

Aitkin County Board of Commissioners
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 5-29-13

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

AMC 2013 District 1 Spring Meeting

Requested Meeting Date: 6-11-13 Estimated Presentation Time: _____

Presenter: Patrick Wussow, County Administrator

Type of Action Requested (check all that apply)

- For info only, no action requested
- For discussion with possible action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute _____
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) _____

Fiscal Impact (check all that apply)

- Is this item in the current approved budget? Yes _____ No _____ (attach explanation)
- What type of expenditure is this? Operating Capital Other (attach explanation)
- Revenue line account # that funds this item is: _____
- Expenditure line account # for this item is: _____

Staffing Impact (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected. Yes No
- Applicable job description(s) may require revision. Yes No
- Item may impact a bargaining unit agreement or county work policy. Yes No
- Item may change the department's authorized staffing level. Yes No



Supporting Attachment(s)

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) _____

Provide (1) copy of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. (If your packet contains colored copies, please provide (4) paper copies of supporting documentation as we do not have a color printer or copier.) Items WILL NOT be placed on the Board agenda unless complete documentation is provided for the Board packets.

AITKIN COUNTY ADMINISTRATION

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

TO: Aitkin County Board of Commissioners
FROM: Patrick Wussow, Aitkin County Administrator
RE: Association of Minnesota Counties 2013 District 1 Spring Meeting
DATE: May 29, 2013

Attached is the District 1 draft agenda. The meeting is on Friday June 14 in Carlton MN, from 8:00 to noon.

At the meeting they asked that Aitkin County present a prepared list of items of interest and or concerns. At the Board meeting on June 11th the Board could prepare the list of items.

1. _____
2. _____
3. _____
4. _____

If you have questions, please contact me.

Association of Minnesota Counties

DISTRICT 1

Aitkin Carlton Cook Koochiching Lake Pine St. Louis



**Friday, June 14, 2013
8:00 a.m. - 12:00 p.m.**

**Carlton County Transportation Building Conference Room
1630 County Road 61, Carlton MN**

Meeting Fee: \$25

Tentative Agenda

8:00 A.M. REGISTRATION – Rolls & Beverages Served

8:15 A.M. CALL TO ORDER / PLEDGE OF ALLEGIANCE
District Director: Kevin Adee, Koochiching County

INTRODUCTIONS

DISTRICT ELECTIONS (election rules attached)

District Director: Kevin Adee, Koochiching County - Term(s): 01/11-06/11 (p); 06/11-06/13

Alternate Director: Rich Sve, Lake County

AMC OFFICER CANDIDATE PRESENTATIONS

AMC 2nd Vice President: Commissioner Jack Swanson, Roseau County

COUNTY REPORTS: CONCERNS, PRIORITIES AND ACCOMPLISHMENTS

Each county should come prepared to share items of interest and issues of concern.

(Counties are encouraged to bring a brief written report to help staff prepare meeting notes.)

BREAK

AMC EXECUTIVE DIRECTOR TRANSITION REPORT

AMC President Joe Vene, Beltrami County Commissioner

2013 LEGISLATIVE SESSION SUMMARY

MCIT UPDATE: NEW & EMERGING CLAIMS AND ISSUES - Robyn Sykes, MCIT Executive Director

MEMBER SERVICES REPORT

Facilitation services, FUTURES Update, LEAN Training

AMC MEETINGS & EVENTS

- **NACo Annual Conference:** July 19–22, 2013 – Fort Worth TX
- **AMC Policy Committee Meetings:** September 6, 2013 - Arrowwood, Alexandria MN
- **AMC Annual Conference:** December 9–11, 2013 – Hyatt Regency Minneapolis
-

HOST COUNTY FOR 2013 DISTRICT 1 FALL MEETING ON OCTOBER 18

OTHER/CONCLUDING REMARKS

12:00 P.M. LUNCH/ADJOURN



DISTRICT DIRECTOR ELECTIONS

from the Association of Minnesota Counties' Bylaws

SECTION 3. ELECTION AND TERM OF OFFICE OF DISTRICT DIRECTORS. The election and term of office of District Directors shall be as follows:

Subd. 1. Election. The delegates from the counties of each Association district shall elect one or more delegates to represent the counties of the district on the Board. A quorum shall consist of 50% of a districts' delegation. Directors shall be elected at the first meeting after April 1st of the counties of the district. Each district shall be represented by one director except that any district and all larger districts having a population which is three times as large as the next smaller district shall be entitled to be represented by five directors. Directors elected from odd numbered districts shall be elected during odd numbered years and directors elected from even numbered districts shall be elected during even numbered years provided, however, that any district entitled to be represented by five directors shall provide for staggered terms of three directors elected in even numbered years and two directors elected in odd numbered years.

Subd. 2. Term of Office. The term of office for each District Director shall be for two years and shall begin on the first day following district elections. A District Director may serve three (3) full consecutive terms after which one term must elapse before the individual can serve again as a District Director from that district.

Subd. 3. Alternate Director. Each district shall elect an alternate Director. If the District Director cannot fulfill the role as a representative for the district, due to accident, illness or prolonged absence, the alternate Director shall serve. Such alternate director shall be elected at the same time as the District Director.

SECTION 4. VACANCIES. If a vacancy occurs in the office of District Director by reason of death, removal or resignation, the alternate Director shall fill the unexpired term of office.

SECTION 5. VOTING. Each director, or alternate as designated in Section 3, subdivision 3, on the Board shall be entitled to one (1) vote. There shall be no proxy voting. All motions shall carry by a simple majority unless otherwise specified in the bylaws.