

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

August 9, 2017

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, August 9, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Dennis McNally, Gene Anderson, and Kathi Ellis. Others present: County Attorney Barbara McFadden, Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson.

The Chairman led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Add probation wages, hiring process, and assessor request.

Action #2 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the July 26, 2017 minutes as amended: Change action #13 to say, “any tax exempt environmental land trust”

Action #3 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:05am** on Wednesday, August 9, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Interim Community Health Director Kathy Burski presented the Community Health agenda.

Action #CH4 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the agenda as presented.

Action #CH5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution KCCH # – 8/9/17 MOFAS Prevention Grant Resolution

WHEREAS, Kanabec County Community Health has been presented with the opportunity to apply for a Minnesota Organization on Fetal Alcohol Syndrome (MOFAS) prevention grant; and

WHEREAS, the purpose of the grant is to educate women on the importance of preconception health, increase awareness of the danger of drinking alcohol while pregnant and to encourage alcohol-free pregnancies by sharing the zero alcohol for nine months (“049”) prevention message; and

WHEREAS, Kanabec County Community Health would use the funding to host a public event in order to share these messages with the Community.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Kanabec County Community Health Director applying for prevention grant funds through the Minnesota Organization on Fetal Alcohol Syndrome to fund a Community event to share the “049” zero alcohol for nine months message and to accept such funds if the grant application is approved.

Action #CH6 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the payment of 104 claims totaling \$52,248.18 on Community Health Funds.

Action #CH7 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to adjourn Community Health Board at 9:20am and to meet again in regular session on Wednesday, September 13, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #8 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
City of Milaca	27.40
Mora Municipal Utilities	294.50
Quality Disposal	570.01
Verizon Wireless	540.73
Chapman, Robert	100.00
Holmstrom, Dan & Julie	100.00
Kent, Harry & Jennifer	200.00
Mora Municipal Utilities	982.20
Nelson, Craig	100.00
Mora Municipal Utilities	19,163.49
East Central Energy	78.70
United States Treasury	1,704.04
Ann Lake Township	2,554.05
Arthur Township	201.84
Braham Public Schools	1,288.03
Brunswick Township	11.10
Carda, Jeff	15,775.00

Centerpoint Energy	67.92
Comfort Township	509.88
CW Technology	782.80
East Cent. Reg Dev Commission	86.43
East Central Energy	123.00
East Central School District	90.51
Ford Township	2,120.06
Grass Lake Township	577.69
Haybrook Township	626.78
Hillman Township	419.17
Hinckley-Finlayson Schools	3,180.53
Holiday Credit Office	7,497.99
Kanabec County Auditor HRA	7,412.00
Kanabec Township	715.42
Knife Lake Township	314.70
Kroschel Township	2,361.76
Marco Inc	154.68
Mora Public Schools	2,538.25
Ogilvie Public Schools	3,330.59
Peace Township	307.48
Pomroy Township	1,654.88
Southfork Township	74.16
Spire Credit Union	3,818.92
Verizon Wireless	350.25
Whited Township	95.16
East Central Energy	197.25
	<u>83,099.35</u>

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

Revenue Fund	
Vendor	Amount
A & E Cleaning Services	525.00
Ace Hardware	150.53
Ace Hardware	276.79
Advanced Correctional Healthcare	20,957.18
Aslis-ASL Interpreting Services INC	9.80
Auto Value Mora	274.88
Auto Value Mora	88.92
Blowers, Lisa	92.39
Chapman's Auto Repair	1,474.26
Clifton Larson Allen LLP	33,000.00

Clifton Larson Allen LLP	2,175.00
CPS Technology Solutions	1,447.00
Curtis, Michael	1,417.58
D&T Ventures	225.00
East Central Exterminating	240.00
East Central Exterminating	120.00
ECM Publishers Inc	346.00
ECM Publishers Inc	113.62
Faust, Patrick	422.12
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Ford of Hibbing	73,008.00
Franklin Outdoor Advertising	250.00
G & N Enterprises	999.50
Galls	157.09
Garcia Clinical Laboratory	3.00
Glen's Tire	134.45
Grainger	181.25
Granite City Jobbing	1,294.90
Granite Electronics	284.00
Granite Electronics	530.75
Granite Electronics	55.00
Hennepin County Medical Ctr	220.14
Hoefert, Robert	1,027.01
Hood, Barb	339.19
Horizon Towing	571.79
Industrial Health Services Network Inc	44.90
Initiative Foundation	1,500.00
Innovative Office Solutions	219.94
IT SAVVY	91.80
Johnson, Aaron - Snake River Watershed	58.85
Kanabec County Community Health	1,650.56
Kanabec County Highway Department	123.08
Kanabec County Highway Department	97.12
Kanabec County Recorder	46.00
Kanabec Publications	390.13
Kanabec Publications	1,116.89
Kanabec Publications	130.00
Kanabec Publications	127.50
Kanabec Publications	76.00
Kanabec SWCD	72.00
KEEPRS	388.14
Koch's Hardware	29.93

