35 | 527.38 | 3.97 | 1,060.32 | 58 |
| 5/1/2030 | \$531.35 | 528.70 | 2.65 | 531.62 | 59 |
| 6/1/2030 | \$532.95 | 531.62 | 1.33 | 0.00 | 60 |
| | | <u>3,161.98</u> | <u>27.72</u> | | |
| Totals | <u>\$31,882.60</u> | <u>29,571.00</u> | <u>2,311.60</u> | | |



Board of County Commissioners Agenda Request

2M

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: LG 220 Application for Exempt Gambling - Aitkin County Pheasants Forever

| | | |
|--|--|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Christy M. Bishop | | Department: Auditor's Office |
| Presenter (Name and Title): | | Estimated Time Needed: |
| Summary of Issue: Event Date (Raffle): July 11, 2025 Application for Exempt Gambling Permit: LG220 - Aitkin County Pheasants Forever - Raffle: Location of event Aitkin County Fairgrounds 632 Minnesota Ave N Aitkin, MN 56431 - Aitkin Township | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Motion to adopt attached resolution. | | |
| Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please Explain: | | |

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

ADOPTED May 27, 2025

By Commissioner: xxx

20250527-xxx

LG 220 Application for Exempt Permit – Aitkin County Pheasants Forever

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 - Aitkin County Pheasants Forever – Raffle: Location of event Aitkin County Fairgrounds: 632 Minnesota Ave N Aitkin, MN 56431: Aitkin Township – Date of Event July 11, 2025

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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of May, 2025

John Welle
County Engineer

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?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 2

1 General Fund

| Vendor No. | Name | Amount | |
|---------------|---------------------------------|-----------|-----------------|
| 9152 | ACI Payments Inc | 10.00 | 1 Transactions |
| 9562 | Advanced Business Methods, Inc. | 1,594.12 | 6 Transactions |
| 89471 | Aitkin Co 4-H Council | 80.00 | 1 Transactions |
| 86222 | Aitkin Independent Age | 830.23 | 10 Transactions |
| 170 | Aitkin Motor Company | 130.35 | 2 Transactions |
| 14335 | Alberg PhD/Thomas L | 5,750.00 | 1 Transactions |
| 9561 | Amazon Business | 584.42 | 10 Transactions |
| 10645 | Angie's Acres, LLC | 603.00 | 1 Transactions |
| 14563 | Anoka County Corrections | 22,767.32 | 2 Transactions |
| 9138 | ASAP Towing | 205.00 | 1 Transactions |
| 10452 | AT&T Mobility | 99.86 | 2 Transactions |
| 15239 | AT&T Mobility (P&Z) | 274.33 | 2 Transactions |
| 9203 | AT&T Mobility (Sheriff's) | 2,989.82 | 6 Transactions |
| 14578 | AutoSmith Service Group, LLC | 6,145.00 | 1 Transactions |
| 552 | Betley/Terry J | 286.60 | 2 Transactions |
| 10118 | Bristow/Jane | 312.64 | 2 Transactions |
| 783 | Canon Financial Services, Inc | 390.16 | 2 Transactions |
| 880 | Carlton County Sheriff's Office | 50.00 | 1 Transactions |
| 15142 | Christensen/Charles | 265.40 | 2 Transactions |

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Aitkin County



Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 3

1 General Fund

| Vendor No. | Name | Amount | |
|---------------|-------------------------------------|----------|-----------------|
| 5893 | CTC - 446126 | 155.00 | 1 Transactions |
| 9065 | Daiker/Cassie | 43.26 | 1 Transactions |
| 10330 | Dangers/Mike | 70.80 | 1 Transactions |
| 11303 | Danielson/Bobbie | 29.05 | 1 Transactions |
| 9612 | Discovery Publishing, Inc. | 303.95 | 1 Transactions |
| 1589 | Eyecare Center Of Aitkin & McGregor | 178.00 | 1 Transactions |
| 6049 | Farm Island Repair & Marine | 185.47 | 1 Transactions |
| 1775 | Galls LLC | 1,228.55 | 6 Transactions |
| 15362 | GuidePoint Pharmacy #114 Aitkin | 984.01 | 2 Transactions |
| 10097 | Harms Monroe/Penny | 342.01 | 2 Transactions |
| 13602 | Hughley/Josh | 246.81 | 2 Transactions |
| 2340 | Hyytinen Hardware Hank | 100.05 | 6 Transactions |
| 9928 | Integrity Surveillance Group | 998.00 | 1 Transactions |
| 10119 | Kearney/Michael | 1,105.79 | 3 Transactions |
| 9046 | Loffler Companies, Inc. | 903.45 | 22 Transactions |
| 6108 | MACO | 100.00 | 1 Transactions |
| 9208 | Mapes FNP-C, Mary | 6,250.00 | 1 Transactions |
| 14071 | Marco Technologies LLC | 2,485.35 | 6 Transactions |
| 3160 | Mille Lacs Energy Coop-Albert Lea | 292.40 | 1 Transactions |
| 89765 | Minnesota Elevator, Inc | 150.42 | 1 Transactions |

1 General Fund

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

Page 4

| Vendor No. | Name | Amount | |
|---------------|------------------------------------|----------|----------------|
| 10412 | O'Reilly Auto Parts | 36.99 | 1 Transactions |
| 3336 | Office Of MN. IT Services | 1,338.65 | 1 Transactions |
| 3810 | Paulbeck's County Market | 185.21 | 3 Transactions |
| 9808 | Performance Foodservice | 4,700.72 | 2 Transactions |
| 3987 | Ramsey County Medical Examiner | 1,590.00 | 1 Transactions |
| 4010 | Rasley Oil Company | 970.95 | 3 Transactions |
| 9489 | Redwood Toxicology Laboratory, Inc | 207.83 | 1 Transactions |
| 10640 | Ruttger's Bay Lake Resort | 380.16 | 2 Transactions |
| 13119 | TalkPoint Technologies, Inc | 403.85 | 1 Transactions |
| 9691 | The Master's Touch, LLC | 902.75 | 1 Transactions |
| 86235 | The Office Shop Inc | 226.68 | 7 Transactions |
| 13934 | The Tire Barn | 170.65 | 2 Transactions |
| 10930 | Tidholm Productions | 28.00 | 1 Transactions |
| 8612 | Veenker/Thomas H | 287.80 | 2 Transactions |
| 9601 | Virtual Academy | 472.00 | 1 Transactions |
| 11507 | Waste Management of Minnesota, Inc | 9,189.43 | 1 Transactions |
| 9302 | WEX Bank | 8,292.31 | 2 Transactions |

| | | | | |
|---------------|-----------|--------------|------------|------------------|
| 1 Fund Total: | 88,904.60 | General Fund | 56 Vendors | 148 Transactions |
|---------------|-----------|--------------|------------|------------------|



| Vendor | <u>Name</u> | <u>Amount</u> | | | |
|---------------|----------------------|---------------|----------------|-----------|----------------|
| <u>No.</u> | | | | | |
| 170 | Aitkin Motor Company | 47,637.00 | 1 Transactions | | |
| 10288 | Asmus/Daniel | 88.26 | 1 Transactions | | |
| 2 Fund Total: | | 47,725.26 | Reserves Fund | 2 Vendors | 2 Transactions |

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3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



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| Vendor No. | Name | Amount | |
|---------------|--------------------------------|-----------|----------------|
| 9561 | Amazon Business | 339.60 | 3 Transactions |
| 7916 | AT&T Mobility (R&B) | 38.23 | 1 Transactions |
| 13725 | Beartooth Hardware Inc | 268.34 | 2 Transactions |
| 10642 | BRUGGMAN/PAUL & DAWN | 6,080.00 | 2 Transactions |
| 14887 | Cintas Corporation | 79.38 | 8 Transactions |
| 176 | City Of Palisade | 4,334.26 | 1 Transactions |
| 2763 | Countryside Sanitation, LLC | 81.90 | 1 Transactions |
| 5893 | CTC - 446126 | 350.00 | 1 Transactions |
| 7060 | Federated Co-Ops Inc. | 198.47 | 1 Transactions |
| 12181 | Fleet Pride, Inc. | 1,187.88 | 1 Transactions |
| 1754 | Garrison Disposal Company, Inc | 175.38 | 2 Transactions |
| 10542 | GREENHECK AUTO GLASS, INC | 250.00 | 1 Transactions |
| 10643 | HOOVER/SHAWN & MINDY | 11,840.00 | 2 Transactions |
| 2340 | Hyytinen Hardware Hank | 96.02 | 3 Transactions |
| 91187 | Lake Country Power | 410.24 | 5 Transactions |
| 2765 | Lake Superior College | 1,475.00 | 4 Transactions |
| 7899 | Locators & Supplies, Inc | 494.97 | 1 Transactions |
| 9046 | Loffler Companies, Inc. | 96.80 | 1 Transactions |
| 10450 | LOFGREN/JEFFREY R | 2,000.00 | 1 Transactions |

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3 Road & Bridge

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 7

| Vendor No. | Name | Amount | |
|---------------|--|-----------|-----------------|
| 14071 | Marco Technologies LLC | 190.00 | 1 Transactions |
| 14944 | McCoy Construction & Forestry, Inc | 8,500.00 | 1 Transactions |
| 3247 | MCEA | 210.00 | 1 Transactions |
| 3100 | McGregor Oil | 3,711.37 | 2 Transactions |
| 3334 | MCIT | 116.00 | 1 Transactions |
| 8527 | Midstates Equipment & Supply, Inc. | 85,193.75 | 9 Transactions |
| 12927 | Midwest Machinery Co. | 70.40 | 1 Transactions |
| 9692 | Minnesota Energy Resources Corporation | 612.75 | 1 Transactions |
| 10048 | MINNESOTA NORTH COLLEGE | 1,700.00 | 4 Transactions |
| 3555 | Newman Signs Inc | 649.43 | 1 Transactions |
| 8436 | Northland Parts | 102.97 | 3 Transactions |
| 10720 | Nuss Truck Group Inc | 1,132.34 | 1 Transactions |
| 10412 | O'Reilly Auto Parts | 57.70 | 3 Transactions |
| 9671 | Pitney Bowes Global Financial Services | 81.30 | 1 Transactions |
| 15211 | Quality Disposal Systems Inc | 77.22 | 1 Transactions |
| 4010 | Rasley Oil Company | 61.77 | 2 Transactions |
| 4070 | Riley Auto Supply | 1,227.02 | 10 Transactions |
| 7888 | Ruffridge Johnson Equip.Co,Inc. | 3,154.45 | 1 Transactions |
| 14812 | SCI Broadband/Savage Communications | 155.83 | 1 Transactions |
| 9176 | SPARKY'S TOOLS, LLC | 39.99 | 1 Transactions |

| Vendor | <u>Name</u> | <u>Amount</u> | |
|---------------|--------------------------------|---------------|---|
| 10612 | SWANSTON EQUIPMENT CORPORATION | 13.96 | 1 Transactions |
| 12788 | Timmer Implement of Aitkin | 28.50 | 2 Transactions |
| 6097 | Verizon Wireless | 508.96 | 1 Transactions |
| 9642 | WEX BANK - Highway Dept | 4,308.23 | 19 Transactions |
| 5128 | Widseth Smith & Nolting Inc | 10,992.50 | 1 Transactions |
| 3 Fund Total: | | 152,692.91 | Road & Bridge 44 Vendors 111 Transactions |



| Vendor | <u>Name</u> | <u>Amount</u> | | | |
|---------------|-------------------------|---------------|-------------------------|--------------|-----------------|
| <u>No.</u> | | | | | |
| 9046 | Loffler Companies, Inc. | 424.86 | 4 | Transactions | |
| 14071 | Marco Technologies LLC | 1,178.00 | 7 | Transactions | |
| 5 Fund Total: | | 1,602.86 | Health & Human Services | | 2 Vendors |
| | | | | | 11 Transactions |

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10 Trust

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

| Vendor No. | Name | Amount | | | |
|----------------|--|----------|----------------|------------|-----------------|
| 9562 | Advanced Business Methods, Inc. | 273.76 | 2 Transactions | | |
| 50 | Aitkin Body Shop, Inc | 604.63 | 1 Transactions | | |
| 86222 | Aitkin Independent Age | 45.00 | 1 Transactions | | |
| 5893 | CTC - 446126 | 350.00 | 1 Transactions | | |
| 9046 | Loffler Companies, Inc. | 43.02 | 1 Transactions | | |
| 14071 | Marco Technologies LLC | 285.00 | 1 Transactions | | |
| 9692 | Minnesota Energy Resources Corporation | 236.29 | 1 Transactions | | |
| 4010 | Rasley Oil Company | 243.93 | 2 Transactions | | |
| 5791 | Sappi | 2,436.51 | 1 Transactions | | |
| 13934 | The Tire Barn | 858.02 | 1 Transactions | | |
| 10180 | WEX Bank - Land Dept | 1,817.75 | 1 Transactions | | |
| 5171 | Willey's Marine Inc | 17.98 | 1 Transactions | | |
| 10 Fund Total: | | 7,211.89 | Trust | 12 Vendors | 14 Transactions |

| Vendor No. | Name | Amount | | |
|----------------|--------------------------------------|----------|--------------------|----------------------------|
| 10613 | Brainerd Hydraulics Air & Ind Supply | 150.06 | 1 Transactions | |
| 10565 | Elvecrog/Glenn C | 56.00 | 2 Transactions | |
| 2099 | Harmon/Elizabeth | 32.88 | 1 Transactions | |
| 2270 | Hoppe/Russell Peter | 78.40 | 2 Transactions | |
| 11990 | Lange/David | 82.60 | 2 Transactions | |
| 9046 | Loffler Companies, Inc. | 21.51 | 1 Transactions | |
| 12512 | MARCUM/ROBERT | 68.60 | 2 Transactions | |
| 10720 | Nuss Truck Group Inc | 1,489.40 | 1 Transactions | |
| 12077 | Stromberg/Kevin | 56.00 | 2 Transactions | |
| 13934 | The Tire Barn | 566.98 | 1 Transactions | |
| 10266 | Thomas Forestry LLC | 2,937.17 | 1 Transactions | |
| 15229 | Thompson/Dennis J | 22.32 | 1 Transactions | |
| 10519 | Thoms/Douglas W. | 84.00 | 2 Transactions | |
| 12788 | Timmer Implement of Aitkin | 40.80 | 1 Transactions | |
| 4927 | Turnock/Franklin Allen | 35.00 | 1 Transactions | |
| 10017 | Tveit/Galen | 60.20 | 2 Transactions | |
| 8612 | Veenker/Thomas H | 91.00 | 2 Transactions | |
| 11 Fund Total: | | 5,872.92 | Forest Development | 17 Vendors 25 Transactions |

| Vendor No. | Name | Amount | | | |
|----------------|-----------------|--------|-------------------|-----------|----------------|
| 999999000 | FARINELLA/ERICA | 12.00 | 1 Transactions | | |
| 999999000 | GRINENKO/DONNA | 20.00 | 1 Transactions | | |
| 999999000 | KOSKI/DAVID | 12.00 | 1 Transactions | | |
| 13 Fund Total: | | 44.00 | Taxes & Penalties | 3 Vendors | 3 Transactions |

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19 Long Lake Conservation Cen

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Page 13

| Vendor No. | Name | Amount | | | |
|----------------|---------------------------------|-----------|-------------------------------|------------|-----------------|
| 9562 | Advanced Business Methods, Inc. | 188.75 | 2 Transactions | | |
| 12710 | AdventureKEEN | 695.68 | 1 Transactions | | |
| 9561 | Amazon Business | 507.64 | 5 Transactions | | |
| 11419 | Beaudry Oil & Service, Inc. | 724.99 | 1 Transactions | | |
| 246 | Brothers Fire & Security | 1,955.00 | 1 Transactions | | |
| 999999000 | LAMON/ELAINE | 200.00 | 1 Transactions | | |
| 10139 | Nature Planet, Inc | 3,430.59 | 1 Transactions | | |
| 3810 | Paulbeck's County Market | 70.68 | 1 Transactions | | |
| 10076 | PFS Minnesota | 2,824.46 | 2 Transactions | | |
| 4761 | Sysco Minnesota Inc | 1,309.41 | 1 Transactions | | |
| 9287 | The Teehive LLC | 10,025.00 | 6 Transactions | | |
| 4968 | Upper Lakes Foods, Inc | 3,218.60 | 2 Transactions | | |
| 19 Fund Total: | | 25,150.80 | Long Lake Conservation Center | 12 Vendors | 24 Transactions |

| Vendor No. | Name | Amount | | | |
|----------------|-----------------------------------|----------|----------------|-----------|----------------|
| 13725 | Beartooth Hardware Inc | 119.94 | 1 Transactions | | |
| 1430 | Dotzler Power Equipment | 93.92 | 1 Transactions | | |
| 2340 | Hyytinen Hardware Hank | 14.99 | 1 Transactions | | |
| 9354 | Kangas Enterprise, Inc | 285.00 | 1 Transactions | | |
| 12927 | Midwest Machinery Co. | 101.59 | 1 Transactions | | |
| 3160 | Mille Lacs Energy Coop-Albert Lea | 74.34 | 1 Transactions | | |
| 15211 | Quality Disposal Systems Inc | 221.36 | 1 Transactions | | |
| 9617 | Timber Lakes Septic Service, Inc. | 200.00 | 1 Transactions | | |
| 21 Fund Total: | | 1,111.14 | Parks | 8 Vendors | 8 Transactions |



| Vendor | <u>Name</u> | <u>Amount</u> | | | |
|----------------|------------------------|---------------|-------------------------|------------------|----------------|
| 14071 | Marco Technologies LLC | 9,093.86 | 1 Transactions | | |
| 22 Fund Total: | | 9,093.86 | Coronavirus Relief Fund | 1 Vendors | 1 Transactions |
| Final Total: | | 339,410.24 | 157 Vendors | 347 Transactions | |

Aitkin County

Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

| <u>Fund</u> | <u>AMOUNT</u> | <u>Name</u> |
|-------------|---------------|-------------------------------|
| 1 | 88,904.60 | General Fund |
| 2 | 47,725.26 | Reserves Fund |
| 3 | 152,692.91 | Road & Bridge |
| 5 | 1,602.86 | Health & Human Services |
| 10 | 7,211.89 | Trust |
| 11 | 5,872.92 | Forest Development |
| 13 | 44.00 | Taxes & Penalties |
| 19 | 25,150.80 | Long Lake Conservation Center |
| 21 | 1,111.14 | Parks |
| 22 | 9,093.86 | Coronavirus Relief Fund |
| All Funds | 339,410.24 | Total |

Approved by,

.....
.....
.....



