

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of the County Coordinator

**June 13, 2018**

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, June 13, 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: County Attorney, Barbara McFadden, Board Clerk Patrick Christopherson, and Recording Secretary Kelsey Johnson.

The Chairperson led the assembly in the Pledge of Allegiance.

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

Action #2 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the May 23, 2018 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
East Central Energy	100.00
Holiday Credit Office	9,444.96
Mora Municipal Utilities	15,662.37
Verizon Wireless	315.09
The Hartford Priority Accounts	1,946.58
Braham Public Schools	63,260.81
East Central School District	24,952.56
Hinckley-Finlayson School	27,179.07
Isle Public Schools	19,842.41
Kanabec County	133,388.52
Milaca Public Schools	6,635.59
Mora Public Schools	771,947.04
Ogilvie Public Schools	213,934.01
Pine City Public Schools	144.89
MNPEIP	141,695.36
Sun Life Financial	3,415.94
Anne Carlson law Office PLLC	1,096.51

City of Milaca	27.40
CW Technology	1,069.40
Kanabec County Auditor HRA	6,512.26
McKinnis & Doom P.A.	567.50
Midcontinent Communications	706.82
Minnesota Dept of Finance	5,506.50
Office of MN.IT Services	1,300.00
Spire Credit Union	7,323.73
Verizon Wireless	4,373.39
East Central Energy	303.45
Mora Municipal Utilities	1,042.39
Ann Lake Township	44,610.79
Arthur Township	74,682.68
Braham Public Schools	63,260.81
Brunswick Township	60,779.96
City of Braham	19,563.32
City of Grasston	11,714.45
City of Mora	521,103.04
City of Ogilvie - Clerk	58,310.39
City of Quamba	33,183.20
Comfort Township	85,203.73
Comm of Finance - Treas Div	239.23
East Cent. Reg Dev Commission	13,411.41
East Central School District	24,952.55
Ford Township	48,314.24
Grass Lake Township	40,881.91
Haybrook Township	34,252.97
Hillman Township	32,046.72
Hinckley-Finlayson Schools	27,179.06
Isle Public Schools	19,842.40
Kanabec County	133,388.51
Kanabec Township	41,724.15
Knife Lake Township	49,042.04
Kroschel Township	33,252.45
Milaca Public Schools	6,635.59
MN Commission of Revenue	53.20
Mora Public Schools	771,947.04
Ogilvie Public Schools	213,934.00
Peace Township	74,432.45
Pine City Public Schools	144.89
Pomroy Township	51,016.21
Southfork Township	26,042.93
Whited Township	36,030.29

**60 Claims Totaling: 4,114,871.16**

*Action #4* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to recess the board meeting at 6:35pm to a time immediately following the Community Health Board.

The Kanabec County Community Health Board met at 6:35pm on Wednesday, June 13, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Les Nielsen Dennis McNally, and Kathi Ellis. Community Health Director, Kathy Burski presented the Community Health Agenda.

*Action #CH5* – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the Community Health Agenda as presented.

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

### **Resolution # CH6 – 6/13/18**

Central Minnesota Council on Aging Grant Resolution

**WHEREAS**, Kanabec County Community Health has been a recipient of Title III grant funding from the Central Minnesota Council on Aging for the Senior Health Promotion Clinic; and

**WHEREAS**, Kanabec County Community Health is in possession of the Request For Proposal for Central Minnesota Council on Aging for the continuation of the Title III grant, and

**WHEREAS**, the Community Health Director recommends applying for the continuation grant for seniors being served through these programs.

**THEREFORE BE IT RESOLVED** to approve the Kanabec County Community Health Director to apply for the continuation grant for the Title III funds and to accept the grant if it is approved.

