

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS December 9, 2014 – BOARD AGENDA

Please Note Late Start Time

- 4:30**
- 1) **J. Mark Wedel, County Board Chairperson**
 - A) Call to Order
 - B) Pledge of Allegiance
 - C) Board of Commissioners Meeting Procedure
 - D) Approval of Agenda
 - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. 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.

 - 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 items 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 November 25, 2014 – December 8, 2014
 - B) Approve 11/25/14 County Board Minutes
 - C) Approve Commissioner Warrants
 - D) Approve November Manual Warrants
 - E) Accept \$50 Donation to STS from Aitkin Women of Today
 - F) Approve Leave of Absence Request – Michael T. Moriarty
 - G) Approve Duplicate of Lost Warrant – Health & Human Services
 - H) Approve Duplicate of Lost Warrants – Treasurer's Office
 - I) Approve 2015 Newspaper Bid Specifications
 - J) Adopt Resolution – 2015 Liquor License Renewals
 - K) Approve 2015 Fire Protection Contract for Unorganized Towns of 51-22, 52-22, and 52-24 with Ball Bluff Township
 - L) Approve Reserving Funds from 2014 Budget – Environmental Health

 - 4:35 3) **Nathan Burkett, County Administrator**
 - A) County Administrator Performance Evaluation
 - B) Approve Personnel Committee Recommendations
 1. 2015 Non-Union Salaries
 2. Close Courthouse on Christmas Eve & Authorize Non-Union Employees to be Absent With Pay
 3. Set 2015 Elected Officials Salaries
 - a. County Auditor
 - b. County Treasurer
 - c. County Recorder
 - d. County Sheriff
 - e. County Attorney
 4. Increase Employer Contribution Toward Health Insurance to three Teamsters Units

4:50 4) Committee Updates

5:30 Adjourn

The Aitkin County Board of Commissioners met this 25th day of November, 2014 at 9:04 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the amended November 25, 2014 agenda. Item 2K, Adopt Resolution – All Terrain Vehicle Funding, was pulled from the consent agenda and placed on the Regular Agenda as Item 6A1.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
November 25, 2014**

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of November, 2014, at 9:07 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.: Nanci Sauerbrei, Aitkin Independent Age; Cheryl Meld and Bob Marcum, H&HS Advisory Committee Members; Roberta Elvecrog, and Bob Harwarth, citizens.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Niemi, seconded by Commissioner Napstad, and carried; the vote was to approve the revised Agenda which added a contract under VII. D. 8.

III. Review October 28, 2014 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the Agenda as mailed/posted.

IV. Review Bills

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the Bills as presented this date.

V. General/Miscellaneous Information

A. Re-Procurement – Tom Burke discussed the recent regional meeting to determine who (which provider) is going to take care of our MA costs. Different providers are bidding in such as Blue Cross/Blue Shield, Medica, UCare, etc. The county will have an opportunity to weigh in on the responses but the State will decide who it will be from 2016 for the next five years.

VI. Administrative Reports:

A. Financial & Transportation Reports – Kathy Ryan reported that the second half of the levy will be coming by the end of the month. Even though we budgeted to spend \$600,000 from fund balance, it look liked we

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

will spend \$200,000 to 300,000 by year end. Foster care is higher than last year. Due to the gas prices dropping, our per diem for volunteer drivers dropped this week from 20 cents to 15 cents per mile.

VII. Contracts

A. Ambulance Service Contracts for the period January 1, 2015 to December 31, 2015:

- 1. McGregor Ambulance, McGregor**
- 2. Meds-I Ambulance, Grand Rapids**
- 3. Mille Lacs Health System Ambulance, Onamia**
- 4. North Memorial Medical Transportation Services, Robbinsdale**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Ambulance Service Contracts for the period January 1, 2015 to December 31, 2015:

1. McGregor Ambulance, McGregor
2. Meds-I Ambulance, Grand Rapids
3. Mille Lacs Health System Ambulance, Onamia
4. North Memorial Medical Transportation Services, Robbinsdale

B. Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, for the purpose of serving as the Public Health Medical Consultant beginning January 1, 2015 through December 31, 2015.

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, for the purpose of serving as the Public Health Medical Consultant beginning January 1, 2015 through December 31, 2015.

C. 2015 Family Planning Contract between ACHHS and Riverwood HealthCare Center for the period January 1, 2015 through December 31, 2015.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the 2015 Family Planning Contract between ACHHS and Riverwood HealthCare Center for the period January 1, 2015 through December 31, 2015.

D. Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS and:

- 1. Compass Counseling Partners, Nisswa**
- 2. New Pathways, Inc., Brainerd**
- 3. Northern Psychiatric Associates, Baxter**
- 4. Northland Counseling Center for Detoxification Services, Grand Rapids**
- 5. George Tetreault, MA, LP, Baxter (Mental Health Provider)**
- 6. CORE Professional Services, Brainerd**
- 7. Central MN Mental Health Center, St. Cloud**
- *8. Nystrom & Associates, Baxter**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS and:

1. Compass Counseling Partners, Nisswa
2. New Pathways, Inc., Brainerd
3. Northern Psychiatric Associates, Baxter

Motion by Commissioner Niemi, seconded by Commissioner Westerlund, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS and:

- 4. Northland Counseling Center for Detoxification Services, Grand Rapids

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS and:

- 5. George Tetreault, MA, LP, Baxter (Mental Health Provider)
- 6. CORE Professional Services, Brainerd
- 7. Central MN Mental Health Center, St. Cloud
- *8. Nystrom & Associates, Baxter

E. WIC Agreement – Malmo between ACHHS and Bethesda Lutheran Church for the period January 1, 2015 to December 31, 2015.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the WIC Agreement – Malmo between ACHHS and Bethesda Lutheran Church for the period January 1, 2015 to December 31, 2015.

VIII. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte

Meeting updates from Committee Members Cheryl Meld & Bob Marcum Draft minutes of the November 5, 2014 meeting. Cheryl discussed the presentation information the county staff are sharing with the committee with the most recent being on Out-of-Home Placements and Foster Care by Sue Tange and Kami Genz. She also noted the committee is developing Goals and Objectives with the hope of determining a measurable goal surrounding the need to gather and distribute information about Health & Human Services. Bob Marcum questioned what the Board of Commissioners expected of the Committee. Commissioner Napstad noted that he would like the members to bring in comments from the public pertaining to what are the needs and what might not be needed. He feels the information from the citizen level to the committee to identify concerns as to what is working and what isn't would be important.

B. AEOA Committee Updates- Commissioner Niemi noted there has not been a meeting.

C. NEMOJT Committee Updates – Commissioner Napstad noted he has a conflict with the upcoming meeting on December 19th with the NEMOJT meeting at 1 pm. In Virginia and an Enbridge Open House meeting from 10-1:00 regarding an additional Sandpiper pipeline development discussion. He also reported that the Workforce Center will be moving January 1, 2015 into the former Birch Street Market building along with Aitkin County CARE, Access North, Adult Education (GED), and Oakridge Homes.

D. CJI (Children’s Justice Initiative) – Commissioner Westerlund – Tom Burke noted that at conferences he recently attended the topic of lack of placements for children with Mental Health issues has been discussed extensively.

E. Lakes & Pines Update – Commissioner Niemi shared some statistical

information with the Board as follows:

1/2012 – 9/2013: Fuel Assistance served 961 Households & Awarded \$799,427
Crisis situations 240 Households & Awarded \$98,633
Furnace Replacements 67 Households & Awarded \$63,441

1/2014 – 9/2014: Fuel Assistance served 1,116 Households & Awarded \$844,741
Crisis situations 572 Households & Awarded \$380,330
Furnace Repairs/Replaced 64 Households & Awarded \$90,386

All the above were provided within Aitkin County.

Tom Burke discussed H&HS staff are working to create new Mental Health Services in conjunction with Lakes & Pines and the Schools in the county to work with consumers who have children with MH issues or the parents who may have the MH issues. The focus is on 0-5 year olds to provide support to the parents who may have MH Issues by going into their homes. The program is called, "Whole Family School Readiness". The group is counting on various entities (such as Lakes & Pines, Social Services, Public Health, the schools, etc.) to assist with locating and referring the parents in need of this program help. Lakes & Pines will then be delivering the services (program/home visits). More details will be brought to the Board as this program develops.

**HHS BOARD
ADJOURNED**

Break: 10:08 a.m. to 10:19 a.m.

BREAK

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the amended Consent Agenda as follows: A) Correspondence File: November 11, 2014 – November 24, 2014; B) Approve County Board Minutes: November 11, 2014; C) Approve Commissioner Warrants: General Fund 70,666.27, Road & Bridge \$69,225.58, State \$150.00, Trust \$20,124.41, Forest Development \$12,688.66, Taxes & Penalties \$110,822.91, Long Lake Conservation Center \$9,760.85, Parks \$1,112.75 for a total of \$294,551.43; D) Approve Auditor Warrants – October Sales & Use Tax: General Fund \$611.12, Road & Bridge \$1,946.50, State \$9,058.50, Trust \$17.05, Forest Development \$-0.05, Long Lake Conservation Center \$147.85, Parks \$73.78 for a total of \$11,854.75; E) Approve Auditor Warrants – Tax Overpays: Taxes & Penalties \$18,028.05; F) Approve Auditor Warrants – Tax Settlement Payments: Agency \$3,024,492.31; G) Accept \$500 Donation to STS from Tamarack Snow-Flyers; H) Accept \$150 Donation to STS from Spencer Township; I) Approve Sale of Forfeited Vehicles – Sheriff's Dept.; J) Approve Ratification of 2015-2016 Local 49 Agreement

**REGULAR BOARD
RECONVENED**

**CONSENT
AGENDA**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to authorize the sale of the following forfeited vehicles: 1998 Dodge Durango, and 1998 Ford F150 – Sheriff's Department.

**FORFEITED
VEHICLES –
SHERIFF'S DEPT.**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to ratify 2015-2016 Local 49 Agreement and to authorize signatures.

**2015-2016 LOCAL
49 AGREEMENT**

AITKIN COUNTY BOARD

November 25, 2014

Sheriff Scott Turner reviewed the Emergency Operation Plan with the Board. Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve Emergency Operation Plan and to authorize Board Chair's signature.

Nathan Burkett, County Administrator addressed the continuation of the September 9, 2014 Public Hearing for Petition for Partial Abandonment of a Drainage System (County Ditch 24) located in Sections 7, 8, and 18 of Spencer Township (T47N, R26W) and Sections 12 and 13 of Aitkin Township (T47N, R27W) Aitkin County, MN. EverStar, LLC submitted this petition for ditch abandonment pursuant to Minnesota Statute 103E.806. The continuation is postponed until December 23, 2014. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to continue the Public Hearing on December 23, 2014 at 10:30 a.m. Public comment will continue to be accepted until the Public Hearing is closed.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Award C.P. 001-090-027, Gravel Crushing Contract:

WHEREAS, Project C.P. 001-090-027 includes the processing of aggregate surfacing material at four pit locations in Aitkin County, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, October 27, 2014 with a total of nine bids received, and

WHEREAS, Hammerlund Construction Inc. was the lowest responsible bidder in the amount of \$284,000.

NOW, THEREFORE, BE IT RESOLVED, that Hammerlund Construction Inc. be awarded the contract for construction of C.P. 001-090-027.

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

Nathan Burkett, County Administrator; John Welle, County Engineer; Kirk Peysar, County Auditor; and Mark Jacobs, Land Commissioner discussed Con-Con Lands Ditch Appropriations with the Board. No action was taken.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – All Terrain Vehicle Funding:

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

**EMERGENCY
OPERATION PLAN**

**CONTINUATION
OF PUBLIC
HEARING FOR
PETITION FOR
PARTIAL
ABANDONMENT
OF A DRAINAGE
SYSTEM -
EVERSTAR**

**RESOLUTION
112514-069
AWARD
C.P. 001-090-027
GRAVEL
CRUSHING
CONTRACT**

**CON-CON LANDS
DITCH
APPROPRIATIONS**

**RESOLUTION
112514-070
ALL TERRAIN
VEHICLE
FUNDING**

WHEREAS, clubs wish to contract with the County for maintaining these trails, and

WHEREAS, these trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments:
South Soo Line, North Soo Line, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Nathan Burkett, County Administrator discussed the proposed 2015 Budget and the upcoming December 9th Budget Hearing with the Board.

Nathan Burkett, County Administrator gave a Facilities Needs power point presentation to the Board. The Board consensus was for the County Administrator to meet with the Department Heads for further input, for the Facilities Committee to meet again in January, and then to bring the issue back to the Board for action.

Nathan Burkett, County Administrator reported to the Board that he has been assigned to the AMC County Program Aid Working Group.

The Board reported on the following: Canvassing Board, BSLA, Wetlands, MHB, MAC, Lakes & Pines, ARDC, Snake River Watershed, Enbridge, MRCC, Extension, Mille Lacs Watershed, CMCC, DAC, HRA, Aitkin County Water Planning Task Force, AIS, Kinship, EDA.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 1:47 p.m. until Tuesday, December 9, 2014 at 4:00 p.m.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator

**2015 BUDGET &
BUDGET
HEARING**

**FACILITIES
NEEDS
PRESENTATION**

**AMC CPA
WORKING GROUP**

**BOARD
DISCUSSION**

ADJOURN

DKB1
 11/26/14 1:47PM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 DEPT			Commissioners		
248 Association Of Mn Counties					
01-001-000-0000-6241		25.00	AMC Fall Mtg- Don Niemi	40616	Registration Fee
01-001-000-0000-6241		25.00	AMC Fall Mtg- Brian Napstad	40616	Registration Fee
01-001-000-0000-6241		25.00	AMC Fall Mtg- Anne Marcotte	40616	Registration Fee
01-001-000-0000-6241		25.00	AMC Fall Mtg- Laurie Westerlund	40616	Registration Fee
248 Association Of Mn Counties		100.00	4 Transactions		
8175 Centurylink					
01-001-000-0000-6250		7.04	LOCAL PHONE	313645966	Telephone
8175 Centurylink		7.04	1 Transactions		
6097 Verizon Wireless					
01-001-000-0000-6250		31.04	cell phone	286287802	Telephone
01-001-000-0000-6250		26.02	monthly wi fi charge	786663881	Telephone
01-001-000-0000-6250		26.04	monthly wi fi charge	786663881	Telephone
6097 Verizon Wireless		83.10	3 Transactions		
1 DEPT Total:		190.14	Commissioners	3 Vendors	8 Transactions
12 DEPT			Court Administration		
8175 Centurylink					
01-012-000-0000-6250		112.71	LOCAL PHONE Q4	313645966	Telephone
8175 Centurylink		112.71	1 Transactions		
10185 Centurylink Communications Inc					
01-012-000-0000-6250		65.80	LD Phone Q4	320146217	Telephone
10185 Centurylink Communications Inc		65.80	1 Transactions		
2810 Larson/Shari S					
01-012-000-0000-6232		1,006.25	Fees		Attorney Services
01-012-000-0000-6232		94.08	Costs		Attorney Services
2810 Larson/Shari S		1,100.33	2 Transactions		
12 DEPT Total:		1,278.84	Court Administration	3 Vendors	4 Transactions
40 DEPT			Auditor		
783 Canon Financial Services, Inc					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
11/26/14 1:47PM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-040-000-0000-6231		Contract charges- 026	14336353	Services, Labor, Contracts
783	Canon Financial Services, Inc	220.24			
		220.24	1 Transactions		
8175	Centurylink				
	01-040-000-0000-6250	49.35	LOCAL PHONE	313645966	Telephone
	01-040-021-0000-6250	296.99	LOCAL PHONE	314154028	License Center- Phone
8175	Centurylink	346.34			
			2 Transactions		
10185	Centurylink Communications Inc				
	01-040-000-0000-6250	14.79	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc	14.79			
			1 Transactions		
1457	CPS Technology Solutions, Inc				
	01-040-000-0000-6231	26.40	October Maintenance	367125	Services, Labor, Contracts
1457	CPS Technology Solutions, Inc	26.40			
			1 Transactions		
12290	Monson/Denise				
	01-040-000-0000-6330	54.74	MCIS mileage- 11/18/14	119@.46	Transportation & Travel
12290	Monson/Denise	54.74			
			1 Transactions		
40	DEPT Total:	662.51	Auditor	5 Vendors	6 Transactions
42	DEPT		Treasurer		
8175	Centurylink				
	01-042-000-0000-6250	28.18	LOCAL PHONE	313645966	Telephone
8175	Centurylink	28.18			
			1 Transactions		
10185	Centurylink Communications Inc				
	01-042-000-0000-6250	6.07	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc	6.07			
			1 Transactions		
4233	S & T Office Products Inc				
	01-042-000-0000-6405	12.79	Wipes	01QQ7090	Office & Computer Supplies
4233	S & T Office Products Inc	12.79			
			1 Transactions		
86235	The Office Shop Inc				
	01-042-000-0000-6405	35.00	typewriter repair	971091-0	Office & Computer Supplies
	01-042-000-0000-6405	4.99	AA battery	971091-0	Office & Computer Supplies

