

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of September, 2013 at 9:03 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 Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve the September 24, 2013 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
September 24, 2013**

**I. Attendance**

The Aitkin County Board of Commissioners met this 24th day of September, 2013, at 9:03 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; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog & Dave Leaf, H&HS Advisory Members; Galen Tveit, Resident; and Nanci Sauerbrei, Aitkin Independent Age.

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

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the Agenda with the addition of V. – C. Pandemic Planning and Prep Course out of State.

**III. Review August 27, 2013 Health & Human Service Board Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve the August 27, 2013, Health & Human Services Board Minutes.

**IV. Review Bills**

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

**V. General/Miscellaneous Information**

**A. Re-procurement** – Tom Burke discussed the process that has taken place with the NE Region of seven counties researching and proposing providers for the plans. The State of MN made the decision that any county that is not metro will have one provider which will be UCARE in Aitkin County. Only a couple service areas will be affected and other programs will have Medica or Blue Cross Blue Shield.

**B. NACO – Health Steering Committee membership** – Tom Burke noted that he was again appointed to the NACO - Health Steering Committee for the 2013-2014 term and he is requesting that the Board approve and support his appointment. Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and support the appointment of

CALL TO ORDER

APPROVED  
AGENDA

HEALTH &  
HUMAN  
SERVICES  
BOARD

Tom Burke to the NACO Health Steering Committee and approve the travel expenses to attend the meetings involved.

- C. Pandemic Planning and Prep Course (out of state) Training** – Tom Burke noted this training is very appropriate for up to three county staff members to attend in Anniston, Alabama on January 21-25, 2014. All expenses (airfare, cost of class, materials, lodging and food) will be paid by the Federal government except for the actual staff time. Tom would expect that either he or the Public Health Supervisor and Stacey Durgin, along with possibly someone from the Sheriff’s office would attend to participate in the regional effort to work together for disaster preparedness. This training also provides educational credits. Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried, the vote was to approve the attendance of up to three people to attend the training with the stipulation that those attending the training give a half hour presentation to the Board at either the January 28<sup>th</sup> or February 25<sup>th</sup> H&HS Board meeting as to what occurred at the training and what the County Board should be aware of as emergency planners.

**VI. FYI**

- A. What is MNSure & What Will it do?** – Eileen Foss noted that one week from today (October 1) people should be able to go online with open enrollment, and then it is going into effect January 1, 2014. For current coverage, they will be referred to our office. There will be different levels which will tell them what they are qualified for and assist them in the direction they need to go. Our training has been delayed but each week there is a number of hours of training that can be done on-line at the worker’s desk.

**VII. Administrative Reports:**

- A. Financial & Transportation Reports** – Tom Burke noted that our dollars are looking good at this time.

**VIII. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Dave Leaf & Roberta Elvecrog Draft minutes of the September 4, 2013 meeting.
  1. Roberta Elvecrog noted that the Task Forces are in the process of learning about their various areas. The Task Forces were wondering if the Commissioners have any suggestions or questions for them to research. The committee is discussing how often to meet in the future but will continue monthly through 2013. The committee along with members of the AFSCME Union served the Community Meal in August and will serve again in October.
  2. Commissioner Marcotte noted that they would like to continue to have service providers give presentations to the committee but it will be those not included in the Task Force areas.
  3. Dave Leaf noted these Task Forces are facing a steep learning curve with a tremendous amount of information being shared with them so they will be moving slowly to allow them to develop on their own.
  4. Commissioner Napstad suggested that the committee look into why we have a population of “hard to serve” individuals, meaning hard to get them employed. What services are obstructing them from getting jobs? What services are they receiving from agencies to allow them to survive? How can we help them transition to jobs?

- B. AEOA / NEMOJT Committee Updates** – Commissioner Napstad updated the Board with respect to:
  1. The AEOA Weatherization program (Lakes & Pines) consolidating from 37 Community Action Councils down to 6 providers;
  2. AEOA is looking into sharing their Executive Director with Kootaska;
  3. AEOA is looking at building a new office building to share with Range Mental Health Services at a cost of \$20 million.
  4. Patrick Wussow discussed the Public Assistance Recipients presentation that was given in December 2012 and that we will continue that discussion with the Board at a future meeting.
  5. AMC Conference discussion relative to the Indian Child Welfare presentation.
- C. CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted they had a presentation from Liz DeRuyck regarding drug testing also pertaining to the recipe for synthetic drugs changing frequently.

**Next Meeting – October 22, 2013**

Break: 10:28 a.m. to 10:45 a.m.

Galen Tveit, Aitkin County resident expressed his concern to the Board about the potential loss of agricultural land to the DNR.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: September 10, 2013 – September 23, 2013; B) Approve County Board Minutes: September 10, 2013; C) Approve Commissioner Warrants: General Fund \$119,007.38, Road & Bridge \$32,829.94, Health & Human Services \$941.88, State \$855.00, Trust \$7,439.59, Forest Development \$50,207.31, Long Lake Conservation Center \$6,396.77, Parks \$8,946.40 for a total of \$226,624.27; D) Approve August Manual Warrants: General Fund \$69,222.39, Road & Bridge \$2,856.04, Health & Human Services \$4,582.87, State \$55,401.20, Trust \$3,000.00, Forest Development \$149.90, Agency \$48,180.00, Taxes & Penalties \$49.25, Long Lake Conservation Center \$1,662.41 for a total of \$185,111.06; E) Approve Auditor Warrants – August Sales & Use Tax: General Fund \$704.55, Road & Bridge \$3,482.05, Health & Human Services \$221.41, State \$8,406.00, Trust \$307.16, Forest Development \$49.89, Long Lake Conservation Center \$60.27, Parks \$170.81 for a total of \$13,402.15; F) Authorize Public Sale of File Cabinets – Health & Human Services; G) Approve Affidavits for Duplicate of Lost Municipal Order or Warrants: AgStar Financial Services \$324.00 – Warrant #42110, Linda Jeanne Holmes \$70.00 – Warrant #38919, Olson’s Mississippi Landing \$129.99 – Warrant #33156, Julie Hughes \$7.83 – Warrant #43005; H) Approve Resolution – Final Payment Contract No. 20126; I) Accept \$250 Donation to STS – Garrison Commercial Club; J) Approve Memorandum of Understanding with City of Aitkin

