



ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS

What: Aitkin County Board Agenda

When: January 23, 2024

Where: Government Center Board Room

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

Phone: 1-415-655-0001

Access Code: 2557 776 7638

Meeting Password: 7282

9:00 a.m.

1) J. Mark Wedel, County Board Chair

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

10:00 a.m.

- E) **Citizens Public Comment-** Comments from visitors must be informational and not exceed (5) minutes per person (when there is a large number of speakers to be heard, the Board of Commissioners may shorten this time). The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public board meeting. Anyone attending virtually wishing to speak during the public comment period should notify the County Administrators office at 218-927-727 option 7 no later than 2:30 P.M. on the Monday before the meeting.
- 2) **Consent Agenda-** All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the times will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File-**
January 2, 2024 - January 22, 2024
 - B) **Approve County Board Minutes-**
January 2, 2024
 - C) **Approve Electronic Funds Transfers**
EFT through January 15, 2024
 - D) **Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 12-29-2023
 - E) **Approve Commissioner's Vouchers**
Commissioner Warrants 12-29-2023
 - F) **Approve Auditor Vouchers-**
Auditor Warrants 12-29-2023
 - G) **Approve Commissioner's Vouchers**
Commissioner Warrants 01-05-2024
 - H) **Approve Manual Warrants/Voids/Corrections-**
ELAN 12-21-2023
 - I) **Approve Auditor Vouchers-**
Sales/Use Tax and Diesel Tax: December 2023
 - J) **Adopt Resolution-**
Set Public Hearing Date for Land Classification April 9, 2024
 - K) **Approve Manual Warrants/Voids/Corrections-**
Manual Warrants 01-12-2024
 - L) **Approve Commissioner's Vouchers**
Commissioner Warrants 01-19-2024
 - M) **Adopt Resolution-**
LG 200 Application Exempt Permit - Friends of Don Sather, Inc
 - N) **Approve-**
Appointment for District 2 Board of Adjustment
 - O) **Approve-**
Appointment for District 2 Planning Commission
 - P) **Approve-**
Appointment for District 3 Planning Commission
 - Q) **Approve-**
Affidavit for Duplicate of Lost Warrant

10:05 a.m.

- 3) Mike Dangers – County Assessor
A) Schedule County Board of Appeal and Equalization

10:15 a.m.

- 4) Bobbie Danielson – Human Resources Director
A) Approve Job Re-evaluations
B) Approve Non-union Salary Adjustments
C) Approve Personnel Committee Recommendations

10:35 a.m.

- 5) Andrew Carlstrom – Environmental Services Director
A) Wealthwood RV Resort Expansion Final Board Approval
B) Deer Lake Farmstead Campground Final Board Approval
C) Approve Second Reading - Amendment to Vacation Short-Term Rental Ordinance

11:00 a.m.

- 6) Mark Jeffers – Economic Development Coordinator
A) Approve Revitalization Grant: Award Funding

11:05 a.m.

- 7) Jessica Seibert – County Administrator
A) Approve Committee of the Whole Meeting
B) Adopt Resolution - Elected Official Salary Adjustment
C) Administrator Updates

11:15 a.m.

- 8) Board of Commissioners
A) Committee Reports

ADJOURN



AITKIN COUNTY BOARD OF COMMISSIONERS

January 2, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

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

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
Jessica Seibert	County Administrator	Present
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 Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund adding items 9I and 9J

1.D Citizens Public Comment by:

Jeremy Paquette, addressed Board regarding Short Term Rental ordinance

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

- A) Correspondence File-**
December 19, 2023 - January 1, 2024
- B) Approve County Board Minutes-**
December 19, 2023
- C) Approve County Board Minutes-**
2024 Budget Hearing 12-12-23

3 ADJOURN 2023 Board

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

4 Jessica Seibert – County Administrator

- A) Call to Order 2024 Board Meeting**
- B) Nomination for Board Chair and Vice Chair**
Board Chair

Commissioner Sample nominated Commissioner Wedel for Board Chair. No other nominations.
Roll Call Vote: all Commissioners vote Yes

Vice Chair

Commissioner Kearney nominated Commissioner Sample for Vice Chair. No other nominations.
Roll Call Vote: all Commissioners vote Yes

5 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

A) Adopt Resolution-
License to Sell Tobacco Products - Mudflats Bar & Grill

B) Approve-
ESST Policy

C) Approve Electronic Funds Transfers

Total	\$1,715,193.16
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D) Approve Manual Warrants/Voids/Corrections-
Manual Warrants 12-14-23

General	\$177.90	Taxes	\$26.80			Total	\$204.70
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E) Approve Manual Warrants/Voids/Corrections-
ELAN 12-07-23

General	\$1,544.41	Trust	\$75.00	LLCC	\$14.95	HHS	\$139.08
						Total	\$1,773.44

F) Approve Commissioner's Vouchers
Commissioner Warrants 12-22-23

General	\$1,103,368.81	Reserves	\$9,000.00	R&B	\$78,310.29	HHS	\$43,768.29
State	\$6,765.57	Trust	\$35,361.09	Forest	\$16,093.47	LLCC	\$6,719.11
Parks	\$2,123.43					Total	\$1,301,510.06

G) Approve-
Great River Energy Utility Easements

H) Approve-
Natural Resources Advisory Committee Appointments

I) Approve-
Adopt Updated Safety Policy and Emergency Action Plan for Employees

Regular Agenda

6A Kathleen Ryan – Chief Financial Officer

Motion to:
Approve Statement of Work - CLA, SBITA Consulting

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

7A Tara Snyder - County Recorder

Motion to:
Approve Arcasearch Contract

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

8A Andrew Carlstrom – Environmental Services Director

Informational Only
First Reading - Amendment to Vacation Short Term Rentals - Discussion Only

RESULT:	INFORMATIONAL ONLY
MOVER:	
SECONDER:	

9A Jessica Seibert – County Administrator

Motion to:
Adopt Resolution - 2024 Board of Commissioners Meeting Procedures

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

9B Jessica Seibert – County Administrator

Motion to:

Approve 2024 Board Meeting Schedule

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

9C Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Designation of Official County Newspaper

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

9D Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - Minimum Commissioner Salary

RESULT: APPROVED (4 TO 1)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Commissioner Bret Sample Voted No

9E Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - County Veteran Service Officer

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

9F Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - 2024 Committee Appointments

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Laurie Westerlund
adopted as amended.

9G Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Department Heads Meeting, Dangerous Dog Hearing, MACA Regional Call, Fema Call, Facilities Meeting, Economic Development

9H Jessica Seibert – County Administrator

Informational Only

CARE Appropriation - Discussion Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

9I Jessica Seibert – County Administrator

Motion to:

Approve AMC Policy Committee Appointments

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

9J Jessica Seibert – County Administrator

Motion to:

Approve Public Safety Grant Agreement

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

10A Board of Commissioners

Informational Only

Commissioner Committee Updates

Arrowhead Counties Association, Economic Development, Aitkin Airport Commission

Motion to Adjourn

Motion made at 10:17 a.m.

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Michael Kearney

Next Meeting: Tuesday, January 23, 2024

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

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2C
Agenda Item #

Requested Meeting Date: 1/23/2024

Title of Item: EFT Report

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Lori Grams		Department: County Treasurer
Presenter (Name and Title): N/A		Estimated Time Needed:
Summary of Issue: EFT Report thru 1/15/2024		
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 January 15, 2024 Board Meeting January 23, 2024

Abstract Number	Date	Amount	Reason
21916	12/29/23	\$75,645.56	Auditor Abstract
21917	12/29/23	\$151.43	Commissioner Abstract
21918	12/29/23	\$6,832.86	Auditor Abstract
21920	12/29/23	\$1,627.20	Manual Abstract
21921	12/29/23	\$6,707.71	Payroll Abstract
21922	12/29/23	\$680,714.26	Payroll Abstract
21923	1/5/24	\$48,163.38	Commissioner Abstract
21926	1/5/24	\$34,474.00	Auditor Abstract
21927	1/5/24	\$3,078.13	Auditor Abstract
21928	1/4/24	\$3,213.25	Manual Abstract
21929	1/11/24	\$1,284.82	Auditor Abstract
21930	1/10/24	\$20,975.98	Commissioner Abstract
21931	1/12/24	\$873,363.38	Payroll Abstract
21932	1/12/24	\$5,096.79	Auditor Abstract
21933	1/12/24	\$74,079.69	Manual Abstract
			\$0
			Voids/No ACH
			21919
			21924
			21925
		\$1,835,408.44	

S:Board Report:2024 EFT Board Report Thru Date

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
8410 Bremer Bank							
2	01-044-904-0000-6360		10.00	MED FSA CLAIMS 2023	12/17/2023	Flex Plan Withdrawals	N
1	01-044-904-0000-6360		624.70	DEP CARE FSA CLAIMS 2023	12/18/2023	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		9.30	2023 MED FSA CLAIMS	12/23/2023	Flex Plan Withdrawals	N
5	01-044-904-0000-6360		350.20	MED FSA CLAIMS 2023	12/26/2023	Flex Plan Withdrawals	N
4	01-044-904-0000-6379		633.00	WEX NOVEMBER FEE	12/26/2023	Flex Services, Labor, Etc.	N
8410 Bremer Bank			1,627.20	5 Transactions			
1 Fund Total:			1,627.20	General Fund	1 Vendors	5 Transactions	
Final Total:			1,627.20	1 Vendors	5 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,627.20	General Fund
All Funds	1,627.20	Total

Approved by,

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County

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



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-400-440-0410-6405		8.47	AGENCY-WRITING PADS 12/13/2023 12/13/2023	1G61-C1FF-MJYC	Office Supplies	N
	05-400-440-0410-6405		8.39	AGENCY-PKG TAPE/CARD STOCK 12/14/2023 12/14/2023	1GHK-TN93-17TT	Office Supplies	N
	05-400-440-0410-6405		30.95	PH-SPACE HEATER (NL) 12/18/2023 12/18/2023	1QQ7-99TQ-3PY1	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		47.81	3 Transactions			
12999	FIRST BOOK 05-400-430-0408-6431		592.63	PH BUDGET LINE-FAP BOOKS 12/12/2023 12/12/2023	7001155884	Educational Supplies/Follow A Long Books	N
12999	FIRST BOOK		592.63	1 Transactions			
400	DEPT Total:		640.44	Public Health Department	2 Vendors	4 Transactions	
420	DEPT			Income Maintenance			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-420-600-4800-6405		19.97	AGENCY-WRITING PADS 12/13/2023 12/13/2023	1G61-C1FF-MJYC	Office Supplies	N
	05-420-600-4800-6405		19.79	AGENCY-PKG TAPE/CARD STOCK 12/14/2023 12/14/2023	1GHK-TN93-17TT	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		39.76	2 Transactions			
90182	Laboratory Corp Of America Holdings 05-420-640-4800-6262		88.00	IVD GENETIC TEST 0011004057 10/28/2023 12/02/2023	78463598	Genetic Tests IV-D	6
	05-420-640-4800-6262		44.00	IVD GENETIC TEST 0014436012 10/28/2023 12/02/2023	78463598	Genetic Tests IV-D	6
90182	Laboratory Corp Of America Holdings		132.00	2 Transactions			
86703	Sheriff Pine County 05-420-640-4800-6379		75.00	IV-D SERVICE #000113387603 12/12/2023 12/12/2023	IN202301918	Other Iv-D Charges	N
86703	Sheriff Pine County		75.00	1 Transactions			

WLB1
 12/27/23 1:29PM
 5 Health & Human Services

Aitkin County



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

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
420	DEPT Total:		246.76	Income Maintenance	3 Vendors	5 Transactions
430	DEPT		Social Services			
9608	AMAZON CAPITAL SERVICES (HHS only)					
	05-430-700-4800-6405		32.08	AGENCY-WRITING PADS	1G61-C1FF-MJYC	Office Supplies N
				12/13/2023 12/13/2023		
	05-430-700-4800-6405		31.78	AGENCY-PKG TAPE/CARD STOCK	1GHK-TN93-17TT	Office Supplies N
				12/14/2023 12/14/2023		
	9608 AMAZON CAPITAL SERVICES (HHS only)		63.86	2 Transactions		
430	DEPT Total:		63.86	Social Services	1 Vendors	2 Transactions
5	Fund Total:		951.06	Health & Human Services		11 Transactions
	Final Total:		951.06	6 Vendors	11 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	951.06	Health & Human Services
All Funds	951.06	Total

Approved by,

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WLB1
12/27/23 12:38PM

Aitkin County



Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County

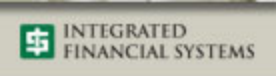


Audit List for Board **AUDITOR'S VOUCHERS ENTRIES**

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age						
	01-001-000-0000-6230		199.99	DEC. 12 PUBLIC HEAR. 2024 BUDG	1353548	Printing, Publishing & Adv	Y
	01-001-000-0000-6230		120.00	NOV. 14 SYNOPSIS	1359101	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		319.99	2 Transactions			
248	Association of Mn Counties						
	01-001-000-0000-6241		1,200.00	COMMISSIONERS (3) REG FEE 12/04/2023 12/06/2023	66845/66847/66848	Registration Fee	N
248	Association of Mn Counties		1,200.00	1 Transactions			
15240	AT&T Mobility (Central Serv)						
	01-001-000-0000-6220		193.06	COMMISSIONERS MOBILE PHONE	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)		193.06	1 Transactions			
10895	Westerlund/Laurie Ann						
	01-001-000-0000-6330		630.11	WESTERLUND TRAVEL REIMBURS 10/11/2023 12/20/2023	12212023	Transportation/Travel/Parking	N
10895	Westerlund/Laurie Ann		630.11	1 Transactions			
1	DEPT Total:		2,343.16	Commissioners	4 Vendors	5 Transactions	
12	DEPT			Court Administration			
11634	Gammello & Pearson PLLC						
	01-012-000-0000-6263		45.00	01-PR-17-186	96378	Contract Legal Services	Y
	01-012-000-0000-6263		15.00	01-PR-22-356	96380	Contract Legal Services	Y
	01-012-000-0000-6263		37.50	01-PR-23-627	96383	Contract Legal Services	Y
	01-012-000-0000-6263		52.50	01-PR-23-791	96384	Contract Legal Services	Y
	01-012-000-0000-6263		37.50	01-P5-96-000464	96385	Contract Legal Services	Y
	01-012-000-0000-6263		232.50	01-PR-23-834	96386	Contract Legal Services	Y
	01-012-000-0000-6263		82.50	01-PR-23-832	96387	Contract Legal Services	Y
11634	Gammello & Pearson PLLC		502.50	7 Transactions			
2810	Larson/Shari S						
	01-012-000-0000-6263		1,045.18	01-JV-23-496	2023	Contract Legal Services	Y
	01-012-000-0000-6263		212.50	01-JV-22-642	2023	Contract Legal Services	Y
	01-012-000-0000-6263		515.03	01-FA-17-928	2023	Contract Legal Services	Y
	01-012-000-0000-6263		177.34	01-FA-22-911	2023	Contract Legal Services	Y
	01-012-000-0000-6263		805.38	01-JV-23-341	2023	Contract Legal Services	Y

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-012-000-0000-6263		325.95	01-JV-22-285	2023	Contract Legal Services	Y
	01-012-000-0000-6263		519.70	01-JY-23-729	2023	Contract Legal Services	Y
	01-012-000-0000-6263		307.75	01-F7-03-132	2023	Contract Legal Services	Y
	01-012-000-0000-6263		884.57	01-JV-23-363	2023	Contract Legal Services	Y
	01-012-000-0000-6263		169.38	01-FA-10-492	2023	Contract Legal Services	Y
	01-012-000-0000-6263		452.53	01-FA-19-944	2023	Contract Legal Services	Y
	01-012-000-0000-6263		164.08	01-FA-14-1140	2023	Contract Legal Services	Y
	01-012-000-0000-6263		214.00	01-JV-23-825	2023	Contract Legal Services	Y
	01-012-000-0000-6263		157.12	01-JV-22-256, 01-JV-23-113	2023	Contract Legal Services	Y
	01-012-000-0000-6263		1,041.46	01-JV-23-449, 450, 451	2023	Contract Legal Services	Y
	01-012-000-0000-6263		687.50	01-JV-23-768, 769	2023	Contract Legal Services	Y
	01-012-000-0000-6263		112.50	01-PR-13-1084,1085	2023	Contract Legal Services	Y
	01-012-000-0000-6263		75.00	01-P3-07-170	2023	Contract Legal Services	Y
	01-012-000-0000-6263		268.75	01-FA-21-384	2023	Contract Legal Services	Y
2810	Larson/Shari S		8,135.72		19	Transactions	
86944	Sheriff Crow Wing County						
	01-012-000-0000-6265		75.00	01-JV-23-908 SERVICE	11756	Sheriff Services	N
86944	Sheriff Crow Wing County		75.00		1	Transactions	
12	DEPT Total:		8,713.22	Court Administration	3	Vendors	27 Transactions
40	DEPT			Auditor			
9561	Amazon Business						
	01-040-000-0000-6405		53.20	WHITE BOARD,ENVELOPES	13JK-C6MH-K7FH	Office Supplies	N
9561	Amazon Business		53.20		1	Transactions	
248	Association of Mn Counties						
	01-040-000-0000-6241		425.00	AMC CONF 12/4-12/6 (KP)	67290	Registration Fee	N
248	Association of Mn Counties		425.00		1	Transactions	
86235	The Office Shop Inc						
	01-040-021-0000-6405		725.25	TONER (3)	1135818-0	Office Supplies	N
	01-040-021-0000-6405		725.25	TONER (3)	1135933-0	Office Supplies	N
86235	The Office Shop Inc		1,450.50		2	Transactions	
40	DEPT Total:		1,928.70	Auditor	3	Vendors	4 Transactions

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
42	DEPT 2966			Treasurer			
	MACO 01-042-000-0000-6360		750.00	MOMS MAINTENANCE FEE FOR 2024	12	Services, Labor, Contracts	N
	2966 MACO		750.00	1 Transactions			
	10930 Tidholm Productions 01-042-000-0000-6405		841.50	WINDOW ENVELOPES 10,000	35585707	Office Supplies	Y
	10930 Tidholm Productions		841.50	1 Transactions			
42	DEPT Total:		1,591.50	Treasurer	2 Vendors	2 Transactions	
44	DEPT 783			Central Services			
	Canon Financial Services, Inc 01-044-000-0000-6342		225.51	CANON DEC. INVOICE 12/01/2023 12/31/2023	31753551	Office Equipment Rental/Contracts	N
	783 Canon Financial Services, Inc		225.51	1 Transactions			
	3336 Office Of MN. IT Services 01-044-000-0000-6266		1,338.65	WAN NOVEMBER 2023 11/01/2023 11/30/2023	DV23110313	Data Processing/Computer Services	N
	3336 Office Of MN. IT Services		1,338.65	1 Transactions			
44	DEPT Total:		1,564.16	Central Services	2 Vendors	2 Transactions	
45	DEPT 13934			Motor Pool			
	The Tire Barn 01-045-000-0000-6302		117.12	PURGE VALVE REPLACEMENT CAR#53	70873	Vehicle Maintenance	N
	13934 The Tire Barn		117.12	1 Transactions			
45	DEPT Total:		117.12	Motor Pool	1 Vendors	1 Transactions	
52	DEPT 248			Administration			
	Association of Mn Counties 01-052-000-0000-6241		400.00	ADMIN REGISTRATION FEE 12/04/2023 12/06/2023	6684566846668476€	Registration Fee	N
	248 Association of Mn Counties		400.00	1 Transactions			
	15240 AT&T Mobility (Central Serv)						

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
	01-052-000-0000-6220		ADMIN MOBILE PHONE	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)			1 Transactions		
49.77		49.77				
52	DEPT Total:		Administration	2 Vendors	2 Transactions	
449.77						
90	DEPT		Attorney			
2390	Itasca Co Sheriff					
	01-090-000-0000-6264		SUB SERVICE 01CR23841	202302504	Sheriff Services	N
2390	Itasca Co Sheriff			1 Transactions		
75.00		75.00				
86235	The Office Shop Inc					
	01-090-000-0000-6405		OFFICE SUPPLIES	1135223-1	Office Supplies	N
86235	The Office Shop Inc			1 Transactions		
18.45		18.45				
90	DEPT Total:		Attorney	2 Vendors	2 Transactions	
93.45						
100	DEPT		Recorder			
86235	The Office Shop Inc					
	01-100-000-0000-6405		TONER-BLK (ABTRACTOR PRINTER)	1135947-0	Office Supplies	N
86235	The Office Shop Inc			1 Transactions		
212.46		212.46				
100	DEPT Total:		Recorder	1 Vendors	1 Transactions	
212.46						
110	DEPT		Courthouse Maintenance			
9561	Amazon Business					
	01-110-000-0000-6415		SHELF CLIPS/BLADES	1K47-QQXF-1GQY	Operational Supplies	N
	01-110-000-0000-6415		SAFTEY SCREWS/SILICONE SINKS	1N69-QW3F-1NLH	Operational Supplies	N
9561	Amazon Business			2 Transactions		
236.81		236.81				
15240	AT&T Mobility (Central Serv)					
	01-110-000-0000-6220		MAINT MOBILE PHONE	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)			1 Transactions		
49.77		49.77				
9757	Brightly Software, Inc					
	01-110-000-0000-6266		SOFTWARE TRAINING	INV-115632	Data Processing/Computer Services	N
	01-110-000-0000-6266		FACILITIES SOFTWARE	INV-124201	Data Processing/Computer Services	N
1,615.00		1,615.00				
8,810.79		8,810.79				

01/01/2023 12/31/2023

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
9757	Brightly Software, Inc			10,425.79		2 Transactions		
88628	Dalco Enterprises							
	01-110-000-0000-6422			486.39	GLOVES/CHARGER	4173983	Janitorial Supplies	N
	01-110-000-0000-6422			69.72	CAPS FOR KYVAC	4174030	Janitorial Supplies	N
	01-110-000-0000-6422			558.79	GLOVES,GARBAGE BAGS,MOP HANDLE	4174031	Janitorial Supplies	N
	01-110-000-0000-6422			123.43	BAGS, GLOVES	4176289	Janitorial Supplies	N
88628	Dalco Enterprises			1,238.33		4 Transactions		
9024	ETS Health							
	01-110-000-0000-6415			500.00	FLOOR COATING/ IT STRORAGE	53705	Operational Supplies	N
9024	ETS Health			500.00		1 Transactions		
2340	Hyytinen Hardware Hank							
	01-110-000-0000-6422			9.48	ISOPRPYL ALCOHOL, TOOTH BRUSH	14273	Janitorial Supplies	N
	01-110-000-0000-6415			2.55	BOLTS	14627	Operational Supplies	N
	01-110-000-0000-6415			3.18	PINS AND WASHERS	14824	Operational Supplies	N
	01-110-000-0000-6415			11.99	JOINT COMPOUND	14944	Operational Supplies	N
2340	Hyytinen Hardware Hank			27.20		4 Transactions		
10298	Riggs Outdoors							
	01-110-000-0000-6360			1,500.00	TREE TRIMMING, STUMP GRINDING	111323-1	Services, Labor, Contracts	Y
10298	Riggs Outdoors			1,500.00		1 Transactions		
90805	Temco							
	01-110-000-0000-6360			436.00	REPAIR SWEEPER MOUNT	28325	Services, Labor, Contracts	Y
90805	Temco			436.00		1 Transactions		
110	DEPT Total:			14,413.90	Courthouse Maintenance	8 Vendors	16 Transactions	
120	DEPT				Veterans Service			
90762	Aitkin Co License Center							
	01-120-000-0000-6374			20.25	VET VAN TAB RENEWAL	00-011346804	Auto & Trailer License	N
					02/29/2024 02/28/2026			
90762	Aitkin Co License Center			20.25		1 Transactions		
10097	Harms Monroe/Penny							
	01-120-000-0000-6330			25.09	TRAVEL TO DAV MTG/XMAS PARTY	12112023	Transportation/Travel/Parking	N
					12/11/2023 12/11/2023			

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10097	Harms Monroe/Penny		25.09		1 Transactions		
3518	Voyageur Press Of Mcgregor, Inc 01-120-000-0000-6230		47.00	V PRESS SUBSCRIPTION 12/14/2023 12/14/2023	48016	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		47.00		1 Transactions		
120	DEPT Total:		92.34	Veterans Service	3 Vendors	3 Transactions	
122	DEPT			Planning & Zoning			
111	Aitkin Co Soil & Water 01-122-000-0000-5305		15,000.00	2023 RIPARIAN PROTECT AID	2ND HALF 2023	Riparian Project Aid	N
	01-122-000-0000-5306		114,805.00	2023 AQUATIC ISP AID	2ND HALF 2023	Invasive Species State Grant 477A.19	N
111	Aitkin Co Soil & Water		129,805.00		2 Transactions		
117	Aitkin County Sheriff 01-122-000-0000-5306		20,000.00	2023 AQUATIC ISP AID (SHERIFF)	2ND HALF 2023	Invasive Species State Grant 477A.19	N
117	Aitkin County Sheriff		20,000.00		1 Transactions		
86222	Aitkin Independent Age 01-122-000-0000-6230		144.00	VRBO ORDINANCE	1360272	Printing, Publishing & Adv	Y
	01-122-000-0000-6230		77.55	SUBSCRIPTION	TAA210478	Printing, Publishing & Adv	Y
				01/18/2023 01/17/2024			
86222	Aitkin Independent Age		221.55		2 Transactions		
15142	Christensen/Charles 01-122-000-0000-6278		90.00	PC MEETING	121923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		61.57	PC MILEAGE	121923	BOA/PC Mileage	N
15142	Christensen/Charles		151.57		2 Transactions		
14832	Kulifaj / Stephen 01-122-000-0000-6278		100.00	PC MEETING	121923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		83.84	PC MILEAGE	121923	BOA/PC Mileage	N
14832	Kulifaj / Stephen		183.84		2 Transactions		
11990	Lange/David 01-122-000-0000-6278		100.00	PC MEETINGS	121923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		94.32	PC MILEAGE	121923	BOA/PC Mileage	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
11990	Lange/David		194.32		2 Transactions		
13424	Sonnee/Dennise J						
	01-122-000-0000-6278		90.00	PC MEETING	121923	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		47.82	PC MILEAGE	121923	BOA/PC Mileage	N
13424	Sonnee/Dennise J		137.82		2 Transactions		
10895	Westerlund/Laurie Ann						
	01-122-000-0000-6278		30.00	ONSITE MEETINGS	121923	Advisory Board/Committee Per Diem	N
	01-122-038-0000-6330		61.57	PC MILEAGE	121923	BOA/PC Mileage	N
10895	Westerlund/Laurie Ann		91.57		2 Transactions		
122	DEPT Total:		150,785.67	Planning & Zoning	8 Vendors	15 Transactions	
200	DEPT			Enforcement			
10347	Breach Point Consulting, Inc.						
	01-200-003-0000-6241		7,143.00	BREACH POINT TRAINING	12202023	Registration Fee	Y
10347	Breach Point Consulting, Inc.		7,143.00		1 Transactions		
3455	Motorola Inc						
	01-200-200-0000-6265		5,342.08	RADIO	1187113301	Programs	N
3455	Motorola Inc		5,342.08		1 Transactions		
10073	Robertson/Jolene						
	01-200-200-0000-6268		103.23	MLG-LSVCTF TRAINING IN DULUTH	12202023	Training, Development	N
10073	Robertson/Jolene		103.23		1 Transactions		
9930	SHI International Corp.						
	01-200-200-0000-6265		3,049.95	VIEWSONIC SMART BOARD	S58832307	Programs	N
9930	SHI International Corp.		3,049.95		1 Transactions		
13934	The Tire Barn						
	01-200-000-0000-6302		99.45	#214 OIL CHANGE	70881	Vehicle Maintenance	N
	01-200-000-0000-6302		70.68	#208 OIL CHANGE	70912	Vehicle Maintenance	N
13934	The Tire Barn		170.13		2 Transactions		
10930	Tidholm Productions						
	01-200-000-0000-6405		110.95	SIGN & RELEASE WT FORMS	35905710	Office Supplies	Y

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10930	Tidholm Productions			110.95		1 Transactions		
200	DEPT Total:			15,919.34	Enforcement	6 Vendors	7 Transactions	
252	DEPT				Corrections			
9808	Performance Foodservice							
	01-252-000-0000-6418			3,181.04	GROCERIES	762092	Groceries	N
	01-252-000-0000-6418			2,882.71	GROCERIES	771664	Groceries	N
9808	Performance Foodservice			6,063.75		2 Transactions		
252	DEPT Total:			6,063.75	Corrections	1 Vendors	2 Transactions	
391	DEPT				Solid Waste			
248	Association of Mn Counties							
	01-391-000-0000-6241			425.00	AMC CONFERENCE	75791	Registration Fee	N
248	Association of Mn Counties			425.00		1 Transactions		
7062	Kern Excavating LLC							
	01-391-000-0000-6360			1,200.00	PALISADE GRAVEL PAD	121923	Services, Labor, Contracts	Y
	01-391-000-0000-6405			2,280.00	70 YARDS DIRT/40 YARDS CLASS 5	121923	Office, Film, & Field Supplies	Y
7062	Kern Excavating LLC			3,480.00		2 Transactions		
391	DEPT Total:			3,905.00	Solid Waste	2 Vendors	3 Transactions	
500	DEPT				Library And Historical Society			
9764	Gerber/Marcia Lynn							
	01-500-500-0000-6278			420.00	ECRL BRD MTGS (12@\$35)	12/14/2023	Advisory Board/Committee Per Diem	Y
					01/01/2023 12/31/2023			
9764	Gerber/Marcia Lynn			420.00		1 Transactions		
500	DEPT Total:			420.00	Library And Historical Society	1 Vendors	1 Transactions	
601	DEPT				Extension			
89471	Aitkin Co 4-H Council							
	01-601-551-0000-5840			720.00	PLAT BOOKS (777-795)	777-795	4-H Plat Book Sales	N
89471	Aitkin Co 4-H Council			720.00		1 Transactions		

Aitkin County



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

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
601	DEPT Total:		720.00	Extension	1 Vendors	1 Transactions
711	DEPT		Economic Development			
15240	AT&T Mobility (Central Serv)					
	01-711-000-0000-6220		44.73	ECON DEV PHONE	287298817699	Telephone N
15240	AT&T Mobility (Central Serv)		44.73	1 Transactions		
711	DEPT Total:		44.73	Economic Development	1 Vendors	1 Transactions
1	Fund Total:		209,378.27	General Fund		95 Transactions

Aitkin County



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

2 Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
200	DEPT		Enforcement			
	1333 Dell Marketing L.P.					
	02-200-190-0000-6485		2,059.89	207 LAPTOP	SH-121323-CJS	Computer/Technology Supplies N
	1333 Dell Marketing L.P.		2,059.89	1 Transactions		
200	DEPT Total:		2,059.89	Enforcement	1 Vendors	1 Transactions
2	Fund Total:		2,059.89	Reserves Fund		1 Transactions

Aitkin County



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

11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
939	DEPT		County Surveyor			
	9561 Amazon Business					
	11-939-000-0000-6450		58.39	FASITE TOOL BAG	1PDG-HHXR-RD9C	Supplies
	9561 Amazon Business		58.39	1 Transactions		N
	9093 Intuicom Inc.					
	11-939-000-0000-6610		299.00	REP 4G/LTE DUAL MODE MAG ANTEN	16335	Equipment
	9093 Intuicom Inc.		299.00	1 Transactions		N
939	DEPT Total:		357.39	County Surveyor	2 Vendors	2 Transactions
11	Fund Total:		357.39	Forest Development		2 Transactions

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

13 Taxes & Penalties

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
943	DEPT			Taxes And Penalties			
999999000	BRADLEY HENKEL 13-943-000-0000-2001		156.52	PROPERTY TAX OVERPAYMENT - 3 1 Transactions	3117	Cur - Property Taxes	N
999999000	BRADLEY HENKEL		156.52				
999999000	CAITLYN WICK 13-943-000-0000-2001		446.57	PROPERTY TAX OVERPAYMENT - 3 1 Transactions	3119	Cur - Property Taxes	N
999999000	CAITLYN WICK		446.57				
999999000	LAURIE DEUTSCH 13-943-000-0000-2001		56.18	PROPERTY TAX OVERPAYMENT - 3 1 Transactions	3118	Cur - Property Taxes	N
999999000	LAURIE DEUTSCH		56.18				
999999000	TERRI TOMS 13-943-000-0000-2001		230.00	PROPERTY TAX OVERPAYMENT - 3 1 Transactions	3116	Cur - Property Taxes	N
999999000	TERRI TOMS		230.00				
943	DEPT Total:		889.27	Taxes And Penalties	4 Vendors	4 Transactions	
13	Fund Total:		889.27	Taxes & Penalties		4 Transactions	

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Aitkin County



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

21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT 12182 Northwoods Quads 21-520-000-0000-6802	Q	6,712.39	Parks OHV HILL CITY	00866614	Trail Grants-State	N
	12182 Northwoods Quads		6,712.39	1 Transactions			
520	DEPT Total:		6,712.39	Parks	1 Vendors	1 Transactions	
21	Fund Total:		6,712.39	Parks		1 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
716	DEPT 9085 Climate Makers Inc 22-716-000-0000-6818		42,317.00	American Rescue Plan - COVID			
	9085 Climate Makers Inc		42,317.00	FRF - LLCC CONTROLS 1 Transactions	12006	Category: Revenue Replacement	N
716	DEPT Total:		42,317.00	American Rescue Plan - COVID	1 Vendors	1 Transactions	
22	Fund Total:		42,317.00	Coronavirus Relief Fund		1 Transactions	
	Final Total:		261,714.21	60 Vendors	104 Transactions		

Aitkin County

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



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	209,378.27	General Fund
2	2,059.89	Reserves Fund
11	357.39	Forest Development
13	889.27	Taxes & Penalties
21	6,712.39	Parks
22	42,317.00	Coronavirus Relief Fund
All Funds	261,714.21	Total

Approved by,

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
12	DEPT			Court Administration			
4640	Stearns County Sheriff's Dept 01-012-000-0000-6265	AP	70.00	SERVICE 01-JV-23-825	124	Sheriff Services	N
4640	Stearns County Sheriff's Dept		70.00	1 Transactions			
12	DEPT Total:		70.00	Court Administration	1 Vendors	1 Transactions	
40	DEPT			Auditor			
14071	Marco Technologies LLC 01-040-000-0000-6266	AP	38.00	OFFICE 365 SUBSCRIPTION	INV11986105	Data Processing/Computer Services	Y
14071	Marco Technologies LLC		38.00	1 Transactions			
40	DEPT Total:		38.00	Auditor	1 Vendors	1 Transactions	
42	DEPT			Treasurer			
14330	US Bank 01-042-000-0000-6342	AP	100.00	RICOH CONTRACT	518983952	Office Equipment Rental/Contracts	N
14330	US Bank		100.00	1 Transactions			
42	DEPT Total:		100.00	Treasurer	1 Vendors	1 Transactions	
43	DEPT			Assessor			
86235	The Office Shop Inc 01-043-000-0000-6405	AP	11.72	24 PK AA BATTS	1136207-0	Office Supplies	N
86235	The Office Shop Inc		11.72	1 Transactions			
43	DEPT Total:		11.72	Assessor	1 Vendors	1 Transactions	
49	DEPT			Information Technologies			
248	Association of Mn Counties 01-049-000-0000-6240		1,687.00	2024 MNCITLA DUES	MNCITLA2024	Membership/Dues/Association Fees	N
248	Association of Mn Counties		1,687.00	1 Transactions			
14071	Marco Technologies LLC 01-049-000-0000-6266	AP	1,890.35	OFFICE 365 SUBSCRIPTION	INV11986105	Software Fees/License Fees	Y
14071	Marco Technologies LLC		1,890.35	1 Transactions			