Aitkin County



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11/26/14 1:47PM
1 General Fund

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
86235 The Office Shop Inc		39.99	2 Transactions	
42 DEPT Total:		87.03	Treasurer	4 Vendors 5 Transactions
43 DEPT			Assessor	
8175 Centurylink 01-043-000-0000-6250		77.48	LOCAL PHONE	313645966 Telephone
8175 Centurylink		77.48		1 Transactions
10185 Centurylink Communications Inc 01-043-000-0000-6250		12.96	LD Phone	320146217 Telephone
10185 Centurylink Communications Inc		12.96		1 Transactions
1457 CPS Technology Solutions, Inc 01-043-000-0000-6231		46.20	October Maintenance	367125 Services, Labor, Contracts
1457 CPS Technology Solutions, Inc		46.20		1 Transactions
1570 Freedom Valu Centers, Inc 01-043-000-0000-6511		734.97	October Fuel	011347 Gas And Oil
1570 Freedom Valu Centers, Inc		734.97		1 Transactions
86235 The Office Shop Inc 01-043-000-0000-6405		46.42	envelopes,batteries,pencils...	971325-0 Office, Film & Computer Supplies
86235 The Office Shop Inc		46.42		1 Transactions
6128 Tire Barn 01-043-000-0000-6302		36.00	tire repair- 2004 Trailblazer	29565 Car Maintenance
6128 Tire Barn		36.00		1 Transactions
6097 Verizon Wireless 01-043-000-0000-6250		75.94	monthly cell phone bill	680690882 Telephone
6097 Verizon Wireless		75.94		1 Transactions
43 DEPT Total:		1,029.97	Assessor	7 Vendors 7 Transactions
44 DEPT			Central Services	
783 Canon Financial Services, Inc 01-044-000-0000-6231		328.05	copier contract charge-019	14336350 Services, Labor, Contracts

Aitkin County



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11/26/14 1:47PM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc		328.05	1 Transactions	
10185	Centurylink Communications Inc				
	01-044-000-0000-6250		2.30	LD Phone	320146217 Telephone
	01-044-000-0000-6250		0.36	Toll Free Phone	320295974 Telephone
10185	Centurylink Communications Inc		2.66	2 Transactions	
2386	Information Systems Corp				
	01-044-196-0000-6625		130.00	paper for KIP 3000	23666 Recorders Equip Fund Exp. 357.18 Subd 4
2386	Information Systems Corp		130.00	1 Transactions	
3951	Pro West & Associates, Inc				
	01-044-195-0000-6625		125.00	GIS Services / report	14110701 Unallocated Tech. Expense 357.182 Subd
3951	Pro West & Associates, Inc		125.00	1 Transactions	
44	DEPT Total:		585.71	Central Services	4 Vendors 5 Transactions
49	DEPT			Information Technologies	
675	Bistodeau/Cindy A.				
	01-049-000-0000-6330		60.72	Payroll mtg mileage	132@.46 Transportation & Travel & Parking
				11/18/2014 11/18/2014	
675	Bistodeau/Cindy A.		60.72	1 Transactions	
5398	CDW Government, Inc				
	01-049-000-0000-6402		1,208.92	2 win srv licenses 2012	QL31287 Computer Supplies & Software
	01-049-000-0000-6231		3,030.00	Kaspersky Renewal	QQ49521 Programming, Services, Contracts
5398	CDW Government, Inc		4,238.92	2 Transactions	
8175	Centurylink				
	01-049-000-0000-6250		35.22	LOCAL PHONE	313645966 Telephone
8175	Centurylink		35.22	1 Transactions	
10185	Centurylink Communications Inc				
	01-049-000-0000-6250		3.88	LD Phone	320146217 Telephone
10185	Centurylink Communications Inc		3.88	1 Transactions	
88880	Datacomm Computers & Networks Inc				
	01-049-000-0000-6402		65.00	UPS Battery	7724 Computer Supplies & Software

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
11/26/14 1:47PM
1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
88880	Datcomm Computers & Networks Inc		65.00	1 Transactions	
10820	Prodata				
	01-049-000-0000-6231		495.00	DBU Maintenance	124064 Programming, Services, Contracts
10820	Prodata		495.00	1 Transactions	
11158	Solarwinds Inc				
	01-049-000-0000-6231		395.00	Maintenance renewal	IN197677 Programming, Services, Contracts
11158	Solarwinds Inc		395.00	1 Transactions	
6097	Verizon Wireless				
	01-049-000-0000-6231		26.02	Renewal	386695110 Programming, Services, Contracts
6097	Verizon Wireless		26.02	1 Transactions	
49	DEPT Total:		5,319.76	Information Technologies	8 Vendors 9 Transactions
52	DEPT			Administration/Personnel Dept	
248	Association Of Mn Counties				
	01-052-000-0000-6241		25.00	AMC Fall Mtg- Nate Burkett	40616 Registration Fee
248	Association Of Mn Counties		25.00	1 Transactions	
8175	Centurylink				
	01-052-000-0000-6250		42.26	LOCAL PHONE	313645966 Telephone
8175	Centurylink		42.26	1 Transactions	
10185	Centurylink Communications Inc				
	01-052-000-0000-6250		12.55	LD Phone	320146217 Telephone
10185	Centurylink Communications Inc		12.55	1 Transactions	
86235	The Office Shop Inc				
	01-052-000-0000-6405		90.99	laser toner	971410-0 Office & Computer Supplies
86235	The Office Shop Inc		90.99	1 Transactions	
6097	Verizon Wireless				
	01-052-000-0000-6250		1.93-	cell phone credit	286287802 Telephone
	01-052-000-0000-6250		26.02	monthly wi fi charge	786663881 Telephone
6097	Verizon Wireless		24.09	2 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
52 DEPT Total:		Administration/Personnel Dept	5 Vendors	6 Transactions
90 DEPT		Attorney		
117 Aitkin County Sheriff 01-090-000-0000-6250		Ratz Verizon Invoice	14-0254	Telephone
117 Aitkin County Sheriff			1 Transactions	
8175 Centurylink 01-090-000-0000-6250		LOCAL PHONE	313645966	Telephone
8175 Centurylink			1 Transactions	
10185 Centurylink Communications Inc 01-090-000-0000-6250		LD Phone	320146217	Telephone
01-090-000-0000-6250		Toll Free Phone	320295974	Telephone
10185 Centurylink Communications Inc			2 Transactions	
10855 Culligan 01-090-000-0000-6213		monthly water supply	150X00721506	Drug & Forfeiture Ms387.213
10855 Culligan			1 Transactions	
1265 Dakota Co Sheriff 01-090-000-0000-6234		subpoena svc 01CR13535	14004454	Co Sheriff Services
1265 Dakota Co Sheriff			1 Transactions	
9489 Redwood Toxicology Laboratory, Inc 01-090-000-0000-6213		UA reimbursement	122891201410	Drug & Forfeiture Ms387.213
9489 Redwood Toxicology Laboratory, Inc			1 Transactions	
9360 Redwood Toxicology Laboratory, Inc. 01-090-000-0000-6213		Testing supplies	480834	Drug & Forfeiture Ms387.213
9360 Redwood Toxicology Laboratory, Inc.			1 Transactions	
11949 Swanson/Sondra 01-090-000-0000-6205		postage for discovery to Cass	11/17/14	Postage
11949 Swanson/Sondra			1 Transactions	
5173 West Payment Center 01-090-000-0000-6406		MN Practice Series V11	830726011	Law Publ. & Subscriptions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<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>
5173	West Payment Center		187.75		1 Transactions	
90	DEPT Total:		561.25	Attorney	9 Vendors	10 Transactions
100	DEPT			Recorder		
8175	Centurylink 01-100-000-0000-6250		21.13	LOCAL PHONE	313645966	Telephone
8175	Centurylink		21.13		1 Transactions	
10185	Centurylink Communications Inc 01-100-000-0000-6250		15.35	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		15.35		1 Transactions	
88880	Datacomm Computers & Networks Inc 01-100-000-0000-6625		175.00	APC RBC7 replacement battery	7714	Office Equipment
88880	Datacomm Computers & Networks Inc		175.00		1 Transactions	
4233	S & T Office Products Inc 01-100-000-0000-6405		218.31	office supplies	01QQ9065	Office & Computer Supplies
4233	S & T Office Products Inc		218.31		1 Transactions	
100	DEPT Total:		429.79	Recorder	4 Vendors	4 Transactions
110	DEPT			Courthouse Maintenance		
5658	Amerigas 01-110-000-0000-6422		45.93	tissue,towels,soap,mop	2200579903	Janitorial Supplies
5658	Amerigas		45.93		1 Transactions	
8239	Ameripride Linen & Apparel Services 01-110-000-0000-6422		45.93	tissue,towels,soap,mop	2200585096	Janitorial Supplies
8239	Ameripride Linen & Apparel Services		45.93		1 Transactions	
12106	Antoine Electric 01-110-000-0000-6231		88.94	ballast in air handler room	13690	Services, Labor, Contracts
12106	Antoine Electric		88.94		1 Transactions	
8175	Centurylink 01-110-000-0000-6250		14.09	LOCAL PHONE	313645966	Phone

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8175 Centurylink		14.09			
			1 Transactions		
10185 Centurylink Communications Inc					
01-110-000-0000-6250		7.80	LD Phone	320146217	Phone
10185 Centurylink Communications Inc		7.80			
			1 Transactions		
88628 Dalco					
01-110-000-0000-6422		224.44	toilet tissue, hard towel roll	2815106	Janitorial Supplies
88628 Dalco		224.44			
			1 Transactions		
89399 DCI Industries Of Gainesville Inc					
01-110-000-0000-6422		190.36	foaming disinfectant	40956	Janitorial Supplies
89399 DCI Industries Of Gainesville Inc		190.36			
			1 Transactions		
1491 Dutch's Electric, Inc					
01-110-000-0000-6231		65.00	check fuses for elevator	22642	Services, Labor, Contracts
1491 Dutch's Electric, Inc		65.00			
			1 Transactions		
1880 Gravelle Plumbing & Heating, Inc					
01-110-000-0000-6422		9.50	Air Freshener	67749	Janitorial Supplies
1880 Gravelle Plumbing & Heating, Inc		9.50			
			1 Transactions		
2186 Hillyard Inc - Kansas City					
01-110-000-0000-6422		840.27	janitorial	601381871	Janitorial Supplies
01-110-000-0000-6590		41.50	PC Board 115V 3 Wire	700157441	Repair & Maintenance
2186 Hillyard Inc - Kansas City		881.77			
			2 Transactions		
13073 Lakes Area Lock & Door Hardware Inc.					
01-110-000-0000-6231		20.00	10 keys for motor pool garage	82865	Services, Labor, Contracts
01-110-000-0000-6231		65.00	Service call	82865	Services, Labor, Contracts
01-110-000-0000-6231		138.95	Yale cylinder, labor & svc cal	83032	Services, Labor, Contracts
13073 Lakes Area Lock & Door Hardware Inc.		223.95			
			3 Transactions		
89765 Minnesota Elevator, Inc					
01-110-000-0000-6231		1,547.49	repair elevator- employee stuck	603003	Services, Labor, Contracts
89765 Minnesota Elevator, Inc		1,547.49			
			1 Transactions		
9692 Minnesota Energy Resources Corporation					
01-110-000-0000-6254		974.77	Courthouse	4323328-7	Utilities & Heating

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-110-000-0000-6254		Gas LA Tool- final bill	4911601- 5	Utilities & Heating
9692	Minnesota Energy Resources Corporation				2 Transactions
3950	Public Utilities				
	01-110-000-0000-6254		COURTHOUSE		Utilities & Heating
	01-110-000-0000-6254	1,877.92	COUNTY GARAGE		Utilities & Heating
	01-110-000-0000-6254	23.28	WEST ANNEX		Utilities & Heating
	01-110-000-0000-6254	395.87	CH BLDG COORDINATOR		Utilities & Heating
	01-110-000-0000-6254	166.57	GLARCO		Utilities & Heating
	01-110-000-0000-6254	133.22	LA TOOL BUILDING		Utilities & Heating
	01-110-000-0000-6254	172.62			
3950	Public Utilities	2,769.48			6 Transactions
86235	The Office Shop Inc				
	01-110-000-0000-6405	76.98	printer cartridges	275288- 0	Office Supplies
86235	The Office Shop Inc	76.98			1 Transactions
6097	Verizon Wireless				
	01-110-000-0000-6250	31.02	cell phone	286287802	Phone
6097	Verizon Wireless	31.02			1 Transactions
110	DEPT Total:	7,213.81	Courthouse Maintenance	16 Vendors	25 Transactions
120	DEPT		Service Officer		
8175	Centurylink				
	01-120-000-0000-6250	7.04	LOCAL PHONE	313645966	Telephone
8175	Centurylink	7.04			1 Transactions
10185	Centurylink Communications Inc				
	01-120-000-0000-6250	20.71	LD Phone	320146217	Telephone
	01-120-000-0000-6250	4.45	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc	25.16			2 Transactions
10097	Harms Monroe/Penny				
	01-120-000-0000-6330	87.40	CVSO mtg mileage	190@.46	Transportation & Travel
	01-120-000-0000-6330	21.16	Angels Office- Outreach appts	46@.46	Transportation & Travel
			11/20/2014	11/20/2014	
10097	Harms Monroe/Penny	108.56			2 Transactions
11192	Lamar Advertising				

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-120-000-0000-6230		Posters- Hwy 169 N, 210 W	91421114D	Printing, Publishing & Adv
11192	Lamar Advertising		1 Transactions		
120	DEPT Total:	1,420.76	Service Officer	4 Vendors	6 Transactions
122	DEPT		Planning & Zoning		
86222	Aitkin Independent Age				
	01-122-000-0000-6230	150.15	Planning Commission/BOA	1482	Printing, Publishing & Adv
86222	Aitkin Independent Age	150.15	1 Transactions		
13354	Anderson/Daniel E.				
	01-122-000-0000-6820	75.00	partial permit refund	#40859	Refunds & Reimbursements
13354	Anderson/Daniel E.	75.00	1 Transactions		
8175	Centurylink				
	01-122-000-0000-6250	49.31	LOCAL PHONE	313645966	Telephone
8175	Centurylink	49.31	1 Transactions		
10185	Centurylink Communications Inc				
	01-122-000-0000-6250	36.11	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc	36.11	1 Transactions		
6097	Verizon Wireless				
	01-122-000-0000-6250	41.51	cell phone charges	380690138	Telephone
6097	Verizon Wireless	41.51	1 Transactions		
122	DEPT Total:	352.08	Planning & Zoning	5 Vendors	5 Transactions
123	DEPT		Coroner		
2939	McGee P.A./M.B.				
	01-123-000-0000-6231	500.00	ME 14- 1610	2202	Coroner Fees
	01-123-000-0000-6231	500.00	ME 14- 1652	2202	Coroner Fees
2939	McGee P.A./M.B.	1,000.00	2 Transactions		
123	DEPT Total:	1,000.00	Coroner	1 Vendors	2 Transactions
200	DEPT		Enforcement		
5322	A & M AUTO OF MCGREGOR				

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
	01-200-000-0000-6302		49.38	oil change #217 Impala	043361	Car Maintenance
5322	A & M AUTO OF MCGREGOR		49.38	1 Transactions		
11960	ASAP Towing					
	01-200-000-0000-6359		188.00	tow Ford Probe- 14- 4736	2346	Wrecker Service
11960	ASAP Towing		188.00	1 Transactions		
86467	Auto Value Aitkin					
	01-200-000-0000-6405		14.48	windshield wipers #222	40056132	Office Supplies
	01-200-000-0000-6405		12.00	winter blades #222	40056385	Office Supplies
86467	Auto Value Aitkin		26.48	2 Transactions		
4488	Automated Word Professionals					
	01-200-000-0000-6231		63.00	transcription	14- S00101	Services & Labor (Incl Contracts)
4488	Automated Word Professionals		63.00	1 Transactions		
8175	Centurylink					
	01-200-000-0000-6250		183.15	LOCAL PHONE	313645966	Telephone
	01-200-000-0000-6250		56.35	LOCAL PHONE- PROBATION	313645966	Telephone
8175	Centurylink		239.50	2 Transactions		
10185	Centurylink Communications Inc					
	01-200-000-0000-6250		63.19	LD Phone- PROBATION	320146217	Telephone
	01-200-000-0000-6250		59.88	LD Phone	320146217	Telephone
	01-200-000-0000-6250		9.20	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc		132.27	3 Transactions		
10405	Digital Ally, Inc.					
	01-200-000-0000-6405		40.00	Battery #204	1071380	Office Supplies
10405	Digital Ally, Inc.		40.00	1 Transactions		
11715	Granite Electronics					
	01-200-000-0000-6231		2,170.00	CodyPlug Build/Alignment	454337	Services & Labor (Incl Contracts)
11715	Granite Electronics		2,170.00	1 Transactions		
8156	Hibbing Community College					
	01-200-003-0000-6241		590.00	#209 firearms instructor cert.	85197	Registration Fee
8156	Hibbing Community College		590.00	1 Transactions		

