

<p>County Administrator Jessica Seibert called the 2022 County Board meeting to order this day of January, 2022 at 9:15 a.m. at the Aitkin Government Center with the following members present: Commissioners J. Mark Wedel, Donald Niemi, Anne Marcotte, Brian Napstad, and Administrative Assistant Brittany Searle.</p>	<p><b>Call to Order</b></p>
<p>Commissioner Marcotte nominated Commissioner Wedel for the Board Chair. There were no further nominations. Nominations closed. Jessica Seibert, County Administrator called for a roll call vote. Commissioner Marcotte, Westerlund, Napstad and Niemi in support. Commissioner Wedel abstained.</p>	<p><b>Nomination of Board Chair</b></p>
<p>Commissioner Westerlund nominated Commissioner Marcotte for Board Vice-Chair for the year 2022. Commissioner Napstad made a motion to close nominations with a unanimous vote in support of Commissioner Marcotte to fill the Vice-Chair position, seconded by Commissioner Wedel. Motion passed unanimously.</p>	<p><b>Nomination of Vice Chair</b></p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows.</p>	<p><b>Consent Agenda</b></p>
<p>A) Approve Electronic Funds Transfers \$816,984.42; B) Approve Commissioner Vouchers: General Fund \$150,719.97, Reserves Fund \$76,963.76, Road &amp; Bridge \$84,701.00, Health &amp; Human Services \$4,534.26, State \$9,442.50, Trust \$14,139.43, Forest Development \$423.21, Long Lake Conservation Center \$-139.28, Parks \$32,479.67 for a total of \$373,264.52; C) Approve Auditor’s Vouchers – R&amp;B Contracts: Road and Bridge \$87,247.01, for a total of \$87,247.01; D) Approve Auditor’s Vouchers – Year-End Payments: General Fund \$190,127.95, for a total of \$190,127.95; E) Approve Manual Warrants/Voids/Corrections – ELAN Paid 12/09/2021: General Fund \$-1,008.20, Health &amp; Human Services \$340.94, Trust \$194.98, Long Lake Conservation Center \$422.42, Parks \$49.86 for a total of \$0.00; F) Approve Manual Warrants/Voids/Corrections – FSA Claims and Participant Fees December: General Funds \$1,109.20, for a total of \$1,109.20; G) Adopt Resolution: Establish Absentee/UOCAVA Ballot Board; H) Approve Reaffirm Annual Code of Ethics; I) Approve Joint Powers Agreement-Drug Task Force; J) Approve Schedule County Board of Appeal and Equalization; K) Approve Reserve Request Correction; L) Adopt Resolution: K9 Loki to Remain with Handler; M) Adopt Resolution: OJP Grant;</p>	<p><b>Resolution #20220104-001 Establish Absentee/UOCAVA Ballot Board</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Establish Absentee/UOCAVA Ballot Board;</p>	
<p><b>WHEREAS</b>, Aitkin County is required by Minnesota Statutes 203B.121, Subd. 1 to establish an Absentee/UOCAVA Ballot Board; and</p>	
<p><b>WHEREAS</b>, this board will bring uniformity in the processing of accepting or rejecting returned absentee ballots in Aitkin County; and</p>	
<p><b>WHEREAS</b>, the Absentee/UOCAVA Ballot Board would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy county auditors</p>	

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trained in the processing and counting of absentee ballots;

**THEREFORE, BE IT RESOLVED THAT**, the Aitkin County Board of Commissioners hereby establishes an Absentee Ballot Board that would consist of a sufficient number of election judges as provided in sections 204B.19 to 204B.22 or deputy auditors to perform the task.

**BE IT ALSO RESOLVED**, the Aitkin County Board of Commissioners grants the County Auditor the authority to appoint or remove Election Judges as appropriate throughout the 2022 Election season.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to reaffirm Annual Code of Ethics.

