



AITKIN COUNTY BOARD OF COMMISSIONERS

July 23, 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

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 Michael Kearney
	Switched presentation order for 5B & 5C

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

1.E **Citizens Public Comment - None**

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Laurie Westerlund
SECONDER:	Commissioner Michael Kearney

A) Correspondence File-

July 9, 2024 - July 22, 2024

B) Approve County Board Minutes-

July 9, 2024

C) Approve Electronic Funds Transfers

Total	\$1,146,985.02
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D) Approve Auditor Vouchers-

Auditor Warrants 07.05.24

General	\$735.25	R&B	\$82,012.79		Total	\$82,748.04
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E) Approve Auditor Vouchers-

Auditor Warrant - Sales/Use & Diesel Tax, June 2024

General	\$94.25	R&B	\$1,034.45	Trust	\$34.04	LLCC	\$63.83
Parks	\$335.24					Total	\$1,561.81

F) Approve-

Board Ratification - IFS Contract

G) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 07.09.24

General	\$761.71	State	\$22,675.73	LLCC	\$577.95	Parks	\$50.00
						Total	\$24,065.39

H) Approve Auditor Vouchers-

Auditor Warrants 07.12.24

General	\$12,935.24	Taxes	\$4,203.64			Total	\$17,138.88
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I) Adopt Resolution-

Search & Rescue Donation - Great River Energy

J) Approve Manual Warrants/Voids/Corrections-

ELAN 06.21.24

General	\$5,610.63	Trust	\$39.80	Forest	\$249.00	LLCC	\$3,225.66
HHS	\$1,130.23	Opioid	\$16.03	R&B	\$529.00	Total	\$10,800.35

K) Adopt Resolution-

K-9 Donation - Aitkin Municipal Liquor Store

L) Approve-

AutoCAD License Renewal

M) Adopt Resolution-

Accept bid for crushing gravel

N) Approve Commissioner's Vouchers

Commissioner Warrants 07.19.24

General	\$252,985.32	Reserves	\$17,594.14	R&B	\$387,291.75	HHS	\$32,017.92
Debt	\$135,007.51	State	\$9,579.84	Trust	\$12,709.91	Forest	\$1,016.20
LLCC	\$5,523.79	Parks	\$9,073.16	COVID	\$13,400.00	Total	\$876,199.54

O) Information Only

Investment Report

P) Approve-

Personnel Policy Update

Regular Agenda

3A Mike Dangers – County Assessor

Motion to:

Approve Mobile Assessor Software

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

3B Mike Dangers – County Assessor

Motion to:

Approve Fiscal Recovery Funds request

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Michael Kearney

4A John Welle – County Engineer

Motion to:

Approve 2023 Annual Report

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

5A Dennis Thompson – Land Commissioner

Motion to:

Approve Contract with Widseth for wetland delineation and report for ATV trail

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Travis Leiviska

5C Dennis Thompson – Land Commissioner

Motion to:

Adopt Resolution - County participation in class action lawsuit settlement agreement

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

5B Dennis Thompson – Land Commissioner

Informational Only

Presentation on the new tax law

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

6A Jim Bright – Facilities Coordinator

Motion to:

Approve Jail HVAC controls proposal

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney
winning bid awarded to Climate Makers

6B Jim Bright – Facilities Coordinator

Motion to:

Approve Contract with Climate Makers for HVAC controls

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

6C Jim Bright – Facilities Coordinator

Motion to:

Approve Fiscal Recovery Funds request

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

7A Jessica Seibert – County Administrator

Motion to:

Approve Data Practices Revisions

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

7B Jessica Seibert – County Administrator

Informational Only

2nd Quarter 2023 Budget Review

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

7C Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Wetlands Discussion, JET meeting, County Fair, almost all Budget meetings held, MCACA Summer Tech, AFSCME HHS Negotiations, Regular 1:1s

8A Board of Commissioners

Informational Only

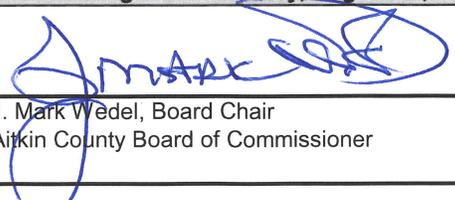
Commissioner Committee Reports

County Fair, Planning Committee, Mississippi Headwaters Board, Paddle Your Glass Off event, Joint Powers Natural Resource Board, Snake River 1W1P Policy, MN Rural Counties, Towards Zero Deaths

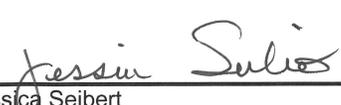
Motion to Adjourn

Motion made at 12:25 p.m.

MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, August 13, 2024



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



Jessica Seibert
County Administrator