

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

December 4, 2019

The Kanabec County Board of Commissioners met at 6:30pm on Wednesday, December 4, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Others Present: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Craig Smith, seconded by Gene Anderson and carried unanimously to approve the agenda with the following changes: Add Assessor’s office tax court settlement. Delete Huth Shores plat review.

Action #2 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the November 20, 2019 minutes as presented.

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

<u>Vendor</u>	<u>Amount</u>
Kanabec County Auditor HRA	212.00
MN Energy Resources Corp	5,718.44
Chamberlain Oil	218.35
East Central Energy	1,243.41
MNPEIP	148,004.12
Sun Life Financial	3,679.32
City of Mora	45,797.40
D&M Excavating Inc	13,800.00
MCIT	222.00
East Central Energy	231.74
Northland Trust Services Inc	879,832.50
Ann Lake Township	5,285.62
Arthur Township	9,562.95
Braham Public Schools	23,904.59
Brunswick Township	14,557.24
City of Grasston	442.47
City of Mora	15,653.26
City of Ogilvie-Clerk	5,351.41

City of Quamba	2,055.22
Comfort Township	12,895.00
ECRDC	1,792.67
East Central School District	5,788.56
Ford Township	6,435.45
Grass Lake Township	7,523.73
Haybrook Township	4,008.90
Hillman Township	7,731.63
Hinckley-Finlayson Schools	11,657.67
Isle Public Schools	6,145.97
Kanabec County	10,049.13
Kanabec Township	7,379.45
Knife Lake Improvement District	777.07
Knife Lake Township	5,634.91
Kroschel Township	4,056.45
Milaca Public Schools	1,594.36
Mora Public Schools	156,958.10
Ogilvie Public Schools	80,566.98
Peace Township	7,376.89
Pine City Public Schools	1.97
Pomroy Township	9,934.68
Southfork Township	6,776.37
Whited Township	3,902.71

41 Claims Totaling: 1,534,760.69

6:35pm – The Kanabec County Truth in Taxation Public Hearing was held to discuss the 2020 budget and 2020 tax levy. County Coordinator Kris McNally presented the Proposed 2020 Budget and the 2020 Levy. Twenty people attended the public hearing. Those that spoke included: Michelle Ostrom, Gerald Evenson, Mike Brau, Bruce Berg, Janice Tramm, Wally Swanson.

Action #4 – The Chairperson adjourned the Public Hearing at 7:06pm.

Action #5 - It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to recess the board meeting at 7:09pm to a time immediately following the Public Health Board.

The Kanabec County Public Health Board met at 7:09pm on Wednesday, December 4, 2019 pursuant to adjournment with the following Board Members present: Gene Anderson, Kathi Ellis, Dennis McNally, Craig Smith, and Les Nielsen. Public Health Director Kathy Burski presented the Public Health Board Agenda.

Action #PH6 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the Public Health Board Agenda as presented.

Action #PH7 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution#PH7 - 12/4/19

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 2020;

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 2020 at a rate of \$85.00 per hour plus mileage and drive time.

Action #PH8 – It was moved by Gene Anderson, seconded by Craig Smith and carried unanimously to approve the payment of 97 claims totaling \$50,122.10.

Action #PH9 – It was moved by Dennis McNally, seconded by Les Nielsen and carried unanimously to adjourn Public Health Board at 7:22pm.

The Board of Commissioners reconvened.

Action #10 – 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
A&A Septic Service LLC	300.00
Ace Hardware	57.13
Ace Hardware	130.87
Ace Hardware	126.87
Association of MN Counties	25.00
Auto Value	21.98
Bachman, Fran	11.60
Bob Barker	985.65
C & D Auto	771.22
Card Services	141.86
Coleman, Robert	102.66
Curtis, Michael	1,352.46
CW Technology	879.00

East Central Exterminating	240.00
ECM Publishers	203.00
EDAM	295.00
Gerhardson, Alex	42.45
Glens Tire	80.00
Gopher	104.71
Government Management Group	3,700.00
Granite City Jobbing	578.54
Handyman's Inc	234.66
Hoefert, Robert	736.35
Horizon Towing	299.26
IT Savvy LLC	46.78
IT Savvy LLC	397.98
Johnson Hardware & Rental	19.98
Johnstone, David	100.00
Kanabec Publications Inc	237.00
Kanabec Publications Inc	50.69
MAAO Region III	100.00
MACO	720.00
MACO	360.00
Manthie, Wendy	1,005.72
MN Dept of Labor & Industry	220.00
Nelson, Ronette	542.88
Office Depot	80.64
Office Depot	123.63
Office Depot	90.81
PD's Embroidery	20.00
Pieper, Helen	151.88
RS Eden	85.65
Rupp, Anderson, Squires & Waldspurger PA	1,155.35
SHI International Corp.	1,149.00
Stellar Services	460.15
Steven, Lisa	60.00
Summit Food Service Management	5,089.81
Van Alst, Lillian	448.34
Visser, Maurice	820.75
Zamora, Ray	845.06
Zimmermann's	10,023.47
51 Claims Totaling:	<u><u>35,825.84</u></u>

