

# ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS May 12, 2015 – BOARD AGENDA

## **Please Note Late Start Time**

- 9:30** 1) **J. Mark Wedel, County Board Chairperson**
- A) Call to Order
  - B) Pledge of Allegiance
  - C) Board of Commissioners Meeting Procedure
  - D) Approval of Agenda
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those three 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 April 28, 2015 – May 11, 2015
  - B) Approve 4/28/15 County Board Minutes
  - C) Approve April Manual Warrants
  - D) Approve Commissioner Warrants
  - E) Authorize Sale of Motor Pool Vehicles
  - F) Adopt Resolution – Support Polymet Mining NorthMet Project
  - G) Adopt Resolution – High Lifter Quadna Mud Nationals
  - H) Adopt Resolution – Roberts-Glad VFW Post #1727 – Form LG214
  - I) Authorize Sale of Vehicle as Salvage – Sheriff's Dept.
  - J) Approve 3.2% Malt Liquor Licenses
  - K) Approve Cooperative Agreement – Highway Dept.
- 9:35 3) **Kirk Peysar & Jim Bright, Aitkin County Fair**
- A) County Fair Building
- 9:50 4) **John Welle, County Engineer**
- A) Approve Tandem Truck Purchase
  - B) Adopt Resolution – Award SAP 001-600-017
- 10:15 5) **Nathan Burkett, County Administrator**
- A) First Quarter Financial Review
  - B) Long Term Financial Projections
  - C) Budget Schedule
  - D) Capital Improvement Plan
  - E) IT Strategic Objectives

**11:00 6) Committee Updates**

**12:00 Break**

**1:00 7) Ross Wagner, Economic Development & Forest Industry Coordinator  
A) Public Hearing – Northland Hydraulic Service TAF Request**

**1:30 Adjourn**

The Aitkin County Board of Commissioners met this 28<sup>th</sup> day of April, 2015 at 9:04 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve the April 28, 2015 amended agenda. Item 5B - First Quarter Financial Review was removed, and Item 5C – Adopt Resolution: Local 49ers Pay Rates for 2015-2016 Agreement was added.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
April 28, 2015**

**CALL TO ORDER**

**APPROVED  
AGENDA**

**HEALTH & HUMAN  
SERVICES BOARD**

**I. Attendance**

The Aitkin County Board of Commissioners met this 28th day of April, 2015, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Sue Tange & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; Darlene Hlidek, Marlene Abear, and Roberta Elvecrog, H&HS Advisory Committee Members; Jerry Thompson, Sorenson-Root-Thompson Funeral Home; and Jessica Seibert, citizen.

**II. Approval of Health & Human Services Board Agenda**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda.

**III. Review March 24, 2015 Health & Human Service Board Minutes**

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

**IV. Review Bills**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the Bills as presented this date. Board requested we provide a graph next month of how our bills are paid and reported at various levels.

**V. General/Miscellaneous Information**

**A. SRT Funeral Services Proposed Rate Changes–Tom Burke/Jerry Thompson** –Tom Burke discussed the fact that no changes have been made with respect to the reimbursement rates in many years in Aitkin County as well as various surrounding counties. Mr. Thompson noted that SRT currently recovers 30% of the normal charges for funeral and cremation costs and he is asking to recover 50% of normal charges. Motion by Commissioner Westerlund, seconded by Commissioner Niemi, (Commissioner Wedel abstained from the discussion and vote) the motion

carried, to increase the reimbursement rates to the following:  
 \$1,650 immediate cremation w/o service  
 \$2,100 immediate cremation w/ service  
 \$3,100 service w/rental casket and cremation to follow  
 \$3,100 funeral with all prep and minimum casket  
 County Burial costs based on Statute 261.305.

- B. Fee Schedule** – Kathy Ryan reviewed the fact that the County has approved and set up a Countywide Fee Schedule noting that in H&HS we bill for various public health services and Kathy sets those rates each year and sets an admin claim rate as well as serum costs based on the actual costs each year. Today we are asking for a base rate be set and have a fluctuating serum cost in the fee schedule which can be adjusted as needed and not have to come back to Board for each change. We will be setting the base rate for claiming home visits and car seat education. Immunizations have a base pay if folks don't have insurance but we do make claims to the various insurance companies for those folks that have insurance coverage. Admin costs will be set and approved annually. The serum costs will be adjusted. Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve having the Admin Base Rate and have a fluctuating serum cost in the fee schedule which can be adjusted as needed.
  
- C. May – Mental Health Awareness Month** – Ann Rivas spoke to the Board about Mental Health Awareness Month in May and that the Commissioners are invited to an Open House at the Aitkin Public Library on Thursday, May 21<sup>st</sup> for the Local Area Council meeting from 11:00- 12:00 followed by the National Alliance on Mental Illness (NAMI) Presentation, "Let's Make It Okay" from 12:00 to 1:30. Ann also updated the Board with a thank you to Commissioner Marcotte for her assistance in setting up the QPR (Question, Persuade & Refer) Training presented by Jode Freyholtz-London and Ann Rivas at the City Hall in Hill City on May 18<sup>th</sup> from 7:00 to 9:00 p.m. for the fire department volunteers as well as for the public. Ann also noted that on June 1<sup>st</sup> she and Jode will be going into the McGregor Schools at 1 p.m. to do the QPR Training. Ann handed out ribbon pins and asked the Commissioners to wear them with pride in support of Mental Health Awareness Month.
  
- D. SNAP (Supplemental Nutrition Assistance Program) Performance Measures/Timelines** – Eileen Foss discussed the SNAP Performance Timelines handout noting that we passed and will not be required to do a PIP (Performance Improvement Plan).
  
- E. Governor's Task Force** – Tom Burke noted the final recommendations are out there (93 recommendations) and \$52 million would be needed to do them all but it doesn't appear that there will be the money to do it. A group of Directors from MACSSA prioritized all recommendations into 6 categories. Biggest concern is having the number of personnel to do the recommendations. If we have to limit the caseloads to 10 or so per worker, then there isn't enough work force coming out of schools to provide the staff to complete the recommendations as well as how much money will be available to do it all. Another complicating factor is there are

going to be other areas having money being removed from Health & Human Services which would be the tools assisting the completion of the recommendations and will cause complications.

**F. Approve appointment of new applicants to the Health & Human Services Advisory Committee as follows:**

1. **Holly Bray – Palisade – Comm. Dist. #5**
2. **Julie Ann Larkin – Hill City – Comm. Dist. #5**

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund, and carried, the vote was to approve the appointment of new applicants to the Health & Human Services Advisory Committee as follows:

1. **Holly Bray – Palisade – Comm. Dist. #5**
2. **Julie Ann Larkin – Hill City – Comm. Dist. #5**

**VI. Administrative Reports:**

- A. Financial & Transportation Reports** - Kathy Ryan reviewed and responded to questions with respect to "Payment to Recipients" and client related expenses.

**VII. FYI**

- A. Staff Commendation for Perfect Performance from DHS Commissioner Lucinda Jesson** - It was noted that we have had full compliance with the reporting that we do requiring input from many staff consistently for many years reflecting the reporting we've done for DHS and Kathy noted we do the same type of reporting for MDH even though we don't receive recognition from MDH. Commissioner Wedel noted that on behalf of the Board that we congratulate our entire staff on work well done.

**VIII. Joint Powers Board Reports:**

- A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Erin Melz – April 9, 2015 Meeting Minutes.** Erin Melz noted that all three counties had submitted that their PPMRS reporting (Local Public Planning & Performance Measurement Recording System) and it was all validated and completed by March 31<sup>st</sup>. Kelly from Itasca County and Erin both attended Public Health Day on the Hill and visited with our Senator and Representative. Talked about the State Health Improvement Plan (SHIP IV) and applications for that are coming out, but the House of Representative have eliminated SHIP funding from their budget. Erin will be sending out the MN Department of Health SHIP program tables that have reporting documentation of SHIP work. Interviews were conducted and a probable candidate selected. However, due to the paperwork, fees and logistics of potentially hiring a non-US citizen, there is anticipation that the hiring process will be further delayed.

**IX. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte. Meeting updates from Committee Members: Darlene Hlidek & Marlene Abear. Draft minutes of the April 1, 2015 meeting. Commissioner Marcotte noted Tom reviewed the 93 recommendations from the Governor's Task Force. Darlene Hlidek noted that she is learning a lot at the meetings.
- B. AEOA Committee Update** – Commissioner Westerlund – Committee did

- not meet.
- C. NEMOJT Committee Update** – Commissioner Napstad noted they reviewed the updates on the yearly statistics for the calendar year. He noted there are massive layoffs on the Iron Range. They are lining up raining resources for those folks. He discussed the Trade Assistance Act (TAP), the Polymet Project in Hoyt Lakes and they passed a resolution to support the Polymet Project.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund – It was noted that they discussed new rules and regulations to keep kids safe and the Governor’s Task Force with respect to our level of practice.
- E. Lakes & Pines Update** – Commissioner Niemi was unable to attend the most recent meeting.

Break: 10:32 a.m. to 10:42 a.m.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: April 14, 2015 to April 27, 2015; B) Approve County Board Minutes: April 14, 2015; C) Approve Commissioner Warrants: General Fund \$146,271.09, Road & Bridge \$34,614.11, Health & Human Services \$560.28, State \$270.00, Trust \$18,685.64, Forest Development \$3,215.48, Long Lake Conservation Center \$6,511.47, Parks \$1,424.93 for a total of \$211,553.00; D) Approve Auditor Warrants – March Sales & Use Tax: General Fund \$497.38, Road & Bridge \$463.80, State \$5,965.50, Trust \$0.97, Forest Development \$0.03, Long Lake Conservation Center \$140.82, Parks \$126.62 for a total of \$7,195.12; E) Authorize Sale of Former Squads – Sheriff’s Office; F) Accept \$100 Donation to STS from Aitkin Football Association; G) Approve VFW Request for Annual Brat Sale on Courthouse Lawn; H) Adopt Resolution – Support MHB Application to Lessard Sams Outdoor Heritage Council; I) Approve 3.2% Malt Liquor Licenses; J) Accept \$100 Donation to K-9 Unit from Palisade Area Lions Club; K) Adopt Proposed Personnel Policy Update – Meal Reimbursement Rates

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to authorize the sale of the following former squads: 2007 Chevrolet Impala, 2010 Chevrolet Impala, and 2012 Chevrolet Impala – Sheriff’s Office.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve VFW request to hold the annual brat sale on Friday, May 22, 2015 from 11:00 a.m. to 1:00 p.m. on the Aitkin County Courthouse lawn.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Support MHB Application to Lessard Sams Outdoor Heritage Council:

**WHEREAS**, Aitkin County is a member of the 8-county Mississippi Headwaters Board, which was established to identify and protect the natural, cultural, scenic, scientific, and recreational values of the Mississippi River’s first 400 miles, and

**BREAK**

**REGULAR BOARD RECONVENED**

**CONSENT AGENDA**

**AUTHORIZE SALE OF FORMER SQUADS**

**ANNUAL BRAT SALE**

**RESOLUTION 20150428-020 SUPPORT MHB**

**WHEREAS**, fragmentation of the forested shoreland and the loss of access along the Mississippi River, headwater's reservoirs, and connecting corridor tributaries is occurring, and

**WHEREAS**, protection of the Mississippi River's habitat and access to adjacent public land is the key to enjoying the hunting, fishing, and outdoor habitat of Minnesota's outdoor traditions, and

**WHEREAS**, a targeted, coordinated process involving county government has been developed by the Mississippi Headwaters Board for fee title acquisition and permanent easements,

**NOW, THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners supports the Mississippi Headwaters Board's application to the Lessard Sams Outdoor Heritage Council for preservation and protection of the Mississippi River, headwater's reservoirs, and connecting corridor tributaries.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the following **3.2 Malt Liquor Licenses** for a period ending **April 30, 2016**:

**OFF Sale:**

- KRIM15, LLC, d/b/a **(The) Junction** – Hazelton Township

**ON Sale:**

- Danny J. Volk, d/b/a **Hidden Meadows** – Unorg 48-27 Township
- Minnewawa Sportsmen's Club Inc., d/b/a **Minnewawa Sportsmen's Club** – Shamrock Township

**ON & OFF Sale:**

- Dean H. Hanson, d/b/a **Agate Bay Resort** – Lakeside Township
- Kulifaj Resorts Inc., d/b/a **The Red Door Resort & Motel** – Wealthwood Township

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to amend Aitkin County Personnel Policy, Section 8.9, Meal Reimbursement Rates, effective May 1, 2015:

Breakfast:	\$11.00
Lunch:	\$14.00
Dinner:	<u>\$21.00</u>
	\$46.00

Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Jacobson Shop Addition Project:

**WHEREAS**, Hy-Tec Construction of Brainerd Inc. - P.O. Box 621, Brainerd, MN 56401 - was the lowest responsible bidder in the amount of \$89,555 for the Jacobson Shop Addition Project.

**APPLICATION TO  
LESSARD SAMS  
OUTDOOR  
HERITAGE  
COUNCIL**

**3.2 MALT LIQUOR  
LICENSES**

**MEAL  
REIMBURSEMENT  
RATES**

**RESOLUTION  
20150428-021  
JACOBSON SHOP  
ADDITION**

**NOW THEREFORE, BE IT RESOLVED**, that Hy-Tec Construction of Brainerd Inc. be awarded the Jacobson Shop Addition Project.

John Welle, County Engineer discussed transportation issues with the Board.

Mike Dangers, Assessor reviewed the 2015 Assessment Summary, 2016 Assessment Preview, and Board of Appeal & Equalization updates with the Board.

Jessica Seibert, Aitkin County resident/MPA candidate at Metro State University introduced herself to the Board and discussed strategic planning with the Board.

Nathan Burkett, County Administrator and the Board discussed the request from the County Auditor's Office for a resolution approving the Local 49ers 2015-2016 pay rates. Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to support MN Statute 375A.06 which provides County Administrator authorization to approve and sign documents pertaining to negotiated labor agreements and grievance settlements on behalf of the County Board, and to adopt the following resolution - Local 49ers Pay Rates for 2015-2016 Agreement:

**WHEREAS**, the County and the Union are parties to a collective bargaining agreement negotiated pursuant to the Public Employment Labor Relations Act, for the period of January 1, 2015 - December 31, 2016; and

**WHEREAS**, the Board ratified the 2015-2016 L49 Agreement on November 25, 2014; with wages set forth in Appendix A; and

**WHEREAS**, during negotiations for the 2015 wages, the Union requested that all employees receive 2.5 percentage increase for 2015 and the employer agreed to the Union's proposal, resulting in employees being paid an hourly rate of pay "in between" steps on the Appendix A wage scale; and

**WHEREAS**, the specific rates of pay were calculated and agreed upon by the parties during negotiations and included as part of the tentative agreement and new hire Greg Smith being added at \$18.38 for 1/1/2015 and \$19.20 for 1/1/2016 and Larry Danielson will be removed due to retirement; and

**THEREFORE, BE IT RESOLVED**, the Agreement adopted on November 25, 2014, and the individual rates of pay as adopted by the Board on March 10, 2015, as the attached Appendix D, constitute the Agreement on wages for 2015 and 2016 between the parties, and any additional clarifications concerning this matter can be authorized by the County Administrator.

The Board reported on the following: AIS, BWSR, MHB, ARDC, State General Tax, ACA, National Behavioral Health Conference, CMCC, Planning Commission, HRA, EDA, TZD, Historical Society.

**PROJECT**

**TRANSPORTATION  
ISSUES**

**COUNTY  
ASSESSOR  
UPDATES**

**STRATEGIC  
PLANNING**

**RESOLUTION  
20150428-022  
LOCAL 49ers  
2015-2016  
PAY RATE  
AGREEMENT**

**BOARD  
DISCUSSION**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 1:01 p.m. until Tuesday, May 12, 2015 at 9:00 a.m.

**ADJOURN**

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

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Nathan Burkett, County Administrator

DKB1  
05/05/2015

9:17AM

April

Manual Warrants

# Aitkin County

## WARRANT REGISTER



<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
1132	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	4,725.41	CLAIMS PAID	01-044-904-0000-6360		
		<b>Warrant # 1132 Total</b>	<b>4,725.41</b>	<b>Date 4/1/15</b>		3/23/15	3/26/15
1133	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431	0.04	MARCH ADJUSTMENT	01-040-000-0000-5081		0
			0.04	MARCH ADJUSTMENT	01-042-000-0000-5079		0
			10,413.76	MARCH DEED TAX	09-000-000-0000-2025		0
			18,898.31	MARCH MTG REG	09-000-000-0000-2026		0
		<b>Warrant # 1133 Total</b>	<b>29,312.15</b>	<b>Date 4/7/15</b>			
1134	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431	4,224.16	CLAIMS PAID	01-044-904-0000-6360		
		<b>Warrant # 1134 Total</b>	<b>4,224.16</b>	<b>Date 4/8/15</b>		3/30/15	4/3/15
1135	5,462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431	-151.55	- return test strips	01-252-000-0000-6262		0
			60.00	MEHA Registr.- Leitinger	01-390-000-0000-6240	5/13/15	5/15/15
			60.00	MEHA Registr.- Neff	01-391-000-0000-6241		0
			19.00	Gas/sportshow	01-700-909-0000-6330	5/13/15	5/15/15
			60.50	Parking/sportshow	01-700-909-0000-6330		0
			215.46	Hotel/sportshow	01-700-909-0000-6330		0
			54.78	overnight meals/sportshow	01-700-909-0000-6800	3/25/15	3/29/15
			75.00	PHEP- UNDER ONE ROOF	05-400-400-0402-6241	3/27/15	3/29/15
			400.00	C&CT- INCENTIVE SUPPLIES	05-400-430-0403-6416		0
			38.00	Cohort Training- Parking	05-400-430-0408-6330		0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Description</u>		<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
			<u>Amount</u>	<u>OBO#</u>			
			151.92	Cohort Training- Hotel	05- 400- 430- 0408- 6332	3/26/15	3/27/15
			19.88	Cohort Training- Gas	05- 400- 430- 0408- 6335	3/26/15	3/27/15
			64.83	Cohort Training- Meals	05- 400- 430- 0408- 6340	3/27/15	3/27/15
			212.64	Touch & Feel Zoo Books	05- 400- 430- 0408- 6416	3/26/15	3/27/15
			75.00	Under one Roof Registration	05- 430- 700- 4800- 6240		
			50.00	Military MH Conf. Reg.	05- 430- 700- 4800- 6241		
			56.32	MSSA Conf./Meals	05- 430- 700- 4800- 6340	4/2/15	4/2/15
			46.38	MSSA Conf- Meals	05- 430- 700- 4800- 6340	3/24/15	3/27/15
			74.31	MSSA Conf.- Meals	05- 430- 700- 4800- 6340	3/24/15	3/27/15
			161.91	MSSA Conf.- Meals	05- 430- 700- 4800- 6340	3/24/15	3/26/15
			37.00	Parking/NW Sport Show	19- 521- 000- 0000- 6330	3/25/15	3/27/15
			120.00	Hotel/NW Sport Show	19- 521- 000- 0000- 6332		
			7.99	computer fan	19- 521- 000- 0000- 6405	3/27/15	3/27/15
			1,505.68	(8) archery targets	19- 522- 000- 0000- 6416		
			30.00	critter food	19- 522- 000- 0000- 6416		
			78.40	Gas/NW Sport Show	19- 524- 000- 0000- 6511		
			320.00	PLT Service training	01- 049- 000- 0000- 6208	3/23/15	
			75.00	Under one roof Registr.	05- 400- 400- 0402- 6241	3/24/15	
			672.24	iPad Air 2 Wi- Fi & 16GB Cellu	01- 001- 000- 0000- 6625	3/26/15	
			3.00	Parking- LPHA Mtg	05- 400- 440- 0410- 6330	3/26/15	
			25.00	monthly data plan	01- 049- 000- 0000- 6231	3/31/15	
			50.00	Together- Serv who Serv Trng	05- 430- 700- 4800- 6241	A. Rivas	
			431.27	gloves,safety glasses,axe,chap	01- 253- 000- 0000- 6405	4/16/15	4/16/15
			35.97	(3) Griffin iPad stylus	01- 043- 000- 0000- 6405	Ahlborn	
			367.00	iPad Air replacement- Sanbeck	01- 043- 000- 0000- 6405	Amazon	
			367.00	iPad Air replacement- Burman	01- 043- 000- 0000- 6405	Amazon	
			364.00	iPad Air replacement- Hicks	01- 043- 000- 0000- 6405	Amazon	

# Aitkin County

## WARRANT REGISTER



Manual Warrants

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				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			134.85	(3) iPad cases/screen protecto	01-043-000-0000-6405	Amazon	0
			59.94	(6) iPad chargers for vehicles	01-043-000-0000-6405	Amazon	0
			15.74	Power inverter	01-043-000-0000-6405	Amazon	0
			49.97	Wipe Drive 6	01-049-000-0000-6402	Amazon	0
						3/25/15	3/25/15
			49.28	Lancets	01-252-000-0000-6262	Amazon	0
			70.41	test strips	01-252-000-0000-6262	Amazon	0
			575.17	Elo Intellitouch Monitor	01-254-000-0000-6625	Amazon	0
						4/1/15	4/1/15
			638.99	Settee- Interview Suite	05-430-700-4800-6450	Becker	0
						3/27/15	3/27/15
			135.21	Hotel/Day on the Hill	05-400-440-0410-6332	BestWestern	0
						3/18/15	3/18/15
			34.87	Meals/Cohort Trng	05-430-700-4800-6340	Flier	0
						3/26/15	3/27/15
			3.95	charged in error- credit coming	05-430-700-4800-6332	HILTON	0
			530.73	MSSA Conf.- Hotel	05-430-700-4800-6332	HILTON	0
						3/24/15	3/26/15
			39.00	MSSA Conf.- Parking	05-430-700-4800-6330	Hilton MPLS	0
						3/27/15	3/27/15
			39.00	MSSA Conf- Parking	05-430-700-4800-6330	Hilton MSP	0
						3/24/15	3/27/15
			530.73	MSSA Conf- Hotel	05-430-700-4800-6332	Hilton MSP	0
						3/24/15	3/27/15
			360.00	First Aid/CPR instruction	19-522-000-0000-6208	Jessica	0
			530.73	MSSA Conf. Hotel	05-430-700-4800-6332	Jon M.	0
						3/24/15	3/26/15
			74.85	MSSA Conf. Meals	05-430-700-4800-6340	Jon M.	0
						3/24/15	3/26/15
			53.99	(6) phones- X- tras	05-400-440-0410-6450	KCPhone	0
			125.98	(6) phones- X- tras	05-420-600-4800-6450	KCPhone	0
			179.97	(6) phones- X- tras	05-430-700-4800-6450	KCPhone	0
			50.00	D.Curtis- yr of svc award	01-044-000-0000-6299	L&M	0
			9.00	Meal- Sportsman Show	01-052-000-0000-6108	Mpls	0
			9.00	Parking- Sportsman Show	01-052-000-0000-6330	Mpls	0
						3/27/15	3/27/15
			133.00	Booth Electricity- Sport Show	01-700-909-0000-6241	Mpls	0
						3/25/15	3/29/15

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			39.00	MSSA Conf./Parking	05-430-700-4800-6330	Mpls hilton	0
						3/24/15	3/27/15
			530.73	MSSA Conf./Hotel	05-430-700-4800-6332	Mpls hilton	0
						3/24/15	3/27/15
			907.01	(10) external Seagate hard dri	01-049-000-0000-6402	NewEgg	0
						3/31/15	3/31/15
			59.99	PHONES	01-049-000-0000-6625	PHONEGUYS	0
			299.95	5 PHONES	01-049-000-0000-6625	PHONEGUYS	0
			287.50	stamps for geocaching 2015	21-520-000-0000-6406	RubberStamps	0
						4/1/15	4/1/15
			340.00	CMH Conference Reg/	05-430-700-4800-6241	Schultz	0
			47.94	coffee	01-253-000-0000-6405	Shopko	0
			20.30	Stamps	19-521-000-0000-6205	USPS	0
			454.95	Touch Monitor	01-254-000-0000-6625	ViewSonic	0
			-399.03	- Return Touch Monitor	01-254-000-0000-6625	ViewSonic	0
			50.00	L.Tibbetts yr of svc award	01-044-000-0000-6299	Walmart	0
			6.16	Commissary supplies	01-252-000-0000-6405	Walmart	0
			138.58	Jail Supplies	01-252-000-0000-6405	Walmart	0
			31.64	Jail Supplies	01-252-000-0000-6405	Walmart	0
			171.14	Groceries	01-252-000-0000-6418	Walmart	0
			63.08	Groceries	01-252-000-0000-6418	Walmart	0
	<b>Warrant #</b>	<b>1135</b>	<b>Total</b>	<b>13,717.23</b>	<b>Date 4/9/15</b>		
1136	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
				178.48	Credit Card Charge	19-522-000-0000-6217	0
	<b>Warrant #</b>	<b>1136</b>	<b>Total</b>	<b>178.48</b>	<b>Date 4/13/15</b>		
1137	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
				21.35	monthly CC machine lease	19-522-000-0000-6217	0
	<b>Warrant #</b>	<b>1137</b>	<b>Total</b>	<b>21.35</b>	<b>Date 4/13/15</b>		
1138	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
				2,559.66	CLAIMS PAID	01-044-904-0000-6360	0
						4/6/15	4/10/15

