



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.

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

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

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

RESULT:	APPROVED (5 TO 0)
MOVER:	Commissioner Bret Sample
SECONDER:	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 Wedel for Board Chair.

5 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

Total	\$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	Total	\$130,258.66

E) Approve Commissioner's Vouchers

R&B Warrants 12.31.24

R&B	\$60,958.63					Total	\$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	Total	\$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	Total	\$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			Total	\$32,779.66
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Regular Agenda

6A John Welle – County Engineer

Motion to:

Adopt Resolution - Award Contract 20256

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