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution – Final Payment Contract No. 20126:

**HHS BOARD  
ADJOURNED**

**BREAK**

**CITIZEN’S PUBLIC  
COMMENT**

**REGULAR BOARD  
RECONVENED**

**CONSENT  
AGENDA**

# AITKIN COUNTY BOARD

September 24, 2013

**WHEREAS**, Contract No. 20126 – Project No. SAP 001-632-004 – Grading and Aggregate Base has in all been completed, and the County Board being fully advised in the premises.

**NOW THEN BE IT RESOLVED**, that we do hereby accept said completed project for and on behalf of the County of Aitkin and authorize final payment to R.C. Habeck Excavating, LLC in the amount of \$6,729.79 as specified herein.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Memorandum of Understanding with the City of Aitkin for repair and continued maintenance of flood control dike within the City limits, on County administered lands.

Sheriff Scott Turner discussed the process of updating Aitkin County's All-Hazard Mitigation Plan/Emergency Management with the Board.

Sheriff Scott Turner gave the Board an update on the Local ARMER Enhancement Site. Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to authorize entering into agreements with Motorola, Granite Electronics, and Telecom Product Profiles, and to approve \$380,830 for equipment and installation for this project.

Penny Harms, Veterans Service Officer discussed \$10,000 CVSO Operational Enhancement Grant for FY14 with the Board. Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution - County Veterans Service Office 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 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.

**BE IT FURTHER RESOLVED** by **Aitkin County** that the County Veterans Service Officer, **Penny Harms** be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Bobbie Danielson, Human Resources Manager presented Personnel Committee recommendation to the Board.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve filling FT Public Health Supervisor position, and to authorize filling any corresponding vacancy if this position is filled internally. This is a budgeted position which is open due to resignation.

**RESOLUTION  
092413-082  
FINAL PAYMENT  
CONTRACT NO.  
20126**

**MOU WITH CITY  
OF AITKIN**

**ALL-HAZARD  
MITIGATION PLAN**

**ARMER  
ENHANCEMENT  
SITE**

**RESOLUTION  
092413-083  
COUNTY  
VETERANS  
SERVICE OFFICE  
ENHANCEMENT  
GRANT  
PROGRAM**

**PERSONNEL  
COMMITTEE**

**FT PUBLIC  
HEALTH  
SUPERVISOR  
POSITION**

Patrick Wussow, County Administrator presented East Central Regional Library's request to approve their 2014 budget to the Board. Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting to set Aitkin County's appropriation at \$234,366 as requested.

**2014 ECRL  
BUDGET  
REQUEST**

Commissioner Brian Napstad

- **MHB** – Attended meeting on September 20<sup>th</sup>.
- **EQB** – Met in St. Paul. Discussed Silica Sand Mining.
- **Get to Know Your Neighbor Event** – Attended event in Tamarack.
- **ATV** – Attended meeting, along with Commissioner Marcotte. Discussed connecting to the Sandy Lake area, and discussed ATV use on County Roads.
- **BSLA** – Discussed elevating roads. There will be a Public Hearing on October 24<sup>th</sup>.

**BOARD  
DISCUSSION**

Commissioner Don Niemi

- **ARDC** – Met in Duluth. Talked about the Revolving Loan Fund.
- **Lakes & Pines** – Met on September 16<sup>th</sup> in Mora.
- **Snake River** – Met September 23<sup>rd</sup> at Snake River Wildlife Refuge.
- **Pliny Township Board mtg** – Discussion about whether or not a road is a township road.

Commissioner Anne Marcotte

- **ATV** – Attended meeting, along with Commissioner Napstad. Discussed new signs.
- **FAC** – Working on identifying tax forfeited properties to sell.
- **ARDC** – Attended meeting. Talked about "No Net Loss" for DNR.
- **MRCC** – Looking at ways to expand their membership.

Commissioner Laurie Westerlund

- **CMCC** – Attended September 18<sup>th</sup> meeting, along with Commissioner Wedel.
- **DAC** – Received a letter from the City of Aitkin for repair of sidewalks.

Commissioner J. Mark Wedel

- **CMCC** – Attended September 18<sup>th</sup> in Brainerd. Staffing cuts will be considered.
- **Economic Development Authority at City Hall** – Attended meeting. Discussed loans.
- **Sobriety Court** – Attended September 19<sup>th</sup> meeting.
- **Aitkin County Water Planning Task Force** – Attended September 18<sup>th</sup> meeting. Discussed loans, and lake water clarity.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 1:13 p.m. until Tuesday, October 8, 2013 at 9:00 a.m.

**ADJOURN**

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J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

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Patrick Wussow, County Administrator