

The Aitkin County Board of Commissioners met this 23rd day of May, 2017 at 9:02 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve the May 23, 2017 amended agenda. Item 7B - Closed Session Under MN Statute 13D.05 Attorney Client Privilege - Myers vs. Aitkin County, was added.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
May 23, 2017**

Attendance

The Aitkin County Board of Commissioners met this 23rd day of May, 2017 at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Bill Pratt, and Anne Marcotte. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Fiscal Supervisor Kathleen Ryan, Financial Services Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Administrative Assistant Sue Bingham, and Guests: Kevin Insley, Joy Janzen, and Roberta Elvecrog/H&HS Advisory Committee Members, Adam Hoogenakker and Brielle Bredsten/Aitkin Independent Age, and former Commissioner Paul Bailey.

Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the May 23, 2017 Health & Human Services Board agenda.

Minutes

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the April 25, 2017 Health and Human Services Board minutes.

Bills

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve the bills.

Contract

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve Facilities Use Agreement between ACHHS and Pine County Technical & Community College.

Financial Reports

Kathleen Ryan, Fiscal Supervisor reviewed the 2016 Year End Financial Report with the Board, and provided handouts of the Monthly Financial Report, which included the Health & Human Services 5-Year Trend, Financial Report, and Foster Care Report.

Legislative Updates

Cynthia Bennett, Health & Human Services Director told the Board that there is not a lot

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH & HUMAN
SERVICES BOARD**

to report on at this time. We do know that the Governor and the legislature agreed on how to spend 46 billion dollars over the next 2 years but they needed more time to finalize the spending details. The legislature is now in special session and have until Wednesday morning to conclude business. We should know more after Wednesday when the special session closes. Updates will be provided next month.

Committee Reports

- H&HS Advisory Committee – Joy Janzen noted they are going over job descriptions and by-laws for the Committee. Roberta Elvecrog discussed the difficulty of using the MNSURE on-line system. Bill Pratt reported he has seen a lot of progress being made.
- Lakes & Pines – Commissioner Niemi noted there was a Board appreciation event held for the Board members. He brought statistics to share with anyone interested.

Next Meeting - June 27, 2017

Break: 9:49 a.m. to 10:01 a.m.

Judge Hermerding attended today's Board meeting and took the opportunity to introduce himself to the Board.

Former Commissioner Paul Bailey and Veterans Service Officer Penny Harms spoke of their support for the new building project and the need to provide better accessibility for the veterans, disabled, and elderly in our community. Bob Harwarth, Spencer Township stated that although he is in support of a building project, he has concerns about the cost of an attached building versus a standalone building.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: May 9, 2017 to May 23, 2017; B) Approve County Board Minutes: May 9, 2017; C) Approve Commissioner Warrants: General Fund \$91,517.17, Road & Bridge \$21,512.69, State \$270.00, Trust \$7,810.23, Forest Development \$28,068.86, Agency \$2,667.73, Long Lake Conservation Center \$10,175.16, Parks \$2,604.13 for a total of \$164,625.97; D) Approve Auditor Warrants - April Sales & Use Tax: General Fund \$647.66, Road & Bridge \$663.56, Health & Human Services \$0.76, State \$6,564.00, Trust \$12.22, Forest Development \$-0.22, Long Lake Conservation Center \$105.72, Parks \$109.67 for a total of \$8,103.37; E) Approve April Manual Warrants: General Fund \$11,450.63, Road & Bridge \$314.08, Health & Human Services \$3,000.97, State \$41,704.20, Taxes & Penalties \$3,218.00, Long Lake Conservation Center \$1,377.79; Parks \$17.00 for a total of \$61,082.67; F) Adopt Resolution: High Lifter Quadna Mud Nationals; G) Approve Brat Sale for Sobriety Court - July 28, 2017; H) Approve Corrections Advisory Board Appointments; I) Adopt (2) Resolutions: Toward Zero Deaths; J) Adopt Resolution: MN Housing Finance Agency's Family Homeless Prevention and Assistance Program; K) Approve Request to Restore Bronze Veterans Marker

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by

**HHS BOARD
ADJOURNS**

BREAK

**JUDGE
HERMERDING**

**CITIZENS' PUBLIC
COMMENTS**

**CONSENT
AGENDA**

Commissioner Niemi and carried, all members voting yes to adopt the following resolution, subject to obtaining all required paperwork and signatures - High Lifter Quadna Mud Nationals:

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

ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township.

