

The Aitkin County Board of Commissioners met this 22nd day of July, 2014 at 9:02 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Don Niemi, Brian Napstad, and Anne Marcotte. Commissioner Laurie Westerlund was absent. County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried (4-0), all members voting yes to approve the July 22, 2014 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
July 22, 2014**

I. Attendance

The Aitkin County Board of Commissioners met this 22nd day of July, 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, and Don Niemi; (Absent, Laurie Westerlund); and others present included: County Administrator Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Erin Melz, Public Health Supervisor; Sue Tange, Social Service Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Bob Lewis, H&HS Advisory Committee Member; and Nanci Sauerbrei, Aitkin Independent Age; Roberta Elvecrog and Bob Harwarth, citizens.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the Agenda as mailed/posted

III. Review June 24, 2014 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried, the vote was to approve the June 24, 2014, Health & Human Services Board Meeting Minutes.

IV. Review Bills

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

V. General/Miscellaneous Information

- A. Public Health Summit Update** – Erin Melz updated the Board on the Public Health Summit on June 9th at Long Lake Conservation Center with 85 people attending.
- B. NACO Update** – Tom Burke attended the conference in New Orleans and discussed the flooding issues remaining six years after Katrina as well as the lack of recovery following flooding in nearly all areas. The immigration issue was the other main topic discussed. Hennepin Health has been talking about County Based Purchasing like the existing South Country and Prime West with regard to food market and healthcare.
- C. Aitkin County Fair Booth Update** – Erin Melz updated the Board on the success of the Health & Human Services Fair Booth and the camper for mothers and infants for diaper changing or breastfeeding.

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

- D. **Aging in Aitkin County Initiative** – Northland Foundation Rural Aging Initiative with a purpose of how we can better provide services to seniors so they can age in place in Aitkin County. AC Care has agreed to be the fiscal host and Beth Leaf will be the coordinator of the initiative in Aitkin County. It will be a two year grant funded program with \$50,000 over the two years for the services and \$15,000 over the two years for the coordinator position. Matthew Hill is the new Executive Director of AC Care.

VI. Administrative Reports:

- A. **Financial & Transportation Reports** – Kathy Ryan reviewed the Financial and Transportation reports with the Board.

VII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Bob Lewis – no meeting so no update at this time. No meeting in July. Next Advisory Committee meeting, August 6, 2014.
- B. **AEOA Committee Updates** - Commissioner Niemi noted there has not been a meeting.
- C. **NEMOJT Committee Updates** – Commissioner Napstad noted there has not been a meeting.
- D. **CJI (Children’s Justice Initiative)** – Commissioner Westerlund absent so therefore no report.
- E. **Lakes & Pines Update** – Commissioner Niemi will have some statistical information to share with the Board regarding weatherization.

Next Health & Human Services Board Meeting – August 26, 2014

Break: 10:04 a.m. to 10:18 a.m.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: July 8, 2014 – July 21, 2014; B) Approve County Board Minutes: July 8, 2014; C) Approve June Manual Warrants: General Fund \$40,830.56, Road & Bridge \$462,162.73, Health & Human Services \$1,409.12, State \$104,582.51, Trust \$0.01-, Taxes & Penalties \$1,804.96, Long Lake Conservation Center \$983.21, Parks \$115.17 for a total of \$611,888.25; D) Approve Auditor Warrants – June Sales & Use Tax: General Fund \$313.34, Road & Bridge \$1,257.71, State \$7,285.50, Trust \$15.76, Forest Development \$0.47-, Long Lake Conservation Center \$102.41, Parks \$168.52 for a total of \$9,142.77; E) Information Only – Commissioner Warrants F) Approve Commissioner Warrants: General Fund \$188,233.83, Road & Bridge \$290,058.08, Special Revenue \$1,491.45, State \$4,810.32, Trust \$5,843.39, Forest Development \$79,586.65, Agency \$26,751.02, Long Lake Conservation Center \$4,474.43, Parks \$23,167.65 for a total of \$624,416.82; G) Accept Application for McGregor Airport Commission; H) Approve Temporary On Sale 3.2 Liquor License for Finlayson-Giese Lions Club; I) Approve Personnel Policy Update, Article 1, Section F; J) Accept \$250 Donation to STS – Malmo Township; K) Approve Sale or Disposal of Additional Miscellaneous Items - Administration; L) Adopt Resolution: Liquor License – The Joint Bennettville, MN

