

The Aitkin County Board of Commissioners met this 26th day of March, 2019 at 9:00 a.m., at the Aitkin Public Library, with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham. Commissioner Laurie Westerlund was absent.

CALL TO ORDER

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members present voting yes to approve the March 26, 2019 agenda.

**APPROVED
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
March 26, 2019**

**HEALTH & HUMAN
SERVICES BOARD**

Attendance

The Aitkin County Board of Commissioners met this 26th day of March, 2019, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Accounting Supervisor Carli Goble, Children's Social Services Supervisor Jessi Schultz, Financial Services Supervisor Jessi Goble, Assistant to the County Administrator Sue Bingham, Shawn Speed, H&HS Executive Assistant, and Guests: Joy Janzen/H&HS Advisory Committee Member, Joel Hoppe/H&HS Advisory Committee Member, Robert Marcum, and Lynn Mizner/Aitkin Independent Age.

Agenda

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the March 26, 2019 Health & Human Services Board agenda with the change.

Minutes

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the February 26, 2019 Health and Human Services Board minutes.

Bills

Carli Goble noted that there were no notable bills this past month.

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

Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director

Cynthia started by stating that she had received a congratulatory letter from the DHS Commissioner In regards to the Fiscal Unit having perfect performance during the past year and that all of their reports were submitted on time without errors.

Cynthia moved into some legislative updates as follows-

Last week the house passed HF400. HF400 creates an opioid stewardship program which will generate 20 million in annual fees from pharmaceutical companies and distributors. 8.2 million will be directed to the Department of Human Services – 30% of that will go to social services for children in out of home placement and at least 10% will

go to county boards for prevention and tx services. Includes what Public Health is already doing related to Opioids within the County. Commissioner Wedel questioned the aggregate amount that the 10% would be based on and if there was a timeline for fund distribution. Cynthia relayed that there is not a timeline at this time and that the bill update language was not clear regarding the aggregate number. Cynthia will reach out to MACSSA to clarify this information.

The House also passed HF679, the bill that extends state funding to cover the cost of care at children's residential treatment facilities. This bill extends the authorized funding that was to expire in April and there is a separate bill and a proposal in the Governor's budget that would support funds for on-going services and to cover funding lost due to the Families First Act that removed federal fiscal support for children in residential facilities. Commissioner Marcotte asked if there was any further news regarding the child care fraud situation that had hit the news recently. There is no updated information on this topic.

This week the House Finance HHS Policy Committee will look at HF1867 which allows counties to appeal the cost of care for individuals in state operated regional treatment facilities including discrepancies in level of care determination, discharge plan approvals, timeliness of discharge and incomplete paperwork. Right now the Counties have no means to disagree with decisions made by the state and this process would allow for Counties to have a voice in the decisions that are being made.

Also, the House Finance HHS Policy Committee will hear a proposal to create a task force to study the issues around competency restoration (how to improve response to increased numbers of individuals deemed incompetent to stand trial and addressing the "who is responsible" for competency restoration question). The task force will ultimately provide recommendations to improve processes around this issue.

Topics we continue to track – there was no updated information related to

1. Substance Use Disorder - SUD reforms
2. Healthcare access fund – Local Public Health Association noted that this was still in the Governor's budget and would continue to be talked about until the end of the session. Cynthia has spoken with the CEO and CFO from Riverwood Healthcare Center and both concurred that they supported the stance of the Minnesota Hospital Association in relation to repealing the provider tax sunset in 2019.

She moved on to mention that she would be conducting 1 on 1 meetings with all of the H&HS employees that will last from 20-30 minutes and will cover topics such as:

1. What's working well here?
2. Where are our opportunities for improvement?
3. If we could wave a magic wand and fix one thing what would that one thing be?
4. How do you like to be shown that you are valued?
5. What do I need to do to be a successful leader?
6. What is it you love/like about the work you do here? / What keeps you coming back here every day?

Lastly she mentioned that H&HS will be holding their annual employee appreciation day April 24th and this year's theme is "Thank You for Raising the Bar!" Supervisors provide the food and gifts for this event they will be serving a salad bar for lunch and dessert

bar in the afternoon to show their appreciation for all of our team members.

Review Approval of Contracts/Agreements/Appointments/Policies

Approve appointment of Terri Mathis to the Health & Human Service Advisory Committee.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the appointment of Terri Mathis to the Health & Human Services Advisory Committee.

Approve County Burial Assistance Policy.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the County Burial Assistance Policy

Child Protection Presentation, Jessi Schultz

Jessi went through her handout summarizing Child Protection Services.

