



**AITKIN COUNTY BOARD OF COMMISSIONERS**

January 23, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A **CALL TO ORDER**

Chair Wedel called the meeting to order at 9:01 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 Bret Sample
<b>SECONDER:</b>	Commissioner Michael Kearney
	Removed item 2Q, changes to item 5C, and added item 9A

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

1.E **Citizens Public Comment - None**

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

**A) Correspondence File-**

January 2, 2024 - January 22, 2024

**B) Approve County Board Minutes-**

January 2, 2024

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,835,408.44
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**D) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 12-29-2023

General	\$1,627.20				<b>Total</b>	\$1,627.20
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**E) Approve Commissioner's Vouchers**

Commissioner Warrants 12-29-2023

HHS	\$951.06				<b>Total</b>	\$951.06
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**F) Approve Auditor Vouchers-**

Auditor Warrants 12-29-2023

General	\$209,378.27	Reserves	\$2,059.89	Forest	\$357.39	Taxes	\$889.27
Parks	\$6,712.39	COVID	\$42,317.00			<b>Total</b>	\$261,714.21

**G) Approve Commissioner's Vouchers**

Commissioner Warrants 01-05-2024

General	\$14,663.74	Reserves	\$6,500.00	R&B	\$64,334.54	Trust	\$1,201.20
Forest	\$439.26	LLCC	\$13,101.47			<b>Total</b>	\$100,240.21

**H) Approve Manual Warrants/Voids/Corrections-**

ELAN 12-21-2023

General	\$11,516.00	Trust	\$396.61	Forest	\$125.18	LLCC	\$686.92
						<b>Total</b>	\$12,724.71

**I) Approve Auditor Vouchers-**

Sales/Use Tax and Diesel Tax: December 2023

General	\$121.88	R&B	\$1,007.80	Trust	\$121.68	LLCC	\$33.46
						<b>Total</b>	\$1,284.82

**J) Adopt Resolution-**

Set Public Hearing Date for Land Classification April 9, 2024

**K) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 01-12-2024

General	\$3,358.02	State	\$70,721.67			<b>Total</b>	\$74,079.69
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**L) Approve Commissioner's Vouchers**

Commissioner Warrants 01-19-2024

General	\$1,843,103.90	Reserves	\$7,248.12	R&B	\$223,621.33	HHS	\$61,826.54
Debt	\$565,507.51	State	\$270.00	Trust	\$41,137.33	Forest	\$19,624.76
Taxes	\$120.00	LLCC	\$23,713.00	Parks	\$134,486.92	COVID	\$1,000.00
						<b>Total</b>	\$2,921,659.41

**M) Adopt Resolution-**

LG 200 Application Exempt Permit - Friends of Don Sather, Inc

**N) Approve-**

Appointment for District 2 Board of Adjustment

**O) Approve-**

Appointment for District 2 Planning Commission

**P) Approve-**

Appointment for District 3 Planning Commission

**Q) Approve-**

Affidavit for Duplicate of Lost Warrant

**Regular Agenda**

3A Mike Dangers – County Assessor

**Motion to:**

Schedule County Board of Appeal and Equalization

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

4A Bobbie Danielson – Human Resources Director

**Motion to:**

Approve Job Re-evaluations

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

Bobbie Danielson – Human Resources Director

4B **Motion to:**

Approve Non-union Salary Adjustments

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

Bobbie Danielson – Human Resources Director

4C **Motion to:**

Approve Personnel Committee Recommendations

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Michael Kearney

5A Andrew Carlstrom – Environmental Services Director  
**Motion to:**  
Wealthwood RV Resort Expansion Final Board Approval

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

5B Andrew Carlstrom – Environmental Services Director  
**Motion to:**  
Deer Lake Farmstead Campground Final Board Approval

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

5C Andrew Carlstrom – Environmental Services Director  
**Motion to:**  
Adopt Second Reading - Amendment to Vacation Short-Term Rental Ordinance

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Travis Leiviska  
**SECONDER:** Commissioner Bret Sample  
Request for Public Comment - none received

6A Mark Jeffers – Economic Development Coordinator  
**Motion to:**  
Approve Revitalization Grant: Award Funding

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Michael Kearney  
**SECONDER:** Commissioner Bret Sample

7A Jessica Seibert – County Administrator  
**Motion to:**  
Approve Committee of the Whole Meeting

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

7B Jessica Seibert – County Administrator  
**Motion to:**  
Adopt Resolution - Elected Official Salary Adjustments, as amended

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Travis Leiviska  
Friendly Amendment approved changing County Recorder salary amount

7C Jessica Seibert – County Administrator  
**Informational Only**  
Administrator Updates

Regional MACA call, Department Heads meeting, Personnel Committee, Emergency Preparedness meeting, Center for Rural Development meeting, Facilities Committee

8A Board of Commissioners  
**Informational Only**  
Committee Reports

Planning Commission, Facilities Committee, Joint Powers Natural Resources Board, Aquatic Invasive Species, East Central Regional Library Board, Snake River 1W1P, Arrowhead Regional Development Commission, MN Rural Counties, Northern Counties Coalition, Arrowhead Counties Association, Aitkin County Community Corrections, Aitkin County Water Planning Task Force, Toward Zero Deaths, North Memorial EMS meeting

**Motion to Close Meeting Under MN Statute 13D.03 Subd.1(b) Labor Negotiations**  
Motion made at 11: 47 a.m.

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

**Motion to Reopen Meeting**

Motion made at 12:12 p.m.

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

**Motion to Adjourn**

Motion made at 12:12 p.m.

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Michael Kearney  
**Next Meeting:** Tuesday, February 13, 2024

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

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Jessica Seibert  
County Administrator