Road and Bridge

<u>Vendor</u>	<u>Amount</u>
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Brook Park Auto Recycling	65.00
Central McGowan	134.25
Compass Minerals America	1,938.64
Crawford's Equipment	114.17
DKN Construction	1,200.00
DLL Excavating	366,030.97
Federated Co-ops	17,926.37
FS Solutions	97.95
Helmin Construction	36,844.15
Houtsma, Brandon	400.00
Johnson Hardware	18.99
MN Dept of Labor and Industry	20.00
MN Dept of Transportation	707.71
Newman Traffic Signs	273.04
Novus Glass	102.75
Oxygen Service Co	406.28
Tom Roeschlein	200.00
Safety-Kleen Systems	30.00
Scott, Rod	300.00
Stegeman, Jesse	89.88
Van-Tech	52.33
Wiarcom	618.45
Ziegler	1,186.50
23 Claims Totaling:	<u>428,757.43</u>

Action #10 – It was moved by Les Nielsen, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #10 - 12/4/19

WHEREAS parcel #12.01500.00 is located at 2079 290th Avenue, Mora, Minnesota; and

WHEREAS parcel #12.01500.00 is described as the East 345 feet of the West 495 feet of the North 264 feet of the NE Quarter of the NE Quarter, Section 30, Township 41, Range 23, Kanabec County, MN, and

WHEREAS, this parcel is Kanabec County Fee Owned land, and

WHEREAS, the Kanabec County Assessor has determined a value of **\$24,800** for this parcel; and

WHEREAS, the Kanabec County Board of Commissioners has determined that the highest and best use of said parcel will be achieved by selling the parcel,

NOW, THEREFORE, BE IT RESOLVED, the Kanabec County Board of Commissioners recommends selling parcel #12.01500.00 pursuant to Minnesota Statute 373.0, by written bids. A time and date for the bid opening shall be set and included in the required advertising for the property sale.

7:29pm – The Chairperson called for public comment three times. None responded.

7:30pm – The Chairperson closed public comment.

County Coordinator Kris McNally led a discussion regarding Knife Lake Parcel “C”. The Board directed Coordinator McNally to contact the owner of the adjoining land to discuss options to resolve the property line discrepancies identified in the recent property survey.

County Coordinator Kris McNally led a discussion regarding insurance for the Knife Lake Dam. The Board directed Coordinator McNally to obtain insurance quotes for both five million, and ten million dollars. The Board also requested that the insurance representative meets with them at a future County Board Meeting.

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

Action #11 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve a contract agreement to designate Dr. Kelly Mills, M.D. as Medical Examiner for Kanabec County.

Action #12 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the following resolution:

Resolution #12 – 12/4/19

County Coroner

WHEREAS the term of office for County Coroner expires January 6, 2020, and

WHEREAS Minnesota Statute §390.005 requires that the county board appoint a Coroner, and

WHEREAS the County Sheriff recommends appointment of Dr. Kelly Mills;

BE IT RESOLVED to appoint Dr. Kelly Mills as Kanabec County Coroner effective December 4, 2019 for a term ending December 31, 2020.

Action #13 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to approve the renewal of a Joint Powers for the East Central Drug and Violent Offender Task Force.

Deputy Auditor Tax Karen McClellan met with the County Board on behalf of County Auditor Denise Snyder to request outsourcing of the printing and mailing of tax statements and valuation notices.

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

Resolution #14- 12/4/2019

WHEREAS Kanabec County will have two elections in process the weeks that we normally print and stuff tax statements and valuation notices, and

WHEREAS Kanabec County is one of two remaining counties that print in-house at this time, and

WHEREAS outsourcing would prepare Kanabec County for impending Tax program changes and staff retirement,

WHEREAS we have a current working relationship with American Solutions for Business for our Tax Statements, Valuation Notices, and Proposed Tax Statements,

WHEREAS American Solutions for Business works with multiple outsourcing vendors to find the best fit for the county, based on size, location, and mailing requirements,

BE IT RESOLVED that Kanabec County will contract through American Solutions for Business to outsource our future statements and notices.

A discussion was held regarding the inclusion of an extra sheet of paper with tax statements, valuation notices, and proposed tax statements to clarify the purpose of the Truth in Taxation Hearing and the Board of Appeal and Equalization Hearing.

