

The Aitkin County Board of Commissioners met this 17<sup>th</sup> day of December, 2019 at 9:00 a.m., at the Aitkin Public 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 Pratt, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the December 17, 2019 amended agenda. Agenda Item 3.5 – Pictometry Aerial Photography Contract, was added.

**APPROVED  
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
December 17, 2019**

**HEALTH &  
HUMAN  
SERVICES  
BOARD**

**Attendance**

The Aitkin County Board of Commissioners met this 17<sup>th</sup> day of December, 2019, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Don Niemi, Laurie Westerlund, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Accounting Supervisor Carli Goble, Kim Larson Adult Social Services Supervisor, Jessi Goble Financial Assistance Supervisor, Erin Melz Public Health Supervisor, Assistant to the County Administrator Sue Bingham, H&HS Executive Assistant Shawn Speed, and Guests: Terri Mathis/HHS Advisory Board Member, and Lynn Mizner Aitkin Independent Age.

**Agenda**

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve the December 17, 2019 Health & Human Services Board agenda with the addition of Item IV.B, Motion to authorize the HHS Director to send a letter to DHS Commissioner Harpstead regarding non-payment of DHS errors.

**Minutes**

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

**Bills**

Carli noted that was nothing out of the ordinary for the monthly bills this month however the batch was smaller due to the earlier Board meeting date this month.

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

**Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director  
Directors Update**

Cynthia’s update was concerning the recent AMC Conference she attending in St. Cloud.

At that conference the AMC HHS Policy Committee added an emergency platform related to the splitting of DHS. Two weeks prior to the conference, Matt Freeman from MACSSA, was told that the Governor was going to be making a statement regarding the splitting of DHS and to be prepared for that announcement. The assumption was that the Governor had decided to move forward with the splitting and then no statement ever came out. Due

to this the members of AMC and MACSSA decided it was very important to put a platform and a statement out about slowing down and taking some time to really look at how this would be structured and what the long term impacts would be of doing that.

Cynthia then read the statement and it was as follows-

“ The Minnesota Department of Human Services restructuring AMC recognizes that a true long range transformational approach to redesigning how DHS delivers service is vital to meet the needs of Minnesota residents as the state embarks on this transformational change it will be important to look at best practices from other states, convene a panel of systems transformation advisors from affected non-profit sectors, and work loosely with counties who have long been the states key partners of delivering services to Minnesotans.”

She went on to say that the platform did go to the larger membership and was approved by the membership so it is now one of AMC's platform statements.

AMC and MACSSA's main concern was that there have been no conversations with counties about how this will impact them.

She stated that counties really need to be involved when they are making these decisions and should be allowed a seat at the table.

If this was to happen there would need to be an agreement on the legislature's part and they would have to approve it.

She also added that on the first day of the conference, during lunch, that Governor Walz addressed them and he said, regarding the billing errors, that "he wanted to be very clear with the issues that are facing us, the issues at DHS, which is his pledge and responsibility to make sure some of our most important state agencies, DHS being one of them, delivering services to our vulnerable, administrate the most amount of money in state government dealing with complex regulations from CA's, CMS, and everything that goes into it, making sure that it is functionally correct because our unique system where we administer and you carry out, he would argue, has raised the quality of life and made Minnesota one of the best states to live in. He went on to say that when we have an error, like this, he wanted to be clear that when we have an error like this that asking for it to be paid back is unfair and that he understands that and it was never his intention to put the counties in that situation”.

Cynthia commented that he basically said counties should be held harmless and that the state should find other ways to pay for this DHS error.

Related to that AMC stated they would provide either a template for a letter or a board resolution that counties could send to DHS Commissioner Harpstead that would indicate that they were not going to be paying the bill for these errors.

Along those same line there was a conference call with DHS involving the counties and tribes relating to how they were going to proceed with the overpayment issue and getting money back to individuals. Carli Goble and Jessi Goble were a part of that conference call. Carli stated that it only involved the cash assistance overpayments that were collected from clients. These were only agency error overpayments. She stated that there were 4,600 cases statewide and of that Aitkin County had 17 cases that were affected. Of those 17, eight had not paid back any overpayment money so that left 9 cases to dive into and

take a good look at. DHS provided a rough draft of guidance and instructions for how counties are to proceed. We do not, yet, have the final guidance as counties and tribes were allowed to give feedback to the state on what they had proposed.

Commissioner Marcotte inquired as to how it was that the overpayments occurred.

Jessi responded that they have not yet received a list of what the exact errors were, so she couldn't speak to that detail, as of yet. The errors are "errors that a reasonable person would not know was an error" when they received the payment that is what is considered an agency error. The errors occurred from August of 2016 to now, so our numbers are very low. The state noted that these errors, statewide, only account for .06% of all the cash assistance cases handled.

Commissioner Marcotte also noted that she had heard that the bill that was sent to counties was included with other bills so we would have a difficult time separating the amounts and wondered if that was true or not.

Cynthia responded that she was referring to the Substance Use Disorder formula miscalculation and with that, Carli stated that we have not yet received a bill for that.

Commissioner Marcotte also asked how we will know which bill is not to be paid and which is and whether there was a way to calculate that.

Carli noted that DHS is supposed to be providing a detailed report, but that we have not yet received that bill or report from them.

