



AITKIN COUNTY BOARD OF COMMISSIONERS

February 14, 2023

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 9:00 a.m.

| Attendee Name | Title | Status |
|-------------------|--------------------------|---------|
| J. Mark Wedel | District #1 | Present |
| Laurie Westerlund | District #2 | Present |
| Travis Leiviska | District #3 | Present |
| Bret Sample | District #4 | Present |
| Michael Kearney | District #5 | Present |
| Jessica Seibert | County Administrator | Present |
| Brittany Searle | Administrative Assistant | Absent |

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

| | |
|------------------|--|
| RESULT: | APPROVED (5 TO 0) |
| MOVER: | Commissioner Travis Leiviska |
| SECONDER: | Commissioner Michael Kearney |
| | Add 5.5 - LG220 Permit Ducks Unlimited Garrison Area Chapter |

1.D Citizens Public Comment by:

William Smith - Would like an official response to a discrimination complaint he brought to the board at the last meeting.

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

| | |
|------------------|--------------------------------|
| RESULT: | APPROVED (5 TO 0) |
| MOVER: | Commissioner Bret Sample |
| SECONDER: | Commissioner Laurie Westerlund |

A) Correspondence File-

January 24, 2023 - February 13, 2023

B) Approve County Board Minutes-

January 24, 2023

C) Approve Electronic Funds Transfers

| | |
|--------------|----------------|
| Total | \$2,787,097.98 |
|--------------|----------------|

D) Approve Commissioner's Vouchers

| General | \$247,397.59 | Reserves | \$254.00 | R&B | \$107,967.96 | Unorg | \$1,712.32 |
|----------|--------------|----------|------------|-------|--------------|--------------|--------------|
| HHS | \$63,999.10 | State | \$9,159.61 | Trust | \$63,144.29 | Forest | \$32.02 |
| Township | \$3,599.53 | LLCC | \$9,342.09 | Parks | \$66,240.86 | Total | \$572,849.37 |

E) Approve Manual Warrants/Voids/Corrections-

FSA Claims 4

| | | | | | | | |
|---------|---------|--|--|--|--|--------------|---------|
| General | \$53.81 | | | | | | |
| | | | | | | Total | \$53.81 |

F) Approve Manual Warrants/Voids/Corrections-

State General Tax - December 2022

| | | | | | | | |
|-------|-------------|--|--|--|--|--|--|
| State | \$83,242.17 | | | | | | |
|-------|-------------|--|--|--|--|--|--|

| | | | | | | | | |
|--|--|--|--|--|--|--|--------------|-------------|
| | | | | | | | Total | \$83,242.17 |
|--|--|--|--|--|--|--|--------------|-------------|

**G) Approve Manual Warrants/Voids/Corrections-
Delinquent - NSF Return Check**

| | | | | | | | | |
|-------|----------|--|--|--|--|--|--------------|----------|
| Taxes | \$401.44 | | | | | | Total | \$401.44 |
|-------|----------|--|--|--|--|--|--------------|----------|

**H) Approve Manual Warrants/Voids/Corrections-
FSA Claims 5 and Returned NSF Payment**

| | | | | | | | | |
|---------|----------|-------|------------|--|--|--|--------------|------------|
| General | \$218.00 | Taxes | \$1,753.76 | | | | Total | \$1,971.76 |
|---------|----------|-------|------------|--|--|--|--------------|------------|

**I) Approve Manual Warrants/Voids/Corrections-
Flex Fees**

| | | | | | | | | |
|---------|----------|--|--|--|--|--|--------------|----------|
| General | \$630.75 | | | | | | Total | \$630.75 |
|---------|----------|--|--|--|--|--|--------------|----------|

**J) Approve Manual Warrants/Voids/Corrections-
LLCC Refund**

| | | | | | | | | |
|------|----------|--|--|--|--|--|--------------|----------|
| LLCC | \$174.25 | | | | | | Total | \$174.25 |
|------|----------|--|--|--|--|--|--------------|----------|

