



**AITKIN COUNTY BOARD OF COMMISSIONERS**

February 14, 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
Brittany Searle	Administrative Assistant	Absent

**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 Travis Leiviska
<b>SECONDER:</b>	Commissioner Michael Kearney
	Add 5.5 - LG220 Permit Ducks Unlimited Garrison Area Chapter

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

William Smith - Would like an official response to a discrimination complaint he brought to the board at the last meeting.

**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 Laurie Westerlund

**A) Correspondence File-**

January 24, 2023 - February 13, 2023

**B) Approve County Board Minutes-**

January 24, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$2,787,097.98
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**D) Approve Commissioner's Vouchers**

	General	HHS	Township	Reserves	State	LLCC	R&B	Trust	Parks	Unorg	Forest	Total
	\$247,397.59	\$63,999.10	\$3,599.53	\$254.00	\$9,159.61	\$9,342.09	\$107,967.96	\$63,144.29	\$66,240.86	\$1,712.32	\$32.02	\$572,849.37

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

FSA Claims 4

General	\$53.81											
											<b>Total</b>	\$53.81

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

State General Tax - December 2022

State	\$83,242.17											
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								<b>Total</b>	\$83,242.17
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**G) Approve Manual Warrants/Voids/Corrections-  
Delinquent - NSF Return Check**

Taxes	\$401.44							<b>Total</b>	\$401.44
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**H) Approve Manual Warrants/Voids/Corrections-  
FSA Claims 5 and Returned NSF Payment**

General	\$218.00	Taxes	\$1,753.76					<b>Total</b>	\$1,971.76
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**I) Approve Manual Warrants/Voids/Corrections-  
Flex Fees**

General	\$630.75							<b>Total</b>	\$630.75
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**J) Approve Manual Warrants/Voids/Corrections-  
LLCC Refund**

LLCC	\$174.25							<b>Total</b>	\$174.25
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**K) Approve Manual Warrants/Voids/Corrections-  
FSA Claims 6**

General	\$40.00							<b>Total</b>	\$40.00
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**L) Approve Manual Warrants/Voids/Corrections-  
ELAN Paid 01.19.2023**

General	(\$826.24)	R&B	\$369.16	LLCC	\$79.08	COVID	\$378.00	<b>Total</b>	\$0.00
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**M) Approve Manual Warrants/Voids/Corrections-  
FSA Claims 7**

General	\$186.20							<b>Total</b>	\$186.20
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**N) Approve Manual Warrants/Voids/Corrections-  
ELAN Paid 02.02.2023**

General	\$6,983.17							<b>Total</b>	\$6,983.17
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**O) Approve Manual Warrants/Voids/Corrections-  
MN Care Tax 2022**

HHS	\$368.75							<b>Total</b>	\$368.75
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**P) Approve Manual Warrants/Voids/Corrections-  
Credit Card Processing Fees, LLCC**

LLCC	\$260.70							<b>Total</b>	\$260.70
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**Q) Approve Manual Warrants/Voids/Corrections-  
Estimated MN Care Tax**

HHS	\$162.59							<b>Total</b>	\$162.59
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**R) Approve Manual Warrants/Voids/Corrections-  
FSA Claims 8**

General	\$700.68							<b>Total</b>	\$700.68
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**S) Approve-  
Consumption & Display Permit - Hidden Meadows**

**T) Approve-  
Consumption & Display Permit - Larson's Barn**

**U) Approve-  
Consumption & Display Permit - Minnewawa Sportsmen's**

**V) Approve-  
Consumption & Display Permit - 202 Tavern**

**W) Approve-  
Fire Protection Contract - City of McGrath**

**X) Approve-**

HRA Committee Appointment - Susan Tange

**Y) Adopt Resolution-** Resolution #20230214-012  
LG220 Application - Lawler Area Community Club

**Z) Adopt Resolution-** Resolution#20230214-013  
Set Public Hearing for Land Classification 4.25.2023

**AA) Approve Manual Warrants/Voids/Corrections-**  
ELAN Paid 02.02.2023

General	(\$4.82)	HHS	\$4.82					
							<b>Total</b>	\$0.00

**AB) Approve-**  
Out of State Travel - VCET

**AC) Adopt Resolution-** Resolution#20230214-016  
LG220 Permit - Ducks Unlimited Aitkin

**AD) Approve Auditor Vouchers-**  
Sales/Use and Diesel Tax - January 2023

General	\$191.47	R&B	\$2,238.14	LLCC	\$122.14	Parks	\$107.44	
							<b>Total</b>	\$2,659.19

