

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of January, 2022 at 9:02 a.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Donald Niemi, Ann Marcotte, Brian Napstad, Laurie Westerlund, County Administrator Jessica Seibert, and Administrative Assistant Brittany Searle.

Motion made by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all voting yes to approve the January 25, 2022 agenda.

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

**Attendance**

The Aitkin County Board of Commissioners met this 25<sup>th</sup> day of January, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Brian Napstad, J. Mark Wedel, Don Niemi, Anne Marcotte and Laurie Westerlund. Others present included: Health & Human Services Director Cynthia Bennett, Administrative Assistant to the H&HS Director Paula Arimborgo, Accounting Supervisor Carli Goble, County Administrator Jessica Seibert and Assistant to the County Administrator Brittany Searle, H&HS Advisory Committee Vice-Chairperson Cindy Chuhanic, and CFO AC Auditor’s Office Kathleen Ryan. Attendance via WebEx: Public Health Supervisor Erin Melz, Adult Social Services Supervisor Kim Larson, KIN Radio Paul Vold and AC Economic Development Coordinator Mark Jeffers.

**Agenda**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members present voting yes to approve the January 25, 2022 Health & Human Services Board agenda as presented.

**Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the December 21, 2021 Health & Human Services Board minutes.

**Bills**

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

**Director Update**

Cynthia updated the board on the 2022 Legislative Priorities of Aitkin County Public Health & Human services:

- 1) Aitkin County supports modernization investments that align with the Modernization Strategic plan and take the fresh approach that has been laid out in the Gartner recommendations. Implementation of the Modernization Strategic

**Call to Order**

**Approved Agenda**

**Health & Human Services**

plan will ensure development of an interoperable system, will improve efficiency, effectiveness, and reduce the costs of the delivery of services, enhance customer service, and expand county decision-making authority. This includes resource support to counties for developing community services that support modernization, an integrative application process, and application of agile practices or "LEAN" processes to identify and correct system problems early on.

- 2) Aitkin County supports Direct Care and Treatment Cost of Care Policy Changes. This includes development of a review process for discharges and subsequent financial responsibility for Does Not Meet Criteria (DNMC) days. Additionally, tools need to be developed to work in partnership with counties to reduce DNMC days at direct care and treatment facilities.
- 3) Aitkin County supports changes to the Consolidated Chemical Dependency Treatment Fund (CCDTF) under the Substance Use Disorder (SUD) Reform: As a result of SUD Reform and Direct Access, counties have been taken out of the treatment decision-making role, yet currently under statute remain financially responsible for eligible clients. Counties should no longer be financially responsible for a county share in costs that are paid through the Behavioral Health Fund.
- 4) Aitkin County supports a state implementation of Family First Prevention Service Act (FFPSA) that meets the core tenets of the federal statute and ensures equitable access to services state-wide, assuring financial sustainability to counties and avoiding unfunded mandates and cost shifts to counties.

Re-Design update – Cynthia, Carli & Paula meeting with Architect in early February

New Brochure completed – intended to keep our consumers/community aware of the services provided by Health & Human Services

Discussion about Modernization Program – How much money was lost in trying to correct the old system? Are the auditors looking at this and asking DHS to reimburse the state? Who is the responsible computer or software company doing the work? The Gartner Consulting Company did the initial assessment of DHS systems and as an outside consultant made recommendations to DHS, the DHS commissioner would then be responsible for implementing the recommendations.

### **Carli Goble**

Presented the End of Year 2021 Fiscal Report detailing Revenues, Expenditures – additional details related to specific programmatic areas and the final budgetary outcomes.

Commissioner Marcotte questioned whether the Federal Revenues category included ARPA Money. Yes - ARP Fiscal Recovery Funds received in HHS were \$117,695.

Marcotte inquired whether there was any discussion about continuing to offer virtual trainings once face to face trainings were re-instated. Cynthia mentioned that there has been discussion amongst various professional organizations to continue offering virtual options.

Discussion ensued about Medical Assistance Estate Recovery. Commissioner Wedel suggested a presentation at the Advisory Committee to further discuss processes, liens, recovery operations etc. Cynthia acknowledged that this would be added to a future agenda.

## Contracts

A) 2022 Northland Club House POS

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, to approve contract. Roll call vote (4-0-1 Marcotte abstained).

B) 2022 NEMOJT POS

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voting yes to approve contract.

Commissioner Westerlund requested an update at a future board meeting from the NEMOJT committee, perspectives from both H&HS and NEMOJT.

## Committee Updates

**H&HS Advisory Committee Update** - Commissioner Wedel deferred to Cindy Chuhanic for update on last committee meeting. Hannah Colby gave a presentation on Lose to Win program, new member Rebecca Koch welcomed, Joel Hoppe is now the new Chairperson and Cindy Chuhanic is the new Vice-Chairperson. Cindy commented that Suicide prevention and other counseling services provided to the community through Health & Human Services have been a life saver in recent weeks with the tragic fatal accident of two young Aitkin residents. Cindy has personally used some of the services available to assist some of her staff and she is pleased with the support she has received.

**CARE Board Update** – Commissioner Westerlund commented that everything was in order, they were conducting grief support, they will be handing out COVID test kits in near future, they did not receive the Liv Well at Home Grant – she believes they need to get more diverse, they provided 2220 rides for health – looking for more funding and she commented that there is an increase in clientele for Meals on Wheels and the meals provided by Aitkin Health Services have improved.

**Lakes & Pines Update** – Commissioner Niemi noted that Lakes & Pines met yesterday and that they have lost two current sitting Commissioners in the last two months: Mike Robinson and Gene Anderson. Preliminary budget looks good and Lakes & Pines is actually a model agency. Niemi also noted that a major retirement was coming up.

Commissioner Niemi spoke about the poverty rate of Aitkin County and what the current census was. He also inquired whether Health & Human Services has seen an increase in homeless rates.

The meeting was adjourned at 9:52 a.m.  
Next Meeting – February 22, 2022

There was no Citizens' Public Comment

**Citizens' Public Comment**

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

**Consent Agenda**

**A)** Correspondence File January 4, 2022 to January 24, 2022; **B)** Approve January 4, 2022 Year End 2021 County Board Minutes; **C)** Approve January 4, 2022 County Board Minutes; **D)** Approve Electronic Funds Transfers \$2,018,098.49; **E)** Approve Commissioner Vouchers (01/07/2022): General Fund \$402,995.65, Road & Bridge \$204,513.59, Health & Human Services \$32,763.40, Trust \$21,148.97, Forest Development \$3,775.00, Long Lake Conservation Center \$25,173.41, Parks \$104,093.33 for a total of \$794,463.35; **F)** Approve Commissioner Vouchers (01/22/2022): General Fund \$460,259.10, Reserves Fund \$24,542.29, Road & Bridge \$266,457.53, Health & Human Services \$12,109.84, Debt Services \$552,507.51, State \$3,627.00, Trust \$59,061.89, Forest Development \$1,165.48, Townships/Cities/ARDC/Ambulance \$3,369.28, Long Lake Conservation Center \$10,501.91, Parks \$22,826.62 for a total of \$1,416,428.45; **G)** Approve Auditor's Vouchers – Property Tax Overpayments: Taxes & Penalties \$3,796.54, for a total of \$3,796.54; **H)** Approve Auditor's Vouchers – Lease Payment Treasurer's Office: General Fund \$200.00, for a total of \$200.00; **I)** Approve Auditor's Vouchers – December 2021 Settlements: Townships/Cities/ARDC/Ambulance \$569,475.55, for a total of \$569,475.55; **J)** Approve Auditor's Vouchers – Unorg Cemetery Appropriations: Special Revenue \$2,920.85, for a total of \$2,920.85; **K)** Approve Manual Warrants/Voids/Corrections – FSA Claims #40066297: General Fund \$1,179.52, for a total of \$1,179.52; **L)** Approve Manual Warrants/Voids/Corrections – LLCC Credit Card Fees December 2021: LLCC \$33.20, for a total of \$33.20; **M)** Approve Manual Warrants/Voids/Corrections – Returned Payment, Unable to Locate: Townships/Cities/ARDC/Ambulance \$300.00, for a total of \$300.00; **N)** Approve Manual Warrants/Voids/Corrections – MTG and Deed Tax Dec, FSA Claims, Returned Check: General Fund \$1,309.59, State \$94,507.71, Trust \$25.00 for a total of \$95,842.30; **O)** Approve Manual Warrants/Voids/Corrections – ELAN paid 12/23/2021: General Fund \$-1,915.25, Road & Bridge \$578.07, Health & Human Services \$1,286.73, Trust \$26.99, LLCC \$43.49 for a total of \$0.00; **P)** Approve Manual Warrants/Voids/Corrections – ELAN paid 01/06/2022: General Fund \$-1,235.53, Reserves Fund \$693.40, Road & Bridge \$64.16, Health & Human Services \$6.99, Trust \$194.98, LLCC \$276.00 for a total of \$0.00; **Q)** Approve Manual Warrants/Voids/Corrections – FSA Claims #40079033: General Fund \$1,265.02, for a total of \$1,265.02; **R)** Approve Manual Warrants/Voids/Corrections – Sales/Use and Diesel Tax December 2021: General Fund \$254.47, Road & Bridge \$2,301.14, Health & Human Services \$25.38, LLCC 4.46 for a total of \$2,585.45; **S)** Approve Manual Warrants/Voids/Corrections – State General Tax 3<sup>rd</sup> Apportionment: State \$33,845.95 for a total of \$33,845.95; **T)** Approve Engineering Services Agreement; **U)** Approve Community Corrections Interim Comprehensive Plan; **V)** Adopt Resolution: Temp On-Sale Liquor License; **W)** Approve Recommendation from Consultant; **X)** Adopt Resolution: OJP Grant Agreements and Amendments; **Y)** Adopt Resolution: Minnewawa Donation; **Z)** Adopt Resolution: VFW Post 1727 Donation; **AA)** Adopt Resolution: Amended Application for GIA ATV Funding; **BB)** Adopt Resolution: CPL Grant-Bud Capping; **CC)** Adopt Resolution: LG214 Premises Permit-McGregor Fire Department Relief Association; **DD)** Adopt Resolution: Snowmobile Safety Enforcement Grant 2022-2023; **EE)** Adopt Resolution: American Legion Post 86-Donation; **FF)** Adopt Resolution: License to Sell Tobacco Products-Round Lake Resort;

