



AITKIN COUNTY BOARD OF COMMISSIONERS

July 11, 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 9:01 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 |
| Jeff Schmitt | Administrative Assistant | Present |

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda, as amended.

| | |
|--|------------------------------|
| RESULT: | APPROVED (5 TO 0) |
| MOVER: | Commissioner Bret Sample |
| SECONDER: | Commissioner Travis Leiviska |
| Agenda amended: Add item 6D to agenda. | |

1.D Citizens Public Comment by:

None.

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

June 28, 2023 - July 11, 2023

B) Approve County Board Minutes-

June 27, 2023

C) Approve Electronic Funds Transfers

| | |
|--------------|----------------|
| Total | \$5,251,289.08 |
|--------------|----------------|

D) Approve Manual Warrants/Voids/Corrections-

| | | | | | | | |
|---------|------------|--|--|--|--|--------------|------------|
| General | \$6,192.93 | | | | | | |
| State | \$51.00 | | | | | | |
| Parks | \$120.00 | | | | | | |
| | | | | | | Total | \$6,363.93 |

E) Approve Auditor Vouchers-

Auditors Warrant - R&B 6-30-2023

| | | | | | | | |
|-----|--------------|--|--|--|--|--------------|--------------|
| R&B | \$166,209.39 | | | | | | |
| | | | | | | Total | \$166,209.39 |

F) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 6-30-2023

| | | | | | | | |
|---------|--------------|-------|----------|--|--|--------------|--------------|
| General | \$1,573.04 | LLCC | \$180.00 | | | | |
| State | \$146,728.50 | Parks | \$310.00 | | | Total | \$148,791.54 |

G) Approve Commissioner's Vouchers

Commissioner Warrants 7-7-2023

| | | | | | | | |
|---------|--------------|-----------|----------|----------|-------------|--------------|--------------|
| General | \$378,003.67 | State | \$296.73 | LLCC | \$9,202.77 | | |
| R&B | \$36,032.86 | Trust | \$737.93 | Parks | \$20,843.11 | | |
| HHS | \$41,254.43 | Forest D. | \$551.50 | Covid RF | \$15,620.00 | Total | \$502,543.00 |

H) Approve Auditor Vouchers-

R&B Contracts 7-7-2023

| | | | | | | | |
|-----|----------------|--|--|--|--|--------------|----------------|
| R&B | \$1,541,701.51 | | | | | | |
| | | | | | | Total | \$1,541,701.51 |

I) Adopt Resolution-

Off-Sale Liquor Lic. B&Son's Invest. LLC

J) Adopt Resolution-

VSO Donation - McGregor American Leg. Aux.

K) Adopt Resolution-

SAR Donation - Glen Township

L) Adopt Resolution-

SAR Donation - Stirewalt Family

M) Adopt Resolution-

SAR Donation - Aitkin Sno-Drifters

N) Adopt Resolution-

STS Donation - Moose Willow Sportsman Club

O) Approve-

Minnesota Power Utility Easement

Regular Agenda

3A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Revitalization Grant: Award Funding

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

3B Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Business Development & Recreation Grant: Award Funding

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

4A Kathleen Ryan – Chief Financial Officer

Motion to:

Approve Purchase ICE Machines for Election

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

5A Dave McMillan – LLCC Manager

Motion to:

Approve Signing of Consent Form by LLCC

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

6A Jessica Seibert – County Administrator

Motion to:

Approve appointment of applicant to East Central Regional Library Board

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

6B Jessica Seibert – County Administrator

Motion to:

Approve Joint Powers Agreement NE MN Office of Job Training

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

6C Jessica Seibert – County Administrator

Informational Only

Administrator Updates

DEED bonding call, Regular 1:1's, County Fair, Remote work policy mtg., Budget work, MACA technical days Thursday & Friday

6D Jessica Seibert – County Administrator

Informational Only

INH Property Tax Abatement Application

RESULT: INFORMATIONAL ONLY

7A John Welle – County Engineer

Informational Only

Public Hearing Partial Ditch Abandonment State Ditch 86

RESULT: PUBLIC HEARING
County Engineer, John Welle, gave an explanation introduction on the proposal with analysis of water flow and ditch management. 10:23 a.m. Open to public comment: Gary Kullhem, Harry Kruse, and Larry Brown expressed concerns about property flooding. No written or online comment was received. 10:37 a.m. Public hearing closed.

8A Board of Commissioners
Informational Only

Committee Updates

JET, ECRL Finance Committee, Snake River 1W1P, Forestry mtg. (NRAC), 169 Detour, Aitkin Airport, Budget, Brainerd 1W1P, AIS

9A **Motion to close meeting under MN Statute 13D.03 Subd.1(b) Labor Negotiations:**

Motion made at 10:49 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to Reopen Meeting

Motion made at 11:42 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to Adjourn

Motion made at 11:42 a.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska
Next Meeting: Tuesday, July 25, 2023



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



Jessica Seibert
County Administrator

By Commissioner: Leiviska

20230711-063

Approve Off Sale Liquor License – B & Son’s Investments LLC, 1865 Roadside Convenience

NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following liquor license for a period ending December 31, 2023:

“OFF” Sale:

B & Son's Investments, LLC d/b/a **1865 Roadside Convenience** – Williams Township
This establishment has an address of 14072 State Highway 65 McGrath, MN 56350

Commissioner Kearney seconded 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 11th day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of July 2023



Jessica Seibert
County Administrator

By Commissioner: Leiviska

20230711-064

Veterans Service Office Donation: Wes Wilmo Memorial – McGregor ALA Unit 23

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:

| <u>Name of Donor</u> | <u>Amount</u> |
|---|---------------|
| American Legion Auxiliary Unit 23, McGregor | \$2,500 |

WHEREAS, the terms or conditions of the donations, if any, are as follows:

| <u>Name of Donor</u> | <u>Terms or Conditions</u> |
|---|---|
| American Legion Auxiliary Unit 23, McGregor | \$1,000 to be used for needy veterans who live in the McGregor area |
| American Legion Auxiliary Unit 23, McGregor | \$1,500 to be used for needy veterans anywhere in Aitkin County |

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.

Commissioner Kearney seconded 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 11th day of July 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 11th day of July 2023



Jessica Seibert
County Administrator

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

ADOPTED July 11, 2023

By Commissioner: Leiviska

20230711-065

Accept Donation: SAR – Glen 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:

Glen Township \$1,000.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Glen Township Aitkin County Search and Rescue

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

WHEREAS, NOW THEREFORE BE IT RESOLVED, the Aitkin County Board of Commissioners

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

Commissioner Kearney seconded the adoption of the resolution and it was declared adopted upon the following vote

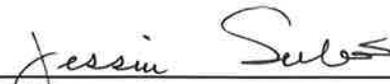
FIVE MEMBERS PRESENT

All Members Voting YES

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Jessica Seibert
County Administrator

By Commissioner: Leiviska

20230711-066

Accept Donation: SAR – The Stirewalt Family

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:

The Stirewalt Family \$500.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

The Stirewalt Family Aitkin County Search and Rescue

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.

Commissioner Kearney seconded the adoption of the resolution and it was declared adopted upon the following vote

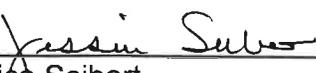
FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA}
COUNTY OF AITKIN}

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Witness my hand and seal this 11th day of July 2023



Jessica Seibert
County Administrator

By Commissioner: Leiviska

20230711-067

Accept Donation: SAR – Aitkin Sno-Drifters

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:

Aitkin Sno-Drifters \$200.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Aitkin Sno-Drifters Aitkin County Search and Rescue

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.

Commissioner Kearney seconded 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}

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Jessica Seibert
County Administrator

By Commissioner: Leiviska

20230711-068

Accept Donation: STS – Moose Willow Sportsman’s Club

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:

Moose Willow Sportsman’s Club \$500.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Moose Willow Sportsman’s Club Aitkin County Sentence to Serve

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.

Commissioner Kearney seconded the adoption of the resolution and it was declared adopted upon the following vote

FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA}
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Jessica Seibert
County Administrator