



AITKIN COUNTY BOARD OF COMMISSIONERS

October 28, 2025

9:00 a.m.

Government Center Board Room

Regular Session Minutes

1.A CALL TO ORDER

Chair Wedel called the meeting to order at 8:59 a.m.

Attendee Name	Title	Status
J. Mark Wedel	District #1	Present
Laurie Westerlund	District #2	Absent
Travis Leiviska	District #3	Present
Bret Sample	District #4	Present
Michael Kearney	District #5	Present
David J. Minke	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 Bret Sample
SECONDER: Commissioner Michael Kearney

Introduction of new District Judge Daniel Hawley.

1.D Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

October 14, 2025 - October 27, 2025

B) Approve County Board Minutes-

October 14, 2025

C) Approve Electronic Funds Transfers

Total	\$1,115,970.03
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D) Approve Manual Warrants/Voids/Corrections-

ELAN 09.25.25

General	\$3,368.06	Trust	\$110.00	LLCC	\$313.00	R&B	\$791.81
HHS	\$1,151.29					Total	\$5,734.16

E) Approve Auditor Vouchers-

Sales.Use & Diesel Tax 10.14.25

General	\$167.08	R&B	\$1,035.76	Trust	\$36.60	LLCC	\$76.96
Parks	\$426.68					Total	\$1,743.08

F) Approve Auditor Vouchers-

Auditor Warrants - HHS 10.10.25

General	\$597.82	HHS	\$228,336.62	Opioid	\$7,500.00	Total	\$236,434.44
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G) Adopt Resolution-

App for Temporary On Sale Liquor License - Jacobson Volunteer Fire Dept

H) Information Only-

Cash Balance Report - September 2025

I) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 10.14.25

General	\$3,391.98	State	\$97,163.12	Taxes	\$2,825.00	LLCC	\$82.17
						Total	\$103,462.27

J) Adopt Resolution-

LG220 Application for Exempt Gambling - Ducks Unlimited Garrison Wildlife

K) Approve Auditor Vouchers-

Auditor Warrants - HHS 10.17.25

HHS	\$43,369.21					Total	\$43,369.21
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L) Approve-

Luke Gould- Chemical Use Assessment- Opioid Funding Request

M) Approve-

Robert Nelson- Chemical Use Assessment- Opioid Funding Request

N) Adopt Resolution-

Operation Green Light for Veterans

O) Approve Commissioner's Vouchers

Commissioner Warrants 10.24.25

General	\$289,590.14	Reserves	\$4,800.47	R&B	\$43,687.07	State	\$3,420.75
Trust	\$8,345.93	Forest	\$616.60	Taxes	\$15,306.96	LLCC	\$10,301.13
Parks	\$93,057.68					Total	\$469,126.73

P) Approve-

Fire Protection Contract - City of Palisade

Q) Approve-

Fire Protection Contract - Jacobson Fire Department

R) Approve-

2024 EMPG Grant

S) Approve-

2026 Newspaper Bid Specifications

T) Adopt Resolution-

Sponsorship Resolution for City of Aitkin LRIP Project

U) Adopt Resolution-

Sponsorship Resolution for City of McGregor LRIP Project

V) Approve-

Updated ESST Policy - Effective 1/1/2026

W) Approve-

Policy Update - Family and Medical Leave Act (FMLA) Policy - eff. 1/1/2026

X) Approve-

New Policy - MN Paid Family Leave, effective 1/1/2026

Y) Approve-

Kevin Hulbert Residential Road Easement

Regular Agenda

- 3A Julianna Langlois – 4-H Youth Development Educator & Tony Hansen – Regional Director

Informational Only

Aitkin County 4-H Program Update

RESULT: INFORMATIONAL ONLY**MOVER:****SECONDER:**

- 4A Teresa Smude – Aitkin County HRA Executive Director

Motion to:

Approve Appointment of Aitkin County HRA Commissioner

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

Edward Anderson re-appointed to a 5-year term (11/02/2025-11/01/2030)

4B Teresa Smude – Aitkin County HRA Executive Director

Motion to:

Approve Appointment of County Commissioner Liaison to the HRA Board with the Liaison member being Commissioner Sample with appointment to start January 1, 2026

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Bret Sample

SECONDER: Commissioner Michael Kearney

5A Perry May – Northwoods Regional ATV Trail Alliance

Informational Only

Northwoods Regional ATV Trail Alliance Award

RESULT: INFORMATIONAL ONLY

MOVER:

SECONDER:

8A David J. Minke – County Administrator

Discussion Item

2025 3rd Quarter Budget Report - Discussion Item

RESULT: DISCUSSION ITEM

MOVER:

SECONDER:

item moved between 5A & 6A

Break taken at 9:45 AM

Return from break at 10:00 AM

6A Kathleen Ryan – County Auditor

Public Hearing at 10:00 AM - New Off Sale Liquor License - Malmö Market

PUBLIC HEARING:

Open: 10:02 AM

Public Comment: Dennise Sonnee, Aitkin County Resident

Vicki Voss, Aitkin County Resident

Peter Patel, Malmö Market

Closed: 10:06 AM

6B Kathleen Ryan – County Auditor

Motion to:

Table discussion until the next regular meeting - Adopt Resolution - Off Sale Liquor License - Malmö Market

RESULT: APPROVED (4 TO 0)

MOVER: Commissioner Michael Kearney

SECONDER: Commissioner Bret Sample

7A John Welle – County Engineer

Discussion Item

Proposed Changes to Roadway Designations - Discussion Item

RESULT: DISCUSSION ITEM

MOVER:

SECONDER:

Motion made by Commissioner Sample and seconded by Commissioner Leiviska to have a Public Input meeting at 10:00 AM on November 25, 2026 at the County Board meeting with action following

9A Carli Goble – Health & Human Services Fiscal Supervisor

Discussion Item

H&HS Q3 2025 Fiscal Report - Discussion Item

RESULT: DISCUSSION ITEM

MOVER:

SECONDER:

10A Board of Commissioners


Commissioner Committee Reports

Arrowhead Economic Opportunity Agency, Arrowhead Counties Association, AMC District 1 meeting, Tribal meeting, Aitkin County Opioid Settlement Sub-Committee, meeting with Congressman Stauber, Historical Society, Lakes & Pines, JET (NE MN Office Job Training), Budget Committee, Economic Development, Aitkin Economic Development Administration, Brainerd 1W1P, Aitkin Airport

Motion to Adjourn

Motion made at 11:07 a.m.

RESULT:	APPROVED (4 TO 0)
MOVER:	Commissioner Michael Kearney
SECONDER:	Commissioner Travis Leiviska
Next Meeting:	Wednesday, November 12, 2025



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



David J. Minke
County Administrator