

# AITKIN COUNTY BOARD

January 2, 2018

County Administrator Jessica Seibert called the 2018 County Board meeting to order this 2<sup>nd</sup> day of January, 2018 at 9:05 a.m. with the following members present: Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, Bill Pratt, Anne Marcotte, County Administrator Jessica Seibert, and Administrative Assistant Sue Bingham.

Commissioner Niemi nominated Commissioner Wedel for Board Chair for the year 2018. Commissioner Wedel seconded the nomination. Commissioner Pratt nominated Commissioner Marcotte for Board Chair. Commissioner Westerlund seconded the nomination. There were no further nominations. Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting to cease nominations. Nominations closed. Roll call vote. Motion carried (3-2 Niemi, Wedel) in favor of Commissioner Marcotte. Commissioner Marcotte is named 2018 Board Chair.

Commissioner Niemi nominated Commissioner Wedel for Vice Chair. Commissioner Wedel seconded the nomination. Commissioner Marcotte nominated Commissioner Westerlund for Board Chair. Commissioner Pratt seconded the nomination. There were no further nominations. Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting to cease nominations. Nominations closed. Roll call vote. Motion carried (3-2 Niemi, Wedel) in favor of Commissioner Westerlund. Commissioner Westerlund is named Vice Chair for the year 2018.

Motion by Commissioner Pratt, seconded by Commissioner Wedel and carried, all members voting yes to approve the Consent Agenda as follows: A) Approve Commissioner Warrants: General Fund \$219,215.32, Road & Bridge \$87,191.73, Health & Human Services \$4,009.17, Trust \$12,276.30, Forest Development \$10,560.48, Long Lake Conservation Center \$7,411.36, Parks \$5,665.38 for a total of \$346,329.74; B) Approve Auditor Warrants – RE Tax Overpays: Taxes & Penalties \$3,246.85; C) Reaffirm Annual Code of Ethics

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – City of Aitkin Trail Project 1 of 2:

**WHEREAS**, the City of Aitkin desires to submit a grant application for the Federal Highway Administration (FHWA) Transportation Alternatives Program (TAP) for the Cuyuna Lakes Trail – Tank Trail Segment project, and

**WHEREAS**, the FHWA TAP grant requires that Aitkin County act as the project sponsor for this project.

**THEREFORE BE IT RESOLVED**, that Aitkin County agrees to act as the sponsoring agency for the Cuyuna Lakes Trail – Tank Trail Segment project and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

**CALL TO ORDER**

**NOMINATION OF BOARD CHAIR**

**NOMINATION OF VICE CHAIR**

**CONSENT AGENDA**

**RESOLUTION  
20180102-001  
CITY OF AITKIN  
TRAIL PROJECT  
1 OF 2**

**BE IT FURTHER RESOLVED** that John Welle, Aitkin County Engineer is hereby authorized to act as agent on behalf of this sponsoring agency.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – City of Aitkin Trail Project 2 of 2:

**WHEREAS**, the Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

**WHEREAS**, Transportation Alternatives projects receive federal funding; and

**WHEREAS**, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

**WHEREAS**, Aitkin County is the sponsoring agency for the transportation alternatives project identified as Cuyuna Lakes Trail – Tank Trail Segment.

**THEREFORE BE IT RESOLVED**, that the sponsoring agency hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting to set the 2018 County Board meeting schedule for the second and fourth Tuesdays of each month, with the exception of December. In December the Board will meet on the second and third Tuesdays.

The County Board reviewed the bids submitted for the “Official Newspaper.” Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – 2018 Official County Newspaper:

**BE IT RESOLVED**, that the *Aitkin Independent Age/Voyageur Press* is hereby designated by the Aitkin County Board of Commissioners as the newspaper in which all official business shall be published. *Voyageur Press* is named second publication of Financial Statement.

