



Association of Minnesota Counties

COPY

AMC 2017 POLICY COMMITTEE APPOINTMENTS - updated

POLICY COMMITTEE

- Environment & Natural Resources Policy Committee
- General Government Policy Committee
- Health & Human Services Policy Committee
- Public Safety Policy Committee
- Transportation & Infrastructure Policy Committee

DELEGATE

- Anne Marcotte
- Don Niemi
- Cynthia Bennett
- Laurie Westerlund
- Bill Pratt

Each county can appoint one commissioner or county official to each of five policy committees. Each county must have at least one member appointed to a policy committee. No policy Committee member can be on more than one Policy Committee.

INDIAN AFFAIRS ADVISORY COUNCIL

DELEGATE: Laurie Westerlund

Eighteen counties are located in federally recognized Indian Country and a substantial Native American population resides in Hennepin County. Each of the 19 counties may designate a delegate to be a voting member of the Indian Affairs Advisory Committee.

AMC 2017 DELEGATE APPOINTMENTS

- J. mark Wedel
- Laurie Westerlund
- Don Niemi
- Bill Pratt
- Anne Marcotte
- Cynthia Bennett
- Terry Neff
- Jessica Seibert

ARTICLE 8: ASSOCIATION DELEGATES & DISTRICTS

Section 1. Association Delegates Each member county shall be entitled to a number of delegates equal to three more than the number of persons on the board of county commissioners of the member county. Delegates shall be appointed annually by the county board from among the officials and employees of the county. Each delegate so appointed shall be eligible to vote at any meeting of the Association or to be elected an officer or director of the Association. The right to vote at any meeting of the Association or to hold an office or directorship in the Association shall terminate when such person ceases to be a delegate from a member county or the county that delegate represents ceases to be a member of the Association. A vacancy in the office of delegate shall be filled by the county board for the unexpired term.

Agenda Add-on

**Safe and Secure Courthouse Initiative Grant Application
2017 Awards**

Please refer to the *Safe and Secure Courthouse Initiative – Information and Award Guidelines Sheet* for details on the application process and award guidelines for the grant. The application(s) must be submitted to Janet.marshall@courts.state.mn.us at the Judicial Branch on or before March 31, 2017.

Application Agency Information:

Name of County Aitkin County
Department/Division Administration
Address 217 2nd Street NW, Aitkin, MN 56431
Telephone 218/927/7276 Web Site www.co.aitkin.mn.us
Name of County Board Chair/Administrator Jessica Seibert
Telephone 218/927/7276 Email jessica.seibert@co.aitkin.mn.us
Name and Title of Contact Person Ross Wagner, Economic Development Coordinator
Telephone 218/927/7305 Email rwagner@co.aitkin.mn.us

2nd Applicant Agency Information:

If a joint project, and funding is requested by more than one agency, the second agency information is (if more than two agencies, use additional sheets):

Name of County N/A
Department/Division _____
Address _____
Telephone _____ Web Site _____
Name of County Board Chair/Administrator _____
Telephone _____ Email _____
Name and Title of Contact Person _____
Telephone _____ Email _____

Overall Project Request:

Name of Request/Project New 3 Level Secure Lobby Area and Equipment

Dollar Amount Requested \$500,000.00

Local 50% Match \$500,000

Total Estimated Cost of Project \$1,720,992.00

Expected Start Date of Project May 2017

Expected End Date of Project November 2018

(Project must be completed by December 31, 2018)

Project Summary:

Provide a summary of your proposed project and describe its impact on courthouse security.

Aitkin County is in the process of designing an addition to our courthouse. The project consists of four distinct elements; tearing down the "Old Jail" which is now administrative and county attorney offices as well as the County Boardroom; attaching an addition to the existing courthouse; building a safe and secure entrance to the Courthouse and the new addition, remodeling the Courthouse to house County Attorney and Probation offices and work spaces. It is for the safe and secure entrance that we are seeking grant funds for. The overall building project calls for all court related functions and their respective offices to be in the Courthouse. Administrative and traditional county services such as the Auditor, Environmental Services and Assessor as well as the county board room will be in the new addition. The County Attorney's Office and staff will relocate to the courthouse. Formally separating court and non-court related functions in two distinct buildings will enable Aitkin County to construct the safe and secure entrance between the two buildings. Essentially, in order to enter the Courthouse, any citizen will be required to enter through the safe and secure entrance with screening, before they can enter the courthouse to meet with their probation officer, attend a court hearing etc. If a citizen is coming to the Courthouse for a non-court related activity such as paying their taxes they will enter the same entrance but they will not be required to go through screening, they can simply go the opposite direction and go to the window to pay their taxes. The entrance will be designed so that if need be in the future all citizens will have to go through screening. Once in the Courthouse, citizens will not be able to access the new addition nor will citizens in the new addition be able to access the courthouse without exiting and go through the screened entrance. In addition to the building addition, grant funds would be used for building equipment such as cameras and a metal detector.

New 3 Level Secure Lobby Area and Equipment is a major component of our overall project, the construction and subsequent staffing is not a particularly easy sell in the community. However, Aitkin County feels very strongly that this is a necessary piece to our overall County Campus. Any grant funds received will lower the overall costs to our taxpayers and will greatly appreciated by our entire community.

Project Initiatives: (Provide 1-3 sentence responses to these questions.)

1. Does the county have a Courthouse Security Committee in place? If yes, describe its organizational structure and level of decision-making.

Aitkin County has a facilities committee which oversees all building related activities including Courthouse security. The committee consists of two County Board members, County Administrator, County Sherriff, County Engineer, County Land Commissioner and the Economic Development Coordinator. The committee makes recommendations to the county board for final approvals. This committee is responsible for the development of the new addition as well as the 3 level Secure Lobby Addition.

2. Has a security assessment been conducted on the court building? If yes, include the date of completion and describe the steps taken to address identified security-related deficiencies.

No, an assessment has not been done. As it stands at this point, court-related services and non criminal justice system services are intermixed in an early 1900's building. This project will allow for the separation of all criminal justice agencies from general county government functions. All court security recommendations call for the screening of participants at the front entrance. This project will allow us to provide that type of screening to help keep the partners and participants in the criminal justice system in a weapons-free environment.

3. Describe your court building's security policies and procedures. Who writes, maintains, and distributes these policies and procedures?

The security policies and procedures are minimal and lacking at this point due to the sharing of an old structure with general government services. As is it now, it is a mixture of court practices and HR policies which are minimal at best. However with a new secure entry, we will be able to implement Best Management Practices to ensure the safety of staff and citizens.

4. Do you conduct security training for all permanent building occupants? If yes, include the frequency of training and the subject matter taught.

There is a basic level of training, akin to Run, Hide and Fight. In a secure court facility this would be enhanced greatly.

5. Are all justice partners committed to courthouse security efforts generally and to this project? Please attach letter(s) of support.

Yes, all criminal justice partners are committed to having a secure courts complex that separates court-related functions from all others. This project would allow us to make the separation and achieve a modern-day level of security.

6. Describe the project's measurable outcomes, goals, and objectives.

Goal #1) Separate court-related and non-court related functions.

Goal #2) Increase security measures for court-related functions.

The measurable outcome will be how many citizens enter through the screening, as none do now and how effective it is.

7. Grant recipients will be required to provide a final report. Describe the project schedule and estimated completion dates for key deliverables and project milestones to meet your objectives.

The schedule is; Design and Documents Phase, May 2017 – November 2017

Construction Phase 1, November 2017 – February 2018

Construction Phase 2, January 2018 – November 2018

8. If applicable, please explain how your agency will cover any ongoing personnel, maintenance, and operational costs.

The continued personnel, maintenance and operational costs will be funded through the Aitkin County Sheriff's Department annual budget.

9. Would you accept a partial award for the project? How would this impact the project? If partial funds are approved, how would your county fund the remaining project costs?

We would accept a partial award, Aitkin County rates as the 3rd or 4th poorest county in terms of Household Income and by average age is the oldest county in the state, any grant would be greatly appreciated by our citizens. Aitkin County will bond for the entire building project so any grant award would reduce our bond and lower the annual costs thereby reducing tax payer burden. Annual bond payments will be paid by a bond levy.

10. Are there any other approved or pending requests for grants or other outside funding for this project? If yes, please describe.

No

11. Explain the 50% local match.

The local match will be provided by Aitkin County through bond sale proceeds. The county will issue a Capital Improvement GO Bond that is backed by the taxing authority of Aitkin County. The project will essentially be paid for by county tax payers.

Funding Information:

If the project and funding request includes costs for multiple justice partners, please identify the costs per agency (if more than two agencies, use additional sheets):

Provide project cost details (estimated).

	Agency #1	Agency #2
Grant Amount:	\$ 500,000	
Local Match (50%):	\$ 1,220,992	
Total per Agency:	\$ 1,720,992	\$ 0
Grand Total:	\$ 1,720,992	

Provide a detailed budget summary outlining the major project expenses:

Budget Category	Grant Amount	Local Match	Total
Contracted Services			
Design and Construction Management	\$ 0	\$ 264,692	\$ 264,692
			\$ 0
			\$ 0
			\$ 0
Total Contracted Services	\$ 264,692		
Personnel			
			\$ 0
			\$ 0
			\$ 0
			\$ 0
Total Personnel	\$ 0		
Supplies & Equipment			
Furnishing and Fixtures	\$ 84,300		\$ 84,300
			\$ 0
			\$ 0
			\$ 0
Total Supplies & Equipment	\$ 84,300		
Training			
			\$ 0
			\$ 0
			\$ 0
			\$ 0
Total Training	\$ 0		
Other Expenses			
Construction of new 3 Level Secure Lobby	\$ 415,700	\$ 956,300	\$ 1,372,000
			\$ 0
			\$ 0
			\$ 0
Total Other	\$ 1,372,000		
Project Total	\$ 1,720,992		

I certify that all information in this award application is true and correct to the best of my knowledge and that I have the authority to commit the Organization to the work proposed.

Authorized Signature Jessie Sauer

Date: 3-29-17

Submit your application electronically to Janet Marshall, Minnesota Judicial Branch, at:
janet.marshall@courts.state.mn.us

SCOTT A. TURNER
SHERIFF OF AITKIN COUNTY

217 Second Street NW, Room 185
Aitkin, MN 56431

218-927-7435 Emergency 911
Sheriff Fax 218-927-7359 / Dispatch Fax 218-927-6887
TOLL FREE 1-888-900-2138

March 29, 2017

RE: Support for court security grant

To whom it may concern:

Aitkin County is considering a building project that would allow for separation of criminal justice related services from other more general government services. This would enable screening of all criminal justice system participants and attendees to help achieve a modern-day-era level of security.

At the current time, criminal justice system services are inter-mixed with other county services in a 1928 structure that does not allow for the appropriate level of security for modern day courts. The Aitkin County Sheriff's Office supports this grant application in furtherance of this mission.

It will be the Aitkin County Sheriff's Office that oversees this enhanced level of security and we will make the commitment to work with our partners to achieve and maintain this enhanced level of security. That enhanced level of security will include:

- Staffed metal detector screening of court system participants and attendees
- Monitoring of court building hallways via cameras
- Training of staff on security procedures
- Response training with law enforcement partners

If you have any questions relative to this letter, please do not hesitate to call.

Respectfully,



Scott Turner
Aitkin County Sheriff

PETITION OF SUPPORT

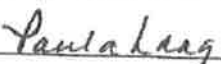

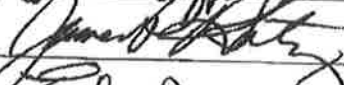
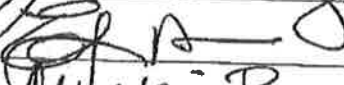
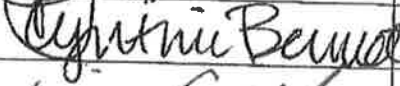
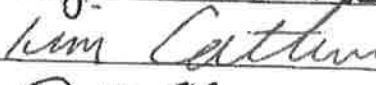
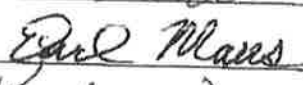
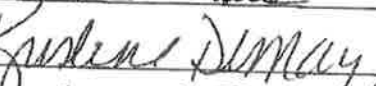

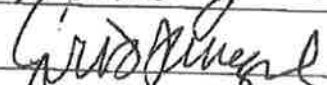
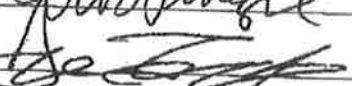
Aitkin County Judicial Building Security

The State of Minnesota has grant funding available for projects related to the strengthening of courthouse security within our state. To increase security within the Aitkin County Judicial Building, Aitkin County Sheriff Scott Turner is looking for support for the following project:

- Staffed metal detector screening of court system participants and attendees
- Monitoring of court building hallways via cameras
- Training of staff on security procedures
- Response training with law enforcement partners

As a leader within the community that we are working to serve, are you willing to support an application for funding related to the project?

Yes, I understand the importance of courthouse security in Aitkin County and I do support efforts by the Sheriff to advance the project described above.

Signature	Printed Name	Title	Date
	Paula Lang	Court Administrator	3/29/17
	DAVID F. HERNANDEZ	DISTRICT COURT JUDGE	3-29-17
	JAMES P RATZ	COUNTY ATTORNEY	03-29-17
	Elizabeth DeRuyck	Director Conn. Corrections	3/29/17
	Cynthia Bennett	Director Health & Human Services	3/29/17
	Tim Catlin	Chief of Police City of Aitkin	3/29/17
	Earl Maus	District Court Judge	3/30/17
	Kristine Demay	District Ct. Judge	3/30/17
	Richard Zimmerman	Dist. Ct. Judge	3/30/17
	Eric Asvegard	Dist. Ct. Judge	3/30/17
	Scott Turner	Dist Ct Judge	3/30/17



Board of County Commissioners Agenda Request

Agenda Add-On

Agenda Item #

Requested Meeting Date: June 27, 2017

Title of Item: Large Assembly License - The Glen Store & Grill

<input type="checkbox"/> REGULAR AGENDA	Action Requested:	<input type="checkbox"/> Direction Requested
<input checked="" type="checkbox"/> CONSENT AGENDA	<input type="checkbox"/> Approve/Deny Motion	<input type="checkbox"/> Discussion Item
<input type="checkbox"/> INFORMATION ONLY	<input checked="" type="checkbox"/> Adopt Resolution (attach draft) <i>*provide copy of hearing notice that was published</i>	<input type="checkbox"/> Hold Public Hearing*

Submitted by: Sally M. Huhta	Department: Auditor's
--	---------------------------------

Presenter (Name and Title): N/A	Estimated Time Needed: N/A
---	--------------------------------------

Summary of Issue:

Please adopt the following resolution:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

Chris Hagman d/b/a The Glen Store & Grill – Malmo Township

This music entertainment is scheduled to take place July 1st and July 2nd, 2017 from 8:00 P.M. to 12:00 P.M. Midnight daily.

Alternatives, Options, Effects on Others/Comments:

Recommended Action/Motion:

Adopt resolution.

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:*