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc 01-049-000-0000-6283	AP	46.23	IT COPIER MAINTENANCE 09/06/2023 12/05/2023	329812-0	Programming, Services, Contracts	N
86235	The Office Shop Inc		46.23	1 Transactions			
49	DEPT Total:		3,623.58	Information Technologies	3 Vendors	3 Transactions	
90	DEPT			Attorney			
14071	Marco Technologies LLC 01-090-000-0000-6266	AP	228.00	OFFICE 365 SUBSCRIPTION	INV11986105	Computer Research	Y
14071	Marco Technologies LLC		228.00	1 Transactions			
91025	Otter Tail County Sheriff's Office 01-090-000-0000-6264	AP	83.00	SUBPOENA - UHREN	20231512	Sheriff Services	N
91025	Otter Tail County Sheriff's Office		83.00	1 Transactions			
90	DEPT Total:		311.00	Attorney	2 Vendors	2 Transactions	
122	DEPT			Planning & Zoning			
90762	Aitkin Co License Center 01-122-000-0000-6374		21.25	2016 FORD TABS 02/29/2024 02/28/2026	00015186040	Auto & Trailer License	N
	01-122-000-0000-6374		21.25	2012 CHEVY TABS 02/29/2024 02/28/2026	00017290992	Auto & Trailer License	N
	01-122-000-0000-6374		21.25	2017 FORD TABS 02/29/2024 02/28/2026	00029362871	Auto & Trailer License	N
	01-122-000-0000-6374		21.25	2016 FORD TABS 02/24/2024 02/28/2026	00043491471	Auto & Trailer License	N
90762	Aitkin Co License Center		85.00	4 Transactions			
86222	Aitkin Independent Age 01-122-000-0000-6230	AP	51.00	JAN BOA	1361493	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		51.00	1 Transactions			
15194	Burton/Kimberly 01-122-000-0000-6268		470.00	SSTS TRAINING	7	Staff Training, Development	N
15194	Burton/Kimberly		470.00	1 Transactions			

Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3810	Paulbeck's County Market						
	01-122-000-0000-6302	AP	30.00	CAR WASHES (5)	9277342	Vehicle Maintenance	N
3810	Paulbeck's County Market		30.00	1 Transactions			
122	DEPT Total:		636.00	Planning & Zoning	4 Vendors	7 Transactions	
257	DEPT			Community Corrections			
9561	Amazon Business						
	01-257-000-0000-6405	AP	121.67	OFFICE SUPPLIES	1QJT-N6YP-GPMX	Office Supplies	N
				12/23/2023 12/23/2023			
9561	Amazon Business		121.67	1 Transactions			
14563	Anoka County Corrections						
	01-257-255-0000-6269	AP	8,972.00	RJC CONTRACT SEC JUV DET	DEC 2023	Juvenile Detention	N
				12/01/2023 12/31/2023			
14563	Anoka County Corrections		8,972.00	1 Transactions			
248	Association of Mn Counties						
	01-257-251-0000-6241	AP	500.00	MACCAC CONF (KG & 3 ADV BRD)	66305-66308	Registration Fee	N
				10/11/2023 10/13/2023			
248	Association of Mn Counties		500.00	1 Transactions			
86235	The Office Shop Inc						
	01-257-000-0000-6405	AP	23.52	OFFICE SUPPLIES	1136014-0	Office Supplies	N
86235	The Office Shop Inc		23.52	1 Transactions			
257	DEPT Total:		9,617.19	Community Corrections	4 Vendors	4 Transactions	
391	DEPT			Solid Waste			
90762	Aitkin Co License Center						
	01-391-000-0000-6374		21.25	2018 FORD TABS	00039154322	Auto & Trailer License	N
				02/29/2024 02/28/2026			
90762	Aitkin Co License Center		21.25	1 Transactions			
2953	MACPZA						
	01-391-000-0000-6240	AP	170.00	MEMBERSHIP DUES	122723	Membership/Dues/Association Fees	N
				01/01/2024 12/31/2024			

Aitkin County



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

1 General Fund

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
					Service Dates	Paid On Bhf #	On Behalf of Name	
2953	MACPZA			170.00		1 Transactions		
391	DEPT Total:			191.25	Solid Waste	2 Vendors	2 Transactions	
711	DEPT				Economic Development			
9847	KK Advertising Inc.							
	01-711-000-0000-6230	AP		65.00	NATURALLY BETTER DESIGN WORK	0009502	Printing, Publishing & Adv	N
9847	KK Advertising Inc.			65.00		1 Transactions		
711	DEPT Total:			65.00	Economic Development	1 Vendors	1 Transactions	
1	Fund Total:			14,663.74	General Fund		23 Transactions	

Aitkin County



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

2 Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
60	DEPT		Elections			
13129	SeaChange Printing & Marketing Serv LLC					
	02-060-000-0000-6800	AP	6,500.00	PNP ESTIMATED POSTAGE	42669	Election Reserve Expense Y
13129	SeaChange Printing & Marketing Serv LLC		6,500.00	1 Transactions		
60	DEPT Total:		6,500.00	Elections	1 Vendors	1 Transactions
2	Fund Total:		6,500.00	Reserves Fund		1 Transactions

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
301	DEPT					R&B Administration			
783	Canon Financial Services, Inc	03-301-000-0000-6342	AP	P	192.60	CONTRACT CHARGE-DEC 23	31753545	Office Equipment Rental/Contracts	N
783	Canon Financial Services, Inc				192.60	1 Transactions			
14071	Marco Technologies LLC	03-301-000-0000-6266	AP		190.00	OFFICE 365 SUBSCRIPTION	INV11986105	Data Processing/Computer Services	Y
14071	Marco Technologies LLC				190.00	1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc	03-301-000-0000-6405	AP		47.00	YEAR SUBSCRIPTION	48011	Office Supplies	N
3518	Voyageur Press Of Mcgregor, Inc				47.00	1 Transactions			
5097	Welle/John Thomas	03-301-000-0000-6330	AP	P	7.50	MCEA BOD MTG - PARKING	76355950	Highway Travel	N
5097	Welle/John Thomas				7.50	1 Transactions			
301	DEPT Total:				437.10	R&B Administration	4 Vendors	4 Transactions	
303	DEPT					R&B Highway Maintenance			
90762	Aitkin Co License Center	03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1F9FX1425M107207	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FD0W5HT2LEE477	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FD8W3B66BEA79E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FDUF4GY5HED18E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FDWF36Y88EE416	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FT7X2B61JEC643Z	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FT7X2B63JEC643Z	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTEX1E81AKE107E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTEX1EB2LKF176E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTEX1EM3EKE13E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTFW1E82AFC371	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTFX1EFXFFD088E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTPX12VX8FB813E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1FTRX14W58FC072	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1GC2KXCG3CZ177E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1GCRYDED2NZ177E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1GTEK19B26Z1866E	Repair & Maintenance Supplies	N
		03-303-000-0000-6590			21.25	2024 VEHICLE REGISTRATION	1GTV2LEH2GZ1466E	Repair & Maintenance Supplies	N

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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1GTV2LEHXGZ1477	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1HSDJAPR1FH5281	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1HTGRSJT1CJ6346	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1HTGRSJT3CJ6346	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1HTGRSJT5CJ6346	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1HTGRSJT7CJ6346	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2AX09C5GM0315	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2AX09C7GM0315	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2AX09C9GM0315	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2AX11C0AM0012	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GC1KM011	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GC1LM011	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GC1NM028	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GC3NM028	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GC5KM011	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1M2GR3GCXNM028	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	1R9BD423XS10510	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	2FTRF18W04CA572	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	2FZHDJBB2YAB128	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	3GTU9AEFXMG244	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	4KNBF3432NL1626	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	4KNFT2431EL16218	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	4ZYBD423211000233	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	5FTDA292871027973	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	5SHFD222XMN0017	Repair & Maintenance Supplies	N
03-303-000-0000-6590				21.25	2024 VEHICLE REGISTRATION	DPSMN890723	Repair & Maintenance Supplies	N
90762	Aitkin Co License Center			935.00				
					44 Transactions			
10447	American Steel Supply LLC							
	03-303-000-0000-6521	AP	P	3,238.60	MAILBOX SUPPORT SUPPLIES	118286	Maintenance Supplies	N
10447	American Steel Supply LLC			3,238.60				
					1 Transactions			
86467	Auto Value Aitkin							
	03-303-000-0000-6417	AP	P	77.22	AITKIN SHOP SUPPLIES	40232552	Shop/Building Maintenance	N
86467	Auto Value Aitkin			77.22				
					1 Transactions			
11895	Cargill, Incorporated							
	03-303-000-0000-6518	AP	P	1,679.03	DE-ICING SALT	2908833530	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	3,539.52	DE-ICING SALT	2908839649	De-Icing Salt	N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6518	AP	P	5,427.77	DE-ICING SALT	2908848720	De-Icing Salt	N
11895	Cargill, Incorporated			10,646.32				
					3 Transactions			
163	Charter Communications Holdings LLC							
	03-303-000-0000-6220	AP		142.55	PHONE: HWY OFFICE DEC/JAN	175592901121423	Telephone	N
163	Charter Communications Holdings LLC			142.55				
					1 Transactions			
14887	Cintas Corporation							
	03-303-000-0000-6360	AP	P	12.89	SHOP LAUNDRY	4177429971	Services, Labor, Contracts	N
	03-303-000-0000-6360	AP	P	15.16	SHOP LAUNDRY	4178169797	Services, Labor, Contracts	N
14887	Cintas Corporation			28.05				
					2 Transactions			
5893	CTC							
	03-303-000-0000-6254	AP		350.00	HIGH SPEED INTERNET	21310612	Utilities-Gas and Electric	N
5893	CTC			350.00				
					1 Transactions			
1430	Dotzler Power Equipment							
	03-303-000-0000-6417	AP	P	26.95	MCGRATH SHOP SUPPLIES	36427	Shop/Building Maintenance	N
	03-303-000-0000-6417	AP	P	654.48	AITKIN SHOP	36474	Shop/Building Maintenance	N
1430	Dotzler Power Equipment			681.43				
					2 Transactions			
7935	East Central Energy							
	03-303-000-0000-6254	AP	P	100.94	NOV/DEC POWER-MCGRATH	35018290	Utilities-Gas and Electric	N
	03-303-000-0000-6254	AP	P	45.66	NOV/DEC POWER-STREET LIGHT	35018408	Utilities-Gas and Electric	N
7935	East Central Energy			146.60				
					2 Transactions			
13008	East Side Oil Companies, Inc							
	03-303-000-0000-6417	AP	P	45.00	AITKIN SHOP	R108796	Shop/Building Maintenance	N
13008	East Side Oil Companies, Inc			45.00				
					1 Transactions			
7060	Federated Co-Ops Inc.							
	03-303-000-0000-6423	AP	P	567.37	MCGREGOR SHOP PROPANE	2023087	Fuel for Buildings	N
7060	Federated Co-Ops Inc.			567.37				
					1 Transactions			
1818	Glen's Sign Design							
	03-303-000-0000-6516	AP	P	480.00	E-911 STREET SIGNAGE	1121	Signs & Posts	Y
1818	Glen's Sign Design			480.00				
					1 Transactions			
8775	Itasca Co Highway Dept							

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		03-303-000-0000-6825	AP		1,820.00	2022 BLADING 2.6 MILES		1604		Maintenance Agreements		N
		03-303-000-0000-6825	AP	P	2,030.00	2022/2023 PLOWING 2.9 MILES		1604		Maintenance Agreements		N
8775	Itasca Co Highway Dept				3,850.00				2			
12002	Johnson/Carter											
		03-303-000-0000-6181	AP	P	129.95	WORKBOOT REIMBURSEMENT		CATFOOTWEAR		Safety Footwear Allowance		N
12002	Johnson/Carter				129.95				1			
2831	Little Falls Machine Inc											
		03-303-000-0000-6590	AP	P	1,170.20	REPAIR PARTS		369867		Repair & Maintenance Supplies		N
2831	Little Falls Machine Inc				1,170.20				1			
15300	MCGREGOR ACE HARDWARE											
		03-303-000-0000-6417	AP	P	15.29	MCGREGOR SHOP SUPPLIES		A96942		Shop/Building Maintenance		N
15300	MCGREGOR ACE HARDWARE				15.29				1			
12927	Midwest Machinery Co.											
		03-303-000-0000-6590	AP	P	262.92	REPAIR PARTS		9883410		Repair & Maintenance Supplies		N
12927	Midwest Machinery Co.				262.92				1			
3160	Mille Lacs Energy Coop-Albert Lea											
		03-303-000-0000-6254	AP	P	622.86	POWER: PALISADE		185202601		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.33	169 & CSAH 3		192301001		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 5		273501502		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	147.26	POWER: MCGREGOR		295300301		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 8		300601202		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 4		323200702		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	491.58	POWER: AITKIN		335200702		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 17		336503101		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	77.87	169 & CSAH 28		396202201		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	42.40	CSAH 12		400600001		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 12		465602302		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.00	CSAH 11		480900902		Utilities-Gas and Electric		N
		03-303-000-0000-6254	AP	P	71.76	47 & CSAH 2		545110401		Utilities-Gas and Electric		N
3160	Mille Lacs Energy Coop-Albert Lea				1,951.06				13			
3555	Newman Signs Inc											
		03-303-000-0000-6516	AP	P	806.92	RESIDENTIAL E-911 SIGNS		TRFINV051481		Signs & Posts		N

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
3555	Newman Signs Inc				806.92						
							1 Transactions				
8446	Northern Star Coop Service										
	03-303-000-0000-6423		AP	P	1,074.28	LP: SWATARA SHOP		21588		Fuel for Buildings	N
8446	Northern Star Coop Service				1,074.28		1 Transactions				
10720	Nuss Truck Group Inc										
	03-303-000-0000-6590		AP	P	610.34	REPAIR PARTS		PSO061274-1		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	656.62	REPAIR PARTS-FILTERS		PSO061274-1		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	282.33	REPAIR PARTS		PSO064647-1		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	168.61-	REPAIR PARTS		PSR002174-1		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	181.39-	REPAIR PARTS-FILTERS		PSR002174-1		Repair & Maintenance Supplies	N
10720	Nuss Truck Group Inc				1,199.29		5 Transactions				
10412	O'Reilly Auto Parts										
	03-303-000-0000-6590		AP	P	83.59	REPAIR PARTS		1878-173560		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	55.31	REPAIR PARTS		1878-173671		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	356.04	REPAIR PARTS		1878-173677		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	4.49	REPAIR PARTS		1878-173820		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	44.00-	REPAIR PARTS		1878-174034		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	30.39	REPAIR PARTS		1878-174126		Repair & Maintenance Supplies	N
10412	O'Reilly Auto Parts				485.82		6 Transactions				
8537	Powerplan OIB										
	03-303-000-0000-6590		AP	P	2,012.01	REPAIR PARTS		2294375		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	366.68	REPAIR PARTS-FILTERS		2295645		Repair & Maintenance Supplies	N
8537	Powerplan OIB				2,378.69		2 Transactions				
3950	Public Utilities										
	03-303-000-0000-6254		AP	P	57.15	HWY 47 & CR 12		1686-00		Utilities-Gas and Electric	N
	03-303-000-0000-6254		AP	P	48.27	HWY 210 W & CR 28		59455-00		Utilities-Gas and Electric	N
	03-303-000-0000-6254		AP	P	71.18	AITKIN SHOP:WATER		63335-00		Utilities-Gas and Electric	N
	03-303-000-0000-6254		AP	P	52.06	HWY 201/169 E & CR 12		63388-00		Utilities-Gas and Electric	N
3950	Public Utilities				228.66		4 Transactions				
8230	State Of Minnesota										
	03-303-000-0000-6590		AP	P	50.00	2024-J BOBENMOYER		2024		Repair & Maintenance Supplies	N
8230	State Of Minnesota				50.00		1 Transactions				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
90805	Temco	AP	P	771.00	AITKIN SHOP	28389	Shop/Building Maintenance	Y
	03-303-000-0000-6417							
90805	Temco			771.00	1 Transactions			
86235	The Office Shop Inc	AP	P	26.58	PALISADE SHOP SUPPLIES	329573-0	Shop/Building Maintenance	N
	03-303-000-0000-6417							
86235	The Office Shop Inc			26.58	1 Transactions			
12788	Timmer Implement of Aitkin	AP	P	89.02	REPAIR PARTS	IA24877	Repair & Maintenance Supplies	N
	03-303-000-0000-6590							
12788	Timmer Implement of Aitkin			89.02	1 Transactions			
8364	Towmaster	AP	P	623.59	REPAIR PARTS	465612	Repair & Maintenance Supplies	N
	03-303-000-0000-6590							
8364	Towmaster			623.59	1 Transactions			
7018	Town Of Macville Treasurer	AP	P	700.00	MAY-JULY 2023 BLADING	804075	Maintenance Supplies	N
	03-303-000-0000-6521							
7018	Town Of Macville Treasurer			700.00	1 Transactions			
10354	TURNER/JOHN	AP		195.00	WORK BOOT REIMBURSEMENT	L&M FLEET	Safety Footwear Allowance	N
	03-303-000-0000-6181							
10354	TURNER/JOHN			195.00	1 Transactions			
9793	TVEIT/NICK	AP		195.00	WORK BOOT REIMBURSEMENT	FLEET FARM	Safety Footwear Allowance	N
	03-303-000-0000-6181							
9793	TVEIT/NICK			195.00	1 Transactions			
9642	WEX BANK - Highway Dept	AP	P	128.13	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570							
	03-303-000-0000-6570	AP	P	45.74	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	337.28	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	221.75	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	92.91	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	313.41	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	71.37	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	230.72	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	911.34	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	605.92	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N

Aitkin County



3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6570	AP	P	260.17	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	260.92	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	451.07	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	313.98	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	154.92	GASOLINE	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	3.27	SHOP SUPPLIES	0496-00-360070-7	Motor Fuel & Lubricants	N
	03-303-000-0000-6570	AP	P	53.01-	REBATE	0496-00-360070-7	Motor Fuel & Lubricants	N
9642	WEX BANK - Highway Dept			4,349.89				17 Transactions
13856	WHITE/PAUL							
	03-303-000-0000-6181	AP	P	174.95	WORK BOOTS REIMBURSEMENT	SCHEELS	Safety Footwear Allowance	N
13856	WHITE/PAUL			174.95				1 Transactions
10196	Yanmar CE NA							
	03-303-000-0000-6590	AP	P	328.89	REPAIR PARTS	652332	Repair & Maintenance Supplies	N
10196	Yanmar CE NA			328.89				1 Transactions
303	DEPT Total:			38,395.14	R&B Highway Maintenance	35 Vendors	125 Transactions	
307	DEPT				R&B Capital Infrastructure			
86222	Aitkin Independent Age							
	03-307-000-0000-6230	AP	P	104.63	AD FOR BID	1362379	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age			104.63				1 Transactions
10350	LEMIRE/JERALD E & RUTH N							
	03-307-000-0000-6362	AP	P	500.00	RIGHT OF WAY PARCEL NO 4	PARCEL NO 4	Right Of Way	S
10350	LEMIRE/JERALD E & RUTH N			500.00				1 Transactions
5128	Widseth Smith & Nolting Inc							
	03-307-000-0000-6269	AP	P	7,225.00	PROFESSIONAL SERVICES	227353	Professional Services	N
5128	Widseth Smith & Nolting Inc			7,225.00				1 Transactions
14998	WSB & Associates, Inc.							
	03-307-000-0000-6269	AP	P	4,199.14	BIT PLANT INSP/PM/MILEAGE	R-023149-000-3	Professional Services	N
	03-307-000-0000-6269	AP	P	12,174.53	BIT PLANT INSP/PM/MILEAGE	R-023149-000-4	Professional Services	N
14998	WSB & Associates, Inc.			16,373.67				2 Transactions

Aitkin County



Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT Total:			24,203.30	R&B Capital Infrastructure	4 Vendors	5 Transactions	
308	DEPT				R&B Equipment & Facilities			
1430	Dotzler Power Equipment							
	03-308-000-0000-6610	AP	P	1,299.00	PUSH SNOW BLOWER	36422	Equipment	N
1430	Dotzler Power Equipment			1,299.00		1 Transactions		
308	DEPT Total:			1,299.00	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:			64,334.54	Road & Bridge		135 Transactions	

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
921	DEPT			Co. Development			
4989	Austin Powder 10-921-000-0000-6360	AP	721.20	ROCKSTAR INST AUSTINITE 15 50#	2148737	Miscellaneous-Services	N
4989	Austin Powder		721.20	1 Transactions			
921	DEPT Total:		721.20	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
9747	Haugly/Bryan 10-923-000-0000-6181	AP	195.00	2023 BOOT ALLOWANCE	122023	Safety Footwear Allowance	N
9747	Haugly/Bryan		195.00	1 Transactions			
14071	Marco Technologies LLC 10-923-000-0000-6266	AP	285.00	OFFICE 365 SUBSCRIPTION	INV11986105	Data Processing/Computer Services	Y
14071	Marco Technologies LLC		285.00	1 Transactions			
923	DEPT Total:		480.00	Forfeited Tax Sales	2 Vendors	2 Transactions	
10	Fund Total:		1,201.20	Trust		3 Transactions	

Aitkin County



11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
939	DEPT			County Surveyor			
9561	Amazon Business 11-939-000-0000-6405	AP	70.29	TONER CARTRIDGE COLOR	1L9K-RGTF-GPWJ	Office Supplies	N
	9561 Amazon Business		70.29	1 Transactions			
15063	Chapter II MSPS 11-939-000-0000-6240		40.00	R. QUALE 2024 DUES	122023	Membership/Dues/Association Fees	N
	15063 Chapter II MSPS		40.00	1 Transactions			
14747	MSPS 11-939-000-0000-6240		300.00	R. QUALE 2024 MEMBERSHIP	300004539	Membership/Dues/Association Fees	N
	14747 MSPS		300.00	1 Transactions			
10412	O'Reilly Auto Parts 11-939-000-0000-6450	AP	15.98	2 AP00316B BATTERY	1878-173696	Supplies	N
	10412 O'Reilly Auto Parts		15.98	1 Transactions			
86235	The Office Shop Inc 11-939-000-0000-6405	AP	12.99	CEN FLASH DRIVE USB 16GB	329587-0	Office Supplies	N
	86235 The Office Shop Inc		12.99	1 Transactions			
939	DEPT Total:		439.26	County Surveyor	5 Vendors	5 Transactions	
11	Fund Total:		439.26	Forest Development		5 Transactions	

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
9561	Amazon Business 19-521-000-0000-6454	AP	532.94	MATERIALS FOR HANDMADE STUFF	1PY9-3QK1-3MKN	Commissary Supplies-Non Jail	N
9561	Amazon Business		532.94	1 Transactions			
11419	Beaudry Oil & Service, Inc. 19-521-000-0000-6254	AP	362.98	PROPANE - STAFF HOUSE	2516879	Utilities-Gas and Electric	N
	19-521-000-0000-6254	AP	626.65	PROPANE - DINING HALL	43520507	Utilities-Gas and Electric	N
11419	Beaudry Oil & Service, Inc.		989.63	2 Transactions			
10139	Nature Planet, Inc 19-521-000-0000-6454	AP	2,202.65	STUFFIES FOR CANTEEN	S-INV013807	Commissary Supplies-Non Jail	N
10139	Nature Planet, Inc		2,202.65	1 Transactions			
14812	SCI Broadband/Savage Communications 19-521-000-0000-6220	AP	685.80	PHONE AND INTERNET 01/01/2024 01/31/2024	024-033167	Telephone	N
14812	SCI Broadband/Savage Communications		685.80	1 Transactions			
10189	Solomon Strategies Group/CFE 19-521-000-0000-6360	AP	5,000.00	OSFA LOBBYING	6123253009	Services, Labor, Contracts	Y
10189	Solomon Strategies Group/CFE		5,000.00	1 Transactions			
9431	Waterford Publishing Group, LLC 19-521-000-0000-6454	AP	495.45	BOOKS FOR CANTEEN SALES	45670	Commissary Supplies-Non Jail	N
9431	Waterford Publishing Group, LLC		495.45	1 Transactions			
521	DEPT Total:		9,906.47	LLCC Administration	6 Vendors	7 Transactions	
522	DEPT			LLCC Education			
10352	Central Cross Country Skiing 19-522-000-0000-6431	AP	750.00	ADAPTIVE SKIIS. ALREADY REIMB	M03092023	Educational Supplies	Y
10352	Central Cross Country Skiing		750.00	1 Transactions			
10353	Creating Ability 19-522-000-0000-6431	AP	2,445.00	ADAPTIVE CANOE. ALREADY REIMB	3575	Educational Supplies	Y
10353	Creating Ability		2,445.00	1 Transactions			

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Audit List for Board

COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation Cen

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
522	DEPT Total:		3,195.00	LLCC Education	2 Vendors	2 Transactions
19	Fund Total:		13,101.47	Long Lake Conservation Center		9 Transactions
	Final Total:		100,240.21	81 Vendors	176 Transactions	

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	14,663.74	General Fund
2	6,500.00	Reserves Fund
3	64,334.54	Road & Bridge
10	1,201.20	Trust
11	439.26	Forest Development
19	13,101.47	Long Lake Conservation Center
All Funds	100,240.21	Total

Approved by,

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Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5462 Bremer Bank (Elan ACH)							
20	01-280-003-0000-6335		24.00	303 EM MEETING	008274	Gas/Vehicle Fuel Charges	N
35	01-001-000-0000-6241		575.00	REF#85943 KEARNEY NACO REG FEE 12/06/2023 12/05/2024	0153	Registration Fee	N
34	01-052-000-0000-6240		307.80	REF#44825 CISCO/WEBEX YEAR FEE 12/06/2023 12/05/2024	0153	Membership/Dues/Association Fees	N
15	01-200-200-0000-6265		21.44-	REIMBURSE SALES TAX - UC TRUCK	078480	Programs	N
22	01-200-000-0000-6460		98.55	STOCKING CAPS	106027	Deputy Supplies	N
48	01-200-200-0000-6265		372.47	BLACKHAWK STRIKE DROP LEG-6	11080499	Programs	N
4	01-391-000-0000-6330		15.00	PARKING - AMC CONFERENCE	121223	Transportation/Travel/Parking	N
5	01-257-000-0000-6332		172.54	HOTEL AMC CONF/MACCAC 12/04/2023 12/05/2023	1245318	Hotel / Motel Lodging	N
6	01-257-000-0000-6332		25.00	HOTEL PARKING AMC CONF/MACCAC 12/04/2023 12/05/2023	1245318	Hotel / Motel Lodging	N
17	01-200-003-0000-6339		17.26	#214 MEAL - DMT TRAINNG	30022	Meals (Overnight)	N
27	01-001-000-0000-6332		775.16	REF#32434, 37567, 93734	3014	Hotel / Motel Lodging	N
28	01-001-000-0000-6332		678.43	REF# 27751	3014	Hotel / Motel Lodging	N
29	01-052-000-0000-6332		430.52	REF#14208- HOTEL STAY	3022	Hotel / Motel Lodging	N
30	01-052-000-0000-6339		39.21	REF#66405- HOTEL MEAL	3022	Meals (Overnight)	N
50	01-001-000-0000-6332		658.66	LEIVISKA HOTEL 12/03-12/06 12/03/2023 12/06/2023	3048	Hotel / Motel Lodging	N
3	01-391-000-0000-6335		30.67	KWIK TRIP - AMC CONFERENCE	4148785	Gas/Vehicle Fuel Charges	N
32	01-001-000-0000-6332		476.19	REF#96188- HOTEL STAY	4174	Hotel / Motel Lodging	N
31	01-001-000-0000-6339		22.41	REF#21152- HOTEL MEAL	4174	Meals (Overnight)	N
33	01-053-000-0000-6360		191.00	DEC. 2023 RACARIE SOFTWARE 12/01/2023 01/01/2024	4439	Services, Labor, Contracts	N
18	01-200-003-0000-6335		26.04	LANA NIBRS TRAINING	446730	Gas/Vehicle Fuel Charges	N
47	01-043-000-0000-6268		450.00	ALP REGISTRATION (TRAINING)	5507	Staff Training, Development	N
46	01-043-000-0000-6405		16.02	APPLE JUMP DESKTOP	5507	Office Supplies	N
21	01-200-003-0000-6332		196.40	221 MSA CONFERENCE	673027	Hotel / Motel Lodging	N
1	01-391-000-0000-6339		8.99	BREAKFAST - AMC CONFERENCE	74913	Meals (Overnight)	N
2	01-391-000-0000-6332		141.58	HOLIDAY INN - AMC CONFERENCE	74914	Hotel / Motel Lodging	N
7	01-049-000-0000-6332		500.22	VLAD FOR MN IT SYMPOSIUM	84810311	Hotel / Motel Lodging	N
45	01-257-251-0000-6339		16.80	CONFERENCE -MEAL 12/04/2023 12/05/2023	8578	Meals (Overnight)	N
19	01-200-003-0000-6335		28.65	JEN O PORTALS TRAINING	9058415	Gas/Vehicle Fuel Charges	N
8	01-049-000-0000-6332		542.38	MAX HOTEL MN IT GOV SYMPOSIUM	90643058	Hotel / Motel Lodging	N
26	01-711-000-0000-6240		42.40	CONSTANT CONTACT FEE 10/21/2023 12/20/2023	9370	Membership/Dues/Association Fees	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
25	01-711-000-0000-6241		225.00	COURSE ENROLLMENT 2024	9370	Registration Fee	N
16	01-200-003-0000-6332		232.40	#214 DMT TRAINING	97571195	Hotel / Motel Lodging	N
51	01-049-000-0000-6266		213.87	DECEMBER AZURESTACK	G034898666	Software Fees/License Fees	N
52	01-200-003-0000-6332		206.08	#217 MSA CONFERENCE	IN672884	Hotel / Motel Lodging	N
49	01-110-000-0000-6360		2,473.68	BROWN OUT LLCC	MCIT REIMBURSE	Services, Labor, Contracts	N
23	01-200-200-0000-6265		563.99	RED DOT SIGHTS	SO-6967842	Programs	N
24	01-200-200-0000-6265		691.94	LUMEN WEAPON LIGHTS	SO-6967845	Programs	N
9	01-049-000-0000-6339		14.16	ST PAUL RIVERCENTERCAFE	VLAD-TRAVEL	Meals (Overnight)	N
10	01-049-000-0000-6339		4.36	ST PAUL RIVERCENTERCAFE	VLAD-TRAVEL	Meals (Overnight)	N
11	01-049-000-0000-6339		32.61	KWIK TRIP	VLAD-TRAVEL	Meals (Overnight)	N
5462	Bremer Bank (Elan ACH)		11,516.00				
				40 Transactions			
1 Fund Total:			11,516.00	General Fund	1 Vendors	40 Transactions	

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

10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
13	5462 Bremer Bank (Elan ACH) 10-923-000-0000-6254		396.61	BILLING FOR JUNE - NOV. + FEES	0502544561-00001	Utilities-Gas and Electric	N
	5462 Bremer Bank (Elan ACH)		396.61	1 Transactions			
10 Fund Total:			396.61	Trust	1 Vendors	1 Transactions	

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

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
14	5462 Bremer Bank (Elan ACH) 11-939-000-0000-6450		125.18	SILVA RANGER COMPASS & LOGGERS	0502544561-00001	Supplies	N
	5462 Bremer Bank (Elan ACH)		125.18	1 Transactions			
11 Fund Total:			125.18	Forest Development	1 Vendors	1 Transactions	

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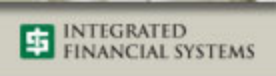


Audit List for Board **MANUAL WARRANTS/VOIDS/CORRECTIONS**

19 Long Lake Conservation Cen

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5462	Bremer Bank (Elan ACH)						
42	19-521-000-0000-6360		2.99	PHOTO FOR WEB (REIMBURSE)	1090262053	Services, Labor, Contracts	N
43	19-521-000-0000-6360		192.00	NATURE ROCKS WEB REIMBURSE	1090272779	Services, Labor, Contracts	N
44	19-521-000-0000-6360		36.15	NATURE ROCKS DOMAIN (REIMBURSE)	1090272819	Services, Labor, Contracts	N
41	19-521-000-0000-6205		33.35	MAIL CANTEEN STUFF	131	Postage	N
38	19-522-000-0000-6241		96.00	MASTER NAT TRIP	1865769	Registration Fee	N
37	19-522-000-0000-6241		32.00	MASTER NAT TRIP	1865771	Registration Fee	N
39	19-522-000-0000-6241		32.00	MASTER NAT TRIP	1865789	Registration Fee	N
40	19-524-000-0000-6335		55.38	GAS FOR VAN	530377	Gas/Vehicle Fuel Charges	N
36	19-521-000-0000-6205		46.05	SHIPPING TO SCHOOLS	831	Postage	N
12	19-521-000-0000-6220		161.00	WIFE EXTENDER FOR LAB	US572074	Telephone	N
5462	Bremer Bank (Elan ACH)		686.92	10 Transactions			
19 Fund Total:			686.92	Long Lake Conservation Center	1 Vendors	10 Transactions	
Final Total:			12,724.71	4 Vendors	52 Transactions		

Aitkin County



5 Health & Human Services

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	5462 Bremer Bank (Elan ACH) 05-400-440-0410-6332		44.44	ADMIN-AMC CONF LODGING 12/03/2023 12/06/2023		Hotel/Lodging	N
4	05-400-440-0410-6339		6.77	ADMIN-AMC CONF MEALS		Meals (Overnight)	N
2	05-420-600-4800-6332		104.76	ADMIN-AMC CONF LODGING 12/03/2023 12/06/2023		Hotel/Lodging	N
5	05-420-600-4800-6339		15.95	ADMIN-AMC CONF MEALS		Meals (Overnight)	N
3	05-430-700-4800-6332		168.26	ADMIN-AMC CONF LODGING 12/03/2023 12/06/2023		Hotel/Lodging	N
6	05-430-700-4800-6339		25.61	ADMIN-AMC CONF MEALS		Meals (Overnight)	N
21	05-430-700-4800-6405		119.90	COMP STAND FOR HOME VISIT (KH) 12/08/2023 12/08/2023		Office Supplies	N
17	05-430-700-4800-6810		24.61	MH-INIT FLEX - GROCERIES 12/07/2023 12/07/2023	154323029	Mh Init - Flex (418)	N
14	05-400-400-0402-6266		16.03	WEBEX (PUBLIC HEALTH) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
7	05-400-440-0410-6266		6.73	WEBEX (SP, CG, PA) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
11	05-400-440-0410-6266		16.03	WEBEX (EM) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
8	05-420-600-4800-6266		15.87	WEBEX (SP, CG, PA) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
12	05-420-600-4800-6266		16.03	WEBEX (JG) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
13	05-420-640-4800-6266		16.03	WEBEX (JH) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
9	05-430-700-4800-6266		25.50	WEBEX (SP, CG, PA) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
10	05-430-700-4800-6266		48.09	WEBEX (KL, JS, RP) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
16	05-430-700-4800-6266		16.04	WEBEX (ADULT SERVICES) 12/09/2023 01/08/2024	161-0147283	Software Fees/License Fees	N
18	05-400-440-0410-6266		2.80	AVAILITY NOV '23 11/01/2023 11/30/2023	INV01061034	Software Fees/License Fees	N
19	05-420-600-4800-6266		6.60	AVAILITY NOV '23 11/01/2023 11/30/2023	INV01061034	Software Fees/License Fees	N
20	05-430-700-4800-6266		10.60	AVAILITY NOV '23 11/01/2023 11/30/2023	INV01061034	Software Fees/License Fees	N

