

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**April 26, 2017**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, April 26, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Others present: Board Clerk Patrick Christopherson, Recording Secretary Kelsey Johnson, and County Attorney Barb McFadden.

The Chairman led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Kathi Ellis and carried unanimously to approve the agenda as amended: Change topic of 9:30 appointment to legal concerns. Add: Portable toilet policy, art exhibit policy, land leasing, request for new passport machine, set official dates of public hearings for hospital project, legion clean up.

Action #2 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Family Services Board.

The Kanabec County **Family Services Board** met at **9:05am** on Wednesday, April 26, 2017 pursuant to adjournment with the following Board Members present: Les Nielsen, Gene Anderson, Kim Smith, Dennis McNally, and Kathi Ellis. Interim Family Services Director Chuck Hurd presented the Family Services agenda.

Action #FS3– It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the Family Services agenda as presented.

Financial Assistant Supervisor Timothy Dahlberg met with the County Board to give an update to the Commissioners about Medical Assistance and MinnesotaCare.

Action #FS4 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to approve the following resolution:

## **Resolution #FS4 – 4/26/17**

Local Collaborative Time Study Agreement Resolution

**WHEREAS**, the STATE and COUNTY have a shared interest in enhancing federal funding to family service collaboratives by claiming reimbursement for eligible activities through the Local Collaborative Time Study (LCTS), and

**WHEREAS**, the COUNTY and STATE both represent that they are duly qualified and willing to perform the duties set forth within the Local Collaborative Time Study Agreement.

**THEREFORE BE IT RESOLVED** the Kanabec County Human Services Board approves the Family Services Director signing an Agreement with the State of Minnesota for participation in the Local Collaborative Time Study to commence July 1, 2017 through June 30, 2022.

Action #FS5– It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the payment of 141 claims totaling \$226,058.50 on Welfare Funds.

Action #FS6 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve Interim Family Services Director Chuck Hurd to apply for the CNS Educational Project Grant for Adult Mental Health Initiative.

Action #FS7 – It was moved by Kathi Ellis, seconded by Dennis McNally and carried unanimously to adjourn Family Services Board at 9:20am and to meet in regular session on Wednesday, May 24, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #7 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to approve the April 12, 2017 minutes of the Kanabec County Board of Commissioners as amended: Action #14 – add job title of Assistant County Attorney. Action #29 – add dollar amount. Action #30 – add dollar amount.

Action #8 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following paid claims:

<b><u>Vendor</u></b>	<b><u>Amount</u></b>
Centerpoint Energy	68.00
Consolidated Communications	991.89
Dearborn National Life Insurance	558.31
East Central Energy	983.85
Health Partners	5,597.94
Kanabec County Aud/Treas	3,729.53
Kanabec County Auditor HRA	424.00
Midcontinent Communications	1,104.21
Minnegasco	448.00
MN Dept. of Finance	707.18
MN Energy Resources Corp	5,215.92
Office of MN.IT Services	1,300.00
Tesneer Law Office	51.00
Totalfunds By Hasler	5,010.00

Verizon Wireless	2,613.74
	<u>28,803.57</u>

Craig Smith met with the County Board to discuss legal concerns.

Action #9 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve the following claims on the funds indicated:

### Revenue Fund

VENDOR	AMOUNT
A1 Rescue Towing & Recovery	125.00
A'viands LLC	5,247.19
A&A Septic Service LLC	200.00
A & E Cleaning Service	410.00
Accurate Controls Inc	495.35
Advanced Correctional Healthcare	14,028.97
Anoka County Corrections	1,715.00
Auto Value	49.46
Auto Value	61.00
Bob Barker	778.45
Brenny, Laurell	424.26
Coborn's Pharmacy	59.73
Christianson, Craig	182.44
Colors by Craig	2,500.00
Curtis, Michael	400.18
ECM Publishers	37.50
ECM Publishers	198.15
Ehlers & Associates, Inc.	411.25
Election Systems & Software Inc.	8,299.24
Faust, Patrick	561.22
Federated Co-ops	38.46
Franklin Outdoor Advertising	250.00
Galls	244.95
Grand View Lodge	340.38
Handyman's Inc.	536.94
Handyman's Inc.	58.56
Hennepin County Medical Ctr	658.00
Hoefert, Robert	699.84
Hood, Barb	135.36
Horizon Towing	165.66
John Henry Foster	967.92
Kanabec County A/T	1,336.00

Kanabec County Highway Dept	2,927.45
Kanabec Publications	378.00
Kanabec Publications	162.00
KEEPRS	440.83
KEEPRS	250.45
Kennedy, Kerry Jr	123.20
Knudsen, Kirk	99.98
Landreville, Willard	205.15
League of MN Cities	117.84
Lerrssen, Jennifer	59.92
Magaard, Andrew	23.54
Manthie, Scott	1,541.87
Manthie, Wendy	780.03
Mattson Electric	65.00
M & I Lockbox: MCCC	87.88
Medical Disposal Systems	191.39
Mehlhop, Ron	123.87
MHSRC/Range	405.00
Milaca Chiropractic Center	75.00
MN Fraud Investigators Association	125.00
Minnesota Monitoring, Inc.	108.00
Minnesota Monitoring, Inc.	336.00
Minnesota UI	800.13
Moench, Laurale	23.17
Mora Chevrolet	47.05
Mower County Environmental Services	80.00
Nelson, Ansel	634.33
Nelson, Jerald	69.55
Nelson, Ronette	509.91
Newgard, Jean	227.00
Newgard, Terry	242.43
Novus, Gary Fix & Son	60.00
O'Reilly Auto Parts	130.45
O'Donovan, Barbara	674.64
Office Depot	500.10
Office Depot	58.81
Owens Auto Parts	5.86
PD's Embroidery	45.00
Pieper, Helen	162.00
Quality Disposal Systems	190.00
RS Eden	770.59
RS Eden	114.00

Ramsey County	2,800.00
Ratwik, Roszak, & Maloney, PA	153.00
Reid, Greg	112.89
Roberts, Rodney	503.97
Rogers, Pearl	332.24
SelectAccount	686.95
Sheriff's Office Pine County	5,364.48
Shopko Stores Operating Co, LLC	157.60
Sirchie	79.20
State of Minnesota - BCA	880.00
Stellar Services	544.64
Summit Food Service Management	4,774.65
SWIFT	277.52
Thompson-Reuters-West	889.77
UPS	57.30
Visser, Maurice	692.82
Wiitala, David	776.82
Zamora, Ray	831.39
	<u>75,504.12</u>

### **Road & Bridge Fund**

<u>Vendor</u>	<u>Amount</u>
Citi Lites	40.00
Federated Co-ops	15,975.68
Grainger	77.50
Kanabec Auditor/Treasure	854.00
Kanabec Publications	790.35
Konrad	816.40
Lake Superior College	300.00
Marco	188.00
Minnesota Energy	498.31
Northern Safety Co	346.13
Northern State Supply	280.65
Nuss Truck	213.24
Oslin Lumber	509.70
Premier Outdoor Services	1,180.00
Stegeman, Jesse	35.95
Total:	<u>22,105.91</u>

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

Action #10 – It was moved by Gene Anderson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

**Resolution #10 – 4/26/17**  
**SAP 033-606-021, SAP 033-627-007, MORA 2017-01**

**WHEREAS** the following bids were received on April 18, 2017:

Concrete Rehabilitation on CSAH 6, CSAH 27 , and City of Mora Streets

Interstate Improvement Inc.	\$626,406.45
Diamond Surface Inc.	\$640,938.64
C.S. McCrossan Construction	\$658,165.00

**WHEREAS** the lowest responsible bid was \$626,406.45 submitted by Interstate Improvement Inc., and

**WHEREAS** the City of Mora has recommended award for its portion of the project, and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the bid of \$626,406.45 submitted by Interstate Improvement Inc. for concrete rehabilitation on CSAH 6, CSAH 27, and City of Mora Streets, and

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

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

**Resolution #11 4-26-17**  
**KCP 17-04 Aggregate Surfacing**

**WHEREAS** the following bids were received on April 18, 2017:

KCP 17-04 Aggregate Surfacing

WM D. Scepaniak, Inc.	\$513,924.11
Tri-City Paving Inc.	\$688,492.40
Bjorklund Companies, LLC	\$697,168.79
Hardrives Inc.	\$723,469.00

