

<p>The Aitkin County Board of Commissioners met this 27<sup>th</sup> day of April, 2021 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Donald Niemi, Anne Marcotte, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.</p>	<p><b>Call to Order</b></p>
<p>Motion made by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all voting yes to approve the April 27, 2021 agenda.</p>	<p><b>Approved Agenda</b></p>
<p style="text-align: center;"><b>AITKIN COUNTY HEALTH &amp; HUMAN SERVICES BOARD MEETING</b></p>	<p><b>Health &amp; Human Services</b></p>
<p><b>Attendance</b> The Aitkin County Board of Commissioners met this 27<sup>th</sup> day of April 2021, at 9:02 a.m. as the Aitkin County Health &amp; Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Anne Marcotte, Don Niemi, and Laurie Westerlund. Others present included: H&amp;HS Director Cynthia Bennett, Accounting Supervisor Carli Goble, Public Health Supervisor Erin Melz (VIA WebEx), Adult Social Services Supervisor Jessi Schultz (VIA WebEx), Financial Services Supervisor Jessi Goble (VIA WebEx), Child Support Supervisor Julie Herbst (VIA WebEx), County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, Paul Vold, KKIN (VIA WebEx), and Rebecca Fudala, Aitkin Independent Age.</p>	
<p><b>Agenda</b> Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voting yes to approve the April 27, 2021 Health &amp; Human Services Board agenda.</p>	
<p><b>Minutes</b> Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voting yes to approve the March 23, 2021 Health and Human Services Board minutes.</p>	
<p><b>Bills</b> Carli stated that there was nothing out of the ordinary for the bills this month.</p>	
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the bills.</p>	
<p><b>Director's Update</b> Cynthia started by giving a legislative update.  From a broad perspective, the American Rescue Plan is causing a significant disruption for budget planning as we are unsure what those monies will entail and what exactly they can be spent on.  Debates continue over the executive powers and authority that the Governor has.  From a more narrow scope, There have been no changes in the legislative proposals for H&amp;HS as a whole, however in relation to Public Health, specifically, there have been three changes that are significant in the legislation that are being proposed:.</p>	

1. Public Health Grant dollars – The original proposal was for \$5.5 million for that area to be used from 2022 to 2025 and that has been increase to \$7.5 million.
2. Public Health Infrastructure – The original proposal was for \$5.5 million per year and that too has been raised to \$7.5 million per year.
3. Family Home Visit Program – The original proposal was for \$2.5 million per year and that has been proposed to be raised to \$5 million annually.

Other than those three changes there have been no other significant changes proposed in the legislature since the last board meeting.

Commissioner Marcotte inquired as to why the significant increases?

Commissioner Westerlund commented that it was probably to fund more Public Health nurses.

Cynthia agreed with Commissioner Westerlund and mentioned that she had the percentage of loss of Public Health professionals in the last 5-10 years in her office and could forward that to the members if they would like, but she also believes that the extra monies are meant to rebuild our Public Health infrastructure.

Continuing on with the HHS update, Cynthia remarked that H&HS would be reopening the lobby to pre-covid "normal" hours on May 3 and will be open to the public from 8-430pm. She also commented on the great job the H&HS employees did in adapting to our reduced hours assuring that our consumers had access to services as well as workers.

She went on to comment that she had conducted a remote work survey with all of the H&HS employees in relation to what worked and what didn't work during the past year. This survey will be part of a larger evaluation process conducted by the administrator.

Commissioner Napstad inquired as to whether or not all of our remote workers were working from within the state or not?

Cynthia responded that all were working from within the state.

Lastly Cynthia added that she and Carli Goble were asked to travel to Morrison County to review how we have our budget structured. They currently have a separate budget for Public Health and Social Services and are looking to combine these. The plan is to travel there on April 28<sup>th</sup>.

Along with consulting on the budget, Carli and Cynthia will be touring their building. They recently remodeled the H&HS building. Part of the HHS re-design plan is to see how other newer buildings are laid out and to try to get some ideas on how we might redesign our H&HS building.

2020 Year End Budget Report

Carli Goble, Accounting Supervisor, presented the HHS 2020 year end budget report.