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

5 Health & Human Services

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5462	Bremer Bank (Elan ACH)		706.65	20 Transactions		
5 Fund Total:			706.65	Health & Human Services	1 Vendors	20 Transactions

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Aitkin County



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

25 Opioid Settlement

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
15	5462 Bremer Bank (Elan ACH) 25-000-000-0000-6266		16.03	WEBEX (OPIOID) 12/09/2023 01/08/2024	161-0147283	Data Processing/Computer Services	N
	5462 Bremer Bank (Elan ACH)		16.03	1 Transactions			
25 Fund Total:			16.03	Opioid Settlement	1 Vendors	1 Transactions	
Final Total:			722.68	2 Vendors	21 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	5	706.65	Health & Human Services
	25	16.03	Opioid Settlement
All Funds		722.68	Total

Approved by,

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Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	11,516.00	General Fund
	10	396.61	Trust
	11	125.18	Forest Development
	19	686.92	Long Lake Conservation Center
	All Funds	12,724.71	Total

Approved by,

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Total Elan paid 12.21.23 = \$13,447.39

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1/8/24

2:37PM

Aitkin County



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Audit List for Board

AUDITOR'S VOUCHERS ENTRIES

Page 1

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
43	DEPT			Assessor			
89991	Bremer Bank						
	01-043-000-0000-5840		1.03	Receipt Nbr 21510 12/11/2023		Misc Receipts	N
	01-043-000-0000-5840		11.58	Receipt Nbr 21511 12/11/2023		Misc Receipts	N
	01-043-000-0000-5840		1.29	Receipt Nbr 21588 12/18/2023		Misc Receipts	N
89991	Bremer Bank		13.90	3 Transactions			
43	DEPT Total:		13.90	Assessor	1 Vendors	3 Transactions	
90	DEPT			Attorney			
89991	Bremer Bank						
	01-090-000-0000-5840		1.93	Receipt Nbr 21525 12/14/2023		Misc Receipts	N
89991	Bremer Bank		1.93	1 Transactions			
90	DEPT Total:		1.93	Attorney	1 Vendors	1 Transactions	
100	DEPT			Recorder			
89991	Bremer Bank						
	01-100-000-0000-5840		4.82	Receipt Nbr 6701 12/01/2023		Misc Receipts	N
	01-100-000-0000-5840		6.23	Receipt Nbr 6740 12/08/2023		Misc Receipts	N
	01-100-000-0000-5840		10.42	Receipt Nbr 6757 12/13/2023		Misc Receipts	N
	01-100-000-0000-5840		0.84	Receipt Nbr 6805 12/21/2023		Misc Receipts	N
89991	Bremer Bank		22.31	4 Transactions			
100	DEPT Total:		22.31	Recorder	1 Vendors	4 Transactions	
252	DEPT			Corrections			
89991	Bremer Bank						
	01-252-252-0000-5872		83.74	Receipt Nbr 21634 12/22/2023		Phone Card Prisoner Welfare(Taxable)	N
89991	Bremer Bank		83.74	1 Transactions			
252	DEPT Total:		83.74	Corrections	1 Vendors	1 Transactions	
1	Fund Total:		121.88	General Fund		9 Transactions	

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
89991	Bremer Bank						
	03-000-000-0000-5506		1.80	Receipt Nbr 21490 12/07/2023		County Maps	N
	03-000-000-0000-5517		5.79	Receipt Nbr 21470 12/04/2023		Charges-Individuals	N
	03-000-000-0000-5517		5.79	Receipt Nbr 21491 12/07/2023		Charges-Individuals	N
	03-000-000-0000-5517		4.82	Receipt Nbr 21491 12/07/2023		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 21632 12/22/2023		Charges-Individuals	N
	03-000-000-0000-5517		2.89	Receipt Nbr 21640 12/26/2023		Charges-Individuals	N
	89991 Bremer Bank		23.98	6 Transactions			
0	DEPT Total:		23.98	Undesignated	1 Vendors	6 Transactions	
303	DEPT			R&B Highway Maintenance			
89991	Bremer Bank						
	03-303-000-0000-6570		34.42	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		123.86	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		74.77	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		52.48	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		31.88	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		75.33	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		51.07	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		41.76	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		45.99	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		58.08	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		64.33	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		50.79	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		130.07	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		62.07	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		51.92	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	03-303-000-0000-6570		35.00	DIESEL TAX: DECEMBER 2023	DIESEL TAX: DEC 2	Motor Fuel & Lubricants	N
	89991 Bremer Bank		983.82	16 Transactions			
303	DEPT Total:		983.82	R&B Highway Maintenance	1 Vendors	16 Transactions	
3	Fund Total:		1,007.80	Road & Bridge		22 Transactions	

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Aitkin County



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

10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
923	DEPT			Forfeited Tax Sales			
	89991 Bremer Bank						
	10-923-000-0000-5260		23.67	Receipt Nbr 3893 12/14/2023		FTS-Leases/Easements	N
	10-923-000-0000-5260		98.01	Receipt Nbr 3900 12/21/2023		FTS-Leases/Easements	N
	89991 Bremer Bank		121.68	2 Transactions			
923	DEPT Total:		121.68	Forfeited Tax Sales	1 Vendors	2 Transactions	
10	Fund Total:		121.68	Trust		2 Transactions	

Aitkin County



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

19 Long Lake Conservation Cen

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT			LLCC Administration			
	89991 Bremer Bank						
	19-521-000-0000-5885		7.16	Receipt Nbr 21503 12/11/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		0.19	Receipt Nbr 21506 12/11/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		18.27	Receipt Nbr 21615 12/20/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		6.68	Receipt Nbr 21618 12/21/2023		Commissary Sales Taxable	N
	19-521-000-0000-5885		1.16	Receipt Nbr 21619 12/21/2023		Commissary Sales Taxable	N
	89991 Bremer Bank		33.46	5 Transactions			
521	DEPT Total:		33.46	LLCC Administration	1 Vendors	5 Transactions	
19	Fund Total:		33.46	Long Lake Conservation Center		5 Transactions	
	Final Total:		1,284.82	8 Vendors	38 Transactions		

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	121.88	General Fund
	3	1,007.80	Road & Bridge
	10	121.68	Trust
	19	33.46	Long Lake Conservation Center
All Funds		1,284.82	Total

Approved by,

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Board of County Commissioners Agenda Request

2J
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Set Public Hearing Date for Land Classification April 9, 2024

<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: Dennis (DJ) Thompson		Department: Land
Presenter (Name and Title): Dennis (DJ) Thompson, Land Commissioner		Estimated Time Needed: NA
Summary of Issue: Set public hearing date for land classification: MN Statute 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications. ACLD requests that the public hearing be set for April 9, 2024, at 9:05 AM at the Aitkin County Board of Commissioners meeting to be held at the Government Center Board Room for the classification of the attached parcels of tax-forfeited lands.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution		
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>		

By Commissioner: xxx

20240123-xxx

CLASSIFICATION OF TAX-FORFEITED LAND

WHEREAS, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

WHEREAS, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners hereby sets a public hearing for April 9, 2024, at 9:05 a.m. at the Aitkin County Board of Commissioners Meeting to be held at the Government Center Board Meeting for the classification of the following parcels of tax-forfeited lands.

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

FIVE MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of January 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of January 2024

Jessica Seibert – County Administrator

#	PID	Name	Legal	Sec	Tws	Rg	Classification Recommendation
1	09-0-032506	Dainko	N 1/2 of S 1/2 of N 1/2 of Lot 6	19	46	25	Conservation
2	09-0-054803	Slater	W 20 ft of E 932 Ft of S 208 Ft of SE SE in Doc 203542	32	46	25	Non-Conservation
3	16-0-037000	Lindholm	NW NW	26	44	25	Non-Conservation
4	16-0-038400	Lindholm	SE NE	27	44	25	Non-Conservation
5	22-0-018700	Parchuc	NE NE	13	48	23	Non-Conservation
6	27-1-068600	Miller	Lot 4 Blk 7 Incl Pt Vacated Alley, Plat of Lawler	19	47	22	Non-Conservation
7	27-1-068700	Miller	Lot 5 Blk 7 Incl Pt Vacated Alley, Plat of Lawler	19	47	22	Non-Conservation
8	27-1-068800	Miller	Lot 6 Blk 7 Incl Pt Vacated Alley, Plat of Lawler	19	47	22	Non-Conservation
9	27-1-070300	Miller	Lot 21 Blk 7, Plat of Lawler	19	47	22	Non-Conservation
10	29-1-259300	Howe	Lot 4 Blk 26 Sheshebe Point 3rd Add	27	49	23	Non-Conservation
11	31-0-013003	Lanske	Pt Lot 10 Lying E of Co Rd 55 less N 400 Ft	6	47	26	Non-Conservation
12	31-0-017800	Crandall	10 x 32 Rods in NW Corner of NE NW as in Doc 337312	8	47	26	Non-Conservation
13	31-0-051900	Grant	1 3/8 Ac in SE corner of SE SE Less Hwy in Doc 444422	26	47	26	Non-Conservation
14	31-0-070600	Gruenweller	Pt of NE NE N of Hwy 47	36	47	26	Non-Conservation
15	57-1-073003	Dahlheimer	E 32 Ft of W 250 Ft of Lot 5 and E 32 Ft of W 250 Ft of N 10 Ft of Lot 3, Hill City Realty Co 4th Addn	14	52	26	Non-Conservation
16	58-1-003500	Hengel	Lot 8 Blk 3 McGrath	5	43	23	Non-Conservation
17	58-1-003600	Hengel	Lot 9 Blk 3 McGrath	5	43	23	Non-Conservation
18	58-1-003700	Hengel	Lot 10 Blk 3 McGrath	5	43	23	Non-Conservation
19	61-1-021600	VanHolsbeck	Lots 1 - 3 Blk 5 Tingdale Bros 2nd Addn to Tamarack	15	48	22	Non-Conservation

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

Explode Dist. Formulas?: Y

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
780 Bremer Bank							
6	01-040-000-0000-5081		0.01	MTG REG - DECEMBER	DEC 2023	Mortgage Registry-3%	N
7	01-042-000-0000-5079		0.02-	DEED TAX - DECEMBER	DEC 2023	3% State Deed Tax	N
780 Bremer Bank							
			0.01-	2 Transactions			
8410 Bremer Bank							
1	01-044-904-0000-6360		1,745.65	MED FSA CLAIMS 2023	01/02/2024	Flex Plan Withdrawals	N
3	01-044-904-0000-6360		356.09	MED FSA CLAIMS 2023	01/03/2024	Flex Plan Withdrawals	N
8	01-044-904-0000-6360		342.00	MED FSA CLAIMS 2023	01/06/2024	Flex Plan Withdrawals	N
9	01-044-904-0000-6360		49.00	MED FSA CLAIMS 2023	01/07/2024	Flex Plan Withdrawals	N
10	01-044-904-0000-6360		832.88	MED FSA CLAIMS 2023	01/08/2024	Flex Plan Withdrawals	N
2	01-044-904-0000-6360		32.41	MED FSA CLAIMS 2023	12/30/2023	Flex Plan Withdrawals	N
8410 Bremer Bank							
			3,358.03	6 Transactions			
1 Fund Total:			3,358.02	General Fund	2 Vendors	8 Transactions	

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Aitkin County



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

Page 3

9 State

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
5	780 Bremer Bank 09-000-000-0000-2025		42,272.92	DEED TAX - DECEMBER	DEC 2023	State's Share Of Deed Tax (97%)	N
4	780 Bremer Bank 09-000-000-0000-2026		28,448.75	MTG REG - DECEMBER	DEC 2023	State Share Of Mortgage Registry (97%)	N
	780 Bremer Bank		70,721.67	2 Transactions			
9 Fund Total:			70,721.67	State	1 Vendors	2 Transactions	
Final Total:			74,079.69	3 Vendors	10 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	3,358.02	General Fund
9	70,721.67	State
All Funds	74,079.69	Total

Approved by,

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

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

Explode Dist. Formulas?: N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1	DEPT			Commissioners			
86222	Aitkin Independent Age 01-001-000-0000-6230	AP	56.00	ECRL COMMITTEE OPENING NOTICE 12/20/2023 12/20/2023	1360979	Printing, Publishing & Adv	Y
	01-001-000-0000-6230	AP	116.00	NOV 28 SYNOPSIS 12/27/2023 12/27/2023	979148	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		172.00	2 Transactions			
15240	AT&T Mobility (Central Serv) 01-001-000-0000-6220	AP	193.06	COMMISSIONERS MOBILE PHONE 11/26/2023 12/25/2023	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)		193.06	1 Transactions			
3334	MCIT 01-001-000-0000-6171		368.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-001-000-0000-6352		1,795.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		2,163.00	2 Transactions			
3473	NACO 01-001-000-0000-6241		450.00	NACO 2024 DUES 01/01/2024 12/31/2024	202325339	Registration Fee	N
3473	NACO		450.00	1 Transactions			
3518	Voyageur Press Of Mcgregor, Inc 01-001-000-0000-6230	AP	130.00	COMMITTEE OPENINGS PUBLIC NOTI 12/19/2023 12/19/2023	48058	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		130.00	1 Transactions			
1	DEPT Total:		3,108.06	Commissioners	5 Vendors	7 Transactions	
12	DEPT			Court Administration			
9323	Avery/Jill 01-012-000-0000-6263	AP	123.75	LEGAL SERVICES 10/01/2023 12/31/2023	12/31/2023	Contract Legal Services	Y
9323	Avery/Jill		123.75	1 Transactions			
11634	Gammello & Pearson PLLC						

Aitkin County



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

1 General Fund

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
	01-012-000-0000-6263	AP			22.50	01-P4-05-000433 12/01/2023 12/31/2023	97141	Contract Legal Services	Y
	01-012-000-0000-6263	AP			412.35	01-PB-17-186 12/01/2023 12/31/2023	97142	Contract Legal Services	Y
	01-012-000-0000-6263	AP			30.00	01-PR-21-1165 12/01/2023 12/31/2023	97143	Contract Legal Services	Y
	01-012-000-0000-6263	AP			127.50	01-PR-23-791 12/01/2023 12/31/2023	97146	Contract Legal Services	Y
	01-012-000-0000-6263	AP			37.50	01-P5-96-000464 12/01/2023 12/31/2023	97147	Contract Legal Services	Y
	01-012-000-0000-6263	AP			37.50	01-PR-23-832 12/01/2023 12/31/2023	97149	Contract Legal Services	Y
	01-012-000-0000-6263	AP			22.50	01-P5-94-000234 12/01/2023 12/31/2023	97150	Contract Legal Services	Y
	01-012-000-0000-6263	AP			127.50	01-PR-23-834 12/01/2023 12/31/2023	97188	Contract Legal Services	Y
11634	Gammello & Pearson PLLC				817.35		8 Transactions		
3150	Mille Lacs Co Sheriff								
	01-012-000-0000-6265	DTG			40.00	SERVICE 01-JV-23-908	12034	Sheriff Services	N
	01-012-000-0000-6265				45.00	01-JV-23-488 SERVICE	12043	Sheriff Services	N
3150	Mille Lacs Co Sheriff				85.00		2 Transactions		
10225	Shaffer/Paul T.								
	01-012-000-0000-6263	AP			5,156.25	DEC 2023 LEGAL SERVICES 12/01/2023 12/31/2023	1/2/24	Contract Legal Services	Y
10225	Shaffer/Paul T.				5,156.25		1 Transactions		
12	DEPT Total:				6,182.35	Court Administration	4 Vendors	12 Transactions	
40	DEPT					Auditor			
248	Association of Mn Counties								
	01-040-000-0000-6241	AP			40.00	AMC CONFERENCE-MAPCED AWARD	67498	Registration Fee	N
248	Association of Mn Counties				40.00		1 Transactions		
3334	MCIT								
	01-040-000-0000-6171				519.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-040-000-0000-6352				1,795.00	2024 Property.Liability Premiu	19920R	Insurance	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	01-040-021-0000-6171		182.00	01/01/2024 12/31/2024 2024 Work Comp Premium	19920R	Workers Compensation	N
	01-040-021-0000-6352		1,077.00	01/01/2024 12/31/2024 2024 Property.Liability Premiu	19920R	Insurance	N
3334	MCIT		3,573.00	4 Transactions			
86290	Mn Counties Information Systems						
	01-040-000-0000-6266	AP	5,503.00	CTYPAYQTR	2441	Data Processing/Computer Services	N
86290	Mn Counties Information Systems		5,503.00	1 Transactions			
86235	The Office Shop Inc						
	01-040-000-0000-6405		118.10	1099 ENVELOPES	1169631-0	Office Supplies	N
	01-040-021-0000-6360	AP	93.68	COPIER CONTRACT	329801-0	Services, Labor, Contracts	N
	01-040-000-0000-6405		11.00-	09/06/2023 12/05/2023 1099 FORMS (DIDN'T ORDER)	C1136931-0	Office Supplies	N
86235	The Office Shop Inc		200.78	3 Transactions			
40	DEPT Total:		9,316.78	Auditor	4 Vendors	9 Transactions	
41	DEPT			Internal Audit			
	12780 CliftonLarsonAllen LLP						
	01-041-000-0000-6360	AP	26,075.00	PROGRESS BILLING #1 - 2023	3967489	Services, Labor, Contracts	Y
12780	CliftonLarsonAllen LLP		26,075.00	1 Transactions			
41	DEPT Total:		26,075.00	Internal Audit	1 Vendors	1 Transactions	
42	DEPT			Treasurer			
	3334 MCIT						
	01-042-000-0000-6171		282.00	2024 Work Comp Premium	19920R	Workers Compensation	N
	01-042-000-0000-6352		1,077.00	01/01/2024 12/31/2024 2024 Property.Liability Premiu	19920R	Insurance	N
3334	MCIT		1,359.00	2 Transactions			
9691	The Master's Touch, LLC						
	01-042-000-0000-6205		6,750.00	TREASURER PORTION OF BILL	E89500	Postage	N

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

1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
9691	The Master's Touch, LLC		6,750.00		1 Transactions		
42	DEPT Total:		8,109.00	Treasurer	2 Vendors	3 Transactions	
43	DEPT			Assessor			
10452	AT&T Mobility						
	01-043-000-0000-6220	AP	317.38	AT&T FOR DEC. 2023	287298660812	Telephone	N
10452	AT&T Mobility		317.38		1 Transactions		
3334	MCIT						
	01-043-000-0000-6171		331.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
	01-043-000-0000-6171		202.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
	01-043-000-0000-6171		3,950.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
	01-043-000-0000-6352		6,511.00	2024 Property.Liability Premiu	19920R	Insurance	N
				01/01/2024 12/31/2024			
3334	MCIT		10,994.00		4 Transactions		
3810	Paulbeck's County Market						
	01-043-000-0000-6335	AP	546.48	DEC. FUEL CHGS	000009277327	Gas/Vehicle Fuel Charges	N
3810	Paulbeck's County Market		546.48		1 Transactions		
9691	The Master's Touch, LLC						
	01-043-000-0000-6205		6,750.00	POSTAGE	E89500	Postage	N
9691	The Master's Touch, LLC		6,750.00		1 Transactions		
43	DEPT Total:		18,607.86	Assessor	4 Vendors	7 Transactions	
44	DEPT			Central Services			
356	Arrowhead Counties Assn						
	01-044-000-0000-6846		2,000.00	2024 LOBBYING FEES	01042024	Arrowhead Counties Appropriations	N
	01-044-000-0000-6846		750.00	2024 DUES	01042024	Arrowhead Counties Appropriations	N
356	Arrowhead Counties Assn		2,750.00		2 Transactions		
248	Association of Mn Counties						
	01-044-000-0000-6845		12,234.00	2024 ANNUAL DUES	67585	Assoc of MN Counties	N

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1 General Fund

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
248	Association of Mn Counties		01-044-000-0000-6844		2,300.00	2024 MN RURAL COUNTIES DUES	67765	MN Rural Counties Caucus	N
					14,534.00	2 Transactions			
3334	MCIT		01-044-000-0000-6352		51,516.00	2024 Property.Liability Premiu	19920R	Insurance	N
						01/01/2024 12/31/2024			
					51,516.00	1 Transactions			
89080	Meds-1 Ambulance Service Inc		01-044-000-0000-6841	AP	321.00	2023 TRANSPORTS	12252023	Ambulance Appropriations	N
						10/21/2023 12/25/2023			
					321.00	1 Transactions			
3336	Office Of MN. IT Services		01-044-000-0000-6266	DTG	1,338.65	WAN DECEMBER 2023	DV23120314	Data Processing/Computer Services	N
					1,338.65	1 Transactions			
14795	Support Within Reach		01-044-000-0000-6847		2,000.00	2024 APPROPRIATION	20231219-141	Support within Reach	N
					2,000.00	1 Transactions			
44	DEPT Total:				72,459.65	Central Services	6 Vendors	8 Transactions	
45	DEPT					Motor Pool			
90762	Aitkin Co License Center		01-045-000-0000-6374		21.25	TAB RENEWAL CAR #31	952523	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #21	956536	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #9	956537	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #7	961532	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #53	962048	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #61	962051	Auto & Trailer License	N
						02/29/2024 02/28/2026			
			01-045-000-0000-6374		21.25	TAB RENEWAL CAR #65	962053	Auto & Trailer License	N
						02/29/2024 02/28/2026			

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1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		01-045-000-0000-6374			21.25	TAB RENEWAL #11	02/29/2024 02/28/2026	966695		Auto & Trailer License		N
		01-045-000-0000-6374			21.25	TAB RENEWAL CAR #40	02/29/2024 02/28/2026	966696		Auto & Trailer License		N
90762	Aitkin Co License Center				191.25		9 Transactions					
3334	MCIT	01-045-000-0000-6352			4,637.00	2024 Property.Liability Premiu	01/01/2024 12/31/2024	19920R		Insurance		N
3334	MCIT				4,637.00		1 Transactions					
45	DEPT Total:				4,828.25	Motor Pool		2 Vendors		10 Transactions		
49	DEPT					Information Technologies						
10452	AT&T Mobility	01-049-000-0000-6220		AP	49.77	DECEMBER IT CELL PHONE		287322433519		Telephone		N
10452	AT&T Mobility				49.77		1 Transactions					
783	Canon Financial Services, Inc	01-049-000-0000-6342			47.07	IT PRINTER LEASE	01/01/2024 01/31/2024	31784362		Office Equipment Rental/Contracts		N
783	Canon Financial Services, Inc				47.07		1 Transactions					
88880	Datacomm Computers & Networks Inc	01-049-000-0000-6485		AP	165.00	RBC7 SERVER UPS BATTERY		16516		Computer/Technology Supplies		N
88880	Datacomm Computers & Networks Inc				165.00		1 Transactions					
10231	eGoldfax	01-049-000-0000-6266			180.57	EGOLD FAXING SERVICE		120555593		Software Fees/License Fees		N
10231	eGoldfax				180.57		1 Transactions					
3334	MCIT	01-049-000-0000-6171			432.00	2024 Work Comp Premium	01/01/2024 12/31/2024	19920R		Workers Compensation		N
		01-049-000-0000-6352			1,795.00	2024 Property.Liability Premiu	01/01/2024 12/31/2024	19920R		Insurance		N
3334	MCIT				2,227.00		2 Transactions					
86290	Mn Counties Information Systems											

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1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
	01-049-000-0000-6283	AP	17,745.00	CTYTAXQTR65	2441	Programming, Services, Contracts	N
	01-049-000-0000-6283	AP	8,552.00	CTYTAXQTR35	2441	Programming, Services, Contracts	N
	01-049-000-0000-6283	AP	50.00-	CTYTAXADJ35	2441	Programming, Services, Contracts	N
86290	Mn Counties Information Systems		26,247.00	3 Transactions			
49	DEPT Total:		28,916.41	Information Technologies	6 Vendors	9 Transactions	
52	DEPT			Administration			
15240	AT&T Mobility (Central Serv)						
	01-052-000-0000-6220	AP	49.77	ADMIN MOBILE PHONE	287298817699	Telephone	N
				11/26/2023 12/25/2023			
15240	AT&T Mobility (Central Serv)		49.77	1 Transactions			
3334	MCIT						
	01-052-000-0000-6171		172.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
3334	MCIT		172.00	1 Transactions			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-052-000-0000-6263	AP	47.00	PEMBERTON LAW NOV. 2023	110	Contract Legal Services	Y
				11/08/2023 11/08/2023			
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		47.00	1 Transactions			
10722	Visnovec/Nicole						
	01-052-000-0000-6405	AP	11.89	COFFEE FOR BOARD MEETINGS	334800201161	Office Supplies	N
10722	Visnovec/Nicole		11.89	1 Transactions			
52	DEPT Total:		280.66	Administration	4 Vendors	4 Transactions	
53	DEPT			Human Resources			
86222	Aitkin Independent Age						
	01-053-000-0000-6230	AP	143.03	NOV. 2023 INVOICES (5)	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230	AP	10.22	INVOICE 975850	483648	Printing, Publishing & Adv	Y
				12/02/2023 12/02/2023			
	01-053-000-0000-6230	AP	30.65	INVOICE 976588	483648	Printing, Publishing & Adv	Y
				12/06/2023 12/09/2023			
	01-053-000-0000-6230	AP	30.65	INVOICE 977478	483648	Printing, Publishing & Adv	Y
				12/13/2023 12/16/2023			

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1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
	01-053-000-0000-6230	AP	30.65	INVOICE 978591 12/20/2023 12/23/2023	483648	Printing, Publishing & Adv	Y
	01-053-000-0000-6230	AP	30.65	INVOICE 979548 12/27/2023 12/30/2023	483648	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		275.85		6	Transactions	
248	Association of Mn Counties						
	01-053-000-0000-6240		4,900.00	AMC 2024 HR TECH ASSIS DUES	67640	Membership/Dues/Association Fees	N
	01-053-000-0000-6240		125.00	MCHRMA DUES 01/02/2024 12/31/2024	7930	Membership/Dues/Association Fees	N
248	Association of Mn Counties		5,025.00		2	Transactions	
15240	AT&T Mobility (Central Serv)						
	01-053-000-0000-6220	AP	99.54	NOV-DEC TELEPHONE BILL 11/26/2023 12/25/2023	287299383308	Telephone	N
15240	AT&T Mobility (Central Serv)		99.54		1	Transactions	
11303	Danielson/Bobbie						
	01-053-000-0000-6339		103.08	OCT. 2023 RUTTGRS CONFERENCE	185191	Meals (Overnight)	N
11303	Danielson/Bobbie		103.08		1	Transactions	
12048	McDowell Agency, Inc./The						
	01-053-000-0000-6265		25.00	ELECTION JUDGE BACKGROUND FEE 12/01/2023 01/31/2024	TC0034	Background Check Fee	N
12048	McDowell Agency, Inc./The		25.00		1	Transactions	
3334	MCIT						
	01-053-000-0000-6171		386.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-053-000-0000-6352		1,795.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		2,181.00		2	Transactions	
13412	Pemberton, Sorlie, Rufer & Kershner PLLP						
	01-053-000-0000-6263	AP	364.50	PEMBERTON LAW NOV. 2023 11/06/2023 11/22/2023	110	Contract Legal Services	Y
13412	Pemberton, Sorlie, Rufer & Kershner PLLP		364.50		1	Transactions	
10348	PROtective Services, Inc.						

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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
					Service Dates	Paid On Bhf #	On Behalf of Name	
		01-053-000-0000-6268	AP	1,437.60	PROTECTIVE SERVICES	3698	Staff Training, Development	N
					11/16/2023 11/16/2023			
10348	PROtective Services, Inc.			1,437.60		1	Transactions	
84172	Riverwood Healthcare Center	01-053-000-0000-6265	AP	980.00	NEW HIRE PRE-EMPLOYMENT (2)	70016043	Background Check Fee	N
84172	Riverwood Healthcare Center			980.00		1	Transactions	
10722	Visnovec/Nicole	01-053-000-0000-6405	AP	11.89	COFFEE FOR INTERVIEWS	334800201161	Office Supplies	N
10722	Visnovec/Nicole			11.89		1	Transactions	
53	DEPT Total:			10,503.46	Human Resources	10	Vendors	17 Transactions
60	DEPT				Elections			
86222	Aitkin Independent Age	01-060-000-0000-6230	AP	187.49	PNP MAIL BALLOT PROCEDURES	1361238	Printing, Publishing & Adv	Y
		01-060-000-0000-6230	AP	480.00	PNP NOTICE	1361411	Printing, Publishing & Adv	Y
		01-060-000-0000-6230	AP	258.97	PNP MAIL BALLOT PROCEDURES	1362241	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age			926.46		3	Transactions	
3334	MCIT	01-060-000-0000-6171		19.00	2024 Work Comp Premium	19920R	Workers Compensation	N
					01/01/2024 12/31/2024			
3334	MCIT			19.00		1	Transactions	
60	DEPT Total:			945.46	Elections	2	Vendors	4 Transactions
90	DEPT				Attorney			
10452	AT&T Mobility	01-090-000-0000-6220	AP	243.81	CELLPHONES	287301408597	Telephone	N
10452	AT&T Mobility			243.81		1	Transactions	
10855	Culligan Soft Water	01-090-000-0000-6265		202.70	MONTHLY SERVICE	150X01536408	Drug & Forfeiture MS 387.213	N
					12/01/2023 01/31/2024			
10855	Culligan Soft Water			202.70		1	Transactions	

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1 General Fund

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
14041	Dudeck/Victoria		01-090-000-0000-6269		189.75	TRANSCRIPT 01CV23438	1220	Court Reporter Services	Y
14041	Dudeck/Victoria				189.75	1 Transactions			
3334	MCIT		01-090-000-0000-6171		459.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
			01-090-000-0000-6171		437.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
			01-090-000-0000-6352		3,583.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT				4,479.00	3 Transactions			
9489	Redwood Toxicology Laboratory, Inc		01-090-000-0000-6265	AP	7.50	PRE-TRIAL TESTING	122891202312	Drug & Forfeiture MS 387.213	6
9489	Redwood Toxicology Laboratory, Inc				7.50	1 Transactions			
10879	Shred-It		01-090-000-0000-6360	AP	202.76	MONTHLY SERVICES 12/01/2023 12/31/2023	8005757553	Services, Labor, Contracts	N
10879	Shred-It				202.76	1 Transactions			
86235	The Office Shop Inc		01-090-000-0000-6360	AP	1,094.70	COPIER CONTRACT 09/08/2023 12/06/2023	329609-0	Services, Labor, Contracts	N
86235	The Office Shop Inc				1,094.70	1 Transactions			
5173	Thomson Reuters-West Publishing		01-090-000-0000-6406	AP	1,696.52	ONLINE/SOFTWARE SUBSCRIPTION 12/01/2023 12/31/2023	849499293	Law Publ. & Subscriptions	N
			01-090-000-0000-6406		377.94	LIBRARY PLAN CHARGEES	849581760	Law Publ. & Subscriptions	N
5173	Thomson Reuters-West Publishing				2,074.46	2 Transactions			
90	DEPT Total:				8,494.68	Attorney	8 Vendors	11 Transactions	
100	DEPT					Recorder			
3334	MCIT		01-100-000-0000-6171		375.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N

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1 General Fund

Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
		01-100-000-0000-6352			1,077.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT				1,452.00	2 Transactions			
100	DEPT Total:				1,452.00	Recorder	1 Vendors	2 Transactions	
110	DEPT					Courthouse Maintenance			
90762	Aitkin Co License Center	01-110-000-0000-6620			21.25	TAB RENEWAL 02/29/2024 02/28/2026	949879	Auto, Trailers, Snowmobiles, ATV	N
90762	Aitkin Co License Center				21.25	1 Transactions			
9561	Amazon Business	01-110-000-0000-6415			78.22	DISH SOAP, MAGNETIC STRIP	1CKT-VN7N-GQGH	Operational Supplies	N
9561	Amazon Business				78.22	1 Transactions			
15240	AT&T Mobility (Central Serv)	01-110-000-0000-6220	AP		49.77	MAINT MOBILE PHONE 11/26/2023 12/25/2023	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)				49.77	1 Transactions			
88628	Dalco Enterprises	01-110-000-0000-6422	AP		1,795.44	BAGS, GLOVES, VAC	4161457	Janitorial Supplies	N
88628	Dalco Enterprises				1,795.44	1 Transactions			
1754	Garrison Disposal Company, Inc	01-110-000-0000-6255			879.42	MONTHLY GARBAGE	354402	Garbage	N
1754	Garrison Disposal Company, Inc				879.42	1 Transactions			
10478	General Parts,Llc	01-110-000-0000-6360			297.34	LLCC BOOSTER HEATER-FINAL	6477263	Services, Labor, Contracts	N
		01-110-000-0000-6360	AP		658.83	DISHWASHER REPAIR LLCC-FINAL	6477266	Services, Labor, Contracts	N
		01-110-000-0000-6360	AP		284.95	LLCC BOOSTER HEATER REPAIR	6477582	Services, Labor, Contracts	N
10478	General Parts,Llc				1,241.12	3 Transactions			
14559	Goodin Company	01-110-000-0000-6415	AP		164.03	PLUMBING PARTS	665-1998-00	Operational Supplies	N
14559	Goodin Company				164.03	1 Transactions			

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1 General Fund

Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
3334	MCIT								
	01-110-000-0000-6171				5,021.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-110-000-0000-6352				3,000.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT				8,021.00	2 Transactions			
89765	Minnesota Elevator, Inc								
	01-110-000-0000-6360				4,912.80	YEARLY ELEVATOR SERVICE 01/01/2024 12/31/2024	1053763	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc				4,912.80	1 Transactions			
9692	Minnesota Energy Resources Corporation								
	01-110-000-0000-6254	AP			1,473.18	GAS SERVICE 11/17/2023 12/19/2023	4851078144	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation				1,473.18	1 Transactions			
3950	Public Utilities								
	01-110-000-0000-6254	DTG			3,578.58	GOVT CENTER UTILITIES 11/16/2023 12/16/2023	1430-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254	DTG			153.72	GLARCO UTILITIES 11/16/2023 12/16/2023	50186-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254	DTG			303.00	LA TOOL UTILITIES 11/16/2023 12/16/2023	50188-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254	DTG			42.30	OLD COUNTY GARAGE UTILITIES 11/16/2023 12/16/2023	50202-00	Utilities-Gas and Electric	N
	01-110-000-0000-6254	DTG			27.41	JUDICIAL CENTER UTILITIES 11/16/2023 12/16/2023	509-00	Utilities-Gas and Electric	N
3950	Public Utilities				4,105.01	5 Transactions			
10698	Stericycle,Inc								
	01-110-000-0000-6360				30.10	STERI-SAFE 01/01/2024 01/31/2024	8005591786	Services, Labor, Contracts	6
10698	Stericycle,Inc				30.10	1 Transactions			
10333	Stevo's Inc								
	01-110-000-0000-6360	AP			987.00	SNOW PLOWING 12/05/2023 12/16/2023	19676	Services, Labor, Contracts	N