**WHEREAS** the lowest responsible bid was \$513,924.11 submitted by WM D. Scepaniak Inc., and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the bid of \$513,924.11 submitted by WM D. Scepaniak Inc. for aggregate surfacing in Kanabec County, and

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

Action #12 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the following resolution:

**Resolution #12 - 4-26-17**  
**KCP 16-03 Bridge Deck Repair**

**WHEREAS** the following bids were received on April 25, 2017:

KCP 16-03 Bridge No. 33506 Deck Rehab

PCI Roads, LLC	\$124,549.50
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**WHEREAS** the lowest responsible bid was \$124,549.50 submitted by PCI Roads, LLC, and

**THEREFORE BE IT RESOLVED** that the Kanabec County Board of Commissioners accepts the bid of \$124,549.50 submitted by PCI Roads, LLC for bridge deck rehabilitation in Kanabec County, and

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

**BE IT FURTHER RESOVLED** that funding for this project will come from the wheelage tax fund.

County Auditor Denise Snyder met with the County Board to discuss matters concerning her department.

Action #13 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve a Consent Agenda including all of the following actions:

**Resolution #13a – 04/26/17**  
Donations

**WHEREAS** certain county departments received donations in 2016, and

**WHEREAS** the County Auditor/Treasurer has monitored and tabulated all donations received;

**BE IT RESOLVED** to accept the following donations for the calendar year 2016:

**KANABEC COUNTY DONATIONS**

**2016**

SHERIFF

Badges Program	\$8,526.24
Reserves	\$5,686.11
Jail Art Program	\$250.00
Project Lifesaver	\$1,156.50

Total Sheriff Donations \$15,618.85

TRANSIT \$6,714.93

Total Transit Donations \$6,714.93

EDA Twp Donations \$300.00

Total EDA Donations \$300.00

Total Donations to County in 2016 \$22,633.78

AGENCY FUNDS

KLID Donations \$13,000.00

Total Donations to Agency Funds 2016 \$13,000.00

**Change Funds 2016**

Auditor-Treasurer	Cash drawer	\$500.00
Drivers-License	Cash drawer	\$100.00
Highway	Cash drawer	\$75.00

\$675.00



# Resolution #13b – 04/26/17

## Restricted and Assigned Funds

**WHEREAS** the county maintains funds dedicated for specific public purposes, and

**WHEREAS** the Auditor/Treasurer prepared a report for the board showing the fund balances;

**BE IT RESOLVED** to accept the following report of Kanabec County Restricted and assigned Fund Balances as of December 31, 2016:

### KANABEC COUNTY RESTRICTED & ASSIGNED FUNDS 2016

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<b>RESTRICTED FUNDS</b>		<b>12/31/16</b>
R	911 EMERGENCY	113,254
R	CWP SEPTIC LOANS	280,449
R	FORFEITURE FUNDS - ATTORNEY	16,801
R	FORFEITURE FUNDS - SHERIFF	128,349
R	LAND OFFICE TECH EQUIPMENT	194,739
R	LAW LIBRARY	10,830
R	PROBATION CORRECTIONAL FEES	-408
R	RECORDER'S EQUIPMENT	136,659
R	RURAL ADDRESSING	438
R	SCORE	187,051
R	SHORELAND GRANT	4,172
R	SW SURCHARGES	1,659,006
R	<b>TRANSIT MNDOT FARES</b>	<b>12,700</b>
R	WATER PLAN GRANT	15,071
R	WETLAND GRANT	25,103
<b>UNRESTRICTED - ASSIGNED FUNDS</b>		
A	FUTURE CAPITAL EQUIPMENT	196,317
A	FUTURE CAPITAL IMPROVEMENTS	211,098
A	LEGAL FEE FUND ORD 27	510
A	PUBLIC HEALTH COPIER	18,997
A	RETIREE ACCRUED SICK PAY	-4,327
A	SHERIFFS RESERVE UNIT	13,980
A	TRANSIT	279,879
A	VEHICLE POOL	105,993
	<b>TOTAL RESTRICTED&amp; ASSIGNED FUNDS</b>	<b>3,606,662</b>

## **Resolution #13c – 04/26/17**

Restricted Fund

**BE IT RESOLVED** the Kanabec County Board of Commissioners hereby approves Transit MNDOT as a Restricted Fund beginning in 2016 for financial reporting purposes.

Action #14 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the purchase of a new passport camera at a cost of \$2,460 plus shipping.

Deputy Auditor Roberta Anderson met with the county board to discuss a repurchase application.

Action #15 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve a repurchase request from Paul & Angela Nistler for tax parcels #07.01520.00 for \$4507.70 and #07.01545.60 for \$4920.01.

**10:27am** - The Chairperson then called for public comment. Those that responded included:

Jeff Hamme	Concerns about revising Shoreland Ordinance 5. Suggested microphone for podium.
Roberta Haight	Concerns about revising Shoreland Ordinance 5.
Rhonda Olson	Comment on new plat books for Kanabec County.
Tim Anderson	Concerns about revising Shoreland Ordinance 5.

**10:39am** - The Chairperson closed public comment.

Chief Deputy Kevin Braiedy met with the County Board to discuss matters concerning his department.

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

## **Resolution #16 – 4/26/17**

**BE IT RESOLVED** to approve and authorize the Chairperson to sign the State of Minnesota Annual County Boat & Water Safety Grant Agreement, grant #120339 in the amount of \$3,033.00 for the state fiscal year 2017 ending June 30, 2018.

Economic Development Director Heidi Steinmetz met with the County Board to discuss her department.

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

## **Resolution #17 – 4/26/17**

APPROVING AN ABATEMENT AGREEMENT WITH NORTHLAND PROCESS PIPING, INC. AND SPECIFYING THE TERMS THEREOF

**WHEREAS**, Kanabec County, Minnesota (the “County”) is authorized by Minnesota Statutes, Sections 469.1812 to 469.1815 (the “Abatement Act”) to grant a property tax abatement in order to achieve one or more public purposes identified in the Abatement Act;

**WHEREAS**, on May 27, 2015, the Board of Commissioners of the County held a public hearing in accordance with the Abatement Act adopted a resolution approving a property tax abatement for the benefit of Northland Process Piping, Inc. (the “Business”) in order to help finance the construction and equipping of an expansion to an existing stainless steel fabrication, design, engineering and field installation business to be owned by Lone Oaks, LLC (the “Owner”) and leased to the Business (the “Facility”) located at 811 Maple Avenue East in Mora, Minnesota;

**WHEREAS**, to memorialize the terms of the tax abatement assistance to be provided to the Business pursuant the May 27, 2015 resolution, the Kanabec County Economic Development Authority (the “EDA”) has prepared and recommended to the Board of Commissioners of the County a Tax Abatement and Business Subsidy Agreement between the County, the EDA and the Business (the “Abatement Agreement”);

**WHEREAS**, all capitalized terms in this resolution have the meanings provided in the Abatement Agreement unless context clearly requires otherwise;

**NOW, THEREFORE, BE IT RESOLVED BY** the Board of Commissioners (the “Board”) of Kanabec County, Minnesota as follows:

1. Execution of Documents. The Board hereby approves the Abatement Agreement and any related documents necessary in connection therewith (collectively, the “Documents”) and, the Chairperson and County Coordinator are hereby authorized and directed to execute the Documents to which the County is a party on behalf of the County and to carry out, on behalf of the County, the County’s obligations thereunder. In the event of absence or disability of the officers, any of the Documents authorized by this Resolution to be executed may be executed without further act or authorization of the Board by any duly designated acting official, or by such other officer or officers of the County as, in the opinion of the County Attorney, may act in their behalf.

2. Finalizing Documents. The approval hereby given to the Documents includes approval of such additional details therein as may be necessary and appropriate and such

modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by legal counsel to the County and by the officers authorized herein to execute said Documents prior to their execution; and said officers are hereby authorized to approve said changes on behalf of the County. The execution of any instrument by the appropriate officers of the County herein authorized shall be conclusive evidence of the approval of such Document in accordance with the terms hereof.

3. Conflicting Provisions. In the event of a conflict between the content of this resolution and the Documents, the terms of the Documents shall prevail.

4. Effective Date. This resolution is effective upon execution in full of the Abatement Agreement.

Tim Marion and Gary Thompson met with the county board to discuss a proposed state land acquisition.

Action #18 – Kim Smith introduced the following resolution and moved its adoption:

### **Resolution #18 – 4/26/17** **Proposed State Land Acquisition**

**WHEREAS,** In accordance with Minnesota Statutes 97A.145, Subd. 2, the Commissioner of the Department of Natural Resources on April 26<sup>th</sup>, 2017, provided the Kanabec County Board with a description of lands to be acquired by the State of Minnesota for water, forestry, wildlife, and natural plant community conservation purposes, and

**WHEREAS,** Lands to be acquired are described as follows: Richard Dunkley, Kanabec County, Pomroy Township, Section 14 Township 41 Range 22. Legal description: Northeast Quarter of the Northeast Quarter (NE ¼ of the NE ¼), Section Fourteen (14), Township Forty-one (41), Range Twenty-two (22); less the East one half of the Northeast Quarter of the Northeast Quarter of the Northeast Quarter (E ½ of the NE ¼ of the NE ¼ of the NE ¼) of Section Fourteen (14), Township Forty-one (41), Range Twenty-two (22);

**IT IS HEREBY RESOLVED,** by the Kanabec County Board Commissioners on April 26<sup>th</sup>, 2017 that the State’s proposed acquisition of the attached described property be (approved) (disapproved).

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

**IN FAVOR THEREOF:** Kim Smith, Gene Anderson, Kathi Ellis, Les Nielsen  
**OPPOSED:** Dennis McNally  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Interim Public Health Director Kathy Burski met with the County Board to discuss matters concerning the Transit Department on behalf of Helen Pieper.

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

## **Resolution #19 – 4/26/17**

**WHEREAS**, Kanabec County – Timber Trails Public Transit \_ operates a transit system, and

**WHEREAS**, Kanabec County – Timber Trails Public Transit \_ desires to purchase, through the State of Minnesota Cooperative Procurement Process, a vehicle to be used in the transit system, and

**WHEREAS**, the vehicle cost is allocated 20% local share and 80% State/Federal share of the “contract amount”, and

**WHEREAS**, Kanabec County – Timber Trails Public Transit staff has reviewed the vehicle options offered by approved multiple contracting vendors, and

**WHEREAS**, the staff recommends purchasing four vehicles from North Central Bus & Equipment for the reason of fleet consistency and service availability (e.g. cost, fleet consistency, service availability, and/or past vendor performance, etc.), and

**WHEREAS**, MN/DOT denied the previous purchase request as defined in Resolution #24 – 4/12/17;

**NOW, THEREFORE, BE IT RESOLVED** that the Kanabec County Board of Commissioners hereby authorizes the purchase of four new transit buses from North Central Bus & Equipment (Vendor) in the approximate amount of \$78,994 (Approximately \$315,976 total).

Interim Public Health Director Kathy Burski met with the County Board to discuss matters concerning her department.

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

## **Resolution #20 – 4/26/17**

**RESOLUTION OF THE KANABEC COUNTY BOARD OF COMMISSIONERS  
ADOPTION OF THE KANABEC COUNTY MULTI-HAZARD MITIGATION PLAN**

**WHEREAS**, Kanabec County has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

**WHEREAS**, the Act establishes a framework for the development of a County Multi-Hazard Mitigation Plan, and

**WHEREAS**, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses, and

**WHEREAS**, the Kanabec County Plan and its updates includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends, and

**WHEREAS**, the Kanabec County Multi-Hazard Mitigation Plan and its updates includes a mitigation strategy to include goals and objectives and an action plan identifying specific mitigation projects and costs, and

**WHEREAS**, the Kanabec County Multi-Hazard Mitigation Plan and its updates includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Kanabec County will maintain public participation and coordination, and

**WHEREAS**, the Kanabec County Multi-Hazard Mitigation Plan and its updates has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment, and

**WHEREAS**, the Kanabec County Multi-Hazard Mitigation Plan and its updates will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants, and

**WHEREAS**, the Kanabec County Multi-Hazard Mitigation Plan and its updates is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan;

**NOW THEREFORE BE IT RESOLVED** that Kanabec County supports the hazard mitigation planning effort and wishes to adopt the Kanabec County Multi-Hazard Mitigation Plan and its updates.

