

The Aitkin County Board of Commissioners met this 25th day of August, 2015 at 9:03 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham. Commissioner Anne Marcotte was absent.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Marcotte absent), all members voting yes to approve the August 25, 2015 amended agenda. Items 5C - 2015 EMPG Grant, and 5D – Approve Duplicate of Lost Warrant, were added.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
August 25, 2015**

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of August, 2015, at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Sue Tange, Jessi Schutlz, & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Jessica Goble, Income Maintenance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, H&HS Advisory Committee Member; Bob Harwarth, citizen. (Commissioner Anne Marcotte was not present)

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda.

III. Review July 28, 2015 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes.

IV. Review Bills

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Bills.

V. General/Miscellaneous Information

A. Re-procurement – Verbal Report – Tom Burke updated the Board on the fact that the provider has been changed from UCare to two different providers which will ultimately provide our staff with a lot more work since everyone in our county who previously had UCare will now need to review the two new providers and change to one of them. The cost just to our county is estimated at \$25,000 to \$30,000. Discussion took place with respect to an appeal by UCare to the courts as well as whether or not Aitkin County should appeal to DHS to request reimbursement from the State for the costs involved in making all these changes. There are questions as to whether the change could be delayed.

B. WRAP (We Rally Around Parents) Program - Lakes & Pines Update – Ann Rivas updated the Board that Lakes & Pines is in the process of hiring a Family Resource Specialist to work with and help parents prepare their children for school. A meeting is

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

scheduled with Lakes & Pines to review the applications and interviews will be scheduled in the next couple week. This program will be on a voluntary basis by the parents.

C. Discharge Planning at the Aitkin County Jail Update – Ann Rivas discussed the voluntary services for Discharge Planning for Aitkin County residents in the jail based on the “Stepping Up Initiative” Resolution that was presented and signed at Board recently. Ann will be giving a “Make it Okay” presentation on September 9th and monthly thereafter to the jail inmates from Aitkin County with the hope that those folks will look for educational and informational assistance both prior to and following their discharge from jail.

D. Strategic Plan – Tom Burke discussed the Health & Human Services component of the County Strategic Plan which consists of four areas using measures pulled from information we already have available to us. He noted a number of positive outcomes over the past 18 years including: more consumers in the workforce, fewer that are highly dependent, many are limited to how long they are on programs, there are less kids in out of home placements, there are more services available, and if our elderly folks need to go into a nursing home, their stays are shorter. There is still a question as to whether we are measuring the right things, i.e. meeting children within five days of a referral and then monthly after that. If we are not showing a benefit to the recipient, are we effective? It was asked if we can check the recidivism rate with those we are engaged with now and again in two years.

VI. Contracts / Resolutions

A. WIC Agreements for the period September 1, 2015 to August 31, 2016 between Aitkin County Health & Human Services and:

1. McGregor Independent School District # 4
2. Hill City School District #2

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the WIC Agreements for the period September 1, 2015 to August 31, 2016 between Aitkin County Health & Human Services and McGregor Independent School District # 4.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the WIC Agreements for the period September 1, 2015 to August 31, 2016 between Aitkin County Health & Human Services and Hill City School District #2.

Erin Melz noted that due to a request from the Hill City School, we are looking at an alternate site in Hill City.

VII. Administrative Reports:

A. Financial & Transportation Reports – Tom Burke noted that we are down in revenues right now but we are on track for the rest of the year.

VIII. Joint Powers Board Reports:

A. Tri-County Community Health Services Board (CHS)

Commissioner Westerlund / Erin Melz / Tom Burke

August 13, 2015 Meeting Minutes – Erin Melz updated the Board that a Public Health Planner, Ben Kofoed has been hired. Their recent meeting reflected in the attached minutes was general business which included discussion relative to the CHS Conference in October, Pitch Event in International Falls this week and QI/CHIP and Strategic Plan updates. Amy Wyant and Erin Melz will be providing an update of the CHIP plan to the AC H&HS Board next month.

IX. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Committee Members attending today: Bob Marcum & Roberta Elvecrog Minutes of the August 5, 2015 meeting were reviewed and it was noted that the September meeting will be canceled due to the Retirement Open House for Sue Tange.

B. AEOA Committee Update – Commissioner Westerlund noted there were various discussions of which many did not involve Aitkin County. There will be a meeting at Camp Esquagamah in October.

C. NEMOJT Committee Update – Commissioner Napstad noted they have not met.

D. CJJ (Children’s Justice Initiative) – Commissioner Westerlund noted they have not met.

E. Lakes & Pines Update – Commissioner Niemi noted they have not met.

Tom Burke noted that this would be Sue Tange’s last meeting before her retirement on September 4th. The agency is having an Open House in honor of Sue on Wednesday, September 2nd from 2:00-3:30 p.m. and invited the Commissioners to join us in wishing her well. Sue introduced Jessi Schultz as the new Social Service Supervisor replacing her. Sue received a round of applause and a thank you from the Board for her many years of service to Aitkin County.

