



**AITKIN COUNTY BOARD OF COMMISSIONERS**

September 26, 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.

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Bret Sample
<b>SECONDER:</b>	Commissioner Laurie Westerlund
	Add 7D - Adopt Resolution - TH 65-TH 210 Intersection - TED Application Resolution

**1.D Health & Human Services (see separate HHS Agenda)**

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

**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 Michael Kearney

**A) Correspondence File-**

September 13, 2023 - September 26, 2023

**B) Approve County Board Minutes-**

September 12, 2023

**C) Approve Electronic Funds Transfers**

<b>Total</b>	\$1,994,588.94
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**D) Approve Commissioner's Vouchers**

Commissioner Warrants 9-15-2023

General	\$104,458.01	State	\$765.00	Townships/Cities/ARDC/Ambulan	\$37,997.89
Reserves	\$7,000.00	Trust	\$6,025.45	Tax&Pnlty	\$2,637.00
R&B	\$113,239.95	Forest Dv.	\$15,273.81	LLCC	\$7,177.72
				<b>Total</b>	\$331,624.23

**E) Approve Auditor Vouchers-**

Sales/Use and Diesel Tax, August 2023

General	\$150.95	Trust	\$4.44	Parks	\$406.36		
R&B	\$1,906.43	LLCC	\$24.49			<b>Total</b>	\$2,492.67

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

ELAN 8-31-2023

General	\$3,795.38	HHS	\$487.66				
Trust	\$64.83					<b>Total</b>	\$4,347.87

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

Manual Warrants 9-14-2023

General	\$777.33	Tax&Pnlty	\$3,732.12	Parks	\$10.00		
State	\$72,338.96	LLCC	\$172.79			<b>Total</b>	\$77,031.20

**H) Approve Auditor Vouchers-**

Auditor Warrants 9-15-2023

General	\$717.51						
Tax&Pnlty	\$6,304.72					<b>Total</b>	\$7,022.23

**I) Approve Auditor Vouchers-**

Auditor Warrant - Tax Court Settlement

General	\$129.01						
						<b>Total</b>	\$129.01

**J) Adopt Resolution-**

Donation - SAR - Minnewawa Sportsmen Club

**K) Adopt Resolution-**

Approve Temp. Liquor Lic. - Hunter's Supper

**L) Approve-**

Affidavit for Duplicate of Lost Warrant

**M) Approve-**

Equipment Purchase - Used Backhoe-Loader

**N) Adopt Resolution-**

Donation - STS - Friends of Hammal Lake

## Regular Agenda

3A Dennis Thompson – Land Commissioner

**Informational Only**

Public Hearing - Heur Land Exchange

<b>RESULT:</b>	<b>PUBLIC HEARING:</b>
10:05 a.m. Open to public comment. No public comments received. Public hearing closed at 10:06 a.m.	

3B Dennis Thompson – Land Commissioner

**Motion to:**

Adopt Resolution - Heur Land Exchange

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Travis Leiviska
<b>SECONDER:</b>	Commissioner Laurie Westerlund

3C Dennis Thompson – Land Commissioner

**Motion to:**

Adopt Resolution - Northwoods ATV Trail Grant Appropriation

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Bret Sample

3D Dennis Thompson – Land Commissioner

**Motion to:**

Approval of Out-of-State Travel for Training - Forestry Conference

<b>RESULT:</b>	<b>APPROVED (5 TO 0)</b>
<b>MOVER:</b>	Commissioner Laurie Westerlund
<b>SECONDER:</b>	Commissioner Travis Leiviska

3E Dennis Thompson – Land Commissioner  
**Informational Only**  
Invitation for County Board to Attend the NRAC Fall Tour

**RESULT: INFORMATIONAL ONLY**

Quorum will be present, Monday October 9, 2023.

4A Dan Guida – County Sheriff  
**Informational Only**  
Public Hearing - Cannabis Public Use Ordinance

**RESULT: PUBLIC HEARING:**

10:38 a.m. Open for public comment. Patrick Blunt commented on concern about smoke / air quality. Public hearing closed at 10:41 a.m.