*Action #21* – It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to advertise to fill the seat vacated by Jerry Tvedt on the Planning Commission.

HR Specialist Kim Pautsch met with the County Board to discuss matters concerning the county wage policy.

Action #22 – Kathi Ellis introduced the following resolution and moved its adoption:

## **Resolution #22 – 04/26/17**

**WHEREAS** the county pay plan was updated in 2016 and all job descriptions were reevaluated but not updated, and

**WHEREAS** the Personnel Director would like all job descriptions and updates sent to the pay consultant for review over a two year period. After the initial two year reevaluation process all job descriptions will be placed on a 3 year rotation;

**BE IT RESOLVED** to approve the reevaluation plan as set forth below:

A. Initial set-up in the year 2017 and 2018 will be as follows:

1. Job descriptions will be placed on a spreadsheet with the year it was last evaluated.
2. Job descriptions will be evaluated in chronological order starting with job descriptions last evaluated in 2008.
  - a. job descriptions last evaluated in 2008 through 2012 will be reevaluated in 2017.
  - b. job descriptions last evaluated in 2013 through 2016 will be reevaluated in 2018.
3. After the initial two year reevaluation process all job descriptions will be placed on a three year cycle based on the last year it was reevaluated.

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

**IN FAVOR THEREOF:** Kim Smith, Gene Anderson, Kathi Ellis  
**OPPOSED:** Dennis McNally, Les Nielsen  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

Patrick Christopherson led a discussion about the leasing of county land. Discussion only.

Action #23 – Kim Smith introduced the following resolution and moved its adoption:

## **Resolution #23 – 4/26/17**

**BE IT RESOLVED** to place a portable toilet at the fishing pier on Knife Lake.

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

**IN FAVOR THEREOF:** Kim Smith, Gene Anderson, Dennis McNally, Les Nielsen  
**OPPOSED:** Kathi Ellis  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

*Action #24* – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following resolution:

### **Resolution #24 – 4/26/17**

RESOLUTION RELATING TO FINANCING OF CERTAIN PROPOSED PROJECTS TO BE UNDERTAKEN BY THE COUNTY; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE

**BE IT RESOLVED** by the Board of Commissioners of Kanabec County, Minnesota (the “County”), as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the “Regulations”) dealing with the issuance of bonds, all or a portion of the proceeds of which are to be used to reimburse the County for project expenditures made by the County prior to the date of issuance.

(b) The Regulations generally require that the County make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of bonds within 60 days after payment of the expenditures, that the bonds be issued and the reimbursement allocation be made from the proceeds of such bonds within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the bonds.

(c) The County desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.

2. Official Intent Declaration.

(a) The County proposes to undertake the following project or projects and to make original expenditures with respect thereto prior to the issuance of reimbursement bonds, and reasonably expects to issue reimbursement bonds for such project or projects in the maximum principal amounts shown below:



Project

Maximum Amount of Bonds

Expected to be Issued for Project

[\_\_\_\_\_]

\$\_[\_\_\_\_\_]

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the County will not seek reimbursement for any original expenditures with respect to the foregoing projects paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the reimbursement bonds.

3. Budgetary Matters. As of the date hereof, there are no County funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the projects, other than pursuant to the issuance of the reimbursement bonds. Consequently, it is not expected that the issuance of the reimbursement bonds will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The County’s financial officer shall be responsible for making the “reimbursement allocations” described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the reimbursement bonds to reimburse the source of temporary financing used by the County to make payment of the original expenditures relating to the projects. Each reimbursement allocation shall be made within 30 days of the date of issuance of the reimbursement bonds, shall be evidenced by an entry on the official books and records of the County maintained for the reimbursement bonds and shall specifically identify the original expenditures being reimbursed.

Future agenda: Planning Commission compensation, wage policy and department head evaluations, art display policy.

Action #25 –Chairman Les Nielsen adjourned the meeting at 12:26pm . The County Board will meet again in regular session on Wednesday, May 10, 2017 at 9:00am.

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

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