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 5/27/2025

Title of Item: Search & Rescue Donation - Seavey Township

| | | |
|---|--|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Sheriff Dan Guida | | Department: Sheriff |
| Presenter (Name and Title): Sheriff Dan Guida | | Estimated Time Needed: |
| Summary of Issue: Seavey Township has donated \$400.00 to the all-volunteer Aitkin County Search & Rescue group to assist with the purchase of equipment & training. | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Recommend accepting donation | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> | | |

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

ADOPTED May 27, 2025

By Commissioner: xxx

20250527-xxx

Accept Donation – Seavey Township

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

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

| | |
|-----------------|-----------|
| Seavey Township | \$4000.00 |
|-----------------|-----------|

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

| | |
|-----------------|---------------------------------|
| Seavey Township | Aitkin County Search and Rescue |
|-----------------|---------------------------------|

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

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

Commissioner xxx 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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of May 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: 5-27-25

Title of Item: Award Contract 202510

| | | |
|---|---|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <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 |
| Submitted by: John Welle | | Department: Highway |
| Presenter (Name and Title): NA | | Estimated Time Needed: NA |
| Summary of Issue: <p>Bids were opened on Monday, May 12, 2025 for Contract No. 202510 which includes SAP 001-622-010 - Bridge (Box Culvert) Replacement on CSAH 22 over Wakefield Brook located 5.4 miles northwest of Aitkin</p> <p>As shown on the attached abstract of bids, eight bids were received with Marvin Tretter Inc. - Pierz, MN - submitting the low bid in the amount of \$352,044.00. With the cost of this contract estimated at \$449,661.25, the low bid is 21.71% below the estimated amount.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Award Contract 202510 to Marvin Tretter, Inc. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 352,044.00</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p> <p>\$400,000 was budgeted for this project in 2025.</p> | | |

AITKIN COUNTY **BID ABSTRACT**

Project Name: Bridge Replacement over Wakefield Brook on CSAH 22
 Bid Opening: May 12, 2025, at 2:00 PM

Contract No.: 202510
 Project No.: SAP 001-622-010

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | | | Marvin Tretter INC. - Pierz, MN | | ACM, LLC - Princeton, MN | |
|-------------------------|----------|--|------|-------|-----------------|-----------------|---------------------------------|--------------|--------------------------|--------------|
| Line | Number | Description | Unit | Qty | Estimated Price | Estimated Total | Price | Total | Price | Total |
| Non Participating | | | | | | | | | | |
| 2 | 2051.501 | MAINT AND RESTORATION OF HAUL ROADS | LS | 1 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 | \$750.00 | \$750.00 |
| 3 | 2104.504 | REMOVE BITUMINOUS PAVEMENT | SY | 1,229 | \$5.00 | \$6,145.00 | \$6.00 | \$7,374.00 | \$3.00 | \$3,687.00 |
| 4 | 2106.507 | EXCAVATION - COMMON (P) | CY | 443 | \$15.00 | \$6,645.00 | \$10.00 | \$4,430.00 | \$8.00 | \$3,544.00 |
| 5 | 2106.507 | COMMON EMBANKMENT (CV) | CY | 434 | \$20.00 | \$8,680.00 | \$18.00 | \$7,812.00 | \$7.00 | \$3,038.00 |
| 6 | 2106.507 | GRANULAR EMBANKMENT (CV) | CY | 155 | \$25.00 | \$3,875.00 | \$18.00 | \$2,790.00 | \$24.00 | \$3,720.00 |
| 7 | 2118.507 | AGGREGATE SURFACING (LV), CLASS 5 | CY | 55 | \$30.00 | \$1,650.00 | \$30.00 | \$1,650.00 | \$56.00 | \$3,080.00 |
| 8 | 2211.507 | AGGREGATE BASE (CV) CLASS 5 | CY | 283 | \$40.00 | \$11,320.00 | \$39.00 | \$11,037.00 | \$44.00 | \$12,452.00 |
| 9 | 2357.506 | BITUMINOUS MATERIAL FOR TACK COAT | GAL | 65 | \$5.00 | \$325.00 | \$6.00 | \$390.00 | \$3.85 | \$250.25 |
| 10 | 2360.509 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | TON | 327 | \$150.00 | \$49,050.00 | \$110.00 | \$35,970.00 | \$136.00 | \$44,472.00 |
| 13 | 2442.501 | REMOVE EXISTING BRIDGE | LS | 1 | \$30,000.00 | \$30,000.00 | \$7,500.00 | \$7,500.00 | \$27,800.00 | \$27,800.00 |
| 19 | 2573.503 | SILT FENCE, TYPE HI | LF | 487 | \$5.00 | \$2,435.00 | \$5.00 | \$2,435.00 | \$4.00 | \$1,948.00 |
| 20 | 2573.503 | FLOTATION SILT CURTAIN TYPE STILL WATER | LF | 18 | \$25.00 | \$450.00 | \$21.00 | \$378.00 | \$30.00 | \$540.00 |
| 21 | 2575.501 | TURF ESTABLISHMENT | LS | 1 | \$6,000.00 | \$6,000.00 | \$7,500.00 | \$7,500.00 | \$1,500.00 | \$1,500.00 |
| 22 | 2575.504 | ROLLED EROSION PREVENTION CATEGORY 20 | SY | 181 | \$10.00 | \$1,810.00 | \$4.00 | \$724.00 | \$4.00 | \$724.00 |
| 23 | 2575.523 | RAPID STABILIZATION METHOD 3 | MGAL | 2 | \$1,000.00 | \$2,000.00 | \$500.00 | \$1,000.00 | \$435.00 | \$870.00 |
| 24 | 2582.503 | 4" SOLID LINE PAINT | LF | 790 | \$1.25 | \$987.50 | \$4.00 | \$3,160.00 | \$2.25 | \$1,777.50 |
| 25 | 2582.503 | 4" BROKEN LINE PAINT | LF | 79 | \$1.25 | \$98.75 | \$4.00 | \$316.00 | \$2.25 | \$177.75 |
| Total Non-Participating | | | | | | \$132,471.25 | | \$95,466.00 | | \$110,330.50 |
| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | | | Marvin Tretter INC. - Pierz, MN | | ACM, LLC - Princeton, MN | |
| Line | Number | Description | Unit | Qty | Estimated Price | Estimated Total | Price | Total | Price | Total |
| Participating | | | | | | | | | | |
| 1 | 2021.501 | MOBILIZATION | LS | 1 | \$12,000.00 | \$12,000.00 | \$30,000.00 | \$30,000.00 | \$15,500.00 | \$15,500.00 |
| 11 | 2412.502 | 12X8 PRECAST CONCRETE BOX CULVERT END SECTION | EACH | 2 | \$28,000.00 | \$56,000.00 | \$21,500.00 | \$43,000.00 | \$12,500.00 | \$25,000.00 |
| 12 | 2412.503 | 12X8 PRECAST CONCRETE BOX CULVERT | LF | 88 | \$2,100.00 | \$184,800.00 | \$1,350.00 | \$118,800.00 | \$1,165.00 | \$102,520.00 |

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | | | Marvin Tretter INC. - Pierz, MN | | ACM, LLC - Princeton, MN | |
|---|----------|---|------|-------|-----------------|-----------------|---------------------------------|--------------|--------------------------|--------------|
| Line | Number | Description | Unit | Qty | Estimated Price | Estimated Total | Price | Total | Price | Total |
| 14 | 2451.507 | STRUCTURE EXCAVATION CLASS U (P) | C Y | 462 | \$10.00 | \$4,620.00 | \$10.00 | \$4,620.00 | \$19.00 | \$8,778.00 |
| 15 | 2451.507 | GRANULAR BACKFILL (LV) | C Y | 2,394 | \$20.00 | \$47,880.00 | \$17.00 | \$40,698.00 | \$27.00 | \$64,638.00 |
| 16 | 2451.507 | COARSE AGGREGATE BEDDING (CV) | C Y | 77 | \$50.00 | \$3,850.00 | \$50.00 | \$3,850.00 | \$42.00 | \$3,234.00 |
| 17 | 2511.507 | RANDOM RIPRAP CLASS III | C Y | 38 | \$80.00 | \$3,040.00 | \$95.00 | \$3,610.00 | \$144.00 | \$5,472.00 |
| 18 | 2563.601 | TRAFFIC CONTROL | LS | 1 | \$5,000.00 | \$5,000.00 | \$12,000.00 | \$12,000.00 | \$19,000.00 | \$19,000.00 |
| Total Participating | | | | | | \$317,190.00 | | \$256,578.00 | | \$244,142.00 |
| | | | | | | | | | | |
| TOTALS FOR PROJECT SAP 001-622-010 | | | | | | \$449,661.25 | | \$352,044.00 | | \$354,472.50 |
| % OF ESTIMATE FOR PROJECT SAP 001-622-010 | | | | | | | | -21.71% | | -21.17% |

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | KGM Contractors, Inc. - Angora, MN | | Landwehr Construction, Inc. - St. Cloud, MN | | Gladen Construction Inc - Laporte, MN | |
|-------------------------|----------|---|------|-------|---------------------------------------|-------------|--|-------------|--|--------------|
| Line | Number | Description | Unit | Qty | Price | Total | Price | Total | Price | Total |
| Non Participating | | | | | | | | | | |
| 2 | 2051.501 | MAINT AND RESTORATION OF HAUL ROADS | LS | 1 | \$1,200.00 | \$1,200.00 | \$1,100.00 | \$1,100.00 | \$500.00 | \$500.00 |
| 3 | 2104.504 | REMOVE BITUMINOUS PAVEMENT | SY | 1,229 | \$4.20 | \$5,161.80 | \$5.30 | \$6,513.70 | \$8.00 | \$9,832.00 |
| 4 | 2106.507 | EXCAVATION - COMMON (P) | C Y | 443 | \$16.00 | \$7,088.00 | \$5.80 | \$2,569.40 | \$16.90 | \$7,486.70 |
| 5 | 2106.507 | COMMON EMBANKMENT (CV) | C Y | 434 | \$6.95 | \$3,016.30 | \$6.25 | \$2,712.50 | \$8.50 | \$3,689.00 |
| 6 | 2106.507 | GRANULAR EMBANKMENT (CV) | C Y | 155 | \$36.00 | \$5,580.00 | \$35.00 | \$5,425.00 | \$28.00 | \$4,340.00 |
| 7 | 2118.507 | AGGREGATE SURFACING (LV), CLASS 5 | C Y | 55 | \$47.00 | \$2,585.00 | \$30.50 | \$1,677.50 | \$78.00 | \$4,290.00 |
| 8 | 2211.507 | AGGREGATE BASE (CV) CLASS 5 | C Y | 283 | \$42.25 | \$11,956.75 | \$29.90 | \$8,461.70 | \$69.00 | \$19,527.00 |
| 9 | 2357.506 | BITUMINOUS MATERIAL FOR TACK COAT | GAL | 65 | \$6.20 | \$403.00 | \$5.50 | \$357.50 | \$5.00 | \$325.00 |
| 10 | 2360.509 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | TON | 327 | \$107.00 | \$34,989.00 | \$116.00 | \$37,932.00 | \$105.00 | \$34,335.00 |
| 13 | 2442.501 | REMOVE EXISTING BRIDGE | LS | 1 | \$5,000.00 | \$5,000.00 | \$12,100.00 | \$12,100.00 | \$21,000.00 | \$21,000.00 |
| 19 | 2573.503 | SILT FENCE, TYPE HI | LF | 487 | \$4.00 | \$1,948.00 | \$4.40 | \$2,142.80 | \$4.00 | \$1,948.00 |
| 20 | 2573.503 | FLOTATION SILT CURTAIN TYPE STILL WATER | LF | 18 | \$60.00 | \$1,080.00 | \$22.15 | \$398.70 | \$20.00 | \$360.00 |
| 21 | 2575.501 | TURF ESTABLISHMENT | LS | 1 | \$5,600.00 | \$5,600.00 | \$7,760.15 | \$7,760.15 | \$7,000.00 | \$7,000.00 |
| 22 | 2575.504 | ROLLED EROSION PREVENTION CATEGORY 20 | SY | 181 | \$5.00 | \$905.00 | \$4.40 | \$796.40 | \$3.95 | \$714.95 |
| 23 | 2575.523 | RAPID STABILIZATION METHOD 3 | MGAL | 2 | \$160.00 | \$320.00 | \$526.59 | \$1,053.18 | \$475.00 | \$950.00 |
| 24 | 2582.503 | 4" SOLID LINE PAINT | LF | 790 | \$3.15 | \$2,488.50 | \$1.66 | \$1,311.40 | \$3.00 | \$2,370.00 |
| 25 | 2582.503 | 4" BROKEN LINE PAINT | LF | 79 | \$3.15 | \$248.85 | \$1.66 | \$131.14 | \$3.00 | \$237.00 |
| Total Non-Participating | | | | | | \$89,570.20 | | \$92,443.07 | | \$118,904.65 |

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | KGM Contractors, Inc. - Angora, MN | | Landwehr Construction, Inc. - St. Cloud, MN | | Gladen Construction Inc - Laporte, MN | |
|---|----------|---|------|-------|---------------------------------------|--------------|--|--------------|--|--------------|
| Line | Number | Description | Unit | Qty | Price | Total | Price | Total | Price | Total |
| Participating | | | | | | | | | | |
| 1 | 2021.501 | MOBILIZATION | LS | 1 | \$46,000.00 | \$46,000.00 | \$18,362.00 | \$18,362.00 | \$33,800.00 | \$33,800.00 |
| 11 | 2412.502 | 12X8 PRECAST CONCRETE BOX CULVERT END SECTION | EACH | 2 | \$16,375.00 | \$32,750.00 | \$15,625.00 | \$31,250.00 | \$23,400.00 | \$46,800.00 |
| 12 | 2412.503 | 12X8 PRECAST CONCRETE BOX CULVERT | L F | 88 | \$1,420.00 | \$124,960.00 | \$1,519.00 | \$133,672.00 | \$1,740.00 | \$153,120.00 |
| 14 | 2451.507 | STRUCTURE EXCAVATION CLASS U (P) | C Y | 462 | \$16.65 | \$7,692.30 | \$7.90 | \$3,649.80 | \$10.22 | \$4,721.64 |
| 15 | 2451.507 | GRANULAR BACKFILL (LV) | C Y | 2,394 | \$27.05 | \$64,757.70 | \$37.00 | \$88,578.00 | \$14.75 | \$35,311.50 |
| 16 | 2451.507 | COARSE AGGREGATE BEDDING (CV) | C Y | 77 | \$55.45 | \$4,269.65 | \$68.75 | \$5,293.75 | \$95.00 | \$7,315.00 |
| 17 | 2511.507 | RANDOM RIPRAP CLASS III | C Y | 38 | \$92.00 | \$3,496.00 | \$116.30 | \$4,419.40 | \$145.00 | \$5,510.00 |
| 18 | 2563.601 | TRAFFIC CONTROL | LS | 1 | \$9,600.00 | \$9,600.00 | \$12,330.00 | \$12,330.00 | \$8,000.00 | \$8,000.00 |
| Total Participating | | | | | | \$293,525.65 | | \$297,554.95 | | \$294,578.14 |
| TOTALS FOR PROJECT SAP 001-622-010 | | | | | | \$383,095.85 | | \$389,998.02 | | \$413,482.79 |
| % OF ESTIMATE FOR PROJECT SAP 001-622-010 | | | | | | -14.80% | | -13.27% | | -8.05% |

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | Midwest Contracting, LLC - Marshall, MN | | S & R Reinforcing, Inc. - Aitkin, MN | | Hoover Construction Co. - Virginia, MN | |
|-------------------|----------|---|------|-------|--|-------------|---|-------------|---|--------------|
| Line | Number | Description | Unit | Qty | Price | Total | Price | Total | Price | Total |
| Non Participating | | | | | | | | | | |
| 2 | 2051.501 | MAINT AND RESTORATION OF HAUL ROADS | LS | 1 | \$100.00 | \$100.00 | \$1,000.00 | \$1,000.00 | \$1,200.00 | \$1,200.00 |
| 3 | 2104.504 | REMOVE BITUMINOUS PAVEMENT | S Y | 1,229 | \$5.00 | \$6,145.00 | \$10.00 | \$12,290.00 | \$6.00 | \$7,374.00 |
| 4 | 2106.507 | EXCAVATION - COMMON (P) | C Y | 443 | \$8.00 | \$3,544.00 | \$33.86 | \$14,999.98 | \$25.00 | \$11,075.00 |
| 5 | 2106.507 | COMMON EMBANKMENT (CV) | C Y | 434 | \$21.00 | \$9,114.00 | \$26.00 | \$11,284.00 | \$11.00 | \$4,774.00 |
| 6 | 2106.507 | GRANULAR EMBANKMENT (CV) | C Y | 155 | \$22.00 | \$3,410.00 | \$36.00 | \$5,580.00 | \$42.00 | \$6,510.00 |
| 7 | 2118.507 | AGGREGATE SURFACING (LV), CLASS 5 | C Y | 55 | \$25.00 | \$1,375.00 | \$39.00 | \$2,145.00 | \$71.00 | \$3,905.00 |
| 8 | 2211.507 | AGGREGATE BASE (CV) CLASS 5 | C Y | 283 | \$34.00 | \$9,622.00 | \$43.00 | \$12,169.00 | \$48.50 | \$13,725.50 |
| 9 | 2357.506 | BITUMINOUS MATERIAL FOR TACK COAT | GAL | 65 | \$5.00 | \$325.00 | \$5.00 | \$325.00 | \$5.50 | \$357.50 |
| 10 | 2360.509 | TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) | TON | 327 | \$105.00 | \$34,335.00 | \$105.00 | \$34,335.00 | \$115.50 | \$37,768.50 |
| 13 | 2442.501 | REMOVE EXISTING BRIDGE | LS | 1 | \$9,500.00 | \$9,500.00 | \$40,000.00 | \$40,000.00 | \$120,000.00 | \$120,000.00 |
| 19 | 2573.503 | SILT FENCE, TYPE HI | L F | 487 | \$4.00 | \$1,948.00 | \$6.00 | \$2,922.00 | \$5.00 | \$2,435.00 |
| 20 | 2573.503 | FLOTATION SILT CURTAIN TYPE STILL WATER | L F | 18 | \$20.00 | \$360.00 | \$25.00 | \$450.00 | \$25.00 | \$450.00 |
| 21 | 2575.501 | TURF ESTABLISHMENT | LS | 1 | \$7,000.00 | \$7,000.00 | \$6,500.00 | \$6,500.00 | \$8,000.00 | \$8,000.00 |

| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | Midwest Contracting, LLC - Marshall, MN | | S & R Reinforcing, Inc. - Aitkin, MN | | Hoover Construction Co. - Virginia, MN | |
|---|----------|--|------|-------|---|--------------|--------------------------------------|--------------|--|--------------|
| Line | Number | Description | Unit | Qty | Price | Total | Price | Total | Price | Total |
| 22 | 2575.504 | ROLLED EROSION PREVENTION CATEGORY 20 | SY | 181 | \$4.00 | \$724.00 | \$5.75 | \$1,040.75 | \$10.00 | \$1,810.00 |
| 23 | 2575.523 | RAPID STABILIZATION METHOD 3 | MGAL | 2 | \$475.00 | \$950.00 | \$500.00 | \$1,000.00 | \$525.00 | \$1,050.00 |
| 24 | 2582.503 | 4" SOLID LINE PAINT | LF | 790 | \$3.00 | \$2,370.00 | \$3.00 | \$2,370.00 | \$3.50 | \$2,765.00 |
| 25 | 2582.503 | 4" BROKEN LINE PAINT | LF | 79 | \$3.00 | \$237.00 | \$3.00 | \$237.00 | \$3.50 | \$276.50 |
| Total Non-Participating | | | | | | \$91,059.00 | | \$148,647.73 | | \$223,476.00 |
| | | SAP 001-622-010 Bridge Replacement over Wakefield Brook on CSAH 22 | | | Midwest Contracting, LLC - Marshall, MN | | S & R Reinforcing, Inc. - Aitkin, MN | | Hoover Construction Co. - Virginia, MN | |
| Line | Number | Description | Unit | Qty | Price | Total | Price | Total | Price | Total |
| Participating | | | | | | | | | | |
| 1 | 2021.501 | MOBILIZATION | LS | 1 | \$38,500.00 | \$38,500.00 | \$44,000.00 | \$44,000.00 | \$100,000.00 | \$100,000.00 |
| 11 | 2412.502 | 12X8 PRECAST CONCRETE BOX CULVERT END SECTION | EACH | 2 | \$27,500.00 | \$55,000.00 | \$11,650.00 | \$23,300.00 | \$36,000.00 | \$72,000.00 |
| 12 | 2412.503 | 12X8 PRECAST CONCRETE BOX CULVERT | LF | 88 | \$2,450.00 | \$215,600.00 | \$1,370.68 | \$120,619.84 | \$3,075.00 | \$270,600.00 |
| 14 | 2451.507 | STRUCTURE EXCAVATION CLASS U (P) | CY | 462 | \$8.00 | \$3,696.00 | \$54.50 | \$25,179.00 | \$25.00 | \$11,550.00 |
| 15 | 2451.507 | GRANULAR BACKFILL (LV) | CY | 2,394 | \$18.00 | \$43,092.00 | \$36.00 | \$86,184.00 | \$42.00 | \$100,548.00 |
| 16 | 2451.507 | COARSE AGGREGATE BEDDING (CV) | CY | 77 | \$75.00 | \$5,775.00 | \$121.75 | \$9,374.75 | \$65.00 | \$5,005.00 |
| 17 | 2511.507 | RANDOM RIPRAP CLASS III | CY | 38 | \$85.00 | \$3,230.00 | \$120.00 | \$4,560.00 | \$140.00 | \$5,320.00 |
| 18 | 2563.601 | TRAFFIC CONTROL | LS | 1 | \$7,900.00 | \$7,900.00 | \$8,900.00 | \$8,900.00 | \$16,000.00 | \$16,000.00 |
| Total Participating | | | | | | \$372,793.00 | | \$322,117.59 | | \$581,023.00 |
| | | | | | | | | | | |
| TOTALS FOR PROJECT SAP 001-622-010 | | | | | | \$463,852.00 | | \$470,765.32 | | \$804,499.00 |
| % OF ESTIMATE FOR PROJECT SAP 001-622-010 | | | | | | 3.16% | | 4.69% | | 78.91% |

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

Certified By: John Welle Digitally signed by John Welle
Date: 2025.05.14 06:12:45 -05'00' License No. 24340
Date: 5-14-25

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

ADOPTED May 27, 2025

By Commissioner: xxx

20250527-xxx

Award Contract 202510

WHEREAS, Contract No. 202510 is for construction of SAP 001-622-010, and

WHEREAS, sealed bids were opened for this contract at 2:00 p.m. on Monday, May 12, 2025 with a total of eight bids received, and

WHEREAS, Marvin Tretter Inc - Pierz, MN - was the lowest responsible bidder with a bid amount of \$352,044.00.

NOW THEREFORE, BE IT RESOLVED, that Marvin Tretter Inc. be awarded Contract 202510 in the amount of \$352,044.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents

Commissioner xxx 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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27 day of May 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request



Requested Meeting Date: 5-27-25

Title of Item: Award Contract 202511

| | | |
|---|---|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <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 |
| Submitted by: John Welle | | Department: Highway |
| Presenter (Name and Title): NA | | Estimated Time Needed: NA |
| Summary of Issue: <p>Bids were opened on Monday, May 19, 2025 for Contract No. 202511 which includes SP 001-070-009 - Enhanced Pavement Markings on portions of CH 1, 3, 10, 22, and 39.</p> <p>As shown on the attached abstract of bids, two bids were received with Sir Lines-A-Lot LLC - Edina, MN - submitting the low bid in the amount of \$302,525.20. With the cost of this contract estimated at \$338,202.25, the low bid is 10.55% below the estimated amount.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Award Contract 202511 to Sir Lines-A-Lot LLC. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 302,525.20</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p> <p>Project will be funded with a combination of federal and state-aid funds and was advanced to 2025 from 2026. Project will be budgeted in 2026 budget.</p> | | |

**Aitkin County
Bid Abstract**

Project Name: Pavement Marking on Various Highways in Aitkin County
 Bid Opening: Monday, May 19, 2025, at 2:00 PM
 Contract: 202511
 Project No.: SP 001-070-009
 MN Project No.: HSIP 0125(264)

| Line | Number | Description | Unit | Quantity | Est Price | Est Total | Sir Lines-A-Lot, LLC - Edina, MN | | Century Traffic, LLC - Pewaukee, WI | |
|--|----------|---|------|----------|-------------|--------------|-------------------------------------|--------------|--|--------------|
| | | | | | | | Price | Total | Price | Total |
| 1 | 2021.501 | MOBILIZATION | LS | 1 | \$12,000.00 | \$12,000.00 | \$7,000.00 | \$7,000.00 | \$2,500.00 | \$2,500.00 |
| 2 | 2563.601 | TRAFFIC CONTROL | LS | 1 | \$10,000.00 | \$10,000.00 | \$7,000.00 | \$7,000.00 | \$2,500.00 | \$2,500.00 |
| 3 | 2582.503 | 6" SOLID LINE MULTI-COMPONENT | L F | 103,015 | \$0.45 | \$46,356.75 | \$0.40 | \$41,206.00 | \$0.47 | \$48,417.05 |
| 4 | 2582.503 | 6" BROKEN LINE MULTI-COMPONENT | L F | 23,470 | \$0.45 | \$10,561.50 | \$0.40 | \$9,388.00 | \$0.47 | \$11,030.90 |
| 5 | 2582.503 | 6" SOLID LINE MULTI-COMPONENT GROUND IN (WR) | L F | 304,773 | \$0.85 | \$259,057.05 | \$0.78 | \$237,722.94 | \$0.86 | \$262,104.78 |
| 6 | 2582.503 | 6" DOTTED LINE MULTI-COMPONENT GROUND IN (WR) | L F | 267 | \$0.85 | \$226.95 | \$0.78 | \$208.26 | \$0.86 | \$229.62 |
| Totals for Project SP 001-070-009/Contract 202511 | | | | | | \$338,202.25 | | \$302,525.20 | | \$326,782.35 |
| % of Estimate for Project SP 001-070-009/Contract 202511 | | | | | | | | -10.55% | | -3.38% |

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

Certified by: **John Welle** Digitally signed by John Welle
Date: 2025.05.20 13:02:55 -05'00'

License No: **24340**

Date: **5-20-25**

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

ADOPTED May 27, 2025

By Commissioner: xxx

20250527-xxx

Award Contract 202511

WHEREAS, Contract No. 202511 is for construction of SP 001-070-009, and

WHEREAS, sealed bids were opened for this contract at 2:00 p.m. on Monday, May 19, 2025 with a total of two bids received, and

WHEREAS, Sir Line-A-Lot LLC - Edina, MN - was the lowest responsible bidder with a bid amount of \$302,525.20.

NOW THEREFORE, BE IT RESOLVED, that Sir Lines-A-Lot LLC be awarded Contract 202511 in the amount of \$302,525.20.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents

Commissioner xxx 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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27 day of May 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: 5-27-25

Title of Item: Equipment Purchase - Public Health Audio/Video/Phone Equipment

| | |
|--|---|
| <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) <input 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> |
| Submitted by: John Welle | Department: Interim Team Administration |
| Presenter (Name and Title): NA | Estimated Time Needed: NA |
| Summary of Issue: The HHS Remodel Project includes upgrading audio/video/phone system equipment for use by Public Health. The County Engineer granted approval under Section VII.A.1 of the Aitkin County Procurement Policy to exceed the typical purchasing authority amount of \$25,000 for this equipment in the amount of \$25,186.06 from Marco. This purchase was expedited to utilize COVID grant funding available to Public Health before it became unavailable and was coordinated through the Information Technology Department. | |
| Alternatives, Options, Effects on Others/Comments: | |
| Recommended Action/Motion: Motion to approve purchase of Public Health equipment for a total of \$25,186.06 | |
| Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 25,186.06 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain: | |

**SALES INVOICE**

Phone: 800.892.8548
Fax: 800.847.3087
www.marconet.com

Invoice No: DORD3868661
Date: 5/15/25
Account No: AC1111
Amount: \$25,186.06

Bill To: AITKIN COUNTY
209 2ND ST NW ROOM 162
AITKIN, MN 56431-1257
US

Ship To: AITKIN COUNTY
Attn: Chris Sutch/hhs-05142025-cjs
209 2ND ST NW ROOM 162
AITKIN, MN 56431-1257

| Sales Person | PO Number | Ship Method | Payment Terms | | | Date Due | |
|---|---|---------------|----------------|----------|------|------------|------------|
| Nicholas Vitale | hhs-05142025-cjs | GROUND | AR NET 15 DAYS | | | 5/30/25 | |
| Remarks | | | | | | | |
| QUOTE 202441-This invoice is a prepayment of services to be performed and/or product to be shipped at a future date. Charges for change orders, additional T&M, freight, sales or use tax, and/or additional fees may be invoiced upon completion, if applicable. | | | | | | | |
| Item No | Description | Serial Number | Order | Canceled | Unit | Unit Price | Extended |
| TH-43CQE2U | PANASONIC - 43" 4K UHD, 400 CD/M2, ATSC/NTSC/QAM TUNER | | 1.00 | 0.00 | EA | \$907.76 | \$907.76 |
| MTM1U | CHIEF FUSION SERIES MEDIUM TILTING WALL MOUNT WITH MICRO-ADJUST AND UNIVERSAL INTERFACE BRACKET BLACK | | 1.00 | 0.00 | EA | \$210.89 | \$210.89 |
| TH-86CQE2U | PANASONIC 86" 4K UHD TV | | 1.00 | 0.00 | EA | \$4157.50 | \$4,157.50 |
| AS3LDP7 | CHIEF - TEMPO FLAT PANEL WALL MOUNT SYSTEM - ALL-IN-ONE DISPLAY MOUNT 12.6" EXTENSION -10 TILT POST | | 1.00 | 0.00 | EA | \$947.03 | \$947.03 |
| PAC115 | CHIEF METAL STUD ANCHOR KIT 4 ANCHORS | | 2.00 | 0.00 | EA | \$22.96 | \$45.92 |
| DL-1H1A1UB-H3 | DIGITALINX SERIES 4K HDMI & USB HDBASET 30.0 EXTENSION SET | | 1.00 | 0.00 | EA | \$655.50 | \$655.50 |
| A01KCAA#AC3 | HPI POLY STUDIO G62 VIDEO CONFERENCING SYSTEM W/MOUNTING KIT WW | | 1.00 | 0.00 | EA | \$1919.39 | \$1,919.39 |
| U77D5PV | HP POLY CARE - POLY PLUS SUPPORT, THREE YEARS - MAINTENANCE | | 1.00 | 0.00 | EA | \$539.95 | \$539.95 |
| 875K5AA | HPI POLY TC10 TOUCH CONTROLLER W/O POWER CORD | | 1.00 | 0.00 | EA | \$845.19 | \$845.19 |
| P37760362 | HPI POLY+ PARTNER - EXTENDED SERVICE - 3 YEAR - SERVICE (EDI) | | 1.00 | 0.00 | EA | \$328.95 | \$328.95 |
| 842F8AA | HPI POLY STUDIO E70 SMART CAMERA FOR LARGE ROOMS | | 1.00 | 0.00 | EA | \$4034.51 | \$4,034.51 |
| P87090362 | HP POLY CARE - POLY PLUS SUPPORT, THREE YEARS - MAINTENANCE | | 1.00 | 0.00 | EA | \$769.95 | \$769.95 |
| A02F9AA#ABA | HPI POLY POE ADAPTER - POE+ | | 1.00 | 0.00 | EA | \$75.20 | \$75.20 |
| AD-C6T-LPZB-WH | QSC 6.5" TWO-WAY CEILING SPEAKER (SOLD IN PAIRS) | | 6.00 | 0.00 | EA | \$248.57 | \$1,491.42 |
| SPA4-60 | QSC SPEAKER AMPLIFIER - FOUR CHANNELS - 125W PER CH AT 70V | | 1.00 | 0.00 | EA | \$861.43 | \$861.43 |
| CORE 8 FLEX | QSC - Q-Sys CORE 8 FLEX DSP - 8 FLEX CHANNELS , DUAL LAN, 8 GPIO, USB B | | 1.00 | 0.00 | EA | \$2511.43 | \$2,511.43 |
| SLQSE-8N-P | QSC Q-SYS CORE 8 FLEX SCRIPTING ENGINE SOFTWARE LIC PERPETUAL (EDI) | | 1.00 | 0.00 | EA | \$200.57 | \$200.57 |
| SLQUD-8N-P | QSC CORE 8 FLEX,CORE NANO, NV-32-H CORE CAPABLE LICENSE (EDI) | | 1.00 | 0.00 | EA | \$99.43 | \$99.43 |
| MXA710B-4FT | SHURE - LINEAR ARRAY MIC - BLACK - 4FT | | 1.00 | 0.00 | EA | \$3072.57 | \$3,072.57 |
| RCKMNT-CMPCT-1K = | CISCO 19-IN. RACK-MOUNT BRACKET FOR C1000, C1200, C1300 | | 1.00 | 0.00 | EA | \$37.29 | \$37.29 |
| 77Y93AA | POLY VOYAGER 4310 MICROSOFT TEAMS CERTIFIED HEADSET + BT700 | | 3.00 | 0.00 | EA | \$127.38 | \$382.14 |
| 77Y85AA | POLY VOYAGER FOCUS 2 MICROSOFT TEAMS CERTIFIED USB A HEADSET | | 4.00 | 0.00 | EA | \$155.64 | \$622.56 |
| C1300-8FP-2G | CISCO CATALYST 1300-8FP-2G 8-PORT SWITCH | | 1.00 | 0.00 | EA | \$469.48 | \$469.48 |

Please Remit Payment To:
Marco Technologies, LLC . NW 7128
PO Box 1450 . Minneapolis, MN . 55485-7128

Payments made via credit card are subject to a 3% surcharge.
A \$30 fee will be assessed for any returned payment.

Any communications concerning disputed debts, including any instrument (including any check) tendered as full satisfaction of debt, are to be sent to Marco A/R . 4510 Heatherwood Rd . St. Cloud, MN 56301

| | |
|------------------|-------------|
| Subtotal | \$25,186.06 |
| Freight | \$0.00 |
| Sales/Excise Tax | \$0.00 |
| Invoice Total | \$25,186.06 |



Board of County Commissioners Agenda Request

2S
Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: HOPE Opioid Funding Request

| | | |
|---|--|---|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Kelli Crowther, PHN, Opioid Coordinator | | Department: Aitkin County H&HS- Public Health |
| Presenter (Name and Title): | | Estimated Time Needed: |
| Summary of Issue: Final approval of funding application on behalf of HOPE. This application was reviewed and unanimously approved by Opioid Subcommittee on May 14, 2025. Project: HOPE Healthy Relationships Teen Program Overview: To expand HOPE's Healthy Relationship Teen Program, with the funding assistance from OS this outreach and education could happen more often. Our organization has the relationships and partnerships already established. However, we lack funds to further print material of new curriculum (One Love), resource materials (300 teens x 1/yr. increase to 2/yr. OR extend and reach additional grades. | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Approve \$5,000 one time payment funded with Opioid Settlement Funds to HOPE. | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> Opioid Settlement Funds will be used to support this project. | | |

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

Aitkin County Health and Human Services

Contact:

Please direct all correspondence to the contact information provided below.

Kelli Crowther, PHN

Aitkin County Public Health

((218) 927-7267

Kelli.crowther@aitkincountymn.gov



2025

Opioid Settlement (OS) Funding Application

Section 1: Applicant Information

| | |
|------------------------------|-----------------------------|
| Date | HOPE Opioid Funding Request |
| Organization Name | May 27, 2025 |
| Street Address | 117 2nd St. NW Ave |
| Mailing Address if different | PO Box 153 |
| City, State, Zip Code | Aitkin, MN 56431 |
| County | Aitkin |

| | |
|-----------------|----------------------|
| Primary Contact | Megan Cummings |
| Phone | 218.927.2327 |
| Email | megan@aitkinhope.org |

| | |
|-------------------|---|
| Financial Contact | Megan Cummings |
| Tax ID/SSN | 41-1543099 |
| Phone | Kelli Crowther, PHN, Opioid Coordinator |
| Email | Aitkin County H&HS- Public Health |

Information provided in this application may be used for promotional materials. This includes, but is not limited to: fact sheets, Minnesota Department of Health reports, newsletters, social media posts, and media releases. Additional information may be requested by Aitkin County Public Health e.g. a release might be requested for individuals in photographs.

☒ By checking this box, you acknowledge and accept the statement above.

| | |
|------------------------|--|
| PROJECT NAME: | Final approval of funding application on behalf of HOPE. This application was reviewed and unanimously approved by Opioid Subcommittee on May 14, 2025. |
| Brief Overview | |
| Funding Request | |

Section 2: Project Category

Each project/request must fall within one or more of the following mitigation categories. Select one or more of the categories that best match your project.

Treatment

☐ Support treatment of Opioid Use Disorder (OUD) and any co-occurring Substance Use Disorder or Mental Health condition through evidenced based or evidence informed programs or strategies.

Examples may include:

- Treat OUD
- Support People in Recovery
- Connect People who need help connecting to the services they need (connections to care i.e. transportation)
- Address the needs of criminal justice-involved persons
- Address the needs of the perinatal population, caregivers, and families including babies with neonatal opioid withdrawal syndrome
- Medication-assisted treatment (MAT) such as methadone, buprenorphine or naloxone.

Prevention

☐ Support efforts to prevent over-prescribing and ensure appropriate prescribing and dispensing of opioids through evidenced based or evidenced informed programs. Support efforts to discourage misuse of opioids through evidence based or evidenced informed programs. Examples may include:

- Training for health care providers
- Continuing Medical Education on appropriate prescribing of opioids
- Media campaigns to prevent misuse
- Funding evidence-based prevention programs in schools
- Upstream education on the harm of other addictive and harmful substances such as alcohol, tobacco or marijuana.

Harm Reduction

☒ Harm reduction is a set of ideas and interventions that seek to reduce the harms associated with both drug use and ineffective, racialized drug policies. Harm reduction stands in stark contrast to a punitive approach to problematic drug use—it is based on acknowledging the dignity and humanity of people who use drugs and bringing them into a community of care in order to minimize negative consequences and promote optimal health and social inclusion. Examples of Harm Reduction may include:

- Support Services for children and families affected by substance use disorders.
- Overdose Prevention including distribution of Narcan, Fentanyl test strips, safe use education materials and increased access to proven effective and promising overdose prevention practices utilized in other counties and states.
- Community education to reduce the stigma around OUD

Research and Training

☐ Support opioid abatement research and training. Examples may include:

- Funding for staff training or networking programs and services to improve the capability of government, community, and not for profit entities to abate the opioid crisis.
- Monitoring, surveillance, data collection and evaluation of programs and strategies described in this opioid abatement strategy list.
- Research non-opioid treatment of chronic pain.
- Research on novel harm reduction and prevention efforts such as the provision of fentanyl test strips.

Section 3: Guiding Principles

Each project/request must be guided by the following five principles set forth by the Johns Hopkins School of Public Health. Please indicate which of these principals apply to your program. You do not have to meet all of the guiding principles.

☒ Spend Money to Save Lives.

- OS dollars will be used on a specific project and not to fill budget gaps or shortfalls in other programs. OS dollars are being used to expand on an existing evidenced based program or initiative.

☒ Use Evidence to Guide Spending

- There is evidence to support expansion of an existing program. This could include an initiative or program that was not successful but there are learned outcomes that could be successful.

☒ Invest in Youth Prevention

- This program supports, children, youth and families in effective programs.

☒ Focus on Racial Equity

- This program serves a specific demographic or underserved population in our community. Check one.

☐ Socioeconomic

☐ Veterans

☐ Other

Approve \$5,000 one time payment funded with Opioid Settlement Funds to HOPE.

☐ Seniors

☐ Homeless

☐ LGBTQ

☒ Youth

☐ Black/Indigenous/People of Color

☒ Develop a Fair and Transparent Process for Spending Funds

- There is a process in place for clear and transparent use of OS dollars

Please Note:

It is the Applicant's sole responsibility to keep clear and detailed records that demonstrate the OS dollars requested were used for the amount and purpose(s) outlined in the initial application. Aitkin County Public Health and/or the Minnesota Attorney Generals Office, reserves the right to audit the Applicants records at any time without prior notice.

Section 4: Work plan and Goals

Give a detailed description of your project work plan and goal. List your goals related to the project. Include planned activities to meet these goals, intended timeline and responsible individual(s). Add rows as needed.

