

ADJOURNED MEETING OF THE COUNTY BOARD OF COMMISSIONERS September 13, 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 August 24, 2016 to September 12, 2016**
 - B) **Approve August 23, 2016 County Board Minutes**
 - C) **Approve August 30, 2016 Special Meeting Minutes**
 - D) **Approve Commissioner Warrants**
 - E) **Approve August Manual Warrants**
 - F) **Approve Auditor Warrants – Highway Department Contract Payments**
 - G) **Approve Purchase of New Veteran's Service Office Van**
 - H) **Adopt Resolution: TZD Fiscal Agent Agreement**
 - I) **Approve Out of State Travel – Sheriff's Office**
 - J) **Accept \$100 Donation to STS from Up North Riders, Inc.**
 - K) **Approve 2017 Fire Protection Contract with City of Palisade**
 - L) **Adopt Resolutions - 2017 Unorganized Township Levies:**
 - 1. **2017 Unorganized Road & Bridge**
 - 2. **2017 Unorganized Fire Protection**
 - 3. **2017 Unorganized Cemetery**
 - M) **Approve Board of Adjustment Appointment**
- 9:05 3) **Mike Dangers, County Assessor**
- A) **Approve Data Cloud Solutions, LLC Testing Agreements**
- 9:10 4) **Tom Burke, Health & Human Services Director**
- A) **Approve Boiler System Purchase**
- 9:20 5) **Terry Neff, Environmental Services Director**
- A) **Approve Plat of Sunset Harbor Addition**
- 9:30 6) **John Welle, County Engineer**
- A) **Approve Equipment Purchase – Two Motor Graders**

- 9:45 7) Nathan Burkett, County Administrator**
A) AMC Annual Conference & Budget Hearing
B) Interim Administrator
C) Facilities Discussion
D) 2017 Budget Presentation
E) Request from Mud Rhythm Racing Series
- 11:15 8) Committee Updates**
- 11:45 Break**
- 12:00 9) Nathan Burkett, County Administrator**
A) Closed Session Under MN Statute 13D.03 Subd. 1 (b) Labor Negotiations
- 1:00 Adjourn**

The Aitkin County Board of Commissioners met this 23rd day of August, 2016 at 9:02 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Brian Napstad. Commissioner Anne Marcotte was absent. County Administrator Nathan Burkett and Administrative Assistant Sue Bingham were also present.

CALL TO ORDER

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to approve the August 23, 2016 agenda.

APPROVED AGENDA

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

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 23rd day of August, 2016, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi, and Laurie Westerlund; (Commissioner Anne Marcotte was absent) and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog and Bob Marcum, H&HS Advisory Committee Members; Mike Hagen, Aitkin County Growth; Bob Harwarth, Bill Pratt, and Georgia Johnson, Citizens.

II. Approval of Health & Human Services Board Agenda

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

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

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the July 26, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Bulletin 16-76-01 - County Portion of Cost of Care at State Operated Services Regional Treatment Centers - Tom Burke & Kathy Ryan reviewed a letter from DHS which was to notify ACHHS that if we don't pay the past due bill dating back to November 2015, DHS will begin holding funds through the MMIS (DHS Medicaid Management Information System) until the bill is paid in full. The current amount owed is \$297,367. Tom noted that further discussion on this topic is scheduled to take place at the MACSSA AMC Policy Committee on September 15 & 16 as well as at the December AMC Meeting. Questions have arose as to what has happened to the cost of mental health services and how can we deal with it. The consensus of the Board would be to draft a letter of impact and

concern to the State and consider payment options.

- B. **RUCA (Rural Urban Community Area) vs. Per Diem** - Kathy Ryan explained the handout recommending that we maintain the per diem which is very cost effective for the number of people we are serving with the program.

VI. Contracts/Agreements

- A. **Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties** - Erin Melz, PH Supervisor. Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried, the vote was to approve and authorize the Board Chair to sign the Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties.

VII. Administrative Reports:

- A. **Financial Reports** - Kathleen Ryan noted that we are on track with expenditures as planned.

VIII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte. Committee Members attending today: Bob Marcum & Holly Bray. Draft Copy of the August 3rd meeting minutes included in packet. Bob Marcum discussed three topics unrelated to the Health & Human Services Advisory Committee which included: Financial Abuse of Elders, Computer Systems from the State Surplus, and Crisis with Mental Health Care.
- B. **AEOA Committee Update** – Commissioner Westerlund noted she was on vacation and did not attend the meeting.
- C. **NEMOJT Committee Update** – Commissioner Napstad noted they have not met since he last reported/updated the Board.
- D. **CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted they met and are in the working on the development of a Process and Procedures Manual with Judge Solien retiring in the near future.
- E. **Lakes & Pines Update** – Commissioner Niemi noted they have not met.
- F. **Joint Powers Board Reports:**
 - A. **Tri-County Community Health Services Board (CHS)**
Commissioner Westerlund / Erin Melz / Tom Burke - It was noted that they met earlier in August and received the resignation of Ben Kofoed, the Public Health Planner and were approved to hire a new one so they will begin recruiting again to replace the former Public Health Planner.

Next Meeting – September 27, 2016

Break: 10:01 a.m. to 10:19 a.m.

BREAK

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent, to approve the Consent Agenda as follows: A) Correspondence File: August 9, 2016 to August 22, 2016; B) Approve County Board Minutes: August 9, 2016; C) Approve July Manual Warrants: General Fund \$151,161.52, Road & Bridge \$266,178.39, Health & Human Services \$3,699.51, State \$3,108.90, Forest Development \$1,239.48, Taxes & Penalties \$313.00, Long Lake Conservation Center \$2,291.06, Parks \$0.00 for a total of \$427,991.86; D) Approve Auditor Warrants – July Sales & Use Tax: General Fund \$541.82, Road & Bridge \$1,565.93, State \$7,335.10, Trust \$13.51, Forest Development \$0.49, Long Lake Conservation Center \$78.10, Parks \$273.48 for a total of \$9,808.43; E) Approve Auditor Warrants – Real Estate Tax Overpays: Agency \$44.00, Taxes & Penalties \$3,350.04 for a total of \$3,394.04; F) Approve Commissioner Warrants: General Fund \$108,277.93, Road & Bridge \$59,154.21, Health & Human Services \$1,245.15, State \$915.00, Trust \$7,203.24, Forest Development \$7,407.92, Long Lake Conservation Center \$10,549.25, Parks \$8,187.55 for a total of \$202,940.25; G) Adopt Resolution: Large Assembly License – White Pine Logging; H) Accept \$75 Donation to Aitkin County Sheriff’s Office from Ms. Deloris Goetzke; I) Adopt Resolution: County VSO Operational Enhancement Grant Program

REGULAR BOARD RECONVENES

CONSENT AGENDA

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to adopt resolution – Large Assembly License – White Pine Logging:

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

**RESOLUTION
20160823-058
LARGE
ASSEMBLY
LICENSE – WHITE
PINE LOGGING**

White Pine Logging & Threshing Show – Williams Township.

This is scheduled to take place September 3rd, 4th & 5th, 2016 from 7:00 A.M. to 12:00 Midnight.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to adopt resolution – County VSO Operational Enhancement Grant Program:

BE IT RESOLVED by **Aitkin County** that the County enter into the **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following project: **County Veterans Service Office Operational Enhancement Program**. The grant must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2013 Chapter 142 Article 4. This grant should not be used to supplant or replace other funding.

**RESOLUTION
20160823-059
COUNTY VSO
OPERATIONAL
ENHANCEMENT
GRANT
PROGRAM**

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service

AITKIN COUNTY BOARD

August 23, 2016

Officer, **Penny Harms** be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Nathan Burkett, Aitkin County Administrator tendered his resignation, effective September 16, 2016. Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to accept his resignation with regrets.

County Administrator Nathan Burkett, the Board, and several Department Heads discussed Interim Administrator options. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent) to schedule special Board meetings on Tuesday, August 30th at 9:00 a.m. and Tuesday, September 6th at 9:00 a.m. to look further into interim administrator options, County Administrator recruitment options, and 2017 budget.

Nathan Burkett, County Administrator discussed the 2017 budget with the Board.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting to appoint Rebecca May to fill the current vacancy on the East Central Regional Library Board. The term will expire on December 31, 2017.

The Board discussed the following: Snake River, Mille Lacs Lake, AIS, Public Hearing Lake Edwards, JCNRB, Personnel, TZD, Canvassing Board, Office of Homeland Security, and Historical Society Open House.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 11:50 a.m. until the Aitkin County Board of Commissioner's Special Meeting on Tuesday, August 30, 2016 at 9:00 a.m.

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

Nathan Burkett, County Administrator

**COUNTY
ADMINISTRATOR
RESIGNATION**

**INTERIM
ADMINISTRATOR /
SPECIAL BOARD
MEETINGS
SCHEDULED**

2017 BUDGET

**ECRL LIBRARY
BOARD**

**BOARD
DISCUSSION**

ADJOURN

AITKIN COUNTY BOARD – SPECIAL MTG August 30, 2016

The Aitkin County Board of Commissioners met this 30th day of August, 2016 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the August 30, 2016 agenda.

Nathan Burkett, County Administrator discussed posting of the County Administrator position with the Board, including:

- Administrator vs. Coordinator
- Internal Job Search vs. Recruitment Firm
- Timeline and Process
- Position Profile
- Job Description

During the discussion J. Mark Wedel, Board Chair invited all Department Heads present to ask questions and offer input. Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting to approve the job description, recruitment brochure, recruitment process, and to authorize immediate advertisement for a permanent County Administrator.

Nathan Burkett, County Administrator discussed Interim Administrator options with the Board, including using an internal Management Team approach or hiring an external Interim County Administrator. The Board was in agreement with the internal Management Teams presented, and agreed to consider an external Interim Administrator. The County Administrator will contact external candidates for Interim Administrator and schedule interviews with the Personnel Committee. At the September 13th meeting the Board will either choose to proceed with the internal Management Team approach, or choose to hire an external Interim Administrator.

The Board cancelled the September 6th Special Meeting.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to adjourn the meeting at 10:29 a.m.

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator

CALL TO ORDER

**APPROVED
AGENDA**

**COUNTY
ADMINISTRATOR
RECRUITMENT**

**INTERIM
COUNTY
ADMINISTRATOR
OPTIONS**

**SPECIAL
MEETING
CANCELLED**

ADJOURN

2D

DKB1
9/7/16 8:17AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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

Explode Dist. Formulas N

Paid on Behalf Of Name
on Audit List?: N

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

Save Report Options?: N

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 9/7/16 8:17AM
 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	Service Dates	Paid On Bhf #	On Behalf of Name
1	DEPT		Commissioners		
10452	AT&T Mobility		Wireless	287259994975	Telephone
	01-001-000-0000-6250		07/18/2016	08/17/2016	
10452	AT&T Mobility			1 Transactions	
1	DEPT Total:		Commissioners	1 Vendors	1 Transactions
40	DEPT		Auditor		
88012	Aitkin Co Auditor		Postage		Postage
	01-040-021-0000-6205			1 Transactions	
88012	Aitkin Co Auditor				
	5465 Boyer/Donna		overnight postage- MN life Ins.		Office & Computer Supplies
	01-040-000-0000-6405			1 Transactions	
5465	Boyer/Donna				
	01-040-000-0000-6405				
783	Canon Financial Services, Inc		Contract Charge- 026	16373088	Services, Labor, Contracts
	01-040-000-0000-6231			1 Transactions	
783	Canon Financial Services, Inc				
	86235 The Office Shop Inc		Paper	1009159-0	Office & Computer Supplies
	01-040-021-0000-6405		Manilla file folders	1010823-0	Office & Computer Supplies
	01-040-000-0000-6405		Employee Folders	1010823-0	Office & Computer Supplies
	01-040-000-0000-6405		Post- it flags	1010823-0	Office & Computer Supplies
	01-040-021-0000-6405		Tablet Pen F/SMG	286992-0	Office & Computer Supplies
	01-040-021-0000-6405		Ink Cartridge	287068-0	Office & Computer Supplies
	01-040-021-0000-6405		Clasp Envelopes	287101-0	Office & Computer Supplies
	01-040-021-0000-6405		Ruler	287102-0	Office & Computer Supplies
	01-040-000-0000-6405		3 padded envelopes	287277-0	Office & Computer Supplies
	01-040-000-0000-6231		Contract charges IR6265	287383-0	Services, Labor, Contracts
86235	The Office Shop Inc			10 Transactions	
40	DEPT Total:		Auditor	4 Vendors	13 Transactions
42	DEPT		Treasurer		
86235	The Office Shop Inc				

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 9/7/16 8:17AM
 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	Service Dates	Paid On Bhf #	On Behalf of Name
		Julie office chair	1010917-0	Office & Computer Supplies
		ink cartridge	287381-0	Office & Computer Supplies
86235 The Office Shop Inc			2 Transactions	
42 DEPT Total:		Treasurer	1 Vendors	2 Transactions
43 DEPT		Assessor		
10452 AT&T Mobility		Monthly wireless statement	287250162187	Telephone
		07/18/2016 08/17/2016		
10452 AT&T Mobility			1 Transactions	
783 Canon Financial Services, Inc		Copier contract- 033	16373093	Services, Labor, Contracts
			1 Transactions	
5398 CDW Government, Inc		licenses for VPN security- Fobs	FBL8877	Office, Film & Computer Supplies
			1 Transactions	
11135 Hills/Marcia		MAAP Mileage	202@.44	Transportation & Travel & Parking
		MAAP meals	8/18- 19	Meals (Overnight)
11135 Hills/Marcia			2 Transactions	
3716 Olson/Cathleen M		Mileage for MAAP conference	202@.44	Transportation & Travel & Parking
			1 Transactions	
86235 The Office Shop Inc		Per copy contract, color & B&W	287475-0	Office, Film & Computer Supplies
			1 Transactions	
43 DEPT Total:		Assessor	6 Vendors	7 Transactions
44 DEPT		Central Services		
783 Canon Financial Services, Inc		Copier contract charge	16373092	Services, Labor, Contracts

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 9/7/16 8:17AM
 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	Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc				
		326.43		1 Transactions	
13624	MailFinance				
	01-044-048-0000-6301	573.27	Lease	N6086504	Postage Rentals
			06/18/2016	09/17/2016	
13624	MailFinance	573.27		1 Transactions	
3336	Office Of MN. IT Services				
	01-044-000-0000-6231	1,300.00	July Usage	DV16070394	Services, Labor, Contracts
3336	Office Of MN. IT Services	1,300.00		1 Transactions	
44	DEPT Total:	2,199.70	Central Services	3 Vendors	3 Transactions
49	DEPT		Information Technologies		
5398	CDW Government, Inc				
	01-049-000-0000-6405	64.42	Brady Cart BMP21	DZD9875	Office Supplies (Non Computer)
	01-049-000-0000-6231	152.28	licenses for VPN security- Fobs	FBL8877	Programming, Services, Contracts
5398	CDW Government, Inc	216.70		2 Transactions	
88880	Datacomm Computers & Networks Inc				
	01-049-000-0000-6625	1,376.00	Computer build for IT	9085	As/400, Computer & Office Equip.
88880	Datacomm Computers & Networks Inc	1,376.00		1 Transactions	
11406	Innovative Office Solutions				
	01-049-000-0000-6405	79.19	office supplies	IN1297308	Office Supplies (Non Computer)
11406	Innovative Office Solutions	79.19		1 Transactions	
49	DEPT Total:	1,671.89	Information Technologies	3 Vendors	4 Transactions
52	DEPT		Administration/Personnel Dept		
10452	AT&T Mobility				
	01-052-000-0000-6250	50.72	Wireless	287259994975	Telephone
			07/18/2016	08/17/2016	
10452	AT&T Mobility	50.72		1 Transactions	
5398	CDW Government, Inc				
	01-052-000-0000-6231	33.84	licenses for VPN security- Fobs	FBL8877	Services, Labor, Contracts

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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>
5398 CDW Government, Inc		33.84	1 Transactions	
86235 The Office Shop Inc				
01-052-000-0000-6405		21.58	Certificate Holders	1010491-0 Office & Computer Supplies
01-052-000-0000-6405		1.39	Tape	1010748-0 Office & Computer Supplies
01-052-000-0000-6405		10.77	Flags	1010748-1 Office & Computer Supplies
86235 The Office Shop Inc		33.74	3 Transactions	
52 DEPT Total:		118.30	Administration/Personnel Dept	3 Vendors 5 Transactions
60 DEPT			Elections	
1601 Election Systems & Software Inc				
01-060-000-0000-6406		5,437.01	Primary Election Coding	980774 Ballots & Programming
1601 Election Systems & Software Inc		5,437.01	1 Transactions	
86235 The Office Shop Inc				
01-060-000-0000-6405		0.51	padded envelope	287277-0 Office & Computer Supplies
86235 The Office Shop Inc		0.51	1 Transactions	
60 DEPT Total:		5,437.52	Elections	2 Vendors 2 Transactions
90 DEPT			Attorney	
117 Aitkin County Sheriff				
01-090-000-0000-6250		21.14	Ratz Cell phone	16-0954 Telephone
117 Aitkin County Sheriff		21.14	1 Transactions	
340 Anoka Co Sheriff				
01-090-000-0000-6234		140.00	Subpoena 01CR15914	16003165 Co Sheriff Services
340 Anoka Co Sheriff		140.00	1 Transactions	
13886 BENUSA/NATE				
01-090-000-0000-6208		173.54	CJI conference expenses	Training/Education
13886 BENUSA/NATE		173.54	1 Transactions	
5398 CDW Government, Inc				
01-090-000-0000-6625		101.52	licenses for VPN security- Fobs	FBL8877 Office Equipment
5398 CDW Government, Inc		101.52	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	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
1180	Crow Wing Co Sheriff's Office				
	01-090-000-0000-6234		75.00	Subpoena 01CR15655	3200 Co Sheriff Services
1180	Crow Wing Co Sheriff's Office		75.00	1 Transactions	
3242	Minnesota CLE				
	01-090-000-0000-6208		545.00	Crim Justice Inst.- Rakotz	784821 Training/Education
	01-090-000-0000-6208		485.00	2016 CJI- Benusa	INV786609 Training/Education
3242	Minnesota CLE		1,030.00	2 Transactions	
3388	Minnesota Supreme Court				
	01-090-000-0000-6240		258.00	Atty Registration- L.Roggenkamp	0216616 Dues & Registration Fee
	01-090-000-0000-6240		258.00	Atty Registration- J. Ratz	0250740 Dues & Registration Fee
	01-090-000-0000-6240		258.00	Atty Registration- S.Winge	0297744 Dues & Registration Fee
	01-090-000-0000-6240		258.00	Atty Registration- S.Shook	0305546 Dues & Registration Fee
3388	Minnesota Supreme Court		1,032.00	4 Transactions	
8454	Ramsey County Sheriff				
	01-090-000-0000-6234		46.20	Subpoena 01CR15916	201605584 Co Sheriff Services
8454	Ramsey County Sheriff		46.20	1 Transactions	
4139	Roggenkamp- Rakotz/Lisa M				
	01-090-000-0000-6208		169.93	CJI Conference Expenses	Training/Education
4139	Roggenkamp- Rakotz/Lisa M		169.93	1 Transactions	
86235	The Office Shop Inc				
	01-090-000-0000-6405		103.76	Post- it- notes	1010731-0 Office & Computer Supplies
	01-090-000-0000-6405		20.43	pencil, pencil lead,Pens	1010902-0 Office & Computer Supplies
	01-090-000-0000-6405		69.26	Stapler & Two hole punche (3)	1010940-0 Office & Computer Supplies
	01-090-000-0000-6625		610.54	meter readings- #1	287382-0 Office Equipment
	01-090-000-0000-6625		580.01	meter readings- #2	287382-0 Office Equipment
86235	The Office Shop Inc		1,384.00	5 Transactions	
90	DEPT Total:		4,173.33	Attorney	10 Vendors 18 Transactions
100	DEPT			Recorder	
11406	Innovative Office Solutions				
	01-100-000-0000-6405		170.12	Toner HP Laserjet	IN1293614 Office & Computer Supplies
11406	Innovative Office Solutions		170.12	1 Transactions	

DKB1
9/7/16 8:17AM
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	Service Dates	Paid On Bhf #	On Behalf of Name
100 DEPT Total:		Recorder	1 Vendors	1 Transactions
110 DEPT		Courthouse Maintenance		
8239 Ameripride Linen & Apparel Services 01- 110- 000- 0000- 6422		tissue, towels,mop/mop tool	2200820554	Janitorial Supplies
8239 Ameripride Linen & Apparel Services			1 Transactions	
88628 Dalco 01- 110- 000- 0000- 6422		toilet tissue,hard roll towels	3065358	Janitorial Supplies
88628 Dalco			1 Transactions	
2186 Hillyard Inc - Kansas City 01- 110- 000- 0000- 6422		Bowl cleaner, Suprox,Liners	602200650	Janitorial Supplies
2186 Hillyard Inc - Kansas City			1 Transactions	
13073 Lakes Area Lock & Door Hardware Inc. 01- 110- 000- 0000- 6231		change locks License Center	88791	Services, Labor, Contracts
13073 Lakes Area Lock & Door Hardware Inc.			1 Transactions	
1652 Northland Fire Protection 01- 110- 000- 0000- 6231		recert of hand held extinguish	23596	Services, Labor, Contracts
1652 Northland Fire Protection			1 Transactions	
3950 Public Utilities 01- 110- 000- 0000- 6254		Courthouse		Utilities & Heating
01- 110- 000- 0000- 6254		Old County Garage		Utilities & Heating
01- 110- 000- 0000- 6254		Jail West Annex		Utilities & Heating
01- 110- 000- 0000- 6254		CH Bldg Coordinator		Utilities & Heating
01- 110- 000- 0000- 6254		Glarco		Utilities & Heating
01- 110- 000- 0000- 6254		LA Tool Building		Utilities & Heating
3950 Public Utilities			6 Transactions	
4070 Riley Auto Supply 01- 110- 000- 0000- 6422		FHP Powerated Belt	578693	Janitorial Supplies
4070 Riley Auto Supply			1 Transactions	
110 DEPT Total:		Courthouse Maintenance	7 Vendors	12 Transactions

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
111	DEPT		Buildings		
14044	Boarman Kroos Vogel Group Inc		Aitkin County concept study	42265	Building & Structures
	01- 111- 000- 0000- 6605	1,409.69			
14044	Boarman Kroos Vogel Group Inc	1,409.69	1 Transactions		
111	DEPT Total:	1,409.69	Buildings	1 Vendors	1 Transactions
120	DEPT		Service Officer		
10452	AT&T Mobility		Wireless	287270539560	Telephone
	01- 120- 000- 0000- 6250	12.09	07/18/2016 08/17/2016		
10452	AT&T Mobility	12.09	1 Transactions		
5398	CDW Government, Inc		licenses for VPN security- Fobs	FBL8877	Office & Computer Supplies
	01- 120- 000- 0000- 6405	33.84			
5398	CDW Government, Inc	33.84	1 Transactions		
13602	Hughley/Josh		Mileage/CVSO meeting	130@.44	Transportation & Travel
	01- 120- 000- 0000- 6330	57.20	08/01/2016 08/01/2016		
	01- 120- 000- 0000- 6330	88.88	Mileage/CVSO meeting	202@.44	Transportation & Travel
			07/15/2016 07/15/2016		
13602	Hughley/Josh	146.08	2 Transactions		
86235	The Office Shop Inc		Sheet Protector	287311- 0	Office & Computer Supplies
	01- 120- 000- 0000- 6405	4.89			
86235	The Office Shop Inc	4.89	1 Transactions		
6097	Verizon Wireless		Vet van cell phone	880690364	Telephone
	01- 120- 000- 0000- 6250	13.89	07/21/2016 08/20/2016		
6097	Verizon Wireless	13.89	1 Transactions		
120	DEPT Total:	210.79	Service Officer	5 Vendors	6 Transactions
122	DEPT		Planning & Zoning		
783	Canon Financial Services, Inc		Copier charges- 029	16373090	Services, Labor, Contracts, Programming
	01- 122- 000- 0000- 6231	248.73			

DKB1
 9/7/16 8:17AM
 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	Service Dates	Paid On Bhf #	On Behalf of Name
783	Canon Financial Services, Inc				
		248.73		1 Transactions	
14115	Koenig/Lawrence				
	01- 122- 000- 0000- 6820	100.00	partial refund- App#2016000836		Refunds & Reimbursements
14115	Koenig/Lawrence				
		100.00		1 Transactions	
11990	Lange/David				
	01- 122- 038- 0000- 6330	84.24	PC/ONSITE MILEAGE	156@.54	Boa/Pc Mileage
	01- 122- 000- 0000- 6350	10.00	ONSITE	2016- 000704	Per Diem
	01- 122- 000- 0000- 6350	50.00	PC MEETING	8/15/16	Per Diem
11990	Lange/David				
		144.24		3 Transactions	
2953	MACPZA				
	01- 122- 000- 0000- 6241	150.00	MACPZA conf.Reg/Gansen		Registration Fee
2953	MACPZA				
		150.00		1 Transactions	
5516	Paquette/Jeremy M				
	01- 122- 038- 0000- 6330	170.10	PC/ONSITE MILEAGE	315@.54	Boa/Pc Mileage
	01- 122- 000- 0000- 6350	50.00	PC MEETING	8/15/16	Per Diem
	01- 122- 000- 0000- 6350	10.00	ONSITE	JOHNSON	Per Diem
	01- 122- 000- 0000- 6350	10.00	ONSITE	SWANSON	Per Diem
5516	Paquette/Jeremy M				
		240.10		4 Transactions	
13424	Sonnee/Dennise J				
	01- 122- 000- 0000- 6350	10.00	ONSITE	2016- 000516	Per Diem
	01- 122- 000- 0000- 6350	10.00	ONSITE	2016- 000704	Per Diem
	01- 122- 000- 0000- 6330	27.00	PC/ONSITES MILEAGE	50@.54	Transportation & Travel
	01- 122- 000- 0000- 6350	50.00	PC MEETING	8/15/16	Per Diem
13424	Sonnee/Dennise J				
		97.00		4 Transactions	
6097	Verizon Wireless				
	01- 122- 000- 0000- 6250	39.17	Monthly Cellular	380690138	Telephone
			07/14/2016	08/13/2016	
6097	Verizon Wireless				
		39.17		1 Transactions	
122	DEPT Total:	1,019.24	Planning & Zoning	7 Vendors	15 Transactions
200	DEPT		Enforcement		
86359	Aitkin Co Attorney				

