

2B

# AITKIN COUNTY BOARD

March 24, 2020

The Aitkin County Board of Commissioners met this 24th day of March, 2020 at 9:01 a.m. at the Aitkin Public Library with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr. Commissioner Anne Marcotte was absent.

**CALL TO ORDER**

Motion made by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voting yes to approve the March 24, 2020 amended agenda. Adding Item 2.5 Approval of March 20, 2020 Board Meeting Minutes; Removing Item 4 – Jessica Johnson Presentation, 10:25 a.m. break, and Item 5 – Winona LeDuke Presentation.

**APPROVED AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
March 24, 2020**

**HEALTH &  
HUMAN  
SERVICES  
BOARD**

**Attendance**

The Aitkin County Board of Commissioners met this 24th day of March, 2020, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Don Niemi, Laurie Westerlund, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, Public Health Supervisor Erin Melz, DP&C Public Health Nurse Brea Hamdorf, and Guests: ACH&HS Advisory Committee Member Luke Christensen, and Jennifer Eisenbart, Aitkin Independent Age. ACH&HS Director Cynthia Bennett attended by phone.

**Agenda**

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members present voting yes to approve the March 24, 2020 Health & Human Services Board agenda.

**Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the February 25, 2020 Health and Human Services Board minutes.

**Bills**

Carli noted that there was nothing out of the ordinary for the monthly bills.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voting yes to approve the bills.

**Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director**

**Directors Update**

Cynthia began by saying how amazed she was how everyone has pulled together and

how proud she is of Aitkin County with the response of the COVID-19 pandemic. She gave a high level situation update regarding COVID-19. The latest report from MDH indicated that there are 235 cases in MN and 1 death. It's now in 31 counties. There are 89 cases in Hennepin County, 24 cases in Ramsey County, 18 cases in Dakota County, 16 cases in Olmsted County, and in the NE Region there are 2 cases in St. Louis County. Negotiations continue at the Federal level over a Stimulus Bill. They are saying there will be an agreement today. We will then know what will be coming down into the State. Yesterday Anoka County handed out 100's of gallons of hand sanitizer at the fairgrounds. People were waiting in line in their cars for over an hour but they were happy to get the hand sanitizer. Questions have been coming in asking if you can get coronavirus twice and the response that came from the CDC was that no you cannot. If you have been exposed and have the virus you cannot get it again. They are looking at that group of people for the workforce in the future and they are developing a new test to see if people have had it in the past so we can look to those individuals for work. She wants to assure everyone that we have the greatest confidence in our Public Health unit and our Emergency Response Team. Administration has done a fabulous job coordinating all of our efforts.

**COVID-19 Update, Brea Hamdorf, Disease Prevention & Control Public Health Nurse & Erin Melz, Public Health Supervisor**

Brea began by letting us know this is just a brief recap of what is going on as she has been inundated with information. Coronaviruses are very common and considered a large family of viruses. Some coronaviruses are found in people and some are found in animals and very occasionally the animal ones switch to people and then the unknown happens. And that's what has happened here. Coronaviruses are very common and in fact 1/3 of the common colds are from a Coronavirus. COVID-19 was first identified in China in late 2019. It has since spread worldwide. Situation to date as of the afternoon of March 23, 2020 globally there is over 300,000 cases and 14,000 deaths, and in the US over 30,000 cases and 400 deaths. Here in Minnesota we have 235 confirmed cases and 1 death. The state updates those numbers every day at 11am. Symptoms are fever, cough, and shortness of breath. Occasionally you see sore throat, sore muscles and headache. They range from mild to very severe. How it spreads is person to person by people having close contact with one another and when someone coughs those droplets will travel up to 6 feet. It can either land on other surfaces or in another persons respiratory tract and that is how someone is affected by another person. It can also be spread from object to object but it is not the main source. The severity of COVID-19 is in most cases very mild with 14% to 15% of most cases of people infected will have a severe case needing some form of hospitalization. Of those 14%-15% about 5% will require intensive care. The estimated fatality of COVID-19 was 2.3% and has since increased to 3.4%. As compared to other diseases, Seasonal Flu has 0.1% fatality rate, SARS has a 10% fatality rate, and Ebola 50%. While not as deadly as some of those very scary infectious diseases it is still quite more deadly than the seasonal flu. The severity really increases with age and other health conditions. What are the recommendations: Social Distancing is key you should remain at least 6 feet distance from others, washing hands often and correctly for at least 20 seconds. You can use hand sanitizer but it is preferred that you wash your hands. You want to cover your cough to prevent those spores from being put out into the air. You want to clean those high touch surfaces often so you don't transmit it to other people that way. Stay home if you are showing symptoms. There has been talk about facemasks. It is