Cynthia also added that she hoped that things related to this topic slow down and we have a plan soon, but we are on track to get there. All of the counties are on board and saying the same thing related to this.

Commissioner Marcotte then asked if we knew how much we were looking at owing for the SUDS reform.

Cynthia reported that it was \$22,500.

Cynthia then went on to read the template letter that was emailed to all of the counties that will be sent to DHS Commissioner Harpstead and asked for a motion from the board to format the letter on our letterhead and send out to DHS.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve formatting and sending out the letter to DHS Commissioner Harpstead.

Commissioner Marcotte also asked whether the policy committee had added vaping as a statewide position.

Cynthia stated that it was a legislative platform and it was amended to include e-cigs, flavored tobacco, and vaping last year.

Commissioner Marcotte then inquired about a change she read that involved some children not being allowed to participate in pre-kindergarten programs and if that was the case in Aitkin County.

Erin responded that was not the case in Aitkin County.

Commissioner Marcotte also mentioned an article that was written by the CEO of Riverwood Healthcare about opioids and she wondered if we were working with them on the subject.

Erin mentioned that Kim Larson and she were members of the Opioid Task Force at Riverwood and that we received grant monies from the University of Minnesota for the Changemaker retreat that was held at LLCC. She finished by stating that we are working very closely with Riverwood on the subject of opioids.

Commissioner Marcotte asked about the potential of 688,000 people losing their SNAP benefits whereas Jessi Goble responded by saying that the new formulas were a part of the USDA bill that has yet to be passed and that she had no more information on it at this time.

Commissioner Marcotte ended by inquiring whether or not we have any kind of fraud investigation program.

Jessi Goble responded by saying we share a fraud investigator with Pine, Kanabec, and Carlton counties.

**Approval of Contracts/Agreements/Policies**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the Detoxification Services Agreement with Central Minnesota Mental Health Center (CMMHC) for January 1, 2020 through December 31, 2020.

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the Family Resource Coach Services Agreement with Lakes & Pines CAC, Inc. for January 1, 2020 through December 31, 2020.

**Review/Approve HHS Advisory Committee Members**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the re-appointment of Kari Paulsen and Steven Teff and the appointment of Luke Christensen to the Health & Human Services Advisory Committee.

**Home and Community Based Services (HCBS), Erin Melz, Public Health Supervisor and Kim Larson, Adult Social Services Supervisor**

Erin and Kim went through their PowerPoint presentation on HCBS for the Commissioners, a copy was included in the packets given to the Commissioners prior to the meeting.

Commissioner Wedel inquired about where the funding for HCBS comes from.

Kim replied that the waivers are funded through State and Federal dollars.

He also asked how HCBS interacts with agencies such as Aitkin County CARE and the services that they provide.

Erin responded that services like homemaking and respite may be approved services under the Elderly Waiver. If someone living in their home could use help with homemaking or maybe their caregivers could use help with respite our case managers could approve those services and CARE could provide the services and be reimbursed.

**Committee Reports**

**Joint Powers Board – Tri-County Community Health Services Board Report**

Commissioner Westerlund briefed the Board members that they had met on December 12<sup>th</sup> in Grand Rapids.

Topics of discussion were spending reports, 2020 draft budget, the audit, received an update on Healthy Families of America, received a presentation on alcohol, tobacco, and other drugs, and they talked about LPHA and that LPHA Day, at the Capitol, is February 20<sup>th</sup>.

Lastly she mentioned that Brea Hamdorf came in and gave a nice presentation on her efforts to raise awareness, in the county, on Suicide Prevention.

Erin also added that they had received their report back from the state on their 2018 performance measures and that overall, Aitkin, Itasca, and Koochiching were ranked as having a higher capacity than they had in 2017 and credited that to now having a Director and all of her hard work with it.

**HHS Advisory Committee Update**

Terri Mathis, Advisory Committee member, was in attendance and briefed the Board members on the December 4th meeting. Minutes from that meeting were included in the Board packet given to the members prior to the meeting.

She also added that the Committee had decided to continue, next year, with helping Brea Hamdorf with her efforts to raise awareness in her Suicide Prevention program.

The meeting was adjourned at 10:03 a.m.

Next Meeting – January 28, 2020

Break: 10:03 a.m. to 10:12 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve the Consent Agenda as follows: A) Correspondence File: December 3, 2019 to December 16, 2019; B) Approve County Board Minutes: December 3, 2019; C) Approve December 3, 2019 Budget Hearing Minutes; D) Approve Electronic Funds Transfer: \$640,022.36; E) Adopt Resolution: Aitkin County Electronic Funds Policy/Procedure; F) Approve Request to Fill Committee Vacancies; G) Authorize County Administrator to Approve Year End Matters; H) Approve Temporary On-Sale Liquor License – Cuyuna Brewing Company; I) Approve Application for License to Sell Tobacco Products – Ukura’s Big Dollar; J) Adopt Resolution: 2020 Liquor Licenses; K) Adopt Resolution: STS Donation; L) Adopt Resolution: County Timber Auction Dates 2020; M) Approve MOU Mississippi River Water Trail and Authorize Signatures; N) Approve ATM for Government Center; O) Approve Commissioner Warrants 12-13-19: General Fund \$111,008.78; Road & Bridge \$31,246.49; Health & Human Services \$14,990.76, State \$7,272.50, Trust \$4,522.73, Forest Development \$4,988.14; Capital Project \$41,515.41;

