



**AITKIN COUNTY BOARD OF COMMISSIONERS**

May 9, 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 9:00 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

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Bret Sample
	Added item 6C

**1.D Citizens Public Comment by:** None

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

**A) Correspondence File-**

April 26, 2023 - May 9, 2023

**B) Approve County Board Minutes-**

April 25, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	<b>\$808,725.25</b>
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**D) Approve Commissioner's Vouchers**

	General	Unorg Twn	Trust	Parks	Total
	\$88,168.09	\$8,264.00	\$12,602.54	\$23,236.92	
	\$5,379.07	\$43,247.26	\$959.16	\$5,000.00	
	\$71,947.40	\$4,667.50	\$10,424.16	\$273,896.10	
				<b>Total</b>	<b>\$273,896.10</b>

**E) Approve Manual Warrants/Voids/Corrections-**

WEX Payment 4/21/23

	General	Total
	\$164.00	
		<b>Total</b>
		<b>\$164.00</b>

**F) Approve Manual Warrants/Voids/Corrections-**

WEX Payment 4/24/23

	General	Total
	\$16.86	
		<b>Total</b>
		<b>\$16.86</b>

**G) Approve Manual Warrants/Voids/Corrections-**

WEX Payment 4/25/23

General	\$1,212.53							
							<b>Total</b>	\$1,212.53

**H) Approve Manual Warrants/Voids/Corrections-  
ELAN 4/13/23**

LLCC	\$2,212.22	HHS	\$506.01					
R&B	\$25.64	General	\$2,454.12				<b>Total</b>	\$5,197.99

**I) Approve Auditor Vouchers-  
Auditor Warrants 4/21/23**

General	\$75,000.00						<b>Total</b>	\$75,000.00
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**J) Approve Auditor Vouchers-  
Auditor Warrants 4/28/23**

Forest Dev	\$44,582.96						<b>Total</b>	\$44,582.96
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**K) Approve Manual Warrants/Voids/Corrections-  
LLCC Refund 4/28/23**

LLCC	\$94.00						<b>Total</b>	\$94.00
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**L) Adopt Resolution-  
SR Donation - Williams Township**

**M) Adopt Resolution-  
Grant in Aid Funds for Snowmobile/Ski Trails**

**N) Approve Manual Warrants/Voids/Corrections-  
Est. MNCARE Tax 2nd Qtr. 2023**

HHS	\$162.59						<b>Total</b>	\$162.59
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**O) Approve Manual Warrants/Voids/Corrections-  
WEX Payments 5/2/23**

General	\$1,005.38						<b>Total</b>	\$1,005.38
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**P) Adopt Resolution-  
SR Donation - Libby Township**

**Q) Approve Manual Warrants/Voids/Corrections-  
LLCC Credit Card Fees April 2023**

LLCC	\$297.97						<b>Total</b>	\$297.97
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**Regular Agenda**

**3A Jessica Seibert – County Administrator  
Informational Only**

Dr. Bill Brendel - Transformative Learning Institute Introduction

**RESULT: INFORMATIONAL ONLY**  
**MOVER:**  
**SECONDER:**

**4A Bobbie Danielson – Human Resources Director  
Motion to:**

Approve Personnel Committee Recommendations

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

Bobbie Danielson – Human Resources Director

**4B Motion to:  
Approve Settlement in Lieu of Health Insurance Premiums**

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

Bobbie Danielson – Human Resources Director

4C **Motion to:**  
Approve Policy Update - Employee Recognition Section

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

5A Mark Jeffers – Economic Development Coordinator  
**Motion to:**  
Award Funding - Business Development and Recreation Grant

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

5B Mark Jeffers – Economic Development Coordinator  
**Motion to:**  
Award Funding - Revitalization Grant

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

6A Jessica Seibert – County Administrator  
**Informational Only**  
National Center for Public Lands Counties Discussion

**RESULT:** INFORMATIONAL ONLY  
**MOVER:**  
**SECONDER:**

6B Jessica Seibert – County Administrator  
**Informational Only**  
Administrator Updates

HHS Admin. Team Mtg., MetroState/North Hennepin Community College Mtg., HHS All Staff Mtg., Regional MACA Mtg., Emergency Management Training, Interagency Mtg., Extension Mtg., Snake River Watershed call, MCMA Confere

6C Jessica Seibert – County Administrator  
**Motion to:**  
Approve PILT Letter of Support

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

**Committee Reports**

7A

**Motion to Adjourn**

Motion made at 10:33 p.m.

**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Travis Leiviska  
**Next Meeting:** Tuesday, May 23, 2023

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

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**SNOWMOBILE / SKI TRAIL FUNDING**

**WHEREAS**, Local units of government can apply for Grant-in-Aid funds for trail development, maintenance, grooming, and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

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

**WHEREAS**, Snowmobile Clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2023-2024 winter season, and

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

**NOW, THEREFORE BE IT RESOLVED**, That the Aitkin County Trail Administrator be authorized to apply for Grant-in-Aid assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC Ski Trails

**BE IT FURTHER RESOLVED**, That the Aitkin County Trail Administrator be authorized to contract for the 2023-2024 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

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

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 9<sup>th</sup> day of May 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 9<sup>th</sup> day of May, 2023

  
\_\_\_\_\_  
Jessica Seibert  
County Administrator

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

**ADOPTED May 9, 2023**

By Commissioner: Sample

**20230509-043**

**SR Donation – Township of Libby**

**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 Libby \$100.00

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

Township of Libby 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 Sample moved the adoption of the resolution and it was declared adopted upon the following vote

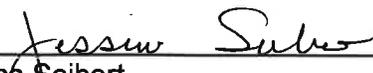
FIVE MEMBERS PRESENT

All Members Voting xxx

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Witness my hand and seal this 9<sup>th</sup> day of May, 2023

  
\_\_\_\_\_  
Jessica Seibert  
County Administrator

By Commissioner: Sample

20230509-044

Accept 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:

Township of Williams \$200.00

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

Township of Williams 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 Sample moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting xxx

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COUNTY OF AITKIN}

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Witness my hand and seal this 9<sup>th</sup> day of May 2023

  
\_\_\_\_\_  
Jessica Seibert  
County Administrator