

The Aitkin County Board of Commissioners met this 22nd day of January, 2013 at 9:02 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Patrick Wussow, and Administrative Assistant Sue Bingham.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve the January 22, 2013 amended agenda. Item 8A - Annual Performance Evaluation for the County Administrator, was changed to Item 5D.

AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD MEETING MINUTES January 22, 2013

CALL TO ORDER

APPROVED
AGENDA

HEALTH &
HUMAN
SERVICES
BOARD

I. Attendance

The Aitkin County Board of Commissioners met this 22nd day of January, 2013, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Patrick Wussow; H&HS Director Tom Burke; Staff Members Susan Cebelinski and Sue Tange, Social Services Supervisors; Kathleen Ryan, Fiscal Supervisor; Eileen Foss, Income Maintenance Supervisor; Sue Bingham, Acting Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, DAC & HHS Advisory; Vernon Awes and Jim Carlson, HHS Advisory Members; Nanci Sauerbrau, Aitkin Independent Age; Bob Harwarth, Guest.

II. Approval of Health & Human Services Board Agenda

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

III. Review December 18, 2012 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the December 18, 2012 Health & Human Services Board Meeting Minutes as mailed/posted.

IV. Review Bills

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

V. General/Miscellaneous Information

A. **TANF (Temporary Assistance for Needy Families)** – Eileen Foss reviewed the numbers presented in the handout, as well as the “Work Will Always Pay...with MFIP” handout. Eileen noted that a “Bridges Out of Poverty” workshop will be presented in Aitkin on June 13, 2013, at a site to yet be determined.

B. H&HS Advisory Board

1. Appointment of Candidates to the Health & Human Services Advisory Committee:

New Member Applications:

a. Robert Marcum - District 3

b. Beverly Mensing – District 3

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and

carried; the vote was to approve and appoint Robert Marcum and Beverly Mensing to the Health & Human Services Advisory Committee representing District 3.

2. Appointment of David Leaf as the Chairperson and Cheryl Meld as the Vice-Chair per election by members at the January 9, 2013 meeting.

Motion by Commissioner Niemi, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize David Leaf to serve as Chairperson of the Health & Human Services Advisory Committee and Cheryl Meld to serve as Vice-Chair of the Health & Human Services Advisory Committee.

- C. **Statewide Health Improvement Program (SHIP) Health Reform – FYI –** Tom Burke commented that this is an update noting that AMC is very active on the SHIP and it is listed as one of our legislative priorities for Health & Human Services. Right now we have a lot of SHIP activity going on in the McGregor area and previously in the Aitkin area.

VI. Contracts:

- A. **Detoxification Services Contract between ACHHS and Central Minnesota Mental Health Center for the period January 1, 2013 through December 31, 2013.**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve and authorize the Board Chair to sign the Detoxification Services Contract between ACHHS and Central Minnesota Mental Health Center for the period January 1, 2013 through December 31, 2013.

VII. Administrative Reports:

- A. **Caseload Update & Graph –** Eileen Foss, Income Maintenance Supervisor, reviewed the Caseload information.
- B. **Financial & Transportation Reports –** Kathy Ryan, Fiscal Supervisor, noted they are still posting end of the year 2012 information so this report does not reflect the final numbers.

VIII. Joint Powers Board Reports:

- A. **Tri-County Community Health Services Board (CHS) –** Commissioner Westerlund / Tom Burke / Cynthia Bennett Minutes of the December 13, 2012 meeting. Commissioner Westerlund noted that she attended the meeting via ITV. Cynthia is now going to be the Administrator for the CHS Board (Aitkin, Itasca, Koochiching). Tom Burke noted that the electronic system will be in place in the next few months.

IX. Committee Reports from Commissioners

- A. **H&HS Advisory Committee -** Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Vernon Awes & Jim Carlson Minutes of the January 9th meeting. Vern Awes noted that a sub-committee has been formed to look at the Statute governing the Advisory Committee to make sure the committee is aligned with the Mission Statement and By-Laws. Jim Carlson provided a summary of the Operation Christmas Program. Commissioner Westerlund also noted that Aileen DeMenge from the Workforce Center gave an excellent presentation at the last meeting.
- B. **AEOA / NEMOJT Committee Updates –** Commissioner Napstad noted that NEMOJT did not meet this past month. AEOA met to go over their yearend wrap-up. He noted that AEOA is a \$30 million dollar block grant organization

and they are concerned that their dollars may be cut in the coming year.
Updates & discussion on the schedule.