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

### **Resolution #CH7 – 6/13/18**

QAPI Resolution

**WHEREAS**, according to the Home Care Conditions of Participation Kanabec County Community Health is required to implement a Quality Assessment and Improvement (QAPI) program to address improved quality care and patient safety throughout the Home Care program; and

**WHEREAS**, the Community Health Administrator has appointed Jeff Holland, RN, PHN as the Performance Improvement Manager; and

**WHEREAS**, the QAPI Plan has been submitted to the Board for review, evaluation and approval. Measures will be provided annually for the governing board's review.

**THEREFORE BE IT RESOLVED** the Kanabec County Community Health Board approves the QAPI Plan for the Kanabec County Community Health Home Care program to achieve and maintain an environment of continuous performance improvement.

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

### **Resolution #CH8 – 6/13/18**

Contract Year 2019 Public Transit Participation Grant Program (5311 – Operating)

**BE IT RESOLVED** that Kanabec County enters into an Agreement with the State of Minnesota to provide public transit service in Kanabec County

**BE IT FURTHER RESOLVED** that Kanabec County agrees to provide a local share of 15 percent of the total operating cost and 20 percent of the total capital costs.

**BE IT FURTHER RESOLVED** that Kanabec County agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

**BE IT FURTHER RESOLVED** that Kanabec County authorizes the Transit Director and/or Director/CHS Administrator to execute the aforementioned Agreement and any amendments thereto.

*Action #CH9* – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve the following resolution:

### **Resolution #CH9 – 6/13/18**

**BE IT RESOLVED** that Kanabec County enters into an Agreement with the State of Minnesota to provide public transit service in Kanabec County.

**BE IT FURTHER RESOLVED** that Kanabec County agrees to provide a local share of \$0.00 (zero) percent of the total operating cost and \$0.00 (zero) percent of the total capital costs.

**BE IT FURTHER RESOLVED** that Kanabec County authorizes the Transit Director and/or Director/CHS Administrator to execute the aforementioned Agreement and any amendments thereto.

Action #CH10 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to promote Transit Dispatcher, Lynda Ricke from part time to full time (35-40 hours per week) effective June 9, 2018 and to promote Transit Dispatcher/Bus Driver, Roxanne Rolstad from part time to full time bus driver (35-40 hours per week) effective June 9, 2018.

Action #CH11 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve the payment of 128 claims totaling \$76,028.27 on Community Health Funds.

Action #CH12 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to adjourn Community Health Board at 6:49pm

The Board of Commissioners reconvened.

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

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

### **Resolution #13 – 6/13/18**

Geotechnical Engineering Services

**WHEREAS** the following quotes were received for geotechnical engineering services for CSAH 3, CSAH 10, CSAH 17, CSAH 6, CR 25, CR 81:

**Braun Intertec \$53,525**

American Engineering Testing, Inc. \$81,100

**WHEREAS** the lowest responsible quote of \$53,525 submitted by Braun Intertec, and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the quote of \$53,525 submitted by Braun Intertec for aggregate surfacing, and

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

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

### **Resolution #14 – 6/13/18**

Purchase Tractor Boom Arm

**WHEREAS** the Public Works Director requests to replace the County’s 18’ tractor boom arm from the existing Tiger Mower system, and

**WHEREAS** replacement with a 24’ boom arm would adequately increase the mower reach to access the full width of the County’s 66’ right-of-way corridors, and

**WHEREAS** Tiger Corporation provided a quote of \$12,913.60 for a compatible 24’ boom arm and associated hardware, and

**THEREFORE BE IT RESOLVED** to accept the quote of \$12,913.60 by Tiger Corporation for a 24’boom arm and associated hardware.

*Action #15* – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn the board meeting at 6:59pm to a time immediately following the Board of Equalization.

**9:02pm** - The Board of Commissioners reconvened.

**9:02pm** – The Chairperson called for public comment. Those that responded included:

Dave Etter	Shoreland Ordinance 5
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**9:06pm** – The Chairperson closed public comment.

