



**AITKIN COUNTY BOARD OF COMMISSIONERS**

March 12, 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	Absent
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 (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
	Item 7A moved to 7B, adding new 7A item

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

Steven Massey from New Richmond, WI addressed the Board regarding the Discretionary EAW petition.

**2 CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Bret Sample

**A) Correspondence File-**

February 27, 2024 - March 11, 2024

**B) Approve County Board Minutes-**

February 27, 2024

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,454,426.13
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**D) Approve Auditor Vouchers-**

Auditor Warrants 02.23.24

	General	R&B	HHS	Trust	Total
	\$19,271.20	\$13,141.13	\$2,632.60	\$756.00	\$35,800.93

**E) Approve-**

Affidavit for Duplicate of Lost Warrant

**F) Approve Commissioner's Vouchers**

Commissioner Warrants 03.01.24

	General	Reserves	R&B	Trust	Unorg. Town.	Forest	Total
	\$119,405.29	\$36,102.95	\$31,497.03	\$18,239.37	\$2,465.88	\$2,671.38	\$262,043.01
	\$17,987.34	\$6,298.50					
	\$26,021.39	\$75.88		\$1,278.00			

**G) Approve-**

County Administrator Performance Evaluation Summary

**H) Approve Auditor Vouchers-**

Auditor Warrants Production Tax 02.28.24

Townships	\$110,733.00					<b>Total</b>	\$110,733.00
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**I) Approve Manual Warrants/Voids/Corrections-**

ELAN 02.01.24

HHS	\$1,214.10	HHS	\$22.50	General	\$2,470.51	Forest	(\$78.43)
						<b>Total</b>	\$3,628.68

**J) Approve Auditor Vouchers-**

Auditor Warrants Gas Tax 03.01.24

R&B	\$507,274.81					<b>Total</b>	\$507,274.81
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**K) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants 02.29.24

General	\$1,077.41	Taxes	\$199.66			<b>Total</b>	\$1,277.07
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**L) Approve Manual Warrants/Voids/Corrections-**

Manual Warrants - HHS MN Care Pmt

HHS	\$110.19					<b>Total</b>	\$110.19
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**M) Adopt Resolution-**

Soo Line Crossing Easement

**N) Adopt Resolution-**

Application to Make Retail Sales of Tobacco Products

**O) Approve-**

Letter of Support for LCCMR proposal from the 5 RELCs

**P) Approve-**

Facility Improvement - McGrath Diesel Fuel Tank

### Regular Agenda

3A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Award Grant: Business Development & Recreation Grant

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

3B Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Award Grant: Naturally Better Signage Request, Hill City

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Travis Leiviska

4A Andrew Carlstrom – Environmental Services Director

**Motion to:**

Adopt Resolution - Discretionary EAW - Gun Lake Family Campground

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Bret Sample

5A Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

HRA Board Meeting, MARCO Call, MACA Legislative Call, Courts Symposium, Data Practices Webinar, ATV Committee, EAW Committee, Facilities, MACA Regional Call, "Coffee with Jessica", One-on-One Meetings
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6A Board of Commissioners

**Informational Only**

Commissioners Committee Reports

ATV Committee, East Central Regional Library Board, Aquatic Invasive Species, EAW, HHS Advisory, Facilities, Natural Resources Advisory Committee
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7A Jessica Seibert - County Administrator

**Motion to:**

Schedule Public Meeting

<b>RESULT:</b>	<b>APPROVED (4 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Bret Sample

7B Jessica Seibert – County Administrator

**Informational Only**

Closed Session per MN Statute 13D.05, Subd. 3

**Motion to Close Meeting Under MN Statute 13D.05, Subd. 3**

Motion made at 9:43 a.m.

<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska

**Motion to Reopen Meeting**

Motion made at 10:32 a.m.

<b>MOVER:</b>	Commissioner Michael Kearney
<b>SECONDER:</b>	Commissioner Travis Leiviska

**Motion to Adjourn**

Motion made at 10:32 a.m.

<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Travis Leiviska
<b>Next Meeting:</b>	Tuesday, March 26, 2024

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

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Jessica Seibert  
County Administrator