To expand from the current healthy relationships education sessions to increase the frequency of sessions, OR expand to additional grades. HOPE is partnering and offering these sessions in all of the Aitkin County schools. The sites that we've partnered with include: Aitkin High School, Aitkin Alternative School, McGregor High School, Hill City, and Aitkin Youth Center. Annually, HOPE is reaching about 300 teen, it would be our goal to increase our reach (more students) and/or increase the amount of sessions we work with the current teens.

One Love, CDC evidence based curriculum. This education incorporates leading recommendations from the CDC for intimate partner violence prevention, as well as current research and culturally responsive best practices from youth development, social and emotional learning, and other related fields, targeting behavior changes. In all sessions we discuss consent. The message in connection to substance use is clear: "It is impossible to give consent when you're under the influence of drugs and alcohol. In a caring relationship, your partner knows they do not have permission to be sexual." CDC data shows the following data correlating substance use and risk behavior in relationships. 1. 14% of students reported misusing prescription opioids. 2. Youth opioid use is directly linked to sexual risk behaviors. 3. Students who report ever using prescription drugs - without a doctor's Rx - are more likely than other students to have been the victim of physical or sexual violence. 4. Drug use associated with sexual risk behavior, experiencing violence, and mental health and suicide risks.

| ACTIVITIES TO ACCOMPLISH GOAL(S) | TIMELINE | RESPONSIBLE INDIVIDUAL(S) |
|--------------------------------------|---|---------------------------|
| Present at Aitkin High School | Sep'25-May'26 | |
| Present at Aitkin Alternative School | Sep'25-May'26 | Advocate, Jaime |
| Present at Aitkin Youth Center | Opioid Settlement Funds will be used to support this project. | Advocate, Jaime |
| Present at McGregor High School | Sep'25-May'26 | Advocate, Jaime |
| Present at Hill City High School | Sep'25-May'26 | Advocate, Jaime |
| | | |

Section 5:Evaluation:

If your request is \$25,000 or more please complete this section. If it is under \$25,000 you do not need to complete this section. What would indicate to you that this project was successful? How will you measure progress or change? Describe your anticipated impact(s). Add rows as needed.

| Project Outcomes | How will you measure these changes? | What will you do with these results? |
|------------------|-------------------------------------|--------------------------------------|
| | | |

PROJECT SUSTAINABILITY: Identify how you will work to sustain the project beyond the initial funding.

We have been partnering with the Aitkin County school districts for four years now w/healthy relationship education. I am hopeful that having these established relationships and sharing our data would result in continued funding from the OS funding.

Section 6: Budget and Funding Request

Please complete the total project funding table below. *If line A is an overall cost please include an itemized list totaling the cost. You can also attach your own detailed budget.*

Total Project Funding Table

| | |
|--|---------|
| A) How much funding are you requesting from the Aitkin County Opioid Settlement Funds? | \$ 5000 |
| B) Do you anticipate any additional funding for this project? <i>Include other grants, donations, fundraised amounts, budgeted dollars, etc.</i> | \$ |
| C) How much do you or a partner anticipate contributing in-kind to the project? <i>Include staff/volunteer time, etc.</i> | \$ |
| Total Project Cost <i>(should equal the sum of the 3 lines above)</i> | |
| | \$ 5000 |

Submit your completed application via email to kelli.crowther@aitkincountymn.gov
Please put **OS Application** in the subject line.



Board of County Commissioners Agenda Request

2T
Agenda Item #

Requested Meeting Date: May 13, 2025

Title of Item: County Administrator Recruitment Update

| | | |
|--|--|--|
| <input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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 checked="" type="checkbox"/> Information Only |
| Submitted by: Bobbie Danielson | | Department: HR |
| Presenter (Name and Title): n/a | | Estimated Time Needed: n/a |
| Summary of Issue: <p>Interviews for the position will be held on Wednesday, June 11, 2025, in the County Board Room. This will be posted as a special board meeting, beginning at 9:45 a.m. and adjourning by approximately 3:30 p.m. (or sooner, depending on the schedule). Prior to each interview, Department Heads will host a meet-and-greet session with each candidate. All candidates who scored 80 or higher were invited and have been notified. We are currently awaiting final confirmations as of the agenda deadline.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: No action requested. Informational only. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p> | | |



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: Set date for public hearing on Pine Knoll public water access

| | | |
|--|---|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA | Action Requested: <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 |
| Submitted by: Dennis (DJ) Thompson | | Department: Land |
| Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner | | Estimated Time Needed: 5 Minutes |
| Summary of Issue: <p>The Aitkin County Land Department (ACLD), with support from the DNR, Mississippi Headwaters Board, and Aitkin Township would like to construct a public water access on the Mississippi River in the Riverside Point Plat of section 16 in Aitkin Township (Lots 38-41). The project will be fully funded by the DNR.</p> <p>ACLD requests that a public hearing be set for June 24, 2025, at 10:00 a.m. at the Aitkin County Board of Commissioners meeting to be held at the Government Center Board Room to gather comments and address any concerns there might be for the project.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Adopt resolution setting date and time of public hearing for Pine Knoll public water access. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p> | | |

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



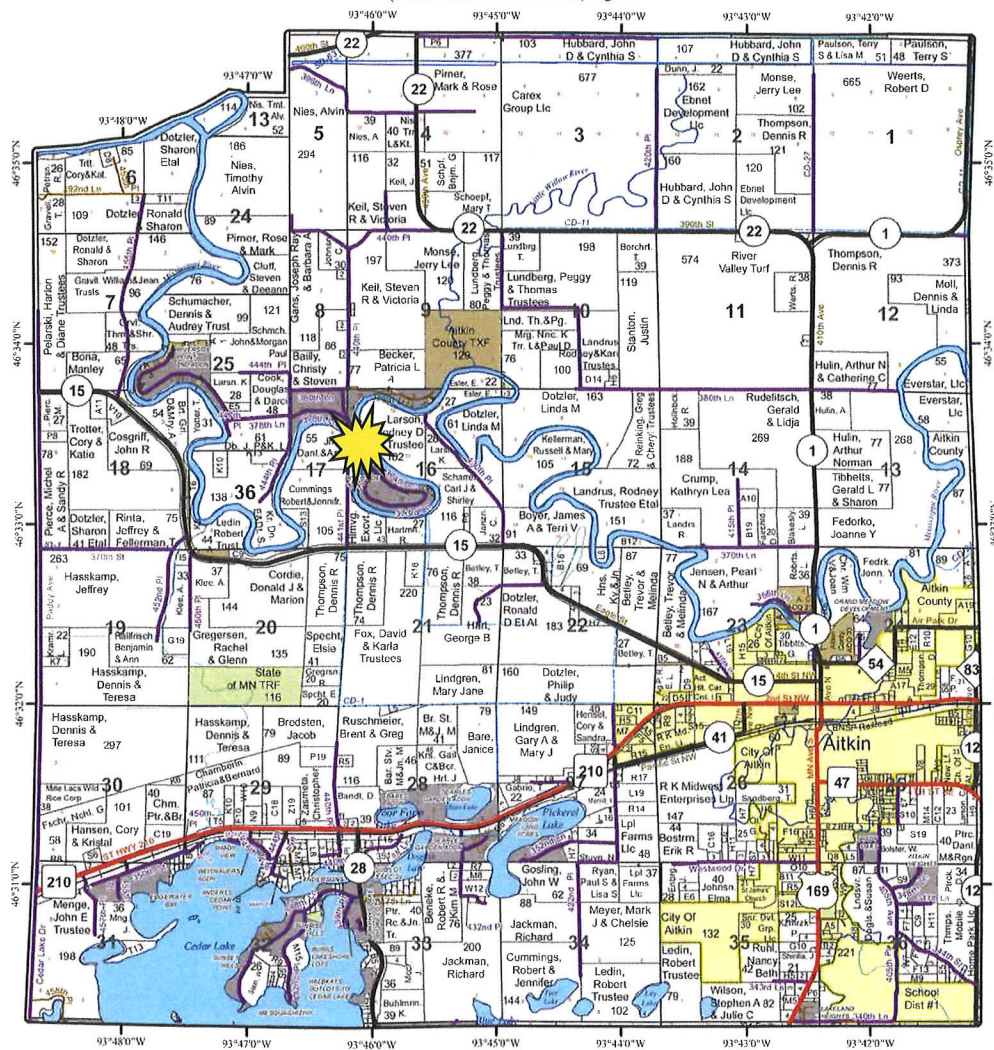
AITKIN T47N-R27W

0.5 0 1 Miles
Acres shown are approximate.

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See (UNORGANIZED T48N-R27W) Page 38



See (SPENCER T47N-R26W) Page 33

See (FARM ISLAND T46N-R27W) Page 26



"A History of Serving Clients Since 1933"
— Henry Brucker & Andrew Kalis

- | | |
|--------------------|--------------|
| ■ Wills & Trusts | ■ Corporate |
| ■ Probate | ■ Commercial |
| ■ Elder Law | ■ Family Law |
| ■ Real Estate | ■ Collection |
| ■ General Practice | |

201 MN Ave. N., Aitkin

ATTORNEYS

218-927-2136

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

ADOPTED May 27, 2025

By Commissioner: xxx

20250527-xxx

Set Public Hearing Date for Pine Knoll Public Water Access

WHEREAS, the Aitkin County Land Department, in cooperation with the DNR, would like to construct a public water access on the Mississippi River.

WHEREAS, the access will be located on County tax-forfeited land in the Riverside Point Plat of section 16 in Aitkin Township (Lots 38-41).

WHEREAS, the project will be fully funded by the DNR and is supported by the Mississippi Headwaters Board and Aitkin Township.

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners hereby sets a public hearing for June 24, 2025 at 10:00 a.m. at the Aitkin County Board of Commissioners Meeting to be held in the Government Center Board Room.

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, John Welle, County Engineer, 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 27th day of May 2025, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 27th day of May 2025

John Welle
County Engineer



Board of County Commissioners Agenda Request

4A

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: Request New Public Hearing Date for Septic Ordinance Amendments

| | | |
|---|---|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input 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 |
| Submitted by: Andrew Carlstrom | | Department: Environmental Services-Planning/Zoning |
| Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director | | Estimated Time Needed: 5 Minutes |
| Summary of Issue: <p>I am requesting a new public hearing date with the Aitkin County Board of Commissioners at the regularly scheduled meeting of June 24, 2025 and a proposed second reading on July 8, 2024. In the best interest of the proposed amendments to the Aitkin County Septic Ordinance, I have asked for a last, final review from the Minnesota Pollution Control Agency (MPCA), and I am currently awaiting their response. Public notices were held off being sent for the previous proposed public hearing date of May 27, 2025.</p> <p>The Ordinance Review Committee met on February 11, 2025 to review and discuss proposed amendments to the Subsurface Sewage Treatment System Ordinance. The Aitkin County Planning Commission held a public hearing on April 21, 2025 and unanimously approved the amendments and forwarding to the County Board for final approval. Amendments are designated with: strike-through (old language to be removed) and red letters (new added language).</p> <p>In accordance with MN Statute 394 and Rule 11 of the Aitkin County Ordinances and Procedures of the Board of Commissioners Meeting Procedures and Rules of Business Board of Commissioners, two readings shall be conducted prior to the adoption of the amendment.</p> | | |
| Alternatives, Options, Effects on Others/Comments: N/A | | |
| Recommended Action/Motion: Requesting a Public Hearing for June 24, 2025 at 1 0AM on proposed amendments to the Aitkin County Septic Ordinance. | | |
| Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:</p> | | |

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

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



MEMORANDUM TO AITKIN COUNTY BOARD OF COMMISSIONERS

DATE: June 24, 2025

FROM: Andrew Carlstrom, Environmental Services Director – Planning & Zoning Administrator

RE: Proposed amendments to the 2014 Aitkin County Subsurface Sewage Treatment System Ordinance (SSTS) Ordinance

In accordance with the new Aitkin County Strategic Plan and in an effort to streamline, improve clarity, and update the current SSTS ordinance, Aitkin County Environmental Services staff has worked collaboratively with the Ordinance Committee and with the Minnesota Pollution Control Agency (MPCA) Program Coordinator, to propose modest amendments to the current SSTS ordinance. The Ordinance Committee met on February 11, 2025 to review and discuss the proposed changes. Staff met with the MPCA on April 15, 2025 to review proposed changes, and has made small revisions at the direction of the MPCA. The Planning Commission approved the proposed amendments on April 21, 2025.

A summary of the proposed changes are as follows: Section 1.1 - Statute 471.82 has been repealed. Section 4 - Definitions: added “Composting Toilet” definition and made minor amendments Type 1 through Type 5 systems in accordance with MPCA guidance. Section 5.65 - Holding Tanks: strikethrough language moved to Section 6.4. Section 6.4 - Holding Tanks: allowed for exceptions and re-organized. Section 6.6 - SSTS for Recreational Vehicles (RV)/Fish Houses used as RV’s: amend to allow holding tanks and in accordance with Section 6.4. Section 6.77 – Difference in Standards: streamline language per MPCA and amend setback to “outer limits of absorption area”. Section 8.9 – Operating Permit: amend requirement and exclude Type 3 systems with less than 12 inches soil. Section 10.14 – Administrative Fees: amend to “may” be charged after-the-fact fee.

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

Changes

Subsurface Sewage Treatment System Ordinance Aitkin County 6/24/25

Section 1.1 Purpose – Statute 471.82 (Repealed)

Section 4 Definitions

Composting Toilet: ~~Composting Toilet: A Composting toilet is a self-contained unit (not connected to sewer or water) that has two principles of operation: liquid (urine) is evaporated, and solids (fecal matter) is biologically decomposed into compost.~~

Type I System (Standard): A SSTS that is designed according to Parts 7080.2200 to 7080.2240. ~~Including but not limited to These standard systems utilize~~ trenches, beds, mounds, at-grades, chambers, dual fields or grey water systems. Standard systems must be placed on natural, undisturbed soils and installed in a manner that allows for at least thirty-six (36) inches of vertical separation between the bottom of the systems distribution media and periodically saturated soils or bedrock.

Type II System: A SSTS that is designed according to Parts 7080.2270 to 7080.2290 ~~including but not limited to These systems are designed as~~ holding tanks, privies, toilet waste treatment devices and septic systems installed in the flood plain.

Type III System: A SSTS that deviates from the requirements in Parts 7080.2210 to 7080.2240. These systems include, ~~but are not limited to:~~ systems built on fill or disturbed soil, systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock, and reduced size systems with timed dosing. ~~These systems require operating permits.~~

Type IV System: A SSTS that is designed according to Part 7080.2350. These systems utilizes registered treatment or pretreatment technologies in order to meet various treatment requirements that a standard systems may not accomplish. ~~These systems require operating permits.~~

Type V System: A SSTS that is designed according to Part 7080.2400. These systems are designed by a professional engineer and do not meet the prescriptive designs for Types I-IV. ~~These systems require operating permits.~~

Section 5.6 Prohibitions

Section 5.65 Holding Tanks

Holding tanks are not allowed as a means of sewage treatment for new construction on lots created after January 21, 1992 within the shoreland district and January 10, 1995 outside the shoreland district. ~~Holding tanks may be allowed as replacements for existing failing septic systems, systems which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II, MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed.~~

6.4 Holding Tanks

~~Holding tanks may be allowed as replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by the Department.~~

Holding tanks may be allowed for the following applications:

- A. As replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.
- B. For dwellings that are seasonal (used fewer than 180 days per calendar year) and water usage is not more than 150 gallons of water per day. Primary and alternate Type I soil treatment areas must be identified on the Management Plan by the designer, when applicable, and preserved for future use by landowner.
- C. When it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.

Holding Tanks installed after the date of the enactment of this current ordinance shall follow these conditions:

1. The owner of a holding tank must install a water meter to continuously record indoor water usage. The Department may request water usage readings at any time.
2. A Management Plan meeting the requirements of 7082.0600 Subp. 1 must be provided by the licensed designer.

6.6 SSTS for Recreational Vehicles (RV)/Fish Houses used as RV's

RV's, that have manufactured built in holding tanks for grey and black water, that are on a parcel of land without a principle dwelling unit for more than 60 days in a calendar year must comply with the following:

If there is running water from a well to the RV a standard/Type I SSTS must be installed. Where there is no running water from a well to the RV, at a minimum an outhouse/privy must be installed, or a toilet waste treatment device as in Section 5.66 of this Ordinance would be allowed. Holding tanks will be considered ~~only if a Type I (Classification I or II as per MN Rules Chapter 7080.1860) system can't be installed.~~ as per Section 6.4.

6.7 Differences in Standards

- 6.77 Setback distances from mound septic systems to buildings, lakes, property lines, wells, ~~rivers, creeks, streams,~~ road right-of-ways, **ordinary high water level**, etc., will be taken from five (5) feet beyond the upslope of the rockbed, and five (5) feet beyond the ends of the rockbed, and from the end of the downslope dike or from the outer limits of the absorption area as defined in this Section, whichever is greater. **the outer limits of the absorption area.**

8.9 Operating Permits

Operating Permits must be submitted on forms approved by the Department.

A. An Operating Permit shall be required for the following SSTs:

1. SSTs with high strength waste effluent standards that exceed MN Rule 7080.2150, Subp. 3(K).
- ~~2. SSTs serving three or more connections.~~
3. Type III, **(excluding Type III systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock)**, Type IV and Type V SSTs.
4. SSTs that exceed a daily flow of 2,500 gallons per day.
- ~~5. MSTs designed under MN Rules Chapter 7081.~~

10.14 Administrative Fees

Any application for a permit that is made after the work has commenced and which requires a permit or is done in violation of a permit ~~shall~~ **may** be charged an “after-the-fact” administrative fee of five (5) times the original permit fee.

SUBSURFACE SEWAGE TREATMENT SYSTEM ORDINANCE

Aitkin County

May 1, 2014
Proposed Amendment , 2025

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AITKIN COUNTY SUBSURFACE SEWAGE TREATMENT ORDINANCE

SECTION 1 PURPOSE, INTENT AND SCOPE

1.1 Purpose

The purpose of the Subsurface Sewage Treatment System (SSTS) Ordinance is to comply with State mandates and to provide minimum standards for and regulation of Individual Sewage Treatment Systems (ISTS) and Midsized Sewage Treatment Systems (MSTS) including the proper location, design and construction; their necessary modification and reconstruction; their operation, maintenance and repair to protect surface water and groundwater from contamination by human sewage and waterborne household and commercial wastes within the applicable jurisdiction of the County; to protect the public's health and safety, and eliminate or prevent the development of public nuisances pursuant to the authority granted under Minnesota Statutes, Sections 115.55, 145A.05, 375.51, 394.21-394.37, and 471.82 (**Repealed**), the County Comprehensive Plan, and the County Zoning Ordinance, Shoreland Management Ordinance and the Flood Plain Management Ordinance.

1.2 Intent

It is intended by the County that this Ordinance will promote the following:

- A. The protection of lakes, rivers and streams, wetlands, and groundwater in Aitkin County essential to the promotion of public health, safety, welfare, socioeconomic growth and development of the County.
- B. The regulation of proper SSTS construction, reconstruction, repair, maintenance, and location of SSTS to prevent the entry and migration of contaminants, thereby preventing the degradation of surface water and groundwater quality.
- C. The establishment of minimum standards for SSTS placement, design, construction, reconstruction, repair, maintenance and to prevent contamination and, if contamination is discovered, the identification and control of its consequences and the abatement of its source and migration.
- D. The appropriate utilization of privy vaults and other non-water carried sewage collection and storage facilities.
- E. The provision of technical assistance and education, SSTS permitting, inspections, and enforcement to prevent and control water-borne diseases, lake and stream degradation, groundwater-related hazards, and public nuisance conditions.

