

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**December 21, 2016**

The Kanabec County Board of Commissioners met at 9:00 am on Wednesday, December 21, 2016 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the December 7, 2016 minutes of the Kanabec County Board of Commissioners as corrected: Correct budget numbers in Resolution #3.

Action #3 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following paid claims:

| <u>Vendor</u>                   | <u>Amount</u> |
|---------------------------------|---------------|
| City of Milaca                  | 31.34         |
| Consolidated Communications     | 1,070.49      |
| Core Professional Services      | 600.00        |
| Dex Media East Inc              | 54.50         |
| East Central Energy             | 172.10        |
| Hardrives                       | 100.00        |
| Kanabec County Auditor - Treas  | 4,575.53      |
| Kanabec County HRA              | 1,729.65      |
| Kroschel/John                   | 100.00        |
| Midcontinent Communications     | 1,208.98      |
| Mille Lacs Disposal Inc         | 20.00         |
| Minnesota Department of Finance | 5,538.00      |
| MN Energy Resources Corp        | 4,383.01      |
| Mora Municipal Utilities        | 15,456.18     |
| Network Billings Systems LLC    | 215.79        |
| Novotny/Edward                  | 100.00        |
| Office of MN.IT Services        | 1,300.00      |
| Rice/Randal                     | 100.00        |
| Swanson/Warren                  | 100.00        |

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|---------------------|-----------------|
| Tessneer Law Office | 459.00          |
| Verizon Wireless    | <u>2,581.03</u> |
| Total               | 39,895.60       |

Action #4 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:06am to a time immediately following the Human Service Board.

The Kanabec County **Human Service Board** met at **9:06pm** on Wednesday, December 21, 2016 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis. County Coordinator Pat Christopherson presented the Human Services agenda.

Action #HS5– It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Human Service Board agenda as amended: add language change to contract for Karissa Ignaszewski.

Social Services Supervisor Kristen Struss met with the County Board to give an update about on-call services that will be mandated by the state in 2017. Information only, no action was taken.

Action #HS6 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

### **Resolution #HS6 - 12/21/16**

**WHEREAS**, the Family Services Agency does contract for psychiatric evaluations and counseling services for the Region 7E Mental Health Project, and

**WHEREAS**, such a contract has been presented to the Kanabec County Board of Commissioners for a period beginning January 1, 2017 and ending December 31, 2017, and

**WHEREAS**, this position is fully funded by the Regional Adult Mental Health Initiative Funds, and

**WHEREAS**, due to the resignation of the other CNS and the significant increase in the case load she has taken on, along with the additional duties of supervising the mental health R.N.s the request is made to increase this CNS’s compensation by \$5 per hour;

**THEREFORE BE IT RESOLVED** to approve an agreement for psychiatric services for the period beginning January 1, 2017 and ending December 31, 2017 with Karissa Ignaszewski with a \$5.00 an hour increase in her compensation.

Action #HS7 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the payment of 135 claims totaling \$206,792.34 on Welfare Funds.

Action #HS8– It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Human Services Board at 9:23am.

The Board of Commissioners meeting reconvened.

Action #9 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following claims on the funds indicated:

### **Revenue Fund**

| <b>VENDOR</b>                       | <b>AMOUNT</b> |
|-------------------------------------|---------------|
| ACE Hardware                        | 94.95         |
| Alkire. Alyce                       | 900.72        |
| Ambrose, Laura                      | 34.17         |
| Anoka County Corrections            | 1,195.00      |
| Association of Nonsmokers - MN      | 50.00         |
| Auto Air & Accessories              | 107.85        |
| A'viands LLC                        | 10,151.57     |
| A'viands LLC                        | 17,793.93     |
| Billings Service Inc                | 68.00         |
| Brenny, Laurell                     | 871.56        |
| Christianson, Craig                 | 678.78        |
| Christopherson, Pat                 | 434.46        |
| Coborn's Pharmacy                   | 52.99         |
| Colors By Craig                     | 1,100.00      |
| Connolly, Kelly                     | 129.06        |
| Crystal Bar & Grill                 | 1,233.00      |
| Curtis, Michael                     | 1,037.43      |
| CW Technology                       | 7,358.00      |
| CW Technology                       | 7,787.00      |
| D&T Ventures                        | 225.00        |
| Dearborn National Life Insurance Co | 544.30        |
| Diedrich Von Eschen, Tina           | 50.80         |
| Doering, David                      | 38.88         |
| Don's Auto & Towing                 | 155.16        |
| DS Solutions Inc                    | 44.94         |
| East Central Exterminating          | 120.00        |
| East Central Exterminating          | 240.00        |
| East Central Solid Waste Commission | 213.69        |
| ECM Publishers                      | 89.10         |
| ECM Publishers, Inc.                | 199.92        |
| Ellis, Kathi                        | 175.39        |

