

The Aitkin County Board of Commissioners met this 26th day of November, 2013 at 9:01 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Patrick Wussow, and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the November 26, 2013 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
November 26, 2013**

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 26th day of November, 2013, at 9:02 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Patrick Wussow; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Ruth Sundermeyer, Child Support & Collections Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, Mickey Gault and Cheryl Meld, H&HS Advisory Committee Members; Carrie Ruud, MN Senate; Bob Harwarth, Citizen; and Nanci Sauerbrei, Aitkin Independent Age.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda as mailed/posted.

III. Review October 22, 2013 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve the October 22, 2013, Health & Human Services Board Minutes.

IV. Review Bills

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried, the vote was to approve the Bills as presented this date.

V. General/Miscellaneous Information

A. Review Proposed 2014 H&HS Board Dates – This was tabled until the December 17th meeting in order to coincide with the Regular Board meeting dates.

B. Child Support E-Docs – Tom Burke noted this system is coming soon and will be less expensive than anticipated. We are ahead of many counties as we have all our scanning and prep work done. Ruth Sundermeyer noted that St. Louis County has their own training facility which will be a bonus for us to attend there.

C. Update on Supervisor Openings - Public Health & Adult Social Services Supervisors – Tom Burke noted that we still have the two supervisory positions open and it is critical to be down both those positions, especially at the same time, and with the many program changes taking place in both these areas. We are looking at temporary coverage of these positions with dispersal of the duties

with existing staff but a proposal will come back to the Board in January.

VI. FYI

A. MN DHS Waiver Review Initiative – Final Draft – 10/2013 – Tom Burke noted that we received no corrective action and the staff are doing an excellent job.

B. Follow-up to PH Nuisance – Tom Burke noted the abatement has been completed and he was able to locate and talk to the property owner who was not able to participate. A letter was sent to them yesterday indicating the cost of the abatement, a list of McGregor realtors and contact information for people expressing an interest in purchasing the property. Tom was very pleased with the contractor and the excellent job he did removing the structures while not disturbing the many trees.

C. MACSSA – What Policy Makers Need to Know About Administrative Simplification – Tom Burke discussed the need and importance for funding for the electronic technology portion

VII. Administrative Reports:

A. Financial & Transportation Reports – Kathleen Ryan noted our budget will finish strong this year barring any unforeseen last minute issues. She noted that the foster care expense is at a 14 year low and we hope to maintain that.

VIII. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Mickey Gault & Cheryl Meld Draft minutes of the November 6, 2013 meeting. Cheryl Meld noted that Kathleen Ryan gave an update on the budget proposal and a motion by the committee members carried to recommend to the County Board that they approve the 2014 HHS Budget along with staffing request. Cheryl also wondered how the Committee can assist the Board and asked for feedback. Commissioner Napstad noted he is interested in “outcomes” as to whether citizens are getting the services needed.

B. AEOA / NEMOJT Committee Updates – Commissioner Napstad noted that neither committee met this past month. He recapped the main focus at each of the last meetings:

1. AEOA – Weatherization with services provided by Lakes & Pines and the proposed State model to collapse the 32 CAC's down to 6 throughout the state.

2. NEMOJT – Programs to roll out in high schools with respect to career guidance for students. He questions: a) what is being done locally; b) would like to know how this has been presented in the Aitkin County Schools; c) which schools; d) who was contacted at the school; e) when they were contacted and what was their response?

C. CJI (Children’s Justice Initiative) – Commissioner Westerlund updated the Board that they met and discussed the recent conference and their mindset when dealing with children from to change from “what’s wrong with you” to “what’s happened to you?”

Next Meeting – December 17, 2013

Break: 10:09 a.m. to 10:21 a.m.

**HHS BOARD
ADJOURNED**

BREAK

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: November 12, 2013 – November 25, 2013; B) Approve County Board Minutes: November 12, 2013; C) Approve Auditor Warrants – Sales & Use Tax: General Fund \$521.15, Road & Bridge \$2,406.55, Health & Human Services \$51.11, State \$8,057.50, Trust \$51.46, Forest Development \$17.48, Long Lake Conservation Center \$208.55, Parks \$67.39 for a total of \$11,381.19; D) Schedule Additional December County Board Meetings; E) Accept Leo Snow Plow Donation to Long Lake Conservation Center from the Long Lake Foundation; F) Accept \$1,000.00 Donation to STS – McGregor Lions Club; G) Approve Resolution – All Terrain Vehicle Trail Funding; H) Approve Resolution – Form LG214 Minnewawa Sportsmen Club; I) Approve Resolution – Form LG220 Jacobson Landing; a) Approve Commissioner Warrants: General Fund \$95,714.49, Road & Bridge \$68,618.32, Health & Human Services 414.38, State \$270.00, Trust \$5,150.74, Forest Development \$13,108.90, Long Lake Conservation Center \$5,263.73, Parks \$939.92 for a total of \$189,480.48

**CONSENT
AGENDA**

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to schedule two additional Board meetings. A special Board meeting is scheduled for 4:00 p.m. on December 3rd, 2013, and a second special Board meeting is scheduled for 9:00 a.m. on December 17th, 2013. Both meetings will be held in the County Boardroom located at 217 2nd St. NW, Aitkin MN.

