

The Aitkin County Board of Commissioners met this 26<sup>th</sup> day of June, 2018 at 9:00 a.m., at the Aitkin Library, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

**CALL TO ORDER**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to approve the June 26, 2018 amended agenda. Agenda Item 2.1 - Adopt Resolution: Declaring a Local Emergency, was added to the agenda.

**APPROVED AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
June 26, 2018**

**HEALTH & HUMAN SERVICES BOARD**

**Attendance**

The Aitkin County Board of Commissioners met this 26<sup>th</sup> day of June, 2018, at 9:02 a.m. at the Aitkin Public Library as the Aitkin County Health & Human Services Board, with the following members present: Board Chair Anne Marcotte, Commissioners Laurie Westerlund, J. Mark Wedel, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Assistant to the County Administrator Sue Bingham, Child Social Services Supervisor Jessi Schultz, Health & Human Services Administrative Assistant Shawn Speed, and Guests: Roberta Elvecrog/H&HS Advisory Committee Member, Kevin Insley/H&HS Advisory Committee Member, Cassie Conn/WRAP Program, Tammy Arend/Lakes and Pines, Kraig Grutke/Lakes and Pines, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

**Agenda**

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the June 26, 2018 Health & Human Services Board agenda.

**Minutes**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the May 22, 2018 Health and Human Services Board minutes.

**Bills**

Shawn Speed, presented the bills to the board in Carli Goble's absence, and noted no significant changes.

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

**WRAP Program Report – Cassie Conn**

Cassie reviewed the WRAP, We Rally Around Parents, program and how it has performed over the last two years using her informational handout, attached, that she shared with the commissioners.

The program goals are to help people get connected with resources to support the mission of self-sufficiency through many different services.

Primary focus is on those who are experiencing mental health issues.

This program is all about helping people make the connections to other people and services that they need to be self-sufficient.

Cassie noted that if she would have had access to a program like this when she was younger it would have changed her life.

Kristy's who is a recipient of this program spoke of her experience with the program, how she wanted a change for herself and her daughters. The WRAP program and Cassie were able to make that happen for them. Kristy mentioned that she couldn't have done any of it without Cassie's help.

Commissioner Marcotte commented that the right individual was chosen, in Cassie, and that she can't imagine a more rewarding profession to be in when you can help people make better for themselves and their children and that she is making a huge impact on the community.

### **Approve Contracts/Agreements**

Purchase of Service Agreement for Semi-Independent living with Access North Center, January 1, 2018 through December 31, 2018.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the agreement.

Purchase of Service Agreement to provide mental health assessments with George Tetreault, January 1, 2018 through December 31, 2018.

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

Facilities use agreement for Child Care Aware Training with Pine Technical and Community College, July 1, 2018 through June 30, 2019.

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

### **Committee Reports**

#### **Joint Powers Board Reports – Commissioner Westerlund**

1. Met June 14, 2018.
2. They received a letter from Kanabec County asking them to partner with them for Public Health and was decided to decline and suggest that they confer with one of their neighboring counties.
3. Went through performance reviews for the CHB Administrator.
4. Public Health updates.

#### **H&HS Advisory Committee – Commissioner Wedel**

1. Committee members Roberta Elvecrog and Kevin Insley provided details of their last meeting, held June 6, 2018.
  - a. Talked about HHS asking for their help in manning their Aitkin County Fair booth.

**AEOA Committee Update – Commissioner Westerlund**

- 1. Met in Eveleth on June 20, 2018.
- 2. Had their annual Senior Carnival and had over 400 people show up.
- 3. Went through personnel policy changes.
- 4. Ordered new freezer vans to hold their food for distribution.

**NEMOJT Committee Update – Commissioner Niemi**

- 1. Talked about Cloquet’s plan for a Fall Harvest Job Fair on November 1<sup>st</sup>.
- 2. Free short term training for people looking to get into working for a corrections facility.
- 3. Asked whether we had any kind of Job Fair here in Aitkin offered and no one was sure on that so he was going to contact our Workforce Center.
- 4. Talked about two young men who were there and presented about their experiences with and the opportunities provided to them by NEMOJT.

**CJI Update – Commissioner Westerlund/Jessi Schultz**

- 1. Jessi stated they talked about some court order language they are working on changing.
- 2. Next meeting is in August, cancelled July meeting.

The meeting was adjourned at 9:38 a.m.

Next Meeting – July 24, 2018

Break: 9:38 a.m. to 9:52 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: June 12, 2018 to June 25, 2018; B) Approve Committee of the Whole Minutes: June 12, 2018; C) Approve County Board Minutes: June 12, 2018; D) Approve BAE Minutes: June 12, 2018 E) Approve Commissioner Warrants: General Fund \$131,633.27, Road & Bridge \$34,346.47, Health & Human Services \$8,110.43, Debt Service \$6,268.94, State \$480.00, Trust \$15,093.71, Forest Development \$22,824.78, Taxes & Penalties \$730.32, Aitkin County Collaborative \$20,000.00, Long Lake Conservation Center \$88,660.08, Parks \$17,325.63 for a total of \$345,473.63; F) Approve Auditor Warrants – Building Project: Debt Service \$113,066.55; G) Approve Seed Purchase – Legacy Grant; H) Approve (2) Temporary 3.2 Malt Liquor Licenses – Aitkin Fire Department Relief Association; I) Adopt Resolution: Large Assembly License – The Glen Store & Grill; J) Adopt Resolution: LG214 Premises Permit/Mille Lacs Trails; K) Adopt Resolution: LG220 Exempt Permit – Sherwood Forest Owners Association; L) Authorize Purchase/Lease of Election Equipment – Central County Machine; M) Approve Vehicle Purchase – County Assessor’s Office

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve Aitkin County Land Department (ACLD) purchase of \$24,500 of seed from Minnesota Native Landscapes. 100% of the costs of the seed will be reimbursed from Conservation Partners Legacy Grant (CPL).

Under the consent agenda, motion by Commissioner Wedel, seconded by

**HHS BOARD  
ADJOURNS**

**BREAK**

**CONSENT  
AGENDA**

**ACLD SEED  
PURCHASE**

**TEMPORARY 3.2**

# AITKIN COUNTY BOARD

June 26, 2018

<p>Commissioner Pratt and carried, all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for July 4 through July 7, 2018 (July 4, 5, 6, &amp; 7, 2018):</p>	<p><b>MALT LIQUOR LICENSE</b></p>
<p>ON Sale: Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for July 20 through July 21, 2018:</p>	<p><b>TEMPORARY 3.2 MALT LIQUOR LICENSE</b></p>
<p>ON Sale: Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Township</p>	
<p>Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Large Assembly License – The Glen Store &amp; Grill:</p>	
<p><b>BE IT RESOLVED</b>, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:</p>	<p><b>RESOLUTION 20180626-046 LARGE ASSEMBLY LICENSE – THE GLEN STORE &amp; GRILL</b></p>
<p>Chris Hagman d/b/a The Glen Store &amp; Grill – Malmo Township This music entertainment is scheduled to take place July 6<sup>th</sup> and July 7<sup>th</sup>, 2018 from 8:00 P.M. to 12:00 A.M. Midnight daily.</p>	
<p>Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – LG214 Premises Permit / Mille Lacs Trails:</p>	
<p><b>BE IT RESOLVED</b>, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214 - of the <b>Mille Lacs Trails</b>:</p>	<p><b>RESOLUTION 20180626-047 LG214 PREMISES PERMIT / MILLE LACS TRAILS</b></p>
<p>Roberts Glad VFW Post 1727, which has an address of 36553 410<sup>th</sup> Ave., Aitkin, MN 56431 – Aitkin Township</p>	
<p>Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – LG220 Exempt Permit – Sherwood Forest Owners Association:</p>	
<p><b>BE IT RESOLVED</b>, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Sherwood Forest Owners Association, Inc., at the following location – Sherwood Forest Owners Association, Inc., which has an address of 21927 US Hwy 169, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for raffle – September 2<sup>nd</sup>, 2018)</p>	<p><b>RESOLUTION 20180626-048 LG220 EXEMPT PERMIT – SHERWOOD FOREST OWNERS ASSOCIATION</b></p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by</p>	<p><b>ELECTIONS</b></p>

