

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

May 10, 2017

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, May 10, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Others present: Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson. Absent: County Attorney, Barbara McFadden.

The Chairman led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: Add: art display policy, portable toilet policy, committee per diem discussion, contract with auctioneer for tax forfeited land sales, Tim Marion’s additional request for land acquisition.

Action #2 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the April 26, 2017 minutes as presented.

Action #3 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Verizon Wireless	2,714.25
CW Technology	642.80
E C Riders	7,858.50
Holiday Credit Office	8,683.35
Mora Municipal Utilities	14,857.12
The Hartford Priority Accounts	1,656.14
Verizon Wireless	560.29
East Central Energy	82.25
Mora Municipal Utilities	1,376.83
Century Link	109.67
East Central Energy	136.98
MNPEIP	133,593.04
Spire Credit Union	9,075.81
Sun Life Financial	3,113.49
Verizon Wireless	350.16

East Central Energy	202.01
MN Dept of Finance	1,500.00
Total	<u><u>186,512.69</u></u>

Action #4 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

VENDOR	AMOUNT
A and E Cleaning Services	525.00
Ace Hardware	12.58
Ace Hardware	4.50
Ace Hardware	90.44
Advanced Correctional Healthcare	13,559.56
Association of MN Counties	195.00
Auto Value	32.98
Auto Value Mora	34.47
Bob Barker	122.88
Brenny, Laurell	433.35
Chapman's Auto Repair	232.74
Cheek, Joseph	100.00
City of Milaca	31.43
Consulting Radiologists LTD	6.13
Curtis, Michael	521.09
D&T Ventures	225.00
Diedrich-Von Eschen, Tina	64.50
Dex Media East Inc.	17.00
Digital Ally	4,025.00
Dresser Methven Funeral Homes	350.00
East Central Exterminating	240.00
East Central Exterminating	120.00
ECM Publishers	213.75
ECM Publishers	201.75
Faust, Patrick	322.61
FBG Service Corporation	6,410.24
FBG Service Corporation	1,369.80
FirstLight Health System	247.84
Glen's Tire	884.00
Glen's Tire	216.75
Glen's Tire	274.42
Grainger	473.46
Granite City Jobbing Co	3,595.55
Granite City Jobbing Co	2,148.22

Granite City Jobbing Co	98.05
Granite Electronics	10,207.72
Hackler, Emily	100.00
Hoefert, Robert	533.86
Hood, Barb	190.62
Innovative Office Solutions	63.50
Innovative Office Solutions	19.41
Johnsons Hardware	161.66
Johnson, Aaron	69.04
Kanabec County Auditor-Treasurer	300,321.25
Kanabec County Community Health	170.00
Kanabec County Community Health	1,693.57
Kanabec County Recorder	46.00
Kanabec Publications, Inc	354.00
Kanabec Publications, Inc	330.26
Kanabec Publications, Inc	110.05
Kanabec Publications, Inc	71.00
Kanabec Publications, Inc	540.00
Kanabec SWCD	1,905.15
KEEPRS	1,436.55
KEEPRS	2,075.26
KEEPRS	1,074.68
Kennedy Jr, Kerry	175.48
Landreville, Willard	507.42
Lane, Dave	26.75
Lerrssen, Jennifer	473.56
Manthie, Scott	1,638.17
Manthie, Wendy	731.88
Marco	134.68
Marco	486.00
M & I Lockbox: MCCC	1,500.00
McClellan, Karen	83.61
Mehlhop, Ron	111.28
Mid-American Research Chemical	354.87
Midwest Children's Resource Center	7.00
Midwest Radar & Equipment	520.00
Mille Lacs SWCD	134.48
MN Counties Intergovernmental Trust	60.00
Minnesota Monitoring, Inc	540.00
Minnesota Monitoring, Inc	574.00
MN Pollution Control Agency	54,340.16
Moore Medical	121.80

