

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

September 12, 2018

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, September 12, 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 Kim Smith and carried unanimously to approve the agenda with the following additions: Rental House Discussion, Purchase Proposal for Plow Truck, and Termination of Contract with On Line Retrievers for Animal Control Services.

Action #2 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the August 22, 2018 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
City of Milaca	27.40
Mora Municipal Utilities	21,232.25
East Central Energy	304.58
Mora Municipal Utilities	952.75
The Hartford Priority	1,956.42
Centerpoint Energy	108.00
East Central Energy	157.00
Holiday Credit Office	9,914.32
Verizon Wireless	1,044.78
Dearborn National Life Insurance	560.61
Health Partners	6,017.50
MNPEIP	144,071.28
Sun Life Financial	3,449.70
Kanabec County HRA	848.00
14 Claims Totaling:	<u><u>190,644.59</u></u>

Action #4 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to recess the board meeting to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 9:05am on Wednesday, September 12, 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 #PH5 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Public Health Agenda as presented.

Action #PH6– It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #PH6 – 9/12/18

Text Messaging Suicide Prevention Response Coordinator Resolution

WHEREAS, Carlton County Public Health is the fiscal agent for the Text Messaging Suicide Prevention Response grant, and

WHEREAS, Carlton County is need of a Coordinator to oversee the grant efforts in the five county region, and

WHEREAS, Kanabec County Community Health is willing and able to provide a person to fulfill the duties of the Coordinator position, and

WHEREAS, the Kanabec County Community Health Director is recommending that the Agreement for the Coordinator position be approved.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Kanabec County Community Health Director signing an Agreement with Carlton County Public Health to provide a Coordinator for the Suicide Prevention Response grant in northeastern Minnesota to conclude June 30, 2019.

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

Resolution #PH7 – 9/12/18

MOFAS Prevention Grant Resolution

WHEREAS, Kanabec County Community Health has the opportunity to apply for a Minnesota Organization on Fetal Alcohol Syndrome (MOFAS) prevention grant; and

WHEREAS, the purpose of the grant is to educate the community on the importance of preconception health, increase awareness of the danger of drinking alcohol while pregnant and to encourage alcohol-free pregnancies by sharing the zero alcohol for nine months (“049”) prevention message; and

WHEREAS, Kanabec County Community Health would use the funding to host a public education/awareness event in order to share these messages with the Community.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Kanabec County Community Health Director applying for prevention grant funds through the Minnesota Organization on Fetal Alcohol Syndrome to fund a Community event to share the “049” zero alcohol for nine months message and to accept such funds if the grant application is approved.

Action #PH8 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to approve the following resolution:

Resolution #PH8 – 9/12/18

National Council for Behavioral Health grant Resolution

WHEREAS, Kanabec County Community Health has the opportunity to apply for a learning grant aimed at increasing youth engagement in quality, appropriate mental health supports from the National Council for Behavioral Health, and

WHEREAS, the intent of the grant is to reduce rates and impact of anxiety, depression and suicide among young people aged 10 to 24 in underserved populations – including diverse, rural, and others., and

WHEREAS, the two-year learning opportunity seeks approaches within and beyond traditional health care settings that have been found to be effective in supporting youth to grow into healthy, happy adults, and

WHEREAS, Kanabec County Community Health has the capacity to take on this project and the Director is recommending its approval.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Kanabec County Community Health Director applying for and accepting said grant upon its approval. The grant would commence in January, 2019 through September, 2020.

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

Resolution #PH9 – 9/12/18

Timber Trails Public Transit Drug and Alcohol Testing Policy Resolution

WHEREAS, Timber Trails Public Transit is required to have an approved Federal Transit Administration (FTA) Drug and Alcohol Testing policy to assure worker fitness for duty and to protect other employees, passengers and the public from the risks posed by the misuse of alcohol and other prohibited drugs by safety sensitive positions; and

WHEREAS, the Federal guidelines have changed with regard to the drugs that are tested for, effective January 1, 2018, and

WHEREAS, Timber Trails Public Transit has a revised policy which has been approved by the Minnesota Department of Transportation (MNDot), and

WHEREAS, Timber Trails Public Transit is now seeking the Kanabec County Board's approval of said policy.

THEREFORE BE IT RESOLVED the Kanabec County Community Health Board approves the Timber Trails Public Transit's Drug and Alcohol Testing policy as submitted.

Action #PH10 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to approve the payment of 117 claims totaling \$69,146.58 on Community Health Funds.

Action #PH11 – It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to adjourn Public health Board at 9:31am and to meet again on Wednesday October 10, 2018 at 9:05am.

The Board of Commissioners reconvened.

Action #12 – It was moved by Gene Anderson, 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	550.00
ACE Hardware	31.99
ACE Hardware	11.49
ACE Hardware	42.49
ACE Hardware	139.40
Advanced Correctional Healthcare	16,215.72
Alpine Diversified Services Inc.	490.00
Anne M. Carlson Law Office, PLLC	127.50
Anne M. Carlson Law Office, PLLC	136.00
Anne M. Carlson Law Office, PLLC	136.00
Anoka County Juvenile Center - Secure	3,107.00
Applied Concepts Inc	470.00

Auto Value	6.98
Auto Value	128.18
Bachman, Fran	280.01
Bob Barker	1,007.77
Carda, Eugene	73.34
Children's Hospitals and Clinics of MN-MCRC	500.00
Christenson, Caleb	13.00
Clifton Larson Allen LLP	16,400.00
Clifton Larson Allen LLP	1,500.00
Compeer Financial, FLCA	140.30
Curtis, Michael	1,329.66
CW Technology	1,094.40
Von Eschen, Tina	48.44
Von Eschen, Tina	54.42
Dresser Methven Funeral Homes	1,100.00
East Central Exterminating	120.00
East Central Exterminating	240.00
Election Systems & Software Inc	3,943.33
Ellis, Kathi	83.00
eRecording Partners Network, LLC	270.00
Glen's Tire	24.00
Glen's Tire	74.65
Government Management Group	3,675.00
Grainger	143.82
Grainger	243.43
Granite Electronics	66.78
Granite Electronics	1,151.02
Hoefert, Robert	998.09
Horizon Towing	570.26
IAEMD	65.00
Innovative Office Solutions LLC	62.97
Innovative Office Solutions LLC	243.50
IT Savvy LLC	99.80
IT Savvy LLC	246.88
Johnson, Eric	315.14
Johnson's Hardware	9.15
Kanabec County Environmental Services	25,000.00
Kanabec County Highway Department	26.70
Kanabec County Highway Department	216.31
Kanabec County Highway Department	3,687.15
Kanabec Publications	409.85
Kanabec SWCD	1,535.54
Kanabec SWCD	2,205.73

KEEPRS	299.97
Kev's Depot	368.72
Kurtzman, Chuck	6,046.21
LexisNexis	374.82
Lindberg, Jodi	13.00
Lindberg, Jodi	131.10
Manthie, Scott	870.64
Manthie, Wendy	831.68
Marco	134.68
Marco	486.00
Marco Technologies LLC, NW 7128	165.50
Marohn, Brenda	9.81
Matthew Bender & Co Inc	165.43
McKinnis & Doom PA	59.50
McKinnis & Doom PA	85.00
McKinnis & Doom PA	212.50
McKinnis & Doom PA	59.50
McKinnis & Doom PA	42.50
McKinnis & Doom PA	163.00
MEI Total Elevator Solutions	1,438.01
Meta13	420.00
Midcontinent Communications	631.82
Motorola	57,954.24
MRA	131.25
Nelson, Jerald	23.98
Nelson, Ronette	536.57
Nicollet County Property Services	150.00
Oak Gallery	14.28
Oak Gallery	23.51
O'Brien, Pat	49.72
Office Depot	92.63
Office Depot	75.10
Office Depot	68.31
Office Depot	51.05
Pieper, Helen	224.43
Pine SWCD	1,514.88
Quality Disposal Systems	22.50
Quality Disposal Systems	190.00
Quality Disposal Systems	380.01
Quill	87.85
Radeke, Duane	3,040.80
RJ Mechanical	166.50
Setter Law, LLC	246.50

Snake River Watershed	24,072.00
Spire Credit Union	209.00
Spire Credit Union	210.86
Spire Credit Union	43.49
Spire Credit Union	1,195.82
Spire Credit Union	279.06
Spire Credit Union	195.00
Spire Credit Union	576.28
Spire Credit Union	1,887.83
Spire Credit Union	1,117.62
Spire Credit Union	277.20
Spire Credit Union	908.50
Spire Credit Union	198.35
Spire Credit Union	242.40
Spire Credit Union	114.92
Spire Credit Union	15.17
Spire Credit Union	107.98
Spire Credit Union	19.99
Spire Credit Union	324.00
Spire Credit Union	331.93
Stellar Services	683.12
Stevens, Joel	20.00
Streichers	257.83
Strickland, Charlie	42.63
Summit Companies	368.75
Summit Companies	169.25
Summit Food Service Management	15,417.38
Thomson Reuters - West	312.43
Trane U.S. Inc	780.00
Visser, Maurice	888.44
YourMembership.com, Inc.	149.00
Zamora, Ray	935.23
Ziegler Inc.	804.06
131 Claims Totaling:	<u>222,070.21</u>

Road and Bridge

Vendor	Amount
A1 Rescue Towing	151.50
A and E Cleaning Services	1,100.00
Ace	912.29
Ameripride	525.86
Auto Value	2,240.03

