



AITKIN COUNTY BOARD OF COMMISSIONERS

February 27, 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 |

A moment of silence taken to honor the Burnsville Police Officers and Firefighter-Paramedic who lost their lives in the line of duty.

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 |
| | Item 7C switched order with 8A |

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

1.E Citizens Public Comment - None

2 CONSENT AGENDA

Motion to: Approve the Consent Agenda.

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

A) Correspondence File-

February 13, 2024 - February 26, 2024

B) Approve County Board Minutes-

February 13, 2024

C) Approve Electronic Funds Transfers

| | |
|--------------|----------------|
| Total | \$1,272,230.45 |
|--------------|----------------|

D) Approve Auditor Vouchers-

Sales/Use and Diesel Tax, January 2024

| | | | | | | | |
|---------|----------|-----|------------|-------|---------|--------------|------------|
| General | \$283.47 | R&B | \$1,132.35 | Trust | \$29.59 | LLCC | \$23.81 |
| Parks | \$55.00 | | | | | Total | \$1,524.22 |

E) Approve Auditor Vouchers-

R&B 02.09.24

| | | | | | | | |
|-----|-------------|--|--|--|--|--------------|-------------|
| R&B | \$50,600.00 | | | | | Total | \$50,600.00 |
|-----|-------------|--|--|--|--|--------------|-------------|

F) Approve Commissioner's Vouchers

Commissioner Warrants 02.16.24

| | | | | | | | |
|---------|--------------|----------|-------------|--------|------------|--------------|--------------|
| General | \$174,186.34 | Reserves | \$39,905.75 | R&B | \$290.12 | HHS | \$24,438.59 |
| State | \$6,826.00 | Trust | \$18,264.39 | Forest | \$1,072.33 | LLCC | \$28,946.44 |
| Parks | \$36,491.79 | COVID | \$5,677.15 | | | Total | \$336,098.90 |

G) Approve Commissioner's Vouchers

R&B Commissioner Warrants 02.16.24

| | | | | | | |
|-----|--------------|--|--|--|--------------|--------------|
| R&B | \$170,226.88 | | | | Total | \$170,226.88 |
|-----|--------------|--|--|--|--------------|--------------|

H) Approve Manual Warrants/Voids/Corrections-

Manual Warrants 02.15.24

| | | | | | | | |
|---------|------------|-------|-------------|------|----------|--------------|-------------|
| General | \$1,287.37 | State | \$46,810.86 | LLCC | \$140.73 | Total | \$48,238.96 |
|---------|------------|-------|-------------|------|----------|--------------|-------------|

I) Approve-

Engineering Services Agreement

J) Adopt Resolution-

Correct/Update 2023 Reserve Request

K) Adopt Resolution-

Sheriff's Office Donation - Private Citizen

L) Adopt Resolution-

Sentence to Serve Donation - Logan Township

M) Approve-

Equipment Purchase - Two Used Pickup Trucks

N) Adopt Resolution-

Final Contract Payment #20221

O) Adopt Resolution-

Final Contract Payment #20226

P) Approve-

Jail Nurse - Revised Temporary Hours from 29 to 40/wk

Q) Approve-

Personnel Committee Recommendations

Regular Agenda

3A Dennis Thompson – Land Commissioner

Motion to:

Adopt Resolution - Transfer to LLCC

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

4A Mark Jeffers – Economic Development Coordinator

Motion to:

Adopt Resolution - DEED Childcare Economic Development Grant Submission

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

5A John Welle – County Engineer

Motion to:

Adopt Resolution - Award Contract 20245

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

6A Lori Grams – County Treasurer

Informational Only

Investment Review - Discussion Only

| | |
|------------------|---------------------------|
| RESULT: | INFORMATIONAL ONLY |
| MOVER: | |
| SECONDER: | |

7A Jessica Seibert – County Administrator

Informational Only

2023 Year End Budget Review - Discussion Only

| | |
|------------------|---------------------------|
| RESULT: | INFORMATIONAL ONLY |
| MOVER: | |
| SECONDER: | |

7B Jessica Seibert – County Administrator

Informational Only

Administrator Updates

Department Head Meeting, Grievance Hearing, MACA Legislative Call, EAW Meeting, Legislative Conference, CRPD Subcommittee Meeting

8A Board of Commissioners

Informational Only

Commissioner Committees Report

NACo Conference, Legislative Conference, Snake River 1W1P, Mille Lacs Fisheries Input Group, MN Rural Counties, AMC Public Safety, Brainerd 1W1P

Commissioner Michael Kearney leaves meeting at 11: 54 am

7C Jessica Seibert – County Administrator

Closed Session - County Administrator Perf. Eval.

Motion to Close Meeting for County Administrator Performance Evaluation

Motion made at 11: 54 a.m.

MOVER: Commissioner Laurie Westerlund

SECONDER: Commissioner Bret Sample

Motion to Reopen Meeting

Motion made at 12:14 p.m.

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Bret Sample

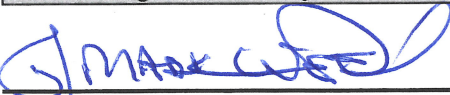
Motion to Adjourn

Motion made at 12:14 p.m.

MOVER: Commissioner Travis Leiviska

SECONDER: Commissioner Laurie Westerlund

Next Meeting: Tuesday, March 12, 2024



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



Jessica Seibert
County Administrator