1.3 Scope

This Ordinance regulates the siting, design, installation, alterations, operation, maintenance, monitoring, and management of all SSTS within the County's applicable jurisdiction including, but not necessarily limited to individual SSTS and cluster or community SSTS, privy vaults, and other non-water carried SSTS. All sewage generated in unsewered areas of the County shall be treated and dispersed by an approved SSTS that is sited, designed, installed, operated, and maintained in accordance with the provisions of this Ordinance or by a system that has been permitted by the MPCA.

SECTION 2 GENERAL PROVISIONS

2.1 Authority

This Ordinance is adopted pursuant to MN Statutes, Section 115.55; MN Statutes, Sections 145A.01 through 145A.08; MN Statutes, Section 375.51; or successor statutes, MN Rules 2006, Chapter 7080, and elements of 2011 Rules from Chapters 7080, 7081, 7082, and 7083; or successor Rules.

2.2 Jurisdiction

The jurisdiction of this Ordinance shall include all lands of the County except for incorporated areas that administer a (SSTS) program by Ordinance within their incorporated jurisdiction, which is at least as strict as this Ordinance.

2.3 Interpretation

In their interpretation and application, the provisions of this Ordinance shall be held to be minimum requirements and shall be liberally construed in favor of the County and shall not be deemed a limitation or repeal of any other powers granted by MN Statutes.

2.4 Severability

If any section, clause, provision, or portion of this Ordinance is adjudged unconstitutional or invalid by a court of law, the remainder of this Ordinance shall not be affected and shall remain in full force.

2.5 Liability

The County's involvement in administration of this Ordinance does not create a special duty to any person and, further liability or responsibility shall not be imposed upon the County or any of its officials, employees, or other contract agents, for damage resulting from the defective construction, operation, or abandonment of any onsite or cluster SSTS regulated under this Ordinance or by reason of any standards, requirements, or inspections authorized by this Ordinance hereunder.

2.6 Abrogation and Greater Restrictions

It is not intended by this Ordinance to repeal, abrogate, or impair any other existing County Ordinance, easements, covenants, or deed restrictions. However, where this Ordinance imposes greater restrictions, the provisions of this Ordinance shall prevail. All other Ordinances inconsistent with this Ordinance are hereby repealed to the extent of the inconsistency only.

SECTION 3 ADMINISTRATION

3.1 County Administration

- A. The Aitkin County Environmental Services Department shall administer the SSTS program and all provisions of this Ordinance.
- B. The County's duties and responsibilities include, but are not limited to, the following;
 - 1. Review all applications for SSTS.
 - 2. Issue all permits required in this Ordinance.
 - 3. Inspect all work regulated in this Ordinance.
 - 4. Investigate all complaints regarding SSTS.

5. Issue certificates of installation, certificates of compliance or notices of noncompliance where applicable.
6. Enact enforcement provisions of this Ordinance as necessary.
7. Refer unresolved violations of this Ordinance to the County Attorney.
8. Maintain current records for each permitted SSTS including all site evaluation documents, design documents, inspection documents, and other applicable documents.
9. The County shall employ or retain under contract qualified and appropriately licensed professionals to administer and operate the SSTS program.
10. Submit annual reports to MPCA as required.

3.11 References to Rule

References to Minnesota (MN) Rules Chapter 7080 are referencing the 2011 Rules. References to the 2006 Rules will be specifically indicated as 2006 Minnesota (MN) Rules Chapter 7080.

3.2 State of Minnesota

Where a single SSTS or group of SSTS under single ownership within one-half mile of each other, have a design flow greater than 10,000 gallons per day, the owner or owners shall make application for and obtain a State Disposal System permit from MPCA. For any SSTS that has a measured daily flow for a consecutive seven-day period, as determined according to 7081.0110, which equals or exceeds 10,000 gallons per day, a State Disposal System permit is required.

SSTS serving establishments or facilities licensed or otherwise regulated by the State shall conform to the requirements of this Ordinance.

3.3 Cities and Township

Any jurisdiction within the County that regulates SSTS must comply with the standards and requirements of this Ordinance. The standards and ordinance of the jurisdiction may be administratively and technically more restrictive than this Ordinance.

SECTION 4 DEFINITIONS

The following words and phrases shall have the meanings ascribed to them in this Section. If not specifically defined in this Section, terms used in this Ordinance shall have the same meaning as provided in the standards adopted by reference. For purposes of this Ordinance, the words “must” and “shall” are mandatory and the words “may” and “should” are permissive.

Absorption Area: means the area below a mound that is designed to absorb sewage tank effluent. This area is determined by multiplying the rockbed length by the required absorption width. The absorption area shall be the minimum clean sand area under the mound.

Absorption Width- is determined by using (2006 MN Rules Chapter 7080) Part 7080.0170, Subp. 5 (B), subitems 4 and 5, or by calculating the berm widths by using the berm slope multipliers found on the Mound Design Worksheet (see Appendix A), whichever is greater.

Alternative Local Standards (ALS): ALS are individual sewage treatment system standards that are less restrictive than the State’s technical standards and criteria. ALS contain the adopted standards from the 2006 MN Rules for systems using less than 2,500 gallons of water per day.

As-Built: Drawings and documentation specifying the final in-place location, size, and type of all system components. These records identify the results of materials testing and describe conditions during construction. Information provided must be verified by a certified statement.

Authorized Representative: An employee or agent of the Environmental Services Department.

Bedroom: Any room or unfinished area within a dwelling that is designed or might reasonably be used for sleeping. An all purpose room, den, study, or office will be considered a bedroom if it has an egress window.

Composting Toilet: **Composting Toilet:** A Composting toilet is a self-contained unit (not connected to sewer or water) that has two principles of operation: liquid (urine) is evaporated, and solids (fecal matter) is biologically decomposed into compost.

County: Aitkin County, Minnesota.

County Board: The Aitkin County Board of Commissioners.

Department: The Aitkin County Environmental Services Department.

Failing System: At a minimum, an SSTS that discharges sewage to a seepage pit, cesspool, drywell, leaching pit, or other pit; and any SSTS with less than the required vertical separation distance as described in Chapter 7080.1500, Subp. 4(D & E). The determination of the threat to groundwater for other conditions shall be made by a Qualified Employee or State licensed inspection business.

Grey water: Sewage that does not contain toilet wastes.

Imminent Threat to Public Health or Safety (ITPH): A SSTS that creates the potential to immediately and adversely affect or threaten public health and safety as described in Chapter 7080.1500, Subp. 4(A). At a minimum a SSTS with a discharge of sewage or sewage effluent to the ground surface, drainage systems, ditches, or storm water drains or directly to surface water; SSTS that cause a reoccurring sewage backup into a dwelling or other establishment; SSTS with electrical hazards; or sewage tanks with unsecured, or weak maintenance access covers. The determination of protectiveness for other conditions must be made by a Qualified Employee or a State licensed inspection business.

Individual Subsurface Sewage Treatment System or ISTS: A subsurface sewage treatment system, or part thereof, that is designed to treat a sewage design flow of 5,000 gallons per day or less.

Large Subsurface Sewage Treatment System or LSTS: A system designed to treat more than 10,000 gallons of sewage per day. These systems are permitted by the MPCA.

Midsized Subsurface Sewage Treatment System or MSTs: A subsurface sewage treatment system, or part thereof, that is designed to treat more than 5,000 gallons per day to a maximum of 10,000 gallons per day. These systems require an operating permit.

Mottling: As applied to soils, means a zone of chemical and reduction activity, appearing as splotchy patches of red, brown or grey in the soil. In sub soils with a color value of four or more, the term mottling also includes soil having matrix colors with a chroma of two or less as described in "Keys to Soil Taxonomy": 11th Edition, 2010.

MPCA: Minnesota Pollution Control Agency.

Qualified Employee: A State or Local Unit of Government employee who designs, installs, maintains, pumps, or inspects SSTS as part of the individual's employment duties.

Running water: as it pertains to structures, means when a faucet or other device is opened and water drains out whether by pressure or gravity flow.

Sewage: Waste from toilets, bathing, laundry, or culinary activities or operations or floor drains associated with these sources, including household cleaners and other constituents in amounts normally used for domestic purposes.

Soil Dispersal System: A system where sewage effluent is dispersed into the soil for treatment by absorption and filtration and includes, but is not limited to, trenches, seepage beds, at-grade systems, mound systems and drip dispersal systems.

State: The State of Minnesota.

Subsurface Sewage Treatment System or SSTS: Subsurface Sewage Treatment System including an ISTS, MSTS or LSTS.

SWF: Shoreland, wellhead protection areas, food, beverage, lodging establishments.

Toilet Waste Treatment Device: Incinerating and composting toilets. Chemical, biological and holding toilets are not included in this definition.

Type I System (Standard): A SSTS that is designed according to Parts 7080.2200 to 7080.2240, **including but not limited to** ~~These standard systems utilize~~ trenches, beds, mounds, at-grades, chambers, dual fields or grey water systems. Standard systems must be placed on natural, undisturbed soils and installed in a manner that allows for at least thirty-six (36) inches of vertical separation between the bottom of the systems distribution media and periodically saturated soils or bedrock.

Type II System: A SSTS that is designed according to Parts 7080.2270 to 7080.2290 **including but not limited to** ~~These systems are designed as~~ holding tanks, privies, toilet waste treatment devices and septic systems installed in the flood plain.

Type III System: A SSTS that deviates from the requirements in Parts 7080.2210 to 7080.2240. These systems include, **but are not limited to:** systems built on fill or disturbed soil, systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock, and reduced size systems with timed dosing. ~~These systems require operating permits.~~

Type IV System: A SSTS that is designed according to Part 7080.2350. These systems utilizes registered treatment or pretreatment technologies in order to meet various treatment requirements that a standard systems may not accomplish. ~~These systems require operating permits.~~

Type V System: A SSTS that is designed according to Part 7080.2400. These systems are designed by a professional engineer and do not meet the prescriptive designs for Types I-IV. ~~These systems require operating permits.~~

Zoning/Land Use/Building Permit. “Zoning permit” means a document issued by the zoning office to use land as designated in this ordinance. In addition to specific instances provided for herein, and unless otherwise provided for herein, a permit shall be required before beginning any construction, moving, rebuilding or material alteration of a structure or septic system.

SECTION 5 GENERAL REQUIREMENTS

5.1 Retroactivity

5.11 Existing Permits

Unexpired permits which were issued prior to the effective date of this Ordinance shall remain valid under the terms and conditions of the original permit until the original expiration date.

5.12 Existing SSTS

A SSTS installed prior to the effective date of this Ordinance and meeting the minimum requirements at the time it was installed, shall be allowed to continue in use except if it is determined as a failure to protect ground water or an Imminent Threat to Public Health or Safety.

5.13 SSTS on Lots Created After January 21, 1992 and January 23, 1996

Lots created after January 21, 1992 through the subdivision/platting process must have two (2) septic system sites capable of supporting standard/Type I individual sewage treatment systems. Lots created after January 23, 1996, through metes and bounds descriptions must have two (2) septic system sites each capable of supporting standard/Type I individual sewage treatment systems. Lots that would require use of holding tanks will not be approved.

5.2 Upgrade, Repair, Replacement, and Abandonment

5.21 SSTS Capacity Expansions

Expansion of an existing SSTS must include any system upgrades that are necessary to bring the entire system into compliance with the provisions of this Ordinance at the time of the expansion. Expansions may include addition of bedrooms, water using appliances and mobile home replacement with a larger home.

5.22 Bedroom Additions

Any addition to a structure that includes bedroom(s) that require a zoning permit from the County shall require that the SSTS meet the required design flow according to MN Rule 7080.1860.

5.23 Failure to Protect Groundwater

An SSTS that is determined not to be protective of groundwater in accordance with MN Rule 7080.1500, Subp. 4(B) shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within twelve (12) months upon receipt of a Notice of Noncompliance.

5.24 Imminent Threat to Public Health or Safety

An SSTS posing an Imminent Threat to Public Health or Safety shall be pumped within 24 hours and managed as a holding tank in accordance with MN Rule 7080.1500, Subp. 4(A) and said SSTS shall be upgraded, repaired, replaced or abandoned by the owner in accordance with the provisions of this Ordinance within ten (10) months upon receipt of a Notice of Noncompliance.

5.25 Abandonment of SSTS

Any SSTS, or any component thereof, which is no longer intended to be used, must be abandoned in accordance with MN Rule 7080.2500.

5.3 SSTS Located in Floodplain

SSTS shall not be located in a floodway and wherever possible, location within any part of a floodplain should be avoided. If no option exists to locate a SSTS outside of a floodplain, location within the flood fringe is allowed if the requirements in MN Rule 7080.2270 and all relevant local

requirements are met. For existing structures within the floodway that are served by an SSTS, holding tanks will be allowed as a replacement system but the ground elevation where the tank is placed shall not be raised above its existing elevation.

5.4 Class V Injection Wells

All owners of new or replacement SSTS that are considered to be Class V injection wells, as defined in the Code of Federal Regulations, Title 40, Part 144, are required by the Federal Government to submit an UIC Class 5 Inventory Form to the Environmental Protection Agency as described in CFR40, Part 144. Further, owners are required to identify all Class V injection wells in property transfer disclosures.

5.5 SSTS Practitioner Licensing

5.51 License Required

No person shall engage in site evaluation, inspection, design, installation, construction, alteration, extension, repair, maintenance, or pumping of SSTS in Aitkin County without an appropriate and valid license issued by MPCA in accordance with MN Rules Chapter 7083 except as exempted in Rule 7083.0700.

5.52 License Exemption

A MPCA license is not required of an individual who is constructing a SSTS on land that is owned by the individual and functions solely as a dwelling for that individual pursuant to MN Rule 7083.0700. Installation of the system shall be based upon a design by a licensed designer. The system shall be inspected before it is covered and a twenty-four (24)-hour notification to the Department for inspection is required.

5.6 Prohibitions

5.61 Sewage Discharge to Ground Surface or Surface Water

It is unlawful for any person to construct, maintain, or use any SSTS system regulated under this Ordinance that results in raw or partially treated wastewater/sewage seeping to the ground surface or flowing into any surface water. Any surface discharging system must be permitted under the National Pollutant Discharge Elimination System program by the MPCA.

5.62 Sewage Discharge to a Well or Boring

It is unlawful for any person to discharge raw or treated wastewater/sewage into any well or boring as described in MN Rules Chapter 4725.2050, or any other excavation in the ground that is not in compliance with this Ordinance.

5.63 Discharge of Hazardous or Deleterious Materials

It is unlawful for any person to discharge into any treatment system, regulated under this Ordinance, any hazardous or deleterious material other than in normal household use and quantities that adversely affects the treatment or dispersal performance of the system or groundwater quality.

5.64 Occupancy or Use of a Building without a Compliant SSTS

It is unlawful for any person to maintain, occupy, or use any building intended for habitation or that contains one or more of the following – sleeping areas, bathtub, shower,

toilet facilities, sink, or any other feature that would make the structure more oriented towards a dwelling unit than an accessory structure, that is not provided with a wastewater treatment system or that disposes of wastewater in a manner that does not comply with the provisions of this Ordinance.

5.65 Holding Tanks

Holding tanks are not allowed as a means of sewage treatment for new construction on lots created after January 21, 1992 within the shoreland district and January 10, 1995 outside the shoreland district. ~~Holding tanks may be allowed as replacements for existing failing septic systems, systems which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II, MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed.~~

5.66 Toilet Waste Treatment Devices

Toilet waste treatment devices are not allowed as the only method of sewage treatment for structures with running water. For structures without running water a composting toilet or an incinerating toilet would be allowed as an only method of sewage treatment. Specifications on type of toilet waste treatment device must be submitted at the time of permit application. Photos and receipts must be submitted to the Department as evidence of compliance. Toilet waste treatment devices must meet 7080.2450, Subp. 4(A).

SECTION 6 SSTS STANDARDS

6.1 Alternative Local Standards Adopted By Reference

6.11 Alternative Local Standards for New and Existing SSTS

The County hereby adopts by reference the 2006 version of MN Rules Chapter 7080 effective April 3, 2006 as the alternative local standards for new and existing residential SSTS with flows of less than 2,500 gallons per day, and SSTS that serve Food, Beverage and Lodging Establishments with a flow of less than 2,500 gallons per day provided the effluent discharge does not exceed the standards in MN Rules 7080.2150, Subp. 3(K).

6.12 Adoption of Rule by Reference

The County hereby adopts by reference the 2011 MN Rules Chapters 7080 and 7081 for new and replacement systems using greater than 2,500 gallons per day. Specific elements that are required by the 2011 Rules for all sizes of systems are listed in Section 6.8 of this Ordinance. This adoption does not supersede the County's right or ability to adopt local standards that are in compliance with MN Statute 115.55.

6.2 Compliance Criteria for Existing SSTS

For an SSTS built before April 1, 1996, and outside of areas designated as "SWF" – Systems in shoreland areas, wellhead protection areas, or systems serving food, beverage, or lodging establishments – there must be at least two feet of vertical separation between the bottom of the dispersal system and periodically saturated soil or bedrock.

6.3 Dispute Resolution

Resolution of disputes between SSTS Certified Individuals regarding conflicting compliance inspections, determination of periodically saturated soils and other technical issues shall follow MNRule7082.0700, Subp. 5.

6.4 Holding Tanks

~~Holding tanks may be allowed as replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and only when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by the Department.~~

Holding tanks may be allowed for the following applications:

- A. As replacements for existing failing SSTS, SSTS which pose an Imminent Threat to Public Health or Safety, and when it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.
- B. For dwellings that are seasonal (used fewer than 180 days per calendar year) and water usage is not more than 150 gallons of water per day. Primary and alternate Type I soil treatment areas must be identified on the Management Plan by the designer, when applicable, and preserved for future use by landowner.
- C. When it can be conclusively shown that a standard/Type I (Classification I or II as per MN Rules Chapter 7080.1860) SSTS cannot be feasibly installed as determined by a licensed designer and approved the Department.

Holding Tanks installed after the date of the enactment of this current ordinance shall follow these conditions:

1. The owner of a holding tank must install a water meter to continuously record indoor water usage. The Department may request water usage readings at any time.
2. A Management Plan meeting the requirements of 7082.0600 Subp. 1 must be provided by the licensed designer.

6.5 Pumping Agreements

Pumping agreements are required for all permits issued for holding tanks, privies and outhouses.

6.6 SSTS for Recreational Vehicles (RV)/Fish Houses used as RV's

RV's, that have manufactured built in holding tanks for grey and black water, that are on a parcel of land without a principle dwelling unit for more than 60 days in a calendar year must comply with the following:

If there is running water from a well to the RV a standard/Type I SSTS must be installed. Where there is no running water from a well to the RV, at a minimum an outhouse/privy must be installed, or a toilet waste treatment device as in Section 5.66 of this Ordinance would be allowed. Holding tanks will be considered ~~only if a Type I (Classification I or II as per MN Rules Chapter 7080.1860) system can't be installed.~~ as per Section 6.4.

