

The Aitkin County Board of Commissioners met this 28th day of June, 2016 at 9:03 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

Penny Harms, Veterans Service Officer introduced new Assistant Veterans Service Officer, Josh Hughley to the Board.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the June 28, 2016 amended agenda. Item 20, Community Corrections MGA Resolution, was added to the Consent Agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
June 28, 2016**

CALL TO ORDER

**NEW ASSISTANT
VETERANS
SERVICE
OFFICER**

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 28th day of June, 2016, at 9:04 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 Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Kathy Ryan, Fiscal Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, Kristine Layne and Holly Bray, H&HS Advisory Committee Members; and Kari Paulsen and Michelle Ufford, NEMOJT; Aileen DeMenge and Jan Francisco, AEOA; and Mike Hagen, Aitkin County Growth.

II. Approval of Health & Human Services Board Agenda

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

III. Review May 24, 2016 Health & Human Service Board Minutes

Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve the Minutes of the May 24, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Aitkin Workforce Ctr. - Kari Paulson, NEMOJT & Aileen DeMenge, AEOA

Michelle Ufford from NEMOJT and Jan Francisco from AEOA. Aileen DeMenge and Kari Paulsen discussed the Birchstreet Center and the nine organizations housed in the building. They also discussed MN Works, Merit Testing, Career Readiness at Aitkin Schools, the barriers folks seeking employment face which include Mental Health/Chemical

Dependency issues, lack of child care, lack of education, legal issues and transportation. They reviewed their statistics and various activities and programs they work with and provided the Commissioners with a current Birchstreet Center Contact List. They noted the upcoming Beacon Meeting at Long Lake Conservation Center on Wednesday, October 19 from 9:00 to Noon. Michelle Ufford and Jan Francisco also spoke to the Commissioners about the excellent work the staff does at the Aitkin Workforce Center along with the great collaboration between them and H&HS as well as other entities they work with.

VI. Contracts/Agreements

- A. ~~GSSC (General Security Services Corporation)~~ Revisions to be made and re-submitted for Board Approval at a later date. Tom Burke noted this is for Crisis Transportation using a secure vehicle and he has been discussing this option with law enforcement.

VII. Administrative Reports:

- A. Financial & Transportation Reports - Kathleen Ryan discussed this report and reminded the Commissioners that the Transportation report will only be presented once per year.

VIII. Joint Powers Board Reports:

- A. **Tri-County Community Health Services Board (CHS)**
Commissioner Westerlund / Erin Melz / Tom Burke
H&HS Mutual Aide Agreement in draft form for review which will be brought back for Board approval at a later date. Erin updated the Commissioners on their recent meeting noting they discussed the SHIP Initiatives and outcomes, the new board member orientation and the work they have done on the draft of the Mutual Aid Agreement asking for input from the Commissioners as soon as possible so it can be finalized in the near future.

Erin Melz also noted that the Personnel Committee had approved a revised job description for the PH Educator position as a part time SHIP Coordinator and a part time WIC & Family Health positions. The applicant will be required to have credentials to be a WIC certifier. Progress is being made on filling the position and the SHIP programs will be maintained.

IX. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte.
Committee Members attending today: Kristine Layne & Holly Bray
Draft Copy of the June 1st meeting minutes. Kristine Layne updated the Commissioners on the discussion topics at the June meeting which included an update on MNSure and discussion relative to the PH Educator position and their recommendation for a succession plan to assure programs continue.
- B. **AEOA Committee Update** – Commissioner Westerlund noted they met and discussed HeadStart Contract and general business.
- C. **NEMOJT Committee Update** – Commissioner Napstad noted they met June 9th and discussed the closing of the Mesabi Academy with a loss of 120 jobs.
- D. **CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted

- she did not attend. Jessi Schultz noted they reviewed documents and confidential forms based on mandates.
- E. Lakes & Pines Update** – Commissioner Niemi noted there was no meeting.

Next Meeting – July 26, 2016

Break: 10:17 a.m. to 10:35 a.m.

Commissioner Niemi left at 10:17 a.m.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to approve the amended Consent Agenda as follows: A) Correspondence File: May 25, 2016 to June 27, 2016; B) Approve County Board Minutes: June 14, 2016; C) Approve BAE Minutes: June 14, 2016; D) Approve Auditor Warrants – May Sales & Use Tax: General Fund \$544.33, Road & Bridge \$1,168.88, State \$7,172.50, Trust \$21.72, Forest Development \$-0.47, Long Lake Conservation Center \$277.54, Parks \$127.20 for a total of \$9,311.70; E) Approve Auditor Warrants – Tax Settlements: General Fund \$11.06, Agency \$3,390,375.46, Taxes & Penalties \$537.57 for a total of \$3,390,924.09; F) Approve Commissioner Warrants: General Fund \$120,237.71, Road & Bridge \$15,249.39, Health & Human Services \$1,308.60, Trust \$8,190.03, Forest Development \$12,155.29, Long Lake Conservation Center \$5,791.46, Parks \$5,070.89 for a total of \$168,003.37; G) Approve Temporary 3.2% Malt Liquor License – Aitkin Fire Department; H) Accept Donations to STS: \$100 from Rice River Cemetery, \$200 from Round Lake Cemetery, \$200 from Malmo Township; I) Accept \$630 Donation to Loki and Canine Program from Kristi and Cassie Sandberg; J) Approve Precinct Scanner/Tabulator Purchase – Auditor’s Office; K) Adopt Resolution: Repurchase Application – Kutzler SW-SW 3-46-23; L) Approve Gravel/Rock Screening Quotes – Land Dept.; M) Approve Forest Bat Survey, Year Two – Land Dept.; N) Adopt Resolution: Final Contract Payment – Contract No. 20151; O) Adopt Resolution Authorizing MGA Signing Authority – Community Corrections

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to approve the following Temporary 3.2% Malt Liquor License for July 6 through July 9, 2016:

ON Sale:

Aitkin Fire Department, d/b/a Aitkin Fire Department Relief Association – Aitkin Twp

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to approve the purchase of one precinct scanner/tabulator at a cost of \$4,845.00 – Auditor’s Office.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to adopt the following resolution – Repurchase Application – Kutzler SW-SW 3-46-23:

BREAK

NIEMI LEFT

REGULAR BOARD RECONVENED

CONSENT AGENDA

TEMPORARY 3.2% MALT LIQUOR LICENSE AITKIN FIRE DEPARTMENT

PRECINCT SCANNER / TABULATOR

WHEREAS, Diana Kutzler of PO Box 3756 Mpls., Mn. 55403, the former owner has made and filed an application with the County Auditor for the repurchase of the hereinafter described parcel of tax forfeited land, in accordance with the provisions of Minnesota Statutes 1945, Section 282.241, of amended, which land is situated in the County of Aitkin, Minnesota and described as follows, to-wit:

Southwest Quarter of the Southwest Quarter (SW-SW) Section Three (3) Township Forty-six (46) Range Twenty-three (23)

and, **WHEREAS**, said applicant has set forth in his application that:

- a) a hardship and injustice has resulted because of forfeiture of said land, for the following reasons, to-wit:

This property was purchased for my family with the goal of providing them a haven from city life. Having been born and raised on the Iron Range, Buhl and Virginia, Minnesota, the farm was an opportunity to bring my family together and help care for my aging mother thus eliminating nursing home care. Forfeiting the property would mean my family would still be separated, and would also ruin my future plans for retirement at the farm and dream of owning an organic farm. Because of the economic downturn of the last few years, and subsequent income limitations due to a greatly decrease in sales in my business, the tax payments were not always timely. However, recently I have become the recipient of Social Security with a guaranteed monthly income which will help provide tax funds needed for the farm. I have every intention of fulfilling my tax obligation to Aitkin County on a timely basis in the future.

- b) that the repurchase of said land by me will promote and best serve the public interest, because:

The ultimate goal for the land is to promote organic farming – and provide education and products for the community.

And, **WHEREAS**, this board is of the opinion that said application should be granted for such reasons.

NOW THEREFORE BE IT RESOLVED, that the application of Diana Kutzler for the purchase of the above described parcel of tax forfeited land be and the same is hereby granted and the County Auditor is hereby authorized to permit such repurchase according to the provisions of Minnesota Statutes 1945, Section 282.241 as amended.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to approve quotes from Holmvg Construction for 2,000 cu. yd. of screened gravel/rock at \$6.98/cu. yd. for Pit #1: 18-51-26, and 2,000 cu. yd. of screened gravel/rock at \$11.25/cu. yd. for Pit #2: 26-52-23.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to approve proceeding with Year Two of the Forest Bat Survey. The cost to Aitkin County is not to exceed \$20,280 for five sites.

**RESOLUTION
20160628-044
REPURCHASE
APPLICATION
KUTZLER
SW-SW 3-46-23**

**GRAVEL/ROCK
SCREENING
QUOTES**

**FOREST BAT
SURVEY – YEAR
TWO**

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to adopt resolution – Final Contract Payment – Contract No. 20151:

WHEREAS, Contract No. 20151 has in all been completed, and the County Board being fully advised in the premises.

NOW THEN BE IT RESOLVED, that the Aitkin County Board of Commissioners does hereby accept said completed project for and on behalf of the County of Aitkin and authorize final payment to Ulland Brothers, Inc. in the amount of \$22,434.88.

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to adopt resolution authorizing MGA signing authority – Community Corrections:

WHEREAS, the new Minnesota Government Access Accounts, allowing government agencies to view appropriate electronic court records and documents stored in the Minnesota Court Information System for cases in Minnesota district courts, require authorization from the governing body.

NOW, THEREFORE, BE IT RESOLVED, the County Board of Aitkin County, Minnesota as follows:

1. Approves and authorizes Elizabeth DeRuyck, Community Corrections Director, to sign the Master Subscriber Agreement for Minnesota Court Data Services for Governmental Agencies.
2. That the Aitkin County Community Corrections Director, Elizabeth DeRuyck, is the designated Authorized Representative for the Aitkin County Community Corrections Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the County's connection to the systems and tools offered by the State.
3. To assist the Authorized Representative with the administration of the agreement, Community Corrections Case Aide Allison Rian is appointed as the Authorized Representative's designee.
4. That Commissioner Mark Wedel, the Chair of the County Board, and Nathan Burkett, the Board Clerk, are authorized to sign this Resolution.

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried (4-0 Niemi absent), to approve Highway Department's proposed 2016-2020 Capital Road Improvement Plan.

Motion by Commissioner Westerlund seconded by Commissioner Marcotte and carried (4-0 Niemi absent), to approve Central Minnesota Community Corrections – Teamsters

**RESOLUTION
20160628-045
FINAL CONTRACT
PAYMENT –
CONTRACT NO.
20151**

**RESOLUTION
20160628-046
RESOLUTION
AUTHORIZING
SIGNING
AUTHORITY
ALLOWING
ACCESS TO
MINNESOTA
GOVERNMENT
ACCESS (MGA)
ACCOUNTS FOR
ELECTRONIC
COURT
RECORDS AND
DOCUMENTS**

**2016-2020
CAPITAL ROAD
IMPROVEMENT
PLAN**

**CMCC
TEAMSTERS**

Effects Bargaining Employer Transition Agreement.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried (4-0 Niemi absent), to approve Central Minnesota Community Corrections Dissolution Agreement.

The Board discussed the following: Joint Counties Natural Resource Board, AMC, BWSR, Beaver Mtg., CMCC, P&Z, Mille Lacs Watershed, AEOA, and Historical Society.

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried (4-0 Niemi absent), to adjourn the meeting at 12:03 p.m. until Tuesday, July 12, 2016 at 9:00 a.m.

**EFFECTS
BARGAINING**

**CMCC
DISSOLUTION
AGREEMENT**

**BOARD
DISCUSSION**

ADJOURN



J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners



Nathan Burkett, County Administrator