

The Aitkin County Board of Commissioners met this 23rd day of August, 2016 at 9:02 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Brian Napstad. Commissioner Anne Marcotte was absent. County Administrator Nathan Burkett and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to approve the August 23, 2016 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
August 23, 2016**

I. Attendance

The Aitkin County Board of Commissioners met this 23rd day of August, 2016, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi, and Laurie Westerlund; (Commissioner Anne Marcotte was absent) and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog and Bob Marcum, H&HS Advisory Committee Members; Mike Hagen, Aitkin County Growth; Bob Harwarth, Bill Pratt, and Georgia Johnson, Citizens.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Agenda.

III. Review July 26, 2016 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the July 26, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Bulletin 16-76-01 - County Portion of Cost of Care at State Operated Services Regional Treatment Centers - Tom Burke & Kathy Ryan reviewed a letter from DHS which was to notify ACHHS that if we don't pay the past due bill dating back to November 2015, DHS will begin holding funds through the MMIS (DHS Medicaid Management Information System) until the bill is paid in full. The current amount owed is \$297,367. Tom noted that further discussion on this topic is scheduled to take place at the MACSSA AMC Policy Committee on September 15 & 16 as well as at the December AMC Meeting. Questions have arose as to what has happened to the cost of mental health services and how can we deal with it. The consensus of the Board would be to draft a letter of impact and

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

concern to the State and consider payment options.

- B. RUCA (Rural Urban Community Area) vs. Per Diem** - Kathy Ryan explained the handout recommending that we maintain the per diem which is very cost effective for the number of people we are serving with the program.

VI. Contracts/Agreements

- A. Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties** - Erin Melz, PH Supervisor. Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried, the vote was to approve and authorize the Board Chair to sign the Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties.

VII. Administrative Reports:

- A. Financial Reports** - Kathleen Ryan noted that we are on track with expenditures as planned.

VIII. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte. Committee Members attending today: Bob Marcum & Holly Bray. Draft Copy of the August 3rd meeting minutes included in packet. Bob Marcum discussed three topics unrelated to the Health & Human Services Advisory Committee which included: Financial Abuse of Elders, Computer Systems from the State Surplus, and Crisis with Mental Health Care.
- B. AEOA Committee Update** – Commissioner Westerlund noted she was on vacation and did not attend the meeting.
- C. NEMOJT Committee Update** – Commissioner Napstad noted they have not met since he last reported/updated the Board.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted they met and are in the working on the development of a Process and Procedures Manual with Judge Solien retiring in the near future.
- E. Lakes & Pines Update** – Commissioner Niemi noted they have not met.
- F. Joint Powers Board Reports:**
 - A. Tri-County Community Health Services Board (CHS)**
Commissioner Westerlund / Erin Melz / Tom Burke - It was noted that they met earlier in August and received the resignation of Ben Kofoed, the Public Health Planner and were approved to hire a new one so they will begin recruiting again to replace the former Public Health Planner.

Next Meeting – September 27, 2016

Break: 10:01 a.m. to 10:19 a.m.

BREAK

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent, to approve the Consent Agenda as follows: A) Correspondence File: August 9, 2016 to August 22, 2016; B) Approve County Board Minutes: August 9, 2016; C) Approve July Manual Warrants: General Fund \$151,161.52, Road & Bridge \$266,178.39, Health & Human Services \$3,699.51, State \$3,108.90, Forest Development \$1,239.48, Taxes & Penalties \$313.00, Long Lake Conservation Center \$2,291.06, Parks \$0.00 for a total of \$427,991.86; D) Approve Auditor Warrants – July Sales & Use Tax: General Fund \$541.82, Road & Bridge \$1,565.93, State \$7,335.10, Trust \$13.51, Forest Development \$0.49, Long Lake Conservation Center \$78.10, Parks \$273.48 for a total of \$9,808.43; E) Approve Auditor Warrants – Real Estate Tax Overpays: Agency \$44.00, Taxes & Penalties \$3,350.04 for a total of \$3,394.04; F) Approve Commissioner Warrants: General Fund \$108,277.93, Road & Bridge \$59,154.21, Health & Human Services \$1,245.15, State \$915.00, Trust \$7,203.24, Forest Development \$7,407.92, Long Lake Conservation Center \$10,549.25, Parks \$8,187.55 for a total of \$202,940.25; G) Adopt Resolution: Large Assembly License – White Pine Logging; H) Accept \$75 Donation to Aitkin County Sheriff’s Office from Ms. Deloris Goetzke; I) Adopt Resolution: County VSO Operational Enhancement Grant Program

REGULAR BOARD RECONVENES

CONSENT AGENDA

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to adopt resolution – Large Assembly License – White Pine Logging:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

**RESOLUTION
20160823-058
LARGE
ASSEMBLY
LICENSE – WHITE
PINE LOGGING**

White Pine Logging & Threshing Show – Williams Township.

This is scheduled to take place September 3rd, 4th & 5th, 2016 from 7:00 A.M. to 12:00 Midnight.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), to adopt resolution – County VSO Operational 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 Office Operational 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.

**RESOLUTION
20160823-059
COUNTY VSO
OPERATIONAL
ENHANCEMENT
GRANT
PROGRAM**

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service

AITKIN COUNTY BOARD

August 23, 2016

Officer, **Penny Harms** be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Nathan Burkett, Aitkin County Administrator tendered his resignation, effective September 16, 2016. Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), to accept his resignation with regrets.

County Administrator Nathan Burkett, the Board, and several Department Heads discussed Interim Administrator options. Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried (4-0 Marcotte absent) to schedule special Board meetings on Tuesday, August 30th at 9:00 a.m. and Tuesday, September 6th at 9:00 a.m. to look further into interim administrator options, County Administrator recruitment options, and 2017 budget.

Nathan Burkett, County Administrator discussed the 2017 budget with the Board.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting to appoint Rebecca May to fill the current vacancy on the East Central Regional Library Board. The term will expire on December 31, 2017.

The Board discussed the following: Snake River, Mille Lacs Lake, AIS, Public Hearing Lake Edwards, JCNRB, Personnel, TZD, Canvassing Board, Office of Homeland Security, and Historical Society Open House.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 11:50 a.m. until the Aitkin County Board of Commissioner's Special Meeting on Tuesday, August 30, 2016 at 9:00 a.m.

J. Mark Wedel, Board Chair
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator

**COUNTY
ADMINISTRATOR
RESIGNATION**

**INTERIM
ADMINISTRATOR /
SPECIAL BOARD
MEETINGS
SCHEDULED**

2017 BUDGET

**ECRL LIBRARY
BOARD**

**BOARD
DISCUSSION**

ADJOURN