not recommended to the general public to use. It is for the sick to keep the germs in and not for the healthy to keep the germs out.

Commissioner Niemi mentioned that his wife received an email yesterday that Joanne Fabrics is handing out kits of fabric that has been cut out and ready to be sewn together. You take it home, sew them, and return them to the store and they will distribute. Brea noted that the CDC touched on homemade facemasks on their call yesterday and they are pushing that the homemade ones are not a replacement for the hospital ones. It's really a last resort for when you are out.

What has MN done so far? The goal is slow the spread and reduce the impact and we are seeing the executive orders coming in. MN Dept of Health are reaching out to community groups and having calls multiple times a week through local public health, clinicians, emergency planning, and long term care to let people know what the current guidance is. Currently MDH lab, Public Health lab, and commercial labs are testing for COVID-19.

Executive orders to note: The Governor has declared this an emergency. He has closed schools, bars/restaurants to dine in services. Providing Unemployment to people out of work. Cancelled elective surgeries for healthcare and also veterinary centers. He preserved access to human services programs extending coverage for those who would have to re-apply for services during this time for a 3 month period.

What are we doing in Aitkin County? We are communicating with local media, collaborating with Riverwood Health Care, Law Enforcement, LTC and weekly meetings. Public health sharing resources with LTC, schools, and the jail and any guidance that comes out from the CDC they are sending out to make sure people know what to do. They are participating in multiple calls with MDH and CDC. They have developed a plan of action to be ready when that first call comes in and who the first to be notified, who calls who.

What can you do? Stay home when you are sick. If you have any respiratory symptoms they need to stay home even if they think it's just a cold because we really don't know at this point. If someone can manage symptoms at home they can, and reach out to healthcare if you get concerns but don't delay. Social distancing is key, you want to limit gatherings of 10 people or less and maintain social distancing of 6 feet, and void handshakes. Use only trust resources. Go to CDC or MDH for your information. Media sources aren't always 100% factual. MDH and Riverwood have hotlines.

Commissioner Westerlund stated that as a business owner (gas station) in the area she is seeing people coming up from the cities. She is concerned that she only has 4 employees and is worried for them. Is there talk about alerting people to stay home and not come up to their cabins? Erin stated that they are hearing that people are migrating north to their cabins. The recommendation is to social distance themselves. People are choosing to shelter at their cabins. Some people are already remotely working and they are choosing to work from their cabins. It has been a concern on local business owners to provide for additional residents coming to our county as well is their own residents. We are working to extend education to gas stations, banks, pharmacy's, grocery stores to try to get some outreach and education with tips. Some are marking out 6 feet on their floor to remind people to distance themselves 6 feet from one another while in line. One of most common questions we are getting is, why is this one different

than other pandemics that we have seen such as H1N1. The biggest difference is we have no vaccination platform for this particular virus. With H1N1 we had a platform to make a vaccination to get out to the public in a quick manner. That is not the case with COVID-19. We are starting from scratch and at best guess they are predicting 12-18 months before we see a vaccination on the market if our current trials work. They do not have a known antiviral to reduce the symptoms for this virus. Another difference is with H1N1 it did not affect the older generation as it is with COVID-19. This is thought to be due to other exposures and vaccinations that the older generation had lending them less susceptible to H1N1. In this case, this is a brand new virus to everyone, young and old. The young are not getting hit as hard with COVID-19 but it is hitting our elderly very hard. The mortality rate is increasing with COVID-19. This will be different with different references that you read. Italy it was much higher and South Korea was lower. In South Korea the median age was in the 40's and Italy it was the 60's. Each country is experiencing a median age a little bit different than the next country. Every age group is experiencing the illness, it's just that the older age groups are seeing the severity. Just because you have a mild case doesn't mean you are not contagious.