Next Meeting – September 22, 2015

Break: 10:26 a.m. to 10:53 a.m.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: August 11, 2015 to August 25, 2015; B) Approve County Board Minutes: August 11, 2015; C) Approve Commissioner Warrants: General Fund \$99,385.60, Road & Bridge \$52,554.84, Health & Human Services \$518.74, Trust \$3,581.65, Forest Development \$12,247.13, Long Lake Conservation Center \$7,998.07, Parks \$49,805.64 for a total of \$226,091.67; D) Approve Auditor Warrants – July Sales & Use Tax: General Fund \$713.64, Road & Bridge \$737.58, State \$7,432.50, Trust \$35.06, Forest Development \$-0.06, Long Lake Conservation Center \$145.68, Parks \$204.34 for a total of \$9,268.75; E) Accept \$75 Donation to Aitkin County Sheriff’s Office from Ms. Deloris Goetzke; F) Accept \$500 Donation to STS from Garrison Commercial Club; G) Adopt Resolution – White Pine Logging & Threshing Show; H) Approve Tobacco License – Jen’s Hill City Liquor; I) Adopt Resolution – County VSO Operational Enhancement Grant Program

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting yes to adopt resolution – White Pine Logging & Threshing Show:

BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to approve the following Application for Large Assembly:

White Pine Logging & Threshing Show – Williams Township.

This is scheduled to take place September 5th, 6th & 7th, 2015 from 7:00 A.M. to 12:00 Midnight.

BREAK

REGULAR BOARD RECONVENED

CONSENT AGENDA

RESOLUTION 20150825-045 WHITE PINE LOGGING & THRESHING SHOW

Under the consent agenda, motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting yes to approve the following Application for License to Sell Tobacco Products for the period ending March 31, 2016:

#11B Jennifer Coffman LLC, d/b/a Jen’s Hill City Liquor – Hill City

Under the consent agenda, motion for a resolution by Commissioner Westerlund, seconded by Commissioner Niemi and carried (4-0 Marcotte absent), all members voting yes to adopt resolution – County VSO Operational Enhancement Grant Program:

BE IT RESOLVED by **Aitkin County** that the County enter into the **Grant Contract** with the Minnesota Department of Veterans Affairs (MDVA) to conduct the following project: **County Veterans Service Office Operational Enhancement Program**. The grant must be used to provide outreach to the county’s veterans; to assist in the reintegration of combat veterans into society; to collaborate with other social service agencies, educational institutions, and other community organizations for the purposes of enhancing services offered to veterans; to reduce homelessness among veterans; and to enhance the operations of the county veterans service office, as specified in Minnesota Laws 2013 Chapter 142 Article 4. This grant should not be used to supplant or replace other funding.

BE IT FURTHER RESOLVED by **Aitkin County** that the County Veterans Service Officer, **Penny Harms** be authorized to execute the Grant Contract for the above-mentioned program on behalf of the County.

Commissioner Anne Marcotte arrived at 11:16 a.m.

Ross Wagner, Economic Development & Forest Industry Coordinator discussed Broadband Development with the Board. The Board consensus is to hold a Committee of the Whole meeting on September 29, 2015 at Long Lake Conservation Center.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to adopt resolution – Award SAP 001-030-005, etc.:

WHEREAS, Contract No. 20154 is for construction of S.A.P. 001-030-005, culvert replacement/bituminous patches on CSAH 6, CSAH 10, and CSAH 15 and C.P. 001-090-028, culvert replacement/bituminous patches on CR 76 and CR 79, and

WHEREAS, sealed bids were opened for this project at 2:00 p.m. on Monday, August 17, 2015 with a total of seven bids received, and

WHEREAS, Young Excavating, Inc. was the lowest responsible bidder in the amount of \$852,545.64.

NOW, THEREFORE, BE IT RESOLVED, that Young Excavating, Inc. be awarded Contract No. 20154.

BE IT FURTHER RESOLVED, that the chairperson of the Aitkin County Board and the Aitkin County Auditor are hereby authorized and directed to enter into a contract on behalf of Aitkin

**RESOLUTION
20150825-046
COUNTY VSO
OPERATIONAL
ENHANCEMENT
GRANT
PROGRAM**

**MARCOTTE
ARRIVED**

**BROADBAND
DEVELOPMENT**

**RESOLUTION
20150825-047
AWARD
SAP 001-030-005,
ETC.**

County with said low bidder upon presentation of proper contract documents.

John Welle, County Engineer reviewed the 2014 Aitkin County Highway Department Annual Report with the Board. Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the report.

2014 HIGHWAY DEPT ANNUAL REPORT

John Welle, County Engineer discussed the Highway Department's 2016-2020 Capital Road Improvement Plan with the Board. More discussion will follow at a future meeting.

2016-2020 CAPITAL ROAD IMPROVEMENT PLAN

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting to schedule the 2016 Budget Hearing at 6:05 p.m. on December 8, 2015. The regular Board meeting scheduled for December 8th will be held later in the day, just prior to the Budget Hearing.

2016 BUDGET HEARING SCHEDULED

Nathan Burkett, County Administrator and the Board discussed the internal commissioner committee structure. Insurance Committee will be combined into Personnel Committee, and Technology will be added as part of the Facilities Committee.

INTERNAL COMMISSIONER COMMITTEES

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve 2015 Emergency Management Performance Grant (EMPG) in the amount of \$19,194.00.

2015 EMPG GRANT

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve duplicate of lost paycheck: Warrant #13727 in the amount of \$1,356.21 - Cindy A. Bistodeau.

DUPLICATE WARRANT

The Board reported on the following: ATV, ARDC, JCNRB, MHB, EQB, MRCC, Code Red, Recruitment, Mille Lacs County Board meeting, CMCC, TZD, EDA, and Facilities.

BOARD DISCUSSION

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 2:14 p.m. until Tuesday, September 8, 2015 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator