

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of May, 2021 at 9:00 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Donald Niemi, Anne Marcotte, Brian Napstad, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.

Motion made by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all voting yes to approve the May 25, 2021 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING**

**Attendance**

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of May 2021, at 9: a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Anne Marcotte, Don Niemi, and Laurie Westerlund. Others present included: Accounting Supervisor Carli Goble, Public Health Supervisor Erin Melz, Financial Services Supervisor Jessi Goble (VIA WebEx), Child Support Supervisor Julie Herbst (VIA WebEx), County Administrator Jessica Seibert, Assistant to the County Administrator Angie Sahr, Paul Vold, KKIN (VIA WebEx), and Rebecca Fudala, Aitkin Independent Age (VIA WebEx).

**Agenda**

Jessica noted one change to the Agenda, Item IV would be changed to an update on the legislative session from Matt Freeman, the Executive Director of the Minnesota Association for Counties Social Services Administrators (MACSSA) instead of a Director update from Cynthia Bennett.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the May 25, 2021 Health & Human Services Board agenda with the one change.

**Minutes**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the April 27, 2021 Health and Human Services Board minutes.

**Bills**

Carli stated that there were only normal monthly bills this month.

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

**H&HS End of Legislative Session Update, Matt Freeman**

Matt went through his PowerPoint presentation for the Board members to update them on what was accomplished this legislative session.

**COVID-19 Update, Erin Melz**

Erin went through her presentation on where the county is in regard to vaccinations, COVID-19 numbers, and what the next steps are.

**Call to Order**

**Approved Agenda**

**Health & Human  
Services**

Committee Reports

**CARE Report**

Commissioner Westerlund reported that they did meet and talked about the need for more staff, looking for a new space for CARE and that this last month was the highest for use of their ride service.

**Lakes & Pines Update**

Commissioner Niemi stated that they had a board member appreciation day and went through their audit results which were good.

The meeting was adjourned at 9:52 a.m.

Next Meeting – June 22, 2021

There was no Citizens' Public Comment

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows.

- A) Correspondence File May 11, 2021 to May 24, 2021; B) Approve May 11, 2021 County Board Minutes; C) Approve Electronic Funds Transfers \$798,575.41; D) Approve Commissioner Vouchers: General Fund \$142,076.85, Reserves Fund \$5,970.62; Road & Bridge \$56,153.77, Health & Human Services \$28,904.64, State \$660.00, Trust \$7,983.94, Forest Development \$6,428.59, Capital Project \$1,264.70, Long Lake Conservation Center \$4,798.50, Parks \$76,113.03 for a total of \$423,460.14; E) Approve Auditor's Vouchers: General Fund \$4,138.62, Road & Bridge \$126.00, Health & Human Services \$1,008.00, Trust \$294.00, for a total of \$5,566.62; F) Approve Auditor's Vouchers – Sales Tax & Diesel Tax April 2021: General Fund \$490.16, Road & Bridge \$455.42, State \$0.26, Forest Development \$3.22, Parks \$158.55, for a total of \$1,107.61; G) Approve Auditor's Vouchers – R&B: Road & Bridge \$130,542.35; H) Approve Manual Warrants/Voids/Corrections – Elan paid 4/29/21 Allocated: General Fund -\$1,413.83, Reserves Fund \$789.18, Road & Bridge \$117.92, Health & Human Services \$259.31, Forest Development \$247.42, for a total of \$0.00; I) Approve Manual Warrants/Voids/Corrections – Stale Dated MoneyGram, Account Closed Check: Taxes & Penalties \$1,642.72; J) Approve Manual Warrants/Voids/Corrections – Mtg Reg and Deed Tax April 2021: General Fund \$0.04, State \$76,840.19, for a total of \$76,840.23; K) Approve Manual Warrants/Voids/Corrections – Camping Refund: Parks \$50.00; L) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$192.21; M) Approve Manual Warrants/Voids/Corrections – Returned Payments/Account Closed, Stop Payment: Taxes & Penalties \$1,849.00; N) Approve Manual Warrants/Voids/Corrections – Electronic Chargeback: Taxes & Penalties \$1,168.00; O) Approve Manual Warrants/Voids/Corrections – Stop Payment: Taxes & Penalties \$1,231.00; P) Approve Manual Warrants/Voids/Corrections – Camping Refunds: Parks \$120.00; Q) Approve Manual Warrants/Voids/Corrections – FSA Claims: General Fund \$540.55; R) Approve Sign MOU for ACTISMA; S) Adopt Resolution: LG220 Application for Exempt Permit – Lawler Area Community Club; T) Adopt Resolution: Application for Grant-in-Aid Funds for Snowmobile and Ski Trails; U) Adopt Resolution: Application to Repurchase Tax-Forfeited Property; V) Adopt Resolution: Search & Rescue Donation – Idun Township; W) Adopt Resolution: Search & Rescue Donation – Seavey Township;

**Citizens' Public Comment**

**Consent Agenda**

# AITKIN COUNTY BOARD

May 25, 2021

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to approve – Sign MOU for ACTISMA.

**Sign MOU for ACTISMA**

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: LG220 Application for Exempt Permit – Lawler Area Community Club.

**Resolution #20210525-064 LG220 Application for Exempt Permit – Lawler Area Community Club**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 13, 2021)

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Application for Grant-in-Aid Funds for Snowmobile and Ski Trails.

**Resolution #20210525-065 Application for Grant-in-Aid Funds for Snowmobile and Ski Trails**

**WHEREAS**, Local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 65% reimbursement of the cost of trail maintenance and 90% reimbursement of costs of grooming, and

**WHEREAS**, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

**WHEREAS**, Snowmobile clubs have maintained these trails in the past, and wish to contract with the County for maintaining trails during the 2021-2022 winter season, and

**WHEREAS**, these trails benefit the winter recreation, resort, industry, and economy of Aitkin County,

**NOW, THEREFORE BE IT RESOLVED**, That the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for snowmobile trail maintenance and grooming, and ski trail maintenance and grooming for the following trails.

Aitkin Sno-Drifters Trails
McGrath/Finlayson Trails
Tamarack Trails
Haypoint Trails
Palisade Trails
Mille Lacs Trails
No Achen / LLCC ski trails

**BE IT FURTHER RESOLVED**, That the Aitkin County Trail Administrator be authorized to contract for the 2021-2022 winter season for the development, maintenance, and grooming of the aforementioned trails with each of the corresponding interested clubs.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Application to Repurchase Tax-Forfeited Property.

**Resolution  
#20210525-066  
Application to  
Repurchase Tax-  
Forfeited Property**

**WHEREAS**, Charles and Deborah Carriger, husband and wife were taxpayers at the time of forfeiture (Applicants).

**WHEREAS**, the Applicants were listed as a party on an unrecorded quit claim deed from Pat Amato first party to the Pasquale Robert Amato and Linda Martin Amato Revocable Living Trust at the time of forfeiture

**WHEREAS**, the Applicants have made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Lots 34 and 35 in the plat of Skyline Acres (T48 R27), and

**WHEREAS**, said Applicants has set forth in his application that:

- a. Hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

Charles Carriger and Deborah Carriger "husband and wife" taxpayer 26656 and Taxpayer 177 in care of US for payment of taxes. Made Feb 18, 2020 in amount of \$3100.58 using ACI payment Inc. services (RNP002673BF3378) with assistance of Aitkin County Treasurer to complete electronic payment of \$3100.58 providing confirmation #6511371 for payment on taxpayer 26656 and 177.

20April 2021 relatives of Carrigers' discovered properties to be transferred to them were no longer listing for neither Amato Pasquale R and Gloria nor taxpayer 26656 – Carriger's even though parcels were paid over seventeen years by Carrigers.

27 Apr 2021 – May 6, 2021: Audit with assistance of Aitkin County Treasurer's Office determined Feb 18, 2020 payment of \$3,100.58 did not cover Lot 34 &35.

**WHEREAS**, the Applicants have made payment of all delinquent taxes of properties, and

**WHEREAS**, this board is of the opinion that said applications should be granted for such reasons,

**NOW, THEREFORE BE IT RESOLVED**, That the application of Charles and Deborah Carriger for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized and directed to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241, as amended.

# AITKIN COUNTY BOARD

May 25, 2021

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Search & Rescue Donation – Idun 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 amount set forth below to the county:

Idun Township	\$200.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Idun Township	Aitkin County Search & Rescue
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**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 donation offered.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution: Search & Rescue Donation – Seavey 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 amount set forth below to the county:

Seavey Township	\$300.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Seavey Township	Aitkin County Search & Rescue
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**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 donation offered.

**Resolution  
#20210525-067  
Search & Rescue  
Donation – Idun  
Township**

**Resolution  
#20210525-068  
Search & Rescue  
Donation –  
Seavey Township**

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – To Support a Mississippi River – Brainerd Watershed, One Watershed One Plan;

**WHEREAS**, the Minnesota Board of Soil and Water Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

**WHEREAS**, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

**WHEREAS**, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

**WHEREAS**, the counties and soil and water conservation districts within the Mississippi River - Brainerd Watershed (Hydrologic Unit Code 07010104), as delineated in the attached One Watershed, One Plan Suggested Boundary Map, have interest in developing a comprehensive watershed management plan for this area.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County recognizes and supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

**BE IT FURTHER RESOLVED** that Aitkin County welcomes the opportunity to collaborate with the counties and soil and water conservation districts within the Mississippi River - Brainerd Watershed for watershed-scale planning efforts in the future; and

**BE IT FURTHER RESOLVED** that Aitkin County supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan and anticipates entering into a Memorandum of Agreement with the counties and soil and water conservation districts, within the Mississippi River - Brainerd Watershed, to collaborate on this effort, pending selection as a recipient of a planning grant.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voted to adopt resolution –To Support the Kettle River & Upper St. Croix Watershed, One Water One Plan;

**WHEREAS**, the Minnesota Board of Water and Soil Resources has developed policies for coordination and development of comprehensive watershed management plans, also known as One Watershed, One Plan, consistent with Minnesota Statutes, Chapter 103B.801, Comprehensive Watershed Management Planning Program; and

**WHEREAS**, Minnesota Statutes, Chapter 103B.301, Comprehensive Local Water Management Act, authorizes Minnesota Counties to develop and implement a local water management plan; and

**Resolution  
#20210525-069  
To Support a  
Mississippi River  
– Brainerd  
Watershed, One  
Watershed One  
Plan**

**Resolution  
#20210525-070  
To Support the  
Kettle River &  
Upper St. Croix  
Watershed, One  
Water One Plan**

**WHEREAS**, Minnesota Statutes, Chapter 103D.401, Watershed Management Plan, authorizes Minnesota Watershed Districts to develop and implement a watershed management plan; and

**WHEREAS**, Minnesota Statutes, Chapter 103C.331, subdivision 11, Comprehensive Plan, authorizes Minnesota Soil and Water Conservation Districts to develop and implement a comprehensive plan; and

**WHEREAS**, the counties, soil and water conservation districts, and watershed districts within the Kettle River & Upper St. Croix Watershed No. 07030003 & 07030001, as delineated in the attached Boundary Map, have interest in developing a comprehensive watershed management plan for this area.

**NOW, THEREFORE, BE IT RESOLVED**, that Aitkin County supports watershed-scale planning efforts consistent with Minnesota Statutes, Chapter 103B.801, also known as One Watershed, One Plan; and

**BE IT FURTHER RESOLVED**, that that Aitkin County welcomes the opportunity to collaborate with the counties, soil and water conservation districts, and watershed districts within the Kettle River & Upper St. Croix Watershed River Watershed for watershed-scale planning efforts in the future; and

**BE IT FURTHER RESOLVED**, that Aitkin County Supports an application to the Board of Water and Soil Resources for a planning grant to develop a comprehensive watershed management plan. Aitkin County will participate in the Advisory Committee and not the Policy Committee of the planning process because the watershed is only 5% of the county’s jurisdictional area.

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Award Contract No. 20219;

**WHEREAS**, Contract No. 20219 is for construction of CP 001-027-001, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, May 10, 2021 with a total of three bids received, and

**WHEREAS**, R.C. Habeck Excavating LLC - Wahkon, MN - was the lowest responsible bidder in the amount of \$1,043,412.45.

**NOW THEREFORE, BE IT RESOLVED**, that R.C. Habeck Excavating LLC be awarded Contract 20219.

**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 Napstad, seconded by Commissioner Marcotte and carried, all members present voted to approve GAP Acres Plat Approval.

**Resolution  
#20210525-071  
Award Contract  
No. 20219**

**GAP Acres Plat  
Approval**

# AITKIN COUNTY BOARD

May 25, 2021

Jessica Seibert – County Administrator held a CDBG Coronavirus Public Hearing/Grant Application at 10:30 am. There was no public comment.

**CDBG  
Coronavirus  
Public Hearing /  
Grant Application**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution – CDBG Grant Application;

**Resolution  
#20210525-072  
CDBG Grant  
Application**

Applicant Name: Aitkin County

BE IT RESOLVED that Aitkin County (Applicant) act as the legal sponsor for the project contained in the Application to be submitted on or before June 1, 2021 (date) and that Chair Mark Wedel (Title of First Authorized Official) and Administrator Jessica Seibert (Title of Second Authorized Official) are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of Aitkin County (Applicant).

BE IT FURTHER RESOLVED that Aitkin County (Applicant) 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.

BE IT FURTHER RESOLVED that Aitkin County (Applicant) has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

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

NOW, THEREFORE BE IT RESOLVED that Chair Mark Wedel (Title of First Authorized Official) and Administrator Jessica Seibert (Title of Second Authorized Official), or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the Board of Commissioners (governing body of Applicant) of Aitkin County (Applicant) on May 25, 2021 (date).

Rich Courtemanche – Land Commissioner introduced Dave McMillan, Manager of LLCC.

**Meet Dave  
McMillan,  
Manager of LLCC**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members present voted to approve Updated Recreation Plan.

**Updated  
Recreation Plan**

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

**Administrator  
Updates**

- Economic Development
- Teamsters Negotiations Non Licensed
- Fiscal Recovery Funds Meetings
- Blandin Broadband Meetings
- MACA Call
- Dude Solutions Software Demo
- AMC End of Session Call
- MCMA Annual Business Meeting
- MRC Meeting



# AITKIN COUNTY BOARD

May 25, 2021

The Board discussed: MRC, Joint Counties Natural Resource Board, Economic Development, Blandin, CDBG, ATV Committee, Planning Commission, Extension, AMC, Arrowhead Counties Association

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 11:53 a.m. until Tuesday, June 8, 2021 at the Aitkin County Government Center.

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

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Jessica Seibert  
County Administrator

**Board Discussion**

**Adjourn**