Erin Melz wanted to thank everyone for their patience while we try to get the information out. The information is changing daily. They are learning constantly what other countries are doing, what other states are going through, and listening to calls. They are trying to be a step ahead and to be prepared. It has posed difficulty while pushing information out because it can change tomorrow. They are doing the best they can with the information they get. If you get information next week and it's different than this week it's not because they were wrong, it was the information they had last week based on the CDC and MDH. They are attending multiple webinars and phone calls every day on the Local Level, State Level, and National levels.

Commissioner Niemi stated that as far as testing kits the Chief Medical Officer from Crosby Hospital was on the radio this morning. It sounded like there are an ample supply of testing swabs at local health care facilities. Brea stated that as far as testing swabs they do have an ample amount and they are sending them to the labs. It's the chemical reagents needed to test at the lab that are being reported that there is limited amounts. The labs are freezing the samples until they get the chemicals. Commissioner Wedel stated that it sounded like the testing has been expedited as well from 72 down to 24 hours and that was confirmed by Erin Melz.

Erin stated that over the weekend, Mayo Clinic helped get caught up on testing here in MN. It was clarified with us that it was not the swabs locally that was on short supply it was the chemical reagents at the lab itself that has caused the nationwide shortage. Which has caused MDH to say they have 3 priority groups to be tested. It's the healthcare workers, people hospitalized, and people at congregate care groups such as nursing homes. With that said the numbers presented in the beginning of the presentation are only positive tests. With those priority groups being the only ones tested they know the numbers are much higher than that. They just don't have the positive test to confirm that. Thus why they continue with the recommendations.

Commissioner Westerlund asked how many times you would have to test a person before it will show up positive. Brea stated that there is certain criteria that doctors are going through to determine if they will test. It depends on what stage of the virus is at if it will show up in the test. Early on symptoms or no symptoms the test may show negative but then on day 7 you develop more symptoms then the virus is more

detectable. That's why they are recommending the 14 day window. You might also see someone who is symptomatic and they test positive, their isolation time is 7 days. The reason for that is they have already been in their incubation period and are already symptomatic so it's believed that by 7 days from now it will be at least 14 days by the time they were exposed and would no longer be contagious.

Administrator Jessica Seibert asked if Erin could review the timelines on when they are saying if you have had COVID-19 when employees can come back to work. You need to be 3 days fever free with no fever reducing medication, have noticeable decrease in your symptoms, and you want it to be at least 7 days from the onset of your symptoms. Whichever is longer.

Commissioner Niemi stated there was a viral expert on TV that has stated if it comes on quickly like a cold can it's probably not COVID-19. It's if it gradually comes on and gets worse that you might want to get checked. Erin stated they have found some guidance that compares influenza, COVID-19, common cold, and allergies because all of that is going on right now. It compares symptoms, the onset, and how quickly it comes on. They are saying generally speaking it doesn't come quickly like other illnesses do. It's a slower progression.

In Public Health they have several plans that have been updated and exercised. They have an isolation and quarantine plan that they have updated, a mass dispensing plan, a sheltering plan which it has been their most recent work, pandemic flu plan, and a COOP plan which is a continuation operations plan if we were to move forward with further shut down what would be our priority work areas and what staff we would need to provide minimum service.

Erin gave a shout out to Stacy Durgin-Smith for the work she has done making sure all the plans are updated. She had them there and ready when we needed them to do some minor planning and updated. Also a shout out to the entire Public Health Team. We wouldn't have been doing this work without them. They have been rock solid with some long evenings and short nights.

## **Committee Reports**

### **HHS Advisory Committee Update**

Luke Christensen was there representing the Advisory Committee. They met on March 4<sup>th</sup>, 2020. At their meeting they had a presentation from Hannah Colby the nurse involved with Statewide Health Improvement Partnership. They are known for their farm to school program. Some key takeaways were since it has started from 2016-2019 it has contributed \$38,271 to our local producers with lots of money to expand. They have brought a lot of work into their website [healthynorthland.org](http://healthynorthland.org) to spread the word to the community about how beneficial those programs are. The Health Improvement and Services Advisory Committee was going to do a community meal but it was cancelled. They are working on the by-laws to revise and bring up to date. They are working to adapt them to what has currently been proven successful. He also spoke on behalf of AEOA and Arrowhead Transit. Dial-a-ride will still continue services as long as they still have volunteer drivers. As far as the volunteer medical rides they are still sustaining those that need to go to dialysis, medical appointments, etc. The workforce center closed to the public but staff are still in the office. People can't come in to use their

computers or resources but they can call on the phone and they can help.

Commissioner Wedel asked Luke the status of the census takers. He stated they are low on people but they are getting the word out that you can do it online and don't have to wait for someone to come to your door. They have delayed some of their canvassing that was supposed to start April 1<sup>st</sup>. They are looking to gear up the mobile questionnaire assistance program.

**AEOA Update**

Commissioner Westerlund stated AEOA hasn't met as they are trying to keep their employees safe and offering remote work.

**CARE Board**

Commissioner Westerlund stated CARE hasn't met as well.

**CJI Update**

They met but Commissioner Westerlund couldn't make the meeting.

**NEMOJT Update**

Commissioner Niemi stated NEMOJT is closed right now.

**Lakes & Pines Update**

Commissioner Niemi stated Lakes and Pines didn't meet.

The meeting was adjourned at 9:55 a.m.

Next Meeting – April 28, 2020

\*\*\*\*\*

Break: 9:55 a.m. to 10:02 a.m.

There was no Citizens' Public Comment

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voting yes to approve the Consent Agenda as follows. A) Correspondence File March 11, 2020 to March 23, 2020; B) Approve March 10, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$1,049,832.12; D) Approve Auditor Vouchers: Road & Bridge \$126,991.90 General Fund \$6,729.44; E) Approve Commissioner Warrants: General Fund \$111,171.21, Road & Bridge \$84,929.12, Health & Human Services \$4,718.29, State \$180.00, Trust \$24,603.99, Forest Development \$2,793.09, Capital Project \$1,512.01, Long Lake Conservation Center \$11,856.25, Parks \$85.91 for a total of \$241,849.87; F) Approve Manual Warrants/Voids/Corrections: General

**BREAK**

**CITIZEN'S  
PUBLIC  
COMMENT**

**CONSENT  
AGENDA**

# AITKIN COUNTY BOARD

March 24, 2020

Fund \$6,591.41, Health & Human Services \$1,128.95, State \$41,389.79, Trust \$21,087.15, Long Lake Conservation Center \$123.98 for a total of \$70,321.28; G) Approve Manual Warrants – Elan General Fund \$5,731.33, Road & Bridge \$1,364.97, Health & Human Services \$1,699.66, Trust \$8.54, Capital Project \$267.20, Long Lake Conservation Center \$1,117.68 for a total of \$10,189.38; H) Approve Manual Void: General Fund \$1,687.00; I) Approve Sales & Gas Tax Payments: General Fund \$347.98, Road & Bridge \$361.19, Health & Human Services \$0.06, Forest Development \$0.39, Long Lake Conservation Center \$80.48, Parks \$46.31 for a total of \$836.41; J) Approve Office 365 Yearly Licensing; K) Approve Award Pavement Making Quotes; L) Approve Applications to Make Retail Sales of Cigarette & other Tobacco Products; M) Approve Timber Auction; N) Approve County Administrator Performance Evaluation Summary; O) Adopt Resolution – 2020 State of MN Federal Supplemental Boating Safety Patrol Grant; P) Adopt Resolution – Aitkin County Search & Rescue Donation – Wealthwood Township; Q) Adopt Resolution – Aitkin County Search & Rescue Donation – Macville Township; R) Adopt Resolution – LG220 Application for Exempt Permit – Wealthwood Rod and Gun Club; S) Adopt Resolution – Additional Temporary Workspace of County Lands; T) Adopt Resolution – Final Contract Payment – Contract No. 20193.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voted to approve – March 20, 2020 County Board Minutes

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve – Office 365 Yearly Licensing;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve – Award Pavement Marking Quotes;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve – Applications to Make Retail Sales of Cigarette & other Tobacco Products;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve – Timber Auction;

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted to approve – County Administrator Performance Evaluation Summary;

**APPROVE  
MARCH 20, 2020  
COUNTY BOARD  
MINUTES**

**OFFICE 365  
YEARLY  
LICENSING**

**AWARD  
PAVEMENT  
MARKING  
QUOTES**

**APPLICATIONS  
TO MAKE RETAIL  
SALES OF  
CIGARETTE &  
OTHER  
TOBACCO  
PRODUCTS**

**TIMBER AUCTION**

**COUNTY  
ADMINISTRATOR  
PERFORMANCE  
EVALUATION  
SUMMARY  
RESOLUTION  
#20200324-038**

# AITKIN COUNTY BOARD

March 24, 2020

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – 2020 State of MN Federal Supplemental Boating Safety Patrol Grant

**2020 STATE OF MN FEDERAL SUPPLEMENTAL BOATING SAFETY PATROL GRANT AGREEMENT**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the 2020 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$6,375.00 for the term of May 8, 2020 through September 7, 2020.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – Search & Rescue Donation – Wealthwood Township

**RESOLUTION #20200324-039 SEARCH & RESCUE DONATION – WEALTHWOOD TOWNSHIP**

**WHEREAS**, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Wealthwood Township	\$1,000.00
---------------------	------------

**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Wealthwood Township	Aitkin County Search & Rescue
---------------------	-------------------------------

**WHEREAS**, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – Search & Rescue Donation – Macville Township

**RESOLUTION #20200324-040 SEARCH & RESCUE DONATION – MACVILLE TOWNSHIP**

**WHEREAS**, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Macville Township	\$200.00
-------------------	----------



**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Macville Township

Aitkin County Search & Rescue

**WHEREAS**, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – LG220 Application for Exempt Permit – Wealthwood Rod and Gun Club

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Wealthwood Rod & Gun Club, at the following location – Wealthwood Rod & Gun Club, which has an address of 23573 420<sup>th</sup> Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – October 3, 2020)

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – Additional Temporary Workspace of County Lands

**WHEREAS**, On December 11, 2018, the Aitkin County Board of Commissioners granted a utility easement, temporary work space, and temporary road access (20181211-081) to Enbridge Energy, Limited Partnership, with an office located at 4602 Grand Ave; Suite 900, Duluth, MN 55807 (Enbridge) for a right-of-way easement to survey, locate, construct, install, operate, maintain (including cathodic protection systems), clear, inspect (including aerial patrol and subsurface digging), reclaim, remove, protect, idle in place, repair, replace, relocate, change the size of and reconstruct a single pipeline, together with any associated valves, fittings, location markers and signs, communication systems and lines, utility lines, safety and protective apparatus, and all other equipment and appurtenances, whether above or below grade across the Aitkin County managed lands,

**WHEREAS**, Enbridge requests an additional 0.090 acres of temporary work space in Section 27, Township, 51N, Range 27W (NWSW, S1/2 SW, S1/2 SE, NESW, NESE, NWSE; PIN 54-0-028200) and an additional 0.240 acres in of temporary work space in Section 29, Township, 51N, Range 26W (SWSW; PIN 20-0-047700),

**WHEREAS**, said applicant will be charged Temporary Work Space costs of \$330.00, as appraised by the County Land Commissioner,

**WHEREAS**, said applicant has a minimum payment of \$1,000.00,

**WHEREAS**, the Aitkin County Land Commissioner, after making an investigation of such application, has advised that he finds no objection to granting such permit and easement,

**WHEREAS**, the Aitkin County Board of Commissioners resolved its support for Enbridge’s proposed Line 3 Replacement Project, their preferred route, and their plan for deactivating the existing Line 3 (20170926-073),

**RESOLUTION  
#20200324-041  
LG220  
APPLICATION  
FOR EXEMPT  
PERMIT –  
WEALTHWOOD  
ROD AND GUN  
CLUB**

**RESOLUTION  
#20200324-042  
ADDITIONAL  
TEMPORARY  
WORKSPACE OF  
COUNTY LANDS**

**WHEREAS**, the Aitkin County Board of Commissioners recognized Enbridge for its longstanding performance and continual efforts to protect the environment, wildlife and habitats, as well as the people who live in the communities in which it operates (20170926-073),

**NOW THEREFORE, BE IT RESOLVED**, that pursuant to Minnesota Statutes, Section 282.04, Subdivision 4, the County Auditor be and is hereby authorized to issue to Enbridge Energy, Limited Partnership, with an office located at 4602 Grand Ave; Suite 900, Duluth, MN 55807, an easement to use said described land, if consistent with the law, as in the special conditions set forth herein,

**BE IT FURTHER RESOLVED**, that said easement be granted, subject to the following terms, and conditions:

1. The utility infrastructure shall be constructed and maintained by the grantee or permittee without any cost to the County of Aitkin and the land area shall be open for public use, as long as said easement is in force.
2. Any timber cut or destroyed shall be paid for at the usual rate as soon as determined by the Land Commissioner. (Timber has been included in the easement costs.)
3. Aitkin County manages County owned and tax-forfeited lands to produce direct and indirect revenue for the taxing districts. This management includes the harvesting and extraction of timber, gravel, minerals, and other resources. The issuing and use of this easement shall not adversely affect the management and harvesting of timber and other resources on County owned and tax forfeited land. If for any reason, including township or county road construction or reconstruction, the easement needs to be relocated, the county and township will not be responsible for any relocation costs.
4. Any such easement may be canceled by resolution of the County Board for any substantial breach of its terms or if at any time its continuance will conflict with public use of the land, or any part thereof, on which it is granted, after ninety (90) days written notice, addressed to the record owner of the easement at the last known address.
5. Land affected by this easement may be sold or leased for any legal purpose, but such sale or lease shall be subject to this easement and excepted from the conveyance or lease, while such easement remains in force.
6. Failure to use the right of way described in this document for the purpose for which this easement is granted for a period of five years, shall result in the cancellation of this easement and any rights granted to the grantee by this easement shall cease to exist and shall revert to the grantor.
7. Aitkin County manages the property for many purposes such as a motorized and non-motorized recreation trails, access to county managed and other lands for resource management purposes, including the harvesting of timber, extraction of gravel, peat, fill dirt, etc, and the mining and extraction of minerals. The issuing and use of this easement shall not adversely affect any other Aitkin County authorized uses of this strip of land.
8. After construction, the lessee shall mark the location of the utilities and shall return the land to the same condition as prior to issuing of the easement.
9. If the County shall make any improvements or changes on all or any part of its property upon which utilities have been placed by this permit, the utility owner

# AITKIN COUNTY BOARD

March 24, 2020

shall, after notice from the County, change vacate, or remove from County property said works necessary to conform with said changes without cost whatsoever to the County.

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members present voted yes to adopt resolution – Final Contract Payment – Contract No. 20193

**WHEREAS**, Contract No. 20193 has in all been completed, and the County Board being fully advised in the premises.

**NOW THEN BE IT RESOLVED**, That the Aitkin County Board of Commissioners does hereby accept said completed contract for and on behalf of the County of Aitkin and authorize final payment to Ferguson Aggregate & Crushing, Inc. in the amount of \$4,583.86.

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members present voted to approve Application to Make Retail Sales of Cigarette & other Tobacco Products – One Stop Mini Mart. Commissioner Lori Westerlund abstained.

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members present voted to approve Application to Make Retail Sales of Cigarette & other Tobacco Products – Westerlund, Inc., d/b/a Westerlund Cenex. Commissioner Lori Westerlund abstained.

10:10 a.m. Commissioner Anne Marcotte joined the meeting via phone.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – Professional Services Agreement – Duluth Archaeology Center #20-04

**WHEREAS**, an agreement, DAC #20-04, has been submitted by the Duluth Archaeology Center LLC, Duluth, MN for archaeological services required as part of the Army Corps of Engineers Permit No. 2017-04704.

**NOW THEREFORE BE IT RESOLVED**, that the Aitkin County Engineer is hereby authorized and directed for and on behalf of Aitkin County to execute and enter into this Agreement, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

**RESOLUTION  
#20200324-043  
FINAL  
CONTRACT  
PAYMENT –  
CONTRACT NO.  
20193**

**APPLICATION TO  
MAKE RETAIL  
SALES OF  
CIGARETTE &  
OTHER  
TOBACCO  
PRODUCTS –  
ONE STOP MINI  
MART**

**APPLICATION TO  
MAKE RETAIL  
SALES OF  
CIGARETTE &  
OTHER  
TOBACCO  
PRODUCTS –  
WESTERLUND  
CENEX**

**RESOLUTION  
#20200324-044  
PROFESSIONAL  
SERVICES  
AGREEMENT –  
DULUTH  
ARCHAEOLOGY  
CENTER #20-04**

# AITKIN COUNTY BOARD

March 24, 2020

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – Award Contract 20202

**RESOLUTION  
#20200324-045  
AWARD  
CONTRACT 20202**

**WHEREAS**, Contract No. 20202 include C.P. 001-090-034, crack sealing of 41 miles of bituminous pavements, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, March 16, 2020 with a total of six bids received, and

**WHEREAS**, Northwest Asphalt & Maintenance, Thief River Falls, MN was the lowest responsible bidder in the amount of \$128,032.00.

**NOW THEREFORE, BE IT RESOLVED**, that Northwest Asphalt & Maintenance be awarded Contract 20202.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – Award Contract 20203

**RESOLUTION  
#20200324-046  
AWARD  
CONTRACT 20203**

**WHEREAS**, Contract No. 20203 is for the placement of calcium chloride on various county highways and township roads, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, March 16, 2020 with a total of two bids received, and

**WHEREAS**, both bids were identical in the amount of \$298,700, and

**WHEREAS**, Knife River - Sauk Rapids, MN - has successfully performed on this contract during the previous year.

**NOW THEREFORE, BE IT RESOLVED**, that Knife River be awarded Contract 20203.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve Equipment Purchase – Used Shoulder Machine

**EQUIPMENT  
PURCHASE –  
USED SHOULDER  
MACHINE**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to approve Equipment Purchase – Used Truck Chassis – Belly Dump Trailer

**EQUIPMENT  
PURCHASE –  
USED CHASSIS –  
BELLY DUMP  
TRAILER**

# AITKIN COUNTY BOARD

March 24, 2020

The request to Approve Out-of State Travel for the Northern Hardwood Conference was removed until further notice due to the COVID-19 Pandemic.

Jessica Seibert – County Administrator

- Administrator Updates
- COVID-19 Actions – no actions presented

The Board discussed: Toward Zero Deaths & ATV Committee

Motion by Commissioner Wedel seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 11:16 a.m. until Tuesday, April 14, 2020 at the Aitkin Library.

---

William Pratt, Board Chair  
Aitkin County Board of Commissioners

---

Jessica Seibert  
County Administrator

**OUT-OF-STATE  
TRAVEL FOR  
NORTHERN  
HARDWOOD  
CONFERENCE**

**ADMINISTRATIVE  
UPDATES**

**BOARD  
DISCUSSION**

**ADJOURN**