**HHS BOARD  
ADJOURNS**

**BREAK**

**CONSENT  
AGENDA**

Long Lake Conservation Center \$4,736.63; Parks \$1,511.36 for a total of \$221,792.80; P) Approve Auditor Warrants – Contegrity: General Fund \$50.00, Road & Bridge \$53,997.43, Capital Project \$176,772.18 for a total of \$230,819.61; Q) Approve Auditor Warrants – 12-13-19: Road & Bridge \$13,291.75, Parks \$228.00 for a total of \$13,519.75; R) Approve Auditor Warrants – Sales & Use Tax: General Fund \$602.44, Road & Bridge \$1,181.95, Health & Human Services \$0.26, Trust \$21.23, Forest Development \$19.94, Long Lake Conservation Center \$72.13, Parks \$32.62 for a total of \$1,930.57; S) Approve 2020 Motorola Services Agreement and Authorize Signatures; T) Adopt Resolution: Hill Lake Aquatic Management Area (AMA00703); U) Approve CliftonLarsonAllen 2019 Audit Engagement Letter and Authorize Signatures; V) Approve Purchase of Plow Attachment – Land Dept.; W) Approve Final Plat of Lueck Addition to Leehaven

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to adopt resolution – Aitkin County Electronic Funds Policy/Procedure:

**WHEREAS**, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a means of making various payments,

**WHEREAS**, a local government may make an electronic funds transfer for the following:

- A. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- B. For a payment of tax or aid anticipation certificates;
- C. For a payment of contributions to pension and retirement funds;
- D. For vendor payments; and
- E. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

**WHEREAS**, the County Board shall annually delegate the authority to make electronic funds transfers to the County Treasurer and the County Treasurer may designate Treasurer, Auditor and Health and Human services staff to initiate electronic funds transfers.

**THEREFORE, BE IT RESOLVED**, that the Aitkin County Board delegates the authority to make electronic funds transfers to the Aitkin County Treasurer and for the County Treasurer to designate county staff to make electronic funds transfers for the year 2020.

**BE IT FURTHER RESOLVED**, that the County Treasurer will:

- A. Provide a copy of this resolution to the disbursing bank;
- B. Identify the initiator of the transaction and document the transaction with proper approval including confirmation of transaction;
- C. Provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to fill the following Committee vacancies:

- 1. Natural Resource Advisory, At Large: Appoint Kevin Insley to a four year term

**RESOLUTION  
20191217-099  
AITKIN COUNTY  
ELECTRONIC  
FUNDS POLICY/  
PROCEDURE**

**REQUEST TO  
FILL COMMITTEE  
VACANCIES**

- 2. Board of Adjustment, District 5: Reappoint Lin Benson to a three year term
- 3. Planning Commission, District 5: Reappoint David Lange to a three year term
- 4. East Central Regional Library Board: Reappoint Bruce Groulx to a three year term

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve the following Temporary On-Sale Liquor License for January 04, 2020, subject to receipt of all insurance and completed, signed, paperwork:

**ON Sale:**

Nick Huisinga, d/b/a Cuyuna Brewing Company – Shamrock Township (Open house at Willey’s Marine, 46054 State Hwy. 65, McGregor, MN 55760)

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 202, subject to the completion of all paperwork in full:

#22A Ukura’s Big Dollar, LLC, d/b/a Ukura’s Big Dollar – Jevne Township

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to adopt resolution – 2020 Liquor Licenses:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following liquor licenses for a period from January 1, 2020 thru December 31, 2020:

**“ON”, “OFF” and “SUNDAY” Sale:**

Bann’s Bar & Café Inc., d/b/a **Bann’s Bar & Café** – Shamrock Township  
 This establishment has an address of 18870 Goshawk St., McGregor, MN 55760

Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township  
 This establishment has an address of 36569 State Hwy 18, Aitkin, MN 56431

Cuddler Enterprises Inc., d/b/a **Big Sand Bar Resort** – Workman Township  
 This establishment has an address of 51866 224<sup>th</sup> Place, McGregor, MN 55760

Gabeshiwigamig Niish, LLC, d/b/a **Big Sandy Lodge & Resort** - Shamrock Township  
 This establishment has an address of 20534 487<sup>th</sup> Street, McGregor, MN 55760

MacDonald Ent. of Malmo, Inc., d/b/a **Castaways** – Lakeside Township  
 This establishment has an address of 32360 215<sup>th</sup> Lane, Isle, MN 56342

Corner Club LLC, d/b/a **Corner Club** – Macville Township  
 This Establishment has an address of 60967 Highway 169, Hill City, MN 55748

Denny’s Lakeview Inn LLC, d/b/a **Denny’s Lakeview Inn** – Glen Township  
 This establishment has an address of 33592 300<sup>th</sup> Place, Aitkin, MN 56431

