

# **ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS March 8, 2016 – BOARD AGENDA**

- 9:00 1) **J. Mark Wedel, County Board Chair**
- A) **Call to Order**
  - B) **Pledge of Allegiance**
  - C) **Board of Commissioners Meeting Procedure**
  - D) **Approval of Agenda**
  - E) **Citizens' Public Comment** – Comments from visitors must be informational in nature and not exceed (5) minutes per person. The County Board generally will not engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the County Board protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public Board meeting.
- 2) **Consent Agenda** – All items on the Consent Agenda are considered to be routine and have been made available to the County Board at least two days prior to the meeting; the items will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed from this Agenda and considered under separate motion.
- A) **Correspondence File February 23, 2016 to March 7, 2016**
  - B) **Approve February 23, 2016 County Board Minutes**
  - C) **Approve Consumption & Display Permit – Hidden Meadows Campground**
  - D) **Adopt Resolution: LG220 Exempt Permit The Ruffed Grouse Society**
  - E) **Approve Affidavit for Duplicate of Lost Municipal Order or Warrant:**  
Cheryl Bruss, Warrant #65834, dated 1-15-2016, in the amount of \$37.00
  - F) **Accept \$100.00 Donation to STS from Aitkin Public Utilities Commission**
  - G) **Approve Donation of Two Out-of-Service Light Bars to Crow Wing County Mounted Patrol from Aitkin County Sheriff's Office**
  - H) **Approve Vehicle Purchase – Sheriff's Office**
  - I) **Approve Recycling Agreement Extensions**
  - J) **Approve Commissioner Warrants**
- 9:05 3) **John Welle, County Engineer**
- A) **MnDot Presentation**
  - B) **Review 2016 Contracts for Highway Construction and Maintenance**
- 10:15 4) **Kirk Peysar, County Auditor**
- A) **Approve Combination Wine/Strong Beer License & Fee**
- 10:30 5) **Nathan Burkett, County Administrator**
- A) **Riverwood Healthcare Center Refinancing Project**
  - B) **Community Corrections**
- 11:30 6) **Committee Updates**
- 12:15 **Adjourn**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of February, 2016 at 9:08 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

**CALL TO ORDER**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the February 23, 2016 agenda.

**APPROVED  
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
February 23, 2016**

**HEALTH &  
HUMAN  
SERVICES  
BOARD**

**I. Attendance**

The Aitkin County Board of Commissioners met this 23<sup>rd</sup> day of February, 2016, at 9:10 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 Ann Rivas, Social Service Supervisor; Jessi Goble, Financial Assistance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, Amanda Voller, and Bob Marcum, H&HS Advisory Committee Members; Bob Harwarth and Georgia Johnson, Citizens; and Michael Hagen, Aitkin Growth.

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

Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve the Agenda with the deletion of V. General/Miscellaneous Information, A. Update on High-end Placements. Tom Burke will be obtaining additional information on this topic and will bring it to the March 22<sup>nd</sup> Board Meeting. Substitute V. Contracts, Purchase of Service Contract for the period January 1, 2016 through December 31, 2016 between Lakes & Pines CAC and ACHHS for the Family Resource Specialist services.

**III. Review January 26, 2016 Health & Human Service Board Minutes**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the Minutes of the January 26, 2015 Health & Human Services Board Meeting.

**IV. Review Bills**

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Bills.

**V. General/Miscellaneous Information**

**A. ~~Update on High-end Placements – Ann Rivas & Kathy Ryan~~**  
This item was removed from the agenda and will be addressed at the March 22<sup>nd</sup> Board Meeting.

**V. Contracts**

**A. Purchase of Service Agreement for the period January 1, 2016 through December 31, 2016 between Lakes & Pines CAC, Mora, and**

**ACHHS for the Family Resource Specialist services.**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement for the period January 1, 2016 through December 31, 2016 between Lakes & Pines CAC, Mora, and ACHHS for the Family Resource Specialist services.

**VI. Administrative Reports:**

**A. Financial & Transportation Reports** - Kathleen Ryan noted the transportation costs were lower due to the drop in gasoline prices. She also noted that the Foster Care numbers are on course.

**VII. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte. Committee Members attending today: Amanda Voller & Bob Marcum  
Draft Copy of the February 3rd meeting minutes.  
Bob Marcum discussed three areas: 1) Amy Wyant's presentation of the 2015 H&HS Report; 2) Differences between health care in rural and urban areas of the state; 3) Estate claims after signing up w/MNSure (MNCare vs MA) noting articles in the Duluth News/Tribune.  
Amanda Voller spoke to the fact the Workforce Center is working with Northland Counseling Center with hopes that the WRAP program will address MH early on to educate folks and help prevent addiction on top of Mental Health issues.
- B. AEOA Committee Update** – Commissioner Westerlund updated the Board of the expensive AEOA Building Project noting that no one from the Virginia areas was hired to do the construction. She also noted that Harlan Tardy will be retiring.
- \* Tri-County Community Health Services Board (CHS)**  
Commissioner Westerlund / Erin Melz / Tom Burke  
Commissioner Westerlund also noted CHS was not on this agenda but updated the Board that Ben Kofoed is the new Director and is doing a very good job. Their meeting provided updates on Northland, LPH, SCHSAC and the individual county Public Health updates.
- C. NEMOJT Committee Update** – Commissioner Napstad discussed the Environmental Quality Board.
- D. CJJ (Children’s Justice Initiative)** – Commissioner Westerlund - No Meeting.
- E. Lakes & Pines Update** – Commissioner Niemi - No Meeting.
- F.** Commissioner Marcotte noted that they just received word that our group was not chosen to go to Washington, D.C. for the Stepping Up Initiative Conference.

Next Meeting – March 22, 2016

Break: 10:25 a.m. to 10:40 a.m.

**BREAK**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: February 9, 2016 to February 22, 2016; B) Approve County Board Minutes:

**REGULAR BOARD RECONVENED**

February 9, 2016; C) Approve Commissioner Warrants: General Fund \$127,525.11, Road & Bridge \$55,135.20, Health & Human Services \$8,711.67, State \$90.00, Trust \$15,634.08, Forest Development \$1,082.18, Long Lake Conservation Center \$6,106.44, Parks \$56,634.56 for a total of \$270,919.24; D) Approve Auditor Warrants – January Sales & Use Tax: General Fund \$357.49, Road & Bridge \$1,491.92, State \$5,504.50, Trust \$31.20, Forest Development \$-0.20, Long Lake Conservation Center \$0.77, Parks \$31.20 for a total of \$7,416.88; E) Approve Auditor Warrants – Town Road Auto Payments – Gas Tax: Road & Bridge \$378,304.49; F) Approve January Manual Warrants: General Fund \$69,307.57, Road & Bridge \$310,058.05, Health & Human Services \$-71.90, State \$106,584.24, Trust \$631.52, Forest Development \$75.86, Agency \$95.60, Taxes & Penalties \$754.40, Long Lake Conservation Center \$890.74, Parks \$260.00 for a total of \$488,586.08; G) Accept \$100 Donation to STS from Riceland Chapter of Minnesota Deer Hunters; H) Accept \$200 Donation to STS from The Moose Lodge, Aitkin; I) Adopt Resolution: Mille Lacs Snowmobile Club F RTP Grant Application; J) Adopt Resolution: Berg Easement 25-47-25; K) Approve 2016 Fire Protection Contract – City of McGrath; L) Approve 2016 Fire Protection Contract – Ball Bluff Township; M) Approve Job Description Updates; N) Approve Century Link Phone Lines Contract

**CONSENT AGENDA**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adopt resolution – Mille Lacs Snowmobile Club F RTP Grant Application:

**WHEREAS**, the Mille Lacs Trails Snowmobile Club is applying for a Federal Recreational Trail Program grant for purchasing a Rubber tracked skid steer loader with bucket and forks to groom snowmobile trails in the Aitkin County area, and

**RESOLUTION  
20160223-015  
MILLE LACS  
SNOWMOBILE  
CLUB F RTP  
GRANT  
APPLICATION**

**WHEREAS**, Aitkin County contracts with the Mille Lacs Trails to groom approx. 109 miles of snowmobile trails in Aitkin County through the Grants in Aide snowmobile trail funds, and

**WHEREAS**, Aitkin County feels that no undue environmental impact will be created by the purchase of a new skid steer loader.

**THEREFORE, BE IT RESOLVED**, that Aitkin County supports the Mille Lacs Trails Snowmobile Club’s application for the \$48,000.00 Federal Recreational Trail Program grant, and recognizes the matching requirement on this grant which will be the club’s responsibility.

The fiscal agent for this grant will be the Aitkin County Land Department, Mark Jacobs, Land Commissioner, at 209 2<sup>nd</sup> St. NW Room 206 Aitkin, Mn. 56431.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to adopt resolution – Berg Easement 25-47-25:

**WHEREAS**, the Estate of Rose Berg of 39771 342<sup>nd</sup> Lane Aitkin, Mn. 56431 has made application for a residential easement to his property, as follows:

**RESOLUTION  
20160223-016  
BERG EASEMENT  
25-47-25**

Northeast Quarter of the Northeast Quarter of Section Twenty-five (25) Township forty-seven (47) Range Twenty-five (25)

over and across the following tax forfeited land to wit:

The east 33 feet of the south 100 feet of the Southeast Quarter of the Southeast Quarter (SE-SE) of Section Twenty-four (24) Township Forty-seven (47) Range Twenty-five (25)

**WHEREAS**, said applicant will be charged \$400.00 for the easement as appraised by the County Land Commissioner, and

**WHEREAS**, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement.

**NOW THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor is hereby authorized to issue a recreational easement to use said strip of land for a recreational easement into their properties, if consistent with the law, and the special conditions set forth on the recorded easement, over and across the above described property.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the following job descriptions and to implement the annual salary of \$53,352 for the current LLCC Business Manager incumbent, effective January 1, 2016:

- Assistant VSO, Grade 4 (new position)
- LLCC Business Manager, Grade 10 (formerly Administrative Coord., Grade 5)
- LLCC Education Manager, Grade 10 (formerly Instruction Coordinator, Grade 10)

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve 24 month contract with Century Link for the PRI lines for the County offices, at a cost of \$725 per month, and to authorize signing of the contract.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve \$25,000 Blandin Foundation Grant to extend Web Diagnostics Program.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve Blandin Foundation’s Broadband Vision Statement: “Everyone in Minnesota will be able to use convenient, affordable world-class broadband networks that enable us to survive and thrive in our communities and across the globe.”

Ross Wagner, Economic Development & Forest Industry Coordinator asked that Aitkin County act as the Fiscal Agent for the McGregor Walleye Tank project. Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve the request.

**JOB DESCRIPTION UPDATES**

**CENTURY LINK CONTRACT**

**BLANDIN FOUNDATION GRANT**

**BLANDIN FOUNDATION BROADBAND VISION STATEMENT**

**MCGREGOR WALLEYE TANK PROJECT**

Lori Grams, Treasurer reviewed the Fourth Quarter 2015 Investment Report with the Board.

**4<sup>TH</sup> QUARTER  
INVESTMENT  
REPORT**

Nathan Burkett, County Administrator reviewed the 2015 Year-End Finances with the Board.

**2015 YEAR-END  
FINANCIAL  
REPORT**

Nathan Burkett, County Administrator updated the Board on Community Corrections. At the March 22<sup>nd</sup> County Board meeting the Board will decide whether Aitkin County will contract with Department of Corrections (DOC) for probation services, establish a County Probation Office (CPO), or enter into a Joint Powers Agreement under MN Statute Chapter 401 and continue on as a Community Corrections Act (CCA).

**COMMUNITY  
CORRECTIONS**

The Board reported on the following: ATV, JCNRB, AIS, State General Tax, Forest Advisory/Park Board, ACA, Planning Commission, Mille Lacs Watershed, CMCC, TZD, and Aitkin Airport.

