

The Aitkin County Board of Commissioners met this 23rd day of June, 2015 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 Nathan Burkett, and Administrative Assistant Sue Bingham.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to approve the June 23, 2015 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
June 23, 2015**

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 23rd day of June, 2015, at 9:04 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 Nathan Burkett; H&HS Staff Members Tom Burke, Director; Sue Tange & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Eileen Foss and Jessica Goble, Income Maintenance Supervisors; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; Holly Bray, Marlene Abear, and Roberta Elvecrog, H&HS Advisory Committee Members; and Amanda Ysen and Melissa Canfield, Support Within Reach.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda.

III. Review May 26, 2015 Health & Human Service Board Minutes

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

IV. Review Bills

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

V. General/Miscellaneous Information

A. Support Within Reach - Amanda Ysen / Melissa Canfield – Discussed the Support Within Reach Programs, their advocates, along with some statistical information and a new grant they received.

B. Child Protection Legislative Updates – Tom Burke noted this information is an FYI as the Legislature takes the lead to determine the number of positions each county will need and the fact that by adding one worker in Aitkin County it will reduce caseloads, share the workload and reduce burn out.

VI. Contracts / Resolutions

A. Warming / Cooling Center Site Agreement – LLCC - Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the Warming/Cooling Center Site Agreement between Aitkin County Health & Human Services and the Long Lake Conservation Center.

B. Resolution – Ann Rivas updated the Board that she has been developing a plan to help reduce the number of people with mental illnesses in the jail and has been collaborating with Sheriff Turner to have voluntary services which would provide a social worker to assist with discharge planning. It was clarified that these services would be provided to the Aitkin County Residents only and the Resolution would reflect that change (from the word “Individuals” to “Aitkin County Residents” in the capitalized paragraph on page one of the Resolution). Following the discharge, the social worker will continue to work with the person for integration back into the community as well as with transportation and other issues.

Stepping Up Initiative Resolution

“Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails”

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jail each year; and

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general population; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders; and

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families; and

WHEREAS, **AITKIN COUNTY** and all counties take pride in their responsibility to protect and enhance the health, welfare and safety of its residents in efficient and cost-effective ways; and

WHEREAS, AITKIN COUNTY HEALTH AND HUMAN SERVICES IN COLLABORATION WITH THE AITKIN COUNTY SHERIFF DEPARTMENT WILL OFFER VOLUNTARY DISCHARGE PLANNING SERVICES TO INCARCERATED AITKIN COUNTY RESIDENTS WHO LIVE WITH MENTAL ILLNESS. THE GOAL IS TO SUPPORT INCARCERATED AITKIN COUNTY RESIDENTS TO INTERGRATE BACK INTO THE COMMUNITY AND RECEIVE ONGOING SUPPORT SERVICES.

WHEREAS, through the *Stepping Up* initiative, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private and nonprofit partners to reduce the number of people with mental illnesses in jails;

NOW, THEREFORE, LET IT BE RESOLVED, THAT I, J. MARK WEDEL, CHAIR, AITKIN COUNTY BOARD OF COMMISSIONERS, do hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail, commit to sharing lessons learned with other counties in my state and across the country to support a national initiative and encourage all county officials, employees and residents to participate in *Stepping Up*. We

resolve to utilize the comprehensive resources available through *Stepping Up* to:

- Convene or draw on a diverse team of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.
- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making.
- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- Develop a plan with measurable outcomes that draws on the needs and prevalence assessment data and examination of available treatment and service capacity, while considering identified barriers.
- Implement research-based approaches that advance the plan.
- Create a process to track progress using data and information systems, and to report on successes.

Commissioner Marcotte moved the adoption of the resolution, seconded by Commissioner Niemi, and it was declared adopted upon the following vote:

Members Present: 5 ALL MEMBERS VOTING "YES"

VII. Administrative Reports:

A. Financial & Transportation Reports – Kathy Ryan informed the Board that as of July 1st, 2015 we will receive the \$60,000 of the Governor’s Task Force money which cannot supplant any existing worker or program. We will receive an additional \$15,000 in February of 2016 based on our outcomes with a new worker.

VIII. Joint Powers Board Reports:

A. Tri-County Community Health Services Board (CHS)

Commissioner Westerlund / Erin Melz / Tom Burke noted that they have had several meetings recently and conducted interviews of five candidates for the Community Health Planner with the hopes of having the person start on July 6th. It was also noted that the Koochiching County Public Health Supervisor resigned.

IX. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Holly Bray, Roberta Elvecrog, & Marlene Abear. Marlene Abear discussed the interview & hiring practices. The Board was updated on the recent Technology discussion at the meeting and the security measures in place which protects the clients we serve noting that the county IT department is involved with the purchasing of all our equipment which includes I-phones and I-pads.

B. AEOA Committee Update – Commissioner Westerlund updated the Board that they met last week and reviewed their \$34 million budget and discussed the Meals on Wheels program, and signed and approved contracts.

C. NEMOJT Committee Update – Commissioner Napstad updated the Board that due to the layoffs on the Iron Range they are looking for emergency grants for these

displaced workers.

D. CJJ (Children’s Justice Initiative) – Commissioner Westerlund noted there was no meeting.

E. Lakes & Pines Update – Commissioner Niemi noted there was no meeting.

Tom Burke reminded the Board that Eileen Foss’ last day of work with Aitkin County is this Friday, June 26th. Tom also introduced Eileen’s replacement, Jessica Goble to the Board. Eileen expressed her thanks to the Board for allowing her the opportunity to work with Jess for this past month before her departure. Jess also expressed appreciation for that to happen to make the transition much smoother for everyone.

Break: 10:43 a.m. to 11:02 a.m.

Agenda Item 2C – Approve June 16, 2015 BAE minutes, was pulled from the consent agenda to be addressed under the regular agenda.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the amended Consent Agenda as follows: A) Correspondence File: June 9, 2015 to June 22, 2015; B) Approve County Board Minutes: June 9, 2015; D) Approve Commissioner Warrants: General Fund \$75,405.23, Road & Bridge \$23,189.34, State \$420.00, Trust \$587.45, Forest Development \$5,605.18, Long Lake Conservation Center \$11,093.35, Parks \$6,300.18 for a total of \$122,600.73; E) Approve Auditor Warrants – May Sales & Use Tax: General Fund \$212.62, Road & Bridge \$563.77, State \$7,212.00, Trust \$19.45, Forest Development \$6.36, Long Lake Conservation Center \$333.28, Parks \$221.76 for a total of \$8,569.24; F) Accept \$25 Donation “for treats” for STS Crew from Jacobson Community Church; G) Approve Request to Gather & Read the Declaration of Independence; H) Adopt Resolution – Soo Line Trail Crossing 16-49-25; I) Adopt Resolution – Tax Forfeit Repurchase Application 32-44-25; J) Approve 2nd Extension Request – Timber Permit #13182; K) Approve Temporary 3.2% Malt Liquor License – Aitkin Fire Dept.; L) Approve Temporary 3.2% Malt Liquor License – Isle Lions; M) Adopt Resolution – LG220 McGregor Area Chamber of Commerce; N) Authorize Donation of Vehicle to Aitkin County Fairboard & Authorize Disposal of Vehicle

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve request from Kari Abbott, Aitkin County Republicans to read Declaration of Independence near the Courthouse steps at 2:00 p.m. on July 4, 2015.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adopt resolution – Soo Line Trail Crossing 16-49-25:

WHEREAS, Charles E. Olson and Linda L. Olson, husband and wife, of 49602 334th Place Palisade, Mn. 56469 made application to obtain a crossing easement on the old Soo Line Railroad R/W for access to their property which is located on both sides of the old railroad line in Section 16 Twp 49 Range 2, and to obtain an easement to use this crossing over and across the following described County fee lands, to wit:

LEGAL DESCRIPTION –crossing easement in the Northwest Quarter of the Northwest Quarter of Section 16, in Township 49, Range 25, Aitkin County,

BREAK

REGULAR BOARD RECONVENED

CONSENT AGENDA

READING OF DECLARATION OF INDEPENDENCE

RESOLUTION 20150623-036 SOO LINE TRAIL CROSSING 16-49-25

Minnesota

An easement for driveway crossing purposes over and across the old Soo Line Railroad right-of-way, said right-of way now owned by Aitkin County, Minnesota. Said easement being 33 feet in width, lying 16.5 feet on each side of the following described centerline: Commencing at the southwest corner of said Northwest Quarter (W ¼ Cor.) 364 of said Section 16; thence North 00 degrees 24 minutes 20 seconds West, assumed bearing, 2050.40 feet along the west line of said Northwest Quarter to the center of said old Soo line Railroad right-of-way; thence South 44 degrees 29 minutes 50 seconds East 1058.63 feet along the center of said right-of-way to the point of beginning of the centerline of the driveway easement; thence North 45 degrees 30 minutes 10 seconds East 50.00 feet along said centerline to the northerly line of said old Soo Line Railroad right-of-way line. Also: beginning at the previously described point of beginning of said centerline; thence South 45 degrees 30 minutes 10 seconds West 50.00 feet along said centerline to the southerly line of said old Soo Line Railroad right-of way line. It is intended to extend or shorten the sidelines of said easement so as to terminate at the northerly and southerly right-of way lines.

WHEREAS, said applicant will be charged a four hundred dollar (\$400.00) fee as appraised by the County Land Commissioner, and

WHEREAS, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such easement.

NOW THEREFORE, BE IT RESOLVED, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Charles E. Olson and Linda L. Olson, their heirs and assigns, a perpetual crossing easement to use said strip of land, if consistent with the law, as in the special conditions set forth herein, over and across the before mentioned legal descriptions.

BE IT FURTHER RESOLVED, that said easement be granted, subject to the following terms, and conditions:

1. This crossing easement will be valid only if the property on both sides of the Old Soo Grade is owned by the same entity. This crossing easement is not to be used as a permanent driveway easement for the property on the northeast side of the old Soo Line railroad. If at any time the two properties become owned by separate entities, this crossing easement will terminate.
2. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
3. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
4. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or

lease, while such easement remains in force.

5. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
6. All Federal, State, and local laws, ordinances rules, and regulations regarding wetlands, construction of road, placement of fill material, and disposal of excavated material shall be followed and are the responsibility of the grantee.
7. Upon termination of this easement, the grantee shall promptly remove all lines, wires, poles and other personal property and restore said lands to proper condition at no cost to the lessor. If the lessee fails to do so within 60 days of termination, the lessor shall have the right to remove said personal property and restore said land in which event the lessee shall promptly reimburse the lessor for all costs incurred plus 15%.
8. Any land survey markers or monuments, disturbed, moved or destroyed during the construction or maintenance of this easement area shall be replaced and restored at the expense of the applicant. If not replaced or restored by the applicant, the County may restore said monument and the applicant shall be responsible for all costs of said replacement and restoration plus 15%.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adopt resolution – Tax-Forfeit Repurchase Application 32-44-25:

WHEREAS, Terry Hennessey, the owner at the time of forfeiture, has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Part of SE-NW (Tract I) as in Document #316830 Section Thirty-two (32) Township Forty-four (44) Range Twenty-five (25)

AND WHEREAS, said applicant has set forth in his application that:

- a. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:
 - Medical reasons – Terry has had 3 major surgeries in last 5 years. Due for one more in July 2015.
 - Separation and divorce in last 7 years.
 - Terry’s wages garnished for the past 5 years - \$600/\$900 per month
 - X-spouse unable to work at time/due to car accident 8 years prior.
- b. The repurchase of said land by me will promote and best serve the public interest, because:
 - Terry has satisfied all back dept/garnishments, as of May 2015. Clear paychecks now.
 - Terry has had friends and family to help maintain property.

AND WHEREAS, this board is of the opinion that said application should be granted for such

**RESOLUTION
20150623-037
TAX-FORFEIT
REPURCHASE
APPLICATION
32-44-25**

reasons.

NOW, THEREFORE BE IT RESOLVED, that the application of Terry Hennessey for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the 2nd extension of Permit #13182 with the following conditions: Stumpage rates adjusted to current levels = \$962.95, and 10% of uncut balance extension fee (adjusted rate) = \$1186.15 for a total of \$2,149.10.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following Temporary On Sale 3.2% Malt Liquor License for July 8 through July 11, 2015 (July 8, 9, 10, and 11, 2015)

ON Sale:

Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the following Temporary On Sale 3.2% Malt Liquor License for a period from September 5, 2015 through September 7, 2015:

ON Sale:

Isle Lions, d/b/a Isle Lions – Williams Township (White Pine Logging Show)

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adopt resolution – LG220 McGregor Area Chamber of Commerce:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the McGregor Area Chamber of Commerce, at the following location – Big Sandy Lodge & Resort, which has an address of 20534 487th St., McGregor, MN 55760 – Shamrock Township. (Note: Date of activity for Raffle – May 14, 2016)

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to authorize the donation of 2000 Dodge Dakota pickup to the Aitkin County Fairboard, and to authorize the sale/disposal of 1991 Ford pickup.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0-1 Marcotte abstained) to approve the June 16, 2015 Board of Appeal and Equalization (BAE) Minutes.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve the following Aitkin County Tourism Grants:

**2ND EXTENSION
REQUEST –
TIMBER PERMIT
#13182**

**TEMPORARY ON
SALE 3.2% MALT
LIQUOR
LICENSE –
AITKIN FIRE
DEPT.**

**TEMPORARY ON
SALE 3.2% MALT
LIQUOR
LICENSE –
ISLE LIONS**

**RESOLUTION
20150623-038
LG220
MCGREGOR
AREA CHAMBER
OF COMMERCE**

**DONATE
VEHICLE TO
FAIRBOARD**

**JUNE 16, 2015
BAE MINUTES**

**AITKIN COUNTY
TOURISM**

\$1,000.00 McGregor Area Chamber of Commerce
 \$1,000.00 Up North Riders ATV Club
 \$1,000.00 Economic Development & Forest Industry Coordinator on behalf of Aitkin County
 ATV Alliance
 \$1,000.00 Economic Development & Forest Industry Coordinator (McGregor Walleye Tank)
 \$ 500.00 Jaques Art Center
 \$ 250.00 City of Aitkin
 \$ 500.00 Aitkin Area Chamber of Commerce
 \$5,250.00

Bobbie Danielson, HR Director and Nathan Burkett, County Administrator discussed Human Resources Strategic Objectives with the Board.

Nathan Burkett, County Administrator discussed Aitkin County Engineer, Health & Human Services Director, and County Administrator classifications with the Board. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Personnel Committee recommendation to adopt new job descriptions and classify Health & Human Services Director and County Engineer positions from D63 (17) to E81 (18), to approve salary adjustment for County Engineer to \$116,161 retroactive to January 1, 2015, and to approve County Administrator classification from E83 to E91 (remains Grade 20) with no change in pay range.

Nathan Burkett, County Administer discussed his representation on the County Program Aid Working Group with the Board.

The Board reported on the following: AMC District 1 Spring Meeting, Joint Powers Natural Resource Board, MRCC, State General Tax, ARDC, Economic Development, ATV Event at Quadna, Upcoming September ATV Event in Hill City, BAE Meeting, Mille Lacs Watershed, CMCC, TZD, Lake Association Annual Mtg., and Forest Advisory.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:45 p.m. until Tuesday, July 14, 2015 at 9:00 a.m.

GRANTS

HR STRATEGIC OBJECTIVES

REQUEST TO RECLASSIFY POSITIONS

COUNTY PROGRAM AID

BOARD DISCUSSION

ADJOURN

J. Mark Wedel, Chairperson
 Aitkin County Board of Commissioners

Nathan Burkett, County Administrator