DKB1
 9/7/16 8:17AM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
86359 Aitkin Co Attorney		Q2 Permit to Carry Consults	A- June	Gun Permit Expenses
		1 Transactions		
11960 ASAP Towing		tow Ford Fusion 16- 2750	3730	Wrecker Service
		tow Dodge Ram 16- 2753	3732	Wrecker Service
11960 ASAP Towing		2 Transactions		
10452 AT&T Mobility		wireless for squads	287258495419	Telephone
		07/18/2016	08/17/2016	
10452 AT&T Mobility		1 Transactions		
86467 Auto Value Aitkin		battery #222	40087477	Car Maintenance
		battery credit	40088665	Car Maintenance
86467 Auto Value Aitkin		2 Transactions		
12445 Brandl Chevrolet, Buick GMC		#221 squad keys	8978	Car Maintenance
12445 Brandl Chevrolet, Buick GMC		1 Transactions		
964 Chief Supply Corp		gloves	194705	Office Supplies
964 Chief Supply Corp		1 Transactions		
1339 Dennis' Towing		#209 squad vs. deer	8/18/16	Wrecker Service
1339 Dennis' Towing		1 Transactions		
3494 Everson/Richard		mileage for ALICE training	144@.44	Transportation & Travel & Parking
3494 Everson/Richard		1 Transactions		
3100 McGregor Oil		gas #220	AITKINSH	Gas And Oil
3100 McGregor Oil		1 Transactions		
1652 Northland Fire Protection				

DKB1
 9/7/16 8:17AM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
1652 Northland Fire Protection			399.40	recharge- ACSO verification	23595	Services & Labor (Incl Contracts)
			399.40		1 Transactions	
10412 O'Reilly Auto Parts						
			27.61	headlights #210		Car Maintenance
10412 O'Reilly Auto Parts			27.61		1 Transactions	
10085 Payment/Greg						
			85.50	Boarding for Loki	8/18- 8/21	Services, Labor, Contracts
10085 Payment/Greg			85.50		1 Transactions	
13864 Sandberg/Kristi						
			1,000.00	September 2016 Cobra Premium		Health Insurance- Employer
13864 Sandberg/Kristi			1,000.00		1 Transactions	
4681 Streichers						
			258.00	12 ga tactical ammo	11222696	Deputy Supplies
4681 Streichers			258.00		1 Transactions	
13005 Tactical Solutions						
			458.00	2016 Radar Certifications	5781	Services & Labor (Incl Contracts)
13005 Tactical Solutions			458.00		1 Transactions	
86235 The Office Shop Inc						
			6.37	office supplies	1011009- 0	Office Supplies
			1.49	office supplies	1011009- 1	Office Supplies
			10.26	office supplies	287371- 0	Office Supplies
86235 The Office Shop Inc			18.12		3 Transactions	
9642 WEX BANK						
			3,758.49	Gas for squads	0424007043961	Gas And Oil
9642 WEX BANK			3,758.49		1 Transactions	
200 DEPT Total:			9,659.60	Enforcement	17 Vendors	21 Transactions
202 DEPT				Boat & Water		
170 Aitkin Motor Company						
			15.21	circuit breaker B&W truck	11840	B&W Maintenance

DKB1
 9/7/16 8:17AM
 1 General Fund

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</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>
170 Aitkin Motor Company		15.21	1 Transactions	
10452 AT&T Mobility 01- 202- 000- 0000- 6250		84.17	wireless for squads 07/18/2016 08/17/2016	287258495419 Telephone
10452 AT&T Mobility		84.17	1 Transactions	
86467 Auto Value Aitkin 01- 202- 000- 0000- 6302		4.99	Trailer light B&W	40088332 B&W Maintenance
86467 Auto Value Aitkin		4.99	1 Transactions	
6049 Farm Island Repair & Marine 01- 202- 000- 0000- 6302		74.00	prop repair	56674 B&W Maintenance
6049 Farm Island Repair & Marine		74.00	1 Transactions	
3950 Public Utilities 01- 202- 000- 0000- 6254		21.54	Boat & Water	Utilities
3950 Public Utilities		21.54	1 Transactions	
9642 WEX BANK 01- 202- 000- 0000- 6511		277.93	Gas for squads	0424007043961 Gas And Oil
9642 WEX BANK		277.93	1 Transactions	
202 DEPT Total:		477.84	Boat & Water	6 Vendors 6 Transactions
252 DEPT			Corrections	
10452 AT&T Mobility 01- 252- 000- 0000- 6250		56.08	wireless for squads 07/18/2016 08/17/2016	287258495419 Telephone
10452 AT&T Mobility		56.08	1 Transactions	
783 Canon Financial Services, Inc 01- 252- 000- 0000- 6231		96.07	Copier contract charge- 032	16373086 Services & Labor (Incl Contracts)
783 Canon Financial Services, Inc		96.07	1 Transactions	
5398 CDW Government, Inc 01- 252- 000- 0000- 6625		778.32	licenses for VPN security- Fobs	FBL8877 Office Equipment
5398 CDW Government, Inc		778.32	1 Transactions	

DKB1
 9/7/16 8:17AM
 1 General Fund

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
163	Charter Communications	01- 252- 252- 0000- 6405		181.67	Cable TV					Prisoner Welfare
163	Charter Communications			181.67				1 Transactions		
964	Chief Supply Corp	01- 252- 000- 0000- 6405		319.34	gloves		194705			Office & Computer Supplies
964	Chief Supply Corp			319.34				1 Transactions		
5583	Crawford Supply Company	01- 252- 252- 0000- 6408		314.10	commissary supplies		727010			Commissary Supplies
5583	Crawford Supply Company			314.10				1 Transactions		
88628	Dalco	01- 252- 000- 0000- 6422		490.38	Jail paper products		3065357			Janitorial Supplies
88628	Dalco			490.38				1 Transactions		
88880	Datacomm Computers & Networks Inc	01- 252- 000- 0000- 6625		65.00	replacement battery		9104			Office Equipment
88880	Datacomm Computers & Networks Inc			65.00				1 Transactions		
1491	Dutch's Electric, Inc	01- 252- 000- 0000- 6590		111.92	ballast in pod 217/locker rm		24749			Repair & Maintenance Supplies
1491	Dutch's Electric, Inc			111.92				1 Transactions		
1880	Gravelle Plumbing & Heating, Inc	01- 252- 000- 0000- 6590		2,302.31	replace sensor in chiller		71819			Repair & Maintenance Supplies
		01- 252- 000- 0000- 6590		190.97	grinder pump switch STS bldg		71879			Repair & Maintenance Supplies
1880	Gravelle Plumbing & Heating, Inc			2,493.28				2 Transactions		
2186	Hillyard Inc - Kansas City	01- 252- 000- 0000- 6422		833.10	Janitorial		602200693			Janitorial Supplies
2186	Hillyard Inc - Kansas City			833.10				1 Transactions		
5503	Keefe Supply Company	01- 252- 252- 0000- 6405		43.20	credit		719345- 738121			Prisoner Welfare
		01- 252- 252- 0000- 6405		768.12	commissary supplies		727011			Prisoner Welfare
5503	Keefe Supply Company			724.92				2 Transactions		
13691	MENd Correctional Care, PLLC									

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			
13691 MEnD Correctional Care, PLLC	29.68	MEDS, INHALER	1458	Medical Expenses & Supplies - Inmates
	29.68		1 Transactions	
1652 Northland Fire Protection				
01- 252- 000- 0000- 6231	247.60	recharge- jail verification	23598	Services & Labor (Incl Contracts)
1652 Northland Fire Protection	247.60		1 Transactions	
3789 Pan- O- Gold Baking Company				
01- 252- 000- 0000- 6418	47.04	GROCERIES	010024622516	Groceries
01- 252- 000- 0000- 6418	138.74	GROCERIES	010024623106	Groceries
01- 252- 000- 0000- 6418	164.86	Groceries	010024623827	Groceries
3789 Pan- O- Gold Baking Company	350.64		3 Transactions	
11947 Phoenix Supply				
01- 252- 000- 0000- 6424	639.35	inmate supplies	10040	Inmate Supplies
01- 252- 000- 0000- 6424	20.85	inmate supplies	10052	Inmate Supplies
11947 Phoenix Supply	660.20		2 Transactions	
3950 Public Utilities				
01- 252- 000- 0000- 6254	45.86	Sheriff Emergency Garage		Utilities & Heating
01- 252- 000- 0000- 6254	1,392.33	New Jail		Utilities & Heating
01- 252- 000- 0000- 6254	7,513.98	New Jail 2		Utilities & Heating
3950 Public Utilities	8,952.17		3 Transactions	
9499 Reliance Telephone Systems, Inc				
01- 252- 252- 0000- 6406	500.00	Phone Cards	D- 17936	Phone Card Prisoner Welfare
01- 252- 252- 0000- 6406	1,400.00	Phone Cards	D- 17952	Phone Card Prisoner Welfare
9499 Reliance Telephone Systems, Inc	1,900.00		2 Transactions	
84172 Riverwood Healthcare Center				
01- 252- 000- 0000- 6262	208.67	Crawford, E.	48000666	Medical Expenses & Supplies - Inmates
01- 252- 000- 0000- 6262	215.98	Linder, C.	48000666	Medical Expenses & Supplies - Inmates
84172 Riverwood Healthcare Center	424.65		2 Transactions	
4761 Sysco Minnesota Inc				
01- 252- 000- 0000- 6420	23.25	Groceries	607290562	Kitchen Supplies
01- 252- 000- 0000- 6418	57.60	Groceries	608050360	Groceries
01- 252- 000- 0000- 6418	39.65	Groceries	608130161	Groceries
01- 252- 000- 0000- 6418	3,440.56	Groceries	608180642	Groceries

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
1 General Fund

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
Amount				
01- 252- 000- 0000- 6418		Groceries	608250632	Groceries
4761 Sysco Minnesota Inc			5 Transactions	
86235 The Office Shop Inc				
01- 252- 000- 0000- 6405	6.37	office supplies	1011009- 0	Office & Computer Supplies
01- 252- 000- 0000- 6405	1.50	office supplies	1011009- 1	Office & Computer Supplies
01- 252- 000- 0000- 6405	10.25	office supplies	287371- 0	Office & Computer Supplies
86235 The Office Shop Inc	18.12		3 Transactions	
9642 WEX BANK				
01- 252- 000- 0000- 6330	289.49	Gas for squads	0424007043961	Prisoner Transportation & Travel
9642 WEX BANK	289.49		1 Transactions	
252 DEPT Total:	25,813.99	Corrections	22 Vendors	37 Transactions
253 DEPT		Sentence to Serve		
10452 AT&T Mobility				
01- 253- 000- 0000- 6250	34.99	wireless for squads	287258495419	Telephone
		07/18/2016 08/17/2016		
10452 AT&T Mobility	34.99		1 Transactions	
6072 North Homes- Treatment Foster Care				
01- 253- 000- 0000- 6204	1,566.95	SECURE 16- 2106	070116	Juvenile Detention
		07/08/2016 07/08/2016		
01- 253- 000- 0000- 6204	2,050.47	SECURE 16- 2259/2260	071216	Juvenile Detention
		07/21/2016 07/21/2016		
01- 253- 000- 0000- 6204	3,645.28	SECURE 16- 0619	3616350	Juvenile Detention
		03/01/2016 03/22/2016		
01- 253- 000- 0000- 6204	683.49	SECURE 16- 0784	3616361	Juvenile Detention
		03/14/2016 03/31/2016		
01- 253- 000- 0000- 6204	5,695.75	SECURE WT 1600106	3618431	Juvenile Detention
		05/01/2016 05/26/2016		
01- 253- 000- 0000- 6204	1,513.32	STABILIZATION WT 1600106	3618481	Juvenile Detention
		05/26/2016 05/31/2016		
01- 253- 000- 0000- 6204	2,278.30	SECURE WT 1600106	44047	Juvenile Detention
		04/21/2016 04/30/2016		
01- 253- 000- 0000- 6204	1,008.88	STABILIZATION 16- 1999	45079	Juvenile Detention
		06/23/2016 06/27/2016		
01- 253- 000- 0000- 6204	1,008.88	STABILIZATION 16- 1999	45079	Juvenile Detention

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- 253- 000- 0000- 6204		5,548.84	06/23/2016 06/27/2016 STABILIZATION WT 1600106	45085	Juvenile Detention
	01- 253- 000- 0000- 6204		154.00	06/01/2016 06/23/2016 CRT TRANSPORT WT 1600106	MR10215	Juvenile Detention
	01- 253- 000- 0000- 6204		132.00	CRT TRANSPORT 16- 2259/2260	MR10250	Juvenile Detention
6072	North Homes- Treatment Foster Care		25,286.16	12 Transactions		
253	DEPT Total:		25,321.15	Sentence to Serve	2 Vendors	13 Transactions
255	DEPT			General Crime Victim Grant		
86359	Aitkin Co Attorney					
	01- 255- 000- 0000- 5310		375.00	Q3 Crime Victim Assistance		Crime Victims State Grant
86359	Aitkin Co Attorney		375.00	1 Transactions		
255	DEPT Total:		375.00	General Crime Victim Grant	1 Vendors	1 Transactions
257	DEPT			Community Corrections		
783	Canon Financial Services, Inc					
	01- 257- 000- 0000- 6342		140.67	Contract Charge- 036	16373095	Office Equipment Rental/Contracts
783	Canon Financial Services, Inc		140.67	1 Transactions		
5398	CDW Government, Inc					
	01- 257- 000- 0000- 6342		118.44	licenses for VPN security- Fobs	FBL8877	Office Equipment Rental/Contracts
5398	CDW Government, Inc		118.44	1 Transactions		
9489	Redwood Toxicology Laboratory, Inc					
	01- 257- 267- 0000- 6274		116.00	Urinalysis Testing	02239920167	Drug Testing Fee
9489	Redwood Toxicology Laboratory, Inc		116.00	1 Transactions		
257	DEPT Total:		375.11	Community Corrections	3 Vendors	3 Transactions
391	DEPT			Solid Waste		
1754	Garrison Disposal Company, Inc					
	01- 391- 060- 0000- 6360		9,940.99	July Recycling		Recycling Contract
1754	Garrison Disposal Company, Inc		9,940.99	1 Transactions		
2953	MACPZA					
	01- 391- 000- 0000- 6241		150.00	2016 MACPZA conference		Registration Fee

DKB1
9/7/16 8:17AM

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

1 General Fund

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
2953	MACPZA				
		150.00		1 Transactions	
3475	Solid Waste Administrators Assoc.				
	01- 391- 000- 0000- 6241	100.00	2016 annual conference		Registration Fee
3475	Solid Waste Administrators Assoc.	100.00		1 Transactions	
391	DEPT Total:	10,190.99	Solid Waste	3 Vendors	3 Transactions
392	DEPT		Water Wells		
405	A.W. Research Laboratories, Inc.				
	01- 392- 000- 0000- 6231	41.00	Coliform/Nitrate sampling	14992	Services, Labor, Contracts
	01- 392- 000- 0000- 6231	46.00	Nitrate/Lead	15001	Services, Labor, Contracts
	01- 392- 000- 0000- 6231	41.00	Coliform/Nitrate Testing	15002	Services, Labor, Contracts
405	A.W. Research Laboratories, Inc.	128.00		3 Transactions	
392	DEPT Total:	128.00	Water Wells	1 Vendors	3 Transactions
700	DEPT		Promotion,AEOA Tran,Airport,RC&D,Tot		
86235	The Office Shop Inc				
	01- 700- 909- 0000- 6800	45.00	ATV maps for state fair	287234- 0	Tourism Miscellaneous
86235	The Office Shop Inc	45.00		1 Transactions	
700	DEPT Total:	45.00	Promotion,AEOA Tran,Airport,RC&D,T	1 Vendors	1 Transactions
1	Fund Total:	95,862.24	General Fund		178 Transactions

DKB1
 9/7/16 8:17AM
 3 Road & Bridge

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 #	
0 DEPT				Undesignated
14114 Koerber/Joseph				
03-000-000-0000-5857		500.00		DEPOSIT REFUND 082916
14114 Koerber/Joseph		500.00		1 Transactions
				Culverts
0 DEPT Total:		500.00		Undesignated 1 Vendors 1 Transactions
301 DEPT				R&B Administration
783 Canon Financial Services, Inc				
03-301-000-0000-6300		212.26		CONTRACT CHARGE 081316
783 Canon Financial Services, Inc		212.26		16373087
				1 Transactions
				Service Contracts
89541 Culligan				
03-301-000-0000-6400		42.00		WATER 082916
89541 Culligan		42.00		407701
				1 Transactions
				Supplies And Materials
11605 Shred Right				
03-301-000-0000-6400		30.00		DOCUMENT DESTRUCTION 081716
11605 Shred Right		30.00		247296
				1 Transactions
				Supplies And Materials
301 DEPT Total:		284.26		R&B Administration 3 Vendors 3 Transactions
302 DEPT				R&B Engineering/Construction
9028 Thompson/Randall				
03-302-000-0000-6449		29.99		JOB BOOTS 070916
9028 Thompson/Randall		29.99		8219
				1 Transactions
				Rd/Br Engr. Supplies
302 DEPT Total:		29.99		R&B Engineering/Construction 1 Vendors 1 Transactions
303 DEPT				R&B Highway Maintenance
9760 Advanced Diesel Service				
03-303-000-0000-6590		5,328.79		REPAIR SUPPLIES 082216
03-303-000-0000-6590		2,234.50		REPAIR LABOR 082216
9760 Advanced Diesel Service		7,563.29		2 Transactions
				Repair & Maintenance Supplies
				Repair & Maintenance Supplies
195 Aitkin Tire Shop				
03-303-000-0000-6298		380.00		AITKIN SHOP SUPPLIES 080216
03-303-000-0000-6590		60.00		REPAIR LABOR 080316
				0-056155
				0-056159
				Shop Maintenance
				Repair & Maintenance Supplies

DKB1
 9/7/16 8:17AM
 3 Road & Bridge

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			
	03- 303- 000- 0000- 6590	126.00	TIRES 080416	0- 056164	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	2,576.00	TIRES 081016	0- 056175	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	2,576.00	TIRES 081016	0- 056175	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	50.00	REPAIR LABOR 081016	0- 056197	Repair & Maintenance Supplies
195	Aitkin Tire Shop	5,768.00			
			6 Transactions		
10452	AT&T Mobility				
	03- 303- 000- 0000- 6254	34.99	PAUL'S IPAD SVC 082516	287266104878X0	Utilities
10452	AT&T Mobility	34.99			
			1 Transactions		
86467	Auto Value Aitkin				
	03- 303- 000- 0000- 6590	70.51	FILTERS 072616	40086926	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6298	6.47	AITKIN SHOP SUPPLIES 080816	40087646	Shop Maintenance
	03- 303- 000- 0000- 6298	89.99	MCGREGOR SHOP SUPPLIES 082316	40087646	Shop Maintenance
	03- 303- 000- 0000- 6590	618.81	FILTERS 081616	40088180	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	71.04	REPAIR PARTS 082316	40088508	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6298	4.49	AITKIN SHOP SUPPLIES 082316	40088514	Shop Maintenance
86467	Auto Value Aitkin	861.31			
			6 Transactions		
8175	Centurylink				
	03- 303- 000- 0000- 6254	31.35	FAX: HWY OFFICE 081116	JUL- AUG	Utilities
8175	Centurylink	31.35			
			1 Transactions		
173	City Of Hill City				
	03- 303- 000- 0000- 6825	2,950.29	2016- 2017 MUNICIPAL MAI 071216		Maintenance Agreements
173	City Of Hill City	2,950.29			
			1 Transactions		
1325	Demenge Trucking & Forest Products LLC				
	03- 303- 000- 0000- 6521	3,375.00	HILL CITY STORM CLEAN U 081716	2016 STORM	Maintenance Supplies
	03- 303- 000- 0000- 6521	3,375.00	HILL CITY STORM CLEAN U 081716	2016 STORM	Maintenance Supplies
1325	Demenge Trucking & Forest Products LLC	6,750.00			
			2 Transactions		
8500	Diamond Mowers, Inc				
	03- 303- 000- 0000- 6590	94.69	REPAIR PARTS 082216	0- 115407- IN	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	843.70	REPAIR PARTS 082616	0- 115601- IN	Repair & Maintenance Supplies
	03- 303- 000- 0000- 6590	843.70	REPAIR PARTS 082616	0- 115601- IN	Repair & Maintenance Supplies
8500	Diamond Mowers, Inc	1,782.09			
			3 Transactions		
7935	East Central Energy				

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			
7935	East Central Energy	162.12	JUL- AUG POWER- MCGRATH 081416	70415419	Utilities
		162.12	1 Transactions		
7060	Federated Co- Ops Inc.				
	03- 303- 000- 0000- 6297	725.76	JACOBSON SHOP PROPANE 081716	440901332	Shop Fuel
7060	Federated Co- Ops Inc.	725.76	1 Transactions		
8622	Frontier				
	03- 303- 000- 0000- 6254	60.72	JACOBSON 082216	218- 752- 6591	Utilities
	03- 303- 000- 0000- 6254	60.72	MCGREGOR 082216	218- 768- 4481	Utilities
	03- 303- 000- 0000- 6254	60.72	PALISADE 082216	218- 845- 2607	Utilities
	03- 303- 000- 0000- 6254	60.72	MCGRATH 082216	320- 592- 3580	Utilities
8622	Frontier	242.88	4 Transactions		
13468	G & K Services				
	03- 303- 000- 0000- 6298	18.93	SHOP LAUNDRY 082216	1043555456	Shop Maintenance
	03- 303- 000- 0000- 6298	18.93	SHOP LAUNDRY 082916	1043561022	Shop Maintenance
13468	G & K Services	37.86	2 Transactions		
1959	H & L Mesabi Inc				
	03- 303- 000- 0000- 6298	960.00	AITKIN SHOP SUPPLIES 082316	96393	Shop Maintenance
1959	H & L Mesabi Inc	960.00	1 Transactions		
4641	Holiday Credit Office				
	03- 303- 000- 0000- 6513	19.09-	FEDERAL TAX ADJUSTMENT 073116		Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	3.13-	REBATE 073116		Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	55.50	GASOLINE 072816	0- 83803037	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	57.50	GASOLINE 071816	101924038	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	40.00	GASOLINE 072116	104735062	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	38.15	GASOLINE 070816	115338084	Motor Fuel & Lubricants
	03- 303- 000- 0000- 6513	31.50	GASOLINE 072016	131919059	Motor Fuel & Lubricants
4641	Holiday Credit Office	200.43	7 Transactions		
91187	Lake Country Power				
	03- 303- 000- 0000- 6254	58.03	JUL- AUG CSAH 14 082516	141979801	Utilities
	03- 303- 000- 0000- 6254	55.76	JUL- AUG CSAH 6 082516	141979901	Utilities
91187	Lake Country Power	113.79	2 Transactions		
2941	M R Sign Co Inc				

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
3 Road & Bridge

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
	Amount			
2941 M R Sign Co Inc	03-303-000-0000-6516	AITKIN SHOP SUPPLIES 081916	192038	Signs & Posts
	606.55			
	606.55	1 Transactions		
10825 Mn Indep Petroleum Serv Inc	03-303-000-0000-6298	PUMP PARTS 082316	11072	Shop Maintenance
	4,009.09			
10825 Mn Indep Petroleum Serv Inc				1 Transactions
	4,009.09			
8691 Northland Hydraulic Service	03-303-000-0000-6590	REPAIR PARTS 081616	8316	Repair & Maintenance Supplies
	678.45			
	450.00	REPAIR LABOR 081616	8316	Repair & Maintenance Supplies
8691 Northland Hydraulic Service				2 Transactions
	1,128.45			
10720 Nuss Truck & Equipment	03-303-000-0000-6590	REPAIR PARTS 081916	30JJ0276	Repair & Maintenance Supplies
	1,410.83			
	338.13	REPAIR PARTS 081616	3155985P	Repair & Maintenance Supplies
	725.82	REPAIR PARTS 081916	3156014P	Repair & Maintenance Supplies
	108.24	REPAIR PARTS 081916	3156095P	Repair & Maintenance Supplies
	108.24	REPAIR PARTS 081916	3156095P	Repair & Maintenance Supplies
	463.28	FILTERS 081916	3156095P	Repair & Maintenance Supplies
10720 Nuss Truck & Equipment				6 Transactions
	332.88			
3950 Public Utilities	03-303-000-0000-6254	HWY 210 W & CR 28 082216	02-00059455-00	Utilities
	39.40			
	70.43	AITKIN: SHOP WATER 082216	02-00063335-00	Utilities
	44.55	HWY 210/169 E & CR 12 082216	02-00063388-00	Utilities
	58.52	HWY 47 & CR 12 082216	02-00064092-00	Utilities
3950 Public Utilities				4 Transactions
	212.90			
10257 Sadie Llama Designs	03-303-000-0000-6516	RELETTER SIGNS 082316	85210.6767	Signs & Posts
	188.49			
10257 Sadie Llama Designs				1 Transactions
	188.49			
90805 Temco	03-303-000-0000-6590	REPAIR PARTS 082416	20446	Repair & Maintenance Supplies
	49.60			
	15.00	REPAIR LABOR 082416	20446	Repair & Maintenance Supplies
90805 Temco				2 Transactions
	64.60			
303 DEPT Total:	34,727.12	R&B Highway Maintenance	22 Vendors	57 Transactions

DKB1
 9/7/16 8:17AM
 3 Road & Bridge

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name <u>Account/Formula</u>	<u>Rpt</u> <u>Accr</u>	<u>Amount</u>	<u>Warrant Description</u> <u>Service Dates</u>	<u>Invoice #</u> <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
307	DEPT			R&B Capital Infrastructure		
8694	Mn Department of Transportation					
	03- 307- 000- 0000- 6260		485.70	JOB COST TRANSFERS 082216	P00006155	Professional Services
	03- 307- 000- 0000- 6260		2,152.14	JOB COST TRANSFERS 082216	P00006155	Professional Services
	03- 307- 000- 0000- 6260		626.61	JOB COST TRANSFERS 082216	P00006155	Professional Services
	03- 307- 000- 0000- 6260		441.33	JOB COST TRANSFERS 082216	P00006155	Professional Services
8694	Mn Department of Transportation		3,705.78	4 Transactions		
307	DEPT Total:		3,705.78	R&B Capital Infrastructure	1 Vendors	4 Transactions
308	DEPT			R&B Equipment & Facilities		
2337	Hy- Tec Construction Of Brainerd Inc					
	03- 308- 000- 0000- 6600		750.00	FINAL PMT- JACOBSONS SHO 073116	8497	Capital Outlay- Facilities
2337	Hy- Tec Construction Of Brainerd Inc		750.00	1 Transactions		
308	DEPT Total:		750.00	R&B Equipment & Facilities	1 Vendors	1 Transactions
3	Fund Total:		39,997.15	Road & Bridge		67 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
5 Health & Human Services

	<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
	<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
400	DEPT		Public Health Department		
	5398 CDW Government, Inc 05- 400- 440- 0410- 6239		monthly VPN support- 21 license	FBL8877	Software Fees/License Fees
	5398 CDW Government, Inc	56.85	1 Transactions		
400	DEPT Total:	56.85	Public Health Department	1 Vendors	1 Transactions
420	DEPT		Income Maintenance		
	5398 CDW Government, Inc 05- 420- 600- 4800- 6239		monthly VPN support- 21 license	FBL8877	Software Fees/License Fees
	5398 CDW Government, Inc	120.81	1 Transactions		
420	DEPT Total:	120.81	Income Maintenance	1 Vendors	1 Transactions
430	DEPT		Social Services		
	5398 CDW Government, Inc 05- 430- 700- 4800- 6239		MS Office Standard- NA	DXG6812	Software Fees/License Fees
	05- 430- 700- 4800- 6239	177.66	monthly VPN support- 21 license	FBL8877	Software Fees/License Fees
	5398 CDW Government, Inc	438.75	2 Transactions		
430	DEPT Total:	438.75	Social Services	1 Vendors	2 Transactions
5	Fund Total:	616.41	Health & Human Services		4 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
10 Trust

Vendor No.	Name <u>Account/Formula</u>	Accr	Rpt <u>Amount</u>	Warrant Description <u>Service Dates</u>	Invoice # <u>Paid On Bhf #</u>	<u>Account/Formula Description</u> <u>On Behalf of Name</u>
923	DEPT			Forfeited Tax Sales		
195	Aitkin Tire Shop 10- 923- 000- 0000- 6590		638.00	grader tire	56177	Repair & Maintenance Supplies
195	Aitkin Tire Shop		638.00	1 Transactions		
7628	Al's Welding & Sandblasting 10- 923- 000- 0000- 6590		262.13	reinforced aluminum trailers	9598	Repair & Maintenance Supplies
7628	Al's Welding & Sandblasting		262.13	1 Transactions		
10452	AT&T Mobility 10- 923- 000- 0000- 6254		80.72	cell phone charges 07/18/2016 08/17/2016	287257204209	Utilities
10452	AT&T Mobility		80.72	1 Transactions		
86467	Auto Value Aitkin 10- 923- 000- 0000- 6590		153.16	blades,fuel,air filter,wiper b	40086981	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		78.15	oil,fuel pump filters,rotella	40088107	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		165.84	super trac, oil	40088155	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590		214.00	strobe beacon, freight	40088457	Repair & Maintenance Supplies
86467	Auto Value Aitkin		611.15	4 Transactions		
783	Canon Financial Services, Inc 10- 923- 000- 0000- 6405		327.05	Contract Charges- 022	16373094	Office Supplies
783	Canon Financial Services, Inc		327.05	1 Transactions		
91022	Courtemanche/Richard 10- 923- 000- 0000- 6330		16.28	LLCC mileage 8/24/16	37@.44	Transportation & Travel
91022	Courtemanche/Richard		16.28	1 Transactions		
14118	Digital Globe 10- 923- 000- 0000- 6231		3,795.00	wind storm area photos	20416688	Services, Labor, Contracts
14118	Digital Globe		3,795.00	1 Transactions		
14119	Grimsbo Welding 10- 923- 000- 0000- 6590		1,398.00	Repair of Champion #402	8/29/16	Repair & Maintenance Supplies
14119	Grimsbo Welding		1,398.00	1 Transactions		
12589	Haapoja/George 10- 923- 000- 0000- 6231		950.00	Road clearing Hedboom Trl	8/8/16	Services, Labor, Contracts

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
10 Trust

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
12589	Haapoja/George			950.00		1 Transactions	
6038	Mississippi Landing 10- 923- 000- 0000- 6511			40.15	gas	612930	Gas And Oil
6038	Mississippi Landing			40.15		1 Transactions	
13965	Nuss Truck & Equipment 10- 923- 000- 0000- 6590			1,035.89	parts for grader	6093828P	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590			86.02	seal, oil	6093885P	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590			68.32	returned seal, oil	6093885P	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590			3.63	seal, o ring	6093967P	Repair & Maintenance Supplies
13965	Nuss Truck & Equipment			1,057.22		4 Transactions	
90805	Temco 10- 923- 000- 0000- 6590			288.20	repair grader cylinder	20414	Repair & Maintenance Supplies
	10- 923- 000- 0000- 6590			255.00	repair hydraulic motor	20447	Repair & Maintenance Supplies
90805	Temco			543.20		2 Transactions	
86235	The Office Shop Inc 10- 923- 000- 0000- 6405			5.95	paper	1010665- 0	Office Supplies
86235	The Office Shop Inc			5.95		1 Transactions	
923	DEPT Total:			9,724.85	Forfeited Tax Sales	13 Vendors	20 Transactions
10	Fund Total:			9,724.85	Trust		20 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
11 Forest Development

Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	On Behalf of Name
			Paid On Bhf #	
924 DEPT				Forest Resource
10452 AT&T Mobility				
11- 924- 000- 0000- 6250		151.37	cell phone charges	287257204209 Telephone
			07/18/2016	08/17/2016
10452 AT&T Mobility		151.37		1 Transactions
91022 Courtemanche/Richard				
11- 924- 000- 0000- 6330		16.28	LLCC mileage 8/17/16	37@.44 Transportation & Travel
91022 Courtemanche/Richard		16.28		1 Transactions
9354 Kangas Enterprise, Inc				
11- 924- 000- 0000- 6231		300.00	clean out beaver dams	534 Services, Labor, Contracts
11- 924- 000- 0000- 6231		612.00	36 yards of class 5	534 Services, Labor, Contracts
9354 Kangas Enterprise, Inc		912.00		2 Transactions
924 DEPT Total:		1,079.65	Forest Resource	3 Vendors 4 Transactions
934 DEPT				Memorial Forest
13208 Dale Aho Dozing and Excavating				
11- 934- 000- 0000- 6361		1,960.00	Salo Truck Trl Flood Damage	Road Construction Service
11- 934- 000- 0000- 6361		4,800.00	Gravel project- Forest Rd Work	Road Construction Service
13208 Dale Aho Dozing and Excavating		6,760.00		2 Transactions
934 DEPT Total:		6,760.00	Memorial Forest	1 Vendors 2 Transactions
11 Fund Total:		7,839.65	Forest Development	6 Transactions

DKB1
 9/7/16 8:17AM
 19 Long Lake Conservation C

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
522 DEPT		LLCC Education		
13641 Krawczak/John				
19- 522- 000- 0000- 6820		NNSF cancellation- refund lodgi		Refunds & Reimbursements
13641 Krawczak/John		1 Transactions		
522 DEPT Total:		LLCC Education	1 Vendors	1 Transactions
524 DEPT		LLCC Maintenance		
86467 Auto Value Aitkin				
19- 524- 000- 0000- 6422		Latex gloves	40088326	Janitorial Services/Supplies
86467 Auto Value Aitkin		1 Transactions		
88628 Dalco				
19- 524- 000- 0000- 6590		Bearings for extractor	3058510	Repair & Maintenance Supplies
19- 524- 000- 0000- 6422		Micro- fiber mop pad	3063588	Janitorial Services/Supplies
19- 524- 000- 0000- 6422		Floor finishing supplies	3065491	Janitorial Services/Supplies
88628 Dalco		3 Transactions		
4010 Rasley Oil Company				
19- 524- 000- 0000- 6511		fuel for van	11775	Gas And Oil
19- 524- 000- 0000- 6511		fuel for mower	12459	Gas And Oil
4010 Rasley Oil Company		2 Transactions		
524 DEPT Total:		LLCC Maintenance	3 Vendors	6 Transactions
19 Fund Total:		Long Lake Conservation Center		7 Transactions

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
21 Parks

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Service Dates	Paid On Bhf #	On Behalf of Name
			Amount		
520	DEPT		Parks		
10452	AT&T Mobility		cell phone charges	287257204209	Telephone
	21- 520- 000- 0000- 6250		50.46		
10452	AT&T Mobility		50.46	08/17/2016 1 Transactions	
86467	Auto Value Aitkin		car wash	40086991	Repair & Maintenance Supplies
	21- 520- 000- 0000- 6590		6.99		
	21- 520- 000- 0000- 6590		8.97	40087810	Repair & Maintenance Supplies
86467	Auto Value Aitkin		15.96	2 Transactions	
9625	Blind Lake ATV Club		ATV Reimbursement		Trail Grants- State
	21- 520- 000- 0000- 6802		6,410.72		
9625	Blind Lake ATV Club		6,410.72	1 Transactions	
10618	Erik's Lawn Service		July- Berglund Park	3945	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		640.00		
	21- 520- 000- 0000- 6231		380.00	3945	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		380.00	3945	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		780.00	July	Services, Labor, Contracts
10618	Erik's Lawn Service		2,180.00	4 Transactions	
1829	Goble's Sewer Service Inc.		pump Aitkin RV park- 8/11/16	1913	Services, Labor, Contracts
	21- 520- 000- 0000- 6231		135.00		
	21- 520- 000- 0000- 6231		135.00	2125	Services, Labor, Contracts
1829	Goble's Sewer Service Inc.		270.00	2 Transactions	
1880	Gravelle Plumbing & Heating, Inc		aerator	72193	Repair & Maintenance Supplies
	21- 520- 000- 0000- 6590		4.39		
1880	Gravelle Plumbing & Heating, Inc		4.39	1 Transactions	
12182	Northwoods Quads		Hill City Connector 7- 12 work		Trail Grants- State
	21- 520- 000- 0000- 6802		1,066.00		
	21- 520- 000- 0000- 6802		503.31		Trail Grants- State
	21- 520- 000- 0000- 6802		173.23		Trail Grants- State
	21- 520- 000- 0000- 6802		157.59		Trail Grants- State
	21- 520- 000- 0000- 6802		164.88		Trail Grants- State
12182	Northwoods Quads		1,735.25	5 Transactions	

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

DKB1
9/7/16 8:17AM
21 Parks

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
3950	Public Utilities						
	21- 520- 000- 0000- 6254			172.67	Land Department		Utilities
	21- 520- 000- 0000- 6254			66.63	Mississippi Access		Utilities
	21- 520- 000- 0000- 6254			115.17	Shower House		Utilities
3950	Public Utilities			354.47		3 Transactions	
12718	Up North Riders						
	21- 520- 000- 0000- 6802			1,053.00	Lawler ATV billing 8/1		Trail Grants- State
	21- 520- 000- 0000- 6802			203.76	Lawler ATV billing 8/14		Trail Grants- State
	21- 520- 000- 0000- 6802			505.57	Lawler ATV billing 7/22- 28		Trail Grants- State
	21- 520- 000- 0000- 6802			972.00	Lawler ATV billing 7/17		Trail Grants- State
12718	Up North Riders			2,734.33		4 Transactions	
10339	White Pine Riders						
	21- 520- 000- 0000- 6802			1,334.85	Solana ATV Reimbursement		Trail Grants- State
10339	White Pine Riders			1,334.85		1 Transactions	
520	DEPT Total:			15,090.43	Parks	10 Vendors	24 Transactions
21	Fund Total:			15,090.43	Parks		24 Transactions
	Final Total:			169,486.23		173 Vendors	306 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	1	95,862.24	General Fund
	3	39,997.15	Road & Bridge
	5	616.41	Health & Human Services
	10	9,724.85	Trust
	11	7,839.65	Forest Development
	19	355.50	Long Lake Conservation Center
	21	15,090.43	Parks
All Funds		169,486.23	Total

Approved by,

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09/06/2016 11:00AM

Aitkin County

WARRANT REGISTER



August

Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
1203	9791	Bieganek/Joan M 406 W WASHINGTON ST - Suite 5 BRAINERD, MN 56401- 0000					
			-105.00	- Acct closed	05- 430- 760- 3950- 6020		0
			-105.00	- Acct closed	05- 430- 760- 3950- 6020		0
		Warrant # 1203 Total	210.00	Date 8/29/16			
1637	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			114,119.72	August Nexben BCBS premium	01- 044- 000- 0000- 6150		0
		Warrant # 1637 Total	114,119.72	Date 8/2/16			
1638	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			125.00	Dep Care FSA claims	01- 044- 904- 0000- 6360	38246043	0
			183.70	Med FSA Claims	01- 044- 904- 0000- 6360	38246043	0
		Warrant # 1638 Total	308.70	Date 8/3/16		8/1/16	8/1/16
1647	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			857.35	Med FSA Claims	01- 044- 904- 0000- 6360	38250021	0
		Warrant # 1647 Total	857.35	Date 8/10/16		8/8/16	8/8/16
1648	780	Bremer Bank MORTGAGE- DEED TAX AITKIN, MN 56431					
			0.03	July Mortgage Reg	01- 040- 000- 0000- 5081		0
			0.14	July Deed Tax	01- 042- 000- 0000- 5079		0
			36,287.55	July Deed Tax	09- 000- 000- 0000- 2025		0
		Warrant # 1648 Total	25,140.83	July Mortgage Reg	09- 000- 000- 0000- 2026		0
			61,428.55	Date 8/10/16			
1649	8410	Bremer Bank					

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
		101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1649 Total	19.98	Monthly CC Machine Lease	19- 522- 000- 0000- 6217		0
			19.98	Date 8/10/16			
1650	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1650 Total	205.74	Monthly CC Fee	19- 522- 000- 0000- 6217		0
			205.74	Date 8/11/16			
1651	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1651 Total	23.96	Beanstream CC Fee	19- 522- 000- 0000- 6217		0
			23.96	Date 8/15/16			
1652	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1652 Total	-40.00	- camping fee- Roering	21- 520- 000- 0000- 5510		0
			60.00	camping refund fjerstad	21- 520- 000- 0000- 5510	Rec#2590	0
			20.00	Date 8/17/16			
1653	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1653 Total	125.00	Dep.Care FSA Claims	01- 044- 904- 0000- 6360	38253233	0
			357.32	Med FSA Claims	01- 044- 904- 0000- 6360	38253233	0
			482.32	Date 8/17/16		8/15/16	8/15/16
1654	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
		Warrant # 1654 Total	58.32	58- 1- 017300 NSF Per 2	13- 943- 000- 0000- 2001	Leno	0
			34.56	58- 1- 017400 NSF Per 2	13- 943- 000- 0000- 2001	Leno	0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
	<u>Warrant #</u>			<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
	1654	Total	92.88	Date 8/17/16			
1655	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			225.00	LLCC Cancellation	19- 522- 000- 0000- 5553		0
	1655	Total	225.00	Date 8/17/16			
1656	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			-125.00	App#2016- 000452 Inv#850	01- 122- 000- 0000- 5135	Haaslen	0
			50.00	partial refund App#2016- 000080	01- 122- 000- 0000- 6820	Inv#276	0
			75.00	partial refund App#2016- 000330	01- 122- 000- 0000- 6820	Inv#534	0
	1656	Total	0.00	Date 8/2/16			
1657	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			5,899.13	Sept.Nexben Premium	01- 044- 000- 0000- 6150	096010415	0
	1657	Total	5,899.13	Date 8/19/16			
1666	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			105.60	Dep Care FSA Claims	01- 044- 904- 0000- 6360	38257287	0
			2,266.15	Med Care FSA Claims	01- 044- 904- 0000- 6360	38257287	0
	1666	Total	2,371.75	Date 8/24/16			
1667	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			732.50	Sept. Participant Fees	01- 044- 904- 0000- 6231	1155659	0
	1667	Total	732.50	Date 8/24/16			
1668	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			35.00	camping refund Rec# 2807	21- 520- 000- 0000- 5510	1021 Berglund	0
			15.00	camping refund Rec# 2807	21- 520- 000- 0000- 5510	1022 Berglund	0
			50.00	Date 8/24/16			
	Warrant #	1668	Total				
1669	5462	Bremer Bank (Elan ACH)					
		ELAN ACH AITKIN, MN 56431					
			15.50	Meal/MAAP Conf.	01- 043- 000- 0000- 6340		0
			17.73	Writing pads/correction pen	01- 049- 000- 0000- 6405		0
			3.37	Yellow highlighters	01- 049- 000- 0000- 6405		0
			228.92	Hotel/MPELRA cont.	01- 052- 000- 0000- 6332		0
			11.54	Gas- #220	01- 200- 000- 0000- 6511		0
			41.20	Gas for transport	01- 252- 000- 0000- 6330		0
			540.60	prestamped envelopes	01- 252- 252- 0000- 6405		0
			17.64	oatmeal for commissary	01- 252- 252- 0000- 6405		0
			97.99	TV	01- 252- 252- 0000- 6405		0
			44.00	Microwave	01- 252- 252- 0000- 6405		0
			26.48	Computer cable	01- 257- 000- 0000- 6402		0
			737.82	Projector	01- 257- 000- 0000- 6402		0
			372.99	Standing Desk	01- 257- 000- 0000- 6402		0
			13.00	Gas	01- 280- 000- 0000- 6511		0
			137.16	Co Funds- Emerg.Backpack kit	05- 400- 400- 0402- 6406		0
			3.20	Survey Monkey subscription	05- 400- 440- 0410- 6239		0
			128.54	Hotel- CHB Mtg- Int'l Falls	05- 400- 440- 0410- 6332		0
			315.29	CHS Conf. Registration	05- 400- 440- 0410- 6332		0
			27.71	Meals- CHB Mtg- Int'l Falls	05- 400- 440- 0410- 6340		0
			6.80	Survey Monkey subscription	05- 420- 600- 4800- 6239		0
			10.00	Survey Monkey subscription	05- 430- 700- 4800- 6239		0
			18.37	Foster Care Mtg Snacks	05- 430- 700- 4800- 6416		0
			27.00	First Aid Cert.	19- 521- 000- 0000- 6332		0
			115.90	Wi- fi Equip.due to storm damag	19- 521- 000- 0000- 6405		0
			46.91	Totes	19- 522- 000- 0000- 6416		0
			20.00	Critter food	19- 522- 000- 0000- 6416		0
			20.00	Tagging kit	19- 522- 000- 0000- 6416		0
			168.75	light fixtures	19- 524- 000- 0000- 6422		0
			26.65	floor care pads	19- 524- 000- 0000- 6422		0
			13.30	floor squeegee	19- 524- 000- 0000- 6422		0
			15.04	mop heads	19- 524- 000- 0000- 6422		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			11.98	fuses for solar panel	19- 524- 000- 0000- 6590		0
			28.74	vacuum belts	19- 524- 000- 0000- 6590		0
			59.45	mower parts	19- 524- 000- 0000- 6590		0
			15.48	Personal Care supplies	05- 430- 710- 3810- 6057	#56089224	0
			330.40	Hotel/Asses.Admin.Conference	01- 043- 000- 0000- 6332	J.Hicks	0
			48.80	(2) HL 10 Handset lifters	05- 430- 700- 4800- 6402	Plantronics	0
			330.40	Hotel/Asses.Admin.Conference	01- 043- 000- 0000- 6332	S Westerlund	0
	Warrant #	1669	Total	4,094.65	Date 8/25/16		
1670	5462	Bremer Bank (Elan ACH)					
		ELAN ACH AITKIN, MN 56431					
			65.25	Cab/NACO conference	01- 001- 000- 0000- 6330		0
			131.00	Parking/NACO conference	01- 001- 000- 0000- 6330		0
			1,097.00	Hotel/NACO conference	01- 001- 000- 0000- 6332		0
			42.12		01- 040- 000- 0000- 6405		0
			186.54	Hotel/Residential Case Study	01- 043- 000- 0000- 6332		0
			60.94	Meals/Assess Admin class	01- 043- 000- 0000- 6340		0
			7.58	Meal/Residential Case Study	01- 043- 000- 0000- 6340		0
			15.37	2 cans Mosquito Repellant	01- 043- 000- 0000- 6405		0
			3.88	Correction pen	01- 049- 000- 0000- 6405		0
			29.90	gas for transport	01- 252- 000- 0000- 6330		0
			53.29	Jail Supplies	01- 252- 000- 0000- 6405		0
			98.98	Groceries	01- 252- 000- 0000- 6418		0
			27.44	Meals/MACCAC Planning Sessior	01- 257- 000- 0000- 6339		0
			27.78	Quill Supplies Ink Stamp	01- 257- 000- 0000- 6405		0
			169.67	Hotel/MACCAC Planning Session	01- 257- 251- 0000- 6332		0
			18.16	Quill Supplies Folder	01- 257- 257- 0000- 6405		0
			11.75	Quill Supplies Stick Notes	01- 257- 257- 0000- 6405		0
			180.00	Intoximeters Mouthpieces	01- 257- 257- 0000- 6405		0
			32.00	Gas #220	01- 280- 000- 0000- 6511		0
			33.38	Breast Feeding Week Supplies	05- 400- 430- 0408- 6406		0
			1.90	Telephone Extension Cord (2)	05- 400- 440- 0410- 6405		0
			135.61	Hotel/GA Training	05- 420- 600- 4800- 6332		0
			34.18	Meals- GA Training	05- 420- 600- 4800- 6340		0
			89.42	Meals/GA Training	05- 420- 600- 4800- 6340		0
			4.05	Telephone Extension Cord (2)	05- 420- 600- 4800- 6405		0
			5.95	Telephone Extension Cord (2)	05- 430- 700- 4800- 6405		0

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
			47.00	Stamps	19- 521- 000- 0000- 6205		0
			21.36	Creative Cloud Subscription	19- 521- 000- 0000- 6230		0
			-60.00	Parks & Rec Refund	19- 521- 000- 0000- 6332		0
			333.62	Wifi Equip- Storm Damage	19- 521- 000- 0000- 6405		0
			642.09	Wifi Equip.- Storm Damage	19- 521- 000- 0000- 6405		0
			20.00	critter food	19- 522- 000- 0000- 6416		0
			20.00	Critter food	19- 522- 000- 0000- 6416		0
			120.70	Binders	19- 522- 000- 0000- 6416		0
			46.32	urinal parts, ballasts	19- 524- 000- 0000- 6422		0
			21.45	door bumpers	19- 524- 000- 0000- 6422		0
			49.08	parts for mower	19- 524- 000- 0000- 6422		0
			17.95	no lifetime signs	19- 524- 000- 0000- 6422		0
			249.98	2 laundry bins	19- 524- 000- 0000- 6422		0
			10.78	Fuel	19- 524- 000- 0000- 6511		0
			10.88	O- ring for food processor	19- 524- 000- 0000- 6590		0
	Warrant #	1670	Total	4,114.35	Date 8/29/16		
1671	8410	Bremer Bank					
		101 MINNESOTA AVENUE NORTH					
		AITKIN, MN 56431					
			150.00	App#2016- 000884 Refund	01- 122- 000- 0000- 6820	Bourgeault	0
			150.00	App#2016- 000793 Refund	01- 122- 000- 0000- 6820	James Miller	0
			75.00	App#2016- 000835 Refund	01- 122- 000- 0000- 6820	James Miller	0
			-175.00	App#2016- 000903 Inv#1590	01- 122- 000- 0000- 5135	Jeff Olson	0
			800.00	App#2016- 000764 Refund	01- 122- 000- 0000- 6820	Jerome Ryan	0
			-696.00	App#2016- 000812 Inv#1443	01- 122- 000- 0000- 5135	M.Sjogren	0
			50.00	App#2016- 000883 Refund	01- 122- 000- 0000- 6820	McKinney	0
			500.00	App#2016- 000544 Refund	01- 122- 000- 0000- 6820	Paquette	0
	Warrant #	1671	Total	854.00	Date 8/29/16		
1672	8410	Bremer Bank					
		101 MINNESOTA AVENUE NORTH					
		AITKIN, MN 56431					
			358.60	Dep Care FSA Claims	01- 044- 904- 0000- 6360	38261313	0
						8/29/16	8/29/16
	Warrant #	1672	Total	358.60	Date 8/31/16		
1673	8410	Bremer Bank					

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
		101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			130.80	13- 1- 079200 NSF Per 2	13- 943- 000- 0000- 2001	Borreson	0
			10.60	13- 1- 079000 NSF Per 2	13- 943- 000- 0000- 2001	Borreson	0
			10.60	13- 1- 079100 NSF Per 2	13- 943- 000- 0000- 2001	Borreson	0
		Warrant # 1673 Total	152.00	Date 8/31/16			
1674	8410	Bremer Bank 101 MINNESOTA AVENUE NORTH AITKIN, MN 56431					
			30.00	NSF Elin/LeRoy Anderson	05- 430- 730- 0000- 5832		0
		Warrant # 1674 Total	30.00	Date 8/31/16			
44810	7050	Anderson Bros Construction Co 11325 State Hwy 210 BRAINERD, MN 56401- 0000					
			417,210.99	Partial Contract Payment	03- 307- 000- 0000- 6262	20163	0
		Warrant # 44810 Total	417,210.99	Date 8/1/16			
44811	7050	Anderson Bros Construction Co 11325 State Hwy 210 BRAINERD, MN 56401- 0000					
			265,847.59	Partial Contract Payment	03- 307- 000- 0000- 6262	20161	0
		Warrant # 44811 Total	265,847.59	Date 8/1/16			
44812	14117	Internal Revenue Service PO Box 37941 Hartford, CT 06176- 7941					
			31.20	3rd party sick pay	01- 090- 000- 0000- 6124		0
			133.39	3rd party sick pay	01- 090- 000- 0000- 6165		0
		Warrant # 44812 Total	164.59	Date 8/1/16			
44813	7050	Anderson Bros Construction Co 11325 State Hwy 210 BRAINERD, MN 56401- 0000					
			215,170.47	Partial contract payment	03- 307- 000- 0000- 6262	20161	0
		Warrant # 44813 Total	215,170.47	Date 8/10/16			