**AE) Approve-**  
Affidavit for Duplicate Lost Warrant - Woodland Bank

## Regular Agenda

### Informational Only

People Centered Economic Development

**RESULT:** INFORMATIONAL ONLY  
**MOVER:**  
**SECONDER:**

### Informational Only

Review Jail Inspection Report

**RESULT:** INFORMATIONAL ONLY  
**MOVER:**  
**SECONDER:**

### Motion to:

Approve Medical Services Contract - ACH

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

### Motion to:

Approve FRF Request - LLCC

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

### Motion to:

Adopt Resolution - Transfer to LLCC to Zero Out 2022 Ending Balance

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Travis Leiviska  
**SECONDER:** Commissioner Bret Sample  
**Resolution #** 20230214-014

### Motion to:

Adopt Resolution - LG220 Permit - Ducks Unlimited Garrison Chapter

**RESULT:** APPROVED (5 TO 0)  
**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Laurie Westerlund  
**Resolution #** 20230214-018

### Motion to:

Adopt Resolution - Federal Recreational Trail Grant

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

**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Travis Leiviska  
**Resolution #** 20230214-015

**Motion to:**  
Approve FRF Request - Remove and Replace Steel Roofing

**RESULT:** **APPROVED (5 TO 0)**  
**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Michael Kearney  
Motion to Approve Attached Contract (5 TO 0) Mover: Westerlund, Seconder: Sample

**Motion to:**  
Approve FRF Request - School House Building Roof

**RESULT:** **APPROVED (5 TO 0)**  
**MOVER:** Commissioner Michael Kearney  
**SECONDER:** Commissioner Bret Sample  
Motion to Approve Attached Contract (5 TO 0) Mover: Westerlund, Seconder: Leiviska

**Motion to:**  
Approve Childcare Acceleration Grant Document

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

**Motion to:**  
Approve DEED Office of Broadband Development - Committee Participation

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

**Motion to:**  
Approve Dell Azure Stack HCI Proposal

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

**Motion to:**  
Award Palisade Cold Storage Building Bid

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

**Motion to:**  
Authorize Purchase of Diesel Fuel Tank

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

**Motion to:**  
Adopt Resolution - Bridge Priority Resolution

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

**Committee Reports**  
Extension, NE MN ATP, Snake River Watershed, Ordinance, Historical Society, East Central Regional Library, Anoka County JPA Advisory Board, NCLUB, Rum 1W1P Policy Committee, Drainage Conference, Facilities, Aitkin Airport Commission, AIS, Economic Development

**Administrator Updates**  
Facilities, Legislative updates, AMC, Year end Budget review meetings, Center for Rural Policy Development, Judges Interagency Meeting, AIS Budget meeting, Update on Bonding, Bills

**Motion to Close Meeting Under MN Statute 13D.05 Subd.3(b) Attorney-Client Privilege**

Motion made at 11:51 a.m.

**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Travis Leiviska

**Motion to Reopen Meeting**

Motion made at 12:28 p.m.

**MOVER:** Commissioner Bret Sample  
**SECONDER:** Commissioner Laurie Westerlund

**Motion to Close Meeting Under MN Statute 13D.03 Subd.1(b) Labor Negotiations**

Motion made at 12: 29 p.m.

**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Michael Kearney

**Motion to Reopen Meeting**

Motion made at 12:41 p.m.

**MOVER:** Commissioner Laurie Westerlund  
**SECONDER:** Commissioner Travis Leiviska

**Motion to Adjourn**

Motion made at 12:41 p.m.

**MOVER:** Commissioner Travis Leiviska  
**SECONDER:** Commissioner Laurie Westerlund  
**Next Meeting:** Tuesday, February 28, 2023

*J. Mark Wedel*

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

*Jessica Seibert*

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Sample

**20230214-012**

**LG 220 Permit – Lawler Area Community Club 2023**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jackson’s Hole, which has an address of 36232 Kestrel Avenue Aitkin, MN 55760 – Salo Township. (Note: Date of activity for Raffle – April 22, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of February 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Sample

**20230214-013**

**CLASSIFICATION OF TAX-FORFEITED LAND**

**WHEREAS**, MN Statue 282.01 allows the County Board to classify tax-forfeited lands either to be retained in public ownership for public benefits or returned to private ownership, and

**WHEREAS**, MN Statute 282.01 requires that a public hearing be held to receive comments and recommendations about the pending classifications.

**THEREFORE, BE IT RESOLVED**, the Aitkin County Board of Commissioners hereby sets a public hearing for April 25, 2023 at 10:00 AM at the Aitkin County Board of Commissioners Meeting to be held at the Government Center Board Meeting for the classification of the following parcels of tax-forfeited lands.

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of February 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Leiviska

**20230214-014**

**Long Lake Conservation Center – Fund Transfer, Zero Out 2022**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners, County of Aitkin, do hereby approve the following transfer of funds:

Environmental Trust Fund (interest only)	\$ 6,908.69
Parks Fund	\$68,091.31
LATCF ( ARPA ) Fund	\$50,000.00
Resource Management Fund (11-925)	\$63,034.87
Total to Zero out Fund 19, ending 2022 balance	\$188,034.87

Commissioner Sample moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14th day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14th day of February 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator

By Commissioner: Westerlund

20230214-015

**Federal Recreational Trail Program Grant Application**

**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 grooming equipment for the Aitkin County Cross-Country Ski Trail System. The trail systems to be groomed include Long Lake Conservation Center, Vispo, and No Achen, and

**WHEREAS**, Aitkin County recognizes the twenty-five (25) percent match requirement for 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 regulation 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**, Aitkin County names the fiscal agent for this project as:

Aitkin County Land Department  
502 Minnesota Avenue 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.

Commissioner Leiviska moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 14<sup>h</sup> day of February 2023

\_\_\_\_\_

Jessica Seibert – County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Sample

**20230214-016**

**LG220 Permit – Ducks Unlimited Aitkin Chapter**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ducks Unlimited Aitkin Area Chapter, at the following location – Wealthwood Rod and Gun Club, which has an address of 23573 420th PI Aitkin, MN 56431 – Hazelton Township. (Note: Date of activity for Bingo – April 28, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of February 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Sample

**20230214-017**

**Bridge Priority**

**WHEREAS**, Aitkin County has reviewed the pertinent data on bridges requiring replacement, rehabilitation, or removal, and

**WHEREAS**, Aitkin County has identified those bridges that are high priority and that require replacement, rehabilitation, or removal within the next five years;

**NOW, THEREFORE BE IT RESOLVED** that the following deficient bridges are high priority for replacement and Aitkin County intends to replace these bridges as soon as possible when funds are available,

Existing Bridge Number	Road Number	Crossing	Local Planning Index	Project Cost	Programmed Federal Funds	Local or State -Aid Funds	Township/State Bridge Funds Requested	Program Year
NA	420 <sup>th</sup> Avenue Farm Island Township	Ripple River	NA	\$340,000		\$10,000	\$330,000	2023
L5965	210 <sup>th</sup> Lane Pliny Township	Snake River	48	\$560,000		\$10,000	\$550,000	2023
01509	Aitkin CSAH 5	Willow River	44	\$1,023,000	\$818,400		\$204,600	2024
01508	Aitkin CSAH 5	Rice River	38	\$713,000		\$356,500	\$356,500	2025
7375	Aitkin CH 54	Sissabagamah Creek	52	\$425,000			\$425,000	2025
01502	Aitkin CSAH 22	WakeField Brook	61	\$400,000		\$200,000	\$200,000	2025
NA	430 <sup>th</sup> Street Morrison Township	Ditch	NA	\$350,000		\$10,000	\$340,000	2027
7215	Aitkin CSAH 2	Stream	61	\$630,000		\$315,000	\$315,000	2027
7216	Aitkin CSAH 2	Snake River	58	\$770,000		\$385,000	\$385,000	2027
88102	Aitkin CSAH 19	Moose River	65	\$400,000		\$200,000	\$200,000	2027

**BE IT FURTHER RESOLVED** that Aitkin County does hereby request authorization to replace such bridges; and

**BE IT FURTHER RESOLVED** that Aitkin County does hereby request financial assistance with eligible approach grading and engineering costs on township bridges, as provided by law.

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of February 2023**

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Jessica Seibert  
County Administrator

**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED February 14, 2023

By Commissioner: Sample

**20230214-018**

**Aitkin Ducks Unlimited - Fishing for Ducks**

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Ducks Unlimited Garrison Wildlife Chapter, at the following location – Mille Lacs Lake, Hazelton Township. (Date of event – Fishing for Ducks – February 18, 2023)

Commissioner Westerlund moved the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting Yes

**STATE OF MINNESOTA}  
COUNTY OF AITKIN}**

I, Jessica Seibert, County Administrator, Aitkin County, Minnesota do hereby certify that I have compared the foregoing with the original resolution filed in the Administration Office of Aitkin County in Aitkin, Minnesota as stated in the minutes of the proceedings of said Board on the 14<sup>th</sup> day of February 2023, and that the same is a true and correct copy of the whole thereof.

**Witness my hand and seal this 14<sup>th</sup> day of February 2023**

\_\_\_\_\_  
Jessica Seibert  
County Administrator