**HHS BOARD
ADJOURNED**

BREAK

**REGULAR BOARD
RECONVENED**

**CONSENT
AGENDA**

AITKIN COUNTY BOARD

July 22, 2014

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting to accept William Bedor's application to serve an additional two years on the McGregor Airport Commission. His new term will expire December 31, 2016.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting yes to approve Temporary On Sale 3.2 Malt Liquor License for Finlayson-Giese Lions Club – Williams Township (White Pine Logging Show) from August 29, 2014 through September 1, 2014.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting yes to update Article 1, Section F, updating name of Teamsters Local Union and AFSCME HHS Local number.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting yes to approve the sale and disposal of additional miscellaneous County property – Administration.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adopt resolution – Liquor License – The Joint Bennettville, MN:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2014:

“ON”, “OFF” and “SUNDAY” Sale:

Chuhanic, Inc., d/b/a **The Joint Bennettville, MN** – Hazelton Township
This establishment has an address of 26835 US Hwy 169, Aitkin, MN 56431

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adopt resolution - Award Bid S.A.P. 001-030-004 and S.A.P. 001-628-013:

WHEREAS, S.A.P. 001-030-004 and S.A.P. 001-628-013 includes culvert replacements on CSAH 3, CSAH 5, CSAH 6, CSAH 12, CSAH 13, and CSAH 28, and

WHEREAS, this project is budgeted and has been estimated to cost up to \$1,325,912, and

WHEREAS, any additional construction delays may result in the project costs increasing, and

WHEREAS, sealed bids will be opened for this project at 2:00 p.m. on Monday, July 28, 2014.

NOW THEREFORE, BE IT RESOLVED, that the Chairperson of the Aitkin County Board and

**MCGREGOR
AIRPORT
COMMISSION
APPOINTMENT**

**TEMPORARY ON
SALE 3.2 MALT
LIQUOR LICENSE
FINLAYSON-
GIESE LIONS
CLUB**

**PERSONNEL
POLICY UPDATE
ARTICLE 1,
SECTION F**

**SALE AND
DISPOSAL OF
ADDITIONAL
COUNTY
PROPERTY**

**RESOLUTION
072214-046
LIQUOR LICENSE
THE JOINT
BENNETTVILLE,
MN**

**RESOLUTION
072214-047
AWARD BID
S.A.P. 001-030-004
AND
S.A.P. 001-628-013**

the Aitkin County Auditor are hereby authorized and directed to enter in to a contract on behalf of Aitkin County with the lowest responsible bidder, provided the lowest responsible bid is not greater than \$1,325,912, upon presentation of proper contract documents.

The Aitkin County Board of Commissioners scheduled a Special Meeting for July 29, 2014 at 9:00 a.m. in the event the bids submitted are higher than the amount stated in the above resolution. This meeting will be cancelled if the bids come in at or under the amount stated in the resolution.

At 10:30 a.m. Kirk Peysar, County Auditor held a Public Hearing for Petition for Partial Abandonment of a Drainage System within Sections 27, 28, 32, and 34 of Workman Township (T.49N.-R.24W.) Aitkin County, MN. United States Steel Corporation (U.S. Steel) submitted this petition for ditch abandonment pursuant to Minnesota Statute 103E.806. John Welle, County Engineer provided a brief overview of the ditches involved. County Attorney Jim Ratz offered opinion and guidance. Public comment was heard from David Steele, Workman Township; Larry Brown, Jevne Township; Sam Demenge, Jevne Township; Dale Hansen, Workman Township; and Galen Tveit, Palisade and 50-26 Unorg Townships. All oppose the ditch abandonment due to the potential impact on private properties. Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried (4-0), all members voting to continue the Public Hearing on September 23, 2014 and to keep the public comment period open through that date.

At 12:00 p.m. Mark Jacobs, Land Commissioner held a Public Hearing for Land Classification of County Lands. There were no public comments. Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adopt resolution – Classification of Lands Forfeited to the State for Taxes:

WHEREAS, under Statute 282, the Aitkin County Board of Commissioners, is acting on behalf of the state under laws allowing the county board to classify and manage tax-forfeited lands held by the state in trust for the local units, and

WHEREAS, parcels of land becoming the property of the state in trust under law declaring the forfeiture of lands to the state for taxes must be classified by the county board of the county in which the parcels lie as conservation or nonconservation. In making the classification the board has considered the present use of adjacent lands, the productivity of the soil, the character of forest or other growth, accessibility of lands to established roads, schools, and other public services, their peculiar suitability or desirability for particular uses, and the suitability of the forest resources on the land for multiple use and sustained yield management. The classification, furthermore, must: (1) encourage and foster a mode of land utilization that will facilitate the economical and adequate provision of transportation, roads, water supply, drainage, sanitation, education, and recreation; (2) facilitate reduction of governmental expenditures; (3) conserve and develop the natural resources; and (4) foster and develop agriculture and other industries in the districts and places best suited to them, and

WHEREAS, a public meeting was held on July 22, 2014 at 11:00 am at the regular county board meeting and that prior to meeting for the purpose of classifying or reclassifying tax-forfeited lands, the county board gave notice of its intent to meet for that purpose in postings, on the web site, and in the local newspaper, in addition to

SPECIAL MEETING SCHEDULED

PUBLIC HEARING FOR PETITION FOR PARTIAL ABANDONMENT OF A DRAINAGE SYSTEM

PUBLIC HEARING LAND CLASSIFICATION

RESOLUTION 072214-048 CLASSIFICATION OF LANDS FORFEITED TO THE STATE FOR TAXES

sending letters to any township or city in which the properties were located, and

WHEREAS, at the meeting, no objections were raised on any of the attached parcels.

THEREFORE, BE IT RESOLVED, that the Aitkin County tax forfeited parcels be classified as per the attached document. And any Aitkin County tax forfeited parcel that is too small to be mapped in this attachment will be classified as nonconservation.

Mark Jacobs, Land Commissioner updated the Board on the status of the Northern Long Eared bats.

Sheriff Scott Turner reviewed the draft Multi Hazard Mitigation Plan with the Board.

Bobbie Danielson, Human Resources Director presented Personnel Committee recommendations to the Board.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried (4-0), all members voting yes to authorize a second Patrol Sergeant position in the Sheriff's Office. This is a promotional opportunity, not a new FTE.

In 2009, due to the recession, a portion of Personnel Policy, Article 3, Subject 3.2, Recruitment Procedures was suspended:

“The County Administrator must approve the recommendation for a previously budgeted position. The Aitkin County Board of Commissioners must approve the recommendation for a newly created position.”

During this period all positions required Board authorization to fill. At this time the Personnel Committee recommends reverting back to County Policy. The Board consensus is to accept this recommendation.

Nathan Burkett, County Administrator discussed the 2014 Second Quarter Revenue & Expenditure Report with the Board.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting to adopt resolution – 2015 Commissioners Salaries:

BE IT RESOLVED, the Aitkin County Board of Commissioners set the 2015 County Commissioner's salary at \$28,644.00. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

Nathan Burkett, County Administrator discussed his preliminary long term financial forecast with the Board.

NORTHERN LONG EARED BATS

MULTI HAZARD MITIGATION PLAN

PERSONNEL COMMITTEE

PATROL SERGEANT

PERSONNEL POLICY - ARTICLE 3, SUBJECT 3.2 RECRUITMENT PROCEDURES

2ND QUARTER REVENUE & EXPENDITURE REPORT

RESOLUTION 072214-049 2015 COMMISSIONERS SALARIES

LONG TERM FINANCIAL FORECAST

The Board reported on the following: Triad, Forest Advisory, MHB, ARDC, Aitkin County Fair, CMCC, EDA, Aitkin County Water Planning Task Force.

**BOARD
DISCUSSION**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adjourn the meeting at 1:42 p.m. until Tuesday, July 29, 2014 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator