

The Aitkin County Board of Commissioners met this 28th day of February, 2017 at 9:01 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, Interim County Administrator Patrick Wussow and Administrative Assistant Sue Bingham.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the February 28, 2017 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
February 28, 2017**

I. Attendance

The Aitkin County Board of Commissioners met this 28th day of February, 2017, 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, Don Niemi, Bill Pratt, and Laurie Westerlund, and others present included: Interim County Administrator Patrick Wussow; H&HS Director, Cynthia Bennett; H&HS Staff; Kathy Ryan, Fiscal Supervisor; Jessi Goble, Financial Services Supervisor; Jessi Schultz & Kim Larson, Social Service Supervisors; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, & Marlene Abear, H&HS Advisory Committee Members; Jessica Seibert, Citizen.

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.

III. Review January 24, 2017 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Pratt, and carried; the vote was to approve the Minutes of the January 24,, 2017 Health & Human Services Board Meeting.

IV. Review Bills

Motion by Commissioner Marcotte, seconded by Commissioner Pratt, and carried; the vote was to approve the bills.

V. Administrative Reports:

A. Financial Reports - Kathleen Ryan reviewed the bills with the Board members.

VI. Joint Powers Board Reports:

A. Tri-County Community Health Services Board (CHS)
Commissioner Westerlund / Erin Melz discussed the meeting and the fact they were reviewing the by-laws and other documents. It was noted that all current members from the same county have terms that expire the same year which will need to be adjusted to rotate. She also noted they reviewed the budget and their legislative priorities.

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

VII. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Pratt Committee Members attending today: Marlene Abear & Roberta Elvecrog Draft Copy of the February 1st meeting minutes included in packet. It was noted that the presentation at the last meeting dealt with Volunteer Drivers and the need for more throughout the county.
- B. AEOA Committee Update** – Commissioner Westerlund updated the Board on their recent meeting noting the building project is on hold again and the local food shelf is looking for a location. Headstart discussion noted that the Arrowhead bus would be transporting kids to the school and they are purchasing three more buses and will be constructing additional garages.
- C. NEMOJT Committee Update** – Commissioner Niemi noted there was no meeting.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted they will meet tomorrow.
- E. Lakes & Pines Update** – Commissioner Niemi noted there has been no meeting.

Commissioner Wedel asked for discussion on the progress for legislation and the current status.

Cynthia Bennett, Director, introduced Kim Larson as the new Social Service Supervisor in the Adult Services area.

Cynthia Bennett also noted that today Julie Lueck is clerking her last Board Meeting as she is retiring and there is going to be a Retirement Party for her on Thursday at 2:30 p.m. in the Health & Human Services Lunchroom.

Next Meeting – March 28, 2017

Break: 9:23 a.m. to 9:43 a.m.

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: February 14, 2017 to February 27, 2017; B) Approve County Board Minutes: February 14, 2017; C) Approve Commissioner Warrants: General Fund \$99,440.81, Road & Bridge \$49,805.69, Health & Human Services \$45.06, State \$450.00, Trust \$13,559.92, Forest Development \$645.40, Long Lake Conservation Center \$8,550.83, Parks \$71,354.99 for a total of \$243,852.70; D) Approve Auditor Warrants - Sales Tax: General Fund \$544.78, Road & Bridge \$1,634.85, State \$5,621.50, Long Lake Conservation Center \$59.68, Parks \$61.77 for a total of \$7,922.58; E) Approve Auditor Warrants - Highway Department Contract Payment: Road & Bridge \$5,148.56; F) Approve Auditor Warrants - Town Road Auto Payments - Gas Tax: Road & Bridge \$378,264.07; G) Adopt Resolution: Form LG220 of the White Pine Riders; H) Adopt Resolution: 2017-2021 Tactical Forest Plan; I) Adopt Resolution: Mille Lacs Trails Snowmobile Club F RTP Grant Request; J) Adopt Resolution: 2017 State Boat & Water Agreement Grant; K) Approve Vehicle Purchase - Sheriff’s Office; L) Approve Call Recording Software Upgrade - Sheriff’s Office; M) Adopt Updated Countywide Fee Schedule; N) Information Only: 2015 State Audit Clarification; 2O) Authorize Offer Letter to Patrick Wussow as Mentor to County Administrator; 2P) Ratify Teamsters Licensed Essential Unit 2017-2018

