

AITKIN COUNTY BOARD

September 13, 2016

The Aitkin County Board of Commissioners met this 13th day of September, 2016 at 9:04 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett and Administrative Assistant Sue Bingham.

CALL TO ORDER

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, to approve the September 13, 2016 agenda.

**APPROVED
AGENDA**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: August 24, 2016 to September 12, 2016; B) Approve County Board Minutes: August 23, 2016; C) Approve County Board Special Meeting Minutes: August 30, 2016; D) Approve Commissioner Warrants: General Fund \$95,862.24, Road & Bridge \$39,997.15, Health & Human Services \$616.41, Trust \$9,724.85, Forest Development \$7,839.65, Long Lake Conservation Center \$355.50, Parks \$15,090.43 for a total of \$169,486.23; E) Approve August Manual Warrants: General Fund \$135,379.01, Road & Bridge \$898,229.05, Health & Human Services \$482.74, State \$61,428.38, Agency \$204,206.00, Taxes & Penalties \$244.88, Long Lake Conservation Center \$2,579.61, Parks \$70.00 for a total of \$1,302,619.67; F) Approve Auditor Warrants – Highway Department Contract Payments: Road & Bridge \$620,376.21; G) Approve New Veteran's Service Office Van; H) Adopt Resolution: TZD Fiscal Agent Agreement; I) Approve Out of State Travel / Training – Sheriff's Office; J) Accept \$100 Donation to STS from Up North Riders; K) Approve Fire Protection Contract with City of Palisade and Authorize Signatures; L) Adopt Resolutions – 2017 Unorganized Township Levies: 1. 2017 Unorganized Road & Bridge, 2. 2017 Unorganized Fire Protection, 3. 2017 Unorganized Cemetery; M) Approve Board of Adjustment Appointment

**CONSENT
AGENDA**

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the purchase of a 2016 Dodge Caravan using \$5,000 from the FY2016 County Veterans Service Office Operational Improvement Grant. The additional monies will come from the Aitkin American Legion, VFW, and DAV.

**NEW VETERANS
SERVICE OFFICE
VAN**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – TZD Fiscal Agent Agreement:

BE IT RESOLVED, that Toward Zero Deaths enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects during the period from October 1, 2016 through September 30, 2017.

**RESOLUTION
20160913-060
TZD FISCAL
AGENT
AGREEMENT**

BE IT ALSO RESOLVED, that Kirk Peysar, Aitkin County Auditor, is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Toward Zero Deaths and to be the fiscal agent and administer the grant.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve out of state travel and training for (3) three Sheriff's Office staff to Sioux Falls, SD September 14-16, 2016.

**OUT OF STATE
TRAVEL –
SHERIFF'S
OFFICE**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2017 Unorganized Road & Bridge:

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Road and Bridge purposes:

Unorg Township	
52-22	\$3000
45-24	\$2000
47-24	\$10000
52-24	\$1500
50-25	\$4000
51-25	\$0
52-25	\$4500
50-26	\$2000
48-27	\$5000
49-27	\$9000
50-27	\$0
51-27	\$0
52-27	\$3500

**RESOLUTION
20160913-061
2017
UNORGANIZED
ROAD & BRIDGE**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2017 Unorganized Fire Protection:

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Fire Protection purposes:

Unorg Township	
52-22	\$9500
51-22	\$150
45-25	\$600
47-25	\$1800
52-26	\$1400
50-28	\$1600
51-26	\$225
52-27	\$1500
50-29	\$1600
48-28	\$3500
49-28	\$5500
50-30	\$300
51-27	\$1000
52-27	\$2200

**RESOLUTION
20160913-062
UNORGANIZED
FIRE
PROTECTION**

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to adopt resolution – 2017 Unorganized Cemetery:

BE IT RESOLVED, that the following sums of money be levied against the tax capacity of the Unorganized Townships of Aitkin County, for the year collectible 2017 for Cemetery (Revenue):

Unorganized Township Cemetery:	
Shovel Lake Cemetery	
51-27	\$600
52-27	\$600
Hebron Cemetery	
50-25	\$1,500

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to appoint Kevin Stromberg of Spencer Township to fill the Board of Adjustment vacancy in District 1 for the remainder of the term expiring December 31, 2016 and for a three year term to expire on December 31, 2019.

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to approve Data Cloud Solutions, LLC Testing Agreements between Data Cloud Solutions (DCS), Minnesota Counties Information Systems (MCIS), and Member Counties: 1. Data Access and Use Agreement, and 2. Data Confidentiality Agreement.

The request for a new boiler system for Health & Human Services Building was remanded to the Facilities Committee and will be revisited at the next Board meeting.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve Plat of Sunset Harbor Addition and to authorize Board Chair's signature on the documents.

Motion by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to approve Highway Department purchase of two John Deere Motor 670G Graders from RDO Equipment Co. for a total of \$416,418.00.

Matt Lueck from Mud Rhythm Racing Series requested assistance from the Board for maintenance and improvement to the Aitkin racetrack. The Board consensus was that this request should be brought back to the Board after the clean up event scheduled on September 24th has been completed, and that the Fairboard should be present.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting to schedule the 2017 Budget Hearing at 6:05 p.m. on Tuesday, December 6, 2016.

**RESOLUTION
20160913-063
2017
UNORGANIZED
CEMETERY**

**APPOINTMENT
TO BOARD OF
ADJUSTMENT**

**DATA CLOUD
SOLUTIONS**

**HEALTH &
HUMAN
SERVICES
BOILER SYSTEM**

**PLAT OF SUNSET
HARBOR
ADDITION**

**MOTOR
GRADERS FOR
HIGHWAY DEPT**

**MUD RHYTHM
RACING SERIES**

**2017 BUDGET
HEARING**

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to adopt resolution – Interim County Administrator:

WHEREAS, the County Administrator has resigned and Aitkin County wishes to appoint an interim county administrator.

NOW THEREFORE BE IT RESOLVED, the County Board approves to hire Patrick Wussow at an hourly rate of \$50.00 per hour for 2 – 3 days a week beginning on September 19, 2016 and commencing at such time a permanent County Administrator begins employment, and

BE IT FURTHER RESOLVED, that the duties, responsibilities and authorities of the Aitkin County Administrator shall be modified during the duration of this contract as follows:

1. The Aitkin County policy allowing for administrative appointment of positions is suspended, and all hiring authority is reserved by the County Board. The interim County Administrator may authorize recruitment of positions, but final approval must be made through the personnel committee and County Board. Hiring authority shall be reinstated to the Aitkin County Administrator upon appointment of a full time permanent administrator.
2. There shall be a department head meeting to ensure communications between the interim administrator and department heads on the 2nd and 4th Wednesday of each month during the interim period. The interim Administrator shall prepare a brief written summary of the topics discussed at these meetings and any outcomes to the County Board within a reasonable time thereafter.

Nathan Burkett, County Administrator discussed the vacation of 3rd Avenue NW between 1st and 2nd streets, and possible next steps for the road and for updating the County facilities. This will be discussed further at the next Facilities Committee meeting.

Nathan Burkett, County Administrator reviewed the proposed 2017 budget with the Board. Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Westerlund and carried, all members voting to adopt resolution – 2017 Preliminary Levy:

BE IT RESOLVED, that the preliminary Aitkin County tax levy for payable 2017 be set at \$12,882,929.

The Board discussed the following: NEMOJT, McGregor Airport Commission, ECRL, Personnel, Park Board, CARE, Forest Advisory, and Aitkin Airport.

The Board presented Nathan Burkett, County Administrator a certificate of appreciation for his service and dedication to Aitkin County.

Break: 11:46 a.m. to 11:55 a.m.

**RESOLUTION
20160913-064
INTERIM COUNTY
ADMINISTRATOR**

**FACILITIES
DISCUSSION**

**RESOLUTION
20160913-065
2017
PRELIMINARY
LEVY**

**BOARD
DISCUSSION**

**CERTIFICATE OF
APPRECIATION**

BREAK

Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to close the meeting at 11:55 a.m. for a Closed Session Under MN Statute 13D.03 Subd. 1(b) Labor Negotiations.

**CLOSED
MEETING**

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to reopen the meeting at 1:51 p.m.

**REOPENED
MEETING**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund and carried, all members voting yes to adjourn the meeting at 1:51 p.m. until Tuesday, September 27, 2016 at 9:00 a.m.

ADJOURN



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



Patrick Wussow, Interim County Administrator