

The Aitkin County Board of Commissioners met this 24th day of October, 2017 at 9:03 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Don Niemi, Bill Pratt, and Anne Marcotte. Commissioner Westerlund was absent. County Administrator Jessica Seibert and Administrative Assistant Sue Bingham were also present.

Motion by Commissioner Pratt, seconded by Commissioner Marcotte and carried (4-0), all members voting yes to approve the October 24, 2017 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
October 24, 2017**

Attendance

The Aitkin County Board of Commissioners met this 24th day of October, 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 Anne Marcotte, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Accounting Technician Carli Goble, Financial Services Supervisor Jessi Goble, Child Support Supervisor Ruth Sundermeyer, Social Services Supervisor-Children’s Services Jessi Schultz, Social Services Supervisor-Adult Services Kim Larson, Social Services Intern Jennifer Henke, Health & Human Services Administrative Assistant Shawn Speed, and Guests: Bob Marcum/H&HS Advisory Committee Member, Roberta Elvecrog/H&HS Advisory Committee Member, Penny Olson/H&HS Advisory Committee Member, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the October 24, 2017 Health & Human Services Board agenda.

Minutes

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting yes to approve the September 26, 2017 Health and Human Services Board minutes.

Bills

Carli Goble, Accounting Technician, presented the bills to the board. Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all members voting yes to approve the bills.

Health & Human Services Director Reports

Legislative Updates – Cynthia Bennett, H&HS Director reported that she attended the AMC District 1 meeting last week with Jessica Siebert, Commissioner Pratt, and Commissioner Niemi and at the meeting the members listed out their top 15 priority statements. The number one priority among all of the members was to support any proposal that supports the mental health continuation of care through regional triage centers for crisis intervention and the creation of new housing options. Specifically

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH & HUMAN
SERVICES BOARD**

the statement deals with the Regional Treatment Centers.

Child Support Info graphic – Ruth Sundermeyer, Child Support Supervisor, reported that the handout covers the state as a whole from October of 2016 to September of 2017, the state fiscal year. It reflects the impact that Child Support system has on the state. Ruth also gave the commissioners background/history lesson on the Child Support System.

Financial Reports

Carli Goble reviewed the financial statement for the board-

- 1) We are on budget overall.
- 2) Foster Care still a high cost.
- 3) Fund Balance has been decreasing over the course of the last few years.
- 4) We will be around 83% of the budget by the end of October.

Committee Reports

H&HS Advisory Committee – Commissioner Westerlund and/or Pratt

- 1) Committee member Bob Marcum, Penny Olson, and Roberta Elvecrog provided details of their last meeting, held October 4, 2017.
 - a. Was a good, short meeting.
 - b. Bob talked about his involvement with a Public Health Nuisance cleanup he helped with in Salo Township and how he appreciated all of the help various community organizations, such as ANGEL’s, gave to the project.

CJI Update – Commissioner Westerlund

- 1) In Commissioner Westerlund’s absence, Jessi Schultz, Social Services Supervisor-Children’s Services, gave an updater about CJI. She mentioned that they talked about foster care placement and foster home locations.

Next Meeting – November 28, 2017

Break: 10:01 a.m. to 10:23 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: October 10, 2017 to October 24, 2017; B) Approve County Board Minutes: October 10, 2017; C) Approve Commissioner Warrants: General Fund \$111,718.65, Road & Bridge \$35,354.21, Health & Human Services \$199.66, Debt Service \$22,278.68, State \$555.00, Trust \$21,616.93, Forest Development \$6,340.51, Agency \$18,721.78, Long Lake Conservation Center \$9,568.39, Parks \$1,281.40 for a total of \$227,635.21; D) Approve Auditor Warrants – September Sales & Use Tax: General Fund \$474.79, Road & Bridge \$1,664.40, State \$7,717.50, Trust \$86.67, Forest Development \$-0.11, Long Lake Conservation Center \$74.23, Parks \$225.71 for a total of \$10,243.19; E) Approve County Administrator’s Performance Evaluation Summary; F) Accept \$2,000 Donation to STS from the McGregor Area Lions Club; G) Approve Request to Allow the DAV Mobile Office to Park in the West Courthouse Parking Lot on November 1, 2017 from 8:00 a.m. to 3:30 p.m.; H) Authorize Sale of Excess Materials/Equipment – Highway Dept.; I) Approve Temporary 3.2% Malt Liquor License – Jacobson Volunteer Fire Dept.; J) Adopt Resolution: Final Contract Payment – Contract No. 20152; K) Adopt Resolution: Local Road Improvement Program

**HHS BOARD
ADJOURNS**

BREAK

**CONSENT
AGENDA**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to approve the following Temporary On Sale 3.2 Malt Liquor License for November 10, 2017:

On Sale

Jacobson Community Fire Dept., d/b/a Jacobson Volunteer Fire Dept. – Ball Bluff Township

TEMPORARY ON SALE 3.2 MALT LIQUOR LICENSE JACOBSON COMMUNITY FIRE DEPT.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to adopt resolution – Final Contract Payment – Contract No. 20152:

WHEREAS, Contract No. 20152 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 Central Specialties in the amount of \$117,132.94.

RESOLUTION 20171024-077 FINAL CONTRACT PAYMENT – CONTRACT NO. 20152

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to adopt resolution – Local Road Improvement Program:

WHEREAS, approximately \$25,300,000 of bond funds were appropriated to the Local Road Improvement Program by the Minnesota Legislature during the 2017 legislative session for a statewide solicitation to fund projects in the Routes of Regional Significance Account, the Rural Road Safety Account, or the Trunk Highway Account, and

RESOLUTION 20171024-078 LOCAL ROAD IMPROVEMENT PROGRAM

WHEREAS, grant applications are currently being solicited by the Minnesota Department of Transportation for eligible local projects, and

WHEREAS, S.A.P. 01-612-021 is an eligible local project on Aitkin County State Aid Highway No. 12 that is currently seeking funding for construction during the 2018 construction season.

NOW THEREFORE BE IT RESOLVED, that Aitkin County hereby supports the submission of S.A.P. 01-612-021 for consideration for 2017 Local Road Improvement Program funding.

Bobbie Danielson, Human Resources Director discussed Personnel Committee recommendations with the Board.

PERSONNEL COMMITTEE

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried (4-0), all members voting yes to create a new OSS position in HHS effective October 24, 2017.

OFFICE SUPPORT SPECIALIST - HHS

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to restructure in the Sheriff's Office to provide a full-time Jail Program Coordinator by January 1, 2018.

JAIL PROGRAM COORDINATOR

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried (4-0), all members voting yes to accept Minnesota Life's bid effective January 1, 2017, with Guaranteed Issue, as presented.

It was announced that the County Board will honor employee veterans during the County Board meeting on Tuesday, November 14, 2017 at 10:30 a.m.

Lori Grams, County Treasurer reviewed the 2017 Third Quarter Investment Report with the Board.

Mike Dangers, County Assessor discussed non-profit organizations and property taxes with the Board.

Cathy Buhlmann, Land Asset Manager and Mark Jacobs, Land Commissioner discussed a request to apply for repurchase of tax forfeited property on terms. Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried (4-0), all members voting yes to move forward with the repurchase application on terms, with the understanding that the Board will be updated regularly. A resolution will be brought to the Board for formal approval at the November 14, 2017 County Board meeting. The Board consensus is to allow the applicant to continue living on the property between now and adoption of the formal resolution on November 14, 2017.

John Welle, County Engineer reviewed the 2018-2022 Capital Road Improvement Plan with Board, including:

- 2016-2017 Completed Projects
- Methodology Used to Select Projects
- Draft of Proposed Projects to be Added in 2021/2022
- Proposed Process for Implementation of 2018-2022 Plan

Ross Wagner, Economic Development & Forest Industry Coordinator reviewed the Small Cities Development Program (SCDP) with the Board and asked the Board for support. Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried (4-0), all members voting yes to adopt resolution – Small City Development Project:

BE IT RESOLVED that Aitkin County act as the legal sponsor for the Small City Development Program project contained in the Application to be submitted on November 9, 2017 and that Jessica Seibert, Aitkin County Administrator is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Aitkin County, Minnesota, and

BE IT FURTHER RESOLVED that Aitkin County has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life, and

BE IT FURTHER RESOLVED that Aitkin County has not violated any Federal, State or

MINNESOTA LIFE

EMPLOYEE VETERANS

3RD QUARTER INVESTMENT REPORT

NON-PROFITS & PROPERTY TAXES

REQUEST TO REPURCHASE ON TERMS

2018-2022 CAPITAL ROAD IMPROVEMENT PLAN

RESOLUTION 20171024-079 SMALL CITY DEVELOPMENT PROJECT

local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice, and

BE IT FURTHER RESOLVED that upon approval of its application by the State of Minnesota, Aitkin County may enter into an agreement with the State of Minnesota for the approved project, and that Aitkin County certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Jessica Seibert, County Administrator or successor in office, is hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of Aitkin County.

Ross Wagner, Economic Development & Forest Industry Coordinator discussed a request for the Trust for Public Land to purchase Mississippi River frontage from Aitkin Growth and deed it over to Aitkin County. A meeting will be scheduled with the Aitkin Airport Commission for further discussion. No action was taken.

Jessica Seibert, County Administrator reviewed the 2017 Third Quarter Budget with the Board.

The Board discussed: Arrowhead Counties, MHB, ARDC, Snake River, Sandy Lake Management, AMC District 1 Mtg., All Hazard Workshop, AIS, Assoc. of Townships, TZD, and Opioids Mtg.

Motion by Commissioner Marcotte seconded by Commissioner Niemi and carried (4-0), all members voting to adjourn the meeting at 1:06 p.m. until Tuesday, November 14, 2017 at 9:00 a.m.

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

Jessica Seibert, County Administrator

**AITKIN GROWTH
LAND EXCHANGE**

**3RD QUARTER
BUDGET REVIEW**

**BOARD
DISCUSSION**

ADJOURN