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u> <u>OBO#</u>	<u>Account Number</u> <u>On- Behalf- of- Name</u>	<u>Invoice #</u> <u>From Date</u>	<u>PO #</u> <u>To Date</u>
44814	13722	Neo Funds by Neopost PO BOX 30193 Tampa, FL 33630- 3193					
		Warrant # 44814 Total	4,000.00	Postage	01- 044- 048- 0000- 6205		0
			4,000.00	Date 8/23/16			
44815	4496	Mn Department Of Revenue PROPERTY TAX DIVISION- JACQUE BETZ MAIL STATION 3340 ST PAUL, MN 55146- 3340					
		Warrant # 44815 Total	275.00	A/T Course Sept 26- 29	01- 042- 000- 0000- 6241		0
			275.00	Date 8/29/16			
44816	393	Isd 1 Aitkin- Treasurer ATTN: BERNIE NOVAK- SUPT. 306 2ND STREET NW AITKIN, MN 56431- 0000					
		Warrant # 44816 Total	62,694.00	2016 1st 1/2 Remainder- Taconit	12- 932- 000- 0000- 2047		0
			141,512.00	2016 2nd 1/2 Taconite	12- 932- 000- 0000- 2047		0
			204,206.00	Date 8/30/16			
44817	14116	Minnesota Life Insurance Station B2- 3761 400 Robert St St Paul, MN 55101- 2098					
		Warrant # 44817 Total	74.10	Balance of Premium	01- 040- 000- 0000- 6152		0
			74.10	Date 8/30/16			
67327	5066	Visa P.O. BOX 4512 CAROL STREAM, IL 60197- 4512					
		Warrant # 67327 Total	-134.66	- redep.#67327- vendor change	01- 252- 000- 0000- 6332		0
			-53.72	- redep.#67327- vendor change	01- 252- 000- 0000- 6340		0
			-18.77	- redep.#67327- vendor change	01- 252- 000- 0000- 6511		0
			207.15	Date 8/1/16			
105510	14076	HOTEL RAPIDS 680 EAST US HWY 2 GRAND RAPIDS, MN 55744					
		Warrant # 105510 Total	-263.68	- redep.#105510- wrong amount	05- 430- 700- 4800- 6804		0
			263.68	Date 8/10/16			

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09/06/2016

11:00AM

Aitkin County

WARRANT REGISTER



Manual Warrants

<u>Warr #</u>	<u>Vendor #</u>	<u>Vendor Name</u>	<u>Amount</u>	<u>Description</u>	<u>Account Number</u>	<u>Invoice #</u>	<u>PO #</u>
				<u>OBO#</u>	<u>On- Behalf- of- Name</u>	<u>From Date</u>	<u>To Date</u>
105526	10432	Schneider/Nancy PO BOX 152 TROMMALD, MN 56441					
	Warrant #	105526	Total				
				-89.42 - DUPE PAY	05- 420- 600- 4800- 6340		0
				89.42 - Date 8/1/16			
	Final Total..		1,302,619.67	136	Transactions		

Aitkin County



Warr # Vendor #

RECAP BY FUND

<u>FUND</u>	<u>AMOUNT</u>	<u>NAME</u>
1	135,379.01	General Fund
3	898,229.05	Road & Bridge
5	482.74	Health & Human Services
9	61,428.38	State
12	204,206.00	Agency
13	244.88	Taxes & Penalties
19	2,579.61	Long Lake Conservation Center
21	70.00	Parks
	1,302,619.67	TOTAL

2F

Aitkin County



DKB1
9/1/16 1:02PM

Audit List for Board AUDITOR'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
 Save Report Options?: N

D - Detailed Audit List
 S - Condensed Audit List

Highway Dept. Contract Payments

Aitkin County



Audit List for Board AUDITOR'S VOUCHERS ENTRIES

DKB1
9/1/16 1:02PM
3 Road & Bridge

Vendor	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
307	DEPT		R&B Capital Infrastructure		
7050	Anderson Bros Construction Co				
	03-307-000-0000-6262		Contract Payment	20161	Contract Payments
	03-307-000-0000-6262		Contract Payment	20163	Contract Payments
7050	Anderson Bros Construction Co				
					2 Transactions
307	DEPT Total:		R&B Capital Infrastructure	1 Vendors	2 Transactions
3	Fund Total:		Road & Bridge		2 Transactions
	Final Total:			1 Vendors	2 Transactions

DKB1
9/1/16

1:02PM

Aitkin County

Audit List for Board AUDITOR'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
3	620,376.21	Road & Bridge
All Funds	620,376.21	Total

Approved by,
.....
.....



Board of County Commissioners Agenda Request

26
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: New Veteran's Service Office Van

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Penny Harms		Department: Veterans Service
Presenter (Name and Title):		Estimated Time Needed:
Summary of Issue: Purchase of a new veteran's van - 2016 Dodge Caravan \$5,000 will be used from the FY2016 County Veterans Service Office Operational Improvement Grant. The additional monies will come from the Aitkin American Legion, VFW, and DAV.		
Alternatives, Options, Effects on Others/Comments: The Current Van has 188,000 miles on it and needs to be replaced.		
Recommended Action/Motion: Approve purchase of 2016 Dodge Caravan.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ 5000 Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Please Explain:		

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



Board of County Commissioners Agenda Request

24
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Toward Zero Deaths Grant

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <small>*provide copy of hearing notice that was published</small>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
Submitted by: Kirk Peysar, County Auditor		Department: County Auditor
Presenter (Name and Title): Kirk Peysar, County Auditor		Estimated Time Needed: n/a
Summary of Issue: Authorize signatures to the grant agreement for TZD for the period of October 1, 2016 to September 30, 2017.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Adopt resolution		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ as attached Is this budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

TZD Fiscal Agent Agreement

BE IT RESOLVED, that Toward Zero Deaths enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2016 through September 30, 2017.

BE IT ALSO RESOLVED, that Kirk Peysar, Aitkin County Auditor, is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Toward Zero Deaths and to be the fiscal agent and administer the grant.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator

Aitkin County Toward Zero Deaths Coalition
SUBCONTRACT FOR TZD SAFE ROADS GRANT

Aitkin County Toward Zero Deaths Coalition is contracting with ***Paul William Bruggman***, to provide project coordination for the ***Aitkin*** County Toward Zero Deaths (TZD) Safe Roads Grant. This contract is for the period of October 1, 2016 to September 30, 2017.

Contract duties include: Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved TZD Safe Roads Work Plan and Budget which are incorporated by reference into Grant Agreement A-SAFE17-2017-ATKNCOTZD-004 and are on file with the State at the Office of Traffic Safety, 445 Minnesota Street, Suite 150 St. Paul, Minnesota 55101. The Grantee and subcontractor shall also comply with all requirements referenced in the TZD Safe Roads Program Guidelines, Terms and Conditions, Federal Audit Requirements which are incorporated by reference into the grant agreement and are on file with the State at the Office of Traffic Safety, 445 Minnesota Street, Suite 150 St. Paul, Minnesota 55101.

Up to \$(19,150) has been set aside for this subcontract to reimburse for coordinator time used to perform approved grant duties and activities at the rate of \$(32.00) per hour. The subcontractor will be reimbursed for expenses for all other approved grant related costs as written in the Office of Traffic Safety Grant Agreement.

Grant Award:	\$19,150
Contracted Services:	\$16,640
In-State Travel:	\$ 1,500
Supplies:	\$ 150
Print/Postage:	\$ 200
Phone:	\$ 360
Other:	\$ 300
TOTAL:	\$19,150

If for any reason the sub-contractor cannot fulfill the participation as outlined above the sub-contractor will be reimbursed for hours and mileage incurred prior to the end of the contract.

Office of Traffic Safety Grantee:

Aitkin County Toward Zero Deaths Coalition

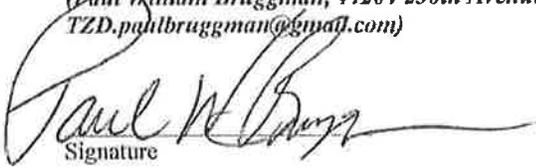
Kirk Peysar, County Auditor Phone: (218) 927-7361
E-Mail: kpeysar@co.aitkin.mn.us

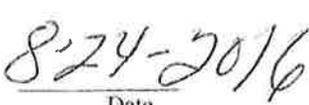
Signature

Date

Subcontractor:

*(Paul William Bruggman, 44204 230th Avenue, McGregor MN 55760, 218-429-1937,
TZD.paulbruggman@gmail.com)*


Signature


Date



Board of County Commissioners Agenda Request

21
Agenda Item #

Requested Meeting Date: 09/13/16

Title of Item: Out of State Travel / Training

<input type="checkbox"/> REGULAR AGENDA <input checked="" type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Sheriff Scott Turner	Department: Sheriff's Office
--	--

Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed:
--	-------------------------------

Summary of Issue:
 There are 3 staff members that we would like to send to the Zuercher User Conference in Sioux Falls, South Dakota. They are Road Sergeant Dan Guida, Dispatch Supervisor Patrice Erickson and Jail Sergeant Staci Sinell. They would attend conference classes and have one-on-one time scheduled with Zuercher staff. This would allow them to bring specific questions that we have about our current computer system to the vendor for technical assistance. The conference is September 14-16, 2016.

Thank you for your consideration.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Approve out of state travel for 3 Sheriff's Office staff to Sioux Falls, SD September 14-16, 2016.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$
 Is this budgeted? Yes No *Please Explain:*
 This is a budgeted revenue item.



Board of County Commissioners Agenda Request

25
Agenda Item #

Requested Meeting Date: 09/13/16

Title of Item: STS Donation

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

Submitted by: Sheriff Scott Turner	Department: Sheriff's Office
--	--

Presenter (Name and Title): Sheriff Scott Turner	Estimated Time Needed:
--	-------------------------------

Summary of Issue:

Up North Riders, Inc. has made a generous donation of \$100 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

2K
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Fire Protection Contract with City of Palisade

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

Action Requested:

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

- Direction Requested
- Discussion Item
- Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:
Kirk Peysar, County Auditor

Department:
County Auditor

Presenter (Name and Title):
Kirk Peysar, County Auditor

Estimated Time Needed:
n/a

Summary of Issue:

Approve and authorize signatures to the 2017 Fire Protection Contract for the unorganized townships served by the Palisade Fire Department.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Approve and authorize signatures to the contract with City of Palisade for 2017

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

RECEIVED
FEB 22 2016
BY: _____

Agreement for Fire Protection

THIS AGREEMENT, MADE and entered into this **3rd** day of **February, 2016** by and between the **City of Palisade**, a Municipal corporation of Aitkin County, MN and the **Unorganized Townships** of Aitkin County, MN.

WHEREAS, the second party, deeming it advisable to have available for the benefit of the residents of said Township, services of the first parties Fire Department, and the Electors of said Town having pursuant to law, provided a fund for the furnishing of said service and

WHEREAS, the first party has by appropriate action authorized its Mayor and Council Members to enter into a contract with the second party for the furnishing of said service.

NOW, THEREFORE, it is mutually agreed between the parties herto, that for a period of **ONE YEAR** from and after the date hereof, the Fire Department of the first party will answer any and all fire calls of the residents in the following sections of **Unorganized Townships** and will respond to such calls with suitable fire fighting apparatus manned by at least three members of the Palisade Fire Department, who will render all assistance possible in the saving of life and property. In consideration of said services, second party agrees to pay as follows;

#1094 **50-26 ~~\$7,357~~; 51-25 \$218 49-27 \$4,600 50-27 \$264; 50-25 \$1,393 = \$7,869 due and payable by July 1, 2017**

It is understood and agreed however, that at times weather and road conditions through the various seasons of the year can and no doubt will interfere in the rendering of such service, in which event, failure to furnish the service herein agreed upon, shall not be taken to be a breach of this agreement.

It is further agreed that this contract shall continue to be in effect for a period of not more than ten years with the privilege of cancelling by either party with a written notice within 30 days. Late fees of 1.5% of total agreement will be assessed monthly after due date of July 1st.

CONTRACT DATE January 1, 2017 to December 31, 2017

IN WITNESS WHEREOF, the respective parties have caused this instrument to be executed by respective officers thereof and the respective seals of the parties to be affixed thereto.

CITY OF PALISADE, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN.

IN PRESENCE OF:

Camille Nordstrom

Alfred Johnson

Harvey M. DeWitt

[Signature]

UNORGANIZED TOWNSHIPS, A MUNICIPAL CORPORATION OF AITKIN COUNTY, MN.

Palisade Fire Department Budget

Proposed Budget	2017
Gas/Oil/Repair	2287
Insurance	5791
Utilities	6857
Wages	13714
Equipment	15235
Training	8681
Truck Depreciation	7617
	60182

Actual Expenditures	2013	2014	2015	2016
Gas/Oil/Repair	2032	4439	2328	2156
Insurance	5145	7152	7907	5458
Utilities	6092	8744	5680	6463
Wages	12184	7300	6482	12926
Equipment	13536	36619	26358	14360
Training	7714	5915	5080	8184
Dues/Subscriptions	6768	816	1787	7180
	53471	70985	55622	56727

Please sign & mail the original with payment to:

City of Palisade

PO Box 144

Palisade, MN 56469

Due date for 2016 contract is July 1st-late fees will apply to contracts not paid by that date.

Palisade Fire Department

2015 Township Run Report Information

Palisade 5 medicals 1 Grass Fire

Workman 4 medicals

Fleming 1 Med Atv Accident 2 Medical 1 Med Air Lifted

Logan 1 Medical 1 Medical Air Lifted 1 Grass Fire 1 False Alarm

**Waukenabo 10 Medicals 3 Medical/Accident 1 Fire Pole Barn
1 Fire Superior Thermal Wood 1 Fire Shanholtzer
2 Grass Fires**

Hebron 1 Medical/ATV Accident Air Lift 1 Grass Fire

**Mutual Aid Aitkin Smith Fire Aitkin, Mcgregor, Hill City
Thermal Wood & Shanholtzer
Palisade to McGregor Garage Fire and Aitkiin
American Peat Fire**

**Funeral Steve Sandberg Aitkin County Deputy and Retired
Aitkin Firefighter**



Board of County Commissioners Agenda Request

2L
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Set Unorganized Township Levies for 2017

- REGULAR AGENDA
- CONSENT AGENDA
- INFORMATION ONLY

Action Requested:

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

- Direction Requested
- Discussion Item
- Hold Public Hearing*

**provide copy of hearing notice that was published*

Submitted by:

Kirk Peysar, County Auditor

Department:

Auditor

Presenter (Name and Title):

Kirk Peysar, County Auditor

Estimated Time Needed:

n/a

Summary of Issue:

Set Unorganized Township Levies for 2017

Road and Bridge: Increases in three townships (47-24, 48-27, and 52-25) to meet increased needs.

Fire Protection: Levies adjusted to reflect changes in fire protection contract services.

Cemetery: Levies proposed to remain the same as 2016.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt 2017 levies for the unorganized townships.

Financial Impact:

Is there a cost associated with this request?

Yes

No

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

Is this budgeted?

Yes

No

Please Explain:

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

2017 Unorganized Road & Bridge

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Road and Bridge purposes:

Unorg Township	
52-22	\$3000
45-24	\$2000
47-24	\$10000
52-24	\$1500
50-25	\$4000
51-25	\$0
52-25	\$4500
50-26	\$2000
48-27	\$5000
49-27	\$9000
50-27	\$0
51-27	\$0
52-27	\$3500

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator

Unorganized Township Road & Bridge Fund

August 31, 2016

Township	2015 Expense	2016 Levy	Current Balance	Proposed 2017
52-22	\$6,141.55	\$3,000	\$52,286.40	\$3,000
45-24	\$3,460.00	\$2,000	\$48,671.00	\$2,000
47-24	\$13,432.18	\$7,500	\$10,696.20	\$10,000
52-24	\$2,517.50	\$1,500	\$93,860.71	\$1,500
50-25	\$4,765.00	\$4,000	\$49,714.80	\$4,000
51-25	\$0.00	\$0	\$49,800.92	\$0
52-25	\$6,399.60	\$4,000	\$32,039.03	\$4,500
50-26	\$520.00	\$2,000	\$55,931.33	\$2,000
48-27	\$5,465.39	\$4,500	\$26,810.98	\$5,000
49-27	\$7,735.52	\$9,000	\$39,954.90	\$9,000
50-27	\$680.00	\$0	\$78,036.61	\$0
51-27	\$1,805.00	\$0	\$63,248.37	\$0
52-27	\$3,620.00	\$3,500	\$36,805.15	\$3,500
Totals:	\$56,541.74	\$41,000	\$637,856.40	\$44,500

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

2017 Unorganized Fire Protection

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Fire Protection purposes:

Unorg Township	
52-22	\$9500
51-22	\$150
45-24	\$600
47-24	\$1800
52-24	\$1400
50-25	\$1600
51-25	\$225
52-25	\$1500
50-26	\$1600
48-27	\$3500
49-27	\$5500
50-27	\$300
51-27	\$1000
52-27	\$2200

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator

Unorganized Township Levies-Fire Fund

August 22, 2016

<u>Served By</u>	<u>Township</u>	<u>2016 Prop Levy</u>	<u>Current Balance</u>	<u>2016 Expense</u>	<u>2017 Prop Levy</u>	<u>2017 Budget</u>
Jacobson	52-22	8,500.00	\$8,936.10	\$9,433.07	9,500.00	\$9,433.07
Jacobson	51-22	150.00	\$719.33	\$131.90	150.00	\$131.90
McGrath	45-24	600.00	\$438.12	\$478.70	600.00	\$478.70
McGregor	47-24	1,750.00	\$3,020.18	\$1,617.84	1,800.00	\$1,737.72
Jacobson	52-24	1,500.00	\$2,616.79	\$1,244.78	1,400.00	\$1,244.78
Palisade	50-25	1,800.00	\$2,149.20	\$1,431.00	1,600.00	\$1,393.00
Palisade	51-25	225.00	\$784.73	\$218.00	225.00	\$218.00
Hill City	52-25	2,250.00	\$3,397.57	\$1,813.47	1,500.00	\$1,360.10
Palisade	50-26	1,800.00	\$1,985.76	\$1,334.00	1,600.00	\$1,394.00
Aitkin	48-27	3,500.00	\$2,228.42	\$2,311.35	3,500.00	\$2,311.35
Palisade	49-27	6,000.00	\$4,656.15	\$4,564.00	5,500.00	\$4,600.00
Palisade	50-27	350.00	\$530.70	\$261.00	300.00	\$264.00
Hill City	51-27	1,000.00	\$2,117.26	\$962.63	1,000.00	\$937.79
Hill City	52-27	2,900.00	\$2,716.82	\$2,676.73	2,200.00	\$2,024.62
Total:		32,325.00	\$36,297.13	\$28,478.47	30,875.00	\$27,529.03

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

2017 Unorganized Cemetery

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Cemetery (Revenue):

Unorganized Township Cemetery:

Shovel Lake Cemetery	
51-27	\$600
52-27	\$600
Hebron Cemetery	
50-25	\$1,500

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

2M
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Board of Adjustment Appointment

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

Submitted by: Terry Neff, Environmental Services Director	Department: Environmental Services
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Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed: N/A
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Summary of Issue:

Robert Lake, the current member from District 1 on the Board of Adjustment, has submitted his resignation. After actively looking for a replacement, Kevin Stromberg of Spencer Township expressed his interest and submitted an application. I recommend Kevin Stromberg be appointed to fill the vacancy in District 1 for the remainder of the term which expires 12/31/16 and for a three year term to expire on 12/31/19.

Alternatives, Options, Effects on Others/Comments:

Without the appointment the Board of Adjustment will not have representation from District 1.

Recommended Action/Motion:

Approve the appointment of Kevin Stromberg to the Board of Adjustment.

Financial Impact:

Is there a cost associated with this request? Yes No

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

Is this budgeted? Yes No *Please Explain:*

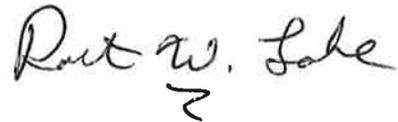
Per diems for 5 BOA members are budgeted each year.

Aitkin County Board of Commissioners,
Sept. 4, 2016

I would like to offer my resignation from the Board of Adjustments. I am finding that my retirement travels and commitments are interfering with the Board of Adjustment's time commitment. To serve on this Board requires a lot of time and research and I'm finding it harder to do.

Thank You,

Sincerely, Robert Lake

A handwritten signature in cursive script that reads "Robert W. Lake". The signature is written in black ink and is positioned below the typed name.

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Board of Adjustment

AITKIN COUNTY COMMISSIONER DISTRICT 1

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

I wish to personally be considered for the Aitkin County BOA in order to increase my degree of involvement in the local concerns of the area. Other personal information:

My wife + I are local property owners, have a small farm in Spangor Township, + I serve as a Supervisor on the township board. I'm a retired military member + currently work as a military contractor providing staff training to the National Guard. I've a Bachelor's Degree from St Scholastica + am involved in continuing education through employment or local interests.

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


Signature of Applicant

24 Aug 2016
Date

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

Is this application submitted by appointing authority? Yes No

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

Please return application to the Aitkin County Administrator's office, located at
217 2nd Street NW - Room 130, Aitkin, MN 56431

NAME OF APPLICANT: Kevin M Stromberg



Board of County Commissioners Agenda Request

3A

Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Approve Data Cloud Solutions, LLC Testing Agreements

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mike Dangers, County Assessor		Department: County Assessor
Presenter (Name and Title): Mike Dangers, County Assessor		Estimated Time Needed: 10 minutes
Summary of Issue: <p>Aitkin County is a member of the joint powers organization Minnesota Counties Information Systems (MCIS). Our property tax and computer aided mass appraisal (CAMA) systems are owned by MCIS. The county assessors in MCIS member counties wish to enter into an agreement with Data Cloud Solutions to test a mobile data collection program. This program would be used by staff appraisers to collect property data when doing field inspections.</p> <p>There are two separate agreements attached. One is for the data access and use and the other is for confidentiality. These agreements are solely for the testing of the product. New agreements will be drafted if MCIS or the County wishes to move forward with purchasing the product.</p> <p>These agreements have been reviewed by both the Aitkin County Attorney's Office and the MCIS Attorney. The costs associated with the testing will very likely be paid for by MCIS. I can elaborate on this during the presentation.</p> <p>Please contact Mike with any questions.</p>		
Alternatives, Options, Effects on Others/Comments: 		
Recommended Action/Motion: The action requested is a motion to sign the agreements as presented.		
Financial Impact: Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i>		

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



DATA ACCESS AND USE AGREEMENT

This Agreement is between Data Cloud Solutions, LLC, an Ohio Limited Liability Company (“DCS”), the Minnesota Counties Information Systems (“MCIS”) a governmental entity and its undersigned member counties, political subdivisions of the State of Minnesota, (hereinafter “Member Counties”) and shall govern the conditions of disclosure of data to DCS by MCIS and its undersigned Member Counties; and

WHEREAS, Member Counties and MCIS will be providing DCS access to government data for the purpose of DCS developing a pilot program to enable MCIS and the Member Counties to evaluate the services and program features that they are considering purchasing from DCS; and

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, the parties agree as follows:

1. **Data Privacy.**

- a. **Government Data.** All data collected, created, received, maintained, or disseminated in any form, by DCS from MCIS or the Member Counties are governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (as amended) (“MGDPA”), the Minnesota Rules promulgated pursuant to the MGDPA, and/or other applicable State and Federal laws.
- b. **Response to Requests for Data.** All data requests under the MGDPA are to be responded to by the Member County as the responsible authority for the data. Any requests for data, or for changes, additions or deletions to data, received by DCS from a third-party shall be forwarded to Member County for response.
- c. **Notice of Requests for Access to Data.** DCS shall provide MCIS and the affected Member County with oral and written notice within 24 hours of receipt of any subpoena, order or requests for government data that is in its possession under the provisions of this Agreement.
- d. **Need to Know.** DCS agrees that only those employees whose job duties reasonably require access to the government data under this Agreement shall be allowed access. DCS shall adopt appropriate security protocols to ensure that only employees and agents of DCS who have a legitimate business reason for accessing government data under the Agreement will be provided access to such data.
- e. **MCIS and Member County Access to Data.** DCS acknowledges and agrees that MCIS and the Member Counties have the right to communicate with DCS’s staff about the services provided pursuant to the Agreement and to access any and all data relating to the services, including, but not limited to, MCIS and County data stored by DCS pursuant to the Agreement.



2. **Data Security.** It is of paramount importance that the data of MCIS and the Member Counties accessed and/or maintained by DCS is secure.
 - a. DCS agrees that its security will be a “True Level 30” at minimum, and preferably at Level 40. DCS agrees to take all reasonable steps to protect the security of all government data collected, created, received, or maintained under the terms of this Agreement.
 - b. DCS specifically is responsible for storing all data collected, created, received, and maintained by each Member County pursuant to this Agreement on separate servers and other physical and electronic storage media from data collected, created, received, or maintained by any other client(s) of DCS, or any other data collected, created, received, or maintained from or on behalf of any other individual or entity, including other Member Counties.
 - c. DCS shall notify MCIS and the affected Member County immediately, but no later than one business day, after receiving information that the security of any data collected, created, received, or maintained for any purpose of this Agreement has been compromised, that any such data has been stored in any physical or electronic storage media with other data not subject to this Agreement, or that any such data has been improperly disclosed.
3. **State Auditing.** To the extent required by Minnesota Statutes, Section 16C.05, subdivision 5 (as amended), the books, records, documents, and accounting procedures and practices of DCS and its employees, owners, agents, or representatives relevant to this Agreement shall be made available and subject to examination by the County and the State of Minnesota for a minimum of six (6) years from the end of this Agreement.
4. **Indemnification.** DCS agrees to indemnify, save, and hold harmless, the Member Counties and MCIS and their current and former Board members, employees, elected officials, officers, attorneys, insurers, and agents from any and all claims, damages, demands, causes of action, and liability of any nature, including attorneys’ fees and punitive damages, arising from or in any manner attributable to any actual or alleged violation of the MGDPA or other applicable State or Federal law, as well as common law claims, regarding the privacy of data collected, created, received, maintained, or disseminated by DCS or its officers, directors, employees, or other agents pursuant to the Agreement. DCS also agrees to indemnify the Member Counties and MCIS against any legal fees and disbursements incurred by the Member Counties and MCIS to enforce the provision of this Section.
5. **Severability:** In the event that any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be illegal, invalid, or unenforceable, such provisions shall be limited or eliminated only to the extent necessary to preserve the validity of this Agreement. This Agreement shall otherwise remain in full force and effect.



