

The Aitkin County Board of Commissioners met this 25th day of March, 2014 at 9:02 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, Interim County Administrator Roxy Traxler, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the March 25, 2014 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
March 25, 2014**

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH & HUMAN
SERVICES BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of March, 2014, 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: Interim County Administrator Roxy Traxler; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog and Dave Leaf, H&HS Advisory Committee Members; and Kathleen Pakkarinen, Aitkin Independent Age.

II. Approval of Health & Human Services Board Agenda

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

III. Review February 25, 2014 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried, the vote was to approve the January 28, 2014, Health & Human Services Board Meeting Minutes.

IV. Review Bills

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

V. FYI:

A. PH Update: Health in All Policies - Video Conference is scheduled for Tuesday, April 22nd from Noon to 1 p.m. in the Sheriff Meeting Room. Commissioners are invited to attend and indicated they would work their agenda around attending that presentation. Tom Burke introduced Erin Melz as the new Public Health Supervisor.

B. Vulnerable Adults Reporting – Tom Burke discussed the fact that Aitkin County was recognized for our timeliness in forwarding Vulnerable Adults reports to the State. He noted that this is strictly a measure of paperwork and how quickly it is sent to the State (within two days) and all but two of our reports for the year were received by the State on time. We met the criteria of 95% and actually exceeded it with 97.8%.

VI. Administrative Reports:

- A. Financial & Transportation Reports** – Kathy Ryan reviewed the Financial, Foster Care and Transportation reports with the Board. She noted that transportation costs were higher due to taxi rides which do not allow us to bill for reimbursement at this time. The foster care report reflecting the 2013 reimbursement was added in as it is usually a quarter behind. Kathy also noted that our expenditures will be higher than our revenue and that is due to the fact that our levy was lowered by \$600,000 so the budget will not look as balanced as it has in the past.
- B. 2013 Year End Report** – Kathy Ryan gave a presentation reviewing the 2013 Year End Financial Report for H&HS.

VII. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Dave Leaf & Darlene Hlidek Draft minutes of the March 5, 2014 meeting. Dave Leaf noted the Task Forces are in place and continuing. It was also noted that Sue Tange and Diane Eastman gave a presentation on Revenue Streams at the last meeting and the committee served the McGregor Community Meal last week.
- B. AEOA Committee Updates-** Commissioner Niemi – Reports postponed due to lack of time.
- C. NEMOJT Committee Updates** – Commissioner Napstad - Reports postponed due to lack of time.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund - Reports postponed due to lack of time.
- E. Lakes & Pines Update** – Commissioner Niemi - Reports postponed due to lack of time.

Next Meeting – April 22, 2014

Break: 10:12 a.m. to 10:27 a.m.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: March 11, 2014 – March 24, 2014; B) Approve County Board Minutes: March 11, 2014; C) Approve 2015 Fire Protection Contract with the City of Hill City; D) Approve Tobacco Licenses; E) Approve Affidavit of Lost Warrant: Warrant #100182, \$429.90 Justin Insley – Health & Human Services; F) Approve Auditor Warrants – February Sales & Use Tax: General Fund \$355.08, Road & Bridge \$1,653.96, State \$4,825.50, Forest Development \$1.00, Long Lake Conservation Center \$111.87, Parks \$21.39 for a total of \$6,968.80; G) Approve Commissioner Warrants: General Fund \$72,668.80, Road & Bridge \$42,452.11, Special Revenue \$14,359.02, Health & Human Services \$728.89, Trust \$5,989.13, Forest Development \$301.41, Long Lake Conservation Center \$7,538.12, Parks \$7,209.64 for a total of \$151,247.12; H) Approve (2) Resolutions: 1. Transfer of Tax-Forfeited Funds MN Statute 282.08, and 2. Transfer of Tax-Forfeited Funds MN Statute 282.09; I) Approve Canceling Delinquent Contract-for-Deeds; J) Approve Facilities Committee Recommendations; K) Approve Resolution: Final Contract Payment – Contract 20123; L) Approve Hwy. Dept. Equipment Purchase – Pothole Patch Trailer; M) Accept \$250 STS Donation – Logan Township

**HHS BOARD
ADJOURNED**

BREAK

**REGULAR BOARD
RECONVENED**

CONSENT AGENDA

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following **Applications for License to Sell Tobacco Products** for the period ending **March 31, 2015**:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 Cuddler Enterprises, Inc., d/b/a **Big Sand Bar** – Workman Township
- # 04 Zorbaz of Big Sandy Lake, Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township
- # 05 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 07 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 08 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 09 N5 Corporation, d/b/a **Fisherman's Bay** – Workman Township
- # 10 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 11 Harry Ray Hilton, d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 12 K.L. Gulbraa, Inc., d/b/a **Hill City Liquor** – City of Hill City
- # 13 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 14 Almar Holdings, LLC, d/b/a **The Junction** – Hazelton Township
- # 15 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 16 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 17 James R. Miller, d/b/a **Mark's Bar** – City of McGregor
- # 18 Dickies on Mille Lacs Lake LLC, d/b/a **McGrath Bar & Cafe** – Williams Township
- # 19 K & J C-Stores, Inc., d/b/a **McGregor Holiday Station Store #3574** – City of McGregor
- # 20 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 21 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 22 Lori Michelle Olson, d/b/a **Olson's Mississippi Landing** – Ball Bluff Township
- # 23 Bodway Properties, Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 24 Kulifaj Resorts, d/b/a **Red Door Resort** – Wealthwood Township
- # 25 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 26 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 27 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 28 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 29 Mark Kenneth Ukura, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 30 Westerlund Inc., d/b/a **Westerlund Cenex** – Malmo Township
- # 31 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 32 Minnewawa Partners, LLC, d/b/a **Willey's Sport Shop** – Shamrock Township

**TOBACCO
LICENSES**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution – Transfer of Tax-Forfeited Funds MN Statute 282.08:

WHEREAS, pursuant to Minnesota Statute 282.08, County boards are authorized to set aside monies from the tax forfeited sale fund for timber and park development.

NOW THEREFORE, BE IT RESOLVED, that in compliance with said law, that thirty (30) percent of the remaining receipts are to be used for forest development and twenty (20)

**RESOLUTION
032514-020
TRANSFER OF
FORFEITED FUNDS
MN STATUTE 282.08**

percent of these receipts remaining are to be used for the maintenance and development of County Parks or recreational areas, as defined in Minnesota Statute Section 398.31 to 398.36 to be expended under the supervision of the County Board.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution – Transfer of Tax-Forfeited Funds MN Statute 282.09:

WHEREAS, according to M.S. 282.09, Subdivision 1, the County Board does hereby determine that the \$3.00 fee from each certificate of sale, contract for deed, and each lease executed by the Auditor and the compensation for clerical help on tax-forfeited land matters in the County Auditor's office during the 2013 calendar year was \$30,000.00, and

WHEREAS, the county revenue cost for office space and maintenance for the Aitkin County Land Dept in the Courthouse for the 2013 calendar year is \$20,000.00, and

WHEREAS, a gravel pit rehabilitation account has been established, and \$.15 per yard of gravel taken out of county pits will be placed in this account, the 2013 amount to be placed in this account is \$3,665.93.

NOW THEREFORE, BE IT RESOLVED, that the amount of \$30,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County Auditor account (01-040-5590) to cover the costs of this clerical hire, AND that the amount of \$20,000.00 be transferred from the Forfeited Tax Sales Account (10-923-6901) to the County General Revenue Account (01-110-5840) for office rent and maintenance, AND that the amount of \$3,665.93 shall be transferred from the Forfeited Tax Sales Account (10-923-6901) to the Gravel Pit Account (11-936-5840).

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve resolution: Delinquent Contracts for Deeds:

The Aitkin County Board hereby authorizes the Aitkin County Land Department and the Aitkin County Auditor to start cancelation proceedings on any contract for deed that is delinquent as of 12-31-2012.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Facilities Committee recommendation of the following quotes for courthouse remodeling/security issues:

Nardini	\$ 6,780.00
Aitkin Iron	\$ 7,800.00
Hometown Lumber	\$ 1,655.00
Weimer Construction	\$ <u>275.00</u>
	\$16,510.00

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

**RESOLUTION
032514-021
TRANSFER OF
FORFEITED FUNDS
MN STATUTE 282.09**

**RESOLUTION
032514-022
DELINQUENT
CONTRACT FOR
DEEDS**

**FACILITIES
COMMITTEE
RECOMMENDATION**

Contract Payment – Contract 20123

WHEREAS, Contract No. 20123 – Project No. SP 001-603-012 – Milling, Reclaim, and Bituminous Base and Wear on CSAH No. 3 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 Ulland brothers in the amount of \$80,451.92 as specified herein.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Road & Bridge Dept. purchase of Stepp SPH 1.5 Pothole Patch Trailer from Stepp Manufacturing for \$15,572.

Representatives of MnDOT District 1 in Duluth, and representatives from Towards Zero Death discussed their programs with the Board.

The Board reported on the following:

Commissioner Brian Napstad

- **NEMOJET**
- **Joint Powers Natural Resource Board**
- **Enbridge**
- **Facilities**
- **Shamrock Town Hall Annual Meeting**

Commissioner Don Niemi

- **Lakes & Pines**
- **Snake River Watershed**

Commissioner Anne Marcotte

- **AMC**
- **ACA**
- **MRCC**

Commissioner Laurie Westerlund

- **MLLWMG**
- **CJI**
- **HHS Advisory**
- **DAC**
- **SCHAC**

Commissioner Mark Wedel

- **Facilities**
- **TZD**

**RESOLUTION
032514-023
FINAL CONTRACT
PAYMENT –
CONTRACT 20123**

**ROAD & BRIDGE
EQUIPMENT
PURCHASE**

**MnDOT
PRESENTATION**

**BOARD
DISCUSSION**

- EDA
- ACWPTF
- Sobriety Court
- Hazardous Mitigation Plan

Commissioner Napstad left at 12:25 p.m.

NAPSTAD LEFT

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 12:54 p.m. until Tuesday, April 8, 2014 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Roxy Traxler, Interim County Administrator