

The Aitkin County Board of Commissioners met this 28th day of March, 2017 at 9:01 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Anne Marcotte. Commissioner Bill Pratt was absent. County Administrator Jessica Seibert and Administrative Assistant Sue Bingham were also present.

CALL TO ORDER

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to approve the March 28, 2017 amended agenda. Regular Agenda Item – Senator Ruud and Representative Lueck Conference Call, was removed. Senator Ruud and Representative Lueck are in Session, but hope to be available for the April 11th meeting.

APPROVED AGENDA

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
March 28, 2017**

HEALTH & HUMAN SERVICES BOARD

Attendance

The Aitkin County Board of Commissioners met this 28th day of March, 2017 at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, and Anne Marcotte. Commissioner Bill Pratt was absent. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Fiscal Supervisor Kathleen Ryan, Financial Services Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Social Service Supervisors Jessi Schultz and Kim Larson, Administrative Assistant Sue Bingham, and Guests: Kristine Layne and Roberta Elvecrog/H&HS Advisory Committee Members, Adam Hoogenakker/Aitkin Independent Age, and Citizen Bob Harwarth.

Agenda

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the March 28, 2017 Health & Human Services Board amended agenda. Agenda Items IV-A & B were switched around, and Agenda Item IV-C, H&HS Financial Reporting was added to the agenda.

Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to approve the February 28, 2017 Health and Human Services Board minutes.

Bills

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to approve the bills.

Presentation

Cassie Conn, Lakes and Pines Family Resource Specialist gave a presentation to the Board "We Rally Around Parents" (WRAP) which covered Referrals, Goal Movement, Enrollment into Early Childhood Programming, and Connection to Mental Health Services.

Committee Appointment

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0), to appoint Joell Miranda, Hill City, Commissioner District 5, to the Health & Human Services Advisory Committee.

H&HS Financial Reporting

Cynthia Bennett, Health & Human Services Director gave a shout out to the Board and thanked Kathleen Ryan and the finance team for the great work they have done with the H&HS Financial Reporting.

Out of State Travel

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to grant final approval for out of state travel for Elizabeth Short to attend April 1- April 5, 2017 conference in Philadelphia, PA as the MN State WIC Advisory Committee Chair. The State WIC program covers all expenses other than staff time.

Financial Reports

Kathleen Ryan, Fiscal Supervisor reviewed the Health & Human Services 5-Year Trend, Financial Report, and Foster Care Report with the Board.

Committee Reports

- H&HS Advisory Committee
- AEOA Committee Update
- CJJ (Children’s Justice Initiative)
- Lakes & Pines Update

Next Meeting – April 25, 2017

Break: 9:51 a.m. to 10:07 a.m.

Adam Hoogenakker/Aitkin Independent Age apologized for missing the publication request for the March 14th Special Board Meeting on the Preliminary Building Design Presentation.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to remove Consent Agenda Items M and N, Personnel Recommendations, to the regular agenda for discussion.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0) to remove Consent Agenda Item P - Stipulation to Settle Pending Litigation to the regular agenda as a Closed Session under Minnesota Statute 13D.05.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the amended Consent Agenda as follows: A) Correspondence File: March 14, 2017 to March 27, 2017; B) Approve County Board Minutes: March 14, 2017; C) Approve Special Meeting Minutes: March 14, 2017; D) Approve Commissioner Warrants: General Fund \$56,820.21, Road & Bridge \$21,178.86, Health & Human Services \$33.28, Trust \$15,088.85, Forest Development \$7,551.66, Long Lake Conservation Center \$2,310.62, Parks \$1,348.00 for a total of \$104,331.48; E) Approve Auditor Warrants - RE Tax Overpays: Taxes & Penalties \$917.44; F) Approve Auditor Warrants - February Sales & Use Tax: General Fund \$591.66, Road & Bridge \$836.26, State \$5,632.00, Long Lake Conservation Center \$86.95, Parks \$36.35 for a total of \$7,183.22; G) Approve License Center Rental Agreement; 2H) Approve Applications for License to Sell Tobacco Products; I) Adopt Resolution: Apportionment of 2016 Tax-Forfeited Funds; J) Adopt Resolution: Calcium Chloride; K) Award Pavement Marking