BREAK

REGULAR BOARD RECONVENES

CONSENT AGENDA

Agreement

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - Form LG220 of the White Pine Riders:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the White Pine Riders, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – June 24, 2017)

**RESOLUTION
20170228-014
FORM LG220 OF
THE WHITE PINE
RIDERS**

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - 2017-2021 Tactical Forest Plan:

WHEREAS, on November 15, 2016, the Forest Advisory Committee reviewed the Aitkin County Land Departments’ five year operating plan called the “Aitkin County Tactical Plan 2017-2021” and moved to present it to the public and to solicit comments for this plan, and

**RESOLUTION
20170228-015
2017-2021
TACTICAL
FOREST PLAN**

WHEREAS, a public meeting was held on January 23, 2017 at 6:30 pm, to receive public comments on this Tactical Plan, and

WHEREAS, on February 13, 2017, the Aitkin County Natural Resource Advisory Committee has reviewed the received comments and made the recommendation that the Tactical Plan be adopted as amended.

THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners hereby adopt this “Aitkin County Tactical Plan 2017-2021” for the management of the county tax forfeited lands in Aitkin County.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - Mille Lacs Trails Snowmobile Club FRTP Grant Request:

WHEREAS, the Mille Lacs Trails Snowmobile Club is applying for a Federal Recreational Trail Program grant for purchasing a Rubber tracked skid steer loader with bucket and forks to groom snowmobile trails in the Aitkin County area, and

**RESOLUTION
20170228-016
MILLE LACS
TRAILS
SNOWMOBILE
CLUB FRTP
GRANT REQUEST**

WHEREAS, Aitkin County contracts with the Mille Lacs Trails to groom approx. 109 miles of snowmobile trails in Aitkin County through the Grants in Aide snowmobile trail funds, and

WHEREAS, Aitkin County feels that no undue environmental impact will be created by the purchase of a new skid steer loader.

THEREFORE, BE IT RESOLVED, that Aitkin County supports the Mille Lacs Trails Snowmobile Club's application for the \$48,000.00 Federal Recreational Trail Program grant, and recognizes the matching requirement on this grant which will be the club's responsibility.

The fiscal agent for this grant will be the Aitkin County Land Department, Mark Jacobs, Land Commissioner, at 209 2nd St. NW, Room 206 Aitkin, Mn. 56431.

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - 2017 State Boat & Water Agreement Grant:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2017 Boat and Water Safety Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$22,180.00 for the term of January 1, 2017, through June 30, 2018

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve Sheriff's Office budgeted purchase of three (3) 2017 Ford Interceptors from Ranger GM through the state bid for \$24,724.00 each, and one (1) 2017 Ford Utility (SUV) from Aitkin Motors for \$28,924.00

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to accept quote from Northland Business (Audiolog) to upgrade Call Recording Software for a total of \$14,205.00, using E911 funds.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt updated Countywide Fee Schedule effective February 28, 2017.

At the November 8, 2016 County Board meeting staff presented quotes for 2017 & 2018 annual audits. The cost of the 2015 State Audit was incorrectly noted as \$85,917.00. Staff later learned the cost was \$68,628.00. At the request of Greg Hierlinger of the State Auditor's Office we are providing this information to the Board for clarification. Please note, all quotes received for the 2017-2018 audits were lower than the State Auditor's cost of \$68,628.00 for the 2015 audit. No action needed.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve offer letter to Patrick Wussow as Mentor to County Administrator and to authorize signature.

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to ratify the Teamsters Licensed Essential Unit 2017-2018 Collective Bargaining Agreement and to authorize the Chairman, Interim Administrator, and HR Director to sign.

Jeanette Smith, Vicki Gale, and Diane Peltó gave a presentation to the Board on a

**RESOLUTION
20170228-017
2017 STATE BOAT
& WATER
AGREEMENT
GRANT**

**VEHICLE
PURCHASE -
SHERIFF'S
OFFICE**

**CALL
RECORDING
SOFTWARE -
SHERIFF'S
OFFICE**

**COUNTYWIDE
FEE SCHEDULE**

**2015 STATE
AUDIT
CLARIFICATION**

**MENTOR TO
COUNTY
ADMINISTRATOR**

**2017-2018
TEAMSTERS
LICENSED
ESSENTIAL UNIT**

BARN QUILT

<p>proposed Aitkin County Barn Quilt Tour. Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to direct Ross Wagner, Economic Development Coordinator & Forest Industry Coordinator to work with the quilting group to help them apply for Aitkin County Tourism funding to promote the proposed Barn Quilt Tour.</p>	<p>TOUR</p>
<p>Ross Wagner, Economic Development & Forest Industry Coordinator reviewed the revised Aitkin County Broadband Grant with the Board. Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-1 Wedel), to approve Aitkin County Broadband Development Grant as presented.</p>	<p>AITKIN COUNTY BROADBAND GRANT</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve 2017 Aitkin County Tourism and Development Fund Budget.</p>	<p>2017 TOURISM & DEVELOPMENT BUDGET</p>
<p>Steve Hughes, SWCD Manager and Terry Neff, Environmental Services Director reviewed Buffer Law information, and reviewed and discussed a Buffer Base map with the Board.</p>	<p>BUFFER LAW</p>
<p>Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Updating Aitkin County Comprehensive Local Water Management Plan:</p>	
<p>WHEREAS, Minnesota Statutes, §103B.301, Comprehensive Local Water Management Act (Act), authorizes Minnesota counties to develop and implement a Comprehensive Local Water Management Plan, and</p>	<p>RESOLUTION 20170228-018 UPDATING AITKIN COUNTY COMPREHENSIVE LOCAL WATER MANAGEMENT PLAN</p>
<p>WHEREAS, the Act requires that a county update and revise their Comprehensive Local Water Management Plan on a periodic basis, and</p>	
<p>WHEREAS, the Act encourages that a county coordinate its planning with contiguous counties, and solicit input from local governmental units and state review agencies, and</p>	
<p>WHEREAS, the Act requires that plans and official controls of other local governmental units be consistent with the Comprehensive Local Water Management Plan, and</p>	
<p>WHEREAS, Aitkin County has determined that the revision and continued implementation of a Comprehensive Local Water Management Plan will help promote the health and welfare of the citizens of Aitkin County.</p>	
<p>NOW, THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners resolve to revise and update its current Comprehensive Local Water Management Plan.</p>	
<p>BE IT FURTHER RESOLVED, that Aitkin County will coordinate its efforts in the revision and update of its Comprehensive Local Water Management Plan with all local units of government within the county, and the state review agencies; and will incorporate where appropriate any existing plans and rules which have been developed and adopted by watershed districts having jurisdiction wholly or partly within Aitkin County into its Comprehensive Local Water Management Plan.</p>	

BE IT FURTHER RESOLVED, that the Aitkin County Board of Commissioners authorizes the establishment of a Water Management task force with the responsibility of revising and updating the plan and who shall report to the County Board on a periodic basis.

BE IT FURTHER RESOLVED, that the Aitkin County Board of Commissioners delegates the Aitkin County SWCD the responsibility of coordinating, assembling, writing and implementing the revised Comprehensive Local Water Management Plan pursuant to Minnesota Statutes, §103B.301.

Lori Grams, Treasurer reviewed the 2016 Fourth Quarter Investment Report with the Board.

Kirk Peysar, Auditor and LaRae Fischer, Sr. License Technician at the Aitkin County License Center, reviewed the License Center budget and functions with the Board, and answered questions.

The Board discussed the following: Joint Powers Natural Resources Board, MRCC, Broadband, ATV, ECRL, Facilities, HRA, CARE, Mille Lacs Watershed, Historical Society, EDA, and AIS

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting to schedule a Special Public Meeting for Preliminary Building Design Presentation at 1:00 p.m. on March 14, 2017 in the County Boardroom of the Aitkin County Courthouse, located at 217 2nd Street NW, Aitkin MN.

Break: 12:03 p.m. to 12:08 p.m.

Board Chair J. Mark Wedel closed the meeting at 12:08 p.m. under MN Statute 13D.05 Attorney Client Privilege – Blandin Paper vs. Aitkin County.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to reopen the meeting at 12:42 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting to adjourn the meeting at 12:42 p.m. until Tuesday, March 14, 2017 at 9:00 a.m.

**2016 FOURTH
QUARTER
INVESTMENT
REPORT**

LICENSE CENTER

**BOARD
DISCUSSION**

**SPECIAL PUBLIC
MEETING
SCHEDULED**

BREAK

**CLOSED
SESSION**

**REOPEN
MEETING**

ADJOURN



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



Jessica Seibert, County Administrator