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
4641 Holiday Credit Office				
01-200-000-0000-6511		197.80	October Gas	1400000288972 Gas And Oil
4641 Holiday Credit Office		197.80	1 Transactions	
2925 L & M Supply, Inc.				
01-200-000-0000-6409		269.99	GPS	6714132 Deputy Supplies
2925 L & M Supply, Inc.		269.99	1 Transactions	
10567 Lake Country Auto Center Of Aitkin				
01-200-000-0000-6302		30.50	tire repair #208 Impala	18286 Car Maintenance
01-200-000-0000-6302		49.29	oil change #209	18525 Car Maintenance
01-200-000-0000-6302		38.99	oil change #224 Explorer	18654 Car Maintenance
01-200-000-0000-6302		627.20	#224 exployer- 4 tires, install	18737 Car Maintenance
01-200-000-0000-6302		49.29	oil change #216	18938 Car Maintenance
01-200-000-0000-6302		509.92	4 tires/install #221	18961 Car Maintenance
10567 Lake Country Auto Center Of Aitkin		1,305.19	6 Transactions	
3100 McGregor Oil				
01-200-000-0000-6511		38.87	Gas #220	AITKINSH Gas And Oil
3100 McGregor Oil		38.87	1 Transactions	
10471 Minco Technology Center				
01-200-000-0000-6625		14,090.00	5 Toughbooks- grant funded	369030 Office Equipment
10471 Minco Technology Center		14,090.00	1 Transactions	
6038 Mississippi Landing				
01-200-000-0000-6511		29.10	Gas #209	612926 Gas And Oil
6038 Mississippi Landing		29.10	1 Transactions	
6057 Nate's Towing				
01-200-000-0000-6359		166.00	tow toyota 4- runner 14- 4617	11/14/14 Wrecker Service
01-200-000-0000-6359		304.00	Tow Town & Country- 14- 4665	11/16/14 Wrecker Service
6057 Nate's Towing		470.00	2 Transactions	
3712 Office Depot				
01-200-000-0000-6405		136.38	toner/printer cartridges	738139283001 Office Supplies
3712 Office Depot		136.38	1 Transactions	
4010 Rasley Oil Company				

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4010 Rasley Oil Company		84.35	October Gas	AITCOSHES	Gas And Oil
		84.35		1 Transactions	
12110 Revelin, LLC					
01-200-000-0000-6314		2,576.25	Outfit #212 squad	100	Radio Maint
01-200-000-0000-6314		2,576.25	Outfit #204 squad	102	Radio Maint
01-200-000-0000-6314		120.00	Fix Camera #224	103	Radio Maint
01-200-000-0000-6314		2,576.25	Outfit #221 squad	99	Radio Maint
12110 Revelin, LLC		7,848.75		4 Transactions	
4233 S & T Office Products Inc					
01-200-000-0000-6405		35.25	Office supplies	01QQ7525	Office Supplies
01-200-000-0000-6405		6.78	Office supplies	01QQ8368	Office Supplies
01-200-000-0000-6405		24.27	Office supplies	01QQ8795	Office Supplies
4233 S & T Office Products Inc		66.30		3 Transactions	
6128 Tire Barn					
01-200-000-0000-6302		1,159.28	brake pads/rotors,#203 tires	29640	Car Maintenance
6128 Tire Barn		1,159.28		1 Transactions	
11351 ULINE					
01-200-000-0000-6405		58.15	shipping boxes for rifles	62799255	Office Supplies
11351 ULINE		58.15		1 Transactions	
6097 Verizon Wireless					
01-200-000-0000-6250		630.77	Cellular phone	286090412	Telephone
01-200-000-0000-6250		260.24	cellular squad connections	786663881	Telephone
6097 Verizon Wireless		891.01		2 Transactions	
5066 Visa					
01-200-000-0000-6231		35.00	Late fee Dept Card 1	3074	Services & Labor (Incl Contracts)
01-200-000-0000-6231		35.00	Late fee Dept Card 3	3090	Services & Labor (Incl Contracts)
01-200-000-0000-6405		51.92	Lanyards	3108 Dept Cd 4	Office Supplies
5066 Visa		121.92		3 Transactions	
9642 WEX BANK					
01-200-000-0000-6511		5,397.90	Gas for Squads	0424007043961	Gas And Oil
9642 WEX BANK		5,397.90		1 Transactions	

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Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
200 DEPT Total:		35,663.62	Enforcement	25 Vendors	43 Transactions
202 DEPT			Boat & Water		
7053 Bill's Sportsman's Service					
01-202-000-0000-6409		32.90	B&W Cleaning Products	5932	Field Supplies
7053 Bill's Sportsman's Service		32.90		1 Transactions	
10567 Lake Country Auto Center Of Aitkin		*			
01-202-000-0000-6302		60.66	oil change, rotate- B&W Dodge	18821	B&W Maintenance
10567 Lake Country Auto Center Of Aitkin		60.66		1 Transactions	
3950 Public Utilities					
01-202-000-0000-6254		17.76	BOAT & WATER		Utilities
3950 Public Utilities		17.76		1 Transactions	
6044 Rolyan Buoys					
01-202-000-0000-6610		2,260.00	Rock hazard buoys	3623895	Equipment
6044 Rolyan Buoys		2,260.00		1 Transactions	
9642 WEX BANK					
01-202-000-0000-6511		57.24	Oct/Nov gas	0424007043961	Gas And Oil
9642 WEX BANK		57.24		1 Transactions	
202 DEPT Total:		2,428.56	Boat & Water	5 Vendors	5 Transactions
204 DEPT			ATV		
10567 Lake Country Auto Center Of Aitkin					
01-204-000-0000-6302		69.29	oil change/rotate- Silverado	18973	Car Maintenance
10567 Lake Country Auto Center Of Aitkin		69.29		1 Transactions	
6097 Verizon Wireless					
01-204-000-0000-6250		31.02	Cellular phone	286090412	Telephone
6097 Verizon Wireless		31.02		1 Transactions	
9642 WEX BANK					
01-204-000-0000-6511		696.79	Oct/Nov gas	0424007043961	Gas And Oil
9642 WEX BANK		696.79		1 Transactions	

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
204 DEPT Total:		ATV	3 Vendors	3 Transactions
252 DEPT		Corrections		
5658 Amerigas 01-252-000-0000-6254		propane	802018813	Utilities & Heating
5658 Amerigas			1 Transactions	
612 BCA CJTE 01-252-003-0000-6241		Conference-Baker	4441	School Registration Fee
612 BCA CJTE			1 Transactions	
246 Brothers Fire Protection 01-252-000-0000-6231		2014 Annual sprinkler inspecti	10159	Services & Labor (Incl Contracts)
246 Brothers Fire Protection			1 Transactions	
783 Canon Financial Services, Inc 01-252-000-0000-6231		monthly dispatch lease-016	14336347	Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc			1 Transactions	
8175 Centurylink 01-252-000-0000-6250		LOCAL PHONE	313645966	Telephone
8175 Centurylink			1 Transactions	
10185 Centurylink Communications Inc 01-252-000-0000-6250		LD Phone	320146217	Telephone
01-252-000-0000-6250		Toll Free Phone	320295974	Telephone
10185 Centurylink Communications Inc			2 Transactions	
163 Charter Communications 01-252-252-0000-6405		Cable TV		Prisoner Welfare
163 Charter Communications			1 Transactions	
5583 Crawford Supply Company 01-252-252-0000-6408		commissary supplies	479685	Commissary Supplies
01-252-252-0000-6408		commissary supplies	480648	Commissary Supplies
5583 Crawford Supply Company			2 Transactions	
88628 Dalco 01-252-000-0000-6422		jail paper products	2815105	Janitorial Supplies

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-252-000-0000-6422		jail paper products	2819746	Janitorial Supplies
88628	Dalco		2 Transactions		
1491	Dutch's Electric, Inc				
	01-252-000-0000-6590		Laundry room ballast	22662	Repair & Maintenance Supplies
1491	Dutch's Electric, Inc		1 Transactions		
1570	Freedom Valu Centers, Inc				
	01-252-000-0000-6330		Gas	9334	Prisoner Transportation & Travel
1570	Freedom Valu Centers, Inc		1 Transactions		
11715	Granite Electronics				
	01-252-000-0000-6231		CodyPlug Build/Alignment	454337	Services & Labor (Incl Contracts)
11715	Granite Electronics		1 Transactions		
1880	Gravelle Plumbing & Heating, Inc				
	01-252-000-0000-6590		chicago stems	67750	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		1 Transactions		
2186	Hillyard Inc - Kansas City				
	01-252-000-0000-6422		janitorial	601381901	Janitorial Supplies
2186	Hillyard Inc - Kansas City		1 Transactions		
5503	Keefe Supply Company				
	01-252-252-0000-6405		commissary supplies	479640	Prisoner Welfare
	01-252-252-0000-6405		commissary supplies	480671	Prisoner Welfare
5503	Keefe Supply Company		2 Transactions		
5756	KEEPRS, Inc				
	01-252-000-0000-6410		uniform pant- Kim B.	258800	Clothing Allowance
5756	KEEPRS, Inc		1 Transactions		
7870	Kriss Premium Products Inc				
	01-252-000-0000-6590		propolene glycol for boiler	136601	Repair & Maintenance Supplies
7870	Kriss Premium Products Inc		1 Transactions		
91187	Lake Country Power				
	01-252-000-0000-6254		Quadna tower final bill	1501827050	Utilities & Heating

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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>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
91187 Lake Country Power		11.84			
			1 Transactions		
13073 Lakes Area Lock & Door Hardware Inc. 01-252-000-0000-6231		65.00	Sheriff's generator lock repai	82865	Services & Labor (Incl Contracts)
13073 Lakes Area Lock & Door Hardware Inc.		65.00			
			1 Transactions		
12777 Lammers Appliance Repair 01-252-000-0000-6231		452.98	washer motor,circuit contacts	11/20/14	Services & Labor (Incl Contracts)
12777 Lammers Appliance Repair		452.98			
			1 Transactions		
3160 Mille Lacs Energy Coop- Albert Lea 01-252-000-0000-6254		518.32	Shelter/Tower	355401501	Utilities & Heating
3160 Mille Lacs Energy Coop- Albert Lea		518.32			
			1 Transactions		
89765 Minnesota Elevator, Inc 01-252-000-0000-6231		156.13	November Service billing	328193	Services & Labor (Incl Contracts)
89765 Minnesota Elevator, Inc		156.13			
			1 Transactions		
9692 Minnesota Energy Resources Corporation 01-252-000-0000-6254		85.21	Gas- STS	4058862-6	Utilities & Heating
01-252-000-0000-6254		609.37	Gas- Jail	4244670-8	Utilities & Heating
01-252-000-0000-6254		776.17	Gas- Jail	4334475-3	Utilities & Heating
9692 Minnesota Energy Resources Corporation		1,470.75			
			3 Transactions		
3712 Office Depot 01-252-000-0000-6405		299.29	toner/printer cartridges	738139283001	Office & Computer Supplies
3712 Office Depot		299.29			
			1 Transactions		
3789 Pan- O- Gold Baking Company 01-252-000-0000-6418		191.50	Groceries	010024431025	Groceries
01-252-000-0000-6418		192.87	Groceries	010024431722	Groceries
01-252-000-0000-6418		197.06	Groceries	010024432420	Groceries
3789 Pan- O- Gold Baking Company		581.43			
			3 Transactions		
3850 Peterson/Janet L 01-252-000-0000-6231		195.00	2014 jail menu review		Services & Labor (Incl Contracts)
3850 Peterson/Janet L		195.00			
			1 Transactions		
3950 Public Utilities					

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
		SHERIFF GARAGE		Utilities & Heating
		NEW JAIL		Utilities & Heating
		NEW JAIL 2		Utilities & Heating
3950 Public Utilities			3 Transactions	
10771 Regional Diagnostic Radiology				
01-252-000-0000-6262	7.57	Waldvogel, B	RDR211231	Medical Expenses & Supplies - Inmates
10771 Regional Diagnostic Radiology	7.57		1 Transactions	
9499 Reliance Telephone Systems, Inc				
01-252-252-0000-6406	572.85	3rd fl camera & quad display	5913	Phone Card Prisoner Welfare
01-252-252-0000-6406	650.00	camera	8915	Phone Card Prisoner Welfare
01-252-252-0000-6406	1,500.00	phone cards	D-13904	Phone Card Prisoner Welfare
01-252-252-0000-6406	1,500.00	Phone Cards	D-13972	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc	4,222.85		4 Transactions	
4070 Riley Auto Supply				
01-252-000-0000-6590	97.92	belts for air handler system	555560	Repair & Maintenance Supplies
4070 Riley Auto Supply	97.92		1 Transactions	
84172 Riverwood Healthcare Center				
01-252-000-0000-6262	1,092.00	nurse visits	ACS	Medical Expenses & Supplies - Inmates
01-252-000-0000-6262	1,139.51	Farah K	V7220924	Medical Expenses & Supplies - Inmates
84172 Riverwood Healthcare Center	2,231.51		2 Transactions	
4233 S & T Office Products Inc				
01-252-000-0000-6405	35.25	Office supplies	01QQ7525	Office & Computer Supplies
01-252-000-0000-6405	6.78	Office supplies	01QQ8368	Office & Computer Supplies
01-252-000-0000-6405	24.27	Office supplies	01QQ8795	Office & Computer Supplies
01-252-000-0000-6405	94.03	office supplies	01QR2915	Office & Computer Supplies
4233 S & T Office Products Inc	160.33		4 Transactions	
4761 Sysco Minnesota Inc				
01-252-000-0000-6418	3,660.13	Groceries	411060677	Groceries
01-252-000-0000-6418	3,117.90	Groceries	411130224	Groceries
01-252-000-0000-6420	79.08	Shakers	411130226	Kitchen Supplies
01-252-000-0000-6420	14.10	Daydots labels	411131607	Kitchen Supplies
01-252-000-0000-6420	3,085.14	Groceries	411200273	Kitchen Supplies
01-252-000-0000-6420	19.80	Groceries	411201583	Kitchen Supplies

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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
4761 Sysco Minnesota Inc		9,976.15	6 Transactions		
10930 Tidholm Productions					
01-252-000-0000-6230		149.40	Inmate property forms	7383 4290	Printing, Publishing & Adv
10930 Tidholm Productions		149.40	1 Transactions		
6097 Verizon Wireless					
01-252-000-0000-6250		78.67	Cellular phone	286090412	Telephone
01-252-000-0000-6250		26.02	Scollard cell phone	786663881	Telephone
6097 Verizon Wireless		104.69	2 Transactions		
5066 Visa					
01-252-000-0000-6330		39.94	Transport gas #306	3108 Dept Cd 4	Prisoner Transportation & Travel
01-252-000-0000-6405		3.90	Stereo couplers	3108 Dept Cd 4	Office & Computer Supplies
5066 Visa		43.84	2 Transactions		
9642 WEX BANK					
01-252-000-0000-6330		466.26	Oct/Nov gas	0424007043961	Prisoner Transportation & Travel
9642 WEX BANK		466.26	1 Transactions		
252 DEPT Total:		33,569.87	Corrections	37 Vendors	61 Transactions
253 DEPT			Aitkin Co Community Corrections		
8175 Centurylink					
01-253-000-0000-6250		7.04	LOCAL PHONE	313645966	Telephone
8175 Centurylink		7.04	1 Transactions		
10185 Centurylink Communications Inc					
01-253-000-0000-6250		2.19	LD Phone	320146217	Telephone
10185 Centurylink Communications Inc		2.19	1 Transactions		
7525 Hometown Bldg Supply					
01-253-000-0000-6405		114.48	2x4's, screws, sawblade	59942	Operating Supplies
7525 Hometown Bldg Supply		114.48	1 Transactions		
12927 Midwest Machinery Co.					
01-253-000-0000-6405		41.95	Case 5 gal gas cans	974304	Operating Supplies
12927 Midwest Machinery Co.		41.95	1 Transactions		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10327	Northwestern MN Juvenile Ctr- Evaluation: 01- 253- 000- 0000- 6204		Secure detention 10/22- 31		Juvenile Detention
10327	Northwestern MN Juvenile Ctr- Evaluation:		1 Transactions		
4010	Rasley Oil Company 01- 253- 000- 0000- 6511		October Gas	AITCOSHERS	Gas And Oil
4010	Rasley Oil Company		1 Transactions		
4300	Sathers Gateway Lumber 01- 253- 000- 0000- 6405		Wire brushes	99309	Operating Supplies
4300	Sathers Gateway Lumber		1 Transactions		
5551	Unclaimed Freight North 01- 253- 000- 0000- 6405		brushes & paint cloth	13311	Operating Supplies
5551	Unclaimed Freight North		1 Transactions		
253	DEPT Total:		Aitkin Co Community Corrections	8 Vendors	8 Transactions
254	DEPT		Enhanced 911 System		
11715	Granite Electronics 01- 254- 000- 0000- 6231		CodyPlug Build/Alignment	454337	Services, Labor, Contracts
	01- 254- 000- 0000- 6405		backup battery	456330	Office & Computer Supplies
11715	Granite Electronics		2 Transactions		
254	DEPT Total:		Enhanced 911 System	1 Vendors	2 Transactions
255	DEPT		General Crime Victim Grant		
8175	Centurylink 01- 255- 000- 0000- 6250		LOCAL PHONE	313645966	Telephone
8175	Centurylink		1 Transactions		
10185	Centurylink Communications Inc 01- 255- 000- 0000- 6250		LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		1 Transactions		
255	DEPT Total:		General Crime Victim Grant	2 Vendors	2 Transactions
257	DEPT		Sobriety Court		

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Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
8175	Centurylink		7.04		
	01-257-000-0000-6250			313645966	Telephone
8175	Centurylink		7.04	1 Transactions	
5714	K&J C- Stores Inc				
	01-257-022-0000-6406		15.00	104126	Sobriety Crt Expenses
5714	K&J C- Stores Inc		15.00	1 Transactions	
11997	Minnesota Monitoring				
	01-257-022-0000-6406		578.00	651	Sobriety Crt Expenses
11997	Minnesota Monitoring		578.00	1 Transactions	
3810	Paulbeck's County Market				
	01-257-022-0000-6406		37.83	927-7299	Sobriety Crt Expenses
3810	Paulbeck's County Market		37.83	1 Transactions	
257	DEPT Total:		637.87	4 Vendors	4 Transactions
280	DEPT				Emergency Management
259	Arrowhead Region Emergency Mngmt As				
	01-280-000-0000-6240		60.00		Dues
	01-280-000-0000-6240		20.00		Dues
259	Arrowhead Region Emergency Mngmt As		80.00	2 Transactions	
8175	Centurylink				
	01-280-000-0000-6250		14.09	313645966	Telephone
8175	Centurylink		14.09	1 Transactions	
10185	Centurylink Communications Inc				
	01-280-000-0000-6250		1.60	320295974	Telephone
10185	Centurylink Communications Inc		1.60	1 Transactions	
1570	Freedom Valu Centers, Inc				
	01-280-000-0000-6511		63.92	9334	Gas And Oil
1570	Freedom Valu Centers, Inc		63.92	1 Transactions	
11715	Granite Electronics				
	01-280-000-0000-6231		375.00	454337	Services, Labor, Etc

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<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>
11715 Granite Electronics				
		375.00	1 Transactions	
280 DEPT Total:		534.61	Emergency Management	5 Vendors 6 Transactions
390 DEPT			Environmental Health (FBL)	
8175 Centurylink				
		01-390-000-0000-6250	7.04	LOCAL PHONE 313645966 Telephone
8175 Centurylink		7.04	1 Transactions	
10185 Centurylink Communications Inc				
		01-390-000-0000-6250	7.55	LD Phone 320146217 Telephone
10185 Centurylink Communications Inc		7.55	1 Transactions	
390 DEPT Total:		14.59	Environmental Health (FBL)	2 Vendors 2 Transactions
391 DEPT			Solid Waste	
248 Association Of Mn Counties				
		01-391-000-0000-6208	350.00	AMC workshop- Neff 40363 Training/Education
			12/08/2014 12/09/2014	
248 Association Of Mn Counties		350.00	1 Transactions	
783 Canon Financial Services, Inc				
		01-391-000-0000-6231	317.12	Contract Charges- 017 14336348 Services, Labor, & Minor Contracts
783 Canon Financial Services, Inc		317.12	1 Transactions	
8175 Centurylink				
		01-391-000-0000-6250	7.04	LOCAL PHONE 313645966 Telephone
8175 Centurylink		7.04	1 Transactions	
10185 Centurylink Communications Inc				
		01-391-000-0000-6250	6.12	LD Phone 320146217 Telephone
10185 Centurylink Communications Inc		6.12	1 Transactions	
1754 Garrison Disposal Company, Inc				
		01-391-060-0000-6360	6,081.55	Recycling contract Recycling Contract
1754 Garrison Disposal Company, Inc		6,081.55	1 Transactions	
2763 J & H Transfer Station- Lakes Sanitary				

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	01-391-060-0000-6360		October recycling contract		Recycling Contract
2763	J & H Transfer Station- Lakes Sanitary		646.20		
			646.20	1 Transactions	
391	DEPT Total:		7,408.03	Solid Waste	6 Vendors 6 Transactions
392	DEPT			Water Wells	
2353	Idexx Laboratories, Inc				
	01-392-000-0000-6405		148.97	testing supplies	283438130 Office & Film Supplies
2353	Idexx Laboratories, Inc		148.97	1 Transactions	
392	DEPT Total:		148.97	Water Wells	1 Vendors 1 Transactions
601	DEPT			Extension	
8175	Centurylink				
	01-601-000-0000-6250		7.04	LOCAL PHONE	313645966 Telephone
8175	Centurylink		7.04	1 Transactions	
10185	Centurylink Communications Inc				
	01-601-000-0000-6250		5.00	LD PHONE	320146217 Telephone
10185	Centurylink Communications Inc		5.00	1 Transactions	
9440	Dotzler/Sharon A				
	01-601-000-0000-6350		35.00	extension committee mtg	11/17/14 Per Diem
9440	Dotzler/Sharon A		35.00	1 Transactions	
91345	Elvecrog/Roberta C				
	01-601-000-0000-6350		35.00	extension committee mtg	11/17/14 Per Diem
91345	Elvecrog/Roberta C		35.00	1 Transactions	
12045	Janzen/Joy				
	01-601-000-0000-6350		35.00	extension committee mtg	11/17/14 Per Diem
	01-601-000-0000-6360		10.08	mileage	18@.56 Extension Comm Expenses (Not Per Diem)
12045	Janzen/Joy		45.08	2 Transactions	
90853	Mickelson/Bonnie H				
	01-601-000-0000-6350		35.00	extension committee mtg	11/17/14 Per Diem
90853	Mickelson/Bonnie H		35.00	1 Transactions	

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1 General Fund

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
86235 The Office Shop Inc		11.49	scotch tape multi pack	971415-0	Office Supplies
01- 601- 000- 0000- 6405					
86235 The Office Shop Inc		11.49		1 Transactions	
601 DEPT Total:		173.61	Extension	7 Vendors	8 Transactions
711 DEPT			Economic Development		
8175 Centurylink		7.04	LOCAL PHONE	313645966	Telephone
01- 711- 000- 0000- 6250					
8175 Centurylink		7.04		1 Transactions	
10185 Centurylink Communications Inc		3.01	LD Phone	320146217	Telephone
01- 711- 000- 0000- 6250					
10185 Centurylink Communications Inc		3.01		1 Transactions	
711 DEPT Total:		10.05	Economic Development	2 Vendors	2 Transactions
1 Fund Total:		104,627.67	General Fund		255 Transactions

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3 Road & Bridge

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
301	DEPT			R&B Administration		
783	Canon Financial Services, Inc 03-301-000-0000-6300		212.26	CONTRACT CHARGE 111214	14336352	Service Contracts
783	Canon Financial Services, Inc		212.26	1 Transactions		
8175	Centurylink 03-301-000-0000-6250		30.64	FAX: HIGHWAY OFFICE 111114		Telephone
8175	Centurylink		30.64	1 Transactions		
10185	Centurylink Communications Inc 03-301-000-0000-6250		56.10	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		56.10	1 Transactions		
11411	Charter Business 03-301-000-0000-6250		140.25	PHONE: HWY OFFICE 110914		Telephone
11411	Charter Business		140.25	1 Transactions		
10855	Culligan 03-301-000-0000-6400		33.75	RENTAL AND WATER 111414	360132	Supplies And Materials
10855	Culligan		33.75	1 Transactions		
9802	Kragness/Conrad 03-301-000-0000-6241		20.00	NOTARY FEE 112514	389515	Fees/Prof/Misc
9802	Kragness/Conrad		20.00	1 Transactions		
301	DEPT Total:		493.00	R&B Administration	6 Vendors	6 Transactions
302	DEPT			R&B Engineering/Construction		
3703	Frontier Precision, Inc 03-302-000-0000-6449		235.05	BATTERY 111414	132058	Rd/Br Engr. Supplies
3703	Frontier Precision, Inc		235.05	1 Transactions		
302	DEPT Total:		235.05	R&B Engineering/Construction	1 Vendors	1 Transactions
303	DEPT			R&B Highway Maintenance		
195	Aitkin Tire Shop 03-303-000-0000-6590		60.00	CHAGE TIRES 110514	54014	Repair & Maintenance Supplies
	03-303-000-0000-6590		34.00	TIRE REPAIR 110614	54022	Repair & Maintenance Supplies

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3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
03-303-000-0000-6590		CREDIT USED TIRES 111014	54033	Repair & Maintenance Supplies
03-303-000-0000-6590		M+ G TRUCK TIRES 111414	54048	Repair & Maintenance Supplies
03-303-000-0000-6590		TIRES 111814	54059	Repair & Maintenance Supplies
03-303-000-0000-6590		M+ G/BAL TIRES 112014	54068	Repair & Maintenance Supplies
03-303-000-0000-6590		TIRES 112014	54069	Repair & Maintenance Supplies
195 Aitkin Tire Shop		1,293.98		7 Transactions
8239 Ameripride Linen & Apparel Services				
03-303-000-0000-6523		48.76 SHOP LAUNDRY 111814	2200582469	Misc Bldg & Shop Supplies
03-303-000-0000-6523		48.76 SHOP LAUNDRY 112514	2200585109	Misc Bldg & Shop Supplies
8239 Ameripride Linen & Apparel Services		97.52		2 Transactions
8693 ASV, Inc				
03-303-000-0000-6590		1,678.71 WHEELS 082014	406638	Repair & Maintenance Supplies
03-303-000-0000-6590		515.50 OUTER WHEEL 082014	406639	Repair & Maintenance Supplies
03-303-000-0000-6590		1,469.84 WHEELS 082514	406712	Repair & Maintenance Supplies
8693 ASV, Inc		3,664.05		3 Transactions
86467 Auto Value Aitkin				
03-303-000-0000-6590		11.99 WIPER BLADES 111014	40056150	Repair & Maintenance Supplies
03-303-000-0000-6590		168.75 CALIPERS/BRAKES 111714	40056542	Repair & Maintenance Supplies
03-303-000-0000-6590		36.99 MASTER CYLINDER 111814	40056623	Repair & Maintenance Supplies
03-303-000-0000-6590		77.78 CALIPERS 111814	40056628	Repair & Maintenance Supplies
86467 Auto Value Aitkin		139.95		4 Transactions
8618 Compass Minerals America				
03-303-000-0000-6518		4,698.75 DE- ICING SALT 110614	71246828	De- Icing Salt
03-303-000-0000-6518		5,136.32 DE- ICING SALT 111014	71248634	De- Icing Salt
8618 Compass Minerals America		9,835.07		2 Transactions
7935 East Central Energy				
03-303-000-0000-6254		68.88 POWER- MCGRATH 111414	70415419	Utilities
7935 East Central Energy		68.88		1 Transactions
7060 Federated Co- Ops Inc.				
03-303-000-0000-6297		732.37 MCGREGOR 111414	059-39066	Shop Fuel
03-303-000-0000-6297		594.99 MCGRATH 111914	21633	Shop Fuel
7060 Federated Co- Ops Inc.		1,327.36		2 Transactions

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
1754	Garrison Disposal Company, Inc 03-303-000-0000-6254		20.00	GARBAGE PICK UP 112514 262332	Utilities
1754	Garrison Disposal Company, Inc		20.00	1 Transactions	
1880	Gravelle Plumbing & Heating, Inc 03-303-000-0000-6523		85.17	FURNACE FILTERS 110314 67842	Misc Bldg & Shop Supplies
1880	Gravelle Plumbing & Heating, Inc		85.17	1 Transactions	
13228	Hardrives, Inc. 03-303-000-0000-6517		36.00	COLD MIX- TRANSPOSED NUM 090314 9562	Asphalt,Crackfiller,Tack Oil,Etc
13228	Hardrives, Inc.		36.00	1 Transactions	
10824	Maney International Inc 03-303-000-0000-6590		108.72	HOSE 111914 681296	Repair & Maintenance Supplies
	03-303-000-0000-6590		74.17	BELTS 112114 682348	Repair & Maintenance Supplies
10824	Maney International Inc		182.89	2 Transactions	
3100	McGregor Oil 03-303-000-0000-6513		10.70	DISCOUNT 103114	Motor Fuel & Lubricants
	03-303-000-0000-6513		56.60	GASOLINE 100114 52176	Motor Fuel & Lubricants
	03-303-000-0000-6513		84.83	GASOLINE 100614 52177	Motor Fuel & Lubricants
	03-303-000-0000-6513		47.06	GASOLINE 100914 52178	Motor Fuel & Lubricants
	03-303-000-0000-6513		58.21	GASOLINE 101714 52179	Motor Fuel & Lubricants
	03-303-000-0000-6513		56.26	GASOLINE 102014 52180	Motor Fuel & Lubricants
	03-303-000-0000-6513		64.03	GASOLINE 102314 52181	Motor Fuel & Lubricants
	03-303-000-0000-6513		85.29	GASOLINE 102914 52182	Motor Fuel & Lubricants
	03-303-000-0000-6513		65.82	GASOLINE 102914 52183	Motor Fuel & Lubricants
	03-303-000-0000-6513		46.11	GASOLINE 103114 52184	Motor Fuel & Lubricants
	03-303-000-0000-6523		10.30	GAS-SHOP SUPPLIES 103114 52184	Misc Bldg & Shop Supplies
	03-303-000-0000-6513		70.62	GASOLINE 102414 56707	Motor Fuel & Lubricants
3100	McGregor Oil		634.43	12 Transactions	
5917	Mike's Bobcat Service 03-303-000-0000-6825		100.00	GRADING 111014	Maintenance Agreements
5917	Mike's Bobcat Service		100.00	1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea 03-303-000-0000-6254		274.55	POWER: PALISADE 111014 18-52-026-01	Utilities
	03-303-000-0000-6254		52.60	169 & CSAH 3 111014 19-23-010-01	Utilities

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6254		GUN LAKE 111014	27-56-029-03	Utilities
	03-303-000-0000-6254	147.95	POWER: MCGREGOR 111014	29-53-003-01	Utilities
	03-303-000-0000-6254	933.95	POWER: AITKIN 111014	33-52-007-02	Utilities
	03-303-000-0000-6254	54.34	169 & CSAH 28 111014	39-62-022-01	Utilities
	03-303-000-0000-6254	40.20	CSAH 12 111014	40-06-000-01	Utilities
	03-303-000-0000-6254	56.07	47 & CSAH 2 111014	54-51-104-01	Utilities
3160	Mille Lacs Energy Coop- Albert Lea	1,584.66			8 Transactions
8583	Olsen Companies				
	03-303-000-0000-6523	137.01	LONG HANDLEROUND 111714	549072	Misc Bldg & Shop Supplies
8583	Olsen Companies	137.01			1 Transactions
3760	Palisade Cooperative Oil Assoc				
	03-303-000-0000-6513	45.12	GASOLINE 110614	298402	Motor Fuel & Lubricants
3760	Palisade Cooperative Oil Assoc	45.12			1 Transactions
3950	Public Utilities				
	03-303-000-0000-6254	42.23	HWY 210 W & CR 28 112014	0200059455006	Utilities
	03-303-000-0000-6254	76.25	AITKIN SHOP: WATER 112014	0200063335002	Utilities
	03-303-000-0000-6254	46.38	HWY 210/169 E & CR 12 112014	0200063388000	Utilities
	03-303-000-0000-6254	72.06	HWY 47 & CR 12 112014	0200064092005	Utilities
3950	Public Utilities	236.92			4 Transactions
8230	State Of Minnesota				
	03-303-000-0000-6590	48.00	2015 111814		Repair & Maintenance Supplies
8230	State Of Minnesota	48.00			1 Transactions
8364	Towmaster, Inc				
	03-303-000-0000-6590	170.04	REPAIR PARTS 111214	363861	Repair & Maintenance Supplies
8364	Towmaster, Inc	170.04			1 Transactions
5295	Ziegler Inc				
	03-303-000-0000-6590	19.83	REPAIR PARTS 103114	PC190040862	Repair & Maintenance Supplies
	03-303-000-0000-6590	40.60	REPAIR PARTS 103114	PC190040863	Repair & Maintenance Supplies
	03-303-000-0000-6590	194.44	REPAIR PARTS 110814	PC190041102	Repair & Maintenance Supplies
	03-303-000-0000-6590	501.25	REPAIR PARTS 111514	PC190041262	Repair & Maintenance Supplies
	03-303-000-0000-6590	305.93	REPAIR PARTS 112114	PC190041400	Repair & Maintenance Supplies
	03-303-000-0000-6590	383.17	REPAIR PARTS 103114	PR190003973	Repair & Maintenance Supplies