6.7 Differences in Standards

- 6.71** Alternative Local Standards as per Section 6.11 of this Ordinance.
- 6.72** All SSTS shall be sized on a Type I (Classification I) Dwelling as indicated in 2006 MN Rules Chapter 7080.0125 Table I. On lots created prior to January 21, 1992 within shoreland areas and January 10, 1995 outside the shoreland area, if the lot area does not permit for a Type I SSTS, a Type II or III SSTS may be allowed with conditions.
- 6.73** Mound septic systems with percolation rates greater than thirty (30) mpi shall not be located on slopes in excess of twelve (12)%.
- 6.74** The absorption width of mounds shall be calculated using dike (Berm) slope multiplier ratios of 3:1 or flatter. If the lot area or setback distances don't allow for the use of these multipliers, the Department may consider the use of steeper dike slopes.
- 6.75** A maximum of two ten-foot wide beds may be installed side by side in a single mound if the original soil percolation rate is between five (5) and sixty (60) mpi to a depth of at least twenty four (24) inches below the sand layer. The beds must be separated by at least four (4) feet of clean sand. The absorption area under the sand layer must equal or exceed that of a similar sized mound with one rockbed. It is preferred that the separation between the rockbeds is the same as a downslope dike width.
- 6.76** The entire construction of a mound must take place and continue through the entire construction process when the upper twelve (12) inches of soil has a moisture content of less than the plastic limit. If a mound gets rained on prior to covering, construction of the mound shall not continue until the upper twelve (12) inches of soil under the absorption area and around the perimeter of the sand base has a moisture content less than the plastic limit.
- 6.77** Setback distances from mound septic systems to buildings, ~~lakes, property lines, wells, rivers, creeks, streams,~~ road right-of-ways, **ordinary high water level**, etc., will be taken from ~~five (5) feet beyond the upslope of the rockbed, and five (5) feet beyond the ends of the rockbed, and from the end of the downslope dike or from the outer limits of the absorption area as defined in this Section, whichever is greater.~~ **the outer limits of the absorption area.**
- 6.78** All SSTS in sandy soils, shall be sized on a soil sizing factor of 1.27 sq.ft./gallon/day or .79 gal/day/sqft unless the sandy soil meets the special requirements in 2006 MN Rules Chapter 7080.0170, Subp. 2(C), Table V - Fine Sand, which would require a soil sizing factor of 1.67 sq.ft./gallon/day or .6 gal/day/sqft.
- 6.79** Each drainfield line must be connected separately to drop boxes and distribution boxes and must not be subdivided.
- 6.791** For pressure distribution systems using perforated laterals, it is recommended the square foot per perforation be 6-10 as in item #6 of Appendix B.

6.8 2011 MN Rule Elements included in this Ordinance

6.81 Sewage Tanks

Tank Strength Requirements, 7080.1910

Septic Tank Design, 7080.1920

Multiple Septic Tanks, 7080.1940

Compartmentalization of Single Tanks, 7080.1950

Septic Tank Baffles, 7080.1960

Sewage Tank Access, 7080.1970

Tank Construction, 7080.1980

Tank Storage, Transport and Use, 7080.1990

Location and Installation of Tanks, 7080.2000, excluding Floodways in D, H.

Tank sizing shall meet 2006 MN Rules Chapter 7080.0130, Subp. 3 A-D.

6.82 Registered Products

Final Treatment and Dispersal, MN Rules Chapter 7080.2150, Subp. 3, A is hereby adopted by reference.

6.83 Vertical Separation Flexibility

MN Rule 7080.1500, Subp. 4(D) is hereby adopted allowing a fifteen (15)% reduction in vertical separation distance for settling of sand or soil, normal variation of measurements and interpretations of the limiting layer for existing SSTs. This provision does not apply to Section 6.2.

6.84 Trench and Seepage Bed Design, 7080.2210, Subp. 4(D)

The minimum depth of soil cover, including topsoil borrow, over the distribution medium is twelve (12) inches.

6.85 Type IV Systems

MN Rules Chapter 7080.2350 is hereby adopted by reference.

6.86 Type V Systems

MN Rules Chapter 7080.2400 is hereby adopted by reference.

SECTION 7 VARIANCES

7.1 Variance Requests

A property owner may request a variance from the standards as specified in this Ordinance pursuant to the Aitkin County Zoning Ordinance, Section 10.

7.2 State Agency Variance Requests

Variances that pertain to the standards and requirements of the State of MN must be approved by the affected State Agency pursuant to the requirements of the State Agency. No permits will be issued by the County until all required State Agency variances have been approved.

7.3 Board of Adjustment Decisions

The Board of Adjustment shall have the authority only to consider variances to horizontal setbacks from ordinary high water levels, property lines, rights of way, structures, or buildings and other standards and criteria per 2006 MN Rules Chapter 7080.0030, Subp. 3. Variances to wells and water supply lines, MN Statutes 4720, 4725, 6105, and 6120 must be approved by the MN Department of Health.

7.4 Department Decisions

The Department may grant an exception to these standards for reduced setback distances to structures when an application is accompanied by an approval from a Registered Engineer of the State of Minnesota approving of the reduced setback distance. The report must address, among other considerations, any impacts to the structural integrity of the structure and septic/pump/holding tank, and contamination from the effluent to the interior of the structure.

The Department may grant an exception to these standards for reduced setback distances to road right-of-ways and easements when an application is accompanied by a letter from the road authority or easement holder(s) approving of the reduced setback distance.

SECTION 8 SSTS PERMITS AND PLANS

8.1 SSTS Permits Required

A SSTS Permit shall be obtained by the property owner or an agent of the property owner from the Department prior to the installation, construction, replacement, modification, alteration, or capacity expansion including the use of advanced treatment components of a SSTS. It is unlawful for any person to construct, install, modify or replace a SSTS without the appropriate permit from the Department including repair or replacement of components that will alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system's design, layout, or function. The issuing of any permit, variance, or conditional use under the provisions of this Ordinance shall not absolve the applicant of responsibility to obtain any other required permit.

No Zoning/Land Use/Building Permit, where an SSTS is required, shall be issued until after the SSTS permit is approved and issued.

No dwelling, commercial, business, institutional or industrial unit shall be redesigned or enlarged if such redesign or enlargement results in exceeding the design capacity of the SSTS unless a permit has been granted by the Department to redesign or enlarge the SSTS to accommodate the expected increase in sewage.

8.2 Activities Requiring a SSTS Permit

All contractors, property owners or other persons having charge of the SSTS construction, replacement (including tanks and dispersal systems), repair, or modification of components of SSTS, shall obtain a SSTS Permit from the Department prior to starting construction. Permits shall be granted upon receipt of a completed application with design and the appropriate fee.

8.3 Activities Not Requiring a SSTS Permit

A SSTS construction permit is not required for minor repairs or replacements of system components that do not alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system's design, layout, or function. Examples are, crushed pipe, pumps, floats, or other electrical devices of the pump, maintenance hole risers and cover, baffles and effluent filters.

8.4 SSTS Permit Applications

SSTS construction permit applications shall be made on forms provided by the Department and signed by the applicant or an authorized agent. The application shall include but is not limited to the information and documents listed in items A through D below. Completed application shall be examined and approved or denied by the Department.

- A. Name, mailing address, telephone number, (and email address if available.)
- B. Property Identification Number, property address and legal description of property location.
- C. Site evaluations shall contain all the information in 2006 MN Rules Chapter 7080.0110. A minimum of two (2) soil observations per SSTS site shall be conducted. Two (2) SSTS sites shall be identified on each property, if the land area exists.
- D. Design Reports, operating permits if applicable, and any documents described in 2006 MN Rules Chapter 7080.0110-7080.0115. Design reports shall be made on forms required or approved by the Department.

8.5 Incomplete Application

If after consideration of the application for a permit, the Department shall be satisfied that the work contemplated will not conform to or comply with the provisions of this Ordinance, the Department shall deny the application for a permit. Notice of such denial shall be served by mail or in person on the applicant or permittee. The notice shall state the reason for denial. The permit application may be revised or corrected and resubmitted to the Department at any reasonable time for reconsideration.

8.6 Property Owners Doing Own Work

No SSTS for a commercial establishment can be constructed by anyone other than a MPCA Licensed Installer.

Owners of non-commercial properties may be permitted to construct or repair SSTS on their own properties and shall be exempted from providing proof of a MPCA License but shall be required to execute a signed indemnification agreement pursuant to Subsection 8.61. Property owners doing their own work must comply with Sections 8.1 thru 8.4, as well as other applicable provisions of this Ordinance. A property owner shall have a current license issued by the MPCA for a Designer, Intermediate Designer or Advanced Designer if they wish to perform the site evaluation or design their own SSTS. Every phase of the installation must be inspected by the Department at such stages and times as the Department determines. There shall be a reinspection fee for each additional inspection required to ensure compliance with this Ordinance. If the property owner arranges for, hires, or subcontracts for services or assistance installing the SSTS, a person or entity providing such assistance or services must be fully licensed by the MPCA.

8.61 Indemnification Agreement

The permittee in Section 8.6 shall provide a signed agreement to the Department which indemnifies and saves the County, holding it harmless from all losses, damages, costs and charges that may be incurred by the County due to the failure of the permittee to conform to and comply with the provisions of this Ordinance. A copy of a signed agreement will be provided by the Department.

8.7 SSTS Permit Expiration

The SSTS Permit is valid for a period of one (1) year from its date of issue. An extension of the permit may be granted at the discretion of the Department for up to three (3) additional months.

8.8 Transferability

A SSTS Permit is not transferable from one parcel to another.

8.9 Operating Permits

Operating Permits must be submitted on forms approved by the Department.

A. An Operating Permit shall be required for the following SSTS:

1. SSTS with high strength waste effluent standards that exceed MN Rule 7080.2150, Subp. 3(K).
- ~~2. SSTS serving three or more connections.~~
3. Type III, (excluding Type III systems constructed on sites with less than twelve (12) inches of natural soil above the periodically saturated soil or bedrock), Type IV and Type V SSTS.
4. SSTS that exceed a daily flow of 2,500 gallons per day.
- ~~5. MSTS designed under MN Rules Chapter 7081.~~

B. Operating Permits shall be a signed agreement between the Department and the property owner and shall include monitoring, performance, mitigation, and reporting requirements.

C. Operating permits are not transferable as to person or place.

D. Operating Permits shall be valid for the specific term stated on the permit as determined by the Department.

E. An Operating Permit must be renewed prior to its expiration. If not renewed, the Department may require the system to be removed from service or operated as a holding tank until the permit is renewed. If not renewed within ninety (90) calendar days of the expiration date, the Department may require that the system be abandoned in accordance with Section 5.25.

F. Operating Permits do not transfer to new property owners. New owners shall apply for an Operating Permit in accordance with Section 8.9. The Department shall not terminate the current permit until ninety (90) calendar days after the date of sale unless an Imminent Threat to Public Health and Safety exists. To consider the new owner's application, the Department may require an inspection of the treatment system certified by a licensed service provider or inspector.

G. A report shall be prepared and certified by the licensed inspection business or licensed service provider. The report shall be submitted to the Department on or before the compliance reporting date stipulated in the operating permit as required. The report shall contain a description of all maintenance and servicing activities performed since the last compliance monitoring report as described in the Operating Permit.

H. The Department may suspend or revoke any Operating Permit issued under this Section for any false statements or misrepresentations of facts on which the Operating Permit was issued.

I. If suspended or revoked, the Department may require that the system be removed from service, operated as a holding tank, or abandoned.

J. At the Department's discretion, the Operating Permit may be reinstated or renewed upon the owner taking appropriate corrective actions.

8.10 Management Plans

Management Plans for all new or replacement SSTS shall be provided by the licensed designer. The plans shall include operating, monitoring and maintenance requirements for the new or

replacement system. Homeowners are required every three (3) years to maintain their sewage tank per instructions in 7080.2450, Subp. 2 and 3.

For those SSTS without a Management Plan or Operating Permit according to the provisions of this Ordinance, must follow the provisions of 7080.2450, Subp. 2 and 3.

8.11 Suspension or Revocation

The Department may suspend or revoke a SSTS Permit issued under this Section for any false statements, misrepresentations of facts on which the SSTS Permit was issued, or unauthorized changes to the system design that alter the original function of the system, change the treatment capacity of the system, change the location of the system, or otherwise change the original system design, layout, or function. A notice of suspension or revocation and the reasons for the suspension or revocation shall be conveyed in writing to the permit holder. If suspended or revoked, installation or modification of a treatment system may not commence or continue until a valid SSTS Permit is obtained.

SECTION 9 COMPLIANCE INSPECTIONS

9.1 Compliance Inspection Program

- A.** SSTS Compliance Inspections are performed:
 - 1. To ensure compliance with applicable requirements.
 - 2. To ensure system compliance before issuance of a Zoning/Land Use/Building Permit, not to include land alteration permits.
 - 3. For all new SSTS construction or replacement.
 - 4. When a construction permit is required to repair, modify, or upgrade an existing system.
 - 5. Prior to the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have a SSTS, whether by warranty deed, quit claim deed or any other method of transfer including the lease of a term of three (3) years or more.
 - 6. To ensure compliance before issuance of a permit for the addition of a bedroom on properties served by a SSTS.
 - 7. Any time the Department deems appropriate, such as upon receiving a complaint or other information of system failure.
- B.** It is the responsibility of the Department, or its agent, to perform installation inspections of new SSTS or upgrades of SSTS to assure that the requirements of this Ordinance are met.
- C.** All Compliance Inspections must be performed and signed by licensed inspection businesses or Qualified Employees certified as inspectors.
- D.** The Department shall be given access to enter a property at any reasonable time to inspect and/or monitor the SSTS system. As used in this paragraph, "property" does not include a residence or private building.

- E. No person shall hinder or otherwise interfere with the Department's employees in the performance of their duties and responsibilities pursuant to this Ordinance. Refusal to allow reasonable access to the property by the Department shall be deemed a separate and distinct offense.
- F. A signed Winter Release of Compliance Inspection form may be accepted in lieu of a Compliance Inspection for property transfers between November 1 and April 30, at the Department's discretion, provided the compliance inspection is submitted to the Department by the following June 1, a certificate of compliance is completed by the following September 30, and an escrow agreement, as per Section 9.9, is submitted to the Department. During these months, the signed winter release of compliance inspection form may only be used when frost conditions will not permit for an inspection. Failure to fulfill all of the obligations of the winter release of compliance inspection form shall be a violation of this Ordinance. A copy of the "Winter Release of Compliance Inspection Form" can be obtained from the Department.

9.2 New Construction or Replacement

- A. New installation inspections must be performed on new or replacement SSTS to determine compliance with this Ordinance and MN Rules Chapters 7080 or 7081. SSTS found to be noncompliant with other applicable requirements must be repaired or replaced according to the Department's requirements.
- B. All SSTS, in whole or in part, shall be inspected by the Department. No system shall be covered, in whole or in part, prior to inspection by the Department unless prior approval has been given by the Department. Failure to obtain approval from the Department shall cause the system to be exposed for inspection. The amount of SSTS exposed for inspection shall be determined by the Department at the time of inspection. The permittee shall notify the Department prior to the completion and covering of the SSTS. The installation and construction of the SSTS shall be in accordance with the permit requirements and application design. Proposals to alter the permitted design shall be reviewed and the proposed change accepted by the Department prior to construction. Inspections shall be conducted up to two (2) times for a drainfield trench system (prior to final cover and after final cover) and up to three (3) times for a mound or at-grade system (scarification, prior to final cover and after final cover) or at other such times as to assure that the system has been constructed per submitted and approved design.
- C. It is the responsibility of the SSTS owner or the owner's agent to notify the Department twenty-four (24) hours prior to the installation inspection.
- D. If the installer provides proper notice and the Department does not provide an inspection within two (2) hours after an inspection time was set, the installer may complete the construction per the following:
 - The installer shall submit photographs of the entire uncovered system and complete an as-built form with a certified statement that the installation of the SSTS met the design and permit conditions and it is free from defects. The as-built form and photographs must be submitted to the Department within five (5) working days of the installation. The as-built form will be supplied by the Department.
- E. A Certificate of Installation for new SSTS construction or replacement shall be issued by the Department within thirty (30) days of inspection if the Department has reasonable assurance that the system was built in accordance with the applicable requirements as specified in the construction permit.

- F.** The Certificate of Installation must include a certified statement by the Licensed Inspector or Qualified Employee who conducted the inspection that the SSTS is or is not in compliance with the Ordinance requirements. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must be issued to the owner which includes a statement specifying those Ordinance provisions with which the SSTS does not comply.
- G.** No SSTS shall be placed into operation until a valid Certificate of Installation has been issued.
- H.** Certificates of Installation for new construction or replacement shall remain valid for five (5) years from the date of issuance unless the Department finds evidence of noncompliance.

9.3 Existing Systems

- A.** Compliance inspections shall be required when any of the following conditions occur:
 - 1.** When a construction permit is required to repair, modify, or upgrade an existing system.
 - 2.** Anytime there is an expansion of use of the building being served by an existing SSTS which may impact the performance of the system.
 - 3.** Anytime there is a change in use of the property being served by an existing SSTS which may impact the performance of the system.
 - 4.** When applying for a zoning permit, minor subdivision, plat, land use map amendment, conditional use permit or variance and the original Certificate of Installation is more than five (5) years old or the Certificate of Compliance is more than three (3) years old.
 - 5.** Prior to the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have an SSTS, whether by warranty deed, quit claim deed or any other method of transfer including the lease of a term of three (3) years or more.
 - 6.** At anytime as required by this Ordinance or the Department deems appropriate such as upon receipt of a complaint or other notice of a system malfunction.
- B.** Compliance Inspections of existing SSTS shall be reported on the inspection report forms provided by MPCA.
- C.** Soil borings for Compliance Inspections of existing systems must be done off the ends of trenches, beds and mounds, and outside the area of influence of the absorption area. If topography or other conditions don't allow for a representative soil sample in these areas the inspector shall use their best judgment in locating a representative soil sample.
- D.** The Certificate of Compliance must include a certified statement by a Qualified Employee or licensed inspection business, indicating whether the SSTS is in compliance with the requirements of this Ordinance. If the SSTS is determined not to be in compliance with the applicable requirements, a notice of noncompliance must include a statement specifying those ordinance provisions with which the SSTS does not comply. A construction permit application must be submitted to the Department if the required corrective action is not a minor repair under Section 8.3.
- E.** The Certificate of Compliance or notice of noncompliance must be submitted by the inspector to the Department no later than fifteen (15) calendar days after the date the inspection was performed.
- F.** Certificates of Compliance for existing SSTS shall remain valid for three (3) years from the date of issuance unless the Department finds evidence of noncompliance.

9.4 Failing SSTS

- A.** A SSTS that is found to be failing shall be upgraded, replaced or repaired in compliance with this Ordinance, as applicable within one (1) year.
- B.** A SSTS that is found to be an Imminent Threat to Public Health or Safety (ITPHS) shall abate the Imminent Threat to Public Health or Safety within ten (10) days and the SSTS shall be upgraded, replaced or repaired within ten (10) months. If the ITPHS is a surface discharge of sewage or sewage tank effluent the SSTS must be pumped often enough to prevent a surface discharge from reoccurring.
- C.** Any SSTS, irrespective of the date of original installation, which is found to be in violation of this Ordinance, shall be relocated, reconstructed or reinstalled so as to be in compliance with this Ordinance.

9.5 Transfer of Property

- A.** A Certificate of Compliance shall be provided by the seller or transferor to the buyer or transferee before the Transfer of Title to Real Estate with a dwelling unit, mobile home or any other building served by or required to have a SSTS, or, before the Transfer of Title by Deed, contract or lease of a term of three (3) years or more.
- B.** If the seller fails to provide a Certificate of Compliance, the seller shall provide the buyer with a site evaluation report, approved septic system design and approved Zoning Permit from the Department for the installation of a SSTS, or an Escrow Agreement, as per Section 9.9, is submitted to the Department.
- C.** The Certificate of Compliance shall be completed by an Inspector licensed by the State of Minnesota and shall indicate that said SSTS is in compliance with MN Rule Chapter 7080 and this Ordinance.
- D.** In the event that one of the exemptions listed in Section 9.6 of this Ordinance applies, the Sworn Affidavit must be completed and accompany the deed for recording. A copy of the Sworn Affidavit can be obtained from the Department.
- E.** The Certificate of Compliance, Winter Release Form, Sworn Affidavit and/or Escrow Agreement shall be filed with the Department.
- F.** A Certificate of Compliance, Winter Release Form, Sworn Affidavit, and/or Escrow Agreement shall accompany the deed for recording. The County Recorder shall note on a copy of each deed when the required forms are not submitted. Nothing in this Section precludes the County Recorder from recording a deed.

