



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

September 9, 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 8:59 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
David J. Minke	County Administrator	Present
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda.

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

1.D Introduction of David J. Minke, County Administrator

1.E Citizens Public Comment by:

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

August 26, 2025 - September 8, 2025

B) Approve County Board Minutes-

August 26, 2025

C) Approve Electronic Funds Transfers

Total	\$1,366,870.96
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D) Approve Auditor Vouchers-

Auditor Warrants - HHS 08.22.25

HHS	\$34,445.72					Total	\$34,445.72
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E) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.22.25

General	\$560.51	Taxes	\$304.00	LLCC	\$339.00	Parks	\$210.00
						Total	\$1,413.51

F) Approve Manual Warrants/Voids/Corrections-

Manual Warrants - HHS 08.22.25

HHS	\$466.17					Total	\$466.17
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G) Approve Commissioner's Vouchers

Commissioner Warrants 08.29.25

General	\$128,010.77	Reserves	\$2,155.51	R&B	\$83,280.27	Trust	\$10,371.60
Taxes	\$163.27	LLCC	\$20,172.42	Parks	\$40,065.15	COVID	\$6,769.73
						Total	\$290,988.72

H) Approve Auditor Vouchers-

Auditor Warrants 08.29.25

Townships	\$98,918.00					Total	\$98,918.00
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I) Adopt Resolution-

App for Temporary On Sale Liquor License - Jacobson Community Center 10.2025

J) Adopt Resolution-

App for Temporary On Sale Liquor License - Jacobson Community Center 11.2025

K) Approve Auditor Vouchers-

Auditor Warrants - HHS 08.29.25

HHS	\$49,164.00	Opioid	\$11,040.00			Total	\$60,204.00
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L) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 08.29.25

General	\$8,408.17	Parks	\$100.00			Total	\$8,508.17
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M) Approve-

Affidavit for Duplicate of Lost Warrant - Riber

N) Approve Manual Warrants/Voids/Corrections-

ELAN 08.14.25

General	\$4,154.10	HHS	\$23.38			Total	\$4,177.48
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O) Approve-

Job Re-evaluation (Chief Deputy Treasurer)

P) Approve Auditor Vouchers-

Auditor Warrants 09.05.25

General	\$37,453.00	R&B	\$425,329.92			Total	\$462,782.92
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Regular Agenda

3A Jim Bright – Facilities Coordinator

Informational Only

HHS Remodel & Garage Sale Updates

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4A Kathleen Ryan – County Auditor

Informational Only

Overpayment of Minerals Management - Information Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4B Kathleen Ryan – County Auditor

Informational Only

Taconite Credit Error - Information Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

4C Kathleen Ryan – County Auditor

Direction Requested

2026 Preliminary Budget Presentation - Direction Requested

RESULT: DIRECTION REQUESTED
MOVER:
SECONDER:

4D Kathleen Ryan – County Auditor

Discussion Item

Review 2026 Appropriations - Discussion Item

RESULT: DISCUSSION ITEM
MOVER:
SECONDER:

- 4E Kathleen Ryan – County Auditor
Direction Requested
2026 Commissioner Salaries - Direction Requested
RESULT: DIRECTION REQUESTED
MOVER:
SECONDER:
- 5A Mark Jeffers – Economic Development Coordinator
Discussion Item
ED Grant Award Update - Discussion Item
RESULT: DISCUSSION ITEM
MOVER:
SECONDER:
- 5B Mark Jeffers – Economic Development Coordinator
Motion to:
Approve 2026 Business Development & Recreation Grant Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
- 5C Mark Jeffers – Economic Development Coordinator
Motion to:
Approve 2026 Revitalization Grant Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Travis Leiviska
- 5D Mark Jeffers – Economic Development Coordinator
Motion to:
Approve Housing Development & Redevelopment Program
RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample
- 5E Mark Jeffers – Economic Development Coordinator
Informational Only
County/Administration related Updates
Welcome to David, IAT meeting with David, Reminder of upcoming AMC Fall Conference, Ground breaking of Apartments on Bunker Hill Drive
- 6A Board of Commissioners
Informational Only
Commissioner Committee Reports
Aitkin County HRA, Hill City National Night Out, National Resources Advisory Committee, District Directors meeting, Fargo North Dakota Today Show, Wild Rice Days in McGregor, McGregor Airport, East Central Regional Library Board, Northern Counties Land Use Coordinating Board, upcoming AMC Public Safety meeting, Budget Committee, Personnel Committee, Economic Development, AMC Virtual meeting, Aitkin Airport, Fly-in breakfast
Motion to Adjourn
Motion made at 11:05 a.m.
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, September 23, 2025

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

David J. Minke
County Administrator