

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

January 10, 2018

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, January 10, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Kim Smith, and Les Nielsen. Absent: None. Others Present: Board Clerk Patrick Christopherson, and Recording Secretary Kim Christenson.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the January 2, 2018 minutes with the following corrections: Add “acting chair” for handing over gavel to Vice-Chairperson. Resolution #36, change term to one year.

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

<u>Vendor</u>	<u>Amount</u>
Bina & Guptil LLC	680.00
Holiday Credit Office	8,257.59
Kanabec County Auditor HRA	8,613.23
McKinnis & Doom P.A.	952.00
MN Dept of Finance	5,100.00
Mora Municipal Utilities	13,592.19
Verizon Wireless	350.14
East Central Energy	304.20
Mora Municipal Utilities	1,049.91
MN Dept of Finance	33.00
The Hartford Priority Accounts	1,913.43
Verizon Wireless	3,098.52
CW Technology	814.20
East Cent. Reg Dev Commission	47.50
East Central Energy	107.00
Marco Inc	134.68
Spire Credit Union	4,158.83

Verizon Wireless	560.69
Health Partners	5,971.38
Centerpoint Energy	84.00
Coley J Grostyan PLLC	5,582.00
Kanabec County Auditor HRA	50,562.00
McKinnis & Doom P.A.	119.00
Tessner Law Office	501.50
Chamberlain Oil	782.50
East Central Energy	1,006.03
MNPEIP	139,754.54
Sun Life Financial	3,466.12
Consolidated Communications	999.74
Kanabec County Auditor Treasurer	5,428.05
Midcontinent Communications	356.78
MN Energy Resources Corp	6,695.37
Tessner Law Office	416.50
33 Claims Totaling:	<u>271,492.62</u>

Action #4 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to recess the board meeting at 9:04am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:04am** on Wednesday, January 10, 2018 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 Board agenda.

Action #CH5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH6 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #CH6 - 1/10/18
Children’s Dental Service Contract Resolution

WHEREAS, Kanabec County is in need of dental services for children and adults who are uninsured and under-insured, and

WHEREAS, Kanabec County Community Health has been presented with an opportunity to have dental services provided locally for children (age 0-26) and pregnant women of any economic status, and

WHEREAS, Kanabec County Community Health has grant funds available which were meant to be used for this purpose.

THEREFORE BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Children’s Dental Services for preventive and restorative dental services and for the Community Health Administrative to sign said Agreement for the year 2018.

Action #CH7 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the trial balance and financial report for the Community Health Fund as of 11/2017.

Action #CH8 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 106 claims on Community Health Funds totaling \$39,971.23.

Action #CH8 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to adjourn Community Health Board at 9:14am and to meet again in regular session on Wednesday, February 14, 2018 at 9:05am.

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

Revenue Fund	
Vendor	Amount
Ace Hardware	15.56
Ace Hardware	35.96
Advanced Correctional Healthcare	16,215.72
Anderson, Roberta	53.50
Advanced Correctional Healthcare	294.57
Akkerman Ingebrand Funeral Home	400.00
Association of Minnesota Counties	2,213.00
Association of Minnesota Counties	8,309.00
Bachman, Fran	130.16
Bergren, Carol	107.00
Bernicks	211.20
Blowers, Lisa	18.25
Bob Barker	312.92
Bob Barker	2,712.91
Bond Trust Services Corp	504,927.50
Braham Motor Service Inc	93.74
Christianson, Kelly	240.75
Coborn's	75.55
Chapman's Auto Repair	735.36
City of Milaca	27.40
Clifton Larson Allen LLP	13,500.00

Consulting Radiologists LTD	7.08
Cundy, Steven	327.00
Curtis, Michael	1,958.29
Don's Auto Towing	160.31
E911 IES	129.24
Dresser Methven Funeral Homoes	700.00
DVS Renewal	176.00
E-911	11,972.62
East Central Exterminating	120.00
East Central Exterminating	240.00
ECM Publishers	290.00
EDAM	295.00
Emma's Pizza	130.00
Faust, Patrick	194.21
FirstLight Health System	2,945.15
Gillette, Cara	32.10
Glen's Tire	1,378.80
Granite Electronics	401.60
Granite Electronics	3,300.00
Hayneedle Inc.	7,440.00
Hennepin County Medical Center	297.25
Hoefert, Robert	1,908.16
Hohn's Auto Body & Glass	296.47
Horizon Towing	844.30
Hydro Tech Service	600.00
InTone Imaging	525.97
Innovative Office Solutions	160.80
Information Systems Inc	12,750.00
Johnsons Auto Transport & Towing	550.00
Johnson, Eric	301.10
Kanabec County Community Health	1,650.56
Kanabec County Highway Department	70.11
Kanabec Publications	308.50
Kanabec Publications	294.02
Kanabec Publications	21.63
KEEPRS	2,265.18
KEEPRS	981.41
Kev's Depot	64.13
Lerrssen, Jennifer	569.88
LHB Inc.	460.00
LHB Inc.	540.00
Lincoln Marketing Inc.	499.00
Manthie, Scott	1,842.01