9.6 Exempt Transactions The Certificate of Compliance need not be completed if the sale or transfer involves the following circumstances:

- A.** The tract of land is without buildings or contains no dwellings or other buildings with plumbing fixtures.
- B.** No Certificate of Real Estate Value need be filed with the County Auditor, as per Minnesota Statutes, Chapter 272.115.
- C.** The sale or transfer completes a contract for deed entered into prior to June 30, 1998. This subsection applies only to the original vendor and vendee on such a contract.
- D.** Any dwellings or other buildings with running water are connected to a municipal wastewater treatment system.

E. Documents dated prior to June 30, 1998.

9.7 Transactions Occurring Between November 1 and April 30

A signed Winter Release of Compliance Inspection Form may be accepted in lieu of a Compliance Inspection for property transfers between November 1 and April 30, at the Department's sole discretion, provided the Compliance Inspection is submitted to the Department by the following June 1, a Certificate of Compliance is completed by the following September 30, and an Escrow Agreement as per Section 9.9 is submitted to the Department. During these months, the signed Winter Release of Compliance Inspection Form may only be used when frost conditions will not permit for an inspection. Failure to fulfill all of the obligations of the Winter Release of Compliance Inspection Form shall be a violation of this Ordinance. A copy of the Winter Release of Compliance Inspection Form can be obtained from the Department. The forms and documents listed above must be brought to the Department for approval.

9.8 Disclaimer

Neither the issuance of permits, Certificates of Compliance, nor Notices of Noncompliance as requested or issued shall be construed to represent a guarantee or warranty of the system's operation or effectiveness. Such certificates signify that the system in question is or has been designed and installed in compliance or non-compliance with the provisions of these standards and regulations.

9.9 Escrow

If the seller fails to provide a Certificate of Compliance, or if a compliance inspection indicates a Notice of Noncompliance or if the seller is unable to complete a compliance inspection due to frozen soil conditions, the seller shall provide the buyer sufficient security in the form of an Escrow Agreement to assure the installation of the complying SSTS. The buyer may, by mutual written agreement with the seller, assume the responsibilities to fund the escrow.

The security shall be placed in an escrow with a licensed real estate closer, licensed attorney at law, or federal or state-chartered financial institution. The amount escrowed shall be equal to 125% of a written estimate to install a complying SSTS provided by a Licensed Installation business or Licensed Installer.

The Escrow Agreement shall list Aitkin County as having the "release authority" of the escrow monies which shall not be released until a Certificate of Compliance is issued by the Department or its agent.

After a complying SSTS has been installed and a Certificate of Compliance issued, the Department shall provide the escrow agent a copy of the Certificate of Compliance which shall cause the escrow to be released. A copy of the Escrow Agreement and written estimate must be submitted to the Department.

SECTION 10 ENFORCEMENT

10.1 Violations

10.11 Cause to Issue a Notice of Violation

Any person, firm, agent, or corporation who violates any of the provisions of this Ordinance, or who fails, neglects, or refuses to comply with the provisions of this

Ordinance, including violations of conditions and safeguards, or who knowingly makes any material false statement or knowing omission in any document required to be submitted under the provisions hereof, shall be guilty of a misdemeanor and upon conviction thereof, shall be punishable as defined by MN Statutes.

10.12 Notice of Violation

The Department shall serve, in person or by mail, a notice of violation to any person determined to be violating provisions of this Ordinance. The notice of violation shall contain:

- A. A statement documenting the findings of fact determined through observations, inspections, reinspections or investigations.
- B. A list of specific violation(s) of this Ordinance.
- C. Specific requirements for correction or removal of the specified violation(s).
- D. A mandatory time schedule for correction, removal and compliance with this Ordinance.
- E. Specific enforcement actions that will be taken if corrective action is not completed.

10.13 Cease and Desist Orders

Cease and Desist Orders may be issued when the Department has probable cause that an activity regulated by this or any other County Ordinance is being or has been conducted without a permit or in violation of a permit. When work has been stopped by a Cease and Desist Order, the work shall not resume until the reason for the work stoppage has been completely satisfied, administrative fees paid, and the Cease and Desist Order lifted.

10.14 Administrative Fees

Any application for a permit that is made after the work has commenced and which requires a permit or is done in violation of a permit shall ~~may~~ be charged an “after-the-fact” administrative fee of five (5) times the original permit fee.

10.15 Reimbursements for Restoration

The Department may require correction and/or restoration of the property to its original state should the application for a permit be denied or if the action permitted does not include all or part of the work commenced prior to approval of said permit. The Department may recover the cost incurred in removal or abatement in a civil action; or at the discretion of the County Board, the cost of an enforcement action under this Ordinance may be assessed and charged against the real property on which the public health nuisance was located. The County Auditor may extend the cost as assessed and charged on the tax roll against said real property.

10.2 Prosecution

- A. In the event of a violation or a threatened violation of this Ordinance, Aitkin County, in addition to other remedies, may institute appropriate actions or proceedings to prevent, restrain, or abate such violations or threatened violations. The Department may and is empowered to issue Citations and/or Cease and Desist Orders to halt the progress of any on-going violation. When the work has been stopped by the Department for any valid reason

whatsoever, it shall not again be resumed until the reason for the work stoppage has been completely satisfied and the Cease and Desist Order lifted.

- B.** Any person with standing, may institute mandamus proceedings in the District Court to compel specific performance by the proper official or officials of any duty required by this Ordinance.
- C.** Any person, firm or corporation who violates, disobeys, omits, neglects or refuses to comply with, or who resists the enforcement of any other provisions of this Ordinance shall be guilty of a misdemeanor, punishable by \$1,000.00 and/or ninety (90) days imprisonment or both. Each day that a violation is permitted to exist shall constitute a separate offense. The County Attorney shall have the authority to prosecute any and all violations of this Ordinance.
- D.** After two or more attempts to achieve compliance, the Department may charge for the enforcement of violations of this Ordinance to recover actual costs for staff time, mileage and supplies. This cost shall be above and beyond any other fee imposed by this Ordinance.

SECTION 11 FEES

From time to time, the County Board shall establish fees for activities undertaken by the Department pursuant to this Ordinance. Fees shall be due and payable at a time and in a manner to be determined by the Department.

SECTION 12 ADOPTION

The Aitkin County Subsurface Sewage Treatment System Ordinance is hereby adopted by Aitkin County Board of Commissioners on the ___ day of __, 2025.

J. Mark Wedel
Chairperson, Aitkin County Board of Commissioners

ATTEST:

Aitkin County Administrator

Approved as to Form:

James Ratz
Aitkin County Attorney

EFFECTIVE DATE: , 2025

MINIMUM MOUND SIZE

1. Subtract rock layer width from absorption width
to obtain minimum downslope berm toe

$$\text{ft} - \text{ft} = \text{feet}$$

2. Determine depth of clean sand fill at upslope edge of rock layer:

$$\text{Separation 3' - ft} = \text{feet}$$

3. Add depth of clean sand for separation (2)

at upslope edge, depth of rock layer (1 ft) to depth of cover (1 ft) to find the mound height at upslope edge of rock layer:

$$\text{ft} + 1 \text{ ft} + 1 \text{ ft} = \text{feet}$$

4. Enter table with landslope and upslope berm ratio.

Select berm multiplier _____.

5. Multiply berm multiplier by upslope mound height to find upslope berm width:

$$\text{_____} \times \text{_____} = \text{feet}$$

6. Multiply rock layer width (K) by landslope to determine drop in elevation:

$$\text{_____} \times \text{_____} \% \div 100 = \text{feet}$$

7. Add depth of clean sand for slope difference (6) at downslope edge to the mound height at the upslope edge of rock layer (3) to find the downslope height:

$$\text{_____} \text{ ft} + \text{_____} \text{ ft} = \text{feet}$$

8. Enter table with landslope and downslope berm ratio.

Select berm multiplier of _____.

9. Multiply berm multiplier by downslope mound height to get downslope berm width:

$$\text{_____} \times \text{_____} = \text{feet}$$

10. Compare the values of Step (1) _____ and Step(9) _____. Select the greater of the two

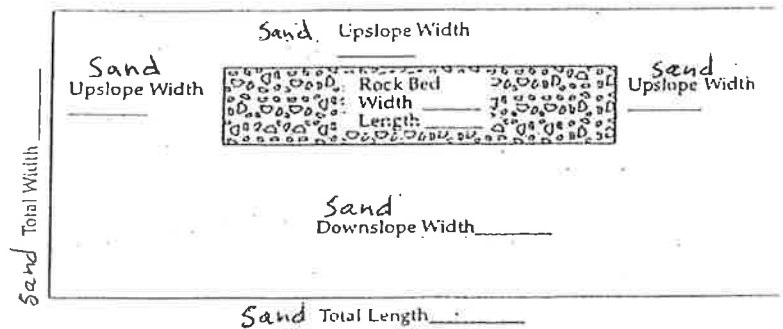
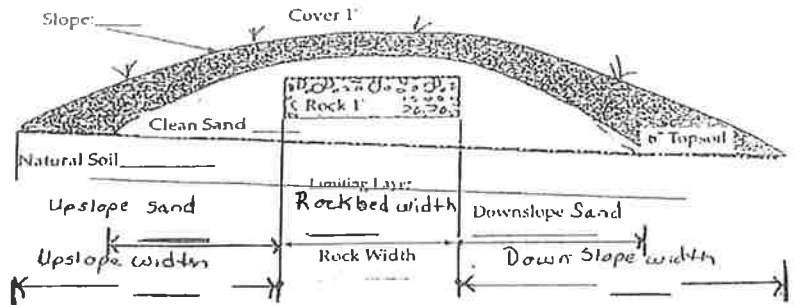
values as the downslope berm width: _____ feet

11. Total mound width is the sum of upslope berm (5): width plus rock layer width (K) plus downslope berm width (9):

$$\text{_____} \text{ ft} + \text{_____} \text{ ft} + \text{_____} \text{ ft} = \text{feet}$$

12 Total mound length is the sum of upslope berm width (5) plus rock layer length (L) plus upslope berm width (5):

$$\text{_____} \text{ ft} + \text{_____} \text{ ft} + \text{_____} \text{ ft} = \text{feet}$$



BERM SLOPE MULTIPLIERS

| Land Slope, in % | DOWNSLOPE berm multipliers for various berm slope ratios | | | | | UPSLOPE berm multipliers for various berm slope ratios | | | | |
|------------------|--|------|-------|-------|-------|--|------|------|------|------|
| | 3:1 | 4:1 | 5:1 | 6:1 | 7:1 | 3:1 | 4:1 | 5:1 | 6:1 | 7:1 |
| 0 | 3.0 | 4.0 | 5.0 | 6.0 | 7.0 | 3.0 | 4.0 | 5.0 | 6.0 | 7.0 |
| 1 | 3.09 | 4.17 | 5.26 | 6.38 | 7.53 | 2.91 | 3.85 | 4.76 | 5.66 | 6.54 |
| 2 | 3.19 | 4.35 | 5.56 | 6.82 | 8.14 | 2.83 | 3.70 | 4.54 | 5.36 | 6.14 |
| 3 | 3.30 | 4.54 | 5.88 | 7.32 | 8.86 | 2.75 | 3.57 | 4.35 | 5.08 | 5.79 |
| 4 | 3.41 | 4.76 | 6.25 | 7.89 | 9.72 | 2.68 | 3.45 | 4.17 | 4.84 | 5.46 |
| 5 | 3.53 | 5.00 | 6.67 | 8.57 | 10.77 | 2.61 | 3.33 | 4.00 | 4.62 | 5.19 |
| 6 | 3.66 | 5.26 | 7.14 | 9.38 | 12.07 | 2.54 | 3.23 | 3.85 | 4.41 | 4.93 |
| 7 | 3.80 | 5.56 | 7.69 | 10.34 | 13.73 | 2.48 | 3.12 | 3.70 | 4.23 | 4.70 |
| 8 | 3.95 | 5.88 | 8.33 | 11.54 | 15.91 | 2.42 | 3.03 | 3.57 | 4.05 | 4.48 |
| 9 | 4.11 | 6.25 | 9.09 | 13.04 | 18.92 | 2.36 | 2.94 | 3.45 | 3.90 | 4.30 |
| 10 | 4.29 | 6.67 | 10.00 | 15.00 | 23.33 | 2.31 | 2.86 | 3.33 | 3.75 | 4.12 |
| 11 | 4.48 | 7.14 | 11.11 | 17.65 | 30.43 | 2.26 | 2.78 | 3.23 | 3.61 | 3.95 |
| 12 | 4.69 | 7.69 | 12.50 | 21.43 | 43.75 | 2.21 | 2.70 | 3.12 | 3.49 | 3.80 |

Note: The product of the multiplier and the height results in the horizontal distance to where the berm meets the original land slope. Example: Height at upper edge of rock layer is 3.0 feet, rock layer is 10 feet wide, land slope is 6% and berm slope ratio is 4:1. Upslope berm width is $3.23 \times 3.0 = 9.7$ ft, height at lower edge of rock layer is $3.0 + 10 \times 0.6 = 3.6$ ft and downslope berm width is $5.26 \times 3.6 = 18.9$ ft.

Final Cover Dimension

X

SSTS Appendix B

PRESSURE DISTRIBUTION SYSTEM

1. Select number of perforated laterals _____
2. Select perforation spacing = _____ feet.
3. Since perforations should not be placed closer than 1 ft. to the edge of the rock layer (see diagram), subtract 2 ft. from the rock layer length. System area: _____ x _____ = _____

$$\frac{\text{Rock layer length}}{\text{Rock layer length}} - 2 \text{ ft.} = \text{_____ feet.}$$

4. Determine the number of spaces between perforations. Divide the length above by perforation spacing and round down to nearest whole number.

$$\frac{\text{Length perf. spacing}}{(3)} = \frac{\text{_____ ft.}}{(2)} \text{ ft.} = \text{_____ spaces}$$

5. Number of perforations is equal to one plus the number of perforation spaces .

$$\text{_____ spaces} + 1 = \text{_____ perforations/lateral}$$

6. Multiply perforations per lateral by number of laterals to get total number of perforations.

$$\frac{\text{laterals}}{\text{laterals}} \times \frac{\text{perfs/lateral}}{\text{perfs/lateral}} = \text{_____ perforations.}$$

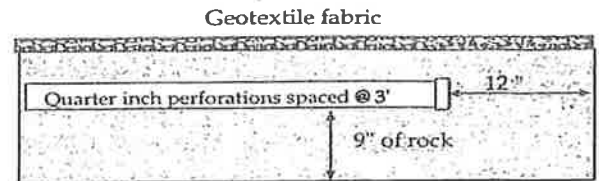
Calculate the square footage per perforation (6-10 sqft/perf)

$$\frac{\text{area}}{\text{area}} \div \frac{\text{perforations}}{\text{perforations}} = \text{_____ sqft/perf}$$

7. Determine required flow rate by multiplying number of perforations by flow per perforation

$$\frac{\text{perfs}}{\text{perfs}} \times \frac{\text{gpm/perf}}{\text{gpm/perf}} = \text{_____ gpm}$$

8. If laterals are connected to header pipe as shown on upper example, to select minimum required lateral diameter; enter table with perforation spacing and number of perforations per lateral. Select minimum diameter for perforated lateral = _____ inches.
9. If perforated lateral system is attached to manifold pipe near the center, lower diagram, perforated lateral length and number of perforations per lateral will be approximately one half of that in step 8. Using these values, select minimum diameter for perforated lateral = _____ inches.



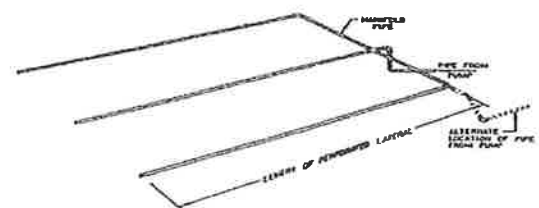
Perf Sizing 7/32" - 1/4"
Perf Spacing 1.5' - 5'

| Perforation Discharges in GPM | | | | |
|-------------------------------|-------------------------------|------|------|------|
| Head (feet) | Perforation diameter (inches) | | | |
| | 1/8* | 3/16 | 7/32 | 1/4 |
| 1.0a | 0.18 | 0.42 | 0.56 | 0.74 |
| 2.0b | 0.26 | 0.59 | 0.80 | 1.04 |
| 5.0 | 0.41 | 0.94 | 1.26 | 1.65 |

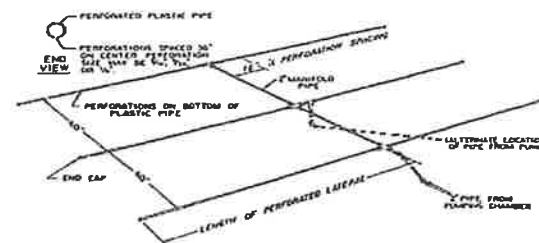
a Use 1.0 foot for single homes.
b Use 2.0 feet for anything else.
* Potential for plugging

| Maximum number of quarter inch perforations per lateral to guarantee < 10% discharge variation | | | |
|--|-------|-------|----|
| Perforation Spacing (feet) | 1 1/4 | 1 1/2 | 2 |
| 2.5 | 14 | 18 | 28 |
| 3.0 | 13 | 17 | 26 |
| 3.3 | 12 | 16 | 25 |
| 4.0 | 11 | 15 | 23 |
| 5.0 | 10 | 14 | 22 |

MANIFOLD LOCATED AT END OF PRESSURE DISTRIBUTION SYSTEM



LAYOUT OF PERFORATED PIPE LATERALS FOR PRESSURE DISTRIBUTION IN MOUND





Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: Annual Aitkin County Opioid Settlement Update

| | | |
|--|--|--|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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 checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only |
| Submitted by: Paula Arimborgo | | Department: H&HS Administration |
| Presenter (Name and Title): Kelli Crowther, H&HS Public Health | | Estimated Time Needed: 20 min |
| Summary of Issue: A presentation of the Annual Aitkin County Opioid Settlement Update. | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> | | |

The background of the slide is a dark, moody photograph. It depicts a spilled pill bottle lying on its side, with numerous white and blue round pills scattered across a dark surface. A medical syringe is also visible, lying among the pills on the left side of the frame. The lighting is dramatic, highlighting the textures of the pills and the metallic tip of the syringe.

AITKIN COUNTY

OPIOID SETTLEMENT

Annual Meeting May 27, 2025

WHERE IS THE FUNDING COMING FROM?