**COMMITTEE  
UPDATES**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 1:07 p.m. until Tuesday, March 8, 2016 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



# Board of County Commissioners Agenda Request

2c  
Agenda Item #

**Requested Meeting Date:** March 08, 2016

**Title of Item:** Consumption & Display Permit

<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) <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> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b>  Please approve the following Renewal of Consumption & Display (Set Up) Permit:  Danny J. Volk, d/b/a Hidden Meadows Campground on Blind Lake – Unorg 48-27 Township		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b>  Motion to approve Renewal of Consumption and Display Permit - Hidden Meadows Campground		
<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      Please Explain:		



# Board of County Commissioners Agenda Request

20

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Agenda Item #

**Requested Meeting Date:** March 08, 2016

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

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<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> <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> <p style="text-align: center;">N/A</p>		<b>Estimated Time Needed:</b> <p style="text-align: center;">N/A</p>
<b>Summary of Issue:</b>  <p>Please adopt the proposed resolution:</p> <p>BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ruffed Grouse Society / Aitkin Chapter, at the following location – The Landing, which has an address of 170 Southgate Drive, Aitkin, MN 56431 – Aitkin Township. (Note: Date of activity for Raffle – September 15, 2016)</p>		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Adopt Proposed Resolution		
<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

2E

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Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** Affidavit for Duplicate of lost Municipal Order or Warrant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	<b>Action Requested:</b> <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> Julie Hughes, Chief Deputy Treasurer		<b>Department:</b> Treasurer
<b>Presenter (Name and Title):</b> N/A		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Cheryl Bruss Commissioner Warrant Number 65834, dated 1-15-2016, in the amount of 37.00		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve affidavit for Duplicate of Lost Municipal Order or Warrant: Cheryl Bruss Commissioner Warrant Number 65834, dated 1-15-2016, in the amount of 37.00		
<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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i> duplicate check		

Affidavit for Duplicate of Lost Municipal Order or Warrant

STATE OF MINNESOTA,

County of Aitkin

)  
) ss. Cheryl Bruss  
)

being duly sworn, on oath says; that she is the owner of a certain warrant,

dated the 15<sup>th</sup> day of January, 2016, numbered #65834,

issued by Aitkin County to Cheryl Bruss

in the sum of \$37.00 has been lost in the manner

(“Lost” or “Destroyed”)

following, to wit:

was never received

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

Cheryl A Bruss

Subscribed and sworn to before me this 24<sup>th</sup> day of FEBRUARY, 2016

Murray K. S. Coffman

Notary Public AITKIN County, Minnesota

My Commission Expires JAN. 31, 2020

STATE OF MINNESOTA,

County of Aitkin

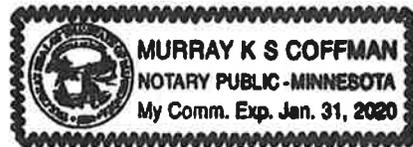
\_\_\_\_\_ of \_\_\_\_\_

\_\_\_\_\_

AFFIDAVIT FOR DUPLICATE  
OF LOST OR DESTROYED  
ORDER OR WARRANT:

\_\_\_\_\_

\_\_\_\_\_



509768

Cheryl Bruss  
50 2nd Ave SE  
Atkinson, MN 56431

927-6034

Customer's Order No. \_\_\_\_\_ DATE 12-25-15

SOLD TO Sheriff's Dept

ADDRESS \_\_\_\_\_

SALESMAN \_\_\_\_\_ TERMS \_\_\_\_\_

CASH	CHARGE	C. O. D.	PAID OUT	RETD. MDSE.	RECD. ON ACCT.
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QUAN.	DESCRIPTION	PRICE	AMOUNT
10/12/15	L. Derksen		
	1 uniform pant		
	2 new 1/2 pockets	5.00	10 -
10/12/15	S. Malloy		
	1 uniform pant		
	new zipper		10 -
	2 new 1/2 pockets	5 -	10 -
12/26/15	John Navtmy		
	1 uniform pant - shorten		7 -
			37 -

ALL Claims and Returned Goods MUST Be Accompanied By This Bill

SIGNATURE \_\_\_\_\_

CHECK #65834

HAS NOT CLEARED

1/15/16

Do you want to check on this - I don't have a record of receiving a check for this. Thanks



# Board of County Commissioners Agenda Request

2F  
Agenda Item #

Requested Meeting Date: 03/08/16

Title of Item: STS Donation

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

<b>Submitted by:</b> Sheriff Scott Turner	<b>Department:</b> Sheriff's Office
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<b>Presenter (Name and Title):</b> Sheriff Scott Turner	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

The Aitkin Public Utilities Commission has made a generous donation of \$100.00 to the Aitkin County STS program.

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

**Recommended Action/Motion:**

Accept donation.

**Financial Impact:**

Is there a cost associated with this request?  Yes  No

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

Is this budgeted?  Yes  No *Please Explain:*



# Board of County Commissioners Agenda Request

26  
Agenda Item #

Requested Meeting Date: 03/08/16

Title of Item: Donate Lightbars to Other Agency

<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) <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> Sheriff Scott Turner		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Sheriff Scott Turner		<b>Estimated Time Needed:</b>
<b>Summary of Issue:</b> Donation of out-of-service light bars to Crow Wing County Mounted Patrol. Please see the attached memo and request.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve donation of two out-of-service light bars to Crow Wing County Mounted Patrol.		
<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      Please Explain:		

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW  
Aitkin, MN 56431

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

**MEMO**

To: Aitkin County Board of Commissioners

Date: March 1, 2016

From: Sheriff Scott Turner

Re: Donating Old Light Bars

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A request has been made to consider donating two old light bars (out-of-service light bars) to the Crow Wing County Mounted Patrol for training of their service horses. As they have reached the end-of-life for use on an emergency vehicle, they would work well for this purpose.

I would recommend that we donate two of the old light bars to this organization. They have been of assistance to us in the past and will likely be again in the future.

If you have any questions, please do not hesitate to ask.

Thank you.



# CROW WING COUNTY

## SHERIFF'S OFFICE

304 Laurel Street • Brainerd, MN 56401

Phone: (218) 829-4749 • Fax: (218) 829-9459 • [www.crowwing.us](http://www.crowwing.us)

Office of  
**Todd Dahl, Sheriff**

The C.W.C.S. Mounted Patrol is in need of Lights and Sirens. They will only be used as a training and testing tool for the volunteers horses. They will not be mounted on a vehicle but, could possibly be mounted on or in our command center trailer. This will only happen with Sheriff Dahl's approval.

At this time we would like to thank you for considering to donate these tools.

Thank-you,  
Peggy Larsen (Peggy Larsen)  
Treasurer - Mounted Patrol

H - 320-684-2301

C - 612-965-2980

*With courage, honor and integrity, we protect the rights and dignity of all citizens. In partnership with our communities, we strive to preserve the peace and are dedicated to excellence in the delivery of public safety services.*



# Board of County Commissioners Agenda Request

24  
Agenda Item #

Requested Meeting Date: *March 8, 2016*

Title of Item: *Vehicle Purchase*

<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) <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> Undersheriff John Drahota		<b>Department:</b> Sheriff's Office
<b>Presenter (Name and Title):</b> Undersheriff John Drahota		<b>Estimated Time Needed:</b> N/A
<b>Summary of Issue:</b> The Sheriff's Office is requesting the purchase of "3" 2016 Ford Interceptors (Taurus) vehicles from Ranger GM for the price of \$24,204.00 each—total of \$ 72,612.00. In addition, the Sheriff's Office is requesting the purchase of "1" 2016 Ford Utility (SUV) from Nelson Auto Center for the price of \$27,179.55.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> It is recommended that the bid of \$24,204.00 be accepted for the purchase of 3 vehicles (Ford Interceptor) from Ranger GM and the bid of \$27,179.55 be accepted from Nelson Auto Center to purchase 1 vehicle (Ford Utility).		
<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? \$ 99,791.55 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No    Please Explain: Sheriff Turner budgeted \$100,000.00 for vehicle replacement costs for 2016.		

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

**SCOTT A. TURNER**  
**SHERIFF OF AITKIN COUNTY**

217 Second Street NW, Room 185  
Aitkin, MN 56431

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

March 2, 2016

Aitkin County Board of Commissioners,

I have attached a price quote for 3 types of Police Package patrol vehicles. The Chevrolet Police Impala was discontinued in 2016 and is no longer available. There is a substantial price increase (approximately \$2500 per vehicle) compared to the cost of the discontinued Impalas.

I included quotes for the Chevrolet Caprice, Ford Taurus (Interceptor), and the Ford Utility (SUV). I confined the quotes to dealership brands that can be serviced within the County (Ford & Chevrolet). It would be cost prohibited to consider brands (ex. Dodge) outside the county since considerable time is invested in maintenance, warranty service, and recalls.

I recommend the purchase of "3" Ford Interceptors (Taurus) and 1 Ford Utility (SUV). The SUV adds additional resources to the sheriff's office by offering towing capability/capacity, which is an aid to the boat & water program. An SUV also offers more interior space, which is beneficial for rear passenger transports, especially long distances (prisoners, civil commitments, etc). Both purchases are from dealerships that have the state bid contracts for each respective vehicle .

Aitkin Motors did submit quotes for both vehicles recommended for purchase but both quotes were above State Bid quotes.

Undersheriff John Drahota

### 2016 Police Vehicle Quotes

Vehicle	Warranty	MPG	Vendor	Price
Ford Taurus AWD	5 yr/100,000 Powertrain	25 Hwy/18 City	Ranger GM-Hibbing (State Bid)	<b>\$24,204.00</b>
			Aitkin Motors	\$25,093.00
Chevrolet Caprice SWD-Rear	5 yr/100,000 Powertrain	26 Hwy/18 City	Ranger GM-Hibbing (State Bid)	\$26,010.38
			Brandl Motors-Aitkin	\$27,490.00
Ford Utility (SUV) AWD	5 yr/100,000 Powertrain	21 Hwy/16 City	Nelson Auto Center- Fergus Falls (State Bid)	<b>\$27,179.55</b>
			Aitkin Motors	\$27,873.00



# Board of County Commissioners Agenda Request

21

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Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** Recycling Agreement Extensions

<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>
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<b>Submitted by:</b> Terry Neff, Environmental Services Director	<b>Department:</b> Environmental Services
---------------------------------------------------------------------	----------------------------------------------

<b>Presenter (Name and Title):</b> Terry Neff, Environmental Services Director	<b>Estimated Time Needed:</b> N/A
-----------------------------------------------------------------------------------	--------------------------------------

**Summary of Issue:**

Per Section 3B of the Recycling Agreements with Garrison Disposal and J&H Transfer, they both are requesting one year extensions. This will extend the agreements until December 31, 2017.

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

Alternatives would be to deny the requests and solicit RFP's from all interested haulers. This could allow an outside company to take over the solid waste market in Aitkin County, which may not be in the County's best interest.

**Recommended Action/Motion:**

Recommend approving the one year extensions.

**Financial Impact:**

Is there a cost associated with this request?       Yes       No

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

Is this budgeted?       Yes       No      *Please Explain:*

There is an annual inflation adjustment using the Consumer Price Index. Costs will also vary an the market prices received for the materials recycled, this may go up or down.

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



**MEMORANDUM**

**DATE:** March 2, 2016

**TO:** Aitkin County Board of Commissioners  
Nathan Burkett, County Administrator

**FROM:** Terry Neff, Environmental Services Director 

**RE:** Recycling Agreement Extensions

Enclosed are letters from Garrison Disposal and J&H Transfer requesting to exercise the one-year extension option to the recycling agreements. The agreements expire on December 31, 2016. This will be the fifth one-year extension requested and will extend the expiration date to December 31, 2017. I recommend the County Board approve of the one-year extensions to the agreements.

If you have any questions, please feel free to contact me at 218-927-7342 or by e-mail at [tneff@co.aitkin.mn.us](mailto:tneff@co.aitkin.mn.us).

enclosures

c:\ctybrd\ctybrd2016



February 19, 2016

Mr. Terry Neff  
Aitkin County  
Aitkin, MN 56431

Dear Mr. Neff,

Garrison Disposal would like to extend the current contract for recycling for one more year ending 12/31/2017.

Respectfully,

A handwritten signature in cursive script, appearing to read 'Paul B. Fischer', is written over a light grey background.

