

# PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota  
County of Kanabec  
Office of County Coordinator

**February 8, 2017**

The Kanabec County Board of Commissioners met at 9:00am on Wednesday, February 8, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Kim Smith and carried unanimously to approve the agenda as amended: Add resolution to temporarily remove Karen McClellan’s compensatory time cap.

Action #2 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the January 25, 2017 minutes of the Kanabec County Board of Commissioners as corrected: Change resolution #23 “the following quotes were received for the rebuild of transmission in motor grader” to “the following complete rebuild quotes were received”.

Action #3 – It was moved by Kim Smith, seconded by Dennis McNally and carried unanimously to recess the board meeting at 9:05am to a time immediately following the Community Health Board.

The Kanabec County **Community Health Board** met at **9:05am** on Wednesday, February 8, 2017 pursuant to adjournment with the following Board Members present: Gene Anderson, Kim Smith, Dennis McNally, Les Nielsen, and Kathi Ellis. Interim Community Health Director Kathy Burski presented the Community Health agenda.

Action #CH4– It was moved by Gene Anderson, seconded by Kathi Ellis and carried unanimously to approve the Community Health Board agenda as presented.

Action #CH5 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the following resolution:

## **Resolution #CH5 – 2/8/17**

**WHEREAS** there is a vacancy in the position of an intermittent part time Home Health Aide, and

**WHEREAS** the board desires to refill this vacant position;

**BE IT RESOLVED** that the County Board authorizes the Community Health Director and the County Personnel Director to hire an intermittent part time Home Health Aide to refill the vacant position at Step A, Range 5 of the pay plan which is \$15.20 per hour, and

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

**BE IT FURTHER RESOLVED** to authorize Community Health Director and the County Personnel Director to refill any subsequent vacancies that may occur within the department due to internal promotion.

*Action #CH6* – Kim Smith introduced the following resolution and moved its adoption:

**Resolution #CH6 - 02/08/2017**  
**Mille Lacs Band Contract Resolution**

**WHEREAS** the Mille Lacs Band of Ojibwe has been empowered to enter into a contractual agreement for the provision of services under the Public Health Emergency Preparedness Program, and

**WHEREAS**, Kanabec County Community Health has expertise in the planning, training, and exercise services requested, and

**WHEREAS**, Kanabec County Community Health has a staff person available to provide requested services.

**THEREFOR BE IT RESOLVED** that the Kanabec County Community Health Board approves the Contract with the Mille Lacs Band of Ojibwe effective the date that all signatures are affixed through June 20, 2017.

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, Kathi Ellis, Gene Anderson, Les Nielsen  
**OPPOSED:** Dennis McNally  
**ABSTAIN:** None

whereupon the resolution was declared duly passed and adopted.

*Action #CH7*- It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the payment of 79 claims totaling \$38,567.18 on Kanabec County Community Health Funds.

Action #CH8– It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to adjourn Community Health Board at 9:26am and to meet in regular session on Wednesday, March 9, 2017 at 9:05am.

The Board of Commissioners meeting reconvened.

Action #9 – It was moved by Kathi Ellis, 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	45.00
Century Link	109.67
East Central Energy	89.17
East Central Energy	164.00
East Central Energy	213.23
Holiday Credit Office	7,837.79
Kanabec County Auditor HRA	12,000.00
Kanabec County Auditor HRA	212.00
McKinnis & Doom P.A.	4,879.00
MN Dept. of Finance	100.00
MNPEIP	134,952.86
Mora Municipal Utilities	14,219.60
Spire Credit Union	4,097.34
Sun Life Financial	3,176.15
Verizon Wireless	560.18
	<u>182,655.99</u>

Action #10 – It was moved by Kim Smith, seconded by Gene Anderson and carried unanimously to approve the following claims on the funds indicated:

### **Revenue Fund**

<b>VENDOR</b>	<b>AMOUNT</b>
A'viands LLC	14,302.37
ACE Hardware	27.96
ACE Hardware	153.51
ACE Hardware	7.28
ACE Hardware	40.32
Advanced Correctional Healthcare	13,303.24
Akkerman-Ingebrand Funeral Home	2,000.00
Alkire, Alyce	723.32
AP Technology	522.51

