



AITKIN COUNTY BOARD OF COMMISSIONERS

September 12, 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
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 Travis Leiviska
SECONDER:	Commissioner Bret Sample
Add items 5I and 6.5A; also included a moment of silence in memory of 9-11.	

1.D **Citizens Public Comment - None**

2 **CONSENT AGENDA**

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

August 23, 2023 - September 12, 2023

B) Approve County Board Minutes-

August 22, 2023

C) Approve Electronic Funds Transfers

Total	\$2,659,295.91
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D) Approve Auditor Vouchers-

HWY Contracts & Tax Overpayments 8-18-2023

R&B	\$509,523.70	Tax&Pnlty	\$179.00			Total	\$509,702.70
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E) Approve Manual Warrants/Voids/Corrections-

Manual 8-24-2023

General	\$1,963.14	LLCC	\$105.00			Total	\$2,068.14
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F) Approve Auditor Vouchers-

R&B Contracts 8-25-2023

R&B	\$132,492.46					Total	\$132,492.46
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G) Approve Auditor Vouchers-

Auditor Warrants 8-31-2023

General	\$802.47	State	\$25,946.53				
Townships/Cities/ARDC/Ambulan			\$115,851.00			Total	\$142,600.00

H) Approve Commissioner's Vouchers

Commissioner Warrants 9-1-2023

General	\$145,008.63	HHS	\$9,849.08	Aitkin County Collaborative		\$9,211.00
Reserves	\$8,074.65	Trust	\$35,950.00	LLCC	\$8,858.50	Covid R.F. \$22,712.50
R&B	\$87,187.16	Forest Dv.	\$2,993.16	Parks	\$38,234.66	Total \$368,079.34

I) Approve Manual Warrants/Voids/Corrections-

ELAN 8-17-2023

General	\$4,421.03	Trust	\$57.89	Parks	\$40.95	Opioid St.	\$16.03
Reserves	\$350.00	LLCC	\$337.80	HHS	\$462.90	Total	\$5,686.60

J) Approve Manual Warrants/Voids/Corrections-

Manual 8-31-2023

General	\$1,307.22	Parks	\$410.00			Total	\$1,717.22
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K) Information Only

Investment Report

L) Approve-

2022 EMPG Agreement

M) Approve-

Ratify Settlement Agreement

N) Approve-

County VSO Operational Enhancement Grant Prgm.

O) Approve-

Public Notice - RFP Snow Removal Bids

P) Adopt Resolution-

Donation - SAR - VFW Post 1727

Q) Adopt Resolution-

Donation - SAR - Hill City Lions Club

R) Adopt Resolution-

Donation - SAR - Tamarack Sno-Flyers, Inc.

S) Adopt Resolution-

Donation - Sheriff's Office - Deloris Goetzke

T) Adopt Resolution-

License to Sell Tobacco Products - Kellermann Miller

U) Approve Manual Warrants/Voids/Corrections-

R&B Contracts 9-8-2023

R&B	\$1,135,873.71					Total	\$1,135,873.71
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Regular Agenda

3A Dan Guida – County Sheriff

Informational Only

Discussion Only - Presentation of Sheriff's Office 2024 Budget

RESULT:	INFORMATIONAL ONLY
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4A Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Community Grant Program: Transfer of Existing Funds

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

4B Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Revitalization Grant: Award Funding

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

4C Mark Jeffers – Economic Development Coordinator

Motion to:

Approve Fiscal Recovery Fund Request by Aitkin Airport Commission

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

5A Jessica Seibert – County Administrator

Motion to:

Approve Snake River 1W1P Joint Powers Agreement

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

5B Jessica Seibert – County Administrator

Motion to:

Approve Petition to Dissolve the Snake River Watershed Management Board

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

5C Jessica Seibert – County Administrator

Informational Only

Discussion Only - 2024 Preliminary Budget Presentation

RESULT: INFORMATIONAL ONLY

5D Jessica Seibert – County Administrator

Informational Only

Discussion Only - 2022 Year End Fund Balance Review

RESULT: INFORMATIONAL ONLY

5E Jessica Seibert – County Administrator

Direction Requested

2024 Appropriation Requests

RESULT: INFORMATIONAL ONLY

5F Jessica Seibert – County Administrator

Direction Requested

2024 Commissioner Salaries

RESULT: INFORMATIONAL ONLY

5G Jessica Seibert – County Administrator

Informational Only

Discussion Only - 2024 Draft Aitkin County Legislative Priorities Discussion

RESULT: INFORMATIONAL ONLY

5H Jessica Seibert – County Administrator

Informational Only

Administrator Updates

MACA call, LMC/AMC Housing Aid Webinar, LELS meeting, MCIT Webinar (new leave law), 1:1's,

5I Jessica Seibert – County Administrator

Motion to:

Approve Use of Courthouse Grounds

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

6A Jessica Seibert – County Administrator

Informational Only

Discussion Only - Introduction to AMC POC, Matt Hilgart (Remote)

RESULT: INFORMATIONAL ONLY

6.5A John Welle – County Engineer

Motion to:

Approve TH 65-TH 210 Intersection - TED Application

RESULT: APPROVED (5 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Travis Leiviska

7A Board of Commissioners

Informational Only

Committee Reports

MN Housing mtg., AEOA, Snake River, NRAC, ECRL, NCLUB, Economic Development, Budget, HHS Advisory

Motion to Adjourn

Motion made at 11:20 a.m.

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Michael Kearney

Next Meeting: Tuesday, September 26, 2023

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

Jessica Seibert
County Administrator