# Aitkin County

## WARRANT REGISTER



Manual Warrants

Warr #	Vendor #	Vendor Name	Warrant #	Total	Description		Account Number	Invoice #	PO #
					Amount	OBO#			
			1138		2,559.66	Date 4/15/15			
1139	89,991	Bremer Bank SALES AND USE TAX AITKIN, MN 56431			30.00	Camping refund R#2206	21- 520- 000- 0000- 5510	Espeseth	0
			1139		30.00	Date 4/15/15			
1140	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431			5,025.51	CLAIMS PAID	01- 044- 904- 0000- 6360		0
			1140		5,025.51	Date 4/22/15		4/6/15	4/10/15
1141	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431			350.26	PARTICIPANT FEES	01- 044- 904- 0000- 6231		0
			1141		350.26	Date 4/23/15			
1142	5,462	Bremer Bank (Elan ACH)  ELAN ACH AITKIN, MN 56431			90.90	Hotel- AMC wetland- Napstad	01- 001- 000- 0000- 6332		0
					50.00	MAAO ethics course- Burman	01- 043- 000- 0000- 6208		0
					175.00	MAAO summer seminar- Darcy	01- 043- 000- 0000- 6208		0
					175.00	MAAO summer seminar- Tibbett:	01- 043- 000- 0000- 6208		0
					88.30	Printer- ImageCLASS LBP6000	01- 390- 000- 0000- 6405		0
					114.65	Sweeper Rental	03- 303- 000- 0000- 6521		0
					-119.69	- sales tax cr.- Surface Pro EM	05- 400- 440- 0410- 6402		0
					-119.69	- sales tax cr.- Surface Pro- NL	05- 400- 440- 0410- 6402		0
					-119.70	- sales tax cr.- Surface Pro- LS	05- 400- 440- 0410- 6402		0
					-17.95	- sales tax cr.- Surface Pro- KR	05- 400- 440- 0410- 6402		0
					283.50	Surface Pro Plus- K Ryan	05- 400- 440- 0410- 6402		0
					1,889.98	Surface Pro Plus- NL	05- 400- 440- 0410- 6402		0
					1,889.98	Surface Pro Plus- EM	05- 400- 440- 0410- 6402		0
					1,889.98	Surface Pro Plus- LS	05- 400- 440- 0410- 6402		0
					11.69	Privacy Screens- Julie Lueck	05- 400- 440- 0410- 6402		0
					13.39	Bike Rodeo stickers	05- 400- 450- 0451- 6406		0
					-41.90	- sales tax cr.- Surface Pro- KR	05- 420- 600- 4800- 6402		0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			661.49	Surface Pro Plus- K Ryan	05-420-600-4800-6402		0
			27.30	Privacy Screens- Julie Lueck	05-420-600-4800-6402		0
			233.97	Privacy Screens- IM	05-420-600-4800-6402		0
			-119.70	- sales tax cr.- Surface Pro- AR	05-430-700-4800-6402		0
			-59.85	- sales tax cr.- Surface Pro- KR	05-430-700-4800-6402		0
			944.99	Surface Pro Plus- K Ryan	05-430-700-4800-6402		0
			1,889.98	Surface Pro Plus- AR	05-430-700-4800-6402		0
			39.00	Privacy Screens- Julie Lueck	05-430-700-4800-6402		0
			143.36	Books- Codependent no more	05-430-700-4800-6416		0
			162.82	Books- Minds of angry men	05-430-700-4800-6416		0
			108.00	MH Awareness Ribbons	05-430-700-4800-6803		0
			53.90	Research Books- Birds of MN	11-925-000-0000-6405		0
			45.00	Grant writing clinic	19-521-000-0000-6208		0
			20.85	3 Pond life books	19-521-000-0000-6400		0
			33.00	3 Computer Fans	19-521-000-0000-6405		0
			11.14	size rings for clothing racks	19-521-000-0000-6405		0
			15.98	Book- Lichens of the N.Woods	19-522-000-0000-6416		0
			30.00	Crickets	19-522-000-0000-6416		0
			22.50	5 Sink Drains	19-524-000-0000-6422		0
			25.35	4- wheeler carb kit	19-524-000-0000-6590		0
			199.00	compact cordless combo kit	21-520-000-0000-6405		0
			91.88	iPad unit adapters to monitors	01-043-000-0000-6405	AMAZON	0
			6.00	CP Investigation- Parking	05-430-700-4800-6330	Butterfield	0
			10.00	Parking- COHORT Training	05-430-700-4800-6330	Flier	0
			9.78	Meal- COHORT Training	05-430-700-4800-6340	Flier	0
			-3.95	- Hilton charged in error	05-430-700-4800-6332	Karnowski	0
			30.90	Reg- Bldg Skills	05-400-440-0410-6241	Melz	0
			10.00	Parking- COHORT trng	05-400-430-0408-6330	Naomi L.	0
			12.35	Meal- COHORT trng	05-400-430-0408-6340	Naomi L.	0
			3.00	PCA Parking	05-400-440-0410-6330	Naomi L.	0
			27.44	PCA Gas	05-400-440-0410-6335	Naomi L.	0
			10.96	PCA Meal	05-400-440-0410-6340	Naomi L.	0
			150.00	food,clothing- emerg.placement	05-430-710-3810-6057	SA#53463785	0
			81.60	Sensory Tools	05-430-710-3410-6050	SA#53490569	0
			92.44	Jail Supplies	01-252-000-0000-6405	Walmart	0
			181.48	Groceries	01-252-000-0000-6418	Walmart	0
			13.20	Commissary Supplies	01-252-252-0000-6405	Walmart	0
			58.47	ipad air keyboard cover	01-001-000-0000-6625	Westerlund	0

# Aitkin County

## WARRANT REGISTER



Manual Warrants

Warr #	Vendor #	Vendor Name	Warrant #	Total	Description		Account Number	Invoice # From Date	PO # To Date
					Amount	OBO# Date			
			1142		11,527.07	Date 4/23/15			
1143	8,410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431			1,884.37	CLAIMS PAID	01-044-904-0000-6360		
			1143		1,884.37	Date 4/29/15		4/20/15	4/23/15
35713	11,664	Swedberg/David 6124 JERRY ROAD DULUTH, MN 55810			-54.00	- void- o/s> 3yrs- \$ to twshps	13-943-000-0000-2001		
			35713		54.00	Date 4/30/15			0
43901	11,378	Gatewood/James 112 N 13TH AVE PRINCETON, MN 55371			-4.00	- void- o/s> 3yrs- \$ to twshps	13-943-000-0000-2001		
			43901		4.00	Date 4/30/15			0
43902	11,379	Canto/Robert 23577 STATE HWY 47, LOT 14 AITKIN, MN 56431			-2.00	- void- o/s> 3yrs- \$ to twshps	13-943-000-0000-2001		
			43902		2.00	Date 4/30/15			0
44663	13,458	DHS- MA- EPD CWC Comm.Svcs- EESD 204 Laurel St., Suite 22- PO Box 686 Brainerd, MN 56401			-260.00	- check not needed	01-257-022-0000-6406		
			44663		260.00	Date 4/17/15			0
44677	8,499	R.C. Habeck Excavating, LLC 3714 HWY 27 Wahkon, MN 56386			33,280.83	CONTRACT PAYMENTS	03-307-000-0000-6262		
			44677		33,280.83	Date 4/2/15			0
44678	90,762	Aitkin Co License Center 2 2ND ST NW AITKIN, MN 56431							

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
		Warrant # 44678	Total	16.00	16.00		
					16.00	16.00	
44679	91,345	Elvecrog/Roberta C					
		29097 DAM LAKE STREET AITKIN, MN 56431					
		Warrant # 44679	Total	35.00	35.00		
44680	86,198	Aitkin County Treasurer					
		209 2ND ST NW, ROOM 203 AITKIN, MN 56431					
		Warrant # 44680	Total	41.12	41.12		
44681	12,528	Jim N Jo's Katering					
		175 University Rd Cloquet, MN 55720					
		Warrant # 44681	Total	787.50	787.50		
44682	170	Aitkin Motor Company					
		108 2ND ST NE AITKIN, MN 56431					
		Warrant # 44682	Total	21,811.19	21,811.19		
44683	91,345	Elvecrog/Roberta C					
		29097 DAM LAKE STREET AITKIN, MN 56431					
		Warrant # 44683	Total	35.00	35.00		
62403	11,527	Felling Trailers,Inc					
		1525 MAIN STREET S. SAUK CENTRE, MN 56378					
		Warrant # 62403	Total	-120.42	120.42		

# Aitkin County

## WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
62721	13,493	Steve Kerr Logging 2491 330th Ave Mora, MN 55051					
			-1,582.77	- redep.- change of vendor name	10- 900- 000- 0000- 2300	13240	0
			-606.74	- redep.- change of vendor name	10- 900- 000- 0000- 2300	13487	0
		<b>Warrant # 62721</b>	<b>2,189.51</b>	<b>Date 4/17/15</b>			
		<b>Total</b>					
62760	3,951	Pro West & Associates, Inc P.O. BOX 812 WALKER, MN 56484					
			-200.00	- duplicate payment	01- 100- 000- 0000- 6231		0
			-100.00	- duplicate payment	01- 122- 000- 0000- 6231		0
		<b>Warrant # 62760</b>	<b>300.00</b>	<b>Date 4/17/15</b>			
		<b>Total</b>					
		<b>Final Total...</b>	<b>148,443.55</b>	<b>164</b>	<b>Transactions</b>		

# Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	69,610.44	General Fund
3	33,316.18	Road & Bridge
5	15,320.95	Health & Human Services
9	29,312.07	State
10	2,189.51 -	Trust
11	53.90	Forest Development
13	60.00 -	Taxes & Penalties
19	2,563.02	Long Lake Conservation Center
21	516.50	Parks
	148,443.55	TOTAL

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# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

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

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1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	DEPT			Commissioners		
	8175 Centurylink		7.06	Local phone	313645966	Telephone
	01-001-000-0000-6250					
	8175 Centurylink		7.06		1 Transactions	
	6097 Verizon Wireless		31.12	Cell phone	28628780200001	Telephone
	01-001-000-0000-6250					
	6097 Verizon Wireless		31.12		1 Transactions	
1	<b>DEPT Total:</b>		<b>38.18</b>	<b>Commissioners</b>	<b>2 Vendors</b>	<b>2 Transactions</b>
12	DEPT			Court Administration		
	8175 Centurylink		112.88	Local phone Q2	313645966	Telephone
	01-012-000-0000-6250					
	8175 Centurylink		112.88		1 Transactions	
	12780 CliftonLarsonAllen, LLP		1,680.00	01CR11573- Oct 23- 24 2014	937054	Witnesses
	01-012-000-0000-6252					
	12780 CliftonLarsonAllen, LLP		1,680.00		1 Transactions	
	1976 Haberkorn Law Offices,Ltd		9,515.00	FEES 1/2- 3/30/15		Attorney Services
	01-012-000-0000-6232					
	01-012-000-0000-6232		545.70	COSTS 1/2- 3/30/15		Attorney Services
	1976 Haberkorn Law Offices,Ltd		10,060.70		2 Transactions	
	12781 Kragness Law Office/Conrad		457.50	Fees 01JV1556	65	Attorney Services
	01-012-000-0000-6232					
	01-012-000-0000-6232		67.20	Costs 01JV1556	65	Attorney Services
	12781 Kragness Law Office/Conrad		524.70		2 Transactions	
	2810 Larson/Shari S		1,975.00	FEES- APRIL		Attorney Services
	01-012-000-0000-6232					
	01-012-000-0000-6232		128.80	COSTS- APRIL		Attorney Services
	2810 Larson/Shari S		2,103.80		2 Transactions	
12	<b>DEPT Total:</b>		<b>14,482.08</b>	<b>Court Administration</b>	<b>5 Vendors</b>	<b>8 Transactions</b>
40	DEPT			Auditor		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc		220.24	Contract charge 026	14803946	Services, Labor, Contracts
783	Canon Financial Services, Inc		220.24			1 Transactions
8175	Centurylink		49.39	Local phone	313645966	Telephone
	01-040-000-0000-6250					
	01-040-021-0000-6250		304.05	Local phone	314154028	License Center- Phone
8175	Centurylink		353.44			2 Transactions
1457	CPS Technology Solutions, Inc		26.40	May Maint	368057	Services, Labor, Contracts
	01-040-000-0000-6231					
1457	CPS Technology Solutions, Inc		26.40			1 Transactions
6115	Mn Gis Lis Conference		90.00	2015 Spring Wkshp fee- Harmon	200000749	Registration Fee
	01-040-000-0000-6241					
6115	Mn Gis Lis Conference		90.00			1 Transactions
11828	MnDriversManual.com LLC		272.33	Driver's/Commerical manuals	35950	Office & Computer Supplies
	01-040-021-0000-6405					
11828	MnDriversManual.com LLC		272.33			1 Transactions
3267	Peysar/Kirk		57.50	Mileage MCIS Board meeting	100@.575	Transportation & Travel
	01-040-000-0000-6330					
3267	Peysar/Kirk		57.50			1 Transactions
40	DEPT Total:		1,019.91	Auditor	6 Vendors	7 Transactions
42	DEPT			Treasurer		
208	American Solutions For Business		1,490.36	Additional postage	INV02069605	Postage
	01-042-000-0000-6205					
	01-042-000-0000-6231		275.00	Admin & programming Treasurer	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6231		2,510.29	Print & process	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6231		859.93	Hand Assembly	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6231		67.64	Freight	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6231		238.26	Envelopes	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6231		275.00	Admin & programming Treasurer	INV02069605	Services, Labor, Contracts
	01-042-000-0000-6405		1,179.90	Tax Statements	INV02069605	Office & Computer Supplies
	01-042-000-0000-6405		20.52	Tax Statements MH	INV02069605	Office & Computer Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
208 American Solutions For Business		9 Transactions		
8175 Centurylink				
01-042-000-0000-6250	28.22	Local phone	313645966	Telephone
8175 Centurylink	28.22	1 Transactions		
9878 Hughes/Julie				
01-042-000-0000-6330	8.04	Gas for MCIS meeting		Transportation & Travel
9878 Hughes/Julie	8.04	1 Transactions		
42 DEPT Total:	6,953.16	Treasurer	3 Vendors	11 Transactions
43 DEPT		Assessor		
208 American Solutions For Business				
01-043-000-0000-6205	1,490.35	Additional postage	INV02069605	Postage
01-043-000-0000-6230	949.63	Valuation Notice - Assessor	INV02069605	Printing, Publishing & Adv
01-043-000-0000-6231	275.00	Admin & programming Assessor	INV02069605	Services, Labor, Contracts
01-043-000-0000-6231	275.00	Admin & programming Assessor	INV02069605	Services, Labor, Contracts
01-043-000-0000-6231	2,510.28	Print & process	INV02069605	Services, Labor, Contracts
01-043-000-0000-6231	859.92	Hand Assembly	INV02069605	Services, Labor, Contracts
01-043-000-0000-6231	67.64	Freight	INV02069605	Services, Labor, Contracts
01-043-000-0000-6231	238.27	Envelope	INV02069605	Services, Labor, Contracts
208 American Solutions For Business	6,666.09	8 Transactions		
10452 AT&T Mobility				
01-043-000-0000-6250	210.14	Cell phone Charges	287250162187	Telephone
		03/18/2015	04/17/2015	
10452 AT&T Mobility	210.14	1 Transactions		
5398 CDW Government, Inc				
01-043-000-0000-6625	446.38	2 monitors	TP89708	Office Equipment
5398 CDW Government, Inc	446.38	1 Transactions		
8175 Centurylink				
01-043-000-0000-6250	77.61	Local phone	313645966	Telephone
8175 Centurylink	77.61	1 Transactions		
1457 CPS Technology Solutions, Inc				
01-043-000-0000-6231	46.20	May Maint	368057	Services, Labor, Contracts

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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1 General Fund

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
1457	CPS Technology Solutions, Inc		46.20			
				1 Transactions		
6128	Tire Barn					
	01-043-000-0000-6511		52.43	Oil change 2004 Escape	30891	Gas And Oil
6128	Tire Barn		52.43			
				1 Transactions		
43	DEPT Total:		7,498.85	Assessor	6 Vendors	13 Transactions
44	DEPT			Central Services		
783	Canon Financial Services, Inc					
	01-044-000-0000-6231		326.43	Copier contract 031	14803950	Services, Labor, Contracts
783	Canon Financial Services, Inc		326.43			
				1 Transactions		
9261	RTVision, Inc.					
	01-044-000-0000-6231		350.00	Time off maint/support	11994	Services, Labor, Contracts
				06/01/2015 06/01/2016		
9261	RTVision, Inc.		350.00			
				1 Transactions		
44	DEPT Total:		676.43	Central Services	2 Vendors	2 Transactions
45	DEPT			Motor Pool		
12445	Brandl Chevrolet, Buick GMC					
	01-045-000-0000-6302		78.73	Oil change, tire rotation #4	214064	Car Maintenance
12445	Brandl Chevrolet, Buick GMC		78.73			
				1 Transactions		
45	DEPT Total:		78.73	Motor Pool	1 Vendors	1 Transactions
49	DEPT			Information Technologies		
5398	CDW Government, Inc					
	01-049-000-0000-6402		21.10	16gb memory keys	TS84140	Computer Supplies & Software
5398	CDW Government, Inc		21.10			
				1 Transactions		
8175	Centurylink					
	01-049-000-0000-6250		35.28	Local phone	313645966	Telephone
8175	Centurylink		35.28			
				1 Transactions		
88880	Datacomm Computers & Networks Inc					
	01-049-000-0000-6402		65.00	RBC5 BATTERY	8061	Computer Supplies & Software

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name
88880	Datacomm Computers & Networks Inc		65.00			
				1 Transactions		
11406	Innovative Office Solutions					
	01-049-000-0000-6405		21.99	Padded mailers	01QX8151	Office Supplies (Non Computer)
	01-049-000-0000-6405		20.61-	Return mailers	01QX9028	Office Supplies (Non Computer)
11406	Innovative Office Solutions		1.38			
				2 Transactions		
49	DEPT Total:		122.76	Information Technologies	4 Vendors	5 Transactions
52	DEPT			Administration/Personnel Dept		
8175	Centurylink					
	01-052-000-0000-6250		42.25	Local phone	313645966	Telephone
8175	Centurylink		42.25		1 Transactions	
13412	Pemberton, Sorlie, Rufer & Kershner PLLI					
	01-052-000-0000-6232		34.00	Investigative services	.2@170	Attorney Services
13412	Pemberton, Sorlie, Rufer & Kershner PLLI		34.00		1 Transactions	
86235	The Office Shop Inc					
	01-052-000-0000-6405		4.89	Sign	981369-0	Office & Computer Supplies
	01-052-000-0000-6405		21.16	Tape, folders, file tabs	981605-0	Office & Computer Supplies
	01-052-000-0000-6405		12.98	2 reams legal copy paper	981682-0	Office & Computer Supplies
86235	The Office Shop Inc		39.03		3 Transactions	
52	DEPT Total:		115.28	Administration/Personnel Dept	3 Vendors	5 Transactions
90	DEPT			Attorney		
117	Aitkin County Sheriff					
	01-090-000-0000-6250		9.54	Ratz- Cell phone bill	15-0110	Telephone
117	Aitkin County Sheriff		9.54		1 Transactions	
340	Anoka Co Sheriff					
	01-090-000-0000-6234		103.00	Subpoena 01cr14608	15001671	Co Sheriff Services
	01-090-000-0000-6234		103.00	Subpoena 01cr14608	15001672	Co Sheriff Services
340	Anoka Co Sheriff		206.00		2 Transactions	
8175	Centurylink					
	01-090-000-0000-6250		63.50	Local phone	313645966	Telephone

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular 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>
8175 Centurylink		63.50	1 Transactions	
3426 Morrison County Sheriff's Office				
01-090-000-0000-6234		50.00	Suboena 01cr13738	2432 Co Sheriff Services
3426 Morrison County Sheriff's Office		50.00	1 Transactions	
13505 Rothfork/Denise L.				
01-090-000-0000-6233		297.50	Testimony 48cr13995	Court Reporter Services
13505 Rothfork/Denise L.		297.50	1 Transactions	
86235 The Office Shop Inc				
01-090-000-0000-6405		8.34	Big bands	981294-0 Office & Computer Supplies
01-090-000-0000-6405		188.12	Photo paper & AA batteries	981528-0 Office & Computer Supplies
86235 The Office Shop Inc		196.46	2 Transactions	
90 DEPT Total:		823.00	Attorney	6 Vendors 8 Transactions
100 DEPT			Recorder	
5398 CDW Government, Inc				
01-100-196-0000-6625		892.76	four computer monitors	TW87049 Office & Other Equipment- Recorder's
5398 CDW Government, Inc		892.76	1 Transactions	
8175 Centurylink				
01-100-000-0000-6250		21.17	Local phone	313645966 Telephone
8175 Centurylink		21.17	1 Transactions	
100 DEPT Total:		913.93	Recorder	2 Vendors 2 Transactions
110 DEPT			Courthouse Maintenance	
86022 Aitkin Co Health & Human Service				
01-110-000-0000-6272		55.00	Vaccine Maint Dept	Physical Examinations
86022 Aitkin Co Health & Human Service		55.00	1 Transactions	
8175 Centurylink				
01-110-000-0000-6250		14.11	Local phone	313645966 Phone
8175 Centurylink		14.11	1 Transactions	
88628 Dalco				

# Aitkin County



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
Amount				
88628 Dalco		Toilet Tissue, towel rolls	2876163	Janitorial Supplies
		1 Transactions		
1491 Dutch's Electric, Inc		labor- light bldg S.of 1st St	23172	Services, Labor, Contracts
1491 Dutch's Electric, Inc		1 Transactions		
2186 Hillyard Inc - Kansas City		Cleaners, liners	601581202	Janitorial Supplies
2186 Hillyard Inc - Kansas City		1 Transactions		
9692 Minnesota Energy Resources Corporation		Gas- Courthouse	4323328- 7	Utilities & Heating
9692 Minnesota Energy Resources Corporation		1 Transactions		
3950 Public Utilities		Jail west annex	0200000510000	Utilities & Heating
		CH Bldg Coordinator	0200050109016	Utilities & Heating
		Glarco	0200050186004	Utilities & Heating
		Old County Garage	0200050202003	Utilities & Heating
		Courthouse	0300000509007	Utilities & Heating
		LA Tool Bldg	0300050188007	Utilities & Heating
3950 Public Utilities		6 Transactions		
6097 Verizon Wireless		Cell phone	28628780200001	Phone
6097 Verizon Wireless		1 Transactions		
110 DEPT Total:		Courthouse Maintenance	8 Vendors	13 Transactions
120 DEPT		Service Officer		
13302 Central MN Counseling Center		2nd opinion- PTSD R.Z.	686552	Services, Labor, Contracts
13302 Central MN Counseling Center		1 Transactions		
8175 Centurylink		Local phone	313645966	Telephone
8175 Centurylink		1 Transactions		

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Vendor Name	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
10930 Tidholm Productions 01-120-000-0000-6230		COLOR AD- VFW PLACEMATS	4/27/15	Printing, Publishing & Adv
10930 Tidholm Productions	139.95	1 Transactions		
120 DEPT Total:	567.01	Service Officer	3 Vendors	3 Transactions
122 DEPT		Planning & Zoning		
13520 Brashowitz/David 01-122-000-0000-6820	75.00	Partial refund permit	40998	Refunds & Reimbursements
13520 Brashowitz/David	75.00	1 Transactions		
783 Canon Financial Services, Inc 01-122-000-0000-6231	248.73	Copier charge	14803948	Services, Labor, Contracts, Programming
783 Canon Financial Services, Inc	248.73	1 Transactions		
8175 Centurylink 01-122-000-0000-6250	49.39	Local phone	313645966	Telephone
8175 Centurylink	49.39	1 Transactions		
13442 Hagen/Michael 01-122-038-0000-6330	163.30	PC, Onsites mileage	284@.575	Boa/Pc Mileage
01-122-000-0000-6350	50.00	PC Meeting	4/20/15	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40925C	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40956C	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40962I	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40977C	Per Diem
13442 Hagen/Michael	253.30	6 Transactions		
11990 Lange/David 01-122-038-0000-6330	133.40	PC, ONSITES MILEAGE	232@.575	Boa/Pc Mileage
01-122-000-0000-6350	50.00	PC MEETING	4/20/15	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40656C	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40955C	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40962I	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40976C	Per Diem
01-122-000-0000-6350	10.00	ONSITE	40977C	Per Diem
11990 Lange/David	233.40	7 Transactions		
5516 Paquette/Jeremy M				

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
01- 122- 038- 0000- 6330		MILEAGE- LEGAL WORKSHOP	112@.575	Boa/Pc Mileage
01- 122- 038- 0000- 6330		MILEAGE- ONSITES	187@.575	Boa/Pc Mileage
01- 122- 000- 0000- 6350		PC MEETING	4/20/15	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40925C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40956C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40962I	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40977C	Per Diem
01- 122- 038- 0000- 6330		MILEAGE- PC MEETING	62@.575	Boa/Pc Mileage
<b>5516 Paquette/Jeremy M</b>				
	<b>297.58</b>		<b>8 Transactions</b>	
<b>13424 Sonnee/Dennise J</b>				
01- 122- 000- 0000- 6350		PC MEETING	04/20/15	Per Diem
01- 122- 038- 0000- 6330		PC/ONSITES MILEAGE	165@.575	Boa/Pc Mileage
01- 122- 000- 0000- 6350		ONSITE	40955C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40956C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40976C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40977C	Per Diem
<b>13424 Sonnee/Dennise J</b>				
	<b>184.88</b>		<b>6 Transactions</b>	
<b>13521 Stanek/Stephen</b>				
01- 122- 000- 0000- 6820		Partial refund permit	40959	Refunds & Reimbursements
<b>13521 Stanek/Stephen</b>				
	<b>25.00</b>		<b>1 Transactions</b>	
<b>6097 Verizon Wireless</b>				
01- 122- 000- 0000- 6250		Monthly P&Z Cellular	380690138	Telephone
<b>6097 Verizon Wireless</b>				
	<b>38.40</b>		<b>1 Transactions</b>	
<b>10895 Westerlund/Laurie Ann</b>				
01- 122- 038- 0000- 6330		PC/Onsites Mileage	198@.575	Boa/Pc Mileage
01- 122- 000- 0000- 6350		ONSITE	40955C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40956C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40962I	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40976C	Per Diem
01- 122- 000- 0000- 6350		ONSITE	40977C	Per Diem
<b>10895 Westerlund/Laurie Ann</b>				
	<b>163.85</b>		<b>6 Transactions</b>	
<b>122 DEPT Total:</b>	<b>1,569.53</b>	<b>Planning &amp; Zoning</b>	<b>10 Vendors</b>	<b>38 Transactions</b>
<b>200 DEPT</b>		<b>Enforcement</b>		

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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.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
117 Aitkin County Sheriff				
01-200-000-0000-6374		16.00	#203 Tabs 534JGN	Auto & Trailer License
01-200-000-0000-6405		68.67	checks for ACSO account	Office Supplies
117 Aitkin County Sheriff		84.67	2 Transactions	
11960 ASAP Towing				
01-200-000-0000-6359		96.25	Tow 15-1404	2219 Wrecker Service
01-200-000-0000-6359		190.00	Tow Jeep 4 x 4 15-1497	2220 Wrecker Service
01-200-000-0000-6359		190.00	Tow Chevy Cruze 15-1497	2450 Wrecker Service
01-200-000-0000-6359		190.00	Tow '07 Honda CRV 15-1568	2456 Wrecker Service
01-200-000-0000-6359		218.00	tow Chev 2500 15-1579	2461 Wrecker Service
01-200-000-0000-6359		193.75	Tow 15-1442	3239 Wrecker Service
01-200-000-0000-6359		178.75	Tow CF 500 ATV-15-1499	3248 Wrecker Service
11960 ASAP Towing		1,256.75	7 Transactions	
10452 AT&T Mobility				
01-200-000-0000-6250		468.87	Cell phone Charges	287258495419 Telephone
			03/18/2015 04/17/2015	
10452 AT&T Mobility		468.87	1 Transactions	
13522 BluePearl Veterinary Partners				
01-200-019-0000-6231		1,068.05	Loki Dental Work	417395 Services, Labor, Contracts
13522 BluePearl Veterinary Partners		1,068.05	1 Transactions	
8175 Centurylink				
01-200-000-0000-6250		183.43	Local phone	313645966 Telephone
01-200-000-0000-6250		56.44	Local phone- PROBATION	313645966 Telephone
8175 Centurylink		239.87	2 Transactions	
964 Chief Supply Corp				
01-200-000-0000-6405		310.83	rubber gloves	262101 Office Supplies
964 Chief Supply Corp		310.83	1 Transactions	
1339 Dennis Auto Body & Auto Sales				
01-200-000-0000-6359		248.00	Tow Polaris ATV 15-1475,1491	4/22/15 Wrecker Service
1339 Dennis Auto Body & Auto Sales		248.00	1 Transactions	
252 Lynn Peavey Company				
01-200-000-0000-6405		106.00	EVIDENCE TESTING SUPPLIES	301782 Office Supplies

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
01-200-000-0000-6405	195.50	Evidence gathering supplies	301895	Office Supplies
01-200-000-0000-6405	106.00	EVIDENCE TESTING SUPPLIES	301956	Office Supplies
252 Lynn Peavey Company	407.50			3 Transactions
6128 Tire Barn				
01-200-000-0000-6302	62.74	#219 oil change, fog light	30820	Car Maintenance
01-200-000-0000-6302	676.94	Tires #224	30847	Car Maintenance
01-200-000-0000-6302	43.35	Oil Change #224	30848	Car Maintenance
01-200-000-0000-6302	79.18	#221 oil change	30886	Car Maintenance
6128 Tire Barn	862.21			4 Transactions
9642 WEX BANK				
01-200-000-0000-6511	4,027.78	Gas for squads	0424007043961	Gas And Oil
9642 WEX BANK	4,027.78			1 Transactions
200 DEPT Total:	8,974.53	Enforcement	10 Vendors	23 Transactions
202 DEPT		Boat & Water		
3950 Public Utilities				
01-202-000-0000-6254	18.17	Boat & water	0200063119006	Utilities
3950 Public Utilities	18.17			1 Transactions
202 DEPT Total:	18.17	Boat & Water	1 Vendors	1 Transactions
203 DEPT		Snowmobile		
6049 Farm Island Repair & Marine				
01-203-000-0000-6231	239.73	MODIFY AIRBOAT TRAILER	50741	Services, Labor, Contracts
6049 Farm Island Repair & Marine	239.73			1 Transactions
203 DEPT Total:	239.73	Snowmobile	1 Vendors	1 Transactions
204 DEPT		ATV		
10452 AT&T Mobility				
01-204-000-0000-6250	9.94	Cell phone Charges	287258495419	Telephone
		03/18/2015 04/17/2015		
10452 AT&T Mobility	9.94			1 Transactions
13403 Siggy's Small Engine Repair				

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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
13403 Siggys Small Engine Repair		Replace seat cover on ATV		Car Maintenance
		1 Transactions		
9642 WEX BANK		Gas for squads	0424007043961	Gas And Oil
		1 Transactions		
204 DEPT Total:		ATV	3 Vendors	3 Transactions
252 DEPT		Corrections		
12106 Antoine Electric		florescent lamps	13822	Repair & Maintenance Supplies
		replace jail basement ballast	13828	Repair & Maintenance Supplies
12106 Antoine Electric		2 Transactions		
783 Canon Financial Services, Inc		monthly lease 032	14803943	Services & Labor (Incl Contracts)
		1 Transactions		
8175 Centurylink		Local phone	313645966	Telephone
		1 Transactions		
163 Charter Communications		Cable TV- inmates		Prisoner Welfare
		1 Transactions		
964 Chief Supply Corp		Rubber gloves	262101	Office & Computer Supplies
		1 Transactions		
88628 Dalco		Jail paper products	2876164	Janitorial Supplies
		1 Transactions		
13523 Fischer/Daniel		pay to stay fee- data entry err		Pay To Stay Incounty Boarding Mn641.12
		MNDOR Fee- data entry error		Pay To Stay Incounty Boarding Mn641.12

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<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
13523 Fischer/Daniel		133.00			2 Transactions
1754 Garrison Disposal Company, Inc					
01- 252- 000- 0000- 6231		5.00	dispose of microwave	862767	Services & Labor (Incl Contracts)
1754 Garrison Disposal Company, Inc		5.00			1 Transactions
2186 Hillyard Inc - Kansas City					
01- 252- 000- 0000- 6422		324.05	Janitorial	601581233	Janitorial Supplies
2186 Hillyard Inc - Kansas City		324.05			1 Transactions
9692 Minnesota Energy Resources Corporation					
01- 252- 000- 0000- 6254		114.80	GAS STS	4058862- 6	Utilities & Heating
01- 252- 000- 0000- 6254		648.82	GAS JAIL	4244670- 8	Utilities & Heating
01- 252- 000- 0000- 6254		1,111.43	GAS JAIL	4334475- 3	Utilities & Heating
9692 Minnesota Energy Resources Corporation		1,875.05			3 Transactions
3638 Northern Air Plumbing & Heating, Inc					
01- 252- 000- 0000- 6590		87.86	Repair leak in line	21716	Repair & Maintenance Supplies
3638 Northern Air Plumbing & Heating, Inc		87.86			1 Transactions
3789 Pan- O- Gold Baking Company					
01- 252- 000- 0000- 6418		138.74	Groceries	010024510620	Groceries
01- 252- 000- 0000- 6418		180.86	GROCERIES	010024511322	Groceries
3789 Pan- O- Gold Baking Company		319.60			2 Transactions
3810 Paulbeck's County Market					
01- 252- 000- 0000- 6418		19.78	Groceries	927210202	Groceries
3810 Paulbeck's County Market		19.78			1 Transactions
3950 Public Utilities					
01- 252- 000- 0000- 6254		59.46	Sheriff Storage garage	0200000507004	Utilities & Heating
01- 252- 000- 0000- 6254		5,339.82	New Jail 2	0300000511002	Utilities & Heating
01- 252- 000- 0000- 6254		143.40	New Jail	0300000512016	Utilities & Heating
3950 Public Utilities		5,542.68			3 Transactions
9499 Reliance Telephone Systems, Inc					
01- 252- 252- 0000- 6406		500.00	Phone cards	D- 14929	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc		500.00			1 Transactions

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
4761 Sysco Minnesota Inc				
01-252-000-0000-6418		2,718.90 Groceries	504160220	Groceries
01-252-000-0000-6420		33.48 Souffle cups	504160221	Kitchen Supplies
01-252-000-0000-6418		2,797.67 GROCERIES	504230166	Groceries
01-252-000-0000-6420		14.10 KITCHEN SUPPLIES	504241662	Kitchen Supplies
<b>4761 Sysco Minnesota Inc</b>		<b>5,564.15</b>	<b>4 Transactions</b>	
9642 WEX BANK				
01-252-000-0000-6330		425.48 Gas for squads	0424007043961	Prisoner Transportation & Travel
<b>9642 WEX BANK</b>		<b>425.48</b>	<b>1 Transactions</b>	
<b>252 DEPT Total:</b>		<b>16,272.68</b>	<b>Corrections</b>	<b>17 Vendors</b>
				<b>27 Transactions</b>
253 DEPT		Aitkin Co Community Corrections		
170 Aitkin Motor Company				
01-253-000-0000-6302		37.38 vent air louvre assembly	10805	Car Maintenance
<b>170 Aitkin Motor Company</b>		<b>37.38</b>	<b>1 Transactions</b>	
8175 Centurylink				
01-253-000-0000-6250		7.06 Local phone	313645966	Telephone
<b>8175 Centurylink</b>		<b>7.06</b>	<b>1 Transactions</b>	
<b>253 DEPT Total:</b>		<b>44.44</b>	<b>Aitkin Co Community Corrections</b>	<b>2 Vendors</b>
				<b>2 Transactions</b>
255 DEPT		General Crime Victim Grant		
8175 Centurylink				
01-255-000-0000-6250		7.06 Local phone	313645966	Telephone
<b>8175 Centurylink</b>		<b>7.06</b>	<b>1 Transactions</b>	
86235 The Office Shop Inc				
01-255-000-0000-6405		123.18 2 boxes red folders	981306-0	Office & Computer Supplies
01-255-000-0000-6405		61.59 1 box red folders	981306-1	Office & Computer Supplies
<b>86235 The Office Shop Inc</b>		<b>184.77</b>	<b>2 Transactions</b>	
<b>255 DEPT Total:</b>		<b>191.83</b>	<b>General Crime Victim Grant</b>	<b>2 Vendors</b>
				<b>3 Transactions</b>
257 DEPT		Sobriety Court		
8175 Centurylink				

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# 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
	01- 257- 000- 0000- 6250		Local phone	313645966	Telephone
8175	Centurylink				
		7.06			
		7.06	1 Transactions		
11997	Minnesota Monitoring				
	01- 257- 022- 0000- 6406		April	998	Sobriety Crt Expenses
11997	Minnesota Monitoring				
		1,037.00			
		1,037.00	1 Transactions		
257	DEPT Total:		Sobriety Court	2 Vendors	2 Transactions
		1,044.06			
280	DEPT		Emergency Management		
	8175 Centurylink				
	01- 280- 000- 0000- 6250		Local phone	313645966	Telephone
8175	Centurylink				
		14.11			
		14.11	1 Transactions		
280	DEPT Total:		Emergency Management	1 Vendors	1 Transactions
		14.11			
390	DEPT		Environmental Health (FBL)		
	8175 Centurylink				
	01- 390- 000- 0000- 6250		Local phone	313645966	Telephone
8175	Centurylink				
		7.06			
		7.06	1 Transactions		
390	DEPT Total:		Environmental Health (FBL)	1 Vendors	1 Transactions
		7.06			
391	DEPT		Solid Waste		
	8175 Centurylink				
	01- 391- 000- 0000- 6250		Local phone	313645966	Telephone
8175	Centurylink				
		7.06			
		7.06	1 Transactions		
2763	J & H Transfer Station- Lakes Sanitary				
	01- 391- 060- 0000- 6360		Montly recycling		Recycling Contract
2763	J & H Transfer Station- Lakes Sanitary				
		1,536.75			
		1,536.75	1 Transactions		
3503	Neff/Terry B.				
	01- 391- 000- 0000- 6240		MPCA Cert.renewal reimb.- Neff		Dues
3503	Neff/Terry B.				
		15.00			
		15.00	1 Transactions		

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DKB1  
5/4/15 9:51AM  
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
391 DEPT Total:		Solid Waste	3 Vendors	3 Transactions
392 DEPT		Water Wells		
405 A.W. Research Laboratories, Inc. 01-392-000-0000-6231		Water test	12261	Services, Labor, Contracts
405 A.W. Research Laboratories, Inc.			1 Transactions	
12511 Cerilliant 01-392-000-0000-6405		Supplies	378199	Office & Film Supplies
12511 Cerilliant			1 Transactions	
392 DEPT Total:		Water Wells	2 Vendors	2 Transactions
500 DEPT		Library And Historical Society		
90 Aitkin Co Historical Society 01-500-501-0000-6801		First half 2015 appropriations		Historical Society Appropriations
90 Aitkin Co Historical Society			1 Transactions	
9163 Hommes/Linda Jeanne 01-500-500-0000-6350		ECRL Board Cambridge	1/12/15	Library Per Diem
01-500-500-0000-6350		ECRL Board Mora	3/30/15	Library Per Diem
01-500-500-0000-6350		ECRL Board Cambridge	3/9/15	Library Per Diem
01-500-500-0000-6350		ECRL Board Cambridge	4/13/15	Library Per Diem
9163 Hommes/Linda Jeanne			4 Transactions	
500 DEPT Total:		Library And Historical Society	2 Vendors	5 Transactions
600 DEPT		Ag Society, Soil & Water, Ag Inspect		
89856 Aitkin Co Agricultural Society 01-600-550-0000-6801		First half 2015 appropriations		Ag Society Appropriations
01-600-550-0000-6843		First half 2015 appropriations		Ag Society Capital Improvements
89856 Aitkin Co Agricultural Society			2 Transactions	
600 DEPT Total:		Ag Society, Soil & Water, Ag Inspect	1 Vendors	2 Transactions
601 DEPT		Extension		
8175 Centurylink 01-601-000-0000-6250		Local phone	313645966	Telephone

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DKB1  
5/4/15 9:51AM  
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
8175 Centurylink		7.06	1 Transactions	
86235 The Office Shop Inc				
01- 601- 000- 0000- 6405		36.75	Markers, labels, paper poppers	277823- 0 Office Supplies
86235 The Office Shop Inc		36.75	1 Transactions	
601 DEPT Total:		43.81	Extension	2 Vendors 2 Transactions
700 DEPT			Promotion,AEOA Tran,Airport,RC&D,Tot	
5403 Aitkin Airport Commission				
01- 700- 903- 0000- 6800		7,053.50	First half 2015 appropriation	Aitkin Airport Appropriation
5403 Aitkin Airport Commission		7,053.50	1 Transactions	
175 City Of Mcgregor				
01- 700- 903- 0000- 6801		6,950.00	First 1/2 2015 appropriation	Mcgregor Airport Appropriation
175 City Of Mcgregor		6,950.00	1 Transactions	
700 DEPT Total:		14,003.50	Promotion,AEOA Tran,Airport,RC&D,T	2 Vendors 2 Transactions
711 DEPT			Economic Development	
86222 Aitkin Independent Age				
01- 711- 000- 0000- 6230		36.00	Tax abatement hrg notice	4/22 published Printing, Publishing & Adv
86222 Aitkin Independent Age		36.00	1 Transactions	
8175 Centurylink				
01- 711- 000- 0000- 6250		7.06	Local phone	313645966 Telephone
8175 Centurylink		7.06	1 Transactions	
711 DEPT Total:		43.06	Economic Development	2 Vendors 2 Transactions
1 Fund Total:		100,313.79	General Fund	200 Transactions

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3 Road & Bridge

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
301	DEPT			R&B Administration		
783	Canon Financial Services, Inc 03-301-000-0000-6300		212.26	CONTRACT CHARGE 041215	14803945	Service Contracts
783	Canon Financial Services, Inc		212.26	1 Transactions		
5398	CDW Government, Inc 03-301-000-0000-6400		446.38	JODY MONITORS 041015	TS17732	Supplies And Materials
5398	CDW Government, Inc		446.38	1 Transactions		
8175	Centurylink 03-301-000-0000-6250		30.68	FAX: HWY OFFICE 041115		Telephone
8175	Centurylink		30.68	1 Transactions		
86235	The Office Shop Inc 03-301-000-0000-6400		88.10	PAPER PUNCH PARTS 042815	278181-0	Supplies And Materials
86235	The Office Shop Inc		88.10	1 Transactions		
5097	Welle/John Thomas 03-301-000-0000-6296		1,193.72	2015 NACE REIMB TRANS/L 042315		Meeting Expense/Physicals
	03-301-000-0000-6296		103.08	2015 ACCOUNTING CONF/ST 043015		Meeting Expense/Physicals
5097	Welle/John Thomas		1,296.80	2 Transactions		
301	DEPT Total:		2,074.22	R&B Administration	5 Vendors	6 Transactions
302	DEPT			R&B Engineering/Construction		
2880	Long Lake Conservation Ctr 03-302-000-0000-6296		62.00	SAFETY DAY 041715	44	Meeting Expense/Physicals
2880	Long Lake Conservation Ctr		62.00	1 Transactions		
302	DEPT Total:		62.00	R&B Engineering/Construction	1 Vendors	1 Transactions
303	DEPT			R&B Highway Maintenance		
12106	Antoine Electric 03-303-000-0000-6298		108.90	FLORESCENT LAMPS 041815	13821	Shop Maintenance
	03-303-000-0000-6298		206.07	FIX BALLASTS/DOOR- OPENE 041815	13823	Shop Maintenance
12106	Antoine Electric		314.97	2 Transactions		
86467	Auto Value Aitkin					

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3 Road & Bridge

<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>
03-303-000-0000-6523	1.56	AITKIN SHOP SUPPLIES 041715	40063244	Misc Bldg & Shop Supplies
03-303-000-0000-6523	14.48	AITKIN SHOP SUPPLIES 042015	40063332	Misc Bldg & Shop Supplies
03-303-000-0000-6523	19.96	AITKIN SHOP SUPPLIES 042015	40063336	Misc Bldg & Shop Supplies
03-303-000-0000-6523	9.98	AITKIN SHOP SUPPLIES 042015	40063346	Misc Bldg & Shop Supplies
03-303-000-0000-6523	53.99	AITKIN SHOP SUPPLIES 042015	40063358	Misc Bldg & Shop Supplies
03-303-000-0000-6590	12.93	FILTERS 042215	40063459	Repair & Maintenance Supplies
03-303-000-0000-6590	9.56	FILTERS 042715	40063717	Repair & Maintenance Supplies
03-303-000-0000-6523	1.56	AITKIN SHOP SUPPLIES 042015	U40063246	Misc Bldg & Shop Supplies
<b>86467 Auto Value Aitkin</b>	<b>100.94</b>		<b>8 Transactions</b>	
<b>7935 East Central Energy</b>				
03-303-000-0000-6254	150.02	MAR- APR POWER- MCGRATH 041215	70415419	Utilities
<b>7935 East Central Energy</b>	<b>150.02</b>		<b>1 Transactions</b>	
<b>8622 Frontier</b>				
03-303-000-0000-6250	48.91	JACOBSON 042215	218-752-6591	Telephone
03-303-000-0000-6250	54.45	MCGREGOR 042215	218-768-4481	Telephone
03-303-000-0000-6250	43.13	PALISADE 042215	218-845-2607	Telephone
03-303-000-0000-6250	55.46	MCGRATH 042215	320-592-3580	Telephone
<b>8622 Frontier</b>	<b>201.95</b>		<b>4 Transactions</b>	
<b>13468 G &amp; K Services</b>				
03-303-000-0000-6523	17.40	SHOP LAUNDRY 042015	1043170226	Misc Bldg & Shop Supplies
03-303-000-0000-6523	17.40	SHOP LAUNDRY 042715	1043175644	Misc Bldg & Shop Supplies
<b>13468 G &amp; K Services</b>	<b>34.80</b>		<b>2 Transactions</b>	
<b>1880 Gravelle Plumbing &amp; Heating, Inc</b>				
03-303-000-0000-6298	80.00	FIX ROOF CAP 040815	68972	Shop Maintenance
03-303-000-0000-6523	1.56	AITKIN SHOP SUPPLIES 041515	68989	Misc Bldg & Shop Supplies
<b>1880 Gravelle Plumbing &amp; Heating, Inc</b>	<b>81.56</b>		<b>2 Transactions</b>	
<b>7525 Hometown Bldg Supply</b>				
03-303-000-0000-6521	28.60	AITKIN SHOP SUPPLIES 042415	63961	Maintenance Supplies
<b>7525 Hometown Bldg Supply</b>	<b>28.60</b>		<b>1 Transactions</b>	
<b>91187 Lake Country Power</b>				
03-303-000-0000-6254	57.37	MAR- APR CSAH 14 042415	141979801	Utilities
03-303-000-0000-6254	54.77	MAR- APR CSAH 6 042415	141979901	Utilities

