

The Aitkin County Board of Commissioners met this 24<sup>th</sup> day of May, 2016 at 9:02 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.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the May 24, 2016 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
May 24, 2016**

**CALL TO ORDER**

**APPROVED  
AGENDA**

**HEALTH & HUMAN  
SERVICES  
BOARD**

**I. Attendance**

The Aitkin County Board of Commissioners met this 24th day of May, 2016, at 9:05 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 & Carole Holten, H&HS Advisory Committee Members; and Bob Harwarth and Bill Pratt, Citizens.

**II. Approval of Health & Human Services Board Agenda**

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

**III. Review April 26, 2016 Health & Human Service Board Minutes**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the Minutes of the April 26, 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. Legislative Updates** - Tom Burke began by introducing Heather Overn who is our new Social Service Supervisor in the Adult Services area. Then Tom reviewed the topics covered in the MACSSA Legislative Update handout, both positives and negatives as well as cost shifts. He also discussed the transportation bill that did not pass from the standpoint of jobs/hotels/food and that impact on the communities.

**VI. FYI**

**A. USDA Newsletter Features Rippleside Elementary's Program** - Tom Burke noted our Farm to School Program at Rippleside Elementary in Aitkin and the Hill City School was recognized & promoted.

**B. Northland Regional Flood Recovery of June 2012** - Tom Burke noted

this is the final report following the three year grant project which is now over for the Commissioners to see.

**VII. Contracts/Agreements**

**A. Facilities Use Agreement -Pine Technical & Community College for the period July 1, 2016 through June 30, 2017 for Early Childhood classes/training for Child Care Aware of Minnesota Northeast.**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Facilities Use Agreement -Pine Technical & Community College for the period July 1, 2016 through June 30, 2017 for Early Childhood classes/training for Child Care Aware of Minnesota Northeast

**VIII. Administrative Reports:**

**A. Financial & Transportation Reports** - Kathleen Ryan asked the Commissioners if they wanted to continue receiving the Transportation Report on a monthly basis or would prefer to have it annually along with a graph of the high and low months. The consensus was the annual report and graph. Kathy also answered additional questions pertaining to the Financial and Foster Care Reports.

**IX. Committee Reports from Commissioners**

**A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte; Committee Members attending today: Carole Holten  
Draft Copy of the May 4th meeting minutes. Carole noted that she is new to the committee and in the learning process. Commissioner Westerlund discussed the Riverwood presentation about their new "Bedside Rounding" approach to patient care and also that Riverwood is up and running with the Excellian Program which is a new system of electronic health record management allowing other hospitals with the same program to access patient files in their facility if permitted by the patient.

**B. AEOA Committee Update** – Commissioner Westerlund noted they will meet next week.

**C. NEMOJT Committee Update** – Commissioner Napstad noted they have not met since his last report. He discussed some other topics discussed at that meeting. Commissioner Napstad requested an update from the Aitkin Workforce Center with respect to what clients they are trying to serve. Jessica Goble will contact the staff at the Workforce Center to schedule them at the June Board meeting.

**D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund did not attend the most recent meeting but Jessi Schultz noted the Judge was not present so it was a short meeting.

**E. Lakes & Pines Update** – Commissioner Niemi noted they met and discussed the Home Visiting program will be stopped and they are moving towards Center based (HeadStart) model. He also noted there will be transportation issues and he will be pursuing additional issues with switching from Home Visiting to Center-based program.

I

Next Meeting – June 28, 2016

Break: 10:08 a.m. to 10:21 a.m.

Chris Dotzler discussed his concerns about the proposed County Road 3 ATV Trail, and Pastor Bob Munneke voiced his concerns over the proposed Enbridge Pipeline route.

Representative Dale Lueck discussed legislative updates with the Board.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: May 10, 2016 to May 23, 2016; B) Approve County Board Minutes: May 10, 2016; C) Approve Commissioner Warrants: General Fund \$83,149.12, Road & Bridge \$46,564.73, State \$360.00, Trust \$17,090.43, Forest Development \$41,586.73, Long Lake Conservation Center \$9,601.67, Parks \$14,170.84 for a total of \$212,523.52; D) Approve Auditor Warrants – April Sales & Use Tax: General Fund \$703.39, Road & Bridge \$392.22, State \$6,990.50, Trust \$29.74, Forest Development \$-0.21, Long Lake Conservation Center \$68.84, Parks \$117.74 for a total of \$8,302.22; E) Approve 3.2% Malt Liquor License – Sherwood Forest; F) Approve Temporary 3.2% Malt Liquor License – Jacobson Volunteer Fire Dept. – Ball Bluff Township; G) Adopt Resolution: County Engineer; H) Adopt Resolution: LG220 Exempt Permit Lawler Area Community Club; I) Adopt Resolution: High Lifter Quadna Mud Nationals; J) Accept \$150 Donation to STS from Ms. Jean Ames; K) Authorize Equipment Purchase – Highway Department

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the following 3.2% Malt Liquor License for a period from May 1, 2016 through April 30, 2017:

**ON Sale:**

Sherwood-Forest Owner's Ass'n., Inc., d/b/a Sherwood Forest – Hazelton Township

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to approve the following Temporary On Sale 3.2% Malt Liquor License for August 27, 2016:

**ON Sale:**

Jacobson Community Volunteer Fire Dept, d/b/a Jacobson Volunteer Fire Dept – Ball Bluff Township

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to adopt the following resolutions – County Engineer:

**WHEREAS**, Minnesota Statute 163.07, requires that all of the county engineers in Minnesota serve four-year terms.

**BREAK**

**REGULAR BOARD RECONVENED/  
CITIZENS' PUBLIC COMMENT**

**REPRESENTATIVE DALE LUECK**

**CONSENT AGENDA**

**3.2% MALT LIQUOR LICENSE SHERWOOD FOREST**

**TEMPORARY ON SALE 3.2% MALT LIQUOR LICENSE JACOBSON VOLUNTEER FIRE DEPT**

**RESOLUTION 20160524-037 COUNTY**

**THEREFORE, BE IT RESOLVED**, that John Welle is hereby appointed County Engineer of Aitkin County for a four-year term commencing January 1, 2017, pursuant to the provisions of Minnesota Statute, Section 163.07.

**ENGINEER**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – LG220 Exempt Permit Lawler Area Community Club:

**RESOLUTION  
20160524-038  
LG220 EXEMPT  
PERMIT LAWLER  
AREA  
COMMUNITY  
CLUB**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Exempt Permit – Form LG220 – of the Lawler Area Community Club, at the following location – Jacksons Hole, which has an address of 36232 Kestrel Avenue, MN 55760 – Salo Township. (Note: Date of activity for Raffle – November 12th, 2016)

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – High Lifter Quadna Mud Nationals:

**RESOLUTION  
20160524-039  
HIGH LIFTER  
QUADNA MUD  
NATIONALS**

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

ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township

This is scheduled to take place June 9th – 12th, 2016 from 8:00 A.M. to 10:00 P.M. daily.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to authorize Highway Department’s purchase of 2006 GMC Sierra 1500 from Brandl Chevrolet for a price of \$15,700.00 and to authorize the sale of Unit #451, a 1999 GMC pickup truck and the tonneau cover that is currently installed on the 2006 GMC Sierra.

**EQUIPMENT  
PURCHASE  
HIGHWAY DEPT**

Motion for a resolution by Commissioner Marcotte seconded by Commissioner Niemi and carried, all members voting to adopt resolution – Award Contract No. 20163:

**WHEREAS**, Contract No. 20163 is for construction of S.A.P. 001-602-013, S.A.P. 001-612-019, S.A.P. 001-612-020, S.A.P. 001-613-005, and C.S.A.P. 001-641-001, and

**RESOLUTION  
20160524-040  
AWARD  
CONTRACT  
NO. 20163**

**WHEREAS**, sealed bids were opened for this contract at 2:00 p.m. on Monday, May 23, 2016 with a total of four bids received, and

**WHEREAS**, Anderson Brothers Construction Company was the lowest responsible bidder in the amount of \$2,671,410.60.

**THEREFORE, BE IT RESOLVED**, that Anderson Brothers Construction Company is awarded Contract No. 20163.

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

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting to approve \$1,000.00 contribution to become a formal member of the Northland Connection, and to approve the following Aitkin County Tourism and Promotion Grants:

- \$1,000.00 Up North Riders, Inc.
- \$1,000.00 Aitkin Area Chamber of Commerce
- \$ 800.00 Salo Township
- \$ 800.00 McGrath 4<sup>th</sup> of July Committee
- \$ 800.00 Jacques Art Center
- \$1,000.00 Aitkin County Historical Society
- \$5,400.00

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to approve 2016 Community Corrections budget, as presented.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to approve 2016 staffing for Community Corrections as follows:

- 1 FTE Probation Director, Grade 14
- 5 FTE Probation Agents, Grade 10
- 1 FTE Probation Case Aide, Grade 4

Nathan Burkett, County Administrator reviewed the proposed Aitkin County Financial Policies with the Board. Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting to adopt the proposed Aitkin County Financial Policies as presented, including the addition of Section I, Subd 4 (a) and (b) which was handed out at the meeting.

The Board discussed the following: Facilities, EQB, Enbridge, JCNRB, ARDC, Snake River Watershed, State General Tax, Governor's Fishing Opener, Personnel, Mille Lacs Watershed, DAC, EDA, CMCC, TZD, and Water Planning Task Force.

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 1:21 p.m. until Tuesday, June 14, 2016.

**AITKIN COUNTY  
TOURISM AND  
PROMOTION  
GRANTS**

**2016 COMMUNITY  
CORRECTIONS  
BUDGET**

**FINANCIAL  
POLICIES**

**BOARD  
DISCUSSION**

**ADJOURN**

J. Mark Wedel, Chairperson  
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator