

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

November 14, 2018

The Kanabec County Board of Commissioners met at 9:00 am on Wednesday, November 14, 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: Interim Board Clerk Jerry Tvedt, County Attorney Barbara McFadden, and Recording Secretary Kelsey Johnson.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Gene Anderson and carried unanimously to approve the agenda with the following additions: Highway 23 Coalition Discussion.

Action #2 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the October 24, 2018 minutes as presented.

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

Vendor	Amount
East Central Energy	181.00
East Central Energy	902.47
Elwood Design	20,950.00
EZ Excavating	12,491.90
Gries, Amanda	50.00
Hill, David	11.00
Kanabec Co Auditor/Treasurer	5,299.53
Lodbell, Linda	21.00
Midcontinent Communications	237.22
Midcontinent Communications	786.85
MN Energy Resources Corp	5,110.25
Stinehart-Swanson, Abby Rose	9.00
The Hartford	1,962.87
13 Claims Totaling:	<u>48,013.09</u>

Action #4 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
Anderson, Jeff	25.69
Agnew, Marge	125.00
Anne M Carlson Law Office, PLLC	68.00
Anne M Carlson Law Office, PLLC	127.50
Anne M Carlson Law Office, PLLC	59.50
Anne M Carlson Law Office, PLLC	93.50
Anne M Carlson Law Office, PLLC	153.00
Bachman, Fran	57.77
Billings Service Inc	125.00
Coborn's Card Services	326.83
Coborn's Card Services	107.07
Centerpoint Energy	108.00
City of Wahkon	50.00
Clifton Larson Allen LLP	5,000.00
Clifton Larson Allen LLP	1,500.00
Community Education - Princeton Schools	150.00
Consolidated Communications	707.34
Consolidated Communications	65.39
Consolidated Communications	164.36
Consolidated Communications	70.44
Curtis, Michael	1,223.29
D&T Ventures	225.00
East Central Exterminating	120.00
eRecording Partners Network, LLC	1.65
Etter, Robin	88.78
Farm Market Café, LLC	172.99
Faust, Patrick	42.51
FBG Service Corporation	6,410.24
FBG Service Corporation	584.80
Firstlight Health System	2,188.92
Fish Lake Improvement Association	7,332.24
Further	709.80
Granite City Jobbing Inc	612.40
Granite City Jobbing Inc	945.04
Handyman's Inc	456.78
Hippen, Nick	100.00
Hippen, Nick	100.00
Hippie, Samuel	100.00
Hoefert, Robert	1,115.01
Hubbell	75.00

Industrial Health Services Network Inc	44.90
Innovative Office Solutions LLC	47.22
Innovative Office Solutions LLC	132.66
Intoximeters, Inc	180.00
ITSAVVY LLC	662.65
JCF Properties LLC	2,100.00
Johnson, Eric	69.96
Johnsons Hardware	43.31
Kanabec County Community Health	1,914.24
Kanabec Publications	165.00
Kanabec Publications	250.50
Kanabec Publications	206.50
Knife Lake Improvement District	6,900.00
Koch, Jessica	45.51
RELX Inc DBA LexisNexis	187.41
Manthie, Scott	867.10
MCCC; Mi33	148.52
McFadden, Barbara	49.05
Minnesota UI	5,516.58
MN Dept. of Labor & Industry Financial Services Office	50.00
MN Bureau of Criminal Apprehension	475.00
MRA	175.00
Nelson, Ronnette	19.62
Northland Trust Services Inc	328,207.50
Northstar	173.56
O'Reilly Auto Parts	228.76
Office Depot	86.19
Office Depot	92.10
Office Depot	23.99
Office Depot	184.83
Office Depot	19.19
Office Depot	293.71
OnSolve LLC	502.19
P-D's Embroidery	12.83
P-D's Embroidery	45.00
Printeez & Promotion	180.00
Rasmusson, Emma	100.00
Rasmusson, Emma	100.00
Ratwik, Roszak & Maloney, PA	262.50
Regents of the University of MN	115.00
RS Eden	86.18
SIRCHIE	185.24
State of Minnesota BCA	120.00

Stellar Services	261.00
Stones Throw Golf Course	150.64
Summit Companies	798.00
Summit Companies	600.00
Summit Food Service Management	10,580.76
Thomson-Reuters-West	238.70
Thomson-Reuters-West	677.76
Totalfunds	3,000.00
Visser, Maurice	778.55
Zamora, Ray	601.68

