

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS March 24, 2015 – BOARD AGENDA

- 9:00 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**
- 9:05 E) **Health & Human Services (see separate HHS agenda)**
- 10:00 **Break**
- 10:15 F) **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 March 10, 2015 – March 23, 2015**
B) **Approve 3/10/15 County Board Minutes**
C) **Adopt Resolution: Cancellation of Forfeiture – Perry Street**
D) **Adopt Resolution: Cancellation of Forfeiture – Remington**
E) **Approve Fire Department Contract with City of Hill City Fire Department and Authorize Signatures**
F) **Accept Donations to K-9 Unit:**
1. **\$300.00 from Hill City Fireman's Relief Association**
2. **\$50.00 from Steve Wilson & Lake States Lumber**
3. **\$50.00 from Willey's Marine Incorporated**
G) **Accept \$100.00 Donation to Aitkin County STS from VFW Post #1727**
H) **Adopt Resolution: 2015 Boat & Water Agreement**
I) **Approve Vehicle Purchase – Sheriff's Office**
J) **Approve Renewal of Consumption & Display Permit – Hidden Meadows Campground on Blind Lake**
K) **Approve Applications for License to Sell Tobacco Products**
L) **Adopt Resolution: LG214 Minnewawa Sportsmen's Club**
M) **Adopt Resolution: LG220 The Ruffed Grouse Society**
N) **Adopt Resolution: LG220 Wealthwood Rod and Gun Club**
O) **Approve Commissioner Warrants**
P) **Approve Auditor Warrants – February Sales & Use Tax**
Q) **Approve Equipment Purchase – Highway Department**
R) **Approve AFSCME HHS Unit MOA, Wage Scale Update**
S) **Approve Electronic License System Point-of-Sale Contract Renewals and Authorize Signatures**

- 10:17 3) Sheriff Scott Turner**
A) 2014 Year in Review
- 10:45 4) Nathan Burkett, County Administrator**
A) MCIT Member Report, by Robert Goede, MCIT Risk Management Consultant
B) Approve Application for License to Sell Tobacco Products – Fisherman’s Bay
C) Approve Application for License to Sell Tobacco Products – Westerlund Cenex
- 11:15 5) Committee Updates**
- 12:15 Adjourn**

AITKIN COUNTY BOARD

March 10, 2015

The Aitkin County Board of Commissioners met this 10th day of March, 2015 at 9:03 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Don Niemi, and Anne Marcotte. Commissioners Laurie Westerlund and Brian Napstad were absent. County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve the March 10, 2015 agenda.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: February 24, 2015 to March 9, 2015; B) Approve County Board Minutes: February 24, 2015; C) Approve 2016 Fire Protection Contract – City of Palisade; D) Approve Fire Protection Contract with McGregor Fire Department; E) Approve Out of State Travel Request – Sue Tange; F) Approve One Year Recycling Agreement Extensions; G) Adopt Resolution – Exempt Permit LG220 Dead Moose River Longbeards; H) Authorize Sale of Forfeited Vehicles – Sheriff’s Office; I) Accept \$72.50 Donation to STS from Riceland Chapter of Minnesota Deer Hunters Association; J) Approve Auditor Warrants – Town Road Auto Payments – Gas Tax: Road & Bridge \$363,906.54; K) Approve February Manual Warrants: General Fund \$29,298.07, Road & Bridge \$79.30, Health & Human Services \$980.75, State \$36,834.72, Trust \$0.00, Forest Development \$14,458.23, Agency \$151,136.00, Long Lake Conservation Center \$1,033.61 for a total of \$233,820.68; L) Approve Commissioner Warrants: General Fund \$73,117.45, Road & Bridge \$27,345.20, Special Revenue \$24,973.94, Health & Human Services \$267.97, Trust \$3,122.45, Forest Development \$796.68, Long Lake Conservation Center \$7,348.58, Parks \$3,001.57 for a total of \$139,973.84; M) Approve Window Film – Health & Human Services; N) Approve Out of State Travel Request – John Welle; O) Approve Request for 2nd Extension – Timber Permit #13193; P) Approve HR Director Salary; Q) Authorize Local 49 2015 Pay Rates

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting to approve out of state travel request for Sue Tange, Social Services Supervisor to attend “Reflection Retreat” in Washington, D.C. on March 19 and 20, 2015. The only cost to the County is staff time and salary.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve one year recycling agreement extensions with Garrison Disposal and J&H Transfer, ending December 31, 2016.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to adopt resolution – Exempt Permit LG220 Dead Moose River Longbeards:

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the NWTF Dead Moose River Longbeards, at the following location – Jackson’s Hole, which has an address of 36232

CALL TO ORDER

APPROVED AGENDA

CONSENT AGENDA

OUT OF STATE TRAVEL REQUEST – SUE TANGE

RECYCLING AGREEMENT EXTENSIONS

RESOLUTION 20150310-011 EXEMPT PERMIT LG220 DEAD

AITKIN COUNTY BOARD

March 10, 2015

Kestrel Ave., McGregor, MN 55760 – Salo Township. (Note: Date of activity for Raffle – March 28, 2015)

**MOOSE RIVER
LONGBEARDS**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to authorize sale of the following forfeited vehicles: 1998 GMC Sierra Club Cab Pickup, 1992 GMC Sierra Pickup, 2005 Ford F-150 Pickup, and 2007 Arctic Cat 400 ATV – Sheriff's Office.

**AUTHORIZE SALE
OF FORFEITED
VEHICLES**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve purchase of window film from Aitkin Glass Service at a cost of \$2,693.00 for Health & Human Services.

WINDOW FILM

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve out of state travel request for John Welle, County Engineer to attend the NACE Conference in Daytona Beach, Florida from April 19th through April 23rd. Costs to the County are \$625 for conference registration, \$725 plus taxes and fees for lodging, and approximately \$500 for transportation.

**OUT OF STATE
TRAVEL
REQUEST –
JOHN WELLE**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve second one-year extension for Futurewood Corp. permit #13193 with conditions, as presented.

**FUTUREWOOD
PERMIT #13193
EXTENSION**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to set HR Director's salary at \$67,000.00 for 2015.

**HR DIRECTOR
2015 SALARY**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to approve 2015 Local 49 pay rates as presented.

**2015 LOCAL 49
PAY RATES**

Bryan Anderson, representative of MnDOT District 1 in Duluth, and Jarrett Valdez, ARDC representative, discussed their programs with the Board.

**MnDOT
PRESENTATION**

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (3-0), all members voting yes to reject all bids for the Jacobson Shop Addition and to re-advertise.

**JACOBSON SHOP
ADDITION**

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), all members voting yes to adopt resolution – Ice Heaving:

WHEREAS, the winter of 2014/2015 has had a lack of snow and fluctuating temperatures, and

**RESOLUTION
20150310-012
ICE HEAVING**

WHEREAS, many riparian properties have experienced extensive ice heaving along the

shoreline, and

WHEREAS, many riparian properties will require excavating and placement of fill within the shore impact zone and some properties will need to exceed the 30 cubic yards of excavation or placement of material to reclaim the property to pre-ice heaving conditions, and

WHEREAS, the Aitkin County Board of Commissioners have adopted a Shoreland Management Ordinance which contains provisions to regulate the use and development of the shorelands of public waters and thus preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources, and

WHEREAS, Section 5.32,D,(1) of the Aitkin County Shoreland Management Ordinance limits the amount of excavation and placement of material within steep slopes and shore and bluff impact zones to 30 cubic yards and within an existing or proposed recreational use area or access path, and

WHEREAS, the ice heaving from the recent lack of snow and fluctuating temperatures is a rare event that is an act of nature and not created or caused by any individual property owner.

THEREFORE, in order to preserve and enhance the quality of surface waters, conserve the economic and natural environmental values of shorelands, and provide for the wise use of waters and related land resources, riparian property owners who have sustained annual ice heaving during the 2014/2015 winter season may need to exceed the 30 cubic yards of excavation and placement of material to reclaim or restore the property to pre-ice heaving conditions.

BE IT RESOLVED, that the Aitkin County Board of Commissioners temporarily suspends the 30 cubic yard maximum amount of excavation and fill within steep slopes and shore and bluff impact zones for reclamation of the 2014/2015 winter ice heaving damage until December 31, 2015.

BE IT FURTHER RESOLVED, any land alteration permit required for the project reclamation will require a photo before, reclamation plan and a photo after construction. Land alteration permits issued for projects exceeding 10 cubic yards of excavation and/or fill will be \$50.00 versus the normal \$150.00.

Nathan Burkett, County Administrator reviewed the 2015 Administration Work Plan with the Board.

Nathan Burkett, County Administrator discussed long term financial planning with the Board.

The Board reported on the following: ECRL, AMC, Historical Society, AIS.

**2015
ADMINISTRATION
WORK PLAN**

**LONG TERM
FINANCIAL
PLANNING**

**COMMITTEE
UPDATES**

AITKIN COUNTY BOARD

March 10, 2015

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0), to adjourn the meeting at 11:41 a.m. until Tuesday, March 24, 2015 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator



Board of County Commissioners Agenda Request



Requested Meeting Date: March 24, 2015

Title of Item: Application of Cancellation of Forfeiture

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

Submitted by: Kirk Peysar	Department: Auditor
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:

Application for cancellation of forfeiture for parcel in Palisade. See Attached.

Application was submitted and approved on September 9, 2014 but we need a resolution to submit to the Department of Revenue.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve application and adopt resolution for cancellation of forfeiture for Perry Street in Palisade

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:*

By Commissioner: xx

20150324-0xx

Cancellation of Forfeiture - Perry Street

WHEREAS, the County Auditor has made application for cancellation of forfeiture for the Certificate of Forfeiture dated August 8, 2014 and recorded in the office of the Aitkin County Recorder as Document 424212 on August 11, 2014, as to the forfeiture of Part Vacated Perry Street, City of Palisade, and

WHEREAS, this part of vacated Perry Street was left as a separate parcel instead of connecting and transferring with adjacent lot. According to MS 507.17 every conveyance of real estate which abuts upon a vacated street, alley or other public right-of-way shall be construed to include that part of such right-of-way or street which, either by operation or presumption of law, attaches thereto upon such vacation, unless such conveyance expresses a contrary intention, and

WHEREAS, this vacated part of Perry Street abuts Lot 6 Block 1 of Palisade and should have been attached and transferred with said lot when it was sold.

THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners approve the cancellation of forfeiture.

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

FIVE MEMBERS PRESENT

All Members Voting 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 24th day of March A.D., 2015, 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 24th day of March A.D., 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: September 9, 2014

Title of Item: Application for Cancellation of Forfeiture

<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: Kirk Peysar		Department: Auditor
Presenter (Name and Title): Kirk Peysar		Estimated Time Needed: NA
Summary of Issue: Application for cancellation of forfeiture for parcel in Palisade. See Attached		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve application for cancellation of forfeiture - Pt Vacated Perry Street, Palisade.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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

Application for Cancellation of Forfeiture

In Aitkin County

Name and Address of Applicant:

Aitkin County Auditor
 209 2nd Street NW Room 202
 Aitkin MN 56431

Applicant Is:

County Auditor
 Property Owner
 Owner's Agent

Legal Description of Property Forfeited:

(Attach additional sheet if needed)

Pt Vacated Perry Street
 (Peary Street)

Certificate of Forfeiture for Property Described Above:

Date of Execution: August 8 2014
(Month) (Day) (Year)

Date of Recording: August 11 2014
(Month) (Day) (Year)

Place of Recording: Aitkin Co Recorder's Office 424212
(Office) (Document Number)

Reason for Cancellation: Exemption Administrative Error
(Explain in detail -- attach additional sheet if needed)

See Attached

Applicant's Request:

Applicant requests that the certificate of forfeiture for the property described above be canceled, and that the county auditor be ordered to record this application for cancellation of forfeiture as a certificate of cancellation pursuant to Minnesota Statutes, Sections 279.33 and 279.34, which will void the tax forfeiture of the property described above.

Applicant's Signature:

Kurt Peterson, County Auditor

Date of Signature:

8 14 2014
(Month) (Day) (Year)

Return Application along with a duplicate copy to:

MN Department of Revenue, Property Tax Division
 Mail Station 3340, St. Paul MN 55146-3340

Approval by County Board and County Auditor

Certification of Approval:

The county board, by resolution, and the county auditor approve the application and recommend its acceptance by the Department of Revenue.

Resolution Number: _____

Meeting Date: _____

Clerk's Signature

Date of Signature

County Auditor's Signature

Date of Signature

Order of the Department of Revenue - State of Minnesota

REJECTION

ACCEPTANCE

Upon examination of the contents of the application, it is ordered that the application be rejected.

Upon examination of the contents of the application, it is ordered that the application be accepted, that the certificate of forfeiture be canceled, and that the county auditor record this application for cancellation of forfeiture as a certificate of cancellation pursuant to Minnesota Statutes, Sections 279.33 and 279.34, which will void the tax forfeiture of the property described in the application.

Commissioner of Revenue

By: _____

Commissioner of Revenue

By: _____

Reason for Rejection:

County Auditor's Number: _____

Department of Revenue's Number: _____

Date Application Received by the
Department of Revenue: _____

Reason for Cancellation

This part of vacated Peary Street was left as a separate parcel instead of connecting and transferring with adjacent lot. According to MS 507.17 Every conveyance of real estate which abuts upon a vacated street, alley, or other public right-of-way shall be construed to include that part of such right-of-way or street which, either by operation or presumption of law, attaches thereto upon such vacation, unless such conveyance expresses a contrary intention.

This vacated part of Peary Street abuts Lot 6 Block 1 of Pallsade and should have been attached and transferred with said lot when it was sold.

AITKIN COUNTY BOARD

September 9, 2014

The Aitkin County Board of Commissioners met this 9th day of September, 2014 at 9:02 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.

CALL TO ORDER

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the September 9, 2014 amended agenda. Item 6A – Testimony in Support of Enbridge Pipeline, was removed.

APPROVED
AGENDA

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: August 26, 2014 – September 8, 2014; B) Approve County Board Minutes: August 26, 2014; C) Approve Commissioner Warrants: General Fund \$71,382.59, Road & Bridge \$15,364.39, Health & Human Services \$105.60, Trust \$7,047.89, Forest Development \$24,084.29, Long Lake Conservation Center \$1,640.25, Parks \$3,003.84 for a total of \$122,628.85; D) Approve Auditor Warrants – Taconite Payments to Towns & Cities: Agency \$56,217.00; E) Adopt Resolution – County Tax Forfeited Land Sale; F) Approve Sale of Forfeited Vehicles – Sheriff's Office; G) Approve 2015 Medical Examiner Contract and Authorize Signatures; H) Accept Donation from Brat Sale Proceeds of \$194.51 to Sobriety Court; I) Approve Duplicates of Lost Municipal Order or Warrants: James Glassing – Refund Check #6854 for \$8.04, and Connie Gretschrann – Refund Check #6917 for \$163.00; J) Approve Application for Cancellation of Forfeiture – Pt Vacated Perry Street, Palisade

CONSENT
AGENDA

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – County Tax Forfeited Land Sale:

WHEREAS, the classification of the following county owned and tax-forfeited lands to be offered for sale has been made by the County Board in accordance with Minnesota Statutes 282, and

RESOLUTION
090914-055
COUNTY TAX
FORFEITED
SALE

WHEREAS, a public hearing was held on March 6, 2012 at 10:00 am in the Aitkin County Courthouse regarding the classification of the attached lands and classified them to dispose of, and

WHEREAS, the County Board has made appraisals of the lands classified as non-conservation and of the timber and timber products thereon, and has made appraisal of timber and buildings on such lands as have not been classified, and a list of such lands and timber, timber only and of buildings so appraised has been filed with the County Auditor for the purpose of offering lands, timber and buildings, so listed, for sale at not less than the appraised value of the land, timber, and buildings combined, with said appraisals of each property following, and

WHEREAS, the County Board is by law designated with authority to provide for the sale of such lands on terms:

NOW, THEREFORE BE IT RESOLVED, that such parcels shall be sold on the following terms, to wit: That on sales amounting to \$5,000.00 or less per parcel, the purchase price shall be paid in full at the time of purchase. On sales amounting to more than \$5,000.00 per



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Cancellation of Forfeiture (Remington)

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

Submitted by: Kirk Peysar	Department: Auditor
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Presenter (Name and Title): NA	Estimated Time Needed: NA
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Summary of Issue:

Application for cancellation of forfeiture for parcel in Hazelton Township (See Attached)

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve application and adopt resolution for cancellation of forfeiture for parcel in Hazelton Twp

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED March 24, 2015

By Commissioner: xx

20150324-0xx

Cancellation of Forfeiture - Remington

WHEREAS, Heck W Remington was the owner of a parcel described as Lot 7 less 9.6 acres & less 9.4 acres, Section 29, Township 45, Range 27 (PID 11-0-064800). He also owned a parcel in the SW SE and Govt Lot 7 (PID 11-0-063600), and

WHEREAS, on February 23, 1987 a Quit Claim Deed was recorded as Document 245457 from Heck Remington to Barbara Remington. This deed described PID 11-0-063600. Although the legal description for PID 11-0-064800 was not part of this deed, this PID was incorrectly included in the transfer to Barbara Remington, and

WHEREAS, the County Auditor has made application for cancellation of forfeiture for the Certificate of Forfeiture dated August 8, 2014 and recorded in the office of the Aitkin County Recorder as Document 424213 on August 11, 2014, as to the forfeiture of PID 11-0-064800, (NW SE) Lot 7 Less 9.6 Ac & less 9.4 Ac Plat, 13.03 Ac, Section 29, Township 45, Range 27, and

THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners approve the cancellation of forfeiture.

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

FIVE MEMBERS PRESENT

All Members Voting 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 24th day of March A.D., 2015, 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 24th day of March A.D., 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy



Board of County Commissioners Agenda Request

2E
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Fire Protection Contracts

<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 Fire Protection Contract for the Unorganized Towns of 52-25 (Quadna), 52-27 (Shovel Lake) and 51-27 (Lemay) with City of Hill City Fire Department.		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve and authorize signatures to the contract with City of Hill City Fire Department.		
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 <i>Please Explain:</i>		

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

March 17, 2015

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: 2016 Fire Protection contract with the City of Hill City

The City of Hill City has submitted a renewal contract to provide fire protection to the 3 neighboring unorganized townships. The allocation of fire protection costs are as follows: 52-25 \$1,813.47; 52-27 \$2,676.73, and 51-27 \$962.63.

Request to authorize signatures to the 2016 Fire Protection contract with the City of Hill City for the unorganized townships.

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this 11 day of March, 2015, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of Unorganized 51-27 (Lemay), hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ **962.63**. Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this 11 day of March, 2015, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of Unorganized 52-27 (SL), hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ **2,676.73**. Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be

reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk

AGREEMENT FOR FIRE SERVICE

This Agreement, made and entered into this 11 day of March, 2015, between the City of Hill City Fire Department, hereinafter called the City of Hill City and the township of Unorganized 52-25 (Quadna), hereinafter called the "Town".

1. The City of Hill City agrees to furnish fire protection to all properties within the Town for this contract and under the conditions herein provided.
2. In providing said fire protection service, the City of Hill City agrees as follows:
 - A. To make reasonable efforts to respond to all fire calls in the Town.
 - B. To provide and keep in good operating condition fire fighting equipment adequate to provide such fire protection service.
 - C. It is contemplated that the City of Hill City will provide similar fire protection service in several towns in Aitkin and Itasca County. If two or more calls are received, the City will answer them in the order in which they are received.
 - D. Road and weather conditions must be such that the fire call can be made with reasonable safety to the firemen and equipment. The decision of the City, whether the fire run can be made with reasonable safety to the firemen and equipment, shall be final.
 - E. The City shall not be liable to the Town for the loss or damage of any kind whatever resulting from any failure to furnish or any delay in furnishing firemen or fire equipment, or from any failure to prevent, control, or extinguish fire whether such loss or damage is caused by the negligence of the employees of the City or otherwise.
3. For the services contracted, the Town shall pay into the City Fire Account its fair share annually. The City shall pay into the City Fire Account its fair share annually. The City shall annually determine the fair share cost of fire service, and notify the Township of that amount before its annual meeting. Your fair share cost of fire service for this service contract is \$ **1,813.47**. Payments can be made at the discretion of the Town as long as the total fair share amount is paid each year.
4. The Town shall annually, during the term of this contract, make a tax levy which has been authorized by the town electors for the purpose of providing their fair share of the costs of operating this fire protection service. This levy shall be

reviewed each year and any changes made as certified by the City, who shall file a detailed budget account of the costs of providing such service.

5. This contract shall run from its date for a term on one (1) year, unless earlier terminated by written notice of either party given by mail three (3) months prior to any anniversary date of this contract.

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this _____ day of _____.

CITY OF HILL CITY

By: _____
Mayor

ATTEST:

City Clerk

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands

this ____ day of _____, 20____.

