

# AITKIN COUNTY BOARD

January 3, 2017

The Aitkin County Board of Commissioners met this 3rd day of January, 2017 at 9:00 a.m. with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, Interim County Administrator Patrick Wussow and Human Resources Specialist Nicole Visnovec.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the January 3, 2017 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: December 20, 2016 to January 2, 2017; B) Approve County Board Minutes: December 20, 2016; C) Acknowledge County Administrator's Approval of Year End Matters.

Under the consent agenda, motion for a resolution by Commissioner Napstad, seconded by Commissioner Niemi and carried, to adopt resolution: Liquor License Renewal Prairie River Retreat:

**BE IT RESOLVED**, The Aitkin County Board of Commissioners agrees to approve the following liquor license for a period from January 1, 2017 thru December 31, 2017:

**"ON", "OFF" and "SUNDAY" Sale:**

Sheryl Marie Ruhnke, d/b/a **Prairie River Retreat** – Shamrock Township  
This establishment has an address of 51272 Lake Ave., McGregor, MN 55760

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting to adjourn the meeting at 9:02 a.m. until Tuesday, January 3, 2017 at 9:10 a.m.

Newly elected Commissioners Laurie Westerlund District 2 and Bill Pratt from District 4 were sworn into office by Patrick Wussow.

**CALL TO ORDER**

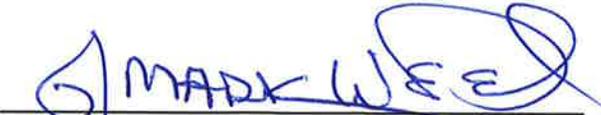
**APPROVED  
AGENDA**

**CONSENT  
AGENDA**

**RESOLUTION  
20170103-001  
LIQUOR LICENSE  
RENEWAL  
PRAIRIE RIVER  
RETREAT**

**ADJOURN (2016  
BOARD)**

**NEWLY ELECTED  
OFFICIALS  
SWORN INTO  
OFFICE**

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

  
\_\_\_\_\_  
Patrick Wussow, Interim County Administrator

# AITKIN COUNTY BOARD

January 3, 2017

<p>Interim County Administrator Patrick Wussow called the 2017 Board Meeting to order this 3<sup>rd</sup> day of January, 2017 at 9:10 a.m. with the following members present: Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, Anne Marcotte, Interim County Administrator Patrick Wussow and Human Resources Specialist Nicole Visnovec.</p>	<p><b>CALL TO ORDER</b></p>
<p>Motion by Commissioner Marcotte to appoint commissioner Wedel as Chair person, and there were no other nominations, vote on the nomination 5-0 unanimous ballot in favor of Commissioner Wedel as Chairperson for the year 2017.</p>	<p><b>NOMINATION OR BOARD CHAIR</b></p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi to nominate Commissioner Marcotte as Vice Chairperson for the year 2017.</p>	<p><b>NOMINATION OF VICE CHAIR</b></p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to close the nominations and cast a unanimous ballot in favor of Commissioner Marcotte as Vice Chairperson for the year 2017.</p>	<p><b>UNANIMOUS BALLOT</b></p>
<p>Chairperson Wedel administered the Oath of Office to Mike Dangers, County Assessor.</p>	<p><b>OATH OF OFFICE COUNTY ASSESSOR</b></p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the January 3, 2017 agenda.</p>	<p><b>APPROVED AGENDA</b></p>
<p>Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Approve Commissioner Warrants: General Fund \$169,529.10, Road &amp; Bridge \$47,658.31, Trust \$10,536.72, Forest Development \$11,505.81, Long Lake Conservation Center \$7,234.96, Parks \$97,820.29, for a total of \$344,285.19; B) Approve Auditor Warrants – 2016 Period 2 Real Estate Tax Overpays: Taxes &amp; Penalties \$28,564.74 for a total of \$28,564.74; C) Accept \$150.00 Donation to the Aitkin County STS Program from the Riceland Chapter of Minnesota Deer Hunters Association; D) Approve MCIS JPA and Bylaw Updates; E) Authorize entering into an Agreement with the State Auditor 2016.</p>	<p><b>CONSENT AGENDA</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to approve the MCIS JPA and Bylaw Updates.</p>	<p><b>MCIS JPA AND BYLAWS UPDATES</b></p>
<p>Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to approve entering into agreement with the State Auditor for the financial year of 2016.</p>	<p><b>ENTER INTO AGREEMENT WITH STATE AUDITOR 2016</b></p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting to set the 2017 County Board meeting schedule for the second and fourth Tuesdays of each month, with the exception of December. In December the</p>	<p><b>2017 BOARD MEETING SCHEDULE</b></p>

