



**AITKIN COUNTY BOARD OF COMMISSIONERS**

February 27, 2024

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
April Kellerman	Administrative Assistant	Present

A moment of silence taken to honor the Burnsville Police Officers and Firefighter-Paramedic who lost their lives in the line of duty.

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
	Item 7C switched order with 8A

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

1.E **Citizens Public Comment - 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 Michael Kearney

**A) Correspondence File-**

February 13, 2024 - February 26, 2024

**B) Approve County Board Minutes-**

February 13, 2024

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,272,230.45
--------------	----------------

**D) Approve Auditor Vouchers-**

Sales/Use and Diesel Tax, January 2024

General	\$283.47	R&B	\$1,132.35	Trust	\$29.59	LLCC	\$23.81
Parks	\$55.00					<b>Total</b>	\$1,524.22

**E) Approve Auditor Vouchers-**

R&B 02.09.24

R&B	\$50,600.00					<b>Total</b>	\$50,600.00
-----	-------------	--	--	--	--	--------------	-------------

**F) Approve Commissioner's Vouchers**

Commissioner Warrants 02.16.24

General	\$174,186.34	Reserves	\$39,905.75	R&B	\$290.12	HHS	\$24,438.59
State	\$6,826.00	Trust	\$18,264.39	Forest	\$1,072.33	LLCC	\$28,946.44
Parks	\$36,491.79	COVID	\$5,677.15			<b>Total</b>	\$336,098.90

**G) Approve Commissioner's Vouchers**

R&B Commissioner Warrants 02.16.24

R&B	\$170,226.88					<b>Total</b>	\$170,226.88
-----	--------------	--	--	--	--	--------------	--------------

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

Manual Warrants 02.15.24

General	\$1,287.37	State	\$46,810.86	LLCC	\$140.73	<b>Total</b>	\$48,238.96
---------	------------	-------	-------------	------	----------	--------------	-------------

**I) Approve-**

Engineering Services Agreement

**J) Adopt Resolution-**

Correct/Update 2023 Reserve Request

**K) Adopt Resolution-**

Sheriff's Office Donation - Private Citizen

**L) Adopt Resolution-**

Sentence to Serve Donation - Logan Township

**M) Approve-**

Equipment Purchase - Two Used Pickup Trucks

**N) Adopt Resolution-**

Final Contract Payment #20221

**O) Adopt Resolution-**

Final Contract Payment #20226

**P) Approve-**

Jail Nurse - Revised Temporary Hours from 29 to 40/wk

**Q) Approve-**

Personnel Committee Recommendations

**Regular Agenda**

3A Dennis Thompson – Land Commissioner

**Motion to:**

Adopt Resolution - Transfer to LLCC

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

4A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Adopt Resolution - DEED Childcare Economic Development Grant Submission

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Michael Kearney

5A John Welle – County Engineer

**Motion to:**

Adopt Resolution - Award Contract 20245

**RESULT: APPROVED (5 TO 0)**

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska

6A Lori Grams – County Treasurer

**Informational Only**

Investment Review - Discussion Only

**RESULT: INFORMATIONAL ONLY**

**MOVER:**

**SECONDER:**

7A Jessica Seibert – County Administrator

**Informational Only**

2023 Year End Budget Review - Discussion Only

**RESULT: INFORMATIONAL ONLY**

**MOVER:**

**SECONDER:**

7B Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

Department Head Meeting, Grievance Hearing, MACA Legislative Call, EAW Meeting, Legislative Conference, CRPD Subcommittee Meeting

8A Board of Commissioners

**Informational Only**

Commissioner Committees Report

NACo Conference, Legislative Conference, Snake River 1W1P, Mille Lacs Fisheries Input Group, MN Rural Counties, AMC Public Safety, Brainerd 1W1P

Commissioner Michael Kearney leaves meeting at 11: 54 am

7C Jessica Seibert – County Administrator

Closed Session - County Administrator Perf. Eval.

**Motion to Close Meeting for County Administrator Performance Evaluation**

Motion made at 11: 54 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

**Motion to Reopen Meeting**

Motion made at 12:14 p.m.

**MOVER:** Commissioner Travis Leiviska

**SECONDER:** Commissioner Bret Sample

**Motion to Adjourn**

Motion made at 12:14 p.m.

**MOVER:** Commissioner Travis Leiviska

**SECONDER:** Commissioner Laurie Westerlund

**Next Meeting:** Tuesday, March 12, 2024

---

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

---

Jessica Seibert  
County Administrator