4B Dan Guida – County Sheriff  
**Motion to:**  
Adopt Resolution - Cannabis Public Use Ordinance

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

**MOVER:** Commissioner Michael Kearney

**SECONDER:** Commissioner Bret Sample

5A Kathleen Ryan – Chief Financial Officer  
**Informational Only**  
Discussion Only - CLA Audit Presentation

**RESULT: INFORMATIONAL ONLY**

6A Andrew Carlstrom – Environmental Services Director  
**Informational Only**  
Discussion Only - Amendment to Zoning Ordinance - Solar Energy Systems Ordinance

**RESULT: INFORMATIONAL ONLY**

6B Andrew Carlstrom – Environmental Services Director  
**Informational Only**  
Discussion Only - Planning Commission Denial of Repealing 1945 Restricted Lands Ord.

**RESULT: INFORMATIONAL ONLY**

7A Jessica Seibert – County Administrator  
**Motion to:**  
Approve Appointment of Representative to the Snake River 1W1P JPA

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

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

Primary: Commissioner Leiviska; Alternate: Commissioner Sample

7B Jessica Seibert – County Administrator  
**Motion to:**  
Adopt Resolution - 2024 Preliminary Levy

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

**MOVER:** Commissioner Michael Kearney

**SECONDER:** Commissioner Travis Leiviska

7C Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

Regular 1:1's, Facilities meeting, Talon Metals Community meeting, APT Anniversary Celebration, Department Heads meeting, Snake River Watershed meeting

7D John Welle – County Engineer

**Motion to:**

Adopt Resolution - TH 65-TH 210 Intersection - TED Application

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

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Laurie Westerlund

8A Board of Commissioners

**Informational Only**

Committee Reports

Fisheries, Arrowhead Counties Association, AMC Fall Policy Conference, Planning Commission, MRC, ARDC, CARE, Historical Society, Snake River Watershed, Joint Powers Natural Resource Board, Hill City meeting, Facilities

9A Jessica Seibert – County Administrator

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

Motion made at 11:51 a.m.

**MOVER:** Commissioner Bret Sample

**SECONDER:** Commissioner Travis Leiviska

**Motion to Reopen Meeting**

Motion made at 12:23 p.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Travis Leiviska

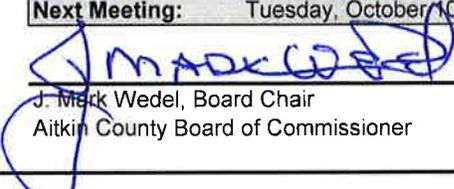
**Motion to Adjourn**

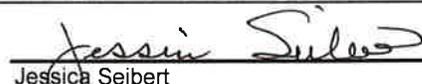
Motion made at 12:23 p.m.

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Bret Sample

**Next Meeting:** Tuesday, October 10, 2023

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

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



By Commissioner: Sample

20230926-090

Approve Temporary On-Sale Liquor License – Hunter’s Supper

**WHEREAS**, Jacobson Community Center- Hunter’s Supper – Ball Bluff Township – 65534 Great River Rd Jacobson, MN 55752.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners approves a Temporary On-Sale Liquor License for November 11, 2023 for Jacobson Community Center – Hunter’s Supper.

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 26<sup>th</sup> day of September 2023, and that the same is a true and correct copy of the whole thereof.

Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

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

ADOPTED September 26, 2023

By Commissioner: Sample

**20230926-091**

**Accept Donation – STS – The Friends of Hammal Lake**

**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 Friends of Hammal Lake                      \$25.00

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

The Friends of Hammal Lake                      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

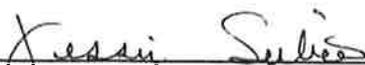
FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA)  
COUNTY OF AITKIN}

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

By Commissioner: Leiviska

20230926-092

Approve Heur Class B Land Exchange

**WHEREAS**, on August 22, 2023, the Aitkin County Board of Commissioners set a public hearing for September 26, 2023 at 10:05 a.m. to consider a Class B land exchange between Nine Heur and Hubert Heur and Aitkin County described as follows:

County – PID# 38-0-035500 NW SE Section 22 Township 43 Range 23

Private – PID# 38-0-040800 NW NE Section 26 Township 43 Range 23

**WHEREAS**, the necessary appraisals and public hearing as required by M.S. 94.341 to 94.347 have been complied with and,

**WHEREAS**, Nina Heur and Hubert Heur have agreed to pay the difference in appraised values and,

**WHEREAS**, the County Board of Commissioners held a public hearing on September 26, 2023 at 10:05 a.m. for the purpose of hearing comments regarding the proposed land exchange.

**THEREFORE, BE IT RESOLVED**, that the Aitkin County Board of Commissioners authorizes the Land Commissioner to proceed with the application for the land exchange and title opinion on the privately owned parcel.

**BE IT FURTHER RESOLOVED**, that the lands exchanged are subject to zoning ordinances adopted by the County Board and that all lands are subject to highway and utility easements.

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

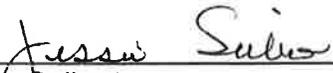
FIVE MEMBERS PRESENT

All Members Voting YES

STATE OF MINNESOTA}  
COUNTY OF AITKIN}

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

Approve Northwoods ATV Trail Grant Appropriation

**WHEREAS,** The Northwoods ATV Trail system has been awarded a grant appropriation from the State of Minnesota for maintenance of the trail system, and

**WHEREAS,** This is the first of two \$250,000 grants that will be executed for a total appropriation of \$500,000.

**NOW, THEREFORE, BE IT RESOLVED,** 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 Aitkin County Land Commissioner is hereby authorized to execute such agreements as are necessary to implement the project on behalf of Aitkin County, and

**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

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

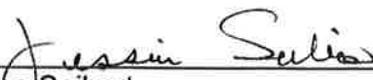
FIVE MEMBERS PRESENT

All Members Voting YES

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

By Commissioner: Kearney

20230926-094

Approve Implementation of Cannabis Public Use Ordinance

**WHEREAS**, County of Aitkin, State of Minnesota, has drafted a county ordinance for the regulating of use of cannabis and cannabis derived products in public places.

**WHEREAS**, Minnesota Session Law 2023, Chapter 63, effective in relevant part August 1, 2023, establishes that the adult use, possession and personal growing of cannabis is legal subject to the requirements and restrictions of Minnesota Statutes.

**WHEREAS**, Minnesota Session Law 2023, Chapter 63, Art. 4, section 19, codified as Minn. Stat. 342.0263, subd. 5 authorizes the adoption of a local ordinance establishing a petty misdemeanor offense for public use of cannabis.

**WHEREAS**, Aitkin County has provided proper public notice of proposed cannabis public use ordinance and has held public hearing for said ordinance on date 26 September, 2023 open to public comment.

**NOW THEREFORE BE IT RESOLVED**, the Aitkin County Board of Commissioners hereby adopt and approve the newly established County Cannabis Public Use Ordinance effective at the signing of this resolution.

Commissioner Sample 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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COUNTY OF AITKIN}

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

By Commissioner: Kearney

20230926-095

Approve 2024 Preliminary Levy

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2024 be set at \$17,577,035.

Commissioner Leiviska 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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COUNTY OF AITKIN}

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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

By Commissioner: Sample

20230926-096

**Approve the TED Application – TH 65-210 Intersection Project (Revised)**

**BE IT RESOLVED** that Aitkin County act as the legal sponsor for the TH 65-210 Round-About project and requests funding from the Transportation Economic Development (TED) Program of the Minnesota Department of Transportation.

**BE IT FURTHER RESOLVED** that Aitkin County has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure matching funds and adequate construction of the proposed project.

**BE IT FURTHER RESOLVED** that Aitkin County has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its application by the state, Aitkin County may enter into an agreement with the State of Minnesota for the above-referenced project, and that it will comply with all applicable laws and regulations as stated in all contract agreements.

**BE IT FURTHER RESOLVED** that Aitkin County has committed \$350,000 towards the local match requirement.

**BE IT FURTHER RESOLVED** that Aitkin County confirms that if the project cost increases above the amount listed in the Application, Aitkin County will provide or secure all additional funds necessary to complete the project. Aitkin County certifies that it will comply with all applicable laws, regulations, and rules of the Application.

**BE IT FURTHER RESOLVED** that the sources and uses, private investors, equity, and other financing commitment represented in the attached document are accurate.

**NOW, THEREFORE BE IT RESOLVED** that the Aitkin County Engineer and Aitkin County Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

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

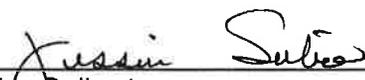
FIVE MEMBERS PRESENT

All Members Voting YES

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Witness my hand and seal this 26<sup>th</sup> day of September 2023

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



## AITKIN COUNTY HEALTH & HUMAN SERVICES

204 First Street NW  
Aitkin, MN 56431

Phone: 800-328-3744/218-927-7200  
Fax: 218-927-7210

### AITKIN COUNTY HEALTH & HUMAN SERVICES BOARD September 26, 2023 H&HS Board Minutes

#### Attendance

The Aitkin County Board of Commissioners met this 26<sup>th</sup> day of September 2023, at 9:00 a.m. as the Aitkin County Health & Human Services Board with the following members present: Board Chair, Commissioner J. Mark Wedel, Commissioners Laurie Westerlund, Travis Leiviska, Bret Sample and Michael Kearney. County Administrator Jessica Seibert, Health & Human Services Director Sarah Pratt, and Administrative Assistant Paula Arimborgo. Others present included: H&HS Public Health Supervisor Erin Melz, ACHHS Advisory Committee member representative Patrick Blunt, Jeanne Schram Aitkin Age, and Maggie Rothstein CHS Administrator for Aitkin-Itasca-Koochiching Community Health Board. Joining via WebEx: Administrative Assistant Jeff Schmitt and H&HS Financial Services Supervisor Jessi Goble.

#### 1.A Approval of the Agenda

Motion by Commissioner Leiviska, seconded by Commissioner Kearney and carried, all members present voting yes to approve the September 26, 2023 Health & Human Services agenda.

#### 1.B Approval of the August 22, 2023 Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Leiviska and carried, all members present voting yes to approve August 22, 2023 Health & Human Services minutes.

#### 1.C Approval of Bills

Motion by Commissioner Sample, seconded by Commissioner Leiviska and carried, all members present voting yes to approve the bills.

#### 2.A Director Updates

Sarah Pratt, H&HS Director updated the board on the following:

- Legislative Priorities
  1. Support legislation for System modernization which would include the four main computer systems for HHS staff. Legislation should include funds to cover county costs associated with DHS investments. Support legislation of an innovation fund for counties to co-develop collaborative solutions.
  2. Support legislation for high acuity mental health hospital bed capacity for adults and children that will support planning for solutions.
  3. Support legislation to allow MnCHOICES reassessments to be conducted as administrative reviews to reduce the number of assessments and staff needed for this service. This will focus resources on new assessment needs and will improve access for clients.
  4. Support legislation to change the child protection response of educational neglect to a

- child welfare response to increase access to supports for families.
- MACSSA Legislative Priorities are:
  - High acuity
  - Education neglect
  - Modernization
  - TCM redesign rate methodology
- AMC Legislative Priorities are:
  - Modernization
  - High acuity
  - Public Health transformation
- LPHA does not have their priorities set.
- Hiring update:
  - A new Child & Family Services Case Aide has been hired; this position has been vacant since April.
  - A new Child Protection Social worker has been hired; this position has been vacant since mid-July.

### **3.A Public Health Presentation**

Erin Melz, H&HS Public Health Supervisor, presented to the board the Aitkin County Public Health Responsibilities to include:

- What is Public Health?
- Upstream & Downstream – Public Health is grounded in the importance of upstream prevention.
- Return on Investment
- Interconnected Work
- Essential Public Health Services to include: Assessment, Policy Development, Assurance, and Equity.
- Minnesota Statute 145A mandates the 6 areas of Public Health Responsibility:
  - Assure an adequate Public Health Infrastructure
  - Promote healthy communities and healthy behaviors
  - Prevent the spread of infectious disease
  - Protect against environmental health hazards
  - Prepare for and respond to emergencies and assist communities in recovery
  - Assure the quality and accessibility of health services
- Transforming the Public Health System in Minnesota

### **4.A Committee Updates**

The Board discussed the H&HS Advisory Committee, Tri-County Community Health Services, CARE Board, ARDC/AAAA, Lakes & Pines, and AEOA.

### **Adjourn**

The meeting was adjourned at 9:54 a.m.

Next Meeting – October 24, 2023