This is scheduled to take place June 8th – 11th, 2017 from 8:00 A.M. to 10:00 P.M. daily.

Under the consent agenda, motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to authorize Sobriety Court to hold a Brat Sale on the Courthouse lawn on July 28, 2017 from 11:00 a.m. to 2:00 p.m. Proceeds are for Aitkin County Sobriety Court.

Under the consent agenda, motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting to appoint the following members to the Aitkin County Community Corrections Advisory Board:

- Cynthia Bennett to represent Social Services
- Judge Hermerding to represent the Judiciary
- Paula Lang to represent Court Administration

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution: Support Toward Zero Deaths Coalition:

BE IT RESOLVED, that the Aitkin County Board supports the Toward Zero Deaths Coalition.

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - TZD Fiscal Agent Agreement:

BE IT RESOLVED, that Toward Zero Deaths enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2017 through September 30, 2018.

BE IT ALSO RESOLVED, that Kirk Peysar, Aitkin County Auditor, is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Toward Zero Deaths and to be the fiscal agent and administer the grant.

Under the consent agenda, motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Minnesota Housing Finance Agency's Family Homeless Prevention and Assistance

**RESOLUTION
20170523-037
HIGH LIFTER
QUADNA MUD
NATIONALS**

**SOBRIETY COURT
BRAT SALE**

**APPOINTMENTS
TO AITKIN
COUNTY
COMMUNITY
CORRECTIONS
ADVISORY
BOARD**

**RESOLUTION
20170523-038
TOWARD ZERO
DEATHS
COALITION**

**RESOLUTION
20170523-039
TZD FISCAL
AGENT
AGREEMENT**

Program:

July 1, 2017 - June 30, 2019

WHEREAS, the Minnesota Housing Finance Agency, State of Minnesota, has been authorized to undertake a program to provide assistance to low-income families and youth to prevent homelessness; and

WHEREAS, Lakes and Pines Community Action Council, Inc. has developed an application as an Administering Entity for the Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance program; and

WHEREAS, Lakes and Pines Community Action Council, Inc. has demonstrated the ability to perform the required activities of the Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance Program.

NOW, THEREFORE BE IT RESOLVED, that Lakes and Pines Community Action Council, Inc. is hereby authorized as an entity to be charged with the administration of funds made available through the Minnesota Housing Finance Agency’s Family Homeless Prevention and Assistance Program, in the County of Aitkin.

Under the consent agenda, motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to authorize the Daughters of the American Revolution to have the bronze marker located on Aitkin County property restored as requested, and authorize the Board Chair's signature on the letter to Fay Leach, providing the written permission required.

Ross Wagner, Economic Development & Forest Industry Coordinator discussed the Facilities Committee's recommendation to proceed with the courthouse addition and remodel project as planned.

1. Bruce Schwartzman, BKV Group discussed the proposed contract for services for Final Design and Bid Documents, and answered questions. Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve moving forward and entering into a contract with BKV Group, with final contract modifications to be determined at a future date. The cost for this contract is included under the project budget as Architect/Engineering Fee.
2. Travis Feuchtmann, Contegrity Group, Inc. discussed the proposed contract for Construction Management Services, and answered questions. Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve moving forward and entering into a contract with Contegrity Group, with final contract modifications to be determined at a future date.
3. Paul Steinman, Springsted Inc. reviewed the bonding process, and answered questions. Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt the following resolution:

**RESOLUTION
20170523-040
MINNESOTA
HOUSING
FINANCE
AGENCY'S
FAMILY
HOMELESS
PREVENTION AND
ASSISTANCE
PROGRAM**

**REQUEST TO
RESTORE
BRONZE MARKER**

**BUILDING
PROJECT**

**FINAL DESIGN
AND BID
DOCUMENTS**

**CONSTRUCTION
MANAGEMENT
SERVICES**

**Resolution Authorizing Issuance and Sale
of General Obligation
Capital Improvement Plan Bonds, Series 2017A**

BE IT RESOLVED by the Board of Commissioners (the Board) of Aitkin County, Minnesota (the County), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the County to issue its General Obligation Capital Improvement Plan Bonds, Series 2017A, in the approximate aggregate principal amount of \$10,215,000 (the Bonds), pursuant to Minnesota Statutes, Section 373.40 and Chapter 475. The proceeds of the Bonds will be used for the purpose of financing the construction of an addition to the existing County courthouse, public safety and security improvements to existing facilities, the remodeling of existing facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the County's 2017-2022 Five-Year Capital Improvement Plan.