Paul B. Fischer

President

Sent from Yahoo Mail for iPhone

Begin forwarded message:

On Thursday, March 3, 2016, 8:57 AM, [jlhalek@frontiernet.net](mailto:jlhalek@frontiernet.net) <[jlhalek@frontiernet.net](mailto:jlhalek@frontiernet.net)> wrote:

I am requesting a year extension on my recycling contract. Jessie Hooper

**From:** Terry Neff [<mailto:tneff@co.aitkin.mn.us>]

**Sent:** Thursday, February 11, 2016 10:48 AM

**To:** 'jlhalek@frontiernet.net'

**Subject:** Contract Extension

Good Morning Jessie!

Per Section 3B of the recycling agreement there are one year extensions that can be granted by the County Board upon receipt of a letter of request from the contractor. The present agreement will expire on 12/31/16. Please let me know if you are interested in a one year extension which will extend the contract until 12/31/17. If so, I will need a letter of request which you can e-mail to me or send through regular mail.

Thanks!

DKB1  
3/5/16 1:00PM

# 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

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1	DEPT			Commissioners		
10452	AT&T Mobility 01-001-000-0000-6250		69.98	Wireless	287259994975	Telephone
10452	AT&T Mobility		69.98		1 Transactions	
3590	Niemi/Donald 01-001-000-0000-6330		168.48	Feb Mileage	312@.54	Transportation & Travel & Parking
3590	Niemi/Donald		168.48		1 Transactions	
1	DEPT Total:		238.46	Commissioners	2 Vendors	2 Transactions
12	DEPT			Court Administration		
6149	Christensen/Erik Albert 01-012-000-0000-6232		62.46	COSTS 01/01/2014 12/31/2014		Attorney Services
	01-012-000-0000-6232		8,805.00	FEES 01/01/2014 12/31/2014		Attorney Services
6149	Christensen/Erik Albert		8,867.46		2 Transactions	
12781	CK Law PLLC 01-012-000-0000-6232		1,755.00	FEES	February 2016	Attorney Services
	01-012-000-0000-6232		291.60	COSTS	February 2016	Attorney Services
12781	CK Law PLLC		2,046.60		2 Transactions	
5851	Gustafson Attorney at Law/Jean M. 01-012-000-0000-6232		1,672.50	FEES		Attorney Services
	01-012-000-0000-6232		310.00	COSTS		Attorney Services
5851	Gustafson Attorney at Law/Jean M.		1,982.50		2 Transactions	
12	DEPT Total:		12,896.56	Court Administration	3 Vendors	6 Transactions
40	DEPT			Auditor		
88012	Aitkin Co Auditor 01-040-021-0000-6205		200.00	Postage for License Center		Postage
88012	Aitkin Co Auditor		200.00		1 Transactions	
3267	Peysar/Kirk 01-040-000-0000-6330		56.48	MCIS meeting Grand Rapids	104.6@.54	Transportation & Travel

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3267	Peysar/Kirk		56.48	02/23/2016 02/23/2016	1 Transactions	
40	DEPT Total:		256.48	Auditor	2 Vendors	2 Transactions
43	DEPT			Assessor		
10452	AT&T Mobility 01-043-000-0000-6250		209.94	Wireless 01/18/2016 01/18/2016	287250162187 1 Transactions	Telephone
10452	AT&T Mobility		209.94			
3018	Marshall & Swift-Boeckh, LLC 01-043-000-0000-6405		349.95	Marshall valuation service 02/01/2016 02/01/2016	2964201 1 Transactions	Office, Film & Computer Supplies
3018	Marshall & Swift-Boeckh, LLC		349.95			
43	DEPT Total:		559.89	Assessor	2 Vendors	2 Transactions
44	DEPT			Central Services		
13624	MailFinance 01-044-048-0000-6301		573.27	Lease 12/18/2015 03/17/2016	N5781124 1 Transactions	Postage Rentals
13624	MailFinance		573.27			
9261	RTVision, Inc. 01-044-000-0000-6231		840.00	Additional Timecard licenses 02/24/2016 02/24/2016	12259 12259	Services, Labor, Contracts
	01-044-000-0000-6231		28.00	Annual support 02/24/2016 02/24/2016	12259 2 Transactions	Services, Labor, Contracts
9261	RTVision, Inc.		868.00			
44	DEPT Total:		1,441.27	Central Services	2 Vendors	3 Transactions
52	DEPT			Administration/Personnel Dept		
10452	AT&T Mobility 01-052-000-0000-6250		68.77	Wireless	287259994975	Telephone
10452	AT&T Mobility		68.77		1 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
13170	Burkett/Nathan 01-052-000-0000-6330		52.80	CMCC Meeting 02/25/2016 02/25/2016	120@.44	Transportation & Travel & Parking
	01-052-000-0000-6330		70.40	ARC meeting 02/19/2016 02/19/2016	160@.44	Transportation & Travel & Parking
	01-052-000-0000-6330		74.80	ARC Meeting 02/29/2016 02/29/2016	170@.44	Transportation & Travel & Parking
13170	Burkett/Nathan		198.00	3 Transactions		
10629	Ergometrics 01-052-000-0000-6208		508.60	Video testing	124198	Training/Education
10629	Ergometrics		508.60	1 Transactions		
11604	Hitesman And Associates,P.A. 01-052-000-0000-6232		2,500.00	Services & expenses	23253	Attorney Services
11604	Hitesman And Associates,P.A.		2,500.00	1 Transactions		
12048	McDowell Agency, Inc./The 01-052-000-0000-6234		61.00	Background screen Kahler 02/05/2016 02/05/2016	72588	Background Check Fee
12048	McDowell Agency, Inc./The		61.00	1 Transactions		
52	DEPT Total:		3,336.37	Administration/Personnel Dept	5 Vendors	7 Transactions
60	DEPT			Elections		
	730 Breezy Point Resort 01-060-000-0000-6340		128.20	Lunches Auditor Training	201642728	Meals
	730 Breezy Point Resort		128.20	1 Transactions		
60	DEPT Total:		128.20	Elections	1 Vendors	1 Transactions
90	DEPT			Attorney		
	340 Anoka Co Sheriff 01-090-000-0000-6234		70.00	Subpoena 01cr15664 02/18/2016 02/18/2016	16000616	Co Sheriff Services
	340 Anoka Co Sheriff		70.00	1 Transactions		
9374	Minneapolis Finance Department					

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-090-000-0000-6213		204.00	annual user fee - pawn system 02/11/2016 02/11/2016	400413006653	Drug & Forfeiture Ms387.213
9374	Minneapolis Finance Department		204.00		1 Transactions	
86235	The Office Shop Inc 01-090-000-0000-6405		7.79	Typewriter ribbon 02/18/2016 02/18/2016	1000420-0	Office & Computer Supplies
86235	The Office Shop Inc		7.79		1 Transactions	
90	DEPT Total:		281.79	Attorney	3 Vendors	3 Transactions
110	DEPT			Courthouse Maintenance		
88628	Dalco 01-110-000-0000-6422		261.44	Tissue, towels 02/24/2016 02/24/2016	2993538	Janitorial Supplies
88628	Dalco		261.44		1 Transactions	
2186	Hillyard Inc - Kansas City 01-110-000-0000-6422		271.53	Ice melters, liners 02/19/2016 02/19/2016	601970760	Janitorial Supplies
2186	Hillyard Inc - Kansas City		271.53		1 Transactions	
3950	Public Utilities					
	01-110-000-0000-6254		472.65	Jail West annex	0200000510000	Utilities & Heating
	01-110-000-0000-6254		313.70	CH Building Coord	0200050109016	Utilities & Heating
	01-110-000-0000-6254		102.49	Glarco	0200050186004	Utilities & Heating
	01-110-000-0000-6254		26.83	Old County Garage	0200050202003	Utilities & Heating
	01-110-000-0000-6254		1,503.51	Utilities Courthouse	0300000509007	Utilities & Heating
	01-110-000-0000-6254		328.12	LA Tool Building	0300050188007	Utilities & Heating
3950	Public Utilities		2,747.30		6 Transactions	
110	DEPT Total:		3,280.27	Courthouse Maintenance	3 Vendors	8 Transactions
120	DEPT			Service Officer		
10981	Bakken/Glen A.J. 01-120-000-0000-6350		50.00	Drive Vet Van 02/12/2016 02/12/2016	Mpls	Per Diem

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
10981	Bakken/Glen A.J.		50.00		1 Transactions	
5767	Lamke/Dennis 01-120-000-0000-6350		50.00	Drive vet van 02/11/2016	St Cloud	Per Diem
5767	Lamke/Dennis		50.00		1 Transactions	
10677	Olsen/Gerald D 01-120-000-0000-6350		50.00	Drive Vet Van 02/01/2016	Brainerd	Per Diem
	01-120-000-0000-6350		50.00	Drive Vet Van 02/29/2016	St Cloud	Per Diem
10677	Olsen/Gerald D		100.00		2 Transactions	
11362	Roscoe/Bernie 01-120-000-0000-6350		50.00	Drive Vet Van 02/05/2016	St Cloud	Per Diem
11362	Roscoe/Bernie		50.00		1 Transactions	
6097	Verizon Wireless 01-120-000-0000-6250		13.49	Vet van cell phone 01/21/2016	88069036400001	Telephone
6097	Verizon Wireless		13.49		1 Transactions	
11970	Wikelius/Charles 01-120-000-0000-6350		50.00	Drive Van 02/23/2016	Mpls	Per Diem
	01-120-000-0000-6350		50.00	Drive Van 02/03/2016	St Cloud	Per Diem
11970	Wikelius/Charles		100.00		2 Transactions	
5960	Wilmo/Wesley S. 01-120-000-0000-6350		50.00	Drive Vet Van 02/01/2016	St Cloud	Per Diem
5960	Wilmo/Wesley S.		50.00		1 Transactions	
9255	Witt/Warren 01-120-000-0000-6350		50.00	Drive Vet Van 02/16/2016	Mpls	Per Diem
					02/16/2016	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name	Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Paid On Bhf #	Account/Formula Description	On Behalf of Name
		01-120-000-0000-6350			50.00	Drive Vet Van			St Cloud		Per Diem
	9255	Witt/Warren			100.00		02/09/2016 02/09/2016				2 Transactions
120	DEPT Total:				513.49	Service Officer			8 Vendors		11 Transactions
122	DEPT					Planning & Zoning					
	13442	Hagen/Michael									
		01-122-000-0000-6350			50.00	PC meeting			02/22/16		Per Diem
		01-122-038-0000-6330			72.36	PC Mileage			134@.54		Boa/Pc Mileage
							02/22/2016 02/22/2016				
		01-122-000-0000-6350			10.00	PC Onsite			41747C		Per Diem
							02/18/2016 02/18/2016				
		01-122-000-0000-6350			10.00	PC Onsite			41748C		Per Diem
							02/18/2016 02/18/2016				4 Transactions
	13442	Hagen/Michael			142.36						
	11990	Lange/David									
		01-122-000-0000-6350			50.00	PC Meeting					Per Diem
							02/22/2016 02/22/2016				
		01-122-038-0000-6330			85.32	PC Mileage			158@.54		Boa/Pc Mileage
							02/22/2016 02/22/2016				
		01-122-000-0000-6350			10.00	PC Onsite			41747C		Per Diem
		01-122-000-0000-6350			10.00	PC Onsite			41748C		Per Diem
	11990	Lange/David			155.32						4 Transactions
	13424	Sonnee/Dennise J									
		01-122-000-0000-6350			50.00	PC Meeting					Per Diem
							02/22/2016 02/22/2016				
		01-122-000-0000-6350			10.00	PC Onsite			41747C		Per Diem
		01-122-000-0000-6350			10.00	PC Onsite			41748C		Per Diem
		01-122-038-0000-6330			27.00	PC Mileage			50@.54		Boa/Pc Mileage
							02/22/2016 02/22/2016				
	13424	Sonnee/Dennise J			97.00						4 Transactions
	6097	Verizon Wireless									
		01-122-000-0000-6250			38.81	Monthly cellular			38069013800001		Telephone
							01/14/2016 02/13/2016				