<p>Commissioner Pratt and carried, all members voting yes to approve budgeted purchase of a Model DS 450 central count machine under State Contract purchasing at a cost of \$25,725.00, as proposed.</p>	<p><b>EQUIPMENT PURCHASE</b></p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve Assessor's Office budgeted purchase of 2014 Jeep Compass SUV with 42,700 miles for \$13,925 plus taxes and fees.</p>	<p><b>VEHICLE PURCHASE – ASSESSOR'S OFFICE</b></p>
<p>Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – Declaring a Local Emergency:</p>	<p><b>RESOLUTION 20180626-049 DECLARING A LOCAL EMERGENCY</b></p>
<p><b>WHEREAS</b>, the heavy rainfall impacted the population of Aitkin County and its cities; and</p>	
<p><b>WHEREAS</b>, the June 15 through June 17, 2018, event has caused a significant amount of public property damage; and</p>	
<p><b>WHEREAS</b>, the Aitkin County Department of Emergency Management requests the Aitkin County Board of Commissioners to declare a LOCAL EMERGENCY for Aitkin County; for the heavy rainfall event of June 15 through June 17, 2018.</p>	
<p><b>NOW, THEREFORE, BE IT RESOLVED</b>, that the Aitkin County Board of Commissioners, acting on behalf of and for the people of Aitkin County, declare that a state of emergency exists within Aitkin County, with all the powers and responsibilities attending thereto as provided by Chapter 12 of Minnesota Statutes.</p>	
<p>Megan Cummings, Executive Director HOPE (Healing Opportunity Provided Equally) discussed the agency and the services it provides with the Board.</p>	<p><b>HOPE</b></p>
<p>Travis Albers, Public Awareness Advisor and Lee Hanson, Area Operations Manager from TransCanada Pipeline gave a presentation to the Board on the Great Lakes Gas Pipeline that crosses northeastern Aitkin County.</p>	<p><b>GREAT LAKES GAS PIPELINE</b></p>
<p>Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to update the Personnel Policy, Advertisement for External Applicants, as presented.</p>	<p><b>UPDATE PERSONNEL POLICY</b></p>
<p>Ross Wagner, Economic Development &amp; Forest Industry Coordinator presented six Aitkin County Tourism and Development Grant requests to the Board. Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting to approve the following grants for a total of \$4,000.00:</p>	<p><b>AITKIN COUNTY TOURISM &amp; DEVELOPMENT GRANTS</b></p>
<p>\$1,000.00 – Long Lake Conservation Center Foundation                  \$ 500.00 – Up North Riders ATV Club                  \$ 500.00 – White Pine Riders ATV Club                  \$ 500.00 – Aitkin County Historical Society</p>	

\$1,000.00 – The Butler Project  
 \$ 500.00 – Greater Mille Lacs Chapter of the Sustainable Farming Assoc. of MN

John Welle, County Engineer requested Board approval for the budgeted purchase of three tandem trucks. The acquisition includes two components; the purchase of three trucks (chassis only) and the purchase/installation of the dump box, hydraulics, and snow plow equipment on the purchased truck chassis.

**EQUIPMENT PURCHASE – HIGHWAY DEPARTMENT**

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve Highway Department purchase of three Mack Trucks (chassis only) from Nuss Truck and Equipment for \$262,503 plus taxes and fees.

**3 TRUCKS (CHASSIS ONLY)**

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the purchase and installation of dump box, hydraulics, and snow plow equipment from Monroe TowMaster for \$298,491 plus taxes and fees.

**EQUIPMENT & INSTALLATION**

The total price for all three dump trucks with all equipment installed is \$560,994 plus taxes and fees.

**TOTAL EQUIPMENT COST**

Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve budgeted Strategic Planning Proposal from the Association of Minnesota Counties for \$1,500.00. This will be held at Long Lake Conservation Center. Date to be determined.

**STRATEGIC PLANNING PROPOSAL**

Jessica Seibert, County Administrator and the Board discussed locations for the County Board meetings to be held during construction. The Board agreed Courtroom 3 does not work well, and would like to continue to hold Board meetings at the Aitkin Library whenever possible.

**COUNTY BOARD MEETING LOCATIONS**

The Board discussed: BSLWMP, Rivers & Lakes Fair, AIS, JCNRB, C.A.R.E., P&Z, ARDC, Snake River, TZD, Personnel, AMC, and NCLUCB.

**BOARD DISCUSSION**

Motion by Commissioner Wedel seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 11:52 a.m. until Tuesday, July 10, 2018 at 9:00 a.m. at the Aitkin Library.

**ADJOURN**

---

Anne Marcotte, Board Chair  
 Aitkin County Board of Commissioners

---

Jessica Seibert, County Administrator