

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of County Coordinator

September 27, 2017

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, September 27, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Kim Smith, Gene Anderson, Dennis McNally, and Kathi Ellis. Others present: Board Clerk Patrick Christopherson, County Attorney Barbara McFadden, 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: Remove Item 6 - County Road 26 discussion. Add – Library board seat vacancy

Action #2 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the September 13, 2017 minutes.

Action #3 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the board meeting at 6:30pm to a time immediately following the Human Services Board.

The Kanabec County **Human Services Board** met at **6:35pm** on Wednesday, September 27, 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 Chuck Hurd presented the Human Services Board agenda.

Action #HS4 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the Human Services Board agenda as presented.

Action #HS5 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the payment of 120 claims totaling \$177,814.81 on Welfare Funds.

Action #HS6 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to adjourn Human Services Board at 6:45pm and to meet again in regular session on Wednesday, October 25, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
Centerpoint Energy	84.00
Consolidated Communications	992.44
Marco Business Products	245.56
Midcontinent Communications	206.22
Mora Psychological Services	500.00
Office of MN.IT Services	1,300.00
State of Minnesota	100.00
East Central Energy	814.65
Ann Lake Township	11.30
Knife Lake Township	4.56
Mora Public Schools	9.13
Ogilvie Public Schools	22.66
Health Partners	5,509.53
MNPEIP	137,396.36
Sun Life Financial	3,021.30
Kanabec County Auditor-Treas	3,729.53
Midcontinent Communications	637.04
MN Energy Resources Corp	3,373.86
Quality Disposal	190.00
Tessner Law Office	382.50
Dearborn National Life Insurance	588.08
TOTAL	<u>159,118.72</u>

Action #8 – 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
Advanced Correctional Healthcare	15,191.97
Anoka County Juvenile Center - Secure	490.00
Anoka County Corrections	209.00
Ashworth Appliance & Electronics	11.94
Athey, Lucas	38.80
Bachman, Fran	76.05
Baudv!lle	53.45
Bob Barker	146.49
Bliss, Erica	91.59
Braun Intertec Corporation	2,895.30
Braun Intertec Corporation	3,036.80
Braun Intertec Corporation	4,459.30
Bread'n Hoeny Pantry Natural Foods	825.00
Broding Contracting Inc.	173.40

Brownells, Inc	56.47
Coborns	58.62
Coborns	45.65
Chapman's Auto Repair	111.36
Children's Hospitals & Clinics of MN - MCRC	560.89
Clean Plus INC/CPI Divisions	138.69
Curtis, Michael	1,202.90
Downtown Deli	770.00
Dresser Methven Funeral Homes	700.00
East Central Exterminating	240.00
ECM Publishers	1,534.99
Faust, Patrick	149.27
Fore Chiropractic & Wellness	90.00
Galls	47.76
Glen's Tire	47.00
G & N Enterprises	467.80
Government Forms & Supplies	179.14
Grainger	141.04
Grand View Lodge	158.13
Granite City Jobbing Company	148.11
Granite City Jobbing Company	867.96
Handyman's Inc	250.98
Hennepin County Medical Ctr	104.67
Hennepin County Medical Ctr	135.58
Hoefert, Robert	723.48
Hoffman, Travis	50.00
IAEMD	50.00
Innovative Office Solutions	288.60
Innovative Office Solutions	76.01
InTone Imaging	634.97
IT SAVVY	816.43
IT SAVVY	649.90
IT SAVVY	361.15
Johnson, Aaron	114.50
Kanabec County	396.48
Kanabec County Highway Dept	10,313.40
Kanabec County Highway Dept	653.68
Kanabec County Highway Dept	72.92
Kanabec County Soil & Water Cons.	105.00
Kanabec Publications	1,383.02
KEEPRS	207.09
KEEPRS	424.99
KEEPRS	26.98

Kempe, John	64.20
Kinzer, Nicki	60.00
Landreville, Willard	439.40
Lerrssen, Jennifer	141.04
Mail Finance	1,686.42
Manthi, Scott	982.26
Manthie, Wendy	900.89
Marco	486.00
Marco	134.68
McGee, Michael	3,500.00
MN Counties Intergovernmental Trust	60.00
MN Counties Intergovernmental Trust	60.00
MN Counties Intergovernmental Trust	60.00
Mehlhop, Ron	26.75
Meta13	445.00
Mora Motor Vehicle Inc.	71.25
NACVSO	30.00
NARTEC Inc	93.99
Nelson, Ansel	676.38
Nelson, Ronette	556.24
Novus Glass	322.00
Novus Glass	80.00
Oak Gallery	30.41
O'Reilly Auto Parts	10.17
O'Reilly Auto Parts	21.07
O'Reilly Auto Parts	40.84
Office Depot	220.01
Office Depot	38.98
Office Depot	82.85
Onamia Service Center	60.22
PD's Embroidery	60.86
ProPhoenix Corp	500.00
Quill	49.13
Regents of the University of MN	835.00
RJ Mechanical	592.00
RJ Mechanical	296.00
Ratwick, Roszak & Maloney, PA	1,447.98
Ramsey County	1,400.00
Ramsey County	1,400.00
RS Eden	50.40
SelectAccount	678.80
Shopko Stores Operating Co, LLC	1,889.15
Shopko Stores Operating Co, LLC	42.27

SIRCHIE	175.24
St. Louis County	382.62
State of Minnesota	25.00
Steinmetz, Heidi	101.56
Stellar Services	408.81
Stellar Services	387.71
Summit Food Service Management	5,261.54
Summit Food Service Management	5,039.37
Sunshine Printing	275.00
Thompson-Reuters-West	658.02
Thompson-Reuters-West	231.75
Tinker & Larson	42.00
Tinker & Larson	686.60
Tinker & Larson	513.98
Von Eschen, Tina	267.00
Zamora, Ray	315.65
TOTAL	<u>88,649.19</u>

R&B Fund	
Vendor	Amount
Assured Security	3,827.10
Boyer Truck	198.99
Citi Lites	52.50
Dultmeier	20.59
East Central Solid Waste Commission	39.45
Federated Co-ops	24.99
Felger Matthew	50.00
G & N Enterprises	387.50
Gary Sobas	100.00
Granite City	87.95
Kanabec Publications	58.08
Marco	3,087.00
Maney International	97.49
Minnesota Energy Resources	51.16
Nuss Truck Equipment	3,706.75
Office Depot	113.85
Oslin Lumber	340.00
Petty Cash	21.77
S.W. Asphalt	6,400.00
Ziegler	722.95
Total:	<u>19,388.12</u>

County Coordinator Patrick Christopherson led a discussion concerning a memo from Peace Township regarding gravel tax. Information only, no action was taken.

6:55pm – A Public Hearing was held to discuss clarification of language to the Aggregate Removal Tax Ordinance. Those that spoke included: Kathy Cook.

7:00pm – The Chairman closed the public hearing.

Veteran Service Officer Erica Bliss met with the County Board to discuss matters concerning her department.

Action #9 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve Veteran Service Officer Erica Bliss to apply for a grant with the state of Minnesota for the County Veterans Service Office Operational Enhancement Grant Program.

Action #10 - It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve Veteran Service Officer Erica Bliss to attend the National Veteran Service Officer Convention in Reno, NV in July 2018 to be paid with grant funds.

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

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

Resolution #11 – 9/27/17

WHEREAS there is a vacancy in the position of a Full Time Deputy Finance, and

WHEREAS the board desires to refill this vacant position;

BE IT RESOLVED that the County Board authorizes the County Auditor/Treasurer and the County Personnel Director to hire a Full Time Deputy Finance to refill the vacant position at Step A, Range 10 of the pay plan which is \$19.79 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 County Auditor/Treasurer and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

Senator Tony Lourey met with the County Board to discuss appointment referendum of 2016. Information only, no action was taken.

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

Action #12 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve entering into a contract with MTM to provide MA rides on the public transit buses in the service areas of Milaca and Princeton.

Action #13 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the purchase of benches totaling up to \$7,470 with 100% funding through the Commuter Challenge Grant.

7:35pm – The Chairperson called for public comment those that responded included:

Doug Taubert	Nuisance dogs
Tim Patterson	Nuisance dogs

7:57pm – The Chairperson closed public comment.

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

Resolution #14 – 09/27/17

Approve Job Description and Refer for Evaluation

WHEREAS County Policy P-117 calls for an evaluation of all county job classifications, and

WHEREAS the position of Victim & Witness Services Coordinator is a newly created position, and

WHEREAS the County Attorney has submitted a job description and Physical Analysis, and

WHEREAS the board has examined and evaluated the information;

BE IT RESOLVED to approve the job description, and

BE IT FURTHER RESOLVED that it is the decision of the Board that the Victim & Witness Services Coordinator job description be sent to the salary consultant for review.

Action#15– It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #15b – 9/27/2017

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 Knife Lake Sportsmen’s Club for a raffle event to be held at Northwoods Steakhouse, 2732 Hwy 65 N Mora, MN 550051 on November 4, 2017.

Resolution #15c – 9/27/2017

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 Knife Lake Sportsmen’s Club for a raffle event to be held at Captain Dan’s Crow’s Nest Resort, 2743 Hwy 65 N Mora, MN 550051 on February 3, 2018.