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6097	Verizon Wireless		38.81		1 Transactions	
10895	Westerlund/Laurie Ann 01-122-038-0000-6330		65.88	PC Mileage 02/22/2016 02/22/2016	122@.54	Boa/Pc Mileage
	01-122-000-0000-6350		10.00	PC Onsite	41747C	Per Diem
	01-122-000-0000-6350		10.00	PC Onsite	41748C	Per Diem
10895	Westerlund/Laurie Ann		85.88		3 Transactions	
122	DEPT Total:		519.37	Planning & Zoning	5 Vendors	16 Transactions
123	DEPT			Coroner		
988	Hennepin Co Medical Centers 01-123-000-0000-6260		79.00	ME 16-0029 01/03/2016 01/03/2016		Autopsies--Pathologist, Xrays, Etc
	01-123-000-0000-6260		79.00	ME 16-0076 01/08/2016 01/08/2016		Autopsies--Pathologist, Xrays, Etc
988	Hennepin Co Medical Centers		158.00		2 Transactions	
3987	Ramsey County Medical Examiner 01-123-000-0000-6260		1,400.00	ME 16-0029 01/03/2016 01/03/2016		Autopsies--Pathologist, Xrays, Etc
	01-123-000-0000-6260		1,400.00	ME 16-0076 01/08/2016 01/08/2016		Autopsies--Pathologist, Xrays, Etc
3987	Ramsey County Medical Examiner		2,800.00		2 Transactions	
123	DEPT Total:		2,958.00	Coroner	2 Vendors	4 Transactions
200	DEPT			Enforcement		
170	Aitkin Motor Company 01-200-000-0000-6302		49.72	Oil change #220 02/22/2016 02/22/2016	8304	Car Maintenance
	01-200-000-0000-6302		45.76	Oil change, replace handles 02/25/2016 02/25/2016	8357	Car Maintenance
170	Aitkin Motor Company		95.48		2 Transactions	
11960	ASAP Towing 01-200-000-0000-6359		103.75	Tow forf 16-0596	3505	Wrecker Service

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
01-200-000-0000-6359		250.00	02/27/2016 02/27/2016 Move Buick to ACSO 16-0252	4007 Wrecker Service
11960 ASAP Towing		353.75	01/22/2016 01/22/2016 2 Transactions	
10452 AT&T Mobility				
01-200-000-0000-6250		1,061.78	Wireless	287258495419 Telephone
			02/17/2016 02/17/2016	
10452 AT&T Mobility		1,061.78	1 Transactions	
86467 Auto Value Aitkin				
01-200-000-0000-6302		6.98	2 Qts oil #200	40078749 Car Maintenance
			02/19/2016 02/19/2016	
86467 Auto Value Aitkin		6.98	1 Transactions	
2375 Intoximeters Inc				
01-200-000-0000-6231		267.80	Repair Legacy AS4	523448 Services & Labor (Incl Contracts)
			02/16/2016 02/16/2016	
2375 Intoximeters Inc		267.80	1 Transactions	
3263 K&M Signs Inc.				
01-200-000-0000-6302		189.00	Oval squad decal	10940 Car Maintenance
			02/23/2016 02/23/2016	
3263 K&M Signs Inc.		189.00	1 Transactions	
10567 Lake Country Auto Center Of Aitkin				
01-200-000-0000-6302		42.74	Oil Change #207	22483 Car Maintenance
			02/16/2016 02/16/2016	
10567 Lake Country Auto Center Of Aitkin		42.74	1 Transactions	
11538 RCB Collections Range Credit Bureau Inc				
01-200-000-0000-6231		15.13	Credit reports	Services & Labor (Incl Contracts)
			02/17/2016 02/17/2016	
11538 RCB Collections Range Credit Bureau Inc		15.13	1 Transactions	
86235 The Office Shop Inc				
01-200-000-0000-6405		114.29	Office supplies	1000532-0 Office Supplies
			02/22/2016 02/22/2016	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
86235	The Office Shop Inc		114.29		1 Transactions	
6128	Tire Barn 01-200-000-0000-6302		71.98	Oil chnage, rotate tires 204 02/19/2016 02/19/2016	33654	Car Maintenance
6128	Tire Barn		71.98		1 Transactions	
9642	WEX BANK 01-200-000-0000-6511		2,597.12	Fuel 02/15/2016 02/15/2016	0424007043961	Gas And Oil
9642	WEX BANK		2,597.12		1 Transactions	
200	DEPT Total:		4,816.05	Enforcement	11 Vendors	13 Transactions
202	DEPT			Boat & Water		
3950	Public Utilities 01-202-000-0000-6254		25.98	Boat & Water	0200063119006	Utilities
3950	Public Utilities		25.98		1 Transactions	
202	DEPT Total:		25.98	Boat & Water	1 Vendors	1 Transactions
203	DEPT			Snowmobile		
10452	AT&T Mobility 01-203-000-0000-6250		56.15	Wireless 02/17/2016 02/17/2016	287258495419	Telephone
10452	AT&T Mobility		56.15		1 Transactions	
9642	WEX BANK 01-203-000-0000-6511		174.22	Fuel 02/15/2016 02/15/2016	0424007043961	Gas And Oil
9642	WEX BANK		174.22		1 Transactions	
203	DEPT Total:		230.37	Snowmobile	2 Vendors	2 Transactions
206	DEPT			Forfeitures		
6128	Tire Barn 01-206-000-0000-6409		37.50	Used tire for auction vehicle 02/19/2016 02/19/2016	15853	Forfeiture Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
6128	Tire Barn		37.50		1 Transactions	
206	DEPT Total:		37.50	Forfeitures	1 Vendors	1 Transactions
252	DEPT			Corrections		
116	Aitkin Pet & Farm Supply Inc 01-252-000-0000-6590		293.51	Softener sale 02/19/2016 02/19/2016	551057	Repair & Maintenance Supplies
116	Aitkin Pet & Farm Supply Inc		293.51		1 Transactions	
10452	AT&T Mobility 01-252-000-0000-6250		56.12	Wireless 02/17/2016 02/17/2016	287258495419	Telephone
10452	AT&T Mobility		56.12		1 Transactions	
3393	Bruss/Cheryl 01-252-000-0000-6231		311.00	Jail mending 02/22/2016 02/22/2016	509773	Services & Labor (Incl Contracts)
3393	Bruss/Cheryl		311.00		1 Transactions	
163	Charter Communications 01-252-252-0000-6405		181.67	Cable tv 02/18/2016 02/18/2016	83523056600060	Prisoner Welfare
163	Charter Communications		181.67		1 Transactions	
5583	Crawford Supply Company 01-252-252-0000-6408		141.00	Commissary supplies 02/19/2016 02/19/2016	661761	Commissary Supplies
5583	Crawford Supply Company		141.00		1 Transactions	
1491	Dutch's Electric, Inc 01-252-000-0000-6590		77.38	Replace ballast men's room 02/09/2016 02/09/2016	24207	Repair & Maintenance Supplies
	01-252-000-0000-6590		70.00	Replace ballasts in jail 02/23/2016 02/23/2016	24264	Repair & Maintenance Supplies
1491	Dutch's Electric, Inc		147.38		2 Transactions	
2186	Hillyard Inc - Kansas City 01-252-000-0000-6422		643.20	Janitorial	601970805	Janitorial Supplies

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
2186 Hillyard Inc - Kansas City		643.20	02/19/2016 02/19/2016 1 Transactions	
11889 Honeywell International Inc. 01-252-000-0000-6590		512.33	Replaced actuator 02/10/2016 02/10/2016 1 Transactions	5235425943 Repair & Maintenance Supplies
11889 Honeywell International Inc.		512.33		
5503 Keefe Supply Company 01-252-000-0000-6418		455.76	Groceries 02/17/2016 02/17/2016	660594 Groceries
01-252-252-0000-6405		136.68	Commissary supplies 02/19/2016 02/19/2016	661762 Prisoner Welfare
5503 Keefe Supply Company		592.44	2 Transactions	
5756 KEEPRS, Inc 01-252-000-0000-6410		117.97	Cargo pant - Riedel 02/18/2016 02/18/2016	300598 Clothing Allowance
5756 KEEPRS, Inc		117.97	1 Transactions	
13844 MCKESSON MEDICAL SURGICAL 01-252-000-0000-6262		1,268.47	Jail medical supplies 02/16/2016 02/16/2016	73418156 Medical Expenses & Supplies - Inmates
01-252-000-0000-6262		47.55	Jail medical supplies 02/18/2016 02/18/2016	73558990 Medical Expenses & Supplies - Inmates
01-252-000-0000-6262		16.66	Jail medical supplies 02/19/2016 02/19/2016	73632533 Medical Expenses & Supplies - Inmates
13844 MCKESSON MEDICAL SURGICAL		1,332.68	3 Transactions	
13691 MEnD Correctional Care, PLLC 01-252-000-0000-6262		626.24	Aplisol, flex pens 02/28/2016 02/28/2016	1142 Medical Expenses & Supplies - Inmates
13691 MEnD Correctional Care, PLLC		626.24	1 Transactions	
3354 Minnesota Safety Council 01-252-000-0000-6231		139.04	First aid, CPR, AED inst kit 02/15/2016 02/15/2016	40655 Services & Labor (Incl Contracts)
3354 Minnesota Safety Council		139.04	1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
3789	Pan-O-Gold Baking Company 01-252-000-0000-6418		155.98	Groceries 02/18/2016 02/18/2016	010024604931	Groceries
	01-252-000-0000-6418		158.46	Groceries 02/25/2016 02/25/2016	10024605630	Groceries
3789	Pan-O-Gold Baking Company		314.44	2 Transactions		
11947	Phoenix Supply 01-252-000-0000-6424		659.72	Inmate supplies 02/18/2016 02/18/2016	8689	Inmate Supplies
11947	Phoenix Supply		659.72	1 Transactions		
3950	Public Utilities 01-252-000-0000-6254		67.34	Sheriff Emerg. Storage	0200000507004	Utilities & Heating
	01-252-000-0000-6254		4,087.59	New Jail	0300000511002	Utilities & Heating
	01-252-000-0000-6254		1,355.23	New Jail	0300000512016	Utilities & Heating
3950	Public Utilities		5,510.16	3 Transactions		
84172	Riverwood Healthcare Center 01-252-000-0000-6262		88.55	Rowe, L 01/08/2016 01/08/2016	V7963192	Medical Expenses & Supplies - Inmates
	01-252-000-0000-6262		35.03	Alvord, J 01/11/2016 01/11/2016	V7964315	Medical Expenses & Supplies - Inmates
84172	Riverwood Healthcare Center		123.58	2 Transactions		
4761	Sysco Minnesota Inc 01-252-000-0000-6420		32.81	Timer 02/13/2016 02/13/2016	602132234	Kitchen Supplies
	01-252-000-0000-6420		56.33	Timer 02/13/2016 02/13/2016	602132236	Kitchen Supplies
	01-252-252-0000-6408		72.70	Commissary 02/18/2016 02/18/2016	602180948	Commissary Supplies
	01-252-000-0000-6418		2,910.82	Groceries 02/18/2016 02/18/2016	602180949	Groceries
	01-252-000-0000-6418		3,417.72	Groceries 02/25/2016 02/25/2016	602250342	Groceries
4761	Sysco Minnesota Inc		6,490.38	5 Transactions		
86235	The Office Shop Inc					

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-252-000-0000-6405		114.28	Office supplies 02/22/2016 02/22/2016	1000532-0	Office & Computer Supplies
86235	The Office Shop Inc		114.28		1 Transactions	
6128	Tire Barn 01-252-000-0000-6302		32.44	Oil change xport impala 02/18/2016 02/18/2016	33646	Car Maintenance
6128	Tire Barn		32.44		1 Transactions	
11539	Traveler's Fare 01-252-000-0000-6330		1,460.20	Airfare to pick up inmate 02/24/2016 02/24/2016	84289	Prisoner Transportation & Travel
	01-252-000-0000-6330		745.10	Inmate airfare 02/24/2016 02/24/2016	84290	Prisoner Transportation & Travel
11539	Traveler's Fare		2,205.30		2 Transactions	
9642	WEX BANK 01-252-000-0000-6330		173.07	Fuel 02/15/2016 02/15/2016	0424007043961	Prisoner Transportation & Travel
9642	WEX BANK		173.07		1 Transactions	
252	DEPT Total:		20,717.95	Corrections	22 Vendors	35 Transactions
253	DEPT			Aitkin Co Community Corrections		
7628	Al's Welding & Sandblasting 01-253-000-0000-6302		758.00	Repair door hinge STS trailer 02/16/2016 02/16/2016	9478	Car Maintenance
7628	Al's Welding & Sandblasting		758.00		1 Transactions	
10452	AT&T Mobility 01-253-000-0000-6250		34.99	Wireless 02/17/2016 02/17/2016	287258495419	Telephone
10452	AT&T Mobility		34.99		1 Transactions	
7525	Hometown Bldg Supply 01-253-000-0000-6405		6.48	Pencil, nail set 02/10/2016 02/10/2016	76923	Operating Supplies
7525	Hometown Bldg Supply		6.48		1 Transactions	