**TEMPORARY  
 ON-SALE  
 LIQUOR  
 LICENSE –  
 CUYUNA  
 BREWING  
 COMPANY**

**APPLICATION  
 FOR LICENSE TO  
 SELL TOBACCO  
 PRODUCTS –  
 UKURA’S BIG  
 DOLLAR**

**RESOLUTION  
 20191217-100  
 2020 LIQUOR  
 LICENSES**

Eagle Point Inc., d/b/a **Eagle Point** – Shamrock Township  
 This establishment has an address of 49394 State Highway 65, McGregor, MN 55760

Fireside Inn Inc., d/b/a **Fireside Inn** – Jevne Township  
 This establishment has an address of 415 Meadows Dr., McGregor, MN 55760

N5 Corporation, d/b/a **Fisherman’s Bay** – Workman Township  
 This establishment has an address of 50933 State Highway 65, McGregor, MN 55760

Forestry Station Inc., d/b/a **Forestry Station** – Ball Bluff Township  
 This establishment has an address of 67807 State Hwy 65, Jacobson, MN 55752

Hillcrest Resort McGregor LLC, d/b/a **Hillcrest Resort** – Shamrock Township  
 This establishment has an address of 20612 498<sup>th</sup> Lane, McGregor, MN 55760

RIPS HLI Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township  
 This establishment has an address of 48493 Lily Avenue, McGregor, MN 55760

Pepera Properties Inc., d/b/a **Jackson’s Hole** – Salo Township  
 This establishment has an address of 36232 Kestrel Ave., McGregor, MN 55760

Chuhanic Inc, d/b/a **The Joint Bennettville MN** – Hazelton Township  
 This establishment has an address of 26838 US Hwy 169, Aitkin, MN 56431

MacDonald Enterprises Inc., d/b/a **The Landing** – Aitkin Township  
 This establishment has an address of 170 Southgate Drive, Aitkin, MN 56431

Big Sandy Golf Inc., d/b/a **Minnesota National Golf Course** – Workman Township  
 This establishment has an address of 23247 480<sup>th</sup> St., McGregor, MN 55760

D & G Marklund Inc., d/b/a **Pine Inn** – Malmo Township  
 This establishment has an address of 27805 State Highway 47, Aitkin, MN 56431

Sheryl Marie Ruhnke, d/b/a **Prairie River Retreat** – Shamrock Township  
 This establishment has an address of 51272 Lake Ave., McGregor, MN 55760

Red Rock Bar & Grill LLC, d/b/a **Red Rock Bar & Grill** – Shamrock Township  
 This establishment has an address of 49463 202<sup>nd</sup> Place, McGregor, MN 55760

**“OFF” Sale:**

Beasleys Mississippi Landing Inc., d/b/a **Beasleys Mississippi Landing** – Ball Bluff Township  
 This establishment has an address of 68298 State Hwy. 65, Jacobson, MN 55752

KRIM15 LLC, d/b/a **Cave Liquors** – Hazelton Township  
 This establishment has an address of 22852 US Highway 169, Aitkin, MN 56431

DAM of Aitkin Lakes Inc., d/b/a **Farm Island Store** – Farm Island Township  
 This establishment has an address of 29037 US Highway 169, Aitkin, MN 56431



North Liquor Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township  
 This establishment has an address of 31993 280<sup>th</sup> St., Aitkin, MN 56431

TJ's Liquor Inc., d/b/a **TJ's Liquor** – Malmo Township  
 This establishment has an address of 22039 321<sup>st</sup> Ave., Aitkin, MN 56431

Minnewawa Partners LLC, d/b/a **Willey's Sports Shop & Spirits** – Shamrock Township  
 This establishment has an address of 46026 State Highway 65, McGregor, MN 55760

**“ON” & “SUNDAY” Sale:**

Zorbaz of Big Sandy Lake Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township  
 This establishment has an address of 48760 State Highway 65, McGregor, MN 55760

Grill of Glen Inc., d/b/a **The Glen Store & Grill** – Malmo Township  
 This establishment has an address of 31993 280<sup>th</sup> St., Aitkin, MN 56431

Kathryn E Eken, d/b/a **Jack's Shack** – Rice River Township  
 This establishment has an address of 29954 State Highway 56, McGregor, MN 55760

**“CLUB” “ON” & “SUNDAY” Sale:**

VFW 1727, d/b/a **Roberts-Glad Post** – Aitkin Township  
 This establishment has an address of 36558 410<sup>th</sup> Ave., Aitkin, MN 56431

**“ON” Sale – WINE-STRONG BEER:**

Danny J. Volk, d/b/a **Hidden Meadows Campground Bar & Grill** – Unorg 48-27 Township  
 This establishment has an address of 42206 438<sup>th</sup> Ln., Aitkin, MN 56431

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) 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.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Aitkin Public Utilities Commission	\$250.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Public Utilities Commission	STS
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**RESOLUTION  
 20191217-101  
 ACCEPT  
 DONATION TO  
 STS**

**WHEREAS**, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to adopt resolution – County Timber Auction Dates 2020:

**BE IT HEREBY RESOLVED** that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on a sealed bid auction, without the sale of land at 1:00 pm on January 15, 2020 to purchasers regardless of the number of employees.

**BE IT ALSO RESOLVED** that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 9:00 am on May 18, 2020 to purchasers regardless of the number of employees.