Berg Bag Company	3,313.56
Bjorklund Companies	476,277.98
Blum Sand and Gravel	561.20
Braun Intertec	24,302.50
Broehl, David	250.00
Citi Lites	70.00
Cornelius, Jake	149.99
Dultmeier Sales	130.23
Federated Co-op	239.93
Frontier Precision	132.15
Glens Tire	711.50
Grainger	181.55
Knife River Corporation	819,031.99
Maney International Inc	17,176.04
Marco	188.00
Mattson, Ken	972.00
Midway Iron	226.16
Mora Chevrolet Buick	27.72
Newman	542.85
Northern States Supply	35.56
Office Depot	352.60
Owens Auto Parts	137.41
Pomp's Tire Service	3,045.76
Power Plan	1,827.92
Quality Disposal	160.00
Rocon Paving	227.23
Sanitary Systems	140.00
Scientific Sales	59.50
Sharrow Lifting Products	2,191.90
Stat of MN Department of Transportation	669.15
Stenstrom Collision & Detail Inc	237.40
Summit Companies	790.00
Towmaster	442.69
Ziegler Inc.	1,763.40

39 Claims Totaling: 1,361,495.55

Action #13 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve a consent agenda including all of the following actions:

Resolution #13a – 9/12/18

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 the Knife Lake Sportsmen’s Club for a raffle and bingo event to be held at Captain Dan’s Crows Nest Resort, 2743 Hwy 65 N, Mora, MN 55051 on November 3, 2018.

Resolution #13b – 9/12/18

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 the Knife Lake Sportsmen’s Club for a raffle and bingo event to be held at Northwoods Steak House on February 2, 2019.

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

Resolution #14 – 9/12/18

BE IT RESOLVED to approve a lease agreement between Kanabec County and Rise, Inc. for office space located in the Public Service Building for 2019.

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

Resolution #15 – 9/12/18

Clean Up Day Claim

WHEREAS the board did authorize by Resolution #18 - 1/24/18 the expenditure of up to \$5,000 in SCORE funds in support of the a Kanabec County Clean-Up Day to be held on Saturday, May 19, 2018, and

WHEREAS the board has received a report of the Clean Up Day and a request for support payment;

BE IT RESOLVED to authorize payment of \$3,581.49 on SCORE Funds to “Kanabec County 4-H Clean Up Day.”

The board held a discussion regarding a request for a designated parking space for the County Veterans Van. A parking spot will be reserved in West lot of the Kanabec County Courthouse with a sign reading “Veterans Van Parking Only”.

Action #16 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to approve the township assessment fee at \$7.25 per parcel for 2018 and 2019 assessment years and to raise that fee to \$7.50 per parcel for the 2020 and 2021 assessments.

The County Board held a discussion regarding the rental house located at 330 Forest Avenue. Information only, no action was taken.

Action #17 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to authorize the purchase of a plow truck from Towmaster Truck Equipment and Astleford International Trucks in the amount of \$224,763.26.

Kanabec County EDA Director, Heidi Steinmetz met with the County Board to discuss a request to submit a Minnesota Investment Fund Application.

Action #18 – It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to approve scheduling a public hearing for September 26, 2018 at 6:35pm as required by the Minnesota Department of Employment and Economic Development (DEED) for Kanabec County to submit a Minnesota Investment Fund (MIF) application on behalf of NorthStar Pontoons to DEED.

The County Board held a discussion regarding the termination of the contract with On Line Retrievers for animal control in Kanabec County as of November 6, 2018. A request for proposal will be published to fill this position.

County Sheriff, Brian Smith met with the County Board to discuss matters concerning his department.

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

Resolution #19 - 9/12/18

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

BE IT RESOLVED that Kanabec County Sheriff’s Office enter into a grant agreement with the

Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2018 through September 30, 2019.

10:54am – The Vice Chairman called for public comment three times. None responded.

10:54am – The Vice Chairman closed public comment.

10:55am – The County Board took a five minute break.

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

Resolution #20 – 9/12/18

BE IT RESOLVED to close at the meeting at 11:00am 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 County Coordinator & Personnel Director Patrick Christopherson and County Attorney Barb McFadden.

Action #21– It was moved by Kim Smith, seconded by Les Nielsen and carried unanimously to re-open the meeting at 11:25am.

Action #22 – It was moved by Les Nielsen, seconded by Kim Smith and carried unanimously to recess the meeting at 11:30am and to meet again for a Budget Work Session on September 19, 2018 at 9:00am.

The Kanabec County Board of Commissioners met at 9:00am on Wednesday September 19, 2018 in the Board Room of the Courthouse pursuant to recess with the following Board Members present: Kathi Ellis, Dennis McNally, Kim Smith, Gene Anderson and Les Nielsen. Also present was County Coordinator, Patrick Christopherson.

The board reviewed departmental budget recommendations for 2019. Information only, no action was taken.

Action #23 - It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn the meeting at 10:45am. The Kanabec County Board of Commissioners will meet again in regular session on Wednesday September 26, 2018 at 6:30pm.

Signed _____

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

Attest: _____ Board Clerk