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
91187 Lake Country Power		112.14			2 Transactions
11407 Lightning Motor Sports					
03-303-000-0000-6590		399.99	REPAIR SUPPLIES 042815	12810	Repair & Maintenance Supplies
11407 Lightning Motor Sports		399.99			1 Transactions
2880 Long Lake Conservation Ctr					
03-303-000-0000-6296		310.00	SAFETY DAY 041715	44	Meeting Expense/Physicals
03-303-000-0000-6296		46.50	SAFETY DAY 041715	44	Meeting Expense/Physicals
03-303-000-0000-6296		15.50	SAFETY DAY 041715	44	Meeting Expense/Physicals
03-303-000-0000-6296		15.50	SAFETY DAY 041715	44	Meeting Expense/Physicals
2880 Long Lake Conservation Ctr		387.50			4 Transactions
12626 Lubrication Technologies, Inc.					
03-303-000-0000-6513		1,214.95	ANTI-FREEZE 042315	622624	Motor Fuel & Lubricants
03-303-000-0000-6523		10.00	SHOP SUPPLIES 042315	622624	Misc Bldg & Shop Supplies
03-303-000-0000-6523		18.40	RECYCLING CREDIT 2012 030215	7620	Misc Bldg & Shop Supplies
12626 Lubrication Technologies, Inc.		1,186.55			3 Transactions
2941 M R Sign Co Inc					
03-303-000-0000-6516		162.93	ADOPT- A- HWY SIGN 042415	185481	Signs & Posts
2941 M R Sign Co Inc		162.93			1 Transactions
12927 Midwest Machinery Co.					
03-303-000-0000-6590		156.97	REPAIR PARTS 042715	1040478	Repair & Maintenance Supplies
12927 Midwest Machinery Co.		156.97			1 Transactions
3255 Mn Counties Intergovernmental Trust					
03-303-000-0000-6590		62.00	INLAND MARINE INS 032615	1487105	Repair & Maintenance Supplies
3255 Mn Counties Intergovernmental Trust		62.00			1 Transactions
10701 Northern Safety Technology Inc					
03-303-000-0000-6590		271.75	HARNES 042815	38654	Repair & Maintenance Supplies
10701 Northern Safety Technology Inc		271.75			1 Transactions
1652 Northland Fire Protection					
03-303-000-0000-6590		536.85	SERVICE- AITKIN 041015	17340	Repair & Maintenance Supplies
03-303-000-0000-6590		161.05	SERVICE- HILL CITY 041015	17340	Repair & Maintenance Supplies
03-303-000-0000-6590		161.05	SERVICE- JACOBSON 041015	17340	Repair & Maintenance Supplies

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3 Road & Bridge

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
		Amount			
	03-303-000-0000-6590	161.05	SERVICE-MCGRATH 041015	17340	Repair & Maintenance Supplies
	03-303-000-0000-6590	161.05	SERVICE-PALISADE 041015	17340	Repair & Maintenance Supplies
	03-303-000-0000-6590	161.05	SERVICE-MCGREGOR 041015	17340	Repair & Maintenance Supplies
1652	<b>Northland Fire Protection</b>	1,342.10	6 Transactions		
10720	<b>Nuss Truck &amp; Equipment</b>				
	03-303-000-0000-6590	421.83	REPAIR PARTS 042415	3135664P	Repair & Maintenance Supplies
10720	<b>Nuss Truck &amp; Equipment</b>	421.83	1 Transactions		
3950	<b>Public Utilities</b>				
	03-303-000-0000-6254	36.15	HWY 210 W & CR 28 042115	02-00059455-00	Utilities
	03-303-000-0000-6254	77.40	AITKIN SHOP: WATER 042115	02-00063335-00	Utilities
	03-303-000-0000-6254	42.80	HWY 210/169 E & CR 12 042115	02-00063388-00	Utilities
	03-303-000-0000-6254	62.05	HWY 47 & CR 12 042115	02-00064092-00	Utilities
3950	<b>Public Utilities</b>	218.40	4 Transactions		
10257	<b>Sadie Llama Designs</b>				
	03-303-000-0000-6516	32.00	E-911 ROAD SIGNS 040915	84206.6124	Signs & Posts
	03-303-000-0000-6516	48.75	SIGN SUPPLIES 040915	84206.6124	Signs & Posts
	03-303-000-0000-6516	36.00	E-911 ROAD SIGNS 042015	84228.4384	Signs & Posts
10257	<b>Sadie Llama Designs</b>	116.75	3 Transactions		
4988	<b>Viking Industrial Center</b>				
	03-303-000-0000-6523	159.51	AITKIN SHOP SUPPLIES 041515	3045446	Misc Bldg & Shop Supplies
4988	<b>Viking Industrial Center</b>	159.51	1 Transactions		
3486	<b>Waste Management Of Northern Minneso</b>				
	03-303-000-0000-6231	125.00	PROFILE FEE 041515	1339706-2614-8	Services,Equip.Rental Etc.
3486	<b>Waste Management Of Northern Minneso</b>	125.00	1 Transactions		
8279	<b>Winzer Corporation</b>				
	03-303-000-0000-6523	260.36	AITKIN SHOP SUPPLIES 041615	5322572	Misc Bldg & Shop Supplies
8279	<b>Winzer Corporation</b>	260.36	1 Transactions		
303	<b>DEPT Total:</b>	6,296.62	<b>R&amp;B Highway Maintenance</b>	<b>22 Vendors</b>	<b>51 Transactions</b>
307	<b>DEPT</b>		<b>R&amp;B Capital Infrastructure</b>		
	9897 <b>Grand Timber Bank</b>				
	03-307-000-0000-6362	1,350.00	LAND R- W JOHN BEACHEM & 042015	PARCEL NO 53	Right Of Way

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3 Road & Bridge

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>
				<u>On Behalf of Name</u>	
9897	Grand Timber Bank		1,350.00	1 Transactions	
307	DEPT Total:		1,350.00	R&B Capital Infrastructure	1 Vendors 1 Transactions
3	Fund Total:		9,782.84	Road & Bridge	59 Transactions

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DKB1  
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5 Health & Human Services

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
400 DEPT		Public Health Department		
8175 Centurylink				
05-400-440-0410-6250		Local phone - PH	313645966	Telephone
05-400-440-0410-6250		Local phone - HHS/Accting	313645966	Telephone
8175 Centurylink		2 Transactions		
1457 CPS Technology Solutions, Inc				
05-400-440-0410-6231		May Maint	368057	Services/Labor/Contracts
1457 CPS Technology Solutions, Inc		1 Transactions		
400 DEPT Total:		Public Health Department	2 Vendors	3 Transactions
420 DEPT		Income Maintenance		
8175 Centurylink				
05-420-600-4800-6250		Local phone - IM	313645966	Telephone
05-420-600-4800-6250		Local phone - HHS/Accting	313645966	Telephone
05-420-640-4800-6250		Local phone - CS	313645966	Telephone
8175 Centurylink		3 Transactions		
1457 CPS Technology Solutions, Inc				
05-420-600-4800-6231		May Maint	368057	Services/Labor/Contracts
05-420-640-4800-6300		May Maint	368057	Maintenance/Service Contracts
1457 CPS Technology Solutions, Inc		2 Transactions		
420 DEPT Total:		Income Maintenance	2 Vendors	5 Transactions
430 DEPT		Social Services		
8175 Centurylink				
05-430-700-4800-6250		Local phone - HHS/Accting	313645966	Telephone
05-430-700-4800-6250		Local phone - SS	313645966	Telephone
8175 Centurylink		2 Transactions		
1457 CPS Technology Solutions, Inc				
05-430-700-4800-6231		May Maint	368057	Services/Labor/Contracts
1457 CPS Technology Solutions, Inc		1 Transactions		
430 DEPT Total:		Social Services	2 Vendors	3 Transactions

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5 Health & Human Services

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
5 Fund Total:		550.08	Health & Human Services		11 Transactions

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
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10 Trust

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
900	DEPT			Timber Permit Bonds		
13524	Bartel/Jim 10- 900- 000- 0000- 2300		1,045.00	Bond Refund- Rec#1376	13217	Timber Permit Bonds
13524	Bartel/Jim		1,045.00	1 Transactions		
1211	Croatt Enterprises Inc 10- 900- 000- 0000- 2300		1,181.00	bond refund Rec#2132	13088	Timber Permit Bonds
1211	Croatt Enterprises Inc		1,181.00	1 Transactions		
12589	Haapoja/George 10- 900- 000- 0000- 2300		256.00	Bond Refund R# 2164	13554	Timber Permit Bonds
12589	Haapoja/George		256.00	1 Transactions		
900	DEPT Total:		2,482.00	Timber Permit Bonds	3 Vendors	3 Transactions
921	DEPT			Co. Development		
8175	Centurylink 10- 921- 000- 0000- 6250		7.06	Local phone - surveyor	313645966	Telephone
	10- 921- 000- 0000- 6250		7.06	Local phone - GIS	313645966	Telephone
8175	Centurylink		14.12	2 Transactions		
6115	Mn Gis Lis Conference 10- 921- 000- 0000- 6208		90.00	2015 Spring workshop- Haasken	200000723	Training/Education
6115	Mn Gis Lis Conference		90.00	1 Transactions		
921	DEPT Total:		104.12	Co. Development	2 Vendors	3 Transactions
923	DEPT			Forfeited Tax Sales		
10452	AT&T Mobility 10- 923- 000- 0000- 6254		55.40	Cell phone Charges	287257204209	Utilities
				03/18/2015 04/17/2015		
10452	AT&T Mobility		55.40	1 Transactions		
13524	Bartel/Jim 10- 923- 000- 0000- 6820		80.61	overappraised refund	13217	Refunds & Reimbursements
13524	Bartel/Jim		80.61	1 Transactions		
8175	Centurylink					

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DKB1  
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10 Trust

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
8175 Centurylink	56.44	Local phone	313645966	Telephone
	56.44		1 Transactions	
11406 Innovative Office Solutions	61.16	ink cartridges	01QU6869	Office Supplies
11406 Innovative Office Solutions	56.09	Labels	01QY1402	Office Supplies
	117.25		2 Transactions	
1652 Northland Fire Protection	385.02	Fire extinguishers	17348	Repair & Maintenance Supplies
1652 Northland Fire Protection	385.02		1 Transactions	
86235 The Office Shop Inc	7.00	mailer envelopes	981755	Office Supplies
86235 The Office Shop Inc	5.00	matte paper	981755	Office Supplies
86235 The Office Shop Inc	7.00	address labels	981755	Office Supplies
	19.00		3 Transactions	
923 DEPT Total:	713.72	Forfeited Tax Sales	6 Vendors	9 Transactions
926 DEPT		Law Library		
8175 Centurylink	7.06	Local phone	313645966	Telephone
8175 Centurylink	7.06		1 Transactions	
5173 West Payment Center	611.34	March charges	831624247	Law Books
5173 West Payment Center	611.34		1 Transactions	
926 DEPT Total:	618.40	Law Library	2 Vendors	2 Transactions
10 Fund Total:	3,918.24	Trust		17 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
11 Forest Development

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
924	DEPT			Forest Resource		
10452	AT&T Mobility 11-924-000-0000-6250		103.88	Cell phone Charges 03/18/2015	287257204209	Telephone
10452	AT&T Mobility		103.88		04/17/2015 1 Transactions	
12526	Bixby/James 11-924-000-0000-6350		35.00	FAC Meeting	04/28/15	Per Diem
	11-924-000-0000-6330		37.38	FAC mileage	65@.575	Transportation & Travel
12526	Bixby/James		72.38		2 Transactions	
2270	Hoppe/Russell Peter 11-924-000-0000-6350		35.00	FAC MEETING	4/28/15	Per Diem
	11-924-000-0000-6330		34.50	FAC MILEAGE	60@.575	Transportation & Travel
2270	Hoppe/Russell Peter		69.50		2 Transactions	
11406	Innovative Office Solutions 11-924-000-0000-6405		12.60	ink cartridge	01QY0588	Office Supplies
11406	Innovative Office Solutions		12.60		1 Transactions	
5784	Lake/Robert 11-924-000-0000-6330		16.10	FAC MILEAGE	28@.575	Transportation & Travel
	11-924-000-0000-6350		35.00	FAC MEETING	4/28/15	Per Diem
5784	Lake/Robert		51.10		2 Transactions	
9036	Neary/William F 11-924-000-0000-6350		35.00	FAC MEETING	4/28/15	Per Diem
	11-924-000-0000-6330		38.53	FAC MILEAGE	67@.575	Transportation & Travel
9036	Neary/William F		73.53		2 Transactions	
13016	Pedersen/Steven 11-924-000-0000-6350		35.00	FAC MEETING	4/28/15	Per Diem
	11-924-000-0000-6330		44.85	FAC MILEAGE	78@.575	Transportation & Travel
13016	Pedersen/Steven		79.85		2 Transactions	
10906	Shipp/Dale 11-924-000-0000-6330		18.40	FAC MILEAGE	32@.575	Transportation & Travel
	11-924-000-0000-6350		35.00	FAC MEETING	4/28/15	Per Diem

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
11 Forest Development

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
10906	Shipp/Dale				
		53.40		2 Transactions	
10017	Tveit/Galen				
	11- 924- 000- 0000- 6330	18.40	FAC MILEAGE	32@,575	Transportation & Travel
	11- 924- 000- 0000- 6350	35.00	FAC MEETING	4/28/15	Per Diem
10017	Tveit/Galen	53.40		2 Transactions	
924	DEPT Total:	569.64	Forest Resource	9 Vendors	16 Transactions
925	DEPT		Reforestation		
195	Aitkin Tire Shop				
	11- 925- 000- 0000- 6590	15.00	Tire Repair	54447	Repair & Maintenance Supplies
195	Aitkin Tire Shop	15.00		1 Transactions	
2880	Long Lake Conservation Ctr				
	11- 925- 000- 0000- 6405	547.50	Loggers Summit dinner/facility	73@7.50 inv51	Office Supplies
2880	Long Lake Conservation Ctr	547.50		1 Transactions	
12927	Midwest Machinery Co.				
	11- 925- 000- 0000- 6590	75.32	gator repair	1032567	Repair & Maintenance Supplies
12927	Midwest Machinery Co.	75.32		1 Transactions	
1652	Northland Fire Protection				
	11- 925- 000- 0000- 6590	385.03	Fire extinguishers	17348	Repair & Maintenance Supplies
1652	Northland Fire Protection	385.03		1 Transactions	
925	DEPT Total:	1,022.85	Reforestation	4 Vendors	4 Transactions
11	Fund Total:	1,592.49	Forest Development		20 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
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		
1829	Goble's Sewer Service Inc.				
	19- 521- 000- 0000- 6231		Pump school house	1221529	Services, Labor, Contracts
	19- 521- 000- 0000- 6231	275.00	Pump residence	1221784	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.	465.00			2 Transactions
3160	Mille Lacs Energy Coop- Albert Lea				
	19- 521- 000- 0000- 6254	91.66	Electric Director's residence	27- 13- 004- 01	Utilities
	19- 521- 000- 0000- 6254	1,484.08	Electric Energy center	27- 13- 005- 02	Utilities
	19- 521- 000- 0000- 6254	603.82	Electric Dining Hall	27- 13- 006- 01	Utilities
	19- 521- 000- 0000- 6254	544.87	Electric North Star Lodge	27- 13- 007- 03	Utilities
	19- 521- 000- 0000- 6254	74.20	Electric Parking Lot	27- 13- 008- 01	Utilities
3160	Mille Lacs Energy Coop- Albert Lea	2,798.63			5 Transactions
5729	National Pen				
	19- 521- 000- 0000- 6400	154.26	Carabiners for commissary	107905907	Commissary Items
	19- 521- 000- 0000- 6400	154.26	Carabiners for commissary	107906156	Commissary Items
	19- 521- 000- 0000- 6400	154.26	Carabiners for commissary	107906158	Commissary Items
5729	National Pen	462.78			3 Transactions
12560	Rian/Scott				
	19- 521- 000- 0000- 6340	9.00	Meal at NW Sport Show 3/28	2564	Meals Reimbursed Non- Taxable
12560	Rian/Scott	9.00			1 Transactions
13465	Sandstrom's				
	19- 521- 000- 0000- 6400	296.67	COMMISSARY CANDY	950761	Commissary Items
13465	Sandstrom's	296.67			1 Transactions
521	DEPT Total:	4,032.08	LLCC Administration	5 Vendors	12 Transactions
522	DEPT		LLCC Education		
11235	Christ The King School				
	19- 522- 000- 0000- 6820	10.22	Refund- 1% discount		Refunds & Reimbursements
11235	Christ The King School	10.22			1 Transactions
13045	Dowell/Courtney				
	19- 522- 000- 0000- 6416	65.22	Twin Cities reptiles (mice)	347711	Education Supplies
13045	Dowell/Courtney	65.22			1 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
19 Long Lake Conservation Co

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>
13465 Sandstrom's 19- 522- 000- 0000- 6416		16.72	lifesavers for educ.program	950761 Education Supplies
13465 Sandstrom's		16.72	1 Transactions	
522 DEPT Total:		92.16	LLCC Education	3 Vendors 3 Transactions
523 DEPT			LLCC Food	
5998 Appert's Foodservice 19- 523- 000- 0000- 6418		765.78	Groceries	504160484 Groceries- Students
19- 523- 000- 0000- 6420		50.16	Supplies	504160484 Food Service Supplies
5998 Appert's Foodservice		815.94	2 Transactions	
5662 McGregor Dairy, Inc 19- 523- 000- 0000- 6418		150.20	Groceries	23758 Groceries- Students
5662 McGregor Dairy, Inc		150.20	1 Transactions	
3810 Paulbeck's County Market 19- 523- 000- 0000- 6418		4.99	GROCERIES	7684653 Groceries- Students
3810 Paulbeck's County Market		4.99	1 Transactions	
4968 Upper Lakes Foods, Inc 19- 523- 000- 0000- 6418		499.16	Groceries	490532- 00 Groceries- Students
19- 523- 000- 0000- 6418		539.97	Groceries	492956- 00 Groceries- Students
19- 523- 000- 0000- 6418		792.37	Groceries	495575- 00 Groceries- Students
4968 Upper Lakes Foods, Inc		1,831.50	3 Transactions	
523 DEPT Total:		2,802.63	LLCC Food	4 Vendors 7 Transactions
524 DEPT			LLCC Maintenance	
11234 Adam's Pest Control Inc 19- 524- 000- 0000- 6422		1,100.00	Bed Bug Inspection	971649 Janitorial Services/Supplies
11234 Adam's Pest Control Inc		1,100.00	1 Transactions	
4641 Holiday Credit Office 19- 524- 000- 0000- 6511		41.14	Gas for Dodge van	1400012578652 Gas And Oil
4641 Holiday Credit Office		41.14	1 Transactions	
2340 Hyytinen Hardware Hank				

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
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
			Amount		
	19- 524- 000- 0000- 6422		13.45	1241179	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422		24.17	1241185	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422		5.18	1241308	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422		23.99	1242149	Janitorial Services/Supplies
	19- 524- 000- 0000- 6422		30.30	1244612	Janitorial Services/Supplies
2340	<b>Hyytinen Hardware Hank</b>		97.09		
				5 Transactions	
3760	<b>Palisade Cooperative Oil Assoc</b>				
	19- 524- 000- 0000- 6511		63.80	LONGLAK	Gas And Oil
	19- 524- 000- 0000- 6511		20.00	LONGLAK	Gas And Oil
3760	<b>Palisade Cooperative Oil Assoc</b>		83.80		
				2 Transactions	
86235	<b>The Office Shop Inc</b>				
	19- 524- 000- 0000- 6422		3.59	278082- 0	Janitorial Services/Supplies
86235	<b>The Office Shop Inc</b>		3.59		
				1 Transactions	
524	<b>DEPT Total:</b>		1,325.62	<b>LLCC Maintenance</b>	<b>5 Vendors</b>
					<b>10 Transactions</b>
525	<b>DEPT</b>			<b>LLCC Capital Improvement</b>	
13154	<b>Deep Portage Conservation Reserve</b>				
	19- 525- 000- 0000- 6601		9,266.33	2448	Capital Outlay- Non Marcum House
13154	<b>Deep Portage Conservation Reserve</b>		9,266.33		
				1 Transactions	
525	<b>DEPT Total:</b>		9,266.33	<b>LLCC Capital Improvement</b>	<b>1 Vendors</b>
					<b>1 Transactions</b>
19	<b>Fund Total:</b>		17,518.82	<b>Long Lake Conservation Center</b>	<b>33 Transactions</b>

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
21 Parks

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
188	Aitkin Sno- Drifters Snowmobile 21- 520- 000- 0000- 6802		7,786.02	GIA pymt- 3rd Benchmark	R#2232	Trail Grants- State
188	Aitkin Sno- Drifters Snowmobile		7,786.02	1 Transactions		
10452	AT&T Mobility 21- 520- 000- 0000- 6250		34.62	Cell phone Charges 03/18/2015 04/17/2015	287257204209	Telephone
10452	AT&T Mobility		34.62	1 Transactions		
8175	Centurylink 21- 520- 000- 0000- 6250		7.06	Local phone	313645966	Telephone
8175	Centurylink		7.06	1 Transactions		
1805	Giese Sno- Cruisers Trail Assn. 21- 520- 000- 0000- 6802		4,179.18	GIA pymt- 3rd Benchmark	R#2233	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	GIA pymt- 3rd Benchmark	R#2232	Trail Grants- State
2060	Haypoint Jackpine Savages		13,271.87	1 Transactions		
3176	Mille Lacs Trails, Inc. 21- 520- 000- 0000- 6802		11,814.02	GIA pymt- 3rd Benchmark	R#2232	Trail Grants- State
3176	Mille Lacs Trails, Inc.		11,814.02	1 Transactions		
3950	Public Utilities 21- 520- 000- 0000- 6254 21- 520- 000- 0000- 6254		140.83 18.96	Land Department Mississippi Access	0200000348003 0200063077005	Utilities Utilities
3950	Public Utilities		159.79	2 Transactions		
4800	Tamarack Sno- Flyers 21- 520- 000- 0000- 6802		16,759.93	GIA pymt- 3rd Benchmark	R#2232	Trail Grants- State
4800	Tamarack Sno- Flyers		16,759.93	1 Transactions		
86235	The Office Shop Inc 21- 520- 000- 0000- 6405 21- 520- 000- 0000- 6405		14.00 4.00	pink card stock stencils	981755 981755	Office Supplies Office Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1  
5/4/15 9:51AM  
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
86235	The Office Shop Inc		18.00	2 Transactions	
520	DEPT Total:		54,030.49 Parks	9 Vendors	11 Transactions
21	Fund Total:		54,030.49 Parks		11 Transactions
	Final Total:		187,706.75	203 Vendors	351 Transactions

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>
	1	100,313.79	General Fund
	3	9,782.84	Road & Bridge
	5	550.08	Health & Human Services
	10	3,918.24	Trust
	11	1,592.49	Forest Development
	19	17,518.82	Long Lake Conservation Center
	21	54,030.49	Parks
	<b>All Funds</b>	<b>187,706.75</b>	<b>Total</b>

Approved by, .....

.....

.....



# Board of County Commissioners Agenda Request

2E  
 Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Approve Sale of Motor Pool Vehicles

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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>
<b>Submitted by:</b> Sue Bingham		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b>  Our two new motor pool vehicles have arrived. Staff requests Board approval to sell the following two motor pool vehicles:  Car #33 - 1999 Ford Contour Car #35 - 2002 Mercury Sable  These two vehicles are our oldest and least used motor pool vehicles.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Authorize the sale of both motor pool vehicles.		
<b>Financial Impact:</b> <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>		



# Board of County Commissioners Agenda Request

**2F**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Polymet Mining NorthMet Project

<input type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>

<b>Submitted by:</b> Nathan Burkett	<b>Department:</b> Administration
--	--------------------------------------

<b>Presenter (Name and Title):</b>	<b>Estimated Time Needed:</b>
------------------------------------	-------------------------------

**Summary of Issue:**

Request Board approval of the attached proposed resolution.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Adopt the attached resolution.

**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:*

**Support Polymet Mining NorthMet Project**

**WHEREAS**, nonferrous ores contain metals essential to modern daily life – copper, nickel, cobalt, platinum, palladium and gold – found in countless products including cell phones, computers, diabetes test strips, joint replacements, electrical wiring, hybrid cars, catalytic converters, and wind turbines; and

**WHEREAS**, the significant domestic demand for these metals exceeds our national supply due to very few mines in the U.S. producing them, creating an unhealthy imbalance and outside reliance on indispensable raw materials, even with the high rate of recycling (the U.S. currently imports nearly 90 percent of its platinum, more than 50 percent of its palladium, approximately 35 percent of its copper and gold, and does not have any active nickel mines); and

**WHEREAS**, the proposed PolyMet site is located near the community of Hoyt Lakes, within an existing mining district where operating and former iron mines and processing facilities already exist and, with the existing infrastructure in place, the site is viewed as conducive for such an initiative without threatening our region's environment; and

**WHEREAS**, the ore industry has for generations supported tens of thousands of families in our region, dozens of communities, schools, commerce and recreation centers, and has created opportunities for scores of children to attend universities and technical schools to develop their own careers and families within the region; and

**WHEREAS**, an independent research study conducted by the University of Minnesota Duluth Labovitz School of Business and Economics indicated that the evolution of nonferrous mining in the region has the potential to generate more than 600 indirect jobs in goods and services; \$515 million annually in St. Louis County alone in wages, benefits and other spending (more than \$10 billion over the 20-year life of mine); \$15 million annually in state and local tax revenues (\$300 million over the life of mine); \$45 million annually in federal tax revenue (\$900 million over the life of the mine); and more than \$2 million annually for northeastern Minnesota schools; and

**WHEREAS**, the Northeast region is well positioned to support the addition of PolyMet Mining to the complement of local employers due to the high availability of skilled and dedicated workers and a comprehensive employment and training system to develop the appropriate workforce; and

**WHEREAS**, as the primary administrator of workforce development programs and funding in the region, the Northeast Minnesota Office of Job Training is actively engaged in supporting a responsible natural resource-based economy through the investment of millions of dollars in job training for a skilled workforce. Particularly during the last decade, we have witnessed a decline in job opportunities within our region. For this reason, we welcome responsible economic opportunities such as those provided through the proposed PolyMet initiative; and

**WHEREAS**, the Local Elected Official Board of the Northeast Minnesota Office of Job Training has declared its support for the existing open, transparent, and comprehensive environmental review and permitting process in place for various nonferrous mining initiatives, including Polymet's proposed NorthMet mining project, currently planned for development in Northeast Minnesota.

**NOW, THEREFORE, BE IT RESOLVED** the Aitkin County Board supports the success of these projects, for the above stated reasons and believes by meeting Minnesota's strict environmental standards through a comprehensive environmental permitting process, PolyMet will be poised to play a significant role in contributing to the sustainability of our region's economy by mining the metals we need every day without harming our region's air and water quality.

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 12<sup>th</sup> day of May 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 12<sup>th</sup> day of May A.D., 2015

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy



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

ADOPTED May 12, 2015

By Commissioner: xx

20150512-0xx

**High Lifter Quadna Mud Nationals**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Large Assembly:

ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township

This is scheduled to take place June 12th – 14th, 2015 from 8:00 A.M. to 10:00 P.M. daily.

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 12<sup>th</sup> day of May 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 12<sup>th</sup> day of May A.D., 2015**

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

**KIRK PEYSAR**  
**AITKIN COUNTY AUDITOR**  
209 2<sup>ND</sup> STREET NW - ROOM 202  
AITKIN, MINNESOTA 56431  
218-927-7354  
Fax: 218-927-7324

***APPLICATION FOR LARGE ASSEMBLY LICENSE***

NAME OF ORGANIZATION: High Lifter Products, Inc dba Mud National Events, LLC.

ADDRESS OF ORGANIZATION: 780 Professional Drive N., Shreveport, LA 71105

PERSON MAKING APPLICATION: Tracie D. Engi

ADDRESS & PHONE NUMBER: 780 Professional Dr., N, S'port, LA 71105, 318-213-6044

INSURANCE COMPANY & POLICY NUMBER: Lloyd's Syndicate 4472

DATES/TIME OF EXHIBITION: June 12 - 14, 2015, 8 am - 10 pm daily

TYPE OF PROGRAM: ATV/SxS Event

Applicant agrees to defend, hold harmless, and pay on behalf of the County of Aitkin and their officials and employees, any demands, claims or suits arising out of actions of applicant under the permit.

SIGNATURE OF APPLICANT: *Tracie D. Engi* 4/16/15  
Date

CITY RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date

\*\*\*CITY & TOWNSHIP (See attached)  
TOWNSHIP (ATTACHMENT "A")  
~~CITY OR TOWN~~ RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date

ENVIRONMENTAL RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date 4/23/15

COUNTY SHERIFF RECOMMENDATION: *Scott Turner* 4/29/15  
Authorized Signature Date

COUNTY ATTORNEY RECOMMENDATION: *James Harty* 4/29/15  
Authorized Signature Date

All applications for permit must be received a minimum of thirty (30) days prior to the event or placement of structure.

KIRK PEYSAR  
AITKIN COUNTY AUDITOR  
209 2<sup>ND</sup> STREET NW - ROOM 202  
AITKIN, MINNESOTA 56431  
218-927-7354  
Fax: 218-927-7324

**APPLICATION FOR LARGE ASSEMBLY LICENSE**

NAME OF ORGANIZATION: High Lifter Products, Inc dba Mud National Events, LLC.  
ADDRESS OF ORGANIZATION: 780 Professional Drive N., Shreveport, LA 71105  
PERSON MAKING APPLICATION: Tracie D. Engi  
ADDRESS & PHONE NUMBER: 780 Professional Dr., N, S'port, LA 71105, 318-213-6044  
INSURANCE COMPANY & POLICY NUMBER: Lloyd's Syndicate 4472  
DATES/TIME OF EXHIBITION: June 12 - 14, 2015, 8 am - 10 pm daily  
TYPE OF PROGRAM: ATV/SxS Event

Applicant agrees to defend, hold harmless, and pay on behalf of the County of Aitkin and their officials and employees, any demands, claims or suits arising out of actions of applicant under the permit.

SIGNATURE OF APPLICANT: Tracie D. Engi 4/16/15  
CITY RECOMMENDATION: [Signature] 04/17/15  
TOWNSHIP [Signature] 17 April 2015  
~~CITY OR TOWNSHIP~~ RECOMMENDATION: [Signature] [Date]  
ENVIRONMENTAL RECOMMENDATION: \_\_\_\_\_  
COUNTY SHERIFF RECOMMENDATION: \_\_\_\_\_  
COUNTY ATTORNEY RECOMMENDATION: \_\_\_\_\_

All applications for permit must be received a minimum of thirty (30) days prior to the event or placement of structure.

A plan for conducting the proposed assembly which shall include, at a minimum, the following elements:

- 1.) The determination by the applicant of the maximum number of people which shall be assembled or admitted to the location.

Number of people expected 1,200

- 2.) A fence or barrier completely enclosing the proposed location of sufficient height and strength to prevent people in excess of the maximum permissible number from gaining access to the assembly grounds, which shall have sufficient entrances and exits to allow easy movement into and out of the assembly grounds. This requirement may be waived if the County Board finds that a fence will not be necessary for crowd control.

Fence height N/A

Number of entrances/exits 3

- 3.) Portable water, meeting all federal, state and local requirements for sanitary quality, sufficient to provide drinking water for the maximum number of people to be assembled at the rate of at least one gallon per person per day.

Portable water requirements are met. Circle one. YES NO

- 4.) Separate enclosed toilets for males and females, meeting all state and local specifications, conveniently located throughout the grounds, sufficient to provide facilities for the maximum number of people to be assembled in accordance with the Minnesota State Board of Health Regulations and standards.

Requirements met. Circle one. YES NO

Toilets provided

By: Goble Portable Toilets

- 5.) A sanitary method of disposing of solid waste in compliance with state and local laws and regulations, sufficient to dispose of the solid waste production of the maximum number of people assembled at the rate of at least 2.5 lbs of solid waste per person per day, together with a plan for collecting and holding all such waste at least once each day of the assembly's continuance, and sufficient trash containers and personnel to perform such tasks.

## AITKIN COUNTY LARGE ASSEMBLY PERMIT

**High Lifter Quadna Mud Nationals  
June 12 – 14, 2015  
400 Quadna Mountain Road  
Hill City, MN**

An application for an Aitkin County Large Assembly Permit is being submitted for the above named ATV event. This is an ATV/UTV riding event where participants will bring their ATV/UTV to the Quadna Mountain Park and Resort to ride the park trails, look at manufacturer displays, and watch organized mud bogging and obstacle course competitions. Some will camp in RVs & tents and some will stay off-site at area hotels. There will be vendors present selling various products and services.

Attendees may also ride the adjoining state trail system if they choose. Riders will be advised by signage (verbiage provided by ATVAM), distribution of the Minnesota Department of Natural Resources Off Highway Vehicle Regulations for 2013-2014 and a dedicated vendor booth for use by the DNR &/or Aitkin County Land Department's Land Commissioner as to the requirements and restrictions of riding the state trails. Riders will be made aware of where they can purchase a trail pass in the Hill City area. Information about the trails and permit requirements have been made available on the event website, [www.quadnamudnationals.com](http://www.quadnamudnationals.com) for the past 12 months.

The following addresses the license requirements for the permit per the Aitkin County Assembly Ordinance dated February 11, 2014 and adopted March 19, 2014 by the County Board of Commissioners, Aitkin County, Minnesota and Appendix A:

**2.a.** This application is being requested by High Lifter Products, Inc. dba Mud National Events, LLC., both owned by Scott E. Smith, 780 Professional Drive North, Shreveport, Louisiana 71105. Mr. Smith is 48 years old.

**2. b.** The proposed event, the Quadna Mud Nationals, will be held at Quadna Mountain Park, 400 Quadna Road, Hill City, MN. The property is owned equally by Mr. Mark Warnert of Saint Cloud, MN and Mr. Brian Bauerly of Milaca, MN.

**2.c.** The nature of this assembly is to promote ATV riding in an organized environment through competitions and related activities, and bring public awareness to the products and services offered by the vendors present. This is a three (3) day event. The event will open at 8 am on Friday, June 12, 2015 and will close at noon on Sunday, June 14, 2015.

**2.d.** This permit is requested on an attendance of 1,200 people. Last year this event had an attendance of approximately 800 people, but we are optimistic that we will have an increase in attendance this year.

**2.e. Access** – There will be three (3) entry/exit points that everyone must pass through in order to gain entry to or exit the park. These areas will be manned by security and staff members during the event beginning at 8 am on Friday, June 12, 2015. The main entry point will remain open 24 hours a day until the event closes at noon on Sunday, June 14, 2015 to control admission. Because of placement of the gates, there is not an adequate way to fence it off, however through signage and the presence of personnel, no one will be permitted to enter without obtaining a pass.

**2.f. Existing Facilities** - There is a chalet on the facility site as well as a storage barn, however, these will not be accessible to the public during the event except as protection in the event of a storm.

**2.f. Sewage** – for those RV camping, a sewage dump station is located right outside the park at the Quadna Mountain Resort Campground. The Resort has extended an offer to patrons of the event to allow them to dump their tanks when necessary.

**2.f. Solid Waste** – There will be two 30-yard waste disposal containers on site with arrangements being made to empty the containers at the end of the event since it is essentially a two day event. (See attachment also).

\*\*\* (ATTACHMENT "B")

**2.f. Toilet Facilities** – With the proposed attendance Mud National Events, LLC has contracted Goble Portable Toilets, Aitkin, MN to provide 24 portable toilets (a minimum of one toilet per every 50 persons) that will be distributed throughout the vendor area, at each gate, at competition event locations and throughout the camping areas in pairs. Arrangements have also been made to deliver additional units to the event if needed.

**2.f. Potable Water** – A water sample from the well on-site is scheduled to be tested to ensure that it meets all Federal, state and local requirements for sanitary quality. This well is capable of an output of 200 gallons per minute/12,000 gallons per hour, which far exceeds the requirement for the maximum number to be assembled at a rate of one gallon per person per day. Results of the tests will be forwarded to the Auditor's Office when available.

**2.f. Fire Protection** – All camping areas are located off of one or more major roadways within the park where fire or rescue vehicles can access efficiently. The larger camping areas will be marked so that a path will be provided around the camping area to allow for emergency vehicles. The smaller areas are located directly on a path or gravel road. The local Hill City Fire Department has been notified of the dates of the event so that they will be on standby should they be needed.

**2.g. Lighting** – Lighting will be provided in the vendor area and any scheduled night events such as a concert, by four (4) large stationary stadium-type lights positioned high on light poles as well as four (4) stadium lights stationary on the back side of the chalet that faces the hills and the bowl area. They will sufficiently illuminate the entire vendor area and surrounding parking and Chalet areas.

**2.h. Amplifiers and Speakers** – A concert is scheduled for Friday and Saturday evenings, June 12<sup>th</sup> and 13<sup>th</sup> at 9 pm and will conclude at or before the midnight hour. The main area where a concentration of people may gather is centrally located on the property and nothing is scheduled in the planned event that should generate unreasonable noise to disturb the surrounding property owners.

**2.h. Fireworks** – Fireworks are not being used during this event.

**2.i. Event Safety & Security** - Mud National Events takes security at their events extremely seriously. While we hope there will not be a need for them, Mud National Events will have security in place on-site should the need arise. There will be a minimum of two (2) security personnel at all times beginning Friday, June 12<sup>th</sup> at 7 a.m. During peak times when the potential for possible problems may increase, such as 6 pm Friday evening through 6 am Saturday morning, we will increase the officers on duty, for a total of four (4). These officers will be given an ATV/UTV for officers to patrol the park in an effort to be proactive in preventing any problems. Each will be equipped with a Motorola radio in which they can communicate with each other and the entire Mud National Events staff, if necessary. There will be security on the premises until Sunday, June 14<sup>th</sup> at noon. In the event that there remains a sufficient amount of attendees and potential traffic issues remain, security will be in place until which time the threat of problems no longer exist. In addition to the hired security staff, Mud National Events will have its staff at the park. Mud National Events employees are experienced in these types of events and act as additional "eyes & ears" for any potential problems and will react and/or alert security as they see fit. A plan is in place to have a one-way traffic pattern throughout the park to prevent the traffic entering the event

Excellent! That clarifies what I needed. Thanks!

Terry Neff  
Environmental Services Director  
209 2nd St NW Rm 100  
Aitkin, MN 56431  
218.927.7342

**From:** Tracie Engi [<mailto:tracie@highlifter.com>]  
**Sent:** Tuesday, April 28, 2015 10:53 AM  
**To:** 'Terry Neff'; 'Sally Huhta'  
**Cc:** 'Michelle Leitinger'; 'Kirk Peysar'  
**Subject:** RE: Quadna Mud Nationals..... June 12th-14th, 2015

I apologize for not specifying about the garbage cans and collection points. We will have garbage cans that will be collected and transferred into the 30 yard dumpsters at least once per day, and twice if need be. Based on our experience the past 2 years, twice a day has not been necessary, however we are prepared to do so if needed. We will have cans placed in the following locations:

- Several scattered throughout the vendor area
- One per food vendor for public use
- One at the front gate
- Two near the stage area
- One near the mud bog area
- One in each of the smaller camping areas, more as needed in the larger camping areas
- One at the chalet
- One in the vicinity of the obstacle course for those watching the event
- One at the exit gate

Most campers either bag their trash and take it to the dumpsters, or upon their leaving the park on Sunday, will leave the bagged trash at their campsite where we have a team who goes through those camping areas collecting the bagged trash. I hope this provides the clarification you needed. If you have any additional questions, please feel free to contact me.

Thank you,

Tracie Engi  
Event Coordinator  
High Lifter Products, Inc.  
Mud National Events, LLC  
Office 318.213.6044  
Fax 318.524.2297



**From:** Terry Neff [<mailto:tneff@co.aitkin.mn.us>]  
**Sent:** Tuesday, April 28, 2015 9:58 AM  
**To:** 'Sally Huhta'; 'Tracie Engi'  
**Cc:** 'Michelle Leitinger'; 'Kirk Peysar'  
**Subject:** RE: Quadna Mud Nationals..... June 12th-14th, 2015

Tracie,

The only question I have on the application is with the solid waste. You mention there will be 2 – 30 yard dumpsters onsite but no method for collection around the grounds. I assume there will be garbage cans placed throughout the property for convenience to the attendees, however this isn't mentioned in the application. Please provide a statement on where garbage cans will be located and how often they will be collected for transfer into the 30 yard containers. Thanks!

Terry Neff  
Environmental Services Director  
209 2nd St NW Rm 100  
Aitkin, MN 56431  
218.927.7342

from backing up on Public Highway 169. Should the traffic become backed up, we will immediately form two lines of traffic beginning at the North side of Airport Road. Traffic exiting the event will be directed by signage and personnel to exit via the South end of Airport Road back onto Highway 169. Because the main gate and exit gate will remain open throughout the event, security will never be without members of Mud National Events staff to offer assistance should it become necessary. In the event of inclement weather, a plan is in place to offer safety to those in attendance. Quadna Park is equipped with an outside sound system strong enough to be heard to the back corners of the park. An Announcement would be made over the loudspeaker alerting patrons of storm warnings. They would then be directed to seek shelter in either the Chalet or the resort lodge. The basement of the Chalet and the hallways and basement of the Quadna Mountain Lodge would adequately hold those seeking shelter.

**2.j. Food Preparation** – Mud National Events will not be preparing food for the public. However, there will be food concessions available during the event. At this time, one food vendor has agreed to participate in the event. They are CD's Mini Donuts, 15905 Red Sand Lake Rd, Brainerd, MN 56401 (218) 828-4644. It is possible that additional vendors will participate.

**2.k. Medical Services** – An RN, licensed in the State of Minnesota and two EMS will be on-site during the event as well as a paramedic team from Texas, who can offer assistance should the need arise. An ambulance from Grand Rapids will be on-call should it become necessary to transport someone to the hospital in Grand Rapids. This was the plan used for the event the past two years and was approved by county officials and worked well.

**3. Permit Fees & Bond** – A Mud National Events LLC check #1209 in the amount of \$500 for the permit fee is enclosed with this application. The bond with limits of \$25,000 is also enclosed with this application, as requested.

#### **APPENDIX A**

- 1. Liability Insurance** - Copy of Liability Insurance listing Aitkin County as additionally insured is attached.
- 2. Potable Water** - A water sample from the well on-site is scheduled to be tested to ensure that it meets all Federal, state and local requirements for sanitary quality. This well is capable of an output of 200 gallons per minute/12,000 gallons per hour, which far exceeds the requirement for the maximum number to be assembled at a rate of one gallon per person per day. Results of the tests will be forwarded to the Auditor's Office when available.
- 3. Sewage** – for those RV camping, a sewage dump station is located right outside the park at the Quadna Mountain Resort Campground. The Resort has extended an offer to patrons of the event to allow them to dump their tanks when necessary.
- 4. Solid Waste** – There will be two 30-yard waste disposal containers on site with arrangements being made to empty the containers at the end of the event since it is essentially a two day event.
- 5. Food Preparation** – Mud National Events will not be preparing food for the public. However, there will be food concessions available during the event. At this time, one food vendor has agreed to participate in the event. They are CD's Mini Donuts, 15905 Red Sand Road, Brainerd, MN 56401, (218) 828-4644. It is possible that additional vendors will participate.
- 6. Parking** – Both camping, ATV and automobile parking has been provided for during this event. Not all patrons will camp at the park, many will stay in area hotels and locals will commute back and forth to the park each day from their homes or hotels. There are designated automobile parking areas for those that are

coming without an ATV and are not camping. Based on the formula of 1 space for every 4 people and using 240 sq ft per vehicle, there is enough parking in Auto Parking areas 1 & 2 to accommodate 246 cars/984 people. Camping areas have been numbered on all maps, 1-18. The combined space available for camping in has minimum of 509,651.25 sq ft. Using a formula of 600 sq ft per camper, Quadna Mountain Park will accommodate 849.4 RVs. Using the same formula of 1 space per 4 people, there is camping available for 3,398 people. See attached breakdown of each area.

7. **Access** – There will be three (3) entry/exit points that everyone must pass through in order to gain entry to or exit the park. These areas will be manned by security and staff members during the event beginning at 8 am on Friday, June 12, 2015. The main entry point will remain open 24 hours a day until the event closes at noon on Sunday, June 14, 2015 to control admission. Because of placement of the gates, there is not an adequate way to fence it off, however through signage and the presence of personnel, no one will be permitted to enter without obtaining a pass.
8. **Event Safety & Security** - Mud National Events takes security at their events extremely seriously. While we hope there will not be a need for them, Mud National Events will have security in place on-site should the need arise. There will be a minimum of two (2) security personnel at all times beginning Friday, June 12<sup>th</sup> at 7 a.m. During peak times when the potential for possible problems may increase, such as 6 pm Friday evening through 6 am Saturday morning, we will increase the officers on duty, for a total of four (4). These officers will be given an ATV/UTV for officers to patrol the park in an effort to be proactive in preventing any problems. Each will be equipped with a Motorola radio in which they can communicate with each other and the entire Mud National Events staff, if necessary. There will be security on the premises until Sunday, June 14<sup>th</sup> at noon. In the event that there remains a sufficient amount of attendees and potential traffic issues remain, security will be in place until which time the threat of problems no longer exist. In addition to the hired security staff, Mud National Events will have its staff at the park. Mud National Events employees are experienced in these types of events and act as additional “eyes & ears” for any potential problems and will react and/or alert security as they see fit. A plan is in place to have a one-way traffic pattern throughout the park to prevent the traffic entering the event from backing up on Public Highway 169. Should the traffic become backed up, we will immediately form two lines of traffic beginning at the North side of Airport Road. Traffic exiting the event will be directed by signage and personnel to exit via the South end of Airport Road back onto Highway 169. Because the main gate and exit gate will remain open throughout the event, security will never be without members of Mud National Events staff to offer assistance should it become necessary. In the event of inclement weather, a plan is in place to offer safety to those in attendance. Quadna Park is equipped with an outside sound system strong enough to be heard to the back corners of the park. An Announcement would be made over the loudspeaker alerting patrons of storm warnings. They would then be directed to seek shelter in either the Chalet or the resort lodge. The basement of the Chalet and the hallways and basement of the Quadna Mountain Lodge would adequately hold those seeking shelter.
9. **Medical Services** – An RN, licensed in the State of Minnesota and two EMS will be on-site during the event as well as a paramedic team from Texas, who can offer assistance should the need arise. An ambulance from Grand Rapids will be on-call should it become necessary to transport someone to the hospital in Grand Rapids. This plan has been used the past two years and was approved by county officials and worked well.

The statements contained herein this application for permit of Large Assembly for Aitkin County, Minnesota are true and correct to the best of my knowledge.