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10333	Steve's Inc		987.00		1 Transactions		
110	DEPT Total:		23,758.34	Courthouse Maintenance	13 Vendors	20 Transactions	
120	DEPT			Veterans Service			
10452	AT&T Mobility 01-120-000-0000-6220	AP	99.54	FIRSTNET DECEMBER 11/26/2023 01/25/2024	287298585696	Telephone	N
10452	AT&T Mobility		99.54		1 Transactions		
10981	Bakken/Glen A.J. 01-120-000-0000-6278	AP	100.00	GLEN DEC 12/13/2023 12/20/2023	121323	Per Diem	Y
10981	Bakken/Glen A.J.		100.00		1 Transactions		
2448	Janzen/Carroll Mark 01-120-000-0000-6278		50.00	CARROLL DEC 12/21/2023 12/21/2023	122123	Per Diem	Y
2448	Janzen/Carroll Mark		50.00		1 Transactions		
14508	Janzen/Hugh 01-120-000-0000-6278	AP	50.00	HUGH DEC 12/11/2023 12/11/2023	121123	Per Diem	Y
14508	Janzen/Hugh		50.00		1 Transactions		
3334	MCIT 01-120-000-0000-6171		160.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-120-000-0000-6352		1,147.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		1,307.00		2 Transactions		
10677	Olsen/Gerald D 01-120-000-0000-6278	AP	100.00	GERRY DEC 12/04/2023 12/22/2023	120423	Per Diem	Y
10677	Olsen/Gerald D		100.00		1 Transactions		
86235	The Office Shop Inc 01-120-000-0000-6405	AP	51.68	OFFICE SHOP - HANGING FILES	1136435	Office Supplies	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
86235	The Office Shop Inc		51.68	12/27/2023 12/27/2023	1 Transactions		
3518	Voyageur Press Of Mcgregor, Inc						
	01-120-000-0000-6230	AP	125.00	V PRESS DEC 12/26/2023	48091	Printing, Publishing & Adv	N
	01-120-000-0000-6230		125.00	V PRESS JANUARY 12/26/2023	48115	Printing, Publishing & Adv	N
3518	Voyageur Press Of Mcgregor, Inc		250.00		2 Transactions		
9933	WEX BANK - Veteran Services						
	01-120-000-0000-6335		204.07	FLEET DECEMBER 12/08/2023	94408257	Gas/Vehicle Fuel Charges	N
9933	WEX BANK - Veteran Services		204.07		1 Transactions		
11970	Wikelius/Charles						
	01-120-000-0000-6278	AP	100.00	CHARLIE DEC 12/14/2023	121423	Per Diem	Y
11970	Wikelius/Charles		100.00		1 Transactions		
120	DEPT Total:		2,312.29	Veterans Service	10 Vendors	12 Transactions	
122	DEPT			Planning & Zoning			
10118	Bristow/Jane						
	01-122-000-0000-6278		70.00	BOA MEETING	10524	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		101.84	BOA MILEAGE	10524	BOA/PC Mileage	Y
10118	Bristow/Jane		171.84		2 Transactions		
15142	Christensen/Charles						
	01-122-000-0000-6278		70.00	BOA MEETING	10524	Advisory Board/Committee Per Diem	Y
	01-122-038-0000-6330		85.09	BOA MILEAGE	10524	BOA/PC Mileage	N
15142	Christensen/Charles		155.09		2 Transactions		
3334	MCIT						
	01-122-000-0000-6171		204.00	2024 Work Comp Premium 01/01/2024	19920R	Workers Compensation	N
	01-122-000-0000-6171		2,869.00	2024 Work Comp Premium 01/01/2024	19920R	Workers Compensation	N
	01-122-000-0000-6352		2,507.00	2024 Property.Liability Premiu 01/01/2024	19920R	Insurance	N

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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
3334	MCIT				5,580.00							
												3 Transactions
10117	Olson/Dake											
		01-122-000-0000-6278			70.00	BOA MEETING		105224		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			50.92	BOA MILEAGE		105224		BOA/PC Mileage		N
10117	Olson/Dake				120.92							2 Transactions
9224	Professional Development Academy LLC											
		01-122-000-0000-6241			1,995.00	NACO LEADERSHIP - J.GRUND		122305		Registration Fee		Y
9224	Professional Development Academy LLC				1,995.00							1 Transactions
12077	Stromberg/Kevin											
		01-122-000-0000-6278			70.00	BOA MEETING		10524		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			59.63	BOA MILEAGE		10524		BOA/PC Mileage		N
12077	Stromberg/Kevin				129.63							2 Transactions
8612	Veenker/Thomas H											
		01-122-000-0000-6278			70.00	BOA MEETING		10524		Advisory Board/Committee Per Diem		Y
		01-122-038-0000-6330			99.16	BOA MILEAGE		10524		BOA/PC Mileage		N
8612	Veenker/Thomas H				169.16							2 Transactions
122	DEPT Total:				8,321.64	Planning & Zoning			7 Vendors		14 Transactions	
123	DEPT					Coroner						
3987	Ramsey County Medical Examiner											
		01-123-000-0000-6260	DTG		1,706.00	J.C. AUTOPSY		MEDEX-035533		Autopsies--Pathologist, Xrays, Etc		N
		01-123-000-0000-6260	DTG		1,707.00	T.M TOXICOLOGY		MEDEX-035547		Autopsies--Pathologist, Xrays, Etc		N
3987	Ramsey County Medical Examiner				3,413.00							2 Transactions
9151	River Valley Forensic Services PA											
		01-123-000-0000-6262	AP		1,750.00	NOV SERVICES; B.E.T., J.M.C.		2312		Coroner Fees		6
9151	River Valley Forensic Services PA				1,750.00							1 Transactions
4507	Sorensen-Root Thompson Funeral Home											
		01-123-000-0000-6330	AP		6,225.00	TRANSPORTATION & REMOVALS		12312023		Transportation For Autoposy		N
						07/01/2023	12/31/2023					
4507	Sorensen-Root Thompson Funeral Home				6,225.00							1 Transactions

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
123	DEPT Total:		11,388.00	Coroner	3 Vendors	4 Transactions	
200	DEPT			Enforcement			
10253	A&B Mishaps Towing 01-200-000-0000-6302	AP	232.94	23002243 KEPLER TIRE	0154	Vehicle Maintenance	N
10253	A&B Mishaps Towing		232.94		1 Transactions		
50	Aitkin Body Shop, Inc 01-200-000-0000-6302	AP	483.10	#217 GRILLE ASSEMBLY	16019	Vehicle Maintenance	N
50	Aitkin Body Shop, Inc		483.10		1 Transactions		
86359	Aitkin Co Attorney 01-200-039-0000-6263	DTG	1,275.00	4TH Q 2023 CONSULTS 10/01/2023 12/31/2023	12292023	Contract Legal Services	N
86359	Aitkin Co Attorney		1,275.00		1 Transactions		
170	Aitkin Motor Company 01-200-000-0000-6302	AP	69.03	#225 OIL CHANGE	46518	Vehicle Maintenance	N
170	Aitkin Motor Company		69.03		1 Transactions		
172	Aitkin Police Dept 01-200-200-0000-6264	DTG	2,545.32	Y2Q4 AIMVCET OT REIMBURSEMENT	Y2Q4 OT-APD	VCET-Other County OT	N
172	Aitkin Police Dept		2,545.32		1 Transactions		
9561	Amazon Business 01-200-000-0000-6405	AP	13.86	WHITE OUT	1963-4NTD-4XD6	Office Supplies	N
	01-200-000-0000-6460	AP	39.90	RADIO EARPIECES	1MVJ-YFD9-P11T	Deputy Supplies	N
9561	Amazon Business		53.76		2 Transactions		
9203	AT&T Mobility (Sheriff's) 01-200-000-0000-6220	AP	2,120.68	DEPUTY CELL & SQUAD PC	12312023	Telephone	N
	01-200-200-0000-6260	AP	89.46	CI PHONES	12312023	CI Funds	N
	01-200-200-0000-6265	AP	453.37	VCET PHONE & HOT SPOT	12312023	Programs	N
9203	AT&T Mobility (Sheriff's)		2,663.51		3 Transactions		
9822	Callyo 2009 Corp. 01-200-200-0000-6265		3,540.00	1/1/24-12/31/24 RENEWAL FOR 5 01/01/2024 12/31/2024	R18593	Programs	N

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1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
9822	Callyo 2009 Corp.		3,540.00				
				1 Transactions			
1152	Cook/Steven						
	01-200-000-0000-6260		450.00	BACKGROUND - ISLE	01082024	Professional Consulting	Y
1152	Cook/Steven		450.00				
				1 Transactions			
10230	FirstTwo, Inc.						
	01-200-200-0000-6265		4,200.00	2024 LICENSE	2233	Programs	N
10230	FirstTwo, Inc.		4,200.00				
				1 Transactions			
1775	Galls LLC						
	01-200-000-0000-6460	AP	51.77	CROSSFIRE SPRAY	026465015	Deputy Supplies	N
	01-200-000-0000-6180	AP	648.74	#211 L/S & S/S SHIRTS	026537015	Clothing Allowance	N
	01-200-200-0000-6265	AP	220.00	6 -STRIKE 40MM POUCH	026566240	Programs	N
	01-200-000-0000-6460	AP	640.95	GUN MOUNTED LIGHTS	026588578	Deputy Supplies	N
	01-200-000-0000-6180	AP	134.00	#204 L/S SHIRT	026641444	Clothing Allowance	N
1775	Galls LLC		1,695.46				
				5 Transactions			
5579	Grand Rapids Police Department						
	01-200-200-0000-6264	DTG	843.25	Y2Q4 AIMVCET OT REIMBURSEMENT	Y2Q4 OT GRPD	VCET-Other County OT	N
5579	Grand Rapids Police Department		843.25				
				1 Transactions			
2340	Hyytinen Hardware Hank						
	01-200-000-0000-6405	AP	2.88	CABLE CLAMPS	15040/1	Office Supplies	N
2340	Hyytinen Hardware Hank		2.88				
				1 Transactions			
393	ISD 1 Aitkin-Treasurer						
	01-200-000-0000-6460	DTG	750.00	WRESTLING MAT FOR TRAINING	5223	Deputy Supplies	N
393	ISD 1 Aitkin-Treasurer		750.00				
				1 Transactions			
2390	Itasca Co Sheriff						
	01-200-200-0000-6264	DTG	3,763.91	Y2Q4 AIMVCET OT REIMBURSEMENT	Y2Q4 OT ICSD	VCET-Other County OT	N
2390	Itasca Co Sheriff		3,763.91				
				1 Transactions			
9322	LeadsOnline LLC						
	01-200-200-0000-6265		2,995.00	CELLHAWK SUBSCRIPTION-AIMVCET	409333	Programs	Y
				01/01/2024 12/31/2024			
9322	LeadsOnline LLC		2,995.00				
				1 Transactions			

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1 General Fund

Vendor No.	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
11293	League Of Minnesota Cities					
	01-200-003-0000-6241		2024 PATROL	397300	Registration Fee	N
11293	League Of Minnesota Cities			1 Transactions		
3334	MCIT					
	01-200-000-0000-6171		2024 Work Comp Premium	19920R	Workers Compensation	N
			01/01/2024 12/31/2024			
	01-200-000-0000-6171		2024 Work Comp Premium	19920R	Workers Compensation	N
			01/01/2024 12/31/2024			
	01-200-000-0000-6171		2024 Work Comp Premium	19920R	Workers Compensation	N
			01/01/2024 12/31/2024			
	01-200-000-0000-6352		2024 Property.Liability Premiu	19920R	Insurance	N
			01/01/2024 12/31/2024			
	01-200-000-0000-6352		2024 Property.Liability Premiu	19920R	Insurance	N
			01/01/2024 12/31/2024			
	01-200-200-0000-6352		AIMVCET INSURANCE POLICY NUMBE	20004R	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT			6 Transactions		
12553	MEYER'S SERVICE CENTER					
	01-200-000-0000-6302	AP	HEADLIGHT CONNECTOR	25552	Vehicle Maintenance	N
12553	MEYER'S SERVICE CENTER			1 Transactions		
3150	Mille Lacs Co Sheriff					
	01-200-200-0000-6264	DTG	Y2Q4 AIMVCET OT REIMBURSEMENT	Y2Q4 OT - MLCSO	VCET-Other County OT	N
3150	Mille Lacs Co Sheriff			1 Transactions		
89765	Minnesota Elevator, Inc					
	01-200-000-0000-6360		JAN ELEVATOR SERVICE	1053427	Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc			1 Transactions		
13416	Nartec, Inc					
	01-200-000-0000-6405	AP	METH AMPULES	19731	Office Supplies	N
13416	Nartec, Inc			1 Transactions		
3950	Public Utilities					
	01-200-000-0000-6254	DTG	EMERG STORAGE UTILITIES	507-00	Utilities-Gas and Electric	N
			11/16/2023 12/16/2023			
3950	Public Utilities			1 Transactions		

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1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10340	Safariland, LLC 01-200-000-0000-6460	AP	132.30	LOCKING FORKS W/ RECEIVERS	123-163329	Deputy Supplies	N
10340	Safariland, LLC		132.30	1 Transactions			
86235	The Office Shop Inc 01-200-000-0000-6405		21.75	UNIBALL PENS	1136505-0	Office Supplies	N
86235	The Office Shop Inc		21.75	1 Transactions			
13934	The Tire Barn 01-200-000-0000-6302		809.80	#223 OIL CHANGE & TIRES	71063	Vehicle Maintenance	N
13934	The Tire Barn		809.80	1 Transactions			
10252	Tierney/Tim 01-200-003-0000-6241	AP	75.00	#220 REIMBURSE DMT TRNG	11182023	Registration Fee	N
10252	Tierney/Tim		75.00	1 Transactions			
9232	Visual Labs, Inc. 01-200-000-0000-6460	AP	679.50	PHONE CLIPS/POUCHES	INV36-00107	Deputy Supplies	N
9232	Visual Labs, Inc.		679.50	1 Transactions			
9932	WEX BANK - Sheriff's Department 01-200-000-0000-6335		70.65	#221 GAS	94388063	Gas/Vehicle Fuel Charges	N
9932	WEX BANK - Sheriff's Department		70.65	1 Transactions			
200	DEPT Total:		156,459.60	Enforcement	29 Vendors	41 Transactions	
202	DEPT			Boat & Water			
	3334 MCIT 01-202-000-0000-6171		361.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-202-000-0000-6352		2,321.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
	3334 MCIT		2,682.00	2 Transactions			
202	DEPT Total:		2,682.00	Boat & Water	1 Vendors	2 Transactions	
203	DEPT			Snowmobile			
	9203 AT&T Mobility (Sheriff's)						

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1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name	
	01-203-000-0000-6220	AP	88.00	#208 CELL & SQUAD PC	12312023	Telephone	N
9203	AT&T Mobility (Sheriff's)		88.00	1 Transactions			
3334	MCIT						
	01-203-000-0000-6171		400.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
3334	MCIT		400.00	1 Transactions			
203	DEPT Total:		488.00	Snowmobile	2 Vendors	2 Transactions	
204	DEPT			ATV			
	3334 MCIT						
	01-204-000-0000-6171		249.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024 12/31/2024			
3334	MCIT		249.00	1 Transactions			
204	DEPT Total:		249.00	ATV	1 Vendors	1 Transactions	
252	DEPT			Corrections			
	10165 Advanced Correctional Healthcare, Inc.						
	01-252-000-0000-6262		18,150.92	FEB 24 MED SERVICES	136672	Contract Service or Medical Service	6
				02/01/2024 02/29/2024			
	01-252-000-0000-6262	AP	150.00	MENTAL HLTH 12/12/23	137308	Contract Service or Medical Service	6
10165	Advanced Correctional Healthcare, Inc.		18,300.92	2 Transactions			
	657 Aitkin Glass Service Inc.						
	01-252-000-0000-6605	AP	1,393.70	GLASS UNIT #134	20864	Building & Structure Related Expenditure	N
657	Aitkin Glass Service Inc.		1,393.70	1 Transactions			
	9561 Amazon Business						
	01-252-000-0000-6430	AP	28.85	STETHESCOPE/BATTERY- JAIL MED	1963-4NTD-4XD6	Medical Expense/Supplies - Inmates	N
9561	Amazon Business		28.85	1 Transactions			
	14005 American Tower Corporation						
	01-252-000-0000-6342		401.16	JACOBSON TOWER LEASE	411408886	Tower Lease and Rental/Contracts	N
14005	American Tower Corporation		401.16	1 Transactions			
	9203 AT&T Mobility (Sheriff's)						

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1 General Fund

Vendor No.	Name	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
				Service Dates	Paid On Bhf #	On Behalf of Name	
9203	AT&T Mobility (Sheriff's)	AP	99.54	DISPATCH CELL, TRANSPORT CELL	12312023	Telephone	N
			99.54	1 Transactions			
246	Brothers Fire & Security	AP	1,910.00	BROKEN FIRE SPRINKLER HEAD	W30451	Services, Labor, Contracts	N
		AP	2,233.52	SPRINKLER SYSTEM -KITCHEN	W30494	Services, Labor, Contracts	N
246	Brothers Fire & Security		4,143.52	2 Transactions			
15080	Charm-Tex, Inc.	AP	17.70	WASHCLOTHS	0333549-IN	Inmate Welfare Supplies	N
		AP	1,167.90	X-BASE TABLE	0340114-IN	Inmate Welfare Supplies	N
15080	Charm-Tex, Inc.		1,185.60	2 Transactions			
9085	Climate Makers Inc	AP	1,599.76	PUMP & VICTAULIC FITTING LEAK	120018	Services, Labor, Contracts	N
9085	Climate Makers Inc		1,599.76	1 Transactions			
10855	Culligan Soft Water	AP	55.00	JAN COOLER RENTAL	150X01544105	Tower Lease and Rental/Contracts	N
				01/02/2024 01/31/2024			
10855	Culligan Soft Water		55.00	1 Transactions			
9024	ETS Health	AP	4,775.00	KITCHEN FLOOR COATING	15238	Services, Labor, Contracts	N
9024	ETS Health		4,775.00	1 Transactions			
1775	Galls LLC	AP	250.81	#327 L/S SHIRTS	026652491	Clothing Allowance	N
1775	Galls LLC		250.81	1 Transactions			
1754	Garrison Disposal Company, Inc	AP	187.20	JAIL DEMO CHARGE	676879	Services, Labor, Contracts	N
1754	Garrison Disposal Company, Inc		187.20	1 Transactions			
15362	GuidePoint Pharmacy #114 Aitkin	AP	1,434.80	INMATE MEDS	30	Medical Expense/Supplies - Inmates	N
		AP	390.31	INMATE MED SUPPLIES	684	Medical Expense/Supplies - Inmates	N
				12/01/2023 12/31/2023			

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1 General Fund

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
15362	GuidePoint Pharmacy #114 Aitkin				1,825.11				2 Transactions		
2340	Hyytinen Hardware Hank										
	01-252-252-0000-6465		AP		25.25	PROGRAMS-HARDWARE/RUBBER STRAP		15078/1		Inmate Welfare Supplies	N
	01-252-000-0000-6590		AP		21.98	KITCHEN- CASTERS		15391/1		Repair & Maintenance Supplies	N
	01-252-000-0000-6590		AP		5.28	KITCHEN- HARDWARE		15392/1		Repair & Maintenance Supplies	N
	01-252-000-0000-6590		AP		38.92	KITCHEN HARDWARE/CASTERS		15406/1		Repair & Maintenance Supplies	N
	01-252-000-0000-6590		AP		5.37	3 AMP FUSE		15510/1		Repair & Maintenance Supplies	N
2340	Hyytinen Hardware Hank				96.80				5 Transactions		
5503	Keefe Supply Company										
	01-252-000-0000-6418				337.00	SNACK CAKES		1791885		Groceries	N
5503	Keefe Supply Company				337.00				1 Transactions		
3334	MCIT										
	01-252-000-0000-6171				16,223.00	2024 Work Comp Premium	01/01/2024 12/31/2024	19920R		Workers Compensation	N
	01-252-000-0000-6171				588.00	2024 Work Comp Premium	01/01/2024 12/31/2024	19920R		Workers Compensation	N
	01-252-000-0000-6171				560.00	2024 Work Comp Premium	01/01/2024 12/31/2024	19920R		Workers Compensation	N
3334	MCIT				17,371.00				3 Transactions		
10147	Medline Industries, LP										
	01-252-000-0000-6430		AP		254.87	MED SUPPLIES		2299084144		Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430		AP		202.06	MED SUPPLIES		2299225340		Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430		AP		44.00	MED SUPPLIES		2299817542		Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430		AP		85.02	MED SUPPLILES		2300023224		Medical Expense/Supplies - Inmates	6
10147	Medline Industries, LP				585.95				4 Transactions		
9694	Midwest Lock & Door, Inc.										
	01-252-000-0000-6360		AP		2,239.90	DOOR HOLDS LAUNDRY/STORAGE RM		9607		Services, Labor, Contracts	N
9694	Midwest Lock & Door, Inc.				2,239.90				1 Transactions		
89765	Minnesota Elevator, Inc										
	01-252-000-0000-6360				3,190.00	ELEVATOR DOORS - LOCKING ISSUE		1054449		Services, Labor, Contracts	N
89765	Minnesota Elevator, Inc				3,190.00				1 Transactions		
9692	Minnesota Energy Resources Corporation										

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Vendor No.	Name	Rpt	Account/Formula	Accr	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
	01-252-000-0000-6254	AP			142.76	GAS SERVICE STS 11/17/2023 12/19/2023	4850565632	Utilities-Gas and Electric	N
	01-252-000-0000-6254	AP			375.30	GAS SERVICE JAIL 11/17/2023 12/19/2023	4850901090	Utilities-Gas and Electric	N
	01-252-000-0000-6254	AP			1,180.40	GAS SERVICE JAIL 11/17/2023 12/19/2023	4855826404	Utilities-Gas and Electric	N
9692	Minnesota Energy Resources Corporation				1,698.46		3 Transactions		
3789	Pan-O-Gold Baking Company								
	01-252-000-0000-6418	AP			79.47	BREAD & BUNS	10002423355008	Groceries	N
	01-252-000-0000-6418	AP			66.53	BREAD & BUNS	10002423361013	Groceries	N
	01-252-000-0000-6418				66.53	BREAD & BUNS	10002424005011	Groceries	N
3789	Pan-O-Gold Baking Company				212.53		3 Transactions		
3810	Paulbeck's County Market								
	01-252-000-0000-6421	AP			13.99	TIDE PODS	927210202	Laundry Supplies	N
3810	Paulbeck's County Market				13.99		1 Transactions		
9808	Performance Foodservice								
	01-252-000-0000-6418	AP			171.53	PIZZA DOUGH, WAFFLE	806140	Groceries	N
	01-252-000-0000-6418	AP			65.19	CELERY	828544	Groceries	N
	01-252-000-0000-6418	AP			1,969.60	GROCERIES	851131	Groceries	N
	01-252-000-0000-6418	AP			2,919.71	GROCERIES	857320	Groceries	N
	01-252-000-0000-6418				1,801.52	GROCERIES	864292	Groceries	N
9808	Performance Foodservice				6,927.55		5 Transactions		
3950	Public Utilities								
	01-252-000-0000-6254	DTG			6,068.87	NEW JAIL 2 UTILITIES 11/16/2023 12/16/2023	1431-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254	DTG			121.66	STS UTILITIES 11/16/2023 12/16/2023	50109-00	Utilities-Gas and Electric	N
	01-252-000-0000-6254	DTG			1,025.65	NEW JAIL UTILITIES 11/16/2023 12/16/2023	512-00	Utilities-Gas and Electric	N
3950	Public Utilities				7,216.18		3 Transactions		
4010	Rasley Oil Company								
	01-252-000-0000-6330	AP			57.43	TRANSPORT GAS	AITCOSHES	Prisoner Transportation & Travel	N
	01-252-252-0000-6465	AP			6.74	REC- ICE	AITCOSHES	Inmate Welfare Supplies	N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
4010	Rasley Oil Company		64.17		2 Transactions		
12930	River Oaks Dental						
	01-252-000-0000-6430	AP	1,450.00	A.D. - ICSSO EXTRACTIONS	81495/83611	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	623.00	C.T. ICSSO - EXTRACTIONS	84663	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	960.00	A.E. MLCO EXTRACTIONS	87080	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	200.00	S.B. DENTAL VISIT	87659	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	823.00	S.M. EXTRACTIONS	88563	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	597.00	K.N. EXTRACTION	89399	Medical Expense/Supplies - Inmates	6
	01-252-000-0000-6430	AP	590.00	A.E. MLCO - EXTRACTIONS	89548	Medical Expense/Supplies - Inmates	6
12930	River Oaks Dental		5,243.00		7 Transactions		
86235	The Office Shop Inc						
	01-252-000-0000-6360	AP	622.31	BOOKING COPIER	329610-0	Services, Labor, Contracts	N
				09/07/2023	12/05/2023		
86235	The Office Shop Inc		622.31		1 Transactions		
252	DEPT Total:		80,065.01	Corrections	27 Vendors	57 Transactions	
253	DEPT			Sentence to Serve			
9203	AT&T Mobility (Sheriff's)						
	01-253-000-0000-6220	AP	38.23	STS AIR CARD	12312023	Telephone	N
9203	AT&T Mobility (Sheriff's)		38.23		1 Transactions		
2340	Hyytinen Hardware Hank						
	01-253-000-0000-6415	AP	18.99	FOAM EARPLUGS	15056/1	Operational Supplies	N
2340	Hyytinen Hardware Hank		18.99		1 Transactions		
3334	MCIT						
	01-253-000-0000-6171		2,255.00	2024 Work Comp Premium	19920R	Workers Compensation	N
				01/01/2024	12/31/2024		
	01-253-000-0000-6352		1,791.00	2024 Property.Liability Premiu	19920R	Insurance	N
				01/01/2024	12/31/2024		
3334	MCIT		4,046.00		2 Transactions		
4010	Rasley Oil Company						
	01-253-000-0000-6335	AP	58.87	STS GAS	AITCOSHES	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		58.87		1 Transactions		

Aitkin County

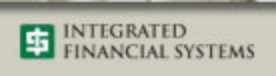


Audit List for Board **COMMISSIONER'S VOUCHERS ENTRIES**

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
253	DEPT Total:		4,162.09	Sentence to Serve	4 Vendors	5 Transactions	
255	DEPT 3334 MCIT 01-255-000-0000-6171		127.00	Crime Victims 2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	3334 MCIT		127.00	1 Transactions			
255	DEPT Total:		127.00	Crime Victims	1 Vendors	1 Transactions	
257	DEPT 9561 Amazon Business 01-257-000-0000-6405		55.60	Community Corrections OFFICE SUPPLIES 01/11/2024 01/11/2024	1VCF-H1L9-PCWR	Office Supplies	N
	9561 Amazon Business		55.60	1 Transactions			
	248 Association of Mn Counties 01-257-000-0000-6240		1,757.00	MACCAC DUES 2024 01/01/2024 12/31/2024	67788	Membership/Dues/Association Fees	N
	248 Association of Mn Counties		1,757.00	1 Transactions			
10265	AT&T Mobility (Community Correct) 01-257-000-0000-6215 AP		45.20	WIRELESS PHONE SERVICE - ADMIN 11/26/2023 12/25/2023	287332245168	Wireless Telephone Services	N
	01-257-255-0000-6215 AP		45.20	WIRELESS PHONE SERVICE - JUV 11/26/2023 12/25/2023	287332245168	Wireless Telephone Services	N
	01-257-257-0000-6215 AP		225.94	WIRELESS PHONE SERVICE - ADULT 11/26/2023 12/25/2023	287332245168	Wireless Telephone Services	N
	01-257-258-0000-6215 AP		45.17	WIRELESS PHONE SERVICE -SC 11/26/2023 12/25/2023	287332245168	Wireless Telephone Services	N
10265	AT&T Mobility (Community Correct)		361.51	4 Transactions			
3334	MCIT 01-257-000-0000-6171		41.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation Insurance	N
	01-257-000-0000-6171		7,126.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation Insurance	N
	01-257-000-0000-6352		2,872.00	2024 Property.Liability Premiu	19920R	Property Casualty Insurance-MCIT	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3334	MCIT		10,039.00	01/01/2024 12/31/2024 3 Transactions			
11997	Minnesota Monitoring, Inc 01-257-267-0000-6342	AP	2,586.25	EHM RENTAL COSTS 12/01/2023 12/31/2023 1 Transactions	14370	Office Equipment Rental/Contracts	N
11997	Minnesota Monitoring, Inc		2,586.25				
89269	Northwestern MN Juv Ctr-Primary Resident 01-257-255-0000-6269	AP	8,928.00	JUV DET RESIDENTIAL (ADB) 12/01/2023 12/31/2023 1 Transactions	297-179-1	Juvenile Detention	N
89269	Northwestern MN Juv Ctr-Primary Resident		8,928.00				
4010	Rasley Oil Company 01-257-000-0000-6335	AP	19.15	ADMIN FUEL 12/01/2023 12/31/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-255-0000-6335	AP	18.70	JUVENILE AGENT FUEL 12/01/2023 12/31/2023	AITCOPROS	Gas/Vehicle Fuel Charges	N
	01-257-258-0000-6335	AP	38.10	SOBRIETY COURT AGENT FUEL 12/01/2023 12/31/2023 3 Transactions	AITCOPROS	Gas/Vehicle Fuel Charges	N
4010	Rasley Oil Company		75.95				
9489	Redwood Toxicology Laboratory, Inc 01-257-267-0000-6274	AP	382.54	DRUG TEST LAB FEES 12/01/2023 12/31/2023 1 Transactions	022399202312	Drug Testing Fee	6
9489	Redwood Toxicology Laboratory, Inc		382.54				
86235	The Office Shop Inc 01-257-000-0000-6300	AP	145.69	COPIER SERVICE CONTRACT 09/09/2023 12/05/2023 1 Transactions	329829-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		145.69				
257	DEPT Total:		24,331.54	Community Corrections	9 Vendors	16 Transactions	
280	DEPT			Emergency Management			
	3334 MCIT 01-280-000-0000-6352		382.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3334	MCIT		382.00		1 Transactions		
8540	Minnesota Department Of Public Safety 01-280-003-0000-6241		350.00	GOVERNOR'S CONFERENCE	GOV01102024-0169	Registration Fee	N
8540	Minnesota Department Of Public Safety		350.00		1 Transactions		
9808	Performance Foodservice 01-280-000-0000-6460		76.69	FOOD FOR REGIONAL EM MEETING	864307	Deputy Supplies	N
9808	Performance Foodservice		76.69		1 Transactions		
280	DEPT Total:		808.69	Emergency Management	3 Vendors	3 Transactions	
391	DEPT			Solid Waste			
3334	MCIT 01-391-000-0000-6171		1,153.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-391-000-0000-6352		2,126.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		3,279.00		2 Transactions		
10930	Tidholm Productions 01-391-000-0000-6405		251.00	RECYCLOPS BANNERS	35965745	Office, Film, & Field Supplies	Y
10930	Tidholm Productions		251.00		1 Transactions		
391	DEPT Total:		3,530.00	Solid Waste	2 Vendors	3 Transactions	
500	DEPT			Library And Historical Society			
90	Aitkin Co Historical Society 01-500-501-0000-6801		25,000.00	2024 APPROPRIATION	20231219-141	Historical Society Appropriations	N
90	Aitkin Co Historical Society		25,000.00		1 Transactions		
11416	Aitkin County CARE, Inc 01-500-502-0000-6848		37,900.00	2024 APPROPRIATION	20231219-141	CARE Appropriation	N
11416	Aitkin County CARE, Inc		37,900.00		1 Transactions		
1495	East Central Regional Library 01-500-500-0000-6801		251,450.00	2024 APPROPRIATION	20231219-141	Library Appropriations	N

Aitkin County



1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1495	East Central Regional Library		251,450.00		1 Transactions		
89433	Larson/Renee 01-500-500-0000-6278	AP	175.00	ECRL MTGS (8/14-12/11) 08/14/2023 12/11/2023	01092024	Advisory Board/Committee Per Diem	Y
89433	Larson/Renee		175.00		1 Transactions		
500	DEPT Total:		314,525.00	Library And Historical Society	4 Vendors	4 Transactions	
600	DEPT			Ag Society, Soil & Water, Ag Inspect			
89856	Aitkin Co Agricultural Society 01-600-550-0000-6801 01-600-550-0000-6843		14,000.00 10,000.00	2024 APPROPRIATION 2024 APPROPRIATION	20231219-141 20231219-141	Ag Society Appropriations Ag Society Capital Improvements	N N
89856	Aitkin Co Agricultural Society		24,000.00		2 Transactions		
111	Aitkin Co Soil & Water 01-600-552-0000-6800 01-600-552-0000-6801 01-600-553-0000-6271		7,700.00 68,849.00 5,000.00	2024 APPROPRIATION 2024 APPROPRIATION 2024 APPROPRIATION	20231219-141 20231219-141 20231219-141	Soil & Water County LCWP Appropriation Soil & Water Appropriations Ag Inspector Contracts & Services	N N N
111	Aitkin Co Soil & Water		81,549.00		3 Transactions		
3334	MCIT 01-600-550-0000-6352 01-600-550-0000-6171 01-600-550-0000-6352		6,062.00 50.00 3,270.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024 2024 WC RENEWAL 2024 PC RENEWAL	19920R 20001R 20001R	Ag Society Insurance Workers Compensation Ag Society Insurance	N N N
3334	MCIT		9,382.00		3 Transactions		
3402	Mississippi Headwaters Board 01-600-552-0000-6847		1,500.00	2024 APPROPRIATION	A24	Mississippi Headwaters Board	N
3402	Mississippi Headwaters Board		1,500.00		1 Transactions		
600	DEPT Total:		116,431.00	Ag Society, Soil & Water, Ag Inspect	4 Vendors	9 Transactions	
700	DEPT			Promotion,Airport,Tourism, Misc.			
1010	City Of Aitkin 01-700-903-0000-6800		30,000.00	2024 APPROPRIATION-AIRPORT	20231219-141	Aitkin Airport Appropriations	N

Aitkin County



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

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
1010	City Of Aitkin		30,000.00		1 Transactions		
175	City Of McGregor 01-700-903-0000-6801		15,600.00	2024 APPROPRIATION	20231219-141	Mcgregor Airport Appropriations	N
175	City Of McGregor		15,600.00		1 Transactions		
9612	Discovery Publishing, Inc. 01-700-909-0000-6801		303.95	ATV AD FOR JAN./FEB. 2024 01/01/2024 02/29/2024	3724	Appropriations-Grant	Y
9612	Discovery Publishing, Inc.		303.95		1 Transactions		
700	DEPT Total:		45,903.95	Promotion,Airport,Tourism, Misc.	3 Vendors	3 Transactions	
711	DEPT			Economic Development			
248	Association of Mn Counties 01-711-000-0000-6339	AP	40.00	AMC CONFERENCE MEAL 12/05/23 12/05/2023 12/05/2023	67498	Meals (Overnight)	N
248	Association of Mn Counties		40.00		1 Transactions		
15240	AT&T Mobility (Central Serv) 01-711-000-0000-6220	AP	44.73	ECON DEV PHONE 11/26/2023 12/25/2023	287298817699	Telephone	N
15240	AT&T Mobility (Central Serv)		44.73		1 Transactions		
3334	MCIT 01-711-000-0000-6171		148.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	01-711-000-0000-6352		359.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		507.00		2 Transactions		
8819	Mille Lacs Energy Coop-Aitkin 01-711-043-0000-6801		787,689.40	BROADBAND/ADMIN PAYMENT #8	CARE-21-0011-O-FY	CDBG-CV Broadband Grant Expenditures	N
8819	Mille Lacs Energy Coop-Aitkin		787,689.40		1 Transactions		
10345	TLC Child Care 01-711-952-0000-6304		60,000.00	CHILDCARE ACCELERATION GRANT	1220231	Grant Expenses	G
10345	TLC Child Care		60,000.00		1 Transactions		

Aitkin County



1 General Fund

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
711	DEPT Total:		848,281.13	Economic Development	5 Vendors	6 Transactions	
1	Fund Total:		1,843,103.90	General Fund		307 Transactions	

Aitkin County



2 Reserves Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
44	DEPT		Central Services			
	10203 Brendel/William					
	02-044-251-0000-6268	AP	ORGANIZATION DEVELOP. DEC. '23	9	Staff Training, Development	Y
	10203 Brendel/William		1 Transactions			
	7,000.00					
44	DEPT Total:		7,000.00	Central Services	1 Vendors	1 Transactions
257	DEPT		Community Corrections			
	3810 Paulbeck's County Market					
	02-257-000-0000-6357	AP	BAKER FUNDS - SC BASKETS	9277299	Baker Foundation Expenses	N
			12/20/2023 12/20/2023			
	3810 Paulbeck's County Market		1 Transactions			
	248.12					
257	DEPT Total:		248.12	Community Corrections	1 Vendors	1 Transactions
2	Fund Total:		7,248.12	Reserves Fund	2 Transactions	

Aitkin County



3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
301	DEPT			R&B Administration			
10855	Culligan Soft Water 03-301-000-0000-6342		55.00	WATER COOLER RENTAL JAN 24	150-10020584-1	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		55.00	1 Transactions			
11406	Innovative Office Solutions, LLC 03-301-000-0000-6405		93.71	OFFICE SUPPLIES	IN4421766	Office Supplies	N
11406	Innovative Office Solutions, LLC		93.71	1 Transactions			
13611	Johnson/Carol 03-301-000-0000-6241		20.00	NOTARY RECORDING	105715	Meeting/Conference Registration Fee	N
13611	Johnson/Carol		20.00	1 Transactions			
3334	MCIT 03-301-000-0000-6171		195.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	03-301-000-0000-6171		3,850.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	03-301-000-0000-6352		22,614.00	2024 Liability Premium 01/01/2024 12/31/2024	19920R	Insurance	N
	03-301-000-0000-6352		6,086.00	2024 Inland Marine Premium 01/01/2024 12/31/2024	19920R	Insurance	N
	03-301-000-0000-6352		28,528.00	2024 Auto Premium 01/01/2024 12/31/2024	19920R	Insurance	N
	03-301-000-0000-6352		256.00	2024 Bond Premium 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		61,529.00	6 Transactions			
3385	Mn Transportation Alliance 03-301-000-0000-6240		2,772.00	2024 MEMBERSHIP DUES/RENEWAL	P24-1001	Membership/Dues/Association Fees	N
3385	Mn Transportation Alliance		2,772.00	1 Transactions			
11605	Shred Right 03-301-000-0000-6405		40.00	DOCUMENT DESTRUCTION	0014616	Office Supplies	N
11605	Shred Right		40.00	1 Transactions			
301	DEPT Total:		64,509.71	R&B Administration	6 Vendors	11 Transactions	

302 DEPT R&B Engineering/Construction

Aitkin County



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

3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
3334	MCIT 03-302-000-0000-6171		5,784.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
3334	MCIT		5,784.00	1 Transactions			
302	DEPT Total:		5,784.00	R&B Engineering/Construction	1 Vendors	1 Transactions	
303	DEPT			R&B Highway Maintenance			
50	Aitkin Body Shop, Inc 03-303-000-0000-6417		53.19	AITKIN SHOP SUPPLIES	2620	Shop/Building Maintenance	N
50	Aitkin Body Shop, Inc		53.19	1 Transactions			
170	Aitkin Motor Company 03-303-000-0000-6590	AP P	39.30	REPAIR PARTS	18210	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		39.30	1 Transactions			
12106	Antoine Electric 03-303-000-0000-6417	AP P	749.75	MCGREGOR SHOP	3116	Shop/Building Maintenance	Y
12106	Antoine Electric		749.75	1 Transactions			
7916	AT&T Mobility (R&B) 03-303-000-0000-6220	AP P	38.23	PAUL'S IPAD SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220	AP P	38.23	MIKE LAPTOP SVC	ACCT 287303768387	Telephone	N
	03-303-000-0000-6220	AP P	38.23	CAROL LAPTOP SVC	ACCT 287303768387	Telephone	N
7916	AT&T Mobility (R&B)		114.69	3 Transactions			
13725	Beartooth True Value 03-303-000-0000-6417		17.56	AITKIN SHOP SUPPLIES	B244435	Shop/Building Maintenance	N
13725	Beartooth True Value		17.56	1 Transactions			
11419	Beaudry Oil & Service, Inc. 03-303-000-0000-6570		17,915.86	MCGREGOR DIESEL	1108790	Motor Fuel & Lubricants	N
11419	Beaudry Oil & Service, Inc.		17,915.86	1 Transactions			
14052	Best Oil Company 03-303-000-0000-6570		1,689.27	SWATARA DIESEL	51722	Motor Fuel & Lubricants	Y
14052	Best Oil Company		1,689.27	1 Transactions			
11895	Cargill, Incorporated						

Aitkin County



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

3 Road & Bridge

Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
	03-303-000-0000-6518	AP	P	10,563.10	DE-ICING SALT	2908928796	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	5,720.25	DE-ICING SALT	2908928853	De-Icing Salt	N
	03-303-000-0000-6518	AP	P	5,753.81	DE-ICING SALT	2908936362	De-Icing Salt	N
11895	Cargill, Incorporated			22,037.16				3 Transactions
14887	Cintas Corporation							
	03-303-000-0000-6360			15.16	SHOP LAUNDRY	4178899224	Services, Labor, Contracts	N
	03-303-000-0000-6360			12.89	SHOP LAUNDRY	4179568309	Services, Labor, Contracts	N
14887	Cintas Corporation			28.05				2 Transactions
2763	Countryside Sanitation, LLC							
	03-303-000-0000-6255			117.00	JAN 24 MCGREGOR	4501	Garbage	Y
	03-303-000-0000-6255			81.90	JAN 24 PALISADE	4502	Garbage	Y
2763	Countryside Sanitation, LLC			198.90				2 Transactions
7060	Federated Co-Ops Inc.							
	03-303-000-0000-6423			582.36	MCGRATH SHOP PROPANE	2065122	Fuel for Buildings	N
7060	Federated Co-Ops Inc.			582.36				1 Transactions
8622	Frontier Communications Holdings LLC							
	03-303-000-0000-6220			91.73	JACOBSON	218-752-6591	Telephone	N
	03-303-000-0000-6220			91.73	MCGREGOR	218-768-4481	Telephone	N
	03-303-000-0000-6220			91.73	PALISADE	218-845-2607	Telephone	N
8622	Frontier Communications Holdings LLC			275.19				3 Transactions
1754	Garrison Disposal Company, Inc							
	03-303-000-0000-6255	AP	P	140.28	AITKIN SHOP	354485	Garbage	N
1754	Garrison Disposal Company, Inc			140.28				1 Transactions
1818	Glen's Sign Design							
	03-303-000-0000-6516			220.00	E-911 STREET SIGNAGE	.	Signs & Posts	Y
1818	Glen's Sign Design			220.00				1 Transactions
2340	Hyytinen Hardware Hank							
	03-303-000-0000-6417	AP	P	25.95	AITKIN SHOP	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6417	AP	P	19.96	AITKIN SHOP	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6417	AP	P	12.45	MCGREGOR SHOP	ACCT 2054	Shop/Building Maintenance	N
	03-303-000-0000-6521	AP	P	18.99	MAILBOX REPAIR	ACCT 2054	Maintenance Supplies	N
	03-303-000-0000-6521	AP	P	4.45	MAILBOX REPAIR	ACCT 2054	Maintenance Supplies	N

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

3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
						Service Dates	Paid On Bhf #	On Behalf of Name	
2340	Hyytinen Hardware Hank	03-303-000-0000-6590	AP	P	20.98	REPAIR PARTS	ACCT 2054	Repair & Maintenance Supplies	N
					102.78	6 Transactions			
9102	JOHNSON/BRAD & MELISSA	03-303-000-0000-6181	AP	P	169.00	WORK BOOTS REIMBURSEMENT	BRUNT	Safety Footwear Allowance	N
9102	JOHNSON/BRAD & MELISSA				169.00	1 Transactions			
91187	Lake Country Power	03-303-000-0000-6254	AP	P	64.17	NOV/DEC CSAH 14	141979801	Utilities-Gas and Electric	N
		03-303-000-0000-6254	AP	P	63.36	NOV/DEC CSAH 6	141979901	Utilities-Gas and Electric	N
91187	Lake Country Power				127.53	2 Transactions			
2941	M R Sign Co Inc	03-303-000-0000-6516	AP	P	209.57	ADOPT-A-HWY SIGN	222786	Signs & Posts	N
		03-303-000-0000-6516	AP	P	149.61	ADOPT-A-HWY SIGN OVERLAYS	222787	Signs & Posts	N
2941	M R Sign Co Inc				359.18	2 Transactions			
3100	McGregor Oil	03-303-000-0000-6570	AP	P	2,415.92	JACOBSON DIESEL	0-14942	Motor Fuel & Lubricants	N
3100	McGregor Oil				2,415.92	1 Transactions			
3334	MCIT	03-303-000-0000-6171			32,426.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
		03-303-000-0000-6171			4,907.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
		03-303-000-0000-6352			11,846.00	2024 Property Premium 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT				49,179.00	3 Transactions			
8527	Midstates Equipment & Supply, Inc.	03-303-000-0000-6517			31,378.35	MASTIC	224018	Asphalt,Crackfiller,Tack Oil,Etc	N
8527	Midstates Equipment & Supply, Inc.				31,378.35	1 Transactions			
9239	Mn Dept Of Natural Resources-OMB	03-303-000-0000-6519	AP	P	3,187.35	GRAVEL - LEAR010050	1158724	Gravel & Royalties	N
9239	Mn Dept Of Natural Resources-OMB				3,187.35	1 Transactions			
13075	Northern Tool & Equipment								

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3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		03-303-000-0000-6417	AP	P	107.98	AITKIN SHOP		77975455		Shop/Building Maintenance		N
13075	Northern Tool & Equipment				107.98				1	Transactions		
8436	Northland Parts											
		03-303-000-0000-6590	AP	P	100.26	REPAIR PARTS		ACCT 3741		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	53.97	REPAIR PARTS		ACCT 3741		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	629.93	REPAIR PARTS		ACCT 3741		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	171.98	REPAIR PARTS		ACCT 3741		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	44.95	REPAIR PARTS		ACCT 3741		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	166.98-	AITKIN SHOP SUPPLIES		ACCT 3741		Repair & Maintenance Supplies		N
8436	Northland Parts				834.11				6	Transactions		
10720	Nuss Truck Group Inc											
		03-303-000-0000-6590	AP	P	316.64	REPAIR PARTS		PSO067430-1		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	92.35	REPAIR PARTS		PSO068170-1		Repair & Maintenance Supplies		N
		03-303-000-0000-6590			234.09	REPAIR PARTS		PSO069784-1		Repair & Maintenance Supplies		N
10720	Nuss Truck Group Inc				643.08				3	Transactions		
3871	People's Security Co. Inc,											
		03-303-000-0000-6417	AP	P	52.50	AITKIN SHOP		244457		Shop/Building Maintenance		N
3871	People's Security Co. Inc,				52.50				1	Transactions		
15211	Quality Disposal Systems Inc											
		03-303-000-0000-6255	AP	P	70.79	GARBAGE: MCGRATH		ACCT 1652085.		Garbage		N
15211	Quality Disposal Systems Inc				70.79				1	Transactions		
4070	Riley Auto Supply											
		03-303-000-0000-6417	AP	P	8.48	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	4.09	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	9.78	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	94.66	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	34.21	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6417	AP	P	95.97	AITKIN SHOP		ACCT 2716		Shop/Building Maintenance		N
		03-303-000-0000-6590	AP	P	113.87	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	208.41	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	197.90	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	182.43	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	109.98	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N
		03-303-000-0000-6590	AP	P	90.79	REPAIR PARTS		ACCT 2716		Repair & Maintenance Supplies		N

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3 Road & Bridge

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
4070	Riley Auto Supply				1,150.57						
							12 Transactions				
14812	SCI Broadband/Savage Communications										
	03-303-000-0000-6220				155.06	JAN PHONE/INTERNET		ACCT 009-038972		Telephone	N
14812	SCI Broadband/Savage Communications				155.06		1 Transactions				
8671	Village Laundromat & Car Wash, Inc										
	03-303-000-0000-6417				38.50	RAGS		000123		Shop/Building Maintenance	N
8671	Village Laundromat & Car Wash, Inc				38.50		1 Transactions				
10196	Yanmar CE NA										
	03-303-000-0000-6590		AP	P	386.92	REPAIR PARTS		653523		Repair & Maintenance Supplies	N
10196	Yanmar CE NA				386.92		1 Transactions				
5295	Ziegler Inc										
	03-303-000-0000-6590		AP	P	127.54	REPAIR PARTS		IN001304864		Repair & Maintenance Supplies	N
	03-303-000-0000-6590		AP	P	278.86	REPAIR PARTS		IN001305132		Repair & Maintenance Supplies	N
5295	Ziegler Inc				406.40		2 Transactions				
303	DEPT Total:				134,826.58	R&B Highway Maintenance		32 Vendors		68 Transactions	
307	DEPT					R&B Capital Infrastructure					
8694	Department of Transportation										
	03-307-000-0000-6269		AP	P	82.35	JOB COST TRANSFERS		P00018196		Professional Services	N
	03-307-000-0000-6269		AP	P	2,410.51	JOB COST TRANSFERS		P00018196		Professional Services	N
8694	Department of Transportation				2,492.86		2 Transactions				
5556	MN Board Of Water & Soil Resources										
	03-307-000-0000-6269				500.00	WETLAND BANK		00000774467		Professional Services	N
5556	MN Board Of Water & Soil Resources				500.00		1 Transactions				
5128	Widseth Smith & Nolting Inc										
	03-307-000-0000-6269		AP	P	7,225.00	PROFESSIONAL SERVICES		227853		Professional Services	N
5128	Widseth Smith & Nolting Inc				7,225.00		1 Transactions				
14998	WSB & Associates, Inc.										
	03-307-000-0000-6269		AP	P	120.00	BIT PLANT INSPECTION		R-023149-000-5		Professional Services	N
14998	WSB & Associates, Inc.				120.00		1 Transactions				

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Vendor	Name		Rpt		Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr		Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
307	DEPT Total:			10,337.86	R&B Capital Infrastructure	4 Vendors	5 Transactions	
308	DEPT				R&B Equipment & Facilities			
	12106 Antoine Electric							
	03-308-000-0000-6605	AP	P	8,163.18	PALI COLD STORAGE	3117	Building & Structure Related Expenditure	Y
	12106 Antoine Electric			8,163.18		1 Transactions		
308	DEPT Total:			8,163.18	R&B Equipment & Facilities	1 Vendors	1 Transactions	
3	Fund Total:			223,621.33	Road & Bridge		86 Transactions	

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
400	DEPT			Public Health Department			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-400-440-0410-6405		6.48	AGENCY - AA BATTERIES 01/09/2024 01/09/2024	19YT-R4X1-6FCJ	Office Supplies	N
	05-400-440-0410-6405	AP	5.57	AGENCY-LRG PAPER CLIP/CALENDAR 12/30/2023 12/30/2023	1WPK-WG69-MVGV	Office Supplies	N
	05-400-440-0410-6405	AP	27.43	OSS-COMP PRIVACY SCREENS X 4 12/30/2023 12/30/2023	1XQR-HG74-M93R	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		39.48	3 Transactions			
248	Association of Mn Counties 05-400-440-0410-6240		302.96	MACSSA ANNUAL DUES 2024 01/01/2024 12/31/2024	67488	Membership/Dues/Association Fees	N
248	Association of Mn Counties		302.96	1 Transactions			
10855	Culligan Soft Water 05-400-440-0410-6342		20.10	COOLER RENTAL SERVICE 01/01/2024 01/31/2024	150X01546605	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		20.10	1 Transactions			
3334	MCIT 05-400-440-0410-6171		4,726.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	05-400-440-0410-6352		3,218.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		7,944.00	2 Transactions			
89765	Minnesota Elevator, Inc 05-400-440-0410-6300		376.82	ELEVATOR SERVICE - 2024 01/01/2024 12/31/2024	1053762	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		376.82	1 Transactions			
10109	Quadient, Inc 05-400-440-0410-6300		39.64	RATE CHANGE PROTECTION 02/01/2024 01/31/2025	60730652	Maintenance/Service Contracts	N
10109	Quadient, Inc		39.64	1 Transactions			
88859	Spee*Dee-St Cloud 05-400-430-0408-6360	AP	115.14	FAP SERVICE -111	947479	Services, Labor, Contracts	N

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-400-440-0410-6205	AP	48.60	12/04/2023 12/30/2023 PH SERVICE - 127	947479	Postage	N
88859	Spee*Dee-St Cloud		163.74	12/04/2023 12/30/2023 2 Transactions			
10698	Stericycle,Inc 05-400-440-0410-6360		16.86	01/01/2024 01/31/2024 STERI-SAFE	8005591786	Services, Labor, Contracts	6
10698	Stericycle,Inc		16.86	1 Transactions			
86235	The Office Shop Inc 05-400-440-0410-6300	AP	157.89	09/08/2023 12/06/2023 PH-COPIER CONTRACT IRDXC5850I	329614-0	Maintenance/Service Contracts	N
	05-400-440-0410-6300	AP	63.16	09/08/2023 12/06/2023 OSS-COPIER CONTRACT IRDXC5850I	329614-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		221.05	2 Transactions			
400	DEPT Total:		9,124.65	Public Health Department	9 Vendors	14 Transactions	
420	DEPT			Income Maintenance			
86359	Aitkin Co Attorney 05-420-640-4800-6263	DTG	4,110.00	10/01/2023 12/31/2023 IV-D BILLING Q4 2023		Contract Legal Services Iv-D	N
	05-420-640-4800-6263	DTG	240.00	10/01/2023 12/31/2023 FRAUD BILLING Q4 2023		Contract Legal Services Iv-D	N
86359	Aitkin Co Attorney		4,350.00	2 Transactions			
88284	Aitkin Co Recorder 05-420-650-4800-6800		13.00	01/03/2024 01/03/2024 MA ESTATE DEATH CERTIFICATE	105665	Program Expenses Direct Charge Ffp	N
88284	Aitkin Co Recorder		13.00	1 Transactions			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-420-600-4800-6405		15.27	01/09/2024 01/09/2024 AGENCY - AA BATTERIES	19YT-R4X1-6FCJ	Office Supplies	N
	05-420-600-4800-6405	AP	13.13	12/30/2023 12/30/2023 AGENCY-LRG PAPER CLIP/CALENDAR	1WPK-WG69-MVGV	Office Supplies	N
	05-420-600-4800-6405	AP	64.67	12/30/2023 12/30/2023 OSS-COMP PRIVACY SCREENS X 4	1XQR-HG74-M93R	Office Supplies	N

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Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	1099
9608	AMAZON CAPITAL SERVICES (HHS only)				93.07				3 Transactions		
248	Association of Mn Counties	05-420-600-4800-6240			714.12	MACSSA ANNUAL DUES 2024	01/01/2024 12/31/2024	67488		Membership/Dues/Association Fees	N
248	Association of Mn Counties				714.12				1 Transactions		
10855	Culligan Soft Water	05-420-600-4800-6342			47.39	COOLER RENTAL SERVICE	01/01/2024 01/31/2024	150X01546605		Office Equipment Rental/Contracts	N
10855	Culligan Soft Water				47.39				1 Transactions		
11051	Department of Human Services	05-420-620-4400-6026	DTG		3,408.51	MCRE/GAMC/NONRES ESTATE	11/01/2023 11/30/2023	A300MM1Y01I		State Share - GAMC Estate	N
		05-420-650-4400-6025	DTG		3,612.60	MA LTC UN 65	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Program	N
		05-420-650-4400-6025	DTG		764.34	G8 LTC LT65 CY20	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Program	N
		05-420-650-4400-6026	DTG		9.46	MA ESTATE COLLECTIONS-FED	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Estate	N
		05-420-650-4400-6026	DTG		3,237.10	CV MA ESTATE COLL-FED	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Estate	N
		05-420-650-4400-6026	DTG		25.08	MA ESTATE COLLECTIONS-STATE	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Estate	N
		05-420-650-4400-6026	DTG		1,235.53	CV MA ESTATE COLL - STATE	11/01/2023 11/30/2023	A300MM1Y01I		State/Fed Share - MA Estate	N
		05-420-620-4100-6011	DTG		627.00	MAXIS GRH RECOVERIES	11/01/2023 11/30/2023	A300MX01249I		County Share - Ga	N
		05-420-630-4100-6011	DTG		150.97	MAXIS FS RECOVERIES	11/01/2023 11/30/2023	A300MX01249I		County Share-Food Support	N
11051	Department of Human Services				13,070.59				9 Transactions		
3334	MCIT	05-420-600-4800-6171			1,846.00	2024 Work Comp Premium	01/01/2024 12/31/2024	19920R		Workers Compensation	N
3334	MCIT				1,846.00				1 Transactions		
89765	Minnesota Elevator, Inc										

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	05-420-600-4800-6300		888.23	ELEVATOR SERVICE - 2024 01/01/2024 12/31/2024	1053762	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		888.23	1 Transactions			
10109	Quadient, Inc 05-420-600-4800-6300		93.45	RATE CHANGE PROTECTION 02/01/2024 01/31/2025	60730652	Maintenance/Service Contracts	N
10109	Quadient, Inc		93.45	1 Transactions			
86944	Sheriff Crow Wing County 05-420-640-4800-6379	AP	75.00	IV-D SERVICES 001571659501 12/29/2023 12/29/2023	11784	Other Iv-D Charges	N
86944	Sheriff Crow Wing County		75.00	1 Transactions			
88859	Spee*Dee-St Cloud 05-420-600-4800-6205	AP	73.73	IM SERVICE - 101 12/04/2023 12/30/2023	947479	Postage	N
88859	Spee*Dee-St Cloud		73.73	1 Transactions			
10698	Stericycle, Inc 05-420-600-4800-6360		39.73	STERI-SAFE 01/01/2024 01/31/2024	8005591786	Services, Labor, Contracts	6
10698	Stericycle, Inc		39.73	1 Transactions			
86235	The Office Shop Inc 05-420-600-4800-6405		25.32	IM-NAME PLATES (SP/BR) 01/09/2024 01/09/2024	1136661-0	Office Supplies	N
	05-420-600-4800-6300	AP	372.17	PH-COPIER CONTRACT IRDXC5850I 09/08/2023 12/06/2023	329614-0	Maintenance/Service Contracts	N
	05-420-600-4800-6300	AP	148.87	OSS-COPIER CONTRACT IRDXC5850I 09/08/2023 12/06/2023	329614-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc		546.36	3 Transactions			
420	DEPT Total:		21,850.67	Income Maintenance	13 Vendors	26 Transactions	
430	DEPT			Social Services			
9608	AMAZON CAPITAL SERVICES (HHS only) 05-430-700-4800-6405		58.83	SS-VINYL EXAM GLOVES 01/09/2024 01/09/2024	17R1-LP7J-4RCD	Office Supplies	N

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Vendor No.	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
	05-430-700-4800-6405		24.51	AGENCY - AA BATTERIES 01/09/2024 01/09/2024	19YT-R4X1-6FCJ	Office Supplies	N
	05-430-700-4800-6405	AP	21.08	AGENCY-LRG PAPER CLIP/CALENDAR 12/30/2023 12/30/2023	1WPK-WG69-MVGV	Office Supplies	N
	05-430-700-4800-6405	AP	103.86	OSS-COMP PRIVACY SCREENS X 4 12/30/2023 12/30/2023	1XQR-HG74-M93R	Office Supplies	N
9608	AMAZON CAPITAL SERVICES (HHS only)		208.28	4 Transactions			
248	Association of Mn Counties						
	05-430-700-4800-6240		1,146.92	MACSSA ANNUAL DUES 2024 01/01/2024 12/31/2024	67488	Membership/Dues/Association Fees	N
248	Association of Mn Counties		1,146.92	1 Transactions			
10855	Culligan Soft Water						
	05-430-700-4800-6342		76.11	COOLER RENTAL SERVICE 01/01/2024 01/31/2024	150X01546605	Office Equipment Rental/Contracts	N
10855	Culligan Soft Water		76.11	1 Transactions			
3334	MCIT						
	05-430-700-4800-6171		3,226.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	05-430-700-4800-6352		21,704.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance-Vehicles/Equipment/Liability	N
3334	MCIT		24,930.00	2 Transactions			
89765	Minnesota Elevator, Inc						
	05-430-700-4800-6300		1,426.55	ELEVATOR SERVICE - 2024 01/01/2024 12/31/2024	1053762	Maintenance/Service Contracts	N
89765	Minnesota Elevator, Inc		1,426.55	1 Transactions			
10657	Quadient Finance USA, Inc						
	05-430-000-0000-1205	AP	2,000.00	POSTAGE 12/21/2023 12/21/2023	7900 0440 8076 9098	Postage Account	N
10657	Quadient Finance USA, Inc		2,000.00	1 Transactions			
10109	Quadient, Inc						
	05-430-700-4800-6300		150.08	RATE CHANGE PROTECTION 02/01/2024 01/31/2025	60730652	Maintenance/Service Contracts	N

Aitkin County



5 Health & Human Services

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
10109	Quadient, Inc			150.08		1 Transactions		
10698	Stericycle, Inc 05-430-700-4800-6360			63.81	STERI-SAFE 01/01/2024 01/31/2024	8005591786	Services, Labor, Contracts	6
10698	Stericycle, Inc			63.81		1 Transactions		
86235	The Office Shop Inc 05-430-700-4800-6405			12.66	SS-NAME PLATE (AB) 01/09/2024 01/09/2024	1136661-0	Office Supplies	N
	05-430-700-4800-6300	AP		597.72	PH-COPIER CONTRACT IRDXC5850I 09/08/2023 12/06/2023	329614-0	Maintenance/Service Contracts	N
	05-430-700-4800-6300	AP		239.09	OSS-COPIER CONTRACT IRDXC5850I 09/08/2023 12/06/2023	329614-0	Maintenance/Service Contracts	N
86235	The Office Shop Inc			849.47		3 Transactions		
430	DEPT Total:			30,851.22	Social Services	9 Vendors	15 Transactions	
5	Fund Total:			61,826.54	Health & Human Services		55 Transactions	

Aitkin County



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

6 Debt Service

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	<u>1099</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
0	DEPT			Undesignated			
	5777 U.S. Bank N.A.						
	06-000-000-0000-6795		420,000.00	0058739NS - PRINCIPAL	2480640	Long Term Loans	N
	06-000-000-0000-6796		145,507.51	0058739NS - INTEREST	2480640	Interest	N
	5777 U.S. Bank N.A.		565,507.51				
				2 Transactions			
0	DEPT Total:		565,507.51	Undesignated	1 Vendors	2 Transactions	
6	Fund Total:		565,507.51	Debt Service		2 Transactions	

Aitkin County



9 State

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
0	DEPT			Undesignated			
90178	State Of Minnesota-Treasurer						
	09-000-000-0000-2030	DTG	270.00	MARRAIGE CERTIFICATES DUES	DECEMBER 2023	State Fees, Assessments & Surcharges	N
90178	State Of Minnesota-Treasurer		270.00	1 Transactions			
0	DEPT Total:		270.00	Undesignated	1 Vendors	1 Transactions	
9	Fund Total:		270.00	State		1 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
900	DEPT			Timber Permit Bonds			
2424	Jobe/Peter N 10-900-000-0000-2300		1,226.05	REFUND BOND	14213	Timber Permit Bonds	Y
2424	Jobe/Peter N		1,226.05	1 Transactions			
5791	Sappi 10-900-000-0000-2300		6,399.40	REFUND BOND	14411	Timber Permit Bonds	N
	10-900-000-0000-2300		3,119.93	REFUND BOND	14441	Timber Permit Bonds	N
5791	Sappi		9,519.33	2 Transactions			
900	DEPT Total:		10,745.38	Timber Permit Bonds	2 Vendors	3 Transactions	
921	DEPT			Co. Development			
5889	USDA, APHIS, General 10-921-000-0000-6360	AP	2,715.64	PERSONNEL COMP AND PROG SUPPOR	3004815143	Miscellaneous-Services	N
5889	USDA, APHIS, General		2,715.64	1 Transactions			
921	DEPT Total:		2,715.64	Co. Development	1 Vendors	1 Transactions	
923	DEPT			Forfeited Tax Sales			
86222	Aitkin Independent Age 10-923-000-0000-6230	AP	40.00	NRAC COMMITTEE OPENINGS	1360782	Printing, Publishing & Adv	Y
86222	Aitkin Independent Age		40.00	1 Transactions			
170	Aitkin Motor Company 10-923-000-0000-6590	AP	1,039.25	2016 F150 99049 4 TIRES	46233	Repair & Maintenance Supplies	N
	10-923-000-0000-6590	AP	68.88	2023 F150 04127 LOF	46369	Repair & Maintenance Supplies	N
	10-923-000-0000-6590	AP	60.06	2021 F150 25173 LOF	46370	Repair & Maintenance Supplies	N
	10-923-000-0000-6590	AP	326.95	2021 F150 25173 PARKBRAKE REPA	46466	Repair & Maintenance Supplies	N
170	Aitkin Motor Company		1,495.14	4 Transactions			
13725	Beartooth True Value 10-923-000-0000-6450	AP	5.61	3 KEYS	A147165	Field Supplies	N
13725	Beartooth True Value		5.61	1 Transactions			
10855	Culligan Soft Water 10-923-000-0000-6342	AP	105.00	WATER OFFICE	150X01549401	Office/Equipment-Rental	N
				01/01/2024	01/31/2024		

Aitkin County



Vendor No.	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name	
10855	Culligan Soft Water			105.00		1 Transactions		
1754	Garrison Disposal Company, Inc							
	10-923-000-0000-6255			110.30	SHOP GARBAGE	354429	Garbage	N
					01/01/2024 01/31/2024			
1754	Garrison Disposal Company, Inc			110.30		1 Transactions		
7525	Hometown Bldg Supply							
	10-923-000-0000-6450	AP		27.96	GATE FOR SKYDANCER EASEMENT RD	2312-098410	Field Supplies	N
7525	Hometown Bldg Supply			27.96		1 Transactions		
2424	Jobe/Peter N							
	10-923-000-0000-6820			4,935.61	REFUND OVERAPPRAISAL	14213	Refunds & Reimbursements	Y
2424	Jobe/Peter N			4,935.61		1 Transactions		
3334	MCIT							
	10-923-000-0000-6171			3,047.00	2024 Work Comp Premium	19920R	Workers Compensation	N
					01/01/2024 12/31/2024			
	10-923-000-0000-6352			10,463.00	2024 Property.Liability Premiu	19920R	Insurance	N
					01/01/2024 12/31/2024			
3334	MCIT			13,510.00		2 Transactions		
9692	Minnesota Energy Resources Corporation							
	10-923-000-0000-6254	AP		293.34	GAS SHOP	4860322489	Utilities-Gas and Electric	N
					11/29/2023 12/28/2023			
9692	Minnesota Energy Resources Corporation			293.34		1 Transactions		
5473	Parkin/Tom							
	10-923-000-0000-6181	AP		120.00	2023 BOOT ALLOWANCE	122023	Safety Footwear Allowance	N
5473	Parkin/Tom			120.00		1 Transactions		
3950	Public Utilities							
	10-923-000-0000-6254	DTG		233.51	ACLD UTILITIES	348-00	Utilities-Gas and Electric	N
					11/16/2023 12/16/2023			
3950	Public Utilities			233.51		1 Transactions		
5791	Sappi							
	10-923-000-0000-6820			2,377.33	REFUND OVERAPPRAISAL	14441	Refunds & Reimbursements	N

Aitkin County



Vendor No.	Name	Account/Formula	Rpt	Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
5791	Sappi				2,377.33							
13934	The Tire Barn	10-923-000-0000-6590			71.67	2023 F150 50762 LOF		70971		Repair & Maintenance Supplies		N
13934	The Tire Barn				71.67							
10180	WEX Bank - Land Dept	10-923-000-0000-6335			1,632.53	GAS		94425057		Gas/Vehicle Fuel Charges		N
10180	WEX Bank - Land Dept				1,632.53							
923	DEPT Total:				24,958.00	Forfeited Tax Sales						
926	DEPT					Law Library						
5173	Thomson Reuters-West Publishing	10-926-000-0000-6455		AP	1,562.70	ONLINE SUBSCRIPTION	12/01/2023 12/31/2023	849499401		Law Books		N
		10-926-000-0000-6455			1,155.61	LIBRARY PLAN	01/01/2024 01/31/2024	849499401		Law Books		N
5173	Thomson Reuters-West Publishing				2,718.31							
926	DEPT Total:				2,718.31	Law Library						
10	Fund Total:				41,137.33	Trust						

Aitkin County



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

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
925	DEPT			Resource Management			
12526	Bixby/James						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		42.88	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
12526	Bixby/James		77.88	2 Transactions			
10024	Bobcat of Brainerd						
	11-925-000-0000-6620		6,560.40	BOBCAT SNOWBLOWER SNB53G03194	53349	Auto, Trailers, Snowmobiles, ATV	N
	11-925-000-0000-6620	AP	4,567.45	BOBCAT SKID LOADER REPAIRS	59056	Auto, Trailers, Snowmobiles, ATV	N
10024	Bobcat of Brainerd		11,127.85	2 Transactions			
2099	Harmon/Elizabeth						
	11-925-000-0000-6330		31.35	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
2099	Harmon/Elizabeth		31.35	1 Transactions			
2270	Hoppe/Russell Peter						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		45.56	NRAC MILEAGE	012024	Transportation/Travel/Parking	Y
2270	Hoppe/Russell Peter		80.56	2 Transactions			
14014	Hughes/Steven Roger						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.12	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
14014	Hughes/Steven Roger		59.12	2 Transactions			
2580	Kangas/Robert R						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
2580	Kangas/Robert R		35.00	1 Transactions			
11990	Lange/David						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		45.56	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
11990	Lange/David		80.56	2 Transactions			
3334	MCIT						
	11-925-000-0000-6171		763.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	11-925-000-0000-6171		945.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N

Aitkin County



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

11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
	11-925-000-0000-6352		2,246.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		3,954.00	3 Transactions			
12077	Stromberg/Kevin						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.12	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
12077	Stromberg/Kevin		59.12	2 Transactions			
15229	Thompson/Dennis J						
	11-925-000-0000-6330		21.20	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
15229	Thompson/Dennis J		21.20	1 Transactions			
7037	Town Of Williams Treasurer						
	11-925-000-0000-6361	DTG	3,000.00	CL 5 ON 180TH AV ACLD SHARE	780734	Road Construction Service	N
7037	Town Of Williams Treasurer		3,000.00	1 Transactions			
4927	Turnock/Franklin Allen						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		40.20	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
4927	Turnock/Franklin Allen		75.20	2 Transactions			
10017	Tveit/Galen						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		24.12	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
10017	Tveit/Galen		59.12	2 Transactions			
8612	Veenker/Thomas H						
	11-925-000-0000-6278		35.00	NRAC MEETING	012024	Advisory Board/Committee Per Diem	Y
	11-925-000-0000-6330		26.80	NRAC MILEAGE	012024	Transportation/Travel/Parking	N
8612	Veenker/Thomas H		61.80	2 Transactions			
925	DEPT Total:		18,722.76	Resource Management	14 Vendors	25 Transactions	
939	DEPT			County Surveyor			
	3334 MCIT						
	11-939-000-0000-6171		902.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N