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12927	Midwest Machinery Co. 01-253-000-0000-6405		62.76	Chain, winter bar oil 02/23/2016 02/23/2016	1213320	Operating Supplies
12927	Midwest Machinery Co.		62.76	1 Transactions		
6072	North Homes-Treatment Foster Care 01-253-000-0000-6204		4,100.94	Secure 16-0156 01/14/2016 01/31/2016	3615329	Juvenile Detention
	01-253-000-0000-6204		2,506.13	Secure 16-0005 01/01/2016 01/12/2016	3615333	Juvenile Detention
	01-253-000-0000-6204		3,539.04	Secure 15-3374 09/01/2015 09/17/2015	36708	Juvenile Detention
6072	North Homes-Treatment Foster Care		10,146.11	3 Transactions		
6128	Tire Barn 01-253-000-0000-6302		417.57	Oil change, ball joint, STS 02/19/2016 02/19/2016	33604	Car Maintenance
	01-253-000-0000-6302		53.78	Oil change bulbs 2006 Econo 02/22/2016 02/22/2016	33668	Car Maintenance
6128	Tire Barn		471.35	2 Transactions		
253	DEPT Total:		11,479.69	Aitkin Co Community Corrections	6 Vendors	9 Transactions
257	DEPT			Sobriety Court		
121	Aitkin Lanes 01-257-022-0000-6406		216.22	Grad/Team members pizza		Sobriety Crt Expenses
121	Aitkin Lanes		216.22	1 Transactions		
13056	McKenzie/Jill 01-257-022-0000-6406		47.62	Reimburse bowling prizes 02/18/2016 02/18/2016		Sobriety Crt Expenses
	01-257-022-0000-6406		10.73	Pop for graduation 01/29/2016 01/29/2016		Sobriety Crt Expenses
	01-257-022-0000-6406		10.00	\$10 gas cards for phase change 02/05/2016 02/05/2016		Sobriety Crt Expenses
13056	McKenzie/Jill		68.35	3 Transactions		
11997	Minnesota Monitoring 01-257-022-0000-6406		144.50	Monitoring - Daniel A	2231	Sobriety Crt Expenses

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
	01-257-022-0000-6406		263.50	02/10/2016 02/10/2016 Monitoring - Justin C	2231	Sobriety Crt Expenses
	01-257-022-0000-6406		263.50	02/10/2016 02/10/2016 Monitoring - Sarah T	2231	Sobriety Crt Expenses
11997	Minnesota Monitoring		671.50	02/10/2016 3 Transactions		
3810	Paulbeck's County Market					
	01-257-022-0000-6406		0.96-	CNTY IS TAX EXEMPT		Sobriety Crt Expenses
	01-257-022-0000-6406		59.85	Grad supplies	9277299	Sobriety Crt Expenses
				02/05/2016 02/05/2016		
3810	Paulbeck's County Market		58.89	2 Transactions		
9489	Redwood Toxicology Laboratory, Inc					
	01-257-022-0000-6406		163.00	Testing	12645820161	Sobriety Crt Expenses
				01/31/2016 01/31/2016		
9489	Redwood Toxicology Laboratory, Inc		163.00	1 Transactions		
9360	Redwood Toxicology Laboratory, Inc.					
	01-257-022-0000-6406		433.69	Drug testing supplies	542698	Sobriety Crt Expenses
				01/22/2016 01/22/2016		
9360	Redwood Toxicology Laboratory, Inc.		433.69	1 Transactions		
257	DEPT Total:		1,611.65	Sobriety Court	6 Vendors	11 Transactions
391	DEPT			Solid Waste		
	1754 Garrison Disposal Company, Inc					
	01-391-060-0000-6360		5,987.33	Monthly recycling		Recycling Contract
				01/31/2016 01/31/2016		
	1754 Garrison Disposal Company, Inc		5,987.33	1 Transactions		
391	DEPT Total:		5,987.33	Solid Waste	1 Vendors	1 Transactions
392	DEPT			Water Wells		
	405 A.W. Research Laboratories, Inc.					
	01-392-000-0000-6231		27.00	Arsenic testing	13687	Services, Labor, Contracts
				02/19/2016 02/19/2016		

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1 General Fund

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
405	A.W. Research Laboratories, Inc.		27.00	1 Transactions		
2353	Idexx Laboratories, Inc 01-392-000-0000-6405		751.61	Supplies 02/22/2016 02/22/2016	298227397	Office & Film Supplies
2353	Idexx Laboratories, Inc		751.61	1 Transactions		
392	DEPT Total:		778.61	Water Wells	2 Vendors	2 Transactions
500	DEPT			Library And Historical Society		
11416	Aitkin County C.A.R.E 01-500-502-0000-6848		16,667.00	2016 additional appropriations 02/26/2016 02/26/2016		CARE Approp
11416	Aitkin County C.A.R.E		16,667.00	1 Transactions		
500	DEPT Total:		16,667.00	Library And Historical Society	1 Vendors	1 Transactions
601	DEPT			Extension		
89471	Aitkin Co 4-H Council 01-601-551-0000-5840		40.00	Plat book license ctr 4814 02/01/2016 02/01/2016	rec 440	4-H Plat Book Sales
	01-601-551-0000-5840		200.00	Plat books Recorders 4989-4993 02/02/2016 02/02/2016	Rec 441	4-H Plat Book Sales
89471	Aitkin Co 4-H Council		240.00	2 Transactions		
601	DEPT Total:		240.00	Extension	1 Vendors	2 Transactions
1	Fund Total:		89,002.28	General Fund		143 Transactions

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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
		Amount		
301 DEPT				
11406 Innovative Office Solutions				
03-301-000-0000-6400		76.22	OFFICE SUPPLIES 022616	IN1095968
11406 Innovative Office Solutions		76.22	1 Transactions	Supplies And Materials
3385 Mn Transportation Alliance				
03-301-000-0000-6296		90.00	TRANSPORTATION DAY REGI 022516	
3385 Mn Transportation Alliance		90.00	1 Transactions	Meeting Expense/Physicals
301 DEPT Total:		166.22	R&B Administration	2 Vendors 2 Transactions
302 DEPT				
13628 Mies/Jody				
03-302-000-0000-6296		64.58	MILEAGE-CONCRETE PLANT 022416	Meeting Expense/Physicals
03-302-000-0000-6296		64.58	MILEAGE-CONCRETE PLANT 022516	Meeting Expense/Physicals
13628 Mies/Jody		129.16	2 Transactions	
302 DEPT Total:		129.16	R&B Engineering/Construction	1 Vendors 2 Transactions
303 DEPT				
12106 Antoine Electric				
03-303-000-0000-6298		120.37	AITKIN DOOR OPENER REPA 020516	16014
12106 Antoine Electric		120.37	1 Transactions	Shop Maintenance
10452 AT&T Mobility				
03-303-000-0000-6254		34.99	PAULS IPAD SERVICE 022516	287266104878x0
10452 AT&T Mobility		34.99	1 Transactions	Utilities
86467 Auto Value Aitkin				
03-303-000-0000-6590		31.96	REPAIR PARTS 012916	40077894
03-303-000-0000-6298		77.52	PALISADE SHOP 020216	40078030
03-303-000-0000-6590		69.21	FILTER 021116	40078443
03-303-000-0000-6590		138.42	FILTER 021116	40078444
03-303-000-0000-6590		64.93	FILTER 021116	40078459
03-303-000-0000-6590		129.86	FILTER 021116	40078460
86467 Auto Value Aitkin		511.90	6 Transactions	Repair & Maintenance Supplies
8175 Centurylink				

# 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
8175 Centurylink		FAX: HWY OFFICE 021116	FEB-MAR	Utilities
	31.42			
	31.42	1 Transactions		
8618 Compass Minerals America				
03-303-000-0000-6518	1,956.92	DE-ICING SALT 021616	71455409	De-Icing Salt
03-303-000-0000-6518	10,021.41	DE-ICING SALT 021716	71456043	De-Icing Salt
03-303-000-0000-6518	5,759.89	DE-ICING SALT 021716	71456044	De-Icing Salt
03-303-000-0000-6518	2,035.37	DE-ICING SALT 021816	71456884	De-Icing Salt
03-303-000-0000-6518	1,854.50	DE-ICING SALT 022216	71458262	De-Icing Salt
03-303-000-0000-6518	11,943.46	DE-ICING SALT 022316	71458876	De-Icing Salt
03-303-000-0000-6518	1,908.54	DE-ICING SALT 022316	71458877	De-Icing Salt
03-303-000-0000-6518	3,907.27	DE-ICING SALT 022416	71459573	De-Icing Salt
8618 Compass Minerals America	39,387.36	8 Transactions		
7935 East Central Energy				
03-303-000-0000-6254	179.67	JAN-FEB POWER-MCGRATH 021016	70415419	Utilities
7935 East Central Energy	179.67	1 Transactions		
7060 Federated Co-Ops Inc.				
03-303-000-0000-6297	604.56	MCGRATH SHOP PROPANE 021216	0-0100816	Shop Fuel
03-303-000-0000-6297	576.12	MCGREGOR SHOP PROPANE 022516	202300562	Shop Fuel
7060 Federated Co-Ops Inc.	1,180.68	2 Transactions		
9368 Firstlab				
03-303-000-0000-6296	250.00	ANNUAL SUBSCRIPTION FEE 021216	FL0013024	Meeting Expense/Physicals
9368 Firstlab	250.00	1 Transactions		
8622 Frontier				
03-303-000-0000-6254	60.77	JACOBSON 022216	218-752-6591	Utilities
03-303-000-0000-6254	60.77	MCGREGOR 022216	218-768-4481	Utilities
03-303-000-0000-6254	60.77	PALISADE 022216	218-845-2607	Utilities
03-303-000-0000-6254	60.77	MCGRATH 022216	320-592-3580	Utilities
8622 Frontier	243.08	4 Transactions		
13468 G & K Services				
03-303-000-0000-6298	17.40	SHOP LAUNDRY 022216	1043412105	Shop Maintenance
03-303-000-0000-6298	17.40	SHOP LAUNDRY 022916	1043417676	Shop Maintenance
13468 G & K Services	34.80	2 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
1880	Gravelle Plumbing & Heating, Inc 03-303-000-0000-6298		80.00	REPAIR SHOP HEATER 020516	71130	Shop Maintenance
	03-303-000-0000-6298		623.73	REPAIR SHOP HEATER 021016	71148	Shop Maintenance
1880	Gravelle Plumbing & Heating, Inc		703.73	2 Transactions		
1959	H & L Mesabi Inc 03-303-000-0000-6298		223.24	AITKIN SHOP SUPPLIES 021816	95433	Shop Maintenance
1959	H & L Mesabi Inc		223.24	1 Transactions		
2763	J & H Transfer Station-Lakes Sanitary 03-303-000-0000-6254		93.89	AITKIN 030116	102300	Utilities
	03-303-000-0000-6254		57.65	PALISADE 030116	102301	Utilities
2763	J & H Transfer Station-Lakes Sanitary		151.54	2 Transactions		
91187	Lake Country Power 03-303-000-0000-6254		62.20	JAN-FEB CSAH 14 022516	141979801	Utilities
	03-303-000-0000-6254		59.35	JAN-FEB CSAH 6 022516	141979901	Utilities
91187	Lake Country Power		121.55	2 Transactions		
2831	Little Falls Machine Inc 03-303-000-0000-6590		31.71	REPAIR PARTS 021616	0-0057898	Repair & Maintenance Supplies
	03-303-000-0000-6590		5,146.60	REPAIR PARTS 021816	0-0057969	Repair & Maintenance Supplies
2831	Little Falls Machine Inc		5,178.31	2 Transactions		
12626	Lubrication Technologies, Inc. 03-303-000-0000-6298		654.05	AITKIN SHOP SUPPLIES 022916	746492	Shop Maintenance
12626	Lubrication Technologies, Inc.		654.05	1 Transactions		
2941	M R Sign Co Inc 03-303-000-0000-6516		670.80	50 MPH SIGNS 022316	189566	Signs & Posts
	03-303-000-0000-6516		894.40	45 MPH SIGNS 022316	189566	Signs & Posts
2941	M R Sign Co Inc		1,565.20	2 Transactions		
3760	Palisade Cooperative Oil Assoc 03-303-000-0000-6513		19.82	GASOLINE 020216	330765	Motor Fuel & Lubricants
	03-303-000-0000-6513		21.49	GASOLINE 021116	331383	Motor Fuel & Lubricants
	03-303-000-0000-6513		16.67	GASOLINE 021816	331816	Motor Fuel & Lubricants
	03-303-000-0000-6513		18.58	GASOLINE 021916	331901	Motor Fuel & Lubricants
	03-303-000-0000-6513		19.47	GASOLINE 022516	332240	Motor Fuel & Lubricants

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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
	03-303-000-0000-6513		GASOLINE 022916	332475	Motor Fuel & Lubricants
3760	Palisade Cooperative Oil Assoc				6 Transactions
3950	Public Utilities				
	03-303-000-0000-6254	44.80	HWY 210 & CR 28 022216	02-00059455-00	Utilities
	03-303-000-0000-6254	89.03	AITKIN SHOP: WATER 022216	02-00063335-00	Utilities
	03-303-000-0000-6254	48.23	HWY 210/169E & CR 12 022216	02-00063388-00	Utilities
	03-303-000-0000-6254	70.16	HWY 47 & CR 12 022216	02-00064092-00	Utilities
3950	Public Utilities	252.22			4 Transactions
4070	Riley Auto Supply				
	03-303-000-0000-6590	276.78	REPAIR PARTS 021816	541736	Repair & Maintenance Supplies
	03-303-000-0000-6590	40.00	REPAIR PARTS 021916	541754	Repair & Maintenance Supplies
	03-303-000-0000-6298	62.98	PALISADE SHOP SUPPLIES 020216	571202	Shop Maintenance
	03-303-000-0000-6298	143.97	MCGREGOR SHOP SUPPLIES 020216	571203	Shop Maintenance
	03-303-000-0000-6590	21.99	REPAIR PARTS 020816	571400	Repair & Maintenance Supplies
	03-303-000-0000-6298	27.58	MCGREGOR SHOP SUPPLIES 020916	571427	Shop Maintenance
	03-303-000-0000-6590	11.99	REPAIR PARTS 021716	571680	Repair & Maintenance Supplies
	03-303-000-0000-6590	18.49	REPAIR PARTS 021816	571712	Repair & Maintenance Supplies
	03-303-000-0000-6590	404.00	REPAIR PARTS 022216	571835	Repair & Maintenance Supplies
	03-303-000-0000-6298	44.00	AITKIN SHOP SUPPLIES 022516	571954	Shop Maintenance
	03-303-000-0000-6590	48.00	REPAIR PARTS 022916	572056	Repair & Maintenance Supplies
	03-303-000-0000-6590	439.98	REPAIR PARTS 021716	574695	Repair & Maintenance Supplies
4070	Riley Auto Supply	1,539.76			12 Transactions
8364	Towmaster, Inc				
	03-303-000-0000-6590	73.39	REPAIR PARTS 022516	377739	Repair & Maintenance Supplies
8364	Towmaster, Inc	73.39			1 Transactions
8279	Winzer Corporation				
	03-303-000-0000-6298	549.69	AITKIN SHOP SUPPLIES 022316	5535397	Shop Maintenance
8279	Winzer Corporation	549.69			1 Transactions
303	DEPT Total:	53,103.04	R&B Highway Maintenance	22 Vendors	63 Transactions
307	DEPT		R&B Capital Infrastructure		
13929	ALBRO DENK/NANETTE				
	03-307-000-0000-6362	2,250.00	LAND RIGHT OF WAY 030116	PAR NO 46,48,4	Right Of Way

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3/5/16 1:00PM

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

3 Road & Bridge

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>
13929 ALBRO DENK/NANETTE		2,250.00	1 Transactions	
13266 Kern/Richard L. 03-307-000-0000-6362		3,630.00	LAND RIGHT OF WAY 022616	SW OF SE QTR Right Of Way
13266 Kern/Richard L.		3,630.00	1 Transactions	
307 DEPT Total:		5,880.00	R&B Capital Infrastructure	2 Vendors 2 Transactions
3 Fund Total:		59,278.42	Road & Bridge	69 Transactions

DKB1  
 3/5/16 1:00PM  
 4 Special Revenue(Unorg R&

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
422	DEPT			Unorganized Fire		
1010	City Of Aitkin 04-422-000-0000-6801		2,311.35	2016 Fire protection 48-27	190	Appropriations
1010	City Of Aitkin		2,311.35	1 Transactions		
6077	Town Of Ball Bluff Clerk 04-422-000-0000-6801		131.90	2016 Fire Protection	51-22	Appropriations
	04-422-000-0000-6801		9,433.07	2016 Fire Protection	52-22	Appropriations
	04-422-000-0000-6801		1,244.78	2016 Fire Protection	52-24	Appropriations
6077	Town Of Ball Bluff Clerk		10,809.75	3 Transactions		
422	DEPT Total:		13,121.10	Unorganized Fire	2 Vendors	4 Transactions
4	Fund Total:		13,121.10	Special Revenue(Unorg R&B,Fire		4 Transactions

DKB1  
3/5/16 1:00PM  
10 Trust

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
900	DEPT			Timber Permit Bonds		
2694	Kromy/Ted 10-900-000-0000-2300		1,112.00	Timber bond refund rec 2504	13326	Timber Permit Bonds
2694	Kromy/Ted		1,112.00	1 Transactions		
900	DEPT Total:		1,112.00	Timber Permit Bonds	1 Vendors	1 Transactions
921	DEPT			Co. Development		
1880	Gravelle Plumbing & Heating, Inc 10-921-000-0000-6406		407.47	Beaver dam materials 01/27/2016 01/27/2016	71074	Field Supplies
1880	Gravelle Plumbing & Heating, Inc		407.47	1 Transactions		
8612	Veenker/Thomas H 10-921-000-0000-6208		125.00	MN DOT tech workshop 03/15/2016 03/17/2016		Training/Education
8612	Veenker/Thomas H		125.00	1 Transactions		
921	DEPT Total:		532.47	Co. Development	2 Vendors	2 Transactions
923	DEPT			Forfeited Tax Sales		
10452	AT&T Mobility 10-923-000-0000-6254		67.55	Cell Phone 01/18/2016 02/17/2016	287257204209	Utilities
10452	AT&T Mobility		67.55	1 Transactions		
1701	Forestry Suppliers Inc 10-923-000-0000-6406		125.00	Scribner ruler scale logs 02/19/2016 02/19/2016	848053-00	Field Supplies
	10-923-000-0000-6406		66.95	Vest 02/19/2016 02/19/2016	848053-00	Field Supplies
1701	Forestry Suppliers Inc		191.95	2 Transactions		
2410	Jacobs/Mark H 10-923-000-0000-6330		46.64	Forestry affairs committee	106@.44	Transportation & Travel
2410	Jacobs/Mark H		46.64	1 Transactions		
2694	Kromy/Ted					

DKB1  
 3/5/16 1:00PM  
 10 Trust

# 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
	10-923-000-0000-6820		Permit overappraised	13326	Refunds & Reimbursements
2694	Kromy/Ted				
		601.21			
		601.21	1 Transactions		
923	DEPT Total:	907.35	Forfeited Tax Sales	4 Vendors	5 Transactions
926	DEPT		Law Library		
5173	THOMSON REUTERS-WEST PUBLISHING				
	10-926-000-0000-6408	654.13	Library subscription	833461901	Law Books
			01/05/2016 02/04/2016		
5173	THOMSON REUTERS-WEST PUBLISHING	654.13	1 Transactions		
926	DEPT Total:	654.13	Law Library	1 Vendors	1 Transactions
10	Fund Total:	3,205.95	Trust		9 Transactions

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 11 Forest Development

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
924	DEPT 10452 AT&T Mobility 11-924-000-0000-6250		126.65	Forest Resource Cell Phone 01/18/2016 02/17/2016	287257204209	Telephone
	10452 AT&T Mobility		126.65	1 Transactions		
924	DEPT Total:		126.65	Forest Resource	1 Vendors	1 Transactions
925	DEPT 7062 Kern Excavating LLC 11-925-000-0000-6231		6,912.00	Reforestation Brush cutting-blueberry enhanc 03/02/2016 03/02/2016	30216ACLD	Services, Labor, Contracts
	7062 Kern Excavating LLC		6,912.00	1 Transactions		
	11407 Lightning Motor Sports 11-925-000-0000-6590		279.42	LOF - Polaris Sprtsman ATV 01/19/2016 01/19/2016	14070	Repair & Maintenance Supplies
	11407 Lightning Motor Sports		279.42	1 Transactions		
	90805 Temco 11-925-000-0000-6590		778.60	Fabricate PTO Bracket 02/25/2016 02/25/2016	19686	Repair & Maintenance Supplies
	90805 Temco		778.60	1 Transactions		
925	DEPT Total:		7,970.02	Reforestation	3 Vendors	3 Transactions
935	DEPT 10720 Nuss Truck & Equipment 11-935-000-0000-6590		135.21	Forest Road Ignition switch 02/22/2016 02/22/2016	6089109P	Repair & Maintenance Supplies
	10720 Nuss Truck & Equipment		135.21	1 Transactions		
935	DEPT Total:		135.21	Forest Road	1 Vendors	1 Transactions
11	Fund Total:		8,231.88	Forest Development		5 Transactions

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 3/5/16 1:00PM  
 12 Agency

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
0	DEPT			Undesignated		
	175 City Of Mcgregor					
	12-000-000-0000-2280		976.40	2016 Assess.59-0-007300	Marucci	Prepaid Property Taxes
	175 City Of Mcgregor		976.40	1 Transactions		
	4871 Town Of Aitkin Clerk					
	12-000-000-0000-2280		1,440.08	2016 Assess.01-0-087302	Sjolund	Prepaid Property Taxes
	12-000-000-0000-2280		459.03	2016 Assess.01-0-087302	Sjolund	Prepaid Property Taxes
	4871 Town Of Aitkin Clerk		1,899.11	2 Transactions		
0	DEPT Total:		2,875.51	Undesignated	2 Vendors	3 Transactions
12	Fund Total:		2,875.51	Agency		3 Transactions

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
521	DEPT			LLCC Administration		
11348	Advance Education Inc 19-521-000-0000-6240		25.00	15-16 e-prove maint fee 01/31/2016 01/31/2016	49801	Dues/Assoc Fees
11348	Advance Education Inc		25.00	1 Transactions		
85003	Aitkin County DAC 19-521-000-0000-6231		150.00	Cleaning service	1/27/16	Services, Labor, Contracts
85003	Aitkin County DAC		150.00	1 Transactions		
13475	Carlson/Wendie 19-521-000-0000-6374		16.00	Tabs, Chevy Diesel 02/17/2016 02/17/2016	V0092159	Auto & Trailer License
	19-521-000-0000-6374		16.00	Dodge Van tabs 02/17/2016 02/17/2016	V0092160	Auto & Trailer License
13475	Carlson/Wendie		32.00	2 Transactions		
1829	Goble's Sewer Service Inc. 19-521-000-0000-6231		600.00	Pump North Star Lodge 02/16/2016 02/16/2016	123	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.		600.00	1 Transactions		
3160	Mille Lacs Energy Coop-Albert Lea 19-521-000-0000-6254		102.19	Director's residence 02/10/2016 02/10/2016	27-13-004-01	Utilities
	19-521-000-0000-6254		1,967.67	Energy Center 02/10/2016 02/10/2016	27-13-005-02	Utilities
	19-521-000-0000-6254		593.94	Dining Hall 02/10/2016 02/10/2016	27-13-006-01	Utilities
	19-521-000-0000-6254		438.13	North Star Lodge 02/10/2016 02/10/2016	27-13-007-03	Utilities
	19-521-000-0000-6254		60.89	Parking Lot 02/10/2016 02/10/2016	27-13-008-01	Utilities
	19-521-000-0000-6254		99.87	Staff Residence 02/10/2016 02/10/2016	27-13-009-01	Utilities
3160	Mille Lacs Energy Coop-Albert Lea		3,262.69	6 Transactions		
9606	Minnesota Deer Hunters Association 19-521-000-0000-6400		135.00	Forkhorn shirts	9079	Commissary Items

