



**AITKIN COUNTY BOARD OF COMMISSIONERS**

July 11, 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
Jeff Schmitt	Administrative Assistant	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 Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
Agenda amended: Add item 6D to agenda.	

**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 Travis Leiviska
<b>SECONDER:</b>	Commissioner Michael Kearney

**A) Correspondence File-**

June 28, 2023 - July 11, 2023

**B) Approve County Board Minutes-**

June 27, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$5,251,289.08
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**D) Approve Manual Warrants/Voids/Corrections-**

General	\$6,192.93						
State	\$51.00						
Parks	\$120.00						
						<b>Total</b>	\$6,363.93

**E) Approve Auditor Vouchers-**

Auditors Warrant - R&B 6-30-2023

R&B	\$166,209.39						
						<b>Total</b>	\$166,209.39

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

Manual Warrants 6-30-2023

General	\$1,573.04	LLCC	\$180.00				
State	\$146,728.50	Parks	\$310.00			<b>Total</b>	\$148,791.54

**G) Approve Commissioner's Vouchers**

Commissioner Warrants 7-7-2023

General	\$378,003.67	State	\$296.73	LLCC	\$9,202.77		
R&B	\$36,032.86	Trust	\$737.93	Parks	\$20,843.11		
HHS	\$41,254.43	Forest D.	\$551.50	Covid RF	\$15,620.00	<b>Total</b>	\$502,543.00

**H) Approve Auditor Vouchers-**

R&B Contracts 7-7-2023

R&B	\$1,541,701.51						
						<b>Total</b>	\$1,541,701.51

**I) Adopt Resolution-**

Off-Sale Liquor Lic. B&Son's Invest. LLC

**J) Adopt Resolution-**

VSO Donation - McGregor American Leg. Aux.

**K) Adopt Resolution-**

SAR Donation - Glen Township

**L) Adopt Resolution-**

SAR Donation - Stirewalt Family

**M) Adopt Resolution-**

SAR Donation - Aitkin Sno-Drifters

**N) Adopt Resolution-**

STS Donation - Moose Willow Sportsman Club

**O) Approve-**

Minnesota Power Utility Easement

## Regular Agenda

3A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Revitalization Grant: Award Funding

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

3B Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Business Development & Recreation Grant: Award Funding

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

4A Kathleen Ryan – Chief Financial Officer

**Motion to:**

Approve Purchase ICE Machines for Election

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

5A Dave McMillan – LLCC Manager

**Motion to:**

Approve Signing of Consent Form by LLCC

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

6A Jessica Seibert – County Administrator

**Motion to:**

Approve appointment of applicant to East Central Regional Library Board

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Michael Kearney  
**SECONDER:** Commissioner Travis Leiviska

6B Jessica Seibert – County Administrator

**Motion to:**

Approve Joint Powers Agreement NE MN Office of Job Training

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

6C Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

DEED bonding call, Regular 1:1's, County Fair, Remote work policy mtg., Budget work, MACA technical days Thursday & Friday

6D Jessica Seibert – County Administrator

**Informational Only**

INH Property Tax Abatement Application

**RESULT:** INFORMATIONAL ONLY

7A John Welle – County Engineer

**Informational Only**

Public Hearing Partial Ditch Abandonment State Ditch 86

**RESULT:** PUBLIC HEARING  
County Engineer, John Welle, gave an explanation introduction on the proposal with analysis of water flow and ditch management. 10:23 a.m. Open to public comment: Gary Kullhem, Harry Kruse, and Larry Brown expressed concerns about property flooding. No written or online comment was received. 10:37 a.m. Public hearing closed.

8A Board of Commissioners

**Informational Only**

Committee Updates

JET, ECRL Finance Committee, Snake River 1W1P, Forestry mtg. (NRAC), 169 Detour, Aitkin Airport, Budget, Brainerd 1W1P, AIS

9A **Motion to close meeting under MN Statute 13D.03 Subd.1(b) Labor Negotiations:**

Motion made at 10:49 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

**Motion to Reopen Meeting**

Motion made at 11:42 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

**Motion to Adjourn**

Motion made at 11:42 a.m.

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska

**Next Meeting:** Tuesday, July 25, 2023

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

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Jessica Seibert  
County Administrator

By Commissioner: Leiviska

20230711-063

**Approve Off Sale Liquor License – B & Son’s Investments LLC, 1865 Roadside Convenience**

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2023:

**“OFF” Sale:**

B & Son’s Investments, LLC d/b/a **1865 Roadside Convenience** – Williams Township  
This establishment has an address of 14072 State Highway 65 McGrath, MN 56350

Commissioner Kearney seconded 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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of July 2023

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

By Commissioner: Leiviska

20230711-064

**Veterans Service Office Donation: Wes Wilmo Memorial – McGregor ALA Unit 23**

**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>
American Legion Auxiliary Unit 23, McGregor	\$2,500

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
American Legion Auxiliary Unit 23, McGregor	\$1,000 to be used for needy veterans who live in the McGregor area
American Legion Auxiliary Unit 23, McGregor	\$1,500 to be used for needy veterans anywhere in Aitkin County

**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 Kearney seconded 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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11<sup>th</sup> day of July 2023

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

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

ADOPTED July 11, 2023

By Commissioner: Leiviska

20230711-065

Accept Donation: SAR – Glen 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:

Glen Township \$1,000.00

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

Glen Township 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.

**WHEREAS, NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Commissioner Kearney seconded 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}

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Witness my hand and seal this 11<sup>th</sup> day of July 2023

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

By Commissioner: Leiviska

20230711-066

Accept Donation: SAR – The Stirewalt Family

**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:

The Stirewalt Family \$500.00

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

The Stirewalt Family 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 Kearney seconded the adoption of the resolution and it was declared adopted upon the following vote

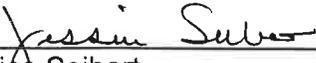
FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

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Witness my hand and seal this 11<sup>th</sup> day of July 2023

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

By Commissioner: Leiviska

20230711-067

**Accept Donation: SAR – Aitkin Sno-Drifters**

**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:

Aitkin Sno-Drifters \$200.00

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

Aitkin Sno-Drifters 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 Kearney seconded 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}

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

By Commissioner: Leiviska

20230711-068

**Accept Donation: STS – Moose Willow Sportsman’s Club**

**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:

Moose Willow Sportsman’s Club                      \$500.00

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

Moose Willow Sportsman’s Club                      Aitkin County Sentence to Serve

**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 Kearney seconded 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 11<sup>th</sup> day of July 2023, and that the same is a true and correct copy of the whole thereof.

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Jessica Seibert  
County Administrator