- C. CJI (Children’s Justice Initiative)** – Commissioner Westerlund and Sue Tange discussed the outcome/presentation at the recent meeting.
- D. MRCC (MN Rural County Caucauses)** – Commissioner Marcotte discussed the Vulnerable Children and Adult’s formula. Noted that AMC was involved and the AMC Board voted to support a three year rolling average for vulnerable Children and Adult Act Funding rather than a one year snapshot and to urge more funding for the program and that the Board cannot take a position on the funding formula itself.

X. Next Meeting – February 26, 2013

The Statistical Reports for the fourth quarter of 2012 for Income Maintenance, Social Services and Public Health were included in this packet.

Break: 10:12 a.m. to 10:26 a.m.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: January 8, 2013 – January 22, 2013; B) Approve County Board Minutes: January 8, 2013; C) Approve Auditor Warrants – December Sales & Use Tax: General Fund \$9,357.67, Road & Bridge \$1,938.97, Health & Human Services \$0.41, State \$7,811.50, Trust \$1.29, Forest Development \$-0.29, Long Lake Conservation Center \$140.58, Parks \$289.44 for a total of \$19,539.57; D) Approve Auditor Warrants – Tax Settlement Payments: Agency \$661,938.72; E) Approve Request for \$4,000.00 – C.A.R.E.; F) Approve Resolution – Support Local Deputy Registrar User Service Fee Increase; G) Facility Inspection Report by the MN Department of Corrections; a) Approve Tobacco License – Westerlund, Inc.; b) Approve Commissioner Warrants: General Fund \$250,163.40, Road & Bridge \$215,032.92, Health & Human Services \$38,972.60, State \$360.00, Trust \$23,021.98, Forest Development \$9,914.12, Long Lake Conservation Center \$20,604.72, Parks \$105,306.80 for a total of \$663,376.54

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting to approve request of \$4,000.00 to C.A.R.E. to help with ongoing efforts to provide assistance to families due to last year’s flood, and for coordination of services needed to implement a collaborative behavioral health grant from the State of Minnesota.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – Support Local Deputy Registrar User Service Fee Increase:

WHEREAS, the State of Minnesota has long established a public/private deputy registrar system to provide citizens convenient locations to conduct local driver license and title registration services for motor vehicles and DNR recreational vehicles; and,

WHEREAS, the State of Minnesota in 1949 established a user service fee on motor vehicle related transactions to be retained by the deputy registrar to cover the costs of providing the

**HHS BOARD
ADJOURNS**

BREAK

**REGULAR BOARD
RECONVENES**

**CONSENT
AGENDA**

**REQUEST FOR
\$4,000 – C.A.R.E.**

**RESOLUTION
012213-012
SUPPORT LOCAL
DEPUTY
REGISTRAR
USER SERVICE**

local service; and,

WHEREAS, a deputy registrar office is not subsidized by the State of Minnesota and relies solely on this user service fee revenue to maintain their office operation including all salaries, rent, equipment, utilities, and associated office costs; and,

WHEREAS, the State of Minnesota has shifted increased costs and responsibilities for driver license transactions onto the deputy registrar such as regular replacement schedules of computers and associated electronic equipment, printing of previously supplied state forms, and expanded auditing tasks such as identification triple check and commercial driver medical forms which require additional time and carry additional risks and potential liability for agents that was previously the responsibility of the State; and,

WHEREAS, the State of Minnesota requires a 15 year retention schedule of all driver license transaction documents in a secure storage facility at cost to the deputy; and,

WHEREAS, Minnesota statute 171.061 subdivision 4 (b) specifically states that the filing fee for driver license transactions by the deputy agent "shall cover all expenses involved in receiving, accepting, or forwarding to the department the applications and fees required"; and,

WHEREAS, the user service fee that should fully support the cost for providing driver license transactions no longer covers the operational costs to maintain deputy registrar offices. Public deputy registrars must use property tax levy proceeds to subsidize this service. Rural areas with lower volumes are in jeopardy of losing this service; and,

WHEREAS, the last user fee increase for driver license agents was enacted in 2005;

NOW, THEREFORE, BE IT RESOLVED the *County of Aitkin* supports the State Legislature in authorizing a user service fee increase in the year 2013 to maintain local driver license and state identification card service to the citizens of Minnesota.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried (4-0-1 Westerlund abstained), to approve license to sell tobacco products at Westerlund, Inc. in the Town of Malmo, beginning January 15, 2013 and expiring March 31, 2013.