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|---|----------|
| Eustice, Todd W.                        | 133.05   |
| Faust, Patrick                          | 681.48   |
| FBG Service Corporation                 | 6,410.24 |
| FBG Service Corporation                 | 584.80   |
| Fresonke, Lew                           | 240.00   |
| Fritz, William                          | 600.00   |
| Galls                                   | 89.54    |
| Garcia, Timothy                         | 210.00   |
| Glen's Tire                             | 1,885.06 |
| Glen's Tire                             | 678.16   |
| Glen's Tire                             | 786.68   |
| Grainger                                | 100.10   |
| Granite City Jobbing Co                 | 597.13   |
| Handyman's Inc                          | 861.18   |
| Helmbrecht, Ami                         | 490.00   |
| Hoefert, Robert                         | 1,363.11 |
| Hood, Barb                              | 343.40   |
| Industrial Health Services Network Inc. | 87.30    |
| Innovative Office Solutions             | 219.50   |
| IT Savvy LLC                            | 564.20   |
| Kanabec County Highway Dept             | 3,625.76 |
| Kanabec County Highway Dept             | 412.38   |
| Kanabec Publications                    | 737.04   |
| Kanabec Publications                    | 74.40    |
| Kanabec Publications                    | 380.60   |
| Kanabec-Pine Community Health           | 1,683.60 |
| Keeps                                   | 165.97   |
| Kerry Kennedy Jr                        | 565.38   |
| Kramersmeier, Wallace                   | 150.00   |
| Landreville, Willard                    | 539.23   |
| Lerrssen, Jennifer                      | 440.78   |
| LexisNexis Matthew Bender               | 274.10   |
| Manthie, Mark                           | 169.02   |
| Manthie, Scott                          | 1,128.20 |
| Manthie, Wendy                          | 716.04   |
| Marco Technologies LLC                  | 39.00    |
| Marco, Inc.                             | 217.20   |
| Marco, Inc.                             | 47.72    |
| Marco, Inc.                             | 340.02   |
| Marco, Inc.                             | 154.71   |
| Marco, Inc.                             | 206.07   |
| Marco, Inc.                             | 345.43   |
| Mastercare Outdoors                     | 200.00   |

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|--|-----------|
| Mattson Electric                       | 155.40    |
| McFadden, Barbara                      | 160.00    |
| McFadden, Barbara                      | 339.38    |
| McNally, Dennis                        | 241.92    |
| Mehlhop, Ron                           | 274.46    |
| MEI Total Elevator Solutions           | 1,438.01  |
| Menards                                | 119.88    |
| Miller, Kelly                          | 68.63     |
| MN County Attorney's Association       | 325.00    |
| MN County Attorney's Association       | 2,322.00  |
| MN Monitoring, Inc.                    | 112.00    |
| MN Secretary of State                  | 120.00    |
| MN Sheriffs' Association               | 120.00    |
| MN Sheriffs' Association               | 120.00    |
| Moen, Russ                             | 25.00     |
| Nelson, Ansel                          | 667.38    |
| Nelson, Ronette                        | 465.24    |
| Newgard, Jean                          | 726.23    |
| Newgard, Terry                         | 430.16    |
| Nielsen, Les                           | 130.68    |
| O'Donovan, Barbara                     | 818.10    |
| Office Depot                           | 46.77     |
| Office Depot                           | 127.21    |
| Office Depot                           | 13.79     |
| Office Depot                           | 101.55    |
| O'Reilly Auto Parts                    | 30.62     |
| Owens Auto Parts                       | 9.99      |
| Owens Auto Parts                       | 54.80     |
| Quality Disposal Systems               | 200.01    |
| Ratwik, Roszak & Maloney, PA           | 7,370.68  |
| Regents of the University of MN        | 17,220.24 |
| Reid, Greg                             | 14.04     |
| Roberts, Rodney                        | 447.12    |
| Rogers, Pearl                          | 471.42    |
| RS Eden                                | 114.00    |
| RS Eden                                | 147.20    |
| SelectAccount                          | 362.92    |
| SHAH Software, Inc.                    | 2,500.00  |
| Smith, Kim                             | 261.36    |
| St. Cloud Area Association of Realtors | 300.00    |
| Stahlke's                              | 75.00     |
| Stellar Services                       | 777.12    |
| Tapes Plus Advertising                 | 195.00    |