*Action #16* – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following claims on the funds indicated:

**Revenue**

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Ace Hardware	18.99
Advanced Correctional Healthcare	11,862.88
Anderson, Jeff	13.53
Applied Concepts Inc	3,347.41
Aquatic Solutions	1,530.04
Bachman, Fran	45.24
Bob Barker	1,152.05
Bernicks	169.92
Chapman's Auto Repair	169.02
City of Princeton	349.00
Colors by Craig	500.00
Colors by Craig	500.00
Colors by Craig	1,000.00
Colors by Craig	4,050.00
Coon, Susan	13.53

Crestline	152.85
Curtis, Michael	1,461.01
D&T Ventures	225.00
Relentless LLC dba Desert Snow	1,198.00
Dresser Methven Funeral Homes	350.00
East Central Exterminating	160.00
East Central Exterminating	420.00
Eckdahl, Ashley	64.31
Eustice, Todd	320.67
Faust, Patrick	545.00
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Glen's Tire	706.35
Glen's Tire	607.56
Grainger	16.20
Grainger	198.84
Granite City Jobbing Company	114.07
Granite City Jobbing Company	664.28
Handyman's Inc	230.64
Handyman's Inc	520.38
Hoefert, Robert	932.24
Horizon Towing	406.12
Ideal Service, Inc	670.00
Indianhead Specialty Co	24.30
Initiative Foundation	1,500.00
InTone Imaging	550.00
IT Savvy LLC	48.79
Jim's Auto Service	67.79
Kanabec Co Hwy Dept	93.31
Kanabec Co Hwy Dept	3,219.62
Kanabec Publications	679.89
Kanabec Publications	484.00
Kanabec Publications	365.89
KEEPRS	65.98
KEEPRS	375.49
KEEPRS	716.32
Kempe, John	88.29
Kev's Depot	585.14
Lerrssen, Jennifer	766.42
RELX Inc. DBA LexisNexis	87.41
Manthie, Scott	1,582.42
Manthie, Wendy	1,387.41
Marco	134.68

Marco	486.00
Marco Technologies	237.37
Marohn, Brenda	16.35
McFadden, Barbara	55.59
McGee, Michael	2,000.00
MEI Total Elevator Solutions	1,438.01
Meinen, Ron	58.00
Midcontinent Communications	116.52
Midcontinent Communications	30.15
Midcontinent Communications	60.30
Mille Lacs Disposal Inc.	20.00
Minnesota Alliance on Crime	150.00
Minnesota County Attorney's Association	55.00
Minnesota Department of Transportation	300.00
Minnesota Energy Resources Corp	2,509.66
Minnesota Energy Resources Corp	1,426.00
Minnesota Energy Resources Corp	34.48
Minnesota Human Services - SWIFT	61.80
Minnesota State Board of Assessors	680.00
Nelson, Ronette	865.46
Neopost USA Inc	280.00
Novus Glass	230.00
Oak Gallery	15.13
Office Depot	76.08
Office Depot	70.45
Office Depot	61.18
Office Depot	53.43
O'Reilly Auto Parts	28.86
Parallel Technologies, Inc	5,460.00
Pierson, Jim	9.99
Project Lifesaver	67.40
Quality Disposal Systems	190.00
Quality Disposal Systems	380.01
Quality Disposal Systems	22.50
Shopko Stores Operating CO, LLC	51.98
SIRCHIE	83.17
Smith, Brian	526.86
Steinmetz, Heidi	85.00
Stellar Services	580.02
Stenstrom Collision & Detail	200.00
Summit Food Service Management	15,313.45
Terhaar, Cheryl	29.43
Terhaar, Cheryl	66.93



Terhaar, Cheryl	149.99
Thomson Reuters - West	312.43
Thomson Reuters - West	677.76
Thomson Reuters - West	238.70
Tinker & Larson Inc	87.50
Tinker & Larson Inc	90.00
Tinker & Larson Inc	743.25
Unique Software Corporation	66.00
Visser, Maurice	1,103.13
Wickeham, Teresa	118.16
Zamora, Ray	774.45
<b>112 Claims Totaling:</b>	<b><u>93,347.25</u></b>