Mora Chevrolet Buick	68.41
Mora Municipal Utilities	250.77
Nelson, Ansel	935.63
Nelson, Rollin	140.00
Nelson, Ronnette	391.85
Neopost USA Inc	403.04
Newgard, Jean	351.47
Newgard, Terry	170.13
O'Donovan, Barbara	629.16
Office Depot	189.00
Office Depot	5.46
Office Depot	50.21
Pakor Inc	259.38
Pictometry International Corp	14,726.25
Pieper, Helen	211.54
Pine County SWCD	88.54
Quality Disposal	380.01
Quality Disposal	190.00
Quality Disposal	26.89
RJ Mechanical	23.15
Reid, Greg	318.86
Reliance Telephone, Inc	1,100.00
Roberts, Rodney	425.86
Roberts, Rodney	95.00
Rogers, Pearl	377.71
Sheriff's Office, Kanabec County	250.00
SHI	576.00
SIRCHIE	74.95
Stellar Services	353.06
Stearns DHIA Central Lab	84.00
Stevens, Joel	21.10
Summit Food Service Management	9,782.77
Summit Companies	161.00
Swank Motion Pictures	385.00
Thomson Reuters - West	297.55
Tinker & Larson Inc	691.00
Trimin Systems Inc	1,800.00
Trimin Systems Inc	24,500.00
University of MN, Fairview	41,507.00
UHL Company	10,917.60
UHL Company	5,458.80
UPS	31.43

VanDall, Camille	862.96
Visser, Maurice	385.40
Zamora, Ray	694.97
Total	<u><u>542,037.72</u></u>

Road & Bridge

A and E Cleaning Services	1,050.00
Ace	223.96
Ameripride	510.93
Auto Value	1,458.63
Beaudry Oil & Propane	15,265.86
Braham Motor Service	179.24
Certified Power Inc.	450.26
Citi Lites	202.50
Federated Co-ops	45.29
Fleetmatics	559.00
Glens Tire	158.00
Gopher State One-Call	29.70
Johnson Hardware	265.00
Nuss Truck Equipment	4,098.76
Oslin Lumber	24.50
Owens Auto Parts	501.15
Quality Disposal Systems	160.00
Tihlarik, Amy	210.00
Trent Terpstra	132.68
Verizon	37.52
Ziegler Inc	1,618.74
Total	<u><u>27,181.72</u></u>

Action #5 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:03am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:03am** on Wednesday, May 10, 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 #CH6 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH7 – 5/10/17

Home Health Aide Resolution

WHEREAS due to the increase in the Home Care caseload the Community Health Director is requesting to hire an intermittent part time Home Health Aide, and

THEREFORE BE IT RESOLVED that the County Board authorizes the Community Health Director and the County Personnel Director to hire an intermittent part time Home Health Aide at Step A, Range 5 of the pay plan which is \$15.20 per hour, and

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

Action #CH8 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH8 – 5/10/17

RN to PHN Resolution

WHEREAS a Registered Nurse in the Adult Health area has completed his Bachelor of Nursing (BSN) degree, and

WHEREAS he is now a Certified Public Health Nurse, and

WHEREAS the Interim Community Health Director is requesting to move the Nurse to a Certified Public Health Nurse position in order to utilize the scope of practice he is licensed to provide in the Public Health Nurse Clinic and other areas requiring this degree.

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board authorizes the Interim Public Health Director and the County Personnel Director to promote Jeff Holland from an RN to a Certified Public Health nurse at Step E Range 15 at \$30.12 per hour.

Action #CH9 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #CH9 – 5/10/17

Clerk Typist II Replacement Resolution

WHEREAS there will be a vacancy in the position of a Full Time Clerk Typist II, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the Interim Public Health Director and the County Personnel Director to hire a full time Clerk Typist II to refill the vacant position at Step A, Range 5 of the pay plan which is \$14.79 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 Interim Public Health Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Action #CH10 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the payment of 131 claims totaling \$82,554.00 on Welfare Funds.