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
9606	Minnesota Deer Hunters Association		135.00	02/18/2016 02/18/2016	1 Transactions	
4425	Shirts Plus 19-521-000-0000-6400		269.10	Pom Beanies 02/12/2016 02/12/2016	176	Commissary Items
4425	Shirts Plus		269.10	1 Transactions		
521	DEPT Total:		4,473.79	LLCC Administration	7 Vendors	13 Transactions
522	DEPT			LLCC Education		
5814	Hagen/Christine 19-522-000-0000-6416		9.47	PVC Pipe for birds class 01/23/2016 01/23/2016	28340005857792	Education Supplies
	19-522-000-0000-6416		18.06	PVC caps for bird class 01/23/2016 01/23/2016	7398558	Education Supplies
	19-522-000-0000-6416		14.96	Bird seed 02/10/2016 02/10/2016	7418967	Education Supplies
5814	Hagen/Christine		42.49	3 Transactions		
522	DEPT Total:		42.49	LLCC Education	1 Vendors	3 Transactions
523	DEPT			LLCC Food		
13489	Dilley/Jackie 19-523-000-0000-6418		10.00	Bread for weekend group 02/16/2016 02/16/2016	413246	Groceries-Students
13489	Dilley/Jackie		10.00	1 Transactions		
5814	Hagen/Christine 19-523-000-0000-6418		61.25	Groceries 02/10/2016 02/10/2016	6041854087722	Groceries-Students
5814	Hagen/Christine		61.25	1 Transactions		
5662	McGregor Dairy,Inc 19-523-000-0000-6418		170.84	Groceries 02/19/2016 02/19/2016	25032	Groceries-Students
5662	McGregor Dairy,Inc		170.84	1 Transactions		

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description	
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
4968	Upper Lakes Foods, Inc 19-523-000-0000-6418		27.43-	Credit - groceries 02/10/2016 02/10/2016	649862-0A	Groceries-Students
	19-523-000-0000-6418		1,693.69	Groceries 02/23/2016 02/23/2016	661670-00	Groceries-Students
4968	Upper Lakes Foods, Inc		1,666.26	2 Transactions		
523	DEPT Total:		1,908.35	LLCC Food	4 Vendors	5 Transactions
524	DEPT			LLCC Maintenance		
13933	American Hospitality Supply Company 19-524-000-0000-6422		2,714.21	Bedding/Towels	24193	Janitorial Services/Supplies
13933	American Hospitality Supply Company		2,714.21	1 Transactions		
2340	Hyytinen Hardware Hank 19-524-000-0000-6422		26.95	Grit 01/04/2016 01/04/2016	1306582	Janitorial Services/Supplies
2340	Hyytinen Hardware Hank		26.95	1 Transactions		
86235	The Office Shop Inc 19-524-000-0000-6590		240.00	Chair glides 02/23/2016 02/23/2016	999996-0	Repair & Maintenance Supplies
86235	The Office Shop Inc		240.00	1 Transactions		
524	DEPT Total:		2,981.16	LLCC Maintenance	3 Vendors	3 Transactions
19	Fund Total:		9,405.79	Long Lake Conservation Center		24 Transactions

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21 Parks

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Rpt Accr	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
520	DEPT			Parks		
10452	AT&T Mobility 21-520-000-0000-6250		42.22	Cell Phone 01/18/2016 02/17/2016	287257204209	Telephone
10452	AT&T Mobility		42.22		1 Transactions	
1805	Giese Sno-Cruisers Trail Assn. 21-520-000-0000-6802		3,908.70	2nd benchmark GIA Payment		Trail Grants-State
1805	Giese Sno-Cruisers Trail Assn.		3,908.70		1 Transactions	
1880	Gravelle Plumbing & Heating, Inc 21-520-000-0000-6590		19.46	1/2 black pipe for Berglund 01/27/2016 01/27/2016	71073	Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc		19.46		1 Transactions	
4548	Minnesota Resort & Campground Assoc. 21-520-000-0000-6230		387.80	Campsite fees	96033	Printing, Publishing & Adv
4548	Minnesota Resort & Campground Assoc.		387.80		1 Transactions	
3950	Public Utilities 21-520-000-0000-6254		173.44	Land Dept	0200000348003	Utilities
	21-520-000-0000-6254		21.40	Mississippi Access	0200063077005	Utilities
	21-520-000-0000-6254		86.32	MS Access	0200063077050	Utilities
3950	Public Utilities		281.16		3 Transactions	
520	DEPT Total:		4,639.34	Parks	5 Vendors	7 Transactions
21	Fund Total:		4,639.34	Parks		7 Transactions
	Final Total:		189,760.27	156 Vendors	264 Transactions	

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	1	89,002.28	General Fund	
	3	59,278.42	Road & Bridge	
	4	13,121.10	Special Revenue(Unorg R&B,Fire	
	10	3,205.95	Trust	
	11	8,231.88	Forest Development	
	12	2,875.51	Agency	
	19	9,405.79	Long Lake Conservation Center	
	21	4,639.34	Parks	
	All Funds	189,760.27	Total	Approved by, .....
				.....
				.....



# Board of County Commissioners Agenda Request

3A  
Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** NEMN Area Transportation Partnership Draft 2016-2020 ATIP

<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) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
<b>Submitted by:</b> John Welle		<b>Department:</b> Highway Department
<b>Presenter (Name and Title):</b> John Welle		<b>Estimated Time Needed:</b> Pre-arranged 9:05 time
<b>Summary of Issue:</b> Representatives of MnDOT District 1 in Duluth will be available to discuss the proposed 2016-2020 Area Transportation Improvement Program developed by the Northeast Minnesota Area Transportation Partnership.		
<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 <i>Please Explain:</i>		



# Board of County Commissioners Agenda Request

3B  
Agenda Item #

**Requested Meeting Date:** 3-8-16

**Title of Item:** Review 2016 Contracts for Highway Construction and Maintenance

<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
------------------------------------	-------------------------------

<b>Presenter (Name and Title):</b> John Welle, Aitkin County Engineer	<b>Estimated Time Needed:</b> 30 minutes
--------------------------------------------------------------------------	---------------------------------------------

**Summary of Issue:**  
Attached is the Summary of Contracts for Highway Construction and Maintenance planned for the 2016 construction season showing anticipated letting dates and cost estimates for the various projects. Projects will be reviewed to give various project updates.

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

**Recommended Action/Motion:**  
Recommended action is approval of the 2016 Summary of Contracts.

**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:*

### 2016 Summary of Highway Contracts

Contract	Project Number	Project Description	Project Length (miles)	Actual Letting Date	Current Cost Estimate	Actual Bid	Comments
<b>Maintenance:</b>							
1	NA	Application of pavement markings	various locations	3/21/2016	\$ 39,386		
2	NA	Application of calcium chloride	various locations	3/21/2016	\$ 229,608		
<b>Total:</b>					\$ 268,994	\$ -	
<b>Construction:</b>							
1	SAP 001-603-017	Shoulder Widening, Bituminous Paving	CSAH 10 to 0.5 mile west of CR 62	6.12	5/2/2016	\$ 4,250,000	
2	SAP 001-602-013	Mill and Overlay	TH 47 to TH 65	12.4	5/9/2016	\$ 1,364,000	
	SAP 001-612-020	Mill and Overlay	TH 47 in Glen to 375th Avenue	6.9		\$ 1,200,000	
	SAP 001-612-019	Mill and Overlay	TH 47 to TH 210/US Hwy 169	0.6		\$ 150,000	
	SAP 001-613-005	Mill and Overlay	TH 65 to CSAH 16	5.5		\$ 650,000	
	SAP 001-641-001	Shoulder Widen, Mill and Overlay	TH 210 to 1st Street	1.02		\$ 250,000	
3	SAP 001-615-007	Bridge Replacement	Over Cedar Brook	0.2	8/8/2016	\$ 380,000	
4	SAP 001-599-039	Culvert (Bridge) Replacement	Haugen Township	0.2	8/8/2016	\$ 100,000	
<b>Total:</b>					\$ 8,344,000	\$ -	



# Board of County Commissioners Agenda Request

4A  
Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** Wine/Strong Beer License

<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 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> Kirk Peysar		<b>Department:</b> County Auditor
<b>Presenter (Name and Title):</b> Kirk Peysar		<b>Estimated Time Needed:</b> 15 mins
<b>Summary of Issue:</b>  Establish an annual license fee of \$500 for a Combination Wine/Strong Beer License.		
<b>Alternatives, Options, Effects on Others/Comments:</b>		
<b>Recommended Action/Motion:</b> Approve \$500 fee for a Combination Wine/Strong Beer License		
<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      Please Explain:		

**Aitkin County  
 Fee Schedule  
 Approved by the Board on March 8, 2016  
 Effective March 8, 2016**

Postage expenses shall be borne by requestor.

**COMMON FEES**

COPIES - Black and White (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.25 per page (single or double sided)
	\$ 3.00 per page (single or double sided)
COPIES - Color (letter size, legal size, and ledger 11"x17" size) Plat size (22" x 34")	\$ 0.50 per page (single or double sided)
	\$ 6.00 per page (single or double sided)
FAX, per page	\$ 1.00
International Fax Fee	\$ 7.00 first page, \$4.00 each additional page
AS400 OR PRINTED REPORTS	\$ 25.00 minimum or \$0.25 per page, whichever is greater
LABELS	\$ 25.00 minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater
BLUEPRINTS (non copyright)	\$ 5.00 each

**ASSESSOR'S OFFICE**

FIELD CARDS	
Fax of Field Cards	\$ 4.00 per parcel
Email of Field Cards	\$ 4.00 per parcel
SIMPLE SALES QUERY	\$ 5.00 per query
PARCEL DATA REQUESTS (Large Quantity)	\$ 25.00 or \$0.04 per parcel, whichever is greater
LINK GIS Subscription	\$ 180.00 per year

**ATTORNEY'S OFFICE**

AUDIO/VIDEO	
Audio CD's	\$ 10.00
Video Recordings - DVD	\$ 10.00

**AUDITOR'S OFFICE**

ASSESSMENT (SPECIAL)	
Admin Set-up	\$7.00 per parcel
ASSEMBLY LICENSE	\$500.00 plus \$25,000 bond
AUCTIONEER	\$20.00
BOND INFORMATION REQUESTS / Auditor Tax Certificate	\$250.00 each
COPIES See Common Fees Section	
Maps, Black and White, 8 1/2" x 11"	\$2.00
Maps, Color, 8 1/2" x 11"	\$3.00
DANGEROUS DOGS	\$25.00
DITCH AND HWY LIEN RELEASES	\$15.00
FAXES See Common Fees Section	
FIREWORKS	\$2.00 Auditor's fee \$8.00 Sheriff's fee
GAMBLING	Varies State
JUDGMENT - CONFESSION OF	
Initial Fee	\$25.00 per description
Payments on	\$2.00 per statement
JUDGMENT COST - Publication	\$20.00 per parcel
LIQUOR LICENSES:	
Consumption & Display/Set-Ups	\$250.00 each (paid to State)
Temporary Consumption & Display Permit	\$25.00 per each date
3.2% Beer License	\$40.00 off sale \$10.00 on sale \$50.00 on & off sale