Board will meet on the first and third Tuesdays.

The County Board reviewed the bid submitted for the "Official Newspaper." Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve resolution - 2017 Official County Newspaper:

**BE IT RESOLVED**, that the *Aitkin Independent Age/Voyageur Press* is hereby designated by the Aitkin County Board of Commissioners as the newspaper in which all official business shall be published. *Voyageur Press* is named second publication of Financial Statement.

Motion for a resolution by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to approve resolution - 2017 Board of Commissioners Meeting Procedures & Rules of Business:

**WHEREAS**, the Aitkin County Board of Commissioners sees it prudent and necessary to review and adopt rules of procedure governing the conduct of County Board Meetings; and

**WHEREAS**, the Aitkin County Board has adopted and utilized rules of business, board procedures, and Robert's Rules of Order; and

**WHEREAS**, the Aitkin County Board of Commissioners believes it is important to annually reaffirm the rules; and

**THEREFORE, BE IT RESOLVED**, that the "Aitkin County Board of Commissioners Meeting Procedures and Rules of Business" is hereby amended and reaffirmed.

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve the following committee appointments:

**BE IT HEREBY RESOLVED**, that the Aitkin County Board of Commissioners makes the following committee appointments for the year 2017:

Assessor for Unorganized Twps.  
Fairgrounds Custodian  
AMC Delegates (8)

Mike Dangers  
Kirk Peysar  
County Board  
Environmental  
Services Director  
HHS Director  
County Administrator  
J. Mark Wedel  
Anne Marcotte  
J. Mark Wedel  
John Welle  
Bill Pratt  
William Bedor  
Laurie Westerlund  
Don Niemi

Facilities/Technology Committee

Aitkin Airport Commission (2)

McGregor Airport Commission (2)

Tri-County Community Health Services Board  
Arrowhead Regional Development Council

**RESOLUTION  
20170103-002  
2017 OFFICIAL  
COUNTY  
NEWSPAPER**

**RESOLUTION  
20170103-003  
2017 BOARD OF  
COMMISSIONERS  
MEETING  
PROCEDURES &  
RULES OF  
BUSINESS**

**RESOLUTION  
20170103-004  
COMMITTEE  
APPOINTMENTS**

# AITKIN COUNTY BOARD

January 3, 2017

Aitkin County Water Planning Task Force  
Snake River Watershed Management Board  
NE MN Office Job Training

Mark Wedel  
Don Niemi  
Don Niemi

Motion for a resolution by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve the following committee appointments:

## RESOLUTION 20170103-005 COMMITTEE APPOINTMENTS

**BE IT HEREBY RESOLVED**, that Board Chair J. Mark Wedel make the following committee appointments for the year 2017:

Aitkin County CARE Board  
Aitkin County Community Corrections Advisory Board

Laurie Westerlund  
J. Mark Wedel  
Laurie Westerlund

Aitkin Economic Development Administration  
Aquatic Invasive Species (AIS)

J. Mark Wedel  
J. Mark Wedel  
Bill Pratt

Arrowhead Counties Association

Don Niemi

Arrowhead Economic Opportunity Agency  
ATV Committee (2)

Anne Marcotte  
Laurie Westerlund  
Bill Pratt

Big Sandy Lake Management Plan (1 + Alternate)