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

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

Resolution #15 – 12/4/19

2018 Paving Projects Final Payment

WHEREAS the following projects have in all things been completed and in accordance with the contract and the County Board being fully advised in the premises:

SAP 033-619-015

CSAH 19

SAP 033-608-014
KCP 18-04
ECSW 18-01
KCP 18-08

CSAH 8
CR 60
ECSW Paving
Maintenance Patching

THEREFORE 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 Knife River Corporation, in the amount of \$130,908.90.

Action #16 – Gene Anderson introduced the following resolution and moved its adoption:

Resolution #16 – 12/4/19
Retainer for Legal Services

WHEREAS Kanabec County wishes to continue to retain legal services for specialized land and environmental issues, and

WHEREAS Scott Anderson, of Rupp, Anderson, Squires and Waldspurger, P.A. has previously provided these services in a cost effective manner, and

WHEREAS a retainer fee of \$4,200, is proposed for 2020, and

THEREFORE BE IT RESOLVED to approve renewing a retainer with Scott Anderson of Rupp, Anderson , Squires and Waldspurger, P.A. for calendar year 2020 at a cost of \$4,200 paid from wetland funds and authorize the chairperson and Public Works Director to sign the agreement.

The motion for the adoption of the foregoing Resolution was duly seconded by Les Nielsen and upon a vote being taken thereon, the following voted:

IN FAVOR THEREOF: Gene Anderson, Kathi Ellis, Dennis McNally, Les Nielsen
OPPOSED: Craig Smith
ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

County Assessor Tina Von Eschen met with the County Board to discuss matters concerning a tax court settlement.

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

Resolution #17 – 12/4/19

WHEREAS BMO Harris filed a tax court petition on April 30, 2019 for the 2017AY,

pay 2018 tax year claiming parcels 08.1560.10 and 08.01560.20 had been over assessed, and

WHEREAS during 2017 the petitioner provided an appraisal which was reviewed and utilized in part in determining the 2018AY, pay 2019 estimated market value, and

WHEREAS the Kanabec County Assessor's Office has made an offer to the petitioner to match the 2018AY, pay 2019 tax year value of \$507,900 and \$58,500 respectively, and

WHEREAS the petitioner has accepted this offer;

BE IT RESOLVED to approve lowering the Estimated Market Value for the 2017 assessment, payable 2018 tax year from \$657,800 to \$507,900 on parcel 08.01560.10 and from \$64,300 to \$58,500 on parcel 08.01560.20; and

BE IT FURTHER RESOLVED that this will result in an approximate tax refund of \$5,784 on parcel 08.01560.10 and \$76 on parcel 08.01560.20 for a total of \$5,860; and

BE IT FURTHER RESOLVED that at the time of acceptance by the tax court applicable interest will be calculated and added to the refund, per statute.

Craig Smith led a discussion regarding PTO. The board expressed consensus to begin working with the unions to revise the future PTO program.

Kathi Ellis led a discussion regarding East Central Solid Waste updating the host fee agreement. Coordinator Kris McNally was directed to follow up with East Central Solid Waste regarding this matter.

Dennis McNally led a discussion regarding per diems for committee meetings. Coordinator Kris McNally was directed to follow up with the Environmental Services Supervisor regarding this matter.

Dennis McNally led a discussion regarding department head evaluations. The Board expressed consensus that department head evaluations be completed on their scheduled date with evaluation materials available on that date.

Action #18 - It was moved by Gene Anderson, seconded by Les Nielsen and carried unanimously to close the meeting at 8:50pm pursuant to the Open Meeting Law, MN Statute §13D.05, subd. 2. to discuss matters related to personnel that are not public under the Minnesota Government Data Practices Act. Those present during the closed portion of the meeting include Commissioners Gene Anderson, Les Nielsen, Kathi Ellis, Dennis McNally, and Craig Smith; as well as County Coordinator & Personnel Director Kristine McNally.

Action #19 – It was moved by Les Nielsen, seconded by Gene Anderson and carried unanimously to re-open the meeting at 8:55pm.

Action #20 - Dennis McNally introduced a motion to to accept the grievance settlement agreement drafted by the LELS attorney and Kanabec County's employment attorney.

The motion was duly seconded by Gene Anderson and the following voted:

IN FAVOR THEREOF: Gene Anderson, Kathi Ellis, Dennis McNally, Les Nielsen
OPPOSED: Craig Smith
ABSTAIN:

whereupon the resolution was declared duly passed and adopted.

Future Agenda Items: Discuss evening meetings/start times at the organizational meeting, discuss financial relationship between Welia and the County, meet with insurance representative for Knife Lake Dam.

Action #21 - It was moved by Les Nielsen seconded by Gene Anderson and carried unanimously to adjourn the meeting at 9:08pm and to meet again in regular session on December 18, 2019 at 9:00am.

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

Attest: _____
Board Clerk