Landreveille, Willard	541.61
Lerrssen, Jennifer	232.61
Manthie, Scott	1,677.76
Manthie, Wendy	235.59
Marohn, Brenda	17.12
Matt Heinen's Emergency Vehicle Service	672.50
Milaca Chiropractic Center	75.00
MN Counties Insurance Trust	327.00
Minnesota Sheriff's Association	2,814.00
Moore Medical	250.90
Mora Chevrolet Buick	35.53
Nelson, Ansel	917.76
Nelson, Jerald	26.22
Nelson, Ronnette	673.11
Oak Gallery	26.74
Office Depot	57.61
Office Depot	75.76
Office Depot	84.70
Onamia Service Center	453.22
Owens Auto Parts	123.21
Pakor Inc	43.42
Pederson, Michael	1,250.00
Postmaster	450.00
Professional Services Marketing, LLC	2,333.00
Quality Disposal Systems	22.50
Ramsey County	3,300.00
Ricks Home Furnishings	20.55
Rupp, Anderson, Squires & Waldspurger, PA	2,387.09
SHAH Software, Inc.	33,840.00
SIRCHIE	58.13
Steinmetz, Heidi	58.58
Stellar Services	481.02
Strelow, David	31.58
Summits Food Services LLC	10,788.89
Thomas, Billy	6.96
Tinker & Larson Inc	947.48
Tinker & Larson Inc	1,016.80
Trane U.S. Inc	1,168.00
Troupe Advertising	750.00
UHL Company	5,458.80
Visser, Maurice	984.81
Weisenbach Recycled Products	1,400.60
Wickeham, Teresa	214.54

Zamora, Ray

986.01

232,886.73

Road & Bridge Fund	
Vendor	Amount
A and E Cleaning Services	1,050.00
Ace	1,877.92
Ameripride	476.08
Auto Value	3,621.86
Berndt, Steve	235.00
Dakota County Technical College	230.00
Federated Co-ops	599.95
Glens Tire	353.06
Gopher State One-Call	21.60
Grainger	93.00
Hayford Ford	517.45
Johnson Hardware and Rental	14.99
Kanabec Publications	108.50
Knife River Corp.	87.81
Med Compass	595.00
Midwest Machinery Co	7,600.00
MPH Industries	1,849.39
Northern States Supply	117.63
Nuss Truck Equipment	128.35
Olson Power & Equipment	1,533.91
Owens Auto Parts	429.59
Powerplan	595.59
Quality Disposal	160.00
Sanitary Systems	130.00
Sharrow Lifting	540.00
Swanston Equipment	1,002.86
Verizon	37.52
Zarnoth Brush Works	2,071.55
Ziegler Inc	18,495.00
Total:	<u>44,573.61</u>

The County Board held a discussion concerning Ordinance #23. The County Board discussed holding a public hearing at the September 27, 2017 board meeting to make language changes to the ordinance. Information only, no action was taken.

Action #10 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #10 – 8/9/17

SCORE CLAIMS

WHEREAS the board has been presented with claims for recycling efforts to be paid from SCORE Funds, and

WHEREAS these claims have been reviewed, tabulated and approved by the Kanabec County Solid Waste Officer, and

WHEREAS SCORE Funds appear adequate for the purpose;

BE IT RESOLVED to approve payment of the following claims on SCORE Funds:

Quality Disposal	\$3,879.64
Waste Management	\$1,426.67
Arthur Township	\$400.00
Total	\$5,706.31

Action #11 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #11 – 8/9/2017

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Application for Exempt Permit for the National Wild Turkey Federation for a raffle event to be held at Moose Lodge, 2352 103rd Ave Braham, MN 55006 on December 16, 2017.

Action #12 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a Safe and Secure Courthouse Initiative Grant Agreement with the State of Minnesota for security upgrades.