SECTION 2. TERMS OF PROPOSAL. Springsted Incorporated, municipal advisor to the County, has presented to this Board a form of Terms of Proposal for the Bonds which is attached hereto and hereby approved and shall be placed on file by the County Administrator. The Terms of Proposal are hereby adopted as the terms and conditions of the Bonds and of the sale thereof, subject to adjustment for issue price compliance terms that may be required prior to the date of sale. Springsted Incorporated is hereby authorized to solicit proposals for the Bonds on behalf of the County on a competitive basis without requirement of published notice.

SECTION 3. SALE MEETING. This Board shall meet on July 11, 2017, at 11:00a.m. for the purpose of considering proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the County.

- 4. Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting to formally adopt Dorsey & Whitney LLP as Bond Counsel.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting to approve the following Aitkin County Tourism Promotion and Development Grants, as recommended by the Economic Development Committee:

- \$ 500.00 - The Butler Project, Harvest Moon Brewfest
- \$1,000.00 - The Butler Project, Weekly Farmers Market
- \$1,000.00 - Aitkin Chamber of Commerce
- \$1,000.00 - Aitkin County Growth
- ~~\$ 500.00~~ - Showboat of the Mississippi
- \$4,000.00

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution - Award Contract No. 20173:

WHEREAS, Contract No. 20173 is for construction of C.P. 001-053-002, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, May 22, 2017 with a total of five bids received, and

**RESOLUTION
20170523-041
RESOLUTION
AUTHORIZING
ISSUANCE AND
SALE OF
GENERAL
OBLIGATION
CAPITAL
IMPROVEMENT
PLAN BONDS,
SERIES 2017A**

BOND COUNSEL

**AITKIN COUNTY
TOURISM AND
PROMOTION
GRANTS**

**RESOLUTION
20170523-042
AWARD**

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| <p>WHEREAS, Young Excavating, Inc. – Hackensack, MN was the lowest responsible bidder in the amount of \$934,955.96.</p> | <p>CONTRACT NO. 20173</p> |
| <p>THEREFORE, BE IT RESOLVED, that, Young Excavating, Inc. – Hackensack, is awarded Contract No. 20173.</p> | |
| <p>BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.</p> | |
| <p>Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to approve the following job classifications:</p> | <p>JOB CLASSIFICATIONS</p> |
| <ul style="list-style-type: none"> • Land Dept. Office Assistant I, Grade 2 • Land Dept. Office Assistant V, Grade 5 • Admin/HR PT Confidential Office Assistant, Grade 4 • Community Corrections PT Administrative Specialist/Corrections Agent, Grade 3 | |
| <p>The Board discussed: Arrowhead Counties, ARDC, Snake River Watershed, Law Enforcement Memorial Dedication, Planning & Zoning, DAC, Big Sandy Lake Watershed, AIS, ATV, JCNRB, EDA, and TZD.</p> | <p>BOARD DISCUSSION</p> |
| <p>Board Chair J. Mark Wedel reminded everyone that the June 13th County Board meeting will be held in the afternoon, prior to the Board of Appeal and Equalization meeting. The exact time will be determined as the agenda is finalized.</p> | <p>JUNE 13, 2017 BOARD MEETING</p> |
| <p>Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting to close the meeting at 12:06 p.m. under MN Statute 13D.05 – Blandin Paper Company vs. Aitkin County.</p> | <p>CLOSED SESSION</p> |
| <p>Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting to reopen the meeting at 12:16 p.m.</p> | <p>REOPEN MEETING</p> |
| <p>Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to close the meeting at 12:16 p.m. under MN Statute 13D.05 – Myers vs. Aitkin County.</p> | <p>CLOSED SESSION</p> |
| <p>Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting to reopen the meeting at 12:25 p.m.</p> | <p>REOPEN MEETING</p> |
| <p>Motion for a resolution by Commissioner Pratt, seconded by Commissioner Marcotte and carried, all members voting yes to adopt resolution - Myers vs. Aitkin County, et. al:</p> | <p>RESOLUTION 20170523-043</p> |

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve Stipulation to Settle Pending Litigation, 14-CV-00473-JRT-LIB.

Motion by Commissioner Marcotte seconded by Commissioner Westerlund and carried, all members voting to adjourn the meeting at 12:26 p.m. until Tuesday, June 13, 2017.

MYERS VS. AITKIN COUNTY, ET. AL

ADJOURN

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

Jessica Seibert, County Administrator