**K) Approve Manual Warrants/Voids/Corrections-
FSA Claims 6**

| | | | | | | | | |
|---------|---------|--|--|--|--|--|--------------|---------|
| General | \$40.00 | | | | | | Total | \$40.00 |
|---------|---------|--|--|--|--|--|--------------|---------|

**L) Approve Manual Warrants/Voids/Corrections-
ELAN Paid 01.19.2023**

| | | | | | | | | | |
|---------|------------|-----|----------|------|---------|-------|----------|--------------|--------|
| General | (\$826.24) | R&B | \$369.16 | LLCC | \$79.08 | COVID | \$378.00 | Total | \$0.00 |
|---------|------------|-----|----------|------|---------|-------|----------|--------------|--------|

**M) Approve Manual Warrants/Voids/Corrections-
FSA Claims 7**

| | | | | | | | | |
|---------|----------|--|--|--|--|--|--------------|----------|
| General | \$186.20 | | | | | | Total | \$186.20 |
|---------|----------|--|--|--|--|--|--------------|----------|

**N) Approve Manual Warrants/Voids/Corrections-
ELAN Paid 02.02.2023**

| | | | | | | | | |
|---------|------------|--|--|--|--|--|--------------|------------|
| General | \$6,983.17 | | | | | | Total | \$6,983.17 |
|---------|------------|--|--|--|--|--|--------------|------------|

**O) Approve Manual Warrants/Voids/Corrections-
MN Care Tax 2022**

| | | | | | | | | |
|-----|----------|--|--|--|--|--|--------------|----------|
| HHS | \$368.75 | | | | | | Total | \$368.75 |
|-----|----------|--|--|--|--|--|--------------|----------|

**P) Approve Manual Warrants/Voids/Corrections-
Credit Card Processing Fees, LLCC**

| | | | | | | | | |
|------|----------|--|--|--|--|--|--------------|----------|
| LLCC | \$260.70 | | | | | | Total | \$260.70 |
|------|----------|--|--|--|--|--|--------------|----------|

**Q) Approve Manual Warrants/Voids/Corrections-
Estimated MN Care Tax**

| | | | | | | | | |
|-----|----------|--|--|--|--|--|--------------|----------|
| HHS | \$162.59 | | | | | | Total | \$162.59 |
|-----|----------|--|--|--|--|--|--------------|----------|

**R) Approve Manual Warrants/Voids/Corrections-
FSA Claims 8**

| | | | | | | | | |
|---------|----------|--|--|--|--|--|--------------|----------|
| General | \$700.68 | | | | | | Total | \$700.68 |
|---------|----------|--|--|--|--|--|--------------|----------|

**S) Approve-
Consumption & Display Permit - Hidden Meadows**

**T) Approve-
Consumption & Display Permit - Larson's Barn**

**U) Approve-
Consumption & Display Permit - Minnewawa Sportsmen's**

**V) Approve-
Consumption & Display Permit - 202 Tavern**

**W) Approve-
Fire Protection Contract - City of McGrath**

X) Approve-

HRA Committee Appointment - Susan Tange

Y) Adopt Resolution- Resolution #20230214-012
LG220 Application - Lawler Area Community Club

Z) Adopt Resolution- Resolution#20230214-013
Set Public Hearing for Land Classification 4.25.2023

AA) Approve Manual Warrants/Voids/Corrections-
ELAN Paid 02.02.2023

| | | | | | | | | |
|---------|----------|-----|--------|--|--|--|--------------|--------|
| General | (\$4.82) | HHS | \$4.82 | | | | | |
| | | | | | | | Total | \$0.00 |

AB) Approve-
Out of State Travel - VCET

AC) Adopt Resolution- Resolution#20230214-016
LG220 Permit - Ducks Unlimited Aitkin

AD) Approve Auditor Vouchers-
Sales/Use and Diesel Tax - January 2023

| | | | | | | | | |
|---------|----------|-----|------------|------|----------|-------|--------------|------------|
| General | \$191.47 | R&B | \$2,238.14 | LLCC | \$122.14 | Parks | \$107.44 | |
| | | | | | | | Total | \$2,659.19 |

AE) Approve-
Affidavit for Duplicate Lost Warrant - Woodland Bank

Regular Agenda

Informational Only

People Centered Economic Development

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

Informational Only

Review Jail Inspection Report

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

Motion to:

Approve Medical Services Contract - ACH

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to:

Approve FRF Request - LLCC

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Laurie Westerlund

Motion to:

Adopt Resolution - Transfer to LLCC to Zero Out 2022 Ending Balance

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample
Resolution # 20230214-014

Motion to:

Adopt Resolution - LG220 Permit - Ducks Unlimited Garrison Chapter

RESULT: APPROVED (5 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
Resolution # 20230214-018

Motion to:

Adopt Resolution - Federal Recreational Trail Grant

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
Resolution # 20230214-015

Motion to:

Approve FRF Request - Remove and Replace Steel Roofing

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney
Motion to Approve Attached Contract (5 TO 0) Mover: Westerlund, Seconder: Sample

Motion to:

Approve FRF Request - School House Building Roof

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Bret Sample
Motion to Approve Attached Contract (5 TO 0) Mover: Westerlund, Seconder: Leiviska

Motion to:

Approve Childcare Acceleration Grant Document

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska

Motion to:

Approve DEED Office of Broadband Development - Committee Participation

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to:

Approve Dell Azure Stack HCI Proposal

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample

Motion to:

Award Palisade Cold Storage Building Bid

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to:

Authorize Purchase of Diesel Fuel Tank

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Michael Kearney
SECONDER: Commissioner Travis Leiviska

Motion to:

Adopt Resolution - Bridge Priority Resolution

RESULT: **APPROVED (5 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund

Committee Reports

Extension, NE MN ATP, Snake River Watershed, Ordinance, Historical Society, East Central Regional Library, Anoka County JPA Advisory Board, NCLUB, Rum 1W1P Policy Committee, Drainage Conference, Facilities, Aitkin Airport Commission, AIS, Economic Development

Administrator Updates

Facilities, Legislative updates, AMC, Year end Budget review meetings, Center for Rural Policy Development, Judges Interagency Meeting, AIS Budget meeting, Update on Bonding, Bills

Motion to Close Meeting Under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege

Motion made at 11:51 a.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

Motion to Reopen Meeting

Motion made at 12:28 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund

Motion to Close Meeting Under MN Statute 13D.03 Subd.1(b) Labor Negotiations

Motion made at 12: 29 p.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Michael Kearney

Motion to Reopen Meeting

Motion made at 12:41 p.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska

Motion to Adjourn

Motion made at 12:41 p.m.

MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, February 28, 2023

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

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Sample

20230214-012

LG 220 Permit – Lawler Area Community Club 2023

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 Aitkin, MN 55760 – Salo Township. (Note: Date of activity for Raffle – April 22, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Sample

20230214-013

CLASSIFICATION OF TAX-FORFEITED LAND

WHEREAS, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

WHEREAS, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners hereby sets a public hearing for April 25, 2023 at 10:00 AM at the Aitkin County Board of Commissioners Meeting to be held at the Government Center Board Meeting for the classification of the following parcels of tax-forfeited lands.

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Leiviska

20230214-014

Long Lake Conservation Center – Fund Transfer, Zero Out 2022

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

| | |
|--|--------------|
| Environmental Trust Fund (interest only) | \$ 6,908.69 |
| Parks Fund | \$68,091.31 |
| LATCF (ARPA) Fund | \$50,000.00 |
| Resource Management Fund (11-925) | \$63,034.87 |
| Total to Zero out Fund 19, ending 2022 balance | \$188,034.87 |

Commissioner Sample moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator

By Commissioner: Westerlund

20230214-015

Federal Recreational Trail Program Grant Application

WHEREAS, Aitkin County supports the grant application made to the Minnesota Department of Natural Resources for the Federal Recreational Trail Program. The application is to purchase grooming equipment for the Aitkin County Cross-Country Ski Trail System. The trail systems to be groomed include Long Lake Conservation Center, Vispo, and No Achen, and

WHEREAS, Aitkin County recognizes the twenty-five (25) percent match requirement for the Federal Recreational Trail Program, and has secured the matching funds.

NOW, THEREFORE, BE IT RESOLVED, If Aitkin County is awarded a 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 for the above referenced project. Aitkin County will comply with all applicable laws, environmental requirements and regulation as stated in the grant agreement, and

BE IT FURTHER RESOLVED, that the applicant has read the Conflict of Interest Policy contained in the Trail Program Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, Aitkin County names the fiscal agent for this project as:

Aitkin County Land Department
502 Minnesota Avenue N.
Aitkin, MN. 56431

BE IT FURTHER RESOLVED, Aitkin County hereby assures the grooming equipment acquired through this grant will be maintained for no less than twenty (20) years as required by the Federal Recreational Trail Grant Program or until such time as appropriate disposition actions are approved by the Minnesota Department of Natural Resources.

Commissioner Leiviska moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting YES

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14^h day of February 2023

Jessica Seibert – County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Sample

20230214-016

LG220 Permit – Ducks Unlimited Aitkin Chapter

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ducks Unlimited Aitkin Area Chapter, at the following location – Wealthwood Rod and Gun Club, which has an address of 23573 420th PI Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Bingo – April 28, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Sample

20230214-017

Bridge Priority

WHEREAS, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

WHEREAS, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

NOW, THEREFORE BE IT RESOLVED that the following deficient bridges are high priority for replacement and Aitkin County intends to replace these bridges as soon as possible when funds are available,

| Existing Bridge Number | Road Number | Crossing | Local Planning Index | Project Cost | Programmed Federal Funds | Local or State -Aid Funds | Township/State Bridge Funds Requested | Program Year |
|------------------------|--|--------------------|----------------------|--------------|--------------------------|---------------------------|---------------------------------------|--------------|
| NA | 420 th Avenue Farm Island Township | Ripple River | NA | \$340,000 | | \$10,000 | \$330,000 | 2023 |
| L5965 | 210 th Lane Pliny Township | Snake River | 48 | \$560,000 | | \$10,000 | \$550,000 | 2023 |
| 01509 | Aitkin CSAH 5 | Willow River | 44 | \$1,023,000 | \$818,400 | | \$204,600 | 2024 |
| 01508 | Aitkin CSAH 5 | Rice River | 38 | \$713,000 | | \$356,500 | \$356,500 | 2025 |
| 7375 | Aitkin CH 54 | Sissabagamah Creek | 52 | \$425,000 | | | \$425,000 | 2025 |
| 01502 | Aitkin CSAH 22 | WakeField Brook | 61 | \$400,000 | | \$200,000 | \$200,000 | 2025 |
| NA | 430 th Street Morrison Township | Ditch | NA | \$350,000 | | \$10,000 | \$340,000 | 2027 |
| 7215 | Aitkin CSAH 2 | Stream | 61 | \$630,000 | | \$315,000 | \$315,000 | 2027 |
| 7216 | Aitkin CSAH 2 | Snake River | 58 | \$770,000 | | \$385,000 | \$385,000 | 2027 |
| 88102 | Aitkin CSAH 19 | Moose River | 65 | \$400,000 | | \$200,000 | \$200,000 | 2027 |

BE IT FURTHER RESOLVED that Aitkin County does hereby request authorization to replace such bridges; and

BE IT FURTHER RESOLVED that Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED February 14, 2023

By Commissioner: Sample

20230214-018

Aitkin Ducks Unlimited - Fishing for Ducks

BE IT RESOLVED, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ducks Unlimited Garrison Wildlife Chapter, at the following location – Mille Lacs Lake, Hazelton Township. (Date of event – Fishing for Ducks – February 18, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14th day of February 2023

Jessica Seibert
County Administrator