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting to approve resolution - 2018 Board of Commissioners Meeting Procedures & Rules of Business:

**WHEREAS**, the Aitkin County Board of Commissioners sees it prudent and necessary to review and adopt rules of procedure governing the conduct of County Board Meetings; and

**RESOLUTION  
20180102-002  
CITY OF AITKIN  
TRAIL PROJECT  
2 OF 2**

**2018 BOARD  
MEETING  
SCHEDULE**

**RESOLUTION  
20180102-003  
2018 OFFICIAL  
COUNTY  
NEWSPAPER**

**RESOLUTION  
20180102-004  
2018 BOARD OF**

# AITKIN COUNTY BOARD

January 2, 2018

**WHEREAS**, the Aitkin County Board has adopted and utilized rules of business, board procedures, and Robert’s Rules of Order; and

**WHEREAS**, the Aitkin County Board of Commissioners believes it is important to annually reaffirm the rules; and

**THEREFORE, BE IT RESOLVED**, that the attached “Aitkin County Board of Commissioners Meeting Procedures and Rules of Business” is hereby amended and reaffirmed.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – 2018 Committee Appointments:

**BE IT HEREBY RESOLVED**, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2018:

Aitkin Airport Commission (2)	J. Mark Wedel John Welle
Aitkin County Care Board	Laurie Westerlund
Aitkin County Community Corrections Advisory Board (2)	J. Mark Wedel Anne Marcotte
Aitkin County Water Planning Task Force	J. Mark Wedel
Aitkin Economic Development Administration (AEDA)	J. Mark Wedel
AMC Delegates (8)	County Board County Administrator Environmental Services Director HHS Director
Aquatic Invasive Species (AIS)	J. Mark Wedel Bill Pratt
Arrowhead Counties Association (2)	Don Niemi Laurie Westerlund
Arrowhead Economic Opportunity Agency	Laurie Westerlund Don Niemi, Alt.
Arrowhead Regional Development Center (ARDC)	Don Niemi Laurie Westerlund, Alt.
Assessor for Unorganized Townships	Mike Dangers
ATV Committee (2)	Bill Pratt Laurie Westerlund

**COMMISSIONERS  
MEETING  
PROCEDURES &  
RULES OF  
BUSINESS**

**RESOLUTION  
20180102-005  
2018 COMMITTEE  
APPOINTMENTS**

# AITKIN COUNTY BOARD

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Big Sandy Lake Management Plan (1+Alternate)	Bill Pratt Anne Marcotte, Alt.
Budget Committee 2019 (2)	J. Mark Wedel Laurie Westerlund
Development Achievement Center (Liaison) (1+Alternate)	Laurie Westerlund Don Niemi, Alt.
East Central Regional Library Board (1+ Alternate)	Don Niemi Bill Pratt, Alt.
Economic Development (2)	Bill Pratt Don Niemi
Emergency Management	J. Mark Wedel
Environmental Assessment Worksheet (2)	Anne Marcotte Bill Pratt
Extension Committee (1 + Alternate)	Laurie Westerlund Anne Marcotte, Alt.
Facilities/Technology Committee (2)	J. Mark Wedel Anne Marcotte
Fairgrounds Custodian	Kirk Peysar
H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Bill Pratt
Historical Society (Liaison)	J. Mark Wedel
Housing & Redevelopment Authority of Aitkin County (HRA) (Liaison)	Laurie Westerlund
Investment Committee	County Board
Joint Powers Natural Resources Board (2)	Bill Pratt Mark Jacobs
Labor Management Committee (1+Alternate)	J. Mark Wedel Laurie Westerlund, Alt.
Lakes & Pines (1+Alternate)	Don Niemi Anne Marcotte, Alt.
Law Library	Don Niemi
McGregor Airport Commission (2)	Bill Pratt William Bedor
MCIT Representative (1 + Alternate)	Laurie Westerlund Jessica Seibert, Alt.
Mille Lacs Fisheries Input Group	Laurie Westerlund