Sheriff Scott Turner gave the Board an update on the status of the 800 Mhz radio project.

Terry Neff, Environmental Services Director shared with the Board this year's schedule for collection of household hazardous waste and electronic collections. The dates for household hazardous waste collections are May 4th and September 7, 2013. Electronic collections are scheduled for July 13, 2013.

Terry Neff, Environmental Services Director reported to the Board that he would like to schedule an Ordinance Committee meeting to address vacation/private home rentals, and to clean up and update the language in several old ordinances.

FEE INCREASE

TOBACCO LICENSE – WESTERLUND, INC.

800 MHZ RADIO UPDATE

HAZARDOUS WASTE & ELECTRONIC COLLECTIONS

ASSEMBLE ORDINANCE COMMITTEE

Motion by Commissioner Napstad, seconded by Commissioner Maracotte and carried, all members voting to approve purchase of two vehicles for the Environmental Services Department – 2012 Chevrolet Impala from Brandl GM at a cost of \$12,995.00, with trade of 2001 Chevrolet Malibu, and 2012 Ford Escape from Aitkin Motor at a cost of \$13,400.00, with trade of 2001 Ford Ranger. The 2012 Chevrolet Impala is a budgeted expense, and the 2012 Ford Escape will be funded using Solid Waste reserves.

**VEHICLE
PURCHASE –
ENVIRONMENTAL
SERVICES DEPT.**

Patrick Wussow, County Administrator reviewed the 2012 Motor Pool Report with the Board.

**MOTOR POOL
REPORT**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to reappoint for three year terms on the Extension Committee: Sharon Dotzler from District 1, and Bonnie Mickelson as the At Large representative. No applications were received for the District 3 opening. Another News Release will be published in the Aitkin Age, and staff will post the opening on the County website.

**EXTENSION
COMMITTEE
APPOINTMENTS**

Patrick Wussow, County Administrator discussed current legislative issues with the Board.

**LEGISLATIVE
UPDATE**

Under MN Statute 13D.05 Subd.3 (a), the meeting may be closed for Annual Performance Evaluation for the County Administrator. Under the same statute, the individual who is the subject of the review may request the meeting to be open. At the County Administrator's request, the meeting remained open. Patrick Wussow, County Administrator received an overall rating of Very Good.

**COUNTY
ADMINISTRATOR
ANNUAL
PERFORMANCE**

Break: 12:11 p.m. to 12:17 p.m.

BREAK

The Board reported on the following:

**BOARD
DISCUSSION**

Commissioner Anne Marcotte

- MRCC
- Arrowhead
- Open House in St. Paul – Tax Reform
- Accident in Aitkin intersection
- Radinovich vote on Economic Development
- Hennepin County Foster Care Placement

Commissioner Brian Napstad

- BWSR
- EQB
- NEWAC
- Ordinance Committee
- Mississippi Headwaters Board – Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Support Mississippi Headwaters Board:

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

Whereas, the Mississippi Headwaters Board is requesting funding from the State of Minnesota that is sufficient to allow the Board to effectively carry out its mission; a mission established by Minnesota Statute 103F.361-378, and

Whereas, for the last two years, the Mississippi Headwaters Board has exerted a great deal of effort to restore the historic levels of funding that allowed the Board to succeed in the past, and

Whereas, the Mississippi Headwaters Board recognizes the State of Minnesota's fiscal shortfalls of past bienniums, the Board believes it is uniquely positioned to provide a return on investment that will benefit the entire north-central region of Minnesota for generations to come.

Now, therefore, be it resolved that the Aitkin County Board of Commissioners supports efforts to restore the Mississippi Headwaters Board to its historic funding levels.

- _____ District 1
- _____ District 2
- _____ District 3
- _____ District 4
- _____ District 5

Commissioner Marcotte left at 12:45 p.m.

Commissioner Don Niemi

- ARDC

Commissioner Laurie Westerlund

- Park Board
- CMCC
- ACAT
- Onanegozie

Commissioner J. Mark Wedel

- CMCC
- Kinship
- Sobriety Court
- Aitkin County Water Planning Task Force
- Old Armory Building

**RESOLUTION
022213-013
SUPPORT
MISSISSIPPI
HEADWATERS
BOARD**

**MARCOTTE
LEAVES**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting yes to adjourn the meeting at 1:25 p.m. until Tuesday, February 12, 2013 at 9:00 a.m.

ADJOURN



J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners



Patrick Wussow, County Administrator