Committee Reports

H&HS Advisory Committee Update

Joy briefed the Board for the Advisory Committee and that they had received the Child Protection Presentation from Jessi Schultz also and that it was very eye opening to them all and that the Advisory members were very appreciative of all of the hard work that Jessi’s staff does with such a sensitive subject.

Lakes & Pines Update

Commissioner Niemi reported that they had received the ESP Grant in the amount of \$260,000 and that it was used for 433 homeless individuals and families to offer them hotel stays, for up to three nights to provide them with a warm bed and roof over their heads.

The meeting was adjourned at 9:57 a.m.

Next Meeting – April 23, 2019

Break: 9:57 a.m. to 10:10 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to approve the Consent Agenda as follows: A) Correspondence File: March 12, 2019 to March 25, 2019; B) Approve County Board Minutes: March 12, 2019; C) Approve Electronic Funds Transfers: \$937,535.05; D) Approve Affidavits for Duplicate of Lost Warrant: 1. Richard L. Muske Payroll Warrant #15671 dated August 3, 2018 for \$271.27, and 2. Rainald Romanshyn Warrant #68123 dated August 16, 2016 for \$446.90; E) Approve Applications for License to Sell Tobacco Products; F) Adopt (2) Resolutions: Accept Donation to STS; G) Adopt Resolution: Transportation Funding; H) Adopt Resolution: Enbridge Road Use Agreement; I) Adopt Resolution: LG214 Premises Permit – Tamarack Sno-Flyers; J) Adopt Resolution: LG214 Premises Permit – Minnewawa Sportsmen’s Club; K) Approve Email Contract with LiftOff & Authorize Signatures; L) Approve May 14, 2019 Board Meeting Location; M) Approve County Administrator’s Performance Evaluation Summary; N) Approve Facilities Coordinator Position Classification; O) Approve Commissioner Warrants: General Fund \$103,334.20, Road & Bridge \$43,128.55, Health & Human Services \$4,624.89, State \$105.00, Trust \$7,543.72, Forest

**HHS BOARD
ADJOURNS**

BREAK

CONSENT AGENDA

Development \$6,792.57, Agency \$6,362.59, Aitkin County Collaborative \$15,000.00, Long Lake Conservation Center \$10,140.89, Parks \$930.14 for a total of \$197,962.55; P) Approve Auditor Warrants, including Contegrity: Road & Bridge \$6,481.39, State \$4,021.69, Agency \$51,158.14, Capital Project \$661,256.10 for a total of \$722,917.32; Q) Approve Auditor Warrants – Sales Tax: General Fund \$346.46, Road & Bridge \$2,280.90, Health & Human Services \$0.40, State \$8,830.50, Long Lake Conservation Center \$96.61, Parks \$35.38 for a total of \$11,590.25

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to approve the following Applications for License to Sell Tobacco Products, subject to the completion of all paperwork in full :

- # 01 Bann’s Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway’s Resort** – Lakeside Township
- # 04 DG Retail, LLC, d/b/a **Dollar General Store #18887** – City of McGregor
- # 05 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 06 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 07 N5 Corporation, d/b/a **Fisherman’s Bay** – Workman Township
- # 08 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 09 Harry’s Midtown Liquor, L.L.C., d/b/a **Harry’s Midtown Liquor** – City of Hill City
- # 10 Holiday Stationstores, Inc. d/b/a **Holiday Stationstores, Inc.** – City of McGregor
- # 11 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 12 KRIM15, LLC, d/b/a **The Junction** – Hazelton Township
- # 13 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 14 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 15 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 16 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 17 Prairie River Retreat Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 18 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 19 Sather’s Gateway, Inc., d/b/a **Sather’s Store** – Shamrock Township
- # 20 Klennert Stores, Inc., d/b/a **Sunny’s** – City of Hill City
- # 21 TJ’s Liquor, Inc., d/b/a **TJ’s Liquor** – Malmo Township
- # 22 Mark Kenneth Ukura, d/b/a **Ukura’s Big Dollar** – Jevne Township
- # 24 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 25 Minnewawa Partners, LLC, d/b/a **Willey’s Sport Shop** – Shamrock Township

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – Accept Donation to STS:

WHEREAS, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

**APPLICATIONS
FOR LICENSE TO
SELL TOBACCO
PRODUCTS**

**RESOLUTION
20190326-020
ACCEPT
DONATION TO STS**

WHEREAS, the annual funding gap for counties has resulted in deferring basic maintenance, delaying expansion projects with resulting safety concerns, mounting congestion, and missed economic growth for businesses and commuters; and

WHEREAS, a comprehensive and sustainable transportation solution should include robust funding for roads, bridges, and transit, and address the varying needs in different parts of the state; and