Action #CH11 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #CH11 – 5/10/17

BE IT RESOLVED to appoint Commissioner Kathi Ellis as an alternate to the Central Minnesota Council on Aging for a three year term commencing immediately and expiring January 7, 2020.

Action #CH12 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:16am and to meet in regular session on Wednesday, June 28, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #13 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a Consent Agenda including all of the following actions:

Resolution #13a – 05/10/17

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:

East Central Sanitation	\$1,075.06
Arthur Township	\$400.00
Total	\$1,475.06

Resolution #13b – 05/10/17

WHEREAS the Kanabec County Board of Commissioners have been presented with a request to pay claims on Knife Lake Improvement District funds, and

WHEREAS the request was accompanied by invoices and verification in the Knife Lake Improvement District board minutes of April 15, 2017, and

WHEREAS the Knife Lake Improvement District has sufficient funds on hand to cover these claims;

BE IT RESOLVED to pay the following claims:

Central Minnesota Aquatics, Inc. - \$8,500.00
 Kanabec Publications - \$151.47

Patrick Christopherson led a discussion concerning an after-hours office policy. He will check with other counties for similar policies.

Ray Ludowese from Knife Lake Improvement District met with the county board to discuss a request for 2018 budget. Information only, no action was taken.

Transit Director Helen Pieper met with the County Board to discuss matters concerning her department. Information only, no action was taken.

Auditor-Treasurer Denise Snyder met with the County Board to discuss matters concerning her department.

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

Resolution #14 – 05/10/17

WHEREAS the Minnesota Snowmobile Trails Assistance Program provides grants to local unit of government for the maintenance of recreational trails pursuant to Minnesota Statutes Chapter 84.83, and

WHEREAS the county is the sponsor for such grant funds and the work performed by the trail club, and

WHEREAS a grant of this type in the amount of \$31,434 is available for the Snake River Trail;

BE IT RESOLVED to approve a “Minnesota Snowmobile Trails Assistance Program Snowmobile FY 2018 Maintenance and Grooming Grant Agreement.”

Leota Linda and Scott Schufman from South Country Health Alliance met with the County Board to present their Semi-Annual Report.

10:42am – The Chairperson then called for public comment three times. None responded.

10:42am – The Chairperson closed public comment.

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

Action #15 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to deny a request from Peter & Jessica Larsen for property tax abatement on PID 04.00105.00.

Action #16 – Kim Smith introduced the following resolution and moved its adoption:

Resolution #16 – 5/10/17

RESOLUTION CALLING A PUBLIC HEARING ON ISSUANCE OF GROSS REVENUE HEALTH FACILITIES BONDS, SERIES 2017, BY KANABEC COUNTY, MINNESOTA

1. **BE IT RESOLVED** by the Board of County Commissioners of Kanabec County (the “County”), as follows:

1. Recitals.

The County owns and operates a municipal hospital commonly known as the FirstLight Health System (the “Hospital”) and located at 300 Clark Street in the City of Mora, Minnesota, and related clinic facilities (together, the “Facilities”). The County desires to expand, improve and equip the Facilities in four phases, including (1) construction of a second floor to the Hospital to include 23 inpatient and birthing rooms; (2) remodeling the existing lab, imaging, material management and IT areas; (3) construction of a community pharmacy, new public dining and common area and centralized entrance from State Highway 65; relocation of the eye

clinic and conversion of the current birthing center into infusion rooms for chemotherapy and infusion patients; and (4) expansion of parking areas to alleviate congestion and assist with patient drop-off and pick-up (the “Project”).

2. Public Hearing. In order that interest on the Bonds, to the extent issued as tax-exempt bonds, not be includable in gross income for purposes of federal income taxation, this Board is required to conduct a public hearing on the issuance of the Bonds, in accordance with Section 147(f) of the Internal Revenue Code of 1986, as amended. A public hearing on the proposal to issue the Bonds is hereby called and shall be held on Wednesday, June 14, 2017, at 7:00 P.M., at the Kanabec County Courthouse in Mora, Minnesota.

3. The County Coordinator shall cause notice of the public hearing to be published in the official newspaper of the County and a newspaper of general circulation in the County, at least once not less than fourteen (14) nor more than thirty (30) days prior to the date fixed for the public hearing. The notice to be published shall be substantially in the form attached as Exhibit A hereto.

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, Gene Anderson, Kathi Ellis, Les Nielsen

OPPOSED: Dennis McNally

ABSTAIN: None

whereupon the resolution was declared duly passed and adopted.

Action #17 – Kathi Ellis introduced the following resolution and moved its adoption:

Resolution #17 – 5/10/17

RESOLUTION RELATING TO FINANCING OF CERTAIN PROPOSED PROJECTS TO BE UNDERTAKEN BY THE COUNTY; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

BE IT RESOLVED by the Board of Commissioners of Kanabec County, Minnesota (the “County”), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

(b) The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

(c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The County proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:

Project: Gross Revenue Health Facility Bond Series 2017

Maximum Amount of Bonds Expected to be Issued for Project: \$70,000,000.00

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and

records of the County maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Adopted this 10th day of May, 2017.

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

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

whereupon the resolution was declared duly passed and adopted.

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

Action #18 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

Resolution #18 – 5/10/17
SAP 033-603-028, SAP 033-605-020, ARTHUR 2017-01, MORA 2017-C
Bituminous Paving & Striping

WHEREAS the following bids were received on May 2, 2017:

Bituminous Paving on CSAH 3, CSAH 5, Arthur Twp Ann Lake Drive, Mora striping:

Tri City Paving Inc.	\$1,580,551.39
Knife River Corp.	\$1,594,706.89
Central Specialties Inc.	\$1,655,085.95
Hardrives Inc.	\$1,719,100.70

WHEREAS the lowest responsible bid was \$1,580,551.39 submitted by Tri City Paving Inc., and

WHEREAS the City of Mora and Arthur Township have each recommended award for its portion of the project, and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$1,580,551.39 submitted by Tri City Paving Inc. for bituminous paving and striping, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for these projects.

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

Resolution #19 – 5/10/17
KCP 17-06, KCP 17-07 Microsurfacing

WHEREAS the following bids were received on April 18, 2017:

Microsurfacing on CSAH 3, CSAH 6

ASTECH Inc.	\$436,737.26
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WHEREAS the lowest responsible bid was \$436,737.26 submitted by ASTECH Inc.,
and

THEREFORE BE IT RESOLVED that the Kanabec County Board of Commissioners accepts the bid of \$436,737.26 submitted by ASTECH Inc. for microsurfacing in Kanabec County, and

BE IT FURTHER RESOLVED that the Chairperson and County Coordinator are authorized to sign contracts for these projects.

Commissioner Dennis McNally led a discussion concerning plat books. Patrick Christopherson will look into attaining plat books for the Commissioners.

Patrick Christopherson led a discussion concerning an Art Display Policy. Information only, no action was taken.

Patrick Christopherson led a discussion concerning a Portable Toilet Policy. Information only, no action was taken.

Patrick Christopherson led a discussion concerning per diems for committee members.

Action #20 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to pay all committee members a per diem of \$75 per meeting for the rest of the year.

Patrick Christopherson led a discussion regarding contracting with an auctioneer for tax forfeited land sales. Information only, no action was taken.

Patrick Christopherson led a discussion regarding an additional request for land acquisition from Tim Marion of the DNR. Information only, no action was taken.

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

Resolution #21 – 5/10/17

BE IT RESOLVED to appoint Jennifer Erneston to the Extension Committee for a three year term commencing immediately and expiring January 2, 2020.

Action #22 –It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn at 12:03pm . The County Board will meet again in regular session on Wednesday, May 24, 2017 at 9:00am.

Signed _____

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

Attest: _____
Board Clerk