



Board of County Commissioners Agenda Request

3A
Agenda Item #

Requested Meeting Date: December 23, 2024

Title of Item: Adopt Resolution Making County Auditor an Appointed Position

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input type="checkbox"/> Approve/Deny Motion <input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing*
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Submitted by: Jessica Seibert	Department: Administration
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Presenter (Name and Title): Jessica Seibert, County Administrator	Estimated Time Needed: 10
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Summary of Issue:

As a result of the retirement of the current County Auditor, the Aitkin County Board of Commissioners has followed all processes laid out in MN Statute Section 375A.1205 to make the County Auditor an appointed position. A resolution was passed on November 26, 2024 setting a public hearing for December 17, 2024. This hearing was noticed in the official county newspaper on December 4 and December 10, 2024. Public comment was received on December 17, 2024.

Please see attached resolution.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:
Adopt resolution making County Auditor an appointed position.

Financial Impact:

Is there a cost associated with this request? Yes No

What is the total cost, with tax and shipping? \$

Is this budgeted? Yes No *Please Explain:*

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

ADOPTED December 23, 2024

By Commissioner: xxx

20241223-xxx

RESOLUTION MAKING COUNTY AUDITOR AN APPOINTED POSITION

WHEREAS, the current elected Auditor has submitted his notice of retirement effective December 31, 2024 creating a vacancy in the office; and

WHEREAS, Minnesota Statute section 375A.1205 provides a process for making certain county offices appointed; and

WHEREAS, the Aitkin County Board acknowledges the complex duties required of the position of County Auditor and the experience required to fulfill statutory requirements; and

WHEREAS, the Aitkin County Board of Commissioners notified the public of its intent to make the office of County Auditor appointed in the official newspaper of Aitkin County on December 4, and December 11, 2024 and held a public hearing providing an opportunity for comment on December 17, 2024;

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners does hereby change the Aitkin County Auditor position to an appointed position.

BE IT FURTHER RESOLVED, the County Administrator is directed to work with staff to develop a job description, position grade, and resolution for appointment of personnel to fill the position.

Commissioner xxx seconded the adoption of the resolution and it was declared adopted upon the following vote

xxx MEMBERS PRESENT

All Members Voting xxx

**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 23rd day of December 2024, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 23rd day of December 2024

Jessica Seibert
County Administrator