Review/Approve Contracts/Agreements

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all

members voting yes to approve the agreement with the McGregor Ambulance Service for January 1, 2021 through December 31, 2021.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve the Foster Care Transportation agreement with the Minisinaakwaang Leadership Academy for February 1, 2021 through June 30, 2022.

**Committee Reports**

**Tri-County Community Health Services Board Report**

Commissioner Westerlund stated that they did meet and that it was short meeting that had them go over financials and they received an update on the counties in relation to vaccine distribution.

**CARE Report**

Commissioner Westerlund reported that they also met and that they are looking for some new employees and that they have reopened their toenail clinic.

**H&HS Advisory Board**

Commissioner Wedel stated that they had met and they had not met since October of last year. The main topic was a presentation by Erin Melz on the COVID-19 vaccine rollout and vaccination numbers.

The meeting was adjourned at 10:04 a.m.

Next Meeting – May 25, 2021

There was no Citizens' Public Comment

**Citizens' Public Comment**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows.

**Consent Agenda**

A) Correspondence File April 13, 2021 to April 26, 2021; B) Approve April 13, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$814,509.04; D) Approve Commissioner Vouchers: General Fund \$87,580.99, Reserves Fund \$236.32, Road & Bridge \$30,085.24, Health & Human Services \$3,026.78, State \$285.00, Trust \$39,714.53, Forest Development \$16,460.35, Capital Project \$215.00, Long Lake Conservation Center \$713.10, Parks \$659.95 for a total of \$178,977.26; E) Approve Auditor's Vouchers – Sales/Use/Diesel Tax March 2021: General Fund \$462.70, Road & Bridge \$1,041.95, Forest Development \$12.72, Parks \$231.55, for a total of \$1,748.92; F) Approve Auditor's Vouchers – Hwy Dept Furniture: Road & Bridge \$60,966.81; G) Approve Manual Warrants/Voids/Corrections – Elan paid 4/1/21 Allocated: General Fund -\$1,555.15, Reserves Fund \$99.99, Road & Bridge \$175.52, Health & Human Services \$208.62, Forest Development \$194.67, Capital Project \$816.47, Long Lake Conservation Center \$59.88, for a total of \$0.00; H) Approve Manual Warrants/Voids/Corrections – Camping Refund: Parks \$90.00; I) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$6.19; J) Approve Manual Warrants/Voids/Corrections – Medical FSA Claims: General Fund \$1,819.26; K) Approve Township Approval of 3.2% License Application; L) Approve 3.2% Malt Liquor Licenses; M) Approve LLCC Housing Rental Agreement; N) Adopt Resolution: Search & Rescue

# AITKIN COUNTY BOARD

April 27, 2021

Donation – Clark Township; O) Adopt Resolution: Search & Rescue Donation – Macville Township; P) Adopt Resolution: Search & Rescue Donation – Williams Township; Q) Adopt Resolution: Award Contract No. 20217; R) Adopt Resolution: LG214 Premises Permit – McGregor Fire Department Relief Association; S) Adopt Resolution: LG220 Application for Exempt Permit – Wheel House Warriors; T) Adopt Resolution: Airport Coronavirus Relief Grant Program;

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Township Approval of 3.2% License Application.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – 3.2% Malt Liquor Licenses.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – LLCC Housing Rental Agreement.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Search & Rescue Donation – Clark Township.

**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 amount set forth below to the county:

Clark Township	\$250.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Clark Township	Aitkin County Search & Rescue
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**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 donation offered.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Search & Rescue Donation – Macville Township.

**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.

**Township  
Approval of 3.2%  
License  
Application**

**3.2% Malt Liquor  
Licenses**

**LLCC Housing  
Rental Agreement**

**Resolution  
#2021427-052  
Search & Rescue  
Donation – Clark  
Township**

**Resolution  
#2021427-053  
Search & Rescue  
Donation –  
Macville  
Township**



**THEREFORE, BE IT RESOLVED**, that Knife River is awarded Contract No. 20217.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: LG214 Premises Permit – McGregor Fire Department Relief Association.

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the McGregor Fire Department Relief Association, at The Craft House – Shamrock Township. This establishment has an address of 19037 Goshawk St, McGregor, MN 55760.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: LG220 Application for Exempt Permit – Wheel House Warriors.

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wheel House Warriors, at the following location – Howie’s Mud Bog, which has an address of 11593 State Highway 18, Finlayson, MN 55735 – Wagner Township. (Note: Date of activity for Raffle – September 25, 2021)

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Airport Coronavirus Relief Grant Program.

**WHEREAS**, This ACRGP Grant is provided in accordance with the Coronavirus Response and Relief Supplemental Appropriation Act (Division M of Public Law 116-260) to provide eligible Sponsors with funding for costs related to operations, personnel, cleaning, sanitization, janitorial services, combating the spread of pathogens at the airport, and debt service payments and;

**WHEREAS**, the purpose of this ACRGP Grant is to prevent, prepare for, and respond to Coronavirus, these funds must only be used for the Airport and can include: reimbursement of an airport’s operational and maintenance expenses incurred no earlier than January 20th 2020, and debt service payments that occurred on or after December 27, 2020;

**NOW THEREFORE BE IT RESOLVED** that the Aitkin County Board of Commissioners does hereby adopt this resolution authorizing acceptance of Airport Coronavirus Relief Grant Program Funds for the Aitkin Municipal – Steve Kurtz Field Airport.

Jessica Seibert – County Administrator presented Mark Jeffers, Aitkin Growth Executive Director who gave a Community Broadband Resources Update.

**Resolution  
#2021427-056  
LG214 Premises  
Permit –  
McGregor Fire  
Department Relief  
Association**

**Resolution  
#2021427-057  
LG220  
Application for  
Exempt Permit –  
Wheel House  
Warriors**

**Resolution  
#2021427-058  
Airport  
Coronavirus  
Relief Grant  
Program**

**Community  
Broadband  
Resources  
Update**

# AITKIN COUNTY BOARD

April 27, 2021

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – On and Sunday Sale Liquor License - Martys;

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2021:

**“ON” and “SUNDAY” Sale:**

Martin Meulners, d/b/a **Martys**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voted to approve Personnel Committee Recommendation: Hiring 2 Full Time Zoning Technicians.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voted to approve Personnel Committee Recommendation: Amending Bryan Hargraves Inspector Contract.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members present voted to approve Personnel Committee Recommendation: Hiring 1 Full Time Social Worker.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve Personnel Committee Recommendation: Extending EPSL to May 31, 2021.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voted to approve Personnel Committee Recommendation: Amend Post Travel Policy.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve Personnel Committee Recommendation: Update to Safety Policy.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voted to approve Personnel Committee Recommendation: Update Personnel Policy Early Retirement Health Incentive.

Mike Dangers – County Assessor presented a 2021 Assessment Summary.

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

- Government Center Drop Box in Place
- Blue Light Available for Community Members for Safe Place to Meet
- NACO Meeting
- MACA Executive Committee Meeting
- Community Development Block Grant (CDBG) Webinar

**Resolution  
#2021427-059  
On and Sunday  
Sale Liquor  
License - Martys**

**Hiring 2 Full Time  
Zoning  
Technicians**

**Amending Bryan  
Hargraves  
Inspector  
Contract**

**Hiring 1 Full Time  
Social Worker**

**Extending EPSL  
to May 31, 2021**

**Amend Post  
Travel Policy**

**Update to Safety  
Policy**

**Update Personnel  
Policy Early  
Retirement Health  
Incentive**

**2021 Assessment  
Summary**

**Administrator  
Updates**

# AITKIN COUNTY BOARD

April 27, 2021

The Board discussed: Aquatic Invasive Species (AIS), AMC Legislative Update, Snake River Watershed, Arrowhead Regional Development Council (ARDC), Arrowhead Counties Association, Planning Commission, Toward Zero Deaths.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:23 p.m. until Tuesday, May 11, 2021 at the Aitkin County Government Center.

**Board Discussion**

**Adjourn**

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

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Jessica Seibert  
County Administrator