Tracie D. Engi

Tracie D. Engi, Event Coordinator

High Lifter Products, Inc. dba

Mud National Events, LLC

April 16, 2015

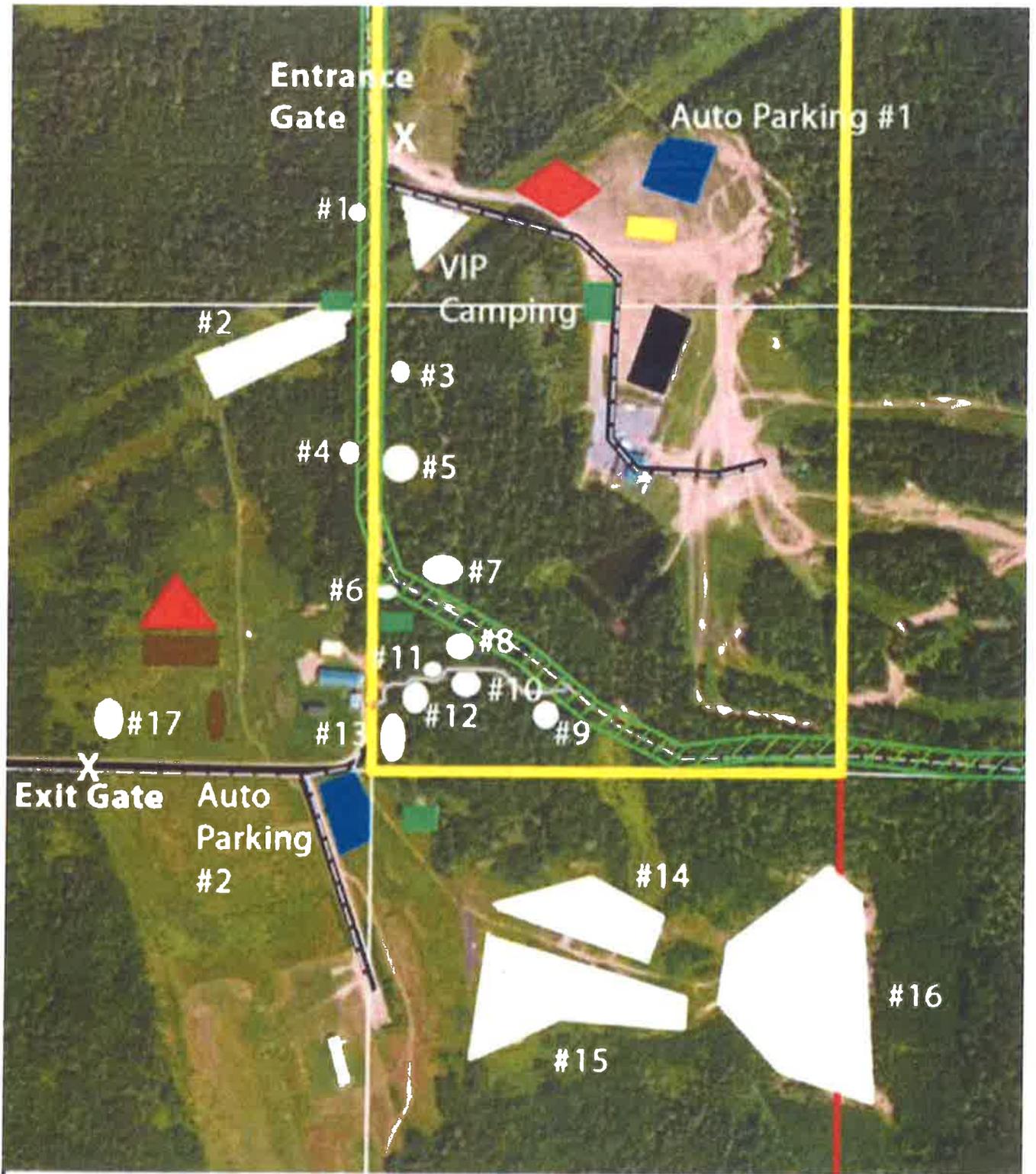
Date

W. Brad Herriage

W. Brad Herriage

Louisiana Notary Public

License # 68769



- Legend:**
- Vendor Area
  - ATV Parking
  - Mud Bog/Obstacle Course
  - Auto Parking
  - Camping Area (referenced by numbers)
  - Dumpsters
  - Stage



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
4/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Arthur J. Gallagher Risk Management Services, Inc. 9220 Ellerbe Road Suite 700 Shreveport LA 71106	<b>CONTACT NAME:</b> Ronnie Giddens	
	<b>PHONE (A/C, No, Ext):</b> 3186298104	<b>FAX (A/C, No):</b> 318-798-5507
<b>E-MAIL ADDRESS:</b> ronnie_giddens@ajg.com		
<b>INSURED</b> Mud National Events, LLC 780 Professional Drive North Shreveport LA 71105		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Lloyd's Syndicate 4472 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
<b>MUDNATI-01</b>		<b>NAIC #</b>

**COVERAGES**                      **CERTIFICATE NUMBER:** 321661184                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X	X	MKL01640	3/15/2015	3/15/2016	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			<input type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate Holder is an Additional Insured. ATV Mud Bog Event at Quadna Mountain Park 400 Quadna Mountain Road Hill City, MN 55748

<b>CERTIFICATE HOLDER</b>  Aitkin County	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

**- CERTIFICATION OF COMPLIANCE -  
MINNESOTA WORKERS' COMPENSATION LAW**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: LCTA (Louisiana Commerce and Trade Association)  
(NOT the insurance agent)

Policy Number: WC 1020131

Dates of Coverage: 01/01/2015 to 01/01/2016

(or)

I am not required to have workers' compensation liability coverage because:

- I have no employees
- I am self insured (include permit to self-insure)
- I have no employees who are covered by the workers' compensation law  
(these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

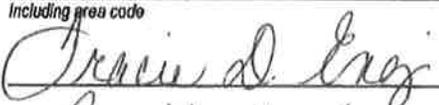
Name: High Lifter Products, Inc.

Doing Business As: Mud National Events, LLC  
Business name if different than your name

Business Address: 780 Professional Drive North

City, State, Zip: Shreveport, LA 71105

Telephone: 318-213-6044  
Including area code

Signature: 

Date: April 16, 2015

  
W. Brad Heritage  
Notary Public #68769





# Board of County Commissioners Agenda Request

**24**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** LG214 Premises Permit / Roberts-Glad VFW Post 1727

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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*
<b>Submitted by:</b> Sally M. Huhta		<b>Department:</b> Auditor's
<b>Presenter (Name and Title):</b>		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Roberts-Glad VFW Post 1727, at the Roberts-Glad VFW Post 1727 – Aitkin Township. This establishment has an address of 36558 410th Avenue, Aitkin, MN 56431		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt the above proposed resolution		
<b>Financial Impact:</b> 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

**21**  
Agenda Item #

**Requested Meeting Date:** 06/09/2015

**Title of Item:** Salvage Forfeited Vehicle

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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>
--	---	--

<b>Submitted by:</b> Undersheriff John Drahota	<b>Department:</b> Sheriff's Office
---	--

<b>Presenter (Name and Title):</b> Undersheriff John Drahota	<b>Estimated Time Needed:</b>
---	-------------------------------

**Summary of Issue:**

I am requesting approval to sell as salvage the following vehicle:

- 1995 Honda LX (304,548)

Salvage price will be \$200 which will offset the vehicle's tow cost.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Authorization to sell the above vehicle as salvage.

**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

25

Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** 3.2% Malt Liquor Licenses

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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>
<b>Submitted by:</b> <p style="text-align: center;">Sally M. Huhta</p>		<b>Department:</b> <p style="text-align: center;">Auditor's</p>
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  <p>Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following 3.2 Malt Liquor Licenses for a period ending April 30, 2016.</p> <p>ON Sale:</p> <ul style="list-style-type: none"> <li>• Jacobson Community Volunteer Fire Dept, d/b/a Jacobson Volunteer Fire Dept – Ball Bluff Township</li> <li>• Sherwood Forest Owner's Assc. Inc., d/b/a Sherwood Forest – Hazelton Township</li> </ul>		
<b>Alternatives, Options, Effects on Others/Comments:</b>  		
<b>Recommended Action/Motion:</b> Approve the above proposed motion.		
<b>Financial Impact:</b> <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

**2K**

Agenda Item #

**Requested Meeting Date:** 5-12-15

**Title of Item:** Cooperative Agreement

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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>
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer		<b>Estimated Time Needed:</b> NA
<b>Summary of Issue:</b> During the upcoming construction season, a federally-funded Chevron-signing project will take place in Aitkin, Itasca, Carlton, and Lake County. Itasca County has taken the lead on this project and they would like the attached Cooperative Agreement to be in place with the counties involved. Essentially, each county is paying the cost of the signs installed in their county, with a \$500 administrative fee paid by each of the counties to Itasca County to cover their contract administration costs.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve by motion.		
<b>Financial Impact:</b> 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? \$ 500 plus 20% of the signage cost Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No    Please Explain:		

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

**COOPERATIVE AGREEMENT  
BETWEEN**

**AITKIN COUNTY  
CARLTON COUNTY  
ITASCA COUNTY  
LAKE COUNTY**

**FOR THE INSTALLATION OF  
CHEVRON SIGNS**

THIS AGREEMENT, hereinafter referred to as the "Agreement," is between the COUNTY OF AITKIN, a duly organized county within the State of Minnesota, hereinafter referred to as "Aitkin County", the COUNTY OF CARLTON, a duly organized county within the State of Minnesota, hereinafter referred to as "Carlton County", the COUNTY OF ITASCA, a duly organized county within the State of Minnesota, hereinafter referred to as "Itasca County", and the COUNTY OF LAKE, a duly organized county within the State of Minnesota, hereinafter referred to as "Lake County".

WITNESSETH:

WHEREAS, the Minnesota Department of Transportation has secured federal funding for counties in District 1 for a joint highway safety improvement project to install chevron signs in 2015; and

WHEREAS, the participating counties in this project are Aitkin County, Carlton County, Itasca County, and Lake County; and

WHEREAS, each participating county has determined the locations and quantities of chevron signs for its highways; and

WHEREAS, this work shall be completed under the project hereafter identified as "Multi-County Chevron Signing" (SP 088-070-046).

THEREFORE, IT IS MUTUALLY AGREED AND UNDERSTOOD, with regard to the aforementioned project that the parties hereby agree to the following:

1. Itasca County shall prepare the Plan, specifications, and engineer's estimate for said project in accordance with the 2014 Edition of the Minnesota Department of Transportation "Standard Specifications for Construction."
2. Aitkin County, Carlton County, and Lake County shall provide Itasca County with the required locations and quantities for work within their respective counties. Itasca

County shall incorporate said information into the Plan and proposal.

3. Itasca County, acting through the Itasca County Highway Engineer, shall award the contract for said project, hereinafter referred to as the "Contract," to the lowest responsible bidder in accordance with current Minnesota Statutes and specifications.
4. Itasca County shall perform all necessary Contract administration, and shall administer the terms of the Contract from Contract award to the certification of final payment.
5. Itasca County shall perform all record keeping and construction inspection for quantities associated with Itasca County's portion of the project in accordance with the Plan.
6. Representatives from Aitkin County, Carlton County, and Lake County shall perform all record keeping and construction inspection for quantities associated with their respective county's portion of the project in accordance with the Plan and shall report any observed deficiencies or discrepancies to Itasca County immediately.
7. The participating counties have obtained Federal funding in the amount of \$209,520.00, which is anticipated to equal 90 percent of the total project cost. Federal funding for this project has been capped at this amount. The Federal funding will be equally distributed on a per sign basis to each participating county, which will constitute the Federal share. Each participating county will be responsible for the remaining cost per sign included in their county's portion, which will constitute the local share. The local share is anticipated to be 10 percent. Each participating county shall be responsible for 100 percent of the cost of overrun for items in that county's group.
8. Upon the awarding of the Contract, the actual local share obligation for each participating county shall be based upon the Contract unit prices as contained in the successful Contractor's bidding documents. Aitkin County, Carlton County, and Lake County shall each pay to Itasca County, within 30 days after award of Contract, an amount equal to 95 percent of their county's actual local share obligation.
9. Aitkin County, Carlton County, and Lake County shall each pay to Itasca County, within 30 days of certification of final payment, the remaining balance of their county's local share obligation. If any funds are received by Itasca County in excess of the project and administrative costs, they will be returned to the county that overpaid, without interest.
10. Aitkin County, Carlton County, and Lake County shall each pay to Itasca County, within 30 days of certification of final payment, a flat fee in the amount of \$500.00 for Contract administration services rendered by Itasca County to each of the participating

counties under this Agreement.

11. Itasca County shall require all Contractors and Subcontractors performing work for said project to name Aitkin County, Carlton County, and Lake County as an insured parties in the amounts listed in the insurance requirements contained in the Contract.
12. Each participating county shall be liable for its own acts to the extent provided by law, and each participating county hereby agrees to indemnify, hold harmless and defend the others, their officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees, which the others, their officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act of omission of the participating county, its agents, servants or employees, in the execution, performance, or failure to adequately perform its obligations pursuant to this Agreement.

To the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a; provided further that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

IT IS FURTHER AGREED, that any and all employees of the respective participating counties in this Agreement, while engaged in the performance of any work or service which that county is specifically required to perform under this Agreement, shall be considered employees of that respective participating county only and not of any other participating county in this Agreement. Any and all claims that may or might arise under the Workers Compensation Act of the State of Minnesota on behalf of said employees while so engaged and any and all claims made by any third parties as a consequence of any act, of said employees, shall be the sole obligation of their respective county.

COUNTY OF AITKIN

By \_\_\_\_\_  
County Board Chair

By \_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
County Highway Engineer

APPROVED AS TO FORM:

By \_\_\_\_\_  
County Attorney

SP 088-070-046

COUNTY OF CARLTON

By \_\_\_\_\_  
County Board Chair

By \_\_\_\_\_  
County Auditor

APPROVED AS TO FORM:

By \_\_\_\_\_  
County Highway Engineer

By \_\_\_\_\_  
County Attorney

COUNTY OF LAKE

By \_\_\_\_\_  
County Board Chair

By \_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
County Highway Engineer

APPROVED AS TO FORM:

By \_\_\_\_\_  
County Attorney

SP 088-070-046

COUNTY OF ITASCA

By \_\_\_\_\_  
County Board Chair

By \_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
County Highway Engineer

APPROVED AS TO FORM:

By \_\_\_\_\_  
County Attorney

*Drafted by: MP  
April 13, 2015*



# Board of County Commissioners Agenda Request

## 3A

Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** County Fair Building

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <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>
<b>Submitted by:</b> Kirk Peysar		<b>Department:</b> County Fair
<b>Presenter (Name and Title):</b> Fair Board members		<b>Estimated Time Needed:</b> 15 mins
<b>Summary of Issue:</b>  The 2014 Minnesota State Legislature appropriated \$325,000 to Aitkin County for the construction of a food service building at the county fairgrounds.  The Minnesota Department of Agriculture has presented a contract for signature at sets forth the nature of the project, which is a shared food service building with three smaller food preparation areas.  The fair board would like to give the Board an update on the project and project design.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Request for County Board approval for County Board Chair and County Auditor signature to the agreement with the MN Department of Agriculture to secure the funding and proceed with the food service building.		
<b>Financial Impact:</b> 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.

STATE OF MINNESOTA  
GRANT CONTRACT

92480  
15676

This grant contract is between the State of Minnesota, acting through its Commissioner of Agriculture. ("STATE") and AITKIN COUNTY 209 2ND ST NW #202 AITKIN MN 56431 ("GRANTEE").

**Recitals**

1. Under Minn. Laws of 2014, Chapter 295, Sec. 3 the State is empowered to enter into this grant.
2. The State is in need to predesign, design, construct, furnish and equip a shared food service building that can be separated into three smaller food preparation areas.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minn.Stat.§16B.98, Subd.1, the Grantee agrees to minimize administrative costs as a condition of this grant.

**Grant Contract**

**1 Term of Grant Contract**

1.1 **Effective date:** May 6, 2015, or the date the State obtains all required signatures under Minn. Stat.§16B.98, Subd. 5, whichever is later. Per Minn.Stat.§16B.98 Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed. **The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.**

1.2 **Expiration date:** May 6, 2016, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract:

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:

Comply with required grants management policies and procedures set forth through Minn.Stat.§16B.97, Subd. 4 (a) (1).

This grant is for the predesign, design, construction, furnishing and equipping of a shared food service building that can be separated into three smaller food preparation areas.

**3 Time**

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, 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 contract as follows:

(a) **Compensation.** The Grantee will be paid \$325,000

(b) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant contract will not exceed \$ 0; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

(c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$325,000.

#### 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 must be submitted timely and according to the following schedule:

Will be paid based on the submission of invoices. THE STATE DOES NOT PAY MERELY FOR THE PASSAGE OF TIME.

(b) The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

#### 4.3 **Contracting and Bidding Requirements**

(a) Any services and/or materials that are expected to cost \$20,000 or more must undergo a formal notice and bidding process.

(b) Any services and/or materials that are expected to cost between \$10,000 and \$19,999 must be scoped out in writing and offered to a minimum of three (3) bidders.

(c) Any services and/or materials that are expected to cost between \$5,000 and \$9,999 must be competitively based on a minimum of three (3) verbal quotes.

(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 David Weinand, Minnesota Department of Agriculture, 625 N. Robert ST., St. Paul MN 55155, 651-201-6646, David.Weinand@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 contract. 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 Kevin Peterson, President, Aitkin County Agriculture Society, AITKIN COUNTY 209 2ND ST NW #202 AITKIN MN 56431, [kjpeterson77@msn.com](mailto:kjpeterson77@msn.com), 952-388-8089. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the State.

### 7 **Assignment, Amendments, Waiver, and Grant Contract Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract 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 contract, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, 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 contract 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 contract.

## 9 **State Audits**

Under Minn. Stat. § 16B.98, Subd.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, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 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.

### 10.2. **Intellectual Property Rights- Joint of Ownership of Intellectual Property Rights**

A. **INTELLECTUAL PROPERTY RIGHTS:** All rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the WORKS and DOCUMENTS, shall be jointly owned by the GRANTEE and the STATE. WORKS shall mean all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the GRANTEE, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Contract.

"DOCUMENTS" are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the GRANTEE, its employees, agents, or subcontractors, in the performance of this Contract. The ownership interests of the STATE and the GRANTEE in the WORKS and DOCUMENTS shall equal the ratio of each party's contributions to the total costs described in the Budget of this Contract, except that the STATE's ownership interest in the WORKS and DOCUMENTS shall not be less than fifty percent (50%). The party's ownership interest

in the WORKS and DOCUMENTS shall not be reduced by any royalties or revenues received from the sale of the products or licensing or other activities arising from the use of the WORKS and DOCUMENTS. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the WORKS and DOCUMENTS.

**B. OBLIGATIONS:**

1. **NOTIFICATION:** Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the GRANTEE, including its employees and contractors, in the performance of this Contract, the GRANTEE shall immediately give the STATE's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the GRANTEE and the STATE, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the STATE.

2. **REPRESENTATION:** The GRANTEE shall perform all acts, and take all steps necessary to ensure that all intellectual property rights in the WORKS and DOCUMENTS are the sole property of the STATE, and that no GRANTEE employee, agent, or contractor retains any interest in and to the WORKS and DOCUMENTS. The GRANTEE represents and warrants that the WORKS and DOCUMENTS do not and shall not infringe upon any intellectual property rights of others. The GRANTEE shall indemnify, defend, and hold harmless the STATE, at the GRANTEE's expense, from any action or claim brought against the STATE to the extent that it is based on a claim that all or part of the WORKS or DOCUMENTS infringe upon the intellectual property rights of others. The GRANTEE shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the GRANTEE's or the STATE's opinion is likely to arise, the GRANTEE shall, at the STATE's discretion, either procure for the STATE the right or license to use the intellectual property rights at issue or to replace or modify the allegedly infringing WORKS or DOCUMENTS as necessary and appropriate to obviate the claim. This remedy of the STATE shall be in addition to and not exclusive of other remedies provided by law.

**C. USES OF THE WORKS AND DOCUMENTS:** The STATE and GRANTEE shall jointly have the right to make, have made reproduce, modify, distribute, perform, and otherwise use the WORKS, including DOCUMENTS produced under this Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the WORKS, including DOCUMENTS, shall be authorized without a future written contractual agreement between the parties.

**D. POSSESSION OF DOCUMENTS:** The DOCUMENTS may remain in the possession of the GRANTEE. The STATE may inspect any of the DOCUMENTS at any reasonable time. The GRANTEE shall provide a copy of the DOCUMENTS to the STATE without cost upon the request of the STATE.

**E. SUITABILITY:** The rights and duties of the STATE and the GRANTEE, provided for above, shall survive the expiration or cancellation of this Contract.

**11 Workers' Compensation**

The Grantee certifies that it is in compliance with Minn. Stat. §176.181, Subd. 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 contract 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 contract.

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 contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**14 Termination** The State may cancel this grant contract at any time, 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.

14.1 **Termination by the State.** The State may immediately terminate this grant contract 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 Minn. Stat. § 270C.65, Subd. 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.

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.03*

Signed: Jindi K Rowley

Date: 5/01/15

SWIFT Contract/PO No(s). 92480 15676

**3. STATE AGENCY**

By: \_\_\_\_\_  
(with delegated authority)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**2. GRANTEE**

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

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Distribution:  
Agency  
Grantee  
State's Authorized Representative - Photo Copy



# Board of County Commissioners Agenda Request

**4A**  
Agenda Item #

**Requested Meeting Date:** 5-12-15

**Title of Item:** Tandem Truck Purchase

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<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>

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 15 minutes
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**Summary of Issue:**  
Please see attached sheet for summary and bid information.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**Financial Impact:**  
 Is there a cost associated with this request?  Yes  No  
 What is the total cost, with tax and shipping? \$ 548,060.93  
 Is this budgeted?  Yes  No *Please Explain:*  
 \$540,000 budgeted in 2014/2015 for this purchase.

## Purchase of Three Tandem Plow Trucks

The 2014/2015 Capital Equipment Budgets contains a total of \$540,000 to replace three 2001 tandem plow trucks.

Minnesota Department of Administration Contract Release T-647(5) was used to compare pricing for the tandem truck cab/chassis. Minnesota Department of Administration Contract Release S-863(5) was used to compare pricing for the truck accessories including box, snow plow components, and hydraulic systems.

### a. Tandem Cab/Chassis:

For the tandem cab/chassis, cost were compared for Mack trucks offered by Nuss Truck Group Inc. of Roseville, MN, International trucks offered by NorthStar International of Minneapolis, MN, and International trucks offered by Boyer International Trucks of Rogers, MN. The total cost for three tandem truck cab/chassis units with trade-in values is shown below:

	Nuss Truck	NorthStar International	Boyer International
Total for Three Cab/Chassis:	\$336,082.74	\$331,545.69	\$327,372.87
Less Trade:	\$90,000	\$75,000	\$63,000
Total Less Trade:	\$246,082.74	\$256,545.69	\$264,372.87

Based on these amounts, recommendation is to award purchase three 2015 Mack GU713 trucks from Nuss Truck Group Inc. for a total of \$246,082.74, plus sales tax.

### b. Box, Snow Plow Components, Hydraulic Systems

Cost were compared for this truck equipment from Tow Master Inc. of Litchfield, MN and Berts Truck Equipment of Moorhead, MN. The total cost for the box, snow plow components, and hydraulic systems on the three cab/chassis units is shown below:

	Berts Truck Equipment	Tow Master, Inc.
Total:	\$285,060	\$307,269

Based on these amounts, recommendation is to award purchase of box, snow plow components, and hydraulic systems to Berts Truck Equipment for a total cost of \$285,060.

The total cost of the three trucks including the truck cab/chassis, box, and snowplow components, and hydraulic systems is \$531,142.74, plus sales tax on the truck cab/chassis amount only.



# Board of County Commissioners Agenda Request

**4B**  
Agenda Item #

**Requested Meeting Date:** 5-12-15

**Title of Item:** Award SAP 001-600-017

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input type="checkbox"/> Direction Requested
<input 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*

*\*provide copy of hearing notice that was published*

<b>Submitted by:</b> John Welle	<b>Department:</b> Highway Department
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<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 10 minutes
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**Summary of Issue:**  
Bids will be opened on Monday, May 11, 2015 for the construction of SAP 001-600-017. This project is a 3-mile grading and aggregate surface project on 420th Avenue/265th Lane in Hazelton Township. The Aitkin County Highway Department by agreement is assisting Hazelton Township with this State Park Road Account project.

An abstract of bids received and an award resolution will be prepared and presented at the board meeting.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**  
Approval by resolution.

**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

**5A**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** First Quarter Financial Review

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Nathan Burkett, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b>  First Quarter Financial Summary to be discussed. Materials will be provided at the Board meeting.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;"><i>Please Explain:</i></span>		



# Board of County Commissioners Agenda Request

**5B**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Long Term Financial Projections

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Nathan Burkett, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b>  Presentation and discussion on the County Administrator's long term financial projections. Materials will be provided at the Board meeting.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;"><i>Please Explain:</i></span>		



# Board of County Commissioners Agenda Request

**5C**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Budget Schedule

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Nathan Burkett, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b> Preparations are being made for the 2016 budget. A schedule for budget planning will be presented.  Any discussion or guidance that the Board wishes to offer at this time would be appreciated by staff.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> Is there a cost associated with this request? <input type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <span style="margin-left: 100px;">Please Explain:</span>		

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

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
**Nathan Burkett, Administrator**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

TO: Department Heads  
FROM: Nathan Burkett, County Administrator  
RE: Proposed 2016 Budget Schedule  
DATE: April 8, 2015

I am seeking consensus of the County Board for the following proposed schedule for preparation and approval of the 2015 budget. Upon consensus, this schedule will be distributed to department heads and discussed at the June 9, 2014 Department Head meeting.

Date	Activity
April 8, 2015	<ul style="list-style-type: none"><li>• Long term financial review</li><li>• Capital Improvement Plan Guidance Issued</li></ul>
May 15, 2015	Capital Improvement requests due to Administration
May 26, 2015	Obtain budget guidance from the County Board
June 12, 2015	Administration delivers budget guidance to departments
July 2, 2015	All requests for NEW positions due to Administration, budget appropriation letters sent
July 31, 2015	Budget requests due to Administration, appropriation letter responses due.
August 12, 2015	Special Department Head meeting to review proposed budget
August 25, 2015	Preliminary draft of proposed budget delivered to County Board
September 8, 2015	Board sets preliminary levy
September 9 – October 26, 2015	Additional budget conferences as necessary
October 27, 2015	Final Draft budget delivered to County Board  Board approves date for 2016 budget

	hearing and notice published
December 1, 2015 (Tentative)	Evening Board Meeting and Budget Hearing
December 8, 2015 (Tentative)	Final Budget approval



# Board of County Commissioners Agenda Request

**5D**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Capital Improvement Plan Schedule and Guidance

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested:</b>	<input checked="" type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input checked="" 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>

<b>Submitted by:</b> Nathan Burkett, County Administrator	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b> 10 min
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**Summary of Issue:**  
Preparations are being made for capital improvement planning. A schedule has been prepared and is being presented to the County Board.

The Board is requested to provide guidance on Capital Improvement Planning. Any capital priorities of the Board would be appreciated by Administration and Departments.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

**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.

# AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
**Nathan Burkett, Administrator**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

DATE: April 8, 2015

TO: Department Heads

FROM: Nathan Burkett, County Administrator 

RE: Capital Improvement Planning

The attached document is for you to fill in and return to administration for your capital requests. This year we will be preparing a 5 year capital improvement plan which will be approved by the County Board following a public hearing.

A couple of key principles:

1. We should be pretty confident in the capital purchases we need to make during 2016, as we move further out, our confidence will necessarily decrease.
2. Part of this process is identifying the highest priorities. If you do not put your needs in for consideration, they cannot be included in the plan. Please do not hesitate to add things that you might not feel are achievable. You never know what may happen!
3. Only items which are capitalized and will cost greater than 5,000 need to be projected in the plan.
4. You do not need to include standard replacement of computers and other standard technology equipment in the plan.
5. If you need to make a large investment in new equipment that should be included in the plan (i.e. you want to purchase 20 new ipads, but they are not replacement). However, you don't need to identify them separately – just write "20 ipads" and the projected cost.
6. Please feel free to ask administration for assistance.
7. Forms are due back to administration by May 15. Use more pages if necessary.





# Board of County Commissioners Agenda Request

**5E**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** IT Strategic Objectives

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input checked="" type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
<b>Submitted by:</b> Nathan Burkett, County Administrator		<b>Department:</b> Administration
<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator		<b>Estimated Time Needed:</b> 10 min
<b>Summary of Issue:</b>  Discussion on the County's IT strategic objectives is requested.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>		
<b>Financial Impact:</b> <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>		

**OBJECTIVE: ENSURE SECURE, STABLE AND FORWARD THINKING IT INFRASTRUCTURE AND TECHNOLOGY TOOLS FOR ALL COUNTY DEPARTMENTS.**

Strategic Theme: Strategic and Efficient Government

Owned by: IT Director

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**Importance**

- Technology tools can help the county to conduct business as efficiently as possible, lowering long term costs.
- Keeping data safe is of utmost importance in today's world.
- Technology will continue to advance and more and more people will expect to use technology to quickly access information from wherever they are.
- Excellent technology tools can help the county to utilize mobile workforce technology, enhancing employee productivity.

**Intent**

- Improve efficiency through deployment of technology tools including work flow automation and mobile technology.
- Ensure that the technology platform is up, running and accessible at the greatest consistency possible
- Work closely with departments to understand their business needs and deploy targeted solutions within the context of the IT strategic plan.
- We will strive to ensure that our technology tools maintain continuity, interoperability between software applications as well as hardware.

**Measures**

○

**Initiatives**

TBD



**OBJECTIVE: BUILD AND MAINTAIN IT TOOLS THAT HELP THE PUBLIC ACCESS INFORMATION AND CONDUCT BUSINESS THROUGH INTERNET APPLICATIONS.**

Strategic Theme: Strategic and Efficient Government

Owned by: IT Director

---

**Importance:**

- The public will gradually expect to be able to access greater amounts of information, and to conduct business with the county.
- We can improve efficiency by providing more information to the public prior to their need to visit our offices.
- We can improve staff efficiency by helping the public to complete applications, and interact with the county on the web, as well as improve customer service by decreasing the number of office visits necessary to conduct business.

**Intent:**

- The county's website will be easily accessible for the public, including intuitive interface and ease of usability.
- We will actively seek out methods to make the submission of forms or to ask questions via technology tools.

**Measures**

○

**Initiatives**

TBD



**OBJECTIVE: TRAIN THE WORKFORCE TO BE ABLE TO FULLY UTILIZE TECHNOLOGY FOR INTERNAL PROCESSES AND TO HELP THE PUBLIC TO UTILIZE TECHNOLOGY TO THE GREATEST EXTENT POSSIBLE.**

Strategic Theme: Strategic and Efficient Government

Owned by: IT Director

---

**Importance:**

- The public will gradually expect to be able to access greater amounts of information, and to conduct business with the county.
- We can improve efficiency by providing more information to the public prior to their need to visit our offices.
- We can improve staff efficiency by helping the public to complete applications, and interact with the county on the web, as well as improve customer service by decreasing the number of office visits necessary to conduct business.

**Intent:**

- The county's website will be easily accessible for the public, including intuitive interface and ease of usability.
- We will actively seek out methods to make the submission of forms or to ask questions via technology tools.

**Measures**

○

**Initiatives**

TBD





# Aitkin County Board of Commissioners Agenda Request Form

## 6

Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Committee Reports

<input checked="" type="checkbox"/> REGULAR AGENDA	<b>Action Requested by:</b> 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 <sup>st</sup> Thursday	Wedel
Aitkin County Water Planning Task Force	Bi-monthly	3 <sup>rd</sup> 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 <sup>rd</sup> Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 <sup>nd</sup> Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 <sup>rd</sup> Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 <sup>rd</sup> Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 <sup>nd</sup> Monday	Niemi
Economic Development	Monthly	1 <sup>st</sup> 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 <sup>rd</sup> Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 <sup>st</sup> Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 <sup>th</sup> Wednesday	Wedel
HRA	Monthly	4 <sup>th</sup> 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 <sup>rd</sup> Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 <sup>st</sup> Wednesday	Napstad
Mille Lacs Watershed	Monthly	3 <sup>rd</sup> Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 <sup>rd</sup> 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 <sup>nd</sup> Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 <sup>st</sup> Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 <sup>nd</sup> Monday	Westerlund
Personnel	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
Purchasing/Building	As needed		All Commissioners
Snake River Watershed	Monthly	4 <sup>th</sup> Monday	Niemi
Sobriety Court	Monthly	3 <sup>rd</sup> Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 <sup>nd</sup> Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 <sup>nd</sup> Thursday	Westerlund



# Board of County Commissioners Agenda Request

**7A**  
Agenda Item #

**Requested Meeting Date:** May 12, 2015

**Title of Item:** Public Hearing for Northland Hydraulic Service TAF request

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

**Action Requested:**

- Approve/Deny Motion
- Adopt Resolution (attach draft)

- Direction Requested
- Discussion Item
- Hold Public Hearing\*

*\*provide copy of hearing notice that was published*

**Submitted by:**

Ross Wagner

**Department:**

Economic Development & Forest Ind

**Presenter (Name and Title):**

Ross Wagner, Economic Development & Forest Industry Coordinator

**Estimated Time Needed:**

20 minutes

**Summary of Issue:**

Aitkin County has received a Tax Abatement Financing (TAF) request from Northland Hydraulic Service, 367 US HWY 169, Hill City, MN (parcel # 57-0-002903). The purpose of the TAF is for Northland Hydraulic Service to construct a 2,400 sq. ft. addition to their current facility. The addition would allow Northland Hydraulic to expand its hydraulic manufacturing and hydraulic service capabilities in Hill City. Aitkin County's portion of taxes from the new addition is approximately \$850.00 and the request is to abate for 10 years. The City of Hill City has received a similar request and has approved it.

**Alternatives, Options, Effects on Others/Comments:**

**Recommended Action/Motion:**

Approve Abatement

**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 Economic Development & Forest Industry Coordinator  
Aitkin County Courthouse  
Ross Wagner  
217 Second Street N.W.  
Aitkin, MN 56431  
Phone: 218/927-7305  
Fax: 218/927-7374

**TO:** Aitkin County Board of Commissioners

**FROM:** Ross Wagner, Economic Development & Forest Industry Coordinator

**DATE:** May 6, 2015

**SUBJECT:** Northland Hydraulic Service TAF

Please find attached to this memo the Tax Abatement Financing (TAF) Application from Northland Hydraulic Service, Hill City, MN. Northland Hydraulic Service is looking to add an additional 2,400 square feet to their current building. This addition will enable Northland Hydraulic to expand their business especially in the manufacturing of hydraulic equipment. The request is to abate the new tax for the addition, estimated to be \$850.00 per year. A similar request to the City of Hill City has been approved by their city council. A breakdown of the new and existing property taxes is included in the packet.

With the increase in service and manufacturing space, Northland Hydraulics would be adding two new positions bringing total employment to 5 people. Northland Hydraulics employs skilled workers and offers wages and benefits at \$25.00/hour. Once the addition is complete and new employees hired, the payroll is expected to increase by \$100,000 which would be significant in our county and the Hill City area. It is for this reason that the Economic Development Committee is recommending approval of the 10 year abatement for Northland Hydraulic Service and waiving the 5 job threshold.

This would be the second expansion for Northland Hydraulics, moving from rented space to a new building about 10 years ago. Currently the property tax is \$5,102.00 and the new addition will result in a new tax of \$9,258, the TAF request is only for the new addition so the property will still be providing property tax to Aitkin County and the other jurisdictions.

**APPLICATION FOR TAX ABATEMENT FINANCING  
AITKIN COUNTY, MINNESOTA**

**APPLICANT**

Business Name: Northland Hydraulic Service  
Address: 367 Hwy 169, PO Box 37, Hill City, MN 55748  
Telephone: 218-697-2473

Officers: Phil Gerber  
Camille Gerber

Contact Person: Phil Gerber  
Title: Owner/President

Business Form (Corporation, Partnership, Etc.): Corporation

Start-Up or Expansion: Expansion  
Years in Operation: 14  
Sales/Revenues (\$): \$1,000,000

Brief Description of Business, Principle Products, Etc.: Northland Hydraulic Service repairs and refurbishes hydraulics of all kinds, mainly in the mining, logging and construction business. We also do manufacturing of hydraulic lift products and would like to increase that aspect of our business.

\*\*\*\*\*

Has applicant ever filed for Bankruptcy? Yes \_\_\_\_\_ No X  
If Yes, provide details on separate page(s).

Has applicant ever defaulted on any bond or mortgage commitment?  
Yes \_\_\_\_\_ No X If Yes, provide details on separate page(s).

Does Applicant have commitments for conventional financing for the project?  
Yes X No \_\_\_\_\_

Please list three financing references: ( Name/Address/Contact Person/Phone)  
Kevin Zenke, Woodland Bank, Hill City, MN

Name/Address of applicants legal counsel and accountant:  
Accounting is done in house, legal on as needed

**PROPOSED PROJECT**

Location: Located on Hwy 169 in Hill City, MN  
Parcel ID #(s) for desired building site: 57-0-002903  
Site Plan Attached: Yes X No \_\_\_\_\_

Type of Project: Commercial \_\_\_\_\_ Industrial X Other \_\_\_\_\_

Describe Project: Project is a 30' X 80' 2,400 sq. ft. addition to the existing building, off of the west side of the building. The new addition will be used to increase Northland Hydraulic Service repair and manufacturing space. Specifically the addition will allow me more space to increase the manufacturing side of my business.

**JOB CREATION**

Current Number of Employees: 3  
Current Payroll: \$167,000  
Number of Jobs Created: 2  
Wages, benefits for new jobs: approximately \$25.00/hr upon successful completion of probationary period  
Number of Jobs Retained:  
Revised Payroll: \$ 267,000

**PROJECT COSTS**

Land Acquisition: \$ \_\_\_\_\_  
Site Development: \$ \_\_\_\_\_  
Construction: \$ 100,000  
Machinery & Equipment: \$ \_\_\_\_\_  
Architectural/Engineering Fees: \$ \_\_\_\_\_  
Legal Fees: \$ \_\_\_\_\_  
Interest During Construction: \$ \_\_\_\_\_  
Debt Service Reserve: \$ \_\_\_\_\_  
Contingencies: \$ \_\_\_\_\_  
TOTAL: \$ 100,000

**SOURCE OF FINANCING**

Conventional Loan: \$ 100,000  
Equity: \$ \_\_\_\_\_  
SBA Loan: \$ \_\_\_\_\_  
Revenue Bond: \$ \_\_\_\_\_  
Grant(s): \$ \_\_\_\_\_  
TOTAL: \$ 100,000

**CONSTRUCTION AND DESIGN**

Name/Address of architect, engineer and contractor for project:  
Northland Building Services, Hill City, MN

Target Dates:

Start of Construction: May/June 2015  
Construction Completed: July 2015

Finished Market Value of Project (\$):258,600

**STATEMENT OF PUBLIC PURPOSE**

Describe why the proposed development/redevelopment would not reasonably be expected to occur solely through private investment within the foreseeable future, and therefore the use of Tax Abatement Financing is deemed necessary:

The proposed Tax Abatement is the cost break I need to go ahead with this expansion. I am in a very competitive industry and this will help me to continue to be competitive as my main competitor is in a JOBZ area. I am not seeking financing or other tax or financial incentives. I would also be able to use the production area gained to increase my manufacturing business. The tax savings from this abatement will help offset the increase in labor, heat and other costs. Property taxes on the main building will continue to be paid, the request is for the addition only.

A public hearing is required by State of Minnesota Statutes before TAF can be approved.

The County reserves the right to require additional information and supporting data from the applicant after the filing of this application. Portions of the information provided to Aitkin County may be subject to open meeting laws and therefore may be disclosed to the public. Please review the open meeting laws and disclosures with Aitkin County prior to submission.

The undersigned, (a) (the) Owner \_\_\_\_\_  
of applicant, hereby represents and warrants to the County of Aitkin that (he) (she) has carefully reviewed this application, and that the statements and information contained herein and submitted herewith are accurate and complete to the best of the undersigned's knowledge and belief.

Dated: 4-30-15

  
\_\_\_\_\_  
Applicant

By: Phillip Gerber  
Its: Owner

# Woodland Bank



April 7, 2015

To whom it may concern,

Phillip Gerber (Northland Hydraulic Service Inc.) has been doing business with Woodland Bank of Hill City for over 20 years. His history with Woodland Bank is flawless and he has the ability to borrow funds at any time.

Phil has recently discussed with me the potential expansion of his business located in Hill City. Based on his recent sales history, we have seen an increase of nearly 100% in gross sales since 2010. 2013 showed the first time the business has surpassed the 1 million dollar mark in sales. Upon review of his full financial situation, the bank would be in full support of expansion as the extra room is needed for the increase in sales. Financial analysis also shows that there is no concern as to the ability of the business to handle any new debt which may be required to complete the expansion.

Phil retains top quality employees and demands perfection. He has built a reputation with his clients that he will stand behind any work that Northland Hydraulics performs. With these standards in place, Phil has been able to build a strong clientele including the mines, MPL, and the majority of the local logging operations. By being somewhat diverse, Phil has mitigated the risks that plague many businesses with changes in the economy.

Based on what we, as a bank, analyze, I would expect to see Northland Hydraulics continue to be a strong corner post for the economy of Hill City. Woodland Bank would give its full support in any expansion projects that Phil elects to undertake. It takes a strong business with strong, honest ownership to make it in today's market and Northland Hydraulics, with Phil Gerber as its owner, is this type of business.

Sincerely,

Kevin J. Zubke

Branch Mgr

Woodland Bank – Hill City

**Hill City Office**  
P.O. Box 250  
675 Hwy 169 South  
Hill City, MN 55748  
Phone (218) 697-8116

**Cohasset Office**  
P.O. Box 368  
55 E Hwy 2  
Cohasset, MN 55721  
Phone (218) 328-5432

**Deer River Office**  
P.O. Box 100  
217 Main Avenue East  
Deer River, MN 56636  
Phone (218) 246-2444

**Grand Rapids Office**  
Operations / Bookkeeping  
P.O. Box 960  
Grand Rapids, MN 55744  
Phone (218) 999-9952

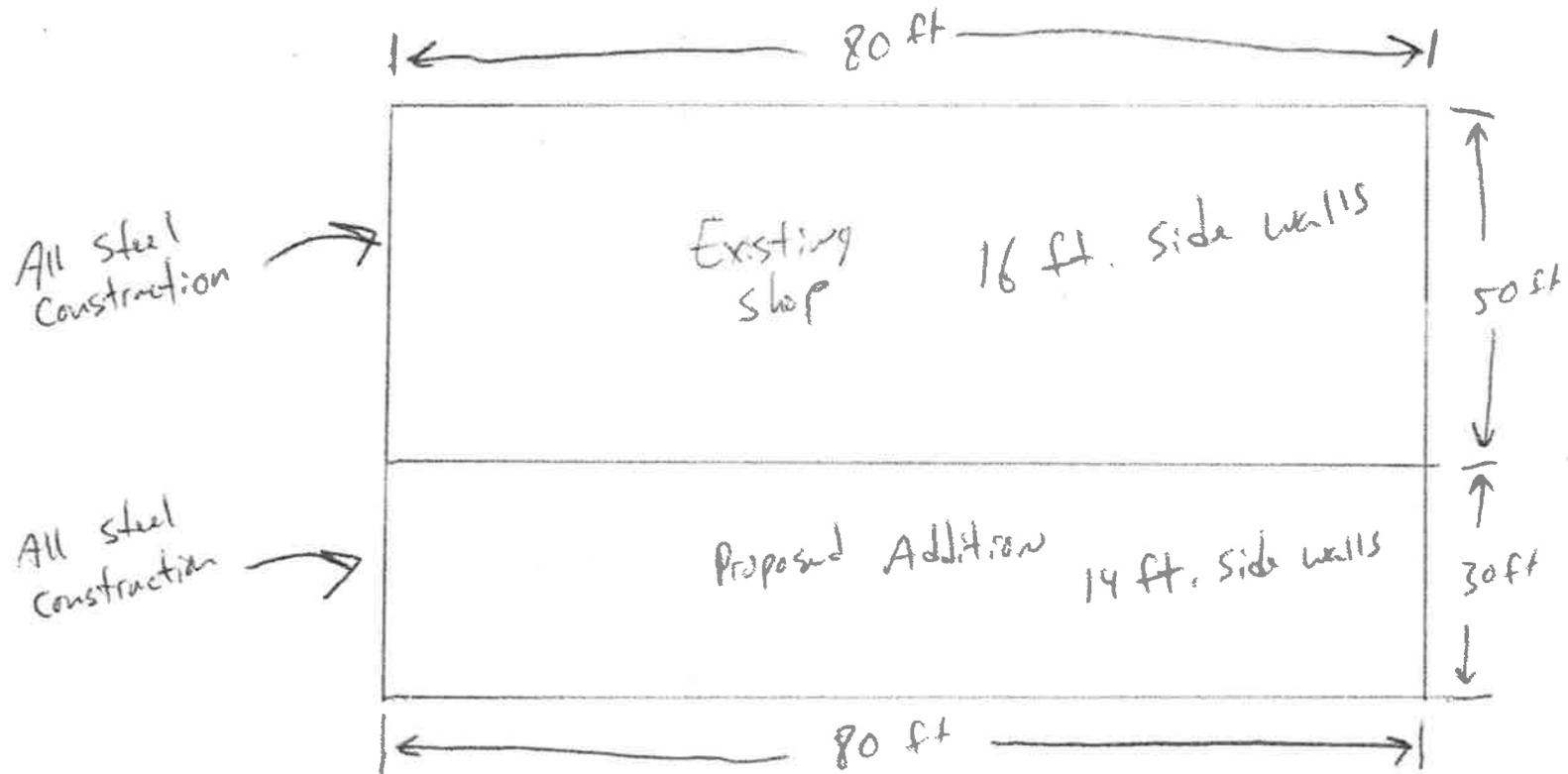
**Grand Rapids Office**  
Loan Production  
P.O. Box 5010  
2610 S. Hwy 169  
Grand Rapids, MN 55744  
Phone (218) 327-4000  
Toll Free 1-855-427-4422

Equal Opportunity Employer Member FDIC



Toll Free 1-888-566-2357 • [www.woodlandbank.com](http://www.woodlandbank.com)

--- HWY 169 ---



Northland Hydraulic Service, Inc.  
Contractors & Mechanical Builders, Inc. (Hill City, MO)

**JOB ESTIMATE**

**NORTHWOODS BUILDERS, INC.**  
**67817 353<sup>RD</sup> AVE**  
**P.O.BOX 330**  
**HILL CITY, MN 55748**

<b>Northland</b>	<b>9/12/14</b>
<b>Hydraulics</b>	<b>30'x80' addit.</b>

<b>MATERIAL</b>	
<b>CONCRETE AND REINFORCEMENT</b>	<b>\$12,194.00</b>
<b>2"FOAM</b>	<b>3,168.00</b>
<b>#2 GARAGE DOORS</b>	<b>5,836.00</b>
<b>WHITE LINER PANEL</b>	<b>1,300.00</b>
<b>BUILDING KIT</b>	<b>30,019.00</b>
<b>TOTAL</b>	<b>\$52,517.00</b>
<b>LABOR AND LIFT RENTAL</b>	<b>\$39,000.00</b>
<b>TOTAL ESTIMATE</b>	<b>\$91,517.00</b>

**FOOTNOTES:**

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

**\$91,517.00**  
 ESTIMATED JOB COST \_\_\_\_\_  
 ESTIMATED BY \_\_\_\_\_  
 BRIAN HOLM 218-244-6028



# NORTHLAND HYDRAULIC SERVICE

phone: (218) 697-2473  
fax: (218) 697-8117

P. O. Box 37 • Hill City, MN 55748

Northland Hydraulic Service offers a turn-key solution to your oil analysis needs. Let us extend your equipment life, minimize component failures and reduce costly oil changes.

Particulate and water contamination are the leading causes of machine downtime, expensive repairs and degrade lubricant. Northland Hydraulic Service uses a laser particle counter to determine your fluid's cleanliness class according to ISO code 4406:99. According to the type of system, system components, system pressure etc., we will determine a target cleanliness class for your machine(s), and advise the customer of potential savings by maintaining the appropriate cleanliness class.

Let our technicians perform the service for you or let us work with your maintenance people.

Please give us a call for consultation on your particular machine(s) or to set up an appointment. We look forward to hearing from you.

## **Our Fluid Management Program Will:**

- Extend Equipment Life • Improve Reliability • Extend Fluid Life • Fewer Breakdowns
- Increase Production • Minimize Component Failure

## **Determine a Target ISO Cleanliness Class (How clean fluid needs to be) According to:**

- System Component Types (Pump Type, Valve Type, Motor, Cylinder etc.)
- System Operating Pressure • Fluid Type

## **Select Optimal Sampling Locations and Draw Samples by:**

- Online Sampling with Laser-Eye Particle Counter • Bottle Sampling from Reservoir
- TSS Sample Removal System

## **Determine Necessary Action:**

- What is the Source of Contamination? • Is Sufficient Filtration in Place?
- Are Filters Being Changed on Schedule? • Are Filters Being Changed Correctly?
- Does Reservoir have Sufficient Breather Filtration? • Is Moisture Present?

## **Determine Potential Savings to Customer by Reaching Target Goal**

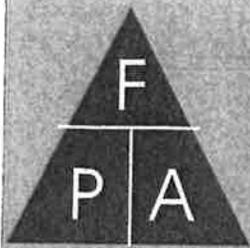
## **Take Necessary Actions:**

- Install Appropriate In-Line Filtration • Off-Line (Kidney Loop System for Fine Filtration)
- Water Removal Equipment

## **Perform Follow up Sampling:**

- Monitor Fluid Condition for Particles as Well as Water Contamination

Northland Hydraulics Service offers a full line of high performance filters and contamination control equipment by Internormen Filter.



# NORTHLAND HYDRAULIC SERVICE

P. O. Box 37 • Hill City, MN 55748

phone: (218) 697-2473

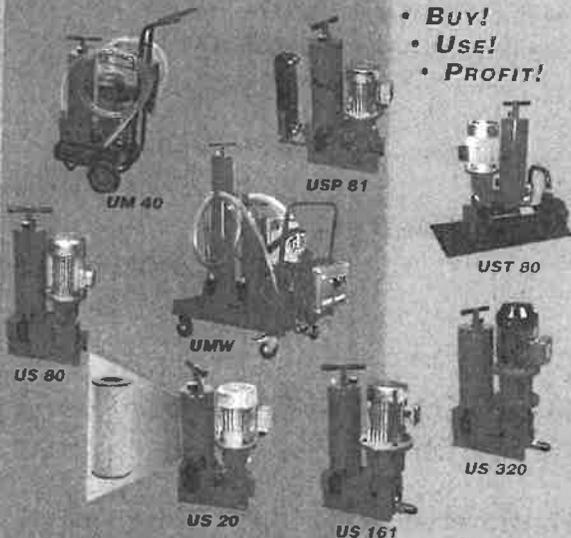
fax: (218) 697-8117

## INTERNORMEN

### Oil-Service Equipment for Hydraulics and Lubrication

Filter Units for finest filtration in off-line  
as well as for oil change and filling

- **BUY!**
- **USE!**
- **PROFIT!**



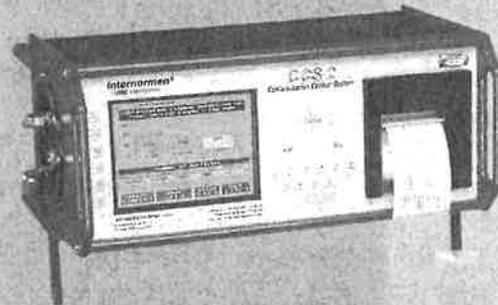
We guarantee you optimal cleanliness

- Variety in capability and individuality of the series
- High quality filter elements
- Specific solution of problems
- Competent consultation

**internormen**  
fluid management



## CCS 2 Contamination Control System



- Electronic measuring system for hydraulic and lubricating oils
- Portable system with high precision
- Measurement of bottle samples taken by means of the BSS 2
- Determination of cleanliness classes according to the standards : ISO 4406:99, ISO 4406:87, NAS 1638

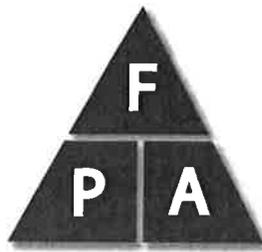
## INTERNORMEN Fluid Purifier Systems



The **INTERNORMEN** - IFPM / IFPS fluid purification systems are user-friendly to operate and self contained systems that will:

- Remove free, dissolved and emulsified water
- Remove free and dissolved gases
- Remove particulate contamination down to 1 micron
- Reduce machine equipment / System downtimes
- Reduce component failures
- Less fluid changes
- Increased equipment reliability / Improved productivity

Northland Hydraulics  
"The Fluid  
Management Specialists"



# **NORTHLAND HYDRAULIC SERVICE**

P.O. Box 37 • Hill City MN 55748  
(218) 697-2473 • fax: (218) 697-8117

**“All your Hydraulic needs under one roof”**

## ***New Component Sales***

- Pumps
- Valves
- Motors
- Cylinders
- Filter Housings and Elements
- Hose Assemblies
- Circuit Design
- Power Unit Fabrication

## ***Service***

- Field Service
- Trouble-Shooting
- Mobile Hose Crimper
- Preventive Maintenance
- Fluid Sampling
- System Flushing

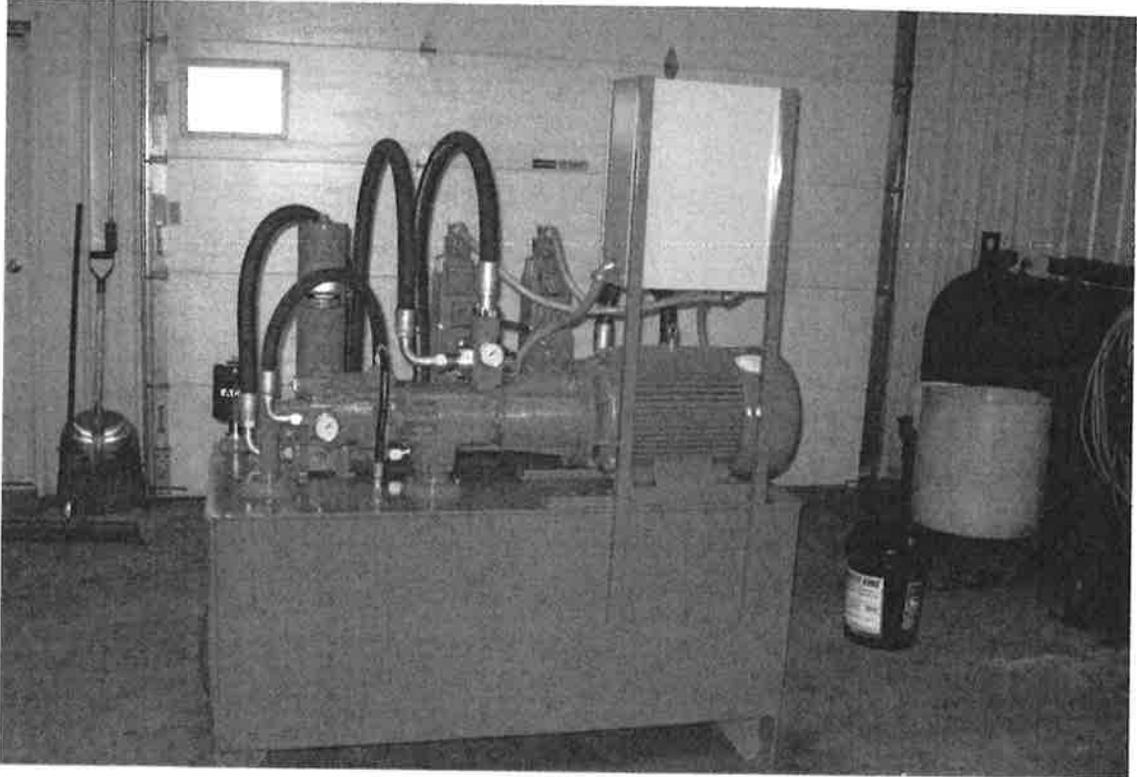
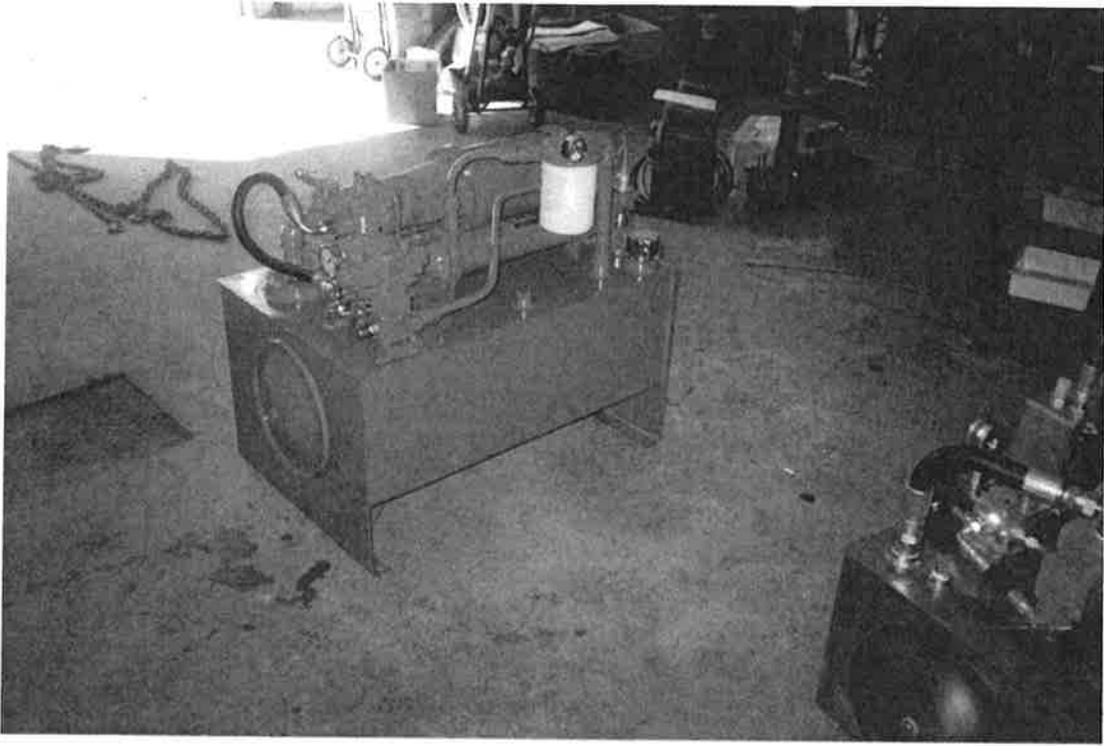
## ***Repair***

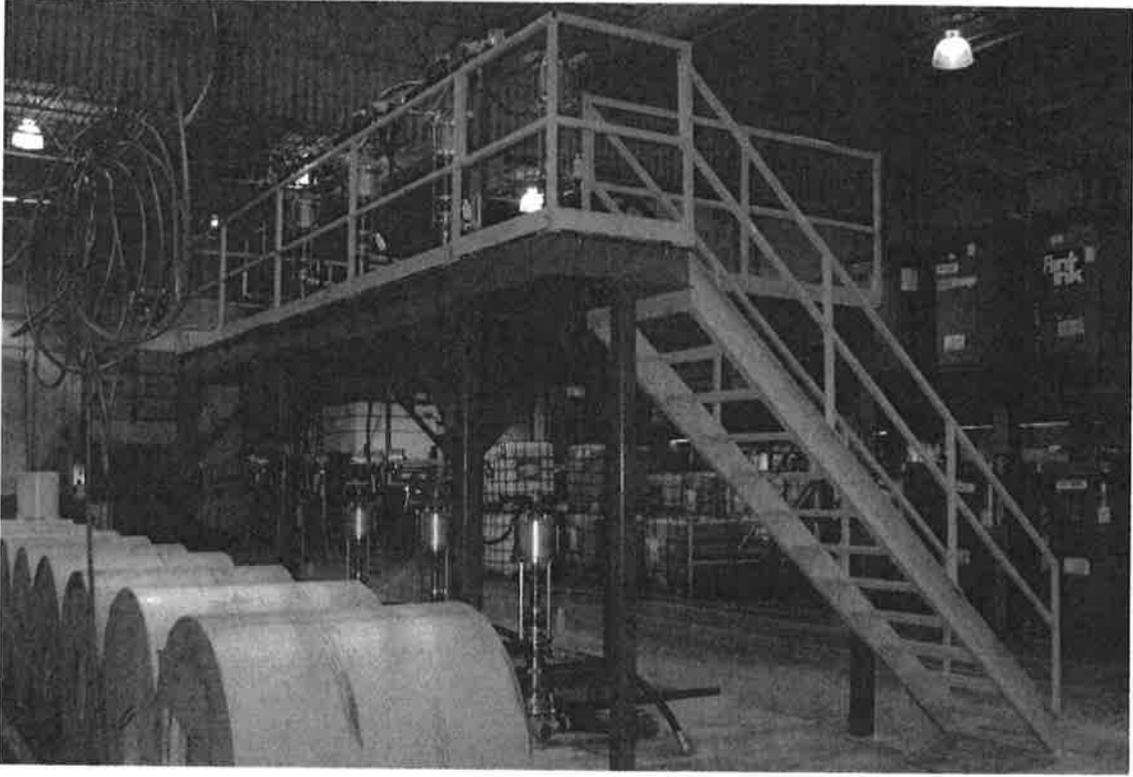
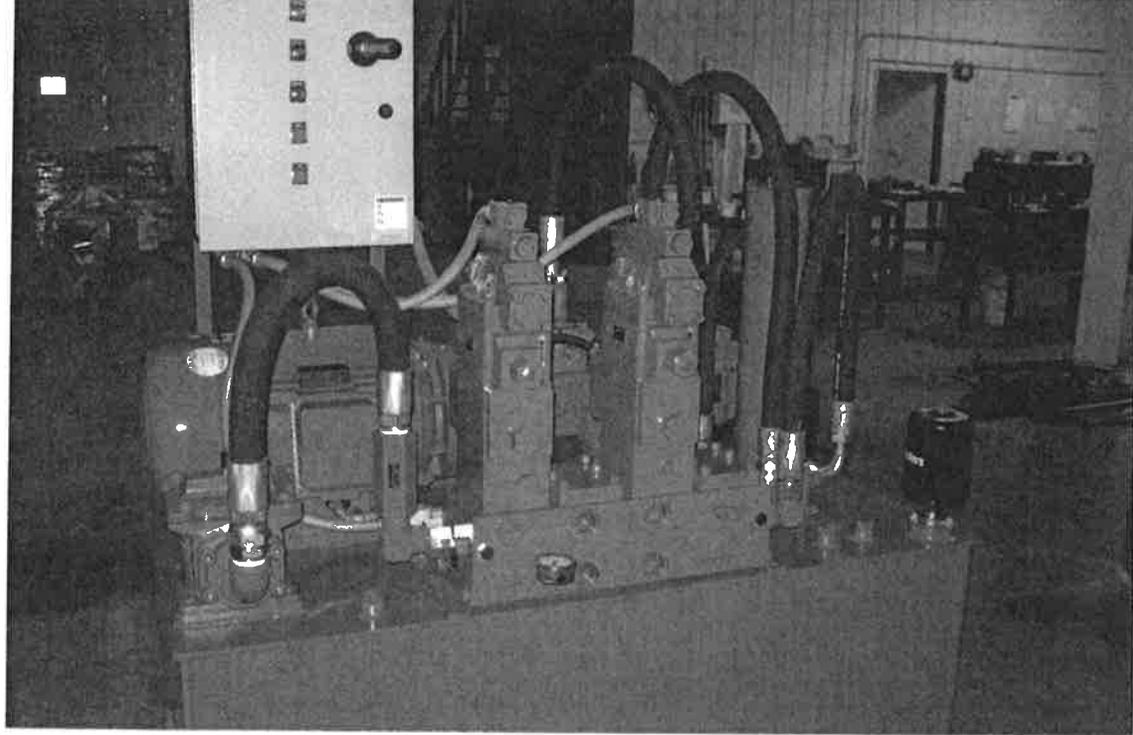
***All repairs are tested to assure the  
job is done right the first time***

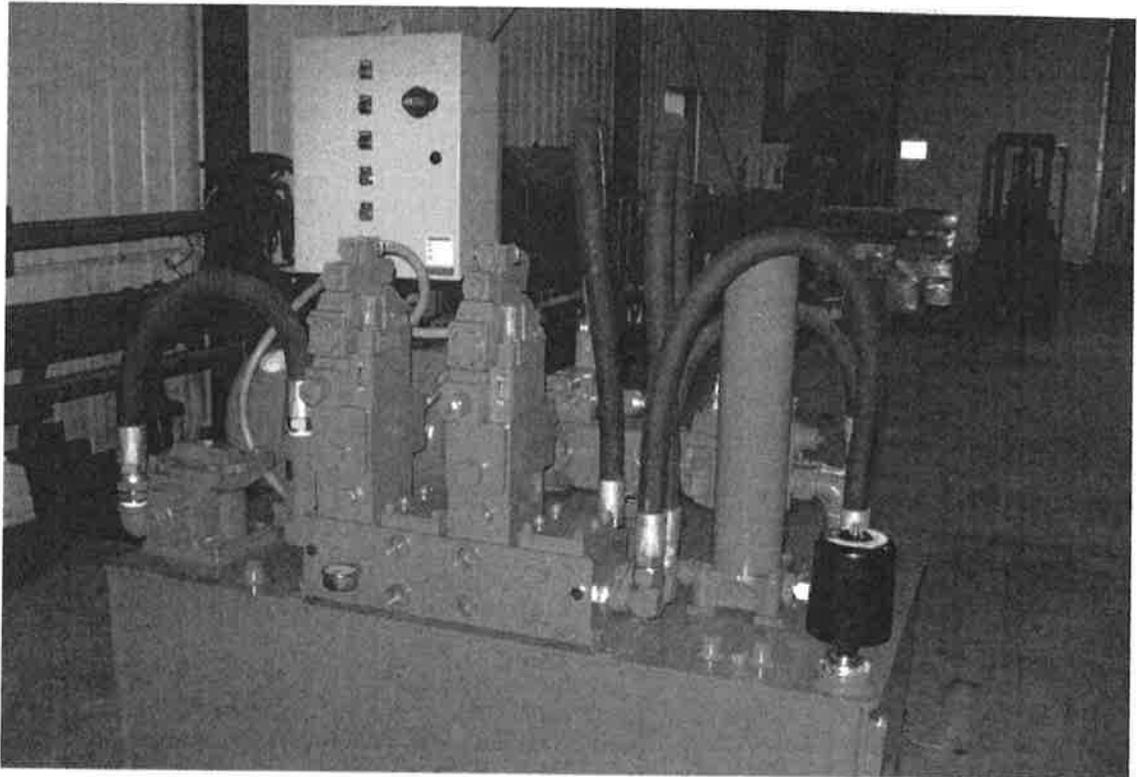
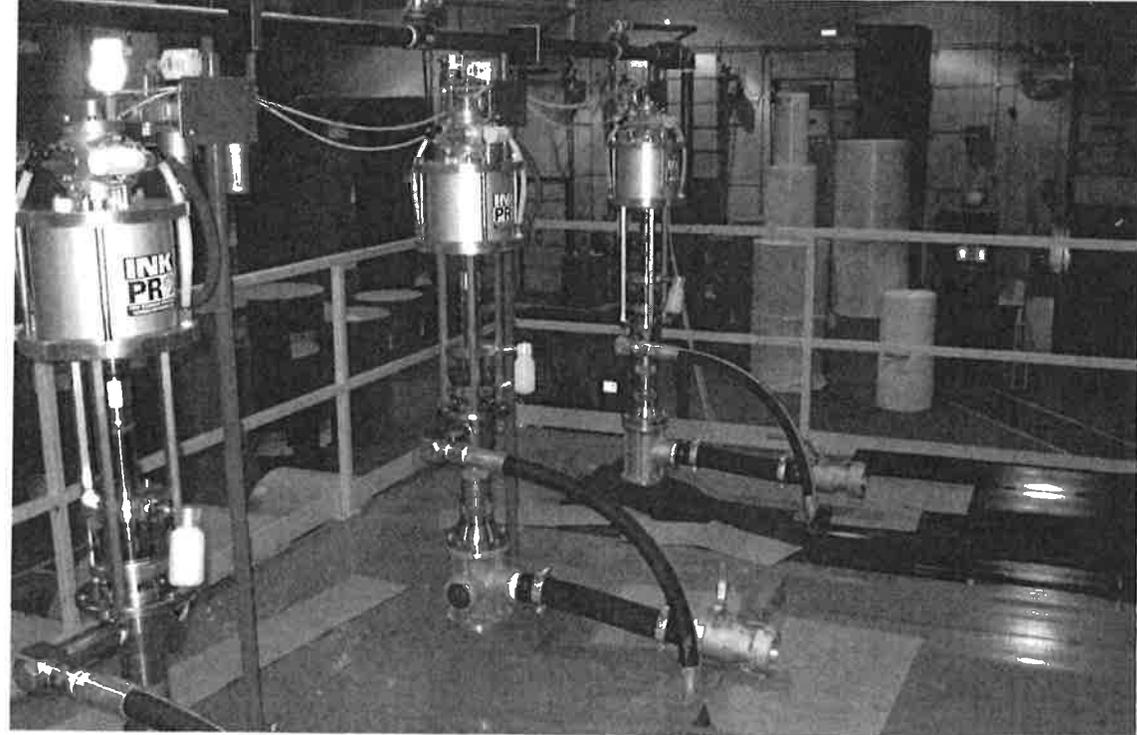
- Hydrostatic Transmissions
- Pump Repair
- Valve Repair
- Cylinder Repair
- Cylinder Re-chroming
- Excavator Pumps
- Skid Steer Service

***\*\*140 HP Test Bench for testing all of your  
Hydraulic Components\*\****

We invite everyone to come see why Northland Hydraulic Service is known for honest, reliable and knowledgable service.







Jurisdiction	2015 taxes	with addition	abatement request by jurisdiction
City of Hill City	2,216.22	4,046.00	1,830.00
Aitkin County	1,030.19	1,880.00	850.00
Hill City School District	209.90	612.00	276.00
• Voter Approved Levy	410.02	464.00	0
State Business Tax	1,231.31	2,248.00	0
Regional Development	4.36	8.00	0
TOTAL	\$5,102.00	9,258.00	2,956.00

**Northern Hydraulic Service Tax Rebate Financing**

**WHEREAS**, Northland Hydraulic Service, (hereinafter Property Owner), has filed an application for Tax Rebate Financing pursuant to Minnesota Statute Sections 469.1812 to 469.1815 (Tax Abatement) to construct a 2,400 sq. ft. addition to the existing Northern Hydraulic Service shop and office building parcel # 57-0-002903; and

**WHEREAS**, Property Owner has requested Tax Rebate Financing from the County of Aitkin for taxes payable to the County of Aitkin in the estimated annual amount of \$850.00 over a maximum term of ten (10) years, commencing with taxes payable in 2017 and ending with taxes payable in 2026, estimated total abatement is \$8,500.00; and

**WHEREAS**, the Tax Rebate Financing assistance to be provided to Property Owner will be contingent on Property Owner employing additional employees at a wage rate of 140% of the Federal Poverty Guidelines for a Family of Four and completing the construction of the 2,400 square foot expansion; and

**WHEREAS**, the Tax Rebate Financing will be in the form of a rebate of taxes paid by Property Owner to the County of Aitkin on parcel # 57-0-002903, commencing with taxes payable in 2017; and

**WHEREAS**, Property Owner's application meets the Criteria for awarding Tax Abatement Financing (TAF) in the TAF Policy for Aitkin County, Minnesota, including increasing the tax base and providing additional employment opportunities in Aitkin County; and

**WHEREAS**, Property Owner will add new employees at or above 115% of the Federal Poverty Guidelines for a Family of Four and construct a 2,400 square foot expansion to Northern Hydraulic Service; and

**WHEREAS**, Property Owner's application is not considered a business subsidy pursuant to Minnesota Statutes, Section 116J.993; and

**WHEREAS**, the Tax Rebate Financing assistance is contingent upon Property Owner and County of Aitkin agreeing to the terms of a Tax Rebate Financing and Business Subsidy Agreement; and

**WHEREAS**, a public hearing was conducted on the Tax Rebate Financing application from Property Owner on May 12, 2015 at the Aitkin County Courthouse pursuant to Minnesota Statutes, Sections 469.1812 - 1815, and 116J.993.

**NOW, THEREFORE, BE IT RESOLVED** that the Aitkin County Board of Commissioners approves the Tax Rebate Financing Agreement and Business Subsidy Agreement.

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 12<sup>th</sup> day of May 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 12<sup>th</sup> day of May A.D., 2015

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

**Notice of Public Hearing  
Aitkin County Board of Commissioners  
Property Tax Abatement**

Notice is hereby given that the Aitkin County Board of Commissioners will conduct a public hearing in the Aitkin County Courthouse, Commissioners Meeting Room on May 12, 2015 at or as near as possible to 1:00 PM. Purpose for said hearing is to consider an application for Tax Abatement Financing for Northern Hydraulic Service, Hill City, MN parcel ID# 57-0-002903. The request is to abate the Aitkin County Portion of the property tax for 10 years. Total estimated abatement of Aitkin County taxes over the 10 years is \$8,500.

Any person wishing to be heard with respect to the abatement may speak at the public hearing or submit written comments at or prior to the hearing, to, Aitkin County Administrator, 217 2<sup>nd</sup> Street NW, Aitkin, MN 56431. Additional information may be obtained at the above address.

*/s/ Nathan Burkett, Aitkin County Administrator*