93 Claims Totaling: 400,645.43

Road & Bridge Fund

Vendor	Amount
Blum Sand and Gravel	336.72
Cargill	17,440.29
Central McGowan	128.81
Citi Lites	40.00
Contech Engineered Solutions	87,107.80
Diamond Mowers	549.75
Federated Co-ops	129.97
Gopher State	93.15
Little Falls Machine	5,459.70
Maney International	11,093.53
Mille Lacs County	2,625.93
Minerath Construction	79,114.75
Minnesota Energy	71.93
Northern Safety	132.49
Northern States Supply	59.67
Office Depot	276.10
Oslin Lumber	194.00
Petty Cash	57.86
Pomp's Tire Service	5,603.34
Reedsburg Hardware	4,461.99
Retriever	590.00
Stegeman, Jesse	280.66
S.W. Asphalt	12,180.00
Tiger Corporation	13,729.60
Wiarcom	618.45
Zep	714.12

26 Claims Totaling: 243,090.61

Action #5 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn the meeting to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:05am on Wednesday, November 14, 2018 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Les Nielsen, Dennis McNally, and Kathi Ellis. Public Health Director, Kathy Burski presented the Public Health Agenda.

Action #PH6– It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the Public Health Agenda.

Public Health Director, Kathy Burski gave the Director’s Report.

Action #PH7 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #PH7 – 11/14/18

Board Agent Resolution

WHEREAS, The Community Health Board by virtue of its authority under Minnesota Statutes, Chapter 145 A, in accordance with the Board’s articles and bylaws, and by this Resolution of the Board adopted at a scheduled meeting held on November 14, 2018, hereby appoints and authorizes the following person(s) to act on the Board’s behalf and bind the Board for the following purpose(s):

- A. To serve as the Board’s agent in communications with the Commissioner of Health and Human Services between Board meetings, including receiving information from the Commissioner and disseminating that information to the Board, as well as providing information to the Commissioner on the Board’s behalf (Minn. Stat. 145A.04, Subd.2)

Name: Kathy Burski
Address: Kanabec County Community Health
905 E. Forest Ave., Suite 127
Mora, MN 55051
Phone: 320-679-6330

- B. To sign and submit to the Commissioner the prepared Local Public Health Assessment and Plan according to Minn. Stat. 145A.

Name: Kathy Burski
Address: Kanabec County Community Health
905 E. Forest Ave., Suite 127
Mora, MN 55051

Phone: 320-679-6330

- C. To sign and submit to the Commissioner the Board's annual budget, revisions to the budget, and expenditure reports submitted according to Minn. Stat. 145A.

Name: Kathy Burski
Address: Kanabec County Community Health
905 E. Forest Ave., Suite 127
Mora, MN 55051
Phone: 320-679-6330

- D. To sign and submit on behalf of the Board the application for formula Maternal and Child Health funds which are administered by the Commissioner of Health (Minn. Stat. Sec. 145.882, Subd. 3, 4 and 7).

Name: Kathy Burski
Address: Kanabec County Community Health
905 E. Forest Ave., Suite 127
Mora, MN 55051
Phone: 320-679-6330

- E. To sign and execute on behalf of the Board contracts for funding under any of the following grants administered by the Commissioner of Health or Commissioner of Human Services:

- Supplemental Food Program for Women, Infants and Children (WIC)
- Family Planning (Minn. Stat. Sec. 145.925)
- Migrant Health (Minn. Stat. 145A.14, Subd. 1)
- Child Teen Check-Up (CTC) Contract
- MN Infant and Early Childhood Home Visiting (MIECHV) grant
- Refugee Health
- Public Health Preparedness and Response to Bioterrorism
- Statewide Health Improvement Program (SHIP)
- Early Hearing Detection & Intervention (EHDI) grant
- Other Community Health Board grants and contracts

(NOTE: Under Minn. Stat. 145A.03, Subd. 4, The Chair of the Community Health Board or the Vice Chair in the Chair's absence must sign contracts or authorize an agent to sign on behalf of the Board. If the Chair of the Community Health Board will be signing all contracts, no other agent need be authorized by resolution to sign contracts. If you want to appoint different agents for individual grants, please list them separately by grant).

Name: Kathy Burski
Address: Kanabec County Community Health

905 E. Forest Ave., Suite 127
Mora, MN 55051
Phone: 320-679-6330

THEREFORE BE IT RESOLVED to authorize the above-referenced appointees to act on behalf of and bind the Board to the extent and for the purposes indicated in this resolution.

Action #PH8– It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #PH8a – 11/14/18

Sheriff's Office Memorandum of Agreement Resolution

WHEREAS, Kanabec County Community Health has allocated and encumbered funds for the purpose of providing a comprehensive drug prevention program through funding from the Drug Free Communities Grant to serve Kanabec County residents, including youth and young adults, and

WHEREAS, the Kanabec County Sheriff is willing and able to provide services to assist in meeting the deliverables of the Drug Free Communities Grant.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Community Health Administrator signing a Memorandum of Agreement with the Kanabec County Sheriff's Office for services to promote the SACK coalition and to assist in reducing the use of tobacco, marijuana, and other drugs among youth in Kanabec County for the period September 30, 2018 through September 29, 2019.

Resolution #PH8b – 11/14/18

Occupational, Speech and Physical Therapy Contract Resolution

WHEREAS, Kanabec County Community Health does contract for services in support of the Home Care Program, and

WHEREAS, such a contract has been presented to the Community Health Board for 2019;

BE IT RESOLVED to approve an agreement between Kanabec County Community Health and FirstLight Health System for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2019. Kanabec County Community Health Board

Resolution #PH8c – 11/14/18

Health Dimensions Rehabilitation for OT, PT, ST Contract Resolution

WHEREAS, Kanabec County Community Health does contract for services in support of the Home Care Program, and

WHEREAS, such a contract has been presented to the Community Health Board for 2018;

BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Health Dimensions Rehabilitation for Occupational, Speech and Physical Therapy for the Home Health Program clients for the year 2019.

Resolution #PH8d – 11/14/18

Infant Mental Health Consultant Agreement Resolution

WHEREAS, Kanabec County Community Health is responsible for ensuring that the terms of the Maternal Infant Early Childhood Family Home Visiting Grant contract (hereinafter “MIECHV”) are met, and

WHEREAS, the Mental Health Consultant desires to function in the role of Infant Mental Health Consultant to Kanabec County Community Health for the Evidence-Based Family Home Visiting Program.

THEREFORE BE IT RESOLVED to approve an agreement between Kanabec County Community Health and Julie Hanenburg of Lighthouse Child and Family Services for Infant Mental Health Consulting for the year 2019 and for the Community Health Administrator to sign said agreement.

Resolution #PH8e – 11/14/18

Medical Consultant Resolution

WHEREAS, The Kanabec County Community Health Board has the responsibility to and shall ensure responsible medical consultation and direction by employing or contracting with a practicing licensed physician pursuant to Minnesota Statute 145A.04, subdivision 3, and , Kanabec County Community Health Board

WHEREAS, Randall Bostrom, M.D. represents that he is a practicing licensed physician and is duly qualified and willing to perform the services and duties set forth herein.

THEREFORE BE IT RESOLVED that the Kanabec County Community Health Board approves a contract with Randall Bostrom, M.D. for Medical Consultant services for the period January 1, 2019 through December 31, 2019.

Action #PH9 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #PH9 – 11/14/18

Contract Year 2019 Public Transit Participation Grant Program (53311 – Operating)

BE IT RESOLVED that Kanabec County approve Contract #1032527 with the State of Minnesota to provide public transit service in Kanabec County

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

Action #PH10 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #PH10 – 11/14/18

Bus Transfer Resolution

WHEREAS, Kanabec County has contracted with the State of Minnesota to provide public transportation in Kanabec and Mille Lacs Counties, and has purchased buses to provide that service with a 20% local match, and

WHEREAS, Mille Lacs County has requested their public transit service be provided by Tri-Cap, and

WHEREAS, ownership of the buses (Units #11 and #12) that are currently being used to provide service in Mille Lacs County need to be transferred to Tri-Cap at a cost of 20% of the estimated value per MN/DOT Guidelines, and

WHEREAS, the Operations Supervisor completed research on the fair market value of each of the vehicles by contacting two vendors and providing details about the vehicles; then determining the transfer value by averaging the estimated value from each vendor. The average estimated market value for Unit #11 is \$17,750, the estimated market value for Unit #12 is \$15,788

THEREFORE, BE IT RESOLVED that Kanabec County agrees to transfer Units #11 and #12 to Tri-Cap for \$6,707.60

BE IT FURTHER RESOLVED that Kanabec County Board of Commissioners authorizes the Community Health Director/CHS Administrator or the Transit Director to execute the aforementioned transactions.

Action #PH11 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 103 claims totaling \$49,877.95 on Public Health Funds.

Action #PH12 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to adjourn Public Health Board at 9:30am and to meet again on Wednesday, December 5, 2018 at 9:05am.

The Board of Commissioners Reconvened.

Chairperson, Kathi Ellis led a discussion regarding South Country Health Alliance. Information only, no action was taken.

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 – 11/14/18
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:

Waste Management	\$4,469.25
Quality Disposal	\$3,319.80
Arthur Township	\$400.00
Total	\$8,189.05

Resolution #13b – 11/14/18
KLID CLAIMS

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 October 20, 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: Kanabec Publications - \$32.69

Action #14 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the contract with Jerry Tvedt to perform duties as Interim County Coordinator effective November 12, 2018 through January 1, 2019.

Commissioner, Dennis McNally led a discussion regarding the Highway 23 Coalition. Information only, no action as taken.

Chairperson, Kathi Ellis led a discussion regarding the County's Gambling Policy. Information only, no action was taken.

Auditor/Treasurer, Denise Snyder met with the County Board to request approval of an On Sale and Sunday Liquor License Application.

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

Resolution #15 – 11/14/2018

WHEREAS the Kanabec County Auditor/Treasurer has received an application for an On-Sale and Sunday Liquor license from Captains Trackside Grille LLC Inc dba Captains Trackside Grille located at 1067 Highway 107, Braham MN;

WHEREAS the application is complete, included all necessary documentation, appear in accordance with County Policies and licensing requirements and the applicant is in good standing with the County;

WHEREAS the establishment located at this address has operated with these licenses within the last two years;

BE IT RESOLVED to approve the On-Sale and Sunday Liquor License for Captains Trackside Grille located at 1067 Highway 107, Braham, and will become effective December 1, 2018.

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

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

Resolution #16 – 11/14/18

SAP 033-606-021, SAP 033-627-007 Concrete Rehab CSAH 6 & 27
Final Payment

WHEREAS Project SAP 033-606-021 and SAP 033-627-007 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 the County of Kanabec and authorize final payment to Interstate Improvements, in the amount of \$39,934.04.

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

Resolution #17 – 11/14/18
Update Feasibility Study of Old Jail Building

WHEREAS a feasibility study was conducted in 2012 for improvements to the old jail building for use as a transit facility, and

WHEREAS the Board of Commissioners wishes to update the feasibility study for use as office space and for current construction prices, and

WHEREAS Engan Associates, P.A. has provided a proposal for architectural services to update the feasibility study for a fee of \$5,000, and

WHEREAS said proposal was presented before the Board, and

THEREFORE BE IT RESOLVED to accept the proposal by Engan Associates, P.A. to update the old jail building feasibility study for a fee of \$5,000.

10:15am – The County Board took a five minute break.

10:20am – The Chairperson called for Public Comment. Those that responded included:

Dave Etter	Ordinance #5
Jeff Hamme	Ordinance #5

10:34am – The Chairperson closed Public Comment.

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

Resolution #18 – 11/14/18

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 Premises Permit Application for the Ogilvie Lions for charitable gambling to be held at Captain Dan’s Crows Nest, 2743 Highway 65 Mora, MN 55051.

P.S.A.P Manager/Emergency Management Director, Jeff Anderson met with the County Board to discuss the 2018 Bylaws of the North East Minnesota Regional Advisory Committee.

Action #19 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve and sign the 2018 Bylaws for the Northeast Minnesota Emergency Communications Board Regional Advisory Committee (RAC).

Action #20 - It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

BE IT RESOLVED to close the meeting at 10:40am 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. Also present were Interim County Coordinator & Personnel Director, Jerry Tvedt and County Attorney, Barbara McFadden.

Action #21 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to re-open the meeting at 11:00am.

Action #22 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the following resolution:

Resolution #22 – 11/14/18

WHEREAS the negotiating team has presented the Board with a proposed 2019-2021 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services Union Local 106, and

WHEREAS the Union has indicated acceptance by signature of the Union Business Agent;

BE IT RESOLVED to approve a 2019-2021 bargaining unit agreement between Kanabec County and the Law Enforcement Labor Services Union Local 106.

BE IT FURTHER RESOLVED to accept the contract without a reopener for longevity for all three years.

Future Agenda – Dog Ordinance RFP Discussion.

Action #23 – It was moved by Les Nielsen, seconded by Dennis McNally and carried unanimously to adjourn the meeting at 11:10am and to meet again in regular session on Wednesday, November 28, 2018 at 9:00am.