Auto Value Milaca	42.94
Auto Value Mora	262.36
Blowers, Lisa	81.32
Bob Barker	503.32
Brenny, Laurell	981.19
Braham Motor Service Inc	64.89
Brownells, Inc	1,630.26
Chapman's Auto Repair	400.10
Chapman's Auto Repair	48.11
Christianson, Craig	902.55
City of Milaca	31.43
City of Mora	694.58
City of Quamba	12,464.20
Curtis, Michael	1,314.36
CW Technology	5,272.00
CW Technology	638.00
D&T Ventures	175.00
Dept of Public Safety Bureau of Criminal Apprehension	270.00
Dex Media East Inc.	54.50
East Central Exterminating	240.00
East Central Regional Juvenile Center	25,573.00
East Central Regional Library	72,013.00
ETS Health	6,454.00
Faust, Patrick	851.58
FirstLight Health System	323.00
Ford of Hibbing	48,740.00
G & N Enterprises	609.00
Glen's Tire	95.50
Grainger	12.84
Grainger	442.18
Granite Electronics	3,025.00
Hoefert, Robert	808.12
Hood, Barb	278.74
Hunter, Robb	22.04
Indianhead Specialty	115.57
Innovative Office Solutions	413.95
J.P. Cooke Co	81.70
Jensen, Cassandra	132.00
Kanabec Co Hwy Dept	98.99
Kanabec Soil & Water Cons.	1,745.87
Kanabec County SWCD	9,404.33
Kanabec Publications	102.00

KEEPRS	1,397.80
KEEPRS	2,021.75
Kennedy, Kerry Jr	633.09
Landreville, Willard	354.68
Lane, Dave	49.75
Leaf's Towing & Recovery	317.00
Lerrssen, Jennifer	238.08
Manthie, Wendy	956.24
Mattson Electric	372.78
MCCC	1,424.37
Manthie, Scott	894.03
McGee M.D., Michael B.	2,000.00
Mid-American Research Chemical	160.59
MN Sheriffs' Association	1,370.00
MN Board of Water & Soil Resources	34,515.00
MN Dept of Ag	10.00
Minnesota Monitoring, Inc.	282.00
Minnesota Monitoring, Inc.	434.00
MN Public Transit Assn	612.00
Mora Unclaimed Freight	17.05
National Academies of Emergency Dispatch	50.00
Nelson, Ansel	809.90
Nelson, Jerald	134.82
Nelson, Ronette	421.73
Newgard, Jean	543.11
Newgard, Terry	419.44
Northland Fire Protection	288.50
O'Donovan, Barbara	540.89
Oak Gallery	18.42
Office Depot	14.56
Office Depot	21.93
Office Depot	146.50
Office Depot	469.56
Office Depot	77.00
Office Depot	56.30
Office Depot	58.49
Onamia Service Center	4,086.95
Payne, Elisabeth	215.61
Priority Dispatch Corporation	365.00
Public Safety Training Consultants	399.00
Quality Disposal	722.43
Quality Disposal	190.00

Quality Disposal	22.50
Roberts, Rodney	663.06
Rogers, Pearl	516.36
Sea Change LLC	594.75
Sedlacek, Lowell	276.36
SHI	1,460.00
SIRCHIE	83.24
Steinmetz, Heidi	240.00
Star Tribune	452.20
Stellar Services	1,118.23
SWIFT	187.83
The Hartford-Priority Accounts	1,690.11
Thomson Reuters - West	297.55
USA Northland Directories	829.00
VanDall, Camille	1,076.93
Visser, Maurice	620.83
Verizon Wireless	315.18
Wiitala, David	633.98
Zamora, Ray	666.70
<b>Total</b>	<b><u>298,349.19</u></b>

### **Road & Bridge Fund**

<b>Vendor</b>	<b>Amount</b>
A and E Cleaning Services	1,050.00
Ace	202.99
Ameripride	666.12
Astleford International	158.00
Auto Value	3,563.56
Beaudry Oil & Propane	13,037.02
Boyer Truck	17.33
Central McGowan	214.62
Citi Lites	35.00
City of Mora	729.31
Compass Minerals	17,369.98
East Central Regional Development Commission	3,000.00
Federated Co-ops	163.31
Fleetmatics	559.00
Glens Tire	214.00
Gopher State One-Call	12.15
Grainger	103.64
Granite City Jobbing Co. Inc.	169.11
H&L Mesabi	17,775.86
Kanabec County Abstract LLC	1,520.00

Lacal Equipment	519.24
Maney International, Inc.	5,509.92
Midway Iron & Metal	65.34
M-R Sign	10,238.32
Northern States Supply	68.35
Office Depot	55.99
Olson Power & Equipment	854.04
Owens Auto Parts	446.28
Powerplan	3,021.60
Premier Outdoor Services	6,460.00
Quality Disposal Systems	160.00
Stegeman, Jesse	64.20
Towmaster	65.17
Verizon	37.52
<b>Total</b>	<b>88,126.97</b>

