

# AITKIN COUNTY BOARD

## November 22, 2022

<p>The Aitkin County Board of Commissioners met this 22<sup>nd</sup> day of September, 2022 at 9:01 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Donald Niemi, Ann Marcotte, Brian Napstad, Laurie Westerlund, County Administrator Jessica Seibert, and Administrative Assistant Brittany Searle.</p> <p>Motion made by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all voting yes to approve the November 22, 2022 agenda as amended. Removing item 5B: Closed Session Under MN Statute 13D.03 Subd.1(b) Labor Negotiations, adding items 5B: Ratify Teamsters Non-Licensed Agreement and 5C: Ratify AFSCME HHS Agreement.</p> <p style="text-align: center;"><b>AITKIN COUNTY HEALTH &amp; HUMAN SERVICES BOARD MEETING</b></p> <p><b>Attendance</b> The Aitkin County Board of Commissioners met this 22<sup>nd</sup> day of November 2022, at 9:02 a.m. as the Aitkin County Health &amp; Human Services Board with the following members present: Commissioners J. Mark Wedel, Brian Napstad, Don Niemi, Ann Marcotte and Laurie Westerlund. Others present included: County Administrator Jessica Seibert, Admin/HR Administrative Assistant Brittany Searle, H&amp;HS Administrative Assistant Paula Arimborgo, H&amp;HS Supervisors Carli Goble &amp; Erin Melz, other public guests. Joining via WebEx: Paul Vold KKIN Radio, H&amp;HS Supervisors Julie Herbst &amp; Jessi Goble.</p> <p><b>Approved Agenda</b> Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the November 22<sup>nd</sup>, 2022 Health &amp; Human Services agenda.</p> <p><b>Approved Minutes</b> Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voting yes to approve the October 25<sup>th</sup>, 2022 Health &amp; Human Services minutes.</p> <p><b>Approved Bills</b> Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the bills.</p> <p><b>Aitkin-Itasca-Koochiching Community Health Board</b> Maggie Rothstein – CHB Administrator, presented to the Board the Community Health Improvement Plan covering:</p> <ul style="list-style-type: none"> <li>- Community Health Board Membership</li> <li>- Mandated Core Services</li> <li>- Community Health Assessment</li> <li>- CHB Priorities</li> <li>- Goal 1</li> <li>- Goal 2</li> </ul>	<p><b>Call to Order</b></p> <p><b>Approved Agenda</b></p> <p><b>Health and Human Services</b></p>
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<p><b>Committee Updates</b> The Board discussed the CARE Board, H&amp;HS Advisory Committee, and Lakes &amp; Pines.</p> <p><b>Adjourn</b> The meeting was adjourned at 9:40 a.m. Next Meeting – December 20, 2022</p> <p>There was no Citizens' Public Comment</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows.</p> <p>A) Correspondence File November 13, 2022 to November 26, 2022 B) Approve November 13, 2022 County Board Minutes C) Approve Electronic Funds Transfers - \$920,937.63 D) Approve Commissioner's Vouchers – General Fund \$249,072, Reserves \$7,820.00, RB \$116,569.93, HHS \$60,166.56, Trust \$39,550.79, Forest Development \$1,458.35, Taxes &amp; Penalties \$117,199.02, LLCC \$6,816.73, Parks \$14,361.79, COVID \$20,000.00 for a total of \$633,015.20. E) Approve Auditor's Vouchers – November 4, 2022 – RB \$53,695.90, Forest Development \$35,471.42 for a total of \$89,167.32. F) Approve Auditor's Vouchers – Sales Use and Diesel Tax, October 2022 –Townships/ Cities/ARDC/Ambulance \$3,212,578.28 G) Approve Auditor's Vouchers – Oct, Nov Settlement 11.21.2022 - General \$128.81, RB\$960.22, LLCC \$218.36, Parks \$127.19 for a total of \$1,434.58. H) Approve Manual Warrants/Voids/Corrections – Credit Card Fees, LLCC October 2022 – LLCC \$39.58 for a total of \$39.58. I) Approve Manual Warrants/Voids/Corrections – Returned Payment, NSF – General \$30.00 for a total of \$30.00. J) Approve Manual Warrants/Voids/Corrections – MTG Reg and Deed Tax – General \$0.08, State \$105.902.87 for a total of \$105.902.95. K) Approve Manual Warrants/Voids/Corrections – FSA Claims 1 – General \$2,258.17 for a total of \$2,258.17. L) Approve Manual Warrants/Voids/Corrections – FSA Claims 2 – General \$468.68 for a total of \$468.68. M) Approve Manual Warrants/Voids/Corrections – FSA Claims 3 – General \$294.62 for a total of \$294.62. N) Approve Manual Warrants/Voids/Corrections – FSA Claims 4 – General \$90.00 for a total of \$90.00. O) Approve Manual Warrants/Voids/Corrections – ELAN Paid 10.27.22 – General \$-4,151.65, Reserves \$285.97, RB \$1,695.00, HHS \$1,886.60, Forest Development \$272.70, Opioid Settlement \$11.38 for a total of \$0.00. P) Approve Manual Warrants/Voids/Corrections – LLCC Refund – LLCC \$468.76 for a total of \$468.76. Q) Approve Manual Warrants/Voids/Corrections – Auto Deduct – Taxes &amp; Penalties \$600.00 for a total of \$600.00. R) Approve Manual Warrants/Voids/Corrections – FSA Claims 5 – General \$10.29 for a total of \$10.29. S) Approve Manual Warrants/Voids/Corrections – FSA Claims 6 – General \$575.17 for a total of \$575.17. T) Approve Extension of 2020 MN Board of Water and Soil Resources NRBG</p>	<p><b>Citizens' Public Comment</b></p> <p><b>Consent Agenda</b></p>
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- U) Approve Committee Assignment Changes
- V) Approve Medical Examiner Agreement 2023
- W) Approve Purchase of Thermal Viewer – Sheriff’s Office
- X) Approve Aitkin County Master Services Agreement – CLA
- Y) Approve 2023 Newspaper Bid Specifications
- Z) Adopt Resolution: County Hazard Mitigation Plan
- AA) Adopt Resolution: Final Contract Payment – Contract No. 20212
- AB) Adopt Resolution: GIA Funding 2023
- AC) Adopt Resolution: Off Sale Liquor License – Imperial Operating
- AD) Adopt Resolution: Caps Donation

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Extension of 2020 MN Board of Water and Soil Resources NRBG.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Committee Assignment Changes.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Medical Examiner Agreement 2023.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Purchase of Thermal Viewer – Sheriff’s Office.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Aitkin County Master Services Agreement – CLA.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – 2023 Newspaper Bid Specifications.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – County Hazard Mitigation Plan

**WHEREAS**, Aitkin County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

**WHEREAS**, the Act establishes a framework for the development of a county Hazard Mitigation Plan; and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

**Extension of 2020 MN Board of Water and Soil Resources NRBG**

**Committee Assignment Changes**

**Medical Examiner Agreement 2023**

**Purchase of Thermal Viewer – Sheriff’s Office**

**Aitkin County Master Services Agreement – CLA**

**2023 Newspaper Bid Specifications**

**Resolution #20221122-142 County Hazard Mitigation Plan**

**WHEREAS**, the Aitkin County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

**WHEREAS**, the Aitkin County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

**WHEREAS**, the Aitkin County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Aitkin County will maintain public participation and coordination; and

**WHEREAS**; the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

**WHEREAS**, the Aitkin County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

**WHEREAS**, this multi-jurisdictional plan and cities that participated in the planning process may choose to adopt to County Plan.

**NOW THEREFORE BE IT RESOLVED**, that Aitkin County supports the hazard mitigation planning effort and wishes to adopt the Aitkin County All-Hazard Mitigation Plan.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Final Contract Payment – Contract No. 20212

**WHEREAS**, Contract No. 20212 has in all been completed, and the County Board being fully advised in the premises.

**NOW THEREFORE BE IT RESOLVED**, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to S & R Reinforcing Inc. in the amount of \$8,314.63.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Application for Grant – in – Aid ATV Trail Maintenance Funds

**WHEREAS**, Local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

**WHEREAS**, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

**WHEREAS**, Clubs wish to contract with the County for maintaining these trails, and

**Resolution  
#20221122-143  
Final Contract  
Payment –  
Contract No.  
20212**

**Resolution  
#20221122-144  
Application for  
Grant – in – Aid  
ATV Trail  
Maintenance  
Funds**

# AITKIN COUNTY BOARD

November 22, 2022

**WHEREAS**, these trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

**NOW THEREFORE, BE IT RESOLVED**, That the Aitkin County Trail Administrator be authorized to apply for Grants-in-Aid assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Axtell ATV technical riding area, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Rat Lake Connector Trail, Hill City Connector Trail and Solana ATV Trails.

**BE IT FURTHER RESOLVED**, That the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – Off Sale Liquor License – Imperial Operating

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from December 1, 2022, thru December 31, 2022:

**“OFF” Sale:**

Imperial Operating MN LLC DBA Kings Mart #45– Hazelton Township  
This establishment has an address of 22852 State Highway 169, Aitkin, MN 56431

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve – CAPs 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:

<u>Name of Donor</u>	<u>Amount</u>
Aitkin Women of Today	<b>\$ 50.00</b>
Over the Hills ATV Club	<b>\$ 350.00</b>

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
Aitkin Women of Today Awareness & Prevention	\$400.00 to the Committee for the
Over the Hills ATV Club	of Suicide (CAPS) group for continuing mental health and suicide prevention messaging and training

**Resolution  
#20221122-145 Off  
Sale Liquor  
License – Imperial  
Operation**

**Resolution  
#20221122-146  
CAPs Donation**

throughout Aitkin County utilizing community events. Next community event is anticipated by summer 2023.

**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.

John Welle – County Engineer presented the Final Overview of CH 3 (former TH 232) Costs.

The Board discussed: CARE, HHS Advisory, Lakes and Pines, ARDC, Mille Lacs Watershed, Mississippi Headwaters, Negotiations, hill City, Veterans Day, Planning Commission, Arrowhead Counties, Big Sandy, Historical Society, and TZD.

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

- MCIT Award
- DH MTG/ 1:1's
- DNR Meeting
- Mediation
- HHS Director Interviews
- Chili Cookoff – December 15<sup>th</sup>
- Next Meeting held December 13<sup>th</sup> at 6:05 p.m.

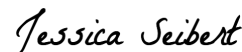
Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to ratify Teamsters Non-Licensed Agreement 2023-2025.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to Ratify AFSCME HHS Agreement 2022-2024.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 11:27 p.m. until Tuesday, December 13, 2022 at the Aitkin County Government Center.



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



Jessica Seibert  
County Administrator

**Final Overview of CH 3 Costs**

**Board Discussion**

**Administrator Updates**

**Ratify Teamsters Non-Licensed Agreement 2023-2025**

**Ratify AFSCME HHS Agreement 2022-2024**

**Adjourn**