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

Resolution #16 – 9/27/17

WHEREAS manufacturing is a dynamic and robust industry, crucial to the health and strength of Minnesota’s diverse economy; and

WHEREAS the manufacturing industry contributed \$48.2 billion to Minnesota’s economy in 2016, and at 16 percent, is the largest sector contributing to the state’s private gross domestic product; and

WHEREAS in 2016, workers took home \$20.3 billion in wages from Minnesota manufacturing jobs, the second-highest amount among the state’s business sectors; and

WHEREAS manufactured exports brought \$18 billion into the Minnesota economy in 2016; and

WHEREAS manufacturing provides 318,000 highly skilled, well-paying jobs, which significantly contribute to Minnesota’s high standard of living and economic vitality; and

WHEREAS manufacturing in Minnesota pays an average annual wage of \$63,794, which is 17 percent higher than the state’s overall average wage.

THEREFORE BE IT RESOLVED to proclaim that the week of October 1 to October 7, 2017 shall be observed as Minnesota Manufacturing Week.

Action #17 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #17a – 09/27/17
HEALTH INSURANCE RENEWAL

WHEREAS the county offers health insurance to its employees, and

WHEREAS the current contract with Minnesota Public Employees Insurance Program expires December 31, 2017, and

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county Health Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Health Insurance Contract with Minnesota Public Employees Insurance Program at the following rates:

PLAN	Proposed Rates	
	Single	Family
\$250 Deductible	\$749.48	\$2,001.34
\$700 Deductible	\$673.04	\$1,797.24
\$3,250 Deductible	\$512.08	\$1,367.44

Resolution #17b – 09/27/17
LIFE INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county life insurance coverage, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Life Insurance Contract with Sunlife Financial.

Resolution #17c - 09/27/17
LTD INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county long term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Long Term Disability Insurance Contract with The Hartford.

Resolution #17d - 09/17/17

DENTAL INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county Dental Insurance, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to approve an agreement with Health Partners for employee voluntary dental insurance for the January 1, 2018 through December 31, 2018 contract year.

Resolution #17e – 09/27/17

SHORT TERM DISABILITY INSURANCE

WHEREAS the Kanabec County Board of Commissioners has been presented with a renewal notice for the county short term disability coverage, and

WHEREAS the proposed rates are unchanged from the current contract, and

WHEREAS the Insurance Committee has recommended approval of the renewal;

BE IT RESOLVED to accept the recommendation of the Kanabec County Insurance Committee and renew the Short Term Disability Insurance Contract with Dearborn National.

The County Board held a discussion regarding a recent vacancy on the East Central Regional Library Board. The County Board advised staff to post for the position.

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

Resolution #18 – 09/13/2017

A Resolution to set the Maximum Levy and Proposed (Preliminary) Budget for 2018

BE IT RESOLVED by the Kanabec County Board of Commissioners that the following proposed year 2018 levies and proposed budget be adopted:

FUND	PROPOSED BUDGET	PROPOSED LEVY
<i>a.</i> Revenue Fund	\$13,340,347	\$5,473,610
<i>b.</i> Welfare Fund	\$5,776,411	\$2,181,515
<i>c.</i> Community Health	\$3,104,691	\$364,102
<i>d.</i> Road & Bridge Fund	\$6,543,162	\$2,375,000
<i>e.</i> Railroad Authority Fund	\$2,800	\$2,400
<i>f.</i> Debt Service – Tax Capacity based (<i>not including market value levy</i>) “ <i>Building Fund</i> ”	\$985,831	\$805,241
<i>g.</i> SUB-TOTALS (<i>total of a. through f.</i>)	\$29,753,242	\$11,201,868
		\$178,740
<i>i.</i> + Debt Service For Market Based Referendum Levy		
<i>ii.</i> + EDA Levy		\$140,000
<i>j.</i> TOTAL PRELIMINARY PAYABLE Y2018 LEVY (<i>total=f+i+ii</i>)		\$11,520,608
2017		\$11,200,269

BE IT FURTHER RESOLVED that \$985,831 of the debt service tax capacity based and all of the market value based of \$178,740 are dedicated to debt service.

BE IT FURTHER RESOLVED that the budget reflects revenue of \$1,063,055 in County Program Aid.

BE IT THEREFORE RESOLVED the Board of Commissioners will be discussing the 2018 levy and budget at the December 7, 2017 regular meeting at 6:45pm, and

BE IT FURTHER RESOLVED that the public will be allowed to speak prior to passage of the 2018 certified levy and budget.

8:57pm – The Chairman adjourned the meeting and the County Board will meet again in regular session on Wednesday October 11, 2017 at 9:00am.

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

Attest: _____
 Board Clerk