TOWN OF _____

By: _____
Chairman of Town Board

ATTEST:

Town Clerk



Board of County Commissioners Agenda Request

2F
Agenda Item #

Requested Meeting Date: 03/24/15

Title of Item: K-9 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)	<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: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Scott Turner		Estimated Time Needed:
Summary of Issue: The following donations have been made to Aitkin K-9 Unit: 1. \$300.00 from The Hill City Fireman's Relief Association 2. \$50.00 from Steve Wilson & Lake States Lumber to K9 Loki and Deputy Greg Payment of our K-9 Unit for "expenses to keep Aitkin safe." 3. \$50.00 from Willey's Marine Incorporated		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Accept the donations.		
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:		



Board of County Commissioners Agenda Request

2G
Agenda Item #

Requested Meeting Date: 03/24/15

Title of Item: STS Donation

<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: Sheriff Scott Turner	Department: Sheriff's Office
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Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed:
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Summary of Issue:

The VFW Post #1727 has made a generous donation of \$100.00 to the Aitkin County STS program.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Accept donation.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: 2015 State Boat & Water Agreement Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Scott A. Turner		Department: Aitkin County Sheriff's Office
Presenter (Name and Title): Sheriff Scott A. Turner		Estimated Time Needed:
Summary of Issue: Approve annual Boat & Water Safety Agreement Grant for 2015. The amount is \$20,860. which is slightly greater than last year.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the attached resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, RM #185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

TO:	Aitkin County Board	DATE:	March 16, 2015
FROM:	Sheriff Scott A. Turner	RE:	2015 Boat & Water Safety Agreement Grant for Aitkin County Board Agenda

Attached is a copy of the Boat and Water Safety Grant Agreement for Signatures. Also attached is the resolution that is required for that grant. The grant amount for 2015 is \$20,860.00. This grant is an annual grant that helps fund the Boat and Water Safety Program in Aitkin County.

I would ask that you sign the original agreement and return to me along with a signed resolution.

Thank you.

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

ADOPTED March 24, 2015

By Commissioner: xx

20150324-0xx

2015 Boat and Water Safety Agreement

BE IT RESOLVED, that the Aitkin County Board of Commissioners approves the 2015 Boat and Water Safety Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Auditor to sign the agreement in the amount of \$20,860.00 for the term of January 1, 2015, through June 30, 2016.

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

FIVE MEMBERS PRESENT

All Members Voting 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 24th day of March A.D., 2015, 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 24th day of March A.D., 2015

KIRK PEYSAR, County Auditor

BY _____, Deputy



**2015 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

ENCUMBRANCE WORKSHEET

Contract#: 87884

PO#: 3000069766

State Accounting Information:

Dept. ID R29	PC Bus. Unit R2901	Fiscal Year 2015	Source Type State	Vendor Number 0000197275-001
Total Amount \$20,860	Project ID R29G4CGSFY15	Billing Location R297000221	DUNS 047464805	

Accounting Distribution:

Fund 2100	Fin. Dept. ID R2937714	Appropriation ID R297400	Category 84101501	Account 441302	Activity A4CG002
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Grant Begin Date January 1, 2015	Grant End Date June 30, 2016
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Grantee Name and Address:

Aitkin Co. Sheriff
217 - 2nd St. NW, Rm. 185
Aitkin, MN 56431

Payment Address:
(where DNR sends the check)

Aitkin Co. Treasurer
209 - 2nd St. NW, Rm. 202
Aitkin, MN 56431

**2015 STATE OF MINNESOTA
ANNUAL COUNTY BOAT AND WATER SAFETY
GRANT AGREEMENT**

This grant agreement is between the State of Minnesota, acting through its Commissioner of Natural Resources, Enforcement Division ("State") and Aitkin Co. Sheriff, 217 - 2nd St. NW, Rm. 185, Aitkin, MN 56431 ("Grantee"). The payment address for this grant agreement is Aitkin Co. Treasurer, 209 - 2nd St. NW, Rm. 202, Aitkin, MN 56431.

Recitals

1. Under Minnesota Statutes § 86B.701 & .705 the State is empowered to enter into this grant.
2. The State is in need of Sheriff's duties to carry out the provisions of Chapter 86B and the Boat and Water Safety Rules, hereinafter referred to as the "Minnesota Rules", including patrol, enforcement, search and rescue, watercraft inspection, issuance of temporary structure & event permits, waterway marking and accident investigation, all hereinafter referred to as the "Sheriff's Duties".
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to Minnesota Statute §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1 Term of Grant Agreement

- 1.1 **Effective date:** January 1, 2015 or the date the State obtains all required signatures under Minnesota Statutes § 16B.98, Subdivision 5, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for 2015 grant expenditures incurred back to the effective date. Reimbursements will only be made for expenditures made according to the terms of this grant agreement.
- 1.2 **Expiration date:** June 30, 2016. Pursuant to Minnesota Statute §16A.28, Subdivision 6, the encumbrance may be certified for one year beyond the year in which funds were appropriated. The Grantee shall submit a final billing invoice within 30 days of the expiration of the grant as specified herein.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant agreement: 8. Liability; 9. State Audits; 10. Government Data Practices and Intellectual Property; 12. Publicity and Endorsement; 13. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will provide county sheriff services for boat and water safety activities. As stated in Minnesota Statute § 86B.701, the Grantee will submit to the State a spending plan (Exhibit "A", which is attached and incorporated into this grant) along with this form to carry out the Sheriff's Duties. Boat and water safety activities are those outlined in Minnesota Statutes § 86B, Minnesota Rules, Chapter 6110, search and recovery operations in the waters of the State and the portions of Chapter 169A that are applicable to motorboats. Exhibit "B", which is attached and incorporated into this grant further defines the allowable expenditures.

Reporting Requirements: The Grantee must satisfactorily submit all activity and financial reports by the date(s) requested by the State, unless the State grants an extension in writing.

3 Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

4 Consideration and Payment

4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) **Compensation.** The Grantee will be paid for all boat and water safety activities performed by the Grantee during the term of the grant up to Twenty thousand eight hundred sixty dollars (\$20,860).
- (b) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed Twenty thousand eight hundred sixty dollars (\$20,860).

4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices shall be submitted in a form prescribed by the State within the dates previously noted in "Term of Grant Agreement" in this contract.
- (b) **Federal funds.** (Where applicable, if blank this section does not apply) Payments under this grant agreement will be made from federal funds obtained by the State through Title NA CFDA number _____ of the _____ Act of _____. The Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

4.3 Contracting and Bidding Requirements per Minn. Stat. §471.345, grantees that are municipalities as defined in Subd. 1 must do the following if contracting funds from this grant contract agreement for any supplies, materials, equipment or the rental thereof, or the construction, alteration, repair or maintenance of real or personal property:

- (a) If the amount of the contract is estimated to exceed \$100,000, a formal notice and bidding process must be conducted in which sealed bids shall be solicited by public notice. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
- (b) If the amount of the contract is estimated to exceed \$25,000 but not \$100,000, the contract may be made either upon sealed bids or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding. All quotations obtained shall be kept on file for a period of at least one year after receipt thereof. Municipalities may, as a best value alternative, award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2) and paragraph (c).
- (c) If the amount of the contract is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the governing body. If the contract is made upon quotation it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after their receipt. Alternatively, municipalities may award a contract for construction, alteration, repair, or maintenance work to the vendor or contractor offering the best value under a request for proposals as described in Minn. Stat. §16C.28, Subd. 1, paragraph (a), clause (2).
- (d) Support documentation of the bidding process utilized to contract services must be included in the grantee's financial records, including support documentation justifying a single/sole source bid, if applicable.
- (e) For projects that include construction work of \$25,000 or more, prevailing wage rules apply per; Minn. Stat. §§177.41 through 177.44 consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Authorized Representative is Rodmen Smith, Assistant Director, Enforcement Division – Central Office, Minnesota Department of Natural Resources (DNR), 500 Lafayette Rd., St. Paul, MN 55155-4047, (651) 259-5054, rodmen.smith@state.mn.us or his/her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this grant agreement. If the services are satisfactory, the State's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is the County Sheriff or designee. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7 Assignment, Amendments, Waiver, and Grant Agreement Complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Agreement Complete.** This grant agreement, including Exhibits "A" and "B," contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

8 Liability

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

- 9 **State Audits**
Under Minnesota Statute § 16B.98, Subdivision 8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.
- 10 **Government Data Practices and Intellectual Property**
10.1 **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minnesota Statute § 13, as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of Minnesota Statute § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.
- If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.
- 11 **Workers' Compensation**
The Grantee certifies that it is in compliance with Minnesota Statute § 176.181, Subdivision 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.
- 12 **Publicity and Endorsement**
12.1 **Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors with respect to the program, publications, or services provided resulting from this grant agreement.
12.2 **Endorsement.** The Grantee must not claim that the State endorses its products or services.
- 13 **Governing Law, Jurisdiction, and Venue**
Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
- 14 **Termination**
14.1 **Termination by the State.** The State may immediately terminate this grant agreement with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
14.2 **Termination for Cause.** The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
14.3 **Termination for Insufficient Funding.** The State may immediately terminate this grant contract if:
a) It does not obtain funding from the Minnesota Legislature
b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.
- 15 **Data Disclosure**
Under Minnesota Statute § 270C.65, Subdivision 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

16 Invasive Species Prevention

The DNR requires active steps to prevent or limit the introduction, establishment, and spread of invasive species during contracted work. The contractor shall prevent invasive species from entering into or spreading within a project site by cleaning equipment prior to arriving at the project site.

If the equipment, vehicles, gear, or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned by contractor furnished tool or equipment (brush/broom, compressed air or pressure washer) at the staging area. The contractor shall dispose of material cleaned from equipment and clothing at a location determined by the DNR Contract Administrator. If the material cannot be disposed of onsite, secure material prior to transport (sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.

The contractor shall ensure that all equipment and clothing used for work in infested waters has been adequately decontaminated for invasive species (ex. zebra mussels) prior to being used in non-infested waters. All equipment and clothing including but not limited to waders, tracked vehicles, barges, boats, turbidity curtain, sheet pile, and pumps that comes in contact with any infested waters must be thoroughly decontaminated.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: Brenda Medd

Date: 1/14/15

SWIFT Contract # 87884

Purchase Order # 3000069766

2. GRANTEE:

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

By: _____

Title: County Sheriff

Date: _____

By: _____

Title: Chairperson of County Board

Date: _____

By: _____

Title: County Auditor or Administrator

Date: _____

3. STATE AGENCY: NATURAL RESOURCES

By: _____
(With delegated authority)

Title: Assistant Director, Enforcement Division – Central Office

Date: _____

Attachments: Exhibits "A" & "B"

Distribution:

- 1. DNR - OMBS
- 2. Grantee - 2 (Sheriff's Office & Co. Board)
- 3. State's Authorized Representative

ALLOWABLE EXPENDITURES UNDER THE 2015 STATE BOAT AND WATER SAFETY PROGRAM TO COUNTIES

GENERAL – All of the expenditures listed below must be directly related to the boat and water safety program. When personnel or equipment costs are split between other duties and boat and water safety, the percentage paid out of the boat and water safety account may not exceed the percentage of time the individual or piece of equipment is actually used for boat and water safety. Boat and water safety activities are those activities outlined in: 1) M.S. § Chapter 86B, 2) Minn. Rules - Chapter 6110, 3) search and recovery operations in the waters of the state and 4) the portions of Chapter 169A that are applicable to motorboats.

Counties are urged to contact Boat and Water Safety at the Minnesota Department of Natural Resources for a determination prior to any questionable proposed expenditure.

SPENDING PLAN, INVOICES, ACCOUNTING and REPORTS – The proposed expenditures listed on your spending plan (Exhibit A) must reasonably match both your invoice and year-end report. If you need to purchase or pay for something that was not on the original Spending Plan, you will need to first send in a revised plan (Exhibit A) signed by the sheriff or designee, and if approved by the State, proceed from there. Also, Minnesota statutes and rules require that you have a separate account for the state boat & water safety funds.

PERSONNEL – Personnel expenses (including salary, insurance, social security, retirement, worker's compensation, etc.) for persons who are actually engaged in boating and water safety duties. Records or logs of time spent on the program are necessary to support these expenses and should be retained not less than six years after the end of the grant agreement. All counties need to follow their own personnel policies on payroll for salary or overtime charged to this grant. If no written policy or procedure exists, you will then need to comply with the State of Minnesota policy on payroll and overtime.

SUPPLIES AND EXPENSES – This includes uniforms, fuel, oil, lubricants, repairs, rental costs (docks, buildings, office facilities, equipment, etc.), travel costs, training expenses and expendable supplies (fuel, rope, paint, printing, etc.). No cell phone charges will be allowed. All expenditures need to be verifiable as allowable expenditures under this grant. Items must be listed on Exhibit A (Spending Plan) of this grant and be descriptive in nature.

EQUIPMENT - Includes boats, motors, trailers, buoys, depth locators, radios, etc. Items which are also used for general duty may either be charged to the boat and water safety account according to a percentage of use, or by mile/hour. The county must either use: 1) established county mileage charge or 2) the current US Internal Revenue Service mileage rate. Mileage logs showing dates, odometer readings and assignment are necessary to support all vehicle use and should be retained not less than six years after the end of this grant agreement. The purchase of snowmobiles and ATVs with boat and water funds is not allowed.

Other proposed expenditures which do not fit in to one of these three categories must be cleared with Boat and Water Safety at the Minnesota Department of Natural Resources prior to expenditure.



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Vehicle Purchase

<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: Undersheriff John Drahota	Department: Sheriff's Office
---	--

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

Summary of Issue:
The Sheriff's Office is requesting the purchase of "3" 2015 Chevrolet Impala vehicles from Ranger GM of Hibbing MN for the price of \$20,730.20 each. Total cost would be \$62,190.60. Ranger GM was awarded the state bid.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
It is recommended that the low bid of \$20,730.20 be accepted and the vehicles be purchased from Ranger GM.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$ 62,190.60.80
 Is this budgeted? Yes No *Please Explain:*
 Sheriff Turner budgeted \$120,000.00 for vehicle replacement costs for 2015.

2015 Police Vehicle Quotes-Sedans

	Vehicle	Warranty	MPG	Vendor	Price
1	Chevrolet Impala	5 yr/100,000 Powertrain	30 Hwy/18 City	Ranger GM-Hibbing (State Bid)	\$20,730.20
2	Chevrolet Impala			Brandl Motors-Aitkin	Declined to place a bid
3	Ford Taurus (AWD)	5 yr/100,000 Powertrain	26 Hwy/18 City	Nelson Auto Center-Fergus Falls	\$23,855.00
4					
5					
6					
7					
8					
9					



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Consumption & Display Permit

<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>
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Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): N/A	Estimated Time Needed: N/A
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Summary of Issue:

Renewal of Consumption and Display Permit - Hidden Meadows Campground on Blind Lake

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve the following Renewal of Consumption & Display (Set Up) Permit:

Danny J. Volk, d/b/a Hidden Meadows Campground on Blind Lake – Unorg 48-27 Township

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:*

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



Board of County Commissioners Agenda Request

2K
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Prod

<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: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title): N/A		Estimated Time Needed: N/A
Summary of Issue: Applications for License to Sell Tobacco Products (attached)		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to approve Applications for License to Sell Tobacco Products		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Please Explain:		

Motion by Commissioner x, seconded by Commissioner x and carried, all members voting yes to approve the following **Applications for License to Sell Tobacco Products** for the period **ending March 31, 2016**:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 Cuddler Enterprises, Inc., d/b/a **Big Sand Bar** – Workman Township
- # 04 Zorbaz of Big Sandy Lake, Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township
- # 05 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 06 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 07 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 09 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 10 Harry's Midtown Liquor L.L.C., d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 11 K.L. Gulbraa, Inc., d/b/a **Hill City Liquor** – City of Hill City
- # 12 Holiday Station Stores, Inc. d/b/a **Holiday Station Stores, Inc.** – City of McGregor
- # 13 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 14 KRIM15, LLC, d/b/a **The Junction** – Hazelton Township
- # 15 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 16 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 17 James R. Miller, d/b/a **Mark's Bar** – City of McGregor
- # 18 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 19 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 20 Lori Michelle Olson, d/b/a **Olson's Mississippi Landing** – Ball Bluff Township
- # 21 Kulifaj Resorts, d/b/a **Red Door Resort** – Wealthwood Township
- # 22 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 23 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 24 Staceys Prairie River Retreat Inc., d/b/a **Staceys Prairie River Retreat** – Shamrock Township
- # 25 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 26 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 27 Mark Kenneth Ukura, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 29 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 30 Minnewawa Partners, LLC, d/b/a **Willey's Sport Shop** – Shamrock Township



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: LG214 Premises Permit - Minnewawa Sportsmen's Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title):		Estimated Time Needed: N/A
Summary of Issue: BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Minnewawa Sportsmen's Club, at Big Sandy Lodge & Resort – Shamrock Township. This establishment has an address of 20534 487th Street, McGregor, MN 55760.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the above resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

2M
 Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: LG220 Application for Exempt Permit- The Ruffed Grouse Society

<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><i>*provide copy of hearing notice that was published</i></small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: <div style="text-align: right;">Sally M. Huhta</div>		Department: <div style="text-align: right;">Auditor's</div>
Presenter (Name and Title):		Estimated Time Needed: <div style="text-align: right;">N/A</div>
Summary of Issue: <p>BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society / Aitkin Chapter, at the following location – The Landing, which has an address of 170 Southgate Drive, Aitkin, MN 56431 – Aitkin Township. (Note: Date of activity for Raffle – September 10, 2015)</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the above resolution.		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2N
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: LG220 Application for Exempt Permit - Wealthwood Rod and Gun Club

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sally M. Huhta		Department: Auditor's
Presenter (Name and Title):		Estimated Time Needed: N/A
Summary of Issue: BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420th Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – September 26, 2015)		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt the above resolution.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1	DEPT			Commissioners		
86222	Aitkin Independent Age 01-001-000-0000-6230		63.00	Synopsis 1/13	1479	Printing, Publishing & Adv
	01-001-000-0000-6230		63.00	Synopsis 1/27	1479	Printing, Publishing & Adv
86222	Aitkin Independent Age		126.00	2 Transactions		
6097	Verizon Wireless 01-001-000-0000-6250		31.08	Cell phone Charges	286287802	Telephone
	01-001-000-0000-6250		26.08	Monthly Mifi Charge	786663881	Telephone
	01-001-000-0000-6250		37.90	Monthly iPad Charge	786663881	Telephone
6097	Verizon Wireless		95.06	3 Transactions		
1	DEPT Total:		221.06	Commissioners	2 Vendors	5 Transactions
12	DEPT			Court Administration		
10185	Centurylink Communications Inc 01-012-000-0000-6250		18.31	LD Phone Q1	320146217	Telephone
10185	Centurylink Communications Inc		18.31	1 Transactions		
2650	Kingsley/Marlene E 01-012-000-0000-6252		40.00	Court visitor fees		Witnesses
	01-012-000-0000-6252		20.00	Mileage		Witnesses
2650	Kingsley/Marlene E		60.00	2 Transactions		
5176	Wetzel Law Firm 01-012-000-0000-6232		1,560.00	Attorney Services 01PX-99-99	2014-0573	Attorney Services
	01-012-000-0000-6232		95.20	Costs 01PX-99-99	2014-0573	Attorney Services
5176	Wetzel Law Firm		1,655.20	2 Transactions		
12	DEPT Total:		1,733.51	Court Administration	3 Vendors	5 Transactions
40	DEPT			Auditor		
86222	Aitkin Independent Age 01-040-000-0000-6230		148.50	2015 Summary budget report	1014	Printing, Publishing & Adv
	01-040-000-0000-6230		51.24	Test election equip ad	1014	Printing, Publishing & Adv
	01-040-000-0000-6405		33.00	1 year subscription	1014	Office & Computer Supplies
	01-040-021-0000-6230		32.00	License Ctr/Serv Dir	1014	Printing, Publishing & Adv
	01-040-021-0000-6230		287.00	Resource Directory	1496	Printing, Publishing & Adv

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
86222	Aitkin Independent Age		551.74		5 Transactions	
783	Canon Financial Services, Inc 01-040-000-0000-6231		220.24	Contract Charge-026	14710109	Services, Labor, Contracts
783	Canon Financial Services, Inc		220.24		1 Transactions	
10185	Centurylink Communications Inc 01-040-000-0000-6250		9.60	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		9.60		1 Transactions	
2214	Holder/Maryann 01-040-021-0000-6301		750.00	Rent for license center	April 2015	Rentals
2214	Holder/Maryann		750.00		1 Transactions	
86235	The Office Shop Inc 01-040-021-0000-6405		7.65	Adding machine tape	277353-0	Office & Computer Supplies
	01-040-021-0000-6405		187.78	Toner	978705-0	Office & Computer Supplies
	01-040-000-0000-6405		286.19	Toner for ImageClass Printer	979203-0	Office & Computer Supplies
86235	The Office Shop Inc		481.62		3 Transactions	
40	DEPT Total:		2,013.20	Auditor	5 Vendors	11 Transactions
42	DEPT			Treasurer		
86222	Aitkin Independent Age 01-042-000-0000-6405		33.00	Subscription to Age	1622	Office & Computer Supplies
86222	Aitkin Independent Age		33.00		1 Transactions	
10185	Centurylink Communications Inc 01-042-000-0000-6250		3.91	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		3.91		1 Transactions	
11406	Innovative Office Solutions 01-042-000-0000-6405		5.23	Ribbon & clips	01QW0313	Office & Computer Supplies
	01-042-000-0000-6405		2.34-	Broken ribbon credit	01QW0612	Office & Computer Supplies
	01-042-000-0000-6405		2.34	Ribbon	01QW1136	Office & Computer Supplies
11406	Innovative Office Solutions		5.23		3 Transactions	
5892	McGregor Printing & Graphics, Inc 01-042-000-0000-6405		1,062.50	Envelopes	17237	Office & Computer Supplies

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
5892	McGregor Printing & Graphics, Inc		1,062.50	1 Transactions		
10689	Roden/Becky 01-042-000-0000-6330		50.35	User meeting Grand Rapids	106@.475	Transportation & Travel
10689	Roden/Becky		50.35	1 Transactions		
86235	The Office Shop Inc 01-042-000-0000-6405		27.30	Address stamp	277481-0	Office & Computer Supplies
86235	The Office Shop Inc		27.30	1 Transactions		
42	DEPT Total:		1,182.29	Treasurer	6 Vendors	8 Transactions
43	DEPT			Assessor		
783	Canon Financial Services, Inc 01-043-000-0000-6231		171.11	Copier contract 021	14677585	Services, Labor, Contracts
	01-043-000-0000-6231		12.00	Print kit 024	14677587	Services, Labor, Contracts
783	Canon Financial Services, Inc		183.11	2 Transactions		
10185	Centurylink Communications Inc 01-043-000-0000-6250		5.64	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		5.64	1 Transactions		
1570	Freedom Valu Centers, Inc 01-043-000-0000-6511		241.80	February fuel	011347	Gas And Oil
1570	Freedom Valu Centers, Inc		241.80	1 Transactions		
6097	Verizon Wireless 01-043-000-0000-6250		76.27	Monthly cell phone	68069088200001	Telephone
6097	Verizon Wireless		76.27	1 Transactions		
43	DEPT Total:		506.82	Assessor	4 Vendors	5 Transactions
44	DEPT			Central Services		
10185	Centurylink Communications Inc 01-044-000-0000-6250		1.98	LD Phone	320146217	Telephone
	01-044-000-0000-6250		0.97	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc		2.95	2 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
9671	Pitney Bowes 01-044-048-0000-6301		565.56	Rental charges	8410541-MR15	Postage Rentals
9671	Pitney Bowes		565.56	1 Transactions		
9261	RTVision, Inc. 01-044-000-0000-6231		2,027.50	eTime support/maint 05/01/2015 05/01/2016	11957	Services, Labor, Contracts
9261	RTVision, Inc.		2,027.50	1 Transactions		
13243	Shred-N-Go, Inc 01-044-000-0000-6231		98.80	494 Purge service	44090	Services, Labor, Contracts
13243	Shred-N-Go, Inc		98.80	1 Transactions		
44	DEPT Total:		2,694.81	Central Services	4 Vendors	5 Transactions
45	DEPT			Motor Pool		
6128	Tire Barn 01-045-000-0000-6302		66.48	Oil change, tires, #3	30466	Car Maintenance
6128	Tire Barn		66.48	1 Transactions		
45	DEPT Total:		66.48	Motor Pool	1 Vendors	1 Transactions
49	DEPT			Information Technologies		
10185	Centurylink Communications Inc 01-049-000-0000-6250		3.81	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		3.81	1 Transactions		
11406	Innovative Office Solutions 01-049-000-0000-6405		20.61	Office supplies	01QW0321	Office Supplies (Non Computer)
11406	Innovative Office Solutions		20.61	1 Transactions		
6097	Verizon Wireless 01-049-000-0000-6231		26.02	Renewal	38669511000002	Programming, Services, Contracts
6097	Verizon Wireless		26.02	1 Transactions		
49	DEPT Total:		50.44	Information Technologies	3 Vendors	3 Transactions
52	DEPT			Administration/Personnel Dept		

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
13477	Berlinquette/Lee 01-052-000-0000-6208		1,000.00	compassion fatigue training	1/28/15	Training/Education
13477	Berlinquette/Lee		1,000.00	1 Transactions		
10185	Centurylink Communications Inc 01-052-000-0000-6250		17.54	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		17.54	1 Transactions		
12048	McDowell Agency, Inc./The 01-052-000-0000-6234		59.00	Background-S Johnson	61451	Background Check Fee
12048	McDowell Agency, Inc./The		59.00	1 Transactions		
13412	Pemberton, Sorlie, Rufer & Kershner PLLC 01-052-000-0000-6232		199.50	1.9 hours @ \$105.00 02/02/2015	02/27/2015 20146317-000M	Attorney Services
	01-052-000-0000-6232		799.00	4.7 hours @ \$170.00 02/02/2015	02/27/2015 20146317-000M	Attorney Services
13412	Pemberton, Sorlie, Rufer & Kershner PLLC		998.50	2 Transactions		
6097	Verizon Wireless 01-052-000-0000-6250		26.02	monthly Mifi Charge	786663881	Telephone
6097	Verizon Wireless		26.02	1 Transactions		
52	DEPT Total:		2,101.06	Administration/Personnel Dept	5 Vendors	6 Transactions
60	DEPT			Elections		
1601	Election Systems & Software Inc 01-060-000-0000-6406		1,056.60	ISD#1 Referendum coding	922370	Ballots & Programming
1601	Election Systems & Software Inc		1,056.60	1 Transactions		
60	DEPT Total:		1,056.60	Elections	1 Vendors	1 Transactions
90	DEPT			Attorney		
86222	Aitkin Independent Age 01-090-000-0000-6406		66.00	1 year Age Subscription	1624	Law Publ. & Subscriptions
86222	Aitkin Independent Age		66.00	1 Transactions		
783	Canon Financial Services, Inc					

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
	01-090-000-0000-6625		355.45	Contract Charges-028	14725073	Office Equipment
783	Canon Financial Services, Inc		355.45	1 Transactions		
10185	Centurylink Communications Inc					
	01-090-000-0000-6250		13.46	LD Phone	320146217	Telephone
	01-090-000-0000-6250		1.44	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc		14.90	2 Transactions		
3273	Mn Co Attorneys Assn					
	01-090-000-0000-6406		48.00	County Attorney directory	18175290	Law Publ. & Subscriptions
3273	Mn Co Attorneys Assn		48.00	1 Transactions		
9489	Redwood Toxicology Laboratory, Inc					
	01-090-000-0000-6213		18.63	UA Reimbursement	122891	Drug & Forfeiture Ms387.213
9489	Redwood Toxicology Laboratory, Inc		18.63	1 Transactions		
86235	The Office Shop Inc					
	01-090-000-0000-6405		117.14	Pens, envelopes	978630-0	Office & Computer Supplies
86235	The Office Shop Inc		117.14	1 Transactions		
5173	West Payment Center					
	01-090-000-0000-6406		1,102.96	February charges	831363634	Law Publ. & Subscriptions
	01-090-000-0000-6406		315.25	law books	831462596	Law Publ. & Subscriptions
5173	West Payment Center		1,418.21	2 Transactions		
90	DEPT Total:		2,038.33	Attorney	7 Vendors	9 Transactions
100	DEPT			Recorder		
10185	Centurylink Communications Inc					
	01-100-000-0000-6250		14.70	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		14.70	1 Transactions		
3951	Pro West & Associates, Inc					
	01-100-195-0000-6231		200.00	ArcGis tech support	15030605	Services, Labor, Contracts
				01/01/2015 02/28/2015		
3951	Pro West & Associates, Inc		200.00	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
100 DEPT Total:		214.70	Recorder	2 Vendors 2 Transactions
110 DEPT			Courthouse Maintenance	
86022 Aitkin Co Health & Human Service 01-110-000-0000-6272		165.00	Maint vaccine	Physical Examinations
86022 Aitkin Co Health & Human Service		165.00		1 Transactions
8239 Ameripride Linen & Apparel Services 01-110-000-0000-6422		45.93	tissue,towels,soap,mop	2200625913 Janitorial Supplies
8239 Ameripride Linen & Apparel Services		45.93		1 Transactions
12106 Antoine Electric 01-110-000-0000-6231		408.00	Change troffers Court Admin	13785 Services, Labor, Contracts
01-110-000-0000-6231		86.69	Battery in emergency light	13790 Services, Labor, Contracts
12106 Antoine Electric		494.69		2 Transactions
10185 Centurylink Communications Inc 01-110-000-0000-6250		3.46	LD Phone	320146217 Phone
10185 Centurylink Communications Inc		3.46		1 Transactions
88628 Dalco 01-110-000-0000-6422		189.95	Tissue, towels	2857268 Janitorial Supplies
88628 Dalco		189.95		1 Transactions
1491 Dutch's Electric, Inc 01-110-000-0000-6231		250.38	Voting booth recepticle	22999 Services, Labor, Contracts
1491 Dutch's Electric, Inc		250.38		1 Transactions
1570 Freedom Valu Centers, Inc 01-110-000-0000-6511		39.55	Gas	20559 Gas And Oil
1570 Freedom Valu Centers, Inc		39.55		1 Transactions
1754 Garrison Disposal Company, Inc 01-110-000-0000-6255		575.28	Waste removal services	8196438 Garbage
1754 Garrison Disposal Company, Inc		575.28		1 Transactions
1880 Gravelle Plumbing & Heating, Inc 01-110-000-0000-6422		19.00	Clen-air (2)	68688 Janitorial Supplies

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
1880	Gravelle Plumbing & Heating, Inc		19.00		1 Transactions	
2340	Hyytinen Hardware Hank					
	01-110-000-0000-6422		15.97	Duct tape, concrete	1238571	Janitorial Supplies
	01-110-000-0000-6422		74.97	Waterwick filters	1239357	Janitorial Supplies
	01-110-000-0000-6422		9.98	Snowbrushes	1240095	Janitorial Supplies
	01-110-000-0000-6590		6.99	Hinges	1240136	Repair & Maintenance
	01-110-000-0000-6422		7.19	Spackling paste	1240287	Janitorial Supplies
	01-110-000-0000-6422		38.96	Fuses, grounding plugs	1240524	Janitorial Supplies
2340	Hyytinen Hardware Hank		154.06		6 Transactions	
89765	Minnesota Elevator, Inc					
	01-110-000-0000-6231		160.63	March Monthly service	616047	Services, Labor, Contracts
89765	Minnesota Elevator, Inc		160.63		1 Transactions	
9692	Minnesota Energy Resources Corporation					
	01-110-000-0000-6254		2,311.43	GAS-Courthouse	4323328-7	Utilities & Heating
9692	Minnesota Energy Resources Corporation		2,311.43		1 Transactions	
86235	The Office Shop Inc					
	01-110-000-0000-6422		57.98	Wall clocks	978791-0	Janitorial Supplies
	01-110-000-0000-6422		32.49	wall clock	979055-0	Janitorial Supplies
86235	The Office Shop Inc		90.47		2 Transactions	
6097	Verizon Wireless					
	01-110-000-0000-6250		31.08	Cell phone Charges	286287802	Phone
6097	Verizon Wireless		31.08		1 Transactions	
110	DEPT Total:		4,530.91	Courthouse Maintenance	14 Vendors	21 Transactions
120	DEPT			Service Officer		
86222	Aitkin Independent Age					
	01-120-000-0000-6230		124.00	Senior Ad	1783	Printing, Publishing & Adv
86222	Aitkin Independent Age		124.00		1 Transactions	
12445	BrandI Chevrolet, Buick GMC					
	01-120-000-0000-6302		225.90	rear pads & rotors on vet van	213263	Car Maintenance
12445	BrandI Chevrolet, Buick GMC		225.90		1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
10185	Centurylink Communications Inc 01-120-000-0000-6250		22.13	LD Phone	320146217	Telephone
	01-120-000-0000-6250		2.99	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc		25.12	2 Transactions		
120	DEPT Total:		375.02	Service Officer	3 Vendors	4 Transactions
122	DEPT			Planning & Zoning		
86222	Aitkin Independent Age 01-122-000-0000-6230		29.25	Notice of hearing Planning Com	1482	Printing, Publishing & Adv
	01-122-000-0000-6230		33.75	Notice of hearing BOA	1482	Printing, Publishing & Adv
	01-122-000-0000-6230		72.00	Notice of hearing Planning Com	1482	Printing, Publishing & Adv
86222	Aitkin Independent Age		135.00	3 Transactions		
10185	Centurylink Communications Inc 01-122-000-0000-6250		15.79	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		15.79	1 Transactions		
4641	Holiday Credit Office 01-122-000-0000-6511		20.91	Feb Fuel	1400000135321	Gas And Oil
4641	Holiday Credit Office		20.91	1 Transactions		
3951	Pro West & Associates, Inc 01-122-000-0000-6231		100.00	create septic reports 01/01/2015 02/28/2015	15030605	Services, Labor, Contracts, Programming
3951	Pro West & Associates, Inc		100.00	1 Transactions		
122	DEPT Total:		271.70	Planning & Zoning	4 Vendors	6 Transactions
123	DEPT			Coroner		
3987	Ramsey County Medical Examiner 01-123-000-0000-6260		1,400.00		ME 15-0216	Autopsies--Pathologist, Xrays, Etc
3987	Ramsey County Medical Examiner		1,400.00	1 Transactions		
4192	Regions Hospital 01-123-000-0000-6260		257.00		ME 15-0216	Autopsies--Pathologist, Xrays, Etc
4192	Regions Hospital		257.00	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
123	DEPT Total:			1,657.00	Coroner	2 Vendors	2 Transactions
200	DEPT				Enforcement		
5322	A & M AUTO OF MCGREGOR 01-200-000-0000-6302			50.36	Oil change #210	043966	Car Maintenance
5322	A & M AUTO OF MCGREGOR			50.36		1 Transactions	
11960	ASAP Towing 01-200-000-0000-6359			156.25	Tow snowmobile 15-0844	3206	Wrecker Service
11960	ASAP Towing			156.25		1 Transactions	
86467	Auto Value Aitkin 01-200-000-0000-6302			55.96	Spare headlight bulb	40061157	Car Maintenance
86467	Auto Value Aitkin			55.96		1 Transactions	
12445	Brandl Chevrolet, Buick GMC 01-200-000-0000-6302			142.14	Oil change, tires 222	212840	Car Maintenance
12445	Brandl Chevrolet, Buick GMC			142.14		1 Transactions	
13325	Bruggman/Paul 01-200-040-0000-6304			10.00	Jan phone expense		TZD Grant Expenses
	01-200-040-0000-6304			720.00	hours worked January	22.5@32	TZD Grant Expenses
13325	Bruggman/Paul			730.00		2 Transactions	
5398	CDW Government, Inc 01-200-000-0000-6625			232.79	Monitor for deputies	Ss32914	Office Equipment
5398	CDW Government, Inc			232.79		1 Transactions	
10185	Centurylink Communications Inc 01-200-000-0000-6250			49.20	LD Phone-PROBATION	320146217	Telephone
	01-200-000-0000-6250			64.99	LD Phone	320146217	Telephone
	01-200-000-0000-6250			8.46	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc			122.65		3 Transactions	
1570	Freedom Valu Centers, Inc 01-200-000-0000-6330			5.84	Gas	9334	Transportation & Travel & Parking
1570	Freedom Valu Centers, Inc			5.84		1 Transactions	
4641	Holiday Credit Office						

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4641	Holiday Credit Office 01-200-000-0000-6511		175.74	gas	1400000288942	Gas And Oil
			175.74	1 Transactions		
6121	Identisys 01-200-039-0000-6425		240.90	Gun permit cards, ribbon	245948	Gun Permit Expenses
6121	Identisys		240.90	1 Transactions		
11406	Innovative Office Solutions 01-200-000-0000-6405		55.13	Office Supplies	01QV9372	Office Supplies
	01-200-000-0000-6405		1.26	Office Supplies	01QV9373	Office Supplies
11406	Innovative Office Solutions		56.39	2 Transactions		
10567	Lake Country Auto Center Of Aitkin 01-200-000-0000-6302		35.32	Oil change #220	19718	Car Maintenance
10567	Lake Country Auto Center Of Aitkin		35.32	1 Transactions		
252	Lynn Peavey Company 01-200-000-0000-6405		43.65	evidence gathering supplies	300209	Office Supplies
252	Lynn Peavey Company		43.65	1 Transactions		
3100	McGregor Oil 01-200-000-0000-6511		27.31	gas #220	AITKINSH	Gas And Oil
3100	McGregor Oil		27.31	1 Transactions		
3255	Mn Counties Intergovernmental Trust 01-200-000-0000-6352		2,500.00	Deductible (Traub)	13PE0353	Insurance
3255	Mn Counties Intergovernmental Trust		2,500.00	1 Transactions		
4010	Rasley Oil Company 01-200-000-0000-6511		112.25	Gas	AITCOSHERS	Gas And Oil
4010	Rasley Oil Company		112.25	1 Transactions		
84172	Riverwood Healthcare Center 01-200-000-0000-6231		790.50	Selman, J.	V7367170	Services & Labor (Incl Contracts)
	01-200-000-0000-6231		37.40	Smith, J.	V7408990	Services & Labor (Incl Contracts)
84172	Riverwood Healthcare Center		827.90	2 Transactions		
6097	Verizon Wireless 01-200-000-0000-6250		329.05	Cellular Squad Connections	786663881	Telephone

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
6097 Verizon Wireless		329.05	02/05/2015 03/04/2015 1 Transactions	
200 DEPT Total:		5,844.50	Enforcement	18 Vendors 23 Transactions
202 DEPT			Boat & Water	
86222 Aitkin Independent Age 01-202-000-0000-6230		260.54	Boat & water patrol	1483 Printing, Publishing & Adv
86222 Aitkin Independent Age		260.54	1 Transactions	
202 DEPT Total:		260.54	Boat & Water	1 Vendors 1 Transactions
252 DEPT			Corrections	
86022 Aitkin Co Health & Human Service 01-252-000-0000-6272		165.00	Sheriff's dept vaccine	Physical Examinations
01-252-000-0000-6272		165.00	Sheriff's dept vaccine	Physical Examinations
86022 Aitkin Co Health & Human Service		330.00	2 Transactions	
116 Aitkin Feed & Farm Supply Inc 01-252-000-0000-6590		293.51	softener pellets	98554 Repair & Maintenance Supplies
116 Aitkin Feed & Farm Supply Inc		293.51	1 Transactions	
86222 Aitkin Independent Age 01-252-000-0000-6405		65.90	Notary stamp - Sinell, Beneke	1088 Office & Computer Supplies
86222 Aitkin Independent Age		65.90	1 Transactions	
5658 Amerigas 01-252-000-0000-6254		35.09	propane	802208346 Utilities & Heating
5658 Amerigas		35.09	1 Transactions	
12106 Antoine Electric 01-252-000-0000-6590		76.00	Repair fire alarm wiring	13789 Repair & Maintenance Supplies
12106 Antoine Electric		76.00	1 Transactions	
456 Bob Barker Company, Inc. 01-252-000-0000-6424		150.03	Inmate supplies	WEB000360576 Inmate Supplies
456 Bob Barker Company, Inc.		150.03	1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
10185	Centurylink Communications Inc 01-252-000-0000-6250		90.63	LD Phone	320146217	Telephone
	01-252-000-0000-6250		8.46	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc		99.09	2 Transactions		
88628	Dalco 01-252-000-0000-6422		28.30	Paper products	2857217	Janitorial Supplies
	01-252-000-0000-6422		469.88	Paper products	2857267	Janitorial Supplies
88628	Dalco		498.18	2 Transactions		
1491	Dutch's Electric, Inc 01-252-000-0000-6590		102.00	Kitchen heater	22971	Repair & Maintenance Supplies
	01-252-000-0000-6590		170.00	Solenoid on kitchen heater	22998	Repair & Maintenance Supplies
1491	Dutch's Electric, Inc		272.00	2 Transactions		
11715	Granite Electronics 01-252-000-0000-6231		60.00	renew FCC license WQF590	456924	Services & Labor (Incl Contracts)
11715	Granite Electronics		60.00	1 Transactions		
2186	Hillyard Inc - Kansas City 01-252-000-0000-6422		594.01	janitorial	601528111	Janitorial Supplies
2186	Hillyard Inc - Kansas City		594.01	1 Transactions		
7525	Hometown Bldg Supply 01-252-000-0000-6590		90.65	Ceiling grid for STS locker rm	62024	Repair & Maintenance Supplies
7525	Hometown Bldg Supply		90.65	1 Transactions		
11406	Innovative Office Solutions 01-252-000-0000-6405		55.13	Office Supplies	01QV9372	Office & Computer Supplies
	01-252-000-0000-6405		1.25	Office Supplies	01QV9373	Office & Computer Supplies
11406	Innovative Office Solutions		56.38	2 Transactions		
13130	Johnson/Brandon M. 01-252-000-0000-5541		15.00	rev recapture pay to stay erro 03/11/2015 03/11/2015	state fee	Pay To Stay Incounty Boarding Mn641.12
	01-252-000-0000-5541		15.00	rev recapture pay to stay erro 03/11/2015 03/11/2015	state fee	Pay To Stay Incounty Boarding Mn641.12
	01-252-000-0000-5541		1,723.00	rev recapture pay to stay erro 03/11/2015 03/11/2015	wrong SS#	Pay To Stay Incounty Boarding Mn641.12