Anne Marcotte  
Bill Pratt  
Anne Marcotte,  
Alternate

Development Achievement Center (liaison) (1 + Alternate)

Laurie Westerlund  
Don Niemi, Alternate

East Central Regional Library Board  
Economic Development (2)

Don Niemi  
Bill Pratt  
Don Niemi

Environmental Assessment Worksheet (2)

Anne Marcotte  
Bill Pratt

Emergency Management  
Extension Committee (2)

J. Mark Wedel  
J. Mark Wedel

Natural Resources Advisory Committee (2)

Laurie Westerlund  
Anne Marcotte  
Bill Pratt

H & HS Advisory Committee (Liaison)

Laurie Westerlund  
Bill Pratt

Historical Society (Liaison)  
Investment Committee

J. Mark Wedel  
County Board

Joint Powers Natural Resources Board

Bill Pratt

Labor Management Committee

Mark Jacobs  
J. Mark Wedel  
Laurie Westerlund,  
Alternate

Lakes and Pines (1+ Alternate)

Don Niemi  
Anne Marcotte,  
Alternate

Law Library  
MCIT Representative (1 + Alternate)

Don Niemi  
Laurie Westerlund  
Kirk Peysar, Alternate

Mille Lacs Fisheries Input Group  
Mille Lacs Watershed (2)

Laurie Westerlund  
Don Niemi  
Laurie Westerlund

**COMMITTEE APPOINTMENTS**

Mississippi Headwaters Board (MHB)  
MN Rural Counties Caucus (1 + Alternate)

Anne Marcotte  
Don Niemi  
Bill Pratt, Alternate

Northeast MN ATP

Don Niemi  
John Welle

Northeast Waste Advisory Committee (NEWAC)  
(1+Alternate)

Bill Pratt  
Laurie Westerlund,  
Alternate

Northern Counties Land Use Coordinating Board  
(NCLUCB) (1 + Alternate)

Anne Marcotte  
Bill Pratt,  
Alternate

Ordinance Committee (2)

Bill Pratt  
Anne Marcotte

Personnel/Insurance Committee (2)

Anne Marcotte  
Anne Marcotte

Planning Commission

J. Mark Wedel  
Laurie Westerlund

Sobriety Court

J. Mark Wedel

Solid Waste Task Force (2)

Laurie Westerlund  
Bill Pratt

Toward Zero Deaths (TZD)

J. Mark Wedel

Bobbie Danielson, Human Resources Director updated the Board on the status of the recruitment process for County Administrator.

**COUNTY  
ADMINISTRATOR  
RECRUITMENT**

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting to authorize Mark Wedel, Anne Marcotte, Patrick Wussow, Bobbie Danielson, and Liz DeRuyck to serve as the interview panel for the HHS Director position, and Interim County Administrator Wussow to make a conditional job offer to the top finalist. (Following acceptance of the conditional job offer, the HR Office will conduct a thorough employment reference and criminal background check and report findings to the interview panel. Provided all results are satisfactory, the Board will then be asked for final approval, and a start date will be arranged with the selected candidate.)

**HHS DIRECTOR  
RECRUITMENT**

The Board discussed the following: Arrowhead Counties Association, Niemi meeting with Senator Gazelka, Toward Zero Death, Facilities Committee, and Personnel Committee.

**BOARD  
DISCUSSION**

Motion by Commissioner Pratt, seconded by Commissioner Niemi and carried, all members voting to move to closed session under MN statute 13D.05 Subd3b Attorney Client Privilege

**CLOSED  
SESSION**

Motion by Commissioner Marcotte, seconded by Commissioner Pratt and carried, all

**OPEN SESSION**

# AITKIN COUNTY BOARD

January 3, 2017

members voting to move to open session.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to approve the Settlement Agreement.

**SETTLEMENT AGREEMENT**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting to adjourn the meeting at 10:53 a.m. until Tuesday, January 10, 2017 at 9:00 a.m.

**ADJOURN**



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



Patrick Wussow, Interim County Administrator