**BE IT ALSO RESOLVED** that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on a sealed bid auction, without the sale of land at 1:00 pm on August 19, 2020 to purchasers regardless of the number of employees.

**AND BE IT ALSO RESOLVED**, that certain tracts of timber on tax-forfeited lands in Aitkin County will be offered for sale on public auction, without the sale of land at 10:00 am on December 14, 2020 to purchasers regardless of the number of employees.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve the MOU between Aitkin County Parks and Mississippi Headwaters Board, as presented, and to authorize signatures.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve and authorize signatures on agreement with Hazelwood Corporation for placement of an ATM on the first floor of the Aitkin County Government Center.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to adopt resolution – Hill Lake Aquatic Management Area (AMA00703):

**WHEREAS**, the MN DNR survey crew performed on site survey work which resulted in a new and much more concise legal description of the property acquired by the State (see Resolution #20191126-095, see attached).

**THEREFORE, BE IT RESOLVED** the Aitkin County Board of Commissioners recognizes the following updated legal description for the property:

Those parts of Section 12, Township 52 North, Range 26 West, Aitkin County, Minnesota, described as follows:

**RESOLUTION  
20191217-102  
COUNTY TIMBER  
AUCTION DATES  
2020**

**MISSISSIPPI  
RIVER WATER  
TRAIL - MOU**

**ATM –  
GOVERNMENT  
CENTER**

**RESOLUTION  
20191217-103  
HILL LAKEA  
AQUATIC  
MANAGEMENT  
AREA  
(AMA00703)**

Government Lot 3.

AND

That part of the Southwest Quarter of the Southeast Quarter lying west of the following described line:

Commencing at the southeast corner of said section; thence North 88 degrees 29 minutes 16 seconds West, bearing assumed, along the south line of said section 1324.30 feet to a capped iron pipe being the southeast corner of said Southwest Quarter of the Southeast Quarter and the point of beginning; thence North 00 degrees 22 minutes 50 seconds West 337.74 feet; thence North 00 degrees 11 minutes 06 seconds East 965.63 feet to the north line of said Southwest Quarter of the Southeast Quarter and there terminating.

AND

That part of the Northwest Quarter of the Southeast Quarter being a strip of land 33.00 feet in width, lying westerly of, adjacent to and parallel with the of the following described line:

Commencing at the southeast corner of said section; thence North 88 degrees 29 minutes 16 seconds West, bearing assumed, along the south line of said section 1324.30 feet to a capped iron pipe being the southeast corner of said Southwest Quarter of the Southeast Quarter; thence North 00 degrees 22 minutes 50 seconds West 337.74 feet; thence North 00 degrees 11 minutes 06 seconds East 965.63 feet to the south line of said Northwest Quarter of the Southeast Quarter and the point of beginning; thence North 00 degrees 58 minutes 43 seconds East 1303.08 feet to the north line of said Northwest Quarter of the Southeast Quarter and there terminating.

AND

Government Lot 2 EXCEPT the following described tract:

Commencing at the southeast corner of the Southwest Quarter of the Southeast Quarter being a capped iron pipe; thence North 88 degrees 29 minutes 27 seconds West, bearing assumed along the south line of said Southwest Quarter of the Southeast Quarter 1325.07 feet to the south quarter corner of said Section 12 being a 3/4 inch rebar with cap stamped "MN DNR LS 44974" (DM); thence North 62 degrees 16 minutes 37 seconds West 1924.55 feet to a DM; thence South 54 degrees 18 minutes 17 seconds West 322.28 feet to POINT A; thence reversing North 54 degrees 18 minutes 17 seconds East 322.28 feet to a DM and the point of beginning of said EXCEPTION; thence North 51 degrees 34 minutes 17 seconds West 199.88 feet to a DM; thence South 54 degrees 24 minutes 16 seconds West 405 feet, more or less, to the shoreline of Hill Lake; thence southerly and easterly along said shoreline of Hill Lake 200 feet, more or less, to a point which bears South 60 degrees 08 minutes 22 seconds West from the aforementioned POINT A; thence North 60 degrees 08 minutes 22 seconds East 175 feet, more or less, to said POINT A; thence North 54 degrees 18 minutes 17 seconds East 322.28 feet, to the point of beginning and there terminating. And reserving an augmenting easement over and across said Government Lot 2 for ingress and egress to said EXCEPTION of which the centerline is described as follows: Commencing at the aforementioned point of beginning of said EXCEPTION; thence North 51 degrees 34 minutes 17 seconds West 189.94 feet to the point of beginning of the centerline of said easement; thence North 19 degrees 54 minutes 54 seconds East 60.72 feet; thence North 40 degrees 13 minutes 43 seconds East 173.75 feet; thence North 59 degrees 59 minutes 55 seconds East 135.17 feet; thence North 17 degrees 42 minutes 55 seconds East 85 feet, more or less, to the

north line of said Government Lot 2 and there terminating. Said easement is 33.00 feet wide lying 16.50 feet of the described centerline.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve Aitkin County Land Department's purchase of a Boss Steel plowing blade from Crysteel Truck Equipment, as presented, at a cost of \$7,656.53.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried (4-0-1 Marcotte abstained) to approve final Plat of Lueck Addition to Leehaven and authorize the Board Chair's signature on the final plat documents.

