



**2B**

**AITKIN COUNTY BOARD OF COMMISSIONERS**

October 8, 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 9:00 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 |
| April Kellerman   | Administrative Assistant | Present |

**1.B PLEDGE OF ALLEGIANCE**

**1.C APPROVAL OF AGENDA**

Motion to: Approve the agenda.

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

**1.D Citizens Public Comment - 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-**

September 24, 2024 - October 7, 2024

**B) Approve County Board Minutes-**

September 24, 2024

**C) Approve Electronic Funds Transfers**

**Total** \$1,279,817.39

**D) Approve Auditor Vouchers-**

Auditor Warrants 09.20.24

|         |            |     |              |       |          |              |              |
|---------|------------|-----|--------------|-------|----------|--------------|--------------|
| General | \$2,175.35 | R&B | \$261,234.37 | Trust | \$285.00 | COVID        | \$15,000.00  |
|         |            |     |              |       |          | <b>Total</b> | \$278,694.72 |

**E) Approve Commissioner's Vouchers**

Commissioner Warrants 09.27.24

|         |              |          |             |       |             |              |              |
|---------|--------------|----------|-------------|-------|-------------|--------------|--------------|
| General | \$150,852.95 | Reserves | \$790.00    | R&B   | \$77,577.53 | HHS          | \$26,491.03  |
| Trust   | \$12,813.47  | Forest   | \$1,028.59  | Taxes | \$2,839.00  | ACC          | \$25,456.00  |
| LLCC    | \$11,030.15  | Parks    | \$19,208.42 |       |             | <b>Total</b> | \$328,087.14 |

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

ELAN 09.12.24

|        |          |      |            |         |            |              |            |
|--------|----------|------|------------|---------|------------|--------------|------------|
| HHS    | \$21.50  | HHS  | \$1,467.10 | General | \$4,896.29 | Reserves     | \$466.00   |
| Forest | \$625.00 | LLCC | \$911.40   |         |            | <b>Total</b> | \$8,387.29 |

**G) Approve-**

Opioid Funding Request

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

Returned Check, Hwy Dept. 09.16.24

|     |          |  |  |  |  |              |          |
|-----|----------|--|--|--|--|--------------|----------|
| R&B | \$288.15 |  |  |  |  | <b>Total</b> | \$288.15 |
|-----|----------|--|--|--|--|--------------|----------|

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

Manual Warrants 09.30.24

|         |            |       |          |  |  |              |            |
|---------|------------|-------|----------|--|--|--------------|------------|
| General | \$1,589.02 | Parks | \$140.00 |  |  | <b>Total</b> | \$1,729.02 |
|---------|------------|-------|----------|--|--|--------------|------------|

**J) Adopt Resolution-**

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

## Regular Agenda

3A Jessica Seibert – County Administrator

**Informational Only**

Dan Stifter - Update on land owned by Aitkin School District

**RESULT: INFORMATIONAL ONLY**

**MOVER:**

**SECONDER:**

3B Jessica Seibert – County Administrator

**Informational Only**

Aitkin County 4-H Program Update

**RESULT: INFORMATIONAL ONLY**

**MOVER:**

**SECONDER:**

3C Jessica Seibert – County Administrator

**Motion to:**

Approve Revised Contractual Airport Agreement between the City of Aitkin and County of Aitkin

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

**MOVER:** Commissioner Laurie Westerlund

**SECONDER:** Commissioner Michael Kearney

3D Jessica Seibert – County Administrator

**Informational Only**

Administrator Updates

1:1's, Coffee with Jessica, Podcasts, MACA Annual Conference, AMC Property Tax webinar, Economic Development, Negotiations, Facilities, FEMA update

4A Mark Jeffers – Economic Development Coordinator

**Motion to:**

Approve Housing Trust Fund Guidelines document

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

**MOVER:** Commissioner Michael Kearney

**SECONDER:** Commissioner Laurie Westerlund

Mark Jeffers – Economic Development Coordinator

4B **Informational Only**

Economic Development Update

**RESULT: INFORMATIONAL ONLY**

**MOVER:**

**SECONDER:**

5A Board of Commissioners

**Motion to:**

Commissioners Committee Reports

Rum River 1W1P, MACCAC Annual Conference, Northern Counties Land Use Coordinating Board, MN Rural Counties, JET, ATV Committee update, McGregor Airport Commission, Civil Mediation training, AMC Property Tax webinar, Facilities, Personnel Committee, Aitkin Airport Commission, Civil Mediation Skills Training

**Motion to Adjourn**

Motion made at 11:00 a.m.

|                      |                                  |
|----------------------|----------------------------------|
| <b>MOVER:</b>        | Commissioner Bret Sample         |
| <b>SECONDER:</b>     | Commissioner Michael Kearney     |
| <b>Next Meeting:</b> | <b>Tuesday, October 22, 2024</b> |

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

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Jessica Seibert  
County Administrator