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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3 Road & Bridge

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	5295 Ziegler Inc		678.88			
				6 Transactions		
303	DEPT Total:		20,385.93	R&B Highway Maintenance	20 Vendors	61 Transactions
307	DEPT			R&B Capital Infrastructure		
	7652 Erickson Engineering Co. 03-307-000-0000-6260		3,410.00	BRIDGE PLANS 111214	11011	Professional Services
	7652 Erickson Engineering Co.		3,410.00		1 Transactions	
	11857 Spangler/Mary Kay 03-307-000-0000-6362		2,050.00	LAND R- W 111714	PARCEL NO 20	Right Of Way
	11857 Spangler/Mary Kay		2,050.00		1 Transactions	
	4934 Town Of Workman Clerk 03-307-000-0000-6362		324.49	LAND R- W 112114	PARCEL NO 65	Right Of Way
			575.51	DAMAGES R- W 112114	PARCEL NO 65	Right Of Way
	4934 Town Of Workman Clerk		900.00		2 Transactions	
307	DEPT Total:		6,360.00	R&B Capital Infrastructure	3 Vendors	4 Transactions
308	DEPT			R&B Equipment & Facilities		
	88880 Datacomm Computers & Networks Inc 03-308-000-0000-6600		905.00	CAROL'S COMPUTER 111314	7713	Capital Outlay- Facilities
	88880 Datacomm Computers & Networks Inc		905.00		1 Transactions	
308	DEPT Total:		905.00	R&B Equipment & Facilities	1 Vendors	1 Transactions
3	Fund Total:		28,378.98	Road & Bridge		73 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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5 Health & Human Services

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400	DEPT		Public Health Department		
8175	Centurylink				
	05-400-440-0410-6250		63.40	LOCAL PHONE- PH	313645966 Telephone
	05-400-440-0410-6250		11.62	LOCAL PHONE- ACCTING	313645966 Telephone
8175	Centurylink		75.02		2 Transactions
10185	Centurylink Communications Inc				
	05-400-440-0410-6250		1.46	LD Phone	320146217 Telephone
	05-400-440-0410-6250		4.55	LD Phone- HHS	320146217 Telephone
	05-400-440-0410-6250		30.19	LD Phone- PH	320146217 Telephone
	05-400-440-0410-6250		7.36	Toll Free Phone	320295974 Telephone
10185	Centurylink Communications Inc		43.56		4 Transactions
1457	CPS Technology Solutions, Inc				
	05-400-440-0410-6231		10.56	October Maintenance	367125 Services/Labor/Contracts
1457	CPS Technology Solutions, Inc		10.56		1 Transactions
400	DEPT Total:		129.14	Public Health Department	3 Vendors 7 Transactions
420	DEPT		Income Maintenance		
8175	Centurylink				
	05-420-600-4800-6250		70.44	LOCAL PHONE- IM	313645966 Telephone
	05-420-600-4800-6250		30.22	LOCAL PHONE- ACCTING	313645966 Telephone
	05-420-640-4800-6250		49.31	LOCAL PHONE- CS	313645966 Telephone
8175	Centurylink		149.97		3 Transactions
10185	Centurylink Communications Inc				
	05-420-600-4800-6250		3.80	LD Phone	320146217 Telephone
	05-420-600-4800-6250		11.84	LD Phone- HHS	320146217 Telephone
	05-420-600-4800-6250		112.77	LD Phone- IM	320146217 Telephone
	05-420-640-4800-6250		40.70	LD Phone- CS	320146217 Telephone
	05-420-600-4800-6250		19.15	Toll Free Phone	320295974 Telephone
10185	Centurylink Communications Inc		188.26		5 Transactions
1457	CPS Technology Solutions, Inc				
	05-420-600-4800-6231		27.46	October Maintenance	367125 Services/Labor/Contracts
	05-420-640-4800-6231		35.20	October Maintenance	367125 Services/Labor/Contracts
1457	CPS Technology Solutions, Inc		62.66		2 Transactions

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5 Health & Human Services

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
420 DEPT Total:		400.89	Income Maintenance	3 Vendors 10 Transactions
430 DEPT			Social Services	
8175 Centurylink				
05- 430- 700- 4800- 6250		35.64	LOCAL PHONE- ACCTING	313645966 Telephone
05- 430- 700- 4800- 6250		183.15	LOCAL PHONE- SS	313645966 Telephone
8175 Centurylink		218.79		2 Transactions
10185 Centurylink Communications Inc				
05- 430- 700- 4800- 6250		4.49	LD Phone	320146217 Telephone
05- 430- 700- 4800- 6250		13.96	LD Phone- HHS	320146217 Telephone
05- 430- 700- 4800- 6250		236.15	LD Phone- SS	320146217 Telephone
05- 430- 700- 4800- 6250		22.58	Toll Free Phone	320295974 Telephone
10185 Centurylink Communications Inc		277.18		4 Transactions
1457 CPS Technology Solutions, Inc				
05- 430- 700- 4800- 6231		32.38	October Maintenance	367125 Services/Labor/Contracts
1457 CPS Technology Solutions, Inc		32.38		1 Transactions
430 DEPT Total:		528.35	Social Services	3 Vendors 7 Transactions
5 Fund Total:		1,058.38	Health & Human Services	24 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
900	DEPT		Timber Permit Bonds		
13355	Bell Timber				
	10- 900- 000- 0000- 2300		bond refund Rec#1924	13357	Timber Permit Bonds
13355	Bell Timber				
		1,305.68			
		1,305.68	1 Transactions		
943	Cook Logging				
	10- 900- 000- 0000- 2300		bond refund Rec#1932	13399	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,625.04	overpaid refund on 13315	W#60601	Timber Permit Bonds
		100.00-			
943	Cook Logging				
		1,525.04	2 Transactions		
5938	Rieger Logging				
	10- 900- 000- 0000- 2300		bond refund Rec 1995	13345	Timber Permit Bonds
		329.18			
5938	Rieger Logging				
		329.18	1 Transactions		
5791	Sappi				
	10- 900- 000- 0000- 2300		bond refund Rec 1954	13460	Timber Permit Bonds
	10- 900- 000- 0000- 2300	1,096.16	bond refund Rec 1902	13558	Timber Permit Bonds
		9,224.00			
5791	Sappi				
		10,320.16	2 Transactions		
900	DEPT Total:		Timber Permit Bonds	4 Vendors	6 Transactions
		13,480.06			
921	DEPT		Co. Development		
8175	Centurylink				
	10- 921- 000- 0000- 6250		LOCAL PHONE- SURVEYOR	313645966	Telephone
	10- 921- 000- 0000- 6250	7.04	LOCAL PHONE- GIS	313645966	Telephone
		7.04			
8175	Centurylink				
		14.08	2 Transactions		
10185	Centurylink Communications Inc				
	10- 921- 000- 0000- 6250		LD Phone- GIS	320146217	Telephone
	10- 921- 000- 0000- 6250	1.12	LD Phone- Surveyor	320146217	Telephone
		5.10			
10185	Centurylink Communications Inc				
		6.22	2 Transactions		
921	DEPT Total:		Co. Development	2 Vendors	4 Transactions
		20.30			
923	DEPT		Forfeited Tax Sales		
13355	Bell Timber				
	10- 923- 000- 0000- 6820		overappraised refund	13357	Refunds & Reimbursements
		1,532.75			

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
13355	Bell Timber		1,532.75	1 Transactions		
8175	Centurylink					
	10- 923- 000- 0000- 6250		56.35	LOCAL PHONE	313645966	Telephone
8175	Centurylink		56.35	1 Transactions		
10185	Centurylink Communications Inc					
	10- 923- 000- 0000- 6250		5.71	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		5.71	1 Transactions		
1010	City Of Aitkin					
	10- 923- 000- 0000- 6818		3,165.92	56- 1- 162700 cleanup costs	old assessment	Apportionments
1010	City Of Aitkin		3,165.92	1 Transactions		
943	Cook Logging					
	10- 923- 000- 0000- 6820		5,481.81	overappraised refund	13399	Refunds & Reimbursements
943	Cook Logging		5,481.81	1 Transactions		
91022	Courtemanche/Richard					
	10- 923- 000- 0000- 6330		58.42	FSC Mtg mileage- Cloquet	127@.42	Transportation & Travel
				11/13/2014	11/13/2014	
91022	Courtemanche/Richard		58.42	1 Transactions		
2410	Jacobs/Mark H					
	10- 923- 000- 0000- 6330		38.64	FSC cert. mileage- Cloquet	84@.46	Transportation & Travel
				11/13/2014	11/13/2014	
2410	Jacobs/Mark H		38.64	1 Transactions		
5938	Rieger Logging					
	10- 923- 000- 0000- 6820		1,194.09	overpaid refund	13345	Refunds & Reimbursements
5938	Rieger Logging		1,194.09	1 Transactions		
4233	S & T Office Products Inc					
	10- 923- 000- 0000- 6405		47.10	storage boxes	01QQ9067	Office Supplies
4233	S & T Office Products Inc		47.10	1 Transactions		
5791	Sappi					
	10- 923- 000- 0000- 6820		114.00	overappraised refund	13460	Refunds & Reimbursements
	10- 923- 000- 0000- 6820		7,447.65	overappraised refund	13558	Refunds & Reimbursements

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</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>
5791	Sappi		7,561.65	2 Transactions		
923	DEPT Total:		19,142.44	Forfeited Tax Sales	10 Vendors	11 Transactions
926	DEPT			Law Library		
8175	Centurylink 10-926-000-0000-6250		7.04	LOCAL PHONE	313645966	Telephone
8175	Centurylink		7.04	1 Transactions		
5173	West Payment Center 10-926-000-0000-6408		709.34	October Subscription 10/05/2014	830702419	Law Books
5173	West Payment Center		709.34	11/04/2014 1 Transactions		
926	DEPT Total:		716.38	Law Library	2 Vendors	2 Transactions
10	Fund Total:		33,359.18	Trust		23 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
925	DEPT		Reforestation		
13075	Blue Tarp Financial Inc. 11-925-000-0000-6406		80 watt solar kit for tree	31719740	Field Supplies
13075	Blue Tarp Financial Inc.	293.92		1 Transactions	
91022	Courtemanche/Richard 11-925-000-0000-6405		reimb.sales tax on lights purc		Office Supplies
91022	Courtemanche/Richard	11.27		1 Transactions	
12063	Express Forestry Service LLC 11-925-000-0000-6273		Budcapping- 234acres@\$35	141113	Timber Improvement
12063	Express Forestry Service LLC	8,190.00		1 Transactions	
86235	The Office Shop Inc 11-925-000-0000-6406		screen protectors	275204-0	Field Supplies
86235	The Office Shop Inc	12.99		1 Transactions	
925	DEPT Total:	8,508.18	Reforestation	4 Vendors	4 Transactions
11	Fund Total:	8,508.18	Forest Development		4 Transactions

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12 Agency

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
931	DEPT		Towns		
13110	Lake Minnewawa Lake Improvement Dist				
	12-931-163-0000-2045		2014 Period 2 Assessment		Payable To Lake Minnewawa LID
13110	Lake Minnewawa Lake Improvement Dist		1 Transactions		
931	DEPT Total:		Towns	1 Vendors	1 Transactions
12	Fund Total:		Agency		1 Transactions

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19 Long Lake Conservation Co

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
521	DEPT		LLCC Administration		
12710	Adventure Publications 19- 521- 000- 0000- 6400		71.52 night sky cards	392212	Commissary Items
12710	Adventure Publications		71.52	1 Transactions	
85003	Aitkin County DAC 19- 521- 000- 0000- 6231		1,000.00 October cleaning	8@125	Services, Labor, Contracts
85003	Aitkin County DAC		1,000.00	1 Transactions	
246	Brothers Fire Protection 19- 521- 000- 0000- 6231		2,665.70 Fire pump service	94195	Services, Labor, Contracts
246	Brothers Fire Protection		2,665.70	1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea				
	19- 521- 000- 0000- 6254		102.03 Electric Director's residence	27- 13- 004- 01	Utilities
	19- 521- 000- 0000- 6254		644.31 Electric Energy Center	27- 13- 005- 02	Utilities
	19- 521- 000- 0000- 6254		720.37 Electric Dining Hall	27- 13- 006- 01	Utilities
	19- 521- 000- 0000- 6254		614.45 Electric North Star Lodge	27- 13- 007- 03	Utilities
	19- 521- 000- 0000- 6254		42.48 Electric Parking Lot	27- 13- 008- 01	Utilities
	19- 521- 000- 0000- 6254		53.47 Electric Staff Residence	27- 13- 009- 01	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		2,177.11	6 Transactions	
4425	Shirts Plus				
	19- 521- 000- 0000- 6400		725.12 144 Water bottles	61267	Commissary Items
	19- 521- 000- 0000- 6400		22.95 Hooded sweatshirt	61324	Commissary Items
	19- 521- 000- 0000- 6400		229.50 10 Hooded sweatshirts	61330	Commissary Items
4425	Shirts Plus		977.57	3 Transactions	
86235	The Office Shop Inc 19- 521- 000- 0000- 6405		39.76 Envelopes	275336- 0	Office & Computer Supplies
86235	The Office Shop Inc		39.76	1 Transactions	
521	DEPT Total:		6,931.66	LLCC Administration	6 Vendors 13 Transactions
522	DEPT			LLCC Education	
86222	Aitkin Independent Age				
	19- 522- 000- 0000- 6230		46.49 Seasonal Naturalist Ad	1483	Printing, Publ & Adv Promotion
	19- 522- 000- 0000- 6230		46.49 PT Instructor Naturalist Ad	1483	Printing, Publ & Adv Promotion

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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19 Long Lake Conservation Co

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86222	Aitkin Independent Age				
		92.98		2 Transactions	
11524	St.Michael- Albertville M.S.- East				
	19- 522- 000- 0000- 6820	1,005.62	Refund overpayment	5302	Refunds & Reimbursements
11524	St.Michael- Albertville M.S.- East				
		1,005.62		1 Transactions	
522	DEPT Total:	1,098.60	LLCC Education	2 Vendors	3 Transactions
523	DEPT		LLCC Food		
86222	Aitkin Independent Age				
	19- 523- 000- 0000- 6230	46.50	PT Cook/Housekeeper Ad	1483	Printing, Publishing & Adv
86222	Aitkin Independent Age				
		46.50		1 Transactions	
5998	Appert's Foodservice				
	19- 523- 000- 0000- 6418	941.53	Groceries	411130444	Groceries- Students
5998	Appert's Foodservice				
		941.53		1 Transactions	
5662	McGregor Dairy,Inc				
	19- 523- 000- 0000- 6418	352.94	Groceries	23105	Groceries- Students
5662	McGregor Dairy,Inc				
		352.94		1 Transactions	
3810	Paulbeck's County Market				
	19- 523- 000- 0000- 6418	42.54	Groceries	7684653	Groceries- Students
3810	Paulbeck's County Market				
		42.54		1 Transactions	
4968	Upper Lakes Foods, Inc				
	19- 523- 000- 0000- 6420	89.49	Supplies	374278- 00	Food Service Supplies
	19- 523- 000- 0000- 6418	862.15	Groceries	414686- 00	Groceries- Students
	19- 523- 000- 0000- 6418	1,079.78	Groceries	420247- 00	Groceries- Students
4968	Upper Lakes Foods, Inc				
		2,031.42		3 Transactions	
523	DEPT Total:	3,414.93	LLCC Food	5 Vendors	7 Transactions
524	DEPT		LLCC Maintenance		
86222	Aitkin Independent Age				
	19- 524- 000- 0000- 6230	46.50	PT Maintenance Custodian Ad	1483	Printing, Publishing & Adv
86222	Aitkin Independent Age				
		46.50		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
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19 Long Lake Conservation C

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
86467	Auto Value Aitkin						
	19- 524- 000- 0000- 6302			95.58	Oil/Filter- Chevy pickup	40056433	Vehicle Maintenance
86467	Auto Value Aitkin			95.58	1 Transactions		
3760	Palisade Cooperative Oil Assoc						
	19- 524- 000- 0000- 6511			31.65	Fuel van	298865	Gas And Oil
	19- 524- 000- 0000- 6302			100.08	Repairs chevy pickup	298980	Vehicle Maintenance
	19- 524- 000- 0000- 6511			43.02	Fuel Chevy pickup	298981	Gas And Oil
3760	Palisade Cooperative Oil Assoc			174.75	3 Transactions		
5005	Village Electric Motor Shop						
	19- 524- 000- 0000- 6590			66.30	Bearings- sewer pump	16837	Repair & Maintenance Supplies
5005	Village Electric Motor Shop			66.30	1 Transactions		
524	DEPT Total:			383.13	LLCC Maintenance	4 Vendors	6 Transactions
525	DEPT				LLCC Capital Improvement		
13154	Deep Portage Conservation Reserve						
	19- 525- 000- 0000- 6601			11,733.67	Solar Project payment	2399	Capital Outlay- Non Marcum House
13154	Deep Portage Conservation Reserve			11,733.67	1 Transactions		
525	DEPT Total:			11,733.67	LLCC Capital Improvement	1 Vendors	1 Transactions
19	Fund Total:			23,561.99	Long Lake Conservation Center		30 Transactions

DKB1
 11/26/14 1:47PM
 21 Parks

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
520	DEPT			Parks		
8175	Centurylink 21-520-000-0000-6250		7.04	LOCAL PHONE	313645966	Telephone
8175	Centurylink		7.04		1 Transactions	
3160	Mille Lacs Energy Coop- Albert Lea 21-520-000-0000-6254		68.41	electricity for Berglund Park	185110602	Utilities
3160	Mille Lacs Energy Coop- Albert Lea		68.41		1 Transactions	
12182	Northwoods Quads 21-520-000-0000-6802		485.08	Hill City ATV reimbursement	Rec 2099	Trail Grants- State
	21-520-000-0000-6802		455.36	Rabey line ATV reimbursement	Rec 2099	Trail Grants- State
12182	Northwoods Quads		940.44		2 Transactions	
3950	Public Utilities 21-520-000-0000-6254		149.54	LAND DEPARTMENT		Utilities
	21-520-000-0000-6254		27.78	MISSISSIPPI ACCESS		Utilities
3950	Public Utilities		177.32		2 Transactions	
12718	Up North Riders 21-520-000-0000-6802		5,547.24	Lawler ATV reimbursement	Rec 2099	Trail Grants- State
12718	Up North Riders		5,547.24		1 Transactions	
10339	White Pine Riders 21-520-000-0000-6802		301.39	Solana ATV reimbursement	Rec 2099	Trail Grants- State
10339	White Pine Riders		301.39		1 Transactions	
520	DEPT Total:		7,041.84	Parks	6 Vendors	8 Transactions
21	Fund Total:		7,041.84	Parks		8 Transactions
	Final Total:		221,090.18	273 Vendors	418 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	104,627.67	General Fund
	3	28,378.98	Road & Bridge
	5	1,058.38	Health & Human Services
	10	33,359.18	Trust
	11	8,508.18	Forest Development
	12	14,553.96	Agency
	19	23,561.99	Long Lake Conservation Center
	21	7,041.84	Parks
All Funds		221,090.18	Total

Approved by,

.....

.....

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12/02/2014

8:11AM

Aitkin County

WARRANT REGISTER



Manual Warrants

November

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
1077	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	691.12	10- 0- 043000 NSF Per 3	13- 943- 000- 0000- 2001	Wolfauer	
			114.00	10- 0- 043300 NSF Per 3	13- 943- 000- 0000- 2001	Wolfauer	
			1,428.96	29- 1- 266600 NSF Per 3	13- 943- 000- 0000- 2001	Wolfauer	
			19.92	29- 1- 266600 NSF Per 3	13- 943- 000- 0000- 2004	Wolfauer	
		Warrant # 1077 Total	2,254.00	Date 11/3/14			
1078	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	1,416.42	CLAIMS PAID	01- 044- 904- 0000- 6360	102714	
		Warrant # 1078 Total	1,416.42	Date 11/5/14		10/31/14	10/31/14
1079	5462	Bremer Bank (Elan ACH) ELAN ACH AITKIN, MN 56431	74.08	50 yd roll Exercise Bands	01- 044- 044- 0000- 6405		
			9.61	Meal/ARDC conf- Nate	01- 052- 000- 0000- 6340	10/16/14	10/16/14
			27.95	ClearChat Headset- Logitech	01- 052- 000- 0000- 6625		
			170.00	six gas cards	01- 120- 000- 0000- 6511		
			71.20	acetaminophen	01- 252- 000- 0000- 6262		
			24.80	Jail Supplies	01- 252- 000- 0000- 6405		
			73.64	Jail Supplies	01- 252- 000- 0000- 6405		
			146.92	Groceries	01- 252- 000- 0000- 6418		
			465.92	TV, TV mounts	01- 252- 252- 0000- 6405		
			28.42	commissary supplies	01- 252- 252- 0000- 6405		
			85.00	DQ gift certs	01- 391- 036- 0000- 6416		
			262.32	CW Cohort Trng meals/parking	05- 400- 440- 0410- 6330		
			3.00	Parking- LPHA Mtg	05- 400- 440- 0410- 6333		
			385.00	NADA license renewal	05- 420- 600- 4800- 6231		
			24.85	CW Cohort - Meals	05- 430- 700- 4800- 6330		
			2.86	Box Tops Postage	19- 521- 000- 0000- 6205		
			176.00	Arrows	19- 522- 000- 0000- 6416		
			30.00	critter food	19- 522- 000- 0000- 6416		
			24.52	Gluten free cookbook	19- 523- 000- 0000- 6420		
			113.21	Hotel/ARDC conf- Nate	01- 052- 000- 0000- 6332	Beaver Bay	

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			85.00	Bridge Safety Refresher	03- 302- 000- 0000- 6296		
			80.00	Adult FC background fee	05- 430- 760- 3980- 6020	Kazmerzak	
			8.00	Nursing Scrubs- Client	05- 430- 710- 3640- 6020	SA#52704773	
			17.47	Nursing Scrubs- Client	05- 430- 710- 3640- 6020	SA#52755605	
			173.06	Hotel- USPAP Course- Tibbetts	01- 043- 000- 0000- 6332	SA#52755638	
						St Cloud	
			23.39	Meals- USPAP Course- Tibbetts	01- 043- 000- 0000- 6340	10/21/14	10/22/14
						St Cloud	
			53.48	storage tubs for photos	01- 122- 000- 0000- 6405	10/21/14	10/21/14
			186.40	LED corn light bulb	19- 524- 000- 0000- 6422	Target	
			50.99	Comm.Foods conf./UM scholarsk	05- 400- 450- 0451- 6330	Tmart	
			85.00	Bridge Safety Refresher	03- 302- 000- 0000- 6296	to be reimburs	
			2,962.09	Date 11/6/14		Welle	
	Warrant #	1079	Total				
1080	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431					
			0.05	October adjustment	01- 040- 000- 0000- 5081		
			0.09	October adjustment	01- 042- 000- 0000- 5079		
			30,426.47	October Deed Tax	09- 000- 000- 0000- 2025		
			28,623.55	October Mortgage Reg.	09- 000- 000- 0000- 2026		
	Warrant #	1080	Total	59,050.16	Date 11/10/14		
1081	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			75.60	Credit Card Fee	19- 522- 000- 0000- 6217		
	Warrant #	1081	Total	75.60	Date 11/10/14		
1082	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			30.00	NSF fee on 21- 1- 062200	01- 042- 000- 0000- 5524	Ruotsinoja	
			620.00	21- 1- 062200 NSF period 3	13- 943- 000- 0000- 2001	Ruotsinoja	
	Warrant #	1082	Total	650.00	Date 11/12/14		
1083	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			584.05	CLAIMS PAID	01- 044- 904- 0000- 6360		
						11/3/14	11/5/14

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Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>			<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
	1083		584.05	Date 11/13/14			
1084	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Total	16,649.50	STATE GENERAL TAX	09-000-000-0000-2058		
	1084		16,649.50	Date 11/18/14			
1085	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Total	302.65	CLAIMS PAID	01-044-904-0000-6360		
	1085		302.65	Date 11/19/14		11/10/14	11/14/14
1086	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Total	481.49	CLAIMS PAID	01-044-904-0000-6360		
	1086		481.49	Date 11/20/14		11/17/14	11/21/14
1086	5462	Bremer Bank (Elan ACH) ELAN ACH AITKIN, MN 56431					
			22.14	Smart Card Reader	01-001-000-0000-6405		
			25.00	AT&T Data Plan	01-049-000-0000-6231		
			17.99	Webcam	01-052-000-0000-6625		
			88.88	glucose test strips	01-252-000-0000-6262		
			102.98	lancets	01-252-000-0000-6262		
			18.00	jail supplies	01-252-000-0000-6262		
			100.00	commissary supplies	01-252-252-0000-6405		
			95.00	TZD- Conf. Reg.	05-400-430-0408-6208		
			51.15	Ink & Tape/Postage Machine	05-400-440-0410-6405		
			165.09	Hotel & Parking/Conf.Presentat	05-400-450-0451-6330		
			102.07	Meals/LTC Training	05-420-600-4800-6330		
			445.05	Meal & hotel/LTC Training	05-420-600-4800-6330		
			132.99	Ink & Tape/Postage Machine	05-420-600-4800-6405		
			156.86	Ink & Tape/Postage Machine	05-430-700-4800-6405		
			30.00	critter food	19-522-000-0000-6416		
			270.25	air exchange motor for house	19-524-000-0000-6590		

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Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>			<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		1086	Total	1,823.45	Date 11/20/14		
44622	5748	Purchase Power PO BOX 371874 PITTSBURGH, PA 15250					
		Warrant # 44622	Total	5,000.00	Postage	01-044-048-0000-6205	
				5,000.00	Date 11/3/14		
44623	4867	Tri- City Paving Inc BOX 326 LITTLE FALLS, MN 56345					
		Warrant # 44623	Total	5,927.24	CONTRACT PAYMENT	03-307-000-0000-6262	001612014
				5,927.24	Date 11/7/14		
44624	9026	MII Life/Select Account P.O. BOX 64193 SAINT PAUL, MN 55164-0193					
		Warrant # 44624	Total	356.59	November participant fees	01-044-904-0000-6231	1055290
				356.59	Date 11/13/14		
44625	8499	R.C. Habeck Excavating, LLC 3714 HWY 27 Wahkon, MN 56386 /					
		Warrant # 44625	Total	246,781.15	CONTRACT PAYMENT	03-307-000-0000-6262	20141
				246,781.15	Date 11/20/14		
44626	5748	Purchase Power PO BOX 371874 PITTSBURGH, PA 15250					
		Warrant # 44626	Total	5,000.00	POSTAGE	01-044-048-0000-6205	
				5,000.00	Date 11/20/14		
44627	111	Aitkin Co Soil & Water 130 SOUTHGATE DRIVE AITKIN, MN 56431					
		Warrant # 44627	Total	16,620.00	1/2 WCA Base Grant	01-600-552-0000-5397	
				13,888.00	Water Plan Funds	01-600-552-0000-5397	
				30,508.00	Date 11/25/14		
61152	11706	Members Coop Credit Union 215 N 40TH AVE W DULUTH, MN 55807					
				268.00	overpay mistakenly paid	13-943-000-0000-2001	Smith

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	45,595.01	General Fund
3	252,878.39	Road & Bridge
5	1,237.44	Health & Human Services
9	75,699.52	State
13	2,606.00	Taxes & Penalties
19	795.63	Long Lake Conservation Center
	378,811.99	TOTAL



Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: 12/09/14

Title of Item: STS Donation

<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: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): n/a		Estimated Time Needed: n/a
Summary of Issue: <p>The Aitkin Women of Today organization has made a generous donation of \$50.00 to the Aitkin County STS program.</p>		
Alternatives, Options, Effects on Others/Comments: Accept Aitkin Women of Today's \$50.00 Donation to Aitkin County STS.		
Recommended Action/Motion:		
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>		



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: Leave of Absence - Deputy Recorder

<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: Michael T. Moriarty		Department: Recorder
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Present letter of Leave of Absence for Michael T. Moriarty, Deputy Recorder. (see attached)		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve Leave of Absence for Michael T. Moriarty, Deputy Recorder.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

Aitkin, MN

To: Aitkin County Board of Commissioners

From: Michael T. Moriarty

Date: November 20, 2014

Re: Leave of Absence

Pursuant to Minnesota Statute 3.008, I am writing to inform you I will be taking a leave of absence without pay from my position of Deputy Recorder effective January 5, 2015, the first day I take office as Aitkin County Recorder, the length of leave shall be the length of my service as Aitkin County Recorder, not to exceed ten years. Thank you.



Michael T. Moriarty

382.01 OFFICERS ELECTED; TERMS.

In every county in this state there shall be elected at the general election in 1918 a county auditor, a county treasurer, sheriff, county recorder, county attorney, and coroner.

The terms of office of these officers shall be four years and shall begin on the first Monday in January next succeeding their election. They shall hold office until their successors are elected and qualified. These offices shall be filled by election every four years thereafter.

History: (820, 821) 1913 c 458 s 1,2; 1915 c 168 s 1,2; 1959 c 700 s 1; 1976 c 181 s 2; 1978 c 706 s 67



Board of County Commissioners Agenda Request

26
Agenda Item #

Requested Meeting Date: Dec 9, 2014

Title of Item: Affidavit of lost warrant

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

Submitted by: Angie Duus	Department: ACHHS Accounting
------------------------------------	--

Presenter (Name and Title): NA	Estimated Time Needed: NA
--	-------------------------------------

Summary of Issue:
Need to replace misplaced/destroyed warrant #101772 issued 11/07/2014 to Lake County Auto & Tire Center for \$697.92.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Approve replacing destroyed warrant

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:*

STATE OF MINNESOTA,

)
) ss.
)

Lake Country Auto & Tire Center

County of Aitkin

Being duly sworn, on oath says; that he is the owner of a certain Warrant,

Dated the 07th day of November, Numbered 101772,

Issued by Aitkin County Health and Human Services to

Lake Country Auto & Tire Center in the sum of

\$ 697.92, has been Destroyed in the manner following, to-wit:

(“Lost” or “Destroyed”)

Shredded

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

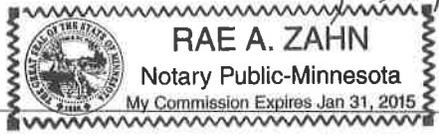
Client Signature* [Signature] *

Subscribed and sworn to before me this 21st day of Nov, 2014.

Rae A Zahn

Notary Public Aitkin County, Minnesota

My Commission Expires 1/31/15.





Board of County Commissioners Agenda Request

2H

Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: Affidavit for Duplicate of lost Municipal Order or 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: Julie Hughes, Chief Deputy	Department: Treasurer
--	---------------------------------

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

Summary of Issue:
 Approve affidavit for Duplicate of Lost Municipal Order or Warrant:
 Newshopper - Commissioner Warrant 59552 in the amount of 225.63
 Aitkin Tire Shop - Commissioner Warrant 56777 in the amount of 259.43
 The Estate of Michael Hartzberg - Warrant 55000 in the amount of 20.00

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve affidavit for Duplicate of Lost Municipal Order or Warrant:
 Newshopper - Commissioner Warrant 59552 in the amount of 225.63 Aitkin Tire Shop - Commissioner Warrant 56777
 in the amount of 259.43; The Estate of Michael Hartzberg - Commissioner Warrant 55000 in the amount of 20.00

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:*
 duplicate check

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss. Newshopper
)

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

dated the 18 day of July, 2014, numbered 59552,

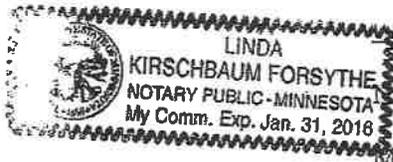
issued by Aitkin County to Newshopper

in the sum of \$ 225.63 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

Subscribed and sworn to before me this 8th day of November, 2014



Notary Public Linda Forsythe County, Minnesota
My Commission Expires January 31, 2018

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss Aitkin Tire Shop
)

being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant, dated
the Sixth of December, 2013 Numbered 56777 issued by Aitkin County to Aitkin Tire Shop
in the sum of \$ 259.48 which has been LOST in the manner
("Lost" or "Destroyed")
following, to wit:

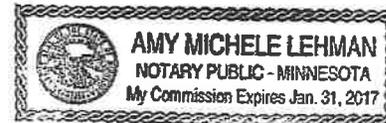
and that (s)he makes this affidavit for the purpose of having a duplicate thereof issued to him (her)
according to law; and to that end herewith files his (her) indemnifying bond, with sureties to be
approved, in the sum equal to double the amount of said Commissioner Warrant.