**Annual Code of Ethics**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Joint Powers Agreement-Drug Task Force.

**Joint Powers Agreement-Drug Task Force**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Schedule County Board of Appeal and Equalization.

**Schedule County Board of Appeal and Equalization**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Reserve Request Correction.

**Reserve Request Correction**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: K9 Loki Retirement to Remain with Handler;

**Resolution #20220104-002 K9 Loki Retirement to Remain with Handler**

**WHEREAS**, K9 Loki is being medically recommended for retirement from service to Aitkin County, and

**WHEREAS**, a trained K9 should remain with the person it has been trained to work with, and this dog has lived with this K9 handler for over 5 years and has become a part of his family.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board authorizes the donation of K9 Loki to his current handler.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: OJP Grant

**Resolution #20210101-003 OJP Grant**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members present voted to approve Electronic Poll Pad Purchase.

**Electronic Poll Pad Purchase**

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Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve Greater Minnesota Recycling and Composting Grant.

**Greater Minnesota Recycling and Composting Grant**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voted to approve the Chronic Wasting Disease/Cervid Farms Public Hearing date be moved to January 25<sup>th</sup>, 2021 at 10:00 a.m.

**Chronic Wasting Disease/Cervid Farms Public Hearing**

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2022 Board of Commissioners Meeting Procedures;

**Resolution #20220104-004 2022 Board of Commissioners Meeting Procedures**

**WHEREAS**, the Aitkin County Board of Commissioners sees it prudent and necessary to review and adopt rules of procedure governing the conduct of the County Board Meetings; and

**WHEREAS**, the Aitkin County Board has adopted and utilized rules of business, board procedures, and Robert’s Rules of Order; and

**WHEREAS**, the Aitkin County Board of Commissioners believes it is important to annually reaffirm the rules; and

**THEREFORE, BE IT RESOLVED**, that the “Aitkin County Board of Commissioners Meeting Procedures and Rules of Business” is hereby amended and reaffirmed.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – Designation of Official County Newspaper;

**Resolution #20220104-005 Designation of Official County Newspaper**

**BE IT RESOLVED**, That the *Aitkin Independent Age* is hereby designated by the Aitkin County Board of Commissioners as the official county newspaper in which all official business shall be published. *Voyageur Press* is named second publication of Financial Statement.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2022 Committee Appointments;

**Resolution #20220104-006 2022 Committee Appointments**

**2022 Committee Appointments**

**BE IT HEREBY RESOLVED**, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2022:

Aitkin Airport Commission (2)

J. Mark Wedel

Aitkin County Care Board

Laurie Westerlund

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Aitkin County Community Corrections Advisory Board (2)	J. Mark Wedel Ann Marcotte	
Aitkin County Water Planning Task Force	J. Mark Wedel	
Aitkin Economic Development Administration (AEDA)	J. Mark Wedel	
AMC Delegates (8)	Commissioner District 2 Commissioner District 3 Commissioner District 4 Commissioner District 5 County Administrator County Engineer Environmental Services Director HHS Director	
Aquatic Invasive Species (AIS)	J. Mark Wedel Brian Napstad	
Arrowhead Counties Association (1)	Don Niemi Laurie Westerlund, Alt.	
Arrowhead Economic Opportunity Agency	Laurie Westerlund Don Niemi, Alt.	
Arrowhead Regional Development Center (ARDC)	Don Niemi Laurie Westerlund, Alt.	
Assessor for Unorganized Townships	Mike Dangers	
ATV Committee (2)	Brian Napstad Laurie Westerlund	
Big Sandy Lake Management Plan (1+Alternate)	Brian Napstad Ann Marcotte, Alt.	
Budget Committee 2020 (2)	Ann Marcotte Brian Napstad	
East Central Regional Library Board	Don Niemi Brian Napstad, Alt.	
Economic Development (2)	Brian Napstad Don Niemi	
Emergency Management	J. Mark Wedel	
Environmental Assessment Worksheet (2)	Ann Marcotte Brian Napstad	
Extension Committee (1 + Alternate)	Ann Marcotte, Laurie Westerlund, Alt	
Facilities/Technology Committee (2)	J. Mark Wedel Laurie Westerlund	
Fairgrounds Custodian	Kirk Peysar	

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H&HS Advisory Committee (Liaison) (2)	J. Mark Wedel Laurie Westerlund
Historical Society (Liaison)	J. Mark Wedel
Joint Powers Natural Resources Board (2)	Brian Napstad, Ann Marcotte, Alt. Dennis Thompson
Lakes & Pines (1+Alternate)	Don Niemi Ann Marcotte, Alt.
Law Library	Ann Marcotte, Don Niemi, Alt.
McGregor Airport Commission (2)	Brian Napstad William Bedor
MCIT Representative (1 + Alternate)	Laurie Westerlund Jessica Seibert, Alt.
Mille Lacs Fisheries Input Group	Laurie Westerlund
Mille Lacs Watershed (1 + Alternate)	Laurie Westerlund Don Niemi, Alt.
Mississippi Headwaters Board (1+Alternate)	Ann Marcotte Brian Napstad, Alt.
MN Rural Counties (1+Alternate)	Don Niemi Laurie Westerlund, Alt.
Natural Resources Advisory Committee (2)	Ann Marcotte Brian Napstad
NE MN Office Job Training	Don Niemi
Northeast MN ATP (2)	Brian Napstad John Welle Don Niemi, Alt.
Northeast MN Emergency Communications Board (ECB)	Brian Napstad Dan Guida, Alt.
Northeast MN Regional Advisory Committee (RAC)	Patrice Erickson Dan Guida, Alt.
Northeast Waste Advisory Committee (NEWAC) (1+Alternate)	Brian Napstad Laurie Westerlund, Alt.
Northern Counties Land Use Coordinating Board (NCLUCB) (1+Alternate)	Ann Marcotte Brian Napstad, Alt.
Ordinance Committee (2)	Brian Napstad Ann Marcotte
Personnel/Insurance Committee (2)	J. Mark Wedel Ann Marcotte

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Planning Commission	Ann Marcotte Laurie Westerlund, Alt.
Rum 1W1P Policy Committee	Laurie Westerlund
Snake River Watershed Management Board/1W1P Policy Committee	Don Niemi, Alt. Don Niemi Brian Napstad, Alt.
Sobriety Court	J. Mark Wedel
Solid Waste Task Force (2)	Laurie Westerlund Brian Napstad
Toward Zero Deaths	J. Mark Wedel
Tri-County Community Health Services Board	Laurie Westerlund

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve 2022 Board Meeting Schedule.

**2022 Board Meeting Schedule**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – Minimum Salaries for Elected Officials;

**Resolution #20220104-007 Minimum Salaries for Elected Officials**

**WHEREAS**, Minnesota Statutes require that at a January meeting during the year in which candidates may file for various county offices, the County Board shall set by resolution the minimum salary to be paid for the following term,

**NOW, THEREFORE BE IT RESOLVED**, that the minimum salaries of elected officials are hereby established for the next term as follows:

County Attorney	\$80,000
County Auditor	\$70,000
County Recorder	\$60,000
County Sheriff	\$75,000
County Treasurer	\$65,000
County Commissioner	\$34,715

Jessica Seibert, County Administrator updated the Board on the following:

- OSHA ETS
- OPIOID Documents Submitted
- Department Head 1:1 Meetings

**Administrator Updates**

The Board discussed: HRA, Mississippi Headwaters Board, McGregor Airport Commissioner, and Economic Development.

**Board Discussion**

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Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to adjourn the meeting at 10:40 a.m. until Tuesday, January 25, 2022 at the Aitkin County Government Center.

**Adjourn**

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

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Jessica Seibert  
County Administrator