Aitkin County



11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
3334	MCIT		902.00	1 Transactions		
939	DEPT Total:		902.00	County Surveyor	1 Vendors	1 Transactions
11	Fund Total:		19,624.76	Forest Development		26 Transactions

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Aitkin County



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

13 Taxes & Penalties

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	1099
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name	
943	DEPT		Taxes And Penalties			
	86198 Aitkin County Treasurer					
	13-943-000-0000-2001		120.00	PROPERTY TAX OVERPAYMENT-P1	R 3084-REAPPLIED	Cur - Property Taxes
	86198 Aitkin County Treasurer		120.00	1 Transactions		N
943	DEPT Total:		120.00	Taxes And Penalties	1 Vendors	1 Transactions
13	Fund Total:		120.00	Taxes & Penalties		1 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
521	DEPT 3334 MCIT			LLCC Administration			
	19-521-000-0000-6171		106.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	19-521-000-0000-6352		18,366.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
	3334 MCIT		18,472.00	2 Transactions			
521	DEPT Total:		18,472.00	LLCC Administration	1 Vendors	2 Transactions	
522	DEPT 3334 MCIT			LLCC Education			
	19-522-000-0000-6171		3,725.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	3334 MCIT		3,725.00	1 Transactions			
522	DEPT Total:		3,725.00	LLCC Education	1 Vendors	1 Transactions	
523	DEPT 3334 MCIT			LLCC Food			
	19-523-000-0000-6171		382.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	3334 MCIT		382.00	1 Transactions			
523	DEPT Total:		382.00	LLCC Food	1 Vendors	1 Transactions	
524	DEPT 3334 MCIT			LLCC Maintenance			
	19-524-000-0000-6171		1,134.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	3334 MCIT		1,134.00	1 Transactions			
524	DEPT Total:		1,134.00	LLCC Maintenance	1 Vendors	1 Transactions	
19	Fund Total:		23,713.00	Long Lake Conservation Center		5 Transactions	

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
520	DEPT			Parks			
188	Aitkin Sno-Drifters Snowmobile 21-520-000-0000-6802	Q	14,246.00	BM1	00890947	Trail Grants-State	N
188	Aitkin Sno-Drifters Snowmobile		14,246.00	1 Transactions			
13725	Beartooth True Value 21-520-000-0000-6450	AP	5.99	ENER A23 BATTERIES	A147207	Field Supplies	N
	21-520-000-0000-6450	AP	57.47	TIEDOWN & GRIP BLOW GUN	A147306	Field Supplies	N
	21-520-000-0000-6450	AP	36.37	3/8 CLEVIS GRAB HOOK	A148016	Field Supplies	N
13725	Beartooth True Value		99.83	3 Transactions			
1805	Giese Sno-Cruisers Trail Assn. 21-520-000-0000-6802	AP Q	7,509.07	BM1 FY24	00890750	Trail Grants-State	N
1805	Giese Sno-Cruisers Trail Assn.		7,509.07	1 Transactions			
2060	Haypoint Jackpine Savages 21-520-000-0000-6802	AP Q	23,646.82	BM1 12-04-2023	00890742	Trail Grants-State	N
2060	Haypoint Jackpine Savages		23,646.82	1 Transactions			
3334	MCIT 21-520-000-0000-6171		798.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	21-520-000-0000-6171		1,248.00	2024 Work Comp Premium 01/01/2024 12/31/2024	19920R	Workers Compensation	N
	21-520-000-0000-6352		5,416.00	2024 Property.Liability Premiu 01/01/2024 12/31/2024	19920R	Insurance	N
3334	MCIT		7,462.00	3 Transactions			
3176	Mille Lacs Trails, Inc. 21-520-000-0000-6802	AP Q	21,195.27	BM1 FY24	00890755	Trail Grants-State	N
3176	Mille Lacs Trails, Inc.		21,195.27	1 Transactions			
3284	Minnesota Department Of Health 21-520-000-0000-6360	B	160.00	AITKIN MISSISSIPPI LANDING 01/01/2024 12/31/2024	MHP-39600-56694	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	160.00	BERGLUND PARK 01/01/2024 12/31/2024	MHP-39605-56694	Services, Labor, Contracts	N
	21-520-000-0000-6360	B	235.00	JACOBSON PARK 01/01/2024 12/31/2024	MHP-39615-56694	Services, Labor, Contracts	N

Aitkin County



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

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name	1099
		21-520-000-0000-6360			175.00	SNAKE RIVER CAMPGROUND	01/01/2024 12/31/2024	MHP-39619-56694		Services, Labor, Contracts		N
3284	Minnesota Department Of Health				730.00		4 Transactions					
12182	Northwoods Quads	21-520-000-0000-6802	AP	Q	14,967.61	11-14-2023		00890918		Trail Grants-State		N
12182	Northwoods Quads				14,967.61		1 Transactions					
3780	Palisade Supersledders Inc.	21-520-000-0000-6802	AP	Q	14,574.16	BM1		00891358		Trail Grants-State		N
3780	Palisade Supersledders Inc.				14,574.16		1 Transactions					
3950	Public Utilities	21-520-000-0000-6254	DTG	B	35.41	MISSISSIPPI PARK	11/16/2023 12/16/2023	1670-00		Utilities-Gas and Electric		N
		21-520-000-0000-6254	DTG	B	100.29	MISS PARK SHOWER	11/16/2023 12/16/2023	1671-00		Utilities-Gas and Electric		N
3950	Public Utilities				135.70		2 Transactions					
4800	Tamarack Sno-Flyers	21-520-000-0000-6802		Q	29,920.46	BM1		00891360		Trail Grants-State		N
4800	Tamarack Sno-Flyers				29,920.46		1 Transactions					
520	DEPT Total:				134,486.92	Parks		11 Vendors		19 Transactions		
21	Fund Total:				134,486.92	Parks				19 Transactions		

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 22 Coronavirus Relief Fund

Aitkin County



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

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name	1099
717	DEPT 3473 NACO 22-717-000-0000-6818		1,000.00	LATCF-Local Assist & Tribal Consistency			
	3473 NACO		1,000.00	PLC ASSESMENT FEES	202327547	Category: Revenue Replacement	N
				1 Transactions			
717	DEPT Total:		1,000.00	LATCF-Local Assist & Tribal Consistency	1 Vendors	1 Transactions	
22	Fund Total:		1,000.00	Coronavirus Relief Fund		1 Transactions	
	Final Total:		2,921,659.41	316 Vendors	529 Transactions		

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	1,843,103.90	General Fund
2	7,248.12	Reserves Fund
3	223,621.33	Road & Bridge
5	61,826.54	Health & Human Services
6	565,507.51	Debt Service
9	270.00	State
10	41,137.33	Trust
11	19,624.76	Forest Development
13	120.00	Taxes & Penalties
19	23,713.00	Long Lake Conservation Center
21	134,486.92	Parks
22	1,000.00	Coronavirus Relief Fund
All Funds	2,921,659.41	Total

Approved by,

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Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: LG 220 Application Exempt Permit - Friends of Don Sather, Inc

<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: August 11, 2024 Application for Minnesota Lawful Gambling: LG220 Application for Exempt Permit - Friends of Don Sather, Inc - Raffle		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to adopt attached resolution.		
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>		

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

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

ADOPTED January 23, 2024

By Commissioner: xxx

20240123-xxx

LG 220 Application for Exempt Permit – Friends of Don Sather, Inc 2024

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Charitable Gambling Application for Exempt Permit – Form LG220 – of the Friends of Don Sather, Inc. at the following location – 23247 480th St McGregor, MN 55760 – Workman Township. Date of Raffle: August 11, 2024

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

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of January 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of January, 2024

Jessica Seibert
County Administrator



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Appointment for District 2 Board of Adjustment

<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>
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Submitted by: Andrew Carlstrom	Department: Planning & Zoning
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 minutes
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Summary of Issue:

In accordance with Section 10 of the Aitkin County Zoning Ordinance, I am requesting the appointment of Mr. Tom Veenker to the Board of Adjustment for District 2 in Aitkin County. Tom has served faithfully and has been a very valuable member of the Board of Adjustment since 2022. There were no other applications received for this position. Please see attached application.

Alternatives, Options, Effects on Others/Comments:

Motion to deny Tom Veenker as District 2 representative on the Board of Adjustment

Recommended Action/Motion:

Motion to approve the appointment of Tom Veenker as District 2 representative on the Board of Adjustment

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ 1050.00

Is this budgeted? Yes No *Please Explain:*

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

BOARD OF ADJUSTMENT

AITKIN COUNTY COMMISSIONER DISTRICT 2

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

FORMER AITKIN COUNTY SURVEYOR

CURRENT CHAIRMAN - WEALTHWOOD TOWN BOARD

FORMER OWNER - CONSULTING ENGR/SURVEY CO.

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

Thomas A. Veenker

Signature of Applicant

12/06/2023

Date

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

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

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

NAME OF APPLICANT: Thomas H Veenker

STREET ADDRESS OF APPLICANT:

38211 ST. HWY 18
AITKIN, MN 56431

PHONE NUMBERS:

DAYS 218-678-3792
EVENINGS " " "

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Appointment for District 2 Planning Commission

<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* <small>*provide copy of hearing notice that was published</small>
Submitted by: Andrew Carlstrom		Department: Planning & Zoning
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 5 minutes
Summary of Issue: <p>In accordance with Section 9 of the Aitkin County Zoning Ordinance, I am requesting the appointment of Mr. Steve Kulifaj to the Planning Commission for District 2 in Aitkin County. Steve has served faithfully and has been a very valuable member of the Planning Commission. There were no other applications received for this position. Please see attached application.</p>		
Alternatives, Options, Effects on Others/Comments: Motion to deny Steve Kulifaj as District 2 representative on the Planning Commission		
Recommended Action/Motion: Motion to approve the appointment of Steve Kulifaj as District 2 representative on the Planning Commission		
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? \$ 1050.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Planning Commission

AITKIN COUNTY COMMISSIONER DISTRICT 2

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

As a local home owner and multiple business owner, I
have proudly served on the Commission and attended the
trainings and would like to continue to serve the community.
I believe my direct personal knowledge of resorts, campgrounds
and rental housing adds to the collective acumen of the
Commission.

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



Signature of Applicant

11/2/23

Date

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

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

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

NAME OF APPLICANT: Steve Kulifaj

STREET ADDRESS OF APPLICANT:
38373 State Hwy 18
Aitkin MN 56431

PHONE NUMBERS:
DAYS 775-750-6772
EVENINGS 775-750-6772

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



Board of County Commissioners Agenda Request

2P
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Appointment for District 3 Planning Commission

<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: Andrew Carlstrom		Department: Planning & Zoning
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 5 minutes
Summary of Issue: <p>In accordance with Section 9 of the Aitkin County Zoning Ordinance, I am requesting the appointment of Ms. Dennise Sonnee to the Planning Commission for District 3 in Aitkin County. Dennise has served faithfully and has been a very valuable member of the Planning Commission. There were no other applications received for this position. Please see attached application.</p>		
Alternatives, Options, Effects on Others/Comments: Motion to deny Dennise Sonnee as District 3 representative on the Planning Commission		
Recommended Action/Motion: Motion to approve the appointment of Dennise Sonnee as District 3 representative on the Planning Commission		
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? \$ 1050.00 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Planning Commission

AITKIN COUNTY COMMISSIONER DISTRICT 3

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

I have served on this committee previously & feel I have done unbiased & professional results with decision making. I enjoy working with this board & would like to continue with the work with this board & Aitkin's P.O. office. I am a real estate broker (inactive), a certified residential appraiser & a Lakeside Trip Supervisor.

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

Dennise Sonnee
Signature of Applicant

11-2-23
Date

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

Is this application submitted by appointing authority? Yes _____ No X

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

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

NAME OF APPLICANT: Dennise Sonnee

STREET ADDRESS OF APPLICANT:
20585 326th Ave
Isle, Mn 56342
(Aitkin City)

PHONE NUMBERS:
DAYS 612-759-8174
EVENINGS " "

For Office Use Only

Date Appointed: _____ Date of Term Expiration: _____ Term #: _____



Board of County Commissioners Agenda Request

2Q
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Affidavit for Duplicate of Lost Warrant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Wendie Bright		Department: Auditor's Office
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Warrant #92425 - Carter Johnson - January 5, 2024 - \$129.95		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Affidavit for Duplicate of Lost Municipal Order or Warrant: Warrant #92425 - Carter Johnson - January 5, 2024 - \$129.95		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss. **Carter Johnson**
)

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

dated the **5th** day of **January**, **2024** numbered **92425**,

issued by Aitkin County to **Carter Johnson**,

in the sum of **\$129.95**, has been **lost** in the manner

(lost or destroyed)

following, to wit:

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

X *Carter Johnson*

Subscribed and sworn to before me this *5th* day of *January*, 202~~4~~

[Signature]

Notary Public *Aitkin* County, Minnesota

My Commission Expires *January 31, 2029*





Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Schedule County Board of Appeal and Equalization

<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: Mike Dangers		Department: County Assessor
Presenter (Name and Title): Mike Dangers, County Assessor		Estimated Time Needed: 10 minutes
Summary of Issue: Please see attached memo.		
Alternatives, Options, Effects on Others/Comments: The date and time of this meeting needs to be set now so the public notices can be prepared.		
Recommended Action/Motion: Motion to approve scheduling this meeting on Tuesday June 18, 2024 at 3:00pm.		
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>		

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



AITKIN COUNTY ASSESSOR

Aitkin County Government Center
307 2nd Street NW, Room 120
Aitkin, MN 56431

assessor@co.aitkin.mn.us
Phone: 218-927-7327
Fax: 218-927-7379

MEMO

December 28, 2023

To: County Board of Commissioners
Jessica Seibert, County Administrator

From: Mike Dangers, County Assessor

Re: 2024 County Board of Appeal and Equalization Meeting Date and Time

The County Board needs to set the 2024 County Board of Appeal and Equalization (CBAE) meeting time in accordance with Minnesota Statute 274.14. Attached to this document is a copy of this Statute, minutes from the 2023 CBAE and a copy of the scheduling pages of the Minnesota Property Tax Administrator's Manual. A calendar of June 2024 is also attached.

The Board must either convene on a Saturday or convene on a weekday with appointment times available after 7:00pm. The earliest possible meeting date is Saturday June 15. Last year, the CBAE convened on Tuesday, June 13 at 3:00pm and adjourned at 4:40pm. Seven appeals were made at this meeting. The staff does not expect a significant change in the number of appeals this year.

Taxpayers should contact the Assessor's Office to get an appointment for this meeting. Staff that are communicating the appointment information to property owners will tell them that the appointment times are not exact. Owners should plan to be to the meeting early to avoid missing the opportunity to voice their concerns. The Notices of Valuation and Classification will clearly state that appointments are required. Then the Board has the option to adjourn prior to 7pm if walk-in appeals are not allowed. If the Board does allow for walk-in appeals at the time of the meeting, the meeting would need to stay open until 7pm.

The Board is encouraged to schedule the meeting to best satisfy the needs of the taxpayers. The Tuesday afternoon meeting times have worked well for taxpayers and staff. The recommendation is to schedule this meeting time at 3:00pm on Tuesday June 18, 2024.

Please contact Mike with any questions.

**BOARD OF APPEAL AND EQUALIZATION
JUNE 13, 2023
AITKIN COUNTY GOVERNMENT CENTER**

The Aitkin County Board of Commissioners met this 13th day of June, 2023 at 3:00 p.m. at Aitkin County Government Center with County Auditor Kirk Peysar, County Assessor Mike Dangers, County Commissioners J. Mark Wedel, Laurie Westerlund, Travis Leiviska, Bret Sample, and Michael Kearney. County Administrator Jessica Seibert, Administrative Assistant Jeff Schmitt, and Assistant County Assessor Lori Tibbetts were also present.

Staff present – Stacy Westerlund, Ben Mowers, Gabby Heck, Melissa Blazek, Kip Studaker, and Shannon Parenteau

Call to Order at 2:59pm by Chair, Commissioner Wedel (all six members present)

Oath (Administered by Assistant County Auditor Kathleen Ryan)

Introduction and General Information by County Assessor Mike Dangers

The following requests were discussed in chronological order:

Richard Bassing

16-0-021803

Summary of Issue: Mr. Bassing believes the property would sell for a lot less than the assessed value. Mr. Bassing provided a handout copy of his measurements as he used his former residence as a comparable.

Action: Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried. All voted to uphold, approve a value reduction of \$21,900 due to the lower vaulted area of the house and change in garage dimensions as recommended by the County Assessor.

Kert and Delores Koerting

04-0-041701

Summary of Issue: Kert and Delores Koerting were NOT PRESENT for the appeal at the board meeting. This property has access and a well valued. We are valuing the well at the standard county-wide amount of \$7,000. The property owner indicated that the well has a broken casing. He hopes to get it fixed but he is not sure that it can be fixed or that it will be affordable to fix. Our office will remove the value entirely if proof of abandonment is provided.

Action: Motion by Commissioner Kearney, seconded by Commissioner Sample and carried. All voted no change as recommended by the County Assessor with added stipulation unless proof is provided by owner of non-working well the added value of the well is to be included.

Marcus Marsh

01-1-103200, 01-1-103300, 01-1-103400

Summary of Issue: Mr. Marsh stated that his valuation is too high. Main issue was the steep hill landscape of property. Owner also argued that “panic buying” in recent years has been a factor that has skewed the value as the market is expected to normalize. Assessors already included a 30% discount due to the steep landscape and the fact that their assessment is already at the lowest end of the state approved range of assessed value. Commissioners were happy to see the Assessor’s Office already doing their best to accommodate owners while maintaining fair value.

Action: Motion by Commissioner Sample, seconded by Commissioner Westerlund and carried. All voted no change as recommended by the County Assessor.

Heath Aubin

29-1-462600

Summary of Issue: Value too high: Purchased for 174,500.00 in 2017. Owner stated that real estate agent told him that property would sell for less than the estimated market value in 2022. Biggest issue is the inability to build on the property due to the irregular triangle-like shape “shallow lot”. There is also a lack of comparable sales in the area. Owner found a comparable example of his own and argued how the price value dropped until it was sold.

Action: Motion by Commissioner Sample to discount 10% of land value, seconded with friendly amendment made and supported by Commissioner Westerlund and carried. All voted to provide a 10% discount on the land of the recommended assessment value.

Brenda Miska

14-0-029100

Summary of Issue: Property owner states that the value of the land has increased too much. Property is adjacent to the Long Lake Conservation Center. Land is used for hunting and nature watching and there are many existing easements already on the land.

Action: Motion by Commissioner Kearney, seconded by Commissioner Sample and carried. All voted for no change and to approve assessor recommendations as presented by the County Assessor.

Milner Hystad (*late addition / agenda amended*)

29-1-277100

Summary of Issue: Last year Mr. Hystad attended the Local Board of Appeal Meeting. At that time, we reviewed the details of the property and made corrections for the 2022 Assessment. The Local Board of Appeal approved the recommended reductions. Mr. Hystad's valuation concerns were brought in front of the Local Board of Appeal this year. Increases were due to market increases, no reduction was recommended. Mr. Hystad stated he accepts the increase value of the land, but not of the building value, seasonal.

Action: Motion by Commissioner Kearney, seconded by Commissioner Leiviska and carried. All voted for no change and to approve assessor recommendations as presented by the County Assessor.

Written Appeals and/or Assessor's Recommendations:

Allen and Priscilla Eld

29-1-185500, 29-1-185600, 29-1-185700,
29-1-185800, 29-1-185900, 29-1-186000, 29-1-188600

Summary of Issue: Allen and Priscilla Eld were NOT PRESENT for appeal at the board meeting. Not all of the parcels were tied to the main homestead parcel.

Action: Motion by Commissioner Kearney, seconded by Commissioner Westerlund and carried. All voted to approve assessor recommendations as presented

Motion by County Auditor Peysar, seconded by Commissioner Kearney and carried, all members voting yes to adjourn the meeting at 4:40 p.m.

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

ATTEST:

Kirk Peysar
Aitkin County Auditor

SEAL

274.14 LENGTH OF SESSION; RECORD.

The board must meet after the second Friday in June on at least one meeting day and may meet for up to ten consecutive meeting days. The actual meeting dates must be contained on the valuation notices mailed to each property owner in the county as provided in section 273.121. For this purpose, "meeting days" is defined as any day of the week excluding Sunday. At the board's discretion, "meeting days" may include Saturday. No action taken by the county board of review after June 30 is valid, except for corrections permitted in sections 273.01 and 274.01. The county auditor shall keep an accurate record of the proceedings and orders of the board. The record must be published like other proceedings of county commissioners. A copy of the published record must be sent to the commissioner of revenue within five days following final action of the county board of equalization.

For counties that conduct either regular board of review meetings or open book meetings, at least one of the meeting days must include a meeting that does not end before 7:00 p.m. For counties that require taxpayer appointments for the board of review, appointments must include some available times that extend until at least 7:00 p.m. The county may have a Saturday meeting in lieu of, or in addition to, the extended meeting times under this paragraph.

History: (2050) *RL s 860; 1949 c 543 s 4; 1971 c 564 s 9; 1973 c 582 s 3; 1975 c 339 s 7; 1976 c 334 s 8; 1980 c 437 s 8; 1987 c 229 art 4 s 1; 1987 c 268 art 7 s 38; 1Sp1989 c 1 art 9 s 29; 1990 c 480 art 7 s 15; 1995 c 264 art 11 s 5; 2005 c 151 art 5 s 27; 2008 c 366 art 6 s 32; 2009 c 88 art 10 s 13; 1Sp2019 c 6 art 18 s 14*

Boards of Appeal and Equalization

- Property owners in a jurisdiction that has chosen to transfer its Local Board of Appeal and Equalization duties to the county would be provided with an open book meeting in place of the local board. Property owners who are not satisfied with the outcome of the open book meeting may appeal to the County Board of Appeal and Equalization and/or Tax Court.
- The local board can be reinstated by resolution of the governing body of the city or town and upon proof of compliance with training requirements. The resolution and proof of compliance must be provided to the county assessor by February 1 to be effective for the same assessment year.

Primary Statutory Reference(s): Minnesota Statutes, section [274.01](#)

County Boards of Appeal and Equalization

What is the purpose and function of the CBAE?

- The County Board of Appeal and Equalization (CBAE) is the **second** avenue in the appeals process.
- A property owner must first appeal to the Local Board of Appeal and Equalization if one is held before being eligible to appear at the county board.

When does the CBAE meet?

- The board may meet on any **ten consecutive meeting** days in June **after the second Friday in June**.
- **“Meeting days”** typically means any day of the week excluding Sunday. (The board may elect to consider Saturday as a meeting day as well.)
- At least one meeting must be held **until 7:00 pm or on a Saturday**; i.e., if the county does not hold a meeting until 7:00 pm they must instead hold a meeting on a Saturday.
 - This is to ensure that property owners have ample time to present their appeals.
 - A board may convene on the first Monday after the second Friday in June at 6:00 p.m. and adjourn at 8:00 p.m. and these requirements will have been met.
 - The board may also convene on the Saturday immediately following the second Friday.
 - In any scenario, the board may not hold meeting beyond those ten meeting days without approval from the Commissioner of Revenue.
 - If the board chooses to consider Saturday a “meeting day,” it must consider a second Saturday as a meeting day if it falls within ten meeting days of the original Saturday meeting.

Boards of Appeal and Equalization

- All boards must adjourn **no later than June 30**. Any action taken after that date is considered invalid except corrections of clerical errors.
- The dates of the meetings must be contained in **valuation notices**.
- If a board completes its work before ten meeting days have transpired, and has met the requirements to be present for a meeting not recessing/adjourning prior to 7:00 p.m. or has met on a Saturday, it is not necessary for the board to continue to meet for each of the ten meeting days.

What are the meeting time requirements for counties that require appointments?

- If a county **requires** appointments for CBAE appeals, the county must allow appointments until 7:00 p.m., but the board is not required to meet until 7:00 p.m. or on a Saturday (per Minnesota Statutes, section [274.14](#)).
- If the board requires appointments and allows for appointment times as late as 7:00 p.m., but those times go unfilled, the board does not need to physically meet at or until 7:00 p.m., nor is the board required to allow walk-ins at that time. The allowance of scheduled appeals until 7:00 p.m. is sufficient.
- However, if the CBAE **allows for walk-ins and does not require appointments**, the board may not adjourn prior to 7:00 p.m.
 - In other words, if value notices sent to taxpayers show that the board will meet during a specific time frame, the assumption is that the board will be available during that time frame for walk-in appointments and therefore must meet.
 - i.e., if the notices say the board will meet from 1 p.m.-7p.m., the board must be in attendance during that posted time for walk-ins.
- The department recommends that requirements to schedule an appeal to a CBAE be clearly stated in Notices of Valuation and Classification, and if appointments are required, rather than stating the specific time frame in which the board will be convened, list the time the board will begin only and be prepared to schedule appointments until 7:00 p.m. in order to comply with statute.

Who makes up the CBAE?

- The board is made up of the county commissioners (or a majority of them with the county auditor; or if the county auditor cannot be present, the deputy county auditor; or if there is no deputy, the court administrator of the county district court).
- A **quorum** (or majority) of the board must be present to take any action.
- Each member must take an oath to fairly and impartially perform duties as a board member.

JUNE 2024

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



Board of County Commissioners Agenda Request

4A

Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Job Re-evaluations

<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) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Bobbie Danielson		Department: Human Resources
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 2 Minutes
Summary of Issue: As part of the salary survey, the consultant recommends the following position be increased one grade level, as follows: County Engineer, to Grade 19 The following position was also re-evaluated (not as part of the salary survey). The consultant recommends the Office Support Specialist position increase from Grade 2 to Grade 3.		
Alternatives, Options, Effects on Others/Comments: If you have any questions or require additional information prior to the meeting, please feel free to contact me.		
Recommended Action/Motion: Motion to accept the consultant's recommendations as presented, effective January 23, 2024.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> Each incumbent will receive \$1.00/hour or 5% increase, whichever is greater, not to exceed the wage scale MAX.		



Board of County Commissioners Agenda Request

4B

Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Non-union Salary Adjustments

<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)	<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: Jessica Seibert and Bobbie Danielson		Department: Admin/HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 8 Minutes
Summary of Issue: <p>An external consultant, DDA, was hired in 2023 to conduct a salary survey and to recommend a methodology for non-union salary adjustments. The methodology is attached.</p> <p>Phase I of the study was completed, board adopted, and implemented on November 28, 2023. In phase I, the consultant recommended a grade recalibration change for 7 job classes. One more was added January 23, 2024.</p> <p>This agenda request pertains to Phase II (final) portion of the study.</p> <p>Background information: The employer has been phasing in salary adjustments [by bargaining unit] across the organization over the past couple years. Salary adjustments for retention purposes have already been negotiated into the Teamsters Non-licensed bargaining unit, LELS Licensed Essential unit, and LELS Supervisory unit. Non-union salary adjustments are being recommended at the January 23, 2024 board meeting, consistent with the DDA methodology attached. The employer will begin negotiations with the Afscome Courthouse unit, Afscome HHS unit, and Local 49 this July, or soon thereafter, with the intent of proposing salary adjustments for those bargaining units as well.</p> <p>The recommendation being made today fits within the allotted budget.</p>		
Alternatives, Options, Effects on Others/Comments: If you have any questions or require additional information prior to the meeting, please feel free to contact me.		
Recommended Action/Motion: Motion to accept the DDA Methodology for 2024 non-union salary adjustments as presented (see attached). The salary adjustments will be effective January 28, 2024 (start of the next pay period, following Board approval).		
Financial Impact: <i>Is there a cost associated with this request?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping?</i> \$ \$212,745 <i>Is this budgeted?</i> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

Salary Survey Message to Staff

I'd like to take a moment to update you on the current salary survey work being done by David Drown & Associates (DDA). You'll recall that DDA was hired to complete a salary survey to determine how Aitkin County's minimum and maximum salaries compare to the market. The Commissioners have expressed interest in being competitive in the market in an effort to attract talented staff and retain the skilled staff we have.

The DDA salary survey involved reviewing 2023 salary information that was received from our seven comparison counties.

In Phase I of the salary study, the consultant recommended a grade recalibration change for the following positions. As previously shared with you, these positions received one grade increase, effective November 28, 2023.

- Jail Sergeant, to Grade 7
- Records Technician, Grade 4
- Dispatcher/Jailer, Grade 5
- Correctional Officer, Grade 5
- County Administrator, Grade 21
- HR Specialist, Grade 6
- Assistant County Engineer, Grade 14

Results of the Office Support Specialist and County Engineer are still pending and we anticipate those results will be finalized next week.

In Phase II of the salary study, the consultant developed a methodology to address wage compression, scale progression, and market position. We have heard staff concerns regarding compression created by past wage scale modifications and the desire for staff to move through the scale quicker. The methodology recommended by DDA divided our staff into four groups based on years of service, with a corresponding [2024, non-union] wage goal, not to exceed a 15% annual increase for 2024, including this salary adjustment and the 5% within range movement increase on 1/1/2024 combined.

Group #1, in current position since Year 2000 and prior, and be paid at or near 100% of the range Max.

Group #2, in current position since 2001-2010, and be paid at least 75% of the wage range Max.

Group #3, in current position since 2011-2018, and be paid at least 50% of the wage range Max.

Group #4, in current position since 2019-Present Date, and be paid at least 25% of the wage range Max.

Additional adjustments were made to meet the budget parameters. A copy of the full methodology used is attached.

The employer has been phasing in salary adjustments [by bargaining unit] across the organization over the past couple years. Salary adjustments for retention purposes have already been negotiated into the Teamsters Non-licensed bargaining unit, LELS Licensed Essential unit, and LELS Supervisory unit. Non-union salary adjustments will be recommended at the January 23, 2024 board meeting, consistent with the DDA methodology attached. The employer will begin negotiations with the Afscme Courthouse unit, Afscme HHS unit, and Local 49 this July, or soon thereafter, with the intent of proposing salary adjustments for those bargaining units as well.

You will see a request on the January 23, 2024, board agenda asking the Board for approval to make adjustments to non-union salaries. Contingent on Board approval, we anticipate these non-union wage adjustments will be effective on January 28, 2024, beginning of the pay period following board action.

If you have any questions, please feel free to contact me.

Aitkin County

DDA Methodology for 2024 Non-union Salary Adjustments Described / Discussed with Department Heads

Applied Increases to Non-union, to be effective January 28, 2024

Includes all non-union (including elected department heads), but excludes seasonals/temps.

DDA Created 4 Years of Service in Current Position Groups as follows:

Group #1, in current position since Year 2000 and prior

Group #2, in current position since 2001-2010

Group #3, in current position since 2011-2018

Group #4, in current position since 2019-Present Date

*We discussed Years of Service to Aitkin County vs. Years of Service in Current Position and decided to blend these as described below.

The goal is to have:

Group #1 be paid at or near 100% of the wage range Maximum (not to exceed a 15% annual increase all total for 2024, including this adjustment and the 5% WIRM 1/1/2024 combined).

Group #2 be paid at least 75% of the wage range.

Group #3 be paid at least 50% of the wage range.

Group #4 be paid at least 25% of the wage range.

The 2024 Open Range wage scale was broken down into steps A(min) through O(max) as an illustration to identify what wage would be 25%, 50%, 75%, and 100% of each Grade (salary range).

2024 Wage Scale

0 %	25 %	50 %	75 %	100 %	GRADE
\$ 54.90	\$ 60.14	\$ 65.39	\$ 70.63	\$ 75.87	21
\$ 52.94	\$ 57.99	\$ 63.05	\$ 68.10	\$ 73.15	20
\$ 50.98	\$ 55.85	\$ 60.71	\$ 65.58	\$ 70.44	19
\$ 49.03	\$ 53.70	\$ 58.38	\$ 63.05	\$ 67.72	18
\$ 47.07	\$ 51.56	\$ 56.04	\$ 60.53	\$ 65.01	17
\$ 45.11	\$ 49.41	\$ 53.71	\$ 58.00	\$ 62.30	16
\$ 43.16	\$ 47.27	\$ 51.37	\$ 55.48	\$ 59.58	15
\$ 41.20	\$ 45.12	\$ 49.04	\$ 52.95	\$ 56.87	14
\$ 39.24	\$ 42.97	\$ 46.70	\$ 50.43	\$ 54.16	13
\$ 37.28	\$ 40.82	\$ 44.36	\$ 47.90	\$ 51.44	12
\$ 35.33	\$ 38.68	\$ 42.03	\$ 45.38	\$ 48.73	11
\$ 33.37	\$ 36.53	\$ 39.69	\$ 42.85	\$ 46.01	10
\$ 31.41	\$ 34.38	\$ 37.36	\$ 40.33	\$ 43.30	9
\$ 29.45	\$ 32.24	\$ 35.02	\$ 37.81	\$ 40.59	8
\$ 27.49	\$ 30.09	\$ 32.68	\$ 35.28	\$ 37.87	7
\$ 25.55	\$ 27.95	\$ 30.36	\$ 32.76	\$ 35.16	6
\$ 23.59	\$ 25.81	\$ 28.02	\$ 30.24	\$ 32.45	5
\$ 21.63	\$ 23.66	\$ 25.68	\$ 27.71	\$ 29.73	4
\$ 19.67	\$ 21.51	\$ 23.35	\$ 25.18	\$ 27.02	3
\$ 17.72	\$ 19.37	\$ 21.01	\$ 22.66	\$ 24.30	2
\$ 15.76	\$ 17.22	\$ 18.68	\$ 20.13	\$ 21.59	1

We created an Excel spreadsheet listing all non-union employees by name, years of service with Aitkin County, time served in current position, their actual 2023 wage, their 2024 scale MIN and MAX.

Then, added a column to show their upcoming 1/1/2024 5% within range movement wage.

We input which Group # applied to each employee based on their original date of hire and their current position date of hire, what the group goal was (25%, 50%, 75%, or 100%), and finally what the goal wage was based on original date of hire and current position date of hire.

To provide Goal Group# adjustments based only on original date of hire would have cost \$453,828. Our remaining budget is \$212,315. (These numbers include PERA, Soc. Sec, and Medicare.)

We calculated how much it would cost to move each individual to their goal wage based on original date of hire and on current position date of hire, so these could be blended. If they were due for \$0 based on their current position date of hire, we adjusted that number to equal 50% of the original date of hire cost. (We refer to this as a blended rate for those who promoted so they will receive more than what the promoted Goal Group # would have provided, but less than the original date of hire date would have provided since they have not worked in that higher job classification the duration of their career.) To provide adjustments based on this blended rate would have cost \$320,826. Again, our remaining budget is \$212,315. (These numbers include PERA, Soc. Sec, and Medicare.)

To meet the budget number, we reduced all adjustments to 66% across the board. Again, none to exceed a 15% increase all total for 2024, including this adjustment and the 5% WIRM 1/1/20204 combined.) The end cost is an estimated \$211,745.34, under budget by \$569.72.



Board of County Commissioners Agenda Request

4C

Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Personnel Committee Recommendations

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Bobbie Danielson		Department: HR
Presenter (Name and Title): Bobbie Danielson, HR Director		Estimated Time Needed: 5
Summary of Issue: <p>1. Edit remote work policy to so equipment needs are determined by the applicable department head. (Dept Heads approved this on 1/10/2024, replace the first paragraph of Section VIII A with the following verbiage.)</p> <p>The necessary tools, technology, and services must be readily available at the remote location. The employer will provide the necessary technology equipment to perform necessary duties, including a suitable mobile computing device, monitors, docking station, keyboard & mouse, and Webcam (if necessary). County-owned equipment will be serviced and maintained only by the Aitkin County IT Department or their designee.</p> <p>Employees may be provided with technology equipment based on departmental needs and budget considerations, as determined by the respective department head. The department head will have the flexibility to decide the appropriate number of monitors and technology sets based on the specific requirements of the job and the available budget funds.</p> <p>Employees will be given technology equipment to be used between the primary work site and remote location. The employee must take appropriate steps to minimize damage to county-owned equipment at the remote location and ensure that it is not used by any unauthorized person.</p> <p>2. 2024 Job Re-evaluations. Continued to page 2...</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to amend the remote work policy as described above, effective 1/23/2024, and to approve the 2024 job re-evaluations list.		
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? \$ TBD based on number of descriptions sent to consultant. Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

2. Continued from previous page. (Also discussed at 1/10/2024 Department Head meeting.)

2024 Job Re-evaluations. The following 18 job classifications are proposed for review in 2024. If there has been significant change in the essential functions, the job will be sent to the external consultant for re-evaluation. In addition, we will continue to send vacant (to be advertised) job descriptions to department heads for review to ensure accurate content prior to advertising. No other positions are scheduled for review in 2024 unless there has been restructuring or significant change to the essential job functions.

Sr. Assistant County Attorney, Assistant County Attorney I, II, and III
Assistant Jail Administrator
Health Educator
Network Administrator, and Network/Application Support Specialist
Chief Deputy Treasurer
Naturalist (LLCC), specifically the Sub Naturalists
Family Based Service Provider
Administrative Specialist/Corrections Agent Assistant
License Technician
Custodian
Office Support Specialist, HHS
Cook-Housekeeper, Cook at LLCC, Cook in Sheriff's Office

All jobs to ensure they include this language in the Minimum Qualifications section when possible: *"or an equivalent combination of education and experience sufficient to perform the essential functions of the position."*



Board of County Commissioners Agenda Request

5A

Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Wealthwood RV Resort Expansion Final Board Approval

<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)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Andrew Carlstrom		Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 10 Minutes
Summary of Issue: <p>On December 18, 2023 the Aitkin County Planning Commission approved the conditional use permit for the Wealthwood RV Resort Expansion, which is a commercial planned unit development on private property, and will include 88 Recreational Camping Vehicle (RCV) sites. Camping season will be May 1 through September 30 and will include seasonally rented campsites. In accordance with the Shoreland Management Ordinance Section 7.7 and the General Zoning Ordinance Section 16.0, the Planning Commission is recommending approval of this CUP to the County Board with the attached 20 conditions for your review.</p> <p>According to our records, we have overlooked completing this step in Wealthwood's previous 3 conditional use permits starting in 2017. In order to remain compliant with our ordinances we are now respectfully requesting a motion to approve all four CUP's. They are as follows:</p> <p>May 15, 2017: 16 unit RCV Park with 11 conditions. March 15, 2021: 33 unit seasonal campsite expansion with 16 conditions. October 18, 2021: 49 unit RCV campsite expansion with 14 conditions. December 18, 2023: 88 unit RCV Resort Expansion with 20 conditions.</p>		
Alternatives, Options, Effects on Others/Comments: Deny approval of conditional use permits.		
Recommended Action/Motion: Motion to approve all conditional use permits of Wealthwood RV Resort Expansion in accordance with the Shoreland Management Ordinance and General Zoning Ordinance.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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



Map may not be valid at this scale. Data was mapped at an accuracy of 1:24,000 so any representation of the data at a larger scale is not advised.

These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

- 1 = 2017 16 RV LOTS
- 2 = 2021 33 RV LOTS
- 3 = 2021 49 RV LOTS

Dougherty A = 2023 Proposed 88 RV LOTS



1:9,028 0 0.05 0.1 mi 1 inch = 752 feet

Date: 4/9/2023

AGENDA

THE AITKIN COUNTY PLANNING COMMISSION WILL ASSEMBLE FOR A HEARING ON
DECEMBER 18, 2023 AT 4:00 P.M.
IN THE BOARD ROOM OF THE AITKIN COUNTY GOVERNMENT CENTER (THIRD FLOOR)
307 SECOND STREET NW, AITKIN, MINNESOTA 56431
THE FOLLOWING ITEMS WILL BE REVIEWED:

1. Call the meeting to order.
2. Roll call.
3. Approve the agenda for the DECEMBER 18, 2023 Planning Commission meeting.

OLD BUSINESS:

4. James Dougherty, 37789 Clover Street, Aitkin, MN 56431 Requesting a Conditional Use Permit for a 88 unit expansion to an existing recreational vehicle campground, in a area zoned Open and Shoreland (Mille Lacs). LOT 2 BLOCK 12 WEALTHWOOD GOLF ESTATES, SECTION TWENTY-ONE (21), TOWNSHIP FORTY-FIVE (45), RANGE TWENTY-SIX (26), Aitkin County, Minnesota.
APPLICATION# 2022-009795

NEW BUSINESS:

5. Ethan Allen, 155 Central Ave S, Milaca, MN 56353, Requesting an Interim Use Permit to operate a vacation home rental up to 5 overnight occupants, in an area zoned Shoreland (Mille Lacs). LOT 3 BLK 1, KORNOVICHS HARBOR LOTS SECOND ADDITION, SECTION THIRTY-TWO (32), TOWNSHIP FORTY-FOUR (44), RANGE TWENTY-FIVE (25), Aitkin County, Minnesota.
APPLICATION# 2023-001275

6. David Bell, 267 Saratoga St S, Saint Paul, MN 55105, Requesting an Interim Use Permit to operate a vacation home rental up to 8 overnight occupants, in an area zoned Shoreland (Elm Island Lake). LOTS 1 AND 2 OF ELM ISLAND ADDITION, SECTION SIXTEEN (16), TOWNSHIP FORTY-SIX (46), RANGE TWENTY-SIX (26), Aitkin County, Minnesota.

APPLICATION# 2023-001294

7. R & B Management, 2742 50th Street NE, Buffalo, MN 55313, Requesting an Interim Use Permit to operate a vacation home rental up to 10 overnight occupants, in an area zoned Shoreland (Dam Lake). 1.1 AC OF LOT 1 AS IN DOC# 312318 AND PT GOVT LOT 1 AS IN DOC 318108, SECTION THREE (3), TOWNSHIP FORTY-SIX (46), RANGE TWENTY-FIVE (25), Aitkin County, Minnesota.
APPLICATION# 2023-000915

8. Approval of Minutes, NOVEMBER 20, 2023 Planning Commission Meeting.

9. Adjourn.

For more information, contact Planning & Zoning at 218-927-7342 or aitkinpz@co.aitkin.mn.us

AITKIN COUNTY ZONING

Conditions for James Dougherty #2022-009795

1. Must comply with all local, state and federal regulations that pertain to this type of proposal.
Must comply with all local, state, and federal regulations that pertain to this type of operation.
2. Approved use is for 88 unit expansion to an existing recreational vehicle campground and site must remain under 25% impervious surface coverage.
3. In accordance with the Aitkin County Board approved Environmental Assessment Worksheet, Aitkin County Environmental Services staff shall annually review water usage records for Wealthwood RV Resort to ensure water usage thresholds stay below mandatory state water appropriations limits.
4. All outdoor lighting must be downward directed.
5. Must comply with all state Wetland Conservation Act requirements and work with Aitkin County Environmental (Wetland) Specialist addressing any wetland concerns.
6. RV Park is for seasonally leased sites, and no transient or weekend camping allowed.
7. All pets are to be kept under control at all times and must be cleaned up after.
8. Only two vehicles allowed per campsite. Considered as a possible second vehicle will be one boat, or jet-ski, or snowmobile, or ATV, or fish house, etc. and will be allowed to be stored on a leased lot while member is away.
9. Quiet hours are from 10:00 pm to 7:00 am and campers must refrain from loud party noises, music, etc.
10. One storage shed per lot allowed not to exceed 120 square feet in size and buildings greater than 25 square feet must be permitted with Aitkin County.
11. No decks greater than 6 inches off the ground and larger than 32 square feet shall be allowed unless permitted by Aitkin County Environmental Services/Planning & Zoning, and must not be larger than 300 square feet total.
12. No fireworks allowed unless permitted by the Aitkin County Sheriff.
13. No hunting or discharge of firearms is allowed.
14. Garbage service is required from May 1 to September 30 annually, no burning of garbage, and no refuse, garbage, or waste allowed outside of the dumpsters.
15. No overnight camping while RV park utilities are off.
16. 35 MPH speed limit signs shall be installed on 374th Avenue by May 1, 2024 and must be in accordance with letter from Wealthwood Township dated December 19, 2022.
17. Road entrance must be aligned with 246th Street.
18. A 50 foot unmowed and natural vegetative buffer shall be kept along southern property boundary.
19. Upon approval of this conditional use permit, final approval must be made by the Aitkin County Board of Commissioners in accordance with Section 15 of the Aitkin County Zoning Ordinance.
20. Standardized, reflective, and numbered lot space signs shall be installed by May 1, 2024.

NOTICE OF HEARING

THE **PLANNING COMMISSION** WILL ASSEMBLE FOR A HEARING OF PLAT/CONDITIONAL USE/INTERIM USE PERMIT APPLICATIONS ON **December 19, 2022 AT 4:00 P.M. IN THE AITKIN COUNTY GOVERNMENT CENTER BOARD ROOM, 307 SECOND STREET NW, AITKIN, MN 56431.** THE FOLLOWING APPLICATIONS WILL BE REVIEWED:

David Ydstie/Leaning Birch Lodge LLC, 4645 141st Street N, Hugo, MN 55038 is requesting to operate a vacation home rental up to 6 overnight occupants, in an area zoned Open and Farm Residential. SE OF SW, NW OF SE, AND SW SE LESS PART IN DOC 418754, Section Seventeen (17), Township Forty-five (45), Range Twenty-five (25), Aitkin County, Minnesota.

APPLICATION# 2022-009794

Long Point Storage LLC, 50801 237th Pl, McGregor, MN 55760 is requesting a Preliminary and Final Plat for a 20 unit storage facility in a common interest community, in a Farm Residential Zone. LOT 1 BLOCK 1 GAP ACRES, Section Seven (7), Township Forty-nine (49), Range Twenty-three (23), Aitkin County, Minnesota.

APPLICATION # 2022-009779 & 2022-009780

Rinta Brothers LLC, 15743 475th Ln, Tamarack, MN 55787 is requesting a Preliminary and Final Plat for a 24 unit storage facility in a common interest community, in a Farm Residential Zone. WEST 435.000 FT OF THE SW 1/4 OF THE SE 1/4, Section Thirty (30), Township Forty-nine (49), Range Twenty-three (23), Aitkin County, Minnesota.

APPLICATION # 2022-009797 & 2022-009590

Brian Linne/Mille Lacs Veterans RV Park, 4920 Upton Avenue South, Minneapolis, MN 55410 is requesting a Conditional Use Permit for a commercial planned unit development for a 43 unit recreational vehicle campground, in a Farm Residential zone. SOUTH 330 FEET OF THE SW 1/4 OF NE 1/4, Section Twenty (20), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota.

APPLICATION # 2022-009793

Dougherty Properties LLC, 37789 Clover Street, Aitkin, MN 56431 is requesting a Conditional Use Permit for a 88 unit expansion to an existing recreational vehicle campground, in a area zoned Open and Shoreland (Mille Lacs). LOT 2 BLOCK 12 WEALTHWOOD GOLF ESTATES, Section Twenty-one (21), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota.

APPLICATION # 2022-009795

Conditions for Dougherty Properties LLC #2022-009795
(contingent upon completed EAW)

1. Must comply with all local, state and federal regulations that pertain to this type of proposal. Must comply with all local, state, and federal regulations that pertain to this type of operation.
2. Approved use is for 88 unit expansion to an existing recreational vehicle campground and site must remain under 25% impervious surface coverage.
3. Construction not to begin until mandatory Environmental Assessment Worksheet is completed in accordance with Minnesota Environment Quality Board.
4. Access must be off of 374th Avenue.
5. All outdoor lighting must be downward directed.
6. Must comply with all state Wetland Conservation Act requirements and work with Aitkin County Environmental (Wetland) Specialist addressing any wetland concerns.
7. RV Park is for seasonally leased sites, and no transient or weekend camping allowed.
8. All pets are to be kept under control at all times and must be cleaned up after.
9. Only two vehicles allowed per campsite. Considered as a possible second vehicle will be one boat, or jet-ski, or snowmobile, or ATV, or fish house, etc. and will be allowed to be stored on a leased lot while member is away.
10. Quiet hours are from 10:00 pm to 7:00 am and campers must refrain from loud party noises, music, etc.
11. One storage shed per lot allowed not to exceed 120 square feet in size and building greater than 25 square feet must be permitted with Aitkin County.
12. No fireworks allowed unless permitted by the Aitkin County Sheriff.
13. No hunting or discharge of firearms is allowed.
14. Garbage service is required from May 1 to September 30 annually, no burning of garbage, and no refuse garbage or waste allowed outside of the dumpsters.
15. No overnight camping while RV park utilities are off.
16. 25 MPH speed limit signs must be installed on 374th Avenue by June 1, 2023.
17. New road entrance to RV Park in the vicinity of 374th Avenue and 246th Street must be completed upon approval of Aitkin County Wetland Specialist.
18. Vegetative buffer must be maintained on the south side of property line.
19. Applicant must remove sites 132-135 on current site plan and work with Aitkin County Planning & Zoning for re-location if applicable.

NOTICE OF HEARING

THE **PLANNING COMMISSION** WILL ASSEMBLE FOR A HEARING OF **CONDITIONAL/INTERIM USE PERMIT APPLICATIONS ON OCTOBER 18, 2021 AT 4:00 P.M. IN THE AITKIN COUNTY GOVERNMENT CENTER BOARD ROOM, 307 SECOND STREET NW, AITKIN, MN 56431.** THE FOLLOWING APPLICATIONS WILL BE REVIEWED:

Glenn Browning, 44955 351st Lane, Aitkin, MN 56431 is requesting a Conditional Use Permit for automotive repairs and sales. 1 1/2 AC OF SW OF NE IN DOC 398773 LESS .35 AC HY, Section Twenty-seven (27), Township Forty-seven (47), Range Twenty-seven (27), Aitkin County, Minnesota 56431.

APPLICATION# 2021-007904

Mary Franke, 895 60th Ave SE, St. Cloud, MN 56304 is requesting an Interim Use Permit to operate a vacation home rental, up to 4 overnight occupants, in an area zoned Shoreland (Lake Minnewawa). LOT 12 BLOCK 20 SHESHEBE POINT THIRD ADDITION, Section Twenty-seven (27), Township Forty-nine (49), Range Twenty-three (23), Aitkin County, Minnesota 56431.

APPLICATION # 2021-008094

Chad Conner/Dougherty Properties LLC, 7804 Industrial Park Road, Baxter, MN 56425 is requesting a Conditional Use Permit for a 49 unit recreational vehicle campsite expansion to an existing campground, in an area zoned Open & Shoreland (Mille Lacs). LOT 2 BLK 12 WEALTHWOOD GOLF ESTATES, Section Twenty-one (21), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota 56431.

APPLICATION # 2021-008147

AITKIN COUNTY ZONING

18 OCT 21

CHRIS CONNOR / BOJCHITONG

Conditions for Application# 2021-008147

1. Must comply with all local, state and federal regulations that pertain to this type of operation.
2. RV Campground is for seasonal sites, no transient or weekend camping allowed.
3. No burning of garbage.
4. All pets are to be kept under control at all times and must be cleaned up after.
5. Only two vehicles allowed per campsite.
6. No under-age driving of motorized vehicles throughout the campgrounds.
7. Quiet hours are from 10:00 pm to 8:00 am that refrain from loud party noises, music, etc.
8. A designated caretaker must be onsite during the seasonal operation.
9. One permitted storage shed per lot allowed not to exceed 120 sq.ft. in size.
10. Must obtain permits for all accessory structures (decks, porches, screened structures, gazebos, etc).
11. No fireworks allowed unless permitted by the Aitkin County Sheriff.
12. All new campsites must be licensed by Minnesota Department of Health.
13. Year-round garbage service is required and no refuse garbage or waste allowed outside of the dumpsters.
14. One boat, jet-ski, snowmobile, ATV, or fish house, etc. is allowed to be stored on a leased lot while the member is away during the season that item would be in use.

36-1-08440

STATE OF MINNESOTA
COUNTY OF AITKIN

PLANNING COMMISSION
CONDITIONAL USE PERMIT

In the matter of APPLICATION NUMBER 2021-008147 AND PERMIT NUMBER 46544C

is a Conditional Use Permit for a 13' wide alleyway, to be used for the purpose of access to existing buildings, in an area zoned C-200 and C-200-1.

CONDITIONAL USE APPROVED
CHAD CONNER/DOUGHERTY PROPERTIES LLC
7804 INDUSTRIAL PARK ROAD
BAXTER, MN 56425

Lot Two (2), Block Twelve (12), Wealthwood Golf Estates, according to the filed plat thereof, Aitkin County, Minnesota.

The Commission has reviewed the application and the BE submitted and the following conditions were met:

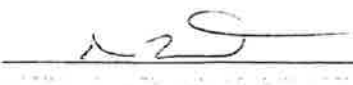
- 1. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 2. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 3. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 4. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 5. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 6. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 7. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 8. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 9. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.
- 10. The applicant shall provide a site plan showing the proposed alleyway and its location relative to the existing buildings and the proposed buildings.

WERE MET.

See APPLICATION NUMBER 2021-008147 AND PERMIT NUMBER 46544C



Approved by the Planning Commission on this 13th day of August, 2021, at the County Courthouse, Aitkin County, Minnesota.



THIS INSTRUMENT WAS DRAFTED BY:
AITKIN COUNTY ZONING ADMINISTRATOR
COURTHOUSE

AGENDA

THE **PLANNING COMMISSION** WILL ASSEMBLE FOR A HEARING OF PLAT/CONDITIONAL/INTERIM USE PERMIT APPLICATIONS ON **March 15, 2021 AT 4:00 P.M. IN THE AITKIN COUNTY GOVERNMENT CENTER BOARD ROOM, 307 SECOND STREET NW, AITKIN, MN 56431.** THE PUBLIC IS INVITED TO ATTEND THE MEETING IN PERSON OR VIRTUALLY. CITIZENS THAT WOULD LIKE TO ATTEND VIRTUALLY SHOULD CONTACT AITKIN COUNTY ZONING AT 218-927-7342 NO LATER THAN 9:00 A.M. ON MEETING DATE. THE FOLLOWING APPLICATIONS WILL BE REVIEWED:

- 1. Call the meeting to order.
- 2. Roll call.
- 3. Approve the agenda for the March 15, 2021 Planning Commission meeting.

OLD BUSINESS: (None)

NEW BUSINESS:

4. **Kitti & Todd Jones, 58505 270th Ave, Palisade, MN 56469** is requesting an Interim Use Permit to operate a vacation home rental, up to 6 occupants, in an area zoned Shoreland (Mille Lacs). W 75 FT OF E 875 FT OF LOT 1 S OF HY 18 IN DOC 355183, Section Twenty-two (22), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota 56431.

APPLICATION# 2021-006884

5. **Chad Conner/Dougherty Properties LLC, 7804 Industrial Park Road, Baxter, MN 56425,** is requesting a Conditional Use Permit for a 33 unit seasonal campsite expansion to an existing campground, in areas zoned Open and Shoreland (Mille Lacs). LOT 1 BLK 12 AND OUTLOT D IN WEALTHWOOD GOLF ESTATES, Section Twenty-one (21), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota 56431.

APPLICATION# 2021-006898

6. **Deborah Rudnitski, 11704 Arnold Palmer Trail NE, Blaine, MN 55449,** is requesting an Interim Use Permit to operate a vacation home rental, up to 6 overnight occupants, in an area zoned Shoreland (Big Sandy Lake). 1.16 AC OF LOT 3 IN DOC #264790, Section Nine (9), Township Forty-nine (49), Range Twenty-three (23), Aitkin County, Minnesota 56431.

APPLICATION# 2021-006841

15 MAR 21

CHAD COLLIER / County Entry #1000000000

Conditions for Application #2021-006898

1. Must comply with all local, state and federal regulations that pertain to this type of operation.
2. RV Campground is for seasonal sites, no transient or weekend camping allowed.
3. No burning of garbage.
4. All pets are to be kept under control at all times and must be cleaned up after.
5. Only one vehicle allowed per campsite.
6. No under-age driving of motorized vehicles throughout the campgrounds.
7. Quiet hours are from 10:00 pm to 8:00 am that refrain from loud party noises, music, etc.
8. A designated caretaker must be onsite during the seasonal operation.
9. One permitted storage shed per lot allowed not to exceed 120 sq.ft. in size.
10. Must obtain permits from all accessory structures (decks, porches, screened structures, gazebos, etc).
11. No fireworks allowed unless permitted by the Aitkin County Sheriff.
12. All new campsites must be licensed by Aitkin County Environmental Services. ^{NO^x}
13. Require republication to include 30 more feet in the legal description so the campsites can meet the required setbacks.
14. Year-round garbage service is required and no refuse garbage or waste allowed outside of the dumpsters.
15. No onsite storage of seasonal items including jet skis, boats, and fish houses, etc.
16. Wetland delineation must be submitted to Aitkin County Environmental Services.

1 BECC on E1,

#2 EXTRA ITEMS, DECKS 24727 = KT (OUTHOUSE)

NOTICE OF HEARING

THE **PLANNING COMMISSION** WILL ASSEMBLE FOR A HEARING OF REZONING/CONDITIONAL/INTERIM USE PERMIT APPLICATIONS ON **May 15, 2017 AT 4:00 P.M.** IN THE AITKIN COUNTY COURTHOUSE, AITKIN, MINNESOTA 56431. THE FOLLOWING APPLICATIONS WILL BE REVIEWED:

Kennecott Exploration Company/Jeff Whips, 4700 Daybreak Parkway, South Jordan, UT 84009 is requesting to renew an Interim Use Permit for mineral exploration, in an area zoned Farm Residential. NW-SW LESS 1.82 AC CSAH 31, Section Twenty-seven (27), Township Forty-nine (49), Range Twenty-two (22), Aitkin County, Minnesota 56431.

APPLICATION# 2017-001564

5-A Ranch, Inc., 1177 162nd Ave. NW, Andover, MN 55304 is requesting the deletion of condition # 4 on existing Conditional Use Permit # 42155C and/or Application # 2016-000486. (NE NW) LOT 3, SE OF NW, NE OF SW, Section Four (4), Township Forty-nine (49), Range Twenty-six (26), Aitkin County, Minnesota 56431.

APPLICATION # 2017-001535

Russian Baptist Church Revival, 10414 260th St., Sturgeon Lake, MN 55783 is requesting a Conditional Use Permit to operate a group home sponsored by the Revival Church, in an area zoned Open. SW OF SE, Section Twelve (12), Township Forty-five (45), Range Twenty-two (22), Aitkin County, Minnesota 56431.

APPLICATION # 2017-001459

Zachary Laursen, 11120 Sumac Ln., Minnetonka, MN 55305, is requesting an Interim Use Permit to operate a vacation/private home rental, up to 8 occupants, in an area zoned Shoreland (Big Sandy). LOT 87 & PART OF LOT 88 IN DOC 433253, Section Four (4), Township Forty-nine (49), Range Twenty-three (23), Aitkin County, Minnesota 56431.

APPLICATION# 2017-001504

Dougherty Properties LLC, 518 1st Street, Princeton, MN 55371, is requesting a Conditional Use Permit to operate a 16 unit Recreational Camping Vehicle Park, in an area zoned Shoreland (Mille Lacs). OUTLOT D IN WEALTHWOOD GOLF ESTATES, Section Twenty-one (21), Township Forty-six (46), Range Twenty-six (26), Aitkin County, Minnesota 56431.

APPLICATION# 2017-001605

AITKIN COUNTY ZONING



Board of County Commissioners Agenda Request

5B
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Deer Lake Farmstead Campground Final Board Approval

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

Submitted by: Andrew Carlstrom	Department: Environmental Services
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Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director	Estimated Time Needed: 5 Minutes
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Summary of Issue:

On March 20, 2023 the Aitkin County Planning Commission approved the conditional use permit for the Deer Lake Farmstead Campground proposed by Kramer, Leas, DeLeo/Lynwood Elliot. The campground is a commercial planned unit development on private property, and is a 19 unit recreational vehicle park. Camping season will be April 15 through December 31 and will include seasonally rented campsites for Park Model recreational vehicles.

In accordance with the Shoreland Management Ordinance Section 7.7 and the General Zoning Ordinance Section 16.0, the Planning Commission recommended approval of this CUP to the County Board with the attached 18 conditions for your review. In order to remain compliant with our ordinances I am respectfully requesting a motion to approve this conditional use permit and new campground addition to Aitkin County.

Alternatives, Options, Effects on Others/Comments:

Deny approval of conditional use permit.

Recommended Action/Motion:

Motion to approve conditional use permit of Deer Lake Farmstead Campground in accordance with the Shoreland Management Ordinance and General Zoning Ordinance.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

NOTICE OF HEARING

THE AITKIN COUNTY PLANNING COMMISSION WILL ASSEMBLE FOR A HEARING ON
MARCH 20, 2023 AT 4:00 P.M.

IN THE BOARD ROOM OF THE AITKIN COUNTY GOVERNMENT CENTER (THIRD FLOOR)
307 SECOND STREET NW, AITKIN, MINNESOTA 56431

THE FOLLOWING APPLICATIONS WILL BE REVIEWED:

Jeffrey Scott LaSalle, 14050 W. Sanddollar Ln., Crystal River, FL 34429 is requesting an Interim Use Permit to operate a vacation home rental up to 6 overnight occupants in an area zoned Shoreland (Mille Lacs). LOTS 10, 11 AND 12, BLOCK 1, WEALTHWOOD, Section Twenty-nine (29), Township Forty-five (45), Range Twenty-six (26), Aitkin County, Minnesota.

APPLICATION# 2022-008656

Sue Bleeker, 16473 Valley Drive NW, Andover, MN 55304 is requesting an Interim Use Permit to operate a vacation home rental up to 3 overnight occupants, in an area zoned Shoreland (Ripple Lake). .67 AC OF LOT 7 IN DOC 473598, Section Nineteen (19), Township Forty-six (46), Range Twenty-six (26), Aitkin County, Minnesota.

APPLICATION # 2023-000017

Hawkinson Construction/Randy & Vicki Black, PO BOX 278, Grand Rapids, MN 55744 is requesting an Interim Use Permit to mine and crush gravel and operate a temporary asphalt plant, in zones Farm Residential, Open and Shoreland (Little Tamarack River - Tributary). SE NW, NE SW LESS THE S 1/2, AND SE 1/4 LESS 208X208 FT IN SE SE, Section Twelve (12), Township Forty-nine (49), Range Twenty-two (22), Aitkin County, Minnesota.

APPLICATION # 2023-000077

Kramer, Leas, DeLeo/Lynwood Elliot, 1120 Industrial Park Road, Brainerd, MN 56401 is requesting a Conditional Use Permit for a commercial planned unit development for a 19 unit recreational vehicle park, in an area zoned Shoreland (Deer Lake). (SW-SW) LOT 3 LESS 3.6 AC, LESS .5 AC & LESS .91 AC HY & LESS THAT PT E OF BORDON CREEK, Section Thirty-three (33), Township Forty-five (45), Range Twenty-five (25), Aitkin County, Minnesota.

APPLICATION # 2023-000071

AITKIN COUNTY ZONING

Conditions for Kramer, Leas, DeLeo/Lynwood Elliot #2023-000071

1. Must comply with all local, state and federal statutes, rules, and regulations that pertain to this type of operation. All new campsites and campgrounds must be licensed by the Minnesota Department of Health and must comply with all applicable Aitkin County Ordinances.
2. This is a conditional use permit for a commercial planned unit development on private property in which in which no public overnight camping will be allowed outside the camping season of April 15 through December 31. Only Park Model recreational vehicles will be allowed to be stored during the off-season. No mobile homes are allowed at any time (Park Models are considered a recreational vehicle).
3. This CUP is approved for 19 Park Model Recreational Vehicle Sites with a single water access point to the lake, one dock, and kayak/canoe storage area in accordance with 7.84 (4) of the Shoreland Ordinance. No permanent mooring spaces will be allowed for motorized watercraft, without an approved amendment to this CUP.
4. The natural existing screening within the Shore Impact Zone identified as "open space" on the certificate of survey dated February 14, 2023 shall remain in-place and unaltered with the exception of Condition #3: one kayak/canoe dock and storage area in accordance with the Aitkin County Shoreland Ordinance.
5. A landscape screening consisting of four-foot high plantings shall be installed to provide a minimum 20% opaque coverage within five years from County Road 2, County Road 69, and neighboring parcels. A professional landscape plan shall be reviewed and approved by Aitkin County Environmental Services.
6. Must obtain the approved permits from Aitkin County Planning & Zoning for any earthmoving, vegetation removal, or construction prior to the beginning of work. Must comply with MPCA Stormwater Pollution Prevention Plan (SWPPP).
7. No additional impervious surfaces shall be constructed or added to without the approval of Aitkin County Planning & Zoning.
8. Any additional impacts to wetlands within the Applicant's property will require the Applicant to obtain the necessary approvals from the Aitkin County Wetland Specialist, Planning & Zoning, as well as obtaining all necessary approvals from all state and federal agencies
9. All pets are to be kept under control at all times and must be cleaned up after.
10. No more than two vehicles shall be parked upon each Park Model recreational camping vehicle site and any and all additional vehicles must be parked in

overflow parking area designated in the application, and must not be parked along campground or public roadways.

11. Quiet hours are from 10:00 pm to 8:00 am. Applicant must ensure that all campers refrain from loud party noises, music, etc.
12. A designated caretaker must be identified, with contact information posted, and must be available by phone seven (7) days per week during campground operation months. Applicant must establish and post an emergency action plan, and a severe weather plan. Applicant must also post AIS (Aquatic Invasive Species) information for campers.
13. No fireworks unless allowed by the Aitkin County Sheriff and no discharge of firearms are allowed.
14. During campground operation, seasonal garbage service is required, and no refuse garbage or waste is allowed outside of the dumpsters or garbage cans. Campground dumpster must be fenced sufficiently to screen from lakeside.
15. Upon approval of this CUP, Tract A administrative subdivision deed shall be recorded.
16. A storm shelter meeting State regulations shall be onsite.
17. All renters shall be 55 years of age or older.
18. All golf cart operators shall have a valid driver's license.



Board of County Commissioners Agenda Request

5C
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Second Reading - Amendment to Vacation Short-Term Rental Ordinance

<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 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: Andrew Carlstrom		Department: Environmental Services
Presenter (Name and Title): Andrew Carlstrom, Environmental Services Director		Estimated Time Needed: 10 Minutes
Summary of Issue: <p>On the November 28, 2023 first reading before the Board of Commissioners, three new amendments were proposed to the General Zoning Ordinance Section 17 - Vacation / Short-Term Rentals (VSTR). A public notice was published in the Aitkin Age on December 13, 2023. Previously, three public hearings have been held before the Aitkin County Planning Commission on June 26, August 21, and November 20, 2023. 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. The three proposed amendments brought forth by Commissioners and in addition to what the Planning Commission previously recommended approving, are as follows:</p> <ol style="list-style-type: none"> 1. Section 17.01(B) & 17.05(B): Annual inspections of VSTR by Aitkin County with per bedroom fee. 2. Section 17.01(D): VSTR are to be allowed on Natural Environmental Lakes with conditions and restriction of no motorized watercraft allowed by guests. 3. Section 17.04(A)(3-4): The use of holding tanks shall be permitted providing owner meets all requirements of Environmental Services to include commercial alarm technology to safeguard. <p>Please see attached resolution and proposed Draft 13, Section 17 - Vacation / Short-Term Rentals Ordinance. New amendments are in red. Green are additional amendments recommended from January 2, 2024 and approved by County Attorney. Attached for review also are letters from Terry Neff, former Director of Environmental Services.</p>		
Alternatives, Options, Effects on Others/Comments: Motion to deny Vacation Short-Term Rental ordinance "as amended" and not adopt resolution.		
Recommended Action/Motion: Motion to approve Vacation Short-Term Rental ordinance "as amended" and adopt resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

By Commissioner:

20240123-xxx

Aitkin County Zoning Ordinance Amendment of Vacation /Short-Term Rentals

WHEREAS, Aitkin County currently regulates Vacation/Short-Term Rentals and desires continuation of this allowed use, with standards in place to mitigate possible adverse impacts to the health, safety, and welfare of surrounding properties and environments; and

WHEREAS, Aitkin County is experiencing and is expected to experience a continued marked increase in conditional use applications for Vacation/Short-Term rentals; and

WHEREAS, Aitkin County desires to amend the current ordinance in order to improve organization, understandability, and enforceability of Vacation/Short-Term Rentals; and

NOW, THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby authorize the proposed amendments of Section 17.0 "Vacation/Short-Term Rentals" to the Aitkin County Zoning Ordinance

FIVE MEMBERS PRESENT

All Members Voting

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of January 2024 and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this **23rd day of January, 2024**

Jessica Seibert
County Administrator

[SECTION 17-Draft 13]

VACATION/SHORT-TERM RENTAL

17.00 Purpose:

It is the purpose and intent of this Section to regulate Vacation/Short-Term Rentals within Aitkin County, to continue the allowed use of Vacation/Short-Term Rentals in Aitkin County, and to mitigate possible adverse impacts to the health, safety, and welfare of surrounding properties and environments.

17.01 Permit Required:

The following standards apply to vacation or private homes renting for thirty (30) days or less except those located within Planned Unit Developments whose legal documents regulate unit rentals.

- A. The owner of a Vacation/Short-Term Rental must apply for and receive an Interim Use Permit from the County. The Interim Use Permit will be valid for three (3) years and must be renewed every three (3) years in order to determine the compliance level of the owner with the conditions of approval.
- B. All existing Vacation/Short-Term Rentals prior to this enactment will require annual inspections (see 17.05 (B-C)) from Aitkin County Environmental Services within the month they were permitted. Subsequent three (3) year IUP renewals will begin the year their current IUP expires and will be subject to this amendment and Ordinance. All new Vacation/Short-Term Rentals as of the enactment date of this Ordinance shall obtain a permit from the County prior to commencing operations. All Vacation/Short-Term Rentals shall reapply for an IUP every three (3) years, or as determined by the Planning Commission. An example is as follows: 2024-IUP issued, 2025-annual inspection, 2026-annual inspection, 2027-IUP issued, etc.
- C. Vacation/Short-Term Rentals are allowed in all five zoning classifications found in Appendix A of this General Zoning Ordinance. Vacation/Short-Term Rentals are allowed on General Development (GD) and Recreational Development (RD) lakes in Aitkin County.
- D. Vacation/Short-Term Rentals are allowed on Natural Environmental (NE) Lakes and will be regulated by the conditions imposed by the Aitkin County Planning Commission. Guests of Vacation/Short-Term Rentals on NE Lakes will not be allowed motorized watercraft; non-motorized only will be allowed. Non-motorized watercraft include the following examples, but not strictly limited to: canoes, kayaks, rafts, sailboats, paddle boards, and paddle boats.

