



**AITKIN COUNTY BOARD OF COMMISSIONERS**

January 7, 2025

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.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Bret Sample Adding item 8F

**1.D 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 Michael Kearney
<b>SECONDER:</b>	Commissioner Travis Leiviska

- A) Correspondence File-**  
December 23, 2024 - January 6, 2025
- B) Approve County Board Minutes-**  
December 23, 2024
- C) Approve County Board Minutes-**  
December 17, 2024 Budget Hearing

**ADJOURN 2024 Board**

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Michael Kearney

**3 Oath of Elected Officials - Commissioner Laurie Westerlund**

**4 Jessica Seibert – County Administrator**

- A) Call to Order 2025 Board Meeting**
- B) Nomination for Board Chair and Vice Chair**  
Board Chair  
Commissioner Leiviska nominated Commissioner Wedel for Board Chair. No other nominations. Motion made by Commissioner Leiviska and seconded by Commissioner Kearney, to cease nominations and cast unanimous ballot for Commissioner Wedel for Board Chair.

Vice Chair

Commissioner Leiviska nominated Commissioner Kearney for Vice Chair. No other nominations. Motion made by Commissioner Wedel and seconded by Commissioner Leiviska, to cease nominations and cast unanimous ballot for Commissioner Kearney for Board Vice Chair.

5 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Laurie Westerlund

**A) Adopt Resolution-**

LG230 Application to Conduct Off-sight Gambling - Minnewawa Sportsmen's Club

**B) Adopt Resolution-**

LG220 Application for Exempt Permit - Lawler Area Community Club

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,715,193.16
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**D) Approve Auditor Vouchers-**

Auditor Warrants 12.31.24

General	\$114,484.01	State	\$312.34	Trust	\$9,933.37	Forest	\$76.62
Taxes	\$436.00	LLCC	\$4,952.42	Parks	\$63.90	<b>Total</b>	\$130,258.66

**E) Approve Commissioner's Vouchers**

R&B Warrants 12.31.24

R&B	\$60,958.63					<b>Total</b>	\$60,958.63
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**F) Adopt Resolution-**

Grant Agreement No. 1057541 (SAP 001-605-015)

**G) Adopt Resolution-**

Grant Agreement No. 1057625 (SAP 001-598-016)

**H) Approve-**

Used Pickup Truck Equipment Purchase

**I) Approve-**

Out-of-State Travel

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

Manual Warrants 12.31.2024

General	\$2,230.31	State	\$90.00	Taxes	\$12.28	<b>Total</b>	\$2,332.59
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**K) Approve Commissioner's Vouchers**

Commissioner Warrants 01.03.2025

General	\$304,811.20	R&B	\$2,774.62	Unorgan.	\$15,745.43	Trust	\$266.42
Forest	\$91.70	LLCC	\$1,384.76	Parks	\$108.91	<b>Total</b>	\$325,183.04

**L) Adopt Resolution-**

Sheriff's Office Donation - SHERP

**M) Approve-**

Purchase Transport Vehicle

**N) Approve-**

Purchase of 2025 Alaskan Boat

**O) Approve Auditor Vouchers-**

HHS Auditor Warrants 01.03.2025

General	\$30.10	HHS	\$32,749.56			<b>Total</b>	\$32,779.66
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**Regular Agenda**

6A John Welle – County Engineer

**Motion to:**

Adopt Resolution - Award Contract 20256

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

7A Greg Payment - AIM VCET Commander/ Aitkin County SGT

**Informational Only**

AIM VCET - 3 yr Overview - Discussion Only

**RESULT:** INFORMATIONAL ONLY

**MOVER:**

**SECONDER:**

8A Jessica Seibert – County Administrator

**Motion to:**

Approve 2025 Board Meeting Schedule

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

**MOVER:** Commissioner Travis Leiviska

**SECONDER:** Commissioner Laurie Westerlund

8B Jessica Seibert – County Administrator

**Motion to:**

Adopt Resolution - 2025 Board of Commissioners Meeting Procedures

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

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska  
as amended, friendly amendment to complete Department Head section after Jan. 28th Board Meeting

8C Jessica Seibert – County Administrator

**Motion to:**

Adopt Resolution - Designation of Official County Newspaper

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

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Michael Kearney

8D Jessica Seibert – County Administrator

**Motion to:**

Adopt Resolution - 2025 Committee Appointments

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

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska  
as amended

8E Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

Regular 1:1s, Interim Auditor sworn in, Podcasts continue, Coffee with Jessica, Strategic Plan Update

8F Jessica Seibert – County Administrator

**Motion to:**

Approve JPA with Jevne Township

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

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska

9A Board of Commissioners

**Motion to:**

Commissioner Committee Updates

ARDC Conference Call

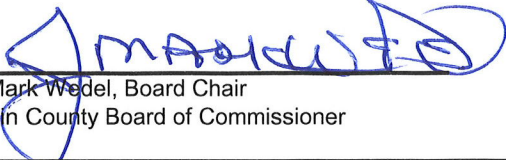
**Motion to Adjourn**

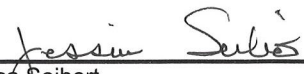
Motion made at 9:53 a.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

**Next Meeting:** Tuesday, January 28, 2025

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

  
Jessica Seibert  
County Administrator