Action #11 – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve a **Consent Agenda** including all of the following actions:

**Resolution #11a – 02/08/17**  
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	\$3,801.80
Arthur Township	\$400.00
East Central Sanitation	\$2,612.77
Total	\$6,814.57

**Resolution #11b – 02/08/17**  
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 January 21, 2017, and

**WHEREAS** the Knife Lake Improvement District has sufficient funds on hand to cover these claims;

**BE IT RESOLVED** to pay the following claims:

MCIT	\$2,170.00
MN DNR	\$1,522.00

### **Resolution #11c – 2/8/17**

#### **PHEASANTS FOREVER GAMBLING APPROVAL**

**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 Pheasants Forever Isanti County Chapter 334 for a raffle event to be held at Pheasants Ridge Shooting Preserve 1547 Imperial St Ogilvie, MN 56358 on April 8, 2017.

### **Resolution #11d – 2/8/17**

#### **GO FOR THE GOLD GAMBLING APPROVAL**

**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 Go For The Gold Association for a raffle event to be held at Northwoods Steakhouse 2732 Hwy 65 Mora, MN 55051 on September 9, 2017.

*Action #12* – It was moved by Kathi Ellis, seconded by Gene Anderson and carried unanimously to approve a Consent Agenda approving all of the following actions:



## **Resolution #12a – 2/8/17**

**BE IT RESOLVED** to appoint William Hagfors to the Insurance Committee for a three year term commencing immediately and expiring January 7, 2020.

## **Resolution #12b – 2/8/17**

**BE IT RESOLVED** to appoint Lauri Rockne to the Advisory Board to Snake River Watershed Management Board to for a three year term commencing immediately and expiring January 7, 2020.

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

## **Resolution #13 – 2/8/17**

**WHEREAS** Karen McClellan is a Teamster 320 union member,

**WHEREAS** union contract language mirrors Kanabec County policy in that the first 40 hours of accumulated time shall be compensatory time, and the excess shall be paid overtime,

**WHEREAS** Karen has approximately 34 hours of compensatory time, as of pay period ending February 3, 2017,

**WHEREAS** in order to complete the 2017 assessment and to generate 2017 tax statements by March 15 both the Assessor and Auditor-Treasurer's offices need Karen for additional time beyond what contract/policy allows without paying overtime,

**WHEREAS** appraisal staff cannot perform these duties,

**THEREFORE BE IT RESOLVED** to temporarily remove the 40 hour compensatory cap until pay period ending March 17,

**BE IT FURTHER RESOLVED** to direct Karen to use any compensatory time over the 40 hours allowed to be used by June 30, 2017.

Commissioners gave reports on the activities of the Boards and Committees in which they participate.

Transit Director Helen Pieper met with the County Board to discuss matters concerning her office.

Action #14 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to approve the advertisement of bus #5 for sale in the newspaper.

Action #15 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to approve the application for additional operations grants from MN/DOT.

Transit Director Helen Pieper gave an update on the CMCOA transportation program.

County Coordinator Pat Christopherson led a discussion about the process of hiring a Health and Human Services Director. Consensus was made to postpone the hiring process in lieu of a potential restructuring of the two departments.

**10:33am** - The Chairperson then called for public comment three times. None responded.

**10:33am** - The Chairperson closed public comment.

The Commissioners held a discussion about the Gravel Tax Administration. County Coordinator Pat Christopherson was directed to send the proposed gravel tax form to the County Auditor. Pat will also contact the County Auditor regarding MN Department of Revenue Report cited by Township officials.

Orrin Haugen met with the County Board to discuss matters concerning expanding his business on Ann Lake. Information only, no action was taken.

Commissioners continued reports on the activities of the Boards and Committees in which they participate.

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

## **Resolution #16 – 2/8/17**

**BE IT RESOLVED** to close at the meeting at 11:44am 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 was County Coordinator & Personnel Director Patrick Christopherson.

Action #17 – It was moved by Kim Smith, seconded by Kathi Ellis and carried unanimously to re-open the meeting at 12:05pm.

Action #18 – It was moved by Kathi Ellis, seconded by Kim Smith and carried unanimously to accept the 106 proposal for additional FTO pay of \$1 per hour starting in 2018.

Action #19 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to accept the court appearance pay procedure for 2018.

Future agenda items: Report of fund distribution from approved gambling licenses (annually). Placing a porta potty at fishing pier on Knife Lake.

Action #20 – It was moved by Gene Anderson, seconded by Kim Smith and carried unanimously to adjourn at 12:12pm and to meet again in regular session on Wednesday, February 22, 2017 at 9:00am.

*Signed* \_\_\_\_\_

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

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