

**AITKIN COUNTY BOARD****December 20, 2022**

<p>The Aitkin County Board of Commissioners met this 20<sup>th</sup> day of December, 2022 at 9:05 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.</p> <p>Motion made by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all voting yes to approve the December 20, 2022 agenda as amended. Addition of: 6C – Appointment for District 5 Planning Commission, 6D – Appointment for District 4 Board of Adjustment, 6E – Appoint Jane Bristow for District 5 Board of Adjustment, 8F – Approve Personnel Committee Recommendation, 8G – Authorize County Administrator to Approve Year End Matters, and 8H – Approve State of Emergency Resolution.</p> <p style="text-align: center;"><b>AITKIN COUNTY HEALTH &amp; HUMAN SERVICES BOARD MEETING</b></p> <p><b>Attendance</b> The Aitkin County Board of Commissioners met this 20<sup>th</sup> day of December 2022, at 9:02 a.m. as the Aitkin County Health &amp; Human Services Board with the following members present: Board Chair J. Mark Wedel, Commissioners Brian Napstad, Don Niemi, Laurie Westerlund and Ann Marcotte. County Administrator Jessica Seibert, Administrative Assistant Brittany Searle, Health &amp; Human Services Director Cynthia Bennett and Administrative Assistant Paula Arimborgo. Others present included: H&amp;HS Supervisors Carli Goble, Julie Herbst, Kim Larson and Erin Melz; Lynne Jacobs CARE, incoming new commissioners and other public guests. Joining via WebEx: KKIN Paul Vold and Aitkin Independent Age.</p> <p><b>Approved Agenda</b> Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members present voting yes to approve the December 20<sup>th</sup>, 2022 Health &amp; Human Services agenda.</p> <p><b>Approved Minutes</b> Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the November 22<sup>nd</sup>, 2022 Health &amp; Human Services minutes.</p> <p><b>Approved Bills</b> Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members present voting yes to approve the bills.</p> <p><b>Approved Contracts</b> Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members present voting yes to approve the 2023-2024 MN DHS CSP contract.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to approve the 2023 Meds-1 Community Health Services Contract.</p>	<p><b>Call to Order</b></p> <p><b>Approved Agenda</b></p> <p><b>Health and Human Services</b></p>
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## Approved Advisory Committee Appointments

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members present voting yes to approve the re-appointment of current members Joel Hoppe and Cindy Chuhanic and approve the new appointment of Jon Moen, AFSME representative to the Aitkin County Health & Human Services Advisory Committee.

## Child Support Presentation

Julie Herbst, H&HS Child Support Supervisor presented to the board the Federal Fiscal Year 2021 Child Support Presentation covering the following:

- MN Vision & Mission
- The 5 Performance Measures
- Federal Performance Measures: County Results
- Aitkin County Results: Orders Established & Paternities Established
- Aitkin County Results: Collections on Current & Collections on Arrears
- Aitkin County Results: Cost Effectiveness
- Payment Sources
- MN County Disbursements, Total Expenditures and Incentives

## Director Updates

Cynthia Bennett, H&HS Director updated the board on the following:

- New Director, Sarah Pratt coming from Morrison County with 17 years of experience. Official start date December 28<sup>th</sup>.
- Jim Bright working to regulate the heat in the HHS Bldg.
- Working on wrapping everything up and laying a solid foundation for new director.

## Committee Updates

The Board discussed the CARE Board, Tri-County CHS, Lakes & Pines and H&HS Advisory Committee.

## Adjourn

The meeting was adjourned at 9:53 a.m.

Next Meeting – January 24, 2023

There was no Citizens' Public Comment

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

- A) Correspondence File December 13, 2022 to December 19, 2022
- B) Approve December 13, 2022 County Board Minutes
- C) Approve December 13, 2022 Budget Hearing Minutes
- D) Approve Electronic Funds Transfers for a total of \$233,531.39;
- F) Approve Auditor's Vouchers – Sales Use and Diesel Tax, November 2022 – General \$1227.02, R&B \$1,262.58, LLCC \$99.38, Parks \$12.98 for a total of \$1,601.96;
- G) Approve Manual Warrants/Voids/Corrections – MTG Reg and Deed Tax, November 2022 – General \$0.03, State \$64,250.18 for a total of \$64,250.21;
- G) Approve Manual Warrants/Voids/Corrections – ELAN Paid 11.28.2022 – General \$-3,375.23, R&B \$795.00, HHS \$911.68, Forest Development \$82.29, LLCC \$1,570.23, OPIOD \$16.03 for a total of \$0.00;
- H) Approve Manual Warrants/Voids/Corrections – FSA Claims 1 – General \$511.75 for a

**Citizens' Public  
Comment**

**Consent Agenda**

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total of \$511.75;

I) Approve Manual Warrants/Voids/Corrections – FSA Claims 2 – General \$4,872.00 for a total of \$4,872.00;

J) Approve Emergency Operations Plan

K) Approve Aitkin Airport Commission Reappointment

L) Approve Natural Resource Committee Appointments

M) Adopt Resolution: Reaffirm Change Funds

N) Adopt Resolution: Aitkin County Electronic Funds Policy/Procedure

O) Adopt Resolution: CAPs Donation

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to approve – Emergency Operations Plan.

**Emergency  
Operations Plan**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to approve – Aitkin Airport Commission Reappointment.

**Aitkin Airport  
Commission  
Reappointment**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to approve – Natural Resource Committee Appointments.

**Natural Resource  
Committee  
Appointment**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Reaffirm Change Funds

**Resolution  
#20221220-158  
Reaffirm Change  
Funds**

**BE IT RESOLVED, The Aitkin County Board of Commissioners reaffirms the following funds**

Treasurer	\$800.00
Recorder	\$1000.00
Health	\$50.00
Human Resources	\$500.00
Sheriff	\$400.00
License Center	<u>\$1000.00</u>
<b>Total General Fund</b>	<b>\$3750.00</b>

Emergency Revolving fund	\$3000.00
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**Total Health and Human Services \$3000.00**

<b>Long Lake Conservation Center</b>	<b>\$1000.00</b>
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**Total for all change funds \$7750.00**

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voted to adopt resolution: Aitkin County Electronic Funds Policy/Procedure

**Resolution  
#20221220-159  
EFT Policy and  
Procedures**

**WHEREAS, Minnesota Statute 471.38, allows for the use of electronic fund transfer as a**

means of making various payments,

**WHEREAS**, a local government may make an electronic funds transfer for the following:

- A. For a claim for a payment from an imprest payroll bank account or investment of excess money;
- B. For a payment of tax or aid anticipation certificates;
- C. For a payment of contributions to pension and retirement funds;
- D. For vendor payments; and
- E. For payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

**WHEREAS**, The County Board shall annually delegate the authority to make electronic funds transfers to the County Treasurer and the County Treasurer may designate Treasurer, Auditor, Payroll and Health and Human services staff to initiate electronic funds transfers.

**THEREFORE, BE IT RESOLVED**, that the Aitkin County Board delegates the authority to make electronic funds transfers to the Aitkin County Treasurer and for the County Treasurer to designate county staff to make electronic funds transfers for the year 2023.

**BE IT FURTHER RESOLVED**, that the County Treasurer will:

- A. Provide a copy of this resolution to the disbursing bank;
- B. Identify the initiator of the transaction and document the transaction with proper approval including confirmation of transaction;
- C. Provide a list of all transactions made by electronic fund transfer to the County Board at its next regularly scheduled meeting.

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

**Resolution  
#20221220-160  
CAPs 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:

<u>Name of Donor</u>	<u>Amount</u>
Mille Lacs Energy	<b>\$ 500.00</b>

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

<u>Name of Donor</u>	<u>Terms or Conditions</u>
Mille Lacs Energy	\$500.00 to the Committee for the Awareness & Prevention of Suicide (CAPS) group for continuing mental health and suicide prevention messaging and training and/or events throughout Aitkin County utilizing community

opportunities. Next community event is anticipated by summer 2023.

**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.

Legislators Meet and Greet – Senator Robert Farnsworth, Representative Ron Kresha and Representative Spencer Igo introduced themselves to the Board of Commissioners.

Kyle Fredrickson – AIS Coordinator gave 2022 Aquatic Invasive Species Summary to the board.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to approve – Interim Comprehensive Plan.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – Community Supervision Work Group,

Endorsing the efforts of the Community Supervision Work Group and urging the legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

**WHEREAS**, community supervision is a fundamental part of the criminal justice system in Minnesota and funding sufficient to ensure effective services is vital to public safety in all communities across the state; and

**WHEREAS**, community supervision includes services such as probation, supervised release, and intensive supervised release; and

**WHEREAS**, Minnesota’s counties provide essential community supervision services both as mandated by M.S. Chapter 244.19 and also as delegated by the Department of Corrections under M.S. Chapter 401; and

**WHEREAS**, when the Legislature decided that community supervision was best delivered through a state-county partnership, it stated a clear intent that the state would provide significant funding to the counties for operation of local programs; and

**WHEREAS**, over the past 20 years, Minnesota has become the state with the lowest level of corrections funding in the nation because the Legislature has not upheld its promise to provide adequate state resources to support community supervision; and

**WHEREAS**, the Legislature’s failure to adequately fund community supervision has increased local property taxes on residents and businesses; and,

**Legislators Meet and Greet**

**2022 AIS Summary**

**Interim Comprehensive Plan**

**Resolution #20221220-161 Community Supervisor Work Group**

**WHEREAS**, a revised community supervision funding formula is necessary to ensure that all communities in Minnesota have enough state funding to provide a consistent standard for effective, evidence-based community supervision services regardless of local capacity to pay; and

**WHEREAS**, the Association of Minnesota Counties assembled the Community Supervision Work Group including county leaders and experts in community supervision from all three supervision delivery systems to study the needs of community supervision departments statewide and develop a single funding formula that is transparent, needs based, and equitable among county and state supervision providers; and,

**WHEREAS**, the Community Supervision Workgroup has taken up its charge to convene stakeholders across the three probation delivery systems to oversee a study to create a unified recommendation for an equitable and adequate funding formula and appropriation; and,

**WHEREAS**, the Board of Directors of the Association of Minnesota Counties that represents the diverse interests of Minnesota’s 87 counties, voted to support a new funding formula that provide counties with the resources needed to keep communities safe; now, therefore,

**BE IT RESOLVED**, the Aitkin County Board of Commissioners endorses the efforts of the Community Supervision Work Group and urges the Legislature to pass a new funding formula and significant appropriation during the 2023 legislative session.

Commissioner Don Niemi left at 11:00 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve Lakes Storage Valhalla 65 Plat.

**Lakes Storage  
Valhalla 65 Plat**

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to approve Long Point Storage Plat.

**Long Point  
Storage Plat**

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to appoint Dave Long to District 5 Planning Commission.

**District 5  
Planning  
Commission**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to appoint Dake Olson to District 4 Board of Adjustment.

**District 4 BOA**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to appoint Jane Bristow to District 5 Board of Adjustment.

**District 5 BOA**

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to approve MN DNR Heritage Forest Project Confirmation Letter.

**MN DNR Heritage  
Forest Project  
Letter**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to approve FSC Forest Management Recertification.

**FSC Forest  
Management  
Recertification**

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to approve WSN Work Plan and Fee Amendment for Mille Lacs ATV Trail contingent on County Attorney’s approval.

**WSN Work Plan and Fee Amendment for Mille Lacs ATV Trail**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – 2023 Commissioner Salaries,

**Resolution #20221220-162 2023 Commissioner Salaries**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2023 County Commissioner's salary at \$ 35,409.60. Commissioners are not eligible to receive per diems from Aitkin County. Per diems may be accepted from other organizations in accordance with the law and the Aitkin County Code of Ethics.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – 2023 Elected Officials Salaries,

**Resolution #20221220-163 2023 Elected Officials Salaries**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners set the 2023 salaries of Aitkin County Elected Officials at:

GRAMS	LORI	\$	94,559.82
GUIDA	DANIEL	\$	117,391.64
PEYSAR	KIRK	\$	109,904.06
RATZ	JAMES	\$	146,305.16
SNYDER	TARA	\$	76,000.00

These salaries are based upon responsibilities of the office, duties, skills, qualifications, experience, and performance.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to approve 5-Year Capital Improvement Plan

**5-Year Capital Improvement Plan**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – 2023 Levy,

**Resolution #20221220-164 2023 Levy**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby adopt the final property tax levy for taxes payable in 2023 for the following funds:

<u>FUND</u>	<u>LEVY</u>
Revenue Fund	\$9,996,526
Road and Bridge Fund	\$2,933,407
Solid Waste	\$308,985
Health & Human Services Fund	\$2,944,562
County Parks	\$15,000
Debt Service	\$746,566
<b>Total:</b>	<b>\$16,945,046</b>

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – 2023 Budgets,

**Resolution  
#20221220-166  
2023 Budgets**

**BE IT RESOLVED**, that the following 2023 budgets be set for the leviable funds of Aitkin County:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
General Fund	\$15,519,474	\$580,572	\$16,100,046.
Road and Bridge	\$14,314,482	\$80,000	\$14,394,482.
Health & Human Service	\$7,332,919	\$224,687	\$7,557,606
Parks	\$672,944	\$75,006	\$747,950
Debt Service	\$746,566	(\$44,476)	\$702,090
ARPA Funds		\$700,000	\$700,000
Total:	\$38,586,385	\$1,615,789	\$40,202,174

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2023 Non-Levy Budgets

**Resolution  
#20221220-167  
2023 Non-Levy  
Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets that are non-levy for 2023:

<u>Fund/Account</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Law Library	\$30,000	\$0	\$30,000
TRUST (include FTS)	\$2,043,406	\$55,066	\$2,098,472
Resource Management	\$449,200	\$138,019	\$587,219
County Surveyor	\$465,312	\$(4,456)	\$460,856
Missing Heirs	\$0	\$0	\$0
MCIT	\$400	(\$400)	\$0
Collaborative Grant	\$70,500	\$0	\$70,500
Environmental Trust	\$13,600	\$0	\$13,600
LLCC	\$919,408	\$(5,105)	\$914,303

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2023 Appropriations

**Resolution  
#20221220-168  
2023  
Appropriations**

**BE IT RESOLVED**, that the Aitkin County Board of Commissioners hereby adopts the final appropriation and dues amounts payable in 2023.



<b>Dues</b>		
North Counties Land Use Coordinating Board (10-921.6240)	\$2,000	
MN Rural Counties Caucus (MRCC) (01-44.6844)	\$2,300	
Association of MN Counties (AMC) (01-44.6845)	\$11,142	
Arrowhead Counties (01-44.6846)	\$2,750	
Joint Counties Natural Resource Board (10-921.6240)	\$1,000	
<b>Joint Powers</b>		
East Central Regional Library (Dept 500-500.6801)	\$252,236	
Airport-McGregor (Dept 700-903.6801)	\$14,600	
Snake River Watershed (Dept 600-552.6836)	\$10,079	
Airport-Aitkin (Dept 700-903.6800)	\$30,000	
Mississippi Headwaters Board (Dept 600-552.6847)	\$1,500	
<b>Appropriations</b>		
Soil and Water (Dept 600-552.6801)	\$81,349	\$88,849 County Allocation \$7,700 LCWP \$4,800 Ag Inspector
C.A.R.E. (Dept 500-502.6848)	\$37,900	
Historical Society (Dept 500-501.6801)	\$19,000	
Historical Society Insurance (Dept 500)	\$4,455	
Ag Society (Dept 600-550.6801)	\$12,000	
Ag Society Capital Improvement (Dept 600-550.6843)	\$10,000	
Ag Society Insurance (Dept 600)	\$6,681	
ANGELS (01-044.6849)	\$0	
Support Within Reach (01-44.6847)	\$2,000	
<b>Total Dues &amp; Appropriations</b>	<b>\$500,992</b>	

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – Fund Transfers – 2023 Budget.

**BE IT RESOLVED**, that the County Auditor is hereby anticipated at year-end 2023 to transfer the following sums of money from the ConCon Trust, Unorganized Townships and County Ditch accounts to the County Road and Bridge fund. Monies to be transferred from the funds as given below. Purpose of these claims are to cover the expense of maintenance within ConCon Trust areas and Unorganized Townships with county equipment.

- ConCon Trust \$120,000 Aggregate Surfacing (exact amount based on R&B Claim)
- ConCon Trust \$12,500 Ditch Maintenance (exact amount based on R&B Claim)
- ConCon Trust \$100,000 – Towards Four Year Road Improvement Project
- Unorganized Townships \$200,000 Maintenance of Roads (exact amount based on R&B Claim)

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2022 Reserve Fund

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following amounts be placed in reserve funds for fiscal year end 2022:

**Resolution  
#20221220-169  
Fund Transfers –  
2023 Budget**

**Resolution  
#20221220-170  
2022 Reserve  
Fund**

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Department	Reserve Balance as of 11/2022	2022 Funds to Reserve	Balance for 2023	Project
Court Administration	71,151.60	0.00	71,151.60	Court Appointed Atty Services
Court Administration	6,850.00	10,000.00	16,850.00	Jury Deliberation/Technology
Treasurer	4,880.58	(4,880.58)	0.00	Scanner/Teller Pedestals
Auditor	3,000.00	0.00	3,000.00	Computers/Office Equipment
Auditor	0.00	11,000.00	11,000.00	Scanning
Extension	0.00	4,800.00	4,800.00	Summer Intern
Extension	0.00	2,000.00	2,000.00	Supplies/Technology
Central Services	59,000.00	50,000.00	109,000.00	Strategic Plan/LEAN Training
Central Services	10,009.51	0.00	10,009.51	IFS/Equipment
Central Services	6,471.07	0.00	6,471.07	Scanning
IT	60,827.32	0.00	60,827.32	Network Equipment
IT	15,068.00	0.00	15,068.00	Staff Training
IT	0.00	20,000.00	20,000.00	Servers
HR	4,480.42	0.00	4,480.42	Staff Training
Election	41,602.24	100,000.00	141,602.24	Election Expenses
Attorney	10,000.00	0.00	10,000.00	Murder Trial Expenses
Maintenance	0.00	0.00	0.00	Facilities Planning
Maintenance	3,355.82	0.00	3,355.82	Cleaning Equip/Computer
Buildings	0.00	38,500.00	38,500.00	Capital Projects
Veteran Service	899.63	1,000.00	1,899.63	Donations for Vets
Sheriff	120,000.00	0.00	120,000.00	Buildings-Future Repairs
Sheriff	18,000.00	11,000.00	29,000.00	Equipment/Radios
Sheriff	83,189.00	80,660.00	163,849.00	Enforcement/Squad Cars
Sheriff	31,732.02	0.00	31,732.02	Aitkin Co. Search & Rescue
Sheriff	38,589.75	0.00	38,589.75	Technology Funds
Sheriff	10,000.00	0.00	10,000.00	Canine Replacement
Sheriff	8,000.00	0.00	8,000.00	Snowmobile Replacement
Sheriff	14,449.89	0.00	14,449.89	Forfeiture
STS	30,000.00	0.00	30,000.00	Van
Community Corrections	1,373.95	0.00	1,373.95	Baker Foundation Grant
FPL/Environmental Services	17,500.00	0.00	17,500.00	Vehicle Replacement
<b>HHS - Tracked in HHS</b>	<b>0.00</b>		<b>0.00</b>	<b>Bldg Renovations</b>
Economic Development	3,400.00	7,015.00	10,415.00	Business Development & Rec. Grant
Economic Development	108,492.61	(100,000.00)	8,492.61	Broadband

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Fund Transfers to Support Survey/GIS,

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfers of funds:

\$231,406 from Fund 10 ConCon Trust to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)

\$231,406 from Fund 11 Resource Development to Fund 11 Surveyor/GIS (50% of yearly cost to zero out at year end)

Motion by Commissioner Macotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2023 Boat & Water Safety Agreement Budget

**BE IT RESOLVED**, the Aitkin County Board of Commissioners approves the 2023 annual Boat and Water Safety Agreement budget in file in the Office of County Auditor in the amount of \$159,023 for a term of January 1, 2023 to December 31, 2023

**Resolution  
#20221220-171  
Fund Transfers to  
Support  
Survey/GIS**

**Resolution  
#20221220-172  
2023 Boat &  
Water Agreement  
Budget**

	<b>REVENUE</b>	<b>Co. SHARE</b>	<b>EXPENDITURES</b>
<b>Misc. Revenue</b>	\$ 100		
<b>Boat &amp; Water Grant</b>	\$ 26,403		
<b>Co. Share</b>		\$ 107,394	
<b>Total</b>			\$ 133,897

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – 2023 ECRL Levy

**Resolution  
#20221220-173  
2023 ECRL Levy**

**BE IT RESOLVED**, that the amount of \$252,236 be budgeted and levied for the year 2023 for the East Central Regional Library.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted to adopt resolution – 2023 Unorganized Townships

**Resolution  
#20221220-174  
2023 Unorganized Townships**

**BE IT RESOLVED**, that the following 2023 budgets be set for Unorganized Townships:

	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Unorganized Road and	\$46,000		\$46,000
Unorganized Fire Fund	\$32,000		\$32,000
Unorganized Cemetery	\$2,700		\$2,700

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – 2023 ACSW and Snake River Watershed Appropriations

**Resolution  
#20221220-175  
2023 ACSW and Snake River Watershed Appropriations**

**BE IT RESOLVED**, that the budget and appropriation in the amount of \$131,349 be set for 2023 for the Aitkin County Soil and Water Conservation District (\$81,349 from the General Revenue Fund and \$50,000 from County Development Funds).

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – 2022 Ditch Fund Budgets

**Resolution  
#20221220-176  
2022 Ditch Fund Budgets**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby set the following fund budgets for 2022:

<u>Fund/Account</u>	<u>Fund/Acct</u>	<u>Revenues</u>	<u>Reserves</u>	<u>Expenditures</u>
Judicial Ditch 2	7-350	\$12.00		
Co Ditch 5	7-353	\$0		
Co Ditch 21		\$0		
Co Ditch 24		\$0		
Co Ditch 28		\$0		
Co Ditch 30	7-352	\$260.00		
Co Ditch 34		\$0		
Co Ditch 36	7-358	\$0		

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Co Ditch 37	7-359	\$0
St Ditch 63	7-362	\$0
St Ditch 66	7-363	\$0
Co Ditch 2	7-367	\$0
Diversion Channel		\$0
Co Ditch 23		\$0
Co Ditch 25	7-355	\$0
Co Ditch 42		\$0
Co Ditch 58	7-361	\$0
Co Ditch 20		\$0
Co Ditch 43	7-366	\$0
Co Ditch 29		\$0
Co Ditch 38		\$0
Co Ditch 14	7-369	\$0
Co Ditch 63	7-362	\$0
St Ditch 88		\$0
Co Ditch 13		\$0

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to adopt resolution – County Ditch and County Development Transfers

**Resolution  
#20221220-177  
County Ditch and  
County  
Development  
Transfers**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the ditch accounts to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the ditch as given below. Purpose of this claim is to cover the expense of Assessment and Maintenance of ditches.

Judicial Ditch 2	\$
County Ditch 5	\$
County Ditch 20	\$
County Ditch 30	\$
County Ditch 37	\$
County Ditch 63	\$

**BE IT FURTHER RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the County Development Fund to the County Road and Bridge Fund to cover maintenance of the following County Ditches:

County Ditch 5	\$35398.42
County Ditch 13	\$
County Ditch 20	\$
County Ditch 21	\$702.63
County Ditch 23	\$600.00
County Ditch 24	\$
County Ditch 28	\$
County Ditch 34	\$
County Ditch 38	\$
County Ditch 42	\$100.00
Judicial Ditch 43	\$495.00
State Ditch 63	\$295.00
County Ditch 29	\$
Mississippi River Diversion Channel	\$

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – Unorganized Road & Bridge Transfers

**Resolution  
#20221220-178  
Unorganized  
Road & Bridge  
Transfers**

**BE IT RESOLVED**, that the County Auditor is hereby ordered to transfer the following sums of money from the Unorganized Road and Bridge account to the County Road and Bridge fund. Monies to be transferred from the individual accounts of the Unorganized Townships as given below. Purpose of this claim is to cover the expense of snowplowing and repairing of road in the Unorganized Townships with county equipment.

Unorganized Township

45-24	\$ 8,067.48
47-24	\$ 10,037.19
48-27	\$ 11,428.96
49-27	\$ 45,337.90
50-25	\$ 12,990.25
50-26	\$ 31,737.70
50-27	\$ 830.00
51-25	\$ 1,866.25
51-27	\$ 4,120.00
52-22	\$ 3,950.00
52-24	\$ 48,011.65
52-25	\$ 5,082.63
52-27	\$ 13,993.43

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to approve Personnel Committee Recommendations – Grade changes to the Certified Appraiser and Senior Certified Appraiser Positions.

**Personnel  
Committee  
Recommendation**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voted to Authorize County Administrator to approve year-end matters.

**Year End Matters.**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voted to adopt resolution – State of Emergency,

**Resolution  
#20221220-178  
State of  
Emergency**

**WHEREAS**, a severe storm in Aitkin County on or around December 13<sup>th</sup> has caused blockages of roads, extensive interruptions to power supply systems, debris blockage on recreational trails; and

**WHEREAS**, the Aitkin County Highway Department, the Aitkin County Land Department, the City of Aitkin Street Department and Public Utilities, Lake Country Power Electric COOP, Mille Lacs Energy, and Aitkin County Townships have neither the manpower or

resources needed to do the repairs to all of the effected resources immediately; and

**WHEREAS**, the damage caused by these storms is excessive in cost

**THEREFORE**, the Aitkin County Board of Commissioners **FINDS** as follows:

1. That a state of emergency exists within Aitkin County, arising from the severe storm’s blockage of roads, interruptions to power supply systems, blockage of recreational trails by debris; and
2. That the public health, safety, and welfare would suffer by the delay to perform needed repairs to the power supply systems, County’s trails systems, and roads

**THEREFORE, BE IT FURTHER RESOLVED**, this 20<sup>th</sup> day of December, 2022, by the Aitkin County Board of Commissioners, that Aitkin County declare emergency until the completion of the opening and debris removal to the roads recreational trails, and power supply systems.

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

- Budget
- FEMA
- Regular Business

The Board discussed: Mississippi Headwaters and LELS Negotiations.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voted yes to close meeting under MN Statute 13D.05 Subd.3(a) County Administrator Performance Evaluation at 12:24 p.m.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voted to reopen meeting at 1:01 p.m.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 1:01 p.m. until Tuesday, January 3, 2023 at the Aitkin County Government Center.

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

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**Administrator Updates**

**Board Discussion**

**Close meeting under MN Statute 13D.05 Subd.3(a) County Administrator Performance Evaluation**

**Reopen Meeting**

**Adjourn**