**HHS BOARD
ADJOURNS**

BREAK

**CITIZENS PUBLIC
COMMENT**

**CONSENT
AGENDA
CHANGES**

**CONSENT
AGENDA**

Quote - Traffic Marking Services; L) Adopt Resolution: Form LG220 - Wealthwood Rod and Gun Club; O) Approve Personnel Committee Recommendations - Job Evaluations;

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve the following Applications for License to Sell Tobacco Products for the period ending March 31, 2018, subject to the completion of all paperwork in full:

- # 01 Bann's Bar & Café, Inc., d/b/a **Banns Bar & Cafe** – Shamrock Township
- # 02 Barnacles Resort of MN Inc., d/b/a **Barnacles** – Wealthwood Township
- # 03 Cuddler Enterprises, Inc., d/b/a **Big Sand Bar** – Workman Township
- # 04 Gabeshiwigamig Niish, LLC, d/b/a **Big Sandy Lodge & Resort** – Shamrock Township
- # 05 Zorbaz of Big Sandy Lake, Inc., d/b/a **Big Zandy Zorbaz** – Shamrock Township
- # 06 MacDonald Enterprises of Malmo, Inc., d/b/a **Castaway's Resort** – Lakeside Township
- # 07 ML Gas, Inc., d/b/a **East Lake Convenience Store** – Spalding Township
- # 08 DAM of Aitkin Lakes, Inc., d/b/a **Farm Island Store** – Farm Island Township
- # 09 N5 Corporation, d/b/a **Fisherman's Bay** – Workman Township
- # 10 Grill of Glen Inc., d/b/a **The Glen Store & Grill Inc.** – Malmo Township
- # 11 Gould's Mississippi Landing, d/b/a **Gould's Mississippi Landing** – Ball Bluff Township
- # 12 Harry's Midtown Liquor, L.L.C., d/b/a **Harry's Midtown Liquor** – City of Hill City
- # 13 Holiday Stationstores, Inc. d/b/a **Holiday Stationstores, Inc.** – City of McGregor
- # 14 Rips HLI, Inc., d/b/a **Horseshoe Lake Inn** – Shamrock Township
- # 15 Jennifer Coffman, LLC, d/b/a **Jen's Hill City Liquor** – City of Hill City
- # 16 KRIM15, LLC, d/b/a **The Junction** – Hazelton Township
- # 17 MacDonald Ent. of Aitkin, Inc., d/b/a **The Landing** – Aitkin Township
- # 18 Lazy Timber Enterprises, LLC, d/b/a **Malmo Market** – Malmo Township
- # 20 Rasley Oil Co., d/b/a **McGregor Oil** – City of McGregor
- # 21 Big Sandy Golf, Inc., d/b/a **Minnesota National Golf Course** – Workman Township
- # 22 Prairie River Retreat Inc., d/b/a **Prairie River Retreat** – Shamrock Township
- # 23 Klennert Stores, Inc., d/b/a **Roadside Market** – City of Hill City
- # 24 Sather's Gateway, Inc., d/b/a **Sather's Store** – Shamrock Township
- # 25 Klennert Stores, Inc., d/b/a **Sunny's** – City of Hill City
- # 26 TJ's Liquor, Inc., d/b/a **TJ's Liquor** – Malmo Township
- # 27 Mark Kenneth Ukura, d/b/a **Ukura's Big Dollar** – Jevne Township
- # 29 Jacque Saari, d/b/a **Whispering Pines** – Shamrock Township
- # 30 Minnewawa Partners, LLC, d/b/a **Willey's Sport Shop** – Shamrock Township

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Apportionment of 2016 Tax-Forfeited Funds:

WHEREAS, pursuant to Minnesota Statute 282.08, County boards are authorized to set aside monies from the tax forfeited sale fund for timber and park development.

NOW, THEREFORE, BE IT RESOLVED, that in compliance with said law, that thirty (30) percent of the remaining receipts are to be used for forest development and twenty

**LICENSE TO SELL
TOBACCO
PRODUCTS**

**RESOLUTION
20170328-019
APPORTIONMENT
OF 2016
TAX-FORFEITED
FUNDS**

(20) percent of these receipts remaining are to be used for the maintenance and development of County Parks or recreational areas, as defined in Minnesota Statute Section 398.31 to 398.36 to be expended under the supervision of the County Board.

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Calcium Chloride:

WHEREAS, Contract No. 20171 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 20, 2017 with a total of two bids received, and

WHEREAS, EnviroTech Services, Inc. - Greeley, CO - was the lowest responsible bidder in the amount of \$237,600.

NOW THEREFORE, BE IT RESOLVED, that EnviroTech Services, Inc. be awarded Contract 20171.

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.

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to accept pavement marking quote of \$49,194.51 from Traffic Marking Services.

Under the consent agenda, motion for a resolution by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to adopt resolution - Form LG220 - 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 420th Place, Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Raffle – October 7, 2017)

Under the consent agenda, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to accept the consultant's recommendations for job classifications for the following positions:

- HHS Administrative Assistant, (Grade 5) effective 3/28/2017
- Assistant Corrections Agent, (Grade 8) effective 2/22/2017
- Corrections Agent, (Grade 9) effective 3/28/2017
- Social Worker, (Grade 9) effective 3/28/2017
- Career Corrections Agent, (Grade 10) effective 3/28/2017
- County Surveyor, (Grade 12) effective 3/28/2017

**RESOLUTION
20170328-020
CALCIUM
CHLORIDE**

**PAVEMENT
MARKING
QUOTES**

**RESOLUTION
20170328-021
FORM LG220 -
WEALTHWOOD
ROD & GUN CLUB**

**PERSONNEL
COMMITTEE /
JOB
CLASSIFICATIONS**

- Correctional Officer (CO), (Grade 4) effective 3/28/2017
- Dispatcher, (Grade 4) effective 3/28/2017

After discussion, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to authorize filling the following positions, as recommended by the Personnel Committee:

- FT Network Administrator
- FT Assistant County Attorney
- FT County Surveyor

After discussion, motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to authorize filling a part-time Confidential Office Assistant, not to exceed 29 hours per week on average, as recommended by the Personnel Committee.

Amanda Miller from Kennecott/Rio Tinto updated the Board on their mineral exploration project near Tamarack.

A Public Hearing was held at 11:00 a.m. to obtain public comment on approval of the County's Capital Improvement Plan (CIP) to issue capital improvement bonds in an amount not to exceed \$10,500,000, pursuant to Minnesota Statutes, Section 373.40, for the purpose of financing the construction of an addition to the existing County Courthouse, public safety and security improvements to the existing County courthouse, the remodeling of facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the CIP. Ross Wagner, Economic Development & Forest Industry Coordinator gave a brief overview. Paul Steinman from Springsted, Inc. explained the bonding process and answered questions. Bruce Schwartzman from BKV Group was also present to answer questions.

Sheriff Scott Turner commented that he is very excited about the project, including the separation of public services from the court system, getting security in place, and addressing accessibility issues.

Bob Harwarth, resident of Spencer Township, noted that the Aitkin School referendum failed 3 to 1, and feels there should be something in the paper about the 30 day reverse referendum.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution - Resolution Relating to Financing of Certain Proposed Projects to be Undertaken by the County; Establishing Compliance With Reimbursement Bond Regulations Under the Internal Revenue Code:

BE IT RESOLVED, by the Board of County Commissioners (the "Board") of Aitkin County, Minnesota (the "County"), as follows:

1. Recitals.
 - a. The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the "Regulations") dealing with the issuance of bonds,

**PERSONNEL
COMMITTEE /
RECRUITMENTS**

**PERSONNEL
COMMITTEE /
PT ADMIN/HR
CONFIDENTIAL
OFFICE
ASSISTANT**

**KENNECOTT /
RIO TINTO**

**PUBLIC HEARING
5 YEAR CAPITAL
IMPROVEMENT
PLAN**

**PUBLIC
COMMENT**

**RESOLUTION
20170328-022
RESOLUTION
RELATING TO
FINANCING OF
CERTAIN**

all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

- b. The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.
- c. The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

**PROPOSED
PROJECTS TO BE
UNDERTAKEN BY
THE COUNTY;
ESTABLISHING
COMPLIANCE
WITH
REIMBURSEMENT
BOND
REGULATIONS
UNDER THE
INTERNAL
REVENUE CODE**

2. Official Intent Declaration.

- a. The County proposes to make original expenditures with respect to constructing an addition to the existing County courthouse, making public safety and security improvements to existing facilities, remodeling existing facilities and demolishing the West Annex addition to the courthouse, and making other related building and grounds improvements (collectively, the "Project"), pursuant to the County's 2017-2022 Five-Year Capital Improvement Plan, prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for the Project in the maximum principal amount not to exceed \$10,500,000.
- b. Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the County maintained for the reimbursement bonds

and shall specifically identify the original expenditures being reimbursed.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adopt resolution - Resolution Approving the 5-Year Capital Improvement Plan and Authorizing the Issuance and Sale of General Obligation Capital Improvement Plan Bonds:

WHEREAS, Aitkin County (the "County") has published notice of its intent to hold a hearing on the adoption of its Five-Year Capital Improvement Plan (the "Plan") and the issuance of capital improvement plan bonds under Minnesota Statutes, Section 373.40 (the "Bonds") at least fourteen (14) but not more than twenty-eight (28) days prior to the date hereof, pursuant to and in accordance with Minnesota Statutes, Section 373.40 (the "Act"); and

WHEREAS, the Board of County Commissioners (the "Board") held a public hearing on the date hereof on (i) adoption of the Plan and (ii) the issuance of the Bonds for the purpose of financing the construction of an addition to the existing County courthouse, public safety and security improvements to existing facilities, the remodeling of existing facilities and the demolition of the West Annex addition to the courthouse, and other related building and grounds improvements described in the Plan; and

WHEREAS, in preparing the Plan, the Board has considered for each project and for the overall Plan:

- (1) the condition of the County's existing infrastructure, including the projected need for repair or replacement;
- (2) the likely demand for the improvement;
- (3) the estimated cost of the improvement;
- (4) the available public resources;
- (5) the level of overlapping debt in the County;
- (6) the relative benefits and costs of alternative uses of the funds;
- (7) operating costs of the proposed improvements; and
- (8) alternatives for providing services more efficiently through shared facilities with other counties or local government units; and,

NOW, THEREFORE, BE IT RESOLVED that the Aitkin County Board of Commissioners adopts the Plan and authorizes the issuance of the bonds for the purposes described hereinabove in an amount not to exceed \$10,500,000, contingent upon the satisfaction of the conditions described in the Act.

John Welle, County Engineer, in preparation of future discussions with representatives of MnDOT Districts 1 and 3, discussed TH 210 and asked for clarification of the Board's position on the topic.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried (4-0), to approve purchase of Vanair Viper G70A model air compressor from Summit Equipment Outlet for the quoted price of \$7,371. This will be included in the 2018 Capital Equipment Replacement Budget.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (3-0-1 Pratt absent, Westerlund abstained), to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2018:

**RESOLUTION
20170328-023
RESOLUTION
APPROVING THE
5-YEAR CAPITAL
IMPROVEMENT
PLAN AND
AUTHORIZING
THE ISSUANCE
AND SALE OF
GENERAL
OBLIGATION
CAPITAL
IMPROVEMENT
PLAN BONDS**

**TH 210
DISCUSSION**

**EQUIPMENT
PURCHASE -
HWY DEPT.**

**TOBACCO
LICENSE -
WESTERLUND**

- #28 Westerlund Inc., d/b/a Westerlund Cenex - Malmo Township

Jessica Seibert, County Administrator discussed proposals for strategic planning services with the Board. The Board consensus was to get input from the Department Heads at the next Department Head meeting to see if they are interested, and then give a refresher to the Board as to what was presented in 2015. No action was taken at this time.

The Board discussed: Library, Historical Society, ACA, MHB, Facilities, Personnel, HRA, and Mille Lacs Watershed.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried (4-0), to close the meeting at 12:50 p.m. under MN Statute 13D.05 – Blandin Paper Company vs. Aitkin County.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried (4-0) to reopen the meeting at 12:59 p.m.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), to adopt resolution - Stipulation to Settle Pending Litigation (01-CV-11-375 et. al.):

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve Stipulation to Settle Pending Litigation

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0), to adjourn the meeting at 1:00 p.m. until Tuesday, April 11, 2017 at 9:00 a.m.

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

Jessica Seibert, County Administrator

CENEX

**STRATEGIC
PLANNING
PROPOSAL**

**BOARD
DISCUSSION**

CLOSED MEETING

REOPEN MEETING

**RESOLUTION
20170328-024
STIPULATION TO
SETTLE PENDING
LITIGATION
(01-CV-11-375 ET.
AL.)**

ADJOURN