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Mille Lacs Watershed (1 + Alternate)	Laurie Westerlund Don Niemi, Alt.
Mississippi Headwaters Board (1+Alternate)	Anne Marcotte Bill Pratt, Alt.
MN Rural Counties (1+Alternate)	Don Niemi Bill Pratt, Alt.
Natural Resources Advisory Committee (2)	Anne Marcotte Bill Pratt
NE MN Office Job Training	Don Niemi
Northeast MN ATP (2)	Don Niemi John Welle
Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Bill Pratt Laurie Westerlund, Alt.
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Anne Marcotte Bill Pratt, Alt.
Ordinance Committee (2)	Bill Pratt Anne Marcotte
Personnel/Insurance Committee (2)	J. Mark Wedel Anne Marcotte
Planning Commission	Laurie Westerlund
Snake River Watershed Management Board	Don Niemi
Sobriety Court	J. Mark Wedel
Solid Waste Task Force (2)	Laurie Westerlund Bill Pratt
Toward Zero Deaths	J. Mark Wedel
Tri-County Community Health Services Board	Laurie Westerlund

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Minimum Salaries for Elected Officials:

**WHEREAS**, Minnesota Statutes require that at a January meeting during the year in which candidates may file for various county offices, the County Board shall set by resolution the minimum salary to be paid for the following term,

**RESOLUTION  
20180102-006  
MINIMUM**

# AITKIN COUNTY BOARD

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**NOW, THEREFORE BE IT RESOLVED**, that the minimum salaries of elected officials are hereby established for the next term as follows:

County Attorney	\$80,000
County Auditor	\$70,000
County Recorder	\$60,000
County Sheriff	\$75,000
County Treasurer	\$65,000

Jessica Seibert, County Administrator asked for approval of budgeted Proposal for Aitkin County Organizational Study by David Drown & Associates for \$23,000.00. This was remanded to the Personnel Committee for further discussion.

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting to choose four of MRC legislative agenda items as Aitkin County priorities:

1. Support AMC Mental Health Bonding Proposal
2. Bring Adequate Reliable Broadband Access to All Corners of the State
3. Support County Relief for Potential Tax Court Success by Utilities Challenging DOR Rates
4. Support Beaver Control Cost-Share

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve 2018 MRC membership dues of \$2,300.00.

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Set Public Hearing Date for Land Classification:

**WHEREAS**, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

**WHEREAS**, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

**THEREFORE, BE IT RESOLVED**, the Aitkin County Board of Commissioners hereby sets a public hearing for March 13<sup>th</sup>, 2018 at 10:00 AM at the Aitkin County Courthouse for the classification of the following parcels of tax-forfeited lands.

**Land Classification 2017 Forfeitures**

#	PIN #	Legal	Sec	Twsp.	Rge	Classification Recommends
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**SALARIES FOR ELECTED OFFICIALS**

**ORGANIZATIONAL STUDY**

**MRC LEGISLATIVE PRIORITIES**

**2018 MRC MEMBERSHIP**

**RESOLUTION 20180102-007 SET PUBLIC HEARING DATE FOR LAND CLASSIFICATION**

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1	58-1-004400	McGrath Lot 5 Blk 4	5	43	23	non conservation
2	58-1-007400	McGrath Lots 11 & 12 Blk 6	5	43	23	non conservation
3	25-0-054500	W 1/2 SE 1/4	33	44	23	conservation
4	28-0-029100	NE NE	19	44	24	conservation
5	16-0-037000	NW-NW	26	44	25	non conservation
6	16-0-038400	SE-NE	26	44	25	non conservation
7	09-0-032505	N 1/2 of S 1/2 of S 1/2 of Lot 6	19	46	25	non conservation
8	09-0-032507	S 1/2 of N 1/2 of N 1/2 of Lot 6	19	46	25	non conservation
9	24-1-085600	Allie's Duck Pass Lot 1 Blk 2	11	46	26	non conservation
10	24-1-123006	Kellars Addition Pt Lot 1 Blk 4 As in Doc 332705	15	46	26	non conservation
11	07-0-005401	pt W200 ft of SW-SW as in Doc 350908	3	46	27	non conservation
12	15-1-064600	Oppegads Original Townsite Kimberly S 75 ft Lots 1,2, 3 Blk 1	14	47	25	non conservation
13	15-1-065500	Oppegads Original Townsite Kimberly Lot 11 Blk 1	14	47	25	non conservation
14	15-1-065600	Oppegads Original Townsite Kimberly Lot 12 Blk 1	14	47	25	non conservation
15	01-0-041201	pt of NW-NW lying W of CSAH 15	20	47	27	non conservation
16	01-1-127200	Riverside Point Lot 64	16	47	27	conservation
17	01-1-127300	Riverside Point Lot 65	16	47	27	conservation
18	01-1-127400	Riverside Point Lot 66	16	47	27	conservation
19	01-1-127700	Riverside Point Lot 69	16	47	27	conservation
20	01-1-127800	Riverside Point Lot 70	16	47	27	conservation
21	01-1-127900	Riverside Point Lot 71	16	47	27	conservation

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22	05-0-021702	E 1/2 of E 1/2 of E 1/2 of NE-SE less .38 ac and less BN RR ROW	17	48	22	non conservation
23	61-1-014200	Tingdales Original Townsite of Tamarack Lot 22 Blk 3	15	48	22	non conservation
24	61-1-014300	Tingdales Original Townsite of Tamarack Lot 23 Blk 3	15	48	22	non conservation
25	61-1-014600	Tingdales Original Townsite of Tamarack Lot 26 Blk 3	15	48	22	non conservation
26	61-1-014700	Tingdales Original Townsite of Tamarack Lot 27 Blk 3	15	48	22	non conservation
27	22-0-043801	Part of SW-NW lying N of Hwy 210 less pt S of N 560 pt	28	48	23	non conservation
28	22-0-043900	Pt SE NW N of Hwy	28	48	23	non conservation
29	59-1-033000	Rodenberg Plat in Town of McGregor Lots 11 & 12 Blk 4	30	48	23	non conservation
30	08-0-055102	W 1/2 SW-SE	33	48	25	non conservation
31	23-0-007600	SE-NE	5	48	26	non conservation
32	23-1-066801	River Park W 200 ft of S 100 of N 400 ft of Outlot C	11	48	26	non conservation
33	51-1-043100	Bon-Aire Estates Lot 4 Blk 1	16	48	27	non conservation
34	29-0-046905	Part E 150 ft Lot 4 in Doc 224883	22	49	23	non conservation
35	29-1-095000	Indian Portage Lot 19 Blk 14	20	49	23	non conservation
36	29-1-208800	Sheshebe Point 2nd Addition Lot 61	22	49	23	non conservation
37	29-1-208900	Sheshebe Point 2nd Addition Lot 62	22	49	23	non conservation
38	29-1-270900	Sheshebe Point 3rd Addition Lot 18 Blk 32	22	49	23	non conservation
39	29-1-508803	Floes Addition Part Outlot A in Doc	22	49	23	non conservation

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		224883				
40	03-0-024200	N 20 Rods of Lot 3	15	50	22	non conservation
41	20-0-016300	SW-NE	11	51	26	non conservation
42	20-1-063200	County Auditors Plat of Swatara Lot 3 Blk 4	20	51	26	non conservation
43	20-1-065900	County Auditors Plat of Swatara Lot 12 Blk 5	20	51	26	non conservation

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve submitting the full application for Small City Development Program grant at a cost of \$750.00, which is budgeted through the Tourism and Development Fund, and to schedule a Public Hearing on February 13, 2018 at 10:00 a.m. in the Boardroom of the Aitkin County Courthouse.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve letter of support for Northland Counseling Center and their pursuit of a grant through the Mental Health Innovation Grant Program, and to authorize Board Chair signature.

The Board reported on the following: ARDC, HRA, Facilities, and ACA.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 10:46 a.m. until Tuesday, January 23, 2018 at 9:00 a.m.

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Anne M. Marcotte, Chair  
Aitkin County Board of Commissioners

\_\_\_\_\_  
Jessica Seibert, County Administrator

**SMALL CITY  
DEVELOPMENT  
PROGRAM  
APPLICATION**

**NORTHLAND  
COUNSELING  
CENTER**

**BOARD  
DISCUSSION**

**ADJOURN**

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