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
	01-252-000-0000-5541		508.00	rev recapture pay to stay erro 03/11/2015 03/11/2015	wrong SS#	Pay To Stay Incounty Boarding Mn641.12
13130	Johnson/Brandon M.		2,261.00		4 Transactions	
5503	Keefe Supply Company 01-252-252-0000-6405		204.00	Commissary supplies	524003	Prisoner Welfare
5503	Keefe Supply Company		204.00		1 Transactions	
2928	Lundberg Plumbing & Heating, Inc 01-252-000-0000-6590		395.91	Valve, coupling, copper	13530	Repair & Maintenance Supplies
2928	Lundberg Plumbing & Heating, Inc		395.91		1 Transactions	
3160	Mille Lacs Energy Coop-Albert Lea 01-252-000-0000-6254		281.47	Shelter/Tower	34-54-015-01	Utilities & Heating
3160	Mille Lacs Energy Coop-Albert Lea		281.47		1 Transactions	
89765	Minnesota Elevator, Inc 01-252-000-0000-6231		160.63	Monthly service billing	615730	Services & Labor (Incl Contracts)
89765	Minnesota Elevator, Inc		160.63		1 Transactions	
9692	Minnesota Energy Resources Corporation 01-252-000-0000-6254		205.82	GAS-STG	4058862-6	Utilities & Heating
	01-252-000-0000-6254		782.92	GAS-JAIL	4244670-8	Utilities & Heating
	01-252-000-0000-6254		2,443.65	GAS-JAIL	4334475-3	Utilities & Heating
9692	Minnesota Energy Resources Corporation		3,432.39		3 Transactions	
11120	Nardini Fire Equipment Co.,Inc 01-252-000-0000-6231		948.80	replace NAC jail power supply	472723	Services & Labor (Incl Contracts)
	01-252-000-0000-6231		220.00	svc smoke detector rm 120 exha	472765	Services & Labor (Incl Contracts)
11120	Nardini Fire Equipment Co.,Inc		1,168.80		2 Transactions	
3638	Northern Air Plumbing & Heating, Inc 01-252-000-0000-6590		133.00	New sealant on cell lavatory	21623	Repair & Maintenance Supplies
3638	Northern Air Plumbing & Heating, Inc		133.00		1 Transactions	
3789	Pan-O-Gold Baking Company 01-252-000-0000-6418		222.07	Groceries	010024506418	Groceries
	01-252-000-0000-6418		173.74	groceries	010024507122	Groceries

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
3789 Pan-O-Gold Baking Company		395.81	2 Transactions	
11947 Phoenix Supply				
01-252-000-0000-6424		20.85	deoderant	6409 Inmate Supplies
01-252-000-0000-6424		81.82	shave cream	6410 Inmate Supplies
11947 Phoenix Supply		102.67	2 Transactions	
11538 RCB Collections Range Credit Bureau Inc				
01-252-000-0000-6231		45.39	credit reports-employment	3/13/15 Services & Labor (Incl Contracts)
11538 RCB Collections Range Credit Bureau Inc		45.39	1 Transactions	
9499 Reliance Telephone Systems, Inc				
01-252-252-0000-6406		1,500.00	Phone cards	D-14617 Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		1,500.00	1 Transactions	
4070 Riley Auto Supply				
01-252-000-0000-6590		182.32	Belts for air handling system	558933 Repair & Maintenance Supplies
4070 Riley Auto Supply		182.32	1 Transactions	
5774 Riverwood Healthcare Clinic				
01-252-000-0000-6272		165.00	Pre-employment physical-Mate	Mar15 Physical Examinations
5774 Riverwood Healthcare Clinic		165.00	1 Transactions	
4761 Sysco Minnesota Inc				
01-252-000-0000-6420		15.35	Labels	502261400 Kitchen Supplies
01-252-000-0000-6418		3,179.73	Groceries	503050734 Groceries
01-252-000-0000-6418		3,821.16	Groceries	503120184 Groceries
01-252-000-0000-6420		18.55	Supplies	503121450 Kitchen Supplies
4761 Sysco Minnesota Inc		7,034.79	4 Transactions	
6097 Verizon Wireless				
01-252-000-0000-6250		26.02	Scollard Cell	786663881 Telephone
			02/05/2015	03/04/2015
6097 Verizon Wireless		26.02	1 Transactions	
11160 Verizon Wireless				
01-252-000-0000-6231		3,283.61	Jan-Nov 2014	INV8406188 Services & Labor (Incl Contracts)
11160 Verizon Wireless		3,283.61	1 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
5295	Ziegler Inc 01-252-000-0000-6231		424.68	generator locked out overcrank	SW050233131	Services & Labor (Incl Contracts)
5295	Ziegler Inc		424.68	1 Transactions		
252	DEPT Total:		23,818.33	Corrections	31 Vendors	47 Transactions
253	DEPT			Aitkin Co Community Corrections		
88879	Central Mn Community Corrections-DT 01-253-000-0000-6823		12,499.08	Monthly appropriation	April	County Allocation
88879	Central Mn Community Corrections-DT		12,499.08	1 Transactions		
10185	Centurylink Communications Inc 01-253-000-0000-6250		2.82	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		2.82	1 Transactions		
12927	Midwest Machinery Co. 01-253-000-0000-6405		80.00	Chainsaw chain	1011174	Operating Supplies
12927	Midwest Machinery Co.		80.00	1 Transactions		
4010	Rasley Oil Company 01-253-000-0000-6511		244.51	Gas	AITCOSHERS	Gas And Oil
4010	Rasley Oil Company		244.51	1 Transactions		
253	DEPT Total:		12,826.41	Aitkin Co Community Corrections	4 Vendors	4 Transactions
254	DEPT			Enhanced 911 System		
8694	Department of Transportation 01-254-000-0000-6231		10,201.00	2015 ARMER Motorola SUA II	264672	Services, Labor, Contracts
8694	Department of Transportation		10,201.00	1 Transactions		
254	DEPT Total:		10,201.00	Enhanced 911 System	1 Vendors	1 Transactions
255	DEPT			General Crime Victim Grant		
10185	Centurylink Communications Inc 01-255-000-0000-6250		0.45	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		0.45	1 Transactions		

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
255	DEPT Total:			0.45	General Crime Victim Grant	1 Vendors	1 Transactions
257	DEPT				Sobriety Court		
86235	The Office Shop Inc 01-257-022-0000-6406			139.90	Daily Journal	978511-0	Sobriety Crt Expenses
86235	The Office Shop Inc			139.90		1 Transactions	
257	DEPT Total:			139.90	Sobriety Court	1 Vendors	1 Transactions
280	DEPT				Emergency Management		
10185	Centurylink Communications Inc 01-280-000-0000-6250			1.48	Toll Free Phone	320295974	Telephone
10185	Centurylink Communications Inc			1.48		1 Transactions	
280	DEPT Total:			1.48	Emergency Management	1 Vendors	1 Transactions
390	DEPT				Environmental Health (FBL)		
86222	Aitkin Independent Age 01-390-000-0000-6230			137.58	Zoning intern	1483	Printing, Publishing & Adv
86222	Aitkin Independent Age			137.58		1 Transactions	
10185	Centurylink Communications Inc 01-390-000-0000-6250			3.61	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc			3.61		1 Transactions	
4641	Holiday Credit Office 01-390-000-0000-6511			30.92	Feb Fuel	1400000135321	Gas And Oil
4641	Holiday Credit Office			30.92		1 Transactions	
390	DEPT Total:			172.11	Environmental Health (FBL)	3 Vendors	3 Transactions
391	DEPT				Solid Waste		
22	Aitkin Area Chamber of Commerce 01-391-000-0000-6231			195.00	Booth at Commerce Show	427	Services, Labor, & Minor Contracts
22	Aitkin Area Chamber of Commerce			195.00		1 Transactions	
10185	Centurylink Communications Inc 01-391-000-0000-6250			6.04	LD Phone	320146217	Telephone

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
10185	Centurylink Communications Inc		6.04		1 Transactions	
4641	Holiday Credit Office 01-391-000-0000-6511		48.00	Feb Fuel	1400000135321	Gas And Oil
4641	Holiday Credit Office		48.00		1 Transactions	
12488	Polk County Solid Waste 01-391-000-0000-6231		235.33	Burn pharmaceutical	35-7222	Services, Labor, & Minor Contracts
12488	Polk County Solid Waste		235.33		1 Transactions	
391	DEPT Total:		484.37	Solid Waste	4 Vendors	4 Transactions
500	DEPT			Library And Historical Society		
11040	Raisanen/James E 01-500-500-0000-6350		35.00	ECRL Library Cambridge	12/15/14	Library Per Diem
	01-500-500-0000-6350		35.00	ECRL Library Cambridge	12/17/14	Library Per Diem
	01-500-500-0000-6350		35.00	ECRL Library	2/9/15	Library Per Diem
	01-500-500-0000-6350		35.00	ECRL Library Cambridge	3/6/15	Library Per Diem
	01-500-500-0000-6350		35.00	ECRL Library	3/9/15	Library Per Diem
11040	Raisanen/James E		175.00		5 Transactions	
500	DEPT Total:		175.00	Library And Historical Society	1 Vendors	5 Transactions
601	DEPT			Extension		
10185	Centurylink Communications Inc 01-601-000-0000-6250		0.40	LD PHONE	320146217	Telephone
10185	Centurylink Communications Inc		0.40		1 Transactions	
601	DEPT Total:		0.40	Extension	1 Vendors	1 Transactions
711	DEPT			Economic Development		
10185	Centurylink Communications Inc 01-711-000-0000-6250		1.98	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		1.98		1 Transactions	
711	DEPT Total:		1.98	Economic Development	1 Vendors	1 Transactions

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Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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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>
1 Fund Total:		74,640.40	General Fund		187 Transactions

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 3 Road & Bridge

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
0	DEPT			Undesignated		
13474	Haller/James 03-000-000-0000-5857		500.00	CULVERT DEPOSIT REFUND 031615		Culverts
13474	Haller/James		500.00	1 Transactions		
0	DEPT Total:		500.00	Undesignated	1 Vendors	1 Transactions
301	DEPT			R&B Administration		
86222	Aitkin Independent Age 03-301-000-0000-6241		103.50	2015 CAL CHLORIDE AD 031115	1480	Fees/Prof/Misc
	03-301-000-0000-6400		33.00	SUBSCRIPTION 022815	1480	Supplies And Materials
	03-301-000-0000-6241		230.54	Engineering Tech	1483	Fees/Prof/Misc
86222	Aitkin Independent Age		367.04	3 Transactions		
10185	Centurylink Communications Inc 03-301-000-0000-6250		28.36	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		28.36	1 Transactions		
11411	Charter Comunciations 03-301-000-0000-6250		140.25	PHONE: HWY OFFICE 020915		Telephone
11411	Charter Comunciations		140.25	1 Transactions		
10855	Culligan 03-301-000-0000-6400		41.40	WATER 031615	6 BOTTLES	Supplies And Materials
10855	Culligan		41.40	1 Transactions		
9671	Pitney Bowes 03-301-000-0000-6205		60.00	LEASING 031315	2351056-MR15	Postage
9671	Pitney Bowes		60.00	1 Transactions		
3963	Quale/Michael J 03-301-000-0000-6296		86.93	MILEAGE-CONC. PLANT MON 030915		Meeting Expense/Physicals
3963	Quale/Michael J		86.93	1 Transactions		
13037	Reserve Account 03-301-000-0000-6205		500.00	POSTAGE 031715	49775505	Postage
13037	Reserve Account		500.00	1 Transactions		
10431	Verizon Business					

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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
	03-301-000-0000-6250		HWY OFFICE 030115	4227948181502	Telephone
10431	Verizon Business	19.82			
		19.82	1 Transactions		
6097	Verizon Wireless				
	03-301-000-0000-6250	269.55	DEPT CELL PHONES 030115	9741535138	Telephone
6097	Verizon Wireless	269.55			
			1 Transactions		
301	DEPT Total:	1,513.35	R&B Administration	9 Vendors	11 Transactions
302	DEPT		R&B Engineering/Construction		
505	Ben Meadows Co Inc				
	03-302-000-0000-6449	130.46	HANGING DIGI SCALE 030615	1020524199	Rd/Br Engr. Supplies
505	Ben Meadows Co Inc	130.46			
			1 Transactions		
12496	Cervantez/Eric				
	03-302-000-0000-6296	135.85	MILEAGE 031915		Meeting Expense/Physicals
	03-302-000-0000-6296	39.92	MEALS 031915		Meeting Expense/Physicals
	03-302-000-0000-6296	306.09	HOTEL ROOM 031915	82435718	Meeting Expense/Physicals
12496	Cervantez/Eric	481.86			
			3 Transactions		
11562	National Assoc.Of County Engineers				
	03-302-000-0000-6296	625.00	NATL CONF-J WELLE APR 1 031615		Meeting Expense/Physicals
11562	National Assoc.Of County Engineers	625.00			
			1 Transactions		
302	DEPT Total:	1,237.32	R&B Engineering/Construction	3 Vendors	5 Transactions
303	DEPT		R&B Highway Maintenance		
8411	American Welding & Gas, Inc.				
	03-303-000-0000-6523	24.80	CUTTING TIP 030615	0-3155027	Misc Bldg & Shop Supplies
	03-303-000-0000-6523	143.84	AITKIN SHOP SUPPLIES 031015	0-3156706	Misc Bldg & Shop Supplies
8411	American Welding & Gas, Inc.	168.64			
			2 Transactions		
12106	Antoine Electric				
	03-303-000-0000-6298	324.91	ADD CIRCUIT/MOVE FIXTUR 030515	13788	Shop Maintenance
12106	Antoine Electric	324.91			
			1 Transactions		
8693	ASV, LLC				
	03-303-000-0000-6590	325.02	FILTERS 031115	41152	Repair & Maintenance Supplies

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No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
8693 ASV, LLC		325.02	1 Transactions	
8544 Brock White Construction Materials				
03-303-000-0000-6521		1,459.17	ROAD REPAIR SUPPLIES 031715	12518399-00 Maintenance Supplies
03-303-000-0000-6521		486.39	ROAD REPAIR SUPPLIES 031715	12518399-00 Maintenance Supplies
8544 Brock White Construction Materials		1,945.56	2 Transactions	
8265 Centurylink				
03-303-000-0000-6250		45.71	PHONE: HILL CITY 022615	Telephone
8265 Centurylink		45.71	1 Transactions	
8618 Compass Minerals America				
03-303-000-0000-6518		11,463.70	DE-ICING SALT 031115	71316213 De-Icing Salt
03-303-000-0000-6518		5,433.73	DE-ICING SALT 031115	71316709 De-Icing Salt
03-303-000-0000-6518		3,831.58	DE-ICING SALT 031115	71316710 De-Icing Salt
8618 Compass Minerals America		20,729.01	3 Transactions	
1200 Cummings Oil, Inc				
03-303-000-0000-6523		104.95	SWIVEL/HOSE 022015	4302 Misc Bldg & Shop Supplies
03-303-000-0000-6523		286.90	KEROSENE 031215	4397 Misc Bldg & Shop Supplies
1200 Cummings Oil, Inc		391.85	2 Transactions	
7060 Federated Co-Ops Inc.				
03-303-000-0000-6297		1,606.06	JACOBSON PROPANE 031115	057-16468 Shop Fuel
03-303-000-0000-6297		1,590.68	PALISADE PROPANE 022615	59-44552 Shop Fuel
03-303-000-0000-6297		1,181.58	MCGREGOR PROPANE 030515	59-45684 Shop Fuel
7060 Federated Co-Ops Inc.		4,378.32	3 Transactions	
1570 Freedom Valu Centers, Inc				
03-303-000-0000-6513		56.48	DISCOUNT 022715	Motor Fuel & Lubricants
03-303-000-0000-6513		46.98	GASOLINE 022715	20081 Motor Fuel & Lubricants
03-303-000-0000-6513		29.25	GASOLINE 020215	22315 Motor Fuel & Lubricants
03-303-000-0000-6513		36.16	GASOLINE 020415	23004 Motor Fuel & Lubricants
03-303-000-0000-6513		51.74	GASOLINE 020515	23299 Motor Fuel & Lubricants
03-303-000-0000-6513		34.20	GASOLINE 020615	23698 Motor Fuel & Lubricants
03-303-000-0000-6513		27.36	GASOLINE 020915	24593 Motor Fuel & Lubricants
03-303-000-0000-6513		26.39	GASOLINE 021015	24896 Motor Fuel & Lubricants
03-303-000-0000-6513		34.20	GASOLINE 021315	25828 Motor Fuel & Lubricants
03-303-000-0000-6513		39.13	GASOLINE 021915	27630 Motor Fuel & Lubricants

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name	
			Paid On Bhf #		
03-303-000-0000-6513		37.17	GASOLINE 022315	28756	Motor Fuel & Lubricants
03-303-000-0000-6513		63.59	GASOLINE 022515	29433	Motor Fuel & Lubricants
03-303-000-0000-6513		26.43	GASOLINE 022615	29825	Motor Fuel & Lubricants
03-303-000-0000-6513		28.37	GASOLINE 021815	30191	Motor Fuel & Lubricants
03-303-000-0000-6513		49.89	GASOLINE 022015	30628	Motor Fuel & Lubricants
03-303-000-0000-6513		35.18	GASOLINE 020315	35979	Motor Fuel & Lubricants
03-303-000-0000-6513		30.30	GASOLINE 021215	38657	Motor Fuel & Lubricants
03-303-000-0000-6513		34.20	GASOLINE 021715	39856	Motor Fuel & Lubricants
1570 Freedom Valu Centers, Inc		574.06			18 Transactions
13468 G & K Services					
03-303-000-0000-6523		17.40	SHOP LAUNDRY 030915	1043137597	Misc Bldg & Shop Supplies
03-303-000-0000-6523		17.40	SHOP LAUNDRY 031615	1043143060	Misc Bldg & Shop Supplies
13468 G & K Services		34.80			2 Transactions
4641 Holiday Credit Office					
03-303-000-0000-6513		4.07-	FEDERAL TAX ADJUSTMENT 022715		Motor Fuel & Lubricants
03-303-000-0000-6513		52.40	GASOLINE 022515	0-92322011	Motor Fuel & Lubricants
4641 Holiday Credit Office		48.33			2 Transactions
7705 Isle Automotive Corp					
03-303-000-0000-6590		8.47	REPAIR PARTS 021015	119063151	Repair & Maintenance Supplies
7705 Isle Automotive Corp		8.47			1 Transactions
91187 Lake Country Power					
03-303-000-0000-6254		63.83	JACOBSON 030415	140073000	Utilities
03-303-000-0000-6254		811.68	SWATARA 030915	140946401	Utilities
91187 Lake Country Power		875.51			2 Transactions
2831 Little Falls Machine Inc					
03-303-000-0000-6590		152.88	REPAIR PARTS 030515	0-0056018	Repair & Maintenance Supplies
03-303-000-0000-6590		152.88	REPAIR PARTS 030515	0-0056018	Repair & Maintenance Supplies
03-303-000-0000-6590		152.88	REPAIR PARTS 030515	0-0056018	Repair & Maintenance Supplies
2831 Little Falls Machine Inc		458.64			3 Transactions
2991 Malmo Market					
03-303-000-0000-6513		36.08	GASOLINE 020415	31809	Motor Fuel & Lubricants
03-303-000-0000-6513		38.49	GASOLINE 020815	32597	Motor Fuel & Lubricants
03-303-000-0000-6513		41.92	GASOLINE 021015	32845	Motor Fuel & Lubricants