Kirk Peysar, Auditor discussed a request from Elizabeth Juhl, for an appeal of the Board's November 26<sup>th</sup> approval of a Tobacco License for The Village Pump and Saloon, which was contingent upon all delinquent property taxes being paid in full. Per Aitkin County's licensing procedure, all delinquent taxes must be current for a license to be issued. Additional information had been requested from Ms. Juhl, but no additional information was submitted. The Board took no action. The original motion is unchanged.

At the November 26<sup>th</sup> County Board meeting the County Board voted to purchase Pictometry Aerial Photography and to approve the contract after the County Attorney reviewed it. The Board Chair was not present at that meeting, and asked that the final contract be brought back to the Board for further discussion. After discussion, motion by Commissioner Niemi to rescind the November 26<sup>th</sup> motion. Commissioner Wedel seconded the motion. Commissioners Pratt and Westerlund voted no. The motion failed. The November 26<sup>th</sup> motion to approve the contract is unchanged.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve 2020-2021 Uniform Wage Scales as presented, and to authorize Board Chair, County Administrator and HR Director to sign uniform wage scale MOAs with each union (6 unions).

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve 2020-2021 Non-Union Uniform Wage Scales as presented, which represents a 1% general adjustment for 2020 and ½% for 2021, and to authorize 3% within range movement, not to exceed the scale maximum on 1/1/2020 and 1/1/2021.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – 2020 Elected Officials Salaries:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2020 salaries of Aitkin County Elected Officials at:

County Auditor, Kirk Peysar	\$ 95,358.20
County Treasurer, Lori Grams	\$ 81,911.18

**FLOW  
ATTACHMENT –  
LAND DEPT.**

**FINAL PLAT OF  
LUECK  
ADDITION TO  
LEEHAVEN**

**APPEAL OF  
CIGARETTE  
LICENSE DENIAL**

**PICTOMETRY  
AERIAL  
PHOTOGRAPHY  
CONTRACT**

**2020-2021  
UNIFORM WAGE  
SCALES & MOAs**

**2020-2021 NON-  
UNION UNIFORM  
WAGE SCALES**

**RESOLUTION  
20191217-104  
2020 ELECTED  
OFFICIALS  
SALARIES**

County Recorder, Michael Moriarty \$ 73,566.19  
 County Sheriff, Daniel Guida \$101,920.00  
 County Attorney, Jim Ratz \$128,623.51

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting to deny 2020 appropriation request for ANGELS.

**ANGELS**

Motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2020 Levy:

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners hereby adopts the final property tax levy for taxes payable in 2020 for the following funds:

**RESOLUTION  
20191217-105  
2020 LEVY**

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$8,909,208
Road and Bridge Fund	\$2,433,149
Solid Waste	\$245,306
Health & Human Services Fund	\$2,911,568
County Parks	\$15,000
Debt Service	\$747,143
<b>Total:</b>	<b>\$15,261,374</b>

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2020 Budgets:

**BE IT RESOLVED**, that the following 2020 budgets be set for the leviable funds of Aitkin County:

**RESOLUTION  
20191217-106  
2020 BUDGETS**

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$14,511,657	\$161,261	\$14,672,918
Road and Bridge	\$8,856,579	\$812,500	\$9,669,079
Health & Human Service	\$6,882,673	\$350,000	\$7,232,673
Parks	\$542,102	\$35,152	\$577,254
Debt Service	\$747,143	(\$39,953)	\$707,190
<b>Total:</b>	<b>\$31,540,154</b>	<b>\$1,318,960</b>	<b>\$32,859,114</b>

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Wedel and carried (4-1 Westerlund) to adopt resolution – 2020 Commissioner Salaries:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2020 County Commissioner's salary at \$32,564.33. Commissioners are not eligible to receive per

**RESOLUTION  
20191217-107**

diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2020 ACSW and Snake River Watershed Appropriations:

**BE IT RESOLVED**, that the budget and appropriation in the amount of \$126,254 be set for 2020 for the Aitkin County Soil and Water Conservation District (\$81,034 from the General Revenue Fund and \$45,220 from County Development Funds) and \$10,079 be set for the Snake River Watershed District.

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – 2020 ECRL Levy:

**BE IT RESOLVED**, that the amount of \$236,698 be budgeted and levied for the year 2020 for the East Central Regional Library.

Motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2020 Boat & Water Safety Agreement Budget:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the 2020 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$97,926 for a term January 1, 2020 to December 31, 2020.

	<u>Revenues</u>	<u>Co Share</u>	<u>Expenditures</u>
Misc. Receipts	\$100		
Boat & Water Grant	\$28,375		
<b>Totals:</b>	<b>\$28,475</b>	<b>\$69,451</b>	<b>\$97,926</b>

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2020 Non-Levy Budgets:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2020.

