

**AITKIN COUNTY BOARD**

**September 14, 2021**

<p>The Aitkin County Board of Commissioners met this 14<sup>th</sup> day of September, 2021 at 9:03 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 Payroll Specialist Nikki Knutson.</p>	<p><b>Call to Order</b></p>
<p>Motion made by Commissioner Napstad, seconded by Commissioner Niemi and carried, all voting yes to approve the September 14, 2021 agenda.</p>	<p><b>Approved Agenda</b></p>
<p>There was no Citizens' Public Comment</p>	<p><b>Citizens' Public Comment</b></p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to approve the Consent Agenda as follows.</p>	<p><b>Consent Agenda</b></p>
<p>A) Correspondence File August 24, 2021 to September 13, 2021; B) Approve August 24, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$1,340,900.67; D) Approve Commissioner Vouchers: General Fund \$172,811.75, Road &amp; Bridge \$102,470.12, Health &amp; Human Services \$4,171.79, State \$6,720.50, Trust \$28,674.07, Forest Development \$9,030.00, Capital Project \$3,456.00, Long Lake Conservation Center \$2,541.06, Parks \$4,073.83 for a total of \$333,949.12; E) Approve Auditor's Vouchers – R&amp;B Contract Payments 08/20/21 Road &amp; Bridge: \$255,809.57; F) Approve Auditor's Vouchers – Hwy Dept &amp; Taconite Production Tax: Road &amp; Bridge \$158,918.09, Townships/Cities/ARDC/Ambulan \$134,026.00, for a total of \$292,944.09; G) Approve Auditor's Vouchers – R&amp;B Contract Payments 09/03/21: Road &amp; Bridge \$435,255.21; H) Approve Auditor's Vouchers - Property Tax Overpayments: Taxes &amp; Penalties \$3,165.11; I) Approve Manual Warrants/Voids/Corrections – Camping Refund 8/16/21: Parks \$80.00; J) Approve Manual Warrants/Voids/Corrections – FSA Claims 2021 39925912: General Fund \$368.46; K) Approve Manual Warrants/Voids/Corrections – ELAN Paid 8/5/21 Allocated: General Fund -\$3,109.10, Road &amp; Bridge \$864.77, Health &amp; Human Services \$373.60, Trust \$194.98, Long Lake Conservation Center \$1,020.75, Parks \$655.00 for a total of \$0.00; L) Approve Manual Warrants/Voids/Corrections – Camping Refunds &amp; FSA Claims 2021 #3993389: General Fund \$533.70, Parks \$190.00, for a total of \$723.70; M) Approve Manual Warrants/Voids/Corrections – Participant Fees, August #15787440: General Fund \$684.10; N) Approve Manual Warrants/Voids/Corrections – LLCC Star Party Refund: Long Lake Conservation Center \$330.14; O) Approve Manual Warrants/Voids/Corrections – NNSF Event Refund LLCC: Long Lake Conservation Center \$72.52; P) Approve Manual Warrants/Voids/Corrections – LLCC Event Refund: Long Lake Conservation Center \$299.67; Q) Approve Manual Warrants/Voids/Corrections – FSA Claims; General Fund \$1,1014.53; R) Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees; S) Approve Amended MOU with Carlton County; T) Approve LiDAR Funding Partners Form D; U) Approve Affidavit for Duplicate of Lost Warrant; V) Approve LLCC COVID-19 Policies &amp; Procedures; W) Adopt Resolution: Increase Imprest Funds – LLCC; X) Adopt Resolution: Donation to Aitkin County Sheriff's Office; Y) Adopt Resolution: Aitkin Municipal Airport Grant; Z) Adopt Resolution: STS Donation; AA) Approve Electronic Funds Transfers \$1,340,900.67; BB) Adopt Resolution: Veterans Office Donation; CC) Adopt Resolution: Resolution for CPL Grant</p>	<p><b>Amended MOU with Carlton County</b></p>
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to approve – Amended MOU with Carlton County.</p>	