County HR Specialist, Kim Pautsch met with the County Board to discuss matters concerning personnel.

Action #13 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #13 – 8/9/17

WHEREAS Kanabec County has received an Order from the 10th Judicial District setting wages for Probation Officers, and

WHEREAS the State Legislature has mandated that the Probation Agents wages must be comparable to similar state employees of local wage scales, county pay plans or the impact on a county's pay equity status, and

WHEREAS the state has mandated an increase on July 1, 2017;

BE IT RESOLVED to approve the following wage rates effective July 1, 2017:

Todd Eustice	\$42.57 per hour
Lucas J. Athey	\$36.62 per hour
Andrew Magaard	\$22.41 per hour
Elisabeth Payne	\$23.21 per hour

Action #14 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #14 – 8/9/17

WHEREAS there is a vacancy in the position of a Jail Office Assistant, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Sheriff and the County Personnel Director to hire a full time Jail Office Assistant to refill the vacant position at Step A, Range 7 of the pay plan which is \$17.08 per hour, and

BE IT FURTHER RESOLVED that the hours of work for this position be limited to those budgeted, and

BE IT FURTHER RESOLVED to authorize the County Sheriff and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Public Works Director, Chad Gramentz met with the County Board to discuss matters concerning his department.

Action #15 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #15 – 8/9/17 **Advertisement for Bids for Snow Removal**

WHEREAS the Kanabec County Board of Commissioners wish to contract for snow removal services for the removal of snow from sidewalks and parking lots at the courthouse, jail, and Timber Trails buildings, and

BE IT RESOLVED to authorize the Public Works Director to advertise for proposals for snow removal services.

Action #16 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #16 – 8/9/17
SAP 033-603-026 Right-of-Way
Determination of Just Compensation

WHEREAS Kanabec County wishes to proceed with the project development of improvements to CSAH 11 from TH 65 to TH 70 as identified in the five year plan, and

WHEREAS the planned improvements require acquisition of additional right-of-way, and

WHEREAS a qualified and licensed appraiser has completed appraisal work and assigned values to applicable types of land and damages based on a comparable sales book dated June 21, 2017 included herein by reference, and

WHEREAS a parcel summary of appraised values of property to be acquired was presented before the board, and

THEREFORE BE IT RESOLVED the Kanabec County Board determines the appraised values as presented are just compensation, and

BE IT FURTHER RESOLVED to authorize the Public Works Director to initiate property acquisition based on the appraised values.

Action #17 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #17 – 8/9/17

WHEREAS the public works department budgeted in 2017 for replacement of wide format plotter/scanner, and

WHEREAS Marco Inc. provided a quote of \$9,995 for a HP Designjet T3500ps, and

THEREFORE BE IT RESOLVED to accept the quote of \$9,995 by Marco Inc. for a HP Designjet T3500ps

Action #18 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve sending requested parcel data to the DNR for the Geological Atlas Project.

Action #19 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve County Assessor, Tina Diedrich Von-Eshen to attend the 2-day Beacon/Schneider users conference in Des Moines, IA August 21st & 22nd.

County Coordinator, Patrick Christopherson led a discussion concerning written correspondence to Senator Tony Lourey. Information only, no action was taken.

10:27am – The Chairperson called for public comment three times. None responded.

10:28am – The Chairperson closed public comment.

Commissioners gave reports on the activities of the Boards and Committees in which they participate.

11:25am – The Chairperson recessed the board meeting. The board will meet in continued session on Thursday August 10, 2017 at 3:00pm in the Board Room (Room #164) of the Kanabec County Courthouse.

The Kanabec County Board of Commissioners met at 3:00pm on Thursday August 10, 2017 in the Board Room of the Courthouse pursuant to recess with the following Board Members present: Kathi Ellis, Dennis McNally, Kim Smith, and Les Nielsen. Absent: Gene Anderson. Also present was County Coordinator, Patrick Christopherson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #20 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the agenda as presented.

The board discussed the 2018 Budget. The board reviewed budgets for the following departments: Attorney, Auditor/Treasurer, A/T Mainframe, Court Administration, Law Library, Culture and Recreation, East Central Regional Library, Extension, Information Systems, Recorder, Transit, Veteran Services, Bond Fund, and Railroad Authority.

5:10pm – Commissioner, Dennis McNally left the meeting.

Action #21 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to adjourn at 5:22pm and to meet again in regular session on Wednesday August 23, 2017.

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

Attest: _____
Board Clerk