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No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
03-303-000-0000-6513		39.86	GASOLINE 021815	33920 Motor Fuel & Lubricants
03-303-000-0000-6513		54.46	GASOLINE 022615	35239 Motor Fuel & Lubricants
2991 Malmo Market		210.81	5 Transactions	
3100 McGregor Oil				
03-303-000-0000-6513		11.27-	DISCOUNT 022715	Motor Fuel & Lubricants
03-303-000-0000-6513		801.50	BLEND-JACOBSON 021715	52569 Motor Fuel & Lubricants
03-303-000-0000-6513		1,282.40	BLEND-SWATARA 021715	52570 Motor Fuel & Lubricants
03-303-000-0000-6513		1,603.00	BLEND-PALISADE 021715	52572 Motor Fuel & Lubricants
03-303-000-0000-6513		40.56	GASOLINE 022315	53049 Motor Fuel & Lubricants
03-303-000-0000-6513		20.72	GASOLINE 020215	53661 Motor Fuel & Lubricants
03-303-000-0000-6513		18.07	GASOLINE 020315	53662 Motor Fuel & Lubricants
03-303-000-0000-6513		49.14	GASOLINE 020415	53664 Motor Fuel & Lubricants
03-303-000-0000-6513		15.95	GASOLINE 020515	53665 Motor Fuel & Lubricants
03-303-000-0000-6513		48.02	GASOLINE 020615	53666 Motor Fuel & Lubricants
03-303-000-0000-6513		17.23	GASOLINE 020615	53667 Motor Fuel & Lubricants
03-303-000-0000-6513		31.18	GASOLINE 021015	53668 Motor Fuel & Lubricants
03-303-000-0000-6513		36.72	GASOLINE 021015	53669 Motor Fuel & Lubricants
03-303-000-0000-6513		25.41	GASOLINE 021315	53670 Motor Fuel & Lubricants
03-303-000-0000-6513		26.62	GASOLINE 021715	53671 Motor Fuel & Lubricants
03-303-000-0000-6513		20.98	GASOLINE 022515	53672 Motor Fuel & Lubricants
03-303-000-0000-6523		5.96	SAW GAS 022515	53672 Misc Bldg & Shop Supplies
03-303-000-0000-6513		51.71	GASOLINE 022615	53673 Motor Fuel & Lubricants
03-303-000-0000-6513		30.51	GASOLINE 022715	53674 Motor Fuel & Lubricants
03-303-000-0000-6523		5.66	SAW GAS 020415	5663 Misc Bldg & Shop Supplies
03-303-000-0000-6513		30.12	GASOLINE 022315	59729 Motor Fuel & Lubricants
3100 McGregor Oil		4,150.19	21 Transactions	
12927 Midwest Machinery Co.				
03-303-000-0000-6590		14.28	CLIPS 031315	1013470 Repair & Maintenance Supplies
03-303-000-0000-6590		353.35	FITTINGS/HOSES 031715	1015168 Repair & Maintenance Supplies
12927 Midwest Machinery Co.		367.63	2 Transactions	
3160 Mille Lacs Energy Coop-Albert Lea				
03-303-000-0000-6254		666.06	POWER: PALISADE 031015	18-52-026-01 Utilities
03-303-000-0000-6254		52.86	169 & CSAH 3 031015	19-23-010-01 Utilities
03-303-000-0000-6254		24.28	GUN LAKE 031015	27-56-029-03 Utilities
03-303-000-0000-6254		208.29	POWER: MCGREGOR 031015	29-53-003-01 Utilities
03-303-000-0000-6254		1,586.51	POWER: AITKIN 031015	33-52-007-02 Utilities

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No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
	03-303-000-0000-6254		60.35	169 & CSAH 28 031015	39-62-022-01	Utilities
	03-303-000-0000-6254		36.07	CSAH 12 031015	40-06-000-01	Utilities
	03-303-000-0000-6254		56.74	47 & CSAH 2 031015	54-51-104-01	Utilities
3160	Mille Lacs Energy Coop-Albert Lea		2,691.16			8 Transactions
9692	Minnesota Energy Resources Corporation					
	03-303-000-0000-6297		1,105.50	NAT GAS: AITKIN SHOP 030515	4255217-4	Shop Fuel
9692	Minnesota Energy Resources Corporation		1,105.50			1 Transactions
10825	Mn Indep Petroleum Serv Inc					
	03-303-000-0000-6298		157.02	PARTS/SUPPLIES 030415	8696	Shop Maintenance
	03-303-000-0000-6298		610.28	PARTS/SUPPLIES 030915	8737	Shop Maintenance
	03-303-000-0000-6298		533.03	PARTS/SUPPLIES 031315	8793	Shop Maintenance
10825	Mn Indep Petroleum Serv Inc		1,300.33			3 Transactions
3555	Newman Signs					
	03-303-000-0000-6518		993.89	SIGN OVERLAYS 031015	TI-0283464	De-Icing Salt
3555	Newman Signs		993.89			1 Transactions
8537	Powerplan OIB					
	03-303-000-0000-6590		961.26	REPAIR PARTS 031115	1234371	Repair & Maintenance Supplies
8537	Powerplan OIB		961.26			1 Transactions
10257	Sadie Llama Designs					
	03-303-000-0000-6516		72.00	E-911 ROAD SIGNS 030915	84144.5881	Signs & Posts
10257	Sadie Llama Designs		72.00			1 Transactions
4711	Sunnys Citgo					
	03-303-000-0000-6513		36.84	GASOLINE 021215	30675	Motor Fuel & Lubricants
	03-303-000-0000-6513		50.69	GASOLINE 022515	30676	Motor Fuel & Lubricants
	03-303-000-0000-6513		30.45	GASOLINE 022715	30677	Motor Fuel & Lubricants
4711	Sunnys Citgo		117.98			3 Transactions
86235	The Office Shop Inc					
	03-303-000-0000-6523		24.97	GPS SUPPLIES 031115	277421-0	Misc Bldg & Shop Supplies
86235	The Office Shop Inc		24.97			1 Transactions
8364	Towmaster, Inc					
	03-303-000-0000-6590		1,225.00	REPAIR PARTS 030915	366901	Repair & Maintenance Supplies

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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
8364 Towmaster, Inc			1 Transactions	
7018 Town Of Macville Treasurer				
03-303-000-0000-6825	85.00	PLOWING 011914	46697	Maintenance Agreements
03-303-000-0000-6825	85.00	PLOWING 020114	46697	Maintenance Agreements
03-303-000-0000-6825	85.00	PLOWING 022114	46697	Maintenance Agreements
03-303-000-0000-6825	45.00	PLOWING 022114	46697	Maintenance Agreements
03-303-000-0000-6825	215.00	BLADING 052114	46697	Maintenance Agreements
03-303-000-0000-6825	130.00	BLADING 080514	46697	Maintenance Agreements
03-303-000-0000-6825	130.00	BLADING 082714	46697	Maintenance Agreements
03-303-000-0000-6825	130.00	BLADING 092414	46697	Maintenance Agreements
7018 Town Of Macville Treasurer	905.00		8 Transactions	
8279 Winzer Corporation				
03-303-000-0000-6523	472.68	SHOP SUPPLIES 030515	5290963	Misc Bldg & Shop Supplies
8279 Winzer Corporation	472.68		1 Transactions	
5295 Ziegler Inc				
03-303-000-0000-6590	251.76	REPAIR PARTS 030515	PC190043700	Repair & Maintenance Supplies
03-303-000-0000-6590	251.76	REPAIR PARTS 030515	PC190043700	Repair & Maintenance Supplies
03-303-000-0000-6590	401.40	REPAIR PARTS 031215	PC190043894	Repair & Maintenance Supplies
03-303-000-0000-6590	136.64	REPAIR PARTS 031215	PC190043894	Repair & Maintenance Supplies
03-303-000-0000-6590	361.73	REPAIR PARTS 031315	PC190043927	Repair & Maintenance Supplies
03-303-000-0000-6590	170.00	REPAIR PARTS 031215	SW190013190	Repair & Maintenance Supplies
03-303-000-0000-6590	197.78	REPAIR PARTS 031215	SW190013190	Repair & Maintenance Supplies
5295 Ziegler Inc	1,771.07		7 Transactions	
303 DEPT Total:	46,678.30	R&B Highway Maintenance	29 Vendors	107 Transactions
307 DEPT		R&B Capital Infrastructure		
5128 Widseth Smith & Nolting Inc				
03-307-000-0000-6260	2,384.00	SERVICES 031315	102100	Professional Services
5128 Widseth Smith & Nolting Inc	2,384.00		1 Transactions	
307 DEPT Total:	2,384.00	R&B Capital Infrastructure	1 Vendors	1 Transactions
3 Fund Total:	52,312.97	Road & Bridge		125 Transactions

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400	DEPT					Public Health Department					
10185	Centurylink Communications Inc	05-400-440-0410-6250			1.02	LD Phone		320146217		Telephone	
		05-400-440-0410-6250			5.11	LD Phone-HHS		320146217		Telephone	
		05-400-440-0410-6250			40.14	LD Phone-PH		320146217		Telephone	
		05-400-440-0410-6250			8.05	Toll Free Phone		320295974		Telephone	
10185	Centurylink Communications Inc				54.32		4 Transactions				
400	DEPT Total:				54.32	Public Health Department		1 Vendors			4 Transactions
420	DEPT					Income Maintenance					
10185	Centurylink Communications Inc	05-420-600-4800-6250			2.37	LD Phone		320146217		Telephone	
		05-420-600-4800-6250			11.92	LD Phone-HHS		320146217		Telephone	
		05-420-600-4800-6250			105.68	LD Phone-IM		320146217		Telephone	
		05-420-640-4800-6250			55.34	LD Phone-CS		320146217		Telephone	
		05-420-600-4800-6250			18.77	Toll Free Phone		320295974		Telephone	
10185	Centurylink Communications Inc				194.08		5 Transactions				
420	DEPT Total:				194.08	Income Maintenance		1 Vendors			5 Transactions
430	DEPT					Social Services					
10185	Centurylink Communications Inc	05-430-700-4800-6250			3.39	LD Phone		320146217		Telephone	
		05-430-700-4800-6250			17.03	LD Phone-HHS		320146217		Telephone	
		05-430-700-4800-6250			194.04	LD Phone-SS		320146217		Telephone	
		05-430-700-4800-6250			26.82	Toll Free Phone		320295974		Telephone	
10185	Centurylink Communications Inc				241.28		4 Transactions				
430	DEPT Total:				241.28	Social Services		1 Vendors			4 Transactions
5	Fund Total:				489.68	Health & Human Services					13 Transactions

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	<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>
0	DEPT			Undesignated	
	4580 Mn Dept Of Finance				
	09-000-000-0000-2030		270.00	February marriage license fees	State Fees, Assessments & Surcharges
	4580 Mn Dept Of Finance		270.00	1 Transactions	
0	DEPT Total:		270.00	Undesignated	1 Vendors 1 Transactions
9	Fund Total:		270.00	State	1 Transactions

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Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
900	DEPT			Timber Permit Bonds		
7042	Vierkandt/Brian 10-900-000-0000-2300		989.24	Bond refund	13078	Timber Permit Bonds
7042	Vierkandt/Brian		989.24	1 Transactions		
900	DEPT Total:		989.24	Timber Permit Bonds	1 Vendors	1 Transactions
921	DEPT			Co. Development		
10185	Centurylink Communications Inc 10-921-000-0000-6250		0.40	LD Phone-GIS	320146217	Telephone
	10-921-000-0000-6250		0.59	LD Phone-Surveyor	320146217	Telephone
10185	Centurylink Communications Inc		0.99	2 Transactions		
921	DEPT Total:		0.99	Co. Development	1 Vendors	2 Transactions
923	DEPT			Forfeited Tax Sales		
170	Aitkin Motor Company 10-923-000-0000-6590		46.35	LOF	4347	Repair & Maintenance Supplies
170	Aitkin Motor Company		46.35	1 Transactions		
783	Canon Financial Services, Inc 10-923-000-0000-6231		390.94	Copier contract 022	14677586	Services, Labor, Contracts
783	Canon Financial Services, Inc		390.94	1 Transactions		
10185	Centurylink Communications Inc 10-923-000-0000-6250		2.92	LD Phone	320146217	Telephone
10185	Centurylink Communications Inc		2.92	1 Transactions		
11406	Innovative Office Solutions 10-923-000-0000-6405		71.68	Business cards	01QW0304	Office Supplies
	10-923-000-0000-6405		6.11	Stamp pad	01QW0920	Office Supplies
11406	Innovative Office Solutions		77.79	2 Transactions		
2410	Jacobs/Mark H 10-923-000-0000-6330		66.03	Mileage MFRP meeting	139@.475	Transportation & Travel
2410	Jacobs/Mark H		66.03	1 Transactions		
6128	Tire Barn					

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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
	10-923-000-0000-6590		Tire for snowmobile trailer	14741	Repair & Maintenance Supplies
	10-923-000-0000-6590		LOF #798	30481	Repair & Maintenance Supplies
6128	Tire Barn				2 Transactions
7042	Vierkandt/Brian				
	10-923-000-0000-6820		Overappraised refund	13078	Refunds & Reimbursements
7042	Vierkandt/Brian				1 Transactions
923	DEPT Total:		Forfeited Tax Sales	7 Vendors	9 Transactions
926	DEPT		Law Library		
	5173 West Payment Center				
	10-926-000-0000-6408		February charges	831363635	Law Books
	10-926-000-0000-6408		Feb Library subscription	831443382	Law Books
5173	West Payment Center				2 Transactions
926	DEPT Total:		Law Library	1 Vendors	2 Transactions
10	Fund Total:		Trust		14 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
924	DEPT			Forest Resource		
13484	Eagle Ridge Services, Inc. 11-924-000-0000-6231		5,016.00	wildlife brushing project	24868	Services, Labor, Contracts
13484	Eagle Ridge Services, Inc.		5,016.00	1 Transactions		
1570	Freedom Valu Centers, Inc 11-924-000-0000-6511		534.65	Feb gas	9423	Gas And Oil
1570	Freedom Valu Centers, Inc		534.65	1 Transactions		
4641	Holiday Credit Office 11-924-000-0000-6511		280.45	Jan gas	1400000134961	Gas And Oil
4641	Holiday Credit Office		280.45	1 Transactions		
2991	Malmo Market 11-924-000-0000-6511		116.61	Jan gas		Gas And Oil
2991	Malmo Market		116.61	1 Transactions		
3100	McGregor Oil 11-924-000-0000-6511		23.65	Feb gas	AITKINLA	Gas And Oil
3100	McGregor Oil		23.65	1 Transactions		
6097	Verizon Wireless 11-924-000-0000-6250		64.68	Jan cell phone	58068382700001	Telephone
6097	Verizon Wireless		64.68	1 Transactions		
924	DEPT Total:		6,036.04	Forest Resource	6 Vendors	6 Transactions
925	DEPT			Reforestation		
453	Carlson/Adolph 11-925-000-0000-6820		250.00	Bond refund road #2-7	rec 1907	Refunds & Reimbursements
453	Carlson/Adolph		250.00	1 Transactions		
11397	Holmvgig Excavating, LLC 11-925-000-0000-6820		250.00	Bond refund - Rabey line	rec 1002	Refunds & Reimbursements
11397	Holmvgig Excavating, LLC		250.00	1 Transactions		
13485	Landrus/Doug 11-925-000-0000-6231		60.00	2 beavers trapped	2@\$30.00	Services, Labor, Contracts

DKB1
 3/23/15 8:21AM
 11 Forest Development

Aitkin County



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
		Amount			
13485	Landrus/Doug	60.00			
12788	Timmer Implement of Aitkin 11-925-000-0000-6590	199.71	Fuel/oil filters, oil #445	IA03247	Repair & Maintenance Supplies
12788	Timmer Implement of Aitkin	199.71		1 Transactions	
4927	Turnock/Franklin Allen 11-925-000-0000-6231	600.00	Clean culverts on Lawler ATV		Services, Labor, Contracts
4927	Turnock/Franklin Allen	600.00		1 Transactions	
925	DEPT Total:	1,359.71	Reforestation	5 Vendors	5 Transactions
11	Fund Total:	7,395.75	Forest Development		11 Transactions

Aitkin County



Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT			LLCC Administration		
12710	Adventure Publications 19-521-000-0000-6400		379.76	books and journals for canteen	396292	Commissary Items
12710	Adventure Publications		379.76	1 Transactions		
85003	Aitkin County DAC 19-521-000-0000-6231		125.00	cleaning service 2/25/15		Services, Labor, Contracts
85003	Aitkin County DAC		125.00	1 Transactions		
11419	Beaudry Propane 19-521-000-0000-6254		416.25	propane-dining hall	219199	Utilities
	19-521-000-0000-6254		412.25	propane-director residence	222964	Utilities
11419	Beaudry Propane		828.50	2 Transactions		
783	Canon Financial Services, Inc 19-521-000-0000-6231		126.47	Contract Charges-020	14677588	Services, Labor, Contracts
783	Canon Financial Services, Inc		126.47	1 Transactions		
13475	Carlson/Wendie 19-521-000-0000-6400		21.98	candy for canteen	3/12/15	Commissary Items
13475	Carlson/Wendie		21.98	1 Transactions		
943	Cook Logging 19-521-000-0000-6254		9,728.00	102.4 cords firewood	@\$95 a cord	Utilities
943	Cook Logging		9,728.00	1 Transactions		
8622	Frontier 19-521-000-0000-6250		434.48	service and long distance	2187684653	Telephone
8622	Frontier		434.48	1 Transactions		
13225	Graphics4Gear, LLC 19-521-000-0000-6400		127.00	earings for commissary	SO-022263	Commissary Items
13225	Graphics4Gear, LLC		127.00	1 Transactions		
2763	J & H Transfer Station-Lakes Sanitary 19-521-000-0000-6255		92.38	March garbage service	88725	Garbage
2763	J & H Transfer Station-Lakes Sanitary		92.38	1 Transactions		
3810	Paulbeck's County Market					

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Vendor Name	Account/Formula	Rpt Accr	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
		19-521-000-0000-6400		7.98	water for commissary		7684653		Commissary Items	
3810	Paulbeck's County Market			7.98		1 Transactions				
4425	Shirts Plus	19-521-000-0000-6400		128.25	(9) small T's-SS, (6) tie dye		61629		Commissary Items	
4425	Shirts Plus			128.25		1 Transactions				
521	DEPT Total:			11,999.80	LLCC Administration		11 Vendors		12 Transactions	
522	DEPT				LLCC Education					
13441	Hiemark/Erik	19-522-000-0000-6416		31.80	tanning solution - moose hide		3/10/15		Education Supplies	
13441	Hiemark/Erik			31.80		1 Transactions				
522	DEPT Total:			31.80	LLCC Education		1 Vendors		1 Transactions	
523	DEPT				LLCC Food					
5998	Appert's Foodservice	19-523-000-0000-6418		917.27	Groceries		503120579		Groceries-Students	
		19-523-000-0000-6420		101.89	supplies		503120579		Food Service Supplies	
5998	Appert's Foodservice			1,019.16		2 Transactions				
13441	Hiemark/Erik	19-523-000-0000-6418		2.92	food for diabetic student		3/10/15		Groceries-Students	
13441	Hiemark/Erik			2.92		1 Transactions				
5662	McGregor Dairy, Inc	19-523-000-0000-6418		315.24	Groceries		23615		Groceries-Students	
5662	McGregor Dairy, Inc			315.24		1 Transactions				
4968	Upper Lakes Foods, Inc	19-523-000-0000-6418		674.25	Groceries		477049-00		Groceries-Students	
4968	Upper Lakes Foods, Inc			674.25		1 Transactions				
523	DEPT Total:			2,011.57	LLCC Food		4 Vendors		5 Transactions	
524	DEPT				LLCC Maintenance					
13475	Carlson/Wendie									

Aitkin County



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
	19-524-000-0000-6422		flashlights	3/12/15	Janitorial Services/Supplies
13475	Carlson/Wendie				
	19-524-000-0000-6422				
5814	Hagen/Christine				
	19-524-000-0000-6422		Bird seed from L&M	3/6/15	Janitorial Services/Supplies
5814	Hagen/Christine				
	19-524-000-0000-6422				
7525	Hometown Bldg Supply				
	19-524-000-0000-6422		materials for Eagle's Nest	62321	Janitorial Services/Supplies
	19-524-000-0000-6422		countertop materials/Den	62374	Janitorial Services/Supplies
7525	Hometown Bldg Supply				
	19-524-000-0000-6422				
2340	Hyytinen Hardware Hank				
	19-524-000-0000-6422		calcium chloride	1238347	Janitorial Services/Supplies
	19-524-000-0000-6422		Grit/etc	1239311	Janitorial Services/Supplies
	19-524-000-0000-6422		Distilled Water	1239433	Janitorial Services/Supplies
2340	Hyytinen Hardware Hank				
	19-524-000-0000-6511				
4010	Rasley Oil Company				
	19-524-000-0000-6511		Fuel for STS	37587	Gas And Oil
4010	Rasley Oil Company				
	19-524-000-0000-6302				
6128	Tire Barn				
	19-524-000-0000-6302		Van oil change	30459	Vehicle Maintenance
6128	Tire Barn				
524	DEPT Total:				
			LLCC Maintenance	6 Vendors	9 Transactions
19	Fund Total:				
			Long Lake Conservation Center		27 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
86222	Aitkin Independent Age 21-520-000-0000-6230		224.30	Seasonal park labor	1483	Printing, Publishing & Adv
	21-520-000-0000-6405		20.25	wildlife mowing contract	1519	Office Supplies
	21-520-000-0000-6405		29.25	lawn mowing contract	1519	Office Supplies
86222	Aitkin Independent Age		273.80	3 Transactions		
188	Aitkin Sno-Drifters Snowmobile 21-520-000-0000-6802		7,786.02	2nd benchmark rec 2186		Trail Grants-State
188	Aitkin Sno-Drifters Snowmobile		7,786.02	1 Transactions		
1211	Croatt Enterprises Inc 21-520-000-0000-6820		100.00	Bond refund LLCC firewood	rec 1907	Refunds & Reimbursements
1211	Croatt Enterprises Inc		100.00	1 Transactions		
1754	Garrison Disposal Company, Inc 21-520-000-0000-6254		46.61	Waste removal - shop	8196439	Utilities
1754	Garrison Disposal Company, Inc		46.61	1 Transactions		
1805	Giese Sno-Cruisers Trail Assn. 21-520-000-0000-6802		4,179.18	Snowmobile GIA 2nd Pymt	Rec#2198	Trail Grants-State
1805	Giese Sno-Cruisers Trail Assn.		4,179.18	1 Transactions		
2060	Haypoint Jackpine Savages 21-520-000-0000-6802		13,271.87	2nd benchmark	rec 2186	Trail Grants-State
2060	Haypoint Jackpine Savages		13,271.87	1 Transactions		
2448	Janzen/Carroll Mark 21-520-000-0000-6330		10.35	Parks Commission mileage	18@.575	Transportation & Travel
	21-520-000-0000-6350		35.00	Park Commission meeting	3/9/15	Per Diem
2448	Janzen/Carroll Mark		45.35	2 Transactions		
5759	Kitzrow/Donald 21-520-000-0000-6350		35.00	Park Commission meeting	3/9/15	Per Diem
	21-520-000-0000-6330		42.21	Park Commission mileage	73.4@.575	Transportation & Travel
5759	Kitzrow/Donald		77.21	2 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 21-520-000-0000-6254		37.39	Berglund Park electricity	18-51-106-02	Utilities

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3160	Mille Lacs Energy Coop-Albert Lea		37.39		1 Transactions	
3176	Mille Lacs Trails, Inc. 21-520-000-0000-6802		11,814.02	2nd benchmark	rec 2186	Trail Grants-State
3176	Mille Lacs Trails, Inc.		11,814.02		1 Transactions	
9692	Minnesota Energy Resources Corporation 21-520-000-0000-6254		597.37	Feb gas	4162495-8	Utilities
9692	Minnesota Energy Resources Corporation		597.37		1 Transactions	
3780	Palisade Supersledders Inc. 21-520-000-0000-6802		8,163.98	2nd benchmark	rec 2195	Trail Grants-State
3780	Palisade Supersledders Inc.		8,163.98		1 Transactions	
4070	Riley Auto Supply 21-520-000-0000-6590		7.29	Brake fluid	557978	Repair & Maintenance Supplies
	21-520-000-0000-6590		1.48	Screw, O ring #445	558032	Repair & Maintenance Supplies
	21-520-000-0000-6590		10.77	Washer, screw, plug for traile	558129	Repair & Maintenance Supplies
	21-520-000-0000-6590		22.99	300 amp for shop	558590	Repair & Maintenance Supplies
4070	Riley Auto Supply		42.53		4 Transactions	
4800	Tamarack Sno-Flyers 21-520-000-0000-6802		16,759.93	2nd benchmark	rec 2186	Trail Grants-State
4800	Tamarack Sno-Flyers		16,759.93		1 Transactions	
86235	The Office Shop Inc 21-520-000-0000-6406		308.46	Gloves, paper towels	979066-0	Field Supplies
86235	The Office Shop Inc		308.46		1 Transactions	
520	DEPT Total:		63,503.72	Parks	15 Vendors	22 Transactions
21	Fund Total:		63,503.72	Parks		22 Transactions
	Final Total:		219,043.53	239 Vendors	400 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	74,640.40	General Fund	
	3	52,312.97	Road & Bridge	
	5	489.68	Health & Human Services	
	9	270.00	State	
	10	6,056.48	Trust	
	11	7,395.75	Forest Development	
	19	14,374.53	Long Lake Conservation Center	
	21	63,503.72	Parks	
	All Funds	219,043.53	Total	Approved by,
			
			

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3/12/15 2:23PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES

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

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D

- D - Detailed Audit List
- S - Condensed Audit List

Save Report Options?: N

February Sales & Use Tax

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
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
40	DEPT		Auditor		
	89991 Bremer Bank				
1	01-040-000-0000-5517		0.19 Receipt Nbr 1161 02/02/2015		Fees For Services
2	01-040-021-0000-5840		2.51 Receipt Nbr 998 02/02/2015		Misc Receipts
3	01-040-021-0000-5840		1.25 Receipt Nbr 999 02/09/2015		Misc Receipts
4	01-040-021-0000-5840		0.32 Receipt Nbr 999 02/09/2015		Misc Receipts
5	01-040-021-0000-5840		0.39 Receipt Nbr 999 02/09/2015		Misc Receipts
	89991 Bremer Bank		4.66 5 Transactions		
40	DEPT Total:		4.66 Auditor	1 Vendors	5 Transactions
42	DEPT		Treasurer		
	89991 Bremer Bank				
6	01-042-000-0000-5840		12.87 Receipt Nbr 3607 02/02/2015		Misc Receipts
7	01-042-000-0000-5840		12.87 Receipt Nbr 3618 02/10/2015		Misc Receipts
	89991 Bremer Bank		25.74 2 Transactions		
42	DEPT Total:		25.74 Treasurer	1 Vendors	2 Transactions
43	DEPT		Assessor		
	89991 Bremer Bank				
8	01-043-000-0000-5840		1.54 Receipt Nbr 833 02/06/2015		Misc Receipts
	89991 Bremer Bank		1.54 1 Transactions		
43	DEPT Total:		1.54 Assessor	1 Vendors	1 Transactions
44	DEPT		Central Services		
	89991 Bremer Bank				
9	01-044-000-0000-5840		1.90 Receipt Nbr 779 02/03/2015		Misc Receipts
10	01-044-000-0000-5840		1.90 Receipt Nbr 781 02/17/2015		Misc Receipts
	89991 Bremer Bank		3.80 2 Transactions		
44	DEPT Total:		3.80 Central Services	1 Vendors	2 Transactions
49	DEPT		Information Technologies		
	89991 Bremer Bank				
11	01-049-000-0000-5525		1.72 Receipt Nbr 565 02/05/2015		Label & Listing Sales

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Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
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
89991 Bremer Bank		1.72	1 Transactions	
49 DEPT Total:		1.72	1 Vendors	1 Transactions
90 DEPT		Attorney		
89991 Bremer Bank				
17 01-090-000-0000-5840		1.93	Receipt Nbr 1521 02/23/2015	Misc Receipts
18 01-090-000-0000-5840		0.64	Receipt Nbr 1521 02/23/2015	Misc Receipts
19 01-090-000-0000-5840		1.29	Receipt Nbr 1522 02/23/2015	Misc Receipts
20 01-090-000-0000-5840		1.93	Receipt Nbr 1523 02/23/2015	Misc Receipts
21 01-090-000-0000-5840		0.64	Receipt Nbr 1524 02/24/2015	Misc Receipts
22 01-090-000-0000-5840		3.89	Receipt Nbr 1525 02/26/2015	Misc Receipts
12 01-090-000-0000-5840		1.93	Receipt Nbr 1512 02/03/2015	Misc Receipts
13 01-090-000-0000-5840		4.50	Receipt Nbr 1515 02/11/2015	Misc Receipts
14 01-090-000-0000-5840		2.57	Receipt Nbr 1516 02/11/2015	Misc Receipts
15 01-090-000-0000-5840		0.64	Receipt Nbr 1517 02/11/2015	Misc Receipts
16 01-090-000-0000-5840		1.29	Receipt Nbr 1520 02/23/2015	Misc Receipts
89991 Bremer Bank		21.25	11 Transactions	
90 DEPT Total:		21.25	1 Vendors	11 Transactions
100 DEPT		Recorder		
89991 Bremer Bank				
53 01-100-000-0000-6311		81.69	February Sales Tax	Sales Tax
54 01-100-000-0000-6312		0.31	Feb. Sales Tax Adjustment	Sales Tax Adjustment
89991 Bremer Bank		82.00	2 Transactions	
100 DEPT Total:		82.00	1 Vendors	2 Transactions
252 DEPT		Corrections		
89991 Bremer Bank				
23 01-252-000-0000-5840		0.02	Receipt Nbr 2613 02/13/2015	Misc Receipts
24 01-252-252-0000-5872		55.90	Receipt Nbr 2604 02/03/2015	Phone Card Prisoner Welfare(Taxable)
25 01-252-252-0000-5872		41.04	Receipt Nbr 2613 02/13/2015	Phone Card Prisoner Welfare(Taxable)
26 01-252-252-0000-5872		179.11	Receipt Nbr 2627 02/26/2015	Phone Card Prisoner Welfare(Taxable)
27 01-252-252-0000-5885		27.95	Receipt Nbr 2604 02/03/2015	Commissary Sales Taxable
28 01-252-252-0000-5885		39.95	Receipt Nbr 2613 02/13/2015	Commissary Sales Taxable
29 01-252-252-0000-5885		31.01	Receipt Nbr 2619 02/18/2015	Commissary Sales Taxable

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
1 General Fund

<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>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
30	01-252-252-0000-5885		Receipt Nbr 2627 02/26/2015		Commissary Sales Taxable
	89991 Bremer Bank		8 Transactions		
252	DEPT Total:		400.73	Corrections	1 Vendors 8 Transactions
1	Fund Total:		541.44	General Fund	32 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
3 Road & Bridge

	<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>
0	DEPT			Undesignated	
	89991 Bremer Bank				
31	03-000-000-0000-5855		1.93	Receipt Nbr 2157 02/04/2015	Charges- Individuals
32	03-000-000-0000-5855		1.93	Receipt Nbr 2158 02/04/2015	Charges- Individuals
33	03-000-000-0000-5855		1.93	Receipt Nbr 2160 02/06/2015	Charges- Individuals
34	03-000-000-0000-5855		1.93	Receipt Nbr 2169 02/13/2015	Charges- Individuals
35	03-000-000-0000-5855		8.68	Receipt Nbr 842 02/26/2015	Charges- Individuals
36	03-000-000-0000-5855		1.93	Receipt Nbr 843 02/27/2015	Charges- Individuals
	89991 Bremer Bank		18.33	6 Transactions	
0	DEPT Total:		18.33	Undesignated	1 Vendors 6 Transactions
303	DEPT			R&B Highway Maintenance	
	8410 Bremer Bank				
55	03-303-000-0000-6513		803.42	February Diesel Tax	Motor Fuel & Lubricants
	8410 Bremer Bank		803.42	1 Transactions	
303	DEPT Total:		803.42	R&B Highway Maintenance	1 Vendors 1 Transactions
3	Fund Total:		821.75	Road & Bridge	7 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
9 State

Vendor Name		Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
0	DEPT		Undesignated		
	4580 Mn Dept Of Finance				
46	09-000-000-0000-2022		168.00 February Birth		Birth/Death Surcharges
47	09-000-000-0000-2022		452.00 February Death		Birth/Death Surcharges
48	09-000-000-0000-2024		126.00 February Children's		St Share Of Birth Cert.- Children
49	09-000-000-0000-2031		4.50 February Torrens		Real Estate Assurance (Was 5874 And 627
50	09-000-000-0000-2036		4,095.00 February State General Fund		Recording Surcharges (Was 5871 & 6281)
51	09-000-000-0000-2036		420.00 February Gen,Fund Surcharge		Recording Surcharges (Was 5871 & 6281)
	4580 Mn Dept Of Finance		5,265.50	6 Transactions	
	3375 Mn Dept Of Health				
52	09-000-000-0000-2027		297.50 February State Well		State Well Cert Fees (Was 5097 & 6203)
	3375 Mn Dept Of Health		297.50	1 Transactions	
0	DEPT Total:		5,563.00 Undesignated	2 Vendors	7 Transactions
9	Fund Total:		5,563.00 State		7 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
10 Trust

	<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 # On Behalf of Name</u>
923	DEPT				
	89991 Bremer Bank				
56	10-923-000-0000-6311		2.43	February Sales Tax	Sales Tax
	89991 Bremer Bank		2.43	1 Transactions	
923	DEPT Total:		2.43	Forfeited Tax Sales	1 Vendors 1 Transactions
10	Fund Total:		2.43	Trust	1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
11 Forest Development

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>
925 DEPT				
89991 Bremer Bank				
57 11-925-000-0000-6312		0.43-	Feb.Sales Tax Adjustment	Sales Tax Adjustment
89991 Bremer Bank		0.43-	1 Transactions	
925 DEPT Total:		0.43-	Reforestation	1 Vendors 1 Transactions
11 Fund Total:		0.43-	Forest Development	1 Transactions

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
3/12/15 2:23PM
19 Long Lake Conservation C

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		
	89991 Bremer Bank				
37	19-521-000-0000-5885		0.26 Receipt Nbr 1009 02/06/2015		Commissary Sales Taxable
38	19-521-000-0000-5885		8.00 Receipt Nbr 1011 02/10/2015		Commissary Sales Taxable
39	19-521-000-0000-5885		5.14 Receipt Nbr 1012 02/10/2015		Commissary Sales Taxable
40	19-521-000-0000-5885		0.31 Receipt Nbr 1013 02/11/2015		Commissary Sales Taxable
41	19-521-000-0000-5885		40.19 Receipt Nbr 1014 02/12/2015		Commissary Sales Taxable
42	19-521-000-0000-5885		1.99 Receipt Nbr 1017 02/18/2015		Commissary Sales Taxable
43	19-521-000-0000-5885		1.23 Receipt Nbr 1018 02/20/2015		Commissary Sales Taxable
44	19-521-000-0000-5885		15.59 Receipt Nbr 1019 02/24/2015		Commissary Sales Taxable
45	19-521-000-0000-5885		2.52 Receipt Nbr 1021 02/25/2015		Commissary Sales Taxable
	89991 Bremer Bank		75.23	9 Transactions	
521	DEPT Total:		75.23	LLCC Administration	1 Vendors 9 Transactions
19	Fund Total:		75.23	Long Lake Conservation Center	9 Transactions
	Final Total:		7,003.42	15 Vendors	57 Transactions

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	541.44	General Fund	
	3	821.75	Road & Bridge	
	9	5,563.00	State	
	10	2.43	Trust	
	11	-0.43	Forest Development	
	19	75.23	Long Lake Conservation Center	
	All Funds	7,003.42	Total	Approved by,
			
			



Board of County Commissioners Agenda Request

20
Agenda Item #

Requested Meeting Date: 3-24-15

Title of Item: Equipment Purchase - Crack Sealing Trailer

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: John Welle		Department: Highway Department
Presenter (Name and Title): NA		Estimated Time Needed: NA
Summary of Issue: The Cimline Cracksealing Trailer, Unit #041, was programmed for replacement in the 2013 Capital Equipment Replacement Program. It is a 150 gallon trailer that was purchased in 2001. \$40,000 has been budgeted for this purchase in the Capital Equipment Budget. Quotes for a replacement trailer were obtained as follows: Midstates Equipment, Mountain Lake, MN: New 2015 Cimline Model 150 Magma - \$36,355 Used 2014 Cimline Model 230 DH Melter - \$36,800 Stepp Manufacturing, North Branch, MN: New 2015 Stepp Model 185D - \$42,905 The current 150 gallon trailer is undersized, as crews occasionally have to wait for the sealant material to melt and reach the required application temperature. This results in downtime during our crack sealing operations. For this reason, the used 2014 Cimline Model 230 is preferable to the new 2015 Cimline Model 150, even though it is an additional \$445 in cost. The price for a new 2015 Model 230 is well beyond our budgeted amount.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Staff recommendation is to purchase the Used 2014 Cimline Model 230 DH Melter from Midstates Equipment for a cost of \$36,800.		
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? \$ 36,800 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request

2R
Agenda Item #

Requested Meeting Date: 3/24/2015

Title of Item: AFSCME HHS Unit MOA, Wage Scale Update

<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: Bobbie Danielson, HR Director		Department: Administration
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed: n/a, consent agenda
Summary of Issue: Please see attached. The AFSCME HHS Agreement did not contain a Grade 6 wage scale. There were no Grade 6 positions in that unit at the time negotiations took place. The Child Support Officer was increased from a Grade 5 to a Grade 6 during the job appeal process. All units are now settled, so we are requesting to insert the entire uniform wage scale at this time (2015 and 2016).		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to authorize the Board Chair to sign MOA as presented.		
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:		

MEMORANDUM OF AGREEMENT (WAGE SCALE)

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 parties negotiated wage scales based on job classifications in effect at the time. Since ratification, the uniform compensation schedule has been adopted by the Board and adjustments have been made following the job appeals process.

NOW, THEREFORE, the parties agree as follows:

1. The parties agree to update the 2015-2016 wage scales as attached.
2. 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 24th day of March, 2015.

BOARD OF COMMISSIONERS
COUNTY OF AITKIN, MINNESOTA
COUNTY OF AITKIN

LOCAL UNION NO. 1283
AFSCME, AFL-CIO

Board Chair

AFSCME Staff Representative

2015

Grade	Min/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Max/O
20	\$ 40.30	\$ 41.50	\$ 42.74	\$ 44.01	\$ 45.32	\$ 46.67	\$ 48.06	\$ 49.49	\$ 50.97	\$ 52.49	\$ 54.06	\$ 55.67	\$ 57.33	\$ 59.04	\$ 60.30
19	\$ 38.80	\$ 39.96	\$ 41.14	\$ 42.37	\$ 43.63	\$ 44.93	\$ 46.27	\$ 47.65	\$ 49.07	\$ 50.53	\$ 52.04	\$ 53.59	\$ 55.19	\$ 56.84	\$ 58.05
18	\$ 37.30	\$ 38.41	\$ 39.55	\$ 40.73	\$ 41.94	\$ 43.19	\$ 44.48	\$ 45.81	\$ 47.17	\$ 48.58	\$ 50.02	\$ 51.52	\$ 53.05	\$ 54.64	\$ 55.80
17	\$ 35.80	\$ 36.87	\$ 37.96	\$ 39.09	\$ 40.26	\$ 41.45	\$ 42.69	\$ 43.96	\$ 45.27	\$ 46.62	\$ 48.01	\$ 49.44	\$ 50.91	\$ 52.43	\$ 53.55
16	\$ 34.30	\$ 35.32	\$ 36.37	\$ 37.45	\$ 38.57	\$ 39.72	\$ 40.90	\$ 42.12	\$ 43.37	\$ 44.66	\$ 45.99	\$ 47.36	\$ 48.78	\$ 50.23	\$ 51.30
15	\$ 32.80	\$ 33.78	\$ 34.78	\$ 35.81	\$ 36.88	\$ 37.98	\$ 39.11	\$ 40.27	\$ 41.47	\$ 42.71	\$ 43.98	\$ 45.29	\$ 46.64	\$ 48.03	\$ 49.05
14	\$ 31.30	\$ 32.23	\$ 33.19	\$ 34.17	\$ 35.19	\$ 36.24	\$ 37.32	\$ 38.43	\$ 39.57	\$ 40.75	\$ 41.96	\$ 43.21	\$ 44.50	\$ 45.82	\$ 46.80
13	\$ 29.80	\$ 30.69	\$ 31.60	\$ 32.54	\$ 33.50	\$ 34.50	\$ 35.52	\$ 36.58	\$ 37.67	\$ 38.79	\$ 39.95	\$ 41.13	\$ 42.36	\$ 43.62	\$ 44.55
12	\$ 28.30	\$ 29.14	\$ 30.01	\$ 30.90	\$ 31.81	\$ 32.76	\$ 33.73	\$ 34.74	\$ 35.77	\$ 36.83	\$ 37.93	\$ 39.06	\$ 40.22	\$ 41.42	\$ 42.30
11	\$ 26.80	\$ 27.60	\$ 28.41	\$ 29.26	\$ 30.13	\$ 31.02	\$ 31.94	\$ 32.89	\$ 33.87	\$ 34.88	\$ 35.91	\$ 36.98	\$ 38.08	\$ 39.22	\$ 40.05
10	\$ 25.30	\$ 26.05	\$ 26.82	\$ 27.62	\$ 28.44	\$ 29.28	\$ 30.15	\$ 31.05	\$ 31.97	\$ 32.92	\$ 33.90	\$ 34.91	\$ 35.94	\$ 37.01	\$ 37.80
9	\$ 23.80	\$ 24.51	\$ 25.23	\$ 25.98	\$ 26.75	\$ 27.54	\$ 28.36	\$ 29.20	\$ 30.07	\$ 30.96	\$ 31.88	\$ 32.83	\$ 33.81	\$ 34.81	\$ 35.55
8	\$ 22.30	\$ 22.96	\$ 23.64	\$ 24.34	\$ 25.06	\$ 25.80	\$ 26.57	\$ 27.36	\$ 28.17	\$ 29.01	\$ 29.87	\$ 30.75	\$ 31.67	\$ 32.61	\$ 33.30
7	\$ 20.80	\$ 21.42	\$ 22.05	\$ 22.70	\$ 23.37	\$ 24.07	\$ 24.78	\$ 25.51	\$ 26.27	\$ 27.05	\$ 27.85	\$ 28.68	\$ 29.53	\$ 30.40	\$ 31.05
6	\$ 19.30	\$ 19.87	\$ 20.46	\$ 21.06	\$ 21.68	\$ 22.33	\$ 22.99	\$ 23.67	\$ 24.37	\$ 25.09	\$ 25.83	\$ 26.60	\$ 27.39	\$ 28.20	\$ 28.80
5	\$ 17.80	\$ 18.33	\$ 18.87	\$ 19.42	\$ 20.00	\$ 20.59	\$ 21.20	\$ 21.82	\$ 22.47	\$ 23.13	\$ 23.82	\$ 24.52	\$ 25.25	\$ 26.00	\$ 26.55
4	\$ 16.30	\$ 16.78	\$ 17.27	\$ 17.78	\$ 18.31	\$ 18.85	\$ 19.40	\$ 19.98	\$ 20.57	\$ 21.18	\$ 21.80	\$ 22.45	\$ 23.11	\$ 23.80	\$ 24.30
3	\$ 14.80	\$ 15.24	\$ 15.68	\$ 16.14	\$ 16.62	\$ 17.11	\$ 17.61	\$ 18.13	\$ 18.67	\$ 19.22	\$ 19.79	\$ 20.37	\$ 20.97	\$ 21.59	\$ 22.05
2	\$ 13.30	\$ 13.69	\$ 14.09	\$ 14.51	\$ 14.93	\$ 15.37	\$ 15.82	\$ 16.29	\$ 16.77	\$ 17.26	\$ 17.77	\$ 18.30	\$ 18.83	\$ 19.39	\$ 19.80
1	\$ 11.80	\$ 12.15	\$ 12.50	\$ 12.87	\$ 13.24	\$ 13.63	\$ 14.03	\$ 14.44	\$ 14.87	\$ 15.30	\$ 15.76	\$ 16.22	\$ 16.70	\$ 17.19	\$ 17.55

2016

Grade	Min/A	B	C	D	E	F	G	H	I	J	K	L	M	N	Max/O
20	\$ 40.65	\$ 41.85	\$ 43.09	\$ 44.36	\$ 45.67	\$ 47.02	\$ 48.41	\$ 49.84	\$ 51.32	\$ 52.84	\$ 54.41	\$ 56.02	\$ 57.68	\$ 59.39	\$ 60.65
19	\$ 39.15	\$ 40.31	\$ 41.49	\$ 42.72	\$ 43.98	\$ 45.28	\$ 46.62	\$ 48.00	\$ 49.42	\$ 50.88	\$ 52.39	\$ 53.94	\$ 55.54	\$ 57.19	\$ 58.40
18	\$ 37.65	\$ 38.76	\$ 39.90	\$ 41.08	\$ 42.29	\$ 43.54	\$ 44.83	\$ 46.16	\$ 47.52	\$ 48.93	\$ 50.37	\$ 51.87	\$ 53.40	\$ 54.99	\$ 56.15
17	\$ 36.15	\$ 37.22	\$ 38.31	\$ 39.44	\$ 40.61	\$ 41.80	\$ 43.04	\$ 44.31	\$ 45.62	\$ 46.97	\$ 48.36	\$ 49.79	\$ 51.26	\$ 52.78	\$ 53.90
16	\$ 34.65	\$ 35.67	\$ 36.72	\$ 37.80	\$ 38.92	\$ 40.07	\$ 41.25	\$ 42.47	\$ 43.72	\$ 45.01	\$ 46.34	\$ 47.71	\$ 49.13	\$ 50.58	\$ 51.65
15	\$ 33.15	\$ 34.13	\$ 35.13	\$ 36.16	\$ 37.23	\$ 38.33	\$ 39.46	\$ 40.62	\$ 41.82	\$ 43.06	\$ 44.33	\$ 45.64	\$ 46.99	\$ 48.38	\$ 49.40
14	\$ 31.65	\$ 32.58	\$ 33.54	\$ 34.52	\$ 35.54	\$ 36.59	\$ 37.67	\$ 38.78	\$ 39.92	\$ 41.10	\$ 42.31	\$ 43.56	\$ 44.85	\$ 46.17	\$ 47.15
13	\$ 30.15	\$ 31.04	\$ 31.95	\$ 32.89	\$ 33.85	\$ 34.85	\$ 35.87	\$ 36.93	\$ 38.02	\$ 39.14	\$ 40.30	\$ 41.48	\$ 42.71	\$ 43.97	\$ 44.90
12	\$ 28.65	\$ 29.49	\$ 30.36	\$ 31.25	\$ 32.16	\$ 33.11	\$ 34.08	\$ 35.09	\$ 36.12	\$ 37.18	\$ 38.28	\$ 39.41	\$ 40.57	\$ 41.77	\$ 42.65
11	\$ 27.15	\$ 27.95	\$ 28.76	\$ 29.61	\$ 30.48	\$ 31.37	\$ 32.29	\$ 33.24	\$ 34.22	\$ 35.23	\$ 36.26	\$ 37.33	\$ 38.43	\$ 39.57	\$ 40.40
10	\$ 25.65	\$ 26.40	\$ 27.17	\$ 27.97	\$ 28.79	\$ 29.63	\$ 30.50	\$ 31.40	\$ 32.32	\$ 33.27	\$ 34.25	\$ 35.26	\$ 36.29	\$ 37.36	\$ 38.15
9	\$ 24.15	\$ 24.86	\$ 25.58	\$ 26.33	\$ 27.10	\$ 27.89	\$ 28.71	\$ 29.55	\$ 30.42	\$ 31.31	\$ 32.23	\$ 33.18	\$ 34.16	\$ 35.16	\$ 35.90
8	\$ 22.65	\$ 23.31	\$ 23.99	\$ 24.69	\$ 25.41	\$ 26.15	\$ 26.92	\$ 27.71	\$ 28.52	\$ 29.36	\$ 30.22	\$ 31.10	\$ 32.02	\$ 32.96	\$ 33.65
7	\$ 21.15	\$ 21.77	\$ 22.40	\$ 23.05	\$ 23.72	\$ 24.42	\$ 25.13	\$ 25.86	\$ 26.62	\$ 27.40	\$ 28.20	\$ 29.03	\$ 29.88	\$ 30.75	\$ 31.40
6	\$ 19.65	\$ 20.22	\$ 20.81	\$ 21.41	\$ 22.03	\$ 22.68	\$ 23.34	\$ 24.02	\$ 24.72	\$ 25.44	\$ 26.18	\$ 26.95	\$ 27.74	\$ 28.55	\$ 29.15
5	\$ 18.15	\$ 18.68	\$ 19.22	\$ 19.77	\$ 20.35	\$ 20.94	\$ 21.55	\$ 22.17	\$ 22.82	\$ 23.48	\$ 24.17	\$ 24.87	\$ 25.60	\$ 26.35	\$ 26.90
4	\$ 16.65	\$ 17.13	\$ 17.62	\$ 18.13	\$ 18.66	\$ 19.20	\$ 19.75	\$ 20.33	\$ 20.92	\$ 21.53	\$ 22.15	\$ 22.80	\$ 23.46	\$ 24.15	\$ 24.65
3	\$ 15.15	\$ 15.59	\$ 16.03	\$ 16.49	\$ 16.97	\$ 17.46	\$ 17.96	\$ 18.48	\$ 19.02	\$ 19.57	\$ 20.14	\$ 20.72	\$ 21.32	\$ 21.94	\$ 22.40
2	\$ 13.65	\$ 14.04	\$ 14.44	\$ 14.86	\$ 15.28	\$ 15.72	\$ 16.17	\$ 16.64	\$ 17.12	\$ 17.61	\$ 18.12	\$ 18.65	\$ 19.18	\$ 19.74	\$ 20.15
1	\$ 12.15	\$ 12.50	\$ 12.85	\$ 13.22	\$ 13.59	\$ 13.98	\$ 14.38	\$ 14.79	\$ 15.22	\$ 15.65	\$ 16.11	\$ 16.57	\$ 17.05	\$ 17.54	\$ 17.90



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: and Electronic License System Point-of-Sale Contract Renewals

<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: 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 and Electronic License System Point-of-Sale Contract Renewals		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: Approve and authorize signatures to the renewal contracts		
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 <i>Please Explain:</i>		

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

March 18, 2015

To: Board of Commissioners

From: Kirk Peysar, County Auditor 

Re: MN-DNR ELS Agent Contract and Electronic License System Point-of-Sale
Contract Renewals

Request for approval of the ELS Agent Contract and Electronic License System Point-of-Sale Contract Renewals with MN-DNR authorizing the processing and issuance of watercraft and off-road titles and licenses; trail stickers at the Aitkin County License Center.

The term of the renewal agreements is through June 30, 2019.

**STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES
REGISTRATION AND TITLING ELS AGENT CONTRACT
WITH DEPUTY REGISTRAR OF MOTOR VEHICLES OFFICES**

This Contract is between the State of Minnesota, acting through the Department of Natural Resources (hereinafter DNR) and

Aitkin County License Center	083		
(Business or Deputy Registrar Office) 2-2nd ST NW	(Deputy Registrar Number)		
(Street Address)			
Aitkin	MN	56431	Aitkin
(City)	(Zip code)	(County)	
(Authorized Representative for Corporation or Owner)			

(Hereinafter Agent)

WHEREAS, Deputy Registrar of Motor Vehicles, appointed by the Commissioner of Public Safety under Minnesota Statute 168.33, is required under Minnesota Statutes to process applications for watercraft licenses, watercraft titles, snowmobile, all-terrain vehicle, off-highway motorcycle, off road vehicle registrations, trail stickers and permits for the commissioner of natural resources.

NOW THEREFORE, it is agreed between DNR and the Agent as follows:

1. AGENT DUTIES

The Agent will:

- a) Make available for sale to the public the following types of electronic licenses, registrations, stickers, permits and title transactions: all watercraft licenses, all all-terrain vehicle registrations, all snowmobile registrations, all off highway motorcycle registrations and all off road vehicle registrations and collect any sales and use tax as required by law. The Agent will do so in strict accordance with (1) the terms of this Contract; (2) all instructions and rules/ regulations issued by DNR.
- b) Sell electronic licenses, stickers, permits, registrations and title transactions and collect sales and use tax, when applicable, only at the business location approved under their appointment by the commissioner of public safety and at a place on the premises accessible to the public.
- c) Issue electronic licenses, stickers, registrations and title transactions to the public during open business hours
- d) As instructed by DNR, maintain displays, notices or other informational materials relating to electronic licenses, stickers, registrations and title transactions that are provided by DNR.
- e) Provide a personal computer, Internet service provider, and necessary phone or network to access the administrative screen functions of the electronic license system (ELS) for registration and titling.
- f) Maintain current and accurate records of all electronic licenses, stickers, registrations and title transactions and sales and use tax collected in conformance with law and as directed by DNR.

- g) Maintain a bank account in an FDIC insured banking association, savings association, trust company, or credit union organized under the authority of the State or the United States. The bank account will be able to accept electronic funds transfers. The Agent will provide DNR with all of the requested account information.
- h) Deposit all money received from the sale of electronic licenses, stickers, registrations, title transactions, and sales and use tax collected as required for watercraft, snowmobile and all OHV transactions in the account described above, less the amount retained according to law as the filing or issuing fee. The Agent's bank account will be set up to permit DNR, through the State treasurer, to electronically transfer the money to the State treasury.
- i) File with DNR, on a form and in a manner as DNR may require, reports of the Agent's receipts and transactions concerning the sale of electronic licenses, registrations, stickers, titles and sales and use tax collection.
- j) Return to DNR on a weekly basis, completed applications and title forms as required by DNR.
- k) Complete and provide a true and accurate state and federal Taxpayer Identification Number (TIN) verification form.
- l) Return voided licenses to the DNR within 30 days. After 30 days, voided licenses will be charged to the Agent.
- m) The Agent shall make reasonable business efforts to comply with the most recent version of the Payment Card Industry Data Security Standard (PCI DSS), promulgated by the PCI Security Standards Council.

2. DNR's DUTIES

DNR, or its duly authorized representative, will:

- a) Provide a printer, access to administrative screens for processing registration and titling transactions and sales and use tax collection, printer paper and necessary supplies at each authorized Agent location. Provide routine maintenance for necessary repairs on printer not due to abuse or neglect by the Agent or the Agent's employees
- b) Provide appropriate training materials and a toll free telephone help desk service to answer Agent's questions and assist with problems.
- c) Provide informational materials for the Agent to distribute to licensees and registrants regarding regulation requirements for recreational vehicle and watercraft activities.
- d) Notify the Agent of the designated amounts to be transferred and the designated time of transfer prior to electronic transfer of funds.
- e) Provide the Agent with instructions for the transfer of funds from the Agent's bank account to the State treasury and instructions for reconciling any differences between the Agent and DNR on the amount of money to be electronically transferred.

3. RESTRICTRIONS ON SALE OF ELECTRONIC LICENSES, REGISTRATIONS, STICKERS AND TITLE TRANSACTIONS

- a) All electronic licenses, registrations, stickers, and title transactions, will be completed at the Agent's business location.
- b) The Agent is responsible for the completion of each electronic license registrations, sticker and title transaction at the Agent's place of business.
- c) An Agent will not offer electronic licenses, registrations, stickers or title transactions for free or at nominal, reduced, or increased fee except as provided by Minnesota Statute
- d) An Agent will not waive all or part of the issuing or filing fee or use electronic licenses, registrations, stickers or title transactions in connection with a drawing, raffle, giveaway, or other sales promotion.

4. RESPONSIBILITY FOR MATERIALS AND EQUIPMENT

- a) Except for acts beyond their control, the Agent will be responsible for damaged, lost, stolen, missing, or destroyed electronic licenses and materials and point of sale equipment relating to electronic licenses.
- b) The Agent will be responsible for their personal computers and any services or contracts or agreements with local Internet service providers.
- c) The Agent is required to carry insurance to insure property provided by DNR

5. DNR ACCESS TO ELECTRONIC LICENSE OPERATIONS

- a) The Agent agrees to allow DNR access to all materials and equipment related to its electronic license operations
- b) DNR may make inspections during open business hours with or without notice to the Agent to determine whether the Agent is complying with the provisions of Minnesota Rules and Statutes related to electronic licensing and the terms of this Contract. The Agent agrees to allow DNR to inspect the Agent's business location at other times upon reasonable notice to determine whether the Agent is complying with the provisions of the Minnesota Rules, Statutes and the terms of this Contract.

6. LIABILITY

- a) The Agent agrees to be responsible for and liable for all proceeds from the sale of electronic licenses, registrations, titles, stickers and sales and use tax collection regardless of the manner of payment and for all losses incurred, including but not limited, to those due to theft, credit card fees, non-sufficient funds checks and counterfeit currency.
- b) Agent agrees that any contractual or tortious liability arising from the performance of this Contract by the Agent, its agents or employees, is the Agent's sole responsibility. The Agent agrees to indemnify and hold the State, its agents and employees, harmless from all claims or causes of action, including all attorney fees incurred by the State arising from such performance of this Contract by the Agent or its agents or employees. This provision will not be construed to bar any legal remedies the Agent may have for the State's failure to fulfill its obligations under this Contract.

7. AGENT STATUS

- a) The Agent agrees that in its capacity as an Agent to sell electronic licenses, registrations, titles and stickers, the Agent is acting on behalf of the State and DNR.
- b) The Agent agrees to be bound by and comply with the provisions of law, rules and instructions and orders issued by DNR.

8. DURATION OF AGENT CONTRACT; TRANSFERABILITY

- a) This Contract will be effective upon the date that the final required signature is obtained in accordance with Minn. Statute § 16C.05 and will remain in effect until 11:59 p.m. on **June 30, 2019** unless terminated, canceled or suspended as provided herein.
- b) This Contract remains in effect until the Contract is terminated in writing at the request of the Agent or is terminated, canceled or suspended by DNR as stated in 9(a) or unless the Agent appointment is terminated, canceled or suspended by the Department of Public Safety.
- c) The Agent will not assign, delegate or transfer any rights, obligations or duties under this Contract without the prior written consent of DNR.
- d) Transfer of ownership of a Deputy Registrar is subject to approval by the commissioner of public safety.

- e) The Agent will notify the Authorized Representative in writing at least 30 days before any change of its business location, nature of business, or ownership. The DNR will consider a Contract based on the new application criteria under Minnesota R. pt. 6213.310 when there is a change in business location, nature of business, hours of operation or ownership. The DNR will cancel the Contract if the Agent no longer meets the criteria for acceptance of an original application. A new owner must submit an application, which is subject to approval by the DNR.
- f) The Agent will provide to the DNR's Authorized Representative or his/her successor, in the event of Agent's change in financial or ownership status of the location specified within this contract including bankruptcy, foreclosure, lease termination or property sale.
 - (1) Authorized Representative for DNR:
Ray Kappers
Department of Natural Resources
500 Lafayette Road, St Paul, MN 55115
Email: ray.kappers@state.mn.us

9. FORFEITURE OR SUSPENSION OF CONTRACT

- a) Per termination, cancellation or suspension provisions in Paragraph 8(b), this Contract may be terminated and the Agent's right to sell licenses, titles, registrations, stickers and permits are forfeited if DNR finds that the Agent:
 - (1) Provided false or misleading information on the Agent's application to DNR;
or
 - (2) While performing its duties as an Agent of DNR under this Contract, the Agent acted in a manner prejudicial to the public confidence in the integrity of DNR.
- b) DNR may suspend this contract until the Agent returns to compliance if the DNR finds that the Agent:
 - (1) Changed business location without proper notice to the DNR;
 - (2) Failed to account for materials and equipment for operation of the electronic license system;
 - (3) Failed to comply with a term or condition of this Contract;
 - (4) Committed an act that impairs the Agent's reputation for honesty and integrity related to fulfilling its duties as an agent of the DNR;
 - (5) Failed to properly display license point of sale equipment and materials; or
 - (6) Failed to have financial stability or responsibility to act as an Agent including, but not limited to, evidence of inadequate accounting records or a failure to maintain sufficient funds from the sale of electronic licenses, registration, titles and stickers and collection of sales and use taxes in the appropriate bank account.
- c) Agent's may be suspended or terminated if the Automated Clearing House (ACH) withdraws fail:
 - (1) First Fail: When an Agent's ACH attempt fail once in a 12 month period, the Agent is contacted by DNR staff, the reason for the fail is determined and a retry is made to transfer the funds within five business days. If the retry fails, the Agents' account is placed in a suspended status, which prevents further ELS sales to occur. This is considered a second fail.
 - (2) Second Fail: When an Agent's ACH attempt fails twice in a 12 months period or an ACH retry fails, the Agent is contacted by DNR staff, the reason for the fail is determined and a retry is made to transfer the funds within five

business days. In addition, the Agent's account is placed in a suspended status immediately, which prevents further ELS sales to occur, but does allow the ACH retries to be processed. The Agent will be notified in writing of this action. The Agent will remain suspended until the ACH retries have been processed and cleared, or a certified cashier's check is delivered to the License Center for the entire amount of the failed ACH transfer.

- (3) Third Fail: When an Agent's ACH fails three times or the total failed ACH and Failed ACH retried total is three or more within a 12 months period, the Agent is contacted by DNR staff on the same day the report is available, the reason for the fails is determined and a retry is made to transfer the funds. In addition, the Agent will be put in suspended status, and the Agent will be notified of our intent to terminate the Agent's contract, and recover the ELS equipment. The Agent may submit a "request for reconsideration" within 30 days.
 - (4) Agents who have three fails and are closed and do not meet fiscal obligations provided for by the Agent contract will be referred to the State collection services.
- d)
- (1) If this Contract is forfeited or suspended, the DNR will notify the Agent in writing. The Agent may within 30 days from the day the notice was mailed, request that the DNR reconsider the forfeiture or suspension. A request for reconsideration will include a written statement setting forth the Agent's legal, factual, or equitable arguments, along with any supporting documents. DNR may request that the Agent submit additional facts or documents before making a final decision. DNR, after considering any additional facts or documents submitted by the Agent, will make a decision on whether or not to revoke the forfeiture or suspension of this Contract.
 - (2) In the event of cancellation, recovery of equipment must be within 30 days and a final reconciliation will be done of funds and any outstanding debt owed to the DNR.

10. AMENDMENTS

Any amendments or modifications to this Contract will be in writing and will not be effective until executed by the parties to this Contract and approved by all officials as required by law.

11. AUDITS

The books, records, documents, and accounting procedures and practices of the Agent and its employees, agents, or subcontractors relevant to this Contract will be made available and subject to examination by DNR, Legislative Auditor and State Auditor for a minimum period of six years from the date of transaction.

12. DATA PRACTICES ACT

The Agent will comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the DNR in accordance with this Contract, and as it applies to all data, collected, received, stored, used, maintained, or disseminated by the Agent in accordance with this Contract. The civil remedies of Minn. Stat. § 13.08, apply to the release of the data referred to in this Article by either the Agent or the DNR. ELS data may only be used in the normal course of business for the use of processing ELS transactions.

13. AFFIRMATIVE ACTION

- a) The Agent certifies pursuant to Minnesota Statute § 363A.36 that: (a) the Agent has not had more than 40 full-time employees at any time during the twelve months preceding the date it submitted its response to the DNR; or (b) if the Agent has more than 40 full-

time employees within the State of Minnesota on a single working day during the previous twelve months preceding the date the Agent submitted its response to the DNR, that it has an affirmative action plan pursuant to the requirements of Minnesota Statutes § 363A.36 for the employment of minority persons, women and qualified disabled individuals approved by the State of Minnesota, Commissioner of Human Rights; or (c) if the Agent does not have 40 full time employees within the State Minnesota on a single working day during the previous twelve months preceding the date it submitted its response to the DNR, but has had more than 40 full-time employees on a single working day during the previous twelve months in the State in which it has its primary place of business, then (1) the Agent has current Minnesota certificate of compliance issued by the Minnesota Commissioner of Human Rights, or (2) the Agent certifies that it is in compliance with federal Affirmative Action requirements.

