



AITKIN COUNTY BOARD OF COMMISSIONERS

March 28, 2023

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A **CALL TO ORDER**

Chair Wedel called the meeting to order at 9:01 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Present
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
Jessica Seibert	County Administrator	Present
Brittany Searle	Administrative Assistant	Absent

1.B **PLEDGE OF ALLEGIANCE**

1.C **APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska

1.D **Citizens Public Comment by:**

Councilmember Chris Dotzler requested board participation in Communit Workforce Group.

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Laurie Westerlund

A) Correspondence File-

March 14, 2023 to March 27, 2023

B) Approve County Board Minutes-

March 14, 2023

C) Approve Electronic Funds Transfers

Total	\$782,985.53
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D) Approve Commissioner's Vouchers

	General	RB	Unorg	HHS	Township	Total
	\$151,863.75	\$35,849.01	\$1,969.41	\$10,581.76		
	\$360.00	\$33,262.18	\$590.68	\$1,178.57		
	\$5,742.49	\$243.96	\$15,812.14			\$257,453.95

E) Approve Manual Warrants/Voids/Corrections-

Wex 03.09.2023

	General					Total
	\$6.10					\$6.10

F) Approve Manual Warrants/Voids/Corrections-

Med FSA Claims 2023

	General					Total
	\$7.80					\$7.80

**G) Approve Manual Warrants/Voids/Corrections-
FSA Claims 2022 and 2023**

General	\$712.34								
								Total	\$1,030.91

**H) Approve Manual Warrants/Voids/Corrections-
Elan Paid 03.02.2023**

General	\$9,984.01	LLCC	\$43.00	HHS	\$318.57	RB	\$250.00		
OPIOID	\$318.57							Total	\$10,914.15

**I) Approve Manual Warrants/Voids/Corrections-
FSA Claims Paid 03.20.2023**

General	\$292.95								
								Total	\$292.95

**J) Approve Manual Warrants/Voids/Corrections-
Wex, FSA Claims 2023**

General	\$1,595.27								
								Total	\$1,595.27

**K) Approve-
Purchase of 2 Ford Pickups - Land Department**

**L) Approve-
Application for Retail Sales of Tobacco Products**

**M) Approve-
Application for Retail Sales of Tobacco - New Business**

**N) Approve-
Affidavit for Duplicate of Lost Warrant - Theresa James**

**O) Approve-
Affidavit for Duplicate of Lost Warrant - Rochester Public Transit**

**P) Approve-
Affidavit for Duplicate of Lost Warrant - April James**

**Q) Adopt Resolution-
Temp Liquor License - Wealthwood Rod & Gun Club**

**R) Adopt Resolution-
STS Donation - Logan Township**

**S) Adopt Resolution-
SR Donation - Wealthwood Township**

Regular Agenda

3A Chris Sutch – IT Manager

Motion to:

Approve FRF Request - IT, Video Rooms for Jail

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

3B Chris Sutch – IT Manager

Motion to:

Approve Marco Bid - \$27,192.02

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

3C Chris Sutch – IT Manager

Motion to:

Approve Dutch's Electric Bid - \$2,731.00

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Laurie Westerlund

3D Chris Sutch – IT Manager

Motion to:

Approve Dutch's Electric Bid - \$4,600.00

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Bret Sample

- 4A Dave McMillan – LLCC Manager
Motion to:
Approve FRF Request - Lobby for Outdoor School for All Bill

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

- 5A John Welle – County Engineer
Motion to:
Award Contract 20232

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

- 6A Andrew Carlstrom – Environmental Services Director
Motion to:
Approve Residential Waste Electronics Collection

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney
\$400.00 Approval for Start Up Funds - Leiviska/Westerlund

- 6B Andrew Carlstrom – Environmental Services Director
Informational Only
Discussion Only - Amendment to Zoning Ordinance - Membership to PC/BOA

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

- 6C Andrew Carlstrom – Environmental Services Director
Motion to:
Approve SSTS Inspection Contract

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska
As Amended - Insurance Amounts Increased.

- 7A Bobbie Danielson – Human Resources Director
Motion to:
Personnel Committee Recommendations

RESULT: INFORMATIONAL ONLY
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska

- 8A Travis Leiviska - District 3 County Commissioner
Motion to:
Consider Funding Support Letter

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

- 9A Jessica Seibert – County Administrator
Motion to:
Appoint Commissioner to new ARDC Cohort

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample

- 9B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

3/27 - 2 Bonding bills jacket for future bonding bill, DH Meeting - discussed field staff safety, Initial planning w/ Dr. Brendel, 2 facilities meetings, MACA Executive Committee, Housing Strategy with City of Aitkin, MCMA nominating committee meeting, Regular 1:1s, FEMA review

10A

Board of Commissioners

Informational Only

Committee Reports

ACA, Facilities, Mille Lacs Watershed, Rum River 1W1P, ARD, Snake River 1W1P, NRAC, AEOE, Grand Rapids 1W1P, Mississippi Heaterwaters, Talon Public Meetings, Personnel, Facilities, TZD, Aitkin Airport

Motion to Adjourn

Motion made at 12:16 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, April 11, 2023

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

Jessica Seibert
County Administrator



AITKIN COUNTY HEALTH & HUMAN SERVICES

204 First Street NW
Aitkin, MN 56431

Phone: 800-328-3744/218-927-7200
Fax: 218-927-7210

AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD March 28, 2023

Attendance

The Aitkin County Board of Commissioners met this 28th day of March 2023, at 9:01 a.m. as the Aitkin County Health & Human Services Board with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample and Michael Kearney. County Administrator Jessica Seibert, Health & Human Services Director Sarah Pratt, and Administrative Assistant Paula Arimborgo. Others present included: H&HS Supervisors Jessi Goble, Carli Goble & Erin Melz, ACHHS Advisory Committee members Luke Christensen and Rebecca Carlson, Jeanne Schram Aitkin Age, and other public guests. Joining via WebEx: H&HS Supervisor Jessi Schultz and KKIN Paul Vold.

Approved Agenda

Motion by Commissioner Kearney, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the March 28, 2023 Health & Human Services agenda.

Approved Minutes

Motion by Commissioner Leiviska, seconded by Commissioner Sample and carried, all members present voting yes to approve February 28, 2023 Health & Human Services minutes.

Approved Bills

Motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried, all members present voting yes to approve the bills.

Approved Advisory Committee Appointment

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried, all members present voting yes to approve the new appointments of Lynette Maas – District 4, Jodi Olson – District 3 and Marcia Anderson – District 3 to the Aitkin County Health & Human Services Advisory Committee.

Director Updates

Sarah Pratt, H&HS Director updated the board on the following:

- Public Health Nuisance in Lawler area, a hotel and church are not structurally sound or safe and need to be demolished.
- Suicide Prevention Grant – current grant for \$10K/year has been in place since 2019 & will end 6/30/2023. ACHHS applied for next round

of funding, eligible for up to \$100K/year for 4 years 7/1/2023-6/30/2027. Application included financial collaboration with ISD#1. In addition, the workplan included focus & partnership with RHCC, Hill City & McGregor School Districts and other focus populations such as men and youth.

- MnCHOICES Revision, new platform to launch April 3rd, director's have been pushing back due to the platform having some deficiencies, DHS will lose federal funding for the revision if it does not launch.
- Oakridge, a Community Residential Services site has permanently closed one of its facilities in 2022, ACH&HS would like to repurpose four beds to a new development. Four RFPs were received and Residential Living Solutions was chosen as the Community Residential Services site to repurpose the 4 four beds, location TBD.

Financial Services Programs Presentation

Jessi Goble, H&HS Financial Services Supervisor presented to the board the different financial services programs offered through H&HS which included:

- Cash Assistance Programs
- Child Care Assistance Program (CCAP)
- Supplemental Nutrition Assistance Program (SNAP)
- Emergency Assistance Programs
- Minnesota Health Care Programs (MHCP)

Committee Updates

The Board discussed the H&HS Advisory Committee, Tri-County CHS, AEOA, CARE Board, Lakes and Pines, JET (NEMOJT) and CJI.

Adjourn

The meeting was adjourned at 9:46 a.m.

Next Meeting – April 25, 2023

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED March 28, 2023

By Commissioner: Leiviska

20230328-026

Temporary Liquor License - Wealthwood

Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary On-Sale Liquor License (Strong Beer) for April 28, 2023.

ON Sale:

Wealthwood Rod & Gun Club – Hazelton Township – 23573 420th Place Aitkin, MN 56431

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED March 28, 2023

By Commissioner: Leiviska

20230328-028

SR Donation – Wealthwood 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 amounts set forth below to the county:

Township of Wealthwood \$1,000.00

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

Township of Wealthwood Aitkin County Search and Rescue

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.

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28th day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED March 28, 2023

By Commissioner: Sample

20230328-029

Award Contract 20232

WHEREAS, Contract No. 20232 is for the placement of calcium chloride on various county highways and township roads, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, March 13, 2023 with a total of two bids received, and

WHEREAS, Knife River, Sauk Rapids, MN was the lowest responsible bidder in the amount of \$725,296.

NOW THEREFORE, BE IT RESOLVED, that Knife River be awarded Contract 20232.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor 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.

Commissioner Leiviska moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

STATE OF MINNESOTA}
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 28th day of March 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 28^h day of March 2023

Jessica Seibert

Jessica Seibert
County Administrator