<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Engineering Services Agreement.</p>	<p><b>Engineering Services Agreement</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Community Corrections Interim Comprehensive Plan.</p>	<p><b>Community Corrections Interim Comprehensive Plan</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – CCA Subsidy/State of MN Grant Contract Agreement 2022-2023.</p>	<p><b>CCA Subsidy/State of MN Grant Contract 2022-2023</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve resolution: – Temp On-Sale Liquor License.</p>	<p><b>Resolution #20220125-008 Temp On-Sale Liquor License</b></p>
<p>Motion by Commissioner X, seconded by Commissioner X and carried, all members voting yes to approve the following Temporary <b>On-Sale Liquor License</b> for February 12, 2022.</p>	
<p><b>ON Sale:</b>          Laura Huisinga, d/b/a <b>Cuyuna Brewing Company</b> – Shamrock Township (Open house at Willey’s Marine, 46054 State Hwy. 65, McGregor, MN 55760)</p>	
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve – Recommendation from Consultant.</p>	<p><b>Recommendation from Consultant</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: OJP Grant Agreements and Amendments.</p>	<p><b>Resolution #20220125-009 OJP Grant Agreements and Amendments</b></p>

# AITKIN COUNTY BOARD

January 25, 2022

Be it resolved that Aitkin County will enter into a cooperative agreement with the Office of Justice Programs in the Minnesota Department of Public Safety.

Aitkin County Attorney is hereby authorized to execute such agreements and amendments, as are necessary to implement the project on behalf of Aitkin County

I certify that the above resolution was adopted by the Board of Commissioners of Aitkin County on January 25, 2022

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

**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:

Minnewawa Sportsmen's Club                      \$2,500.00

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

Minnewawa Sportsmen's Club                      Aitkin County Search and 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 by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: VFW Post 1727 Donation.

**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:

**Resolution  
#20220125-010  
Minnewawa  
Donation**

**Resolution  
#20220125-011  
VFW Post 1727  
Donation**

# AITKIN COUNTY BOARD

January 25, 2022

Roberts-Glad VFW Post 1727           \$500.00

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

Roberts-Glad VFW Post 1727           Aitkin County Search and 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 by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Amended Application for GIA ATV Funding.

**Resolution  
#20220125-012  
GIA ATV Funding**

**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 90% reimbursement of costs of grooming and maintenance, and

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

**WHEREAS**, Clubs wish to contract with the County for maintaining these trails, and

**WHEREAS**, These trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County,

**NOW THEREFORE, BE IT RESOLVED**, That the Aitkin County Trail Administrator be authorized to apply for Grants-in-Aid assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Axtell ATV technical riding area, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail, Solana ATV trails, and Rat Lake Connector trail.

**BE IT FURTHER RESOLVED**, That the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: CPL Grant-Bud Capping.

**Resolution  
#20220125-013  
CPL Grant Bud  
Capping**

**WHEREAS**, the Aitkin County Board of Commissioners supports the grant application made to the Minnesota Department of Natural Resources for the Conservation Partners Legacy Grant Program. The application is to help fund tree protection (bud capping) for pine trees, and

**WHEREAS**, The Aitkin County has the financial capability to meet the 10% match of non-state funds or in-kind resources,

**THEREFORE, BE IT RESOLVED, IF** Aitkin County is awarded the grant by the Minnesota Department of Natural Resources, Aitkin County agrees to accept the grant award and may enter into an agreement with the State of Minnesota. Aitkin County will comply with all applicable laws, environmental requirements, and regulations as stated in the grant agreement, and

**BE IT FURTHER RESOLVED**, that the Aitkin County Interim Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: LG214 Premises Permit-McGregor Fire Department Relief Association.

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the McGregor Fire Department Relief Association, at Ukura's Bottle Shop – Jevne Township. This establishment has an address of 41561 State Hwy 65, McGregor, MN 55760.

**Resolution  
#20220125-014  
LG214 Premises  
Permit-McGregor  
Fire Department  
Relief Association**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Snowmobile Safety Enforcement Grant 2022-2023.

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners approve the Fiscal Years 2022-2023 Snowmobile Safety Enforcement Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff and County Board Chair to sign the agreement in the amount of \$13,438.00, amount being \$6,719.00 for each year of the biennium, for the term of July 1, 2021 through June 30, 2023.

**Resolution  
#20220125-015  
Snowmobile  
Safety  
Enforcement  
Grant 2022-2023**

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: American Legion Post 86-Donation.

**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.

**Resolution  
#20220125-016  
American Legion  
Donation**

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

American Legion Post No. 86 \$400.00

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

American Legion Post No. 86 Aitkin County Search and Rescue



# AITKIN COUNTY BOARD

January 25, 2022

**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 by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: License to Sell Tobacco Products-Round Lake Resort.

# 23B Round Lake Resort L.L.C. d/b/a Round Lake Resort – Shamrock Township

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members present voted to approve State of Minnesota LiDAR Agreement.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – On, Off and Sunday Sale Liquor License for 2022-Round Lake Resort L.L.C.;

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from February 1, 2022 thru December 31, 2022:

**“ON”, “OFF” and “SUNDAY” Sale:**

Round Lake Resort L.L.C., d/b/a **Round Lake Resort** – Shamrock Township

This establishment has an address of 16469 Goshawk St., McGregor, MN 55760

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members present voted to approve General Operations Policy Changes.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voted to approve rescheduling the Chronic Wasting Disease/Cervid Farms Public Hearing to March 8, 2022 at 10:00 a.m.

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

- Fiscal Recovery Funds
- Committee of the Whole Meeting
- Legislative Conference
- Annual MCIT Training
- Association of Township Meeting
- Performance Evaluations
- Policy Work
- Year End budget Review

**Resolution  
#20220125-017  
License to Sell  
Tobacco  
Products-Round  
Lake Resort**

**State of  
Minnesota LiDAR  
Agreement**

**Resolution  
#20220125-018  
On, Off and  
Sunday Sale  
Liquor License  
Round Lake  
Resort L.L.C**

**General  
Operations Policy  
Changes**

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


**Administrator  
Updates**

# AITKIN COUNTY BOARD

January 25, 2022


The Board discussed: National Resource Advisory Committee, Big Sandy Lake Management, Arrowhead Counties, NClub, Personnel, Planning Commission, AMC Board, H&HS Advisory, Aitkin Airport Commission.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 12:05 p.m. until Tuesday, February 8, 2022 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**