

AITKIN COUNTY BOARD

May 13, 2014

The Aitkin County Board of Commissioners met this 13th day of May, 2014 at 9:01 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Anne Marcotte, Brian Napstad, Interim County Administrator Roxy Traxler, and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the May 13, 2014 agenda.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the amended Consent Agenda as follows: A) Correspondence File: April 8, 2014 – May 13, 2014; B) Approve County Board Minutes: April 22, 2014; C) Approve Annual Brat Sale – Persian Gulf Support Group; D) Information Only – Bike to Work Day; E) Approve April Manual Warrants; F) Approve 3.2 Malt Liquor License – Sherwood Forest; G) Adopt Resolution – Temporary On-Sale Wine License – Sherwood Forests; H) Approve Temporary Consumption & Display Permit – Sherwood Forest; I) Set Date for Public Meeting – Classification of County Tax-Forfeited Lands; J) Adopt Updated Aitkin County Guidelines and Procedures for Minnesota Government Data Practices Act; K) Set Date for Public Hearing – Adopt Countywide Fee Schedule; L) Adopt Resolution – Form LG220 Evergreen PAC A.T.V. Club; M) Adopt Resolution – Snowmobile/Ski Trail Funding; a) Adopt Resolution – Form LG220 Wealthwood Rod & Gun Club; b) Approve Commissioner Warrants: General Fund \$85,536.47, Road & Bridge \$45,283.21, Health & Human Services \$598.66, Trust \$6,602.17, Forest Development \$2,211.30, Long Lake Conservation Center \$7,093.38, Parks \$124,075.05 for a total of \$271,400.24

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to authorize the Persian Gulf Support Group hold their annual brat sale on the Courthouse lawn on Friday, May 23, 2014 from 11:00 a.m. to 1:00 p.m.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following **3.2 Malt Liquor License** for a period from May 1, 2014 through April 30, 2015:

ON Sale:

Sherwood-Forest Owner's Ass'n., Inc., d/b/a **Sherwood Forest** – Hazelton Township

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Temporary On-Sale Wine License – Sherwood Forest:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Temporary On-Sale Wine license for August 2, 2014:

Sherwood Forest Owners Association, d/b/a **Sherwood Forest** – Hazelton Township
This establishment has an address of 21927 US Highway 169, Aitkin, MN 56431

CALL TO ORDER

APPROVED AGENDA

CONSENT AGENDA

BRAT SALE

3.2 MALT LIQUOR LICENSE – SHERWOOD FOREST

RESOLUTION 051314-033 TEMPORARY ON-SALE WINE LICENSE – SHERWOOD FOREST

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Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following Application for a 1 Day Temporary Consumption & Display (Set Up) Permit: (Dates set ups will be sold – July 5, 2014, August 2, 2014, and August 30, 2014):

Sherwood Forest Owners Association, d/b/a **Sherwood Forest** – Hazelton Township

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to schedule a Public Meeting for Classification of County Tax-Forfeited Lands on Tuesday, July 22, 2014 at 11:00 a.m. in the Aitkin County Boardroom, 217 – 2nd Street NW, Aitkin MN.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt the updated Aitkin County Guidelines and Procedures for Minnesota Government Data Practices Act manual.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to schedule a Public Hearing to consider adopting a Countywide Fee Schedule on Tuesday, June 10, 2014 at 10:00 a.m. in the Aitkin County Boardroom, 217 – 2nd Street NW, Aitkin MN.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Form LG220 Evergreen PAC A.T.V. Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Evergreen PAC A.T.V Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, McGregor, MN 55760 – Salo Township. (Note: Date of activity for Raffle – September 4, 2014)

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Snowmobile/Ski Trail Funding:

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, snowmobile clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2014-2015 winter season, and

WHEREAS, these trails benefit the winter recreation, resort, industry, and economy of Aitkin County.

**TEMPORARY
CONSUMPTION &
DISPLAY PERMIT
– SHERWOOD
FOREST**

**SCHEDULE
PUBLIC MEETING
- CLASSIFICATION
OF COUNTY
TAX-FORFEITED
LANDS**

**AITKIN COUNTY
DATA PRACTICES**

**SCHEDULE
PUBLIC HEARING
– COUNTYWIDE
FEE SCHEDULE**

**RESOLUTION
051314-034
FORM LG220
EVERGREEN PAC
A.T.V. CLUB**

**RESOLUTION
051314-035
SNOWMOBILE/SKI
TRAIL FUNDING**

NOW, THEREFORE BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC ski trails

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the 2014-2015 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Form LG220 Wealthwood Rod & Gun Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420th Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – September 27, 2014)

Gordon Prickett and other members of Aitkin County Rivers and Lakes Association (ACLARA) discussed their High Water Plan with the Board.

John Welle, County Engineer discussed the County Ditch 4/38 Partial Abandonment Petition with the Board.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adopt updated job descriptions and classification list as recommended by the Personnel Committee.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to amend the County Administrator job description as recommended by the Personnel Committee.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried,

**RESOLUTION
042914-032
FORM LG220
WEALTHWOOD
ROD & GUN CLUB**

**ACLARA HIGH
WATER PLAN**

**COUNTY DITCH
4/38 PARTIAL
ABANDONMENT
PETITION**

**UPDATED JOB
DESCRIPTIONS &
CLASSIFICATION
LIST**

**COUNTY
ADMINISTRATOR
JOB
DESCRIPTION**

HEALTH &

all members voting yes to create two Case Aide positions, post internally and eliminate the two corresponding Office Support Specialist positions as recommended by the Personnel Committee.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to amend non-union part-time benefit accrual as recommended by the Personnel Committee.

Motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – McGregor Airport Joint Airport Zoning Board:

WHEREAS, the City of McGregor, McGregor Isedor Iverson Airport Owner, hereinafter called the Municipality, owns and controls the McGregor Isedor Iverson Airport, and

WHEREAS, portions of the airport hazard area adjacent to the airport are located outside the territorial limits of said Municipality but within the territorial limits of this County, and

WHEREAS, the above Municipality has requested in writing that we join with them in the creation of a Joint Airport Zoning Board, and

WHEREAS, this County deems it necessary and expedient to create a Joint Airport Zoning Board in cooperation with the above Municipality pursuant to MN Statutes Section 360.063, Subdivision 3, and other applicable laws for the purpose of establishing, administering and enforcing zoning laws for the areas surrounding the airport and for the protection of the airport and the public, and

WHEREAS, the above statute provides that this County has the right to appoint two (2) persons to said Board (said persons should not be members of this Board), and

WHEREAS, Subdivision 3 of Section 32 of the Appropriations Bill passed by the Minnesota Legislature effective July 1, 1973, provides that no moneys shall be expended by the Commissioner of Transportation of the State of Minnesota to improve and maintain an airport unless the governmental unit owning the airport has or is establishing a zoning authority for the airport.

NOW, THEREFORE, BE IT RESOLVED by Aitkin County that there is hereby created in cooperation with the above Municipality a Joint Airport Zoning Board to be composed of representatives of the undersigned County and representatives of the above Municipality pursuant to MN Statutes Section 360.063, Subdivision 3.

BE IT FURTHER RESOLVED that Aitkin County hereby appoints Terry Neff and John Welle to be its representatives on said Board, and said terms will be indefinite until they resign or are replaced by Aitkin County.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve Motor Pool purchase of one 2014 Ford Escape S from Aitkin Motors at a cost of \$19,962, to purchase a second 2014 Ford Escape S from Aitkin Motors if one can be purchased for the same price or less, and to authorize the sale of 2006 Ford Five Hundred and 2000 Ford Taurus.

HUMAN SERVICES POSITIONS

NON-UNION PART-TIME BENEFIT ACCRUAL

RESOLUTION 051314-036 MCGREGOR AIRPORT JOINT AIRPORT ZONING BOARD

MOTOR POOL VEHICLES

Roxy Traxler, Interim County Administrator discussed the concept of a shared Assessor with the Board.

**SHARED
ASSESSOR
CONCEPT**

Roxy Traxler, Interim County Administrator discussed Board Agenda policies with the Board.

**BOARD AGENDA
POLICY**

Roxy Traxler, Interim County Administrator reported to the Board that the granite Veterans Memorial monument in the front sidewalk will be roped off the same way as the large monument due to safety concerns. The Persian Gulf Support Group will cover the cost.

**VETERANS
MEMORIAL**

The Board reported on the following:

**BOARD
DISCUSSION**

Commissioner Brian Napstad

- **JCNRB**
- **McGregor Airport Commission**
- **NCLUCB**
- **BSLA**

Commissioner Don Niemi

- **Economic Development**
- **Lakes & Pines**
- **Rural Aging Initiative**
- **Law Library**

Commissioner Anne Marcotte

- **Economic Development**
- **Personnel**
- **MRCC**
- **AMC**
- **H&HS**

Commissioner Laurie Westerlund

- **No updates**

Commissioner Mark Wedel

- **Historical Society**
- **Aitkin Airport**
- **Personnel Committee**
- **Economic Development Authority**
- **Facilities**

AITKIN COUNTY BOARD

May 13, 2014

The Board interviewed three final candidates for County Administrator: 1.) Nathan Burkett, 2.) Jeff Cadwell, and 3.) Greg Pruszinske.

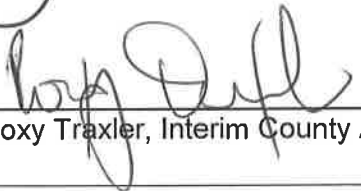
Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 4:49 p.m. until Tuesday, May 27, 2014 at 9:00 a.m.

COUNTY
ADMINISTRATOR
INTERVIEWS

ADJOURN



J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners



Roxy Traxler, Interim County Administrator