



**AITKIN COUNTY BOARD OF COMMISSIONERS**

November 28, 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 |
| April Kellerman   | Administrative Assistant | Present |

1.B **PLEDGE OF ALLEGIANCE**

1.C **APPROVAL OF AGENDA**

Motion to: Approve the agenda, as amended.

|                  |   |
|------------------|---|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>                      |
| <b>MOVER:</b>    | Commissioner Michael Kearney                  |
| <b>SECONDER:</b> | Commissioner Bret Sample                      |
|                  | Added item 8D- Committee of the whole meeting |
|                  | item 8E- LRIP resolution                      |

1.D **Health & Human Services (see separate HHS Agenda)**

1.E **Citizens Public Comment by:**

Charley Christenson spoke about Vacation Short-Term Rentals.

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>     |
| <b>MOVER:</b>    | Commissioner Bret Sample     |
| <b>SECONDER:</b> | Commissioner Michael Kearney |

**A) Correspondence File-**

November 15, 2023 - November 28, 2023

**B) Approve County Board Minutes-**

November 14, 2023

**C) Approve Electronic Funds Transfers**

|       |                |
|-------|----------------|
| Total | \$5,784,344.34 |
|-------|----------------|

**D) Approve Auditor Vouchers-**

R&B 11-10-2023

|     |                |  |  |  |  |              |                |
|-----|----------------|--|--|--|--|--------------|----------------|
| R&B | \$1,457,918.00 |  |  |  |  | <b>Total</b> | \$1,457,918.00 |
|-----|----------------|--|--|--|--|--------------|----------------|

**E) Approve Auditor Vouchers-**

Sales/Use & Diesel Tax, October 2023

|         |          |     |            |       |         |              |            |
|---------|----------|-----|------------|-------|---------|--------------|------------|
| General | \$286.36 | R&B | \$1,470.09 | Trust | \$29.59 | LLCC         | \$284.16   |
| Parks   | \$188.14 |     |            |       |         | <b>Total</b> | \$2,258.34 |

**F) Approve Manual Warrants/Voids/Corrections-  
Manual Warrants 11-15-2023**

|         |            |       |             |       |             |              |                     |
|---------|------------|-------|-------------|-------|-------------|--------------|---------------------|
| General | \$1,219.28 | State | \$66,819.46 | Taxes | \$43,143.00 | LLCC         | \$161.39            |
|         |            |       |             |       |             | <b>Total</b> | <b>\$111,343.13</b> |

**G) Approve Auditor Vouchers-  
Property Tax Overpayments 11-17-2023**

|       |            |  |  |  |  |              |                   |
|-------|------------|--|--|--|--|--------------|-------------------|
| Taxes | \$3,556.29 |  |  |  |  | <b>Total</b> | <b>\$3,556.29</b> |
|-------|------------|--|--|--|--|--------------|-------------------|

**H) Approve Manual Warrants/Voids/Corrections-  
ELAN 10-26-2023**

|         |            |       |            |        |            |              |                    |
|---------|------------|-------|------------|--------|------------|--------------|--------------------|
| General | \$4,552.34 | Trust | \$580.36   | Forest | \$376.60   | LLCC         | \$57.39            |
| Parks   | \$247.20   | R&B   | \$1,708.00 | HHS    | \$3,184.21 | Opioid       | \$16.03            |
|         |            |       |            |        |            | <b>Total</b> | <b>\$10,722.13</b> |

**I) Approve Manual Warrants/Voids/Corrections-  
Tax Settlements 11-22-2023**

|           |                |  |  |  |  |              |                       |
|-----------|----------------|--|--|--|--|--------------|-----------------------|
| Townships | \$3,501,022.00 |  |  |  |  | <b>Total</b> | <b>\$3,501,022.00</b> |
|-----------|----------------|--|--|--|--|--------------|-----------------------|

**J) Approve Commissioner's Vouchers  
Commissioner Warrants 11-22-2023**

|          |              |          |             |       |             |              |                     |
|----------|--------------|----------|-------------|-------|-------------|--------------|---------------------|
| General  | \$123,974.82 | Unorgan. | \$9,202.69  | Trust | \$59,960.38 | Forest       | \$3,144.00          |
| Reserves | \$809.85     | HHS      | \$43,418.97 | LLCC  | \$9,837.69  | Parks        | \$11,608.72         |
| R&B      | \$27,880.47  | State    | \$540.00    |       |             | <b>Total</b> | <b>\$290,377.59</b> |

**K) Adopt Resolution-**

Donation - Sentence to Serve - VFW McGregor

**L) Adopt Resolution-**

Donation - Sentence to Serve - McGregor Area Lions

**M) Adopt Resolution-**

Sponsorship Resolution for City of McGregor LRIP Project

**N) Approve-**

Off Highway Vehicle Safety Grant 7/1/2023-6/30/2025

**O) Adopt Resolution-**

LG214 Premises Permit-Mille Lacs Drift Skippers

**P) Adopt Resolution-**

Application for Grant-in-Aid ATV Trail maintenance funds

**Q) Approve-**

Tax Abatement Financing Policy

**R) Approve-**

2024 Business Development & Recreation Grant

**S) Approve Manual Warrants/Voids/Corrections-  
ELAN 11-09-2023**

|         |            |        |          |      |          |              |                   |
|---------|------------|--------|----------|------|----------|--------------|-------------------|
| General | \$1,793.93 | Forest | \$258.75 | LLCC | \$115.12 | HHS          | \$1,996.19        |
| HHS     | \$89.31    |        |          |      |          | <b>Total</b> | <b>\$4,253.30</b> |

**T) Approve County Board Minutes-  
COW 11-06-2023**

**U) Approve-**

Fire Protection Contract with City of Palisade

**V) Approve-**

Affidavit for Lost Check

## Regular Agenda

3A Dennis Thompson – Land Commissioner

**Motion to:**

Approve Date and Time of 2024 Timber Auction

|                  |                              |
|------------------|------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>     |
| <b>MOVER:</b>    | Commissioner Michael Kearney |
| <b>SECONDER:</b> | Commissioner Bret Sample     |

3B Dennis Thompson – Land Commissioner

**Motion to:**

Approve Private Sale of Tax Forfeited Land to Eric Mann

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Laurie Westerlund

4A Kyle Fredrickson - AIS Coordinator

**Informational Only**

Aquatic Invasive Species 2023 Summary - Discussion Only

**RESULT:** INFORMATIONAL ONLY

**MOVER:**

**SECONDER:**

5A Bobbie Danielson – Human Resources Director

**Motion to:**

Approve Job Re-Evaluations

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

5B Bobbie Danielson – Human Resources Director

**Motion to:**

Approve Personnel Policy Updates

**RESULT:** APPROVED (4 TO 1)

**MOVER:** Commissioner Travis Leiviska

**SECONDER:** Commissioner Laurie Westerlund

Commissioner Bret Sample voted No

6A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve City Participation Program Agreement

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Michael Kearney

7A Andrew Carlstrom – Environmental Services Director

**Motion to:**

Amend & Adopt The Greater MN Recycling Grant Resolution and Budget

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Laurie Westerlund

7B Andrew Carlstrom – Environmental Services Director

**Motion to:**

Accept and Sign Contract with Recyclops for Curbside Recycling

**RESULT:** APPROVED (5 TO 0)

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

7C Andrew Carlstrom – Environmental Services Director

**Informational Only**

Amendment to General Zoning Ordinance - Vacation Short-Term Rentals - Discussion Only

**RESULT:** INFORMATIONAL ONLY

**MOVER:**

**SECONDER:**

8A Jessica Seibert – County Administrator

**Motion to:**

Approve 2024 Legislative Priorities

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

8B Jessica Seibert – County Administrator

**Motion to:**

Approve Out-of-state Travel

|                  |                                |
|------------------|--------------------------------|
| <b>RESULT:</b>   | <b>APPROVED (5 TO 0)</b>       |
| <b>MOVER:</b>    | Commissioner Travis Leiviska   |
| <b>SECONDER:</b> | Commissioner Laurie Westerlund |

8C Jessica Seibert – County Administrator

**Informational Only**

Administrative Updates - Discussion Only

|  |
|--|
| Department Heads Meeting/Cannabis Training, Facilities Meeting, Meeting with DDA, MACA Executive Committee, working on year end reserves and budget presentation, Zoom meeting with Orion Difrancio- Smith office , AMC basket items |
|--|

9A Board of Commissioners

**Informational Only**


Commissioner Committees


|   |
|---|
| H&HS Advisory, Arrowhead Regional Development Commission, Snake River 1W1P, Facilities, Arrowhead Counties Association, Planning Commission, Economic Development |
|---|

**Motion to Adjourn**

Motion made at 12:33 p.m.

|                      |                                |
|----------------------|--------------------------------|
| <b>MOVER:</b>        | Commissioner Laurie Westerlund |
| <b>SECONDER:</b>     | Commissioner Michael Kearney   |
| <b>Next Meeting:</b> | Tuesday, December 12, 2023     |

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

  
 Jessica Seibert  
 County Administrator