Manthie, Wendy	1,397.93
MACVSO	150.00
Marco	143.07
Marco	34.74
Marco	1,030.27
Marco	726.18
Marco	8.26
Marco	516.18
Marco	1,346.15
Marco	464.63
Marco	1,654.54
Marco	506.71
Marco	281.19
Marco	486.00
Marohn, Brenda	26.00
M & I Lockbox: MCCC	26,350.62
M & I Lockbox: MCCC	239.09
M & I Lockbox: MCCC	200.00
M & I Lockbox: MCCC	2,849.98
McGee, Michael B. M.D.	4,000.00
Meta13	150.00
Midcontinent Communications	690.95
Mille Lacs Disposal Inc.	20.00
Minnesota Alliance on Crime	75.00
MN BCA	120.00
MN Counties Intergovernmental Trust	18,996.00
Mora Motor Vehicle	17.00
Mora Motor Vehicle Inc	48.00
Mora Motor Vehicle Inc	16.00
Mora Motor Vehicle Inc	32.00
Mora Uncliamed Freight	57.42
MRA	1,500.00
NACO	450.00
National Medical Services	70.00
Nelson, Ansel	1,146.50
Nelson, Ronnette	108.07
Northern Technology Initiative, Inc	1,000.00
Northern Technology Initiative, Inc	100.00
O'Reilly Auto Parts	38.17
Oak Gallery	28.86
Office Depot	195.07
Office Depot	57.15
Office Depot	73.08

Office Depot	23.43
Office Depot	63.81
Office Depot	17.49
OnSolve LLC	7,500.00
Oslin Lumber	20.54
Oslin Lumber	42.75
Owens Auto Parts	15.27
Payne, Elisabeth	80.25
Professional Services Marketing, LLC	22,000.00
Quality Disposal Systems	190.00
Quality Disposal Systems	22.50
Quality Disposal Systems	380.01
Quill	85.49
RJ Mechanical	285.00
Ramsey County	1,400.00
Reliance Telephone, Inc	500.00
RELX Inc. DBA LexisNexis	145.38
RS EDEN	53.30
RS EDEN	47.45
RS EDEN	67.80
Select Account	682.65
Snyder, Denise	53.50
Snyder, Denise	49.22
Stearns County Sheriff Office	365.00
State of Minnesota	270.00
Stellar Services	983.70
Stellar Services	458.89
Strelow, David	24.08
Summits Food Service Management	10,133.81
Summits Food Service Management	9,944.15
Tinker & Larson Inc	182.50
UPS	124.46
US Bank	340,566.25
Maurice Visser	1,209.44
Weepie, Diane	32.10
Western Alliance Bank	531,600.00
Zamora, Ray	921.48
144 Claims Totaling:	<u>1,608,570.44</u>

R&B Fund

Vendor	Amount
A and E Cleaning Services	950.00
Ameripride	522.03

Auto Value	2,856.62
Beaudry Oil & Propane	15,655.21
Broehl, David	235.00
Cargill	10,943.53
Central McGowan	145.89
Compass Minerals	13,399.15
East Cetral Solid Waste Commission	115.01
Fleetmatics	559.00
Glens Tire	895.75
Gopher State One-Call	5.40
Kris Engineering	2,512.96
Kroshel Land Surveyors	1,000.00
Maney International, Inc.	409.09
Marco	641.17
MCEA	450.00
MN Dept of Agriculture	10.00
MN Dept of Public Safety	25.00
Mora Motor Vehicle	458.50
Northern Safety	247.42
Office Depot	196.31
Owens Auto Parts	781.19
Petty Cash	2.66
Quality Disposal	160.00
Regents of UMN	250.00
Stegeman, Jesse	58.86
Stewart, Peter	5,810.00
Tihlarik, Amy	1,916.25
Towmaster	140.32
Uline	152.78
USDA	2,721.67
Widseth Smith Nolting	6,655.00
Ziegler	6,663.20

34 Claims Totaling: 77,544.97

Non R&B Fund

<u>Vendor</u>	<u>Amount</u>
A and E Cleaning Services	475
Kroshel Land Surveyors, Inc	4,200.00
2 Claims Totaling:	<u>4,675.00</u>

Action# #10 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #10a – 1/10/18

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 December 16, and

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

BE IT RESOLVED to pay the following claims:

John Keehn (Dam Maintenance) - \$2,295.00
Kim Schloemer - \$116.25

Resolution #10b – 1/10/18

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:

<u>Quality Disposal</u>	<u>\$2,235.76</u>
<u>Waste Management</u>	<u>\$1,366.69</u>
Total	\$3,602.45

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

Resolution #11 - 1/10/18

WHEREAS Kanabec County Environmental Services retains the services of Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for legal services, and

WHEREAS this has proven to be a very cost effective method of service delivery, and

WHEREAS the retainer fee of \$3,000 will remain the same as it has since 2005;

BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson, Squires and Waldspurger, P.A. for calendar year 2018 at a cost of \$3,000 paid from Wetland Funds.