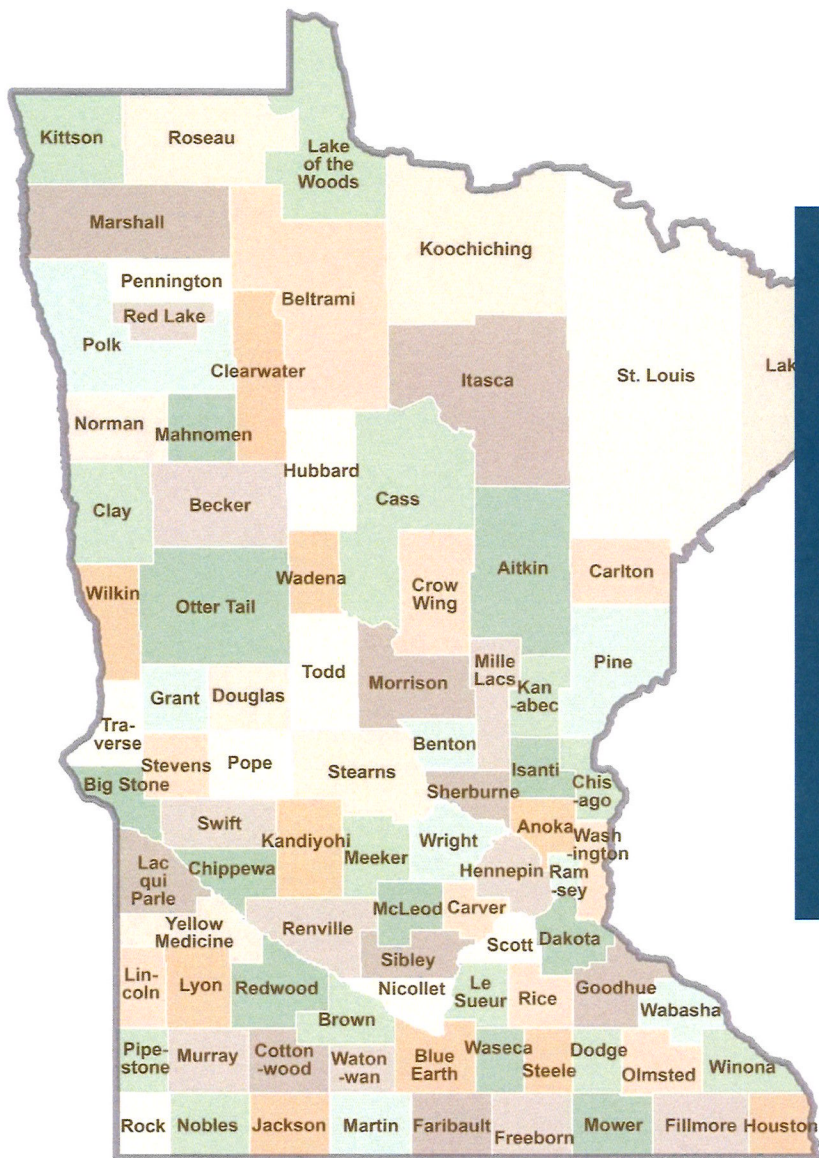
Attorney General's Offices from multiple states, including Minnesota, sued opioid manufacturers and distributors to hold them accountable for their role in creating and perpetuating the devastating opioid epidemic.



THE AGREEMENT



- ✓ Pay more than \$26 billion nationally for opioid epidemic treatment and prevention
- ✓ Requires data transparency
- ✓ Industry changes to ensure crisis never happens again



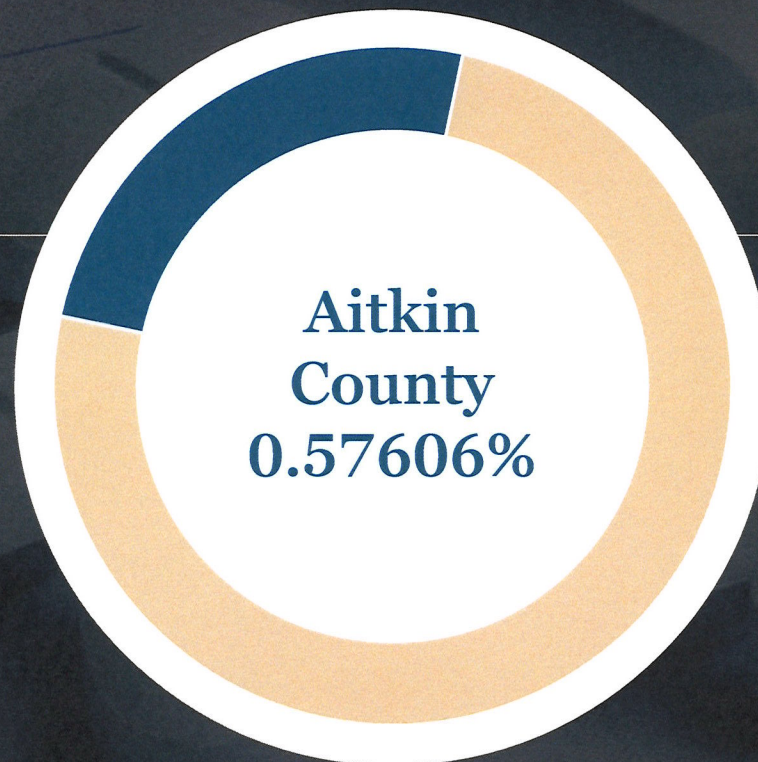
MINNESOTA'S SHARE > \$300 MILLION

Funding is determined by:

- the impact of the crisis on the state
- the number of overdose deaths
- the number of residents with substance use disorder
- the number of opioids prescribed
- the population of the state

MINNESOTA FUNDING DISTRIBUTION

MN STATE
Funding
25%



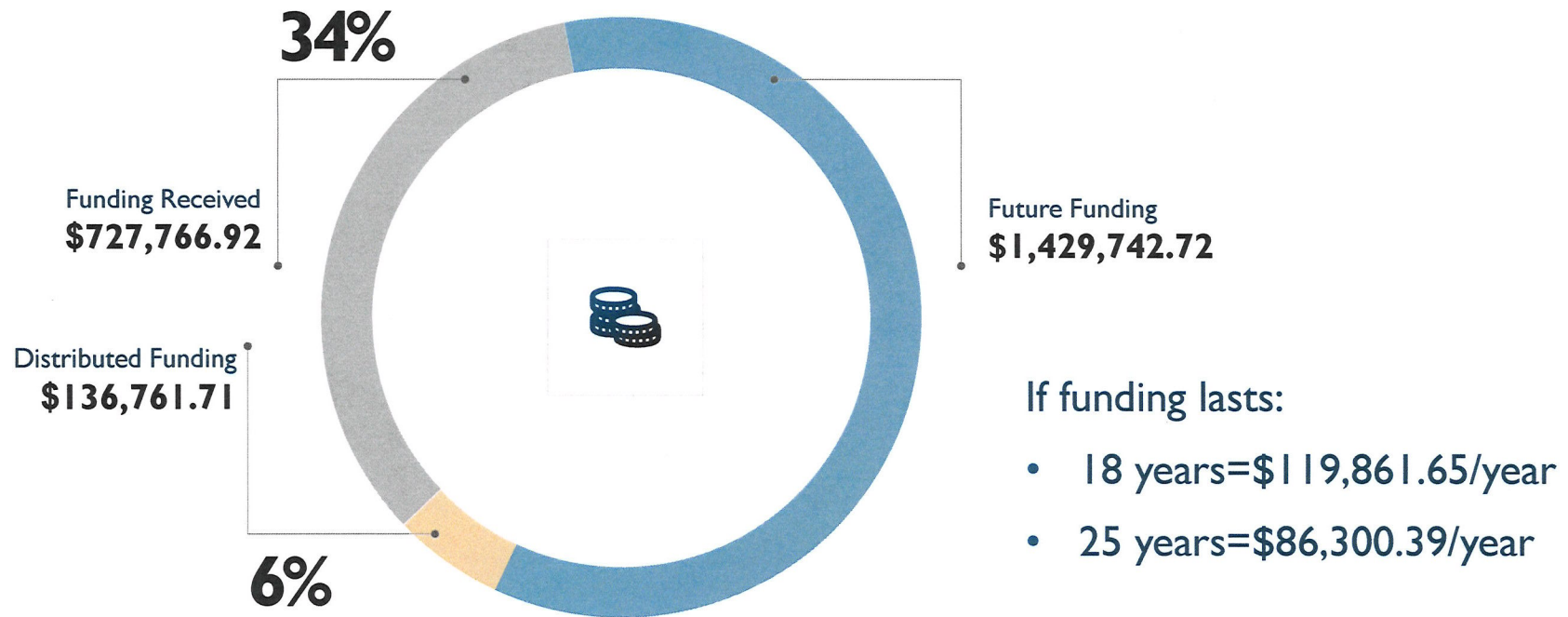
MN LOCAL
Funding
%75

Aitkin
County
0.57606%

AITKIN COUNTY OPIOID SETTLEMENT FUNDING



FUNDING- HOW LONG WILL IT LAST?



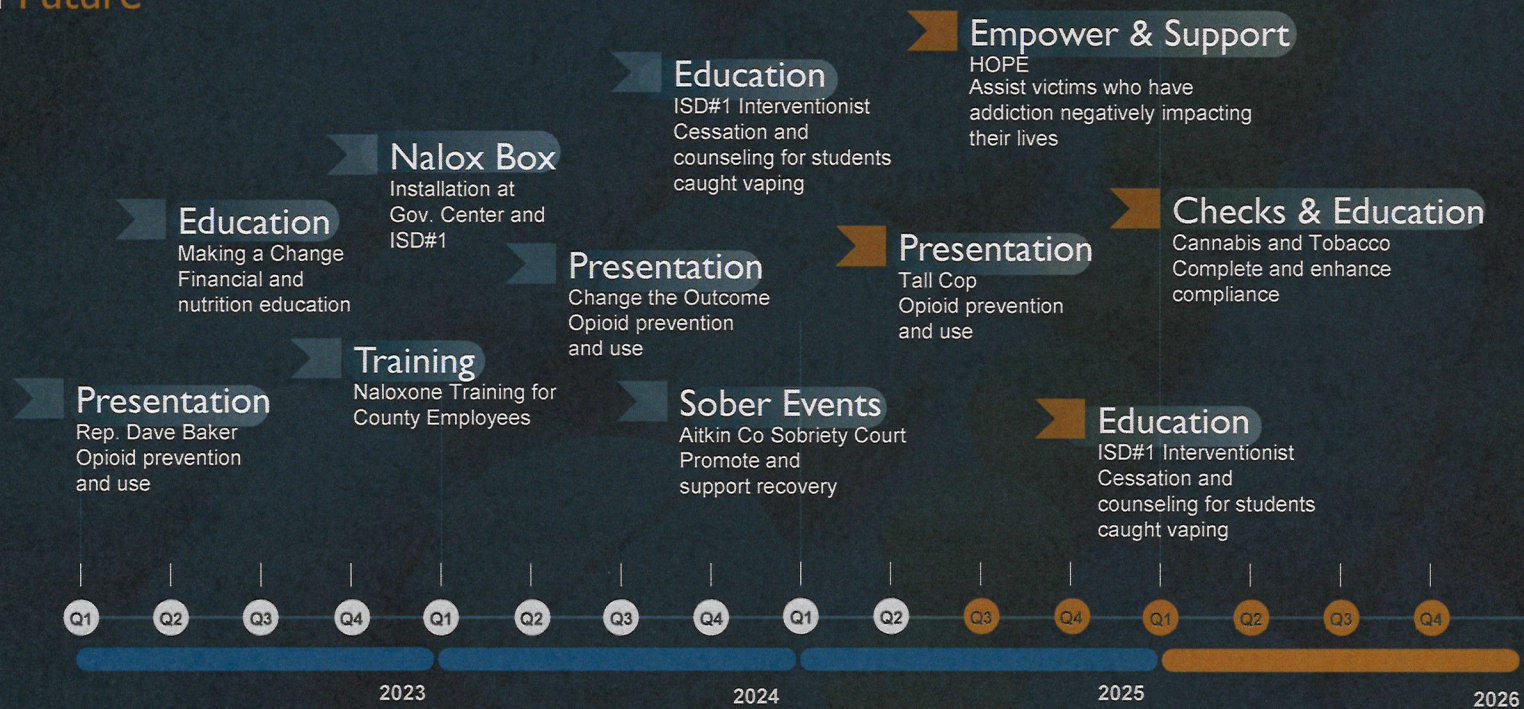
DISTRIBUTED FUNDING IN AITKIN COUNTY

| | YR1 - 2023 | YR2 - 2024 | Total | Future Allocated Funds |
|----------------|--------------------|--------------------|--------------------|---------------------------|
| Administration | \$19,512.99 | \$16,748.24 | \$36,261.23 | |
| Prevention | \$4,078.76 | \$17,532.95 | \$21,611.71 | \$115,150 |
| Harm Reduction | | \$2,584.80 | \$2,584.80 | |
| Treatment | \$2,728.83 | | \$2,728.83 | |
| Total | \$26,320.58 | \$36,865.99 | \$63,186.57 | \$115,150 |

**Distributed
Funding:
\$136,761.71**

PROJECTS FUNDED

Past and Future



THANK YOU



Kelli Crowther, PHN
Opioid Settlement Funding Coordinator



kelli.crowther@aitkincountymn.gov



218-927-7267



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: H&HS Temporary Relocation Plan

| | | |
|--|--|--|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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 checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Information Only |
| Submitted by: Paula Arimborgo | | Department: H&HS Administration |
| Presenter (Name and Title): Jim Bright, Maintenance and Sarah Pratt, H&HS Director | | Estimated Time Needed: 5-10 minutes |
| Summary of Issue: On May 19, 2025, Jim Bright and Sarah Pratt presented a temporary relocation plan for Health & Human Services (H&HS) staff to the Facilities Committee in anticipation of the upcoming remodel. Two options were presented, with a recommendation to proceed with Option 1. The Facilities Committee unanimously supported Sarah's recommended option. | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: | | |
| Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> | | |



Board of County Commissioners Agenda Request

7A

Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: New Postage Machine Lease

| | | |
|--|--|---|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Sarah Pratt | | Department: Health & Human Services |
| Presenter (Name and Title): Sarah Pratt | | Estimated Time Needed: 10 |
| Summary of Issue: <p>Attached is a 60 month lease agreement in the amount of \$50,376.60 using our current postage machine lease vendor, Quadient Leasing USA, Inc.</p> <p>Our current lease is up for renewal and Quadient has a solution for outgoing mail that is compatible with CaseWorks (electronic data management system).</p> <p>Current annual cost for outgoing mail which includes postage machine, postage, printing materials, and supplies is \$27,944.40. This new proposed Quadient lease would only cost an additional \$564.00 per year than what's currently budgeted.</p> <p>This option helps HHS during the remodel as most mailings would be able to be processed electronically through a secure system and allow for consistent mail processes throughout the agency.</p> <p>In addition, our incoming mail process is inefficient and we are needing additional staff time to adjust this process. This new lease with Quadient would allow staff time to be allocated to incoming mail processes.</p> <p>We've spoken with other counties that use this solution and they have seen a reduction in outgoing mail data breaches.</p> | | |
| Alternatives, Options, Effects on Others/Comments: | | |
| Recommended Action/Motion: Approve the new 60 month Quadient Lease and Outgoing Mail Solution | | |
| Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p> | | |

Customer

| | | | |
|-----------------------|---------------------------------------|------------|-------|
| Organization | Aitkin County Health & Human Services | | |
| DBA | | | |
| Address | 204 1st St NW | | |
| City State Zip | Aitkin | MN | 56431 |
| Phone | (218) 927-7254 | Fax | |

Purchase Order - Lease

NASPO/ValuePoint Contract #: CTR058809

and / or

State Participating Addendum (PA) #:

213073 (MN)

Vendor

| | | | |
|----------------|--|-----------------|----------------|
| Company Name | Quadient Leasing USA Inc. FEDERAL ID# 94-2984524 | | |
| Attention | Government Sales | DUNS# 150836872 | |
| Address | 478 Wheelers Farms Rd | | |
| City State Zip | Milford | CT | 06461 |
| Phone | (866) 448-0045 | Fax | (203) 301-2600 |

Ship To

| | | | |
|-----------------------|---------------------------------------|--------------|--------------------------------|
| Organization | Aitkin County Health & Human Services | | |
| Attention | Carli Goble | | |
| Address | 204 1st St NW | | |
| City State Zip | Aitkin | MN | 56431 |
| Phone | (218) 927-7254 | Email | carli.goble@aitkincountymn.gov |

| P.O. Number | P.O. Date | Requisitioner | Shipped Via | F.O.B. Point | Terms |
|-------------|-----------|---------------|-------------|--------------|---------------------|
| | | | Ground | Destination | Quarterly Invoicing |
| QTY | Unit | Description | Unit Price | Total | |
| 60 | Months | Lease Payment | \$839.61 | \$50,376.60 | |

Lease payment specified above for products listed below includes, as applicable, reduced price equipment maintenance to reflect first year free, meter rental, meter resets, postal rate changes, software license/support/subscription fees, delivery, installation, and operator training.

Products

| QTY | Product ID | Description |
|-----|-----------------|--|
| 1 | IX3-P5 | iX-3 Series Base w/5lb Integrated Weigh Platform, Moistener & Catch Tray |
| 1 | IDA-PS | NORAM IDA Professional Services |
| 1 | IMPSBUPREPAY-P4 | Distribute Prepaid 4 (Includes 90,000 Annual Automate Clicks/Pages) |

- Order is governed under the terms and conditions of the NASPO/ValuePoint Master Price Agreement Contract Number CTR058809. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
- Payments will be sent to:
Quadient Leasing USA, Inc.
Dept 3682
PO Box 123682
Dallas TX 75312-3682
- Send all correspondence to;
Quadient Leasing USA, Inc.
478 Wheelers Farms Rd
Milford CT 06461
Phone: 203-301-3400
Fax: 203-301-2600

 Authorized by

 Date

 Print Name

 Title



Board of County Commissioners Agenda Request

8A
Agenda Item #

Requested Meeting Date: May 27, 2025

Title of Item: County/Administration related Updates

| | | |
|---|---|--|
| <input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY | Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i> | <input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* |
| Submitted by: Mark Jeffers | | Department: Economic Development/Administration |
| Presenter (Name and Title): Mark Jeffers | | Estimated Time Needed: 5 minutes |
| Summary of Issue: County/Administration related updates presented to the Board. | | |
| 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 checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> | | |



Aitkin County Board of Commissioners Committee Reports Forms

9A

Agenda Item #

| Committee | Freq | Scheduled | Representative |
|---|-----------------------------|-------------------------------|---------------------------------|
| Association of MN Counties (AMC) | | | |
| Environment & Natural Resources Policy | | | Environmental Services Director |
| General Government | | | Commissioner Leiviska |
| Health & Human Services | | | HHS Director |
| Indian Affairs Task Force | | | Commissioner Westerlund |
| Public Safety Committee | | | Commissioner Westerlund |
| Transportation Policy | | | Commissioner Kearney |
| Age-Friendly Changemakers | | | Kearney |
| Aitkin Airport Commission | Monthly | 1st Wednesday | Wedel |
| Aquatic Invasive Species (AIS) | Monthly | 3rd Thursday | Wedel and Sample |
| Aitkin County CARE Board | Monthly | 3rd Thursday | Westerlund |
| 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 Sub-committee | TBD | 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 | Kearney, ALT. Leiviska |
| ATV Committee | Monthly | | Leiviska 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 | Leiviska 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 | As needed | | Wedel and Sample |
| H&HS Advisory (Liaison) | Monthly except July | 1st Wednesday | Wedel and Kearney |
| Historical Society (Liaison) | Monthly | 4th Wednesday | Leiviska |
| Joint Powers Natural Resource Board | Odd Months | 4th Monday | Sample and Land Commissioner |
| Lakes and Pines | Monthly | 3rd Monday | Leiviska Alt. Kearney |
| Law Library | Quarterly | Set by Judge | Leiviska Alt. Kearney |
| MCIT | | | Westerlund, Seibert |
| McGregor Airport Commission | Monthly | Last Wednesday | Sample |
| 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 |
| JET (NE MN Office Job Training) | As called | | Leiviska |
| Northeast MN ATP | Quarterly | 2nd Wednesday | Kearney (Leiviska, Alt.) and |
| Northeast MN Emergency Communications Board (ECB) | 5-6x yr | 4th Thursday | Leiviska (Sheriff Guida Alt.) |
| Northeast Waste Advisory Council | Quarterly | 2nd Monday | Westerlund Alt. Sample |
| Northern Counties Land Use Coordinating Board | Monthly | 1st Thursday | Westerlund Alt. Kearney |
| Ordinance | As needed | | Leiviska and Sample |
| Personnel/Insurance | As needed | 2nd Tuesday | Kearney and Wedel |
| Planning Commission | Monthly | 3rd Monday | Kearney Alt. Westerlund |
| Rum 1W1P Policy Committee | Monthly | Unknown | Westerlund, Alt. Leiviska |
| Snake River 1W1P Policy | | | Leiviska Alt. Sample |
| 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 |