Randy Ewans

Subscribed and sworn to before me this 3 day of November, 2014

Notary Public Amy Michele Lehman County, Minnesota

My Commission Expires Jan 31, 2017



Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)
) ss Michael Hartzberg
)

Kathleen M. Green, Personal Representative of Estate of Michael P. Hartzberg,
being duly sworn, on oath says; that (s)he is the owner of a certain Commissioner Warrant, dated

the Eighteenth Day of June, 2013 Numbered 55000 issued by Aitkin County to Michael Hartzberg

in the sum of \$ 20.00 which has been lost in the manner
("Lost" or "Destroyed")

following, to wit:

Mail is being forwarded to my home address, however the check has not been received.

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.

Estate of Michael P. Hartzberg

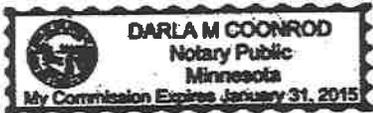
Kathleen M. Green
Kathleen M. Green, PR

Subscribed and sworn to before me this 18th day of November, 2014

Darla M. Coonrod

Notary Public Hennepin County, Minnesota

My Commission Expires January 31, 2015





Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: 2015 Newspaper Bids

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

Submitted by: Sue Bingham	Department: Administration
-------------------------------------	--------------------------------------

Presenter (Name and Title): n/a	Estimated Time Needed: n/a
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Summary of Issue:

Attached is a draft of the 2015 Newspaper Bid Specifications. Upon approval this will be mailed out to Aitkin Independent Age, Voyageur Press, and NewsHopper.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve 2015 Newspaper Bid Specifications.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

AITKIN COUNTY ADMINISTRATION

Nathan Burkett, County Administrator

Aitkin County Courthouse
217 Second Street N.W., Rm. 130
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

December 10, 2014

Aitkin Independent Age
213 Minnesota Avenue N.
Aitkin, MN 56431

Voyageur Press
PO Box 59
McGregor, MN 55760

NewsHopper
2027 S. 6th Street, #105
Brainerd, MN 56401

Re: 2015 Newspaper Bid Specifications

Please see the attached information requesting 2015 newspaper advertising bids.

The deadline for submitting your bid is Noon on Wednesday, December 31st. We look forward to receiving your bid.

Please contact Nathan Burkett at 927-7276 or Kirk Peysar at 927-7354 if you have any questions or concerns.

Sincerely,

Sue Bingham
Administrative Assistant

**CALENDAR YEAR 2015 BID SPECIFICATIONS
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

I. GENERAL INFORMATION FOR BIDDERS

- A. Sealed bids for newspaper publication of Aitkin County legal notices for 2015 will be received in the **Aitkin County Administrator's Office**, 217 2nd Street NW - Room 130, Aitkin, MN 56431, until **Noon on Wednesday, December 31, 2014** at which time they will be opened, read and tabulated.
- B. All bids must be typewritten or written legibly in ink, sealed in an envelope, and bear the inscription "2015 NEWSPAPER PUBLISHING BID" together with the name and address of the publisher.
- C. Bidders must use the attached form when submitting a bid.
- D. Bids received after the time set for bid opening will be returned to the bidder unopened.
- E. Bids will be considered at the Aitkin County Board of Commissioners meeting on **January 6, 2015**.
- F. Copies of all bids received will be available for inspection in the Aitkin County Administrator's Office at Noon on Wednesday, December 31, 2014.
- G. Aitkin County will send written notice of bid awards to the successful publishers.
- H. Aitkin County reserves the right to waive any irregularities in the bids, to reject any or all bids and to make any award which it considers to be in the best interest of the County.
- I. Aitkin County does not discriminate on the basis of disability, race, color, national origin, sex, religion, age or handicapped status in employment or the provision of services. If you need assistance due to disability or language barrier please call (218) 927-7276.

II. SPECIFIC REQUIREMENTS FOR BIDDERS

- A. Separate bids are required for each type of publication notice.
- B. Bids must be submitted using the attached form.
- C. Types of legal notices to which bids are requested.
 - (1) **PUBLICATION OF OFFICIAL PROCEEDINGS IN SUMMARY FORM:** (Minnesota Statute 375.12 refers.) The County will provide all official proceedings in digital format and may specify font, point size and leading.
 - (2) **PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS:** (Minnesota Statute 331A.01 subd. 7 and 331A.05 - .07 refer.) The County will provide all legal notices and miscellaneous advertisements in digital format and may specify font, point size and leading.

**CALENDAR YEAR 2015 BID SPECIFICATIONS
NEWSPAPER PUBLICATION OF AITKIN COUNTY LEGAL NOTICES**

(3) **PUBLICATION OF DELINQUENT REAL ESTATE NOTICE AND LIST:** Minnesota Statute 279.08 refers.) The list of real estate taxes remaining delinquent on the first Monday of January 2014 shall be published once in each of two non-consecutive weeks. The county will provide the Real Estate List in digital format and may specify font, point size and leading.

(4) **FIRST PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication to be done in a newspaper located in a different municipality. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit, and first publisher may be asked to provide copies of Financial Statement **insert** for second publication. The County will provide the Financial Statement in camera ready format.

(5) **SECOND PUBLICATION OF FINANCIAL STATEMENT:** (Minnesota Statute 375.17 refers.) State Statute requires the County Financial Statement to be published twice, with the second publication of the financial statement to be done in one other newspaper, if one of general circulation is located in a different municipality in the county than the official newspaper. Per MN statute the county board shall call for separate bids for each publication. The Financial Statement must be arranged in the newspaper so as to be pulled out or inserted as a unit. To be considered for award of the bid for second publication of the financial statement, bidders must include a specific bid for the second publication of the Financial Statement. The County will provide the Financial Statement in camera ready format.

III. BID AWARD CRITERIA

- A. A successful bidder will be designated by the County Board as the "Official County Newspaper" for calendar year 2015 and will be required to publish all legal notices and advertisements as required by law to be published in the official newspaper.
- B. A successful bidder will be designated by the County Board for publication of the "Second Publication of the County Financial Statement." That bidder must be other than the bidder designated as the official county newspaper and located in a municipality other than the official newspaper per MN Statute 375.17 subd. 3.
- C. Bidder must certify by signature they meet the requirements of a qualified newspaper pursuant to MN Statute Chapter 331A.
- D. In determining the lowest bidder, the cost per media impression provided to the public within the boundaries of Aitkin County will be considered.
- E. The board may reject any offer if, in its judgment, the public interests require, and may then designate a newspaper without regard to any rejected offer.
- F. Bidder's adherence to all bid submission instructions and requirements. Failure to properly fill out the bid form may result in that bid being disqualified. Failure to enter a bid amount for each of item designated as "Official Newspaper" (Items 1-4) on the bid form may result in rejection of the entire bid with respect to designation the official newspaper.

AITKIN COUNTY - BID FORM PRINTING & PUBLISHING SERVICES CALENDAR YEAR 2015

Refer to Page 2 for general printing and publication requirements and Pages 2-3 for details on each specific type of publication.

- (1) PUBLICATION OF OFFICIAL PROCEEDINGS (Official Newspaper)
\$ _____ per column inch
- (2) PUBLICATION OF LEGAL NOTICES & MISC. ADVERTISEMENTS (Official Newspaper)
\$ _____ per column inch
- (3) PUBLICATION OF DELINQUENT REAL ESTATE NOTICE & LIST (Official Newspaper)
\$ _____ per column inch
- (4) FIRST PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch
- 5) SECOND PUBLICATION OF FINANCIAL STATEMENT (Official Newspaper)
\$ _____ per column inch

Size in inches of newspaper single page sheet = _____ by _____

Maximum number of columns per page in legal notice section = _____

Newspaper circulation within the boundaries of Aitkin County = _____

Weekly circulation within the boundaries of Aitkin County = _____

Subscription cost per individual customer within Aitkin County for 1 year = _____

(Please Print Clearly)

Name of Bidding Newspaper: _____

Official Address: _____

Printed Name of Submitter _____ Title _____

Phone: _____

The undersigned certifies that the newspaper listed above meets the requirements for a qualified newspaper pursuant to Minnesota State Statute 331A.

Signature in Ink of Submitter

Date



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: On, Off & Sunday Liquor Licenses for 2015

<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) <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: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Applications for County On, Off & Sunday Liquor Licenses for 2015		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Resolution to approve Liquor Licenses		
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:		

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

ADOPTED December 9, 2014

By Commissioner: xx

120914-0xx

2015 Liquor License Renewals

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2015 thru December 31, 2015:

“ON”, “OFF” and “SUNDAY” Sale:

Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township

This establishment has an address of 36569 State Hwy 18, Aitkin, MN 56431

Cuddler Enterprises Inc., d/b/a **Big Sand Bar Resort** – Workman Township

This establishment has an address of 51866 224th Place, McGregor, MN 55760

Fireside Inn Inc., d/b/a **Fireside Inn** – Jevne Township

This establishment has an address of 415 Meadows Dr., McGregor, MN 55760

C.A.T.L. Enterprises Inc., d/b/a **Growlers** – Shamrock Township

This establishment has an address of 19037 Goshawk St., McGregor, MN 55760

Chuhanic Inc., d/b/a **The Joint Bennettville MN** – Hazelton Township

This establishment has an address of 26838 US Highway 169, Aitkin, MN 56431

MacDonald Enterprises Inc., d/b/a **The Landing** – Aitkin Township

This establishment has an address of 170 Southgate Drive, Aitkin, MN 56431

Red Rock Bar & Grill LLC, d/b/a **Red Rock Bar & Grill** – Shamrock Township

This establishment has an address of 49463 202nd Place, McGregor, MN 55760

“OFF” Sale:

KLOMAR LLC, d/b/a **Cave Liquors** – Hazelton Township

This establishment has an address of 22852 US Highway 169, Aitkin, MN 56431

DAM of Aitkin Lakes Inc., d/b/a **Farm Island Store** – Farm Island Township

This establishment has an address of 29037 US Highway 169, Aitkin, MN 56431

TJ's Liquor Inc., d/b/a **TJ's Liquor** – Malmo Township

This establishment has an address of 22039 321st Ave., Aitkin, MN 56431

Minnewawa Partners Inc., d/b/a **Willey's Sports Shop & Spirits** – Shamrock Township

This establishment has an address of 46026 State Highway 65, McGregor, MN 55760

“ON” & “SUNDAY” Sale:

Zorbaz of Big Sandy Lake Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township
This establishment has an address of 48760 State Highway 65, McGregor, MN 55760

“ON” Sale – CLUB:

VFW 1727, d/b/a **Roberts-Glad Post** – Aitkin Township
This establishment has an address of 36558 410th Ave., Aitkin, MN 56431

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

FIVE MEMBERS PRESENT All Voted Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 9th day of December A.D., 2014, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 9th day of December A.D., 2014

KIRK PEYSAR, County Auditor

BY _____, Deputy



Board of County Commissioners Agenda Request

2K

Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: 2015 Fire Protection Contract - Ball Bluff

<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) <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: Kirk Peysar, County Auditor		Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Approve and authorize signatures to the 2015 Fire Protection Contract for the Unorganized Towns of 51-22, 52-22, and 52-24 with Ball Bluff Township.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve and authorize signatures to the contract with Ball Bluff Township for 2015		
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? \$ as attached 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.

Kirk Peysar
Aitkin County Auditor
209 Second Street Northwest Room 202
Aitkin, Minnesota 56431
218.927.7354

December 2, 2014

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2015 Fire Protection contract with Ball Bluff Township

Ball Bluff Township has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 51-22 \$131.70; 52-22 \$8,707.66; and 52-24 \$1,252.10.

Request to authorize signatures to the 2015 Fire Protection contract with Ball Bluff Township for the unorganized townships.

**Jacobson Volunteer Fire Department
Fiduciary Agent: Ball Bluff Township
Fire Protection Agreement
with Aitkin County Fiduciary Agent for:
Unorg. Townships: 51-22, 52-22, 52-24
Effective January 1, 2015**

This agreement made and entered into by and between the Jacobson Volunteer Fire Department, in the Township of Ball Bluff, in the County of Aitkin in the State of Minnesota and the Townships of 51-22, 52-22, 52-24, a township of the County of Aitkin in the State of Minnesota.

WHEREAS, the Townships of 51-22, 52-22, 52-24 desires the services of the Jacobson Volunteer Fire Department in case of fires occurring in 51-22, 52-22, 52-24 Townships as well as the emergency medical services of the Jacobson Volunteer Fire Department 1st Responders in case of a medical emergency, and

WHEREAS, the Township of Ball Bluff maintains a volunteer fire department with emergency medical response capability, which department is available to provide fire protection and emergency medical response services to properties located in the Townships of 51-22, 52-22, 52-24, and

THEREFORE, it is agreed by and between said parties as follows:

1. The Jacobson Volunteer Fire Department shall provide fire protection and emergency medical response services to those properties in 51-22, 52-22, 52-24 Township lying within the areas outlined in red on the attached map. Such fire protection and emergency medical response services shall be provided from **January 1, 2015 through December 31, 2015** with the existing and any newly-obtained fire, medical equipment, apparatus and with members of the Jacobson Volunteer Fire Department.
2. Jacobson Volunteer Fire Department agrees to provide fire protection and emergency medical response services as described above to 51-22, 52-22, 52-24 Township in exchange for payment of the portion of the budget that would be equal to the portion of 51-22, 52-22, 52-24's tax capacity in relation to the tax capacity of the fire departments total coverage area. **The portions are as follows 51-22 \$131.70, 52-22 \$8,707.66, 52-24 \$1,252.10, which will provide coverage from January 1, 2015 to December 31, 2015.** Payment arrangements should be made with the clerk of Ball Bluff Township (fiduciary agent of the Jacobson Volunteer Fire Department), 68368 198th Ave., Jacobson, MN 55752.
3. The Jacobson Volunteer Fire Department's obligation to provide fire protection service and emergency medical response shall be subject to the following:
 - a. If road and weather conditions at the time of the call are such that the fire/medical run cannot be made with reasonable safety to men and equipment, and the decision of the Fire Chief or his Assistant or Captains in charge shall be final in such matter, no obligation arises under this agreement on the part of the Jacobson Volunteer Fire Department to answer such call.
 - b. In the event that a sufficient amount of the fire fighting/medical equipment and number of volunteer firemen, or both, are committed at the time of which another fire call comes in from the dispatcher of Aitkin County, in the sole judgment of the Fire Chief, his Assistant or Captains, to fighting pre-existing fires or attending pre-existing medical emergencies, so as to render the available equipment and manpower inadequate to answer a fire or medical call from the dispatcher of Aitkin County, no obligation shall arise under this agreement to answer such call. A pre-existing fire/medical emergency for the purposes of this agreement shall be a fire/medical emergency to which the Jacobson Volunteer Fire Department is called previous to receiving the call from the dispatcher of Aitkin County and which fire is still being fought or medical emergency is still being attended to by the Jacobson Volunteer Fire Department at the time the call from the dispatcher of Aitkin County is received.

- c. In the event a fire call is answered by the Jacobson Volunteer Fire Department, but before the fire in question is extinguished, the fire fighting equipment or volunteer firemen, or both are needed to fight another fire in the Jacobson Fire Departments fire district to protect property in the Jacobson Fire Departments fire district from a fire, the Chief or his Assistant Chief or Captains without liability therefore to any person or to the Jacobson Volunteer Fire Department or Township of Ball Bluff under this agreement, may in their judgment recall the fire equipment and firemen to another emergency for the purpose of fighting the fire in the fire district. The judgment of the Fire Chief, Assistant Chief or Captains shall be final and no person or party shall have recourse against the Townships or fire department for any damages or losses resulting from such action or decision.
- d. The first Responder's protocols for medical response units receiving medical direction from Med-1 Ambulance Service Inc., Minnesota Emergency Medical Services Regulatory Board, Minnesota Statutes 144E.27 subd. 5: The 1st responders from the Jacobson area and of the Jacobson Volunteer Fire Department responds in the geographical are licensed to Med-1 Inc. and their mutual aid area.
- 4. The parties acknowledge the fact that the Jacobson Volunteer Fire Department may enter into similar contracts with other townships, and acknowledge that the Jacobson Volunteer Fire Department has entered into mutual aid contracts with other Fire Departments in other municipalities, and that a fire call under any such contract preceding a call in the Township could be a valid and reasonable basis for the decision of the Fire Chief, Assistant Chief or Captains in refusing to answer a fire call in the Township.
- 5. Because the Jacobson Volunteer Fire Department has heretofore entered into mutual assistance fire fighting agreements with other municipalities possessing fire fighting equipment and firemen, which equipment and firemen could be called by the Chief, Assistant Chief or Captains to a fire in the Township, the Township agrees to pay such additional cost as may be incurred thereby if the sole judgment of the Chief, or his Assistant Chief or Captains, such additional fire fighting equipment and firemen are needed to fight a fire in the Township and are in fact called to such fire by the Chief, or his Assistant Chief or Captains.
- 6. Ball Bluff Township shall appoint one person from its board to sit on the Jacobson Volunteer Fire Department Budget Committee to assist in preparing the following year's fire department budget and attend their monthly fire department meetings.
- 7. Townships contracted with the Jacobson Volunteer Fire Department is invited to send representatives to the Jacobson Volunteer Fire Department meetings and Ball Bluff Township meetings. The Jacobson Volunteer Fire Department business meeting is held the first Thursday of each month. The Township of Ball Bluff meets the second Tuesday of each month.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals this 13 day of November, 2014.

Township of **Ball Bluff Township**

by Steven J. Saari
Chairman

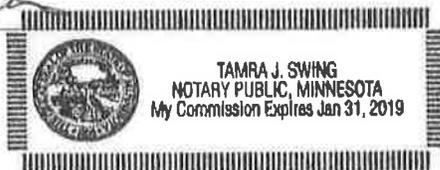
Attest: Samuel S. S. S.
Township Clerk

by Dale J. ...
Fire Chief

Township of **Unorganized 51-22, 52-22, 52-24**

by _____
Chairman

Attest: _____
Township Clerk





Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: Reserving funds from 2014 budget

<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: Terry Neff, Environmental Services Director		Department: Environmental Services
Presenter (Name and Title): Consent Agenda		Estimated Time Needed: N/A
Summary of Issue: As mentioned in the attached memorandum, I would like to place in reserves the \$5,000.00 that was budgeted in 2014 for an automobile in the future (4 to 5 years).		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve placing the \$5,000.00 from account number 01-390-6620 in reserves for a future automobile.		
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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

Aitkin County Environmental Services Planning and Zoning
209 Second Street NW
Room 100
Aitkin, MN 56431
Phone: 218-927-7342
Fax: 218-927-4372



MEMORANDUM

DATE: December 3, 2014
TO: Aitkin County Board of Commissioners
Nathan Burkett, County Administrator
FROM: Terry Neff, Environmental Services Director
RE: Request for Reserves, Department 390

A handwritten signature in blue ink, appearing to be 'Terry Neff', written over the 'RE:' line.

I am requesting to hold the \$5000.00 in account number 01-390-6620 (Environmental Health FBL) and hold in reserves for purchase of a newer vehicle in the future. The current car should last another 4 to 5 years, at that time, the reserve funds will be used to trade in for a newer vehicle.

If you have any questions, please contact me at 218-927-7342 or by e-mail at tneff@co.aitkin.mn.us.

c:\ctybrd\ctybrd2014



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 9, 2014

Title of Item: County Administrator Performance Evaluation

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: Nathan Burkett, County Administrator	Department: Administration
--	--------------------------------------

Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed:
--	-------------------------------

Summary of Issue:
Dave Unmacht of Springsted, Inc. who performed the administrator search for Aitkin County has offered to coordinate the 6 month performance evaluation for Nathan Burkett, County Administrator. There will be no cost to the County.

Additionally, a new template performance evaluation has been prepared. The County Board may wish to use this format to evaluate the County Administrator. The evaluation template will be provided at the Board meeting.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Consent to Dave Unmacht of Springsted, Inc to coordinate the performance evaluation process for the County Administrator in December 2015.
Approve use of a new performance evaluation template / direct usage of the current performance evaluation template.

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

3B
Agenda Item #

Requested Meeting Date: December 9, 2014

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 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: Nathan Burkett and Bobbie Danielson		Department: Administration and HR
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed:
Summary of Issue: Please see the attached Personnel Committee recommendations.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Approve the Personnel Committee's recommendations as presented.		
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 type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

AITKIN COUNTY ADMINISTRATION

Aitkin County Courthouse
Nathan Burkett, Administrator
217 Second Street N.W. Room 134
Aitkin, MN 56431
218-927-7276
Fax: 218-927-7374

To: Aitkin County Board of Commissioners
From: Nathan Burkett, County Administrator
Date: December 2, 2014
Re: Personnel Committee Recommendation

The Personnel Committee has heard and supported the following:

The budget as prepared includes the following salary adjustments for non-union staff, due to an ongoing appeals process, there may be additional recommendations coming from the personnel committee:

1. Employees who are below the minimum pay rate on the grid will be placed on the lowest pay rate of the grade assigned to their position, or will receive a 2% base increase with an additional 1% (for a max total of 3%) following a satisfactory performance evaluation, whichever is greater. (This will ensure they get at least as much as 'all others'.)
2. Employees who are over max will not receive pay increases until the scale "catches up". A \$250 one-time lump sum payment will be made to employees who are "over max". (8 employees)
3. Employees who are within 2 years of reaching 5 years of service in their current position will be placed on the new wage scale so as to ensure that they receive wages equivalent to the 2014 scale midpoint.
4. All other employees will receive a 2% base increase, with an additional 1% (for a max total of 3%) following a satisfactory performance evaluation.

Recommended Action/Motion:
Approve salary plan for non-union staff.

AITKIN COUNTY HUMAN RESOURCES

Bobbie Danielson, HR Director
bobbie.danielson@co.aitkin.mn.us
Nicole Visnovec, HR Specialist
nicole.visnovec@co.aitkin.mn.us

Phone 218-927-7306
Job Hotline 218-927-7393
Fax 218-927-7374
www.co.aitkin.mn.us

To: Aitkin County Commissioners
Nate Burkett, County Administrator

From: Bobbie Danielson, HR Director



Date: December 3, 2014

Subject: Personnel Committee Recommendations

Recommendations

The Personnel Committee met on November 25, 2014, and recommends the following:

1. Close the Courthouse on Christmas Eve, December 24, 2014, and authorize non-union employees to be absent from their duties with pay without having to use any PTO or personal days. Any non-union employee who is required to work on this day will be allowed to take the hours worked as paid time off on a day of their choosing, as approved by the department head. See also final MOUs attached related to AFSCME units and Local 49, informational only as they will also be absent from their duties with pay on this date. (Future dates as referenced in the MOUs will be addressed separately by the County Administrator at a later date; this recommendation pertains only to the December 24, 2014 date.)
2. Set elected officials salaries at the following rates, effective 1/1/2015.
 - a. County Auditor \$ 80,545.30
 - b. County Treasurer \$ 69,101.70
 - c. County Recorder \$ 62,000.00
 - d. County Sheriff \$ 92,500.00
 - e. County Attorney \$108,854.52
3. Authorize increased employer contribution towards health insurance to three Teamsters units, consistent with the increased Local 49 Road & Bridge unit settlement.
 - a. Effective January 1, 2015, ~~\$920.00~~ 950.00 per month flat dollar contribution.
 - b. Effective January 1, 2016, ~~\$940.00~~ 1,000.00 per month flat dollar contribution.

Action Requested

Motion to accept the Personnel Committee's recommendations as presented.

Ratified - Signatures Pending

APPENDIX C
MEMORANDUM OF AGREEMENT (CHRISTMAS EVE)

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and International Union of Operating Engineers Local Union #49 (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

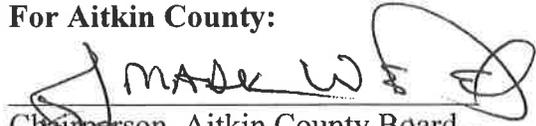
WHEREAS, during negotiations for the 2015-2016 collective bargaining agreement, the Union expressed interest in exploring the Local 49 HRA plan and in employees having more time off with pay, and the Employer expressed interest in having discussions about pay for performance and health plan options;

NOW, THEREFORE, the parties agree as follows:

1. The parties agree that employees under this bargaining unit may absent themselves from their duties on the following days, without using accrued sick, vacation or personal days – December 24, 2014, December 24, 2015, December 23, 2016, unless they are snow plowing or called out for work.
2. The parties agree that during the period of 2015 – 2016 the parties will meet to discuss options related to pay for performance.
3. The parties agree that during the year of 2015 the parties will meet to discuss employee health plan options and the Local 49 HRA.
4. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this 25th day of November, 2014.

For Aitkin County:



 Chairperson, Aitkin County Board



 County Administrator



 Human Resources Director

For I.U.O.E. Local No. 49:

 Area Business Representative

 Business Manager

Dated: 11-25-2014

Dated: _____

HHS Ratified 12/3/14

2015 – 2016 HEALTH & HUMAN SERVICES AGREEMENT

Deleted: Contract Printed 9/16/2013
Deleted: 2013
Deleted: 2014

MEMORANDUM OF AGREEMENT (CHRISTMAS EVE)

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and Local No. 1283, AFSCME Council 65, AFL-CIO (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, during negotiations for the 2015-2016 collective bargaining agreement, the Union expressed interest in employees being allowed to be absent from their duties with full pay on Christmas Eve and the Employer expressed interest in having discussions about pay and organizational strategy, health plan options, and in offering voluntary furlough or voluntary early retirement incentives;

NOW, THEREFORE, the parties agree as follows:

1. The parties agree that employees under this bargaining unit may be absent from their duties with full pay on the following days, without having to use any sick, vacation or personal days-December 24,2014, December 24, 2015 and December 23, 2016. Employees under this Agreement may work voluntarily based on the business needs of the department. Any employee who works on these days will be allowed to take the hours worked as paid time off on a day of their choosing, as approved by the department head.
2. The parties agree that during the period of 2015-2016 the parties will be open to participate in non-binding discussion related to pay and organizational strategy.
3. The parties agree that during the year of 2015 the parties will meet to discuss employee health plan options.
4. The parties agree that the employer may offer voluntary furlough or voluntary early retirement incentives without the approval of the exclusive representative.
5. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2014.

<u>BOARD OF COMMISSIONERS</u>	<u>LOCAL UNION NO. 1283</u>
<u>COUNTY OF AITKIN, MINNESOTA</u>	<u>AFSCME, AFL-CIO</u>
<u>COUNTY OF AITKIN</u>	

<u>Board Chair</u>	<u>AFSCME Staff Representative</u>
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Courthouse Unit Voting, will know results 12/9/14

2015 - 2016 AFSCME COURTHOUSE AGREEMENT
MEMORANDUM OF AGREEMENT (CHRISTMAS EVE)

Deleted: 2013
Deleted: 2014

This Memorandum of Agreement is entered into between Aitkin County (hereafter "County") and Local No. 667, AFSCME Council 65, AFL-CIO (hereafter "Union").

WHEREAS, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act; and

WHEREAS, during negotiations for the 2015-2016 collective bargaining agreement, the Union expressed interest in employees being allowed to be absent from their duties with full pay on Christmas Eve and the Employer expressed interest in having discussions about pay and organizational strategy, health plan options, and in offering voluntary furlough or voluntary early retirement incentives;

NOW, THEREFORE, the parties agree as follows:

1. The parties agree that employees under this bargaining unit may be absent from their duties with full pay on the following days, without having to use any sick, vacation or personal days-December 24, 2014, December 24, 2015 and December 23, 2016. Employees under this Agreement may work voluntarily based on the business needs of the department. Any employee who works on these days will be allowed to take the hours worked as paid time off on a day of their choosing, as approved by the department head.
2. The parties agree that during the period of 2015-2016 the parties will be open to participate in non-binding discussion related to pay and organizational strategy.
3. The parties agree that during the year of 2015 the parties will meet to discuss employee health plan options.
4. The parties agree that the employer may offer voluntary furlough or voluntary early retirement incentives without the approval of the exclusive representative.
5. This Memorandum of Agreement constitutes the complete and total agreement of the parties regarding this matter.

IN WITNESS WHEREOF, the parties have caused this Memorandum of Agreement to be executed this _____ day of _____, 2014.

<u>BOARD OF COMMISSIONERS</u>	<u>LOCAL UNION NO. 667</u>
<u>COUNTY OF AITKIN, MINNESOTA</u>	<u>AFSCME, AFL-CIO</u>
<u>COUNTY OF AITKIN</u>	

<u>Board Chair</u>	<u>AFSCME Staff Representative</u>
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Salary Comparison for Elected Officials 5 and 7 County

	Attorney 2014	Auditor 2014	Treasurer 2014.	Auditor/Treasurer 2014	Sheriff 2014	Recorder 2014
Aitkin	\$ 105,684.00	\$ 78,199.32	\$ 67,089.03	NA	\$ 85,593.88	\$ 71,243.69
5-County						
Cass	\$ 112,403.00	na	na	\$ 83,636.80	\$ 96,949.00	\$ 70,034.00
Crow Wing	\$ 115,376.00	na	na	\$ 88,787.00	\$ 96,785.00	\$ 77,971.00
Kanabec	\$ 93,167.00	na	na	\$ 70,479.00	\$ 83,968.00	\$ 59,181.00
Mille Lacs	\$ 110,145.00	na	na	\$ 85,345.00	\$ 103,422.00	na*
Pine	\$ 100,851.00	na	na	\$ 81,200.00	\$ 82,418.00	\$ 60,300.00
Average (5)	\$ 106,388.40	na	na	\$ 81,889.56	\$ 92,708.40	\$ 66,871.50
7-County						
Carlton	\$ 103,906.00	na	na	\$ 88,511.00	\$ 91,052.00	\$ 83,595.20
Itasca	\$ 108,712.54	na	na	\$ 109,005.08	\$ 101,479.19	\$ 68,876.01
Average (7)	\$ 106,365.79	na	na	\$ 86,709.13	\$ 93,724.74	\$ 69,992.87

*Land Services Director performs the Recorder position - \$89,523.

**Appointed position at \$40.19 per hour. It is based on 1957.5 hours annually (\$78,671.93). The above number is based on 2080 for averaging purposes.

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

ADOPTED December 9, 2014

By Commissioner: xx

120914-0xx

2015 ELECTED OFFICIALS SALARIES

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2015 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$ _____
County Treasurer, Lori Grams	\$ _____
County Recorder, Mick Moriarty	\$ _____
County Sheriff, Scott Turner	\$ _____
County Attorney, Jim Ratz	\$ _____

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

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

FIVE MEMBERS PRESENT

All Voted Yes

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 9th day of December A.D., 2014, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 9th day of December A.D., 2014

KIRK PEYSAR, County Auditor

BY _____, Deputy

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

ADOPTED December 17, 2013

By Commissioner: Westerlund

121713-099

2014 ELECTED OFFICIALS SALARIES

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2014 salaries of Aitkin County Elected Officials at:

County Attorney, Jim Ratz	\$105,684.00
County Sheriff, Scott Turner	\$85,593.88
County Auditor, Kirk Peysar	\$78,199.32
County Treasurer, Lori Grams	\$67,089.03
County Recorder, Diane Lafferty	\$71,243.69

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance, and follow non-union compensation guidelines for 2014, including a 1.5% merit increase and \$936 annual increase for each position.

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

FIVE MEMBERS PRESENT

3-2 (Wedel/Niemi)

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 17th day of December A.D., 2013, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 17th day of December A.D., 2013

KIRK PEYSAR, County Auditor

BY _____, Deputy



Aitkin County Board of Commissioners Agenda Request Form

4

Agenda Item #

Requested Meeting Date: December 9, 2014
Title of Item: Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested by: County Commissioners		
Committee	Freq.	Schedule	Current Board Representatives
Association of MN Counties (AMC) Environment & Natural Resources Policy General Government Health & Human Services Indian Affairs Task Force Public Safety Committee Transportation Policy			Commissioner Brian Napstad Commissioner Anne Marcotte HHS Director Tom Burke HHS Director Tom Burke Commissioner Laurie Westerlund Commissioner Don Niemi
Aitkin Airport Commission	Monthly	1 st Thursday	Wedel
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Niemi
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 rd Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Marcotte and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Wedel and Westerlund
Facilities	As needed		Wedel and Napstad
Forest Advisory	Every other month	3 rd Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th Wednesday	Westerlund
Insurance	As needed		Wedel and Westerlund
Investment	As needed		All Commissioners
Joint Powers Natural Resource Board	Monthly	Last Monday	Napstad and Land Cmr Jacobs
Labor Management	Quarterly	Varies	Wedel, Alt. Westerlund
Lakes and Pines	Monthly	3 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Napstad
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Napstad
MN Rural Counties Caucus	8x year	Varies	Marcotte, Alt. Niemi
NE MN Office Job Training	As called		Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 nd Monday	Westerlund
Personnel	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Purchasing/Building	As needed		All Commissioners
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund