



AITKIN COUNTY BOARD OF COMMISSIONERS

November 12, 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	Absent
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 (4 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Laurie Westerlund Adding items 6C & 6D

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

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda, as amended.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Laurie Westerlund Moving item 2F to item 2.5

A) Correspondence File-

October 22, 2024 - November 11, 2024

B) Approve County Board Minutes-

October 22, 2024

C) Approve Electronic Funds Transfers

Total	\$5,016,726.23
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D) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 10.17.24

	General	State	Taxes	LLCC	Total
	\$1,138.57	\$71,192.50	\$2,546.00	\$91.19	
	\$240.00				\$75,208.26

E) Approve-

Affidavits for Duplicate of Lost Warrant

F) Adopt Resolution-

Application to Make Retail Sales of Tobacco Products – Big Dave's Auto

G) Approve-

Fire Protection contract with Ball Bluff Township

H) Approve Auditor Vouchers-

School Advances 10.23.24

Townships	\$1,847,104.71				Total	\$1,847,104.71
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I) Adopt Resolution-
 LG220 Application for Exempt Permit - Up North Riders ATV Club

J) Approve-
 2025 Newspaper Bid Specifications

K) Approve-
 Reaffirm Annual Code of Ethics

L) Approve-
 January 1, 2025 Non-union Wage Adjustment

M) Approve County Board Minutes-
 Committee of the Whole 10.24.24

N) Approve Manual Warrants/Voids/Corrections-
 ELAN 10.10.24

HHS	\$1,246.11	R&B	\$846.91	General	\$5,159.46	LLCC	\$823.69	
							Total	\$8,076.17

O) Approve Commissioner's Vouchers
 Commissioner Warrants 10.25.24

General	\$184,713.24	Reserves	\$1,623.03	Trust	\$9,782.48	Forest	\$10,626.06
Taxes	\$371,568.78	LLCC	\$17,812.25	Parks	\$40,912.81	Total	\$637,038.65

P) Approve Auditor Vouchers-
 2nd Period Property tax overpayments 10.28.24

General	\$3,087.00	Taxes	\$38,488.12				Total	\$41,575.12
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Q) Approve Manual Warrants/Voids/Corrections-
 Special Fuel License R&B

R&B	\$25.00						Total	\$25.00
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R) Approve Manual Warrants/Voids/Corrections-
 Manual Warrants 10.30.24

General	\$1,090.72	State	\$863,055.59	Taxes	\$1,865.00	Total	\$866,011.31
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S) Approve Manual Warrants/Voids/Corrections-
 MN CARE Tax HHS

HHS	\$110.19						Total	\$110.19
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T) Adopt Resolution-
 Award Contract 20251

U) Adopt Resolution-
 Award Contract 20252

V) Adopt Resolution-
 LG220 Application for Exempt Gambling - Ducks Unlimited Aitkin Area

W) Approve Commissioner's Vouchers
 Commissioner Warrants 11.08.24

General	\$180,935.64	Reserves	\$396.59	R&B	\$49,548.18	HHS	\$13,892.94	
State	\$6,221.50	Trust	\$3,779.15	Taxes	\$3,149.00	LLCC	\$14,204.09	
Parks	\$11,533.02						Total	\$283,660.11

X) Adopt Resolution-
 Jennifer Erickson repurchase tax-forfeited property

2.5 Adopt Resolution -
 Application to Make Retail Sales of Tobacco Products - Big Dave's Auto

RESULT:	APPROVED (3 TO 1)
MOVER:	Commissioner Bret Sample
SECONDER:	Commissioner Laurie Westerland Commissioner Michael Kearney abstained from vote

Regular Agenda

3A Andrew Carlstrom – Environmental Services Director
Informational Only
 Second Reading - Aitkin County Cannabis Ordinance

RESULT:	INFORMATIONAL ONLY
MOVER:	
SECONDER:	

3B Andrew Carlstrom – Environmental Services Director

Motion to:

Adopt Resolution - Aitkin County Cannabis Ordinance

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Michael Kearney

SECONDER: Commissioner Bret Sample

4A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Agreement - Minnesota Housing Finance Agency

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney

5A Jim Bright – Facilities Coordinator

Motion to:

Approve Snow Plow Bid

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney
Bid awarded to Stevo's Inc.

5B Jim Bright – Facilities Coordinator

Motion to:

Approve 3 Year Contract with Stevo's

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney

6A Jessica Seibert – County Administrator

Motion to:

Approve Out-of-State Travel

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Michael Kearney

6B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

HHS Budget presentation, Recorded 1st podcast, MACA Regional Call, Facilities, Bond Audit - working through process, Asked to present at New Commissioner School, Discussion w/Kevin Lee and Bill Custard, AMC New Commissioner Orientation

6C Jessica Seibert – County Administrator

Motion to:

Adopt Resolution - LG214 Premises Permits - Confidence Learning Center

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

6D Jessica Seibert – County Administrator

Motion to:

Approve EMSRB Letter of Support

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Laurie Westerlund

7A Board of Commissioners

Informational Only

Commissioner Committee Reports

H&HS Advisory, Facilities, McGregor Airport Commission, Mille Lacs Fisheries Input Group, Aitkin Airport

8A Bobbie Danielson – Human Resources Director
Motion to:
Approve Market Adjustment due to Promotion, Attorney's Office

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund

8B Bobbie Danielson – Human Resources Director
Closed Session for Attorney-Client Privilege Minn. Stat. 13D.05, Subd. 3(b)
Motion to Close Meeting Under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege
Motion made at 9: 56 a.m.

MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Laurie Westerlund
Attendance of those present during Closed Sesseion

J. Mark Wedel	District #1
Laurie Westerlund	District #2
Bret Sample	District #4
Michael Kearney	District #5
Jessica Seibert	County Administrator
Bobbie Danielson	Human Resources Director
Kendra Olson	Pemberton Law

Motion to Reopen Meeting
Motion made at 10:27 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney

Motion to Adjourn
Motion made at 10:31 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney
Next Meeting: Tuesday, November 26, 2024

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

Jessica Seibert
County Administrator