



AITKIN COUNTY BOARD OF COMMISSIONERS

October 24, 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	Absent
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
Jessica Seibert	County Administrator	Present
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska

1.D Health & Human Services (see separate HHS Agenda)

1.E Citizens Public Comment by:

The Board recognized County Auditor Kirk Peysar for 35 years of service.

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Michael Kearney

A) Correspondence File-

October 11, 2023 - October 24, 2023

B) Approve County Board Minutes-

October 10, 2023

C) Approve Electronic Funds Transfers

Total	\$1,220,768.48
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D) Approve Auditor Vouchers-

Sales/Use & Diesel Tax, September 2023

	General	LLCC	Trust	Parks	Total
	\$216.18	\$56.39	\$4.44	\$354.53	
	\$649.93				\$1,281.47

E) Approve Manual Warrants/Voids/Corrections-

ELAN 9-28-2023

	General	Trust	LLCC	Opioid	Total
	\$4,853.35	\$162.84	\$270.00	\$16.03	
	\$1,794.10				\$7,096.32

F) Approve Commissioner's Vouchers

Commissioner Warrants 10-13-2023

	General	Reserves	R&B	HHS	Total
	\$276,974.82	\$52,060.00	\$59,456.88	\$30,224.43	
	\$13,562.66	\$21,853.77	\$48,045.80	\$393.59	
	\$7,323.50	\$6,736.44	\$2,792.06		\$519,423.95

G) Approve Auditor Vouchers-

R&B 10-13-2023

R&B	\$57,345.00					Total	\$57,345.00
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H) Adopt Resolution-

Donation - Aitkin County Jail - CRMC

I) Approve Manual Warrants/Voids/Corrections-

R&B Fee

R&B	\$25.00					Total	\$25.00
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J) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 10-12-2023

General	\$1,568.39	State	\$101,369.85	Taxes	\$505.00	LLCC	\$169.45
Parks	\$45.00					Total	\$103,657.69

K) Approve-

Century Link Utility Easement

L) Approve-

Equipment Purchase - Pickup Truck Chassis w/flatbed

Regular Agenda

3A Bobbie Danielson – Human Resources Director

Motion to:

Approve 2024-2026 LELS Supervisory Agreement

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Bret Sample

4A Janet Smude - District Manager Aitkin County SWCD

Motion to:

Adopt Resolution - Mississippi River Brainerd 1W1P

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Bret Sample

5A Dennis Thompson – Land Commissioner

Motion to:

Approve Private Sale of Tax Forfeited Land to Phillip Gerber

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Bret Sample

5B Dennis Thompson – Land Commissioner

Motion to:

Approve Private Sale of Tax Forfeited Land to Charles & Mary Ann Wark

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Travis Leiviska

6A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Senior Developer Agreement INH

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Travis Leiviska
SECONDER:	Commissioner Michael Kearney

6B Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Workforce Developer Agreement INH

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Bret Sample

7A John Welle – County Engineer

Motion to:

Adopt Resolution - Sponsorship Resolution Shamrock Township LRIP Project

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

7B John Welle – County Engineer

Informational Only

2023 Highway Contract Summary - Discussion Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

7C John Welle – County Engineer

Motion to:

Approve 2024 Highway Contract Schedule

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

8A Jessica Seibert – County Administrator

Informational Only

3rd Quarter Budget Review

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

8B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

GE workout meeting, Strategic planning dates, Department Heads meeting, Staff onboarding, Sandberg remembrance, MACA Regional call

8C Jessica Seibert – County Administrator

Motion to:

Approve Strategic planning workshop

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Bret Sample
November 6, 2023 12:00-3:00pm Government Center Training Room

9A Board of Commissioners

Informational Only

Committee Reports

Arrowhead Economic Opportunity Agency, Arrowhead Counties Association, Aitkin County Association of Township, Snake River 1W1P, Arrowhead Regional Development Commission, Mississippi Brainerd 1W1P, Towards Zero Deaths, Aitkin Economic Development Administration

Motion to Adjourn

Motion made at 11:39 a.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, November 14, 2023

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

Jessica Seibert
County Administrator



AITKIN COUNTY HEALTH & HUMAN SERVICES

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Aitkin, MN 56431

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Fax: 218-927-7210

AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD October 24, 2023 H&HS Board Minutes

Attendance

The Aitkin County Board of Commissioners met this 24th day of October 2023, at 9:01 a.m. as the Aitkin County Health & Human Services Board with the following members present: Board Chair, Commissioner J. Mark Wedel, Commissioners Travis Leiviska, Bret Sample and Michael Kearney. County Administrator Jessica Seibert, Administrative Assistant April Kellerman, Health & Human Services Director Sarah Pratt, and Administrative Assistant Paula Arimborgo. Others present included: H&HS Supervisors Carli Goble, Jessi Goble & Erin Melz; Hannah Colby H&HS Public Health, Lon Nicko City of Aitkin, ACHHS Advisory Committee member representative Lynette Maas, Jeanne Schram Aitkin Age, and other public guests. Joining via WebEx: Mark Jeffers, AC Economic Development.

1.A Approval of the Agenda

Motion by Commissioner Kearney, seconded by Commissioner Sample and carried, all members present voting yes to approve the October 24, 2023 Health & Human Services agenda.

1.B Approval of the September 26, 2023 Minutes

Motion by Commissioner Leiviska, seconded by Commissioner Sample and carried, all members present voting yes to approve September 26, 2023 Health & Human Services minutes.

1.C Approval of Bills

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

1.D Approval of 2024-2025 DHS Service Agreement

Motion by Commissioner Leiviska, seconded by Commissioner Sample and carried, all members present voting yes to approve the 2024-2025 DHS Service Agreement (County and Tribal Nation MFIP Biennial Service Agreement with DHS). This agreement allows Aitkin County to receive the consolidated funding needed to administer the family cash assistance programs.

2.A Director Updates

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

- Healthcare renewals – approaching the midpoint for renewals which is also the heaviest months due to MNCare & MNSure open enrollments time & cost of living adjustments for Social Security.
 - An ever-changing process with new strategies monthly

- Processes have become more complex
- There has been an increase of walk-ins, phone calls and correspondence due to these changes
- Support for modernization of systems for healthcare is vital
- H&HS is losing a financial worker to DHS
- MNCHOICES Revision 2.0
 - DHS Guidelines
 - Phase 1 (7/1/23-9/30/23) 10% of users in system
 - Phase 2 (10/1/23-11/30/23) 30% of users in system
 - Phase 3 (12/1/23-2/29/24) 100% of users in system
 - Aitkin County Status
 - Phase 1 – All profiles entered into the 2.0 system, 7 staff plus 1 supervisor in 2.0
 - Phase 2 – All users (11 staff) will be in the system by 11/1/23, starting to accept COL and CDCS cases
 - Phase 3 – All users in 2.0 by 11/1/23 and all users completing 100% of cases in 2.0 by 1/1/24
 - Challenges
 - Multiple work arounds as not all aspects work accurately
 - DHS delays in responding to questions asked and support needed
 - Positives
 - Assessment is more efficient and flow is more natural
 - Support Plan is detailed and different but once learned, easy to use
- Public Health Flu & COVID Clinics
 - We have 24 locations to include 3 school districts
 - Clinics run October 10th – November 17th
 - Offering the Moderna COVID vaccination for ages 12+ (have ordered 300 doses so far)

3.A 3rd Quarter 2023 Fiscal Report

Carli Goble, H&HS Fiscal Supervisor, presented to the board the 3rd Quarter 2023 Fiscal Report to include:

- Revenues by Department
- Revenues by Category
- Expenditures by Department
- Expenditures by Category
- Fund Balance
- Budget Summary

4.A City of Aitkin Demonstration Project Overview

Hannah Colby, H&HS Public Health and Lon Nicko, City of Aitkin Interim Street Commissioner, presented to the board the City of Aitkin Demonstration Project Overview to include:

- About the Project
- Adjustments to Demonstration Project
- 37 Comments received

- Aitkin Transportation Study
- Pros of the Demonstration Project
- Cons of the Demonstration Project
- Next Steps – 2030 projected start date on draft concept by MNDOT

5.A Committee Updates

The Board discussed the CARE Board, Lakes & Pines, ARDC/AAAA, H&HS Advisory Committee and AEOA.

Adjourn

The meeting was adjourned at 9:56 a.m.

Next Meeting – November 28, 2023