

AITKIN COUNTY BOARD

December 16, 2025

Call to Order

The Aitkin County Board of Commissioners met the 16th day of December, 2025 at 4:30 p.m. at the Aitkin Government Center with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample, Michael Kearney, County Administrator David Minke, and Administrative Assistant April Kellerman.

Approval of Agenda

Motion made by Commissioner Leiviska, seconded by Commissioner Sample and carried 5-0 to approve the December 16, 2025, agenda, as amended with the addition of item 5B Schneider Geospatial (GeoPermits) discussion.

There was no Citizens' Public Comment

Consent Agenda

Motion by Commissioner Kearney, seconded by Commissioner Westerlund and carried 5-0 to approve the Consent Agenda as follows.

- A) Correspondence File November 25, 2025 to December 15, 2025;
- B) Approve November 25, 2025 County Board Minutes;
- C) Approve Electronic Funds Transfers Report thru 12.08.25 with a total of \$3,997,266.39;
- D) Approve Auditor's Vouchers – Auditor Warrants paid 11.21.25: Forest Development \$1,343.52;
- E) Approve Auditor's Vouchers – Auditor Warrants paid 11.21.25: Health & Human Services \$160,893.74;
- F) Adopt Resolution #20251216-126: Application for Grant-in-Aid ATV trail maintenance funds;
- G) Approve Auditor's Vouchers – Auditor Warrants paid 11.26.25: Road & Bridge \$19,713.51;
- H) Approve Manual Warrants/Voids/Corrections – Elan paid 11.06.2025: General Fund \$4,883.10, Long Lake Conservation Center \$39.30, Health & Human Services \$2,505.04, Road & Bridge \$551.29 for a total of \$7,978.73;
- I) Adopt Resolution #20251216-127: David and Laurie Winslow application to repurchase tax-forfeited property;
- J) Adopt Resolution #20251216-128: Robert Hill application to repurchase tax-forfeited property;
- K) Approve CY26-27 Child Support Cooperative Agreement;
- L) Approve Commissioner's Vouchers – Commissioner Warrants paid 12.05.25: General Fund \$216,530.35, Reserves Fund \$812.00, Road & Bridge \$47,271.22, Health & Human Services \$1,178.00, Trust \$30,496.27, Forest Development \$2,637.50, Taxes & Penalties \$326.61, Long Lake Conservation Center \$4,581.68, Parks \$9,934.10 for a total of \$338,267.73;
- M) Approve Auditor's Vouchers – Sales/Use & Diesel Tax paid 12.10.25: General Fund \$109.16, Road & Bridge \$815.17, Trust \$94.30, Long Lake Conservation Center \$223.84, Parks \$17.36, for a total of \$1,259.83;
- N) Adopt Resolution #20251216-129: Aitkin County Electronic Funds Policy/Procedure;
- O) Adopt Resolution #20251216-130: Reaffirm Change Funds;
- P) Approve Auditor's Vouchers – Auditor Warrants paid 12.05.25: General Fund \$18.47, Health & Human Services \$465,452.09, Opioid Remediation Settlement \$1,050.00, for a total of \$466,520.56;

AITKIN COUNTY BOARD

December 16, 2025

- Q) Approve Auditor's Vouchers – Auditor Warrants paid 12.05.25 part 2: Health & Human Services \$115,900.00;
- R) Approve Manual Warrants/Voids/Corrections – Elan paid 11.20.2025: General Fund \$27.13, Health & Human Services \$328.92, General Fund \$1,945.79, Trust \$48.00, Long Lake Conservation Center \$853.41, Road & Bridge \$59.00, for a total of \$3,262.25;
- S) Cash Balance Report – November 2025 – Information Only;
- T) Approve Appointment of Jane Bristow for District 5 Board of Adjustment;
- U) Approve Appointment of Dave Lange for District 5 Planning Commission;
- V) Approve Career Coaching Model;
- W) Approve Personnel Policy Update Article III, Section G Meal Periods;
- X) Approve Fire Protection Contract – City of Palisade;
- Y) Adopt Resolution #20251216-131: County Liquor and 3.2% Malt Liquor Licenses for 2026;
- Z) Adopt Resolution #20251216-132: Final Contract Payment #20254 to TNT Construction Group in the amount of \$3,544.24;
- AA) Adopt Resolution #20251216-133: Final Contract Payment #20256 to Casper Construction in the amount of \$3,464.06;

Regular Agenda

Kory and Holli O'Neil, Owners, give Purpose Driven Recovery Home presentation.

Motion by Commissioner Leiviska, seconded by Commissioner Westerlund and carried 5-0 to Approve Setting Fees for Judicial Security Legislation at \$75.00 for each Real Property Notice, Consent to Access, Request to Access and Consent to Terminate received under Minnesota Statute 480.50.

Motion by Commissioner Westerlund, seconded by Commissioner Sample and carried 5-0 to Set a New Public Hearing Date for Shoreland Ordinance Amendments on Tuesday, January 6, 2026, at 10:00AM in the Aitkin County Government Center Boardroom.

Discussion regarding Schneider Geospatial (GeoPermits) contract.

Motion by Commissioner Kearney, seconded by Commissioner Sample and carried 5-0 to Approve purchase of 2025 ASV RT-135 from Brainerd General Rental for a cost of \$158,975 plus a 60-month 2000-hour PT Plus extended warranty for \$3,818.40, for a total cost of \$162,793.40.

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried 5-0 to Adopt Resolutions #20251216-134 for the County State-Aid Highway and County Road Designation Changes.

Motion by Commissioner Leiviska, seconded by Commissioner Sample and carried 5-0 to Adopt Resolutions #20251216-135 for the County Road and Unorganized Township Road Designation Changes.

AITKIN COUNTY BOARD

December 16, 2025

Motion by Commissioner Westerlund, seconded by Commissioner Kearney and carried 5-0 to Adopt Resolutions #20251216-136 for the Revised County State-Aid Highway and County Road Designations.

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried 5-0 to Adopt Resolution #20251216-137: Resolution to Exit the Minnesota Merit System.

Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried 3-2 with Commissioners Wedel, Westerlund and Leiviska voting yes and Commissioners Kearney and Sample voting no to Adopt Resolution #20251216-138 to Set Elected Officials Salaries for 2026, as amended with the salaries for 2026 as follows: County Attorney, \$172,517.12; County Sheriff, \$147,801.10; County Treasurer, \$113,501.62; County Recorder, \$93,492.00

The Board discussed: AMC Annual Conference, Natural Resources Advisory Committee, Aitkin County CARE, Economic Development, and Aitkin Airport Commission

Adjourn

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried 5-0 to adjourn the meeting at 5:59 p.m. with the next meeting on Tuesday, December 23, 2025, at the Aitkin County Government Center.

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

David J. Minke, County Administrator
Clerk to the County Board