# AITKIN COUNTY BOARD

September 14, 2021

<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to approve – LiDAR Funding Partners Form D.</p>	<p><b>LiDAR Funding Partners Form D</b></p>		
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to approve – Affidavit for Duplicate of Lost Warrant.</p>	<p><b>Affidavit for Duplicate of Lost Warrant</b></p>		
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to approve – LLCC – Revised COVID Plan.</p>	<p><b>LLCC Revised COVID Plan</b></p>		
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Increase Imprest Funds – LLCC.</p>	<p><b>Resolution #20210914-105 Increase Imprest Cash - LLCC</b></p>		
<p><b>WHEREAS</b>, currently Long Lake Conservation Center has an imprest amount set at \$0.00 and;</p> <p><b>WHEREAS</b>, operations have resumed at Long Lake Conservation Center and imprest funds are needed for those operations,</p> <p><b>NOW, THEREFORE BE IT RESOLVED</b>, that Long Lake Conservation Center’s imprest cash fund (canteen starting cash) be set at \$1,000.00 according to M.S. 375.162.</p>			
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Accept Donation;</p>	<p><b>Resolution #20210914-106 Accept Donation</b></p>		
<p><b>WHEREAS</b>, 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.</p> <p><b>WHEREAS</b>, the following persons and entities have offered to contribute the cash amounts set forth below to the county:</p> <table data-bbox="162 1354 1055 1407"><tr><td>Ms. Deloris Goetzke, a private citizen</td><td>\$75.00</td></tr></table>	Ms. Deloris Goetzke, a private citizen	\$75.00	
Ms. Deloris Goetzke, a private citizen	\$75.00		
<p><b>WHEREAS</b>, the terms or conditions of the donations, if any, are as follows:</p> <table data-bbox="162 1459 1218 1501"><tr><td>Ms. Deloris Goetzke</td><td>Aitkin County Sheriff’s Office</td></tr></table>	Ms. Deloris Goetzke	Aitkin County Sheriff’s Office	
Ms. Deloris Goetzke	Aitkin County Sheriff’s Office		
<p><b>WHEREAS</b>, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.</p>			
<p><b>NOW THEREFORE BE IT RESOLVED</b>, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.</p>			
<p>Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Aitkin County Municipal Airport Grant;</p>	<p><b>Resolution #20210914-107 Aitkin County Municipal Airport Grant</b></p>		

It is resolved by the **County of Aitkin** as follows:

1. That the state of Minnesota Agreement No. **1047566**,  
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for  
State Project No. **A0101-50** at the **Aitkin Municipal Airport** is accepted.
2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)  
authorized to execute this Agreement and any amendments on behalf of the **County of  
Aitkin**.

**CERTIFICATION**

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by  
the

\_\_\_\_\_

\_\_\_\_\_ (Name of the Recipient)  
at an authorized meeting held on the \_\_\_\_\_ day of  
\_\_\_\_\_, 20

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

\_\_\_\_\_  
CORPORATE SEAL /OR/ NOTARY PUBLIC  
My Commission Expires: \_\_\_\_\_

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner  
Marcotte and carried, all members voted to adopt resolution: STS Donation;

**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:

Robert Schaefer \$250.00

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Robert Schaefer Sentence to Service

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

**Resolution  
#20210914-108  
STS Donation**

**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 by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: Veterans Donation;

**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:

Malmo Area Lions Club \$1300

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

To be used by the Aitkin County Veterans Office for area Veterans in need

**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 by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution: CPL Grant Application;

**WHEREAS**, the Aitkin County Board of Commissioners supports the grant application made to the Minnesota Department of Natural Resources for the Conservation Partners Legacy Grant Program. The application is to acquire an important landlocked property,

**WHEREAS**, the Aitkin County Board of Commissioners adopted Road Easement Policy (080106-112) where it states, "...there are instances involving property in remote areas adjacent to large blocks of Aitkin County tax forfeited lands, the County may consider purchase of a remote land locked property if an easement is not deemed advisable and an exchange is not desirable to the landowner",

**WHEREAS**, The Aitkin County Land Department has the financial capability to meet the 10% match of non-state funds or in-kind resources,

**THEREFORE, BE IT RESOLVED**, That the Aitkin County Board of Commissioners grants permission to Aitkin County Land Department to apply for a Conservation Partners Legacy Grant,

**BE IT FURTHER RESOLVED**, If Aitkin County is awarded the grant by the Minnesota Department of Natural Resources, Aitkin County agrees to accept the grant award and may enter into an agreement with the State of Minnesota for the above referenced acquisition. Aitkin County will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement, and

**Resolution  
#20210914-109  
Veterans  
Donation**

**Resolution  
#20210914-110  
CPL Grant  
Application**

**BE IT FURTHER RESOLVED**, that the Aitkin County Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Snake River 1W1P Framework;

**WHEREAS**, the Snake River 1W1P policy committee needs to determine the organizational framework for implementation of its comprehensive watershed management plan, and

**WHEREAS**, there is an existing joint powers agreement that forms the Snake River Watershed Management Board (SRWMB) decision-making entity, and

**WHEREAS**, Aitkin County is currently participating in the SRWMB, and will continue to work with the other participating counties to manage the Snake River Watershed, and

**WHEREAS**, the Merged (Joint Powers Entity) governing framework would revise the existing SRWMB joint powers agreement to form a voting board that would have equal representation by County Boards and SWCD Boards from participating counties within the watershed, and

**WHEREAS**, the Merged framework maintains parts of a structure that is currently functional and may save administrative resources as opposed to two separate boards,

**THEREFORE, Be It RESOLVED**, the Aitkin County Board of Commissioners supports a Merged Snake River Watershed 1W1P governing framework.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – Comprehensive Local Water Management Plan Extension.

**WHEREAS**, Minnesota Statutes, 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a Comprehensive Local Water Management Plan, and

**WHEREAS**, Aitkin County currently has a state approved Comprehensive Local Water Management Plan through August 15, 2022, and

**WHEREAS**, Aitkin County is currently participating in Rum, Snake, Lake Superior, Pine, Kettle 1Watershed 1 Plan and we anticipate Upper Mississippi Brainerd starting in 2021 and Upper Mississippi Grand Rapids starting in 2023

**WHEREAS**, extending the current water plan through December 31, 2025 will allow transition to complete Comprehensive Water Management Plans for all seven major watersheds.

**WHEREAS**, the Minnesota Board of Water & Soil Resources has authorization to grant extensions pursuant to Minnesota Statutes 103B.3367.

**Resolution  
#20210914-111  
Snake River 1W1P  
Framework**

**Resolution  
#20210914-112  
Comprehensive  
Local Water  
Management Plan**

**THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners requests from the Minnesota Board of Water & Soil Resources an extension of the effective date of the current County Comprehensive Local Water Management Plan until December 31, 2025 in order to complete the transition process in accordance with the Minnesota Statutes 103B.301.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Termination of Delegation Agreement.

**WHEREAS**, Aitkin County currently has a delegation agreement with the Minnesota Department of Health to administer the Food, Pool, and Lodging Program; and

**WHEREAS**, Aitkin County has been unable to find a qualified Registered Sanitarian to fill the current open position for an Environmental Health Specialist; and

**WHEREAS**, all requested variances, waivers, extensions, and assistance from the Minnesota Department of Health have been denied; and

**WHEREAS**, Aitkin County can no longer fulfill the duties outlined in the current Delegation Agreement;

**NOW, THEREFORE BE IT RESOLVED**, that the Aitkin County Board of Commissioners does hereby authorize the termination of the Food, Pool, and Lodging Delegation Agreement with the Minnesota Department of Health.

Kirk Peysar, County Auditor, presented on the Fairgrounds Capital Appropriation.

At 10:10 a.m. a public hearing was held with County Auditor Kirk Peysar for Ukura’s Bottle Shop Off Sale Liquor License. There were three electronic comments received, all opposing the adoption of the license. Nick Hooper in attendance stated he was in support. The public hearing closed at 10:13 a.m.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Off Sale Liquor License.

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

**“Off” Sale:**

Ukura’s Bottle Shop LLC, d/b/a Ukura’s Bottle Shop – Jevne Township  
This establishment has an address of 41561 St. Hwy. 65, Suite B, McGregor, MN 55760

Jessica Seibert, County Administrator, presented the 2022 Proposed Preliminary Budget

**Resolution  
#20210914-113  
Termination of  
Delegation  
Agreement**

**Fairgrounds  
Capital  
Appropriation**

**Off Sale Liquor  
License Public  
Hearing**

**Resolution  
#20210914-114 Off  
Sale Liquor  
License**

**2022 Proposed  
Preliminary  
Budget  
Presentation**

<p>Jessica Seibert, County Administrator, discussed the 2022 Legislative Priorities.</p> <p>Jessica Seibert, County Administrator, discussed the Fund Balance Review.</p> <p>Jessica Seibert, County Administrator, discussed Fiscal Recovery Funds.</p> <p>Jessica Seibert, County Administrator updated the Board on the following:</p> <ul style="list-style-type: none"><li>• Enbridge Tax Meeting</li><li>• Union negotiations</li><li>• New Administrative Assistant, Brittany Searle, starting September 20, 2021</li></ul> <p>The Board discussed: Aitkin Airport, HRA, AMC, AIS, Big Sandy Lake Management Plan, ATV Alliance, Economic Development, Northern Counties Land Use Coordinating Board, Natural Resources Advisory Committee, Mississippi Headwaters, East Central Regional Library, McGregor Airport, H&amp;HS Advisory, TZD, and the 9/11 Tribute in Aitkin.</p> <p>Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 12:20 p.m. until Tuesday, September 28, 2021 at the Aitkin County Government Center.</p>	<p><b>2022 Legislative Priorities Discussion</b></p> <p><b>Fund Balance Discussion</b></p> <p><b>Fiscal Recovery Funds Discussion</b></p> <p><b>Administrator Updates</b></p> <p><b>Board Discussion</b></p> <p><b>Adjourn</b></p>
<hr/> <p>J. Mark Wedel, Board Chair Aitkin County Board of Commissioners</p>	<hr/> <p>Jessica Seibert County Administrator</p>