<u>Fund/Account</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Law Library	\$30,000	\$0	\$30,000
County Development	\$287,000	\$76,423	\$363,423
Cons. For Tax Sales	\$0	\$0	\$0
Forfeit Tax Sales	\$1,500,000	(\$589,990)	\$910,010
Resource Management	\$413,750	(\$31,929)	\$381,821
Memorial Forest	\$0	\$0	\$0
Forest Road	\$136,088	\$0	\$136,088

**2020  
COMMISSIONER  
SALARIES**

**RESOLUTION  
20191217-108  
2020 ACSW AND  
SNAKE RIVER  
WATERSHED  
APPROPRIATION**

**RESOLUTION  
20191217-109  
2020 ECRL LEVY**

**RESOLUTION  
20191217-110  
2020 BOAT &  
WATER SAFETY  
AGREEMENT  
BUDGET**

**RESOLUTION  
20191217-111  
2020 NON-LEVY  
BUDGETS**

Gravel Pit	\$0	\$0	\$0
County Surveyor	\$362,050	\$0	\$362,050
Missing Heirs	\$0	\$0	\$0
MCIT	\$2,000	(\$2,000)	\$0
Collaborative Grant	\$70,500	(\$15,500)	\$55,000
Environmental Trust	\$13,600	\$0	\$13,600
LLCC	\$754,402	(\$15,461)	\$738,941

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to adopt resolution – 2020 Unorganized Townships:

**BE IT RESOLVED**, that the following 2020 budgets be set for Unorganized Townships:

	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>
Unorganized Road and Bridge	\$46,000		\$46,000
Unorganized Fire Fund	\$41,850		\$41,850
Unorganized Cemetery	\$2,700		\$2,700

**RESOLUTION  
20191217-112  
2020  
UNORGANIZED  
TOWNSHIPS**

Motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – Unorganized Road & Bridge Transfers:

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred form the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

**RESOLUTION  
20191217-113  
UNORGANIZED  
ROAD & BRIDGE  
TRANSFERS**

Unorg Township

52-22	\$6,997.50
45-24	\$8,900.45
47-24	\$7,602.10
52-24	\$43,835.41
50-25	\$4,439.52
52-25	\$10,827.54
50-26	\$900.00
48-27	\$7,821.06
49-27	\$9,429.10
50-27	\$11,366.60
51-27	\$2,520.00
52-27	\$29,295.12

Motion for a resolution by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2019 Ditch Fund Budgets:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2019:

**RESOLUTION  
20191217-114**

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues:</u>	<u>Reserves:</u>	<u>Expenditures:</u>	<b>2019 DITCH FUND BUDGETS</b>																								
Judicial Ditch 2	7-350	\$221		\$0																									
Co Ditch 5	7-353	\$0		\$363																									
Co Ditch 21	7-365	\$0		\$0																									
Co Ditch 24	7-351	\$0		\$270																									
Co Ditch 28	7-356	\$0		\$5768																									
Co Ditch 30	7-352	\$487		\$0																									
Co Ditch 34	7-357	\$0		\$2686																									
Co Ditch 36	7-358	\$0		\$0																									
Co Ditch 37	7-359	\$0		\$676																									
St Ditch 63	7-362	\$0		\$0																									
St Ditch 66	7-363	\$0		\$0																									
Co Ditch 2	7-367	\$0		\$995																									
Diversion Channel	7-373	\$0		\$0																									
Co Ditch 23	7-354	\$0		\$278																									
Co Ditch 25	7-355	\$0		\$0																									
Co Ditch 42	7-360	\$0		\$1050																									
Co Ditch 58	7-361	\$0		\$0																									
Co Ditch 20	7-364	\$0		\$0																									
Co Ditch 43	7-366	\$0		\$0																									
Co Ditch 29	7-371	\$0		\$0																									
Co Ditch 38	7-	\$0		\$0																									
Co Ditch 14	7-	\$0		\$463																									
Co Ditch 63	7-	\$0		\$440																									
<p>Motion for a resolution by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – County Ditch and County Development Transfers:</p> <p><b>BE IT RESOLVED</b>, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>County Ditch 5</td> <td>\$362.50</td> </tr> <tr> <td>County Ditch 23</td> <td>\$277.50</td> </tr> <tr> <td>County Ditch 28</td> <td>\$185.00</td> </tr> <tr> <td>County Ditch 37</td> <td>\$676.10</td> </tr> <tr> <td>County Ditch 42</td> <td>\$425.00</td> </tr> <tr> <td>County Ditch 63</td> <td>\$440.00</td> </tr> </table> <p><b>BE IT FURTHER RESOLVED</b>, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:</p> <table style="margin-left: auto; margin-right: auto;"> <tr> <td>County Ditch 2</td> <td>\$994.85</td> </tr> <tr> <td>County Ditch 14</td> <td>\$462.50</td> </tr> <tr> <td>County Ditch 24</td> <td>\$270.00</td> </tr> <tr> <td>County Ditch 28</td> <td>\$5583.25</td> </tr> <tr> <td>County Ditch 34</td> <td>\$2686.38</td> </tr> <tr> <td>County Ditch 42</td> <td>\$625.00</td> </tr> </table>					County Ditch 5	\$362.50	County Ditch 23	\$277.50	County Ditch 28	\$185.00	County Ditch 37	\$676.10	County Ditch 42	\$425.00	County Ditch 63	\$440.00	County Ditch 2	\$994.85	County Ditch 14	\$462.50	County Ditch 24	\$270.00	County Ditch 28	\$5583.25	County Ditch 34	\$2686.38	County Ditch 42	\$625.00	<p><b>RESOLUTION 20191217-115 COUNTY DITCH &amp; COUNTY DEVELOPMENT TRANSFERS</b></p>
County Ditch 5	\$362.50																												
County Ditch 23	\$277.50																												
County Ditch 28	\$185.00																												
County Ditch 37	\$676.10																												
County Ditch 42	\$425.00																												
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County Ditch 28	\$5583.25																												
County Ditch 34	\$2686.38																												
County Ditch 42	\$625.00																												