Action #12 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Master Agreement for Arbitrage Monitoring Services with Ehlers & Associates, Inc. for the following obligations: \$2,905,000 General Obligation Refunding Bonds, Series 2012A and \$2,900,000 General Obligation Medical Facilities Equipment and Refunding Bonds, Series 2012B.

Action #13 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #13a – 01/10/18

BE IT RESOLVED to appoint Greg Yankowiak to the City/County Airport Zoning Board for a three year term commencing immediately and expiring January 5, 2021.

Resolution #13b – 01/10/18

BE IT RESOLVED to appoint Dave Etter to the Planning Commission for a three year term commencing immediately and expiring January 5, 2021.

Resolution #13c – 01/10/18

BE IT RESOLVED to re-appoint Pat O'Brien to the Board of Adjustment for a three year term commencing immediately and expiring January 5, 2021.

Resolution #13d – 01/10/18

BE IT RESOLVED to re-appoint Pat O'Brien as the Board of Adjustment representative the Planning Commission for a three year term commencing immediately and expiring January 5, 2021.

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

Resolution #14 – 1/10/18

Safe Routes to School (SRTS)

BE IT RESOLVED, That the County of Kanabec act as sponsoring agency for a Safe Routes to School (SRTS) Project within the City of Mora and acknowledges herewith that is willing to be the project sponsor knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for

seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

BE IT FURTHER RESOLVED, That Kanabec County is hereby authorized to act as agent on behalf of this applicant.

Agreement to Maintain Facility

WHEREAS, The Federal Highway Administration (FHWA) required that states agree to design, construct, operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right-of-way acquired without prior approval from the FHWA: and

WHEREAS, Transportation enhancement projects received federal funding from the reauthorization of the Surface Transportation Program (STP) of the Moving Ahead for Progress in the 21st Century in 2012; and

WHEREAS, The Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with SRTS funds, this requirement should be applied to the project sponsor, and

WHEREAS, the county of Kanabec is the project sponsor for the Safe Routes to School project within the City of Mora.

THEREFORE BE IT RESOLVED, that the Project Sponsor hereby agrees to assume full responsibility for the design, construction, operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

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

Resolution #15 – 01/10/18

WHEREAS there is a vacancy in the position of a Deputy, 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 Deputy to fill the position at Step A, Range 13 of the pay plan which is \$24.92 per hour or the rate set by internal promotion, 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.

Action #16 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #16 - 01/10/18

Lead Social Worker Evaluation

WHEREAS the board did by Resolution #HS5 - 12/20/17 refer the position of Lead Social Worker to the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “Lead Social Worker” position, which results in Pay Range 14:

Category	Rank	Points
Qualifications	q55	109
Decisions	d31	63
Problem Solving	p14	55
Relationships	r19	79
Effort A	ea5	4
Effort B	eb11	12
Hazards	h15	30
Environment	n14	22
TOTAL POINTS		374

Minnesota DNR Wildlife Manager, Tim Marion met with the count board to discuss a proposed state land acquisition on Ann Lake.

Action #17 – Gene Anderson introduced a motion to approve the proposed acquisition on Ann Lake and moved its adoption. The motion failed for lack of a second.

Further Ann Lake discussion was tabled until January 24, 2018.

Kanabec Soil & Water District Manager, Deanna Pomije met with the county board to discuss the water plan. Information only, no action was taken.

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

Action #18 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve County Assessor, Tina Diedrich-Von Eschen to move forward with the appraisal for a Shopko tax court petition.

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

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

Resolution #19 – 1/10/18
Employee Request for Leave

WHEREAS a CADD Technician in the Highway Department, has used a 12 week Family Medical Leave Act leave ending January 1, 2018, and

WHEREAS the employee has requested an additional personal leave of up to 10 weeks over and beyond the FMLA leave, and

WHEREAS the request for the additional extended leave has been approved by the department head;

THEREFORE BE IT RESOVLED that the Kanabec County Board of Commissioners hereby grants an additional personal leave of up to 10 weeks beginning January 2, 2018 and ending March 13, 2018.

Action #20 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #20 – 1/10/18
SAP 033-600-003 Kroschel Park Road
Final Payment

WHEREAS Project SAP 033-600-003 has in all things been completed and in accordance with the contract and the County Board being fully advised in the premises,

BE IT RESOLVED that we do hereby accept said completed project for and on behalf of Kroschel Township and authorize final payment to Landwehr Construction in the amount of \$32,821.10

10:30am – The Chairperson called for public comment. Those that responded included:

Paul Hoppe	Comments on Ann Lake discussion
Walt Smith	Comments on Ann Lake discussion
Dave Etter	Comments on Ann Lake discussion
Jeff Hamme	Comments on Ann Lake discussion
Margot Kohl	Comments on Ann Lake discussion

10:44am – The Chairperson closed public comment.

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

Resolution #21 – 1/10/18

BE IT RESOLVED to close at the meeting at 10:55am 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. Others Present: County Coordinator & Personnel Director Patrick Christopherson.

Action #22 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to re-open the meeting at 11:30.

Action #23 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 11:35am and to meet again in regular session on January 24, 2018 at 9:00am.

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

Attest: _____
Board Clerk