- b) If the Agent has more than 40 full-time employees within the State of Minnesota on a single working day during the previous twelve months. The Agent will comply with the following Affirmative Action requirements for disabled workers:

MINN. R. 5000.3550 DISABLED INDIVIDUALS AFFIRMATIVE ACTION CLAUSE

- (1) The Agent will not discriminate against any employees or applicants for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Agent agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled individuals without discrimination based upon their physical or mental disability in all employment practices such as the recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship
- (2) The Agent agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act
- (3) In the event of the Agent's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statute § 363A.36 and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
- (4) The Agent agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices will be the DNR or the Agent's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employments, and the rights of applicants and employee.
- (5) The Agent will notify each labor union or representative of workers with which it has a collective bargaining agreement or other Agreement understanding, that the Agent is bound by the terms of Minnesota Statute § 363A.36 of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled individuals.

14. ANTITRUST

The Agent hereby assigns to the State of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with this Contract resulting from antitrust violations that arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

15. WORKERS' COMPENSATION

Contractor certifies that it is in compliance with Minnesota Statute § 176.182, Subd. 2, pertaining to worker's compensation insurance coverage. The Contractor's employees and Agents will not be considered State employees. Any claims that may arise under the Minnesota Worker's Compensation Act on behalf of these employees or Agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or Agents are in no way the State's obligation or responsibility.

16. COMPLETE CONTRACT

This Contract and any executed amendments constitute the entire Contract between the parties with regard to the matters set forth herein.

17. JURISDICTION AND VENUE

The laws of the State of Minnesota thereto, will govern this Contract and executed amendments. Venue for all legal proceedings arising out of this Contract, or breach thereof, will be in the State or federal court with competent jurisdiction in Ramsey County, Minnesota.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

1. AGENT

Agent certifies that the appropriate person(s) have executed the agreement as required by articles, by-laws, resolutions or ordinances, and that, such articles by-laws, resolutions or ordinances have been forwarded to the Department of Natural Resources with this Contract.

By: _____
(Authorized Signature)

Title: _____

Date: _____

2. DEPARTMENT OF NATURAL RESOURCES

By: _____
(With Delegated Authority)

Title: _____

Date: _____

3. COMMISSIONER OF ADMINISTRATION

As delegated by Materials Management Division

By: _____
(Authorized Signature)

Title: _____

Date: _____

**STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES
ELECTRONIC LICENSE SYSTEM POINT-OF-SALE AGENT CONTRACT**

This Contract is between the State of Minnesota, acting through the Department of Natural Resources (hereinafter DNR) and

1001

Aitkin County d/b/a Aitkin County License Center
(Corporation or Owner) (Business Name)

2 2nd St NW
(Street Address)

Aitkin MN 56431 Aitkin
(City) (State) (Zip code) (County)

(Authorized Representative for Corporation or Owner)

(Hereinafter Agent)

WHEREAS, DNR, pursuant to Minnesota Statute § 84.027, Subd. 15, and other applicable law, is authorized to appoint Agents to sell electronic licenses under the Electronic License System (ELS); and

WHEREAS, the Agent has filed an application with the DNR to become an Agent and represents that it is duly qualified and willing to perform the services set forth herein.

NOW THEREFORE, it is agreed between the DNR and the Agent as follows:

1. AGENT DUTIES

The Agent will:

- a. Make available for sale to the public the following types of electronic licenses: all fee and no-fee application, license, pass, permit, sticker, registration or any other future electronic transactions relating to the DNR licensing, issued under the electronic license system. The Agent will do so in strict accordance with (1) the terms of this Contract; (2) all instructions, rules and regulations issued by the DNR; and (3) the terms of ELS, which is incorporated by reference herein and made a part of this Contract.
- b. Collect survey information as instructed by the DNR including, but not limited to, the Federal Harvest Information Program Survey (HIP), and fish survey.
- c. Sell electronic licenses only at the business location specified in its application and at a place on the premises accessible to the public.
- d. Issue electronic licenses to the public during the times specified in its application.
- e. Maintain, as instructed by the DNR, displays, notices or other informational materials relating to electronic licenses that are provided by the DNR.
- f. An agent must agree to provide a communications connection to the point-of-sale equipment. The point-of-sale access required for the next generation point-of-sale system will require an established connection to the Internet. A telephone line or broadband connection (DSL, cable modem or corporate network) and access to electrical outlets will be required. The point-of-sale equipment will utilize a toll-free telephone number to the electronic license system if a phone line is used. The communication requirements may change as technology advances.
- g. Maintain current and accurate records of all electronic license operations in conformance with law and as directed by the DNR.

- h. Maintain a bank account in an FDIC insured banking association, savings association, trust company, or credit union organized under the authority of the State or the United States. The bank account will be able to accept electronic fund transfers. The Agent will provide the DNR with all of the account information requested by the DNR.
- i. Deposit all money received from the sale of electronic licenses in the account described above, less the amount retained according to law as the issuing fee. The Agent's bank account will be set up to permit the DNR, through the State Treasurer, to electronically transfer the money to the State Treasury.
- j. File with the DNR, on a form and in a manner as the DNR may require, reports of the Agent's receipts and transactions concerning the sale of electronic licenses.
- k. Complete and provide a true and accurate state and federal Taxpayer Identification Number (TIN) verification form.
- l. Return voided licenses to the DNR within 30 days. After 30 days, voided licenses will be charged to the Agent.
- m. The Agent shall make reasonable business efforts to comply with the most recent version of the Payment Card Industry Data Security Standard (PCI DSS), promulgated by the PCI Security Standards Council.

2. DNR DUTIES

The DNR, or its duly authorized representatives, will:

- a. Provide an online terminal and printer, with printer paper and necessary supplies, at each authorized agent location and provide routine maintenance on the terminal for necessary repairs not due to abuse or neglect by the Agent or the Agent's employees.
- b. Provide appropriate training materials and a toll free telephone "help desk" service to answer Agent's questions and assist with problems.
- c. Provide informational training materials for the Agent to distribute to licensees regarding regulation requirements for game and fish activities.
- d. Notify the Agent of the designated amounts to be transferred and the designated time of transfer prior to electronic transfer of funds.
- e. Provide the Agent with instructions for the transfer of funds from the Agent's bank account to the State Treasury and instructions for reconciling any differences between the Agent and the DNR on the amount of money to be electronically transferred.

3. RESTRICTIONS ON SALE OF ELECTRONIC LICENSES

- a. All electronic licenses will be completed at the Agent's business location. The Agent is responsible for the completion of each electronic license transaction for each electronic license sold at the Agent's place of business.
- b. An Agent will not issue a resident license to a person unless the Agent ascertains that the applicant is a resident as defined by Minnesota Statutes.
- c. An Agent will not offer electronic licenses for free or at nominal, reduced, or increased fee except as provided by Minnesota Statutes.

NOTE: This statute does not supersede any agreement the Agent has with electronic bankcard issuers concerning charging customers a convenience fee.

- d. An Agent will not waive all or part of the issuing fee or use electronic licenses in connection with a drawing, raffle, giveaway, or other sales promotion.

4. RESPONSIBILITIES FOR MATERIALS AND EQUIPMENT

Provide a location for the ELS equipment that protects it from damage and unauthorized use.

- a. Except for acts beyond their control, an agent will be responsible for lost, stolen, missing or destroyed electronic licenses and materials and point-of-sale equipment relating to electronic licenses. An Agent, except for those Agents who are appointed as a deputy registrar of motor vehicles by the commissioner of public safety under Minnesota Statute, section 168.33, must provide a deposit of \$200 for the equipment. Each additional set of equipment will require an additional \$150 deposit. The deposit will be held in a clearing account. The deposit will be refunded at the time an agent terminates the agent's contract if all point-of-sale equipment and

related materials are returned to the commissioner in good working condition. If the equipment is not returned within 30-days, the deposit will be used towards the cost of replacing the terminal. An Agent's deposit may be applied to any outstanding debt owed to the DNR.

5. DNR ACCESS TO ELECTRONIC LICENSE OPERATIONS

- a. The Agent will allow the DNR access to all materials and equipment related to its electronic license operations.
- b. The DNR may make inspections during open business hours with or without notice to the Agent to determine whether the Agent is complying with the provisions of Parts 6213.0100 to 6213.0800 of the Minnesota Rules and the terms of this Contract. The Agent will allow the DNR to inspect the Agent's business location at other times upon reasonable notice to determine whether the Agent is complying with the provisions of Parts 6213.0100 to 6213.0800 of the Minnesota Rules and the terms of this Contract.

6. LIABILITY

- a. The Agent will be responsible for, and liable for, all proceeds from the sale of electronic licenses regardless of the manner of payment and for all losses incurred due to theft, credit card fees, non-sufficient funds checks, and counterfeit currency.
- b. The Agent agrees that any contractual or tortious liability arising from the performance of this Contract by the Agent or its Agents or employees is the Agent's sole responsibility. The Agent agrees to indemnify and hold the State, its Agents and employees, harmless from any and all claims or causes of action, including all attorney fees incurred by the State arising from such performance of this Contract by the Agent or its Agents or employees. This provision will not be construed to bar any legal remedies the Agent may have for the State's failure to fulfill its obligations under this Contract.

7. AGENT STATUS

- a. The Agent agrees that, in its capacity as an Agent to sell electronic licenses, the Agent is acting on behalf of the State and the DNR.
- b. The Agent agrees to be bound by and comply with any provisions of all applicable provisions of law, rules, instructions and orders issued by the DNR.

8. DURATION OF AGENT CONTRACT: TRANSFERABILITY

- a. This Contract will be effective upon the date that the final required signature is obtained in accordance with Minnesota Statute § 16C.05 and will remain in effect until 11:59 PM, **June 30, 2019**, unless terminated, canceled or suspended as provided herein.
- b. This Contract remains in effect until the Contract is terminated in writing at the request of the Agent or is terminated, canceled or suspended by the DNR as stated in 9(a). In addition, Minnesota Statute § 97A.485, Subd. 3, authorizes the DNR to revoke the contract at any time.
- c. The Agent will notify the Authorized Representative in writing at least 30 days before any change of its business location, nature of business, or ownership. The DNR will consider a Contract based on the new application criteria under Minnesota. R. pt. 6213.0310 when there is a change in business location, nature of business, hours of operation or ownership. The DNR will cancel the Contract if the Agent no longer meets the criteria for acceptance of an original application. A new owner must submit an application, which is subject to approval by the DNR.
- d. The Agent will provide notice to the DNR's Authorized Representative, or his/her successor, in the event of Agent's change in financial or ownership status of the location specified within this contract including bankruptcy, foreclosure, lease termination or property sale.
- e. The Agent will not assign, delegate or transfer any rights, obligations or duties under this Contract without the prior written consent of the DNR.

9. AUTHORIZED REPRESENTATIVE FOR DNR:

Ray Kappers
Department of Natural Resources
500 Lafayette Road, St. Paul, MN 55155
Email: ray.kappers@state.mn.us

10. FORFEITURE OR SUSPENSION OF CONTRACT

- a. In addition to suspension under Minnesota Statute § 97A.311, Subd. 4, this Contract may be terminated and the Agent's right to handle and sell licenses forfeited if the DNR finds that the Agent:
 1. Provided false or misleading information on the Agent's application to the DNR; or
 2. While performing its duties as an Agent of the DNR under this Contract, The Agent acted in a manner prejudicial to the public confidence in the integrity of the DNR.
- b. The DNR may cancel or suspend this Contract if the DNR finds that the Agent:
 1. Changed business location without proper notice to the DNR;
 2. Failed to account for materials and equipment for operation of the electronic license system;
 3. Failed to comply with a term or condition of this Contract;
 4. Committed an act that impairs the Agent's reputation for honesty and integrity related to fulfilling its duties as an Agent of the DNR;
 5. Failed to properly display license point of sale equipment and materials; or
 6. Failed to have the financial stability or responsibility to act as an agent including, but not limited to, evidence of inadequate accounting records or a failure to maintain sufficient funds from the sale of electronic licenses in the appropriate bank account.
 7. Misuse of ELS data. ELS data may only be used in the normal course of business for the use of processing ELS transactions.
- c. Agent's may be suspended or terminated if the ACH withdraws fail:
 1. First Fail: When an Agent's ACH attempt fail once in a 12 months period, the Agent is contacted by the DNR staff, the reason for the fail is determined and a retry is made to transfer the funds within five business days. If the retry fails, the Agent's account is placed in a suspended status, which prevents further ELS sales to occur. This is considered a second Fail.
 2. Second Fail: When an Agent's ACH attempt fails twice in a 12 months period or an ACH retry fails, the Agent is contacted by the DNR staff, the reason for the fail is determined and a retry is made to transfer the funds within five business days. In addition, the Agent's account is placed in a suspended status immediately, which prevents further ELS sales to occur, but does allow the ACH retries to be processed. The Agent will be notified in writing of this action. The Agent will remain suspended until the ACH retries have been processed and cleared, or a certified cashier's check is delivered to the DNR License Center for the entire amount of the failed ACH transfer.
 3. Third Fail: When an Agent's ACH fails three times or the total failed ACH and failed ACH retried total is three or more within a 12 months period, the Agent is contacted by the DNR staff on the same day the report is available, the reason for the fails is determined and a retry is made to transfer the funds. In addition, the Agent will be put in suspended status, and the Agent will be notified of our intent to terminate the Agent's contract, and recover the ELS equipment. The Agent may submit a "request for reconsideration" within 30 days.
 4. Agents who have three fails and are closed and do not meet fiscal obligations provided for by the Agent contract will be referred to the State collection services.
- d.
 1. If this Contract is forfeited or suspended, the DNR will notify the Agent in writing. The Agent may within 30 days from the day the notice was mailed, request that the DNR reconsider the forfeiture or suspension. A request for reconsideration will include a written statement setting forth the Agent's legal, factual, or equitable arguments, along with any supporting documents. DNR may request that the Agent submit additional facts or documents before making a final decision. DNR, after considering any additional facts or documents submitted by the Agent, will make a decision on whether or not to revoke the forfeiture or suspension of this Contract.
 2. In the event of cancellation, recovery of equipment must be within 30 days and a final reconciliation will be done of funds and any outstanding debt owed to the DNR.

11. AMENDMENTS

Any amendments or modifications to this Contract will be in writing and will not be effective until executed by the parties to this Contract and approved by all officials as required by law.

12. AUDITS

The books, records, documents, and accounting procedures and practices of the Agent and its employees, agents, or subcontractors relevant to this Contract will be made available, and subject to examination by DNR, Legislative auditor, and State Auditor for a minimum period of six years from the date of transaction.

13. DATA PRACTICES ACT

The Agent will comply with the Minnesota Government Data Practices Act, Minnesota Statute §13, as it applies to all data provided by DNR in accordance with this Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Agent in accordance this Contract. The civil remedies of Minnesota Statute Ch. 13.08 apply to the release of the data referred to in this clause by either the Agent or the DNR.

14. AFFIRMATIVE ACTION (When applicable)

- a. The Agent certifies pursuant to Minnesota Statute § 363A.36 that: (a) the Agent has not had more than 40 full-time employees at any time during the twelve months preceding the date it submitted its response to the DNR; or (b) if the Agent has more than 40 full-time employees within the State of Minnesota on a single working day during the previous twelve months preceding the date the Agent submitted its response to the DNR, that it has an affirmative action plan pursuant to the requirements of Minnesota Statutes § 363A.36 for the employment of minority persons, women and qualified disabled individuals approved by the State of Minnesota, Commissioner of Human Rights; or (c) if the Agent does not have 40 full time employees within the State Minnesota on a single working day during the previous twelve months preceding the date it submitted its response to the DNR, but has had more than 40 full-time employees on a single working day during the previous twelve months in the State in which it has its primary place of business, then (1) the Agent has current Minnesota certificate of compliance issued by the Minnesota Commissioner of Human Rights, or (2) the Agent certifies that it is in compliance with federal Affirmative Action requirements.
- b. If the Agent has more than 40 full-time employees within the State of Minnesota on a single working day during the previous twelve months. The Agent will comply with the following Affirmative Action requirements for disabled workers:
MINN. R. 5000.3550 DISABLED INDIVIDUALS AFFIRMATIVE ACTION CLAUSE.
 1. The Agent will not discriminate against any employees or applicants for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Agent agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled individuals without discrimination based upon their physical or mental disability in all employment practices such as the recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
 2. The Agent agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 3. In the event of the Agent's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statute § 363A.36 and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.
 4. The Agent agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the commissioner of the Minnesota Department of Human Rights. Such notices will be the DNR or the Agent's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employments, and the rights of applicants and employee.
 5. The Agent will notify each labor union or representative of workers with which it has a collective bargaining agreement or other Agreement understanding, that the Agent is bound by the terms of Minnesota Statute § 363A.36 of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled individuals.

15. **WORKERS' COMPENSATION**

Contractor certifies that it is in compliance with Minnesota Statute § 176.181, subd.2, pertaining to workers' compensation insurance coverage. The Contractor's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the State's obligation or responsibility.

16. **ANTITRUST**

The Agent hereby assigns to the State of Minnesota any, and all claims for overcharges as to goods and/or services provided in connection with this Contract resulting from antitrust violations that arise under the antitrust laws of the United States and the antitrust laws of the State of Minnesota.

17. **COMPLETE CONTRACT**

This Contract and any executed amendments constitute the entire Contract between the parties with regard to the matters set forth herein.

18. **JURISDICTION AND VENUE**

The laws of the State of Minnesota thereto, will govern this Contract and executed amendments. Venue for all legal proceedings arising out of this Contract, or breach thereof, will be in the State or federal court with competent jurisdiction in Ramsey County, Minnesota.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

1. **AGENT**

Agent certifies that the appropriate person(s) have executed the agreement as required by articles, by-laws, resolutions or ordinances, and that, such articles by-laws, resolutions or ordinances have been forwarded to the Department of Natural Resources with this Contract.

By: _____
(Authorized Signature)

Title: _____

Date: _____

2. **DEPARTMENT OF NATURAL RESOURCES**

By: _____
(With Delegated Authority)

Title: _____

Date: _____

3. **COMMISSIONER OF ADMINISTRATION**

As delegated by Materials Management Division

By: _____
(Authorized Signature)

Title: _____

Date: _____



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: 03/24/2015

Title of Item: 2014 in Review

<input type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Sheriff Scott Turner		Department: Sheriff's Office
Presenter (Name and Title): Sheriff Scott Turner		Estimated Time Needed: 30 minutes
Summary of Issue: 2014 Year in Review (Powerpoint presentation)		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW
Aitkin, MN 56431

218-927-2138 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

MEMO

To: Aitkin County Board of Commissioners

Date: March 3, 2015

From: Sheriff Scott Turner

Re: 2014 Year in Review

At the March 24th Aitkin County Board Meeting I will provide a year-end review of the public safety operations that fall under the sheriff's office. It will once again look at some of the current statistics and long-term trends that we have been seeing in the area of public safety.

The Powerpoint presentation will also provide a glimpse of what is happening now and where we plan to go in the near future with technology, staffing, etc. This presentation will be for information only.

If you have any questions prior to that time, please do not hesitate to call. If there is any area that you would like me to highlight at that time, also please give me a call.



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: MCIT Member Report

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input checked="" type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Nathan Burkett		Department: Administration
Presenter (Name and Title): Bob Goede, MCIT Risk Management Consultant		Estimated Time Needed: 20 minutes
Summary of Issue: At Tuesday's Board meeting, Bob Goede, MCIT Risk Management Consultant will present the annual MCIT Member Report.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion:		
Financial Impact: <i>Is there a cost associated with this request?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>What is the total cost, with tax and shipping? \$</i> <i>Is this budgeted?</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		



Board of County Commissioners Agenda Request

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Agenda Item #

Requested Meeting Date: March 24, 2015

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Prod

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: <p style="text-align: center;">Sally M. Huhta</p>		Department: <p style="text-align: center;">Auditor's</p>
Presenter (Name and Title): Nathan Burkett, County Administrator		Estimated Time Needed:
Summary of Issue: <p style="text-align: center;">Application for License to Sell Tobacco Products - Fisherman's Bay</p>		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2016: • # 08 N5 Corporation, d/b/a Fisherman's Bay – Workman Township		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i>		

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



Board of County Commissioners Agenda Request



Requested Meeting Date: March 24, 2015

Title of Item: Application to Make Retail Sales of Cigarette & other Tobacco Prod

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

Submitted by: Sally M. Huhta	Department: Auditor's
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed:
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Summary of Issue:

Application for License to Sell Tobacco Products - Westerlund Cenex

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Motion to approve Application for License to Sell Tobacco Products for the period ending March 31, 2016:
• # 28 Westerlund Inc., d/b/a Westerlund Cenex – Malmo Township

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 Board of Commissioners Agenda Request Form

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Agenda Item #

Requested Meeting Date: March 24, 2015

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		Westerlund
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	Niemi, Alt. Marcotte
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