



2B

AITKIN COUNTY BOARD OF COMMISSIONERS

May 14, 2024

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 9:02 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	Absent
Jessica Seibert	County Administrator	Present
April Kellerman	Administrative Assistant	Present

1.B PLEDGE OF ALLEGIANCE

1.C APPROVAL OF AGENDA

Motion to: Approve the agenda.

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund

1.D Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

A) Correspondence File-

April 23, 2024 - May 13, 2024

B) Approve County Board Minutes-

April 23, 2024

C) Approve Electronic Funds Transfers

Total \$1,901,328.49

D) Approve Commissioner's Vouchers

Commissioner Warrants 04.26.24

General	\$123,547.69	Reserves	\$16,398.98	R&B	\$151,947.24		
Unorgan.	\$9,777.09	HHS	\$11,479.32	State	\$5,700.00		
Trust	\$14,200.95	Forest	\$15,754.54	Taxes	\$7,237.48		
LLCC	\$18,694.11	Parks	\$237.69	COVID	\$157,745.45	Total	\$532,720.54

E) Approve Auditor Vouchers-

Auditor Warrants 04.26.24

R&B	\$14,724.93	Forest	\$45,548.90			Total	\$60,273.83
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F) Approve-

Affidavit for Duplicate of Lost Warrant

G) Adopt Resolution-

LG220 Application for Exempt Permit - Lawler Area Community Club

H) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 04.30.24

General	\$2,685.91	Taxes	\$19,622.00	LLCC	\$425.00	Parks	\$170.00
						Total	\$22,902.91

I) Approve Manual Warrants/Voids/Corrections-

ELAN 04.11.24

General	\$4,398.81	Reserves	\$69.56	Trust	\$343.34	LLCC	\$545.45
HHS	\$2,049.14	HHS	\$30.50			Total	\$7,436.80

J) Adopt Resolution-

Search & Rescue Donation - Clark Township

K) Adopt Resolution-

LG220 Application for Exempt Permit - MN Deer Hunters Assoc, McGregor

L) Adopt Resolution-

LG220 Application for Exempt Permit - NWTF Aitkin Gobblers Chapter

M) Adopt Resolution-

County On Sale and Sunday Sale Liquor License - Cocktails Drafts & Eats, Inc

N) Approve-

Committee of the Whole meeting date and time

O) Adopt Resolution-

Sheriff's Office Donation - Private Citizen

P) Approve-

Updated Jail Medical Provider Contract

Q) Approve Commissioner's Vouchers

Commissioner Warrants 05.10.24

General	\$187,405.83	Reserves	\$15,400.19	R&B	\$17,690.54	HHS	\$4,098.76
State	\$360.00	Trust	\$2,745.49	Forest	\$5,356.83	Taxes	\$1,304.00
LLCC	\$11,144.73	Parks	\$63,082.21	COVID	\$1,983.51	Total	\$310,572.09

R) Approve-

Personnel Committee Recommendations

S) Adopt Resolution-

Search & Rescue Donation - Libby Township

T) Adopt Resolution-

Final Contract Payment (#20234)

Regular Agenda

3A Dan Guida – County Sheriff

Motion to:

Approve Public Safety Funds for SAR Trailer

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

4A Kami Genz – Community Corrections Director and Chris Sutch – IT Manager

Motion to:

Approve Splunk Network Monitoring

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Kami Genz – Community Corrections Director and Chris Sutch – IT Manager

4B **Motion to:**

Approve Server to host Splunk

RESULT: APPROVED (4 TO 0)
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Bret Sample

- Kami Genz – Community Corrections Director and Chris Sutch – IT Manager
- 4C **Motion to:**
Approve Splunk - Installation service and support
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 5A Jessica Seibert – County Administrator
Motion to:
Approve Obligation of Unallocated ARPA Funds
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
- 5B Jessica Seibert – County Administrator
Informational Only
1st Quarter 2024 Budget Review - Discussion Only
RESULT: **INFORMATIONAL ONLY**
MOVER:
SECONDER:
- 5C Jessica Seibert – County Administrator
Informational Only
2025 Budget Preparation Materials - Discussion Only
RESULT: **INFORMATIONAL ONLY**
MOVER:
SECONDER:
- 5D Jessica Seibert – County Administrator
Motion to:
Adopt Resolution - County Engineer Reappointment
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Travis Leiviska
SECONDER: Commissioner Laurie Westerlund
- 5E Jessica Seibert – County Administrator
Informational Only
Administrator Updates
Economic Development, Employee Appreciation Lunch, last HHS 1:1s, CRPD meeting, Court Hearing, Coffee with Jessica, EMS Discussion, Facilities meeting, AMC Legislative Call
- 6A Jim Bright – Facilities Coordinator
Motion to:
Adopt Resolution - Jail Controls
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 6B Jim Bright – Facilities Coordinator
Motion to:
Adopt Resolution - Change order for Boiler/Chiller Project
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Travis Leiviska
- 7A Mark Jeffers – Economic Development Coordinator
Motion to:
Approve Fiscal Recovery Fund request by Economic Development
RESULT: **APPROVED (4 TO 0)**
MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

- 7B Mark Jeffers – Economic Development Coordinator
Informational Only
Economic Development Q2 Impact Report - Discussion Only

RESULT: INFORMATIONAL ONLY
MOVER:
SECONDER:

- 8A Board of Commissioners
Informational Only
Commissioner Committee Report

Employee Appreciation Picnic, Northern Counties Land Use Coordinating Board, Aitkin Airport Commission, Aquatic Invasive Species, Aitkin County Water Planning Task Force, ATV Committee, Big Sandy Lake Management Plan, East Central Regional Library Board, Economic Development, Facilities, H&HS Advisory, Natural Resources Advisory Committee, NE MN Office Job Training, Toward Zero Deaths, EMS Discussion

- 9A Bobbie Danielson – Human Resources Director
Closed Session under MN Statute 13D.03 Subd. 1(b) Labor Negotiations
Motion to Close Meeting Under MN Statute 13D.03 Subd.1(b) Labor Negotiations
Motion made at 11: 05 a.m.

MOVER: Commissioner Laurie Westerlund
SECONDER: Commissioner Bret Sample

Motion to Reopen Meeting

Motion made at 12:07 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Travis Leiviska

Motion to Adjourn

Motion made at 12:08 p.m.

MOVER: Commissioner Bret Sample
SECONDER: Commissioner Laurie Westerlund
Next Meeting: Tuesday, May 28, 2024

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

Jessica Seibert
County Administrator