WHEREAS, increased funding for Minnesota’s Highway User Tax Distribution Fund would provide additional, stable funds for MnDOT, all 87 counties, all cities with a population of 5,000 or more, and townships across the state;

NOW THEREFORE, BE IT RESOLVED that the Aitkin County Board of Commissioners encourages the Minnesota Legislature to pass and the Governor to sign a bill that brings adequate funding to Minnesota’s statewide transportation system.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – Enbridge Road Use Agreement:

WHEREAS, Enbridge Energy intends to construct a pipeline through Aitkin County as part of the Line 3 Replacement Project, and

WHEREAS, various Aitkin County Highways will be used by vehicles involved in the construction of this project, and

WHEREAS, Agreement HR-MN-AI-005, has been written to prescribe the terms and conditions of the use, maintenance, and repair of Aitkin County Highways by Enbridge Energy during the construction period.

NOW THEREFORE BE IT RESOLVED, that the Aitkin County Engineer is hereby authorized and directed for and on behalf of the County to execute and enter into Agreement HR-MN-AI-005, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – LG214 Premises Permit – Tamarack Sno-Flyers:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Tamarack Sno-Flyers, at Jacks Shack – Rice River Township. This establishment has an address of 29954 State Hwy 65, McGregor, MN 55760

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adopt resolution – LG214 Premises Permit – Minnewawa Sportsmen’s Club:

**RESOLUTION
20190326-023
ENBRIDGE ROAD
USE AGREEMENT**

**RESOLUTION
20190326-024
LG214 PREMISES
PERMIT –
TAMARACK
SNO-FLYERS**

**RESOLUTION
20190326-025
LG214 PREMISES
PERMIT –**

<p>BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Minnewawa Sportsmen's Club, at Jackson's Hole – Salo Township. This establishment has an address of 36232 Kestrel Ave., McGregor, MN 55760.</p>	<p>MINNEWAWA SPORTSMEN'S CLUB</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Prat and carried, all members present voting yes to approve budgeted purchase of email contract with LiftOff for \$22,680.00, and to authorize signatures.</p>	<p>LIFTOFF EMAIL CONTRACT</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to schedule the May 14, 2019 Aitkin County Board meeting at 9:00 a.m. at Aitkin City Hall, 109 1st Avenue NW, Aitkin, MN.</p>	<p>MAY 14, 2019 COUNTY BOARD MEETING</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to approve County Administrator's Performance Evaluation Summary and to increase accumulation of PTO days to a 5-year employee (27) effective April 1, 2019.</p>	<p>COUNTY ADMINISTRATOR PERFORMANCE EVALUATION SUMMARY</p>
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to approve the consultant's recommendation of Grade 10 for the Facilities Coordinator position.</p>	<p>FACILITIES COORDINATOR CLASSIFICATION</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members present voting yes to schedule a public hearing on proposed amendments to the Food Protection Ordinance and Lodging Establishments Ordinance on May 14, 2019 at 9:30 a.m. at the Aitkin City Hall, located at 109 1st Avenue NW, Aitkin, MN.</p>	<p>SET PUBLIC HEARING FOR FOOD & LODGING ORDINANCE REVISIONS</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to schedule a public hearing before the Aitkin County Planning Commission on proposed amendments to the Solid Waste Ordinance No. 2 and the Zoning Ordinance, on May 20, 2019 at 4:00 p.m. in Courtroom 3 of the Aitkin County Courthouse.</p>	<p>SET PUBLIC HEARING FOR SOLID WASTE & ZONING ORDINANCE AMENDMENTS</p>
<p>Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2020:</p>	<p>TOBACCO LICENSE – WESTERLUND CENEX</p>
<p>#23 Westerlund Inc., d/b/a Westerlund Cenex – Malmo Township</p>	
<p>The Board discussed: Arrowhead Counties, ARDC, Snake River, AIS, JCNRB, BSLWMP, Aitkin County Water Planning Task Force, TZD, AMC, and Ordinance Committee.</p>	<p>BOARD DISCUSSION</p>

Commissioner Niemi left at 10:35 a.m.

NIEMI LEFT

Jessica Seibert, County Administrator updated the Board on the following:

**COUNTY
ADMINISTRATOR
UPDATES**

- Organizational Structure
- Upcoming Lean Training
- Top 20 Training
- Meeting with Metro State University
- Legislative Updates

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members present voting yes to adjourn the meeting at 11:07 a.m. until Tuesday, April 9, 2019 at the Aitkin Public Library.

ADJOURN

Anne Marcotte, Board Chair
Aitkin County Board of Commissioners

Jessica Seibert, County Administrator