|                       |                   |
|-----------------------|-------------------|
| Telin Transportation  | 50.78             |
| Thompson-Reuters-West | 870.60            |
| Thompson-Reuters-West | 297.55            |
| Thompson-Reuters-West | 1,494.98          |
| Tinker & Larson Inc   | 578.00            |
| Tinker & Larson Inc   | 34.50             |
| Trimin                | 11,228.00         |
| Troupe Advertising    | 450.00            |
| Visser, Maurice       | 625.78            |
| Wiitala, David        | 939.06            |
| Zamora, Ray           | 396.36            |
| Total                 | <u>139,699.15</u> |

### **Road & Bridge Fund**

| <b>Vendor</b>                    | <b>Amount</b> |
|----------------------------------|---------------|
| A and E Cleaning Services        | 950.00        |
| Beaudry Oil & Propane            | 12,139.29     |
| Central McGowan                  | 287.99        |
| Chamberlain Oil Co.              | 2,902.76      |
| Citi Lites                       | 35.00         |
| Compass Minerals                 | 3,296.20      |
| Deutschlander Fencing LLC        | 23,116.26     |
| Dooley, Mark                     | 227.97        |
| Federated Co-ops                 | 11.87         |
| Fleetmatics                      | 521.74        |
| Graite City Jobbing Co.          | 151.19        |
| J. R. Oil Co.                    | 110.00        |
| Jawovsek, Dave                   | 843.00        |
| Kanabec County Auditor-Treasurer | 105.90        |
| Koch Gravel                      | 6,708.00      |
| Marco                            | 188.00        |
| Mille Lacs County Public Works   | 482.96        |
| Minnerath Construction Inc       | 68,539.89     |
| Minnesota Energy                 | 321.52        |
| M-R Sign                         | 12,875.00     |
| Northern States Supply           | 127.97        |
| Office Depot                     | 110.33        |
| Premier Outdoor Services         | 2,940.00      |
| Roeschlein, Tom                  | 235.00        |
| Westling, Nathan                 | 30.17         |
| Wulfekuhle, Rod                  | 30.98         |
| Zep Sales & Service              | <u>105.82</u> |

Total:

137,394.81

County Assessor Tina Diedrich-Von Eschen met with the County Board to discuss matters concerning her department.

*Action #10* – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve a disaster abatement refund of \$714.00 to Thomas Tinkleberg for flood damage.

*Action #11* – It was moved by Kathi Ellis, seconded by Les Nielsen and carried unanimously to approve the following resolution:

## **Resolution #11 – 12/21/16**

**WHEREAS** the Kanabec County Board of Commissioners did approve the implementation of a new pay plan to begin January 2017, and

**WHEREAS** the pay plan will be implemented in two phases; the first half implementation to take place in January 2017 and the second in January 2018, and

**THEREFORE BE IT RESOLVED** the 2017 employee compensation shall be determined as follows:

### **Employee Compensation Effective January 1, 2017**

- 2017 Wage = (Average of 2016 wage and 2018 wage) + (3% Cost Of Living Adjustment)
- The 2018 wage is an employee's rate as determined in the range and step as approved by Resolution #2 – 10/05/16
- The 3% Cost of Living Adjustment is calculated as 3% of the Average of the 2016 Wage and 2018 Wage

### **Step Movements in 2017**

- 2017 Wage shall be recalculated with the 2018 wage corresponding with the step movement
- The 2016 Wage and the 3% cost of living adjustment shall remain the same values as calculated for January 1, 2017

**BE IT FURTHER RESOLVED** that no wage shall exceed the 2018 wage scale.

**BE IT FURTHER RESOVLED** that is pay raise shall be effective the beginning of the pay period which is December 24, 2016.

*Action #12* – Kim Smith introduced the following resolution and moved its adoption:

## **Resolution 12 – 12/21/16**

**WHEREAS**, Minnesota Statute 375.055 requires that the County Commissioners' compensation be set by resolution in the year preceding the action;

**BE IT HEREBY RESOLVED** to set the annual wage for the year 2017 for Kanabec County Commissioners set at \$21,931.00.

The motion for the adoption of the foregoing Resolution was duly seconded by Dennis McNally and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Kim Smith, Dennis McNally, Kathi Ellis, Les Nielsen  
**OPPOSED:** Gene Anderson  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Action #13 – Dennis McNally introduced the following resolution and moved its adoption:

## **Resolution 13 – 12/21/16**

**BE IT RESOLVED** to approve an additional compensation of \$100 per month for the Chairperson effective January 1, 2017.

The motion for the adoption of the foregoing Resolution was duly seconded by Kathi Ellis and upon a vote being taken thereon, the following voted:

**IN FAVOR THEREOF:** Kim Smith, Dennis McNally, Kathi Ellis, Gene Anderson  
**OPPOSED:** Les Nielsen  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Craig Smith met with the County Board to discuss matters concerning County Road 3. Information only, no action was taken.

FirstLight Health Systems Administrator Randy Ulseth met with the County Board to give a presentation of the hospital expansion project. Information only, no action was taken.

**10:59am** - The Chairperson then called for public comment. Those that responded included:



|                 |   |
|-----------------|---|
| Sharon Schubert | Discuss housing a legal aide person in the Courthouse |
|-----------------|---|

**11:09am** - The Chairperson closed public comment.

Action #14 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve housing a legal aide person in the Law Library.

Transit Director Helen Pieper met with the County Board to discuss matters concerning her office.

Action #15 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve moving forward in becoming a NetStudy2 Fingerprinting site.

Action #16 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the 2017 Mn/DOT Operating contract # 1026727.

Action #17 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the Transit Director to submit an accessible transportation community initiative grant application to Easterseals Project Action to provide transportation services to people with disabilities and older adults through the development of transportation coalitions.

Action #18 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve a vendor agreement between Health Partners, Inc and Kanabec County and transportation services.

Transit Director Helen Pieper gave a short presentation to the board about the Transit Department and the services they offer to the community.

County Sheriff Brian Smith met with the County Board to discuss matters concerning the Sheriff's Office.

Action #19 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

## **Resolution #19 – 12/21/16**

County Coroner

**WHEREAS** the term of office for County Coroner expires January 3, 2017, and

**WHEREAS** Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

**WHEREAS** the County Sheriff recommends reappointment of Dr. Michael McGee;

**BE IT RESOLVED** to appoint Dr. Michael McGee as Kanabec County Coroner effective January 4, 2017 for a term ending January 2, 2018.

Action #20 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to accept the retirement of Wendy Thompson effective January 10, 2017.

Action #21 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

### **Resolution #21 – 12/21/16**

**BE IT RESOLVED** to close at the meeting at 12:18 pm pursuant to Minnesota Statute §13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments and discussion and review of labor negotiation proposals, conducted pursuant to sections §179A.01 to §179A.25.

Those present during the closed portion of the meeting include Commissioners Dennis McNally, Gene Anderson, Les Nielsen, Kathi Ellis and Kim Smith. Also present were County Coordinator & Personnel Director Patrick Christopherson.

Action #22 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to open the meeting at 12:28pm.

Commissioner McNally led discussion on having US Flags placed in the basement meeting rooms.

Action #23 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn at 12:49pm.

*Signed* \_\_\_\_\_

Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

*Attest:* \_\_\_\_\_  
Board Clerk