### Road & Bridge

<u>Vendor</u>	<u>Amount</u>
A and E Cleaning Services	1,100.00
Ace	262.26
Ameripride	618.31
Auto Value	3,604.98
BCA	128.00
Berndt, Steve	39.99
Blum Sand and Gravel	70.15
Boie, Mike	267.00
Cegla, Tony	667.00
Citi Lites	120.00
Colors By Craig	4,050.00
D & M Oil	17,532.92
Federated Co-op	1,094.73
FirstLight Health System	750.00
Frontier Precision	261.00
Glens Tire	752.95
Hagfors, William	194.95
Hjort	1,200.00
Jim's Equipment	460.00
Kastenbauer	100.00
Kroschel Land Surveyors	17,920.00
Lindquest, Larry	200.00
Mannon, Daniel	200.00
Marco	188.00
Midway Iron & Metal	115.28
Midwest Machinery	13,174.93

Northwest Lasers	420.70
Nuss Truck Equipment	4,046.75
Owens Auto Parts	1,641.72
Peterson, Tony	400.00
Petty Cash	32.61
Pomp's Tire Service	463.86
Quality Disposal	160.00
Rick's Bobcat Service	100.00
Robyn, Denise	200.00
Rudlong, Mason	200.00
Safety-Kleen Systems	387.85
Sanitary Systems	140.00
Schustad, Vern	267.00
Stewart, Peter	700.00
Stradenger	400.00
Towmaster	135.55
Tri-State Bobcat	204.36
WiarCom	438.90
Ziegler Inc.	129,456.80
<b>45 Claims Totaling:</b>	<b><u>204,868.55</u></b>

*Action #17* – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve a consent agenda including all of the following actions:

### **Resolution #17a – 6/13/18**

**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 Mayhem for a raffle event to be held at Springbrook Golf Course, 2276 200<sup>th</sup> Ave Mora, MN 55051 on September 16, 2018.

### **Resolution #17b – 6/13/18**

**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 May 19, 2018 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 - Curly Leaf Pond Weed Balance - \$6,900.00  
Central Minnesota Aquatics – DNR Permit Nuisance Weed Control - \$2,500.00  
Secretarial Duties (Kim Schloemer) - \$86.25  
Postage (Terry Wells) Mailing Signed Agreements - \$5.50  
Ray Ludowese (Post Office Box Rent) - \$62.00  
Kanabec Publications - \$14.36

### **Resolution #17c – 6/13/18**

**WHEREAS** the county has employed a Probation Summer Assistant in past years, and

**WHEREAS** the board did budget for this position in 2018, and

**WHEREAS** the board desires to fill this position;

**BE IT RESOLVED** that the County Board authorizes the Probation Director to hire a Probation Summer Assistant to refill the vacant position at \$9.65 per hour, and

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

Action #18 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the following resolution:

### **Resolution #18 – 6/13/18**

#### **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:

Quality Disposal	\$4,169.00
Arthur Township	\$400.00
Total	\$4,569.00

**BE IT FURTHER RESOLVED** to request information from Waste Management and Quality Disposal regarding customer service and coverage within Kanabec County.

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

### **Resolution #19 – 6/13/18**

**WHEREAS**, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

**WHEREAS**, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

**BE IT RESOLVED** that Kanabec County hereby declares that the position of Deputy, currently held by our current and future part time employees, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position’s primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff’s department.

**BE IT FURTHER RESOLVED** that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee’s initial Police and Fire Plan salary deduction by the governmental subdivision.

**9:30pm** – The Chairperson extended the meeting for fifteen minutes.

County Auditor, Denise Snyder met with the County Board to discuss staffing in her office. Information only, no action was taken.

Action #20 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to adjourn the meeting at 9:38pm and to meet again in regular session on June 27, 2018 at 9:00am.

*Signed* \_\_\_\_\_  
Chairperson of the Kanabec County Board of Commissioners,  
Kanabec County, Minnesota

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