6. **Governing Laws:** This Agreement shall be governed and interpreted by the substantive laws of the State of Minnesota.
7. **Waiver:** No waiver shall be effective unless it is set forth in a written instrument executed by the party waiving a breach or default hereunder. No consent to, or waiver of, any breach or default in the performance of any obligation hereunder shall be deemed or construed to be a consent to, or waiver of, any other breach or default in the performance of the same or any other obligation hereunder. Failure on the part of any party to complain of any act or failure to act of any other party or to declare any other party in default of any obligation hereunder, irrespective of how long such failure continues shall not constitute a waiver of rights hereunder.
8. **NOTICE.** Notice required or permitted to be given under this Agreement shall be in writing, signed on behalf of the party providing notice, and deemed received (1) upon receipt if personally delivered; or (2) the next business day if sent by messenger or reputable overnight courier. Notices shall be sent to the following addresses:
 - a. Executive Director
Minnesota Counties Information Systems
413 S.E. 7th Ave.
Grand Rapids, MN 55744
 - b. MCIS Executive Director will distribution to member Counties
9. **EXECUTION.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and to constitute one and the same instrument. Electronic copies shall be considered originals.
10. **MISCELLANEOUS.** This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, documents and proposals. Any amendment or modification to this Agreement shall not be valid unless such amendment or modification is in writing, signed by authorized representatives, and references this Agreement.



Minnesota Counties Information Systems
 413 SE 7th Avenue, Grand Rapids, MN 55744
 Phone 218-326-0381

**DATA ACCESS AND USE AGREEMENT
 SIGNATURE PAGE**

DATA CLOUD SOLUTIONS, LLC

Dated: 7/11/2016

By: 
 Daniel T. Anderson
 President
 P.O. Box. 2194
 Springfield, OH 45501

**MINNESOTA COUNTIES
 INFORMATION SYSTEMS**

Dated: 7/21/2016

By: 
 Lyle Eidelbes
 413 SE 7th Avenue
 Grand Rapids, MN 55744

Dated: _____

_____ COUNTY
 By: _____

Printed Name: _____

Address: _____



DATA CONFIDENTIALITY AGREEMENT

This Agreement is between Data Cloud Solutions, LLC, an Ohio Limited Liability Company (“DCS”), the Minnesota Counties Information Systems (“MCIS”) a governmental entity and its undersigned member counties, political subdivisions of the State of Minnesota, (hereinafter “Member Counties”) and shall govern the conditions of disclosure of DCS data/intellectual property to MCIS and its undersigned Member Counties.

For the purposes of this agreement, “Not Public Data” shall mean any data that is classified as confidential, private, nonpublic, or protected nonpublic data pursuant to Minnesota Statutes Chapter 13. Non-public data includes trade secrets as defined in Minnesota Statutes section 13.37.

1. In consideration of DCS disclosing and using its intellectual property/trade secrets to provide services to MCIS and its Member Counties, MCIS and the Member Counties agree as follows with respect to the Not Public Data disclosed them by DCS (hereinafter “Not Public Data):
 - (a) It will not be used except for the purpose of evaluating a potential agreement or transaction between the parties or as required by such agreement or transaction (“Purpose”).
 - (b) It will be held in confidence and with the same reasonable precautions as are taken with respect to the not public data of MCIS and the Member Counties.
 - (c) It shall not be disclosed to any person or entity except as authorized by law, or as ordered by a court, or by the prior written permission DCS as the trade secret holder, except to the employees, affiliates, consultants or agents whose duties or responsibilities reasonably require access; and
 - (d) It will not be copied or reverse engineered, except for duplication as is necessary for the Purpose.



2. Trade secrets that would otherwise constitute Not Public Data shall not include data that MCIS or the Member County can document and show by written evidence:
 - (a) is already in its/their possession;
 - (b) is lawfully disclosed to it by a party other than DCS without, to MCIS or the Member County's knowledge after inquiry, violation of DCS's legal rights;
 - (c) is developed by employee(s) of MCIS or the Member County do not have knowledge of or access to the Not Public Data provided by DCS; or
 - (d) is or has generally become available to the public without violation hereof.
3. It is further agreed that the furnishing of Not Public Data under this Agreement shall not constitute any grant, option or license to MCIS or Member Counties under any patent, option, license or other right now or hereafter held by DCS or any of its affiliates.
4. MCIS and Member Counties will treat any Not Public Data received from DCS prior to the execution of this Agreement in accordance with this Agreement.
5. At DCS's request, MCIS and Member Counties will promptly return all copies of Not Public Data which have been provided to MCIS and the Member Counties and will destroy all other copies under their control, in whatever media, except as required by the Minnesota Records Retention Act or other law.
6. MCIS and the Member Counties may make disclosures required to comply with applicable laws or regulations, or with a court or administrative order. MCIS and/or the affected Member County shall provide MCIS written notice of any subpoena, order or requests for Not Public Data in its possession which it received from DCS. DCS specifically understands and agrees that all data in the possession of MCIS and the Counties is considered to be government data and is subject to the provisions of the Minnesota Government Data Practices Act, as amended.
7. MCIS and the Member Counties shall notify DCS in writing immediately upon becoming aware of the occurrence of any unauthorized release of Not Public Data under this Agreement.



Minnesota Counties Information Systems

413 SE 7th Avenue, Grand Rapids, MN 55744

Phone 218-326-0381

8. In the event that any of the provisions of this Agreement shall be held by a court or other tribunal of competent jurisdiction to be illegal, invalid, or unenforceable, such provisions shall be limited or eliminated only to the extent necessary to preserve the validity of this Agreement. This Agreement shall otherwise remain in full force and effect.
9. This agreement shall be governed and interpreted by the substantive law of the State of Minnesota.
10. No waiver shall be effective unless it is set forth in a written instrument executed by the party waiving a breach or default hereunder. No consent to or waiver of any breach or default in the performance of any obligation hereunder shall be deemed or construed to be a consent to or waiver of any other breach or default in the performance of the same or any other obligation hereunder. Failure on the part of any party to complain of any act or failure to act of any other party or to declare any other party in default of any obligation hereunder, irrespective of how long such failure continues shall not constitute a waiver of rights hereunder.
11. All notices and other communications which are required or permitted under the terms or conditions of this Agreement, shall be in writing and sent by overnight courier or registered or certified mail, postage prepaid, to the receiving party at the address herein or at any other address that the receiving party may have provided to the sending party in writing as provided herein. Any notice or other communication sent by overnight courier shall be deemed to have been received on the day after it is sent, if a business day, and on the next succeeding business day, if not. Any notice or other communication sent by registered or certified mail shall be deemed to have been received on the date received.
12. This Agreement constitutes the entire agreement and understanding between the parties, superseding any prior understandings, commitments or agreements, oral or written, with respect to Not Public Data disclosed by DCS. Any changes to this Agreement must be in writing and signed by the parties hereto.

performance of the same or any other obligation hereunder. Failure on the part of any party to complain of any act or failure to act of any other party or to declare any other party in default of any obligation hereunder, irrespective of how long such failure continues shall not constitute a waiver of rights hereunder.

11. All notices and other communications which are required or permitted under the terms or conditions of this Agreement, shall be in writing and sent by overnight courier or registered or certified mail, postage prepaid, to the receiving party at the address herein or at any other address that the receiving party may have provided to the sending party in writing as provided herein. Any notice or other communication sent by overnight courier shall be deemed to have been received on the day after it is sent, if a business day, and on the next succeeding business day, if not. Any notice or other communication sent by registered or certified mail shall be deemed to have been received on the date received.
12. This Agreement constitutes the entire agreement and understanding between the parties, superseding any prior understandings, commitments or agreements, oral or written, with respect to Not Public Data disclosed by DCS. Any changes to this Agreement must be in writing and signed by the parties hereto.



Minnesota Counties Information Systems
 413 SE 7th Avenue, Grand Rapids, MN 55744
 Phone 218-326-0381

**DATA CONFIDENTIALITY AGREEMENT
 SIGNATURE PAGE**

DATA CLOUD SOLUTIONS, LLC

Dated: 6/30/2016

By: 
 Daniel. T. Anderson
 President
 P.O. Box. 2194
 Springfield, OH 45501

**MINNESOTA COUNTIES
 INFORMATION SYSTEMS**

Dated: 7/21/2016

By: 
 Lyle Eidelbes
 413 SE 7th Avenue Grand
 Rapids, MN 55744

_____ COUNTY

Dated: _____

By: _____

Printed Name: _____

Address :



Board of County Commissioners Agenda Request

4A
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Purchase Boiler System

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input type="checkbox"/> CONSENT AGENDA	<input checked="" type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>
Submitted by: Thomas Burke		Department: Health and Human Services
Presenter (Name and Title): Thomas Burke		Estimated Time Needed: 10 minutes
Summary of Issue: Our present boiler system is becoming increasingly difficult to repair. It has limped along over the past several years and is being recommended to be replaced. The recommendation is to replace the single boiler with two smaller, more efficient boilers. By having two smaller units, we would be able to function on one if the other is failing in any way.		
Alternatives, Options, Effects on Others/Comments:		
Recommended Action/Motion: Motion to accept the bid from General Heating and Mechanical for options 1 and 3.		
Financial Impact: Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No What is the total cost, with tax and shipping? \$ Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i> See the two attached bids for pricing.		

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

GENERAL HEATING and MECHANICAL Co.



- COMMERCIAL/INDUSTRIAL HEATING EQUIPMENT
- PROCESS PIPING
- CERTIFIED WELDING
- BOILER REPAIR
- BOILER WATER TREATMENT
- HVAC
- PLUMBING
- ELECTRICAL

1922 WEST SUPERIOR STREET DULUTH MINNESOTA 55806

TELEPHONE (218) 727-1888 FAX (218) 727-6540

www.general-heating.com

August 31, 2016

Aitkin Co. Courthouse
Attn. Tom Bingham

RE: Health and Human Services building boiler replacement.

We are offering three options on the boiler replacement project.

Option one:

Replace your existing boiler with high efficiency condensing boilers. This would include:

- Two Lochinvar FTXL 500 boilers
- Two energy efficient variable speed boiler pumps. (Not the same as the main system pumps)
- PVC sealed combustion venting through existing chimney
- All necessary hydronic piping
- All necessary gas piping
- All necessary electrical, including reconnecting existing building energy management into the new system
- Demolition and proper disposal of the exiting boiler and old steam converter system.

Your cost: \$57,995.00

Option two:

Replace your existing boiler with standard efficiency boilers. This would include:

- Two Crown FW-4 boilers
- Two boiler pumps. (Not the same as the main system pumps)
- Venting through existing chimney
- All necessary hydronic piping
- All necessary gas piping

- All necessary electrical, including reconnecting existing building energy management into the new system
- Demolition and proper disposal of the exiting boiler and old steam converter system.

Your cost: \$41,995.00

Option 3:

Replace your existing main system pumps with high efficiency variable speed pumps. This would include:

- Two Wilo Statos self-regulating high efficiency pumps
- All necessary electrical
- All necessary piping modifications

This option pricing is based on it being done at the same time as option one or two.

Your cost: \$8,595.00

Sincerely,



Dale Brodin

Lochinvar.com

USA
A Division of Lochinvar Associates

Lochinvar
HIGH EFFICIENCY BOILERS & WATER HEATERS



ALSO CERTIFIED
98%
THERMAL EFFICIENCY



- WIRELESS OUTDOOR SENSOR CAPABLE
- 4 PUMP CONTROL
- SMALL 6.2 SQ. FT. FOOTPRINT
- FLOW RATES FROM 10 TO 150 GPM
- COMMON VENT AND PVC DIRECT-VENTING
- UP TO 10:1 TURNDOWN RATIO
- 5 INPUTS FROM 399,999 TO 850,000 BTU/HR
- LOCH-N-LINK® USB DRIVE SETUP
- CASCADING SEQUENCER
- CON-X-US® REMOTE CONNECT CAPABLE

SMART SYSTEM

FTXL
FULLY INTEGRATED

HIGH EFFICIENCY BOILERS



THE NEW 98% STANDARD

Lochinvar re-defined the fire-tube boiler category with its KNIGHT™ Wall-Mount and CREST® lines. For residential and light commercial applications, the FTXL™ adds models from 399,999 to 850,000 Btu/hr, and takes Lochinvar's fire-tube technology to the next level. FTXL offers best-in-class AHRI Thermal Efficiency and footprints, plus remote connectivity that puts the SMART SYSTEM™ control at your fingertips, anywhere!

REDUCE INSTALLATION COST WITH VARIABLE FLOW TECHNOLOGY

FTXL can operate over a wide range of flow rates* with very low pressure drop. This permits installation of a "full flow" (variable primary) system eliminating the time and materials cost of primary/secondary piping, and pumps needed to maintain flow in a water-tube boiler. Variable flow also makes FTXL more flexible at handling frequent fluctuations in the system flow rate.

*See data page for minimum and maximum flow rates by model.

SMOOTH-RUNNING, MODULATING COMBUSTION

FTXL boilers have a top-mounted, micrometal fiber burner, with a blower/gas valve assembly that drives heat energy downward, through stainless steel fire tubes, with exhaust venting through the bottom of the unit. With up to 10:1 modulation/turndown, the burner automatically changes its firing rate as building heat loads vary. An FTX560 fires at its maximum 500,000 Btu/hr rate when heat load is highest, then gradually "turns down" to as low as 50,000 Btu/hr as load decreases. A modulating system runs smoothly and efficiently, without frequent on/off cycling.

MINIMUM SUPPLY PRESSURE, INSTALLER-FRIENDLY

FTXL operates with supply gas pressure as low as 4 inches water column. *Negative Regulation* draws gas into a pre-mix combustion system, instead of relying on utility pressure through the gas valve. The result is steady operation in low gas pressure systems or when peak demand occurs on gas supply. Automatic fan speed control fine-tunes the correct fuel/air ratio entering the burner, providing superior combustion throughout the entire operating range.

MICROMETAL FIBER BURNER
DELIVERS HEAT TO THE
COMBUSTION CHAMBER

SAFFLES DIRECT THE
FLOW OF WATER FOR
OPTIMAL HEAT TRANSFER

WATER ENTERS THE BOTTOM
AND TRAVERSES UP AND
AROUND FIRE TUBES

DOWNWARD FLOW OF FLUE
GASES TRANSFER HEAT
WITHIN FIRE TUBES

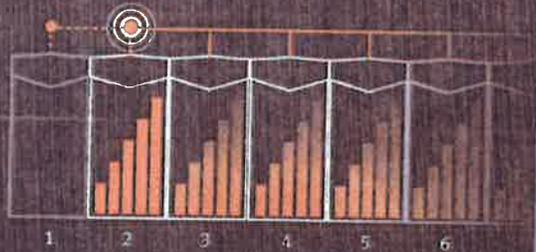




PEACE OF MIND, WHEN IT MATTERS MOST

Up to eight FDXL boilers can be sequenced using a 2-wire daisy-chain connection. Cascade sequencing can be programmed for "Lead-Lag" or "Efficiency Optimized" operation.

With Lead-Lag operation, one lead boiler modulates to capacity on demand. As load increases, the system then cascades to additional lag boilers in sequence. The first-in role shifts daily, distributing equal runtimes to each unit.



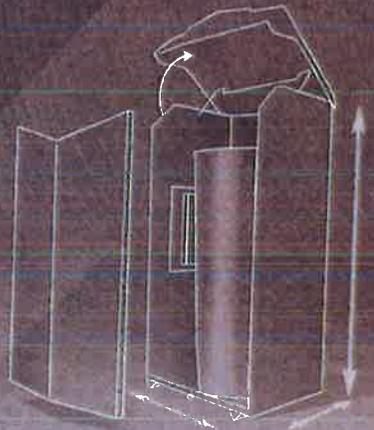
In an Efficiency Optimized system, all boilers fire and modulate simultaneously at the same Btu/hr input rates, maximizing thermal efficiency.

If the lead boiler is turned off for maintenance, Cascade Redundancy automatically shifts the lead role to the second sequenced boiler. Peace of mind comes from knowing the system will still function with no downtime until the original lead boiler is back online.

THE SMALLEST FOOTPRINT, EASY TO INSTALL & SERVICE

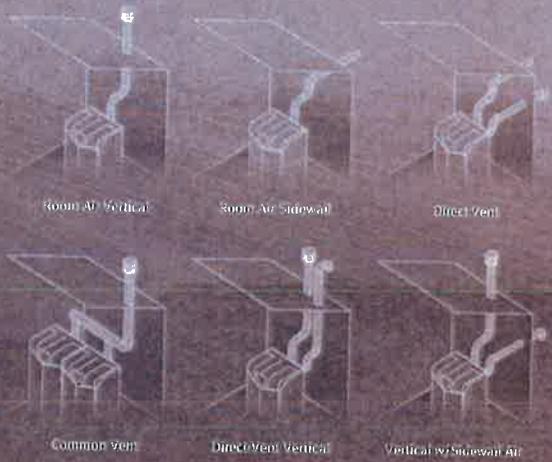
FDXL can be installed with zero clearance on the left and right, and the boiler's installed footprint is just 6.2 sq. ft.

All water, gas and vent connections are in the back of the unit. A hinged top opens for easy access to components, and the front panel is easily removed using no tools.



FLEXIBLE VENTING OPTIONS

FDXL offers 6 venting options, and permits direct vent air intake and exhaust runs up to 100 equivalent feet, using PVC, CPVC, polypropylene or stainless-steel pipe. Plus multiple units can be common-vented to reduce time and materials costs.



TO LEARN MORE, LOG ON TO WWW.FDXLBOILER.COM TODAY!



INTRODUCING BOILER PLANT CONTROL, FROM ANYWHERE.

FFXL features the next generation of Lochinvar's all-in-one SMART SYSTEM operating control with a re-designed multi-color LCD interface. SMART SYSTEM provides outstanding functionality, and can be integrated directly into a Building Automation System via ModBus and other communications protocols. And now, the CON-X-US mobile communication platform allows SMART SYSTEM to go where no other boiler has gone before.

SMART SYSTEM

CON-X-US provides the ability to monitor and manage multiple FFXL boiler plants without ever stepping into the mechanical room. CON-X-US will send alerts via text or e-mail notifying of changes in system status, and anytime, from anywhere, a user can check system status and re-program any boiler function. Once downloaded, the free CON-X-US mobile application allows for remote access to all SMART SYSTEM functions using any Internet-capable device.



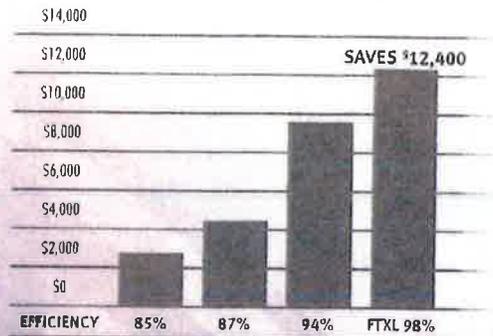
CON-X-US control board sold separately.
See back cover for a complete list of
SMART SYSTEM features.

HOW 98% TRANSLATES INTO FTXL SAVINGS

Even when compared to other condensing boilers, the FTXL fire-tube combustion system will produce significant fuel cost savings. Here are three comparisons, based on building load of approximately 19,000 therms/year, at a cost of \$1.09 per therm of natural gas.

Fuel savings is based on a heating load of 19,000 therms per year being supplied by an 82% efficient boiler at the DOE National average for natural gas of \$1.09.

3 - Year Fuel Savings



ENHANCED MULTI-COLOR LCD INTERFACE



WIRELESS OUTDOOR SENSOR

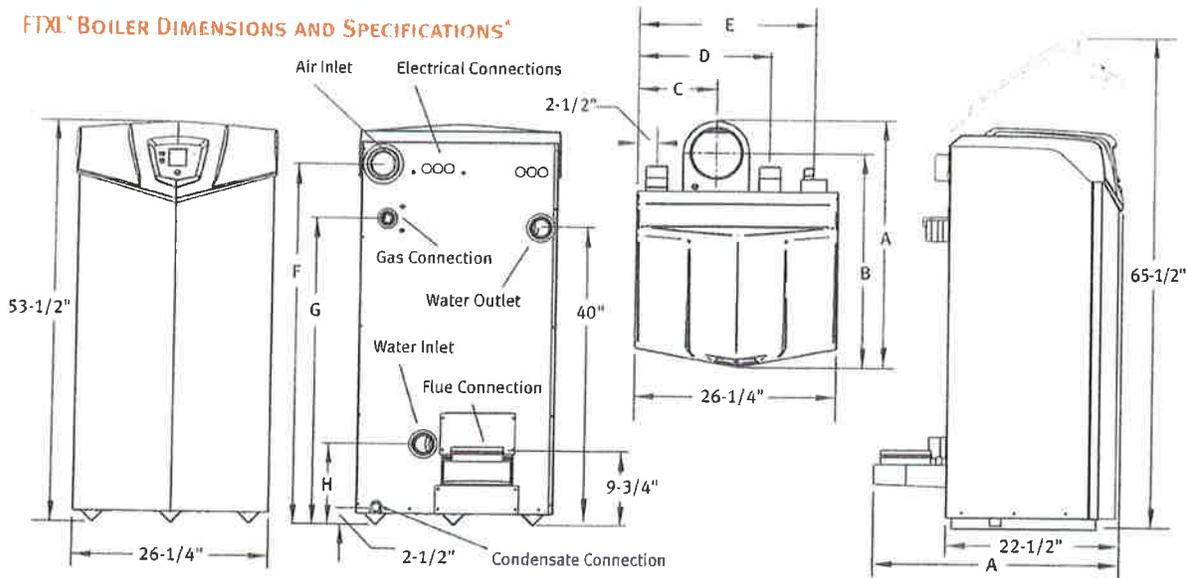
Easy to install, greatly reduces time and materials cost for running sensor wire from standard outdoor temperature sensor to boiler control. Approximate range 2,000 feet line-of-sight.

LOCH-N-LINK® EASY USB FLASH PROGRAMMING

Use a USB drive to name, store and easily manage multiple existing proven parameter sets. Quickly upload them via the front panel port into the FTXL boiler, reducing installation and programming time by up to 30 minutes per boiler.



FTX[®] BOILER DIMENSIONS AND SPECIFICATIONS*



Model Number	Input		Thermal Efficiency	Output MBH	NET AHRI		Flow (GPM)	HEX Water Volume	Dimensions (inches)								Water Conn.	Vent Size	Air Intake	Gas Conn.	Shipping Wt. (lbs.)	
	Min. MBH	Max. MBH			Rating MBH	Turn down			A	B	C	D	E	F	G	H						
FTX400(N,L)	40.0	399.9	98.0%	392	341	10:1	10	105	13	30-1/2"	27-1/2"	10-1/4"	17"	23-1/4"	45-1/4"	39-1/2"	10-3/4"	2"	4"	4"	1"	435
FTX500(N,L)	50.0	500.0	97.7%	489	425	10:1	15	105	12	30-1/2"	27-1/2"	10-1/4"	17"	23-1/4"	45-1/4"	39-1/2"	10-3/4"	2"	4"	4"	1"	460
FTX600(N,L)	85.0	600.0	97.5%	585	509	7:1	15	105	12	30-1/2"	27-1/2"	10-1/4"	17"	23-1/4"	45-1/4"	39-1/2"	10-3/4"	2"	4"	4"	1"	470
FTX725(N,L)	103.5	725.0	97.2%	705	613	7:1	20	150	17	33"	28-1/2"	10-1/2"	17-1/2"	23-1/2"	48-1/2"	41-1/4"	11"	2-1/2"	6"	4"	1"	510
FTX850(N,L)	121.5	850.0	97.0%	825	717	7:1	25	150	16	33"	28-1/2"	10-1/2"	17-1/2"	23-1/2"	48-1/2"	41-1/4"	11"	2-1/2"	6"	4"	1"	535

*Information subject to change without notice.
 Dimensions are in inches. Select "N" for "L" or Natural or "L" gas.

SMART SYSTEM FEATURES

- ▶ **Smart System Digital Operating Control**
Multi-Color Graphic LCD Display w/Navigation Dial
- ▶ **Loch-N-Link[®] USB Thumb Drive Port for Easy Programming**
- ▶ **Cascading Sequencer with Built-in Redundancy**
Selectable Cascade Type:
Lead Lag/Efficiency Optimization
Multiple Size Boilers
Front-End Loading
- ▶ **3 Reset Temperatures Inputs w/Independent Outdoor Reset Curves for Each**
Outdoor Sensor
- ▶ **Four-Pump Control**
System Pump with Parameter for Continuous Operation
Boiler Pump with Variable-Speed Control
Domestic Hot Water Boiler Pump
Domestic Hot Water Recirculation Pump Control with Sensor
- ▶ **Building Management System Integration**
0-10 VDC Input to Control Modulation or Setpoint
0-10 VDC Input from Variable-Speed System Pump
0-10 VDC Modulation Rate Output Signal
0-10 VDC Enable/Disable Signal
- ▶ **Programmable System Efficiency Optimizers**
Space Heating Night Setback
DHW Night Setback
Anti-Cycling
Ramp Delay
Boost Time and Temperature
- ▶ **High-Voltage Terminal Strip**
120 VAC/60 Hertz/1 Phase
Pump Contacts for 3 Pumps

- ▶ **Low-Voltage Terminal Strip**
Building Recirculation Pump Start/Stop
Proving Switch Contacts
Flow Switch Contacts
Alarm Contacts
Runtime Contacts
3 Space Heat Thermostat Contacts
Tank Thermostat Contacts
System Sensor Contacts
Tank Sensor Contacts
Cascade Contacts
0-10 VDC BMS Contacts
0-10 VDC Boiler Rate Output Contacts
0-10 VDC Boiler Pump Speed Contacts
0-10 VDC System Pump Speed Contacts
ModBus Contacts
- ▶ **Time Clock**
- ▶ **Data Logging**
Ignition Attempts
Last 10 Lockouts
Space Heat Run Hours
Domestic Hot Water Run Hours

STANDARD FEATURES

- ▶ **97%-98% Thermal Efficiency**
- ▶ **Modulating Burner with up to 10:1 Turndown**
Direct Spark Ignition
Low NOx Operation
Sealed Combustion
Low Gas Pressure Operation
- ▶ **Stainless Steel Fire-Tube Heat Exchanger**
ASME-Certified, "H" Stamped
160 psi Working Pressure
50 psi Relief Valve
Combustion Analyzer Test Port
Fully Welded Design

- ▶ **Vertical and Horizontal Direct Vent**
Direct Vent up to 100 feet
PVC, CPVC, Polypropylene or AL29-4C
Factory Supplied Sidewall Vent Termination
- ▶ **Smart System Control**
- ▶ **Other Features**
On/Off Switch
Adjustable High Limit with Manual Reset
Automatic Reset High Limit
Manual Reset Low Water Cutoff
Flue Temperature Sensor
Low Air Pressure Switch
Temperature and Pressure Gauge
Condensate Trap
Zero Service Clearances
10-Year Limited Warranty (See Warranty)
Custom Maintenance Reminder with Contact Info
Password Security
Customizable Freeze Protection Parameters

OPTIONAL EQUIPMENT

- CON-X US Remote Connectivity
- Motorized Isolation Valve
- Wireless Outdoor Temperature Sensor
- Multi-Temperature Loop Control
- Variable-Speed Boiler Circulator
- Constant-Speed Boiler Circulator
- ModBus Communication
- Alarm Bell
- Condensate Neutralization Kit
- Concentric Vent Kit (FTX400-FTX600)
- BMS Gateway to BACnet or LonWorks
- High and Low Gas Pressure Switches w/Manual Reset (FTX500-FTX850)
- ▶ **Firing Controls**
M9-Standard Construction
M13-CSD-1/FM/GE Gap (FTX500-FTX850)



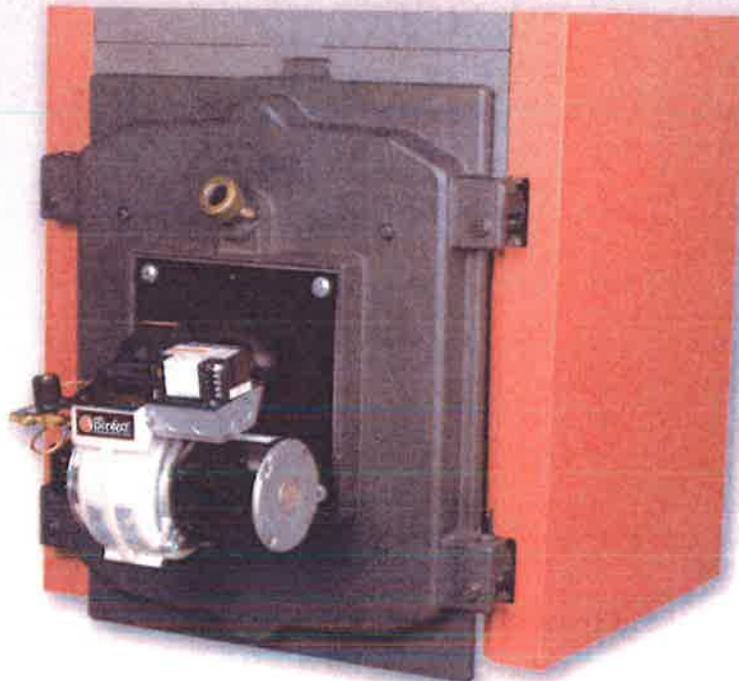
Lochinvar, LLC
 300 Woodcock Simonson Parkway
 Johnson, Tennessee 37090
 ▶ 615-489-3900 • 615-367-0000
 f t i n Lochinvar.com



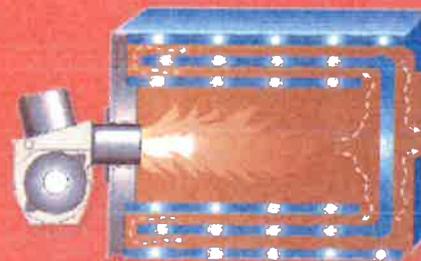


FW SERIES

Cast Iron 3-Pass Scotch Marine Boiler designed for use with light oil, gas, or a light oil-gas combination.



The FW boiler uses a 3-pass heat exchanger, designed to maximize heat transfer from flue gases to the boiler water, and to minimize the amount of cast iron and water that must be heated. This is achieved by circulating the hot flue gases through the heat exchanger three times, resulting in a more efficient boiler.



- AHRI burner input 433 to 1,299 MBH
- 3-Pass scotch marine design
- Cast iron push nipples and boiler sections
- Woven glass ropes between sections
- Swing open burner door
- Pressurized for forced draft venting or chimney draft
- Stainless steel baffles easily removed via front door
- Rear flue outlet with quadrant locking damper
- Exclusively designed for forced hot air circulation
- Powder coated, textured, insulated jacket
- 10-year limited warranty

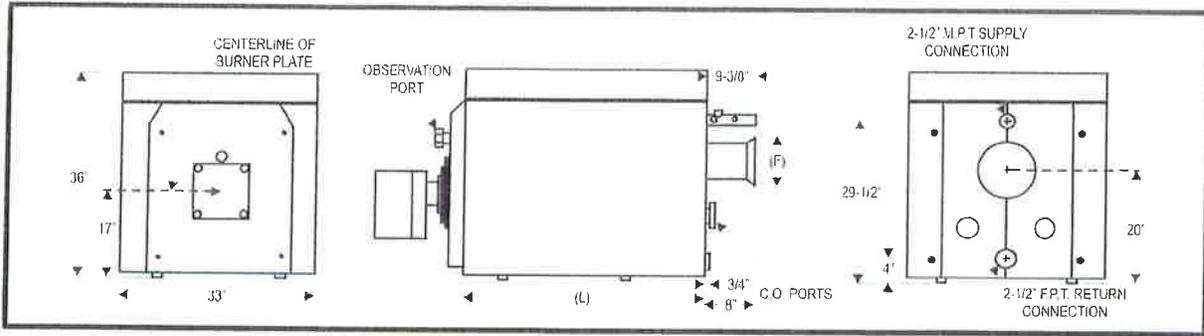
See back side for piping configurations

Quality
Value
Service

VelocityBoilerWorks.com | Philadelphia, PA

FW SERIES

TECHNICAL SPECIFICATIONS



MODEL	BURNER INPUT		GROSS OUTPUT		AHRI NET WATER RATING (MBH)	WATER CONTENT (GAL)	DRAFT LOSS (IN. W.C.)	DIMENSIONS (IN.)			DRY WEIGHT (LBS)
	OIL (GPH)	GAS (MBH)	MBH	BHP				[F] VENT DIA.	AHRI VENT DIA.*	[L]	
FW-4	3.0	433	355	10.6	309	15.8	0.16	8	7	26	1126
FW-5	4.0	577	478	14.2	416	19	0.27	8	7	37	1313
FW-6	5.0	722	600	17.9	522	22.2	0.39	10	8	42	1524
FW-7	6.0	866	723	21.6	629	25.4	0.51	10	9	47	1743
FW-8	7.5	1082	907	27.1	789	28.5	0.62	10	10	52	1947
FW-9	9.0	1299	1091	32.6	949	31.7	0.75	10	10	57	2143

*AHRI Vent Diameter size is the pipe size used from boiler vent connector [F] to termination of stub stack; max. height 15' (for forced draft firing only). For chimney venting consult National Fuel Gas Code.

1. Altitudes above 2,000 ft. - ratings should be reduced at a rate of 4% for each 1,000 ft. above sea level (US only).

2. The AHRI Net Water Ratings are based on a piping and pickup allowance of 1.15.

3. The manufacturer should be consulted before selecting a boiler for installations having unusual piping and pickup requirements, such as intermittent system operation, extensive piping systems, etc.

MODEL	BURNER MOTOR			BURNER MODEL LIGHT OIL	BURNER MODEL GAS	BURNER MODEL GAS/OIL COMB.	GAS TRAIN SIZE	MIN. GAS PRESS REQ. @ BURNER (IN. W.C.)
	MFG.	HP	VOLTAGE					
FW-4	BECKETT	1/3	120-1	CF-500	CG-10	----	----	----
	POWER FLAME	1/3	120-1	C1-0	C1-G-10	C1-GO-10	1-1/4	5.5
FW-5	BECKETT	1/3	120-1	CF-800	CG-10B	----	----	----
	POWER FLAME	1/3	120-1	C1-0	C1-G-10	C1-GO-10	1-1/4	5.5
FW-6	BECKETT	1/3	120-1	CF-800	CG-10B	----	----	----
	POWER FLAME	1/3	120-1	C1-0	C1-G-10	C1-GO-10	1-1/4	5.5
FW-7	BECKETT	1/2	120-1	CF-1400	----	----	----	----
	POWER FLAME	1/3	120-1	C1-0	C1-G-10	C1-GO-10	1-1/4	5.5
FW-8	BECKETT	1/2	120-1	CF-1400	----	----	----	----
	POWER FLAME	3/4	230-1	C2-OA	C2-G-15	C2-GO-15	1-1/2	7.0
FW-9	BECKETT	1/2	120-1	CF-2300	----	----	----	----
	POWER FLAME	3/4	230-1	C2-OA	C2-G-15	C2-GO-15	1-1/2	7.0

All cast iron boiler models include a full one-year warranty. A 10-year limited warranty is provided for the heat exchanger. A 5-year and a 10-year extended warranty covering parts and labor are also available. Visit VelocityBoilerWorks.com or see your warranty for complete details.

 The Mega-Stor® indirect water heater utilizes the energy created by your boiler to produce abundant hot water for your home. Mega-Stor water heaters come in a variety of sizes from 26 to 119 gallons to meet a multitude of residential and commercial needs.

Specifications are subject to change without notice.



CRN:7361.78YT



VelocityBoilerWorks.com | Philadelphia PA

FW - 08/15
PN 980520 - R3

Pioneering for You

wilo®

Energy savings solutions for HVAC applications - North America.

High Efficiency Pumps & Circulators

Stratos ECO, Stratos/D/Z/GIGA, Helix Excel



Wilo

Pioneering for You.



We are there for you worldwide.

Since 1872, we at Wilo have been turning visionary ideas into intelligent solutions that regularly set new standards in the industry. Louis Opländer, the founder of Wilo, used his copper and brass goods factory to improve and facilitate the supply of water and bring heat to people. In 1928, he designed the world's first circulation accelerator and revolutionized the field of heating technology. Ever since then, our company continues to pioneer innovations such as the world's first high-efficiency pump for heating, air-conditioning and cooling and the world's first decentralized pump system. Today Wilo SE, headquartered in Germany, is one of the world's leading manufacturers of pumps and pump systems for heating, air-conditioning and cooling, water supply and sewage disposal. With over 7,000 employees and 70 subsidiaries worldwide, we personally see to it that our customers wants and needs are optimally met every day – with pioneering developments, high-efficiency products, and tailored solutions.



We are there for you locally.

Wilo is synonymous throughout the world with the tradition of first-class German engineering. Just over a decade ago, Wilo entered into America. With a manufacturing facility in Thomasville, Georgia and headquarter offices in Rosemont, Illinois, Wilo USA continues to drive new technology and innovation into the United States pump & systems market.

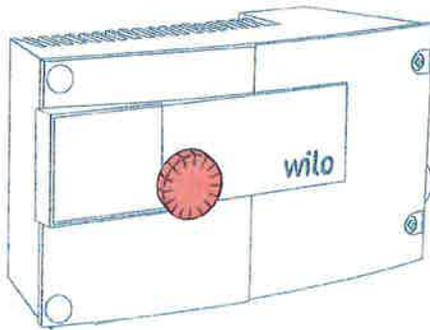
That's what we call Pioneering for You.

Wilo High Efficiency Pumps

The world's first high efficiency circulator!

Twice the efficiency thanks to ECM Technology.

Energy is a valuable commodity. This is why Wilo created the world's first high-efficiency circulator in 2001. With the help of ECM technology, this efficient, functional and flexible pump for heating, cooling, and air conditioning reduces annual power consumption by up to 80%. Standing for Electronically Commutated Motor, ECM essentially comprises a synchronous motor with a permanent magnet rotor. The unique rotor-stator construction helps eliminate electrical losses.



Simple to operate.

The proven "red button" makes Wilo ECM pumps very simple and comfortable to operate. Whether you need to set your head, flow, or choose a control mode, all essential functions can be controlled by this one button.

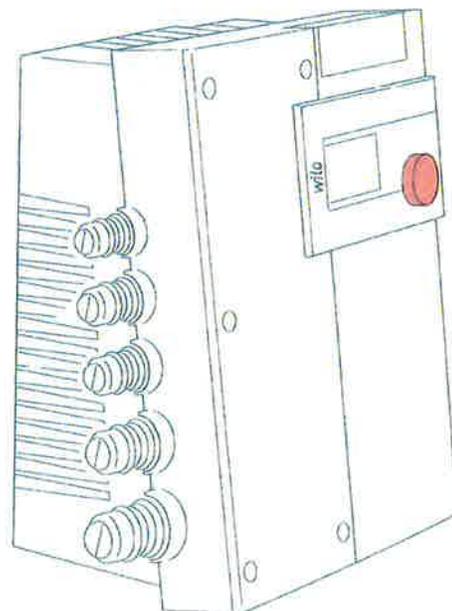


Simple display.

The front-mounted LCD display shows important operational data for technicians to read whenever necessary. The Wilo IR-monitor can be used to operate by remote control and read its data from up to 30 feet away.

Simple to wire.

Wilo offers the right functionality for every application. In addition to issuing standard collective error messages, Wilo high efficiency pumps can be optionally connected to local operating networks (LON), IF (interface) modules with integrated dual-pump management, and 0-10V DC capabilities. With these additions, Wilo fulfills all requirements for professional building management.



Wilo Stratos ECO

High Efficiency Circulators

Applications:

- Hot Water Heating Systems
- HVAC Applications
- Residential Heating
- Water/Glycol up to 50%
- Solar / Geothermal



Up to 80% Energy Savings!*

Features & Benefits

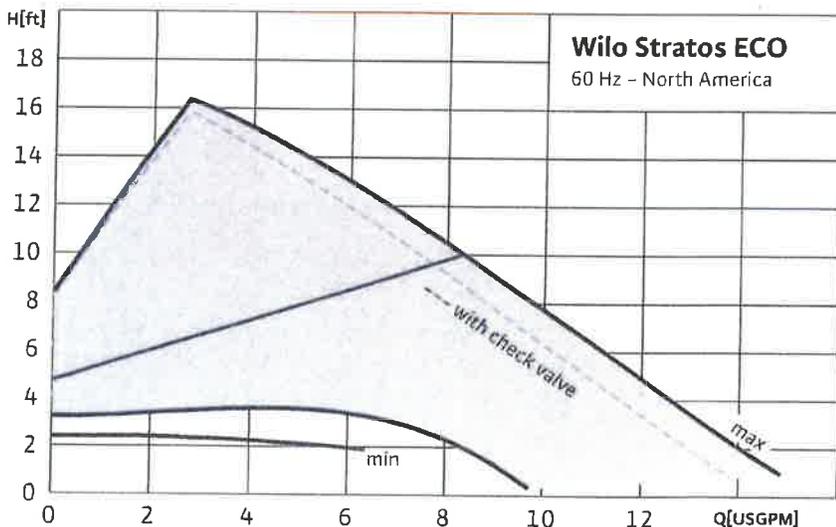
- Patented 360° Flange rotates to 12/6 or 3/9 o'clock positions (US 8,297,664 B2)
- Installable hi-temp check valve included
- EC motor technology reduces energy consumption by up to 80%
- Automatically adjusts to system demands
- No more over-pumped, noisy zones
- Easy wiring quick connectors

Technical Data

- Temp Range: 60°F to 230°F (15°C to 115 °C)
- Amb Temp Range: 14°F to 104°F (-10°C to 40 °C)
- Electrical Connection: 1~115v
- Max Working Pressure: 145 PSI
- Max flows: 14 USGPM
- Max Head: 16 feet

Materials of Construction

- Cast Iron Volute
- Cast Iron Rotating Flange
- Engineered Composite Impeller
- Stainless Steel Shaft
- Carbon Impregnated Bearing



*Compared to an uncontrolled circulator

Wilo Stratos

High Efficiency Circulators

Applications:

- Hot Water Heating Systems
- Closed Cooling Circuits
- Air Conditioning systems
- Water/Glycol concentrations up to 50%
- Solar / Geothermal



Up to 80% Energy Savings!*

Features & Benefits

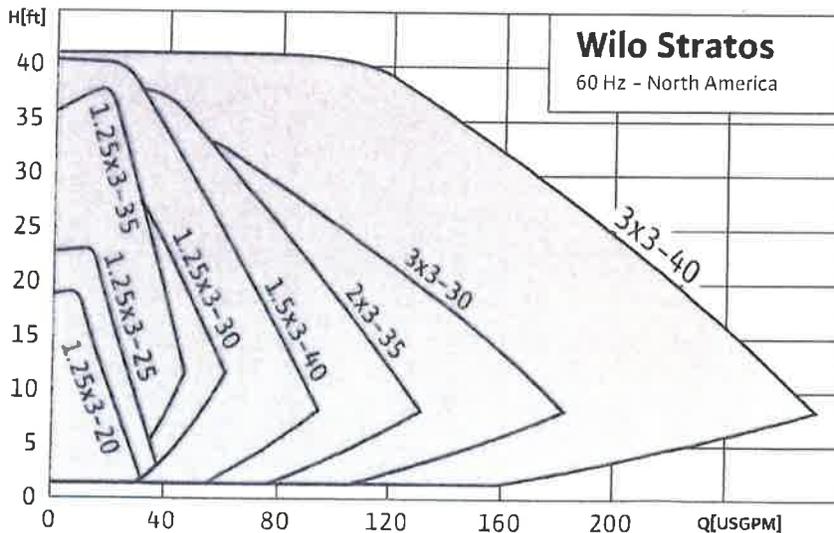
- EC motor technology reduces energy consumption by up to 80%
- 'Red Button' technology and LED display
- 3 times higher starting torque than a standard circulator
- On-board diagnostics and data logger
- Multiple control modules available for integration with building management systems

Technical Data

- $\Delta P-V$, $\Delta P-C$, $\Delta P-T$ speed control or external signals with IF module.
- Temp Range: 14°F to 230°F (-10°C to 110°C)
- Electrical Connection: 1~230v (+/- 10%)
- Max flows: 285 USGPM
- Max Head: 43 feet

Materials of Construction

- Cast iron, Cataphoresis Coated Volute
- Engineered Composite Impeller
- Stainless Steel Shaft
- Carbon Impregnated Bearing



Compatible with
IR Device & IF Modules



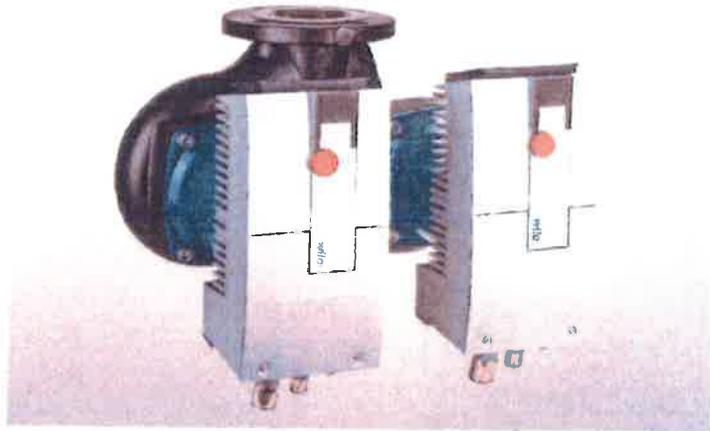
*Compared to an uncontrolled circulator.

Wilco Stratos D

High Efficiency Circulators

Applications

- Hot Water Heating Systems
- Closed Cooling Circuits
- Air Conditioning Systems
- Solar / Geothermal



Up to 80% Energy Savings!*

Features & Benefits

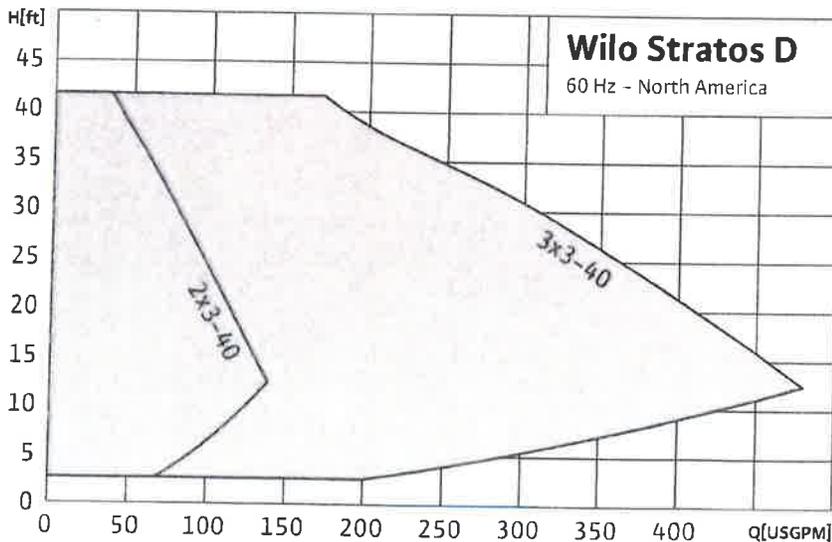
- EC motor technology reduces energy consumption by up to 80%
- 'Red Button' technology and LED display
- Lead/Lag operation with auto 24-hr alternation
- Dual-volute design cuts installation costs by up to 50%
- Optimized peak load operation

Technical Data

- ΔP -V, ΔP -C, ΔP -T speed control or external signals with IF module.
- Temp Range: 14°F to 230°F (-10°C to 110°C)
- Electrical Connection: 1-230v (+/- 10%)
- Max flows: 480 USGPM
- Max Head: 43 feet

Materials of Construction

- Cast Iron, Cataphoresis Coated Volute
- Composite Impeller
- Stainless Steel Shaft
- Carbon, Metal Impregnated Bearing



Compatible with
IR Device & IF Modules



*Compared to an uncontrolled circulator

Wilo Stratos Z

High Efficiency DHW Circulators

Applications:

- Potable Water
- Domestic Hot Water
- Closed Cooling Circuits
- HVAC Systems
- Solar / Geothermal



Up to 80% Energy Savings!*

Features & Benefits

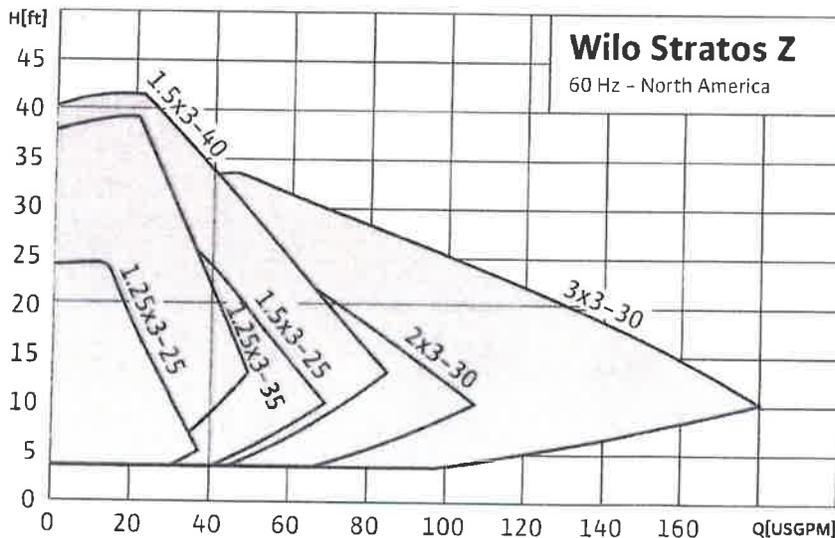
- NSF 61 / NSF 372 Certified
- EC motor technology reduces energy consumption by up to 80%
- 'Red Button' technology and LED display
- Multiple control modules available for integration with building management systems
- Built in overload fault contacts (opens on over/under voltage, dry run, locked rotor, overload and over temperature)

Technical Data

- $\Delta P-V$, $\Delta P-C$, $\Delta P-T$ speed control or external signals with IF module.
- Temp Range: 14°F to 230°F (-10°C to 110°C)
- Electrical Connection: 1~230v (+/- 10%)
- Max flows: 180 USGPM
- Max Head: 43 feet

Materials of Construction

- Stainless Steel Volute
- Engineered Composite Impeller
- Stainless Steel Shaft
- Carbon Impregnated Bearing



Compatible with IR Device & IF Modules



*Compared to an uncontrolled circulator

Wilo Stratos GIGA

High Efficiency Inline Circulators

Applications

- Hot Water Heating Systems
- Industrial Circulation
- Closed Cooling Circuits
- Air Conditioning Systems
- Solar / Geothermal



Up to 70% Energy Savings!*

Features & Benefits

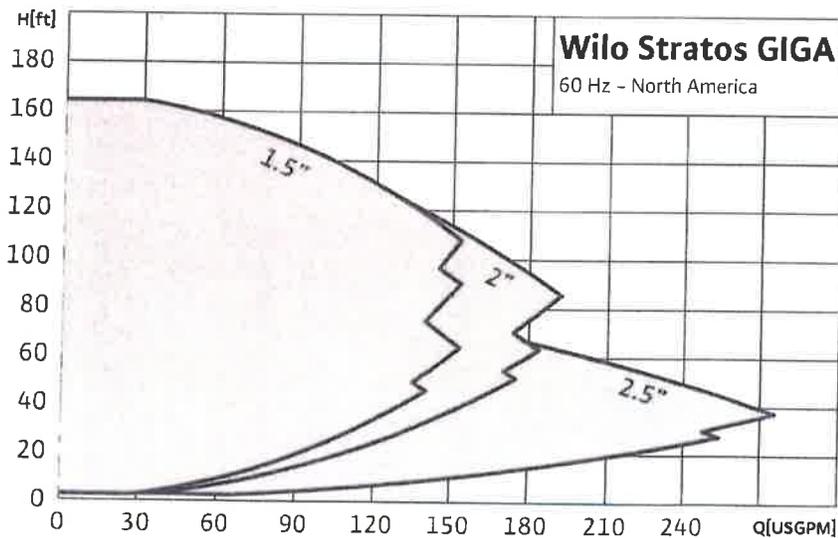
- Highest efficiency motor-drive combination on the market up to 7.5HP
- Compact, Space-saving design
- 'Red Button' technology and LED display
- Various control modes: Δ PV, Δ PC, η , PID
- Multiple control modules available for integration with building management systems

Technical Data

- Temp Range: -4°F to 284°F (-20°C to +140°C)
- Max Amb Temp: 104°F (40°C)
- Max Operating Pressure: 232 PSI
- Electrical Connection: 3~460v
- IP 55 Enclosure
- Max flows: 275 USGPM
- Max Head: 167 feet

Materials of Construction

- Cast Iron, Cataphoresis Coated Volute
- Cast Iron Lantern
- High-Temp, High-Pressure Engineered Composite Impeller
- Stainless Steel Pump Shaft



Greater than NEMA Premium Efficiencies!



Compatible with IR Device & IF Modules



*Compared to an uncontrolled circulator

Wilco Helix Excel

High Efficiency Multistage Pumps

Applications

- Water Supply and Pressure Boosting
- Process water
- Pressure Washing Systems
- Industrial Circulation Systems
- Cooling water
- Irrigation



Up to 70% Energy Savings!*

Features & Benefits

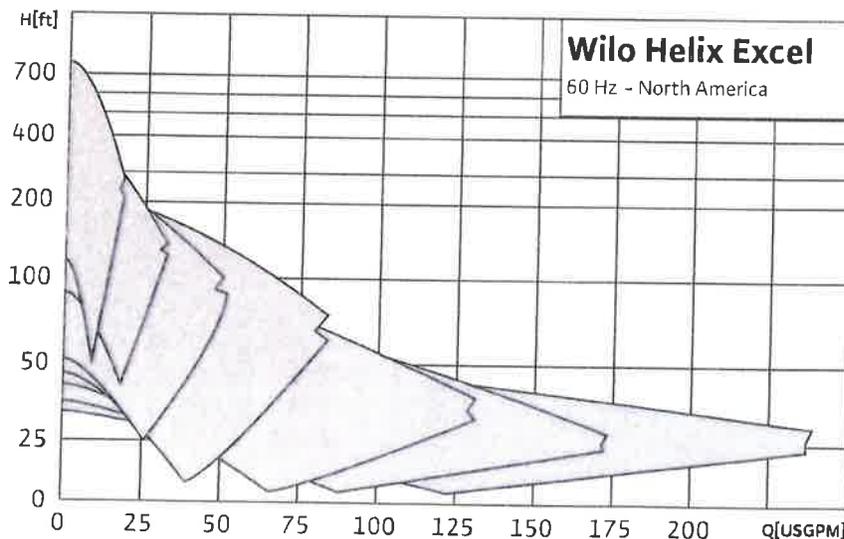
- Highest efficiency motor-drive combination on the market
- Uses cartridge seal for easy maintenance
- 'Red Button' technology and LED display
- Various control modes: Δ PV, Δ PC, η , PID
- Multiple control modules available for integration with building management systems

Technical Data

- Temp Range: -4°F to 248°F (-20°C to $+120^{\circ}\text{C}$)
- Max Amb Temp: 104°F (40°C)
- Max Operating Pressure: 232/363 PSI
- Electrical Connection: 3~460v
- IP 55 Enclosure
- Max flows: 250 USGPM
- Max Head: 720 feet

Materials of Construction

- 3-D Stainless Impellers
- Stainless Steel Volute, Shroud & Shaft



Greater than NEMA Premium Efficiencies!



Compatible with IR Device & IF Modules



*Compared to an uncontrolled pump.

Wilo Accessories

IR Device & IF Modules



IR (Infrared) Device

Infrared (IR) Device
 Window's based USB device that allows you to communicate with Stratos, D/Z/GIGA & Helix Excel pumps through a laptop via USB connection.

Quick and easy pump commissioning & diagnostic reports.

IF (Inter-Face) Modules

The Stratos IF-Modules are designed for external control and diagnostics of Wilo high efficiency pumps.

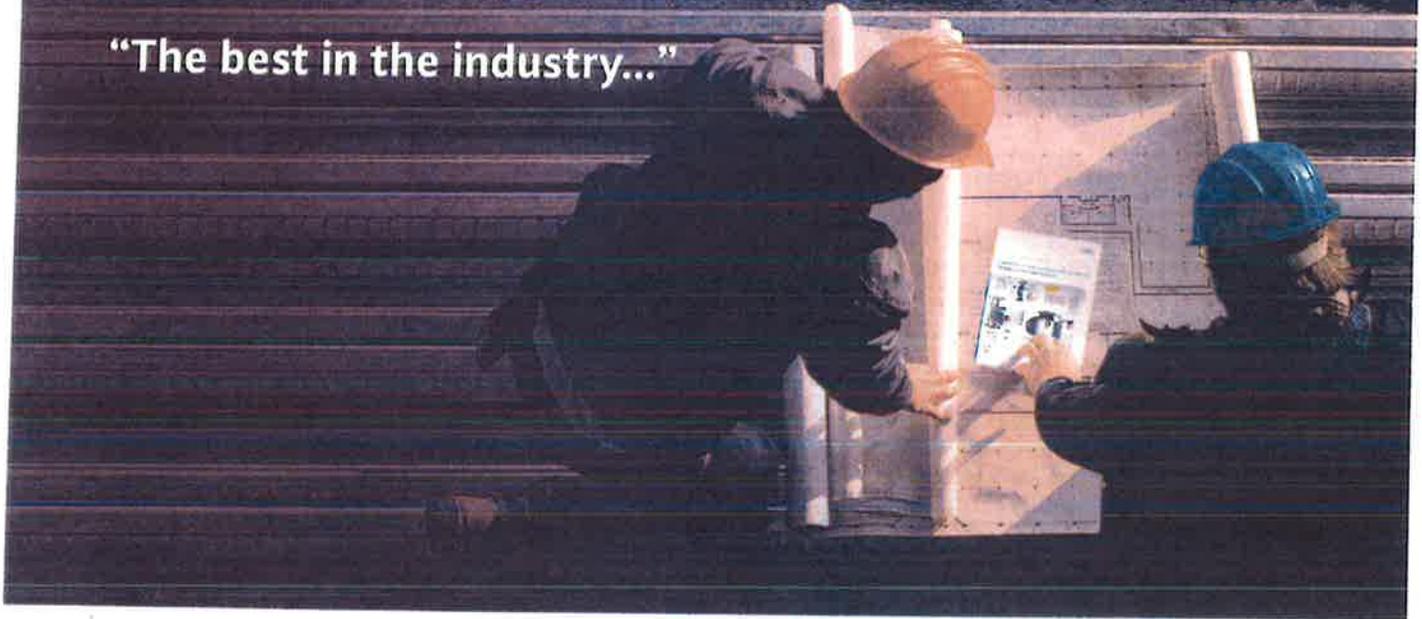


Stratos IF Modules

Function/Models	LON	Ext. Off	Ext. Min	SBM	Ext. Off / SBM	BACnet / RS485
Collective run signal output (SBM) as a voltage-free, normally open contacts				X	X	
Input for voltage-free, normally closed contacts with the function Ext. Min			X			
Input for voltage-free, normally closed contacts with the function Ext. Off		X			X	
Control input 0-10 V						
Remote setpoint adjustment		X	X	X		
Remote speed adjustment						
DP interface for dual pump management of 2 single-head pumps	X	X	X	X	X	X
LON interface for link-up to LONWORKS-networks, Transceiver FTT 10 A	X					
BACnet						X

“Wilo has a four-year warranty on Stratos products?”

“The best in the industry...”



Now you can have the best warranty in the business on Wilo Stratos, Stratos D and Stratos Z high efficiency ECM circulators!

That's right - Our standard warranty on select Stratos products is now 4 YEARS. We are so sure that the Stratos is the last circulator you'll need, that we've doubled the original two year warranty. Drop us a line and join the thousands who rest easy with Wilo!

☎ 888-245-6372 | www.wilo-usa.com



Wilo-Stratos



Wilo-Stratos D



Wilo-Stratos Z

Pioneering for You

wilo®

wilo®

WILO USA LLC

888-945-6872

www.wilo-usa.com

info@wilo-usa.com

WILO Canada Inc.

866-945-6236

www.wilo-canada.com

info@wilo-canada.com

WILO Mexico

452 35 5586 3209

www.wilo-mx.com

info@wilo.com.mx

Gravelle Plumbing & Heating, Inc.

223 - 1st Avenue NW Aitkin, MN 56431 Phone: 218-927-2624 Fax: 218-927-2415

March 8, 2016

Aitkin County HHS

Attention: Bill Thompson

Revised 8-23-16

Project: Boiler replacement

Opt # 2 83%AFUE boiler

Scope:

- Remove existing boiler
- Remove existing pumps
- Supply and install 4 83% packaged unit boilers
- Supply and install both properly sized circ pumps
- Connect to the existing boiler venting
- Connect to the existing gas piping
- Connect to the existing supply and return piping
- Pipe cover on the new installed s&r piping
- City permit "By owner"
- Labor to complete
- Boiler system start up , owner to assist in system filling"
- Note existing control system connection to the new system supplied by the owner

Estimated cost

\$59,850.00

Thank you,

Harlon



8/29/16 - Call Harlon :

X Pretty considerable amount

(#13,650)

15 year →
make guidance

Gravelle Plumbing & Heating, Inc.

223 - 1st Avenue NW Aitkin, MN 56431 Phone: 218-927-2624 Fax: 218-927-2415

March 8, 2016

Aitkin County HHS

Attention: Bill Thompson

Project: Boiler replacement REVISED 8-23-16

Opt # 1 High 94% AFUE boiler

Scope:

- Remove existing boiler
- Remove existing pumps
- Supply and install new 94% AFUE boiler
- Supply and replace both properly sized circ pumps
- Supply and install new boiler venting
- Connect to the existing gas piping
- Connect to the existing supply & return piping
- Pipe cover on the new installed s&r piping
- City permit By "owner"
- Labor to complete
- Boiler system start up , "owner to assist in system filling"
- Note existing control system connection to the new system supplied by owner

Estimated cost

\$73,500.00

Proposal accepted by _____ Date _____

Thank you,

Harlon





Board of County Commissioners Agenda Request

5A
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Plat of Sunset Harbor Addition

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

Submitted by: Terry Neff, Environmental Services Director	Department: Environmental Services
---	--

Presenter (Name and Title): Terry Neff, Environmental Services Director	Estimated Time Needed:
---	-------------------------------

Summary of Issue:

The plat of Sunset Harbor Addition is a re-plat of LeTigre Resort Second Addition. LeTigre Resort Second Addition contained 20 units and will be re-platted (de-platted) to 4 units. The future proposal is to construct 20 - 18ft X 32ft storage units for use by Sunset Harbor Common Interest Community (CIC). The Sunset Harbor CIC is comprised of 16 units that were originally part of the Letigre Plat and 4 units from LeTigre Resort Second Addition.

Alternatives, Options, Effects on Others/Comments:
N/A

Recommended Action/Motion:
Approve the proposed Plat of Sunset Harbor Addition and authorize Board Chairs signature on the documents.

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:*

Check-list for Plat Approval

** Applicant is responsible for acquiring all signatures for items 1 through 8 prior to County Board approval.

Name of Plat: Sunset Harbor Developer: Le Tigre Resort Townhomes Assoc

Owner: Le Tigre Resort Townhomes Association

Address: _____ City: _____ State: _____ Zip: _____

Surveyor: Eric B. Lindgren

1. Final Approval of Planning Commission: (Date) N/A
Any conditions necessary for final approval: _____

Replat (deplat) of Le Tigre Resort 2nd Addition
[Signature]
Zoning Administrator

2. Surveyor's Plat Inspection Fee Paid: \$ N/A On (Date): _____

3. Title Opinion Approved by County Attorney: (Date) 8/24/16 County Surveyor

(u) - see attached letter
County Attorney

4. Roads Approved by County Engineer: (Date) N/A

5. If Bond or Escrow Amount Needed to Insure Completion of Roads or other Improvements:
Amount of Surety: \$ _____ Date: N/A

6. Plat Inspection Fee Paid: \$ 109.⁰⁰ Date: 9-6-16

[Signature]
County Auditor

7. Current Taxes Paid: \$ _____ Date: 9-1-16

[Signature]
County Treasurer

8. Delinquent Taxes Paid: \$ N/A Date: 9-1-16

[Signature]
County Auditor

9. Approved by County Board: Date: _____

Chairman, Aitkin County Board of Commissioners

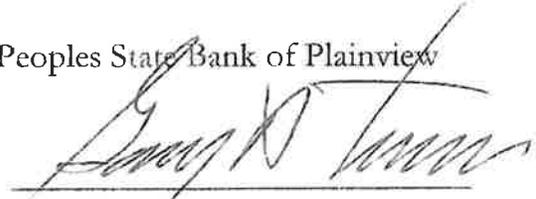
10. Filing Fee Paid: _____
Date: _____

County Recorder

CONSENT TO PLAT

The undersigned, Gary Timm, as President of Peoples State Bank of Plainview on behalf of Peoples State Bank of Plainview hereby consents to the Aitkin County Plat of Sunset Harbor Addition.

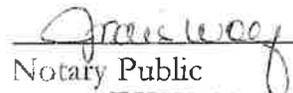
Peoples State Bank of Plainview



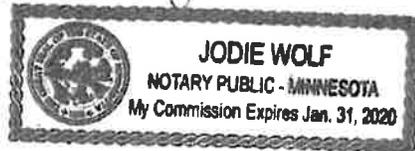
By: Gary Timm
Its: President

STATE OF MINNESOTA)
COUNTY OF Wabasha) ss

The foregoing instrument was acknowledged before me, a notary public, this 11th day of July, 2016, by Gary Timm, President of Peoples State Bank of Plainview, on behalf of Peoples State Bank of Plainview.


Notary Public

This Instrument drafted by:
GAMMELLO QUALLEY PEARSON
& MALLAK, PLLC
James M. Gammello (#140144)
14275 Golf Course Drive, Suite 200
Baxter, MN 56425
218/828-9511



JAMES P. RATZ
AITKIN COUNTY ATTORNEY
217 SECOND STREET N.W., ROOM 231
AITKIN, MINNESOTA 56431

TELEPHONE (218) 927-7347
TOLL FREE 1-888-422-7347
FAX (218) 927-7365

SENIOR ASSISTANT COUNTY ATTORNEY
LISA ROGGENKAMP RAKOTZ

PARALEGALS
MICHELE J. MOTHERWAY
TAMMY K. MILLER

ASSISTANT COUNTY ATTORNEYS
SARAH WINGE
STEPHANIE SHOOK
NATHAN T. BENUSA

CRIME VICTIM COORDINATOR
TELEPHONE (218) 927-7446

August 24, 2016

Mr. Terry Neff
Director of Environmental Services
209 2nd St. N.W., Room 100
Aitkin, MN 56431

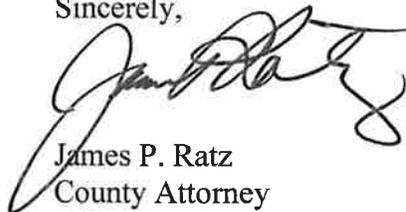
Re: Review of Preliminary Plat Opinion for Sunset Harbor Addition

Dear Mr. Neff:

I have reviewed the above-referenced opinion and all supporting documentation. I find said opinion to be thorough, complete, and to meet all requirements of the Aitkin County ordinance.

If you have any question, please feel free to contact my office.

Sincerely,



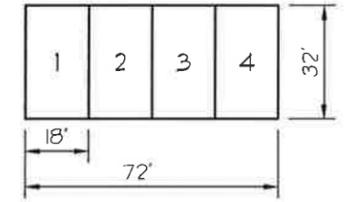
James P. Ratz
County Attorney

JPR:sls

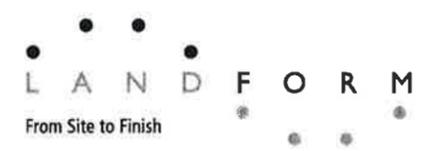
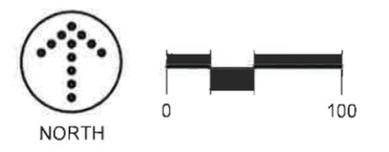
SUNSET HARBOR ISLE, MINNESOTA

NOTE:

1. WETLAND LIMITS ARE SHOWN PER MAPPING FROM THE LETIGRE 2ND ADDITION PLAT IN 2007. AN UPDATED DELINEATION MAY BE REQUIRED.
2. SEPTIC FIELD AREAS SHOWN PER ORIGINAL DESIGN DOCUMENTS. THESE MAY BE OUTDATED AND SHOULD BE FIELD VERIFIED.



UNIT SIZE USED



**CONCEPT PLAN
2.3**

06.29.2016

AREA SUMMARY

	EXISTING (ACRES)	%	PROPOSED (ACRES)	%
PERVIOUS	11.894	82.1	11.669	80.5
IMPERVIOUS	2.593	17.9	2.817	19.5
TOTAL	14.487	100	14.487	100

Landform® and Site to Finish® are registered service marks of Landform Professional Services, LLC.

SUNSET HARBOR ADDITION



Benchmark: Under control station
 "SIDE MOUNT" Elev. = 1261.009
 (NAVD. 88 Dec 1911)

● Denotes 1/2 inch iron pipe monument
 "R.N.S."

○ Denotes 1/2 inch by 4 inch iron
 pipe marker with seal of set
 and marked by license number
 1376 within one year of the
 recording date of the plat

Bearings shown are based upon the
 South line of Lot 2, Block 1, ET 192
 PLSSOR 2ND ADDITION, which has an
 assumed bearing of N. 82°48'37" W.

KNOW ALL PERSONS BY THESE PRESENTS: That Le Tigre Resort Townhomes Association, Inc., a Minnesota nonprofit corporation, fee owner of the following described property situated in the County of Aitkin, State of Minnesota, to wit:

Lots 1, 2, 3, 4, 5, 6, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, Block 1, LETIGRE RESORT 2ND ADDITION.

Has caused the same to be surveyed and platted as SUNSET HARBOR ADDITION. In witness whereof said Le Tigre Resort Townhomes Association, Inc., a Minnesota nonprofit corporation, has caused these presents to be signed by its proper officer this _____ day of _____, 20____.

LE TIGRE RESORT TOWNHOMES ASSOCIATION, INC.

By: _____ its _____
 STATE OF MINNESOTA
 COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____ by _____ the _____ of Le Tigre Resort Townhomes Association, Inc., a Minnesota nonprofit corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota
 My Commission Expires _____

I hereby certify that I have surveyed and platted or directly supervised the survey and plat preparation of the property described on this plat as SUNSET HARBOR ADDITION; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as defined in MS 505.01, Subd. 3 existing as of the date of this certification are shown and labeled on the plat; that all public ways are shown and labeled on the plat.

Eric B. Lindgren, Land Surveyor
 Minnesota License Number 48176

STATE OF MINNESOTA
 COUNTY OF _____

The foregoing surveyor's certificate was acknowledged before me this _____ day of _____, 20____ by Eric B. Lindgren, Land Surveyor.

Notary Public, _____ County, Minnesota
 My Commission Expires _____

AITKIN COUNTY BOARD OF COMMISSIONERS:

This plat of SUNSET HARBOR ADDITION was accepted and approved by the Board of County Commissioners of Aitkin County, Minnesota, this _____ day of _____, 20____.

Chairperson, Aitkin County Board

Attest: Aitkin County Auditor

AITKIN COUNTY LAND SURVEY COORDINATOR:

I hereby certify that this plat has been checked and approved on this _____ day of _____, 20____.

Land Survey Coordinator, Aitkin County

AITKIN COUNTY AUDITOR:

I Kirk Pysar, Auditor for Aitkin County, do hereby certify that the taxes on the lands described hereon have been paid for the years prior to _____.

Auditor, Aitkin County

AITKIN COUNTY TREASURER:

I Lori M. Grams, Treasurer for Aitkin County, do hereby certify that the taxes on the lands described hereon payable in the year _____ have been paid.

Treasurer, Aitkin County

AITKIN COUNTY RECORDER:

I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ M., and was duly recorded as Document No. _____.

Recorder, Aitkin County



NORTH
 1 INCH = 60 FEET
 0 60 120
 SCALE IN FEET

LANDFORM
 From Site to Finish



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Equipment Purchase - Two Motor Graders

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: John Welle	Department: Highway Department
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Presenter (Name and Title): John Welle	Estimated Time Needed: 15 minutes
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Summary of Issue:
 Two the eight highway department fleet motor graders, Unit 204 and Unit 217, were programmed and budgeted for replacement in the 2016/2017 Capital Equipment Replacement Program. The budgeted cost of \$430,000 reflects the anticipated purchase amount of the two new motor graders less the trade-in values.

State bid prices were compared for a Caterpillar 120M2 offered by Zeigler, Inc. of Minneapolis, MN through Contract #100494 and a John Deere 670G offered by RDO Equipment in Burnsville, MN through Contract #100490. Trade-in values were also solicited from the two vendors. Cost comparisons of the two options are shown on the attached summary.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
 Recommendation is to purchase two John Deere Motor 670G Graders from RDO Equipment Co. for a total price of \$416,418.

Financial Impact:
Is there a cost associated with this request? Yes No
What is the total cost, with tax and shipping? \$ 416,818 plus applicable tax and fees
Is this budgeted? Yes No *Please Explain:*
 \$430,000 was budgeted in 2016/2017.

Summary of State Bids with trade-in value for Two Motor Graders

September 7, 2016

Vendor:	RDO Equipment Co. Burnsville, MN 55404	Zeigler Inc. Mpls, MN 55420
Make/Model:	John Deere 670G	Caterpillar 120M2
Price:	\$256,409 x 2 = \$512,818	\$274,760 x 2 = \$549,520
Trade Allowance:	\$48,000 x 2 = \$96,000	\$32,450 x 2 = \$64,900
Total Less Trade:	\$416,818	\$484,620



Board of County Commissioners Agenda Request

7A
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: AMC Annual Conference & Budget Hearing

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Nathan Burkett	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed: 10 minutes
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Summary of Issue:

This year's AMC Annual Conference is scheduled for December 5th and 6th in Minneapolis. Attached is a copy of the tentative agenda. Hotel reservations have been made.

For the past two years we have held a short Board meeting late in the afternoon on Tuesday, the last day of the AMC Conference, and scheduled the Budget Hearing at 6:05 p.m. the same evening. In January, in anticipation of following the same schedule this year, the Board scheduled their December Board meeting dates for the first and third Tuesdays. If the Board would still like to follow this schedule, we can set the Budget Hearing for 6:05 p.m. on December 6, 2016.

Alternatives, Options, Effects on Others/Comments:
 Select an alternate date for the Budget Hearing.

Recommended Action/Motion:
 Set the 2017 Budget Hearing for 6:05 p.m. on Tuesday, December 6, 2016.

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:*

Join Your
Friends &
Colleagues
at the
County Event
of the Year!

SOLUTIONS START HERE. →



AMC Annual Conference • December 5-6, 2016 • Hyatt Regency Minneapolis

Each December for over 100 years, the Association of Minnesota Counties' (AMC) Annual Conference is where more than 600 county elected officials, department heads, and staff, come together to learn and discuss the important topics and trends affecting county government.

Minnesota's 87 counties have a long tradition of connecting with each other through AMC in order to work together toward finding solutions to common issues. There are always challenges and opportunities facing counties, and continuing to learn new or improved ways to work is more important now than ever before.

In order to give attendees a wide variety of subjects to learn more about during this two-day conference, our workshop schedule offers 20+ one-hour **WORKSHOPS** on a wide variety of topics over two days. There is literally something for everyone and then some!

Grand Prize Drawings!

Attendees will be asked to complete a stamp map inside the Vendor Fair and completed maps will go into one final Grand Prize Drawing at the conclusion of the conference on Tuesday afternoon. You must be present to win.

We're also holding a **RESOURCE FAIR** on Monday where county staff will have information tables set-up on a wide variety of successful county programs or innovations. Attendees will have the chance to chat with these experts and gather materials provided in order to help you learn more about the given subject or program that you may want to try out in your county!



We're excited to announce that this year's **OPENING SESSION** on Monday morning features keynote speaker **ANDREW FASTOW, FORMER ENRON CFO**, sponsored by the Minnesota Counties Intergovernmental Trust.



Despite today's more regulated and enlightened business environment, we continue to witness "Enron-esque" failures of corporate governance. Fastow makes observations about how the ambiguity and complexity of laws and regulations breeds opportunity for problematic decisions. He also discusses what questions corporate directors, management, attorneys, and accountants should ask in order to ensure that their companies not only follow the rules, but uphold the principles behind them.

The **ANNUAL AWARDS BANQUET** Monday night provides an opportunity to publicly recognize counties and individuals for outstanding achievements in government. Nomination forms are available at www.mncounties.org. Deadline: October 28, 2016.

The **ELECTION** of AMC's 2017 officers will be held at breakfast on Tuesday morning. AMC's **BUSINESS MEETING** Tuesday afternoon is the final part of the conference where input from all county delegates is encouraged as we vote on our legislative platform for the coming year. The conference ends with the final **GRAND PRIZE DRAWING** so you can get on the road by mid-afternoon.

"Surprize" Drawings!

We will be holding several drawings for smaller items throughout the conference inside the Vendor Fair. Names for these drawings will be drawn from the conference registration list and you must be present to win.

Vendor Fair!

Be sure to visit the 120+ exhibits in our Vendor Fair (open on Monday and Tuesday) which showcases exhibitors whose products and services help county government do its business better!

See agenda inside for details and register today!

Sunday, December 4

- 1:00 – 4:00 P.M. **AMC BOARD OF DIRECTORS**
- 4:00 – 6:00 P.M. **CONFERENCE REGISTRATION OPEN**
- 4:00 – 5:30 P.M. **AMC ADVISORY COMMITTEES**
- Agriculture & Rural Development
 - Broadband
 - Indian Affairs
- 5:30 – 7:30 P.M. **MINNESOTA RURAL COUNTIES CAUCUS (MRCC)**

Monday, December 5

- 7:00 A.M. **CONFERENCE REGISTRATION OPEN**
- 7:00 – 8:00 A.M. **ANNUAL CONFERENCE PLANNING COMMITTEE BREAKFAST**
- 8:00- 10:00 A.M. **AMC POLICY COMMITTEES**
- Environment & Natural Resources
 - General Government
 - Health & Human Services
 - Public Safety
 - Transportation & Infrastructure
- 9:00 - 10:00 A.M. **MCIT BOARD OF DIRECTORS**
- 9:00 A.M. - 5:00 P.M. **VENDOR FAIR OPEN**
- 10:00 - 10:30 A.M. **SURPRIZE DRAWING BREAK INSIDE VENDOR FAIR**
- Winners are drawn from the registration list and you must be present to win.*
- 10:30 A.M. - 12:00 P.M. **OPENING SESSION**
- Pledge of Allegiance
 - National Anthem
 - Host County Welcome
 - AMC President's Welcome
 - **Keynote Speaker: Andrew Fastow, Former Enron CFO**
- Sponsored by MCIT*
- 12:00 – 1:00 P.M. **LUNCH INSIDE THE VENDOR FAIR**
- 12:00 - 1:00 P.M. **AFFILIATE MEETINGS**
- 12:00 - 2:00 P.M. **NEW COMMISSIONER CLASS OF 2016 ORIENTATION LUNCH**
- 1:00 - 2:00 P.M. **"COUNTIES HELPING COUNTIES" RESOURCE FAIR**
- 2:00 – 2:30 P.M. **SURPRIZE DRAWING BREAK INSIDE VENDOR FAIR**



2:30 – 3:30 P.M. **CONCURRENT WORKSHOPS I**

Droning On: Understanding Risks and Regulations of Using Drones for Government Business

Although drones have the potential to provide valuable assistance for conducting government business, their use is not without risk. This session addresses some of the most common regulations and risks associated with drone use, provides suggestions about how to manage such risks, addresses considerations for LGUs that want to regulate drone use and discusses how MCIT coverage would or would not apply to members' use of drones.

Presenter: **Jennifer Wolf**, Staff Counsel for Risk Control, Minnesota Counties Intergovernmental Trust

An Accountable Community for Health Model for Healthier Schools, Communities and Work places: Understanding the Impact of Toxic Stress on Children and Adults

Adverse Childhood Experiences (ACEs) have been called the next public health crisis of our time. Research has shown that the effects of chronic toxic stress and traumatic events early in a person's life are both significant in terms of physical and mental health throughout life. By teaching adults and children to cope with stress effectively and self-regulate, these physical and mental health threats can be mitigated and reduced, creating healthier schools, communities, and work places.

Presenters: **Laura Carleton**, Care Coordinator, North Country Community Health Services Agency
Bonne Engen, North Country CHB Administrator
Robin Larson, ACH Grant Administrator

Leadership 2025: Leaders At All Levels

In this session you will hear how Hennepin County has shaped its leadership development infrastructure to not only create systems, processes, training and supports to grow and develop its employees, but hear how the organization has harnessed the collective voice of the organization through the use of Communities of Practice/ Interest, Networks and Employee Resource Groups to shape the county's organizational culture and practices to enhance the employee experience and grow leaders at all levels.

Presenter: **Jan Williams**, Strategic Initiatives Manager - Employee Engagement + Leadership Development, Hennepin County

Examination of Sex Trafficking in Minnesota

Human trafficking, by its very nature, is a hidden crime whose victims often go unidentified, misidentified or undiscovered. In addition, when victims are correctly identified and assisted, there is no systematic or centralized way to count them. We have heard about this issue and the safe harbor law at past meetings in Minnesota, but is this helping? What is the situation in Minnesota? Are we making headway in addressing sex trafficking in Minnesota?

Presenter: **James Stuart**, Anoka County Sheriff
Jim McDonough, Ramsey County Commissioner

Moral Courage: Building the Bridge Between What We Say and What We Do

Ethics is a "power word" that gets tossed around a lot in organizations today. But what does it really mean? In this session, we'll unpack the meaning of the word and explore the disconnect between how we talk about ethics and what we often do about ethics and challenge leaders to embrace a practice of question-based decision-making that fosters a culture of moral courage and inspires others toward a deeper commitment to ethics as well.

Presenters: **Doug Host**, Principal, CliftonLarsonAllen LLP



Learn more about a variety of successful programs that you may want to try out in your own county by visiting the "COUNTIES HELPING COUNTIES" RESOURCE FAIR on Monday from 1:00 - 2:00 p.m.

3:30 - 5:00 P.M.

MCIT ANNUAL MEETING

*Registration begins at 3:30 p.m.
Meeting begins at 4:00 p.m.*

3:45 - 4:45 P.M.

CONCURRENT WORKSHOPS II

Children of Incarcerated Parents

The University of Minnesota partnered with the Washington County Sheriff's Office over a two year period to study the effects of children visiting a parent incarcerated in jail. The university then presented their findings and recommendations to the sheriff's office staff and, in 2016, many of these recommendations are being implemented to be supportive of families and children visiting a parent in jail.

Presenters: Roger Heinen, Commander, Washington County Sheriff's Office
Dr. Rebecca Schlafer, University of Minnesota - Twin Cities
Dr. Laurel Davis, University of Minnesota - Twin Cities

There's No Place Like Home: How Housing Issues are Affecting Community Development, and What You Can Do About It

Across Minnesota, counties are working how to be the place people want to move to. Housing continues to be an issue for community, economic and workforce development. Hear from Ben Winchester from the Extension Center for Community Vitality, about how demographics and other factors will affect housing trends and housing availability in Minnesota. Rural and metro county economic developers will then discuss their role in addressing housing issues and the tools available to do so.

Presenters: Ben Winchester, Research Fellow, University of Minnesota Extension Center for Community Vitality
David L. Krueger, Executive Director, Meeker County Economic Development
Duane Northagen, Executive Director, Wright County Economic Development Partnership

Deleting the Silos : Maximizing Collaboration

In a time when Government is asked to do more with less, collaboration has become key. National Joint Powers Alliance (NJPA), a Service Cooperative in North-Central Minnesota, has been a catalyst for a shared service employment model in their Region that has been proven successful and efficient. NJPA has facilitated multiple shared service positions, including planning and zoning specialists, countywide public health contract management, IT specialists, and project managers.

Presenters: Anna Gruber, Manager of City & County Solutions, National Joint Powers Alliance (NJPA)
Paul Drange, Director Regional Programs, NJPA
Justin Burslie, Planning and Zoning Specialist, NJPA
Emily Saehr, Regional Contract Specialist, NJPA

Local Control of the Water Underground

There are places in Minnesota where municipalities, irrigators, or industries are all pulling water up from shared but shrinking aquifers. Invariably, county officials get pulled into these issues--especially when drinking water is involved. Knowing the basics of who gets involved, and when, is a big part of starting a local solution process for what is an intensely localized problem.

Presenters: Steve Woods, Executive Director, Freshwater Society
Carrie Jennings, Director of Research and Policy, Freshwater Society

Minnesota Public Sector Collaborative

The Minnesota Public Sector Collaborative was created by Lyon, Murray, Redwood and Swift counties and a health and human service agency to provide an alternative employee health insurance option. The session will describe how the collaborative was created and how it has been successful in controlling costs while still providing employees good coverage. The session will also describe a joint powers entity where each member develops its own plan design, determines rates, manages its reserves and maintain its own data.

Presenters: Loren Stromberg, County Administrator, Lyon County
Robert Moline, County Commissioner, Murray County

5:00 - 6:00 P.M.

RETIRING COMMISSIONERS & AMC PAST PRESIDENTS RECEPTION INSIDE THE VENDOR FAIR

6:00 - 8:00 P.M.

DINNER & AWARDS BANQUET

- Presentation of MCIT Awards
- Presentation of AMC Awards
- Outgoing AMC President's Speech
- Presentation of AMC President's Award



Tuesday, December 6

7:00 A.M.

BREAKFAST BUFFET

7:30 A.M.

FEDERAL UPDATE

Dennis McGrann, Lockridge Grindal Nauen

8:00 A.M.

AMC OFFICER ELECTIONS

- Screening Committee Reports
- AMC Officer Candidate Presentations
- Elections

8:00 A.M. - 12:00 P.M.

VENDOR FAIR OPEN

8:30 - 9:00 A.M.

BREAK - INSIDE VENDOR FAIR

9:00 - 10:00 A.M.

CONCURRENT WORKSHOPS III

Comprehensive Planning and Health

A comprehensive plan sets community priorities, provides a foundation for land use and public infrastructure decisions, and offers a framework for proactive planning. Learn how planners and local public health staff are partnering with rural and urban communities to successfully incorporate health into the planning process, prompting deeper local discussion and policy development on issues such as active spaces and transportation, healthy food access, and tobacco-free living that promote the public's health and well-being.

Presenters: Annie Harala, Healthy Northland (Aitkin, Carlton, Cook, Itasca, Koochiching, Lake and St. Louis counties), NE MN SHIP Regional Coordinator
Justin Otsea, Planner at Arrowhead Regional Development Commission
Susan Palchick, Hennepin County Public Health Director

Avoid Bad Headlines: Tips to Comply with the Minnesota Government Data Practices Act

Most of the letters, reports and e-mails public employees collect, create, receive, maintain or disseminate related to the government entity's operations are data subject to the Minnesota Government Data Practices Act. This session provides an overview of what board members, need to understand about the law to facilitate compliance.

Presenter: Jennifer Wolf, Staff Counsel for Risk Control, Minnesota Counties Intergovernmental Trust

Blinded By the Light: Everything You Ever Wanted to Know About Regulating Large Solar Energy Projects

Large Solar Energy projects have become the rage in Minnesota as of late: From PUC-regulated Solar Farms to Community Solar Gardens to Made in Minnesota Solar. Due in large part to federal and state incentives, solar companies are scouring the state looking for ideal sites and willing communities. Minnesota's counties are working hard to keep up. Come learn how Chisago and Pipestone counties have approached the management and regulation of large solar energy projects.

Presenters: Bruce Messelt, Chisago County Administrator
Sharon Hanson, Pipestone County Administrator
Kurt Schneider, Chisago County Environmental Services Director



Developing an Effective Cyber Security Strategy

Developing an effective cyber security strategy is about more than implementing the latest technology. To truly reduce your county's risk, a balanced plan that considers people, process and technology risks is required. During this session, you will learn about the latest trends and techniques for use in the development of a cyber security strategy, which includes tactics for reducing risk across your county's operations.

Presenter: Jon Ault, Technology Advisory Senior Manager, Eide Bailly, LLP

Restorative Approaches to County Governance

Restorative approaches are making news across the country and they are not only for the justice system, schools, or workplaces; it is a philosophy to govern. Effective, sustainable and productive relationships between departments, businesses, and the greater community are key to a healthy county. This workshop will examine how restorative approaches can be implemented in county government to create a stronger more vibrant county.

Presenters: Paul Mickelson, Carlton County Restorative Justice Coordinator

9:00 - 11:30 A.M.

GROUP/AFFILIATE MEETINGS

10:15 - 11:15 A.M.

CONCURRENT WORKSHOPS IV

Implementing a Multi-Systems Approach to Mental Health

Many communities are voicing a desire that we can and need to do better around mental health services and how it is impacting jails, persons with mental health and our communities. A multi-system approach has been launched in Stearns County regarding ways to more effectively use resources and how to work better together (HealthCare, Law Enforcement, Public Health, Human Services, Corrections, Courts, County/City Attorney, Schools, Non-profit, etc.) to keep persons with mental health events out of jail, help them transition out of jail and support a positive community that promotes health.

Presenters: Mark Sizer, Stearns County Human Services Administrator
Renee Frauendienst, Stearns County Public Health Division Director
Judge Kris Davick-Halfen
David Hartford, CentraCare

A Discussion of Minnesota's Open Meeting Law

Elected officials are legally required to conduct business in a public forum. A violation of the Open Meeting Law can affect the credibility of the organization and its leaders, as well as expose them to litigation, fines and penalties. Session highlights include: what constitutes a meeting, when the governing body can legally close a meeting, how properly to notice, close and record meetings, penalties that accompany violations of the Open Meeting Law, and how MCIT coverage responds to claims that allege violations of the Open Meeting Law.

Presenter: Karen Clayton Ebert, Senior Staff Counsel for Risk Control, Minnesota Counties Intergovernmental Trust

Gray Area Thinking: Understanding Diverse Humans

Many diversity/inclusion trainings focus on unconscious bias but offer no real toolset for going forward. "Gray Area Thinking" is a toolset with three components: awareness of human vulnerability; risk-taking to minimize another's vulnerability; compassion/kindness.

Presenters: Ellie Krug, Speaker/Trainer/Consultant



Are Counties a Place Where Millennials Want to Work?

Millennials, also known as Generation Y, are rapidly becoming major players in today's workforce. Well-educated, savvy, optimistic and confident, Millennials have a lot to offer to today's employers. But the way Millennials prefer to work, learn and live is changing. Seeking meaningful work and personal fulfillment, Millennials won't tolerate unpleasant workplaces that do not allow them to express their values.

Sponsored by the Minnesota County Human Resources Management Association (MCHRMA).

Presenter: Catie Rasmussen, Extension Educator, UMN Extension

Next Generation Rural Arts and Culture

Rural Policy Research Institute (RUPRI) and Art of the Rural (AOTR) are national organizations that will share information about next generation initiatives in three pilot states (Minnesota, Iowa and Kentucky) as part of an National Endowment for the Arts' (NEA) *Our Town Grant*. This workshop will lift up exemplars across the country and in our state, while exploring the importance county leaders' engagement and leadership to build stronger rural communities, to identify opportunities to strengthen rural urban relationships and interdependencies in collaborations in art, culture, policy and philanthropy.

Presenters: Charles Fuharty, President and CEO, Rural Policy Research Institute (RUPRI)

11:15 - 11:45 A.M.

BREAK - VENDOR FAIR
FINALE!

Silent Auction Bidding Ends at 11:30 a.m.

11:15 A.M. - 12:45 P.M.

AMC EXTENSION COMMITTEE

11:45 A.M.

LUNCH SERVED

Performance by AMC's County Choir

1:00 P.M.

AMC BUSINESS MEETING

- Secretary/Treasurer Report
- AMC Platform Amendments/Adoption
- Executive Director's Report
- 2017 AMC President's Address

3:00 P.M.

GRAND PRIZE DRAWING/
ADJOURN

You must be present to win.



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HYATT REGENCY MINNEAPOLIS
On Nicollet Mall

You are responsible for making your own hotel reservations, but be sure to mention the Association of Minnesota Counties (or AMC) room block to receive the group rate.

Room Rate: Single/Double \$128 + Tax
Room Cut-Off Date: November 11, 2016





Board of County Commissioners Agenda Request

7B
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Interim County Administrator

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<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* <i>*provide copy of hearing notice that was published</i>

Submitted by: Nathan Burkett, County Administrator	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed: 15 min
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Summary of Issue:
At the August 30, 2016 special meeting of the County Board, the Board directed that the Administrator and personnel committee search for an external interim county administrator option.

The alternative would be to adopt the management team's approach of identifying an interim County Coordinator with responsibility to coordinate response to issues that come up in the interim period. A resolution outlining duties and responsibilities of the interim county coordinator and others is attached to this resolution, and should be reviewed and passed by the board if this option is chosen.

There are two resolutions attached with this board action. One if the Board chooses an external administrator, one if the board chooses the internal approach.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt one of the two resolutions.

Financial Impact:
 Is there a cost associated with this request? Yes No
 What is the total cost, with tax and shipping? \$
 Is this budgeted? Yes No *Please Explain:*

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

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

Interim County Administrator

WHEREAS, the County Administrator has resigned and Aitkin County wishes to appoint an interim county administrator.

NOW THEREFORE BE IT RESOLVED, the County Board approves to hire _____ at an hourly rate of \$____ per hour for 2 – 3 days a week beginning on September 19, 2016 and commencing at such time a permanent County Administrator begins employment, and

BE IT FURTHER RESOLVED, that the duties, responsibilities and authorities of the Aitkin County Administrator shall be modified during the duration of this contract as follows:

1. The Aitkin County policy allowing for administrative appointment of positions is suspended, and all hiring authority is reserved by the County Board. The interim County Administrator may authorize recruitment of positions, but final approval must be made through the personnel committee and County Board. Hiring authority shall be reinstated to the Aitkin County Administrator upon appointment of a full time permanent administrator.
2. There shall be a department head meeting to ensure communications between the interim administrator and department heads on the 2nd and 4th Wednesday of each month during the interim period. The interim Administrator shall prepare a brief written summary of the topics discussed at these meetings and any outcomes to the County Board within a reasonable time thereafter.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

Interim County Coordinator

WHEREAS, the County Administrator has resigned and Aitkin County wishes to appoint an interim county coordinator.

NOW THEREFORE BE IT RESOLVED, that _____ is appointed as interim County Coordinator, and

BE IT FURTHER RESOLVED, the interim County Coordinator shall have the following duties, authorities and responsibilities:

1. The Aitkin County policy allowing for administrative appointment of positions is suspended, and all hiring authority is reserved by the County Board. The human resources director may authorize recruitment of positions, but final approval must be made through the personnel committee and County Board. Hiring authority shall be reinstated to the Aitkin County Administrator upon appointment of a full time permanent administrator.
2. The interim County Coordinator will coordinate a department head meeting to ensure communications between the interim coordinator and department heads on the 2nd and 4th Wednesday of each month during the interim period. The interim coordinator shall prepare a brief written summary of the topics discussed at these meetings and any outcomes to the County Board within a reasonable time thereafter.
3. The interim County Coordinator has no formal supervisory authority over any other County Department Head. All department heads shall report directly to the Aitkin County Board in the interim period. The County Administrator's Administrative Assistant, Economic Development Coordinator, and Veterans Service Officer shall also report directly to the Aitkin County Board. The facilities supervisor shall report to the Economic Development Coordinator.
4. The interim County Coordinator shall sign all timecards for department heads and employees designated to report to the County Board.
5. The interim County Coordinator has the authority to make purchases commensurate with Aitkin County policy that the County Administrator has, including authorizing budgeted purchases up to \$10,000 and using discretion to make emergency purchases in accordance with Aitkin County policy.
6. The County Board Chair shall oversee preparation of the County Board agenda; the interim County Coordinator shall review the agenda and participate in County Board meetings as chief of staff, sign resolutions and minutes.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

7C

Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Facilities Update and Next Steps

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
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Submitted by: Nathan Burkett	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed:
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Summary of Issue:

Please see the attached memo.

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 ADMINISTRATION

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

TO: County Board
FROM: Nathan Burkett 
CC:
DATE: September 8, 2016
RE: Facilities Update and Next Steps

Street Vacation

As per the County Board's request, the City of Aitkin did vacate the portion 3rd Avenue NW between 1st and 2nd Streets. I believe that at this point, the City will forward a resolution, and the vacation needs to be recorded.

The net result of the street vacation is that the County now "owns" the street. You can think of it as a private driveway. The County therefore has responsibility to maintain the road, including snow plowing. This should be a consideration as we get closer to winter.

During my discussion with the City Council the following points were discussed:

1. I made it clear to the Council that we did not have a specific building project in mind, and had no immediate plans for the road, but that it would seem fair they should be consulted on any City traffic impacts in the event the County does close the road.
2. The City was interested in ensuring that there was still a pedestrian route going north/south between the school and 1st street. Based on all the plans I have seen it appears that would still be possible.
3. The City wanted to make sure that we did not exacerbate the flooding problem on 1st street. I am reasonably certain any permit we pulled would have restrictions on such.
4. The City suggested that we sign the north and south entrances to the Street in some fashion marking that it was county property and that it was a slow speed zone. They also suggested a crosswalk. The Board should consider these low cost safety upgrades in the near future.

As an aside, and not because of the street vacation, the City chose to change the parking arrangement on 2nd Ave NW. From a diagonal style to parallel style; according to the police chief, after looking at it he probably would recommend this change regardless. Most of the parking on that road is County employees.

Moving Forward

The Board has indicated an interest in obtaining public input on a potential building project. The Board has appointed the Economic Development Coordinator as the internal project coordinator. We also have an Architect and Construction Manager on the team.

If the Board wants to set dates, I recommend that you wait until the next Board meeting when the Economic Development Coordinator can be present. I recommend that at that meeting – the Board receives and reviews a draft of a presentation and materials to be given at the public meetings. I will provide a draft of the presentation I have used in the past that would likely serve as a good starting point.



Board of County Commissioners Agenda Request

7D
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: 2017 Budget

<input checked="" type="checkbox"/> REGULAR AGENDA	Action Requested:	<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 checked="" type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Hold Public Hearing* <i>*provide copy of hearing notice that was published</i>

Submitted by: Nathan Burkett	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed:
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Summary of Issue:

At Tuesday's meeting I will review the 2017 budget and offer the option of adopting the preliminary levy.

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:*

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

ADOPTED September 13, 2016

By Commissioner: xx

20160913-0xx

2017 Preliminary Levy

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2017 be set at \$_____.

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

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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 13th day of September 2016, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 13th day of September 2016

Nathan Burkett
County Administrator



Board of County Commissioners Agenda Request

7E

Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Request from Mud Rhythm Racing Series

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input checked="" type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Nathan Burkett	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator	Estimated Time Needed:
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Summary of Issue:

The attached letter was hand delivered to the Administration Office by Matt Lueck. The Mud Rhythm Racing Series is planning to do some maintenance and improvement on the Aitkin racetrack. Saturday, September 24, 2016 is the day they have scheduled to work on the track, and they are asking for assistance.

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:*

SEP 08 2016

MUD RHYTHM

RACING SERIES

County Board members

Mud Rhythm Racing will be returning to Aitkin next year 2017, and is requesting to rent the racetrack the Saturday following Aitkin's county fair. On Saturday September 24th 2016 we will be returning with volunteers and equipment to do some clean up and needed work on Aitkin's Racetrack. Part of the deal we made with the Aitkin fair board members was to improve facility and fill in the low spots in the racetrack to prevent them from holding water. We would like to do some added maintenance and up keep to the racetrack and pit area. I have spoken with a few local excavators about donating some loads of fill dirt and gravel and am seeing some support from them. Also I am lining up some equipment to grade, ditch and move dirt. I spent 4 days cleaning and working on the track prior to race day, the threat of flooding and a plugged drainage system for the track needed some attention. Our goal is to support and improve Aitkin's facility for everyone who may use it.

Any assistance would be greatly appreciated.

We could use 3 30' culverts for main drainage

Grading interior racetrack drainage ditches

Money to pay John Lundquist for time/fuel to move large amounts of dirt with front-end loader.

Clean up and disposal of large garbage and debris pile (burn it?)

Removal and disposal of pit entrance booth (burn it?)

Moving and spreading large dirt pile that is full of debris to start bringing pit area up to grade for additional pit parking.

Fill and Class 5 gravel for pit entrance and pit parking behind back straight away where large garbage/ debris pile is currently.

Funds to maintain and improve lighting

I will be talking with the organizers of the rally car races and stock car races to see if they want to help or have any input on ways to improve facility for the future. Mud Rhythm Racing donated an entrance gate from grandstands to the pit area and built a large hill and hole style truck racetrack in the infield last July. We held our race the weekend after the fair and were excited to see all the fans that came and supported our race in Aitkin. We look forward to bringing Mud Rhythm Truck and UTV racing back to Aitkin next season.

Please contact me with any question

Thanks, Matt Lueck / Mud Rhythm racing 218-839-2828

mattlueck@yahoo.com



Aitkin County Board of Commissioners Agenda Request Form

8
 Agenda Item #

Requested Meeting Date: September 13, 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 st Thursday	Wedel
Aquatic Invasive Species (AIS)	Monthly	3 rd Thursday	Wedel and Napstad
Aitkin County CARE Board			Westerlund
Aitkin County Water Planning Task Force	Bi-monthly	3 rd Wednesday	Wedel
Aitkin Economic Development Administration	As needed		Wedel
Arrowhead Counties Association	8 or 9x yearly	1x a month	Niemi and Marcotte
Arrowhead Economic Opportunity Agency	Quarterly		Westerlund
Arrowhead Regional Development Council	Monthly	3 rd Thursday	Niemi
ATV Committee	As needed		Napstad and Marcotte
Big Sandy Lake Management Plan	Monthly	2 nd Thursday	Napstad, Alt. Marcotte
Central MN Corrections	Monthly	3 rd Wednesday	Wedel, Westerlund
Development Achievement Center	Monthly	3 rd Thursday	Westerlund, Alt. Niemi
East Central Regional Library Board	Monthly	2 nd Monday	Niemi
Economic Development	Monthly	1 st Wednesday	Marcotte and Niemi
Emergency Management	As needed		Wedel
Environmental Assessment Worksheet	As needed		Marcotte and Napstad
Extension	4x year	Monday	Wedel and Westerlund
Facilities/Technology	As needed		Wedel and Napstad
Forest Advisory	Every other month	3 rd Tues of even numbered mths	Marcotte and Napstad
H&HS Advisory (Liaison)	Monthly except July	1 st Wednesday	Westerlund and Marcotte
Historical Society (Liaison)	Monthly	4 th Wednesday	Wedel
HRA	Monthly	4 th 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 rd Monday	Niemi, Alt. Marcotte
Law Library	Quarterly	Set by Judge	Niemi
McGregor Airport Commission	Monthly	1 st Wednesday	Napstad
Mille Lacs Fisheries Input Group			Westerlund
Mille Lacs Watershed	Monthly	3 rd Monday	Niemi, Westerlund
Mississippi Headwaters Board	Monthly	3 rd Friday	Napstad
MN Rural Counties Caucus	8x year	Varies	Niemi, Alt. Marcotte
NE MN Office Job Training	As called		Napstad
Northeast MN ATP	2x year		Niemi and Engineer Welle
Northeast Waste Advisory Committee	Quarterly	2 nd Monday	Napstad, Alt. Westerlund
Northern Counties Land Use Coordinating Board	Monthly	1 st Thursday	Napstad, Alt. Marcotte
Ordinance	As needed		Napstad and Marcotte
Park Commission	Monthly	2 nd Monday	Westerlund
Personnel/Insurance	As needed		Marcotte and Wedel
Planning Commission	Monthly	3 rd Monday	Westerlund
Snake River Watershed	Monthly	4 th Monday	Niemi
Sobriety Court	Monthly	3 rd Tuesday	Wedel
Solid Waste Advisory	As needed		Napstad and Westerlund
Toward Zero Deaths	Monthly	2 nd Wednesday	Wedel
Tri-County Community Health Services	Quarterly & as needed	2 nd Thursday	Westerlund



Board of County Commissioners Agenda Request

9A
Agenda Item #

Requested Meeting Date: September 13, 2016

Title of Item: Closed Session Under MN Statute 13D.03 Subd. 1(b) Labor Negotiations

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

Submitted by: Nathan Burkett	Department: Administration
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Presenter (Name and Title): Nathan Burkett, County Administrator and Bobbie Danielson, HR Director	Estimated Time Needed:
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Summary of Issue:

Materials will be presented at the meeting.

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:*