**ADDITIONAL
BOARD
MEETINGS
SCHEDULED**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to approve resolution – All Terrain Vehicle Trail Funding:

WHEREAS, local units of government can apply for State aide for trail development, maintenance, grooming and administration from the Minnesota Department of Natural Resources at the rate of 90% reimbursement of costs of grooming and maintenance, and

**RESOLUTION
112613-092
ALL TERRAIN
VEHICLE TRAIL
FUNDING**

WHEREAS, Aitkin County does not have the facilities to maintain the entire trail system in Aitkin County, and

WHEREAS, Clubs wish to contract with the County for maintaining these trails, and

WHEREAS, these trails benefit the recreation, resort, tourism, industry, and economy of Aitkin County.

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Trail Administrator be authorized to apply for Grants in Aide assistance funds for All Terrain Vehicle Trail maintenance and grooming for the following trail:

Northwoods Regional ATV trail which consists of the following segments: South Soo Line, North Soo Line, Rabey Line, Blind Lake, Redtop, Moose River Connector, Lawler, Blind Lake Connector Trail, Hill City Connector trail and Solana ATV trails.

BE IT FURTHER RESOLVED, that the Aitkin County Trail Administrator be authorized to contract for the development, maintenance and grooming of the aforementioned trails with qualified, interested clubs.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to approve resolution – Form LG214 Minnewawa Sportsmen Club:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Premises Permit Application - Form LG214, of the Minnewawa Sportsmen Club, at Minnewawa Sportsmen Club – Shamrock Township. This establishment has an address of 20322 Goshawk Street, McGregor, MN 55760.

**RESOLUTION
112613-093
FORM LG214
MINNEWAWA
SPORTSMEN
CLUB**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to approve resolution – Form LG220 Jacobson Landing:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Jacobson Landing Recreation Area, at the following location – Forestry Station Bar & Grill, which has an address of 67791 State Hwy 65, Jacobson, MN 55752 – Ball Bluff Township. (Note: Date of activity for Raffle – February 15, 2014)

**RESOLUTION
112613-094
FORM LG220
JACOBSON
LANDING**

Senator Carrie Ruud discussed legislative updates and legislative priorities with the Board.

**LEGISLATIVE
UPDATES &
PRIORITIES**

The telephone conference scheduled with Chuck Knandel, State Auditor's Office to review the 2012 Aitkin County Audit was postponed.

**2012 AITKIN
COUNTY AUDIT**

Christine Davis, Enbridge gave a Power Point presentation to the Board on the Sandpiper Pipeline Project.

**SANDPIPER
PROJECT**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Facilities Committee recommendation to remodel Planning & Zoning Office at a cost of \$25,077.33, using funds from 2014 Department 111 budget.

**REMODEL
PLANNING &
ZONING OFFICE**

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to approve purchase of used John Deere lawn and snow tractor from Midwest Machinery at a cost of \$4,804.03, using funds from 2014 Department 111 budget.

**EQUIPMENT
PURCHASE –
COURTHOUSE
MAINTENANCE**

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution – CSAH 12 Speed Zone Study:

WHEREAS, Aitkin County State-Aid Highway 12 from TH 47 to US Hwy 169/TH 210 is an 0.6 mile road segment that lies on the east line of the Aitkin City limits, and

**RESOLUTION
112613-095**

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| <p>WHEREAS, due to urban development, the Burlington Northern Santa Fe Railroad crossing, and the short length of this highway segment, traffic is not able to safely drive at the statutory 55 mile per hour speed limit, and</p> <p>WHEREAS, TH 47 has a reduced regulatory speed zone that begins immediately west of the CSAH 12 intersection, and</p> | <p>CSAH 12 SPEED ZONE STUDY</p> |
| <p>WHEREAS, US Hwy 169/TH 210 has a reduced regulatory speed zone at the CSAH 12 intersection.</p> <p>NOW THEREFORE, BE IT RESOLVED, that the Commissioner of Transportation is hereby requested to make a traffic engineering study on the 0.6 mile segment of CSAH 12 from TH 47 to US Hwy 169/TH 210.</p> <p>BE IT FURTHER RESOLVED, that the Commissioner of Transportation is also requested to study the existing reduced speed zone on TH 47 to determine whether this zone should be extended east approximately 1,300 feet past the newly constructed intersection of CSAH 12.</p> <p>Bobbie Danielson, Human Resources Manager presented Personnel Committee recommendations to the Board.</p> <p>Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve filling one full-time Case Aide position, and to authorize filling any corresponding vacancy if this position is filled internally.</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve filling one full-time Social Worker (Child Welfare/Child Protection) position, and to authorize filling any corresponding vacancy if this position is filled internally.</p> <p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve filling one full-time PHN or Social worker position (Community Based Case Manager), and to authorize filling any corresponding vacancy if this position is filled internally.</p> <p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve filling one full-time PHN/Health Educator position, and to authorize filling any corresponding vacancy if this position is filled internally.</p> <p>No Board reports were given.</p> | <p>PERSONNEL COMMITTEE</p> <p>FT CASE AIDE</p> <p>FT SOCIAL WORKER</p> <p>FT PHN OR SOCIAL WORKER</p> <p>FT PHN/HEALTH EDUCATOR</p> <p>BOARD DISCUSSION</p> |
| <p>Chairperson J. Mark Wedel closed the meeting at 1:06 p.m. under MN Statute 13D.03 Subd. 1(b) Labor Negotiations.</p> | <p>CLOSED SESSION</p> |

AITKIN COUNTY BOARD

November 26, 2013

Chairperson J. Mark Wedel reopened the meeting at 2:48 p.m.

OPEN MEETING

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to adjourn the meeting at 2:48 p.m. until Tuesday, December 3, 2013 at 4:00 p.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Patrick Wussow, County Administrator