

# AITKIN COUNTY BOARD

March 10, 2020

The Aitkin County Board of Commissioners met this 10th day of March, 2020 at 9:03 a.m. at the Aitkin Public Library with the following members present: Board Chair William Pratt, Commissioners J. Mark Wedel, Laurie Westerlund, Donald Niemi, and Anne Marcotte, County Administrator Jessica Seibert, and Administrative Assistant Angie Sahr.

Motion made by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all voting yes to approve the February 25, 2020 amended agenda. Jessica Seibert, County Administrator noted that Consent Agenda Item 2I – Approve Affidavit for Duplicate of Lost Warrant: Warrant #80790 dated December 27, 2019 to Rick Flier for \$145.00 was removed. Agenda Item 3B to be changed to reflect need for a motion to approve Resolutions; Agenda Item 4.5A – Resolution of Support – Conservation Easements was added.

Kent Lowe, Resident of Glen Township voiced his concerns on the mail in ballot for the election. He also had concerns regarding the park signs on his street.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the amended Consent Agenda as follows. A) Correspondence File February 25, 2020 to March 9, 2020; B) Approve February 25, 2020 County Board Minutes; C) Approve Electronic Funds Transfers \$1,154,133.42; D) Approve Auditor Vouchers: Road & Bridge \$47,268.44; E) Approve Commissioner Warrants: General Fund \$91,112.97, Road & Bridge \$34,955.78, Special Revenue \$1,927.91, Health & Human Services \$11,980.76, Trust \$31,096.06, Forest Development \$5,682.46, Aitkin County Collaborative \$15,000.00, Long Lake Conservation Center \$15,750.99, Parks \$63,862.00 for a total of \$271,368.93; F) Approve Auditor Warrants: Agency \$147,558.00, Capital Project \$185,561.99 for a total of \$333,119.99; G) Approve Manual Warrants/Voids/Corrections: General Fund \$4,521.17, Health & Human Services \$3,477.86, Trust \$58.25, Long Lake Conservation Center \$936.32 for a total of \$8,993.60; H) Approve Gas Tax Payments: Road & Bridge \$455,616.84; J) Approve Consumption & Display Permit; K) Approve Fire Protection Contract – City of McGregor, L) Approve Timber Permits Extensions; M) Approve Application to Make Retail Sales of Cigarette & Other Tobacco Prod – Mini Mart #6; N) Adopt Resolution: STS Donation – Logan Township; O) Adopt Resolution: STS Donation – Round Lake Cemetery Association; P) Adopt Resolution: Pavilion Grant; Q) Adopt Resolution: Mille Lacs Grant; R) Adopt Resolution: Off Sale / Mini Mart #6.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Consumption & Display Permit.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Fire Protection Contract – City of McGregor.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Timber Permits Extensions.

**CALL TO ORDER**

**APPROVED  
AGENDA**

**CITIZEN'S  
PUBLIC  
COMMENT**

**CONSENT  
AGENDA**

**CONSUMPTION &  
DISPLAY PERMIT**

**FIRE  
PROTECTION  
CITY OF  
MCGREGOR**

**TIMBER PERMIT  
EXTENSIONS**

# AITKIN COUNTY BOARD

March 10, 2020

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voted to approve Application to Make Retail Sales of Cigarette & Other Tobacco Prod – Mini Mart #6.

**APPLICATION  
RETAIL SALES of  
CIGARETTES &  
TOBACCO PROD  
– MINI MART #6**

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Resolution for STS Donation – Logan Township.

**RESOLUTION  
#20200310-028  
STS DONATION –  
LOGAN  
TOWNSHIP**

**WHEREAS**, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Logan Township	\$250.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Logan Township	Sentence to Service
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**WHEREAS**, all such donations have been contributed to the county for the benefit of its citizens, as allowed by law.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Resolution for STS Donation – Round Lake Cemetery Association.

**RESOLUTION  
#20200310-029  
STS DONATION –  
ROUND LAKE  
CEMETERY  
ASSOCIATION**

**WHEREAS**, Aitkin County is generally authorized to accept donations of real and personal property with a 2/3 majority vote pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens.

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the county:

Round Lake Cemetery Assoc.	\$200.00
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**WHEREAS**, the terms or conditions of the donations, if any, are as follows:

Round Lake Cemetery Assoc.	Sentence to Service
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**WHEREAS**, all such donations have been contributed to the county for the benefit of its

citizens, as allowed by law.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners finds that it is appropriate to accept the donations offered.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Resolution for Pavilion Grant.

BE IT RESOLVED that Aitkin County act as legal sponsor for the project contained in the Outdoor Recreation grant application to be submitted on \_\_\_\_\_ and that Rich Courtemanche is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of Aitkin County.

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

BE IT FURTHER RESOLVED that Aitkin County has the legal authority to apply for financial assistance, and financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that Aitkin County has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that Aitkin County has or will acquire fee title or permanent easement over the land described in the site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, Aitkin County may enter into an agreement with the State for the above-referenced project, and that Aitkin County certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that THE LAND COMMISSIONER is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Resolution for Mille Lacs Grant.

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 snowmobile grooming equipment for the Aitkin County Trail System. The trail systems to be groomed include 109.4 miles of trails groomed by Mille Lacs Trails Inc., and

WHEREAS, Aitkin County recognizes the twenty-five (25) percent match requirement for

**RESOLUTION  
#20200310-030  
PAVILION GRANT**

**RESOLUTION  
#20200310-031  
MILLE LACS  
GRANT**

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 regulations 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, the Aitkin County names the fiscal agent for the Aitkin County for this project as:

Beth Haasken, Clerk  
Aitkin County Land Department  
502 Minnesota Ave 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.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve Resolution for Off Sale / Mini Mart #6.

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from March 15, 2020 thru December 31, 2020:

**“OFF” Sale:**

Midwest Investment LLC, d/b/a **Mini Mart #6** – Shamrock Township  
This establishment has an address of 46026 State Highway 65, McGregor, MN

John Welle, County Engineer discussed the following with the Board.

- Adopt Resolution: Award Contract No. 20201
- SAP 001-603-018 Permit ACOE 2017-04704-BGO, approve memorandum of agreement & authorize signature.
- Adopt Resolution: Agreement for Archaeological Services under Agreement DAC

**RESOLUTION  
#20200310-032  
OFF SALE / MINI  
MART #6**

#20-04

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to approve Resolution for Award Contract No. 20201

**WHEREAS**, Contract No. 20201 is for construction of S.A.P 001-601-021, and

**WHEREAS**, sealed bids were opened for this project at 2:00 p.m. on Monday, March 2, 2020 with a total of two bids received, and

**WHEREAS**, PCI Roads LLC, St. Michael, MN was the lowest responsible bidder in the amount of \$449,337.

**THEREFORE, BE IT RESOLVED**, that PCI Roads LLC is awarded Contract No. 20201.

**BE IT FURTHER RESOLVED**, that the chairperson of the Aitkin County Board and the Aitkin County Administrator are hereby authorized and directed to enter into a contract on behalf of Aitkin County with said low bidder upon presentation of proper contract documents.

Motion by Commissioner Wedel, seconded by Commissioner Marcotte and carried, all members voted to approve Resolution for Authorizing Signature on MOA for SAP 001-603-018 Permit ACOE 2017-04704-BGO

**WHEREAS**, a Memorandum of Agreement has been presented for Corps Permit No. 2017-04704-BGO for Aitkin County Project SAP 001-603-018, and

**WHEREAS**, Aitkin County, as applicant for the permit, is a consulting party with responsibilities under this Memorandum of Agreement and has therefore been invited to sign this Agreement.

**NOW THEREFORE BE IT RESOLVED**, that the Aitkin County Engineer is hereby authorized and directed for and on behalf of Aitkin County to execute and enter into this Memorandum of Agreement, a copy of which said agreement was before the County Board and which is made a part hereof by reference.

Motion by Commissioner Marcotte, seconded by Commissioner Wedel and carried, all members voted to table Adopt Resolution: Agreement for Archaeological Services under Agreement DAC #20-04 until the March 24, 2020 Board Meeting for further Board review.

Lori Grams, Treasurer reviewed the December 2019 Investment Report.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voted to approve Resolution of Support – Conservation Easements

**WHEREAS**, Aitkin County is exploring the establishment of wetland banks, carbon offsets, and other ecosystem services on state tax forfeited lands; and

**RESOLUTION  
#20200310-033  
AWARD  
CONTRACT NO.  
20201**

**RESOLUTION  
#20200310-034  
SAP 001-603-018  
PERMIT ACOE  
2017-04704-BGO**

**RESOLUTION  
ARCHAEOLOGY  
AGREEMENT  
DAC #20-04**

**DECEMBER 2019  
INVESTMENT  
REPORT**

**RESOLUTION  
#20200310-035  
CONSERVATION  
EASEMENTS**

# AITKIN COUNTY BOARD

March 10, 2020

**WHEREAS**, A legislative change in Minnesota Statutes Chapter 282 is needed to allow Aitkin County and other counties to enter into conservation planning leases and convey conservation easements on state tax forfeited lands in order to seek opportunities in these markets;

**THEREFORE, BE IT RESOLVED**, That the Aitkin County Board supports legislation enabling the conveyance of conservation easements and conservation planning leases on state tax forfeited lands.

Jessica Seibert, County Administrator updated the Board on the following:

- Approve SWCD Lease Agreement Revisions
- 2019 Year End Budget Review
- Administrator Updates

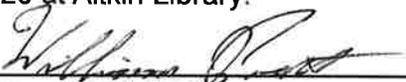
Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voted to approve SWCD Lease Agreement Revisions

The Board discussed: Association of MN Counties (AMC), East Central Regional Library Board, Environment & Natural Resources, Aitkin Airport Commission, Budget Committee, Economic Development, Facilities, HHS Advisory, Legislative Conference, MN Rural Caucus, Natural Resources Advisory Committee.

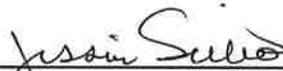
Motion by Commissioner Wedel seconded by Commissioner Niemi and carried, all members voting yes to close the meeting at 11:04 a.m. under MN Statute 13D.03 Subd. 3(a) Performance Evaluation of County Administrator

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members present voting to reopen the meeting at 11:09 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members present voting yes to adjourn the meeting at 11:52 a.m. until Tuesday, March 24 2020 at Aitkin Library.



William Pratt, Board Chair  
Aitkin County Board of Commissioners



Jessica Seibert  
County Administrator

**COUNTY  
ADMINISTRATOR  
UPDATES**

**SWCD LEASE  
AGREEMENT  
REVISIONS**

**BOARD  
DISCUSSION**

**CLOSED  
MEETING**

**REOPEN  
MEETING**

**ADJOURN**