County Ditch 88 \$371.12

Motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to adopt resolution – 2019 Reserve Funds:

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following amounts be placed in Reserve Funds for fiscal year end 2019:

**RESOLUTION  
20191217-116  
2019 RESERVE  
FUNDS**

**2019 Reserve Requests**

**Budget Amendments**

- Dept. 110 - Maintenance Move \$10,000 from 6254 to 6231
- Dept. 110 - Maintenance Move \$2,000 from 6422 to 6610
- Dept. 052 - Administration Move \$9,000 from 6232 to 6208
- Dept. 053 - Human Resources Move \$5,000 from 6232 to 6208

<b>Department</b>	<b>Current Reserve Balance</b>	<b>2019 Reserve Request</b>	<b>Purpose</b>
Administration - Training/Education		\$ 9,000.00	LEAN Trainer Training
Attorney-Murder Trial	\$ 10,000.00	\$ -	Trial Expenses
Buildings - Capital	\$ 53,091.00	\$ 72,000.00	Capital Building Repairs
Central Services	\$ 30,878.34		Scanning
Central Services - Service/Labor/Contracts	\$ 9,610.00		RT Vision IFS Upgrade
Community Corrections		\$ 1,769.72	Baker Foundation donation
Court Administration - Attorney Services		\$ 20,000.00	Court-Appointed Attorneys
Court Administration - Office Equipment	\$ 4,840.62	\$ 5,000.00	Jury Seating/ Technology Equipment
Elections		\$ 41,297.00	Ballots & Programming
Elections-Voting			Election
Equipment	\$ 100,000.00	\$ 50,000.00	Equipment/Expenses
FBL Vehicle	\$ 17,500.00		Vehicle Replacement
Human Resources - Staff Development/Training		\$ 5,000.00	Staff Training
IT - Networking			
Equipment	\$ 13,005.09	\$ 40,000.00	Networking/Storage
IT - Staff Training	\$ 17,850.00	\$ 5,000.00	County-Wide Training

Maintenance - Equipment		\$ 4,900.00	Cleaning Equipment & Laptop
Maintenance - Service/Labor/Contracts	\$ 5,000.00	\$ 10,000.00	Facilities Planning & Service Contract
Sheriff - Canine Replacement	\$ 8,000.00		K-9 Replacement
Sheriff - Radios		\$ 18,000.00	Portable radios
Sheriff - STS		\$ 10,000.00	STS Van
Sheriff-Buildings & Structures	\$ 30,000.00	\$ 30,000.00	Future Capital Repairs
Sheriff-Enforcement	\$ 7,627.10	\$ 115,000.00	Squad Cars
Sheriff-Forfeiture	\$ 11,831.00	\$ 22,127.68	
Sheriff-Posse	\$ 4,754.34	\$ -	Equipment/Training
Sheriff-Snowmobile	\$ 4,000.00		Snowmobile
Sheriff-Technology	\$ 48,050.39	\$ -	Technology Equipment
Tourism Fund	\$ 1,000.00	\$ 1,000.00	Walleye Tank Project
Treasurer - Equipment	\$ 2,473.82	\$ 2,200.00	Scanner & Teller pedestals
<b>GENERAL FUND TOTAL</b>	<b>\$ 379,511.70</b>	<b>\$ 462,294.40</b>	
<u>Health &amp; Human Services</u>			
BLDG Account	\$ 90,000.00		Building Renovations
<b>GRAND TOTAL</b>	<b>\$ 469,511.70</b>	<b>\$ 462,294.40</b>	
<p>**Current reserve balances are requested to transfer to fiscal year 2020.</p>			
<p>Jessica Seibert, County Administrator updated the Board on the following:</p> <ul style="list-style-type: none"> <li>• Leadership Training</li> <li>• AMC Annual Conference</li> <li>• Budget Committee</li> </ul>			
<p>The County Board thanked Sue Bingham, Administrative Assistant to the County Administrator for her years of service working with County Administration and the County Board, and wished her well in her upcoming retirement.</p>			
<p>The Board discussed: AMC Annual Conference, CARE Board, Mille Lacs Watershed, Budget Committee, and TZD.</p>			
<p>Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting to close the meeting at 11:55 a.m. under MN Statute 13D.05 – Security, Enbridge Pipeline.</p>			

**COUNTY ADMINISTRATOR UPDATES**

**RETIREMENT**

**BOARD DISCUSSION**

**CLOSED MEETING**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting to reopen the meeting at 12:36 p.m.

**REOPEN  
MEETING**

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:36 p.m. until Tuesday, January 7, 2020 at the Aitkin Public Library.

**ADJOURN**



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Anne Marcotte, Board Chair  
Aitkin County Board of Commissioners



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Jessica Seibert, County Administrator