E. Applicant, owner, or authorized agent of the Vacation/Short-Term Rental shall be present at the scheduled Planning Commission Meeting.

F. Termination of the IUP will be when there is a change in ownership of the Vacation/Short-Term Rental property.

17.02 Lodging License:

A. For all Vacation/Short-Term Rentals renting for time periods of less than 7 days, a lodging license through the Minnesota Department of Health (MDH) shall be required, as defined by Minnesota State Statute 157.

B. If applicable, the owner of any Vacation/Short Term Rental shall demonstrate issuance of a yearly lodging license from the MDH. These shall be provided to Aitkin County Environmental Services upon request.

17.03 Application Requirements:

A. The application for an Interim Use Permit shall include at a minimum:

- 1) All information required for a Conditional Use Permit.
- 2) Floor plan of the structure drawn to scale, including the number of bedrooms with dimensions and all other sleeping accommodations, smoke detector and carbon monoxide detector locations. In each bedroom and any room used for sleeping purposes, show the dimensions of egress windows on the drawing and the style (double hung, sliding, or casement).
- 3) A to-scale site plan of the property which details the locations and dimensions of all property lines, the structure intended for licensing, accessory structures, parking areas, shore recreational facilities (docking plan, fire pit area, swim beach, etc.) and sewage treatment systems.
- 4) A certificate of compliance on the septic system less than three (3) years old or a certificate of installation less than five (5) years old.
- 5) A current water test taken from an accredited laboratory within 1 year prior to application submission, with passing results for nitrate-nitrogen and coliform bacteria. (Note: MDH must also approve drinking water supply and well standards in accordance with MN Administrative Rules Chapters 4720 and 4725).

- 6) Emergency contact information shall be posted (police, fire, hospital, septic tank pumper) in a conspicuous place inside the Vacation/Short-Term Rental.
- 7) If Vacation/Short-Term Rental is located on a lake, information and map shall be provided with DNR public access location. A current recreational vehicle handbook shall also be provided at all Vacation/Short-Term Rentals. These items can be found online, through the DNR, and/or through the Aitkin County Licensing Center.
- 8) A contact person shall be designated and contact information be provided to Aitkin County Environmental Services at the time of application.
- 9) A solid waste and recycling plan including the name of the Aitkin County licensed garbage hauler and frequency of garbage service.
- 10) Applicant must submit a pet policy.
- 11) Provide a list of all advertising sources pertaining to the Vacation/Short-Term Rental and notify Environmental Services with any changes to the advertising within 30 days.

B. After a complete application is submitted and prior to the approval of the IUP, Aitkin County Environmental Services shall inspect (interior/exterior) proposed Vacation/Short-Term Rental to determine compliance with the requirements of this ordinance.

C. Prior to approval of the Interim Use Permit, the owner shall provide a visual demarcation of the property lines to include a vegetative or man-made property marker.

17.04 General Requirements:

A. Septic/Solid Waste:

- 1) The Vacation/ Short-Term Rental shall be connected to an approved Subsurface Septic Treatment System (SSTS). The SSTS shall be designed and constructed with a design flow of seventy-five (75) gallons of water per person per day to handle the maximum number of guests for which the facility is permitted.
- 2) The SSTS shall include a flow measuring device. Flow measurement readings and monitoring of the SSTS shall be recorded monthly and records shall be made available to the Aitkin County Environmental Services on a

yearly basis, or upon request. Installed flow measuring device will be verified by Environmental Services Department staff before issuing permit to operate the Vacation/Short-Term Rental.

- 3) The use of holding tanks for Vacation/Short-Term Rentals shall be permitted provided that the Vacation/Short-Term owner fully comply with the Aitkin County Environmental Services staff and application requirements. During the application process, owner shall obtain an operating permit which shall be renewed by the owner every three years, share three previous years of pumping records, provide proof of a current pumping agreement, and submit tank integrity report by a licensed septic maintainer. In addition, to provide extra environmental safety, owner shall install commercial technology measures as required and approved by Environmental Services staff. Commercial technology measures include, but are not limited to, the following: sealed holding tank cover(s), leak-proof clean-outs, leak-proof inspection pipes, and a remote monitoring system to safeguard against unanticipated septic discharge.
- 4) If septic system fails causing an imminent threat to public health, Aitkin County Environmental Services will immediately issue cease & desist order and notify MDH of violation. If owner remains non-compliant, the Aitkin County Planning Commission will review and may revoke permit to operate the Vacation/Short-Term Rental. In this instance, and upon rectifying the septic system failure, the Vacation/Short-Term Rental owner is required to re-apply for a new IUP to include new fees, inspections, and hearing before the Aitkin County Planning Commission.

B. Occupancy:

- 1) The occupancy (overnight occupants) of a Vacation/Short-Term Rental shall be limited to no more than two (2) persons per bedroom (see (4) below for allowable number of occupants per bedroom) plus two (2) additional persons per building, or no more than one (1) person for every seventy-five (75) gallons of water per day that the building subsurface sewage treatment system (SSTS) is designed to handle, whichever is less.
- 2) The maximum number of occupants, including both overnight and non-overnight occupants, shall not exceed twice the approved overnight guests.
- 3) Attempting to obtain additional occupancy by use of recreational vehicles, tents, accessory structures or fish houses is prohibited.
- 4) Rooms used for sleeping shall be provided with egress windows that comply with the Minnesota State Building Code and with smoke detectors in locations

that comply with MN Statute chapter 299F. Every room occupied for sleeping purposes by one person shall contain at least 70 square feet of usable floor space, and every room occupied for sleeping purposes by more than one person shall contain not less than 60 square feet of usable floor space for each occupant thereof. Carbon monoxide detectors shall be installed in locations that comply with MN Statute section 299F.51.

- 5) No more than two (2) Vacation/Short-Term Rentals will be allowed on a parcel. More than two (2) Vacation/Short-Term Rentals on the same parcel or on contiguous parcels under common ownership shall constitute a resort and must meet the standards set forth in Section 15 and/or 16 of this ordinance and Section 7 of the Aitkin County Shoreland Management Ordinance.

C. Parking:

- 1) On-site parking shall be provided which is sufficient to accommodate the occupants of the Vacation/Short-Term Rental. Public streets and septic systems may not be used for calculating parking by renters or guests. **Off-street parking shall be provided with a minimum of one space per bedroom and one space for the Vacation/Short-Term Rental operator. Parking cannot restrict access by emergency vehicles of the traveling public and shall not impede any ingress or egress of the property owner. No parking shall be allowed on the roadway or within the road right-of-way.**
- 2) Parking areas shall meet property line setbacks when feasible, but shall not be less than five (5) feet from the property lines.

D. Property Contact Information:

- 1) The applicant/owner shall keep on file with Aitkin County Environmental Services, the name and telephone number of a contact person who shall be responsible for responding to questions or concerns regarding the operation of the Vacation/Short-Term Rental. **Aitkin County Environmental Services will ensure annually that all information is kept current.** This information shall also be posted in a conspicuous location within the dwelling unit. The contact person must be available to accept telephone calls on a 24-hour basis at all times that the Vacation/Short-Term Rental is rented and occupied. The contact person must have a key to the Vacation/Short-Term Rental and be able to respond to the Vacation/Short-Term Rental within 60 minutes to address issues or must have arranged for another person to address issues within the same timeframe.
- 2) Each Vacation/Short-Term Rental must have a property information handbook available for renters that includes the name and contact information for the owner and/or caretaker; quiet hours as per approved IUP; maximum number

of overnight occupants; maximum number of non-overnight occupants; property rules related to the use of outdoor features such as decks, patios, fire pit, sauna and other recreational facilities; list of the conditions that were placed on the approved IUP; and a notice that all ordinances and IUP conditions will be enforced by the Aitkin County Sheriff's Office and Aitkin County Environmental Services.

- 3) The owner shall keep a report dating back one year, detailing the use of the Vacation/Short-Term Rental by recording the full name, address, and vehicle license number of guests using the property. A copy of the report shall be provided to Aitkin County Environmental Services upon request and in accordance with MN Statutes 327.10.

E. Advertising:

- 1) Websites and all other advertising of the rental property must be in compliance with the occupancy allowance and all other conditions per approved application. Environmental Services staff will regularly monitor online advertising to ensure Vacation/Short-Term Rental is complying with conditions agreed upon for IUP.
- 2) On premise advertising signs are prohibited.

F. Other Regulations:

- 1) The Planning Commission may impose conditions that will reduce the impacts of the proposed use on neighboring properties, public services, and nearby water bodies as well as other concerns including, but not limited to, public safety and safety of guests. Said conditions may include, but not be limited to: fencing or vegetative screening, native buffer along the shoreline, noise standards, duration of permit, restrictions as to the docking of watercraft, and number of guests.

17.05 Enforcement/Violations:

- A. For Vacation/Short-Term Rentals with compliance issues during the term of their IUP, investigations will be conducted by Aitkin County Environmental Services, and information will be gathered for the future consideration by the Aitkin County Planning Commission for subsequent renewals.
- B. Future compliance will be monitored through the regular review of the IUP and annual inspections of the Vacation/Short-Term Rental by Aitkin County Environmental Services. During the annual inspection, the Vacation/Short-Term Rental owner will be assessed an annual re-inspection fee plus per bedroom fee with

payment due prior to the annual inspection. Non-compliance will be brought before the Aitkin County Planning Commission.

- C. The conditions imposed by the Aitkin County Planning Commission and agreed upon by the Vacation/Short-Term Rental owner must be complied with during the term of the IUP.
- D. If substantiated complaints/violations have occurred during the term of the IUP, the IUP may be subject to a revocation hearing before the Aitkin County Planning Commission.
- E. If the IUP is revoked, MDH will be notified and the lodging license will be terminated.
- F. Any person, firm or corporation, or agent, employees or contractors of such, who violate, disobey, omit, neglect, refuse to comply with, or who resist enforcement of any of the provisions of Section 17 may be subject to the forfeiture of their IUP. Violations of Section 17 shall be deemed a misdemeanor. Each day that a violation continues to exist shall constitute a separate offense.
- G. Vacation/Short-Term Rentals discovered to have been renting prior to applying for and receiving an IUP, shall be assessed a five (5) times after-the-fact-fee at the time of issuance by Aitkin County Environmental Services.
- H. Any Vacation/Short-Term Rental operating without a permit as of the enactment date of this Ordinance, has 90 days to comply.

17.06 Appeals:

Appeals from any order, requirement, decision or determination made by the Environmental Services Department shall first be made to the Board of Adjustment in accordance with Section 10.04 of this ordinance.

Date: January 16, 2024

To: Aitkin County Board of Commissioners

RE: Proposed Amendments to the Vacation/Short Term Rentals Standards

On January 23, 2024 you will be holding a second reading of the proposed amendments to Section 17 - Vacation/Short Term Rental, of the Aitkin County Zoning Ordinance. Attached are comments I submitted to the Planning Commission on August 7, 2023. With the changes that were made from Draft 12 to Draft 13 some of the concerns I have on NE Lakes have been addressed. However, I would like to offer the following for consideration:

- 1) Private roads - in my letter to the Planning Commission (PC) I suggested language be added to require all VSTR have direct access to a publicly maintained road. I still highly recommend this language be added to the VSTR standards. I explain my reasons for this language in the attached letter to the PC. It is a big issue for us that live on private roads and have to expend our time, money and equipment to improve and maintain these roads. As I mentioned in the letter to the PC, I maintain a ½ mile section of road that has 14 other residences and not one has contributed any time or money to help with the maintenance. Any added traffic will only increase the amount of time and money we will spend on these roads with no additional funding to offset these costs. Why would a public entity allow a commercial use on a private road without that road being upgraded and the maintenance taken over by a public entity before allowing a commercial use? This makes no sense and will only create tension and hostility between the landowners along the road.
- 2) Holding tanks – My concerns haven't changed in my attached letter. Holding tanks are a last resort in the septic system hierarchy. Type 3 systems should be required before the use of holding tanks. I see staff has proposed some control devices to minimize, not prevent, the discharge of sewage from the holding tanks. These will only work on discharges to the ground surface and not from backing up into the residence (which is a high imminent threat to public health).
- 3) In the proposed language 17.01, D – the second sentence, I suggest this sentence read “Guests of Vacation/Short-term Rentals on NE Lakes will not be allowed **the use of motorized watercraft; ...**” At the end of this paragraph, I suggest adding “**Guests of Vacation/Short Term Rentals on NE Lakes will not be allowed the use of ATV/UTV vehicles on properties that do not have direct access to a publicly maintained road, or a County/State trail approved for ATV/UTV use.**”
The use of these vehicles creates holes from excessive acceleration and spin marks which increase the maintenance on the roads. In addition, many of these vehicles generate loud noise. The users can trailer them to a public road or trail.
- 4) 17.04, 4 – Imminent threats to public health are to be abated within 10 days according to MN Statutes 145A. Stronger language needs to be included in addition to going to the Planning Commission. If non-compliance after 10 days a citation should be issued and the file forwarded to the MPCA for further action according to MN Rules Chapter 7080.

I hope my suggested changes will be incorporated into the proposed amendments to Section 17 VSTR standards. Thank you for the opportunity to submit these comments!



Terry Neff, Aitkin County Citizen and retired Environmental Services Director

August 7, 2023

Aitkin County Planning Commission

At the June 26, 2023 Planning Commission meeting there were a couple of people who spoke in favor of the allowance of vacation rentals on Natural Environment (NE) Lakes and allowing the use of Holding Tanks for vacation rentals. Those people have a vested interest in these changes to the ordinance. None spoke on protecting the other land owners rights on the lake.

There was mention of staff having discussions with Crow Wing, Douglas and Cook Counties and comparing of the regulations for each County. These counties did not get ahead on the influx of vacation rentals like Aitkin County. We were one of the first counties to adopt an ordinance regulating these rentals. The other counties had hundreds (over a thousand in some cases) before they created regulations. They were unable to establish regulations such as ours because of the volume already in operation. So do not compare Aitkin County's ordinance to others and relax our standards. The present standards are based on 9 years of experience and have proven to be a balanced set of standards between the applicants and residents on the lake.

The following are problems with the proposed ordinance changes:

1) NE Lakes - Description from the Shoreland Management Ordinance: NE lakes are generally small, often shallow lakes with limited capacities for assimilating the impacts of development and recreational use. They often have adjacent lands with substantial constraints for development such as highwater tables, exposed bedrock, and unsuitable soils. These lakes are in rural areas and do not have much existing development or recreational use. These lakes usually have less than 150 total acres and less than 60 acres per mile of shoreline, less than 3 dwellings per mile of shoreline and are less than 15 feet deep.

Of the 163 listed NE lakes – 124 are less than 100 acres in size.

These lakes are the Jewel of Aitkin County, arguably the most precious resource we have. They are fragile and can not handle the impacts like General Development and Recreation Development lakes. Trumpeter Swans seek these lakes out due to their remoteness, low development and recreational use. They are quiet lakes.

The vast majority of these lakes are accessed by private roads that are not maintained by a public entity. The citizens that live on the roads are the ones that maintain them. I can speak from experience that not all people living on or using the roads pitch in on the maintenance. My wife and I maintain our road that has 14 other owners, none of which are permanent residences. We pay for the grading of the road. In the spring we do the ditching of water and filling the potholes with our number 9 shovels and use our own gravel. No one else has offered to help pay or assist us. This is a huge issue if vacation rentals are allowed on these roads. This isn't just a NE lake problem.

I am strongly opposed to allowance of vacation rentals on NE lakes. It is never a good idea to go backwards in the protection of our resources, especially with our most precious/sensitive resources. If the Commission chooses to recommend approval for vacation rentals on the NE Lakes **with** a public access, then there needs to be a definition, in this section of the ordinance, of a public access. I suggest the following - "A MN DNR improved public access that allows for launching and removal of watercraft by use of a truck/car and trailer. Access must have a dock". There is an invasive species concern when launching and removal of

boats from our lakes. An improved access, such as in the recommended language, will allow for inspection of watercraft.

I also recommend that there be an addition to the ordinance that all vacation rentals be accessed by a publicly maintained road! Not just on NE lakes but for all vacation rentals regardless of lake or zoning classification.

CAN BE A
CONDITION

2) THE USE OF HOLDING TANKS: This is not a good idea for obvious reasons. People who will be renting these structures will be coming from areas with city sewer and water. They are not use to conserving water and if they hear an alarm will just shut the alarm off and go on with there vacation. This is how we discovered vacation rentals in the first place - year 2013. Holding tanks are the last resort in the septic system hierarchy. They are to be used when no other option exists.

If an alarm goes off while the place is being rented there may be a days reserve capacity in the tank. What happens if it is 2 or 3 days before it can be pumped? The renters sure are not going to stop using the toilet, sink or showers! So we now have a discharge to the ground surface and potentially to the water resource!

If the PC is considering the allowance of holding tanks, I would certainly hope not, but if you are then further discussion is needed on allowing time dosing for the smaller sized drainfields. These are a step up on the septic system hierarchy from holding tanks. These systems have their issues as well but the main issue is on proper sizing (dosing) of the system. There is also a maintenance requirement when alarms are activated. Knowledgeable trained staff are needed to review designs and inspect these systems.

3) The proposed ordinance changes are having the IUP renewals come back to the planning commission. Logistically this will become more difficult based on the number of renewals and other CUP/IUP applications. If there are no validated complaints, and an inspection by the Environmental Services staff verifies the applicant is operating in compliance with the permit and conditions, then I suggest the Department reissue the IUP for another 5 years (no need to bring back to the PC).

And lastly, Section 17.04,(1)(d) – there is no reason to notify the MDH on all imminent threats to public health, they only need to be notified if the IUP requires an MDH license. A notification to the MPCA is more appropriate.

Thank you for the opportunity to comment on the proposed changes to the zoning ordinance! If you would like to discuss any of the above, I would be more than happy to sit down and answer questions or expand on my comments.

Sincerely,



Terry Neff

Citizen and retired Env. Serv. Director



Board of County Commissioners Agenda Request



Requested Meeting Date: January 23, 2024

Title of Item: Revitalization Grant: Award funding

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

**provide copy of hearing notice that was published*

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

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

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

Big Tom's Diner \$2,812.00

The purpose of this grant fund is to help support local businesses to upgrade/revitalize the outside presence of their business property in our community in an effort to drive economic growth. As business owners and members of our community, it is important that we establish and maintain an image of growth and success. The fund will help support upgrades of awnings, signage, outdoor aesthetics and general business image and appearance.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Economic Development requests approval of a motion to award the recommended grants.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

This funding is budgeted through the ARPA funding.

2023 Revitalization Grant Program

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

21	Palisade One Stop	replace current roadside signage	Palisade	\$ 1,500.00	\$ 3,000.00	Yes
22	Angels of McGregor	roof replacement	McGregor	\$ 5,000.00		Yes
23	Trails Inn Quadna Mountain	campground improvement	Hill City	\$ 5,000.00		yes
24	Hello Gorgeous	awning installation- new business	Aitkin	\$ 712.50	\$ 712.50	Yes
25	McGregor Home Center	exterior upgrades	McGregor	\$ 5,000.00	\$ 5,000.00	Yes
26	McGregor Baking Company	exterior upgrades	McGregor	\$ 4,000.00	\$ 4,000.00	Yes
27	Wilson and Associates (Am Fam)	front exterior upgrades	Aitkin	\$ 5,000.00	\$ 3,094.43	Yes
28	BarTopp Wash	exterior painting	McGregor	\$ 3,150.00	\$ 3,150.00	Yes
29	Crossroads Hotel	exterior painting	McGregor	\$ 5,000.00	\$ 5,000.00	Yes
30	Jack's Shack	roof top signage/ building removal	McGregor	\$ 3,378.28	\$ 1,278.00	
31	Affordable Abodes LLC	awning replacement	Aitkin	\$ 5,000.00		
32	Big Tom's Diner	awning replacement	Aitkin	\$ 2,812.00	\$ 2,812.00	
				\$ 154,665.71	\$ 69,345.43	

Remaining \$ 76.57

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Application for Aitkin County Business Revitalization Grant Program 2023

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

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: Big Tom's Diner

Address: 120 Minnesota Ave.
Aitkin, MN 56431

Person in Charge of Project: Cory Eken

Organization Mailing Address (Street Name or P.O. Box or Route and Box # and City and Zip Code):
21049 220th Street
McBrath, MN 56350

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

Contact Person's Email: ceken1977@gmail.com

Description of your organization:

Big Tom's Diner is a 50's style restaurant. We feature Malts, shakes, burgers, fries and breakfast is served all day.

Mission Statement of your organization:

Our mission is to give our guest a "Back to the 50's" experience.



FUNDING:

Amount requested from Aitkin County \$ 2812.⁰⁰
 (Minimum \$1000, maximum request is \$5,000). The Economic Development Committee may recommend to the Board of Commissioners to increase or decrease the amount awarded at their discretion. The Aitkin County Board of Commissioners grants the final approval for funding.

Amount of the business' match \$ 2812.⁰⁰

Total projected budget \$ 5624.⁰⁰

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

Project is to replace old cloth awning with a new
 "Cooley Lite" sign above the front doors on Minnesota Ave.
 Also to replace the awning above the windows with a new
 awning.

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

Category	Grant Funds	Applicant Funds	Total
Cooley Lite Sign and awning	2812. ⁰⁰	2812. ⁰⁰	5624. ⁰⁰
TOTALS			

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

Yes

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

Business Owner Signature:

Name _____

Date: _____

11/1/23



Leaders in design and fabrication of customized illuminated & Traditional Awnings and Signs

Cloquet: 218.879.9712 Minneapolis: 612.870.7634 Toll Free: 800.566.8368 Fax: 218.879.2936
E-mail: sales@advancedawning.com 1600 29th Street, Cloquet, MN 55720

From: Scott Youngdahl
scott@advanceddesign.biz; Cell: 218-390-9903

November 9, 2023

**Cocktails, Drafts, & Eats Inc.
Attention: Corey**

Exterior Awnings Recover and 1 New

Quantity	2
Style/Shape	Waterfall
Length	234' and 91"
Height	36"
Projection	36"
Face	24" on the new waterfall
Graphics	As per computer image dated Customer to provide vectorized .eps file for custom artwork and logos
Lights	3 4' fixtures in the 91" awning
Eggcrating	White in the 91" awning
Fabric	Sunbrella Acrylic Substrate and Cooley Lite on the New awning
Frame	1" Welded Aluminum Tubing for the new awning
Completion	Re-installed
Cost:	\$5,624.00

(50% due upon signing and balance due upon completion)

- Price does not include applicable sales tax
- Time to produce or digitize logos, artwork, or text, if the customer cannot provide, will be charged at \$75.00 per hour and will be added to the invoice.
- Customer retains the responsibility for any building and/or sign permits. The cost is not included in this proposal. All permits obtained by Advanced Design will have the cost added to the invoice. Any additional outside engineering required in the permitting process will be added to the invoice.

Advanced Design Awnings & Signs is not responsible for any on-site electrical or for preparation of mounting surface. The building must be awning or sign ready prior to installation. Illuminated awnings and signs are UL listed.

Payment is to be made as follows:

50% deposit is to be submitted with acceptance of this proposal. Any production work associated with this proposal will not begin until deposit is received from customer. Balance is due upon final installation, any balance due after installation is subject to a 1.5% per month finance charge. Our accounting department is responsible for approving any changes to this payment agreement. NOTE: all CREDIT CARD payments on this proposal will have 3.5% service charge added.

****Retention of Title: Advanced Design owns the awnings and/or signs until balance is paid in full.**

****Engineering Charges: Additional charges may be applied and added to total cost if customer chooses to make changes to design following signature to frame drawings and/or art data.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra

charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal is good for 15 days.

GOVERNING LAW; VENUE. It is mutually understood and agreed that this contract shall be governed by the laws of the State of Minnesota, both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this contract or any provision hereof shall be instituted only in Carlton County, Minnesota.

DOWN PAYMENT. Customer shall pay Advanced Design the down payment as provided herein which, at the option of Advanced Design, shall be a condition precedent to commencing work.

FORCE MAJEURE. This contract is subject to *force majeure*, and is contingent upon strikes, accidents, acts of God, weather conditions, inability to secure labor, fire regulations or restrictions imposed by any government or governmental agency, or other delays beyond the control of the parties.

NONPAYMENT; REMOVAL OF AWNING/SIGN. Customer hereby agrees in advance that if payment is not received as provided in this Contract, Advanced Design shall have the right during regular business hours to enter upon Customer's premises and remove the awning/sign, without notice.

NOTICE TO OWNER OF REAL PROPERTY.

The following notice applies when Advanced Design is under direct contract with the owner of real property:

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENTS UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

Advanced Design Awnings & Signs Authorized Signature: _____ Dated: 10/30/2023
Scott Youngdahl

I understand the above credit and collection terms.

Customer's Acceptance of Proposal:

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

Company Name: _____

Billing Address: _____

Signature: _____ Date of Acceptance: _____

Name (Please Print) _____ Title (Please Print) _____

Deposit Check # _____ Deposit Amount: \$ _____



#31

Application for Aitkin County Business Revitalization Grant Program 2023

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

APPLICANT INFORMATION

PROGRAM INFORMATION

Business Name: *Affordable Abodes, LLC*

Address:

*124 Minnesota Ave.
Aitkin, MN
56431*

Person in Charge of Project:

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

*21049 220th St.
McGrath, MN 56350*

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

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

Description of your organization:

Affordable abodes, is a rental company that currently owns and leases out six single family homes in Aitkin County and owns the old "Holder building" located at the South East corner of the Stop lights.

Mission Statement of your organization:

Our mission is to offer affordable housing and rental units in Aitkin County.



Leaders in design and fabrication of customized illuminated & Traditional Awnings and Signs

Cloquet: 218.879.9712 Minneapolis: 612.870.7634 Toll Free: 800.566.8368 Fax: 218.879.2936
E-mail: sales@advancedawning.com 1600 29th Street, Cloquet, MN 55720

From: Scott Youngdahl
scott@advanceddesign.biz; Cell: 218-390-9903

November 9, 2023

**Affordable Abodes
Attention: Corey**

Exterior Awnings Recover and 1 New

Quantity 8
Style/Shape Mansards
Length 300 feet of recovers
Height Mansards at 30"
Projection Mansards at 24"
Face 24"
Graphics As per computer image dated
Customer to provide vectorized .eps file for custom artwork and logos
Lights None
Eggcrating None
Fabric Sunbrella Acrylic Substrate
Frame Existing
Completion Re-installed
Cost: \$11,892.00

(50% due upon signing and balance due upon completion)

- Price does not include applicable sales tax
- Time to produce or digitize logos, artwork, or text, if the customer cannot provide, will be charged at \$75.00 per hour and will be added to the invoice.
- Customer retains the responsibility for any building and/or sign permits. The cost is not included in this proposal. All permits obtained by Advanced Design will have the cost added to the invoice. Any additional outside engineering required in the permitting process will be added to the invoice.

Advanced Design Awnings & Signs is not responsible for any on-site electrical or for preparation of mounting surface. The building must be awning or sign ready prior to installation. Illuminated awnings and signs are UL listed.

Payment is to be made as follows:

50% deposit is to be submitted with acceptance of this proposal. Any production work associated with this proposal will not begin until deposit is received from customer. Balance is due upon final installation, any balance due after installation is subject to a 1.5% per month finance charge. Our accounting department is responsible for approving any changes to this payment agreement. NOTE: all CREDIT CARD payments on this proposal will have 3.5% service charge added.

****Retention of Title: Advanced Design owns the awnings and/or signs until balance is paid in full.**

****Engineering Charges: Additional charges may be applied and added to total cost if customer chooses to make changes to design following signature to frame drawings and/or art data.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra

charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. This proposal is good for 15 days.

GOVERNING LAW; VENUE. It is mutually understood and agreed that this contract shall be governed by the laws of the State of Minnesota, both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this contract or any provision hereof shall be instituted only in Carlton County, Minnesota.

DOWN PAYMENT. Customer shall pay Advanced Design the down payment as provided herein which, at the option of Advanced Design, shall be a condition precedent to commencing work.

FORCE MAJEURE. This contract is subject to *force majeure*, and is contingent upon strikes, accidents, acts of God, weather conditions, inability to secure labor, fire regulations or restrictions imposed by any government or governmental agency, or other delays beyond the control of the parties.

NONPAYMENT; REMOVAL OF AWNING/SIGN. Customer hereby agrees in advance that if payment is not received as provided in this Contract, Advanced Design shall have the right during regular business hours to enter upon Customer's premises and remove the awning/sign, without notice.

NOTICE TO OWNER OF REAL PROPERTY.

The following notice applies when Advanced Design is under direct contract with the owner of real property:

ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.

UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENTS UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

Advanced Design Awnings & Signs Authorized Signature: _____ Dated: 10/30/2023
Scott Youngdahl

I understand the above credit and collection terms.

Customer's Acceptance of Proposal:

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

Company Name: _____

Billing Address: _____

Signature: _____ Date of Acceptance: _____

Name (Please Print) _____ Title (Please Print) _____

Deposit Check # _____ Deposit Amount: \$ _____



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: Approve Committee of the Whole Meeting

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

**provide copy of hearing notice that was published*

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

Staff would like to schedule a Committee of the Whole workshop to further discuss facilities and take a facilities tour.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve Committee of the Whole meeting.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: January 23, 2024

Title of Item: 2024 Elected Official Salaries

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input 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*
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Submitted by: Jessica Seibert	Department: Administration
---	--------------------------------------

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

The Board indicated they would like to review the elected official salaries at the same time the 2024 non-union salary adjustments were discussed. The salaries of Aitkin County Attorney (\$388.18), County Auditor (\$384.151), County Recorder (\$386.015), County Sheriff (\$387.20), and County Treasurer (\$385.373), shall be set by resolution of the County Board. The January 1, 2024 salaries are as follows:

County Attorney \$153,620.42
 County Sheriff \$123,261.22
 County Auditor \$115,399.26
 County Treasurer \$ 99,287.81
 County Recorder \$ 79,800.00

Salaries were increased 5% from 2023 to January 1, 2024.

Job descriptions were provided for review as well as a summary of the elected officials education, experience, staff size, budget, and 2024 external salary survey information (salary survey data attached).

Alternatives, Options, Effects on Others/Comments:

If you have any questions or require additional information prior to the meeting, please feel free to contact Jessica Seibert.

Recommended Action/Motion:

Motion to adopt resolution revising elected official salaries, effective January 28, 2024 (start of the next pay period), if desired. Specify \$ changes for amended resolution(s), if applicable.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$ To be determined based on Board action.

Is this budgeted? Yes No *Please Explain:*

DDA methodology adjustments are budgeted. Amounts higher than that are not budgeted in 2024.

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

ADOPTED January 24, 2024

By Commissioner: xxx

20240123-xxx

2024 Revised Elected Officials Salaries

WHEREAS, the Aitkin County Board of Commissioners previously set the 2024 Aitkin County Elected Officials salaries and,

WHEREAS, the Aitkin Count Board of Commissioners requested a further review of comparable salary data,

BE IT RESOLVED, the Aitkin County Board of Commissioners sets the 2024 revised salaries of Aitkin County Elected Officials effective January 28, 2024 at:

GRAMS	LORI	\$
GUIDA	DANIEL	\$
PEYSAR	KIRK	\$
RATZ	JAMES	\$
SNYDER	TARA	\$

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

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

xxx MEMBERS PRESENT

All Members Voting xxx

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 23rd day of January, 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of January, 2024.

Jessica Seibert
County Administrator

2024 Elected Official Salaries

	Attorney	Treasurer	A/T	Recorder	Sheriff
Aitkin	\$ 155,002	\$ 101,978	\$ 126,380	\$ 82,099	\$ 132,795
Carlton	\$ 152,734		\$ 126,555	\$ 101,439	\$ 142,937
Cass	\$ 162,905		\$ 115,793	N/A	\$ 133,473
Crow Wing	\$ 173,505				\$ 147,000
Itasca	\$ 160,000		\$ 126,945	\$ 102,720	\$ 126,945
Kanabec	\$ 143,707		\$ 122,595	\$ 93,288	\$ 133,057
Mille Lacs	\$ 143,100		\$ 87,110	Vacant	\$ 130,000
Pine	\$ 154,535		\$ 131,643	\$ 104,291	\$ 140,466
Comparable AVG	\$ 155,784		\$ 118,440	\$ 100,435	\$ 136,268

(Assessor/Recorder
In Pine County)

Cass Co. Recorder duties absorbed by other staff after Recorder left.
 No good comparison for CWC Auditor/Treasurer/Recorder as they are structured differently.

- Yellow highlighted numbers reflect the DDA methodology.



Board of County Commissioners Agenda Request



Requested Meeting Date: January 23, 2024

Title of Item: Administrator 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: Jessica Seibert	Department: Administration	
Presenter (Name and Title): Jessica Seibert, County Administrator		Estimated Time Needed: 5 minutes
Summary of Issue: Administrator Updates.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Discussion only.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Aitkin County Board of Commissioners Committee Reports Forms



Committee	Freq	Scheduled	Representative
Association of MN Counties (AMC)			
Environment & Natural Resources Policy			Sample
General Government			Leiviska
Health & Human Services			HHS Director
Indian Affairs Task Force			Commissioner Laurie Westerlund
Public Safety Committee			Commissioner Laurie Westerlund
Transportation Policy			Kearney
Age-Friendly Changemakers			Kearney
Aitkin Airport Commission	Monthly	1st Wednesday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3rd Thursday	Wedel and Sample
Aitkin County CARE Board	Monthly	3rd Thursday	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	Sample 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 Kearney
H&HS Advisory (Liaison)	Monthly except July	1st Wednesday	Wedel and Kearney
Historical Society (Liaison)	Monthlv	4th Wednesday	Leiviska
Joint Powers Natural Resource Board	Odd Months	4th Monday	Sample and Land Commissioner Alt.
Lakes and Pines	Monthly	3rd Monday	Leiviska Alt. Kearney
Law Library	Quarterly	Set by Judge	Leiviska Alt. Kearney
MCIT			Westerlund, Seibert
McGregor Airport Commission	Monthly	Last Wednesday	Kearney
Mille Lacs Fisheries Input Group	8-10x yr		Westerlund
Mille Lacs Watershed	10x year	3rd Monday	Leiviska, Alt. Westerlund
Mississippi Grand Rapids 1W1P			Kearney
Mississippi Headwaters Board	Monthly	4th Friday	Kearney Alt. Sample
MN Rural Counties	8x year	Varies	Westerlund, Alt. Leiviska
Natural Resources Advisory Committee	8-10x yr	2nd Monday	Kearney and Sample
NE MN Office Job Training	As called		Leiviska
Northeast MN ATP	Quarterly	2nd Wednesday	Kearney (Leiviska, Alt.) and
Northeast MN Emergency Communications Board	5-6x yr	4th Thursday	Leiviska (Sheriff Guida Alt.)
Northeast Waste Advisory Council	Quarterly	2nd Monday	Sample, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1st Thursday	Westerlund Alt. Kearney
Ordinance	As needed		Leiviska and Sample
Personnel/Insurance	As needed	2nd Tuesday	Leiviska and Wedel
Planning Commission	Monthly	3rd Monday	Kearney Alt. Westerlund
Rum 1W1P Policy Committee	Monthly	Unknown	Westerlund, Alt. Leiviska
Snake River Watershed	Monthly	4th Monday	Sample 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