Wine License	\$100.00	yearly
Temporary Wine License	\$50.00	per each date
<b>Combination Wine/Strong Beer License</b>	<b>\$500.00</b>	
Liquor License	\$100.00	club
	\$1,500.00	on sale
	\$360.00	off sale
	\$120.00	Sunday
PLATS (NEW) - AUDITOR'S FEE	\$75.00	plus \$2.00 per lot
PLAT (NEW) - SURVEYORS FEE	\$150.00	after 5 lots, \$5.00 per lot
PRECIOUS METALS	\$25.00	
REPURCHASE - COST OF FORF. FEE	\$100.00	
REPURCHASE - SHERIFF'S COST	\$40.00	
TAX/ASSESSMENT SEARCH	\$5.00	per parcel
TAX STATEMENTS - Duplicate	\$2.00	
TRANSIENT MERCHANTS, PEDDLERS, HAWKERS	\$150.00	
TRUTH IN TAXATION 1/3 COST TO CITIES, TOWNS & SCHOOLS		
TIF DISTRICTS - ANNUAL COUNTY ADMINISTRATION OF	\$100.00	and \$16.00 per parcel for maint (splits, etc.)
TIF - CERTIFICATION OF ORIGINAL VALUE	\$150.00	

**ECONOMIC DEVELOPMENT**

APPLICATION FEE

JOBZ (expires in 2015)	\$	500.00
Tax Abatement	\$	500.00
TIF	\$	500.00

**GIS**

MAP SETUP/DATA EXTRACTION/DATA CONVERSION

Plotting Existing Map or Graphic	\$	50.00	per hour
8.5" x 11" Black and White	\$	2.00	per copy
8.5" x 11" Color	\$	3.00	per copy
11" x 17"	\$	5.00	per copy
18" x 24"	\$	10.00	per copy
24" x 36"	\$	15.00	per copy
36" x 48"	\$	30.00	per copy

PARCEL BOUNDARIES (~ 43,000 parcels) Shapefile	*\$0.10	per parcel (\$50 minimum), license required**
TAX ATTRIBUTES - AS400 dBase	*\$0.04	per parcel (\$50 minimum), license required**
ROAD CENTERLINES Shapefile	*\$0.25	per feature, license required**
ADDRESS POINTS Shapefile	*\$0.25	per feature, license required**
OTHER GEOSPATIAL DATA Shapefile	\$50	per dataset
GIS WEBSITE ACCESS, Standard Level	Free	

\*\*Geospatial data shall not be released until a proper license agreement is on file with this office.

\*Cost recovery fees for data development are waived for government and academic users. Requests for services not described here are charged at \$50.00 per hour. Funds collected from the distribution of data and maps are used to develop and maintain our county's digital geospatial data.

**HEALTH AND HUMAN SERVICES**

INCOME MAINTENANCE

LICENSING

Child Care Initial Licensing Fee	\$	30.00
Child Care Renewal Licensing Fee	\$	50.00

BACKGROUND CHECK

Initial Processing Fee	\$	50.00
Fees per HH member over Age 13 (total fees not to exceed \$100.00 annually)	\$	10.00



# Board of County Commissioners Agenda Request

5A  
Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** Riverwood Healthcare Center Refinancing Project

<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> Nathan Burkett	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

On Tuesday, February 9th at 10:00 a.m. a Public Hearing for Riverwood Healthcare Center Refinancing Project was held. Tucker Plumstead, National Healthcare Capital spoke on behalf of Riverwood Healthcare Center. No other public comment was given. The Board agreed to address this issue at the March 8th County Board meeting and take action at that time.

At Tuesday's Board meeting, the Board will need to decide whether to adopt or deny the attached resolution.

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

**Recommended Action/Motion:**  
Adopt or deny 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:*

By Commissioner: xx

20160308-0xx

**RESOLUTION GIVING PRELIMINARY APPROVAL TO A PROJECT UNDER MINNESOTA STATUTES, SECTIONS 469.152 THROUGH 469.165 AND REFERRING THE PROPOSAL TO THE MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT FOR APPROVAL**

**BE IT RESOLVED**, by the governing body (the "Board of Commissioners") of Aitkin County, Minnesota (the "Issuer"), as follows:

Section 1. General Recitals.

- a. Fryberger, Buchanan, Smith & Frederick, P.A., bond counsel ("Bond Counsel") has advised the Issuer that the purpose of Minnesota Statutes, Sections 469.152 through 469.165 as amended, relating to municipal industrial development (the "Act"), as found and determined by the legislature, is to promote the welfare of the State of Minnesota (the "State") by the active promotion, attraction, encouragement and development of economically sound industry and commerce through governmental action to prevent, so far as possible, the emergence of blighted and marginal lands and areas of chronic unemployment.
- b. Factors necessitating the active promotion and development of economically sound industry and commerce are the increasing concentration of population in the metropolitan areas and the rapidly rising increase in the amount and cost of governmental services required to meet the needs of the increased population and the need for development of land uses which will provide access to employment opportunities for such population.

Section 2. Description of the Project.

- a. Aitkin Community Hospital, Inc., d/b/a Riverwood Healthcare Center (the "Borrower") located at 200 Bunker Hill Drive, Aitkin, Minnesota 56431, a Minnesota nonprofit corporation and organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") has proposed issuance of revenue obligations, in one or more series, in an amount not to exceed \$10,000,000 (the "Note") to:
  - i. refinance a portion of the City of Aitkin, Minnesota \$24,265,000 Health Care Facilities Refunding Revenue Bonds (Riverwood Healthcare Center Project), Series 2006 (the "2006 Bonds"), dated August 1, 2006, the payment of which the Borrower is obligated pursuant to a Loan Agreement dated August 1, 2006, between the City of Aitkin, Minnesota ("Aitkin") and the Borrower; and
  - ii. refinance a portion of the Borrower's \$4,000,000 Senior Secured Rural America Bonds, Series 2011A and Series 2011B (the "2011 Bonds"), payment of which is a direct obligation of the Borrower; and
  - iii. finance a portion of the cost of issuing the Note.
- b. The 2006 Bonds were issued to refinance debt, the proceeds of which were used to (i) construct and equip Borrower's new 24 bed hospital and 30 exam room clinic, with all necessary diagnostic, treatment, ancillary service and support service facilities and refinance debt incurred to acquire land, all located or to be located at 200 Bunker Hill

Drive in Aitkin; (ii) refinance revenue bond debt incurred to improve Borrower's former 36-bed hospital and 48-bed long-term care facilities and debt incurred to acquire a CT scanner, all located at 301 Minnesota Avenue South in Aitkin; and (iii) refinance debt incurred to acquire Borrower's existing clinic building located at 25 Fourth Street Southwest in Aitkin (the "2006 Project").

- c. The 2011 Bonds were issued to finance the cost to construct and equip additional space and remodel and equip existing space of a multi-specialty medical clinic and hospital facility, located at 200 Bunker Hill Drive in Aitkin (the "2011 Project," and together with the 2006 Project, the "Project").
- d. The Project is located in the City of Aitkin, Minnesota and is owned and operated by the Borrower. The Issuer is within the service area of the Project.

Section 3. Recital of Representations Made by the Borrower.

- a. The Issuer has been advised by representatives of the Borrower that: (i) conventional financing to refinance the capital cost of the Project is available only on a limited basis and at such high costs of borrowing that the economic feasibility of operating the Project would be significantly reduced; (ii) on the basis of information submitted to the Borrower and their discussions with representatives of area financial institutions and potential buyers of tax-exempt bonds, the Note could be issued and sold upon favorable rates and terms to refinance a portion of the Project; and (iii) the refinancing of Project would not be undertaken but for the availability of financing under the Act.
- b. The Borrower has agreed to pay any and all costs incurred by the Issuer in connection with the issuance of the Note, whether or not such issuance is carried to completion.
- c. The Borrower represented to the Issuer that no public official of the Issuer has either a direct or indirect financial interest in the Project nor will any public official either directly or indirectly benefit financially from the Project.
- d. The Borrower anticipates that two or more of the following municipalities will also issue tax-exempt obligations for the purpose of refinancing the Project in its entirety: the City of Aitkin, Minnesota, the City of McGregor, Minnesota and the City of Garrison, Minnesota.

Section 4. Public Hearing.

- a. A Notice of Public Hearing was published in the Issuer's official newspaper, which is a newspaper of general circulation, calling a public hearing on the proposed issuance of the Note and the proposal to refinance, in part, the Project.
- b. The Issuer has, on February 9, 2016, held a public hearing on the issuance of the Note and the proposal to refinance, in part, the Project, at which all those appearing who desired to speak were heard and written comments were accepted.

Section 5. Findings. It is hereby found, determined and declared as follows:

- a. The welfare of the State and the Issuer requires the provision of necessary health care facilities so that adequate health care services are available to residents of the State and the Issuer at reasonable cost.
- b. The Issuer desires to facilitate the selective development of the community and help to provide the range of services and employment opportunities required by its residents

and the residents of the area. The Project will assist the Issuer in achieving those objectives; and enhance the image and reputation of the community.

- c. On the basis of information made available to this Board of Commissioners by the Borrower it appears, and this Board of Commissioners hereby finds, that: (1) the Project constitutes properties, real and personal, used or useful in connection with a revenue producing enterprise; (2) the Project would not be undertaken but for the availability of financing under the Act and the willingness of the Issuer to furnish such financing; and (3) the effect of the Project, if undertaken, will be to: (i) encourage the development of economically sound industry and commerce, (ii) help prevent chronic unemployment, (iii) provide the range of service and employment opportunities required by the residents of the area, (iv) help prevent the movement of talented and educated persons out of the State and to areas within the State where their services may not be as effectively used, and (v) provide adequate health care services to residents of the Issuer at a reasonable cost.

Section 6. Approval.

- a. The Issuer approves the Project and the issuance of the Note on a preliminary basis.
- b. The Chair or the County Administrator (the "Authorized Officers"), or their designee, are authorized and directed to work with Bond Counsel to facilitate submission of the proposal for refinancing the Project to the Department of Employment and Economic Development of the State ("DEED") requesting approval, and other officers, employees and agents of the Issuer are hereby authorized to provide DEED with such information as it may require.

Section 7. Limited Obligation. The Note, when and if issued, shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the Issuer. (There will, however, be a charge, lien or encumbrance on the Project, which is not an asset of the Issuer.) The Note, when and if issued, shall recite in substance that the Note and the interest thereon, are payable solely from revenues received from the Project and property pledged for payment thereof and shall not constitute a debt of the Issuer.

Section 8. Ratification. The actions of the County Administrator taken with respect to causing the Notice of Public Hearing, in the form attached hereto as Exhibit A, to be published in the official newspaper of the Issuer and a newspaper of general circulation in the Issuer not less than 14 days prior to the hearing are ratified and confirmed in all respects.

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

FIVE MEMBERS PRESENT  
STATE OF MINNESOTA}  
COUNTY OF AITKIN}

All Members Voting Yes

I, Nathan Burkett, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 8<sup>th</sup> day of March 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 8<sup>th</sup> day of March 2016

\_\_\_\_\_  
Nathan Burkett  
County Administrator



# Board of County Commissioners Agenda Request

5B  
Agenda Item #

**Requested Meeting Date:** March 8, 2016

**Title of Item:** Community Corrections

<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 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	<b>Department:</b> Administration
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<b>Presenter (Name and Title):</b> Nathan Burkett, County Administrator	<b>Estimated Time Needed:</b>
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**Summary of Issue:**

On March 22, 2016, the Board will have to choose a Community Corrections option. At that time, I am hopeful that the Board will be able to choose between CCA (Community Corrections Act), CPO (County Probation Office) or DOC (Department of Corrections); but the Board also needs to be ready to make a decision between CPO and DOC.

At Tuesday's meeting I will give a report and review the three options with the Board.

**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:*



# Aitkin County Board of Commissioners Agenda Request Form

6

Agenda Item #

**Requested Meeting Date:** March 8, 2016  
**Title of Item:** Committee Reports

REGULAR AGENDA	Action Requested by: County Business		
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
Aquatic Invasive Species (AIS)	Monthly	3 <sup>rd</sup> Thursday	Wedel and Napstad
Aitkin County CARE Board			Westerlund
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/Technology	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> Monday	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 Fisheries Input Group			Westerlund
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/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 <sup>rd</sup> Monday	Westerlund
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